



CITY COUNCIL AGENDA



BOOKMARK ASSISTANCE

The Agenda contains bookmarks that help you navigate through the document.

On the left hand side is a panel of icons. One shows thumbnails of the pages, and the second is bookmarks.

If you click on the bookmarks icon you can maneuver through the document the same as you have always been able to before.

If you have any questions or concerns, please don't hesitate to contact me.

lisa.goodwin@bangormaine.gov

PLEDGE OF ALLEGIANCE

Currently, the public has the choice to participate in meetings in person at City Hall or remotely through Zoom, Facebook, television, and the City’s website. Public comment, whether in person or through Zoom requires a person to state their name and address, any inappropriate or offensive remarks may be removed, and the Council Chair will have discretion over the time allowed for comment. On Zoom, the public may be recognized to speak by the hand wave function or, on a phone, by pressing *9.

RECOGNITION Recognizing the Friends of Dakin Pool

PUBLIC COMMENT

CONSENT AGENDA	ASSIGNED TO
ITEM NO.	COUNCILOR

*Explanatory Note: All items listed in the Consent Agenda are considered routine and are proposed for adoption by the City Council by one motion without discussion or deliberation. If discussion on any item is desired any member of the Council or public may merely request removal of the item to its normal sequence in the regular agenda prior to a motion for passage of the Consent Agenda.

**MINUTES OF: Bangor City Council Regular Meeting of September 11, 2023,
Government Operations Committee Meetings of January 18, 2023,
February 6, 2023, February 22, 2023, and March 6, 2023**

<u>LIQUOR LICENSE RENEWALS:</u>	Application for Liquor License Renewal Malt, Wine, Spirits of The Main Tavern d/b/a The Main Tavern, 152 Main Street	SCHAEFER
	Application for Liquor License Renewal Malt, Wine, Spirits of GMRI, Inc. d/b/a The Olive Garden, 741 Hogan Road	SCHAEFER
	Application for Liquor License Renewal Malt, Wine, Spirits of Chopsticks Restaurant d/b/a Chopsticks Restaurant, 167 Center Street	SCHAEFER
	Application for Liquor License Renewal Malt, Wine, Spirits of Giri Bangor Holiday, Inc. d/b/a Holiday Inn, 404 Odlin Road	SCHAEFER
	Application Liquor License Renewal of Queen City Cinema Club d/b/a Queen City Cinema Club, 128B Main Street	SCHAEFER

<u>23-277</u>	<u>ORDER</u>	Authorizing the Execution of Municipal Bill of Sale - Located at 21 E Street/Birch Hill Estates	YACOUBAGHA
----------------------	---------------------	--	-------------------

Executive Summary: This Order will authorize the execution of a municipal bill of sale for property located at 21 E Street, Birch Hill Estates. Real estate tax liens matured on the property owned by Suzanne Pavento, at 21 E Street/Birch Hill Estates. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

CONSENT AGENDA ITEM NO.		ASSIGNED TO COUNCILOR
------------------------------------	--	----------------------------------

violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

23-283 ORDER Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 69 Center Street YACOUBAGHA

Executive Summary: This Order will authorize the execution of a municipal quitclaim deed for real estate located at 69 Center Street. Tax, sewer, and stormwater liens have matured on the property owned by David T. Kane, at 69 Center Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

23-284 ORDER Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 193 Thornton Road TREMBLE

Executive Summary: This Order will authorize the execution of a municipal quitclaim deed for real estate located at 193 Thornton Road. Stormwater liens have matured on the property owned by Heirs of Agnes M. Whitaker, at 193 Thornton Road. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

23-285 ORDER Authorizing the Execution of Municipal Bill of Sale - Located at 278 Cedar Falls Mobile Home Park SPRAGUE

Executive Summary: This Order will authorize the execution of a municipal bill of sale for property located at 278 Cedar Falls Mobile Home park. Real estate tax liens matured on the property owned by Heirs of Charles R. Barriault, at 278 Cedar Falls Mobile Home Park. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home. Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

23-286 ORDER Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 933 Finson Road SCHAEFER

Executive Summary: This Order will authorize the execution of a municipal quitclaim deed for real estate located at 933 Finson Road. Stormwater liens have matured on the property owned by Debra A. Shaw, at 933 Finson Road. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

23-287 ORDER Authorizing the Execution of Municipal Bill of Sale - Located at 979 Essex Street, Lot 33 DAVITT

Executive Summary: This Order will authorize the execution of a municipal bill of sale for property located at 979 Essex Street, Lot 33. Real estate tax liens matured on the property owned by Donna Fatum, at 979 Essex Street, Lot 33. The outstanding charges due the City have been paid. No loans are owed to the

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

CONSENT AGENDA ITEM NO.		ASSIGNED TO COUNCILOR
------------------------------------	--	----------------------------------

City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home. Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

<u>23-288</u>	<u>ORDER</u>	Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Bean Estates	LEONARD
----------------------	---------------------	--	----------------

Executive Summary: This Order will authorize the execution of a municipal quitclaim deed for real estate located at Bean Estates. Tax liens have matured on the property owned by Daniel J. Falcone, at Bean Estates. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

<u>23-289</u>	<u>ORDER</u>	Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Essex Street	SCHAEFER
----------------------	---------------------	--	-----------------

Executive Summary: This Order will authorize the execution of a municipal quitclaim deed for real estate located at Essex Street. Tax liens have matured on the property owned by Grace C. Treworgy, at Essex Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

<u>23-290</u>	<u>ORDER</u>	Authorizing City Manager to Donate a Retired Police Cruiser to the United Technologies Center	SPRAGUE
----------------------	---------------------	--	----------------

Executive Summary: This Order will authorize the donation of a retired police cruiser to United Technologies Center (UTC), a Bangor school providing career and technical training to high school students.

This donation will provide valuable education and hands-on training opportunities to students in their Automotive Technology, Composite Fabrication & Custom Automotive, and Law Enforcement programs. The training and education received will prepare students for employment in a number of vocations, potentially even helping to fill vacancies in the City of Bangor.

This item was recommended for approval by the Government Operations Committee on September 18, 2023.

<u>23-291</u>	<u>ORDER</u>	Authorizing City Manager to Accept a Donation of Six Trees from Bangor Beautiful	SCHAEFER
----------------------	---------------------	---	-----------------

Executive Summary: This Order will accept a donation of six (6) planted trees from Bangor Beautiful, a charitable 501(c)(3) tax exempt organization, with a mission to make our community a more beautiful place to live through public art, trees, gardens, and other beautification efforts. The trees will be planted on public property at the intersection of Center and Park Streets.

A Public Works Forestry Division employee will work with Bangor Beautiful staff to ensure the trees are planted in accordance with City standards. This donation will provide natural beauty and numerous arboreal benefits to an intersection that currently has a significant percentage of paved area.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

CONSENT AGENDA ITEM NO.		ASSIGNED TO COUNCILOR
------------------------------------	--	----------------------------------

This item was reviewed and recommended for approval by the Government Operations Committee on September 18, 2023.

<u>23-292</u>	<u>ORDER</u>	Authorizing a Collective Bargaining Agreement between the City of Bangor and American Federation of State, County, and Municipal Employees (AFSCME), Local 926, Council 93 Representing Public Works Employees	LEONARD
----------------------	---------------------	---	----------------

Executive Summary: This Order authorizes the execution of a Collective Bargaining Agreement between the City of Bangor and AFSCME, Local 926, Council 93 representing the employees of Public Works for a three-year period.

The City of Bangor and the Union entered into negotiations on May 5, 2023 to bargain the agreement that was set to expire June 30, 2023. A tentative agreement was reached on June 13, 2023 but was voted down by Union membership. The City and Union went back to the table and reached a new tentative agreement on August 16, 2023. The agreement was reached based on guidelines established by the City Council for a three-year term for the period of July 1, 2023 to June 30, 2026. Terms include a 7% cost of living adjustment in year one, a 3% cost of living adjustment in year two, and 2% cost of living adjustment in year three. The tentative agreements were reviewed by the City Council in Executive Session on September 11, 2023.

<u>23-293</u>	<u>ORDER</u>	Authorizing the Annual Update of the Public Transportation Agency Safety Plan for the Community Connector	TREMBLE
----------------------	---------------------	--	----------------

Executive Summary: This Order authorizes an update to the Public Transportation Agency Safety Plan (PTASP) for the Community Connector as required by the Federal Transit Administration (FTA).

The Community Connector is a recipient of federal funding and is required to update our PTASP plan annually. The plan outlines in detail how a Safety Management System (SMS) will be developed and implemented, including items such as, safety performance targets, safety management policy, safety assurance, and safety promotion. The intent is to improve public transportation safety and provide the Community Connector with a structure for understanding and addressing safety risks through proactive and timely data driven organizational decision making. This item was reviewed internally, including by Transit Drivers, prior to going before Council with recommended changes to the plan.

This item was reviewed and recommended for approval at the Government Operations Committee meeting of Monday, Sept. 18, 2023.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

REFERRALS TO COMMITTEE AND FIRST READING ITEM NO.	ASSIGNED TO COUNCILOR
--	----------------------------------

<u>23-294</u>	<u>ORDINANCE</u>	Amending Chapter 23, Boards, Committees, Commissions, Section 23-37, by Allowing the City Council Committee to Request a Meeting of the Downtown Parking Advisory Committee (First Reading)	TREMBLE
----------------------	-------------------------	--	----------------

Executive Summary: This Ordinance will amend Chapter 23, Boards, Committees, Commissions, Section 23-37, by allowing a City Council Committee to request a meeting of the Downtown Parking Advisory Committee. The Downtown Parking Advisory Committee, a 7-member Committee, is authorized to review the City’s parking resources, prices and fees, and policies as they relate to on-street and off-street parking in the Downtown Parking Management District and make recommendations regarding the same to the City Council and its appropriate committees.

As currently written, a meeting will occur when requested by the Committee Chair or by the City Council. It does not allow for parking items to be referred to the Committee by a City Council Committee. Currently, oversight of parking management falls to the Community & Economic Development Department. As such, parking related items are typically reviewed by the Business & Economic Development Committee. This amendment would allow the appropriate Council Committee to refer items to the Downtown Parking Advisory Committee. This item was reviewed and recommended for passage at the Business and Economic Development Committee meeting on September 18, 2023.

<u>23-295</u>	<u>ORDINANCE</u>	Amending Chapter 165, Land Development Code, by Adding the Use of Permanent Supportive Housing as a Conditional Use in the Low-Density Residential (LDR), High-Density Residential (HDR), and Multi-family and Service District (M&SD) Zones (First Reading and Referral to Planning Board meeting of October 3, 2023)	DAVITT
----------------------	-------------------------	---	---------------

Executive Summary: This Ordinance will amend Chapter 165, Land Development Code, by adding the use of Permanent Supportive Housing as a conditional use in the Low-Density Residential (LDR), High Density Residential (HDR) and Multi-Family and Service District (M&SD) zones. The proposed changes would update the City’s Land Development Code to add the use of Permanent Supportive Housing as a conditional use in the LDR, HDR, and M&SD zones. A Council Ordinance adopted on October 24, 2022 defined this use and added it as a conditional use to the Government & Institutional Service District (G&ISD) zone.

This use is similar to transitional housing because there are staff available for support services to residents, but it differs in that the residents may reside there permanently. It is not the same as group homes, or other congregate care as defined, as the people reside in efficiency units and thus have more independence. The use is defined as “a multifamily building or multiple buildings on a lot that contain(s) permanent, project-based supportive housing which are funded with project-based vouchers and associated services to residents.” This proposal aligns with the 2022 Comprehensive Plan, which supports revisions to zoning regulations to remove barriers to development for a variety of housing types including single-room occupancy housing, tiny homes, and transitional housing. The proposed dimensional controls, including minimum lot size and setbacks, follow the requirements for attached residential developments (townhouses) and congregate care housing.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

REFERRALS TO COMMITTEE AND FIRST READING ITEM NO.	ASSIGNED TO COUNCILOR
--	----------------------------------

<u>23-296</u>	<u>ORDINANCE</u>	Correcting Typographic Errors in Council Ordinance 23-141 Voted on and Passed on May 22, 2023, which Amended Chapter 165, Land Development Code, to Clarify the Protections, Allowances, and Restrictions for Non-Conforming Uses, Structures and Lots (First Reading)	HAWES
----------------------	-------------------------	---	--------------

Executive Summary: This Ordinance will correct typographical errors in Council Ordinance 23-141 passed on May 22, 2023, the purpose of which was to clarify the protections, allowances, and restrictions for non-conforming uses, structures, and lots.

<u>23-297</u>	<u>RESOLVE</u>	Authorizing the City Manager to Accept and Appropriate \$406,222 for the Supplemental Nutrition Education Grant Program from the University of New England (First Reading and Referral to Government Operations Committee Meeting on October 2, 2023)	PELLETIER
----------------------	-----------------------	--	------------------

Executive Summary: This Order authorizes the City Manager to accept and appropriate \$406,222 from the University of New England for a One Year Period Beginning October 1, 2023.

This will constitute a sixth-year extension to a five-year grant cycle to provide nutrition education to SNAP eligible residents of Penobscot and Piscataquis counties. These are federal funds passed from USDA through Maine's Office of Family Independence to the University of New England who manages the SNAP Education Program statewide.

Bangor Public Health has been administering the SNAP education program locally since 2012.

UNFINISHED BUSINESS ITEM NO.	ASSIGNED TO COUNCILOR
---	----------------------------------

<u>23-270</u>	<u>ORDINANCE</u>	Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located on Ohio Street from Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR)	SPRAGUE
----------------------	-------------------------	--	----------------

Executive Summary: This Ordinance will amend Chapter 165, Land Development Code, District Map, to re-zone property located on Ohio Street from Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR). The applicant is seeking a zone change for the property at Map-Lot R14-006-C, located on Ohio Street, from the URD-1 and RR&A to HDR. The total area requested to be changed is approximately 9.11 acres and is shown in the attached exhibit.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

**UNFINISHED BUSINESS
ITEM NO.**

**ASSIGNED TO
COUNCILOR**

The change to the HDR district would allow for larger multi-family dwellings and other high-density residential uses on the property versus the current low-density residential uses allowed by the URD-1 and RR&A zones. The neighborhood consists of a mix of single-family homes, townhomes, and apartment buildings. The zoning in the area is primarily a mixture of URD-1, LDR, RR&A, and HDR, with some G&ISD where there are schools. This area is within the growth boundary shown in the 2022 Comprehensive Plan and the future land use map in the Plan shows this area as consisting of “medium-density residential development with limited commercial and institutional uses that are complementary to the surrounding residential land uses.”

This item was reviewed and recommended for “ought not to pass” by the Planning Board at its meeting on September 19, 2023. The motion for passage of the zone change was two in favor and five against.

<u>23-271</u>	<u>RESOLVE</u>	Accepting and Appropriating \$61,000 for Additional Design and Engineering Costs from the National Guard Bureau and the Maine Air National Guard for the Runway Rehabilitation Project at Bangor International Airport	LEONARD
----------------------	-----------------------	---	----------------

Executive Summary: This Resolve will accept and appropriate \$61,000 from the National Guard Bureau and the Maine Air National Guard for design and engineering costs for the runway rehabilitation project at Bangor International Airport.

The City originally accepted and appropriated \$175,000 on Resolve 22-313. These additional funds will bring the total to \$236,000.

The runway project was postponed as bids significantly exceeded the available funding. This resulted in the need to reprogram the bid specifications, which resulted in additional costs. This is a joint project between the Guard and the City which will ensure the continued use for military and public purposes. Our current agreement outlines the terms and conditions for the Guard's contributions to the cost of this project. This cooperative agreement identifies the Guard's share of the project at 35%, based on their annual usage.

This item was reviewed and recommended for approval at the Finance Committee Meeting on September 6, 2023.

**NEW BUSINESS
ITEM NO.**

**ASSIGNED TO
COUNCILOR**

<u>PUBLIC HEARING:</u>	Application for Special Amusement License Renewal of The Main Tavern, Inc d/b/a The Main Tavern, 152 Main Street	SCHAEFER
-------------------------------	---	-----------------

<u>PUBLIC HEARING:</u>	Application for Special Amusement License Renewal of Giri Bangor Holiday, Inc d/b/a Holiday Inn, 404 Odlin Road	SCHAEFER
-------------------------------	--	-----------------

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

NEW BUSINESS ITEM NO.		ASSIGNED TO COUNCILOR
<u>PUBLIC HEARING:</u>	Application for Special Amusement License Renewal of Queen City Cinema Club d/b/a Queen City Cinema Club, 128B Main Street	SCHAEFER
<u>LIQUOR LICENSE RENEWAL:</u>	Application for Liquor License Renewal Malt, Wine, Spirits of Evenroods d/b/a Evenroods, 25 Broad Street	SCHAEFER
<u>23-298</u> <u>ORDER</u>	Authorizing the Award of up to \$261,342 in State and Local Fiscal Recovery Funds to Support Direct Costs of Food and Medicine's Workforce Navigator to Assist Bangor Residents	YACOUBAGHA

Executive Summary: This Order will authorize the award of up to \$261,342 in State and Local Fiscal Recovery Funds (AKA ARPA funds) to Food and Medicine (FAM) for the direct costs associated with the creation of a workforce navigator position to assist Bangor residents.

As a subrecipient of state and federal grant funds, FAM currently employs one peer workforce navigator that provides services to seven counties. A workforce navigator works with individuals to improve resiliency rates within the unemployment benefit system and to guide workers to new jobs, education and other resources. In addition to the work with individuals, the position would build programs for other community organizations to utilize, which includes training staff, members and/or volunteers.

This award is in support of the following:

- This award will provide funding to support to workforce development.
- This award will provide funding to support the provision of services to disproportionately impacted community members.

