

City of Biddeford
City Council
January 03, 2019 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Presentation:**
 - 4.a. National Night Out Award - Bacon Street Festival
- 5. Game of Chance Beano/Bingo - Applications**
 - 5.a. Biddeford Eagles, #804
[1-03-2019 Game of Chance Apps-Biddeford Eagles.pdf](#)
- 6. Consideration of Minutes:**
 - 6.a. December 18, 2018 Council Meeting Minutes
[12-18-2018 Council Meeting Minutes.docx](#)
- 7. Second Reading:**
 - 7.a. 2018.145) Amendment/Ch. 18, Buildings and Building Regulations/Add New Section 18-26 et al.-Registrations and Inspections; Deletion of Division 7 - Disclosure of Building Ownership
[12-18-2018 Ch. 18 - Buildings-Registrations and Inspections.doc](#)
[12-18-2018 Ch. 18-Delete Disclosure of Building Ownership.pdf](#)
 - 7.b. 2018.146) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-100-Disability Parking/Revise Time Restrictions
[12-18-2018 Disability Street Parking-No Time Limits.docx](#)
 - 7.c. 2018.147) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-90-No Parking/Add on Cardinal Lane
[12-18-2018 No Parking Cardinal Lane.doc](#)
[12-18-2018 No Parking Cardinal Lane-REQUEST.pdf](#)
 - 7.d. 2018.148) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-90-No Parking/Add on Lily Pond Avenue
[12-18-2018 No Parking Lily Pond Avenue.doc](#)
- 8. Appointments:**
 - 8.a. Roland J. Pelletier....Airport Commission
[1-03-2019 Appt-Pelletier-Airport Commission.docx](#)
[1-03-2019 Appt App-Pelletier-Airport Commission.pdf](#)
 - 8.b. Harry R. Courtois...Biddeford Police Advisory Committee
[1-03-2019 Appt-Courtois-Police Advisory Comm.docx](#)
[1-03-2019 Appt App-Courtois-Police Advisory Comm.pdf](#)
 - 8.c. Susan Amons...Conservation Commission
[1-03-2019 Appt-Amons-Conservation Comm.docx](#)
[1-03-2019 Appt App-Amons-Conservation Comm.pdf](#)
 - 8.d. Jeffrey Dobson...Historic Preservation Commission

[1-03-2019 Appt-Dobson-Historic Preservation Comm.docx](#)

[1-03-2019 Appt App-Dobson-Historic Pres Comm.pdf](#)

8.e. Peter Bouthillette...Shellfish Conservation Committee

[1-03-2019 Appt-Bouthillette-Shellfish Comm.docx](#)

[1-03-2019 Appt App-Bouthillette-Shellfish Comm.pdf](#)

9. **Public Addressing the Council..(5 minute limit per speaker; 30 minute total time limit)**
10. **City Manager Report**
11. **Other Business**
12. **Council President Addressing the Council**
13. **Mayor Addressing the Council**
14. **Adjourn**



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE STATE POLICE
SPECIAL INVESTIGATIONS UNIT

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164
(207) 624-7210

Application for a License to Operate Beano/Bingo or a Game of Chance

The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin

- For what license are you applying (please check one): **BEANO** ☒ OR **GAME OF CHANCE** ☐
IF YOU CHECKED GAMES OF CHANCE:
Name of Game: Beano
Number of Games: 1
Open to Public? Yes ☒ ~~No~~ ☐
- Organization Name: Biddeford Eagles 804
Organization Number: 1322
Federal Tax ID # (EIN): 01-0063057
Business Address: 57 Birch St Biddeford ME 04005
Mailing Address: SAME
Phone: 286-1353
- Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Rodney Scott</u>	<u>38 Bacon St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-9721</u>	<u>6-1-21</u>
<u>George Worthy</u>	<u>20 Evansville Dr</u>	<u>Biddeford ME 04005</u>	<u>207-590-1328</u>	<u>6-1-20</u>
<u>Doreen Townsend</u>	<u>28 Piersons LA Apt 1</u>	<u>Biddeford ME 04005</u>	<u>207-423-1879</u>	<u>6-1-19</u>
<u>Mathew Coards</u>	<u>37 Harvey St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-7925</u>	<u>6-1-19</u>
- Location where Beano/Bingo or Game of Chance is to be conducted:
57 Birch St Biddeford ME 04005
BUILDING ADDRESS CITY/ZIP
- Person responsible for operation of Beano or Games of Chance:
Trustee's 282-2046 286-1353
NAME DAYTIME PHONE & EVENING PHONE
Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005
E-Mail Address: Biddeford eagles 804@gmail.com
- Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun
What are the hours of operation? 09:00 AM to 01:00 AM
- For Tournaments and Beano Only:
What time do the doors open? 12:30 PM What time does the game start? 1:00 PM
- Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.
01 JAN 19 31 Dec 19

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



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MAINE STATE POLICE
SPECIAL INVESTIGATIONS UNIT

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(207) 624-7210

Application for a License to Operate Beano/Bingo or a Game of Chance

The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin

1. For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☒

2. Organization Name: Biddeford Eagles 804

IF YOU CHECKED GAMES OF CHANCE:

Name of Game: Sealed Ticket

Organization Number: 804 1322

Number of Games: 4

Federal Tax ID # (EIN): 01-0063057

Open to Public? Yes ☐ No ☒

Business Address: 57 Birch St Biddeford ME 04005

Mailing Address: same

Phone: 286-1353

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Rodney Scott</u>	<u>38 Bacon St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-9721</u>	<u>6-1-21</u>

<u>George Worthly</u>	<u>20 Evans St</u>	<u>Biddeford ME 04005</u>	<u>207-590-1228</u>	<u>6-1-20</u>
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<u>Doreen Townsend</u>	<u>28 Persons Ln Apt 1</u>	<u>Biddeford ME 04005</u>	<u>207-423-1579</u>	<u>6-1-19</u>
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<u>Mathew Card</u>	<u>37 Harvey St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-7925</u>	<u>6-1-19</u>
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4. Location where Beano/Bingo or Game of Chance is to be conducted:

57 Birch St Biddeford ME 04005

5. Person responsible for operation of Beano or Games of Chance:

Trustee's

286-1353

Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005

E-Mail Address: _____

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 09:00 AM to 01:00 AM

7. For Tournaments and Beano Only:

What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

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Does the organization own all the equipment used in operating this amusement? Yes ☒ No ☐

If "NO", please explain the circumstances under which the equipment was acquired:

0. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes ☐ No ☒

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

1. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

-----APPLICANT SIGNATURE-----

12. The applicant agrees to obey the laws of the State of Maine and the United States and the rules and regulations governing Beano or Game of Chance promulgated by the Chief of the State Police. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: [Signature] Age 18 or older: Yes ☒ No ☐

Name: Rodney E Scott Jr. Title: Chairman of the Board Date: 12-13-19
(Please print - must be duly authorized officer of this organization - title is required) Trustees

-----BLANKET LETTER-----

13. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo or Game of Chance will take place unless a separate "Blanket Letter of Approval" is filed with the Chief of the State Police:

- ☒ Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
☐ Check here if you have attached a "Blanket Letter of Approval".

-----CONSENT-----

The undersigned being municipal officers of the City/Town of _____ hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 62 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

Name: _____ Date: _____
Name: _____ Date: _____
Name: _____ Date: _____
Name: _____ Date: _____

-----FEES-----

Beano/Bingo: \$5.00/Special Per Game License; \$12/Week; \$36/Month; \$400/Year

Game of Chance: \$15/Week; \$60/Month; \$700/Year Video Poker: \$15/Week or \$60/Month Card / Cribbage: \$30 Per Calendar Year

Tournament Game (up to 100 players): \$75.00/Per Tournament; \$200.00/Month (Two Tournaments per Month); \$1,500/Year (Two Tournaments per Month)

Make check payable to Treasurer, State of Maine

Return the signed and completed application to: Department of Public Safety
Maine State Police
Special Investigations Unit
164 State House Station
Augusta, ME 04333-0164



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DEPARTMENT OF PUBLIC SAFETY
MAINE STATE POLICE
SPECIAL INVESTIGATIONS UNIT

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The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin

1. For what license are you applying (please check one): BEANO ☐ OR GAME OF CHANCE ☒

2. Organization Name: Biddeford Eagles 804

IF YOU CHECKED GAMES OF CHANCE:

Name of Game: Dice

Organization Number: 1322

Number of Games: 1

Federal Tax ID # (EIN): 01-0063057

Open to Public? Yes ☐ No ☒

Business Address: 57 Birch St Biddeford ME 04005

Mailing Address: SAME

Phone: 286-1353

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Rodney Scott</u>	<u>38 Bacon St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-9721</u>	<u>6-1-21</u>

<u>George Worthy</u>	<u>20 Evansville Dr</u>	<u>Biddeford ME 04005</u>	<u>207-590-1228</u>	<u>6-1-20</u>
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<u>Doreen Townsend</u>	<u>28 Piersons LA APT 1</u>	<u>Biddeford ME 04005</u>	<u>207-423-1579</u>	<u>6-1-19</u>
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<u>Mathew Coards</u>	<u>37 Harvey St Apt 2</u>	<u>Biddeford ME 04005</u>	<u>207-590-7925</u>	<u>6-1-19</u>
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4. Location where Beano/Bingo or Game of Chance is to be conducted:

57 Birch St Biddeford ME 04005

BUILDING ADDRESS CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:

Trustee's 282-2046 286-1353

NAME DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005

E-Mail Address: Biddeford eagles 804@gmail.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 09:00 AM to 01:00 AM

7. For Tournaments and Beano Only:

What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

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- 31 Dec 19

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1. For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☒

2. Organization Name: Biddeford Eagles 804

IF YOU CHECKED GAMES OF CHANCE:

Name of Game: Wheel

Organization Number: 1322

Number of Games: 1

Federal Tax ID # (EIN): 01-0063057

Open to Public? Yes ☐ No ☒

Business Address: 57 Birch St Biddeford ME 04005

Mailing Address: SAME

Phone: 286-1353

3. Current Officers:

Rodney Scott 38 Bacon St Apt 2 Biddeford ME 04005 207-590-9721
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-21

George Worthy 20 Evansia Dr Biddeford ME 04005 207-590-1328
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-20

Doreen Townsend 28 Piersons LA Apt 1 Biddeford ME 04005 207-423-1879
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-19

Mathew Coards 37 Harvey St Apt 2 Biddeford ME 04005 207-590-7925
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-19

4. Location where Beano/Bingo or Game of Chance is to be conducted:

57 Birch St Biddeford ME 04005
BUILDING ADDRESS CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:

Trustee's 282-2046 286-1353
NAME DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005

E-Mail Address: biddefordeagles804@gmail.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 09:00 AM to 01:00 AM

7. For Tournaments and Beano Only:

What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

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1. For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☒

2. Organization Name: Biddeford Eagles 804 IF YOU CHECKED GAMES OF CHANCE:
Name of Game: Pot of Gold
Organization Number: 1322
Number of Games: 1

Federal Tax ID # (EIN): 01-0063057
Open to Public? Yes ☐ No ☒

Business Address: 57 Birch St Biddeford ME 04005

Mailing Address: SAME Phone: 286-1353

3. Current Officers:
Rodney Scott 38 Bacon St Apt 2 Biddeford ME 04005 207-590-9721
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-21

George Worthy 20 Evansville Dr Biddeford ME 04005 207-590-1328
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-20

Doreen Townsend 28 Piersons LA Apt 1 Biddeford ME 04005 207-423-1579
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-19

Mathew Coards 37 Harvey St Apt 2 Biddeford ME 04005 207-590-7925
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
6-1-19

4. Location where Beano/Bingo or Game of Chance is to be conducted:
57 Birch St Biddeford ME 04005
BUILDING ADDRESS CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:
Trustee's 282-2046 286-1353
NAME DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005

E-Mail Address: Biddeford eagles 804@gmail.com

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 09:00 AM to 01:00 AM

7. For Tournaments and Beano Only:
What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.
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- For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☒
- Organization Name: Biddeford Eagles 804
Organization Number: 1322
Federal Tax ID # (EIN): 01-0063057
Business Address: 57 Birch St Biddeford ME 04005
Mailing Address: SAME Phone: 286-1353
IF YOU CHECKED GAMES OF CHANCE:
Name of Game: Queen of hearts
Number of Games: 1
Open to Public? Yes ☐ No ☒
- Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>Rodney Scott</u>	<u>38 Bacon St Apt 2 Biddeford ME 04005</u>	<u>04005</u>	<u>207-590-9721</u>	<u>6-1-21</u>
<u>George Worthly</u>	<u>20 Evanthis Dr Biddeford ME 04005</u>	<u>04005</u>	<u>207-590-1228</u>	<u>6-1-20</u>
<u>Darren Townsend</u>	<u>28 Piersons LA Apt 1 Biddeford ME 04005</u>	<u>04005</u>	<u>207-423-1579</u>	<u>6-1-19</u>
<u>Mathew Coards</u>	<u>37 Harvey St Apt 2 Biddeford ME 04005</u>	<u>04005</u>	<u>207-590-7925</u>	<u>6-1-19</u>
- Location where Beano/Bingo or Game of Chance is to be conducted:
57 Birch St Biddeford ME 04005
BUILDING ADDRESS CITY/ZIP
- Person responsible for operation of Beano or Games of Chance:
Trustee's 282-2046 286-1353
NAME DAYTIME PHONE & EVENING PHONE
Name & Address where Licenses will be sent: 57 Birch St Biddeford ME 04005
E-Mail Address: BiddefordEagles804@gmail.com
- Circle the days of the week you expect to operate: (Mon Tue Wed Thu Fri Sat Sun)
What are the hours of operation? 09:00 AM to 01:00 AM
- For Tournaments and Beano Only:
What time do the doors open? _____ What time does the game start? _____
- Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.
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**COUNCIL MEETING
DECEMBER 18, 2018**

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

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

Robert Quattrone, Jr. was excused.

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

Adjustment to the Agenda:

- Add Update on Fire Department Contract Negotiations

Game of Chance Application: **York County Veterans Alliance**

Motion by Councilor McCurry, seconded by Councilor Clearwater to recommend issuance of the Game of Chance license to York County Veterans Alliance.

Vote: Unanimous.

Consideration of Minutes: **December 4, 2018**

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

Orders of the Day:

2018.143

IN BOARD OF CITY COUNCIL....DECEMBER 18, 2018

BE IT ORDERED, that the City Manager be authorized to purchase two (2) 2020 Peterbuilt plow trucks as per bid of December 7, 2018 (the "Equipment") from Whited Peterbuilt (the "Vendor") and may pay the Vendor an amount not to exceed \$434,744.00 (before discounts valued at \$85,000.00) for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$434,744.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$434,744.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee will review this item on December 18, 2018 and vote to recommend it to the City Council for approval. The purchase of this item is included in the FY19 CIP budget

Motion by Councilor McCurry, seconded by Councilor Seaver to grant the order

Vote: Unanimous.

2018.144

IN BOARD OF CITY COUNCIL....DECEMBER 18, 2018

BE IT ORDERED, that the City Manager be authorized to sign a unit cost contract with J Pratt Inc. of Hebron, Maine for the construction of the Main Street Sidewalk Reconstruction Project 2018, Phase II as per the bids opened on November 13, 2018, in the bid amount of \$1,416,247.00, and to expend additional funds for project support costs for a total projected project cost of \$1,500,000, funding for this work to be as outlined in the memo from James A. Bennett, titled "Next Phase on Main Street Improvements (Funding Sources)" dated December 11, 2018.

NOTE: The Finance Committee will review this item at their December 18, 2018 meeting. The Capital Projects Committee has been provided a copy of the Project Information for their review.

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

Vote: Unanimous.

2018.117

IN BOARD OF CITY COUNCIL..OCTOBER 2, 2018

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager to enter into negotiation and execute an agreement with Hans and Anne Asoera, or their designated representative, owners of the property located at 1 Bay Street (GIS 60-48), to facilitate landscape improvements at said property and the public right-of-way to the beach substantially in the form presented in the letter from Jessica Kimball of Terrence J. DeWan & Associates dated August 2, 2018. The final terms of the agreement shall be beneficial to the City of Biddeford in consultation with the City Attorney.

BE IT FURTHER ORDERED, that any cost associated with the negotiated agreement shall be the responsibility of the property owner except as otherwise required by law.

NOTE: This authorization is limited to the establishment of an agreement between the parties. This Order does not guarantee or otherwise convey or imply permit approval for the proposed improvements. All permitting shall be administratively processed under the independent jurisdiction of the applicable agency, board, commission, or committee.

Motion by Councilor Swanton, seconded by Councilor Clearwater to remove the order from the table.

Vote: 6/2; Councilors McCurry and Lessard opposed.

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

Motion carries.

The original motion to grant the order is under consideration:

Motion by Councilor Belanger, seconded by Councilor Clearwater to amend the order by including that the final easement agreement needs to come back to the Council for approval.

Councilor Lessard wished to go on record as offering the City \$2,000.00 for the property in question, along with all legal fees to finalize the transaction.

Vote on amendment: 3/5; Councilors Seaver, Belanger and Clearwater in favor.

Councilors Swanton, McCurry, St. Cyr, Ready and Lessard opposed.

Motion to amend fails.

Motion by Councilor Lessard, seconded by Councilor McCurry to table this order until the first meeting in April 2019.

Vote: 3/5; Councilors Lessard, McCurry and Seaver in favor.

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

Motion to table fails.

Vote on order: 3/5; Councilors Belanger, Clearwater and Swanton in favor.

Councilors McCurry, St. Cyr, Ready, Seaver and Lessard opposed.

Order fails.

2018.145

IN BOARD OF CITY COUNCIL..DECEMBER 18, 2018

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 18, Buildings and Building Regulations, Article II Buildings, **Section 18-26 et al - Registrations and Inspections**, be amended by adding the following:

Article II: BUILDINGS

DIVISION 1: REGISTRATIONS & INSPECTIONS

§ 18-26 Purpose.

