

MINUTES
FREEPORT TOWN COUNCIL MEETING #17-22
TOWN COUNCIL CHAMBERS, 30 MAIN STREET, FREEPORT
TUESDAY, SEPTEMBER 6, 2022
6:00 PM

	PRESENT	ABSENT	EXCUSED
Councilor Chair Daniel Piltch, 25 Quarry Lane	X		
Council Vice Chair John Egan, 38 Curtis Road	X		
Councilor Matthew Pillsbury, 36 Todd Brook Rd	X		
Councilor Chip Lawrence, 93 Hunter Road	X		
Councilor Darrel Fournier, 3 Fournier Drive	X		
Councilor Jake Daniele, 264 Pownal Road	X		
Councilor Edward Bradley, 242 Flying Point Road			X

The Chair called the meeting to order at 6:00 pm

FIRST ORDER OF BUSINESS: Pledge of Allegiance

Everyone stood for the pledge of allegiance

SECOND ORDER OF BUSINESS: To waive the reading of the minutes of Meeting #15-22 held on August 2, 2022 and Meeting # 16-22 held on August 16, 2022 and to accept the minutes as printed.

MOVED AND SECONDED: To waive the reading of the minutes of Meeting # 15-22 held on August 2, 2022 and #16-22 held on August 16, 2022 and to accept the minutes as printed. **VOTE:** (Daniele & Lawrence)(6-Ayes)(0-Nay)(1- Excused-Bradley)

THIRD ORDER OF BUSINESS: Announcements (15 minutes)

- **THERE IS STILL TIME TO RUN FOR OFFICE:**
NOMINATION PAPERS FOR THE NOVEMBER 2022 MUNICIPAL ELECTION ARE AVAILABLE for the following offices in the Town of Freeport:
Town Council: At-Large and District 1- (3 year terms)
Sewer District: 2 seats - (3 year terms)
Water District: 1 seat -(3 year term)
RSU: 2 seats -(3 year terms) and 1 seat -(2 year term)
Papers are due back to the Town Clerk September 14, 2022.
- The Friends of the Freeport Community Library Book Sale is back! September 23-25 from 10am-4pm. Preview night is September 22, 2022 from 4-8pm (\$20/per family, \$10 with FCL library card). Book sale volunteers can attend the preview night at no charge. They have lots of great programs lined up for the Fall including musical performances for children and adults - visit freeportlibrary.com or our Facebook page for information.
- Special event: Sunday September 25, 2022 at the Freeport High School. It is National Drive Electric week. If you have any interest about electric vehicles and home improvement devices check it out. This is an exposition, so you can test drive electric cars.

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- Fire Prevention Week: Public Safety Open House October 12, 2022 5 pm-7 pm.

FOURTH ORDER OF BUSINESS: Information Exchange (15 minutes)

Councilor Fournier: Has received compliments on the work done by Public Works on Mast Landing at the boat launch. There is talk of getting a float out there at some point. The ramp had to be removed as it was never permitted when installed. There can be a permit application submitted for a float.

Chair Piltch: Mary Davis will be doing an update on the Downtown Revisioning. He would like to schedule a workshop on September 27, 2022. The idea is to invite the public and the Task Force and have a discussion with the Council before they start deciding on specifics.

The Planning Board is close to wrapping up their portion of the land use on the Cannabis Ordinances. Once they are done the Council has work to decide on licensing, fees, registration numbers, etc. Is there an appetite to start that work now? If the others are on board, the Chair suggested we do that at Ordinance Committee. There were nods of approval, so the Chair will get that going,

Mary Davis FEDC President: The Task Force has decided to bring their priorities back to the Council on September 27th, 2022 at 6 pm. There will be a special announcement made that meeting.

Their priorities include:

- support of the Planning Board recommendation to adjust the required parking on multi-unit buildings (1 space per unit proposal).
- Housing-FEDC decided to move forward with collecting data that will help the town make decisions on housing. How much housing do we have, how much is the average price, etc. What does affordable housing mean? They will bring this information about what kind of housing we need to the Council. She referenced the two current housing projects currently in levels of creation in Freeport.
- We have new businesses interested in coming to Freeport based on our visioning.
- FEDC has a survey going out to all businesses.
- GPCOG has reached out to FEDC. Housing and retail are big issues across Maine. They want to do an open workshop to talk about how we got the Downtown Vision done.