This item was reviewed and recommended at a City Council Workshop on September 19, 2023.

<u>23-299</u> <u>ORDER</u>	Authorizing the Award of \$375,000 in State and Local Fiscal Recovery Funds to Support Friends of Together Place's Expansion of Housing within Bangor	YACOUBAGHA
--------------------------------------	--	-------------------

Executive Summary: This Order will authorize the award of \$375,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to Friends of Together Place, a non-profit entity, to support the acquisition and renovation of a property in Bangor with a minimum of six units. The purpose is to provide housing opportunities for up to 10 low-income individuals diagnosed with a mental health disorder (including substance use disorders).

As properties acquired by Friend of Together Place are converted to permanent housing options, the buildings are transferred to Together Place Housing, Inc, a limited equity cooperative housing corporation. To ensure any property acquired remains in use for the awarded purpose, any property acquired will require either a deferred mortgage or deed restriction. As of this date, a property has not been identified. Should a property not be identified within one year of the date of this Order, the award will lapse.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

**NEW BUSINESS
ITEM NO.**

**ASSIGNED TO
COUNCILOR**

The original application submitted was on behalf of Together Place Housing Inc. The Board requested that any award be made to Friends of Together Place, which aligns with the methods they have historically employed to acquire properties for their mission. The two organizations will each invest \$69,000 in conjunction with the ARPA funding to acquire and renovate 6 additional units.

This award is in support of the following:

- Investment in affordable housing
- Investment in mental health and substance use disorder

This item was reviewed and recommended at a City Council Workshop on September 19, 2023.

23-300 ORDER Authorizing the Award of \$50,000 in State and Local TREMBLE
Fiscal Recovery Funds to Support St. Andre Home's
Courage LIVES Project

Executive Summary: This Order will authorize the award of \$50,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to St. Andre Home to support the expansion of their Courage LIVES project.

Courage LIVES provides community-based enhanced behavioral healthcare and related support services for anyone impacted by human trafficking, exploitation, domestic and sexual violence. The award would provide partial funding for the program to hire a full-time mental health clinician and case manager who could provide services to at least 50 people annually. Further, the staffing additions would allow for an increase in community education and the expansion of the empowerment pantry. To date, St. Andre Home has secured the additional \$160,000 in funding necessary to support this project.

This award is in support of the following:

- One-time funding that will support operating costs of a non-profit to overcome the negative economic impacts experienced as a result of the pandemic.
- This award will provide funding to support the provision of services to a disproportionately impacted community.

This item was reviewed and recommended at a City Council Workshop on September 19, 2023.

23-301 ORDER Authorizing the Award of \$1,500,000 in State and DAVITT
Local Fiscal Recovery Funds to Penquis CAP to
Construct a New Childcare Center

Executive Summary: This Order will authorize the award of \$1,500,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to Penquis CAP to consolidate their early head start, head start and childcare services into a newly constructed center.

A new facility would preserve and support high-quality, affordable early child care and education services. Head Start programs have been flat funded for years. With increases in costs, including leases and staff, Penquis has been forced to reduce the number of available slots to operate within their designated funding.

REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 25, 2023

NEW BUSINESS ITEM NO.	ASSIGNED TO COUNCILOR
----------------------------------	----------------------------------

As a participant in the State of Maine's child care subsidy program, which assists low- and moderate-income families with a gross family income at or below 85% of Maine's State median income, Penquis cannot charge more than the market rate established by a state survey. This is currently \$255/week for infants, \$230/week for toddlers and \$205/week for preschoolers (i.e. 6 weeks - 5 years).

The proposed project cost is \$7.577 million. Penquis will be submitting a formal request to carry forward \$3 million of unexpended federal head start funding for this purpose. These funds are set to expire in May 2024 and represent a one-time opportunity due to reductions in service during the pandemic and staff savings. As part of this request to carry forward funding, Penquis will need to convene a policy council with parent/caregiver representation from each of their locations. The balance of the project funding will come from Penquis funds and a \$1.561 million commercial loan.

The efficiencies of having one center will allow Penquis greater flexibility in staffing and reduce occupancy costs. This is expected to have a positive impact on the number of childcare slots that can be maintained, currently 128, and allow for the creation of an additional 16 slots.

This award is in support of the following:

- Investment in facilities to support healthy childhood environments
- Investment in access to and expansion of affordable childcare

This item was reviewed and recommended at a City Council Workshop on September 19, 2023.

BANGOR CITY COUNCIL



RECOGNIZING THE FRIENDS OF DAKIN POOL

- WHEREAS,** The Friends of Dakin Pool's *Jump In! The Campaign to Support Dakin Pool* seeks funds to resurface the the pool deck, replace the pool slide, repair the pool house, purchase apparel and incentives for lifeguards, provide free admission at select times, and support future pool upgrades;
- WHEREAS,** To date, donors have contributed \$83,712 toward the goal of \$160,000, including an unsolicited donation of \$25,000 from the Stephen and Tabitha King Foundation and \$45,000 from the Penobscot County Commissioners;
- WHEREAS,** During the summer of 2023, the Dakin Pool was open seven days per week, and the Friends of Dakin Pool funded six days with free admission;
- WHEREAS,** The Friends of Dakin Pool provided a microwave, chairs and step stool for the pool house and purchased 26 rain jackets for lifeguards;
- WHEREAS,** The Friends of Dakin Pool delivered free meals to lifeguards on the nights they worked late;
- WHEREAS,** The Friends of Dakin Pool maintained a Facebook page to promote the pool and post alerts regarding unexpected closures; and
- WHEREAS,** The efforts of the Friends of Dakin Pool generated 19 positive news stories between April and August of 2023.

NOW, THEREFORE, I, Richard L. Fournier II, Mayor of the City of Bangor, on behalf of the City Council and the citizens of Bangor, do hereby recognize The Friends of Dakin Pool for their efforts to support and improve the Dakin Pool for all Bangor residents.

Given this the 25th day of September, 2023.

Richard L. Fournier II, Mayor





CONSENT AGENDA

MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 11, 2023

*Meeting called to order at 7:30 PM
 Chaired by Council Chair Fournier
 Councilors Present: Davitt, Hawes, Pelletier, Schaefer,
 Sprague, Tremble, Yacoubagha, Fournier
 Councilors Absent: Leonard
 Meeting adjourned at 8:41 PM*

PUBLIC COMMENT *Michael Norton suggested having a sister city in England.*

CONSENT AGENDA	ASSIGNED TO
ITEM NO.	COUNCILOR

**Explanatory Note: All items listed in the Consent Agenda are considered routine and are proposed for adoption by the City Council by one motion without discussion or deliberation. If discussion on any item is desired any member of the Council or public may merely request removal of the item to its normal sequence in the regular agenda prior to a motion for passage of the Consent Agenda.*

MINUTES OF: *Bangor City Council Regular Meeting of August 28, 2023, Business and Economic Development Committee Meeting of August 21, 2023, and Finance Committee Meetings of June 5, 2023, June 21, 2023, July 3, 2023, July 10, 2023 July 17, 2023, August 8, 2023, and August 21, 2023*

<u>LIQUOR LICENSE RENEWALS:</u>	<i>Application for Liquor License Renewal Malt, Wine, Spirits of Global Spectrum, LP d/b/a Cross Insurance Center, 515 Main Street</i>	HAWES
	<i>Application for Liquor License Renewal Malt, Wine, Spirits of Pictor Enterprises VI, Inc d/b/a Buffalo Wild Wings, 461 Stillwater Avenue</i>	HAWES
	<i>Application for Liquor License Renewal Malt, Wine, Spirits of Pepper Dining, Inc d/b/a Chili’s Grill and Bar, 638 Stillwater Avenue</i>	HAWES
	<i>Application for Liquor License Renewal Malt, Wine, Spirits of Las Palapas Mexican Restaurant, LLC d/b/a Las Palapas Mexican Restaurant, 8 Bangor Mall Boulevard</i>	HAWES
	<i>Application for Liquor License Renewal Malt, Wine, Spirits of 81 Park Street, LLC d/b/a The Tarratine, 81 Park Street</i>	HAWES
<u>23-266</u>	<u>ORDER</u> <i>Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 117 Philip Street</i>	YACIOUBAGHA
<u>23-267</u>	<u>ORDER</u> <i>Authorizing Contract with C&C Lynch Excavating, LLC for Parking Lot Improvements at Essex Woods in the Amount of \$191,100</i>	LEONARD
<u>23-268</u>	<u>ORDER</u> <i>Authorizing Contract with D.P. Porter Contractors/CEM for Renovations at Central Fire Station in the Amount of \$104,296</i>	SPRAGUE

MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 11, 2023

CONSENT AGENDA ITEM NO.	ASSIGNED TO COUNCILOR
------------------------------------	----------------------------------

<u>23-269</u>	<u>ORDER</u>	<i>Authorizing Contract with Paul Designs Project for the Central Kitchen Design Services in an Amount not to Exceed \$375,000</i>	SPRAGUE
---------------	--------------	--	----------------

*Action: Motion made and seconded for Passage of Consent Agenda
Vote: 8 – 0
Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier
Councilors Voting No: None
Passed*

REFERRALS TO COMMITTEE AND FIRST READING ITEM NO.	ASSIGNED TO COUNCILOR
--	----------------------------------

<u>23-270</u>	<u>ORDINANCE</u>	<i>Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located on Ohio Street from Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR)</i>	HAWES
---------------	------------------	--	--------------

*Action: Motion made and seconded for First Reading and Referral to Planning Board Meeting on September 19, 2023
Vote: 8 – 0
Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier
Councilors Voting No: None
Passed*

<u>23-271</u>	<u>RESOLVE</u>	<i>Accepting and Appropriating \$61,000 for Additional Design and Engineering Costs from the National Guard Bureau and the Maine Air National Guard for the Runway Rehabilitation Project at Bangor International Airport</i>	LEONARD
---------------	----------------	---	----------------

*Action: Motion made and seconded for First Reading
Vote: 8 – 0
Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier
Councilors Voting No: None
Passed*

<u>UNFINISHED BUSINESS</u>	<u>ASSIGNED TO</u>
<u>ITEM NO.</u>	<u>COUNCILOR</u>
<p><u>23-246</u> <u>ORDINANCE</u> <i>Amending Chapter 165, Land Development Code, Attachment 2, Schedule A Urban Developed Area by Increasing the Maximum Height in the Multifamily and Service District (M&SD)</i></p> <p><i>Action: Motion made and seconded for Passage Vote: 1 – 7 Councilors Voting Yes: Fournier Councilors Voting No: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha Motion Failed</i></p>	<p>DAVITT</p>
<p><u>23-258</u> <u>ORDINANCE</u> <i>Amending Chapter 165, Land Development Code, by Updating the Allowed Number of Dwelling Units in Residential Zones to Comply with LD 2003</i></p> <p><i>Action: Motion made and seconded for Passage Vote: 6 - 2 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Yacoubagha Councilors Voting No: Tremble, Fournier Passed</i></p>	<p>SPRAGUE</p>
<p><u>23-259</u> <u>ORDINANCE</u> <i>Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located at 54 Webster Avenue from Urban Residence 1 District (URD-1) to Urban Residence 2 District (URD-2)</i></p> <p><i>Action: Motion made and seconded for Passage Vote: 7 – 1 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Tremble, Yacoubagha, Fournier Councilors Voting No: Sprague Passed</i></p>	<p>PELLETIER</p>
<p><u>23-260</u> <u>ORDINANCE</u> <i>Amending Chapter 165, Land Development Code, District Map to Re-zone a Portion of the Property Located at 79 Fourteenth Street from Urban Residence 1 District (URD-1) to Urban Service District (USD)</i></p> <p><i>Action: Motion made and seconded for Passage Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Passed</i></p>	<p>TREMBLE</p>

UNFINISHED BUSINESS ITEM NO.		ASSIGNED TO COUNCILOR
<u>23-261</u>	<u>ORDINANCE</u> <i>Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located at 128 & 130 Hammond Street from Contract Downtown Development District (Contract DDD) to Downtown Development District (DDD)</i>	SCHAEFER
	<i>Action: Motion made and seconded for Passage Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Passed</i>	

NEW BUSINESS ITEM NO.		ASSIGNED TO COUNCILOR
<u>PUBLIC HEARING:</u>	<i>Application for Special Amusement Permit of Global Spectrum, LP d/b/a Cross Insurance Center, 515 Main Street</i>	HAWES
	<i>Action: Motion made and seconded to Open Public Hearing Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Public Hearing Opened</i>	
	<i>Motion made and seconded to Close Public Hearing Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Public Hearing Closed</i>	
	<i>Motion made and seconded for Approval Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Approved</i>	

<u>PUBLIC HEARING:</u>	<i>Application for Special Amusement Permit of 81 Park Street, LLC d/b/a the Tarratine, 81 Park Street</i>	HAWES
	<i>Action: Motion made and seconded to Open Public Hearing Vote: 8 – 0 Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer, Sprague, Tremble, Yacoubagha, Fournier Councilors Voting No: None Public Hearing Opened</i>	

MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 11, 2023

NEW BUSINESS
ITEM NO.

ASSIGNED TO
COUNCILOR

Action: Motion made and seconded for Passage
Vote: 6 - 2
Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer,
Tremble, Yacoubagha
Councilors Voting No: Sprague, Fournier
Passed

23-276

ORDER

Authorizing Execution of a Development Agreement and a
Tax Revenue and Credit Enhancement Agreement with
Penquis, Inc. for Property at Milford Street Extension Phase
II

TREMBLE

Action: Motion made and seconded for Passage
Vote: 8 - 0
Councilors Voting Yes: Davitt, Hawes, Pelletier, Schaefer,
Sprague, Tremble, Yacoubagha, Fournier
Councilors Voting No: None
Passed

ATTEST:


Lisa J. Goodwin, MMC, City Clerk

Government Operations Committee Minutes

Wednesday, January 18, 2023

Councilors in Attendance: Tremble (Chair), Leonard, Sprague, Pelletier

Non-Committee Member Councilors: Fournier, Davitt, Yacoubagha

Staff in Attendance: C. O'Donnell, D. Laurie, P. Hamilton, D. Szewczyk

The meeting was called to order by Acting Committee Chair Tremble at 5:27 pm.

1. Update: LD 3 & Emergency Rental Assistance Funding: Penquis

Penquis CEO Kara Hay, Penquis' Housing Development Director Jason Bird, and Housing Navigator Program Manager Lisa Davis were all present. Ms. Hay presented an overview of LD 3 being a winter emergency bill and how it would extend much needed funding for the Emergency Rental Assistance (ERA) program funding. She stated that as of today, the program was paying for 44 rooms, including 68 people. She recognized it is unsustainable to keep people in hotel rooms but spoke to the need to ensure folks stay stably housed in the cold winter months. She spoke of other programs Penquis offers including HEAP program and efforts to turn Pine Tree Inn into housing. She requested support by the Council of LD 3.

2. Update: Detox Beds: Public Health & Wellspring

Public Health Director Patty Hamilton provided an update on detox beds (Wellspring was unable to make it). She gave a brief overview of her knowledge related to the detox beds offered by Wellspring, specifically a need "longer-stay" beds. An appearance by Wellspring will be rescheduled.

3. Tenant's Rights Discussion

City Solicitor Dave Szewczyk and Assistant City Manager Courtney O'Donnell went through the memo provided to Councilors one by one to gather feedback on outstanding items of interest previously raised by Councilors or citizens.

Discussion included what was in state law already and potential re-enforcements desired by Council. Topics included application versus screening fees, protections based on income, protection for tenants to voice complaints (Dave pointed out protections in state law) with ability to report complaint, increase of written notice period of rental increase from 45 days to 60, prohibiting rental increase when there's a code violation, additional days of notice when a landlord is intending to evict.

Additionally, there was significant discussion about a pre-filing mandatory eviction diversion program and/mediation. City Solicitor explained this is essentially done in courts already,

programs vary with many implemented during height of the pandemic, based on local needs, and are largely done by County and state governments. An example of Philadelphia was reviewed. Ongoing resources including funding would be required. The Council requested information about local evictions.

Lastly, there was discussion about a committee or board whose purpose is to mediate disputes or make determinations on potential violations of ordinance. Things discussed included incentive for landlord to go through the committee or board rather than existing court process, levels of authority, appeals process, and code enforcement. Councilors Davitt and Pelletier expressed concern about this and Councilor Leonard voiced support.

With that feedback, staff was directed to take to Council meeting for first reading with the changes discussed tonight.

With no further business, the meeting was adjourned at approximately 7:05 pm.

Government Operations Committee Minutes

Monday, February 6, 2023

Councilors in Attendance: Pelletier (Acting Chair), Sprague, Leonard

Non-Committee Member Councilors: Fournier, Yacoubagha

Staff in Attendance: C. O'Donnell, D. Laurie, P. Hamilton, D. Szewczyk

The meeting was called to order by Acting Committee Chair Tremble at 6:35 pm.

1. Advisory Committee on Racial Equity, Inclusion, and Human Rights Annual Report

Chair Liana Fellis and Vice-Chair Katie Brydon of this committee presented an overview of their annual report. They expressed working through some growing pains in the process of this new committee. They are creating onboarding materials, have reviewed and made recommendations of the City Remote Meeting Police, created a calendar, and are looking forward to 2023.

2. Presentation by Dignity First

Founder and Executive Director Jamie Beck and Peg Olsen, Board of Directors President were present to provide an overview of Dignity First, how it was formed and its mission. They believe firmly in a housing first model for those experiencing homeless. Their organization seeks to create a community first village in the area of Bangor and provided an example of one in Texas. They described a self-sustaining model that has had success in the cold weather state of Minnesota utilizing church property.