The City intends to hold owners of multifamily dwellings accountable and responsible for the maintenance of safe living conditions by establishing a multifamily dwelling unit registration and inspections program. Many owners form limited liability companies and other various forms of proprietorships in order to have undisclosed and unidentifiable principals. Many individuals no longer have landlines and communicate mainly with cell phones which are mostly unlisted. This makes the effort to locate the person(s) who owns the property extremely difficult and very time consuming. By requiring the disclosure of ownership, it provides a transparency to the citizens of Biddeford and enables City officials to perform their duties. The City intends to improve safety and sanitary living conditions for the residents of multifamily dwellings by establishing a program of regular inspections of such properties through its Code Enforcement Office. The City seeks to assure properties come into compliance with current life safety codes and standards, and that owners are alerted to any detrimental conditions that could place tenants at risk. The City intends to work cooperatively and proactively with owners of such properties by setting a protocol for regular inspections, as well as providing owners with clear standards for maintenance of their properties.

§ 18-27 Definitions.

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

DWELLING UNIT

A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

LIFE SAFETY INSPECTION

An inspection performed by the Code Enforcement Office to evaluate the building for compliance with current life safety standards and compliance with the International Property Maintenance Code.

MULTIFAMILY DWELLING

A building containing three or more dwelling units located all within the same structure and under the same ownership.

PROPERTY MANAGEMENT FIRM

Any company responsible for the management of a multifamily dwelling unit and which has access and control over the entire premises.

PROPERTY MANAGER

Any individual responsible for the management of a multifamily dwelling unit and who has access and control over the entire premises.

§ 18-28 Multifamily dwelling unit ownership/registration.

A. Owner(s) of a multifamily dwelling building shall register their ownership with the City. Registrations are due annually or within 30 days of purchase of the property. If a new owner registers mid-year, they will not be charged **unless the inspection is scheduled for that year.as long as the annual fee has already been paid for the building.**

The registration is valid through the calendar year.

B. Registrations will be done through the Code Enforcement Office. All fees shall be made payable to the City of Biddeford and shall be processed at the submission of the registration.

C. In the event the owner uses a property management firm or has a property manager, the owner shall provide the property manager's or property management firm's contact information at the time of registration. If the property management changes during the twelve-month registration period, the owner shall notify the City within 30 days of the date of the change.

D. The annual registration and inspection fee is \$25.00 per dwelling unit.

(E) Newly constructed multifamily dwelling units/buildings **requiring a certificate of occupancy for the entire building** shall be exempt from inspection requirements for 10 years from the date of issuance of the certificate of occupancy.

§ 18-29 Inspections.

A. Life safety inspections for all multi-families shall be completed every 5 years. The owner will be notified at the time of registration if the inspection will be completed that year, or a later year. Once a property has been inspected, it will not be re-inspected for five years thereafter, unless there is just cause.

B. Upon two weeks of notice, the owner shall grant the Code Enforcement Office full access to the property during the life safety inspection. This shall include, but not be limited to, each dwelling unit, all common areas, all basements, all outbuildings, and any other area of the property the Code Enforcement Officer deems necessary to inspect.

§ 18-30 Violations and enforcement.

A. The Code Enforcement Office shall have the primary responsibility for enforcement of this article. If the Code Enforcement Officer, or his/her designee(s), determines that a violation of this article has occurred, he or she shall send a notice to the property owner indicating a violation exists, and a time frame for remediation shall be established. Subsequent violations of this article shall be subject to the penalties set forth below.

B. Violations are as follows:

(1) Failure to register shall result in a penalty fee of \$250 assessed for each **ten(10)** calendar days **which elapse** after that date until such time the registration fee and all penalty fees are paid in full.

(2) Failure to update property management/owner contact information shall result in a penalty fee of \$250 for each **ten(10)** calendar days **which elapse** after the date the owner was required to notify the city until such a notice is given and all penalty fees are paid in full.

(3) Providing false information shall result in a penalty fee of \$1,000 for each **ten(10)** calendar days **s which elapse** after such information was provided until such time as the information is corrected and all penalty fees are paid in full.

(4) **Failure Refusal** to allow the Code Office to conduct the inspection shall result in a fee of \$1,000 for each **calendar** day until the inspection is complete.

(5) Renting a unit that has not been registered shall result in a fee of \$250 for each **ten(10)** calendar days **s which elapse** after the unit was rented until such time the registration fee and all penalty fees are paid in full.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council. {The Policy Committee revisions are highlighted}

Motion by Councilor Belanger, seconded by Councilor Seaver to grant the first reading of the ordinance amendment, which includes the deletion of Ch. 18, Division 7 – Disclosure of Building Ownership.

Motion by Councilor Ready, seconded by Councilor Clearwater to amend the ordinance to include that if the inspection program comes to an end, the annual fees will no longer be charged. Vote; Unanimous.

Motion by Councilor Swanton, seconded by Councilor McCurry to amend the ordinance by specifying that the annual fees will be due on January 1st of each year; and that a notice of registration and inspection will be sent out during the first week in December each year.

Vote: 1/7; Councilor Swanton in favor.

Councilors McCurry, St. Cyr, Clearwater, Belanger, Ready, Seaver and Lessard opposed. Amendment fails

Vote on first reading of the ordinance, as amended: Unanimous..

2018.146

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

BE IT ORDAINED, by the City Council of the City of Biddeford that Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV, Specific Street Regulations, **Section 42-100 Disability Parking**, is amended by adding or ~~deleting~~ to read as follows::

Sec. 42-100 Disability Parking

- (c) Except as otherwise established elsewhere in this Chapter a vehicle displaying a disability plate or placard issued in accordance with 29-A M.R.S.A. § 521, shall be allowed to park for double the allotted time without any time limitations imposed under section 42-92 for Downtown Streets. All other posted parking restrictions shall apply.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted 4/1 to recommend passage by the City Council.

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

Motion by Councilor Belanger, seconded by Councilor Seaver to amend the ordinance by eliminating “for Downtown Streets;” and to further amend to replace with, “**or Sec. 42-58** “ in the Code of Ordinances.

Vote: 5/3; Councilors Lessard, Ready and McCurry opposed.

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

Amendment carries.

Motion by Councilor Lessard, seconded by Councilor Ready to amend the ordinance by reverting back to the originally proposed language, which doubled the allotted time limitation imposed under section 42-92.

Vote: 4/4; Councilors Seaver, Belanger, Clearwater and Swanton opposed.

Councilors McCurry, St. Cyr, Ready and Lessard in favor.

Mayor Casavant voted in opposition to break the tie. Amendment fails.

Vote on first reading of the ordinance: 5/3; Councilors Lessard, Ready and McCurry opposed.

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

Motion carries.

2018.147

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

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 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Cardinal Lane, odd-numbered side, from the intersection with Marial Avenue to dead end.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.

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

Vote: Unanimous.

2018.148

IN BOARD OF CITY COUNCIL..DECEMBER 18, 2018

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 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Lily Pond Avenue, both sides, from the intersection with Fortunes Rocks Road, both entrances, entire street.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.

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

Vote: 7/1; Councilor McCurry opposed.

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

Motion carries.

2018.149

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article III, Parking Stopping and Standing, **Section 42-59 Snow Emergency Parking Ban**, be amended by adding or ~~deleting~~ to read as follows:

The following provisions shall apply during snow emergencies as declared by the Director of Public Works:

- (1) When the Director of Public Works deems it necessary to allow for the safe and efficient removal of snow and ice from the public ways within the City, the Director may declare that a snow emergency exists. The Director of Public Works will announce the snow emergency by notifying the local radio and television media, and request that they make periodic announcements of the parking ban. The Director will state in his notice that during the hours of the emergency, parking of motor vehicles is prohibited on any way or municipal parking lot within the jurisdiction of the City, except that the municipal parking lots at the Community Center (Myrtle Street side only) and Clifford Park East Biddeford Little League parking lot (on Hill Street), Public Access parking lot (on Pool Street) and Sullivan Street parking lot, are open for parking during the period of the emergency at no fee; and the, Foss Street Parking Lot, Washington Street Parking Lot, Gas House Parking Lot, and the Water Street Parking Lot are open for parking during the period of the emergency on a pay-per-use permit-only basis.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.

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

Vote: Unanimous.

Motion by Councilor Lessard, seconded by Councilor McCurry to suspend the rules and allow for the second reading and allow this ordinance amendment to be effective immediately.

Vote: Unanimous.

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

Vote: Unanimous.

2018.150

BOARD OF CITY COUNCIL...DECEMBER 18, 2018

BE IT ORDERED, that the Biddeford City Council does hereby grant approval pursuant with Title 15 M.R.S.A. §5824(3) & §5822(4)(A) to the transfer of 500.00 in U.S. Currency, or any portion thereof, on the grounds that the City of Biddeford Police Department did make a substantial contribution to the investigation of this or related criminal case.CR-17-777. These funds shall be transferred to the City of Biddeford, Asset Forfeiture Account 3119-40576.

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

Vote: Unanimous.

2018.151

IN BOARD OF CITY COUNCIL..DECEMBER 4, 2018

BE IT ORDERED, that the regularly scheduled Council Meeting of January 1, 2019 be re-scheduled for Thursday, January 3rd at 6:00 p.m. in the Council Chambers due to the fact that January 1st is New Year's Day.