FIFTH ORDER OF BUSINESS: Town Manager's Report (15 minutes)

Welcomed new members of the Fire Rescue Command team in the audience. Chief Conley and the Manager implemented a plan to create a middle management team. They are about ½ way there in getting a management team together. The Manager introduced Scott Smith, the newest Deputy Chief. Long-time employee, Rick Pierce, has taken a position as a Shift Supervisor Captain. Mike Hanson has worked for us for a long time and is our other newly minted Shift Supervisor Captain. We have other supervisors and rank and file employees coming on over the next couple of years to round out the coverage team. We are hiring more full-time people and having less reliance on per diem and shift coverage.

Chief Conley gave a summary of each of the new Supervisor's history and qualifications. Deputy Sylvain and Chief Conley presented each officer with their helmet shields in an honorary ceremony.

SIXTH ORDER OF BUSINESS: Public Comment Period – (30 Minutes)(Non-Agenda Items Only)

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Chris Palmer (Harmony Lane): His wife and he just moved here in August. The Council may remember assisting him last year with a consent agreement to allow the issuance of a building permit for an alleged subdivision violation. He thanked the Council for thoughtful consideration and movement of the issue to a resolution so they could build their home. He can't say good things about the whole process, which cost them a year and expenses they weren't planning on.

When their attorney drafted the consent agreement Mr. Palmer had language included to avoid further delays so that after signing they would receive their building permit. On June 1st, Mr. Palmer received notice from the Town Manager that he had instructed the Code Officer to have the permit ready to issue. June 24th he was notified the town needed to get one more signature on the Agreement. July 8th he received notice of all signatures and that it was being recorded (30 day process) and the Town would not ask the Palmer's to wait the 30 days. They waited 2 weeks and still heard nothing about their building permit. They reached out to their builder to inquire with the CEO. The CEO's response outlined his concerns with one of the transfers and that he had reached out to their attorney but hadn't heard back. He stated he would reach out when he was notified. They were supposed to receive their permit after the agreement was executed. The agreement specifically allows that the property can be conveyed as long as they didn't get a building permit. That would have covered the fact that the parcel went to Mr. Barkley's son instead of him. The Town Manager stated at the May 4th meeting that the transfer of the property wasn't a concern. So, the grounds on which the building permit was delayed wasn't valid.

He also wanted to speak to the subdivision itself. In July 2020, the Real Estate agent notified them there was a problem with the road and she suggested delaying the closing, which they did. Later in July they spoke with the Planning Board and inquired if there was a subdivision issue. They were told "no", there is no subdivision there, the problem was with the fill permit. It had to go before the Project Review Board, and were told they could build. In September, when the Board met it was also stated that there was no subdivision, it was a private road and the fill permit was issued. They closed at the end of October. The next day he got a copy of the plot plan for his parcel from the Planning Department. It was a version that shows parcel C as one large parcel, but they had actually only purchased a portion of that. He notified the Town of the error. Summer comes and they apply for their building permit and then they are informed there is a subdivision issue. They had been relying on information from the Town. And that was invalidated when the Town said there was a subdivision there.

He spoke about the interpretation of the Subdivision Ordinance. "When an ordinance contains exemptions, it should be construed liberally in the favor of the land owner". That is the interpretation from the State so much so that it's in the training manual for CEO's and in case law. Multiple other attorneys and real estate professionals have stated there is not a violation there. He wants answers on how and why the town went forward the way we did.

Once they were issued the permit, there were no further issues. There is nothing now that needs action. The Council will take this under advisement and possibly meet to discuss in Executive Session.

SEVENTH ORDER OF BUSINESS: To take action on the following items of business as read by the Council Chairperson:

ITEM # 155-22 To consider action relative to adopting the September 6, 2022 Consent Agenda.

The Chair reviewed the Consent Agenda for the public.

BE IT ORDERED: That the September 6, 2022 Consent Agenda be adopted.

