



**City of Biddeford
Capital Projects / Operations Committee**

May 13, 2026 at 6:00 PM
JR Martin Community Center & Teams
189 Alfred St. Biddeford, ME

[Join Teams Meeting Online](#)

Meeting ID: 272 608 758 595 383
Passcode: Fb9rA9fD

Dial in by phone

+1 872-242-8054, Phone conference ID: 452 207 262#

[Teams Instructions](#)

Committee Members

Marc Lessard, Councilor-at-Large (Chair)
Dylan Doughty, Ward 4 Councilor
Brad Cote, Ward 7 Councilor
Dominic Deschambault
Kenneth Griffin

1. Roll Call
2. Pledge of Allegiance
3. Tour of Community Center Lease Spaces
4. Adjustment(s) to Agenda
5. Approval of Minutes
 - 5.a Approval of Minutes April 8, 2026
6. Old Business
7. New Business
 - 7.a FY27 CIP Recommendation
 - 7.b Community Center Leases Discussion
8. Executive Session

8.a Executive Session 1 MRS 405(6)c- Real Estate Matters

9. Adjourn

Present:

Councilor Lessard

Councilor Cote

Councilor Doughty

Kenneth Griffin

Meeting began at 6:01pm

1. Roll Call

2. Discussion with Wastewater Management Commission - UNE utility expansion proposal

2.a UNE proposal to extend natural gas and wastewater utilities- **Removed from the agenda**

3. Adjustment(s) to Agenda

4. Approval of Minutes

4.a Capital Projects/Operations Minutes- March 11, 2026

Motion Councilor Brad cote

Second Councilor Doughty

Passed Unanimous

5. Old Business

5.a Community Center Leases

Director Thompson went through her proposals for the leases with options for use of the space at the community center that are currently being leased. Councilor Lessard opened the meeting to the public. The 50 plus club, The BCHC gave testimony about the loss of space, LaKermesse and BCHC spoke about the history of the use of space and the archiving that they are doing, the St.Louis Alumni association also discussed their history and the use of space at the community enter.

Councilor Lessard noted the budget constraints and talked about the need to get information from the public and to figure out how to move forward. He thanked the volunteers for their years of service to the community.

Director Thompson talked about the importance of the groups and said she had conversations with all the groups. She noted that they are trying to make the space more

inclusive and create more space for the community. Councilor Doughty noted that this was a request by the committee to the committee to look at the space and make some recommendations. He asked about eh 1400 sq ft. that LaKermesse meets a couple times a month. Is it meeting space or storage space that they need primarily? The Recreation Committee provided the information from a survey previously completed by the groups. She will forward to the new committee members. Councilor Cote also noted the need for more groups to be able to use the space. Councilor Lessard noted that he thinks we should be getting rental income and ask for the lowest impact for those groups that have been using the space.

He recommends that a portion of the next meeting get a half hour of a walk through and see what's being used and what are the possibilities. Put a calendar together to see how the classrooms are being used and can we reduce the space to expand the opportunities. Is there a way to condense etc. meet at the center and see what they might be able to come up with to recommend to the council.

Kenneth Griffin asked about swing space – are there other opportunities for storage space in other areas of the city? Scrub the properties to see what's available. Councilor Cote said he would appreciate a meeting at the community center so they can see the space. Members of the groups said they use the space for Storage and they also us the space for meetings.

In their quest to make the best use of the community space. And Councilor Doughty doesn't feel storage is the best use of the space and Director Thompson agrees that they should have the next meeting there at the Community Center. Councilor Lessard thanks everyone who was there for the meeting.

6. New Business

6.a 5 Year CIP- City manager Dever noted that last meeting they had a discussion about the capital needs of the city and they discussed determining the top priorities There are a number of CIP infrastructure projects that are underway or about to be underway that had a required cash match or other funding requirements that weren't accounted for. Everyone was aware of the projects what they weren't aware of was the lack of accounting for those projects. Councilor Lessard estimated \$1.5-\$1.6 million in dedicated funds.