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

Vote: Unanimous.

Appointments:

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint **Councilors Amy Clearwater and Michael Ready** to the *Homelessness Initiatives Group*, coordinated in conjunction with Seeds of Hope.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointments.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Carmen J. Morris
City Clerk

as ***Biddeford's Voter Registrar*** for the State required two-year term; with a term to expire January 2021.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

William Southwick

as the CHAIR of the *Planning Board* for 2019.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Kenneth Pendleton
25 Harding Street
Ward 4

to the *Biddeford Fire Advisory Committee (BFAC)*, for an initial term to expire in December 2023.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Brian Fleurant
77 Prospect Street
Ward 4

to the *Board of Assessment Review*, for a term to expire in December 2023.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Donald Harper
421 West Street
Ward 3

to the *Cable T.V. Committee*, for a term to expire in December 2021.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

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

**Julian Schlaver
34 Union Street**

to the *Downtown Committee* as the Downtown Development Commission representative.

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

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

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

**Sean B. Tarpey
110 Cleaves Street
Ward 2**

to the *Zoning Board of Appeals*, for a term to expire in December 2021.

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

Public Addressing the Council...(5 minute limit per speaker; 30 minute total time limit):
A couple citizens addressed their comments to the Council.

City Manager Report:

City Manager, James Bennett shared the following:

- (1) The City recently received a \$15,000 Grant from the Maine Community Foundation. He noted that Biddeford is one of the first communities in Maine to embark on a project to convert all streets lights to LEDs.
- (2) He and Mayor Casavant met with folks from the Census Bureau; and he reminded folks that the Census is coming up again soon.
- (3) City Staff from all departments have collectively adopted three families this holiday season and have bought gifts for members of these families in order to provide a wonderful Christmas for these families who otherwise would have gone without.
- (4) Eight of the City's Offices/Departments are participating in a Decorating Contest this holiday season. The judging of the decorations will be this Friday, Dec. 21st.
- (5) On behalf of all City Employees, he extended best wishes for safe travels to all who are traveling during the holiday season; quiet and uneventful shifts for our public safety personnel; and Happy Holidays and a Happy New Year to all.
- (6) Due to erroneous comments made during Public Addressing the Council, he invited citizen Jason Litalien to meet with him to gain clarification on TIFs since Mr. Litalien's interpretation was completely off during his public comments. Specifically, Jim wanted to ensure that the public understands that the TIF does not provide that the City build a parking garage.

Other Business:

Councilor Swanton: noted the following:

- 1) Westbrook Skating Rink is owned by the City; however, it is run by volunteers.
- 2) Channel 3, (the public access channel) is now Channel 1301
- 3) The City needs a better way of educating the public about TIF financing
- 4) Urged folks to go to City Hall on Monday, Dec. 24th since it will be open from 8:00am to noon.

Councilor Lessard: wished everyone a Merry Christmas. He also thanked the Council and Mayor for all the good work that has been done over the past year; as well as for the decorum that has been kept throughout the year.

Councilor Lessard asked about the reconsideration of the vote to close City Hall on Monday, December 24th (Christmas Eve), which had failed at the December 4th Council Meeting. He asked about the possibility of City Hall staying open later one evening next week if it were to close on Monday. City Manager, James Bennett stated that he doesn't feel that keeping City Hall open later would be efficient.

Motion by Councilor Lessard, seconded by Councilor Clearwater to reconsider Order 2018.142 – Authorization/Closure of City Hall on Christmas Eve (4 Hours).

Vote: 2/6; Councilors Seaver and Clearwater in favor.

Councilors Swanton, McCurry, St. Cyr, Belanger, Ready and Lessard opposed.

Motion fails.

Council President Addressing the Council: Councilor McCurry announced that at this evening's Finance Committee meeting, it was approved to install a portable toilet somewhere in the downtown. This decision came about as a result of the Homelessness Initiatives presentation by Rev. Shirley Bowen of Seeds of Hope at the December 4th council meeting. City Staff will work on the logistics of the portable toilet, i.e. placement and maintenance.

Councilor McCurry thanked the Council and City Staff for all the work done this year.

Councilor McCurry believes that the Mill owners should pay for their own parking; but also believes that the tenants of the Mill buildings have the right to park on the streets like everyone else. He feels that the City has created their own parking issues by giving waivers to certain businesses.

Lastly, Councilor McCurry wished everyone a Merry Christmas, Happy Holidays and a Happy New Year.

Mayor Addressing the Council: Mayor Casavant announced that the York District Health Council recently awarded the City's Recreation Director, Carl Walsh as a Volunteer of the Year. This is a wonderful recognition of all the hard work and effort Carl puts into all he does.

Mayor Casavant wished everyone a Merry Christmas, Happy Holidays and a Happy New Year; and he thanked the Council for all their hard work over the past year.

Executive Session: 1 MRSA 405(6)(D)...Labor Contract Negotiations – DPW Supervisors and Fire Department

Motion by Councilor Swanton, seconded by Councilor Lessard to move into Executive Session.

Vote: Unanimous.

Time: 8:00 p.m.

Motion by Councilor Seaver, seconded by Councilor St. Cyr to move out of Executive Session.

Vote: Unanimous.

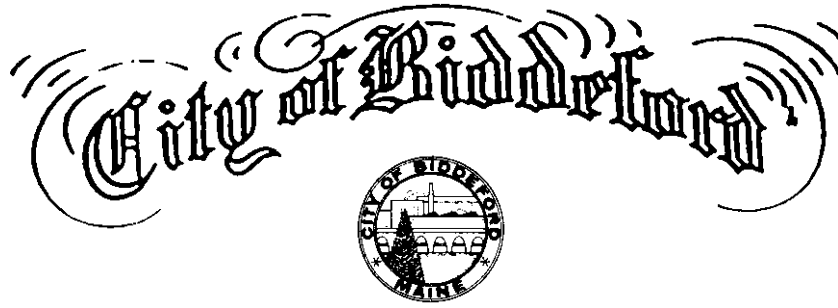
Time: 8:28 p.m.

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

Vote: Unanimous.

Time: 8:28 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2018.145 **IN BOARD OF CITY COUNCIL..DECEMBER 18, 2018**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 18, Buildings and Building Regulations, Article II Buildings, **Section 18-26 et al - Registrations and Inspections**, be amended by adding the following:

Article II: BUILDINGS

DIVISION 1: REGISTRATIONS & INSPECTIONS

§ 18-26 Purpose.

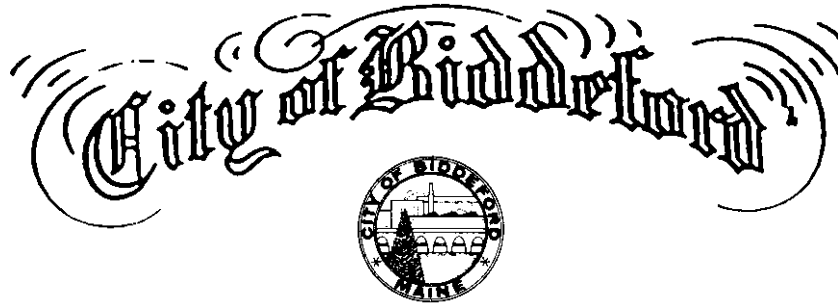
The City intends to hold owners of multifamily dwellings accountable and responsible for the maintenance of safe living conditions by establishing a multifamily dwelling unit registration and inspections program. Many owners form limited liability companies and other various forms of proprietorships in order to have undisclosed and unidentifiable principals. Many individuals no longer have landlines and communicate mainly with cell phones which are mostly unlisted. This makes the effort to locate the person(s) who owns the property extremely difficult and very time consuming. By requiring the disclosure of ownership, it provides a transparency to the citizens of Biddeford and enables City officials to perform their duties. The City intends to improve safety and sanitary living conditions for the residents of multifamily dwellings by establishing a program of regular inspections of such properties through its Code Enforcement Office. The City seeks to assure properties come into compliance with current life safety codes and standards, and that owners are alerted to any detrimental conditions that could place tenants at risk. The City intends to work cooperatively and proactively with owners of such properties by setting a protocol for regular inspections, as well as providing owners with clear standards for maintenance of their properties.

§ 18-27 Definitions.

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

DWELLING UNIT

A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.



LIFE SAFETY INSPECTION

An inspection performed by the Code Enforcement Office to evaluate the building for compliance with current life safety standards and compliance with the International Property Maintenance Code.

MULTIFAMILY DWELLING

A building containing three or more dwelling units located all within the same structure and under the same ownership.

PROPERTY MANAGEMENT FIRM

Any company responsible for the management of a multifamily dwelling unit and which has access and control over the entire premises.

PROPERTY MANAGER

Any individual responsible for the management of a multifamily dwelling unit and who has access and control over the entire premises.

§ 18-28 Multifamily dwelling unit ownership/registration.

A.

