



Sanford City Council

City Council Meeting Minutes – January 7, 2020

The Sanford City Council met at 6:00 p.m. in the Chambers of the Sanford City Hall Annex on Tuesday, January 7, 2020. **Mayor:** Thomas P. Cote. **COUNCILORS:** Councilor Ayn M. Hanselmann; Councilor Robert G. Stackpole; Councilor Joseph R. Hanslip; Councilor Maura A. Herlihy; **CITY STAFF:** City Manager Steven Buck; Executive Assistant Lorisa Ricketts; City Clerk Sue Cote; Fire Chief Steven Benotti; Assistant Fire Chief Robert Arnold.

Pledge of Allegiance

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

Moment of Silence

Roll Call:

Mayor Cote performed the Council roll call: Councilor Hanselmann, present; Councilor Stackpole, present; Councilor Tuttle, absent with notice; Councilor Hanslip, present; Councilor Herlihy, present; Councilor Lanigan, absent with notice.

19-664-01 Swearing in of new members of the City Council (John L. Tuttle, Jr. and Robert G. Stackpole).

Councilor Stackpole was sworn in by City Clerk Sue Cote. Councilor Tuttle was sworn in by the City Clerk ahead of the meeting due to his planned absence this evening.

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

Councilor Herlihy nominated Joe Hanslip; Councilor Stackpole seconded. Motion failed due to a lack of a majority of City Council votes. Vote was 3 in favor with Councilor Hanselmann and Mayor Cote dissenting.

Councilor Hanselmann nominated Councilor Lanigan; Mayor Cote seconded. Motion failed due to a lack of a majority of City Council votes. Vote was 2 in favor with 3 voting against (Councilors Stackpole, Hanslip and Herlihy).

Minutes

19-684-01 Ordered, to approve the minutes from the regular City Council Meeting held on December 17, 2019.

Councilor Stackpole moved to approve. Councilor Herlihy seconded.
Motion passed 5-0.

Mayor's Report/City Council Sub-Committee Reports

None.

City Manager's Report

See attached.

Communications/Presentations

19-685-01 Swearing in of new Assistant Fire Chief.

Fire Chief Steve Benotti introduced Robert (Bob) Arnold, the new Assistant Fire Chief. He is a 22 year resident of Midland, MI, is married and has two daughters who have remained in Michigan to finish their college degrees. He has an associate degree in Fire Science & Fire Technology and will complete his BS in Fire Administration this year. He has an extensive history in hazardous materials, has managed a regional response in hazmat and tech rescue. He is a fire publication specialist, Fire Officer I, II and III and was part of the Michigan region 3 incident management team. He is a certified Incident Safety Officer and has been an EMT since 1996. He is a hazardous materials technician and fireground survival educator, and has done volunteer work with Big Brothers Big Sisters.

City Clerk Sue Cote swore in Assistant Fire Chief Arnold and Mayor Cote pinned his badge on him.

Public Participation

None.

Public Hearings

The City Council will take public comment on the following:

19-670-01 A Public Hearing to receive comments on the Renewal of the City Special Amusement Permit and a Liquor License Renewal with malt, vinous and

spirituous privileges from Wolves Social Club, 40 High Street, Sanford, Maine.

Public Hearing opened at 6:17 PM.

No public comment.

Public Hearing closed at 6:17 PM.

19-672-01 A Public hearing to receive comments on the Renewal of the City Special Amusement Permit and the Liquor license renewal with malt, vinous and spirituous privileges from Sanford Lodge of Elks #1470, 13 Elm Street, Sanford, Maine.

Public Hearing opened at 6:17 PM.

No public comment.

Public Hearing closed at 6:18 PM.

19-641-01 A Public Hearing to receive comments on the liquor license renewal with malt, spirituous, and vinous privileges from Lafayette Social Club, 48 Winter Street, Sanford, Maine.

Public Hearing opened at 6:18 PM.

No public comment.

Public Hearing closed at 6:18 PM.

19-682-01 The second of two public hearings to seek and receive comments on the following Mental Health & Abuse Clinic License renewals:

1. Sweetser, 863 Main Street, Sanford, ME.

Public Hearing opened at 6:18 PM.

No public comment.

Public Hearing closed at 6:18 PM.

