



Sanford City Council

City Council Meeting Minutes – January 21, 2020

The Sanford City Council met at 6:00 p.m. in the Chambers of the Sanford City Hall Annex on Tuesday, January 21, 2020. **COUNCILORS:** Councilor Ayn M. Hanselmann; Councilor Robert G. Stackpole; Councilor Joseph R. Hanslip; Councilor John L. Tuttle, Jr.; Councilor Maura A. Herlihy; Councilor Lucas L. Lanigan. **CITY STAFF:** City Manager Steven Buck; Executive Assistant Lorisa Ricketts; City Clerk Sue Cote; Fire Chief Steven Benotti; Assistant Fire Chief Robert Arnold; Parks and Recreation Director Alan Grady.

Pledge of Allegiance

The regular City Council session began with the Pledge of Allegiance and a moment of silence.

Moment of Silence

Roll Call:

City Manager Buck performed the Council roll call: Councilor Hanselmann, present; Councilor Stackpole, present; Councilor Tuttle, present; Councilor Hanslip, present; Councilor Herlihy, present; Councilor Lanigan, present.

19-665-01 Elect Deputy Mayor of the City Council for 2020.

Councilor Tuttle nominated Joe Hanslip; Councilor Stackpole seconded. Motion passed 4 to 2 with Councilor Hanselmann and Councilor Lanigan dissenting.

Minutes

19-705-01 Ordered, to approve the minutes from the regular City Council Meeting held on January 7, 2020.

Councilor Herlihy moved to approve. Councilor Stackpole seconded. Motion passed 6-0.

Mayor's Report/City Council Sub-Committee Reports

Councilor Stackpole reported that the Zoning subcommittee met and had a lengthy discussion re the possible designation of a historic district; this would

require further input from the property owners. The subcommittee also discussed initial zoning for a south Sanford sports complex and future updates to the comprehensive plan. Councilor Lanigan said the Council may need to get creative to create some opportunities.

City Manager's Report

See attached.

Councilor Stackpole asked if we have any privacy policies in place regarding data, or is it something the Council may need to address. Manager Buck said his understanding is that the type of information collected by streetlight attachments would be things like traffic counts, etc. Councilor Stackpole said the Council should be cognizant of privacy concerns if this arises.

Councilor Herlihy asked if they are they close to a Cottage Street construction plan. Manager Buck said they typically do a public presentation when they are ready. Councilor Lanigan commented on the input from City Staff and Councilors and commended them for their forward thinking on these projects.

Communications/Presentations

19-461-01 Quarterly Report and Presentation from the Director of Sanford Regional Economic Growth Council.

Director Nimon presented his quarterly report:

Maine Sports Resort and Conference Center – Growth Council has been working for a number of years; land has been obtained; traffic study has been done; feasibility study has been concluded; architectural study is underway; these are the final steps to have materials to put in front of project investors. Pine Tree Zone funding expires 12/31/21.

MEREDA – Growth Council combined efforts with Southern Maine Finance Agency and SMPDC to put together a power point show re York County; there was a separate slide on Sanford and its initiatives, and attendees commented they hadn't been aware there was so much going on here.

Marketing – a year ago, the Growth Council requested funds for marketing Sanford. Dietz Associates was hired to work with the Growth Council. Tim Dietz, the company's principal, lost his battle with cancer last fall. This left the effort scrambling; Dietz Associates closed at the end of December. The Growth Council have met with other firms to discuss; recommended to the board this morning to work short term with a contractor to get through the end of the fiscal year while search for a long-term contractor.

SanfordNet Fiber – there was an excellent meeting with the State, GWI and ConnectME Authority. Take rate survey was discussed; the Commissioner of the DECD committed to helping fund this important next step.

One Eagle Drive – there are a lot of inquiries re property. Director Nimon had another meeting re the property; have an interested developer with a history of working with similar buildings; they are working with Maine Health to discuss.

200 in 200 Challenge – Maine Beaches Region’s way to celebrate the State’s 200th anniversary. Have been reaching out to local businesses to get them to participate in a commemorative coin discount program. It is a way to encourage visitors.

Councilor Lanigan mentioned there is another sports-focused project in the pipeline; is Sanford moving towards sports tourism? Director Nimon said that the models that have been examined incorporated sports tourism as a part of a larger comprehensive plan.

Councilor Lanigan mentioned that the Council gave \$100,000 in marketing funds a year ago and asked: is there a balance left? Director Nimon responded that yes, there is about \$70,000 left. Councilor Lanigan asked whether the funds could be given back if the Council decided to use the funds to hire someone to work on marketing in-house. Manager Buck responded that those funds were allocated from TIF funds; they have been set aside and can be reallocated at any time. Manager Buck said the analysis he recently saw showed that it is more cost-effective to work with a contractor.