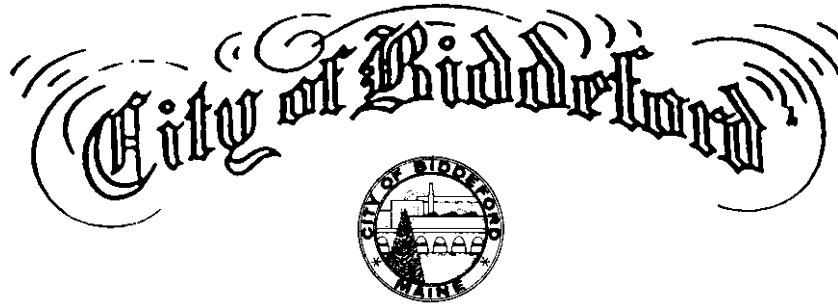
Owner(s) of a multifamily dwelling building shall register their ownership with the City. Registrations are due annually or within 30 days of purchase of the property. If a new owner registers mid-year, they will not be charged unless the inspection is scheduled for that year, as long as the annual fee has already been paid for the building. The registration is valid through the calendar year.

B.

Registrations will be done through the Code Enforcement Office. All fees shall be made payable to the City of Biddeford and shall be processed at the submission of the registration.

C.

In the event the owner uses a property management firm or has a property manager, the owner shall provide the property manager's or property management firm's contact information at the time of registration. If the property management changes during the twelve-month registration period, the owner shall notify the City within 30 days of the date of the change.



D.

The annual registration and inspection fee is \$25.00 per dwelling unit.

(E)

Newly constructed multifamily dwelling units/buildings **requiring a certificate of occupancy for the entire building** shall be exempt from inspection requirements for 10 years from the date of issuance of the certificate of occupancy.

(F)

Should the Inspection Program come to an end, the annual fee will no longer be charged.

§ 18-29 Inspections.

A.

Life safety inspections for all multi-families shall be completed every 5 years. The owner will be notified at the time of registration if the inspection will be completed that year, or a later year. Once a property has been inspected, it will not be re-inspected for five years thereafter, unless there is just cause.

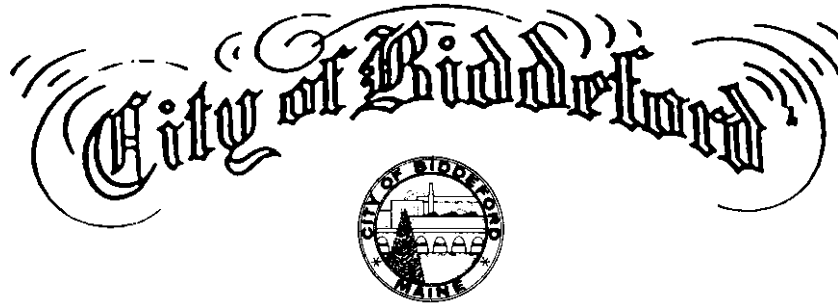
B.

Upon two weeks of notice, the owner shall grant the Code Enforcement Office full access to the property during the life safety inspection. This shall include, but not be limited to, each dwelling unit, all common areas, all basements, all outbuildings, and any other area of the property the Code Enforcement Officer deems necessary to inspect.

§ 18-30 Violations and enforcement.

A.

The Code Enforcement Office shall have the primary responsibility for enforcement of this article. If the Code Enforcement Officer, or his/her designee(s), determines that a violation of this article has occurred, he or she shall send a notice to the property owner indicating a violation exists, and a time frame for remediation shall be established. Subsequent violations of this article shall be subject to the penalties set forth below.



B.

Violations are as follows:

(1)

Failure to register shall result in a penalty fee of \$250 assessed for each **ten(10)** calendar days which elapse after that date until such time the registration fee and all penalty fees are paid in full.

(2)

Failure to update property management/owner contact information shall result in a penalty fee of \$250 for each **ten(10)** calendar days which elapse after the date the owner was required to notify the city until such a notice is given and all penalty fees are paid in full.

(3)

Providing false information shall result in a penalty fee of \$1,000 for each **ten(10)** calendar days which elapse after such information was provided until such time as the information is corrected and all penalty fees are paid in full.

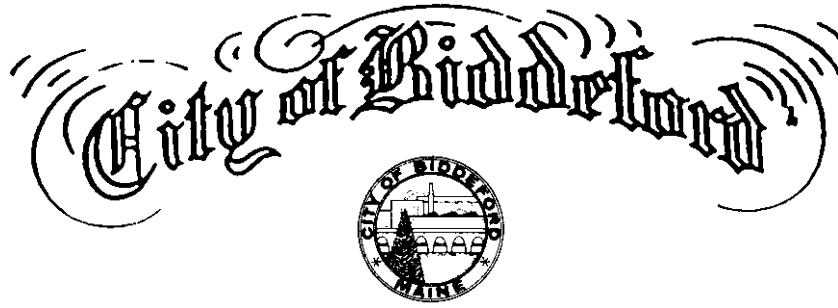
(4)

Failure Refusal to allow the Code Office to conduct the inspection shall result in a fee of \$1,000 for each **calendar** day until the inspection is complete.

(5)

Renting a unit that has not been registered shall result in a fee of \$250 for each **ten(10)** calendar days which elapse after the unit was rented until such time the registration fee and all penalty fees are paid in full.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.
{The Policy Committee revisions are highlighted}



December 18, 2018

Motion by Councilor Belanger, seconded by Councilor Seaver to grant the first reading of the ordinance amendment, which includes the deletion of Ch. 18, Division 7 – Disclosure of Building Ownership.

Motion by Councilor Ready, seconded by Councilor Clearwater to amend the ordinance to include that if the inspection program comes to an end, the annual fees will no longer be charged.

Vote; Unanimous.

Motion by Councilor Swanton, seconded by Councilor McCurry to amend the ordinance by specifying that the annual fees will be due on January 1st of each year; and that a notice of registration and inspection will be sent out during the first week in December each year.

Vote: 1/7; Councilor Swanton in favor.

Councilors McCurry, St. Cyr, Clearwater, Belanger, Ready, Seaver and Lessard opposed.
Amendment fails

Vote on first reading of the ordinance, as amended: Unanimous..

~~-Delete in its entirety-~~

~~BUILDINGS~~

~~**DIVISION 7:DISCLOSURE OF BUILDING OWNERSHIP**~~

~~Chapter 18 :Buildings and Building RegulationsARTICLE IIBUILDINGS~~
~~**DIVISION 7DISCLOSURE OF BUILDING OWNERSHIP**~~

~~Sec. 18-116Purpose.~~

~~Sec. 18-117Registration required.~~

~~Sec. 18-118Registration form; information.~~

~~Sec. 18-119Violations.~~

~~Sec. 18-120Penalty.~~

~~Sec. 18-116Purpose.~~

~~[Ord. No. 2002.10, 2-5-2002]~~

~~The proliferation of real estate proprietorships, partnerships, and trusts having undisclosed, anonymous or otherwise unidentifiable principals, owning large numbers of multiunit residential properties, sometimes managed through unresponsive property management companies, has impeded the proper enforcement of this chapter, and other ordinances of the City. This article is intended to require the disclosure of the ownership of such property and to make all corporate, partnership, trust and any other nonindividual owners responsible for the maintenance of property more accessible and accountable with respect to the premises.~~

~~Sec. 18-117Registration required.~~

~~[Ord. No. 2002.10, 2-5-2002]~~

~~(a)~~

~~Registration of ownership. The corporate, partnership, trust and any other nonindividual owner(s) of all buildings containing three or more dwelling units, rooming units, or any combination thereof within the City shall register their ownership interest, address, and telephone number and the name of an individual responsible for managing the property, address and telephone number of the person or entity responsible for managing the property, or cause such interest to be registered, with the Code Enforcement Department as provided in Section 18-118, within 90 days of the effective date of this article or within 30 days of purchase of the property and/or building, whichever occurs later. The entity shall also provide the name of an agent duly authorized to accept service of process of any documents served by the City, including but not limited to summonses and complaints processed through the state judicial system.~~

The registration required hereunder shall be updated or withdrawn within 30 days of transfer of ownership, change in registered agent as provided in Section ~~18-118~~. Each and every owner of the property shall be responsible for and for updating prior filings as required.