Consent Agenda

19-642-01 Ordered, to approve the following license requests:

1. Wolves Social Club, 40 High Street, Sanford Maine.

1. Liquor license renewal with malt, vinous and spirituous privileges.
2. Application for Games of Chance.

3. City Special Amusement Permit.
2. Sanford Lodge of Elks #1470, 13 Elm Street, Sanford, Maine.
 1. Liquor license renewal with malt, vinous and spirituous privileges.
 2. City Special Amusement Permit.
3. Lafayette Social Club, 48 Winter Street, Sanford, Maine.
 1. Liquor license renewal with malt, vinous and spirituous privileges.
 2. Application for Games of Chance.
4. Sweetser, 863 Main Street, Sanford, Maine.
 1. Renewal of the Mental Health and Abuse Clinic license.

Mayor Cote sought questions or comments from the Council on the Consent Agenda. Seeing no questions or comments, the motion was approved.

Old Business

None.

New Business

19-659-01 Ordered, to approve and sign the City Council Code of Conduct for 2020.

Councilor Herlihy moved to approve. Councilor Hanslip seconded.

Motion passed 5-0.

19-660-01 Ordered, to approve the City Council Rules of Procedure for 2020, pursuant to section 213 of the Sanford City Charter.

Councilor Herlihy moved to approve. Councilor Hanslip seconded.

Councilor Hanselmann proposed an amendment to the Rules of Procedure to include a social media policy for the City Council.

Mayor Cote said the Council would approve the current policy and review and vote on the amendment at a later date.

Motion passed 5-0.

19-661-01 Ordered, to set a time and place for regular Council meetings at least twice per month, pursuant to Section 209 of the Sanford City Charter.

Councilor Stackpole moved to have regular meetings on the first and third Tuesdays of the month at 6:00 PM. Councilor Herlihy seconded.

Motion passed 5-0.

19-662-01 Ordered, to make appointments to various City Boards and Committees.

Councilor Herlihy moved to appoint board and committee members as noted in the attached memo.

Councilor Hanslip seconded.

Motion passed 5-0.

19-663-01 Ordered, to set the annual compensation for the City Mayor.

Councilor Herlihy moved to continue the annual compensation of \$5000 annually. Councilor Hanslip seconded.

Motion passed 5-0.

19-666-01 Ordered, to set the annual compensation for the City Councilors.

Councilor Herlihy moved to set the annual compensation for City Councilors at \$4000 per annum. Councilor Hanslip seconded.

Motion passed 5-0.

19-644-01 Ordered, to approve the proposed 2020/2021 budget review schedule and format, which shall govern the budget committee's work, per section 602.2 of the Sanford City Charter.

Councilor Herlihy moved to discuss. Councilor Hanslip seconded.

Councilor Herlihy would like a Council workshop prior to the budget process beginning so the Councilors are aware of all changes that would make the budget significantly different from prior years. Mayor Cote agreed it was a good idea. Manager Buck suggested the second regular meeting in February as a good timeframe for the meeting.

Councilor Stackpole commented on the schedule and asked if an extra meeting had been added back in. Manager Buck said that the meeting had been added

Councilor Herlihy moved to approve the schedule with the addition of the workshop that was discussed. Councilor Hanslip seconded.

Motion passed 5-0.

Council Member Comments

Councilor Hanselmann: None.

Councilor Stackpole: If the sidewalks are cleared, people should use them and not walk in the street, even if the sidewalk is not perfect. Pedestrian deaths are up in Maine – use common sense.

Councilor Hanslip: Let's make it a great year.

Councilor Herlihy: Don't wear all black if you are a pedestrian at night; it makes it difficult for drivers to see you.

Mayor Cote: Thanked his parents for his new Christmas shirt.

Future Agenda Items

Councilor Hanslip would like to explore the idea of creating a City public affairs person to disseminate positive news in an active way.

Mayor Cote said that the Council will be voting on subcommittees in two weeks; it will be business as usual until then. If any Councilors want to change their subcommittee appointments for 2020, let him know.

Adjournment

Mayor Cote moved to adjourn regular meeting at 6:33 PM.

Respectfully submitted by Lorisa Ricketts, Executive Assistant.