MOTION: to remove item # 172-22 (Mast Landing Liquor License renewal)

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from the Consent Agenda to allow a representative to clarify recent actions by the applicant on their permit request. **VOTE:** (Egan & Lawrence)(6-Ayes)(0 - Nays) (1-Excused Bradley)

MOTION: to accept the consent agenda as amended. **VOTE:** (Piltch & Lawrence)(6-Ayes)(0 -Nays) (1-Excused Bradley)

Brian Maser, attorney for Mast Landing Brewing: Mast Landing and Nighthawk's Kitchen are adjoining businesses that had previously held individual liquor licenses. There was a window for takeout food so that food could go from Nighthawk's Kitchen to Mast Landing Brewing. When the establishments were inspected by liquor licensing, that set up was determined to be an interest in each other's liquor licenses. They closed the take-out window and he has worked with the State to get it open. Mast Landing's liquor license is up for renewal now. The State instructed them to apply for the renewal, but they are incorporating the entire premises into the liquor license and have created a new joint venture called Mast Hawk LLC to hold that license. This will solve all pass-through window issues for the food between the two locations. Nighthawks and Mast Landing will give up their individual liquor licenses. It is a renewal in the eyes of State Liquor Licensing.

MOTION: to approve the liquor license for Mast Hawk LLC. (Lawrence & Fournier) **VOTE:**(6-Ayes)(1-Excused Bradley)

(Council Chair Piltch) (5 minutes)

ITEM # 156-22

To consider action relative to a new liquor license application for China Rose.
PUBLIC HEARING.

MOTION: to open the Public Hearing (Pillsbury & Lawrence) **VOTE:** (6-Ayes)(1-Excused Bradley)

MOTION: to close the Public Hearing (Pillsbury & Lawrence) **VOTE:** (6-Ayes)(1-Excused Bradley)

BE IT ORDERED: That a new Liquor License application for China Rose, located at 23 Main Street be approved. **VOTE:** (Pillsbury & Fournier)(6 - Ayes)(1-Excused Bradley)

(Town Clerk, Christine Wolfe)(10 minutes)

ITEM # 157-22

To consider action relative to setting a public hearing to discuss a new liquor license application for Goodfire Brewing Company, LLC. **PUBLIC HEARING**

MOTION: to open the Public Hearing (Fournier & Lawrence) **VOTE:** (6-Ayes)(1-Excused Bradley)

MOTION: to close the Public Hearing (Fournier & Lawrence) **VOTE:** (6-Ayes)(1-Excused Bradley)

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BE IT ORDERED: That a new Liquor License application for Goodfire Brewing Company, LLC, 180 South Freeport Road be approved. (Fournier & Lawrence) **VOTE:** (6-Ayes)(1-Excused Bradley)

(Town Clerk, Christine Wolfe)(10 minutes)

ITEM # 158-22 To consider action relative to setting a public hearing for a new liquor license for The Bakeshop LLC located at 123 Main Street.

BE IT ORDERED: That a public hearing be set for September 20, 2022 at the Town Council meeting that starts at 6:00 pm. to discuss a new Liquor License application for The Bakeshop LLC located at 123 Main Street.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 3 and the Town's website. **VOTE:** (Lawrence & Daniele)(6-Ayes)(1-Excused Bradley)

(Town Clerk, Christine Wolfe)(10 minutes)

ITEM # 159-22 To consider action relative to setting a public hearing for a new Special Amusement Permit for The Bakeshop LLC located at 123 Main Street.

BE IT ORDERED: That a public hearing be set for September 20, 2022 at the Town Council meeting that starts at 6:00 pm. to discuss a new Special Amusement Permit for The Bakeshop LLC located at 123 Main Street.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 3 and the Town's website. **VOTE:** (Daniele & Lawrence)(6-Ayes)(1-Excused Bradley)

(Town Clerk, Christine Wolfe)(10 minutes)

ITEM # 160-22 To consider action relative to setting a Public Hearing to discuss amendments to the Freeport Zoning Ordinance, Section 104 Definitions and Section 514. Off Street Parking and Loading.