3. Community Connector

a. Public Transportation Agency Safety Plan (PTASP)

Laurie Linscott, Bus Superintendent, provided an overview of federal requirements requiring this plans and staff efforts in creating/updating it. It establishes targets to address the safety performance measures required.

A motion was made to recommend approval to full Council by Councilor Leonard, seconded by Councilor Sprague, all in favor.

b. Operations Update

ACM O'Donnell and Ms. Linscott provided an overview of the ongoing driver shortage and efforts to alleviate it, the hopeful return of Saturday service in the spring, in-house training efforts, upcoming collective bargaining reminder, and the recent grand opening of the Transit Center.

With no further business, the meeting was adjourned at approximately 7:43 pm.

Government Operations Committee Minutes

Wednesday, February 22, 2023

Councilors in Attendance: Tremble (Chair), Sprague, Leonard, Pelletier

Non-Committee Member Councilors: Fournier, Yacoubagha, Schaefer, Davitt

Staff in Attendance: C. O'Donnell, D. Szewczyk

The meeting was called to order by Acting Committee Chair Tremble at 5:02 pm.

1. Bus Stop Designation Guidelines Presentation: BACTS

Bangor Area Comprehensive Transportation System (BACTS) provided an overview of the developed bus stop designation guidelines. This will move the Community Connector from a flag stop system to a fixed stop system improving efficiency and allowing a smooth implementation of technology. Questions were answered regarding potential impact of riders and ADA paratransit service.

2. Proposed Tenant's Housing Rights Ordinance

Councilor Tremble gave an introduction of the ordinance and noted the updated language before inviting public comment.

The ordinance has received first reading, was referred back to this Committee meeting, and will receive second reading February 27, 2023.

a. Public Comment

An opportunity was provided for members of the public to speak before Council regarding this ordinance. There were approximately seven individuals who spoke in favor of the ordinance and eight who spoke against it. A local landlord association spoke against it on behalf of their members.

b. Discussion by Committee

After public comment, the Council gave their opinions and spoke about the fees in particular. There was also discussion about third party sites charging their own fees for folks to apply for housing through it and it was noted that would not put the landlord in violation of the ordinance.

A motion was made to add language clarifying that section 282-6 does not prevent use of third-party real estate market places by Councilor Yacoubagha, seconded by Councilor Pelletier, vote was 4 - 1.

There was further discussion regarding availability of units, waitlists, and how they would be managed, as well as how fees would be collected with regard to proposed section 282-6 (b) Availability of Units.

A motion was made to remove subsection 282-6 (b) availability of units by Councilor Yacoubagha, seconded by Councilor Pelletier, vote was 4 - 1.

With no further business, the meeting was adjourned at approximately 7:52 pm.

Government Operations Committee Minutes

Monday, March 6, 2023

Councilors in Attendance: Tremble (Chair), Sprague, Leonard, Pelletier, Hawes

Non-Committee Member Councilors: None.

Staff in Attendance: C. O'Donnell, J. Comstock, L. Goodwin, T. Willette

The meeting was called to order by Acting Committee Chair Tremble at 6:08 pm.

1. Order: Authorizing the City Manager to Amend an Executed Memorandum of Understanding with Penobscot Community Health Care for the Maine Cancer Foundation Tobacco Cessation Pilot Project

Bangor Public Health Promotions Manager Jamie Comstock provided an overview of this item. There is an existing memorandum of understanding (MOU) for \$3,000 for this work. This order authorizes an amendment of the MOU to include sections related to space use compliance, indemnification, and insurance.

A motion was made to recommend approval to Council by Councilor Sprague, seconded by Councilor Leonard, all in favor.

2. Order: Authorizing the City Manager to Execute a Memorandum of Understanding with Save A Life, Inc. (SAL) to Receive Up to \$32,000 from Maine's Project to Prevent Prescription Drug/Opioid Overdose-Related Deaths in Penobscot County

Bangor Public Health Promotions Manager Jamie Comstock provided an overview of item. This MOU will authorize the City to pass through funding to SAL from dollars received from Maine CDC. The funding supports staffing and related activities in northern Penobscot County.

A motion was made to recommend approval to Council by Councilor Sprague, seconded by Councilor Leonard, all in favor.

3. Order: Authorizing Execution of a First Amendment to the Lease Agreement with Bangor West Little League at Mansfield Stadium

Parks & Recreation Director Tracy Willette provided an overview of an amendment to an existing lease agreement to extend it one year. The extension is meant to provide staff time for planning purposes as a master plan is developed.

A motion was made to recommend approval to Council by Councilor Hawes, seconded by Councilor Leonard, all in favor.

4. Committee and Board Review

ACM O'Donnell and Clerk Goodwin reviewed the materials provided including existing citizen board vacancies, along with recommendations to amend ordinance for specific boards and committees to create fewer barriers for volunteers. For example, the Tree Board requires both an Arborist and Landscape Architect, and both have been vacant for some time. Staff recommend amending code so that one slot must be filled by either of an Arborist or Landscape Architect and the other at-large. Similarly, several positions the Penjajawoc Mall Marsh Commission must be filled by special interest groups (e.g. business owner, resident of area, etc.) and have remained unfilled. Staff recommended removing the specific requirements. Councilors requested feedback and information from the Committees to ensure they are in favor of these changes. Staff will return with more information.

5. Assistant City Manager Updates

ACM O'Donnell provided an update regarding efforts to make information available regarding Tenant's rights including updates to website and social media.

With no further business, the meeting was adjourned at approximately 6:26 pm.



CITY COUNCIL ACTION

09/25/2023 23-277

Council Meeting Date: 09/25/2023

Item No: 23-277

Responsible Dept: Legal

Requested Action: Order

Map/Lot: B39-002

Title, Order

Authorizing the Execution of Municipal Bill of Sale - Located at 21 E Street/Birch Hill Estates

Summary

Real estate tax liens matured on the property owned by Suzanne Pavento, at 21 E Street/Birch Hill Estates. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home.

Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-277

Date: 09/25/2023

Item No: 23-277

Assigned to Councilor: Yacoubagha

Authorizing the Execution of Municipal Bill of Sale - Located at 21 E Street/Birch Hill Estates

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized and directed, on behalf of the City of Bangor, to execute a Municipal Bill of Sale releasing any interest the City may have in the mobile home located at 21 E Street/Birch Hill Estates by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16103, Page 227; Book 15653, Page 112; Book 15174, Page 240; and Book 14871, Page 123. Said Bill of Sale shall be directed to Suzanne Pavento, and shall be in final form approved by the City Solicitor or Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-278

Council Meeting Date: 09/25/2023

Item No: 23-278

Responsible Dept: Legal

Requested Action: Order

Map/Lot: B39-002

Title, Order

Authorizing the Execution of Municipal Bill of Sale - Located at 25 A Street/Birch Hill Estates

Summary

Real estate tax liens matured on the property owned by Bangor Investments, LLC, at 25 A Street/Birch Hill Estates. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home.

Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-278

Date: 09/25/2023

Item No: 23-278

Assigned to Councilor: Sprague

Authorizing the Execution of Municipal Bill of Sale - Located at 25 A Street/Birch Hill Estates

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized and directed, on behalf of the City of Bangor, to execute a Municipal Bill of Sale releasing any interest the City may have in the mobile home located at 21 E Street/Birch Hill Estates by virtue of tax lien recorded in the Penobscot County Registry of Deeds in Book 15652, Page 260. Said Bill of Sale shall be directed to Bangor Investments, LLC, and shall be in final form approved by the City Solicitor or Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-279

Council Meeting Date: 09/25/2023

Item No: 23-279

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R14-028

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 36 Sugar Loaf Lane

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 36 Sugar Loaf Lane. Sewer and stormwater liens have matured on the property owned by James L. Drew and Danielle M. Drew, at 36 Sugar Loaf Lane. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-279

Date: 09/25/2023

Item No: 23-279

Assigned to Councilor: Schaefer

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 36 Sugar Loaf Lane

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of sewer and stormwater liens recorded in the Penobscot County Registry of Deeds in Book 15790, Page 293; Book 16056, Page 227; Book 16314, Page 10; Book 16658, Page 151; Bok 16831, Page 155; Book 15789, Page 322; Book 16057, Page 99; Book 16314, Page 314; Book 16657, Page 242; and Book 16830, Page 294. Said deed shall be directed to James L. Drew and Danielle M. Drew and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-280

Council Meeting Date: 09/25/2023

Item No: 23-280

Responsible Dept: Legal

Requested Action: Order

Map/Lot: 020-081

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate located at 50 Fourteenth Street

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 50 Fourteenth Street. Tax, sewer, and stormwater liens have matured on the property owned by Heirs of Rose Martin, at 50 Fourteenth Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-280

Date: 09/25/2023

Item No: 23-280

Assigned to Councilor: Davitt

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate located at 50 Fourteenth Street

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax, sewer, and stormwater liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 57; Book 16056, Page 202; Book 16057, Page 72; Book 16314, Page 272; Book 16657, Page 203; and Book 16830, Page 266. Said deed shall be directed to Heirs of Rose Martin and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-281

Council Meeting Date: 09/25/2023

Item No: 23-281

Responsible Dept: Legal

Requested Action: Order

Map/Lot: 038-090

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 51 Grant Street

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 51 Grant Street. Tax liens have matured on the property owned by Kenneth W. Johnson Revocable Trust & Kenneth W. Johnson & Lois E. Knopf Trustees, at 51 Grant Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-281

Date: 09/25/2023

Item No: 23-281

Assigned to Councilor: Leonard

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 51 Grant Street

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 175; Book 16103, Page 93; Book 15652, Page 329; and Book 15174, Page 69. Said deed shall be directed to Kenneth W. Johnson Revocable Trust & Kenneth W. Johnson & Lois E. Knopf Trustees and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-282

Council Meeting Date: 09/25/2023

Item No: 23-282

Responsible Dept: Legal

Requested Action: Order

Map/Lot: 046-050

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 65 Benjamins Way

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 65 Benjamins Way. Tax liens have matured on the property owned by Ifeoma Udeh, at 65 Benjamins Way. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-282

Date: 09/25/2023

Item No: 23-282

Assigned to Councilor: Davitt

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 65 Benjamins Way

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 294; and Book 16103, Page 211. Said deed shall be directed to Ifeoma Udeh and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-283

Council Meeting Date: 09/25/2023

Item No: 23-283

Responsible Dept: Legal

Requested Action: Order

Map/Lot: 040-135

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 69 Center Street

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 69 Center Street. Tax, sewer, and stormwater liens have matured on the property owned by David T. Kane, at 69 Center Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Meeting Date: 09/25/2023

Action: Recommend for passage

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-283

Date: 09/25/2023

Item No: 23-283

Assigned to Councilor: Yacoubagha

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 69 Center Street

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax, sewer, and stormwater liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 8; Book 16102, Page 303; Book 15790, Page 52; Book 16056, Page 88; Book 16313, Page 162; Book 16657, Page 332; Book 15789, Page 90; Book 16056, Page 308; Book 16314, Page 120; and Book 16657, Page 81. Said deed shall be directed to David T. Kane and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-284

Council Meeting Date: 09/25/2023

Item No: 23-284

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R42-047

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 193 Thornton Road

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 193 Thornton Road. Stormwater liens have matured on the property owned by Heirs of Agnes M. Whitaker, at 193 Thornton Road. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-284

Date: 09/25/2023

Item No: 23-284

Assigned to Councilor: Tremble

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 193 Thornton Road

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of stormwater liens recorded in the Penobscot County Registry of Deeds in Book 14888, Page 128; Book 15093, Page 63; Book 15356, Page 114; Book 16057, Page 43; Book 16314, Page 223; and Book 16657, Page 162. Said deed shall be directed to Heirs of Agnes M. Whitaker and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-285

Council Meeting Date: 09/25/2023

Item No: 23-285

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R21-011

Title, Order

Authorizing the Execution of Municipal Bill of Sale - Located at 278 Cedar Falls Mobile Home Park

Summary

Real estate tax liens matured on the property owned by Heirs of Charles R. Barriault, at 278 Cedar Falls Mobile Home Park. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home.

Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-285

Date: 09/25/2023

Item No: 23-285

Assigned to Councilor: Sprague

Authorizing the Execution of Municipal Bill of Sale - Located at 278 Cedar Falls Mobile Home Park

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized and directed, on behalf of the City of Bangor, to execute a Municipal Bill of Sale releasing any interest the City may have in the mobile home located at 278 Cedar Falls Mobile Home Park by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 66; Book 16103, Page 2; and Book 15652, Page 230. Said Bill of Sale shall be directed to Heirs of Charles R. Barriault, and shall be in final form approved by the City Solicitor or Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-286

Council Meeting Date: 09/25/2023

Item No: 23-286

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R22-006-A

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 933 Finson Road

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at 933 Finson Road. Stormwater liens have matured on the property owned by Debra A. Shaw, at 933 Finson Road. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-286

Date: 09/25/2023

Item No: 23-286

Assigned to Councilor: Schaefer

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at 933 Finson Road

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of stormwater liens recorded in the Penobscot County Registry of Deeds in Book 16056, Page 278; Book 16314, Page 75; and Book 16657, Page 36. Said deed shall be directed to Debra A. Shaw and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-287

Council Meeting Date: 09/25/2023

Item No: 23-287

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R47-007-A

Title, Order

Authorizing the Execution of Municipal Bill of Sale - Located at 979 Essex Street Lot 33

Summary

Real estate tax liens matured on the property owned by Donna Fatum, at 979 Essex Street Lot 33. The outstanding charges due the City have been paid. No loans are owed to the City that are secured by the mobile home, and there are no pending code enforcement issues with the mobile home.

Because the liens matured, a municipal bill of sale is required to release the City's interest in the mobile home.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-287

Date: 09/25/2023

Item No: 23-287

Assigned to Councilor: Davitt

Authorizing the Execution of Municipal Bill of Sale - Located at 979 Essex Street Lot 33

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized and directed, on behalf of the City of Bangor, to execute a Municipal Bill of Sale releasing any interest the City may have in the mobile home located at 979 Essex Street Lot 33 by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16878, Page 134; Book 16546, Page 278; Book 16103, Page 195; and Book 15653, Page 85. Said Bill of Sale shall be directed to Donna Fatum, and shall be in final form approved by the City Solicitor or Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-288

Council Meeting Date: 09/25/2023

Item No: 23-288

Responsible Dept: Legal

Requested Action: Order

Map/Lot: R23-015-D

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Bean Estates

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at Bean Estates. Tax liens have matured on the property owned by Daniel J. Falcone, at Bean Estates. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-288

Date: 09/25/2023

Item No: 23-288

Assigned to Councilor: Leonard

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Bean Estates

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16103, Page 231; Book 16546, Page 340; and Book 16878, Page 198. Said deed shall be directed to Daniel J. Falcone and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-289

Council Meeting Date: 09/25/2023

Item No: 23-289

Responsible Dept: Legal

Requested Action: Order

Map/Lot: 045-015-B

Title, Order

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Essex Street

Summary

This Order will authorize the execution of a municipal quitclaim deed for real estate located at Essex Street. Tax liens have matured on the property owned by Grace C. Treworgy, at Essex Street. The outstanding charges due the City have been paid, and there are no known code violations on the property. Because the liens matured, a municipal quitclaim deed is required to release the City's interest in the property.

Committee Action

Committee:

Action: Recommend for passage

Meeting Date: 09/25/2023

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-289

Date: 09/25/2023

Item No: 23-289

Assigned to Councilor: Schaefer

Authorizing the Execution of a Municipal Quitclaim Deed for Real Estate Located at Essex Street

Be it Ordered by the City Council of the City of Bangor that, David W. Little, Finance Director, is hereby authorized, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of tax liens recorded in the Penobscot County Registry of Deeds in Book 16546, Page 185; Book 16103, Page 108; Book 15652, Page 342; and Book 15174, Page 83. Said deed shall be directed to Grace C. Treworgy and shall be in final form approved by the City Solicitor or the Assistant City Solicitor.



CITY COUNCIL ACTION

09/25/2023 23-290

Council Meeting Date: 09/25/2023

Item No: 23-290

Responsible Dept: Police

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing City Manager to Donate a Retired Police Cruiser to the United Technologies Center

Summary

This Order will authorize the donation of a retired police cruiser to United Technologies Center (UTC), a Bangor school providing career and technical training to high school students.

This donation will provide valuable education and hands-on training opportunities to students in their Automotive Technology, Composite Fabrication & Custom Automotive, and Law Enforcement programs. The training and education received will prepare students for employment in a number of vocations, potentially even helping to fill vacancies in the City of Bangor.

This item was recommended by approval by the Government Operations Committee on September 18, 2023.

Committee Action

Committee: Government Operations Committee

Meeting Date: 09/18/2023

Action: Recommend for passage

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-290

Date: 09/25/2023

Item No: 23-290

Assigned to Councilor: Sprague

Authorizing City Manager to Donate a Retired Police Cruiser to the United Technologies Center

Be it Ordered by the City Council of the City of Bangor that, the City Manager donate a retired police cruiser to the United Technology Center for use in multiple student education programs.



CITY COUNCIL ACTION

09/25/2023 23-291

Council Meeting Date: 09/25/2023

Item No: 23-291

Responsible Dept: Public Works

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing City Manager to Accept a Donation of Six Trees from Bangor Beautiful

Summary

This Order will accept a donation of 6 planted trees from Bangor Beautiful, a charitable 501(c)(3) tax exempt organization, with a mission to make our community a more beautiful place to live through public art, trees, gardens, and other beautification efforts. The trees will be planted on public property at the intersection of Center Street and Park Streets.

