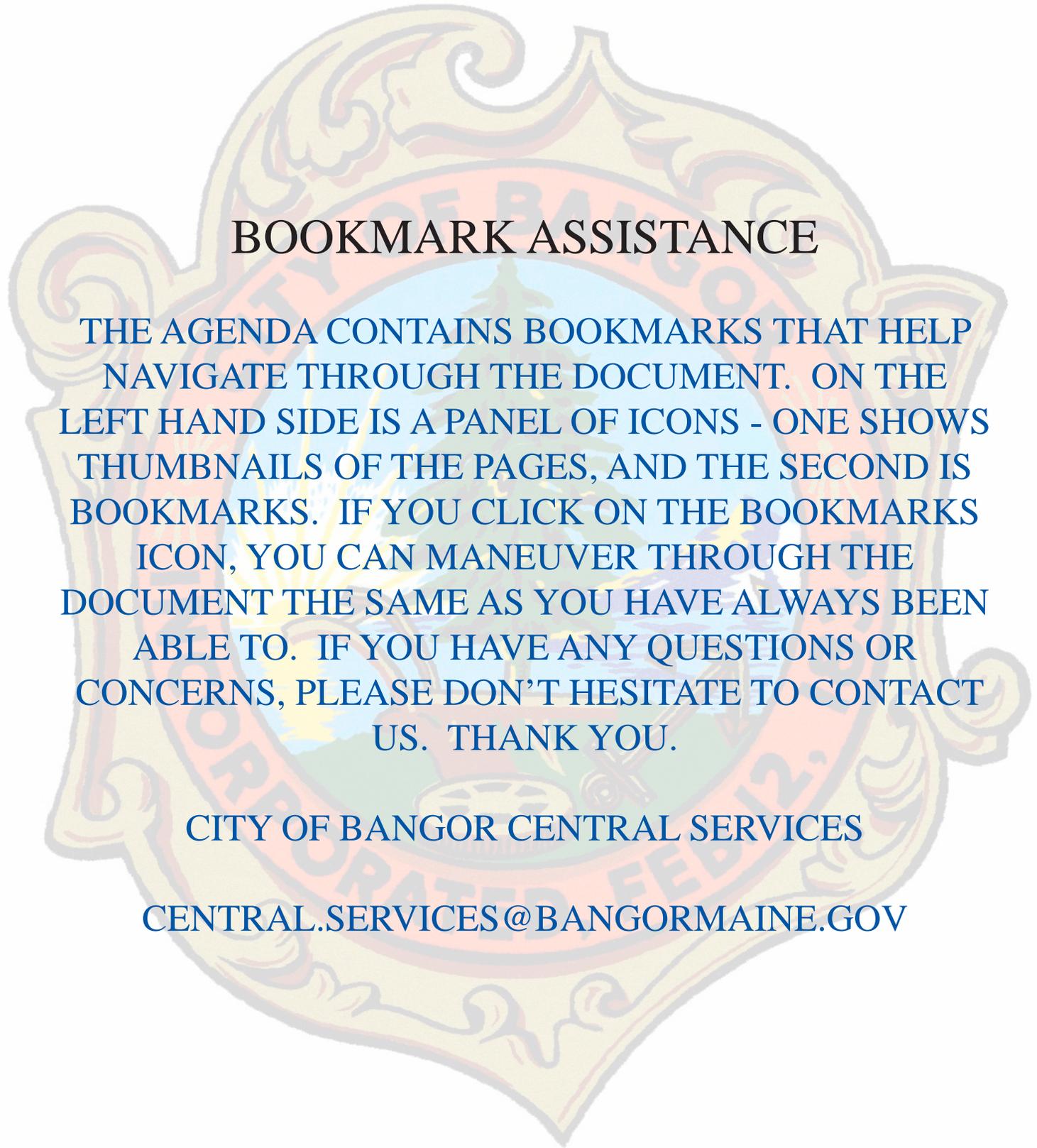


MEDIA  
COPY



# CITY COUNCIL AGENDA

SEPTEMBER 22, 2014



## BOOKMARK ASSISTANCE

THE AGENDA CONTAINS BOOKMARKS THAT HELP 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. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DON'T HESITATE TO CONTACT US. THANK YOU.