BE IT ORDERED: That a public hearing be set for September 20, 2022 at the Town Council meeting that starts at 6:00 pm. to discuss amendments to the Freeport Zoning Ordinance, Section 104 Definitions and Section 514. Off Street Parking and Loading.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community

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Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 3 and the Town's website. **VOTE:**
(Egan & Lawrence)(6-Ayes)(1-Excused Bradley)

This is about changing Parking Rules for Downtown. The Planning Board has discussed it and held two public hearing. FEDC has talked about it as part of the Downtown Vision.

(Town Planner, Caroline Pelletier)(15 minutes)

ITEM # 161-22 To consider action relative to setting a Public Hearing to discuss amendments to the Freeport Zoning Ordinance, Section 104. Definitions and Section 202.C.1 Non-Conforming Buildings pertaining to the expansion of non-conforming buildings/structures.

BE IT ORDERED: That a public hearing be set for September 20, 2022 at the Town Council meeting that starts at 6:00 pm. to discuss amendments to the Freeport Zoning Ordinance, Section 202.C.1 Non-Conforming Buildings and Section 104. Definitions pertaining to the expansion of non-conforming buildings/structures.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 3 and the Town's website. **VOTE:**
(Pillsbury & Daniele)(5-Ayes)(1-Excused Bradley)(1-Absent- Lawrence)

(Town Planner, Caroline Pelletier)(15 minutes)

ITEM # 162-22 To consider action relative to setting a Public Hearing to discuss a proposed ordinance Chapter 64-Earth Materials Processing Ordinance.

This was at the Ordinance Committee for some time. It pertains to rock crushing. It had multiple changes and is ready to come back to the Council. The title also changed to "Incidental Processing of On-Site Earth Materials.

BE IT ORDERED: That a public hearing be set for September 20, 2022 at the Town Council meeting that starts at 6:00 pm. to discuss a proposed ordinance Chapter 64-Earth Materials Processing Ordinance.

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk's Office, the Town Manager's Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport's local cable channel 3 and the Town's website. **VOTE:**
(Fournier & Lawrence)(6 -Ayes)(1-Excused Bradley)

(Town Planner, Caroline Pelletier)(20 minutes)

ITEM # 163-22 To consider action relative to the replacement of the main entry way doors at the Freeport Community Library.

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Public Works Supervisor, Earl Gibson explained the reasons he asked for a waiver of the bidding process which included the time frame, guarantee of the price and being able to get it done this year. Most companies will not hold their price until work starts which would be next year. Portland Glass gave us a guaranteed price. This project will be done this year if approved by the Council. One problem with bidding is the companies won't guarantee a quote or they have very small time frames. All other companies will do the work next year, but will charge the current price at the time. The town can bid now and take this price or bid it closer to the job time. This is for the two main entrances.

Councilor Fournier is not comfortable not getting bids. Formal bids take time. Mr. Gibson has called other companies but they would not guarantee the price or when the work would be done. The Portland Glass bid is \$33,050. In the future we will include a list of companies that declined to bid.

BE IT ORDERED: That a contract for \$30,000 for the replacement of the main entry way doors at the Freeport Community Library be awarded to Portland Glass. (Lawrence & Fournier)

MOTION TO AMEND: to amend the contract price from \$30,000 to \$33,050 for the replacement of the main entry way doors at the Freeport Community Library. **VOTE:** (Lawrence & Fournier)(6-Ayes)(1-Excused Bradley)

MOTION: To accept the motion as amended. **VOTE:** (Lawrence & Fournier)(6-Ayes)(1-Excused Bradley)

Note: \$30,000 was included in the FY23 Capital budget for this project. The Public Works Department is requesting that the competitive bidding process be waived, due to supply chain constraints and work availability.

(Public Works Supervisor, Earl Gibson)(10 minutes)

ITEM # 164-22 To consider action relative to the installation of a replacement fence at the Freeport Community Library.

The only difference in this bid is the price is guaranteed but the work won't be done until next spring. Mr. Gibson spoke with at least 3 companies for this bid. We can decline the bid and rebid in the spring. The upside is we may get competitive bids, but we may not and it may cost more next year. It could move us down the waiting list for job completion. This bid is good for 30 days so we could call other companies to check.

The standards of \$10,000 for quotes versus competitive bidding will be reviewed by the town. The competitive bid policy is from 1997 and the minimum amount of \$10,000 should be raised.