~~(b)~~

~~Registration of management companies. Any property management company or any entity which is responsible for the care and management of any building containing three or more dwelling units, shall provide all the information required of all nonindividual owners as set forth in Subsection (a) above, irrespective of whether the property management company has any ownership interest in the building.~~

~~Sec. 18-118~~**Registration form; information.**

~~[Ord. No. 2002.10, 2-5-2002]~~

~~The Code Enforcement Department shall provide forms to be completed by the owners and managers of properties subject to registration under this article and shall maintain a file containing all registrations made under this article.~~

~~(1)~~

~~The registration form for owners shall include, at a minimum, the following:~~

~~a.~~

~~The street address of the building;~~

~~b.~~

~~The Assessor's chart, block and lot of the property on which the building is located;~~

~~c.~~

~~The names, addresses and telephone numbers of all individual persons having any ownership interest in the property including, without limitation, all partners, all officers or trustees of any real estate trusts, and including the residential street address and home phone number of at least one such individual person;~~

~~d.~~

~~The name, address and telephone number of the Manager of the property or the person(s) responsible for its regular maintenance or repair;~~

~~e.~~

~~The name and address of a person designated as the agent of the owner for the service of notices and civil process by the City. Service of notice and process upon the person so designated shall be deemed conclusive service upon the owner(s) designating that person in any litigation pertaining to the premises.~~

~~(2)~~

~~The registration form for managers of property shall include, at a minimum, the following:~~

~~a.~~

~~The name, address and local telephone number of the management company and of at least one such individual, including the residential street address and home telephone number of that individual; and~~

~~b.~~

~~A list of all buildings for which the person or firm is responsible, including the street address and chart, block and lot description of the property and the name of the owner of that building.~~

~~Sec. 18-119~~**Violations.**

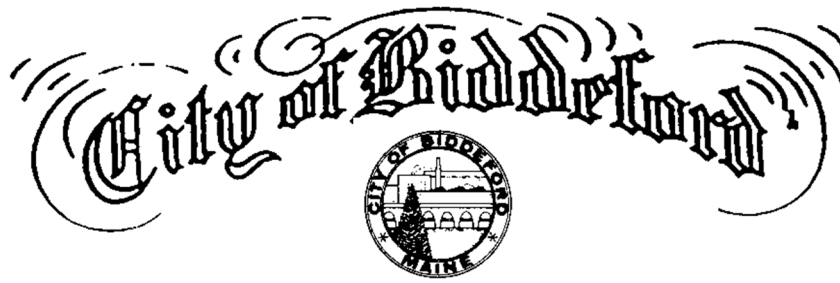
~~[Ord. No. 2002.10, 2-5-2002]~~

~~Any person failing to file the required registration, failing to file any required update to the registration or filing a false statement on any registration shall be guilty of an offense. It shall also be a violation of this chapter for any owner or Manager to rent any apartment or other portion of any building subject to registration, not registered under this chapter, or to permit the occupancy of such premises. No certificate of occupancy shall be issued for property subject to the registration requirements which is not registered in accordance with this chapter. Each day's continuing failure to file such a registration, to update such registration or permitting the continued occupancy of such premises shall be a separate offense.~~

~~Sec. 18-120~~**Penalty.**

~~[Ord. No. 2002.10, 2-5-2002]~~

~~The minimum penalty for a specific violation is \$100, and the maximum penalty is \$2,500 per day as per 30-A M.R.S.A. § 4452.~~



2018.146

IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018

BE IT ORDAINED, by the City Council of the City of Biddeford that Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV, Specific Street Regulations, **Section 42-100 Disability Parking**, is amended by adding or ~~deleting~~ to read as follows::

Sec. 42-100 Disability Parking

- (a) In addition to those areas listed below, and designated as disability parking, the Chief of Police is authorized to temporarily designate an area as reserved for "disability parking" in order to meet special needs and circumstances. The enforcement of these spaces would be consistent and pursuant to the provisions under Section 42-51(a). All such designated disability parking shall remain in effect for not longer than 72 hours.

The following locations are designated for disability parking only:

Adams Street, odd-numbered side, in front of 25 Adams Street, three spaces between 8:00 a.m. and 4:00 p.m. only on those days that District Court is open to conduct regular business

Birch Street, odd-numbered side, beginning at a point 30 feet east from the northeast corner of Graham Street, thence southeasterly for a distance of 44 feet, with a time limit of 20 minutes

Community Center Parking Lot, back end corner of Clark Street and Prospect Street, as posted

Foss Street, odd-numbered side, 26 feet from the intersection of Foss/Pool Street, one space

Graham Street, odd-numbered side, beginning at a point 20 feet northeasterly from the intersection with Harding Street, thence northeasterly for a distance of two parking spaces.

Graham Street, two spaces, easterly side, in front of the United Church of Christ, Congregational, transept (or annex) entrance

Hill Street, even-numbered side, in front of the Park and Recreation building, one space

Lester B. Orcutt Boulevard, even -numbered side, beginning at a point 20 feet east of the intersection with First Street thence easterly for a distance of 50 feet, St. Brendan' s Chapel Mass times only: Saturday and Sunday, from May 1 to October 31.

Lincoln Street, even-numbered side, beginning at a point 50 feet from the intersection of Main Street and Lincoln Street curblines, thence northerly, for one handicap parking space

Main Street, even-numbered side, beginning at a point 47 feet west from the northwest corner of the intersection with Laconia Street, thence northwesterly for a distance of one parking space

Main Street, even-numbered side, one space in front of the Biddeford Savings Bank

Main Street, odd-numbered side, beginning at a point 61 feet west from southwest corner of the intersection with Alfred Street, thence westerly for a distance of one parking space

Main Street, odd-numbered side, beginning at a point 62 feet southwest from the intersection with Alfred Street, thence northwesterly for a distance of 21 feet

Main Street, one parking space in front of 205 Main Street, beginning at a point 36 feet from the intersection of Main and Adams Street curblines, thence northwesterly for one handicap parking space

Main Street, one space in front of McArthur Library, located at 270 Main Street

Shevenell Court, odd-numbered side, beginning at a point 50 feet southeast of the intersection with Green Street, thence southeasterly for a distance of 22 feet

Vines Landing, one space reserved for disability parking

Washington Street, odd-numbered side, beginning at a point 20 feet southeast from the intersection with Main Street, thence southwesterly for a distance of 43 feet, two parking spaces

- (b) The Biddeford School Committee shall by resolve, designate parking areas that are in or on the property owned by the City, and under the jurisdiction and control of the Biddeford School Department, as "disability parking." All areas so designated must be clearly marked and posted as reserved for disability parking, and shall be enforced by the Police Department pursuant to the provisions of Section 42-51. An attested copy of the adopted resolution shall be forwarded to the Police Department for enforcement.

- (c) Except as otherwise established elsewhere in this Chapter a vehicle displaying a disability plate or placard issued in accordance with 29-A M.R.S.A. § 521, shall be allowed to park for double the allotted time without any time limitations imposed under section 42-92 for Downtown Streets. or Sec. 42-58. All other posted parking restrictions shall apply.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted 4/1 to recommend passage by the City Council.

December 18, 2018

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

Motion by Councilor Belanger, seconded by Councilor Seaver to amend the ordinance by eliminating "for Downtown Streets;" and to further amend to replace with "or Sec. 42-58."

Vote: 5/3; Councilors Lessard, Ready and McCurry opposed.

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

Amendment carries.

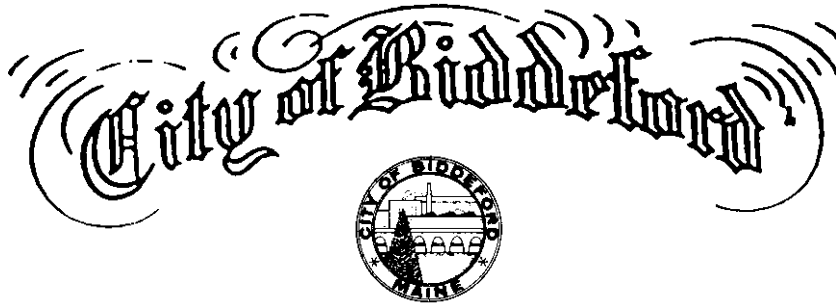
Motion by Councilor Lessard, seconded by Councilor Ready to amend the ordinance by reverting back to the originally proposed language, which doubled the allotted time limitation imposed under section 42-92.

Vote: 4/4; Councilors Seaver, Belanger, Clearwater and Swanton opposed.

Councilors McCurry, St. Cyr, Ready and Lessard in favor.

Mayor Casavant voted in opposition to break the tie. Amendment fails.

Vote on first reading of the ordinance: 5/3; Councilors Lessard, Ready and McCurry opposed.
Councilors Swanton, St. Cyr, Clearwater, Belanger and Seaver in favor.
Motion carries.



2018.147 **IN BOARD OF CITY COUNCIL...DECEMBER 18, 2018**
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 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Cardinal Lane, odd-numbered side, from the intersection with Marial Avenue to dead end.

NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.

December 18, 2018

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

Vote: Unanimous.

Good Afternoon! Mr. McCurry, Council President
Ward 2

I am following up on an email I wrote back on
September 24th, next week will be a month since
I corresponded with you and I did not receive a
response regarding public works placing two signs
on Cardinal Lane for safety; where the street is
not wide enough to double park or permanently
park vehicles/boats and/or etc. at the dead
end. I do not want to have to revisit this issue
next Spring/Summer due to the inconvenience it
creates and safety concerns. Please let me know
what has transpired since then; if any ordinance
needs to be mandated, I would like to see that
process initiated. Thank you!