A Public Works Forestry Division employee will work with Bangor Beautiful staff to ensure the trees are planted in accordance with City standards. This donation will provide natural beauty and numerous arboreal benefits to an intersection that currently has a significant percentage of paved area.

This item was reviewed and recommended for approval by the Government Operations Committee on September 18, 2023.

Committee Action

Committee: Government Operations Committee

Meeting Date: 09/18/2023

Action: Recommend for passage

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-291

Date: 09/25/2023

Item No: 23-291

Assigned to Councilor: Schaefer

Authorizing City Manager to Accept a Donation of Six Trees from Bangor Beautiful

Whereas, Bangor Beautiful is a charitable 501(c)(3) tax exempt organization, with a mission to make our community a more beautiful place to live through public art, trees, gardens, and other beautification efforts;

Whereas, Bangor Beautiful wishes to donate six trees to the City of Bangor to be planted at the intersection of Center and Park Streets;

Whereas, the City of Bangor is known as a "Tree City" and trees to this area will provide natural beauty to an area that currently has a significant percentage of paved area;

Be it Ordered by the City Council of the City of Bangor that, the City Manager is authorized to accept a donation of six planted trees from Bangor Beautiful, to be placed on public property at the intersection of Center and Park Streets.



CITY OF BANGOR ORDER

09/25/2023 23-292

Date: 09/25/2023

Item No: 23-292

Assigned to Councilor: Leonard

Authorizing a Collective Bargaining Agreement between the City of Bangor and American Federation of State, County, and Municipal Employees (AFSCME), Local 926, Council 93 Representing Public Works Employees

Be it Ordered by the City Council of the City of Bangor that, the City Manager is authorized to execute a Collective Bargaining Agreement between the City of Bangor and AFSCME, Local 926, Council 93 Public Works.



CITY COUNCIL ACTION

09/25/2023 23-293

Council Meeting Date: 09/25/2023

Item No: 23-293

Responsible Dept: Community Connector

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing the Annual Update of the Public Transportation Agency Safety Plan for the Community Connector

Summary

This Order authorizes an update to the Public Transportation Agency Safety Plan (PTASP) for the Community Connector as required by the Federal Transit Administration (FTA).

The Community Connector is a recipient of federal funding and is required to update our PTASP plan annually. The plan outlines in detail how a Safety Management System (SMS) will be developed and implemented. This includes items such as, safety performance targets, safety management policy, safety assurance, and safety promotion. The intent is improve public transportation safety and prove the Community Connector with a structure for understanding and addressing safety risks through proactive and timely data driven organizational decision making. This item was reviewed internally, including by Transit Drivers, prior to going before Council with suggested changes to the plan.

This item was reviewed and recommended for approval at the Government Operations Committee meeting of Monday, Sept. 18, 2023.

Committee Action

Committee: Government Operations Committee

Meeting Date: 09/18/2023

Action: Recommend for passage

For: 4

Against: 0

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: Consent



CITY OF BANGOR ORDER

09/25/2023 23-293

Date: 09/25/2023

Item No: 23-293

Assigned to Councilor: Tremble

Authorizing the Annual Update of the Public Transportation Agency Safety Plan for the Community Connector

Whereas, the Community Connector is required by the Federal Transit Administration (FTA) to develop and implement a Public Transportation Agency Safety Plan (PTASP) based on being the recipient of federal funding; and

Whereas, City staff, including front line workers, has updated the agency's PTASP within the requirements set by the Federal Transit Administration; and

Whereas, the is responsible for updating the plan annually;

Be it Ordered by the City Council of the City of Bangor that, the updated Public Transportation Agency Safety Plan for the Community Connector is approved.



CITY OF BANGOR

COMMUNITY CONNECTOR

Agency Safety Plan (ASP)

**Public Transportation Agency Safety Plan
(PTASP)**

July 2023



This plan was developed by City of Bangor, Community Connector in coordination with the Section 5307 and it is meant to satisfy the requirements of 49 CFR Part 673 and amendments from the Bipartisan Infrastructure Law of 2021. Certain requirements in Part 673 do not apply to small public transportation providers. Transit Operators that are subject to Part 673 may choose to include additional sections beyond what is required in Part 673.

Table of Contents

1.	TRANSIT AGENCY INFORMATION	3
2.	PLAN DEVELOPMENT, APPROVAL, AND UPDATES	4
3.	SAFETY PERFORMANCE TARGETS.....	6
4.	SAFETY MANAGEMENT POLICY.....	9
5.	SAFETY RISK MANAGEMENT	17
6.	SAFETY ASSURANCE	20
7.	SAFETY PROMOTION.....	21
8.	DEFINITIONS.....	24
9.	ACRONYMS.....	26

Attachments:

- A. Minutes or letter showing Board approval.
- B. Certificate of compliance with this Safety Plan (annual signed Certifications and Assurances)
- C. Employee Reporting Form
- D. Comprehensive Hazard List with Risk Level and Mitigation activity identified.
- E. Risk Assessment Matrix
- F. Hazard Tracking Log
- G. Org Chart Naming Accountable Executive (AE) and Chief Safety Officer (CSO)



Section 1.

Transit Agency Information	
Transit Agency	City of Bangor, Community Connector
Address	475 Maine Ave., Bangor, Maine 04401
Telephone	(207) 992-4670
Website	www.bangormaine.gov/communityconnector
Name and Title of Accountable Executive (AE)	Laurie Linscott, Bus Superintendent
Name and Title of Chief Safety Officer (CSO)	Marshall Smith, Safety and Training Officer
Mode(s) of Service covered by this Plan	Fixed Route Bus and ADA Complementary Paratransit Service
Mode(s) of Service Provided by this Agency	Fixed Route Bus and ADA Complementary Paratransit Service
Service Area Description	Urban Service in the Greater Bangor Region. City of Bangor, City of Brewer, City of Old Town, and the Town of Orono, Town of Veazie, and Town of Hampden.
Number of Vehicles in Peak Revenue Service	12
<p style="text-align: center;">Directly Operated <input checked="" type="checkbox"/> Contracted Service <input type="checkbox"/></p>	
Name and Address of Transit Agency for Which Service is Provided	City of Bangor, Community Connector 475 Maine Ave Bangor, Maine 04401
Name and Address of Service Contractor	NA
List FTA Funding Types:	5307 and 5339



Section 2.

Plan Development, Approval, and Updates	
Name of Entity that Drafted this Plan	The City of Bangor, Community Connector developed this ASP to meet all applicable requirements of 49 CFR Part 673.
Signature* of Accountable Executive	
Date of Signature	8/2023
Name of Board or other Entity approving this Plan	City of Bangor – City Councilors
Date of Approval	9/2023
Approval Documentation (provide description and include as Attachment A)	<i>Council Order showing vote to approve</i>
Name of Entity/Individual Certifying Compliance	<i>Deborah Laurie and David Szechek</i>
Date of Certification	2/17/2023
Certification Documentation (provide description and include as Attachment B)	<i>Signed Annual Certifications and Assurances</i>

**Signature is meant to approve and affirm all requirements under this plan. Separate signatures for each section of this plan are not required. The Accountable Executive and Chief Safety Officer meet all requirements as defined by 49 C.F.R. § 673.5.*



Annual Review and Update Process

This plan will be jointly reviewed and updated by the Bus Superintendent (*Accountable Executive*) and Chief Safety Officer **annually**, or more often if the need arises. In addition, the plan will be developed/updated in cooperation with frontline employee representatives. Prior to the approval process, Community Connector will provide an opportunity for frontline staff representatives to provide comment on the plan updates. There will be opportunities scheduled to provide adequate time for all edits and approvals to occur each year. Signed Certifications and Assurances (C&A) will be included as **Attachment B** annually. After approval of annual updates, the revised plan will be shared with MaineDOT and MPO.

Version Number and Updates			
Version Number	Section/ Pages Affected	Reason for Change	Date Issued
1		New Document	7/20/2020
2		Suggestions from FTA, PTASP experts	8/6/2020
3		Final with attachments	10/16/2020
4	6-7	Updates for June 2021	10/20/2021
5	6-7	Continuation of updates for June 2021	2/3/2022
6	2, 5, 9, 15-16, 23	Updates per Bipartisan Infrastructure Law of 2021 Emailed and reviewed with frontline workers 12/31/2022	12/20/2022
7	9,11,12,13,14,21,23	Annual review with AE & CSO	7/28/2023
8	6,9,11,12,13,14,18,21,22,23	Review and update with frontline employees emailed and reviewed to frontline workers 9/1/2023	9/1/23
9	9	Updated with comments from Council	9/19/2023



Section 3.

Safety Performance Targets

The **Public Transportation Agency Safety Plan (PTASP)** regulation, at 49 C.F.R. Part 673, requires covered public transportation providers and State Departments of Transportation (DOT) to establish **safety performance targets (SPTs)** to address the **safety performance measures (SPMs)** identified in the **National Public Transportation Safety Plan (NSP)** (49 C.F.R. § 673.11(a)(3)).

As described in the National Public Transportation Safety Plan **NSP**, transit providers must establish by mode seven Safety Performance Standards **SPTs** in four categories:

- **Fatalities:** Total number of reportable fatalities reported to National Transit Data Base (NTD) and rate per total vehicle revenue miles (VRM) by mode.
- **Injuries:** Total number of reportable injuries reported to NTD and rate per total VRM by mode.
- **Safety Events:** Total number of reportable safety events reported to NTD and rate per total VRM by mode.
- **System Reliability:** Mean distance between major mechanical failures by mode.

The thresholds for “reportable” fatalities, injuries, and events are defined in the NTD Safety and Security Reporting Manual.



NTD SAFETY DATA REQUIREMENTS 2021

Transit agencies reporting as Rural Reporters and Reduced Reporters must report total annual Reportable Events, as well as the total number of Fatalities and Injuries. FTA defines a reportable event as an event occurring on transit right-of-way, in a transit revenue facility, in a transit maintenance facility, or involving a transit revenue vehicle that meets the following NTD reporting thresholds for non-rail modes:

- A fatality (including suicide) confirmed within 30 days of the event
- An injury requiring immediate medical attention away from the scene for one or more persons
- Property damage equal to or exceeding \$25,000
- Collisions involving transit revenue vehicles that require towing away from the scene for a transit roadway vehicle or other non-transit roadway vehicle
- An evacuation of a transit facility or vehicle for life safety reasons.

Reportable Events include either planned or unplanned events. A reportable event does not include occupational safety events occurring in administrative buildings. Agencies may not report illnesses that require transport away from the scene for medical attention if the illness is unrelated to a Safety Event.

The Community Connector will provide historical data from their maintenance record. Rates were calculated per 100,000 vehicle revenue miles (VRM). The two modes of transit are defined as Fixed Route (MB) and Non-Fixed Route [Demand Response (DR)]. City of Bangor, Community Connector operates both MB and DR service.

When establishing SPTs for total numbers, Community Connector will consider the total number of fatalities, injuries, and safety events they expect to experience during their fiscal year which is the same as their NTD reporting year. The annual timeframe is consistent with the state/regional planning process. Likewise, in setting rates per VRM, transit providers may use total annual VRM, or another number (100,000 VRM, 1,000,000 VRM, or 10,000,000 VRM) as needed for consistency with state/regional planning requirements.



Safety Performance Targets

A **Safety Performance Target (SPT)** is a quantifiable level of performance or condition expressed as a value for the measure related to safety management activities to be achieved within a set time period.

A **Safety Performance Measure (SPM)** is a quantifiable indicator of performance or condition that used to establish targets related to safety management activities, and to assess progress toward meeting the established targets.

Targets below are based on review of the previous year of NTD safety performance data for FY 2022

Mode of Transit Service	Fatalities per NTD Reporting Year (total)	Fatalities (per 100 thousand VRM)	Injuries per NTD Reporting Year (total)	Injuries (per 100 thousand VRM)	Safety Events per NTD Reporting Year(total)	Safety Events (per 100 thousand VRM)	System Reliability (VRM / failures)
MB	0.00	0.00	4.0	.70	2.0	.35	56798
DR	0.00	0.00	0.00	0.0	0.00	0.0	124800

Safety Performance Target Coordination

Community Connector’s Accountable Executive will transmit our PTASP by email including safety performance targets, to the State DOT and MPO in our service area each year after its formal adoption by the City Council. Community Connector’s Accountable Executive will coordinate with the MDOT and MPO to support the selection of State and MPO transit safety performance targets to the maximum extend practicable.

ASP and Targets Transmitted to the State	State of Maine Department of Transportation (MDOT)	Date Targets Transmitted October 2023
ASP and Targets Transmitted to the Metropolitan Planning Organization	Bangor Area Comprehensive Transportation System (BACTS)	Date Targets Transmitted October 2023



Section 4.

Safety Management Policy Statement

Community Connector is a Small Public Transportation Provider serving an urban population of 56,000 in fixed and demand service. Safety is a core value at Community Connector, and managing safety is an essential daily function. Community Connector is committed to developing, implementing, maintaining, and constantly improving processes to ensure all transit service delivery activities are supported by an appropriate allocation of resources and aimed at achieving the highest level of transit safety performance and meeting established standards. Community Connector is dedicated the safety of our customers, employees, and the public.

All transit employees in our department are accountable for the delivery of the highest level of safety performance regardless of job title.

As part of our commitment to safety, Community Connector will:

- Communicating the purpose and benefits of the Safety Management System (SMS) to all staff, managers, supervisors, and frontline employees
- Provide an open culture of all reporting of all safety concerns, ensuring that no action will be taken against any employee that discloses a safety concern through Community Connectors Employee Safety Reporting Program (ESRP), unless such disclosure indicates beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of policy, regulations or procedure on the part of the reporting employee.
- Providing appropriate management involvement and the necessary resources to establish and operate effectively an Employee Safety Reporting Program (ESRP). The ESRP will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.
- Establish and operate a safety reporting program in support of pre-determined hazards, potential hazards, and use it to evaluate and mitigate risk.
- Ensure that sufficiently skilled and trained staff are available to implement safety management processes.
- Ensure that all staff are provided with adequate and appropriate safety information and training, are competent in safety management activities, and are assigned safety related tasks commensurate with their skills.
- Establishing safety performance targets that are realistic, measurable, and data driven. Measure our safety performance against realistic safety performance indicators and targets.
- Establish and measure our safety performance against realistic safety performance indicators and safety performance targets.



Safety Management Policy Communication

The Chief Safety Officer, who leads Community Connector’s SMS activities will start as soon as possible with the introduction of the SMS principles. The Community Connector’s Safety Management Policy Statement will be distributed to all transit employee. Employees will be required to sign that they have received a copy of the policy.

Community Connector also will post a copy of the Safety Management Policy Statement on the bulletin board in the driver’s room. Community Connector has incorporated the review and distribution of the Safety Management Policy Statement into new hire training and in refresher training.

Records of distribution will be kept by the Chief Safety Officer and will be made available upon request. When substantive changes are made, all parties will be required to sign that they have received a copy of the updated policy.

In addition to the distribution of the ASP to all transit employees, there will be periodic staff/safety meetings to discuss on going safety practices and reported events. These staff/safety meetings will serve to keep the importance of safety as a top priority.

Employee Safety Reporting Program (ESRP)

Community Connector transit staff at all levels are required to practice safety in all aspects of our operation. **All employees are required to report and document accidents and injuries no matter how minor as soon as it is safe to do so.**

What to Report: Employees are required to report all safety concerns, events, hazards, and near-misses. If the employee chooses to report the safety event verbally, then the CSO or supervisor will complete the form on behalf of the employee and make proper notes.

What to Report: Employees are required to report all:

- Use City of Bangor Accident Form For:
 - Vehicle Accidents
- Use City of Bangor Incident Form for:
 - Incidents



- Injuries
- Use City of Bangor Spill notification Form For:
 - Spill notification form
- Use Employee Safety Reporting Form (attachment C) for:
 - Hazards- Damage to facilities, trees blocking view, etc.
 - Near-misses
 - Established policies and procedures that are not working as intended

The employee should reach out to any supervisor for help in selecting the correct form. In all instances, the CSO will receive the final report.

Forms can be found in accident packet on every vehicle or in the racks in the driver room at the Community Connector office or with dispatch at the transit center.

In all instances, the CSO will receive the final report. Employees should also report to the CSO or supervisor when established policies and procedures are not working as intended so they can be improved.

Chief Safety Officer Response: The CSO will review all safety reports. The CSO will assess and track the hazards as outlined in Safety Risk Management section (Section 5) of this ASP. Employees will be informed of hazard mitigation strategies and resolution through direct communication with the CSO or immediate supervisor, postings on Safety Board in Drivers Room at Community Connector and through periodic safety training events.

Documentation of reported safety hazard: The CSO will maintain a log of all reported safety events, hazards, and near-misses along with the follow-up action as outlined in Section 5 of this ASP.

The CSO will keep employees informed of reported safety hazards through direct communication and trainings. In the event that the hazard is reported anonymously, the CSO will track the hazard and share with employees during training events if deemed significant.



Employees Safety Reporting Program (ESRP)

The CSO encourages all transit employees who identify a safety concerns to report safety conditions to any office staff at any time in good faith without fear of retribution.

Employees can report safety conditions in the following ways:

Turn in completed form to the dispatch, who will forward them to the CSO

Turn in completed form to Operations Officer, who will forward to the CSO

Turn in completed form directly to CSO or AE (Bus Superintendent)

If employee chooses to report safety event verbally, then the CSO or supervisor will complete the form on behalf of the employee

Report conditions using your name or anonymously by dropping into the mailbox on the administration door at 475 Maine Ave, Bangor, ME 04401 or by using mail to the same address using regular USPS mail.

Report conditions using your name or anonymously by emailing: bus-safety@bangormaine.gov

The CSO will review the reports and the dedicated email address, and respond appropriately.