BE IT ORDERED: That a contract for \$19,140 for the installation of a White PVC Victorian Picket Fence at the Freeport Community Library be awarded to Main Line Fence. **VOTE:** (Daniele & Lawrence)(6 -Ayes)(1-Excused Bradley)

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Note: \$20,000 was included in the FY23 Capital Budget for this project. The Public Works Department is requesting that the competitive bidding process be waived, due to supply chain constraints and work availability.

(Public Works Supervisor, Earl Gibson)(10 minutes)

ITEM # 165-22 To consider action relative to the sale of the following three pieces of Fire Equipment: Outdated Mobile Portable Radios, Tanker #2 and Engine #1

Radios: This is equipment that was removed from apparatus that was replaced when we went to the digital system. They are collecting dust on a shelf. Funds generated would go back into General Revenues. This includes a dozen mobile radios and about 30-40 portable radios that will be up for sealed bid. He does have a local interested party that will need to bid.

Tanker #2 and Engine #1 out to bid: Those are being combined into the new pumper tanker approved in the Capital Budget. The issue is in housing the apparatus. Past practice is to hold onto the old equipment until the new arrives.

Councilor Fournier inquired if that swap from two apparatus to one will affect the ISO rating. The Chief would have to research to see if reducing the number of apparatus would affect it. Deputy Sylvain explained how we meet the water requirement with ISO by having engines from other towns available. We worked hard to get a low ISO rating and Councilor Fournier wants to be assured this won't affect it. The town had gotten the Rural ISO ratings down from a 9 to a 5 rating. The intown structure was dropped from a 6 to a 4 rating. Deputy Sylvain explained that we always have 5 tankers (4 from other towns) at an out of hydrant fire. Businesses and homeowners are affected by the ISO rating when they pay insurance. Before any sales, the Manager will try to get confirmation that the rating will not be affected and will forward that out to the Council.

This bid process will not come back to the Council for approval. The used market is not good right now. Tanker #2 is a 1990 tanker and it needs to be retired. The Engine #1 is a 2001 and needs work. One concern is winterization and storage of these pieces of equipment. We want to have the new apparatus arrive at nearly the same time the old equipment goes. The new truck will be here in early 2023. The problem is aluminum shortages. There has never been a reserve on the sale of apparatus.

BE IT RESOLVED: That the following three pieces of Fire Equipment be offered for sale by sealed bid: Outdated Mobile Portable Radios, Tanker #2 and Engine #1. **VOTE:** (Egan & Lawrence)(6-Ayes)(0 -Nays) (1-Excused Bradley)

(Fire Rescue Chief, Paul Conley)(5 minutes)

ITEM # 166-22 To consider action relative to a contract with Greater Portland Council Of Governments (GPCOG) for a Climate Action Plan.

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This was something that came up around public input and input from the Sustainability Committee during the budget process. We have been working with GPCOG on our enrollment in the Community Resilience Partnership which is a program through the State that we will apply for a grant from to support a full time Sustainability Coordinator with Yarmouth. They helped us get baseline data together to use for planning processes. FSAB supports this. The Council was provided with a copy of the GPCOG proposal. Although GPCOG will be leading the way on this one-year process, it will take some commitment from the Town. We anticipate that this will be 10-15 hours a week that will be covered by the Sustainability Coordinator.

The grant application deadline is September 20, 2022. We should receive an answer by the end of October or early November. We are now working on a job description and details with Yarmouth. When we have an indication that funding will be available we will put the job description out. The Assistant Planner is currently working with FSAB on all those matters and will continue at some level as staff support. She will transfer out of that roll when the Coordinator is hired. If this bid is awarded to GPCOG we expect they will start work in the coming weeks. Yarmouth is in a similar position with staffing and the phases they are at in the Climate Planning process. The job will be posted when we know the grant is approved. If the award comes through, the Town will still hire a half time coordinator and it will not be affiliated with Yarmouth. This is work that the coordinator will be doing.

The waiver request is because the amount is over the \$10,000 competitive bid policy amount. The Manager feels this is the best course of action, i.e. using a non-government regional organization to do it. They have done the first half and this is the second half. We previously approved \$6,000 for Phase I (FY21). What did we get for that appropriation?