City of Sanford, Maine

Office of the City Manager

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City Council

Thomas P. Cote, Mayor
Lucas J. Lanigan
Joseph R. Hanslip
Maura A. Herlihy
John L. Tuttle, Jr.
Robert G. Stackpole
Ayn M. Hanselmann

City Manager

Steven R. Buck

2020 Board & Committee Appointments

The following applications have been received to fill vacancies on the various boards and committees.

Airport Advisory Committee

Stuart Miller – Incumbent nonresident pilot
Robert Thuet – Incumbent nonresident pilot
Jan Murray - Incumbent
James Deyermond

Term to Expire

12/31/2022
12/31/2022
12/31/2022
12/31/2021 (unexpired term)

Budget Committee

Richard Neal
Mesha Quinn – Incumbent
Jason Matthew Rice
David Ginchereau

12/31/2020
12/31/2020
12/31/2020
12/31/2020

Planning Board

John McAdam – Incumbent
Everard “Lenny” Horr – Incumbent
Crystal Tenney

12/31/2022
12/31/2022
12/31/2022

Board of Appeals

Jason Matthew Rice
Kyle Landry

12/31/2022
12/31/2022

Trails Development & Urban Forestry Committee

Katie Manende Hall

(terms do not expire)

City of Sanford



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



Memo

To: City Council
Subject: Manager's Report for January 7, 2020
Date: January 7, 2020

Stenton Trust:

Refer to Shawn Sullivan's January 3, 2020 Article in the Seacoast newspaper.

<https://www.seacoastonline.com/news/20200103/year-in-review-demolition-of-mill-changes-sanfords-skyline>

Administrative Summary:

EPA began the demolition of Tower Structures B, C and D, those portions of the Complex most heavily damaged as part of the June 23, 2017 fire and completed the work as of December 2019. The initial assessment by the City and EPA was an approximate cost of \$1.5-\$1.7 million for abatement and removal. The last amendment to the Action Memorandum brought the authorized budget to \$3,295,000. Indications are that the final close out costs will be just under this amount.

EPA is finalizing the Closeout Report. The City had previously requested to start immediately using the Area Wide Assessment Funds for the Phase II Assessment followed by the development of a Remediation Plan and implementing Clean Up. The EPA has issued a legal opinion that we cannot use/expend such funds and preform work on the Site until the Close Out Report is issued by Mid-February.

Once the Close Out Report is issued, the City has our environmental consultants, TRC, at the ready to complete the update to the Phase II, establish the Remediation Plan, and implement Clean Up under the Multi-Purpose Grant. Depending upon the weather and the remediation plan, this next phase of work should be completed by early spring.

The City continues to discuss details of acquiring the Property, completing the Voluntary Response Action Program (VRAP), and then transferring the Property for Development. The VRAP will provide to any future developer protections from any past or remaining environmental conditions on the Site not associated with their redevelopment or operation of the Site. The details of a Letter of Intent and future Purchase and Sales Agreement post VRAP have also been drafted with a Developer.

Maine Sports Resort and Conference Center:

The Destination Attraction Tourism Center, formerly referred to as York Pines, continues its feasibility work. The Destination Tourism Project is now incorporated as the Maine Sports Resort and Conference Center. Their information may be found online at www.mainesportsresortcc.com . Maine Sports Resort engaged Hotel & Leisure Advisors as leading industry consultants in appraisals, feasibility studies, economic impact studies, restaurants, conference and convention centers and indoor and outdoor water parks. The resulting Market and Feasibility Study produced a very favorable analysis of the market potential to develop the envisioned Resort with Sports Complexes, Water Park Facilities, and Convention Space. The Market Analysis forms the basis to move to architectural concept drawings and opening the review for major investors. If all goes as currently envisioned, the Resort will be opened in 2022.

I will keep the Council apprised as more information is available to release publicly from the Developers. City Administration remains informed and is providing coordination assistance to the Developer for permitting, economic incentives, public infrastructure improvements as may be necessary.

Housing Initiatives – Land Bank:

City Administration, using the Office of Community Development and the Land Bank, has established ongoing strategic meetings with both the York County Community Action Corporation (YCCAC) and the Sanford Housing Authority towards addressing Urban Infill for Workforce Housing as the secondary phase of lots cleared of blight. Using the combined knowledge and access of the Agencies and the City, a number of areas are being addressed.

