



**City of Biddeford
City Council**

December 17, 2024 at 6:00 PM
City Hall Council Chambers & Zoom

[Click to Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799

Meeting ID: 976 9329 5897

Passcode: 129945

1. Roll Call
2. Pledge of Allegiance
3. Adjustment(s) to Agenda
4. Proclamation
 - 4.a December Holidays Proclamation
5. Appointments
 - 5.a 2024.191 Approval / Mayoral Appointments to Citizen Committees
 - 5.b 2024.198 Approval / Mayoral Appointment
6. Presentation
 - 6.a Jim Godbout update on Seeds Project
 - 6.b Parking Financials Update
7. Public Addressing the Council
(3 minute limit per speaker for up to a total of 15 minutes)
8. Consideration of Minutes
 - 8.a Council Minutes 12-3-24
9. Orders of the Day
 - 9.a 2024.196 Approval/Authorize Staff to Serve as the General Contractors for the River Wall Project
 - 9.b 2024.197 Approval Resolution for General Nutting Bridge support

- 9.c 2024.199 Refer Zoning Map Amendment to Planning Board for Review
- 9.d 2024.200 Approval Selection of Search Firm for City Manager
- 9.e 2024.202 Approval/Permission to Use City Land for Boardwalk
- 9.f 2024.201 Approval remaining ARPA funds
- 10. Public Addressing the Council
(5 minute limit per speaker)
- 11. City Manager Report
- 12. Other Business
- 13. Council President Addressing the Council
- 14. Mayor Addressing the Council
- 15. Adjourn

City of Biddeford



PROCLAMATION

Recognizing December 2024 Holidays and Traditions

Whereas, the City of Biddeford cherishes the rich diversity of cultures, traditions, and celebrations that our residents bring to our community; and,

Whereas, Hanukkah, starting on the 25th day of Kislev in the Hebrew calendar and lasting from December 25th to January 2nd, symbolizes hope, resilience, and determination; and

Whereas, The Winter Solstice or Yule, observed on December 21, marks the changing of seasons and heralds the promise of longer days; and

Whereas, Christmas, celebrated on December 25, is characterized by festivity, the spirit of giving, and moments of reflection; and

Whereas, Kwanzaa, a week-long celebration that begins on Thursday December 26th champions the principles of unity, self-determination, collective responsibility, cooperative economics, purpose, creativity, and faith; and

THEREFORE, BE IT RESOLVED, that I, Martin Grohman, Mayor of the City of Biddeford, hereby proclaim the month of December as a time of mutual respect and appreciation for the holidays and traditions observed in our city. Let us embrace this season, recognizing the celebrations that enrich our shared community, fostering unity, understanding, and camaraderie.

*In Witness Whereof, We the undersigned have herewith affixed
our signatures this 17th day of December 2024.*



Mayor



City Clerk

City of Biddeford



2024. 191 IN BOARD OF CITY COUNCIL...DECEMBER 17, 2024
BE IT ORDERED, that I Martin Grohman, do hereby appoint:

Sam Drummey
Ward 5
to the Traffic Committee for a term to expire December 2025,

Kiara Frischkorn
Ward 2
to the Sustainability Commission for a term to expire December 2027,

Attest by: _____
Robin Patterson, City Clerk

Committee, Board, and Commission Application Form

Application

Name Sam Drummey

Pronouns he/him

Ward 5

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

If other, please list below. Traffic Committee

Why are you interested in serving the City of Biddeford? As a young person, I've felt how the lack of transit options in Biddeford impacts my life. It's frustrating to feel unsafe walking or biking out to Five Points or school, and having to wait for my family's car to become available to do daily tasks. Despite this frustration, I also know that I have the privileges of living in our walkable downtown, and having access to a car. Many in Biddeford do not have these privileges, and therefore face barriers to getting to their jobs, schools, healthcare providers, and other important locations. I want to lower these barriers by making our city more walkable and bikeable and promoting public transportation. So the first reason why I want to be on the Traffic Committee is that I think everyone, regardless of their access to a car, has the right to move throughout our city.

The other reason why I want to be on the Traffic Committee is that I think the committee is an opportunity to help the city achieve its sustainability goals. Our current reliance on cars is environmentally unsustainable. Cars emit greenhouse gases that cause climate change. They lead to highway expansion, which destroys vital ecosystems. They heat up the downtown, leading people to use more AC to combat the urban heat island effect. And, they are currently the single point on which our whole transportation system rests—in a world facing more intense storms and rising sea levels, it's dangerous to rely solely on one thing. Making it easier for people to regularly walk/wheel, bike, and use public transportation is vital to stopping all these negative environmental effects, and creating a world that I can grow up in.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. Member of GrowSmart Maine Transportation Working Group (October 2024-Present): Prepared to advocate for more funding for multi-modal transportation on the state level

President of Thornton Academy Environmental Club (Spring 2023-Present): Got a bike repair station and bike pump for the school, which included gathering student input on the topic and communicating the plan to school leadership and the wider school community.

Member of Maine Youth Action Legislation Team (August 2023-November 2024): Advocated for EV incentives on the state level

Student Representative on Mayor's Ad Hoc Sustainability Committee (April 2024-October 2024): Learned about Biddeford's Climate Action Plan and gained experience helping to write ordinances.

Intern at GrowSmart Maine (July 2023-August 2023): Collected and explained photos that showed smart growth principles, like complete streets, for a web campaign.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Biddeford Mayor's Ad Hoc Sustainability Committee (April 2024-October 2024)

Biddeford Sustainability Commission (November 2024-Present)

Committee, Board, and Commission Application Form

Application

Name Kiara

Pronouns She/Her

Ward 2

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

If other, please list below. Sustainability Commission

Why are you interested in serving the City of Biddeford? Was on the Biddeford Climate Task Force! I love Biddeford <3>

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. Enviromental Award "Brookie Awards" winner in 2022

Degree in Marine Affairs

Organize multiple beach/ park cleanups in Biddeford

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Served on the Biddeford Climate Action Task Force

and the Ad Hoc Sustainability Committee

City of Biddeford



2024.198 IN BOARD OF CITY COUNCIL... December 17, 2024
BE IT ORDERED, that I Martin Grohman, Mayor of Biddeford, do hereby appoint:

Councilor Roger P. Beaupre
Ward 3
To the Traffic Committee for a term to expire December 2025

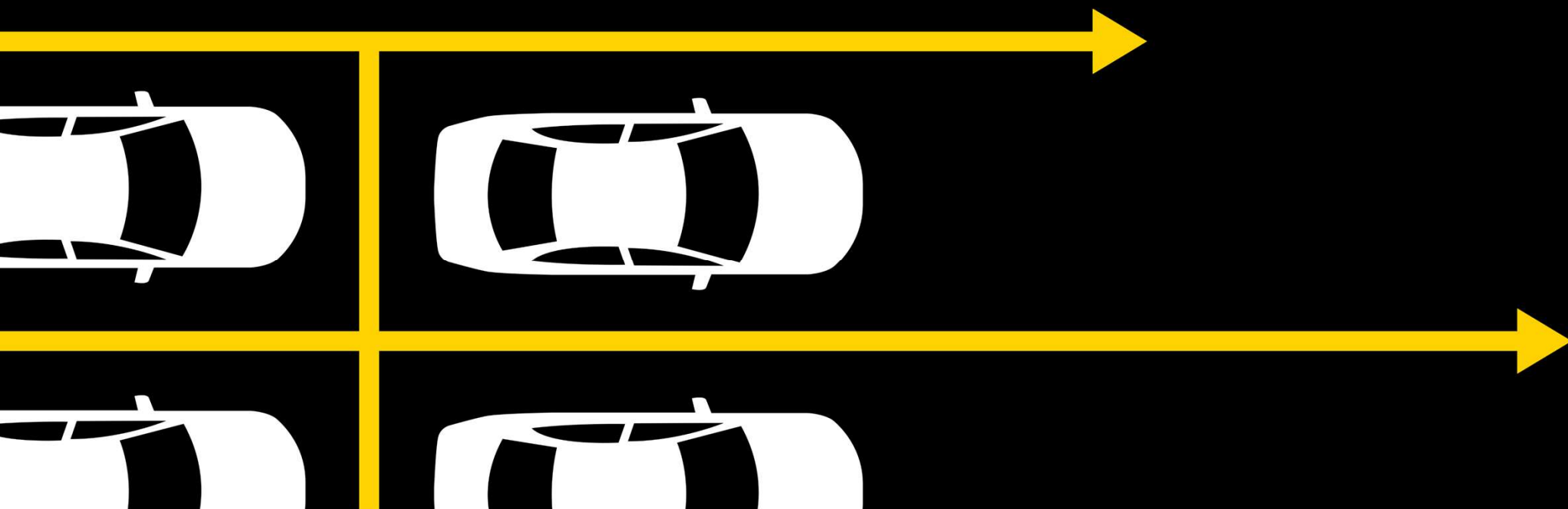
Councilor Dylan Doughty
Ward 4
To the Traffic Committee for a term to expire December 2025

Councilor Scott Whiting
Ward 2
To the Traffic Committee for a term to expire December 2025

Attest by: _____
Robin Patterson, City Clerk



City of Biddeford, ME.



Agenda



Your Premium Parking Team



2024 Review



2025 Goals + Recommendations



Q&A

Account Team.



Eric Rago
R.V.P



Charlie Grab
Market President



Matt Miller
Account Manager

Corporate Support.