Phase I: GPCOG has done baseline data for us. These maps and hand outs were provided at the Community Climate Action Planning Workshop in the spring. They have given us guidance for considerations into our planning process and a high level overview of steps, process and timeline for the Community Climate Action planning process. What are we getting for \$12,000?

Kristina Egan from GPCOG explained that Phase I was an initial planning and engagement phase where they engaged with the community and the staff to look at the existing planning process and ensure that they incorporate and consider climate change considerations into those. This is really the work of starting the Climate Action Plan i.e. setting emissions inventory baseline, looking at our vulnerability assessment. We are significantly further along than if we started it without Phase I. This is launching the climate action planning work of putting together the full report and doing public engagement. It is laid out in the proposal: data collection analysis, action planning and report drafting and finalizing.

Councilor Fournier: We invested last year, is there going to be another proposal next year or are we going to have a working document sometime in the future. Ms. Egan stated it's approximately a 12 month process and we would have a Climate Action plan with an implementation plan for going forward. She does not see any further proposals. At the end of this we will have a full climate action plan. This approval includes all phases and all aspects of the plan (listed as phases I, II and III in the memo provided). There are no plans for ongoing funding or further phases.

Councilor Egan: He wants to highlight the vulnerability assessment and the community engagement and priority setting which is the most important public work that as a Council we can do. We can see the numbers but if we are not fluent in what the units are and how they compare and greenhouse gas emissions etc. it can be hard to comprehend. The purpose of getting this work done is to have products and discussions out there with the general public. He hopes the community engagement and priority setting are a highlight and gets picked up and the new Coordinator will be a champion for those types of

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events. Having a community engagement is crucial to having public participation in a buy-in eventually if we have to spend money on something. The vulnerability assessment is a good way to start on what those high-risk checklist items might be starting with Chief Conley's list of Emergency Management activities. We are using free Federal money that came to us to use for this. He wants more than a set of numbers and conclusions that few can digest and understand.

Councilor Fournier: Was told we were working with other communities on this, but wants to know if we are now going on our own. Ms. Egan stated Freeport will end up with our own Climate Action Plan. It's good timing because Yarmouth and Brunswick will also be engaging with GPCOG on Plans this fall. They are currently completing one in Falmouth so regionally there is a lot of community movement to begin this process of Climate Action planning. It is a collective effort and there will be regional sharing. Greenhouse gas emission data will apply to other communities. The total project is \$15,500 with GPCOG paying \$3,500 through a grant and Freeport funding \$12,000.

Public comment:

Peter Anzuini: Recommendation is to reject the GPCOG proposal for multiple reasons. What are we buying?

Deborah Milite: Recommendation is to reject the GPCOG proposal for multiple reasons. This is not free Federal money.

Annique Milite: Recommendation is to reject the GPCOG proposal for multiple reasons. This is the ruination of regular people.

Town Manager: To clarify, the GPCOG wording of "Freeport Service Fee" is budget tax dollars. There should be no assumption that it's coming from another source. It's a service to Freeport as a member community that they are billing us beyond what we usually get from GPCOG. For our purposes, there is no intention that it come from any other sources than budgeted dollars the Council appropriated.

BE IT ORDERED: That a contract with GPCOG for the completion of a Climate Action Plan be approved.

BE IT FURTHER ORDERED: That the town's competitive purchasing policy be waived for this project. **VOTE:** (Pillsbury & Lawrence)(4 -Ayes)(2 - Nays- Lawrence & Fournier)(1-Excused Bradley)

Note: The Council appropriated a one-time expense of \$12,000.00 to fund the GPCOG Climate Action Plan from ARPA Funding for FY23

(Town Manager, Peter Joseph)(30 minutes)

ITEM #167-22 To consider action relative to Automobile Graveyard and Junkyard Renewals.

Freeport Auto Parts did not return an application for renewal. This business was removed from the agenda. They could reapply later but the understanding is that the business is no longer operating.

BE IT ORDERED: That the following Automobile Graveyard and Junkyard Renewals be approved.