Councilor Lanigan asked if the Growth Council is working on a TIF formula. Director Nimon said he is open to discussing what that might look like.

Councilor Hanselmann said the fall soccer tournament brings many people to the community, but there is no marketing plan for that. She asked at what point the local Chamber of Commerce will get involved so that there can be a synergy between local restaurants and businesses and a large-scale development. Councilor Lanigan said he can bring it up to the Chamber of Commerce. He also mentioned that there might be a revival of Synergize Sanford with a new outlook as a downtown-focused organization.

19-688-01 Presentation on 2020 Census by Sterling Roop from the U.S. Census Bureau.

Mr. Roop is a Partnership Specialist for the U.S. Census Bureau. He presented on what the Census entails and the importance of the census to funding for schools and other local services. His presentation is attached.

Councilor Tuttle commented that having experienced the process a decade ago, he had concerns about reporting in Sanford. If people under-report in their responses, how would that be handled? Mr. Roop said that is why he is here tonight and why they are partnering with local organizations. He has also spoken with Director Houseal re using the new rental property list to send information out.

Is there any budget regarding mailers? There is a smaller budget than in 2010 to do a bigger job.

Where is the central office? It is up in Gardiner. YCCAC could be a tremendous asset. He has met with them several times already and is partnering closely with them.

Manager Buck asked what makes Sanford and other similar cities difficult to collect information from. Mr. Roop replied that elements such as income, higher rental vs home ownership ratio and immigrant communities tended to make data collection more challenging. The Census's Roam tool lets you look at different census tracts and compare metrics within them. He will forward it on to us.

Public Participation

None.

Public Hearings

The City Council will take public comment on the following:

19-683-01 The first of two public hearings to seek and receive comments on the following Mental Health & Abuse Clinic License renewal:

1. Enso, LLC. D/B/A Enso Recovery, 69 Eagle Drive, Sanford, Maine.

Public Hearing opened at 7:32 PM.

No public comment.

Public Hearing closed at 7:32 PM.

Consent Agenda

None.

Old Business

- 19-580-01 Amendment of Chapter 280: Zoning, Chapter 120, Fees, and Chapter 149, Licensing regarding Home Occupations

Councilor Lanigan moved to approve the amendment. Councilor Stackpole seconded.

Councilor Stackpole explained the changes that were discussed in Zoning Subcommittee. Enforcement is complaint-driven. Councilor Hanselmann said her concern is that two employees will be allowed, but only one vehicle. Councilor Lanigan said the amendment was focused on traffic impact, not on the number of people in a dwelling.

Director Della Valle clarified that the current ordinance does not allow any employees outside those who live in the household. The amendment would allow two employees or FTE; only one vehicle. Businesses that draw more than two clients at any one time would be excluded. The business can't generate more traffic than would generally be expected.

Councilor Hanselmann and Councilor Lanigan discussed the restriction on number of cars. Councilor Stackpole said this amendment allows some growth, but limits that growth because at some point it would be more appropriate for the business to go somewhere more appropriate to continue to grow.

Motion passed 6-0.

New Business

- 19-646-01 Ordered, to authorize the City Council to extend audit services with WIPFLI out of South Portland Maine for the years ending June 30, 2020 through June 30, 2022.

Councilor Tuttle moved to approve. Councilor Herlihy seconded.

Manager Buck presented on this item; Finance staff has been very happy with WIPFLI. The increase in cost is fair and reasonable. Staff is accustomed to working with them and have been very pleased and would recommend approval.

Councilor Stackpole asked how many years they have been working with the City. Manager Buck said it has been at least the last three years.

Motion passed 6-0.

- 19-702-01 Ordered, to authorize the Parks and Recreation Director to go to bid for new design and drainage improvements needed at Springvale Recreational Area/ Holdsworth Park.

Councilor Tuttle moved to approve. Councilor Stackpole seconded.

Parks and Recreation Director Alan Grady introduced the situation: in the past few years, drainage has become a real issue and is causing erosion in the beach area of Holdsworth Park. They also wanted to find a way to create additional seating. Hired Aceto Landscapes to come up with a plan. There is a Holdsworth Park trust for upkeep and cost could be taken from it.

Seth Kimball from Aceto Landscape Architects presented on the design.

Councilor Herhlihy said that this was discussed at Property Subcommittee and the design was very favorably received; the idea of bonding and then using the trust money to pay down without having to touch the trust principal was also discussed.

The plan would need to go through Planning Board approval.

They can go to bid if get approval tonight; if get approval from Planning Board.

This is below the threshold for City Council to approve without a referendum; however, the department has already been working on ways to fit within the budget.

Motion passed 6-0.