Zack Widdoss
Business Intelligence



Michael Kendall
Customer Support



Ryan Crespino, CPA
Finance



Sarah Pugh
Human Resources



Nate Thompson
Internet Technology



Marc Sketchler
Legal



Jennifer Bell
Marketing



Adam Guichard
Product



Shawn Reppel
Training

Ownership.

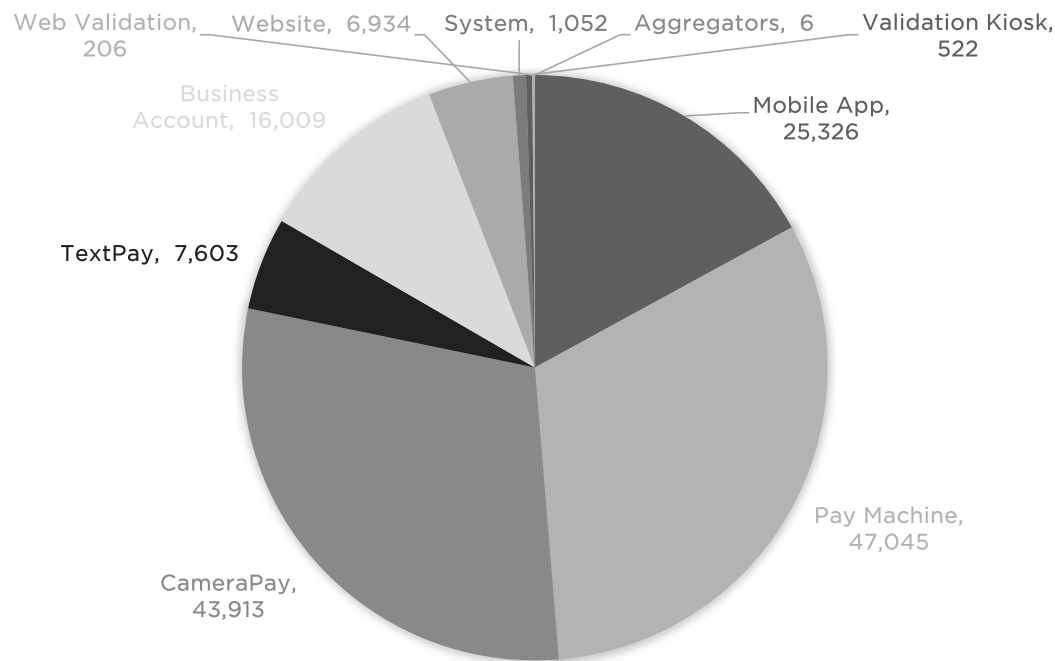


Jim Huger
Founder & CEO



Ben Montgomery
President

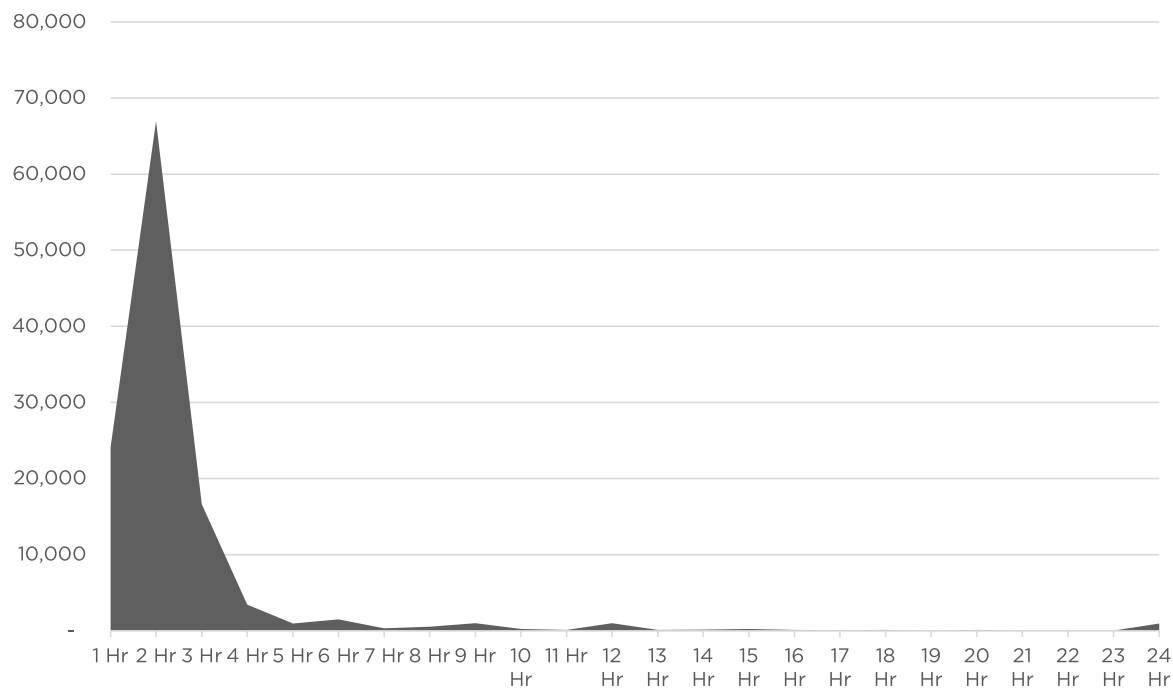
2024 Transactions by Channel



In the last 3 months

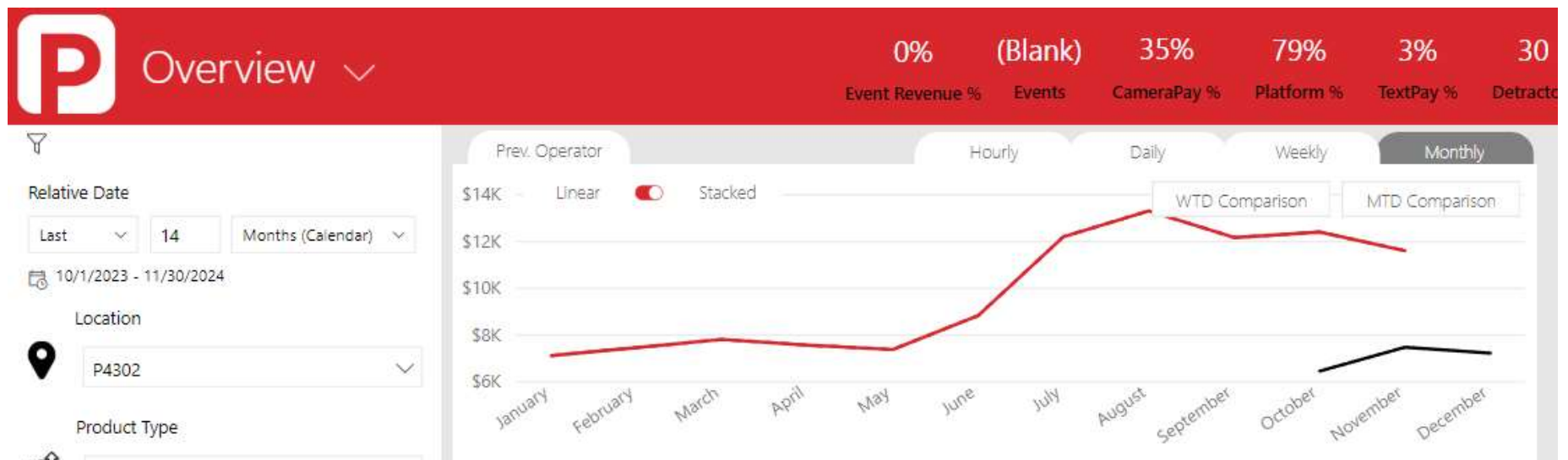
- CameraPay usage now makes up nearly half of all transactions
- Mobile App usage has increased 47% and is now the 2nd most used
- Pay Machine usage has decreased 41% and is now the 3rd most used

2024 Transactions by Duration



- 2 Hours is the most popular choice and makes up 56% of transactions
- 1 Hour is 2nd with 20% of transactions
- 3 Hours is 3rd with 14% of transactions
- Only 5,000 transactions longer than 6 hours in history

2024 Improvements (P4302)



2025 Goals



- 1. Drive Off-Street Parking Adoption**
- 2. Improve Parking Experience**
- 3. Community and Business Engagement**
- 4. Operational Efficiency**
- 5. Policy and Enforcement**

2025 Recommendations



1. Marketing and Engagement

- **Business Outreach**

- Meet with local businesses, hotels, and restaurants to discuss valet and validation options.
- Create a monthly newsletter or survey for feedback from business owners.
- Offer free or discounted parking for key business influencers like OG's Sandwich Shop owner.

- **Community Events**

- Plan an annual parking race or similar engaging event.
- Partner with seasonal events like the Polar Express train ride.

- **Signage and Wayfinding**

- Install signs to help users locate pedestrian entrances and payment machines.
- Use signs to guide users to pay stations and increase awareness of mobile app options.

2025 Recommendations



2. Operational Management

- **Enforcement and Labor**

- Create a 6-month schedule for enforcement and labor assignments.
- Assign event staff during peak times based on a well-maintained event calendar.
- Map billing addresses and reallocate monthly parkers to less-used lots.

- **Data and Metrics**

- Monitor plate-check compliance across lots.
- Analyze promo code and validation usage to improve adoption rates.
- Track and optimize revenue from violation fees.