1. D.A.B Inc. (David Bolduc)

VOTE: (Fournier & Lawrence)(6-Ayes)(0-Nays) (1-Excused Bradley)

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(Town Clerk, Christine Wolfe)(5 minutes)

ITEM # 168-22 To consider action relative to signing the Election Warrant for the November 8, 2022 Annual Election.

BE IT ORDERED: That the Election Warrant calling the November 8, 2022 Annual Election be signed. **VOTE:** (Lawrence & Daniele)(6-Ayes)(1-Excused Bradley)

(Town Clerk, Christine Wolfe)(10 minutes)

OTHER BUSINESS:

1. Affordable Housing (Vice Chair Egan)(20 minutes)

Councilor Egan outlined what we will likely see at the workshop on September 20th. A lot of the inquiries are coming from the public who are watching multi family housing being developed in Freeport, one project on Desert Rd, the project on Depot Street was approved and another one pending on Main Street. Those are the first significant multifamily developments in quite a few years. The Freeport Housing Trust hasn't built one since Oakleaf II in 2012. Our population has grown but more importantly the demand for more units with smaller households has grown. It is good timing as a Council to hear the issues going on, not just with rent restricted or targeted affordable housing, where there is an income criteria but also workforce housing (generally available rents) to live closer to where they are working. We have employment changes going on. We have our major employer building an enormous new office complex and changes in other businesses. Anecdotally, 75% of the houses sold in the last couple of years were over \$500,000.

We will have a couple of informal people available to present a small amount of data. This is not going to be an extravagant presentation. There will be conversation about vocabulary, something called a housing affordability index which is calculated on a regular basis by the State and looks back at the previous year. We can also get insight from real estate professionals about where trends in rents are going looking forward. Interest rates are a huge influence on that. There are a lot of different dynamics going on with housing sector in the State and our community. The workshop is meant to be informational for us to learn more. There will not be a tangible recommendation for the Council to take action on that evening.

Earlier this year we heard a presentation from FEDC on how TIFs work, that's one of tools that might come up as a possibility. It's an opportunity for the community to share in making something happen intentionally rather than waiting for something to happen accidentally. He referenced how short-term rentals are an influence in the housing sector in our community but not near the top priority that would cause us to do something different than what we have.

Councilor Fournier: Previous discussion with Freeport Housing included discussion of repurposing existing land they have in order to take single family units (for example, the Spring Street complex) and repurpose to multiple family units. The lenders might not agree, but it's a good topic that would have a lot of restrictions.

Councilor Egan outlined who they would like to hear from or who he has spoken with already. In the last 36 months, the town has more than 15 years of building activity going with the three housing projects. We want to continue to entice developers in our community. If we were to propose inclusionary zoning

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(which he is not doing), that can be a powerful tool to get the development community to do X,Y,Z. In our region, no one else has that unless you go to Portland. That will end up having a negative effect because we'll never see those projects because they go somewhere else that doesn't have inclusionary zoning. That's an example of a leverage that is out there to try to get more affordable housing in your community, but it really needs to be in the context of what is the development community want to know and hear about our community as a place to do their project. One of the better things we can do is to put flexibility into our zoning.

Pure and simple we need more housing stock. Where it gets complex is we need the right varied type of housing stock. We don't have a firm grasp of what those numbers look like because we didn't set it as part of the vision.

Councilor Daniele brought up the issue of our schools being overrun and short staffed already and the conflict it will create if we increase housing and school attendance rates. This is an enormous issue. They have incrementally more students now.

The concept of changing zoning to allow smaller house lots was discussed.

Much discussion ensued about housing, housing options and problems and the topics and questions we will address at the workshop.

2. Update on Accessibility at Town Properties (Town Manager, Peter Joseph)
(15 minutes)

The Town Manager reported on what the town staff has been doing. This is half of the project which are public property improvements. These are the things that will generate the most public interest and concern because they are publicly accessible buildings. This also includes the portion of private buildings that are publicly accessible so that includes existing businesses that have accessibility issues and includes new construction that needs to comply with existing standards. Anything renovated over a certain standard need to meet accessibility standards. Not everything is actionable if it doesn't comply for private property that is publicly accessible. He has worked with the Codes and Planning Department to go over the processes they use for new construction and change of use. There are good processes at our level and the State level. It doesn't catch everything, but they catch 80-90 % of issues before they are put on the ground. The goal is to show the processes and the different levels of review. That will be included in the final list of this information. We've been focusing on accessibility for the last 5-6 years with town properties. In the last 2-3 years, there has been broadening to a wider scope of employees.