Employee Protections: No disciplinary action will be taken against any employee who discloses a safety event unless the event is the result of an illegal act or deliberate and willful disregard of agency safety rules and policies. Employees are not protected in the event that that safety event was reported from another source, internal or external.

CSO daily will check the dedicated email address mailbox and any document identified safety conditions in the Safety Register. Chief Safety Officer with the support of the PTSP Safety Committee, as necessary, will review and address each employee report. CSO will ensure that hazards and their consequences are appropriately identified and resolved through Community Connector SRM process and that reported deficiencies and non-compliance with rules or procedures are managed through CC Safety Assurance process.

Authorities, Accountabilities, and Responsibilities

Staff Safety Roles and Responsibilities

Position Title	Safety Responsibilities
Accountable Executive	<p>The Bus Superintendent of the Community Connector serves as the Accountable Executive with the following authorities, accountabilities, and responsibilities, necessary for the management of safety, as they relate under this plan:</p> <ul style="list-style-type: none"> • Implement each element of the SMS throughout the agency • Controlling or directing the human and capital resources needed to develop and maintain the ASP and the TAM Plan. • Address substandard performance in the agency • Carrying out the Agency Safety Plan (ASP) and the Transit Asset Management (TAM) Plan • Ensure that PTASP is distributed to transit employees • Oversee all safety records • Oversee and provide support to the Chief Safety Officer (CSO) when necessary • Review and update PTASP annually or as necessary • Establish and measure safety performance • Ensure the CSO is performing their duties to the highest possible level



<p>Chief Safety Officer (CSO)</p>	<p>The CSO has the following authorities, accountabilities, and responsibilities necessary for the management of safety, as they relate under this plan:</p> <ul style="list-style-type: none">• Promote health and safety and be a resource to all transit related employees• Review accidents and conduct investigations when they result in serious injury or property damage• Ensure training programs are developed and implemented for all employees including current and new hires• Establish and operate the employee safety reporting program (ESRP)• Continually look for ways to improve safety for employees and passengers• Reports to the Accountable Executive• Review and update the PTASP annually with AE• Ensure the hazard management practices are followed• Ensure that all employees under their supervision are appropriately trained• Ensure that all employees comply with all safety policies and expectations• Ensure that employees receive refresher training• Resolve safety situations or elevate to AE if necessary• Perform safety oversight activities to ensure staff is following policy• Set a high standard for health and safety and lead by example• Promote a safe and healthy culture throughout the agency• Set a high standard for health and safety and lead by example• Ensure that the safety program is fully implemented and effective• Ensure adequate resources are designed to support the organizational safety culture and procedures from the PTASP• Ensure no retaliatory action is taken against an employee who discloses a safety concern unless established policy is violated
-----------------------------------	--



<p>Operations Officer</p>	<ul style="list-style-type: none">• Promote health and safety and be a resource to all transit related employees• Continually look for ways to improve safety for employees and passengers• Ensure that all employees under their supervision are appropriately trained• Works closely with the CSO on safety plan• Ensure that all employees comply with all safety policies and expectations• Ensure that employees receive refresher training• Resolve safety situations or elevate to CSO if necessary• Perform safety oversight activities to ensure staff is following policy• Set a high standard for health and safety and lead by example• Promote a safe and healthy culture throughout the agency• Participate as required in the safety program• Communicate with CSO and AE
<p>Dispatchers</p>	<ul style="list-style-type: none">• Be aware of all safety policies and your role• Be aware of surroundings at all times to mitigate safety risks• Report hazards according to policy• Participate as required in the safety program• Set a high standard for health and safety and lead by example• Promote a safe and healthy culture throughout the agency• Resolve safety situations or elevate to CSO if necessary• Communicate with Operations and CSO
<p>Drivers</p>	<ul style="list-style-type: none">• Maintain control of the vehicle at all times• Bring safety concerns to the supervisor and or CSO• Report injuries, illnesses, and incidents to the supervisor and or CSO• Report hazards according to policy• Participate as required in the safety program• Report near-misses to supervisors and or CSO as soon as practicable



Infectious Disease Mitigation

Defined

According to the Center for Disease Control and Prevention (CDC) National Center for Emerging and Zoonotic Infectious Diseases (NCEZID) Infectious diseases are illnesses caused by germs (such as bacteria, viruses, and fungi) that enter the body, multiply, and can cause an infection.

- Some infectious diseases are contagious (or communicable), that is, spread from one person to another.
- Other infectious diseases can be spread by germs carried in air, water, food, or soil. They can also be spread by vectors (like biting insects) or by animals.

Community Connector makes every effort to minimize risk to employees, passengers and the community from infectious diseases through proactive monitoring of various information sources and emergency alerts. Once a potential threat has been identified, Community Connector takes immediate steps to minimize risk by implementing appropriate mitigation strategies outlined by CDC, State of Maine Department of Health and Human Services and MaineDOT. Those steps may include the following actions:

- Communication of threat to employees and passengers
- Temporary, long-term or permanent policy changes
- Immediate training of all employees in proper mitigation and health precautions
- Coordination with State of Maine DHHS on response and prevention methods
- Based on threat level, activate staff to implement transit's mission in the Local, County or Statewide Emergency Management Plan and Continuity of Operations Plan (COOP)
- Make necessary risk reducing modifications to assets
- Modify existing asset cleaning procedures as needed
- Follow emergency response plan for modified service levels
- Secure additional Personal Protective Equipment (PPE) to augment existing/emergency supply
- Work with State Transit Association and State peer transit entities to communicate best practice mitigation strategies, develop consistent and unified response policy and strengthen group buying power for supplies, retrofit parts and PPE's.
- Activate Single Point of Contact (SPOC) for messaging to public and news media including digital communications, social media and website.
- Implement Safety Performance Measures (SPM)s relative to event to include tracking of any additional services resulting from the event, additional expenses of plan implementation and impacts to staff and riders



Each of the above mitigation strategies will be measured using the Risk Assessment Matrix process in Attachment E to determine the hazard level, consequences, severity and likelihood of re-occurrence. Mitigation strategies will each be listed in the Risk Assessment Index and monitored on a periodic basis (to be determined) to ensure strategy is effective and if not, modify or remove it.

The Community Connector Safety Committee will meet a minimum of weekly until the threat risk has been mitigated to a point where normal meeting schedules may resume. The Committee will be responsible for reviewing SPM's and mitigation strategies in addition to normal responsibilities.

When the threat of infectious disease has been modified through CDC, State of Maine Department of Health and Human Services and MaineDOT, Community Connector's Safety Committee, CSO and Accountable Executive will determine the safe response posture to take based on the information provided deferring to Federal oversight agencies in most cases. If the threat has been reduced to safe levels, Community Connector will continue to monitor event SPMs for a period of time after the event has been ended to ensure no measures exceed data thresholds indicating new or continuation of the threat.

Section 5.

Safety Risk Management

Safety Risk Management Process

Our Safety Risk Management (SRM) process will be continuous and on-going to ensure the safety of our operations, passengers, employees, vehicles, and facilities. Community Connector will use a process whereby hazards and their consequences are identified, assessed for potential safety risk, and resolved in a manner acceptable to management. Community Connector SRM process allows us to carefully examine what could cause harm and determine whether we have taken sufficient precautions to minimize harm, or if further mitigations are necessary.

The Chief Safety Officer (CSO) will lead Community Connector's Safety Risk Management Process, working with City of Bangor, Risk Manager when necessary, to identify hazards and consequences, assess safety risk of potential consequences, and mitigate safety risk. The CSO will track the hazards with evaluation and mitigation strategies to find trends that will be analyzed to improve safety throughout the agency. The results are documented in our Hazard Tracking Log.

Community Connector SRM process will apply to all elements of our system including our operations, facilities, and vehicles; and personnel recruitment, training, and supervision.



Safety Hazard Identification

Identification of hazards may occur through direct observation, claims, customer complaints, accident reports, employee reporting, or any of the sources listed below:

- Periodic staff meetings/trainings that encourage employees to report hazards and near-misses
- Employee Safety Reporting Program/Other Accident or Incident Reports (ESRP)
- Transit Asset Management (TAM) Plan
- Facility inspections
- Pre/post trip vehicle inspections
- Post-accident investigations
- On-board cameras
- Observations from Supervisors
- Routine oversight of daily activities (On Board Evaluations)
- Customer complaints
- Routine monitoring of road conditions (weather/construction)
- Federal Transit Administration (FTA) and other oversight authorities
- Results of training assessments
- Comprehensive Hazard List (**Attachment E**)

When any safety concerns are reported whatever the source, it is reported to the Chief Safety Officer. The CSO also receives the employee reports from the ESRP, customer complaints related to safety, and any other safety related document. The CSO will review these sources for hazards and document them in the Community Connector Hazard Tracking Log.

Investigation

The CSO routinely review safety data captured in employee safety, reports customer complaints and other safety communication channels. When necessary, the CSO will ensure that the concerns are investigated and/or analyzed through the SMS.

Community Connector investigates all safety events (accidents, incidents, and occurrences, as defined by FTA) to find casual and contributing factors and review the existing mitigations in place at the time of the event. The CSO will maintain all documentation of investigation policies, processes, forms, checklists, activities and results. CSO will prepare a report and will be sent to the Accountable Executive and Operations Officer to review along with being emailed to City of Bangor Safety and Environmental Management (safety.enviromental@bangormaine.gov).



Safety Risk Assessment

Once hazards have been identified using any of the above sources, they will be evaluated to determine their potential consequences. Factors to be considered are **existing mitigation factors**, the **likelihood of the occurrence**, the **severity of the consequences for the occurrence**, and the **level of exposure to the hazard**. The CSO will use the Risk Assessment Matrix (RAM) found in **Appendix E** to evaluate, score, and prioritize each hazard. Hazards will be categorized as High, Medium, or Low depending on these definitions:

Risk Index	Criteria by Index
HIGH	Unacceptable – Action Required: Safety Risk must be mitigated or eliminated as soon as practicable.
MEDIUM	Undesirable – Management Decision: Executive management must decide whether to accept the safety risk with monitoring or further action.
LOW	Acceptable with Review: Safety Risk is acceptable pending management review.

Safety Risk Mitigation

Once hazards are documented using the RAM, the CSO and City of Bangor, Risk Manager (if needed) will use their extensive experience and the RAM to categorize the severity of the hazards. Hazards will be categorized as catastrophic, critical, marginal, or negligible.

A-CATASTROPIC: Death or system loss.

B-CRITICAL: Severe injury, severe occupational illness, or major system damage.

C-MARGINAL: Minor injury, minor occupational illness, or minor system damage.

D-NEGLIGIBLE: Less than minor injury, illness, or system damage.

The CSO will use all available tools from hazard identification and categorization to prioritize the hazards and determine mitigation strategies and resolution. Those strategies may include do nothing, re-training, new training, and/or a change in Community Connector’s procedure.

The CSO will document the safety risk management process for each hazard, from identification of source, evaluation, mitigation, resolution, and tracking by maintaining a comprehensive log. The log will be used to identify and prioritize trends to improve safety performance department wide. The log may be used as a training tool. Community Connector will utilize their own log



for tracking provided as **Attachment F**.

Section 6.

Safety Assurance

The Chief Safety Officer:

- Evaluates out compliance with operations procedures to determine whether our existing rules and procedures are sufficient to control our safety risk
- Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate and are implemented as intended
- Investigate safety events to identify causal factors
- Analyzes the information from safety reporting, including data about safety failures, defects, or conditions.

Safety Performance Monitoring and Measurement:

Community Connector has processes in place to monitor its entire transit system for compliance with operation procedures, including

- Safety audits
- Identify and track policies, procedures and protocols the Community Connector needs to monitor and measure.
- Periodically review and analyze current safety policies for sufficiency
- ERSP
- DVIR's
- Investigation of Safety occurrences to included accidents, incidents, and or near misses
- Monitor daily operational activities for safety compliance
- Safety review of modifications to service
- Regular service and preventative maintenance
- Use data collected to monitor and analyze mitigation strategies to determine effectiveness and share data with Account Executive and Operations Manager
- Occupational Safety and Health reporting's



Section 7.

Safety Promotion

Competencies and Training:

The FTA’s Public Transportation Safety Program includes two separate requirements for training:

FTA’s Public Transportation Safety Certification Training Program regulation, 49 CFR Part 672, specifies “a uniform safety certification training curriculum and requirements to enhance the technical proficiency of **individuals who conduct safety audits and examinations of public transportation systems and those who are directly responsible for safety oversight of public transportation agencies.**” (§672.1(a))

FTA’s Public Transportation Agency Safety Plan (PTASP) regulation, 49 CFR Part 673, **requires each covered public transportation agency** to “establish and implement a comprehensive safety training program for **all agency employees and contractors directly responsible for safety** in the agency’s public transportation system.” The training program “must include refresher training, as necessary.” (§673.29(a))

Community Connector transit employees must become familiar with all safety policies and procedures and learn to perform their jobs safely and efficiently. Employees are required to participate in all agency on-the-job, classroom, and specialty training. Community Connector will ensure that training programs include hazard recognition, regulatory compliance, and accident prevention.

Employees directly responsible for safety are: Bus Drivers, Dispatchers, Operations Officer, Chief Safety Officer (CSO), and Bus Superintendent (AE).

Training: The Accountable Executive and Chief Safety Officer must complete the FTA’s SMS online training. Also plan to attend the Public Transportation Safety Certification Training Program within three years and subsequently complete refresher training every two years.

Ongoing Safety and Refresher Trainings:

General

- Fire Extinguisher
- Blood Born Pathogens
- Hazardous Communication
- Spill Prevention, reporting and Cleanup
- ADA Regulations/Sensitivity
- Human Trafficking
- Emergency Action Plan
- EEO

Community Connector

Revision: Updated – 09/2023



Title VI
PTASP
City of Bangor AND Community Connector forms, policies and procedures
Drug Free Workplace
Customer Service
Bus/Van
Bus Evacuation/Emergency Procedures
Breakdowns – Triangles, Safety Vest
Ramp operation
DOT required Inspections
Drug & Alcohol
Electronic Devices

Safety Communication:

The Community Connector’s Chief Safety Officer will coordinate Community Connector’s safety communication activities for the SMS. Community Connector’s activities focus on the three categories of communication activity established in 49 CFR Part 673 (Part 673):

- Communicating safety and safety performance information throughout the agency: Community Connector communicates information on safety and safety performance on its safety board and during periodic staff meetings. Community Connector also requests information from drivers during these meetings, and which minutes are taken as record. Finally, Community Connector’s CSO posts safety bulletins and flyers on the bulletin boards located in driver’s break room, to advertising safety messages and promoting awareness of safety issues.
- Communicating information on hazards and safety risks relevant to employees' roles and responsibilities throughout the agency: As part of new-hire training, Community Connector distributes safety policies and procedures, included in the Community Connector New Employee Packet, to all new employees. Community Connector provides training on these policies and procedures and discusses them during safety talks between supervisors and bus operators. For newly emerging issues or safety events at the agency, the Chief Safety Officer issues bulletins or messages to employees that are reinforced by supervisors in one-on-one or group discussions with employees.
- Informing employees of safety actions taken in response to reports submitted through the ESRP: Community Connector CSO provides targeted communications to inform employees of safety actions taken in response to reports submitted through the ESRP, including handouts and flyers, safety talks, updates to bulletin boards, and one-on-one discussions between employees and supervisors.



Additional Information:

Community Connector will maintain documentation related to the implementation of the ASP. This documentation will be retained for three years after creation. They will be available to the FTA or other Federal or oversight entity upon request.



Section 8.

Definitions

Accident: An event that involves loss of life, serious injury to a person, collision of public transportation vehicle, and/or evacuation for life safety reasons.

Accountable Executive (AE): A single, identifiable person who has the ultimate responsibility for carrying out the PTASP and TAM Plan of the transit agency; and control or direction over the human and capital resources needed to develop and maintain both the PTASP and TAM.

Chief Safety Officer (CSO): An adequately trained individual who has responsibility for safety and reports directly to the agency's top executive or board. The Chief Safety Officer may also be the Accountable Executive.

Consequence: The result of a hazard.

Equivalent Authority: An entity that carries out duties similar to a Board of Directors.

Safety Event: An accident, incident, or occurrence.

Fatality: A transit-caused death that occurs within 30 days of transit event.

Hazard: Any real or potential condition that can cause injury, illness, or death damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Incident: An event that involves a personal injury that is not a serious injury, one or more injuries requiring medical transport, and/or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of the transit agency.

Infectious Disease: Infectious diseases are illnesses caused by germs (such as bacteria, viruses, and fungi) that enter the body, multiply, and can cause an infection.

Injury: Any physical damage or harm to a person that requires immediate medical attention and hospitalization.

Major Mechanical Failure: A failure which prevents a vehicle from completing or starting a scheduled revenue trip because actual movement is limited or because of safety concerns. Examples of major bus failures include breakdowns of brakes, doors, engine cooling systems, steering, axles, and suspension.

MPO: Metropolitan Planning Organizations in Maine. There are four (4) in Maine: KACTS, BACTS, PACTS, ATRC.

PTASP: Public Transportation Agency Safety Plan required by 49 CFR Part 673.



Risk: The composite of predicted severity and likelihood of the potential effect of a hazard.

Risk Mitigation: A method or methods to eliminate or reduce the effects of hazards.

Safety Assurance: The processes within a transit agency's SMS that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Risk Management: A process within a transit agency's ASP for identifying hazards and analyzing, assessing, and mitigating safety risk.

Small Public Transportation Providers: Transit systems operating fewer than 100 vehicles in peak revenue service.

Safety Management System (SMS): A comprehensive collaborative approach to managing safety bringing management and labor together to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more precisely.