- **Garage Utilization**

- Use surface lots more effectively.
- Push monthly passes to lots that are harder to find.

2025 Recommendations



3. Customer Experience Improvements

- **Technology**
 - Explore alternate methods for parking payment to accommodate non-app users.
 - Provide tools to remind parkers to pay (e.g., notifications via MPS systems).
- **Education**
 - Enhance the violation notice to educate parkers about the process and fees.
 - Create venue pages for popular destinations and events in town.
- **Convenience**
 - Consider a physical parking office for customer support and help signs.
 - Implement employee parking programs in garages for the local community.

2025 Recommendations



4. Financial and Strategic Planning

- **Rate Review**
 - Update parking rates to attract more parkers while maintaining profitability:
 - 0-1 Hour = \$2.00
 - 1-2 Hours = \$4.00
 - 2-4 Hours = \$6.00
 - 4-6 Hours = \$8.00
 - 6-8 Hours = \$10.00
 - 8-10 Hours = \$12.00
 - 10- 12 Hours = \$14.00
 - 12+/Overnight = \$20.00
- **Major Expenses**
 - Investigate large expenses flagged by Amber for cost-saving opportunities.
- **New Projects**
 - Evaluate unique ideas like a vertical greenhouse/parking garage in Westport, Maine.



Q&A



Thank you.

City of Biddeford
City Council
December 3, 2024 at 6:00 PM
City Hall Council Chambers & Zoom

1. Roll Call

Council President LaFountain - present
Councilor Lessard - present
Councilor Ortiz - excused
Councilor Emhiser - present
Councilor Whiting - present
Councilor Beaupre - present via zoom
Councilor Gross - excused
Councilor Belanger - present
Councilor Doughty - excused

2. Pledge of Allegiance

3. Adjustment(s) to Agenda

Item 5a will move to the 12.17.24 agenda

4. Appointments

4.a 2024.195 Mayoral Appointment-Councilor

Motion: Councilor LaFountain

Second: Councilor Lessard

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

4.b 2024.181 Mayoral Appointment to Committee-Citizen

Motion: Councilor Emhiser

Second: Councilor Whiting

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

4.c 2024.194 Finance Director Appointment

Motion: Councilor Emhiser

Second: Councilor Lessard

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

5. Presentation

5.a Parking Financials Update -

This item moved to 12-17-24 agenda

5.b Update from School Superintendent Jeremy Ray

Superintendent Ray presented school budget and enrollment documents to the Council.

6. Public Hearing

6.a School Department Career and Technical Education Equipment Bond

Public Hearing opened at: 6:41 pm

There were no public comments or questions.

Superintendent Ray explained the process of the grant and the equipment it will be used for.

Closed at: 6:44 pm

7. Public Addressing the Council

One citizen asked about school demographics and about food sources for the school system.

One citizen spoke about free speech and provided documents to the City Solicitor.

8. Consideration of Minutes

8.a Council Minutes 11-19-24

Motion: Councilor LaFountain

Second: Councilor Lessard

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

9. Second Reading

9.a 2024.180) Approval/School Department Career and Technical Education Equipment

Bond 10. Orders of the Day

Motion: Councilor LaFountain

Second: Councilor Lessard

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

10. Orders of the Day

10.a 2024.184 Approval/Lead Hazard Reduction at 161 Cleaves Street

Motion: Councilor LaFountain

Second: Councilor Lessard

Community Development Coordinator Jess Wilson explained the project and the bid.

Councilor LaFountain shared that this passed unanimously in the Finance Committee.

Councilor Lessard said the presentation in both meetings was very well done.

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

10.b 2024.193 Approval/Biddeford Little League Canteen Renovation Proposal at Mayfield

Motion: Councilor LaFountain

Second: Councilor Lessard

Kim Cochrane-Coleman, Board of Directors Biddeford Little League Softball, spoke about the need for the project. They will plan to ask the City for future support from Public Works for a 40' sewer line.

Several Councilors complimented the presentation and supported the project.

City Manager Jim Bennett requested that they submit all plans to the City for approval and that the project have signage indicating that it is owned by the Little League and not the City.

Vote: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

10.c 2024.192 Approval/PFML HR

Motion: Councilor LaFountain

Second: Councilor Lessard

Diana DePaola, Director of Human Resources, gave an update to the Council. She explained the State requirements and the involvement of the Personnel Committee.

City Manager Jim Bennett explained that the question is whether or not to have the nonunion employees match the union employees for the first six months.

Councilor Belanger explained that the Personnel Committee did not want different amounts for the union/nonunion groups and wanted this to come to Council for a decision.

Councilor Belanger motion to amend to add “through June 30, 2025” after the January 1st, 2025 date in the order.

Second: Councilor Emhiser

Vote on the amendment: Unanimous in favor. Councilor Beaupre yes via zoom.

Amendment passed.

Vote on the order as amended: Unanimous in favor. Councilor Beaupre yes via zoom.

Motion passed.

11. Public Addressing the Council

None

12. City Manager Report

City Manager Jim Bennett spoke about the formula for the state revenue share 2 category. Leadership is setting up a meeting with our legislative delegation to discuss this issue.

13. Other Business

Several councilors expressed appreciation for Public Works. There is a storm coming this week and they asked the public to be patient.

Councilor Lessard spoke about the success of the Sunday hours at Public Works and hoped it could grow to 3 dates next year.

14. Council President Addressing the Council

Council President LaFountain asked the City Manager to have staff put together a strategic plan for the opioid use settlement funds.

He also asked for an ARPA fund balance update and if funds are still available to bring them to the Council at the 12-17-24 meeting. He mentioned Seeds of Hope and the Little League project as possible uses of the funds.

He requested that the January Council Workshop discuss the condominium moratorium issue.

15. Mayor Addressing the Council

Mayor Grohman reminded citizens that they can sign up for the snowstorm parking ban notices.

The Council will meet for a workshop on 12-10-24, the agenda is posted.

Channel 3 is up and running and has added programming.

Holiday Fest is this Friday from 5:30 – 7:30 pm, details are on the Heart of Biddeford website.

16. Executive Session

16.a Executive Session MRS 405 6 (c) Real Estate Matters

Councilor Belanger motion to enter executive session at 7:23 pm

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

Councilor Belanger motion to come out of executive session at 8:24 pm

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

17. Adjourn

Councilor Belanger motion to adjourn at 8:24 pm

Second: Councilor Lessard.

Vote: Unanimous in favor.

Meeting adjourned.



City Council

Meeting Date: December 17, 2024

Meeting 6:00 PM

Time:

Agenda Item 9.a

No:

Item 2024.196 Approval/Authorize Staff to Serve as the General Contractors for the

Description: River Wall Project

Submitted By: Roby Fecteau

Supporting Information/Documentation:

Council order staff General Contractor

Key Terms:

N/A

Executive Summary:

City staff has a history of general contractor projects to help save money on certain projects. The staff is proposing to serve as the General Contractor for the River Wall project located at 2 Main Street.

Detailed Review:

The city went out to bid for the river wall project and only received one bid. The bid price was 10.3 million dollars. City staff asked the contractor to try to find ways to lower the costs and ultimately, they said 8.6 million was as low as they could go with the bid for that design. Staff regrouped with our engineers and started exploring different options. Options included value engineering on certain construction methods, different design, going back out to bid and general contracting the project ourselves.

After weighing all options staff have determined that general contracting the project ourselves would save the most money on the project. As of this writing we have saved over 3 million dollars from 8.6 million. At the meeting staff will have better numbers to present as well as the plan of how we will proceed with the general contracting.

Funding Source:

Staff Recommendation:

City of Biddeford



2024.196

IN BOARD OF CITY COUNCIL... November 19, 2024

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize Staff to act as the General Contractor for the river wall project located at 2 Main Street.

Attest by: _____



RESOLUTION

Order 2024.197

Recommendation to Rename Bridge Number 3423 as the General Wallace H. Nutting Veterans Memorial Bridge

WHEREAS, the City of Biddeford recognizes the importance of honoring and preserving the legacy of those who have served in the armed forces of the United States, particularly those with strong ties to our community; and

WHEREAS, General Wallace H. Nutting, a distinguished veteran of the United States Army, has made significant contributions to our nation through his exemplary military service, leadership, and dedication to public service; and

WHEREAS, General Nutting's legacy is a source of pride and inspiration for the citizens of Biddeford and reflects the values of honor, sacrifice, and commitment to community that are cherished by the city and its residents; and

WHEREAS, General Nutting grew up in Saco, attended Thornton Academy, and served as mayor of Biddeford from 2003-2007 fostering a deep connection to the Biddeford-Saco area and serving as a testament to the rich history and shared values of our two communities; and

WHEREAS, the Mayor's Ad Hoc Veterans Committee has carefully considered the proposal to rename Bridge Number 3423 in recognition of General Nutting's contributions and the broader contributions of all Veterans; And

WHEREAS, the renaming of Bridge Number 3423 as the General Wallace H. Nutting Veterans Memorial Bridge symbolizes the enduring bond between Biddeford and Saco, while honoring General Nutting's legacy and that of all Veterans; and

NOW THEREFORE, BE IT RESOLVED, The Mayor's Ad Hoc Veterans Committee hereby recommends to the Biddeford City Council that Bridge Number 3423 be officially renamed the General Wallace H. Nutting Veterans Memorial Bridge, and

BE IT FURTHER BE RESOLVED THAT, The Committee further recommends that appropriate signage be installed at the bridge to honor General Nutting and inform the public of the bridge's significance, and

BE IT FURTHER BE RESOLVED THAT The City of Biddeford shall conduct a formal dedication ceremony to commemorate the renaming and recognize the contributions of veterans in our community.