Our building and grounds are under order to build accessible tables only and this will eventually replace all the old non-accessible tables. The goal is to make where those go accessible also through improvements. As the department employees learn, they become interested in finding the problems with their own facilities.

Universal Accessibility: meaning you build the same feature for everyone to use. Here at Town Hall we have a perfect example. We have a set of steps and then we have a ramp to the side that was never built right initially. Why not just build a ramp centrally that everyone uses. Why build an accessible table and a non-accessible table, when you can just spend a little more money

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and build both accessible. We are implementing those small changes as we go. Those happen on new constructions, but 100 years from now if that is the guiding principle every facility in Town will be perfectly accessible.

He showed pictures of Dunning Boat yard from both last year and with this year's upgrades. Dunning Boat Yard is located at Porter's Landing and the leased building is owned by the Town. The parking is all clean with guardrails delineating where the parking is. Something added during the design process was an actual compliant parking space there. There is a picnic area there and an ADA compliant picnic table and compatible mulch which is not great, but works. Ideally, it would be paved but it is only 10 feet off the water there. This made a portion of the area accessible with more improvements in the future (i.e. the ramp, etc).

Winslow Park: Has been doing some improvements over the years. They have been changing over to accessible picnic tables, accessible fire rings, shower facilities, etc. The park manager is looking to pave the area in front of the shower stalls to increase accessibility. Pictures of the Beach Access Ramp constructed this year were shown. It's a concrete ramp, beach front construction and we matted the top of it. This will be used with the beach chair that we've had for some years and the new float beach chair. We are adding paved accessible parking across from the ramp this fall. A sidewalk, crosswalk and signage will also be added. This will be completely funded by Winslow Park dollars.

Community Center Parking Lot: We don't own this parking lot but have a shared use lease. We are responsible for 40% of the cost of capital improvements on it. The existing lot had an accessible parking space that was marked as accessible, there was no loading or unloading. It was an 18 x 8 parking space and did not meet dimensional standards. The second spot was also 18 x 8, with no loading stall. It had just a marking on the ground and a sign. The Town Manager explained the visibility issues with the horseshoe drive there. Public Works has changed the two handicap parking spots to be adjoining, eliminating the visibility issue. This improvement only cost \$500 for the Community Center and we did the work. This is a small low budget improvement that we need to make at other town facilities also.

Public Works: Supervisor Gibson restriped all the parking in front of the Public Works office as there was no handicap parking in the entire facilities since when it was built in the 1990s. This is also the bus maintenance facility. They are installing a buzzer for the entrance door so that people can be let into the facility. ADA compliant doors will be added in the future.

Town Hall: The side entrance is the only ADA entrance and it's just a junky ramp. The new entrance will be a gradual main entrance ramp that all will use and the front exit will also be accessible.

Hunter Rd Fields: There is proper accessible parking installed when it was constructed in 2011/2012. Only two of the spots connect to a field. All the other spots are on the other side of drainage swails or grassy areas but some may not be able to be traversed. It did get approval when being built. Part of the overhaul project the Town Engineer is working on requires a site location permit to modify the ADA impervious there. We will do the parking lot there and these

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accessible pathways from the ADA parking spaces to at least go to a viewing area where someone can watch a field.

You can't get to some of the areas in the baseball fields. The baseball field's improvements will include a hard pack or paved surface in the middle of the clover and a path going to it so people can use that location to view a game at any of those fields.

Public Safety Building: the stall in between the parking spaces has no curb tip down at the sidewalk. You have to unload and go out and around the parking space then up the ramp. The tip down is in the wrong location. This needs a small fix that needs to be done to meet the parking standards.

Motion to adjourn at 8:56 pm (Lawrence & Fournier)(6-Ayes)(1-Excused-Bradley)

END OF AGENDA (Estimated time of adjournment 10:35 PM)