Director Houseal is working on a Plan to return to the St. Ignatius Housing TIF District to capture and put to use the remaining 38% of the TIF that is currently not being sheltered. Working with the City's Legal Counsel and the Maine State Housing Authority, Director Houseal believes he has identified a means to shelter the 38% and dedicate it towards the fulfillment of a portion of the Land Banks Work addressing fairer safer housing.

Working with our Partners, we believe we have also identified the ability to apply to Maine State Housing for revolving loan funds for Housing Rehabilitation and Housing Construction for Work Force Housing as a partial solution for Urban Infill and assisting in returning prior blighted properties to much needed housing.

The actions listed will be moved to the Land Bank and subsequently to the City Council for review of the St. Ignatius TIF District as well as a possible application to Maine State Housing for Funds.

SanfordNet Fiber:

SanfordNet Fiber has been active for the Community Anchor Institutions (CAIs) since September of 2019. Currently, SanfordNet Fiber has a 60% take rate for the non-institutional CAIs. The City and School are just coming online now in stages of using the Network. The School Department is to change over to the fiber network. The City has the bandwidth connected and is working on the firewalls and protocols for the changeover. The City's Dell Equipment and Rack are in place and we are waiting for Dell to complete the network configuration.

The last of SanfordNet Fiber Network Elements Agreement has been completed and is moving to City Council for review and adoption. The new Agreement retains the elements of the previously authorized Agreements for ISP provisions and Dark Fiber Lease Agreements, but now provides an industry recognized format for true open access usability of the Network. The Agreement moves to Property Subcommittee for January 14th.

Working on the next phase of Private Sector Investment in expanding SanfordNet Fiber to all of Sanford, a fiber-to-the-premise network (FTP) using the Post Road Financing Model, remains focused. On January 13th, 2020 City Administration, City Manager Buck and Economic Development Director James Nimon, along with GWI as our Network Operator will meet with State and Federal Officials on FTP expansion. City Administration will meet with Department of Economic and Community Development (DECD) Commissioner Heather Johnson, Connect Maine Authority Director Peggy Schaffer, Senator King's Staffers Bonita Pothier and Adam Lachman, Representatives from John T. Gorham Foundation and Maine Community Foundation and potentially AvanGrid on the Post Road Modeling, Take Rate Surveys, and a Business Model of the Future to gauge State and Foundation support. The State and current State Administration has placed a strong emphasis on broadband expansion but as of yet has not identified the model to implement. We are asking for the State to support Sanford's efforts as a PILOT Program and provide funding for the Take Rate Survey, the last element needed to affirm the Post Road Finance Model implementation.

The precursor of the meeting was a White Paper submitted to DECD outlining the history of the development of SanfordNet Fiber, the numerous issues stemming from the State's lack of supporting laws and or PUC Regulations, all of the partnerships the City has established with the private sector, Federal Congressional Offices and Agencies, non-profit sectors, and academic institutions with a caveat identifying the missing partnership as being the State of Maine, itself.

I will report out the findings from this meeting to the City Council with a recommendation that if the State does not identify themselves as a partner for Sanford's broadband development and a new business model of the future, that the City withdraw working with the State on this topic.

Portsmouth Naval Shipyard Joint Land Use Study (JLUS):

Sanford has actively been participating in the JLUS for the Shipyard centered on addressing the transportation and parking infrastructure needs of the Shipyard as operations and the workforce continue to expand. Recognition is granted to the affordability of housing as the driver as a large portion of the Shipyard workforce are retiring, their replacements cannot afford housing in close proximity to the Kittery Facility. This is driving the transportation and housing discussions.

The Final Draft of the JLUS has been issued and will be presented and reviewed by the Committee on January 13th, 2020 after which a Public Comment and Presentation Period will be

set. The Sanford specific recommendations are for improvements to the public transit system and well as dedicated Park and Ride Facilities to accommodate the 65 Van Transports currently in use. The City has had multiple discussions with the Maine Department of Transportation and Regional Planning Office to implement the Park n Ride solution as soon as possible. Transitional strategies of working with pre-existing parking lots is under development whereby MDOT would assist in funding winter maintenance in the short term. A permanent solution is being explored for the City property adjacent to Cumberland Farms off Main and Emery Street. A conceptual drawing of the parking area is below.

Administration will report out the JLUS findings and next step after the January 13, 2020 meeting.