Adopted by the Mayor's Ad Hoc Veterans Committee on this twenty-sixth day of November, 2024

*In Witness Whereof, We the undersigned have herewith affixed
our signatures this 17thth day of December 2024.*

Mayor



City Clerk

Bridge Naming Recommendation

In Memory of

GEN Wallace H. Nutting, USA (Ret.)

The Biddeford Veterans Committee recommends the City Council approve efforts to rename the Main Street Bridge (Maine bridge #3423), connecting Biddeford with Saco on Routes 9 & 111, the General Wallace H. Nutting Veterans Memorial Bridge in honor of a veteran who served our country and communities with great distinction. The following summarizes some of his many accomplishments and contributions:

- Although born in Newton, Massachusetts on June 3, 1928, he spent formative year in York County, Maine
 - o Attended school in Saco
 - o Served as a member of the Maine National Guard from 1942-1944
- Graduated from the United States Military Academy at West Point in 1950 and served 35 years in the U.S Army
 - o Served combat tours in Korea and Vietnam Conflicts
 - Earned the Silver Star and Purple Heart for his service in Korea for personally directing an attack on an enemy force (battalion strength) that was about to attack friendly forces; his action resulting in the destruction of 350 enemy forces and he personally supervised the rescue of wounded friendly forces
 - Earned Soldier's Medal in Korea for rescuing a wounded Korean woman from a minefield
 - Served two tours in Vietnam in command positions
 - o Completed many other staff, command and training assignments completing his career as Commander in Chief U.S Southern Command (SOUTHCOM; 1979-83) and U.S. Readiness Command (1983-85)
 - Ambler M. Moss, Jr., Ambassador to Panama at the same time Nutting served as CINC, SOUTHCOM, said, "The times were challenging...the security issues too numerous to mention. It is no exaggeration to say that Wally Nutting set the tone and policies for SOUTHCOM's successful management of the Panama Canal treaties. His example inspired a new generation of Panamanians."
 - o Retired as a General Officer (O-10)
- Continued a life of service following retirement from the Military
 - o Served as the Mayor of Biddeford, 2003-2007
 - At that time, the Biddeford-Saco Chamber of Commerce president said, "General Nutting has set the bar to a new, higher level. He has done it by

deeds, not words. He has led by example, and his legacy will be one of outstanding achievement.”

- Served in several Maine organizations to include:
 - Maine Cancer Research and Education Foundation member
 - York County YMCA Board
 - Pine Tree Council of the Boy Scouts of America
 - Founding member and Chairman of University of Southern Maine Senior’s College Board
- When recognized by the West Point Association of Graduates with the 2008 Distinguished Graduate Award, Senator Susan Collins said, “I am equally impressed and grateful for General Nutting’s extraordinary commitment to public service. He has sought out opportunities to serve and lead the people of Maine and has done so in a way that sets a powerful example of public service.”
- Nutting was interred in Laurel Hills Cemetery, Saco following his death in August 2023 at the age of 95.
- Wallace H. Nutting represented the finest of American’s veterans and the naming of bridge in memory of him serves to remind all citizens of the valuable contributions of America’s service men and women while in the military and beyond



City Council

Meeting December 17, 2024

Date:

Meeting 6:00 PM

Time:

Agenda Item 9.c

No:

Item 2024.199 Refer Zoning Map Amendment to Planning Board for Review

Description:

Submitted By: David C.M. Galbraith, Deputy Director / City Planner
Roby Fecteau, Director of Code Enforcement

Supporting Information/Documentation:

2024.199 City Council Order 12-27-24, Union - Elm - Alfred rezoning Maps 12-9-24, Zoning Map Amendment R2 to MSRD2 12-06-23 PB MEMO

Key Terms:

N/A

Executive Summary:

This rezoning request was initiated by Mayor Grohman, as a location where additional residential development with higher densities may be desired. The proposed rezoning area is supported by City sewer and water and may be easily served by public services

Detailed Review:

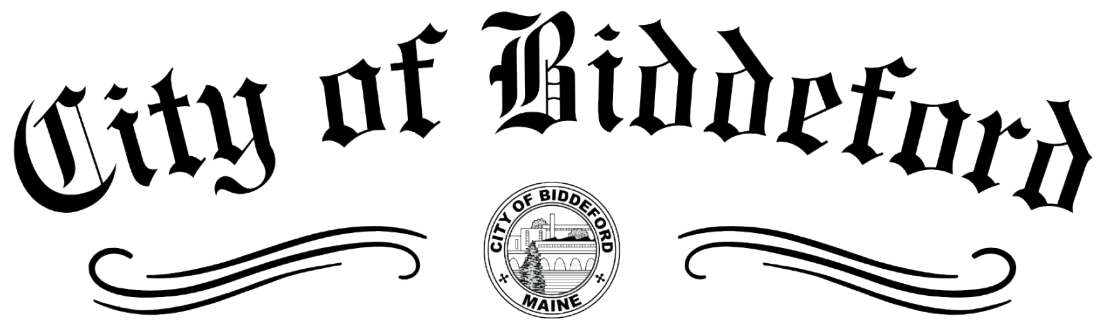
Since the passage of LD 2003, the City has been reviewing our land use policies / zoning to seeking appropriate locations to create additional housing opportunities within the downtown area. As the City Council may recall, on February 6, 2024, the Council, on the recommendation of the Policy Committee and the Planning Board, passed a rezoning amendment converting a sizable portion of the R-2 and R1-A zones to MSRD-2, so that they could benefit from the affordable housing incentives. The subject area is similar in composition to the previously approved rezoning, which would also benefit being converted from R2 to MSRD-2 for additional housing opportunities. The subject area is bordered to the North at Union Street, east of Alfred Street and west of Elm Street, but includes some properties along Marshall Avenue. The proposed rezoning areas are within the downtown and currently adjacent to the MSRD2 zone along the northern boundary.

Funding Source:

No funding is required beyond staff time.

Staff Recommendation:

Staff is recommending that the City Council forward the proposed rezoning request to the Planning Board for their review, amendment, and a recommendation to the City Council regarding the passage of the rezoning.