- 19-706-01 Ordered, to adopt amendments to the City Council Rules and Order of Business to incorporate into Section 33 policies addressing use of social media.

Councilor Herlihy moved to approve. Councilor Hanselmann seconded.

Motion passed 6-0.

- 19-693-01 Ordered, to accept a proposal for independent evaluation and review of Sanford Regional Communications Center.

Councilor Tuttle moved to approve. Councilor Stackpole seconded.

Manager Buck explained the proposal, which was reviewed at Public Safety Subcommittee. It can be paid for within the current budget.

Motion passed 6-0.

- 19-692-01 Ordered, to approve a 3-year Contract for Fire Department Protective Gear from Bergeron Protective Clothing of Epsom, NH.

Councilor Tuttle moved to approve. Councilor Hanselmann seconded.

Chief Benotti presented on this item.

Motion passed 6-0.

- 19-695-01 Ordered, to approve formation of a Fire Station Feasibility subcommittee for review and proposed implementation of a Two-Station Future Facilities.

Councilor Tuttle moved to approve. Councilor Hanselmann seconded.

Councilor Lanigan moved to table. He said he feels awkward discussing this without the Mayor present.

Councilor Hanselmann said the item is to approve formation of the subcommittee; the structure can be discussed further.

Councilor Herlihy said that the people who were appointed to the committee should be from the local community and be able to act as proponents for the project.

Chief Benotti reminded the Council that this would not be his committee; it would be the City Council's committee. The point of the committee is to educate people about the project so they understand the importance of the project and have all the information they need to make informed decisions.

Councilor Lanigan moved to amend the item forming the subcommittee so that three city councilors will be appointed, not three city councilors from the Public Safety Subcommittee. Councilor Stackpole seconded. Motion passed 5-1 with John Tuttle dissenting.

Motion to approve formation of the subcommittee with the amendments was approved 6-0.

- 19-691-01 Recommendation to approve the bid for Improvements to the City Streetlight System from Affinity LED Light LLC in the approximate amount of \$370,000

funded through electricity budget savings and financed through a municipal lease/purchase agreement.

Community Development Houseal presented on the background of this item. This is a budget neutral item.

John Branagan from Affinity Lighting presented on his company, explaining that his company assembles the lights in Dover, NH, with a U.S. veteran workforce assembling them. They will do an investment-grade audit of each pole to ensure the number of lights is correct and appropriate.

Councilor Lanigan asked if there would be a brighter color temperature in the downtown. Mr. Branagan said that Affinity firmly believe that consistent color temperature throughout the community is important. They may have more lumens/ illumination at critical intersections. They aim to balance reducing skyglow with an appropriate light footprint on the ground.

Councilor Tuttle moved to approve. Councilor Lanigan seconded.

Motion passed 6-0.

Council Member Comments

Councilor Hanselmann: Thanked Councilor Lanigan for his service last year as Deputy Mayor, and thanked Deputy Mayor Hanslip for being willing to take it on.

Councilor Stackpole: None.

Councilor Hanslip: None.

Councilor Tuttle: Shared a quote.

Councilor Herlihy: None.

Councilor Lanigan: Congratulated Deputy Mayor Hanslip.

Future Agenda Items

Councilor Hanselmann: Review July 1 to current financials to date so far, and then quarterly after that.

Councilor Lanigan: We have a new hydrant contractor. Hydrants are being buried by businesses plowing them; wants clarification from the City on what is expected; can he use city snow dump to dump the snow? Believes there was a previous ordinance where they could call a police officer to come down to tell people not to bury hydrants and give fines if the behavior continues.

Councilor Lanigan: Signage at the roundabout – no reduced speed signs heading into the roundabout.

Councilor Lanigan: There's a new pedestrian safety grant for \$10,000 for communities that want it. This should be discussed at Public Safety Subcommittee.

Adjournment

Deputy Mayor Hanslip moved to adjourn regular meeting at 8:41 PM.

Respectfully submitted by Lorisa Ricketts, Executive Assistant.

City of Sanford



**From the Desk of
Steven R. Buck
City Manager**



Memo

To: City Council
Subject: Manager's Report for January 21, 2020
Date: January 21, 2020

Roads and Transportation:

The city Council worked through the Budget Process and the Voters have approved for a \$6.2 Million Bond coupled with \$1.5 million in Capital Funds to kick start the City's Road Improvement Program starting in the spring of 2020. A major part of this initiative was to align with the work City Administration has conducted with the Maine Department of Transportation (MDOT) seeking leveraged funds and scoping work in alignment with the State's Three-Year Plan.

MDOT recently released its latest Three-Year Plan indicating that Sanford has risen within this Plan from the \$8.75 million previously programmed to now \$12.9 million in approved work.