CITY OF BANGOR CENTRAL SERVICES

[CENTRAL.SERVICES@BANGORMAINE.GOV](mailto:CENTRAL.SERVICES@BANGORMAINE.GOV)

**REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 22, 2014**

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**PLEDGE ALLEGIANCE TO THE FLAG**

**PUBLIC COMMENT**

**CONSENT AGENDA  
ITEM NO.**

**ASSIGNED TO  
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 8, 2014**

**LIQUOR LICENSE RENEWALS:**      **Application for Liquor License Renewal, Malt, Spirituous, Vinous of Massimo’s Cucina Restaurant d/b/a Massimo’s Cucina Restaurant, 96 Hammond Street**      **GALLANT**

**Application for Liquor License Renewal, Malt, Spirituous, Vinous of Bangor Lodge of Elks #244 d/b/a Bangor Lodge of Elks, 108 Odlin Road**      **GALLANT**

**Application for Liquor License Renewal, Malt, Spirituous, Vinous of Dorks R Us d/b/a Bangor Courtyard Marriott, 236 Sylvan Road**      **GALLANT**

**Application for Liquor License Renewal, Malt, Spirituous, Vinous of Amas, Inc. d/b/a Thistles Restaurant, 175 Exchange Street**      **GALLANT**

**14-301    ORDER**      **Authorizing Execution of Municipal Quitclaim Deed – Real Estate Located at 48 Vernon Street**      **GALLANT**

**Executive Summary:** Real estate tax liens matured on the property of James and Lisa Troppman of 48 Vernon Street. All outstanding charges due the City have been paid. There are no outstanding sewer charges or code issues. Because the liens matured, a municipal quitclaim is required to release the City’s interest in the property. Staff recommends approval.

**14-302    ORDER**      **Granting an Easement for a Deck Addition at 735 Hammond Street - Map 6, Lot 15**      **GRAHAM**

**REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 22, 2014**

**CONSENT AGENDA  
ITEM NO.**

**ASSIGNED TO  
COUNCILOR**

**Executive Summary:** Kenneth Crump is requesting an easement for a portion of his deck in the setback area of his property at 735 Hammond Street. Mr. Crump lives at 735 Hammond Street. He recently began construction of an addition to his deck on the property. It was later discovered that a portion of the addition extends into the twenty foot Hammond Street setback. The portion of the deck in question is an addition to the original deck for the house, which was legally built but is now nonconforming. The addition extends no further into the setback than the original deck. The majority of the addition does conform to City Code. Given the circumstances, especially the small size of the setback violation and the presence of the nonconforming deck, staff recommends approval of an easement of eight feet into the setback to allow for the deck addition. This item was discussed at a Business & Economic Development Committee meeting on September 16, 2014.

**14-303    ORDER                    Authorizing the City Manager to execute a lease                    DURGIN  
amendment between Montage Enterprises, d/b/a The  
Grasshopper Shop, and the City of Bangor, Airport  
Department (BGR).**

**Executive Summary:** This Order will authorize a lease amendment between Montage Enterprises, d/b/a The Grasshopper Shop, and the City of Bangor, Airport Department (BGR). Montage has operated a retail concession in the domestic terminal at Bangor International Airport since 1995.

Through an internal audit, it was discovered that a new lease rate was set which is consistent with the other concessions at the Airport. Any lease rate must be approved by the City Council and Airport staff cannot find documentation that this rate was officially approved by City Council. Montage has been paying the lease rate of 10% of net sales, since OCT 2007, which was approved by the Airport Director at the time. Under the approved terms of the lease, the rate was tiered at the following: \$0-\$100,000 = 10%, \$100,000-\$150,000 = 12.5% and over \$150,000 = 15%. If approved, Montage would continue to pay the lease rate of 10% which is consistent with the rate for Stellar Partners operators of Bangor News & Gifts. Staff supports that both concessions pay the same lease rate. All other provisions of the original lease will remain unchanged. The lease amendment will be approved by City Legal.

This item has been reviewed and approved by the Airport Committee at its meeting on September 9, 2014.

**14-304    ORDER                    Authorizing Contract for the Purchase of a Plow                    BLANCHETTE  
Truck**

**Executive Summary:** The FY 2015 budget includes \$135,000 in funding to replace one plow truck. While this level of funding was appropriate based on the vehicle we had originally planned to replace it is not to buy a sand/salt truck. One of current sand/salt trucks has failed, which we had planned to replace next year. On September 15, 2014 the Finance Committee reviewed a request to waive the bid process to purchase a “work ready” unit from Freightliner of Maine H.P. Fairfield, which would allow the City to acquire the vehicle prior to the onset of winter conditions. On September 15, 2014, the Finance Committee reviewed and approved staff recommendation to purchase the plow truck from Freightliner of Maine in the amount of \$154,218. The contract award recommendation must be reviewed and approved by the City Council as it is over \$100,000.



**REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 22, 2014**

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**UNFINISHED BUSINESS  
ITEM NO.**

**ASSIGNED TO  
COUNCILOR**

**Executive Summary:** The applicant, Unitarian Universalist Society of Bangor, is requesting a zone change for a parcel of land (23,165 sq. ft.) located at 120 Park Street (Tax Map 041-117) from a Government and Institutional Service District to a Downtown Development District. The historic church is zoned Government and Institutional Service District (G&ISD) which is typical for churches. It is the church's desire to add an elevator to the structure and because the present structure exceeds the allowable lot coverage for the lot, a zone change to Downtown Development District (DDD) would facilitate such an addition. This item was reviewed and recommended for approval by the Planning Board at its meeting of September 16, 2014.

**14-289    ORDER                    Authorizing the City Manager to Apply for, Accept and                    **BALDACCI**  
**Appropriate \$25,000 in Grant Funds from the Stephen  
and Tabitha King Foundation****

**Executive Summary:** This order authorizes the City Manager to accept and appropriate \$25,000 from the Stephen and Tabitha King Foundation. Funds from this grant will be used to purchase 82 versatile year round police duty jackets, 82 police duty hats and 70 blood control kits. The award of the grant was made in the memory of former Police Chief Donald Winslow. This was reviewed and recommended for approval at the September 3, 2014, Government Operations Committee Meeting.

**14-290    RESOLVE                    Authorizing the City Manager to Accept and                    **GRAHAM**  
**Appropriate \$134,500 in Grant Funds from the  
Maine Department of Health and Human Services,  
Center for Disease Control and Prevention (CDCP),  
for the Sodium Reduction in Communities Program****

**Executive Summary:** The Maine Center for Disease Control and Prevention (CDCP) has invited the Bangor Public Health and Community Services Department to participate in a two-year U.S. CDC program. The initial grant term is September 30, 2014 - September 29, 2015. The grant amount for Bangor Public Health and Community Services is \$134,500.

The purpose is to improve health outcomes in Penobscot County, including the City of Bangor, by increasing the availability and accessibility of lower sodium food products in selected venues such as government or private worksites; congregate meal providers; or hospitals. This was reviewed and recommended for approval (4-1) at the September 3, 2014, Government Operations Committee Meeting.

**14-291    RESOLVE                    Authorizing the City Manager to Accept and                    **CIVIELLO**  
**Appropriate \$25,229 of Edward Byrne Memorial  
Grant Funds in Support of Bangor Police  
Department and the Penobscot County Sheriff's  
Department****

**REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 22, 2014**

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**UNFINISHED BUSINESS  
ITEM NO.**

**ASSIGNED TO  
COUNCILOR**

**Executive Summary:** This resolve will accept and appropriate \$25,229 in Edward Byrne Memorial Grant Funds in Support of Bangor Police Department and the Penobscot County Sheriff’s Department. Under the terms of the grant the Bangor Police Department will receive \$13,244 for the purchase of equipment including night optics and traffic enforcement equipment. To be eligible for the grant, the Bangor Police Department and the Penobscot County Sheriff’s Department were required to file a joint application, with the agreement that one agency act as the administrator and be the pass-through for the monies under the project. The Bangor Police Department will serve as grant administrator and assess a 5% service fee to the Penobscot County Sheriff’s Department. This grant does not require any local match. This item was reviewed and recommended for approval by the Government Operations Committee at its meeting on September 15, 2014.

**NEW BUSINESS  
ITEM NO.**

**ASSIGNED TO  
COUNCILOR**

<b>LIQUOR LICENSE (CLASS XI)</b>	<b>Application for Liquor License Renewal, Malt, Spirituous, Vinous of 11 Central Inc. d/b/a 11 Central Inc., 11 Central Street</b>	<b>GALLANT</b>
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<b>PUBLIC HEARING</b>	<b>Application for Special Amusement License of Amas, Inc. d/b/a Thistles Restaurant, 175 Exchange Street</b>	<b>GALLANT</b>
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<b>Application for Special Amusement License of Bangor Lodge of Elks #244 d/b/a Bangor Lodge of Elks, 108 Odlin Road</b>	<b>GALLANT</b>
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<b><u>14-307</u>    <u>ORDER</u></b>	<b>Accepting and Adopting an Arts and Cultural Policy</b>	<b>DURGIN</b>
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**Executive Summary:** In 2004 the City created the Commission on Cultural Development to promote the development of Bangor as a regional arts center. Section 95-6 of the Code of the City of Bangor directs the Commission on Cultural Development to draft an Arts and Cultural Policy “using a five year vision statement and strategic objectives”. The policy is to identify features important to a positive economic environment for artists, identify a balance between the need for arts and culture and the needs of the community, and assess the impact on our cultural assets. The Commission then reports the draft policy to the Bangor City Council, which has the sole authority to adopt, reject, or revise it. This Order will approve the policy submitted by the Commission on Cultural Development.