SMS Executive: The Safety Management System Executive is the Chief Safety Officer or equivalent.

System Reliability: Mean distance between major mechanical failures by mode.

TAM: Transit Asset Management plan. A business model that prioritizes funding based on the condition of transit assets to achieve and maintain a state of good repair (SGR) for the nation's public transportation assets.



Section 9.

Acronyms

ADA: Americans with Disabilities Act

ATRC: Androscoggin Transportation Resource Center

AVCOG: Androscoggin Valley Council of Governments

BACTS: Bangor Area Comprehensive Transportation System

BSOOB: Biddeford-Saco-Old Orchard Beach Transit Committee

CDC: Centers for Disease Control

CDL: Commercial Driver's License

DOT: United States Department of Transportation

DR: Demand Response

FAST: Fixing America's Surface Transportation Act of 2015

FHWA: Federal Highway Administration

FTA: Federal Transit Administration

GPCOG: Greater Portland Council of Governments

JSA: Job Safety Analysis

KACTS: Kittery Area Comprehensive Transportation System

LATC: Lewiston-Auburn Transit Committee

MaineDOT: Maine Department of Transportation

MPO: Metropolitan Planning Organization

NPTSP: National Public Transportation

Safety Plan NTD: National Transit Database

PACTS: Portland Area Comprehensive Transportation System

PM: Preventive Maintenance

PTASP: Public Transportation Agency Safety Plan required by 49 CFR Part 673

RAM: Risk Assessment Matrix

RTP: Regional Transportation Program

SA: Safety Assurance

SDS: Safety Data Sheets



SOP: Standard Operating Procedure SPBS:

South Portland Bus Service

SMPDC: Southern Maine Planning & Development Commission

SMS: Safety Management System

SPM: Safety Performance Measure

SPT: Safety Performance Target

SRM: Safety Risk Management

TAM: Transit Asset Management

USDOT: United States Department of Transportation

VRM: Vehicle Revenue Mile

WAVE: Wheels to Access Vocation and Education

WMTS: Western Maine Transportation Services

YCCAC: York County Community Action Corporation



ATTACHMENT A: BOARD APPROVAL



CITY COUNCIL ACTION 10/26/2020 20-354
 Council Meeting Date: 10/26/2020
 Item No: 20-354
 Responsible Dept: Community Connector
 Requested Action: Order Map/Lot: N/A

Title, Order
 Authorizing the Public Transportation Agency Safety Plan for the Community Connector

Summary
 City of Bangor, Community Connector is required by the Federal Transit Administration (FTA) to develop and implement a Public Transportation Agency Safety Plan (PTASP) based on being the recipient of federal funding. The plan outlines in detail how Community Connector will develop and implement a Safety Management System (SMS). This is to include such items as safety performance targets, safety management policy, safety risk management, safety assurance, and safety promotion. The intent of the plan is to improve public transportation safety and provide the Community Connector with a structure for understanding and addressing safety risks through proactive and timely data-driven organizational decision making.

Committee Action
 Committee: Government Operations Committee Meeting Date: 10/19/2020
 Action: Recommend for passage For: 4 Against: 0
Staff Comments & Approvals

Chris Innes City Manager *[Signature]* City Solicitor *Walter Lanni* Finance Director
 Introduced for: Consent



CITY OF BANGOR ORDER 10/26/2020 20-354

Date: 10/26/2020
 Item No: 20-354
 Assigned to Councilor: Supica

Authorizing the Public Transportation Agency Safety Plan for the Community Connector

Whereas; City of Bangor, Community Connector is required by the Federal Transit Administration (FTA) to develop and implement a Public Transportation Agency Safety Plan (PTASP) based on being the recipient of federal funding, and

Whereas; City Staff has created a Public Transportation Agency Safety Plan (PTASP) within the requirements set by the Federal Transit Administration (FTA), and

Whereas; the City must approve and enact the Public Transportation Agency Safety Plan (PTASP) by December 31, 2020

Be it Ordered by the City Council of the City of Bangor that, the Public Transportation Agency Safety Plan for the Community Connector is approved.



ATTACHMENT B: CERTIFICATE OF COMPLIANCE

Certifications and Assurances

Fiscal Year 2023

FEDERAL FISCAL YEAR 2023 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: City of Bangor Community Connector

The Applicant certifies to the applicable provisions of all categories: (check here) .

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____



Certifications and Assurances

Fiscal Year 2023

- 12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs
- 13 State of Good Repair Grants
- 14 Infrastructure Finance Programs
- 15 Alcohol and Controlled Substances Testing
- 16 Rail Safety Training and Oversight
- 17 Demand Responsive Service
- 18 Interest and Financing Costs
- 19 Cybersecurity Certification for Rail Rolling Stock and Operations
- 20 Tribal Transit Programs
- 21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Deborah Laurie

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute



Certifications and Assurances

Fiscal Year 2023

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Deborah Laurie Date: 2/16/23

Name Deborah Laurie Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): David Szewczyk

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature David Szewczyk Date: 2/17/23

Name David Szewczyk Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.



ATTACHMENT C: EMPLOYEE REPORTING FORM

Community Connector EMPLOYEE SAFETY REPORTING FORM

Please complete form as thoroughly as possible. If preferred, leave employee name field blank to remain anonymous.

DATE: _____ TIME: _____

WEATHER CONDITIONS: _____

ROAD CONDITIONS: _____

DAY OF WEEK: MON TUES WED THURS FRI SAT SAFETY EVENT HAZARD
 NEAR MISS POLICY

DESCRIBE SAFETY CONCERN: _____

This form completed by: _____

Form submitted to: _____

Date form submitted: _____

Action taken by CSO: _____

Follow-up action: _____

Date closed: _____



ATTACHMENT D: COMPREHENSIVE HAZARD LIST

Hazard	Hazard type Category	Consequence	Risk Mitigation
Blinding Sunlight	Environmental	Crash/injury/vehicle damage	Provide tinted visors/ keep windshield clean
Night Glare	Environmental	Crash/injury/vehicle damage	Keep windshield clean
Snow/Ice build up on windshield	Environmental	Crash/injury/vehicle damage	Remove snow/working defrost/wiper replacement
Slippery Boarding Stairs/Other surfaces	Environmental	Injuries	Keep stairs clean and dry as possible/use salt when icy
Deer / Animal Collisions	Environmental	Crash/vehicle damage/injuries	Install Deer Whistles/Defensive Driving Course
Snow on Vehicle Roof	Environmental	Crash/Fines/vehicle damage	Properly remove all snow before moving vehicle
Uncleared bus stop locations	Environmental	Slip and fall injury	Clear bus stops or stop in alternate locations if safe
Hazardous material spills on bus or in garage	Environmental	Slip & Fall/Contamination to employees and riders	Clean up spills as soon as possible
Poor weather conditions	Environmental	Crash/Slip & Fall/Cancelled service	Cancel or reschedule service if possible
Heavy rains	Environmental	Crash/Slip & Fall	Use caution/reschedule service if possible
Blizzard conditions/snow storms	Environmental	Crash/Slip & Fall/Cancelled service	Cancel service in dangerous conditions
Freezing rain, sleet	Environmental	Crash/Slip & Fall/Cancelled service	Cancel service in dangerous conditions
Fog	Environmental	Crash/Poor on-time performance	Drive more slowly/defensive driving course
High winds	Environmental	Crash/Poor on-time performance	Drive more slowly/defensive driving course
Frost heaves/road damage	Environmental	Passenger injury, vehicle damage	Drive more slowly, try to avoid if possible
Flooding/debris in roadway	Environmental	Detour/service delay	Drive more slowly, try to avoid if possible
Wildlife/animals in roadway	Environmental	Crash/vehicle damage	Drive more slowly, try to avoid if possible
Driving Tired	Organizational	Loss of Life / License / Fines	Drivers should get proper rest before shift
Mobility Device not properly secured	Organizational	Injury to rider/driver/other passengers	Re-train employee
Operating Vehicles Beyond Useful Life	Organizational	High maintenance costs/risk of breakdowns	Replace aging equipment as soon as practicable
Disorderly / Disruptive Passenger	Organizational	Confrontation / Injury	Adequate Training/Disruptive Passenger Policy/Call 911
Disabled Vehicle on Shoulder	Organizational	Potential crash/detour/bus not on schedule	Defensive Driving Techniques / Best Practices
Intruder Situation	Organizational	Confrontation / Injury	Training / Secure Access Points / Panic Button/Call 911
Occupational Exposure / Bloodborne Pathogens	Organizational	Injury to employees/passengers	Training / Policies & Procedures
Passenger not wearing seat belt	Organizational	Potential injury/fines	Training / Policies & Procedures
Child not in safety seat	Organizational	Potential injury/fines	Training / Policies & Procedures
Violation of traffic regulations	Organizational	Potential injury/fines	Training / Policies & Procedures



Driving to Endanger	Organizational	Potential crash/injuries/fines	Defensive Driving Techniques / Policies & Procedures
Observation of passengers in unsafe conditions (abuse, neglect, trafficked)	Organizational	Potential harm/danger to passengers	Training / Policies & Procedures
Tight/hard to meet schedules	Organizational	Crash/Poor on-time performance	Review schedule/train dispatchers to avoid
Passengers needing assistance	Organizational	Potential injury/service delay	Training / Policies & Procedures
Trips/falls during boarding	Organizational	Injury to passengers	Training to assess and assist when necessary
Transporting oxygen tanks/other medical equipment	Organizational	Injuries due to unsecured equipment	Training, ensure equipment is secured
Poor communication between driver/dispatch/passenger	Organizational	Injury/service delay/bad reputation	Training, rider manual, policies & procedures
Passenger with firearm/weapon	Organizational	Injury/danger	Have weapons policy, contact law enforcement if needed
Driver inattention to sleeping/unresponsive passenger	Organizational	Potential injury or wrong stop for rider	Training, driver policies
Safety inspections not done on time	Organizational	Crash/breakdown/fines/non-compliance	Training/supervisory oversight/state sanctions
Driver injuries when assisting passengers	Organizational	Loss of time/need to seek medical attention	Better training on passenger assistance
Inappropriate driver conduct	Organizational	Poor customer service/loss of job/unsafe conditions	Lack of trust, poor service
Employee misconduct - theft	Organizational	Lower agency reputation/replacement cost	Increased supervision/accountability
Computer hacking/cyber attacks	Organizational	Loss of important data/loss of revenue/disrupted service	Increased computer security-upgrades/train employees
Poor records retention practices	Organizational	Loss of important data/potential audit finding	Better training on records retention
Lack of adequate training	Organizational	Lower system-wide performance	Improve training
Non compliance with D&A policies/procedures	Organizational	Potential traffic violations/crash	Increased supervision/awareness of requirements
Use of improper lifting techniques	Organizational	Passenger injury/Employee injury/worker's comp claims	Better training and oversight
Traffic Circle (others not following Pattern)	Technical	Potential crash or injury/fines	Training / Policies & Procedures
Glass on road from previous accident	Technical	Flat tire	Report to Town Highway Dept.
Inadequate lighting in boarding area	Technical	Slip & Fall/Injuries	Address better lighting
Operating Defective Equipment	Technical	Accident / Loss of Life / Fines / OOS	Training / Preventative Maintenance / Repair
Excessive Exhaust Fumes Idling	Technical	Sickness	Limit Idle Time
Near Misses	Technical	Preventable Accident / Injury	Encourage Reporting / Training, Policies & Procedures
Maneuvering vehicles in difficult locations	Technical	Crash/injury/vehicle damage	Defensive Driving training
Backing up dangers	Technical	Crash/injury/vehicle damage	Defensive Driving training
Traffic Congestion/other adverse road conditions	Technical	Crash/injury/poor on-time performance	Defensive Driving training/Allow time in schedule
Vehicle Accident/Breakdown	Technical	Crash/injury/poor on-time performance	Ensure maintenance and repairs done on-time
Unauthorized personnel in maintenance area	Technical	Injury/lawsuit	Enforce policies and procedures
Break-ins/vandalism damage to facilities/vehicles	Technical	Loss of service/reputation	Improve security, add cameras/fencing if funding allows
Other motorists	Technical	Injury/crashes	Defensive Driving
Bicyclists	Technical	Injury/crashes/lawsuits	Defensive Driving
Pedestrians	Technical	Injury/crashes/lawsuits	Defensive Driving
Outdated software/hardware	Technical	Potential for cyber attack/loss of data	Update computer hardware/software/security
Loss or lack of resources	Technical	Outdated fleet/equipment/loss of service	Apply for available funding/seek increase of local match



ATTACHMENT E: RISK ASSESSMENT MATRIX (RAM)

Reported or Identified Hazard: _____

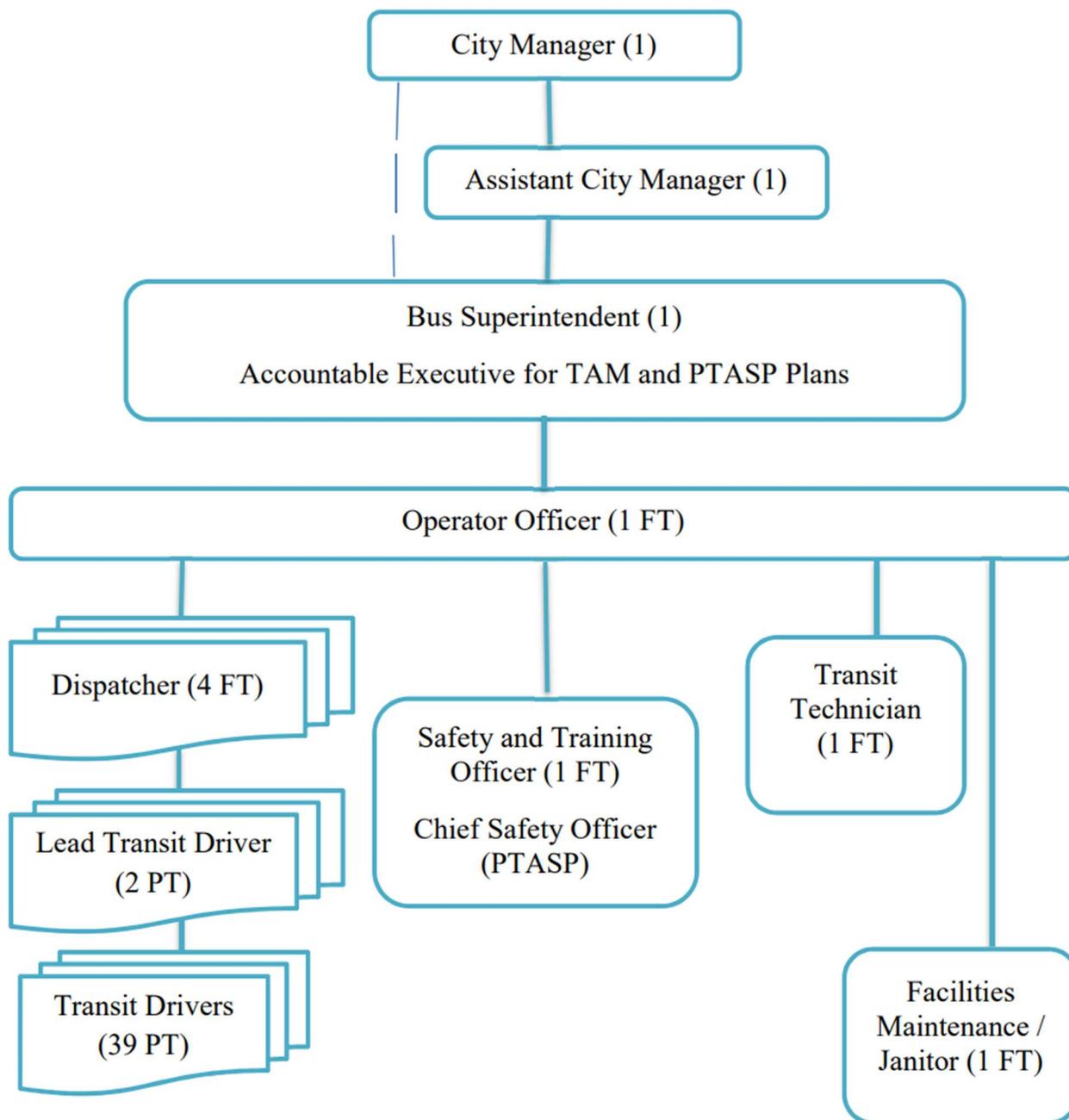
Severity	Consequences				Likelihood				
	People	Assets	Environment	Reputation	1	2	3	4	5
					Practically impossible (never heard of in the industry)	Remote, not likely to occur	Could occur, or heard of it happening	Likely, known to occur or has happened before	Common, or occurs frequently
1	First aid or no injury	No/Slight damage	No/Slight effect	No/Slight impact	Low	Low	Low	Low	Low
2	Slight injury, medical treatment	Minor damage	Minor effect	Limited impact	Low	Low	Low	Medium	Medium
3	Serious injury, hospitalization more than 7 days	Moderate damage	Moderate effect	Local area impact	Low	Medium	Medium	High	High
4	Permanent total disability, or one fatality	Major damage, unit level	Major effect	Major statewide impact	Medium	Medium	High	High	High
5	Multiple fatalities	Major damage, multiple units	Massive effect	Major national impact	High	High	High	High	High
Risk Value:									

Total Risk Level (sum of all risk values):	0
Total Risk Value (total risk level x likelihood):	



ATTACHMENT G: ORGANIZING CHART

City of Bangor Community Connector





REFERRALS TO
COMMITTEES
& FIRST READING



CITY COUNCIL ACTION

Council Meeting Date: September 25, 2023

Item No: 23-294

Responsible Dept: Community & Economic Development

Action Requested: Ordinance

Map/Lot: N/A

Title, Ordinance

Amending Chapter 23, Boards, Committees, Commissions, Section 23-37, by Allowing the City Council Committee to Request a Meeting of the Downtown Parking Advisory Committee

Summary

The Downtown Parking Advisory Committee, a 7-member Committee, is authorized to review the City's parking resources, prices and fees, and policies as they relate to on-street and off-street parking in the Downtown Parking Management District and make recommendations regarding the same to the City Council and its appropriate committees.