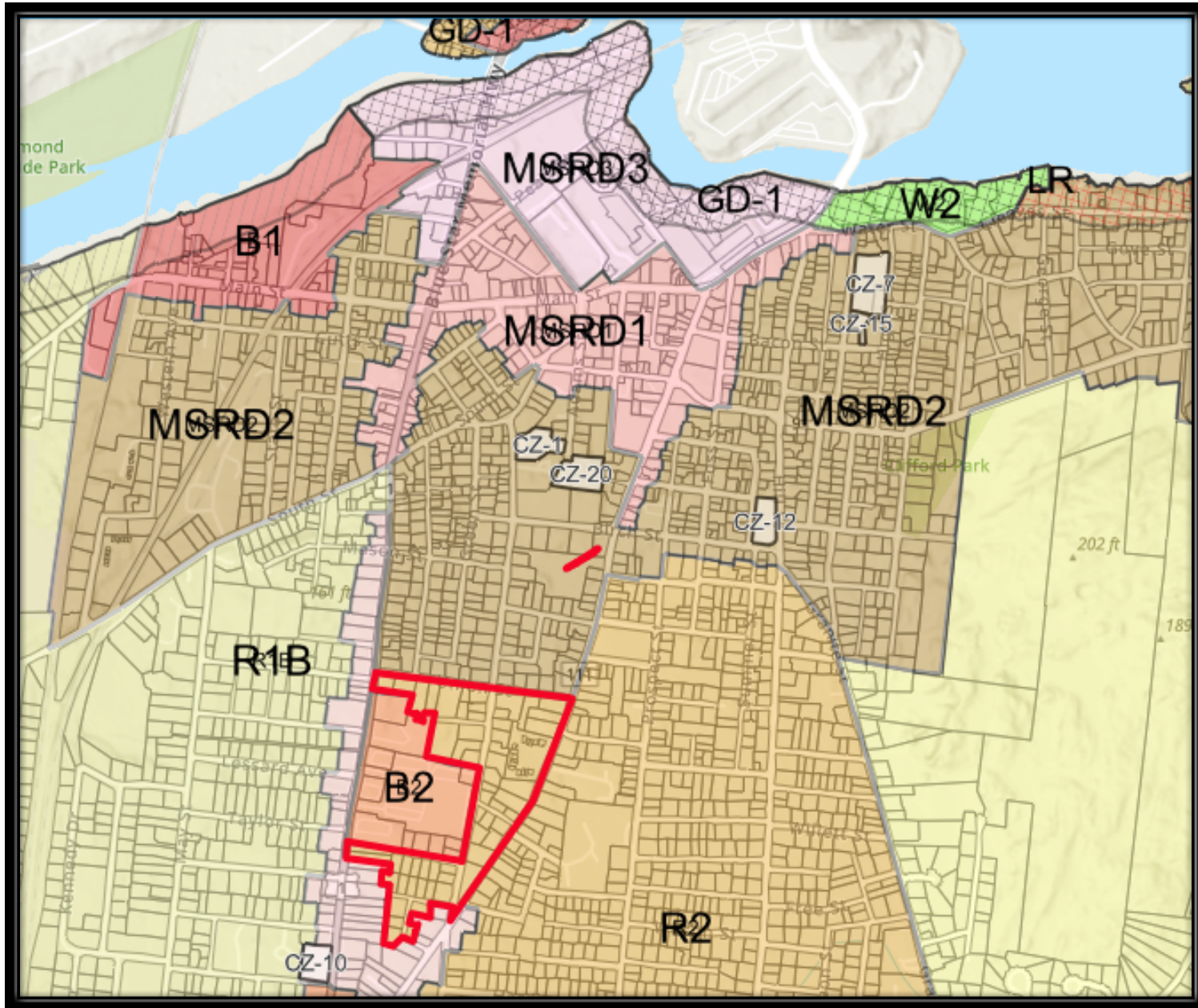
2024.199

IN BOARD OF CITY COUNCIL...December 17, 2024

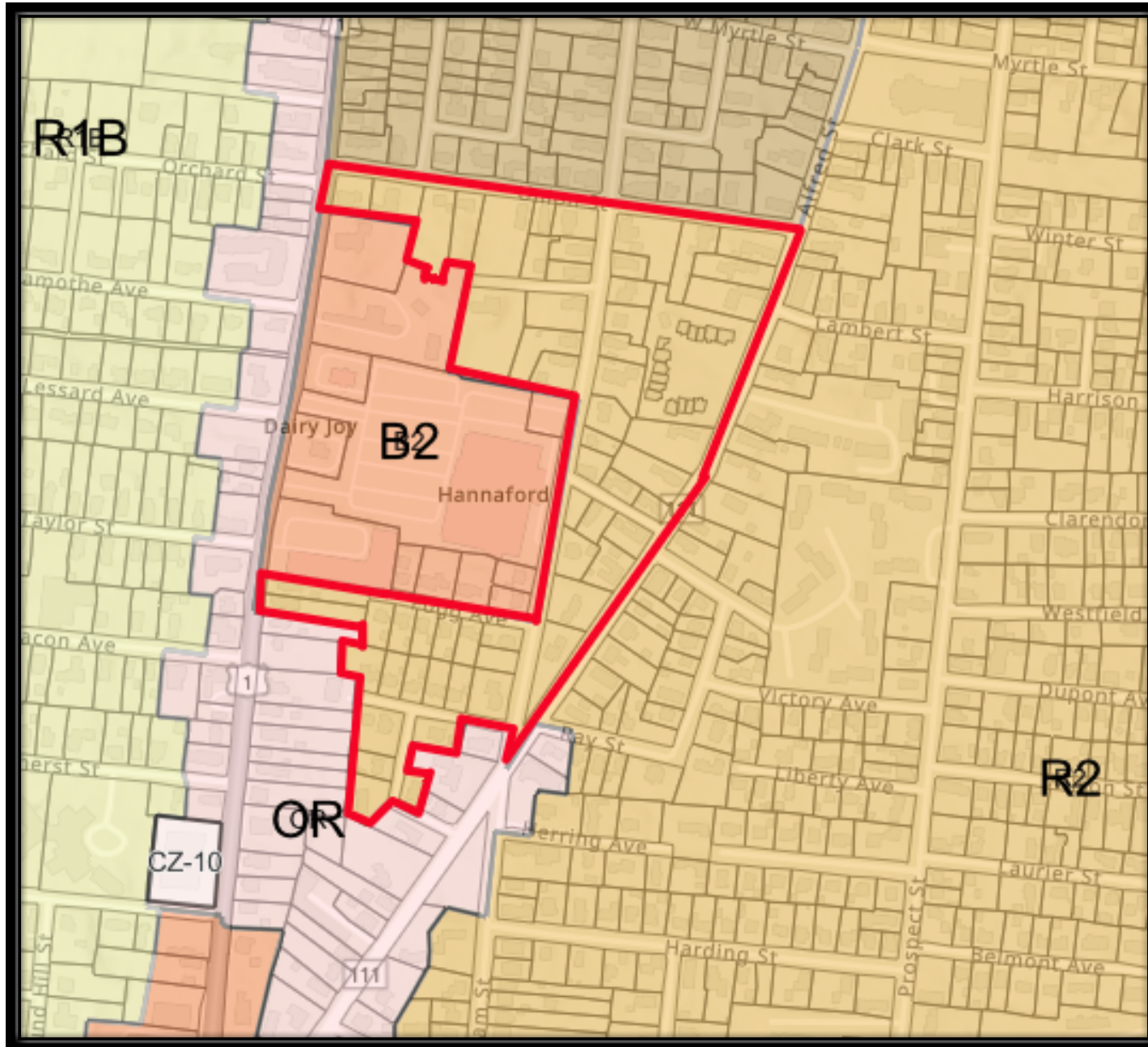
BE IT ORDAINED, by the City Council to forward the proposed Zoning Map Amendment, modifying the existing zoning from R-2 to MSRD-2, to the Planning Board for review, public hearing and recommendation to the City Council related to the proposed Map Amendment as illustrated within the supporting documentation.

Attest by: _____

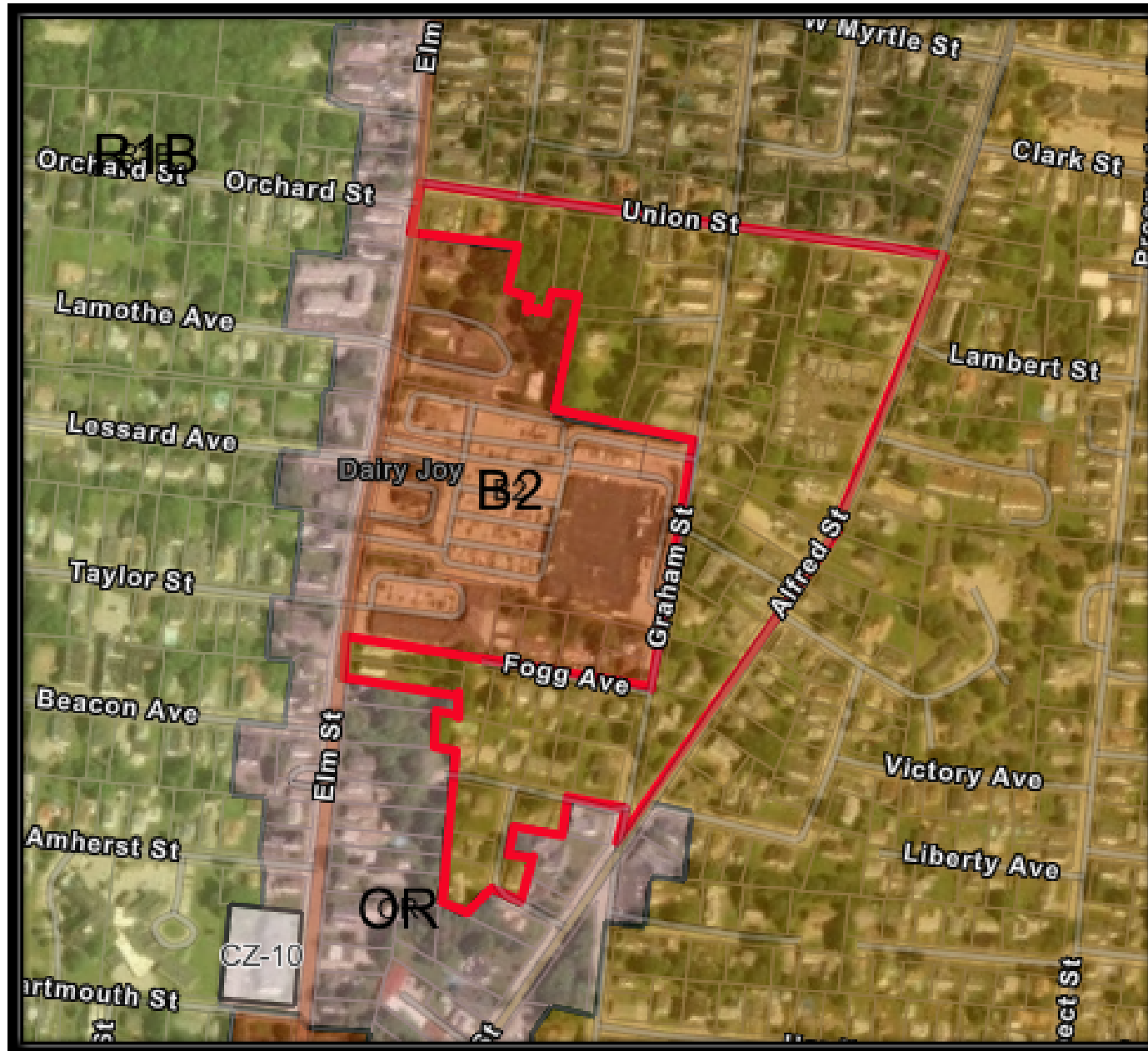
Proposed Rezoning Area - From R-2 Zoning to MSRD-2 Zoning
Area: Route 1 (Elm Street) / Union Street / Alfred Street
City Council Review: December 17, 2024

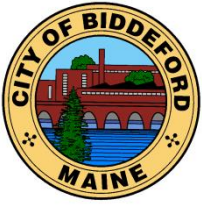


Proposed Rezoning Area - From R-2 Zoning to MSRD-2 Zoning
Area: Route 1 (Elm Street) / Union Street / Alfred Street
City Council Review: December 17, 2024



Proposed Rezoning Area - From R-2 Zoning to MSRD-2 Zoning
Area: Route 1 (Elm Street) / Union Street / Alfred Street
City Council Review: December 17, 2024





CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
Deputy Director/City Planner
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115

Planning Board – Staff Report

David.Galbraith@biddefordmaine.org

TO: Chair Patoine and Members of the Biddeford Planning Board

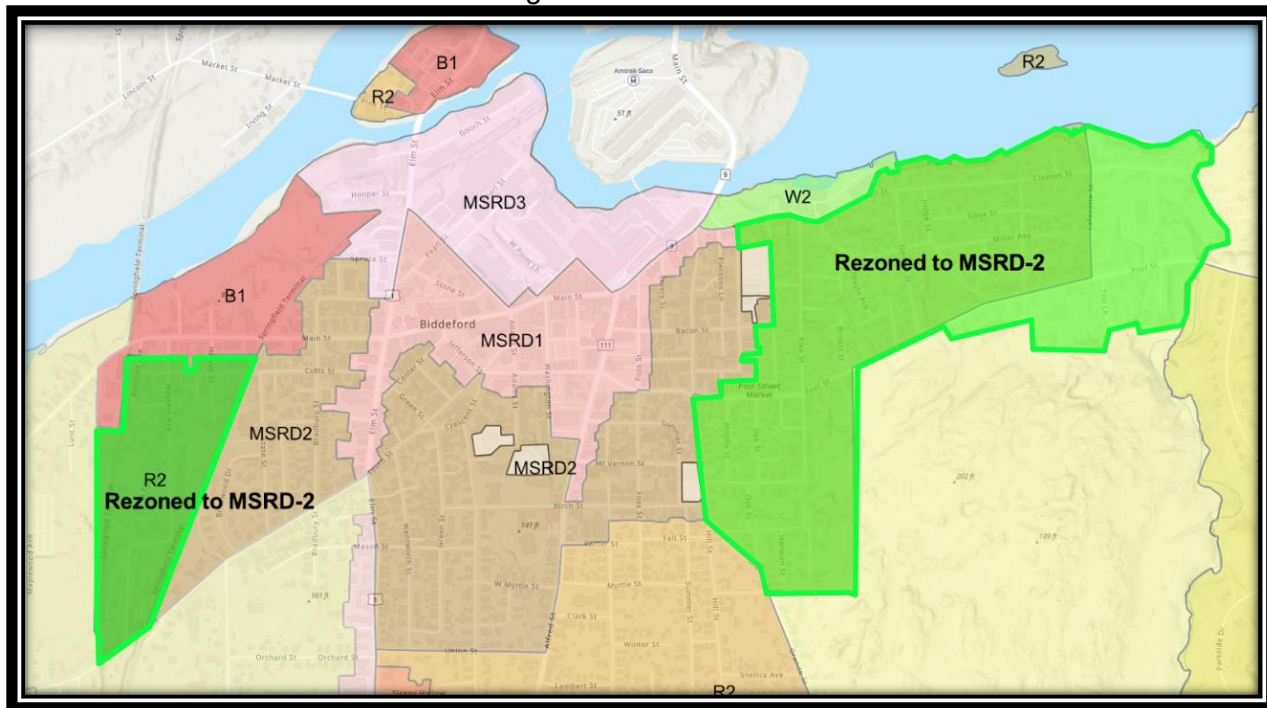
FROM: David C.M. Galbraith, Deputy Director / City Planner

DATE: November 28, 2023

RE: **Planner's Business: Zoning Map Amendment: Rezoning Portions of the City's R-2 Zoning and R-1-A Zoning Districts to MSRD-2.**

MEETING DATE: December 6, 2023

1. Overview: Staff is recommending a Zoning Map Amendment to portions of the R2 and R1A zones, as illustrated on the proposed Zoning map (below and attached) to MSRD2 so that they may also benefit from the affordable housing incentives.



Proposed Rezoning Areas from R-2 and R-1-A to MSRD-2 (highlighted in green)

Detailed Review:

This matter was originally discussed at the Policy Committee (June 22, 2023) who were evaluating our land use policies / zoning to create additional housing opportunities within the downtown. The easiest way to accomplish this goal, is to convert a portion of the R-2 and R-1-A zones, as illustrated on the proposed Zoning map amendment, to MSRD-2 so that they may also benefit from the affordable housing incentives. The proposed rezoning areas are within the downtown and currently adjacent to the MSRD2 zone. The

Planner's Business: Zoning Map Amendment: Rezoning Portions of the City's R2 Zoning and R1A Districts to MSRD2.

Planning Board Date: December 6, 2023

primary difference between the proposed map amendments is one of a series of land use amendments (text / map) toward compliance with "LD 2003".

Establishment of Zones – Table B – Dimensional Standards

Zoning District	Minimum Lot Size, Square Feet Per Unit A				Frontage			Minimum Setback, Feet**				Maximum Heights+	
	Water and Sewer	Water, No Sewer	Sewer, No Water	Neither Water Nor Sewer	Water and Sewer	Water or Sewer	Neither Water Nor Sewer	From Major R.O.W.	From Other R.O.W.	Side	Rear	Stories	Feet
SR-1	15,000 C	20,000 C	20,000 C	40,000 C	100	100	200	40	25	10	10	3	35
CR	See Table C below				150	150	150	40	25	25	25	3	35
R-1-A	10,000 B	20,000	10,000	20,000	100	100	100	40	25	10	10	3	35
R-1-B	5,000 B	20,000	5,000	20,000	50	50	50	25	10	5	5	3	35
R-2	4,500 B	N/A	N/A	N/A	45	N/A	N/A	25	15	5	5	3	35
R-3, single-family	10,000	20,000	20,000	40,000	100	120	200	40	25	10	10	3	35
R-3, duplex	7,500 B	30,000	N/A	N/A	120	120	120	40	25	15	15	3	35
R-3, multifamily	15,000 1st 2 units, then 6,000/unit D	N/A	N/A	N/A	150	N/A	N/A	40	40	25	25	3	35
R-3, all other	10,000	N/A	N/A	N/A	100	120	200	40	25	10	10	3	35

Zoning District	Minimum Lot Size, Square Feet Per Unit A				Frontage			Minimum Setback, Feet**				Maximum Heights+	
	Water and Sewer	Water, No Sewer	Sewer, No Water	Neither Water Nor Sewer	Water and Sewer	Water or Sewer	Neither Water Nor Sewer	From Major R.O.W.	From Other R.O.W.	Side	Rear	Stories	Feet
MSRD-1	None	N/A	N/A	N/A	None	None	None	None	None	None	None	Min. 2 stories or 26 feet; Max. 60 feet	
MSRD-2	2,000 B	N/A	N/A	N/A	50	N/A	N/A	15 R	15 R	10	10	3	35
MSRD-3	None	N/A	N/A	N/A	None	None	None	None	None	None	None	Min. 2 stories or 26 feet	

The primary difference between R2 and R1A zones when compared to the MSRD2 zoning district is the minimum square footage requirements per unit, as illustrated above. The proposed map amendment is one of a series of land use amendments (text / map) toward compliance with "LD 2003".

Staff Recommendation:

Staff is supportive of the proposed rezoning but is seeking input from the Planning Board prior to forwarding a formal recommendation for adoption of this amendment to the City Council.

SAMPLE MOTION #1: An amendment to the City's Code of Ordinances, Part II: Code of Ordinances / Subdivisions – Article I, Section 66-21 Soil Evaluations.

- A. Motion to Approve: I motion to APPROVE the proposed Map Amendments to Rezoning Areas from R-2 and R-1-A to MSRD-2, as proposed and illustrated.

Planner's Business: Zoning Map Amendment: Rezoning Portions of the City's R2 Zoning and R1A Districts to MSRD2.

Planning Board Date: December 6, 2023

- B. Motion to Deny I motion to DENY the proposed Map Amendments to Rezoning Areas from R-2 and R-1-A to MSRD-2, as proposed and illustrated for the following reasons:

- 1) _____.
- 2) _____.
- 3) _____.

- C. Motion to Table: I motion to TABLE the proposed Map Amendments to Rezoning Areas from R-2 and R-1-A to MSRD-2, as proposed and illustrated for the following reasons:

- 1) _____.
- 2) _____.
- 3) _____.

ATTACHMENTS: Proposed Map Amendment Area

City of Biddeford



2024.200 IN BOARD OF CITY COUNCIL... DECEMBER 17, 2024
BE IT ORDERED, that the City Council of the City of Biddeford is hereby authorized
to approve the selection of and enter into an agreement for services with
_____ as the search firm for a new City Manager.

Attest by: _____
Robin Patterson, City Clerk



City Council

Meeting Date: December 17, 2024
Meeting Time: 6:00 PM
Agenda Item No: 9.e
Item Description: 2024.202 Approval/Permission to Use City Land for Boardwalk
Submitted By:

Supporting Information/Documentation:

20241217 Authorization to enter the Regulatory Permitting Process, 2024.202. Biddeford Pool Land Trust-ARPA.memo, 20241217 Board walk, 20241217 Boardwalk Funding Email

Key Terms:

BPCT is the Biddeford Pool Conservation Trust which manages conservation properties in and around Biddeford Pool. Fletcher Neck Sanctuary is the newly created 23 acre conservation property on the former Marie Joseph Spiritual Center site

Executive Summary:

The Biddeford Pool Conservation Trust is proposing to build an elevated boardwalk for public access between the parking lot at Boucher Park (Bathhouse Beach) and Fletchers Neck Sanctuary along an existing publicly used path. The path which winds through secondary dunes and wetlands is unusable for much of the year. 100' of the path is on City owned property and BPCT is requesting \$34,000 in funding for the City portion that will be determined in a future Council meeting. BPCT would manage all construction and permitting.