Examples of the Work include:

- ✓ \$2.5 M from the Build Grant for New Traffic Lights with automation
- ✓ Light Capital Pavement Route 202 Junes Street East doe 2.39 miles – approx. \$417,000
- ✓ Sanford Airport - \$155,000 Runway/Taxiway improvements
- ✓ Sanford Airport - \$155,000 Apron Improvements
- ✓ Route 4 and School Street intersection improvements - \$220,000
- ✓ Route 202 Culvert replacement at Alfred Townline - \$970,000
- ✓ Cottage Street Reconstruction starting at River Street north 0.72 miles - \$6,200,000
- ✓ Round-A-Bout Improvements, signage - \$300,000
- ✓ Bridge Decking at Washington Street over Mousam River - \$76,000
- ✓ Culvert Replacement Route 202 northeast of Jellerson Rd. - \$80,000
- ✓ Sanford Planning Partnership Initiative – Planning for Downtown Road Improvements - \$100,000
- ✓ Route 109 Pavement Improvements 0.15 miles south of Wire Road extending northwest for 4.72 miles - \$2,630,000
- ✓ MPI for Old Mill Road pavement - \$240,936

Through the MPI and PPI programs, the City has committed \$1,425,000 of funds towards the completion of multiple Projects such as Cottage Street, Old Mill, and the Downtown Streets. Administration continues to foster the ongoing relationship with MDOT to capitalize on funding and project scope to our mutual benefit.

Recognition is given to Public Works Director Matthew Hill for his vision and partnership building with MDOT resulting in these favorable developments to improve our City's streets and roads.

LED Street Light Conversion and Intelligent Transportation:

In preparation for the City Council authorizing the LED Street Light Conversion, City Administration met with the Maine Department of Transportation (MDOT) and their engineering consultant VHB (Vanasse Hangen Brustlin) on new technologies that can be incorporated into the City's upcoming Traffic Lights Upgrades. VHB has been working on the designs to replace all of the City's Traffic Lights to be paid for through the Federal Build Grant due to the technology applications for intelligent controls and automated vehicle controls incorporated into the build. These elements are only possible due to the construction of SanfordNet Fiber, the City's municipally owned fiber optic network, and the dedication of 4 strands of fiber to be utilized by the Traffic Lights.

Given the implementation of LED Street Light heads to be owned by the City, the City will have a light head with a fused and surge protected power supply and ownership of the mast arm and attachments to the Joint-owned Utility Poles. When incorporating SanfordNet Fiber, the new ANSI C136.41 Adaptive Controller 7-pin connections, the use of BlueToad and other Traffic sensing devices becomes a viable deployment option. VHB and MDOT were very excited to further incorporate the newly available technologies into the pending final design of the City's Traffic Lights and Control System. The ability to increase mobility throughout all of Sanford by adaptively controlling the Traffic Lights will be of the highest level of deployment yet seen in the State. The installations will be incorporated into Sanford starting in the 2021 construction season through 2023.

This is yet another example of the use of new technologies only available to the City due to the municipally owned fiber network and the incorporation of the LED Street Lights and the use of the Joint-Owned pole infrastructure.

Solar Energy:

Southern Maine Planning and Development Commission and the Natural Resources Council of Maine will be holding a Solar Forum here in the City Council Chambers of January 23, 2020 starting at 6:00PM. The purpose of the Forum is to provide information and education on the State's recently passed Solar Legislation enabling Net Energy Billing and how that relates to solar development in municipalities. Due to a scheduling conflict I will not be able to attend, but have provided Sanford's economic benefit impacts for both the Grid Scale Development at the Airport as well as the pending Net Energy Billing development atop the closed Rushton Street Landfill. Economic Development Director Nimon will present on the City's work in these areas to supplement the presentations by SMPDC and NRCM.

SanfordNet Fiber and DECD:

Director Nimon and Manager Buck, Senator King Staff Bonita Pothier and Adam Lachman, and GWI's Fletcher Kittridge and Kerem Durdag met with Department of Economic and Community Development Commissioner Heather Johnson and ConnectMe Director Peggy Schaffer on the State partnering with SanfordNet Fiber towards its future expansion. The

result of the meeting was a directive from Commissioner Johnson to DECD and ConnectMe to assist Sanford in funding a Take Rate Survey as a next and crucial step towards implementing the Post Road funding Model for Fiber to the Premise Expansion of SanfordNet Fiber.

As the State and the Mill's Administration have made the deployment of fiber networks a key strategy in Maine's economic future, recognition was granted of the business model developed in SanfordNet Fiber and the ability of Sanford to be the PILOT Study that aids the State of Maine in deploying a business model for fiber expansion. Administration will continue to report out on these developments and our budding partnership with the State.