As currently written, a meeting will occur when requested by the Committee Chair or by the City Council. It does not allow for parking items to be referred to the Committee by a City Council Committee. Currently, oversight of parking management falls to the Community & Economic Development Department. As such, parking related items are typically reviewed by the Business & Economic Development Committee. This amendment would allow the appropriate Council Committee to refer items to the Downtown Parking Advisory Committee.

Committee Action

Committee: Business and Economic Development

Meeting Date: September 18, 2023

Action:

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: First Reading



CITY COUNCIL ORDINANCE

Date: September 25, 2023

Assigned to Councilor: Tremble

ORDINANCE, Amending Chapter 23, Boards, Committees, Commissions, Section 23-37, by Allowing the City Council Committee to Request a Meeting of to the Downtown Parking Advisory Committee

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BANGOR AS FOLLOWS, THAT

Chapter 23 of the Code of the City of Bangor is amended as follows:

§ 23-37 Meetings; quorum.

A. The Committee shall meet as follows:

...

(2) When requested to meet by the Committee Chair or by the City Council or City Council Committee.

Additions are underlined.



CITY COUNCIL ACTION

Council Meeting Date: September 25, 2023

Item No: 23-295

Responsible Dept: Planning

Action Requested: Ordinance

Map/Lot: N/A

Title, Ordinance

Amending Chapter 165, Land Development Code, by Adding the Use of Permanent Supportive Housing as a Conditional Use in the Low-Density Residential (LDR), High-Density Residential (HDR), and Multi-family and Service District (M&SD) Zones

Summary

The proposed changes would update the City's Land Development Code to add the use of Permanent Supportive Housing as a conditional use in the LDR, HDR, and M&SD zones. A Council Ordinance adopted on October 24, 2022 defined this use and added it as a conditional use to the Government & Institutional Service District (G&ISD) zone.

This use is akin to Transitional Housing in that there are staff available for support services to residents, but it differs in that the residents may reside there permanently. It is not the same as group homes as defined or other congregate care, as the people reside in efficiency units and thus have more independence. The use is defined as "a multifamily building or multiple buildings on a lot that contain(s) permanent, project-based supportive housing which are funded with project-based vouchers and associated services to residents."

This proposal aligns with the 2022 Comprehensive Plan, which suggests that the City revise zoning regulations to remove barriers to development for a variety of housing types including single-room occupancy housing, tiny homes, and transitional housing. The proposed dimensional controls, including minimum lot size and setbacks, follow the requirements for attached residential developments (townhouses) and congregate care housing.

Committee Action

Committee: Planning Board

Meeting Date: October 3, 2023

Action:

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: First Reading and Referral



CITY COUNCIL ORDINANCE

Date: September 25, 2023

Assigned to Councilor: Davitt

ORDINANCE, Amending Chapter 165, Land Development Code, by Adding the Use of Permanent Supportive Housing as a Conditional Use in the Low-Density Residential (LDR), High-Density Residential (HDR), and Multi-family and Service District (M&SD) Zones.

WHEREAS, the proposed changes would update the City's Land Development Code to add the use of Permanent Supportive Housing as a conditional use in the LDR, HDR, and M&SD zones;

WHEREAS, the City Council has a policy to create residential units where feasible;

WHEREAS, the 2022 Comprehensive Plan suggests that the City revise zoning regulations to remove barriers to development for a variety of housing types including single-room occupancy housing, tiny homes, and transitional housing;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BANGOR AS FOLLOWS, THAT

Chapter 165, Attachment 3 – Schedule B of the Code of the City of Bangor is amended as shown on the attached, and

Chapter 165 of the Code of the City of Bangor is amended as follows:

§ 165-90 Multifamily and Service District (M&SD).

...
D. Conditional uses. Subject to Planning Board approval under the provisions of § **165-9**, the following uses may be permitted in this district:

...
(6) Permanent supportive housing.

§ 165-99 Low-Density Residential (LDR).

...
D. Conditional uses. Subject to Planning Board approval under the provisions of § **165-9**, the following uses may be permitted in this district:

...
(4) Permanent supportive housing.

§ 165-100 High-Density Residential District (HDR).

...
D. Conditional uses. Subject to Planning Board approval under the provisions of § **165-9**, the following uses may be permitted in this district:

...

(9) Permanent supportive housing.

LAND DEVELOPMENT

165 Attachment 3

City of Bangor

Schedule B

Developing Area

Article XIV, §§ 165-99 through 165-103.1

Zoning Districts	Minimum Lot Area (square feet)	Minimum Front Yard Depth (feet)	Minimum Side Yard Depth (feet)	Minimum Rear Yard Depth (feet)	Maximum Dwelling Units per Acre	Maximum Dwelling Units per Building	Maximum Height (feet)	Maximum Lot Coverage	Maximum Floor Area Ratio	Maximum Impervious Surface Ratio	Minimum Open Space	Minimum Lot Width (feet)	Minimum Buffer Yard Type
Low-Density Residential (LDR) Conditional uses Attached residential dwellings (minimum 3-acre site) [Article XIV, §165-99D(1)]. <u>Permanent supportive housing</u>	<u>3 acres (for the site)</u>	30	20	25	5	6	35	25%	NA	0.3	35% of gross acreage	100	A
High-Density Residential (HDR) Conditional uses Congregate housing, <u>Permanent supportive housing</u>	2 acres	30	20	25	25	100	45	30%	1	0.6	NA	125	B



CITY COUNCIL ACTION

Council Meeting Date: September 25, 2023

Item No: 23-296

Responsible Dept: Planning

Action Requested: Ordinance

Map/Lot: N/A

Title, Ordinance

Correcting Typographic Errors in Council Ordinance 23-141 Voted on and Passed on May 22, 2023, which Amended Chapter 165, Land Development Code, to Clarify the Protections, Allowances, and Restrictions for Non-Conforming Uses, Structures and Lots

Summary

This is a corrective ordinance to correct typographical errors in Council Ordinance 23-141 passed on May 22, 2023, the purpose of which was to clarify the protections, allowances, and restrictions for non-conforming uses, structures, and lots.

Committee Action

Committee:

Meeting Date:

Action:

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: First Reading



CITY COUNCIL ORDINANCE

Date: September 25, 2023

Assigned to Councilor: Hawes

ORDINANCE, Correcting Typographic Errors in Council Ordinance 23-141 Voted on and Passed on May 22, 2023, which Amended Chapter 165, Land Development Code, to Clarify the Protections, Allowances and Restrictions for Non-Conforming Uses, Structures and Lots

WHEREAS, at present, Council Ordinance 23-141, voted on and passed on May 22, 2023, to clarify the protections, allowances, and restrictions for non-conforming uses, structures, and lots, contained minor typographical errors;

WHEREAS, there is a need to correct these errors for the new language to be integrated appropriately into the Code of Ordinances;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BANGOR AS FOLLOWS, THAT

Chapter 165 of the Code of the City of Bangor is amended as follows:

165-17 Nonconforming Structures

- ...
- B. A nonconforming Structure containing a use listed in §165-111.A may be enlarged, subject to review by the Planning Board, only if it satisfies all of the provisions listed below:
- ...
- ...
- C D. If a nonconforming non-residential Structure is demolished or accidentally destroyed by fire or natural catastrophe, the Structure may be rebuilt on the existing footprint, or enlarged subject to the provisions listed above in §165-17.A. Reconstruction with any enlargements must commence within two years of the demolition or destruction, or the Structure must conform to all regulations of the applicable District. Residential structures may be rebuilt and expanded otherwise within seven (7) years of such damage by review of the Code Enforcement Officer, or the structure must conform to all regulations of the applicable district.
- E. Lots containing non-conforming residential structures that have been demolished, abandoned or cease to be occupied for a period of seven years or more shall conform to the requirements of this Code in all respects.
- Ø F. Lots with non-conforming residential structures may house accessory dwelling units if, in the opinion of the Code Enforcement Officer, the requirements in §165-17.C are met.
- ...

~~165-22 (Reserved)~~

Additions are underlined; deletions are ~~struck through~~.



CITY COUNCIL ACTION

09/25/2023 23-297

Council Meeting Date: 09/25/2023

Item No: 23-297

Responsible Dept: Health & Community Services

Requested Action: Resolve

Map/Lot: N/A

Title, Resolve

Authorizing the City Manager to Accept and Appropriate \$406,222 for the Supplemental Nutrition Education Grant Program from the University of New England

Summary

This Order authorizes the City Manager to accept and appropriate \$406,222 from the University of New England for a One Year Period Beginning October 1, 2023.

This will constitute a sixth-year extension in a five-year grant cycle to provide nutrition education to SNAP eligible residents of Penobscot and Piscataquis counties. These are federal funds passed from USDA through Maine's Office of Family Independence to the University of New England who manages the SNAP Education Program statewide.

Bangor Public Health has been administering the SNAP education program locally since 2012.

Committee Action

Committee: Government Operations Committee

Meeting Date: 10/02/2023

Action: Recommend for passage

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: First Reading & Referral Government Operations Committee



CITY OF BANGOR RESOLVE

09/25/2023 23-297

Date: 09/25/2023

Item No: 23-297

Assigned to Councilor: Pelletier

Whereas, these funds are for a sixth year extension to a five-year grant cycle to provide nutrition education to SNAP eligible residents of Penobscot and Piscataquis counties; and

Whereas, Bangor Public Health has been administering the SNAP education program locally since 2012;

Be it Resolved by the City Council of the City of Bangor that, the City Manager is authorized to accept and appropriate \$406,222 in funding from the University of New England for the Supplemental Nutrition Education Program.



UNFINISHED
BUSINESS



CITY COUNCIL ACTION

Council Meeting Date: September 11, 2023

Item No: 23-270

Responsible Dept: Planning

Action Requested: Ordinance

Map/Lot: R14-006-C

Title, Ordinance

Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located on Ohio Street from Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR).

Summary

The applicant is seeking a zone change for the property at Map-Lot R14-006-C, located on Ohio Street, from the Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR). The total area requested to be changed is approximately 9.11 acres and is shown in the attached exhibit.

The change to the HDR district would allow for larger multi-family dwellings and other high density residential uses on the property versus the current low density residential uses allowed by the URD-1 and RR&A zones. The neighborhood consists of a mix of single-family homes, townhomes, and apartment buildings. The zoning in the area is primarily a mixture of URD-1, LDR, RR&A, and HDR, with some G&ISD where there are schools. This area is within the growth boundary shown in the 2022 Comprehensive Plan and the future land use map in the Plan shows this area as consisting of "medium-density residential development with limited commercial and institutional uses that are complementary to the surrounding residential land uses".

Committee Action

Committee: Planning Board

Meeting Date: September 19, 2023

Action:

For:

Against:

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: First Reading and Referral



CITY COUNCIL ORDINANCE

Date: September 11, 2023

Assigned to Councilor: Hawes

ORDINANCE, Amending Chapter 165, Land Development Code, District Map to Re-zone Property Located on Ohio Street from Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR).

WHEREAS, at present, the zoning of the property allows low-density residential and this zone change would allow for higher density residential;

WHEREAS, the 2022 Comprehensive Plan shows this area as consisting of "medium-density residential development with limited commercial and institutional uses that are complementary to the surrounding residential land uses";

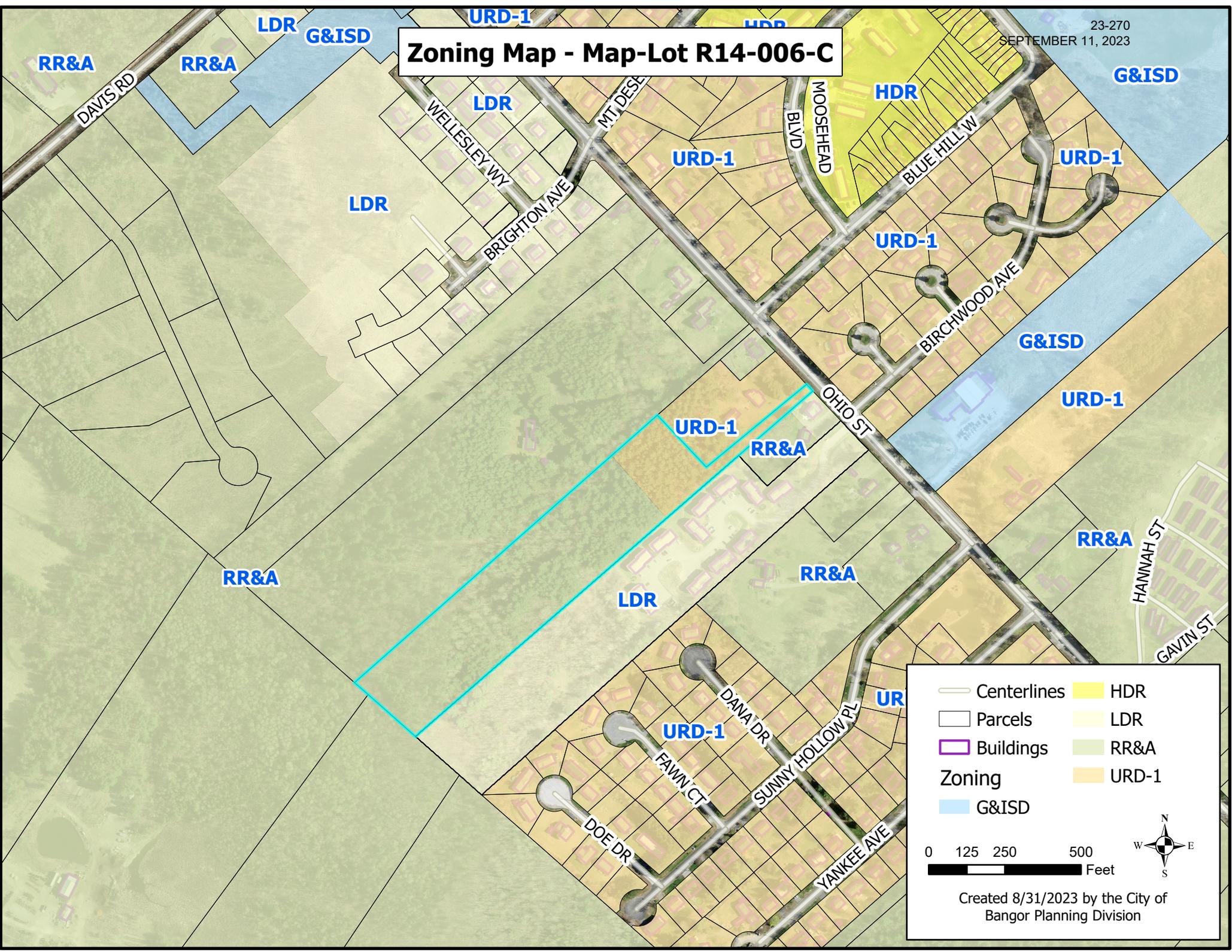
WHEREAS, the City Council has a policy to create residential units where feasible;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BANGOR AS FOLLOWS, THAT

Chapter 165 of the Code of the City of Bangor, District Map, is amended to reclassify the property at Map-Lot R14-006-C, located on Ohio Street, from the Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR). The total area requested to be changed is approximately 9.11 acres and is shown in the attached exhibit.

Zoning Map - Map-Lot R14-006-C

23-270
SEPTEMBER 11, 2023



	Centerlines		HDR
	Parcels		LDR
	Buildings		RR&A
Zoning			URD-1
	G&ISD		

0 125 250 500 Feet

Created 8/31/2023 by the City of Bangor Planning Division



COMMUNITY & ECONOMIC DEVELOPMENT

CITY OF BANGOR

PLANNING DIVISION

Memorandum

To: Honorable Bangor City Council
Deb Laurie, City Manager

From: Anja Collette, Planning Analyst

Date: September 20, 2023

CC: Courtney O'Donnell, Assistant City Manager
David Szewczyk, City Solicitor
Anne Krieg AICP – Director of Community & Economic Development

Re: Planning Board Recommendation September 19, 2023
Amending Chapter 165, Land Development Code, District Map to Re-zone Property
Located on Ohio Street from Urban Residence 1 District (URD-1) and Rural
Residence and Agricultural District (RR&A) to High-Density District (HDR)

Please accept this memorandum as the recommendation from the Planning Board for the noted item. The Planning Board considered this item in a noticed public hearing on September 19, 2023.

The meeting was conducted in the Council Chambers at City Hall and on Zoom. Members in attendance in the Chambers were the Chair Reese Perkins, Vice Chair Ted Brush, and Members Trish Hayes, Don Meagher, Mike Bazinet, Ken Huhn, and Jonathan Boucher. Also in attendance was Alternate Member Joshua Saucier.

Harvey Sprague, applicant and partial owner of the property, presented the proposed change to the Board. Sprague explained that this change would make the property more conducive to building housing.

From the staff memo:

- A. The applicant is seeking a zone change for the property at Map-Lot R14-006-C, located on Ohio Street, from the Urban Residence 1 District (URD-1) and Rural Residence and Agricultural District (RR&A) to High-Density Residential (HDR). The change to the HDR district would allow for larger multi-family dwellings and other high density residential uses on the property versus the current low density residential uses allowed by the URD-1 and RR&A zones (single family homes, attached residential, tiny home parks or manufactured home parks inside the growth boundary, and buildings with 2 to 4 dwelling units per the changes from LD 2003).
- B. The neighborhood consists of a mix of single-family homes, townhomes, and apartment buildings. The zoning in the area is primarily a mixture of URD-1, LDR, RR&A, and HDR, with some G&ISD where there are schools.