Detailed Review:

For decades there has been a path that the public has used from the beach at the end of Elphis Road (now Gil Bouchier Park, or "the bathhouse") to Evans Road winding around the Marie Joseph Spiritual Center. Last year the local community, driven by the Biddeford Pool Conservation Trust and supported by the Maine Coast Heritage Trust, raised over \$11 million to acquire the property and create a unique conservation landscape. With the public beach and existing contiguous BPCT property there exists over 35 acres of unparalleled natural beauty with over ½ mile of publicly accessible beach, natural dunes, great ponds and natural coastal vegetation.

The current path winds through secondary dunes, and wetlands and over the years, with sea level rise the path is only accessible in dry periods. To allow the public to walk through the new Fletchers Neck Sanctuary from the Bathhouse all times of the year, BPCT is planning to build a

boardwalk from the parking lot to an elevated area following the existing path. The boardwalk pathway which is 460' long in total, has about 100' within City property. The BPCT has contracted a specialty firm to build the boardwalk which takes specific expertise and materials to meet Maine DEP requirements. The boardwalk will consist of aluminum supports screwed into the ground every 12' with aluminum supports and planking similar to newer docks seen along lakes. The current quote for construction and permitting is \$330 per linear foot. The BPCT has allocated \$125,000 of its available funds for construction and permitting and is requesting \$33,000 for the construction on City property. BPCT will take care of all permitting and requires Council approval to allow the contractor to begin the permitting process. Construction would take place this coming spring and must start as soon as the ground thaws in order to be completed prior to early April because of DEP piping plover nesting requirements. Possible funding from the City will be part of a future meeting, the current order is to move forward with approval for permitting which takes significant time.

Funding Source:

The current order is for permitting approval only and does not take any funding. Possible funding may come for final unallocated ARPA funding or year-end surplus and will be discussed and reviewed at a future Council meeting.

Staff Recommendation:

City of Biddeford



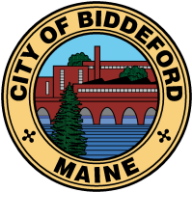
2024.202

IN BOARD OF CITY COUNCIL... DECEMBER 17, 2024

BE IT ORDERED, that the City Council of the City of Biddeford authorizes the firm Archipelago to take the steps necessary to move forward with the Regulatory Permitting Process for plans to construct a Biddeford Pool Land Trust Boardwalk and further authorizes the City Manager to enter into a construction easement agreement for such purposes.

Attest by: _____
Robin Patterson, City Clerk

City of Biddeford, Maine



The Office of
City Manager

James A. Bennett

Email: jbennett@biddefordmaine.org

MEMORANDUM

TO:	Honorable Mayor Grohman Honorable City Council
FROM:	James A. Bennett, City Manager
DATE:	December 12, 2024
RE:	December 17, 2024 Agenda (Orders 2024.201 and 2024.202)

The Biddeford Pool Land Trust is looking to build a 460 foot boardwalk. The boardwalk would connect the former Marie Joseph land to the path from the bathhouse through the preserve. The path they intend to build would go over about 110 feet of land owned by the City.

Council order 2024.201, if approved, would allow the City to grant an easement over the City land to the Trust. This easement is important so they may begin in earnest with the Regulator Permitting Process. While this is strictly a policy decision for the Council, I can report that staff has no concerns.

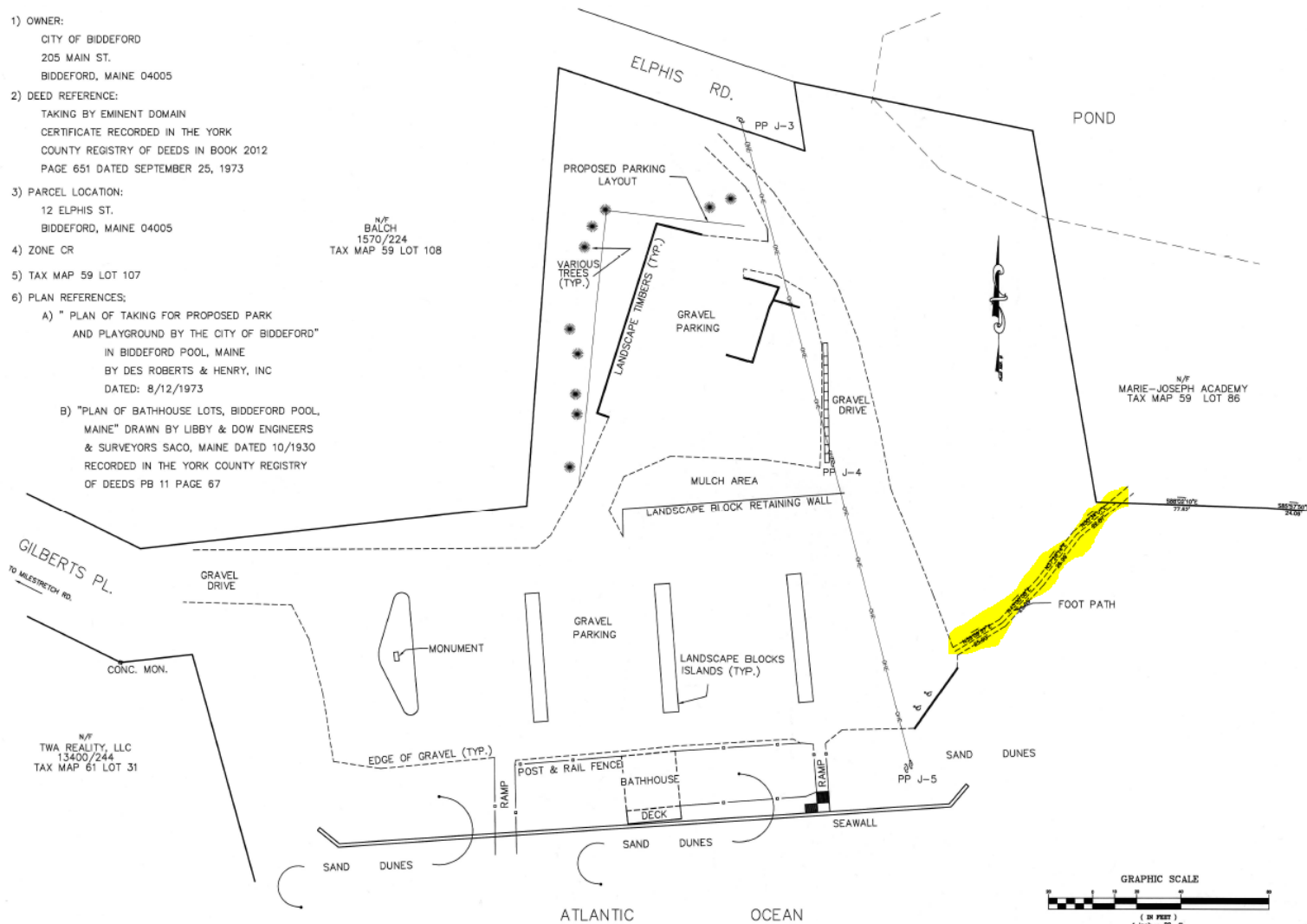
Council order 2024.202 would direct the balance of ARPA funds (\$34,715.31) towards the project. Included within your package is a copy of Council order 2022.86 (October 18, 2022). That order allocated a portion of the ARPA funds to outside agencies. As you can see from the order, \$34,715.31 was not allocated.

It is possible that the funding has been allocated since that date. When she returns from vacation early next week, I will be confirming with Jessica Wilson, who oversees the program to make sure it has not been otherwise allocated. If it has not, the recommendation would be to use the funds as part of the funding for the boardwalk. The total estimate for the entire project is \$151,800.

It should be noted that all funds for ARPA are required to be used/appropriated by December 31 of this year. Any funds not used, must be returned to the feds. Hence, the recommendation.

We will let you know affirmatively one way or the other of the actual status of the availability of the funds.

