

***City of Biddeford***  
**Citizens' Advisory Committee**  
**Wednesday, May 28, 2025 5:30PM**  
**Citizens Advisory Committee Meeting**

**City Hall 2nd Floor Planner's Office and on Zoom**

[Click to Join Zoom Meeting Online](#)

Meeting ID: 936 5792 6057

Passcode: 455718

- 1. CALL TO ORDER**
- 2. REVIEW/APPROVE MEETING MINUTES**
  - a. [May 8, 2025 Meeting](#)
- 3. PROGRAM UPDATES**
  - a. 2022 Lead Grant status
  - b. Public Facilities Projects
- 4. OTHER BUSINESS**
- 5. ADJOURN**

#### 05.08.25 CAC Meeting Minutes

1. Call of Order at 4:13 PM by Leah.
  - a. All present, including David Moravick.
  - b. New appointee – Catherine Gilbert (Cathy), from last meeting was not actually appointed to this committee.
2. Approval of Minutes
  - a. April 23, 2025 Meeting
  - b. Liam moved to approve the minutes, Leah second. All in favor.
3. Discussion Items
  - a. McArthur Library Application Review.
    - i. They will go out into the bid process, amount is projected in the application, the library has a budget of 40K a year for capital improvement expenses to offset differences that may come up in bid process.
    - ii. The elevator had a phone line issue recently – they will add some security items for communication in case of lock in as well
    - iii. Looking at map of service area – the service area of Biddeford, not including surrounding communities
      1. Other towns have to pay to access library resources
      2. They are focusing what is in walkable distance for census tracks
      3. The funding is also meant to serve Biddeford residents
    - iv. Any concerns with application – no concerns.
    - v. If this is recommended by this committee, would it go to council in this form, or does Library go out to bid and then bring the bids forward to the council
    - vi. Get bids first to get better number, to address concerns heard
    - vii. We make recommendation to move forward with the library, go out to bid, then we make recommendation to council
    - viii. Recommending this project to the council based on bids
    - ix. Leah – electrical for the elevators – that was a place holder in terms of options on cost as well – the library should add that in when they go into the bid process
    - x. Motion by Liam to recommend continuing with the library to get bids for the elevator project, Betsy second, unanimous
    - xi. Jessica will reach out to library on what the bid process will look like, she has packet and attachments to get to David Moravick – she will get this to him Monday
    - xii. Timeline for bids – standard 30 day bid period
    - xiii. Timing of when contractors are available
    - xiv. Is this getting posted on city website, or where will it be posted? How will this be distributed. The CDBG and LEAD bids get posted, they keep a list of partners in the area, they do send out info to them directly as well – the city can share the library's bid info as well
    - xv.
4. Other Business

- a. None.
- 5. Adjourn – at 4:26 PM, by motion of Laim. Second by Talia. Unanimous.