- C. This area is within the growth boundary shown in the 2022 Comprehensive Plan and the future land use map in the Plan shows this area as consisting of “medium-density residential development with limited commercial and institutional uses that are complementary to the surrounding residential land uses”.

Member Boucher asked about the availability of utilities in this area. City Engineer Theriault stated that public water was available, but the applicant would likely have to some work to extend sewer up Ohio Street.

Concerns were heard from neighboring property owners related to the impact of high-density development on traffic, the environment, utilities, and quality of life for the neighborhood. Many felt that high-density residential would not fit with the surrounding lower density residential uses. There was some confusion and concern expressed regarding lack of detail on proposed plans for the property. Chair Perkins and staff clarified that the process is to apply for a zone change first and then return with site plans containing more detail on the development; Perkins emphasized that Board members must consider the zone change based on the range of potential uses in the proposed zone, not necessarily what the applicant is planning to do.

Some abutters expressed concerns about the available right-of-way being too narrow for a driveway into a potential development. City Engineer Theriault stated that based on his evaluation, it would be wide enough for a 22-foot wide driveway, which is the same width of the driveway for the neighboring Sable Ridge development.

Some abutters felt that the proposed change did not fit with the future land use for the area designated in the 2022 Comprehensive Plan and felt that this would be spot zoning. The same abutters expressed concerns about the range of potential uses listed for the HDR zone.

Development Director Krieg explained that the City is currently in the position of having passed the Comprehensive Plan, but not having implemented the land use section of the Plan, the significance being that the terms used in the Comprehensive Plan are not currently defined and therefore not strictly comparable to the wording used for the current zoning districts. Krieg explained that the term “medium-density” has not yet been defined, but that it is anticipated to be the next step down from what exists currently in the urban neighborhoods. However, it’s unclear how it will look at this time since the City has not yet gone through the implementation process. Krieg emphasized that it is the burden of the applicant to show evidence supporting the change and that the Board should consider what the overall build-out of the property could be.

Alternate Member Saucier commented about some bias expressed by abutters towards apartments and pointed out that there are several non-resident owners of townhomes in the neighboring Sable Ridge development. Saucier asked why the applicant did not request to go to URD-1 instead of HDR.

Board members discussed interpretation of the wording used for the area in the future land use plan. Member Meagher asked about the timing of the implementation phase and if that could result in the

CITY OF BANGOR PLANNING DIVISION
PLANNING BOARD RECOMMENDATION TO CITY COUNCIL 9.19.23
Ohio Street – Map-Lot R14-006-C

zoning in this area potentially changing. Krieg anticipated the implementation beginning this winter and confirmed that it is possible the zoning could change. Chair Perkins discussed his ambivalence on the change due to concerns about lack of housing on one hand, but concerns about spot zoning and lack of definition in the land use plan on the other.

Vice Chair Brush made a motion to recommend that the zone change ought to pass. Member Boucher seconded the motion. The motion failed with 5 members opposing and 2 in favor. The votes were as follows:

Member Bazinet – no; felt that this would be spot zoning.

Vice Chair Brush - no; felt that the change would be contrary to the Comprehensive Plan.

Member Meagher – no; had concerns about the Comprehensive Plan not yet being implemented and the lack of definition for medium density in the future land use map within the Plan.

Member Huhn – no; felt that definitions needed to be more established and that the change would be contrary to the Comprehensive Plan.

Chair Perkins - no; felt that the change would not fit with the Comprehensive Plan.

Member Hayes – yes; felt that the issues brought up by residents would be addressed during the site plan process.

Member Boucher – yes; didn't feel that the change would be spot zoning since it didn't seem very much out of line with what currently exists in the area. Similar to Member Hayes, felt that the issues brought up would be dealt with during the site plan process.

The result of the vote is that a majority of Planning Board members voted to recommend that the proposed amendments ought **not** to pass.

Anja Collette



CITY COUNCIL ACTION

09/11/2023 23-271

Council Meeting Date: 09/11/2023

Item No: 23-271

Responsible Dept: Airport

Requested Action: Resolve

Map/Lot: 001-001

Title, Resolve

Accepting and Appropriating \$61,000 for Additional Design and Engineering Costs from the National Guard Bureau and the Maine Air National Guard for the Runway Rehabilitation Project at Bangor International Airport.

Summary

This Resolve will authorize the acceptance and appropriation of \$61,000 for design and engineering costs from the National Guard Bureau, and the Maine Air National Guard, for the runway rehabilitation project at Bangor International Airport.

The City originally accepted and appropriated \$175,000 on Resolve 22-313. These additional funds will bring the total to \$236,000.

The runway project was postponed and needed to be reprogrammed incurring additional costs. This is a joint project between the Guard and the City which will ensure the continued use for military and public purposes. Our current agreement outlines the terms and conditions for the Guard's contributions to the cost of this project. This cooperative agreement identifies the Guard's share of the project at 35%, based on their annual usage.

Committee Action

Committee: Finance Committee
Action: Recommend for passage

Meeting Date: 09/06/2023
For: 4 Against: 0

Staff Comments & Approvals

Staff recommends approval.

City Manager

City Solicitor

Finance Director

Introduced for: First Reading



CITY OF BANGOR RESOLVE

09/11/2023 23-271

Date: 09/11/2023

Item No: 23-271

Assigned to Councilor: Leonard

Accepting and Appropriating \$61,000 for Additional Design and Engineering Costs from the National Guard Bureau and the Maine Air National Guard for the Runway Rehabilitation Project at Bangor International Airport.

WHEREAS, The City of Bangor, Maine is the owner of an airport located in Bangor, County of Penobscot, State of Maine, commonly known as Bangor International Airport; and

WHEREAS, This Resolve will authorize the acceptance and appropriation of \$61,000 for design and engineering costs from the National Guard Bureau and the Maine Air National Guard, for the runway rehabilitation project at the airport; and

WHEREAS, The City approved the execution a construction cooperative agreement with the National Guard Bureau to cost share the runway rehabilitation project at the airport; and

WHEREAS, This is a joint project between the Guard and the City, and the runway improvements will ensure the continued use for military and public purposes; and

WHEREAS, This cooperative agreement identifies the Guard's share of the project at 35%, based on their annual usage.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BANGOR, THAT

The City Manager is hereby authorized to accept and appropriate \$61,000 for design and engineering costs from the National Guard Bureau and the Maine Air National Guard, for the runway rehabilitation project at Bangor International Airport (BGR).



NEW BUSINESS



CITY COUNCIL ACTION

09/25/2023 23-298

Council Meeting Date: 09/25/2023

Item No: 23-298

Responsible Dept: City Manager

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing the Award of up to \$261,342 in State and Local Fiscal Recovery Funds to Support Direct Costs of Food and Medicine's Workforce Navigator to Assist Bangor Residents

Summary

This Order would authorize the award of up to \$261,342 in State and Local Fiscal Recovery Funds (AKA ARPA funds) to Food and Medicine (FAM) for the direct costs associated with the creation of a workforce navigator position to assist Bangor residents.

As a subrecipient of state and federal grant funds, FAM currently employs one peer workforce navigator that provides services to seven counties. A workforce navigator works with individuals to improve resiliency rates within the unemployment benefit system and to guide workers to new jobs, education and other resources. In addition to the work with individuals, the position would build programs for other community organizations to utilize, which includes training staff, members and/or volunteers.

This award is in support of the following:

- This award will provide funding to support to workforce development.
- This award will providing funding to support the provision of services to disproportionately impacted community members.

Committee Action

Committee: Council Workshop
Action: Recommend for passage

Meeting Date: 09/11/2023
For: 5 Against: 2

Staff Comments & Approvals



City Manager



City Solicitor



Finance Director

Introduced for: New Business



CITY OF BANGOR ORDER

09/25/2023 23-298

Date: 09/25/2023

Item No: 23-298

Assigned to Councilor: Yacoubagha

Authorizing the Award of up to \$261,342 in State and Local Fiscal Recovery Funds to Support Direct Costs of Food and Medicine's Workforce Navigator to Assist Bangor Residents

WHEREAS, in conjunction with the Heart of Maine United Way, the City of Bangor conducted an open and public application process to determine distribution of State and Local Fiscal Recovery Funds; and

WHEREAS, the application from Food and Medicine to create a workforce navigator to support Bangor residents ranked highly in the initial citizen panel review; and

WHEREAS, the award will provide one-time funding to support direct operating costs associated with the position; and

WHEREAS, the position will support individuals navigate the unemployment benefit system and guide workers to new jobs, education and other resources; and

WHEREAS, the increase in capacity will also allow for the development of training protocols to aid other community organizations, including training of staff, members and/or volunteers.

Now, Therefore, Be it Ordered by the City Council of the City of Bangor that, \$261,342 in State and Local Fiscal Recovery Funds are awarded to Food and Medicine in support of direct costs associated with the creation of a workforce navigator position to assist Bangor residents.



CITY COUNCIL ACTION

09/25/2023 23-299

Council Meeting Date: 09/25/2023

Item No: 23-299

Responsible Dept: City Clerk

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing the Award of \$375,000 in State and Local Fiscal Recovery Funds to Support Friends of Together Place's Expansion of Housing within Bangor

Summary

This Order will authorize the award of \$375,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to Friends of Together Place, a non-profit entity, to support the acquisition and renovation of a property in Bangor with a minimum of 6 units. The purpose is to provide housing opportunities for up to 10 low-income individuals diagnosed with a mental health disorder (including substance use disorders).

As properties acquired by Friend of Together Place are converted to permanent housing options, the buildings are transferred to Together Place Housing, Inc, a limited equity cooperative housing corporation. To ensure any property acquired remains in use for the awarded purpose, any property acquired will require either a deferred mortgage or deed restriction. As of this date, a property has not been identified. Should a property not be identified within one year of the date of this Order, the award will lapse.

The original application submitted was on behalf of Together Place Housing Inc. The Board requested that any award be made to Friends of Together Place, which aligns with the methods they have historically employed to acquire properties for their mission. The two organizations will each invest \$69,000 in conjunction with the ARPA funding to acquire and renovate 6 additional units.

This award is in support of the following:

- Investment in affordable housing
- Investment in mental health and substance use disorder

Committee Action

Committee: Council Workshop
Action: Recommend for passage

Meeting Date: 09/11/2023
For: 5 Against: 1

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: New Business



CITY OF BANGOR ORDER

09/25/2023 23-299

Date: 09/25/2023

Item No: 23-299

Assigned to Councilor: Yacoubagha

Authorizing the Award of \$375,000 in State and Local Fiscal Recovery Funds to Support Friends of Together Place's Expansion of Housing within Bangor

WHEREAS, in conjunction with the Heart of Maine United Way, the City of Bangor conducted an open and public application process to determine distribution of State and Local Fiscal Recovery Funds; and

WHEREAS, the application from Together Place Housing Inc to acquire and renovate a property to provide housing to approximately 10 low-income individuals diagnosed with a mental health disorder (including substance use disorders) ranked highly in the initial citizen panel review process; and

WHEREAS, the applicant amended their application to request that any award be made to Friends of Together Place, a nonprofit entity; and

WHEREAS, upon acquisition Friends of Together Place deed the building to Together Place Housing Inc, the City will be allowed to take a subordinate mortgage position or a deed restriction will be put in place in the amount of the grant award to ensure the investment continues to serve the needs of the impacted population identified within the application; and

WHEREAS, should a property not be located within Bangor within one year from the date of this award, the award will lapse; and

WHEREAS, the City Council determined that this request supports access to affordable housing for individuals diagnosed with mental health disorders, including substance use disorders;

Now Therefore Be it Ordered by the City Council of the City of Bangor that, \$375,000 in State and Local Fiscal Recovery Fund is awarded to Friends of Together Place for acquisition and renovation of property within the City of Bangor.



CITY COUNCIL ACTION

09/25/2023 23-300

Council Meeting Date: 09/25/2023

Item No: 23-300

Responsible Dept: City Manager

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing the Award of \$50,000 in State and Local Fiscal Recovery Funds to Support St Andre Home's Courage LIVES Project

Summary

This Order will authorize the award of \$50,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to St Andre Home to support the expansion of their Courage LIVES project.

Courage LIVES provides community-based enhanced behavioral healthcare and related support services for anyone impacted by human trafficking, exploitation, domestic and sexual violence. The award would provide partial funding for the program to hire a full-time mental health clinician and case manager, who could provide services to at least 50 people annually. Further the staffing additions would allow for an increase in community education and the expansion of the empowerment pantry. To date, St Andre Home has secured the additional \$160,000 in funding necessary to support this project.

This award is in support of the following:

- One-time funding that will support operating costs of a non-profit to overcome the negative economic impacts experienced as a result of the pandemic.
- This award will provide funding to support the provision of services to a disproportionately impacted community.

Committee Action

Committee: Council Workshop
Action: Recommend for passage

Meeting Date: 09/11/2023
For: 7 Against: 0

Staff Comments & Approvals


City Manager


City Solicitor


Finance Director

Introduced for: New Business



CITY OF BANGOR ORDER

09/25/2023 23-300

Date: 09/25/2023

Item No: 23-300

Assigned to Councilor: Tremble

Authorizing the Award of \$50,000 in State and Local Fiscal Recovery Funds to Support St Andre Home's Courage LIVES Project

WHEREAS, in conjunction with the Heart of Maine United Way, the City of Bangor conducted an open and public application process to determine distribution of State and Local Fiscal Recovery Funds; and

WHEREAS, the application from St Andre Home's application to expand access to their Courage LIVES project ranked highly in the initial citizen panel review process; and

WHEREAS, the award will provide one-time partial funding to expand direct care staff to support individuals impacted by human trafficking, exploitation, domestic and sexual violence; and

WHEREAS, the City Council determined that this request supports disproportionately impacted community members and aids a non-profit in overcoming the negative impacts experienced as a result of the pandemic;

Now, Therefore, Be it Ordered by the City Council of the City of Bangor that, \$50,000 in State and Local Fiscal Recovery Funds are awarded to St Andre Home to support their Courage LIVES project.



CITY COUNCIL ACTION

09/25/2023 23-301

Council Meeting Date: 09/25/2023

Item No: 23-301

Responsible Dept: City Manager

Requested Action: Order

Map/Lot: N/A

Title, Order

Authorizing the Award of \$1,500,000 in State and Local Fiscal Recovery Funds to Penquis CAP to Construct a New Childcare Center

Summary

This Order will authorize the award of \$1,500,000 in State and Local Fiscal Recovery Funds (aka ARPA funds) to Penquis CAP consolidate at least of their early head start, head start and childcare services into a newly constructed center.

A new facility would preserve and support high-quality, affordable early child care and education services. Head Start programs have been flat funded for years. With increases in costs, including leases and staff, Penquis has been forced to reduce the number of available slots to operate within their designated funding. As a participant in the State of Maine's child care subsidy program, which assists low and moderate income families (gross family income at or below 85% of Maine's State median income), Penquis can not charge more than the market rate established by a state survey, currently \$255/week for infants, \$230/week for toddlers and \$205/week for preschoolers (i.e. 6weeks - 5 years).

The proposed project cost is \$7.577 million. Penquis will be submitting a formal request to carry forward \$3 million of unexpended federal head start funding for this purpose. These funds are set to expire in May 2024 and represent a one-time opportunity due to reductions in service during the pandemic and staff savings. As part of this request to carry forward funding, Penquis will need to convene a policy council with parent/caregiver representation from each of their locations. The balance of the project funding will come from Penquis funds and a \$1.561 million commercial loan.

The efficiencies of one center will allow Penquis greater flexibility in staffing, and reduce occupancy costs, all of which should have a positive impact on the number of childcare slots that can be maintained, currently 128, and allow for the creation of an additional 16 slots.

This award is in support of the following:

- Investment in facilities to support healthy childhood environments
- Investment in access to and expansion of affordable childcare

Committee Action

Committee: Council Workshop
Action: Recommend for passage

Meeting Date: 09/11/2023
For: 4 Against: 3

Staff Comments & Approvals

City Manager

City Solicitor

Finance Director

Introduced for: New Business



CITY OF BANGOR ORDER

09/25/2023 23-301

Date: 09/25/2023

Item No: 23-301

Assigned to Councilor: Davitt

Authorizing the Award of \$1,500,000 in State and Local Fiscal Recovery Funds to Penquis CAP to Construct a New Childcare Center

WHEREAS, in conjunction with the Heart of Maine United Way, the City of Bangor conducted an open and public application process to determine distribution of State and Local Fiscal Recovery Funds; and

WHEREAS, the application from Penquis CAP to construct a new childcare center ranked highly in the initial citizen panel review process; and

WHEREAS, Penquis CAP currently provides early head start (6 weeks - 3 years) and head start (3-5 years) childcare services to 128 children in four locations; and

WHEREAS, Head Start funding has been flat funded, while operating costs, specifically staff wages and occupancy costs have increased, which has resulted in a reduction in the number of available childcare slots; and

WHEREAS, Penquis CAP is a participant in the State of Maine's child care subsidy program, which assists low and moderate income families; and

WHEREAS, Penquis CAP has a one-time opportunity to carry over excess federal funding for this purpose; and

WHEREAS, the City Council determined that this request supports healthy childhood environments and access to and expansion of affordable childcare;

Now Therefore Be it Ordered by the City Council of the City of Bangor that, \$1,500,000 in State and Local Fiscal Recovery Fund is awarded to Penquis CAP construct a new childcare center.