Chief Fisk got up to speak about the three items for the Police Department. All items have been on previous years CIP requests. Get a number to get an engineer to do that work the least estimate she got was \$25k. Cote mentioned the structural soundness of other buildings. Would love to get a bigger picture idea of what the needs are before we spend money on the bonds. The City Manager did ask Director Demers what is absolutely

necessary for paving? What is committed for paving, then matches, not sure if they are committed funds or just those are the streets that need to be paved. Councilor Lessard said he would want to review the requests to see where the 700K plus should be spent. We aren't locked in but they pave streets based on what the capital committee commits to funding. Deputy Director Lovejoy discussed their street paving process. Chief Best was invited up. The City Manager noted that the vehicle replacement schedule would be pushed by a year. Fire went through a whole process to determine the vehicle. Needs they had a top three but didn't move any of those forward. Maybe do some window replacement with year end monies and they are looking at other ways to fund some of their building needs. Tower Truck, Ambulance and Lifepacs are their top three needs. As they put it together, they tried to look at cost saving measures. They looked at combining with other departments for defibrillators to bulk purchase defibrillators. We need to replace one a year for the next 6 years right now one of them is out of cycle they reached their life expectancy a while ago. One costs just under 63k but one of two ways is 63k a year for 6 years or 3 year payment plan 111k for three years in the long run it saves \$44k. Given where we are at with the budget is it better to do 63k or bulk purchase and have higher payments with the ambulance long delivery time

Councilor Lessard noted he took a first swing at how he would break it down

70K for police department

Defib/vests/brush fire/ambulance/ 250K

450k for capital paving etc. can't really skip paving roads for a year. If there is left over funds and even though they may decide to move things forward and forwarded a million dollars to spend with a recommendation. They broke it down into pieces. They could at this point say we are going to do the combined police and fire and push that through right now then 350k that leaves some money on the table as a just in case. If the city owns equipment we should be putting money into the paving line and let them do it over the summer.

Chief Best noted a lease purchase is utilized in many communities for the big ticket items. There are different options for financing.

Councilor Doughty noted that we really need to look at the way we fund capital and he hopes the Charter Commission will look into it.

Councilor Lessard noted to order it (the ambulance) and get it on the books now. Councilor Lessard offered the following list as a recommendation to Council:

BPD-FY27-001 Exacq 96 TB server	\$29,066
BPD-FY27-002 WatchGuard Interview rms.	\$30,315
BPD-FY27-005 Interview Room	\$12,100
BFD-FY27-008 LifePak 35 Defibrillator	\$62,954
BFD-FY27-002 Ambulance Replacement	\$85,000 (FY28)
BFD-FY27-004 FD Tactical EMS Vests & Helmets	\$13,500
BFD-FY27-006 Brush Fire/EMS Insert Unit for Ranger 18	\$10,000
Dog Park Fence and Drainage	\$10,000
<hr/>	
Total Expenditures for FY27	\$167,935
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Balance remaining for FY27 CIP	\$558,165

Councilor Lessard also mentioned the need for windows at Westbrook skating rink and that the city would want to do those before August

Ken Griffin noted that if we do the window project, they may consider doing half a dozen as a demo project at the fire station. One vendor doing two locations with a standard window. \$14,600 or 1/3 windows of the windows for 5k.

7. Executive Session-

Motion to move into Executive Session by Councilor Doughty

Second by Kenneth Griffin

Passed Unanimous -not to return. Entered Executive Session at 7:37pm.

7.a Executive Session 1 MRS 405(6)C - Real Estate Matters

Motion to come out of Executive Session Councilor Doughty

Second Councilor Cote

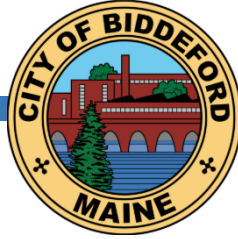
Unanimous to exit Executive Session

8. Adjourn 8:12pm

Motion Councilor Doughty

Second Councilor Cote

Unanimous to adjourn



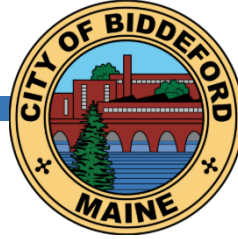
MEMO: 5 Year CIP – Recommendations
TO: Capital Projects/Operations Committee
DATE: May 7, 2026

At the Capital Projects/Operations Committee meeting that was held on March 8, 2026, the Committee informally agreed on a list of CIP recommendations for FY27. A formal vote to send the recommendations to Council was not taken. The list below outlines the recommendations discussed. Please note that the total expenditure figure does not include the \$85,000 for the ambulance for the Fire Department. Although that was approved by this Committee, payment will come out of the FY28 budget.

The required 0.05% of the previous fiscal year’s total taxable valuation for capital improvements amounts to **\$2,245,671**. The grant cost-share obligations for FY27 total approximately **\$1,519,571**, leaving **\$726,100** remaining in CIP funding. If the following recommendations stand, staff recommends the Committee take a formal vote to approve the list to go to Council on May 19, 2026.

The Capital Committee recommends the following:

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