Respectfully,
Debora M. Berry, Biddeford Property Owner

On 2018-09-24 12:00, berry3535@gwi.net wrote:

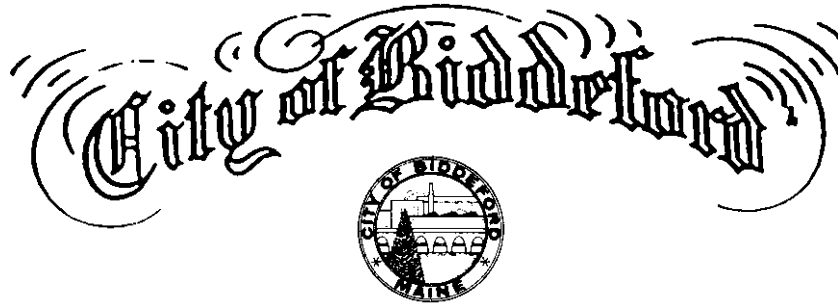
Good Afternoon! Mr. McCurry, Council President
Ward 2

I am writing as a Biddeford property owner/tax
payer and U.S. citizen that I would like two city
signs place on Cardinal Lane to limit/restrict
parking at the end of the street and to also limit
parking on the even side of Cardinal Lane as a
safety concern. I am requesting the signs to be
place at the end of the street (dead end) which
impacts me backing out of my driveway where
neighbors are not considerate and block my
driveway (ex: parking unregistered vehicle

and/or illegal boat at the end of the street). The City of Biddeford is not collecting additional funds for individuals to use the city street as an extension of their driveway. Generally boats need to be parked at a marina or on their own property; not on the city street. The Biddeford police department (Officer Patrick McDonaghue) has been made aware of this inconvenience and safety concern. There appears to be no ordinance in place and Cardinal Lane is not as wide as Marial, therefore, I am proposing these two signs be placed at the end of Cardinal Lane and a sign to be placed on the even side of the street to restrict parking where the street is narrow as a safety concern. I would like the safety concern to be brought before a Council meeting where it can be addressed and an ordinance can be implemented (where public works will place city signs on the street) in an effort that the Biddeford police department can enforce this safety concern.

Respectfully submitted:

Debora M. Berry, 6 Cardinal Lane, Biddeford



2018.148 **IN BOARD OF CITY COUNCIL..DECEMBER 18, 2018**
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 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Lily Pond Avenue, both sides, from the intersection with Fortunes Rocks Road, both entrances, entire street.

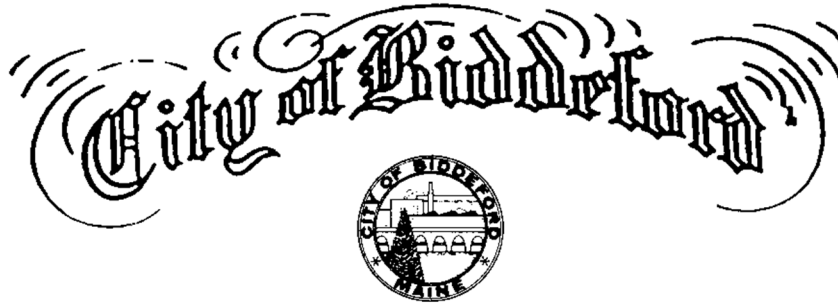
NOTE: The Policy Committee considered this ordinance amendment at their December 10, 2018 meeting and voted unanimously to recommend passage by the City Council.

December 18, 2018

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

Vote: 7/1; Councilor McCurry opposed.

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



IN BOARD OF CITY COUNCIL...JANUARY 3, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Roland J. Pelletier
336 Granite Street
Ward 3

to the *Airport Commission*, for a term to expire in December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: Dec 19/2018

Name: ROLAND J PELLETIER

Street Address: 336 Granite St. Ext.
Biddeford, ME 04005

Mailing Address:
(if different) Same

Phone Number(s): (207) 468 9367

Email Address: rpelletier29@gmail.com

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

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

CITY OF BIDDEFORD
Committee Application

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

2 previous terms on Airport Commission (This application is for renewal, my term expires on 12/31/18).

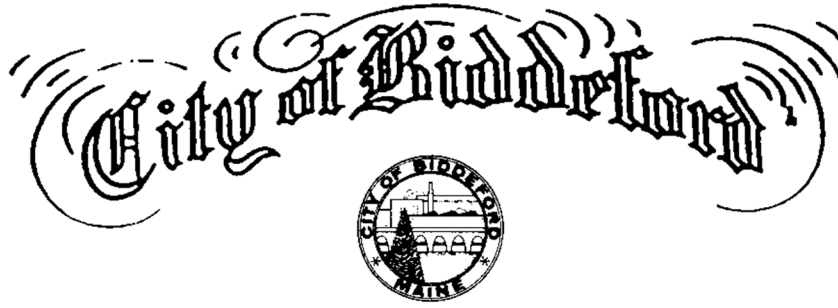
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Private pilot since 1993. My property abuts the airport.

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

Pilot and neighbor, I have a vested interest in the safety and utility of the airport, as well as maintaining its status as a contentious neighbor.

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



IN BOARD OF CITY COUNCIL...JANUARY 3, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Harry R. Courtois
21 Evanthia Drive
Ward 3

to the *Biddeford Police Advisory Committee*, for a term to expire in December 2023.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 12/17/18

Name: HARRY R COURTOIS

Street Address: 21 EVANTHIA DRIVE

Mailing Address:
(if different)

Phone Number(s): 283-4936

Email Address: HARRYCOUR@AOL.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)

See attached

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

See attached

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

Would like to continue serving on this committee

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

Harry R. Courtois

21 Evanthia Drive, Biddeford, ME 04005

Telephone (207) 283-4936

e-mail

Objective:

Attain senior Human Resource/Labor Relation position.

Skills/Areas of Knowledge/Expertise:

Over 40 years of successful and progressive experience in human resources and safety in both union and nonunion environment, including specific experience in:

Labor Relations	Benefits
Personnel	Wage & Salary Administration
E.E.O.	Safety
Workers' Compensation	Security

Work Experience:

City of Bangor	Bangor, ME	2002 - 2017
-- Consultant		
City of Bangor	Bangor, ME	1996 - 2002
-- Labor Relations Officer		
Kennebec County Sheriff's Dept.	Augusta, ME	1995 - 1996
-- Patrol Deputy/Court Officer		
Statler Tissue Company	Augusta, ME	1990 - 1995
-- Director Human Resources		
Great Northern Paper Company	Millinocket, ME	1976 - 1990
-- Personnel Manager – 1980 - 1990.		
-- Personnel Supervisor – 1976 - 1980		
Lincoln Pulp & Paper Company	Lincoln, ME	1974 - 1976
-- Personnel Manager, Safety Director		
Biddeford Police Department	Biddeford, ME	1973 – 1974
-- Chief of Police		
Maremont Corporation	Saco, ME	1961 – 1973
(Saco Defense)		
-- Employment & Labor Relations Administrator, 1967 - 1973		
-- Senior Time Study Engineer, 1964 – 1967		
-- Apprentice Tool & Die Maker, 1961 – 1964		

Achievements:

- Administered a comprehensive safety and training program resulting in an 86% reduction in lost time accidents from 1980 – 1990.

- Developed, directed and participated in a pro-active labor relations program resulting in a reduction of submitted grievances by 60%.
- Succeeded in fostering excellent relations with U.S. and Canadian customs and immigration services, U.S. Border Patrol and Royal Canadian Mounted Police allowing for continued use of a private border crossing.
- Oversaw, directed and coordinated medical services and emergency medical care for 300+ employees at remote wood harvesting sites.
- Managed and administered the Workers' Compensation program for the Woodlands Department resulting in significant cost savings.
- Designed and implemented a labor relations program for nonunion employees, thereby maintaining nonunion status through two separate union organization attempts.
- Administered four separate labor agreements in both French and English.
- Acted as company/city advocate in over 50 arbitration cases, sustaining the employer's position in over 95% of the cases.
- Responsible for administration of wage and benefit packages for approximately 600 union and nonunion hourly and piece rate employees and exempt and non-exempt salaried employees.
- Planned and guided the development of an employee participatory safety program designed to gain acceptance into OSHA's Voluntary Protection Program. This resulted in a significant reduction in work related injuries.
- Managed and administered a proactive Human Resource Department for a 100% recycled tissue mill. This included Labor Relations, Workers' Compensation, Benefits, Safety and Security.
- Negotiated, implemented and interpreted 11 separate labor agreements in the public sector for the City of Bangor.

Work History:

April 2002 – April 2017

As a consultant, I continue to negotiate and administer 13 Labor Agreements for the City of Bangor. Also administer and direct the Random Drug & Alcohol Policy for the city.

April 2002 to 2018 Maine Labor Relations Board not reappointed by the governor.

September 1996 - April 2002

City of Bangor, Labor Relations Officer for the City of Bangor.

- Negotiated and Administered 13 separate Labor Agreements.
- Administered all grievances up to and including arbitration.
- Administered the Drug & Alcohol Program for 125 employees including FTA (Federal Transportation Administration) and FHA (Federal Highway Administration).

November 1995 – September 1996

Kennebec County Sheriff's, Department. Deputy Sheriff.

- Patrol Deputy.
- Court Security. District and Superior Court.
- Prisoner transport, high profile Federal detainees.

September 1990 – November 1995

Statler Tissue Company, Director of Human Resources

Administered all human resources and safety functions for one of the nation's top four manufacturers of recycled-paper tissue products having \$60 million in annual sales. Company employed over 600 union and nonunion employees. They worked often in extremely dangerous conditions, seven days a week, three rotating shifts each day.