- 1) OWNER:
CITY OF BIDDEFORD
205 MAIN ST.
BIDDEFORD, MAINE 04005
- 2) DEED REFERENCE:
TAKING BY EMINENT DOMAIN
CERTIFICATE RECORDED IN THE YORK
COUNTY REGISTRY OF DEEDS IN BOOK 2012
PAGE 651 DATED SEPTEMBER 25, 1973
- 3) PARCEL LOCATION:
12 ELPHIS ST.
BIDDEFORD, MAINE 04005
- 4) ZONE CR
- 5) TAX MAP 59 LOT 107
- 6) PLAN REFERENCES:
A) "PLAN OF TAKING FOR PROPOSED PARK
AND PLAYGROUND BY THE CITY OF BIDDEFORD"
IN BIDDEFORD POOL, MAINE
BY DES ROBERTS & HENRY, INC
DATED: 8/12/1973
B) "PLAN OF BATHHOUSE LOTS, BIDDEFORD POOL,
MAINE" DRAWN BY LIBBY & DOW ENGINEERS
& SURVEYORS SAGO, MAINE DATED 10/1930
RECORDED IN THE YORK COUNTY REGISTRY
OF DEEDS PB 11 PAGE 67



No.	Revision

EXISTING CONDITION PLAN
OF
GIL BOUCHER MEMORIAL PARK
IN
BIDDEFORD, MAINE

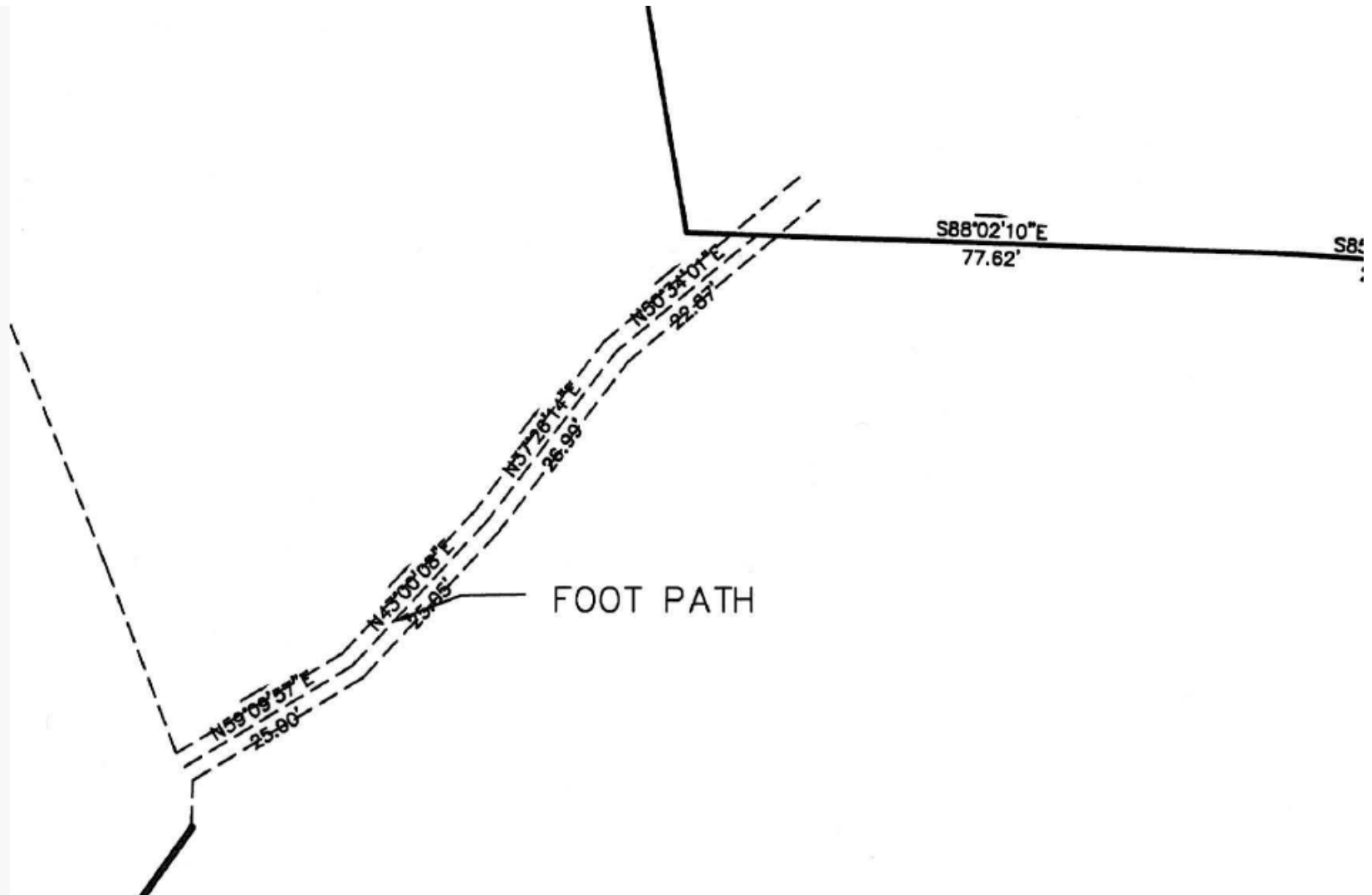


The City of Biddeford, Maine
Engineering Department
205 Main Street • P.O. Box 106 • Biddeford, Maine 04005-0106
Telephone: 207-284-9118 • Fax: 207-282-8327

Date: 12/05/13
Drawn by: AP
S. Scale: Chk'd by: NWS
1" = 80'
V. Scale: App'd by: TW
N/A

Sheet 1 of 1

TD-1519



Fecteau, Roby

From: Chad Strater <chad@theboatyard.me>
Sent: Tuesday, October 22, 2024 8:32 AM
To: Fontein Lucie
Cc: Bill Emhiser; Fecteau, Roby
Subject: Re: Biddeford Pool Land Trust Boardwalk

EXTERNAL: This email originated from outside of the City of Biddeford email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes, that estimate is still good. If you want I can send it to our bookkeeper for a more formal proposal.

[Get Outlook for iOS](#)

From: Fontein Lucie <lucie.fontein@gmail.com>
Sent: Monday, October 21, 2024 9:45:29 AM
To: Chad Strater <chad@theboatyard.me>
Cc: Bill Emhiser <bill_emhiser@yahoo.com>; Fecteau, Roby <robby.fecteau@biddefordmaine.org>
Subject: Re: Biddeford Pool Land Trust Boardwalk

Hi Chad,

The City Council of Biddeford will be reviewing and hopefully assigning funds to move forward with the installation of the Biddeford Pool boardwalk in the Spring. I wanted to check if the estimate below is still good? They will be doing an exact calculation to figure out how much of the project is on Municipal property, and how much is on Land Trust property.

Thanks,
Lucie

On May 23, 2024, at 8:41 PM, Chad Strater <chad@theboatyard.me> wrote:

Hi Lucie,

We estimate that the walking surface installed will be \$330/lf , so \$151,800 for your project including installation. That is with commercial grade composite decking and 16' long structural aluminum frames anchored with helical posts and 2"x2" square galvanized legs. Sorry for the delay, but we did end up working out a design and running it by an engineer to ensure it would be suitable for your application. The price of aluminum will fluctuate(usually up!) pretty dramatically but this number should be good for 6 months or so.

All of the equipment used for the installation will be driven on ground protection mats, so there should be minimal impact to the site. The composite deck panels will be removable for easy repair.

Let me know if you have any other questions, I can get my designer to put the basic design in a PDF file if helpful.

Thank You,

Chad Strater, *he/him/his*
207-632-5996
chad@theboatyard.me
www.theboatyard.me
www.shredelectric.com

<Outlook-Logo

Desc.png>

<Outlook-Logo

Desc.png>

From: Fontein Lucie <lucie.fontein@gmail.com>
Sent: Monday, May 6, 2024 7:34 PM
To: Chad Strater <chad@theboatyard.me>
Subject: Re: Biddeford Pool Land Trust Boardwalk

Hi Chad,
Thank you for getting back to me. I agree that we should go with a composite decking on an aluminum frame. Our next board meeting is on May 28th. It would be great if we could have an estimate a few days before that, say by May 24th?
Regards,
Lucie

On May 6, 2024, at 2:58 PM, Chad Strater <chad@theboatyard.me> wrote:

Hi Lucie,

Yes we can get you some budgetary numbers for this work. I would recommend aluminum frame with wood or composite decking. The benefits of this are:

- We can span further spaces between helical posts, so there is less impact to resource.
- While the walking surface may become damaged or worn, the structure will stay intact allowing for an easy repair without any danger of the structure becoming rotten and collapsing.
- The installation cost is cheaper than timber frames.

We can get you a quick design and a cost per linear foot as well as cost per helical post but it will be a couple of weeks unless you need it sooner. We can design the walking surface to hide the aluminum frame.

Thank You!

Chad Strater, he/him/his
207-632-5996
chad@theboatyard.me
www.theboatyard.me
www.shredelectric.com

-----Original Message-----

From: Fontein Lucie <lucie.fontein@gmail.com>
Sent: Monday, May 6, 2024 1:11 PM
To: Chad Strater <chad@theboatyard.me>
Subject: Biddeford Pool Land Trust Boardwalk

Hi Chad,

I am the president of the Biddeford Pool Land Trust. Mike Morse has given me your name as someone who could help us with building a 460' long boardwalk that would be 3' wide and 2' above grade, no handrails. 110' of the boardwalk would be on Municipal property and the remaining 350' would be on BPLT property. We have tentative agreement from Roby Fecteau, the Code Enforcement Officer of Biddeford, to go ahead with this project for the Spring of 2025 (Roby is looking into assigning money to it in next year's budget). At this point, I am looking for pricing per linear foot for possible designs for the boardwalk. This is for budget purposes only but we will be looking to fund raise for the project and need to have a ballpark idea of how much it will cost. Would you be able to give me some numbers so that we can begin a conversation in the community? I am imagining a wood structure (with plastic composite deck) option, an all aluminum structure option, some combination of the two, or something else that you might recommend. We will not hold you to these numbers. We are just looking for ballpark figures at the moment.

Thanks,
Lucie

Lucie Fontein
President, Biddeford Pool Land Trust
cell: (513) 609-1676

City of Biddeford



2024.201 IN BOARD OF CITY COUNCIL... DECEMBER 17, 2024
BE IT ORDERED, that the City Council of the City of Biddeford authorizes the expenditure of remaining ARPA funds in the amount of \$34,715.31 for the construction of the Biddeford Pool Land Trust Boardwalk.

Attest by: _____
Robin Patterson, City Clerk