- Administered a pro-active Human Resources Department, managing labor relations, workers' compensation, benefits, safety and security.
- Managed human resource budget of over \$600,000.
- Initiated and successfully implemented the mill's first ever Sexual Harassment Training Program. Provided training to all levels of employees. Only one recorded incident despite operating night shifts of co-mingled male and female workers often in close areas.
- At Statler, continued to negotiate, implement and interpret labor agreements.
- My expertise in handling union-management issues enabled me to resolve most problems without outside lawyers.

August 1990 – September 1990

East Millinocket, Police Department.

Police officer, routine duties associated with protecting the public safety.

October 1976 – August 1990

Great Northern Paper Company, Personnel Manager, 1980 – 1990, Personnel Supervisor 1976 – 1980.

- Administered all human resource matters for the Woodlands Department.
- Succeeded in fostering excellent relations with U.S. and Canadian Custom/Immigration Services, U.S. Border Patrol and Royal Canadian Mounted Police.
- Retained permission for our employees and contractors to freely use the private border crossing.
- Employees and contractors were exempt from driving an unnecessary 220 miles round trip. This saved hundreds of thousands of dollars in wasted costs.

August 1974 – October 1976

Lincoln Pulp & Paper Company, Personnel Manager & Safety Director.

For a 560 employee mill, duties were similar to Great Northern Paper.

June 1973 – August 1974

Biddeford Police Department, Chief of Police.

- Administered all public safety matters.
- Negotiated labor agreement.
- Improved morale within 35 member department.
- Improved police community relations.

May 1961 – June 1973

Maremont Corporation, Employment & Labor Relations Administrator.

- Administered full range of human resources programs.
- Many functions were similar to Statler Tissue and Great Northern Paper.
- Time Study Engineer 1964 – 1967.
- Tool & Die Maker 1961 – 1964

Education:

- 1968 – 1974 University of Maine, Portland – Gorham
Pursued Business Administration degree. Major; Management. Attended nights while employed full time.
- 1959 – 1960 University of Arizona, Tempe, Arizona
Completed Business Administration and other courses while serving in the Air Force.
- 1972 – 1973 Northwestern University, Evanston, Indiana
Completed courses at Maine Criminal Justice Academy, Waterville, Maine. Course covered Police/Community Relations and Supervision of Police personnel.
- 1978 University of Michigan, Ann Arbor
Labor contract negotiations – 5 days.

**BOARDS AND APPOINTMENTS
HARRY R. COURTOIS
21 EVANTHIA DRIVE
BIDDEFORD, MAINE**

**Selective Service System Area 002/Local Board 008 for the State of Maine
Appointed October 27, 2008**

**Region 3 Vocational School Board, Chairman 4 years.
Elected 1976 – Resigned due to relocation 1990**

**State of Maine Board of Arbitration and Conciliations, Employer Representative.
Appointed by Governor King July 2002.
Re-Appointed by Governor Baldacci July 2008
Re-Appointed by Governor LaPage March 2011**

**Forest Industries Telecommunication Association.
Coordinated radio frequencies for Federal Communication Commission.
Appointed 1976 – 1990, Chairman 4 years.**

**York County Sheriff's Department, Part-Time Deputy.
Appointed 1968 to 1973**

**Piscataquis Sheriff's Department, Part-Time Deputy
Appointed 1978 to 1992**

**Penobscot Sheriff's Department, Part-Time Deputy
Appointed 1978 to 1992**

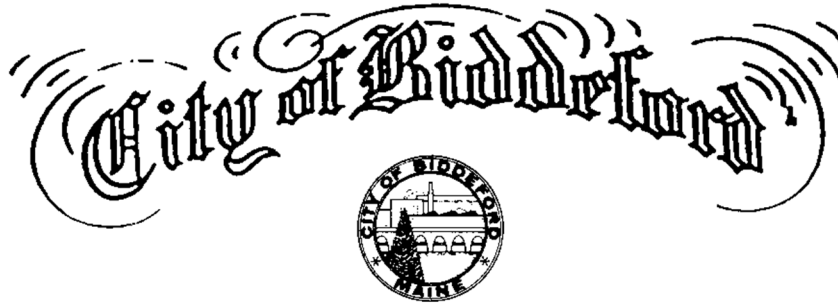
**Kennebec Sheriff's Department, Part-Time Deputy
Appointed 1990 to 1996**

**East Millinocket Police Department, Patrol Officer
Appointed 1992 to 1996**

**Maine State Police, Reserve Officer
Appointed 1976 to 1996**

**Biddeford Environmental Board
Appointed 2003 to 2008**

**Biddeford Police Commission
Appointed 2005 to 2010**



IN BOARD OF CITY COUNCIL...JANUARY 3, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Susan Amons
8 Heather Lane
Ward 1

to the *Conservation Commission*, for a term to expire in December 2023.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: Dec 10, 2018

Name: Susan Ammons

Street Address: 8 Heather Lane

Biddeford ME 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-283-1630

Email Address: sammons@maine.rr.com

Please indicate whether you would like your contact information posted on the City's website:

☒ YES ☐ NO
email yes / not phone number please

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

- ☐ Ad Hoc Comprehensive Plan Comm.
- ☐ Biddeford Housing Authority
- ☐ Board of Assessment Review
- ☐ Cable T. V. Committee
- ☐ Capital Projects/Operations Committee
- ☒ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Committee
- ☐ Environmental Board
- ☐ Fire Advisory Committee

- ☐ Harbor Commission
- ☐ Historical Preservation Commission
- ☐ Planning Board
- ☐ Police Advisory Committee
- ☐ Policy Committee
- ☐ Project Canopy
- ☐ Recreation Commission
- ☐ Saco River Corridor Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals
- ☐ Other _____

CITY OF BIDDEFORD
Committee Application

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

Conservation Commission for many years.

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

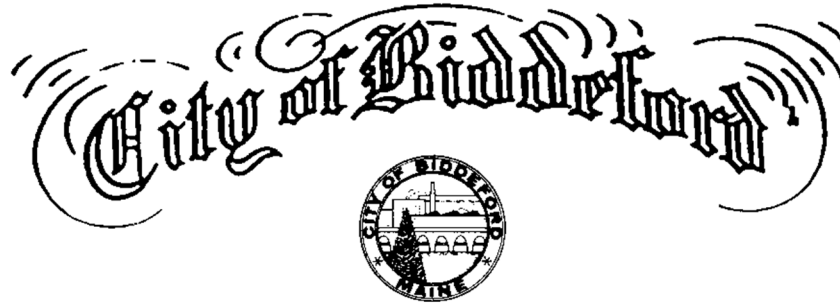
Interests in Wildlife and habitats.

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

I wish to continue serving my city as a conservation commissioner. I have found it to be a very rewarding experience in many, many ways.

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

Thank you very much,
Susan Amory



IN BOARD OF CITY COUNCIL...JANUARY 3, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Jeffrey Dobson
451 Main Street
Ward 6

to the *Historic Preservation Commission*, for a term to expire in December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/26/2018

Name:

Jeffrey Dobsan

Street Address:

451 Main St.

Biddeford, Maine 04005

Mailing Address:
(if different)

Phone Number(s):

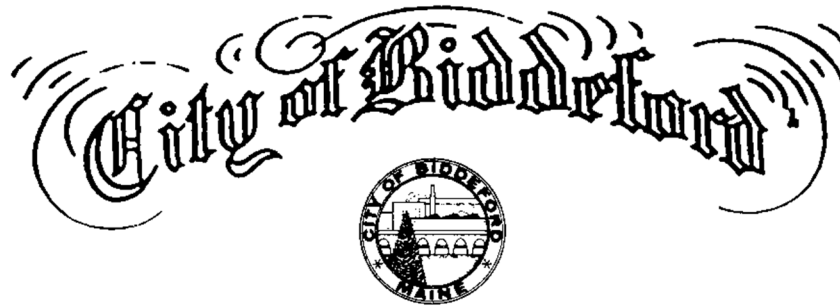
207-710-6550

Email Address:

Dobsan.Jeffrey@gmail.com

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

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



IN BOARD OF CITY COUNCIL...JANUARY 3, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Peter Bouthillette
6 Rocky Way
Ward 1

to the *Shellfish Conservation Committee* with a term to expire December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

12/16/2010

Name:

Peter W Bouthillier

Street Address:

6 Rocky Way
Biddeford, ME

Mailing Address:
(if different)

Phone Number(s):

207-468-0785

Email Address:

PBouthill@Maine.RR.Com

Please indicate whether you would like your contact information posted on the City's website:

☒ YES

☐ NO

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

- ☐ Ad Hoc Comprehensive Plan Comm.
- ☐ Biddeford Housing Authority
- ☐ Board of Assessment Review
- ☐ Cable T. V. Committee
- ☐ Capital Projects/Operations Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Committee
- ☐ Environmental Board
- ☐ Fire Advisory Committee

- ☐ Harbor Commission
- ☐ Historical Preservation Commission
- ☐ Planning Board
- ☐ Police Advisory Committee
- ☐ Policy Committee
- ☐ Project Canopy
- ☐ Recreation Commission
- ☐ Saco River Corridor Commission
- ☒ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals
- ☐ Other _____

CITY OF BIDDEFORD
Committee Application

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

?

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

?

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

close to 20 years ?

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