This item was reviewed and recommended by the Business & Economic Development Committee at its September 16, 2014 meeting.



**CONSENT  
AGENDA**

**MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 8, 2014**

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*Meeting Called to Order at 7:30 PM  
 Chaired by Councilor Sprague  
 Councilors Absent: None  
 Meeting Adjourned at 9:51 PM*

**INTRODUCTION:** *Fire Chief, Scott Lucas, introduced Captain Philip (Greg) Hodge of the Bangor Fire Department.*

**PUBLIC COMMENT** *Kevin O’Connell, Brewer City Councilor, presented “I Lead” coins to Councilors Plourde and Graham.*

*John York of the Bangor Fire Department invited the City Council to attend two ceremonies being held during the week of September 11<sup>th</sup>.*

*Paul LeClair wanted to know why he hadn’t heard of any meetings between the School Committee and the City Council. Mr. LeClair also wanted to know why the budget meetings between staff and the City Manager were not public. City Manager, Catherine Conlow, indicated that meetings between the boards generally begin in January for the upcoming budget and that they also meet quarterly. Meetings with staff were not public meetings.*

<b>CONSENT AGENDA ITEM NO.</b>	<b>ASSIGNED TO COUNCILOR</b>
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**MINUTES OF:** *Bangor City Council Regular Meeting of August 25, 2014, Airport Committee Meeting of August 12, 2013 and Business & Economic Development Committee Meeting of August 5, 2014*

**Action:** *Accepted and Approved*

<u>14-280</u>	<u>RESOLVE</u>	<i>Ratifying Execution of Municipal Quitclaim Deed – Real Estate Located at 454 Ohio Street</i>	<b>GALLANT</b>
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**Action:** *Passed*

<u>14-281</u>	<u>ORDER</u>	<i>Authorizing Execution of Municipal Quitclaim Deed – Real Estate Located at 43 Fourteenth Street</i>	<b>BLANCHETTE</b>
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**Action:** *Passed*

<u>14-282</u>	<u>ORDER</u>	<i>Authorizing the City Manager to Accept \$5,106.54 in Donation from an “Anonymous Donor” for the Special Account: Pay It Forward Fund</i>	<b>CIVIELLO</b>
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**Action:** *Passed*

<u>14-283</u>	<u>ORDER</u>	<i>Authorizing a Five Year Contract for Airport Improvement Program (AIP) Engineering &amp; Architectural Services with Jacobs</i>	<b>DURGIN</b>
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**Action:** *Passed*

**MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 8, 2014**

<b>CONSENT AGENDA</b>			<b>ASSIGNED TO</b>
<b>ITEM NO.</b>			<b>COUNCILOR</b>
<u>14-284</u>	<u>ORDER</u>	<i>Authorizing Contract Award in the Amount of \$113,546 to ADS Environmental Services for the Sewer Flow Monitoring Program</i>	<b>BALDACCI</b>
	<i>Action:</i>	<i>Passed</i>	
<u>14-285</u>	<u>ORDER</u>	<i>Authorizing an Amendment to the Indenture of Lease with L.L. Bean, Inc. (Map 102, Lot 006)</i>	<b>NEALLEY</b>
	<i>Action:</i>	<i>Passed</i>	
<u>14-286</u>	<u>ORDER</u>	<i>Authorizing an Amendment to the Indenture of Lease with Vicki L. Trundy at 39 Florida Avenue</i>	<b>PLOURDE</b>
	<i>Action:</i>	<i>Passed</i>	
<u>14-287</u>	<u>ORDER</u>	<i>Authorizing the City Manager to Apply for \$69,700 in Grant Funding from Lowe’s Corporation Charitable Foundation</i>	<b>GRAHAM</b>
	<i>Action:</i>	<i>Passed</i>	
<b>REFERRALS TO COMMITTEE AND FIRST READING</b>			<b>ASSIGNED TO</b>
<b>ITEM NO.</b>			<b>COUNCILOR</b>
<u>14-288</u>	<u>ORDINANCE</u>	<i>Amending Land Development Code – Zone Change – 120 Park Street (Tax Map 041-117) from a Government and Institutional Service District to a Downtown Development District</i>	<b>PLOURDE</b>
	<i>Action:</i>	<i>First Reading and Referral to Planning Board Meeting of September 16, 2014</i>	
<u>14-289</u>	<u>ORDER</u>	<i>Authorizing the City Manager to Apply for, Accept and Appropriate \$25,000 in Grant Funds from the Stephen and Tabitha King Foundation</i>	<b>BALDACCI</b>
	<i>Action:</i>	<i>First Reading</i>	
<u>14-290</u>	<u>RESOLVE</u>	<i>Authorizing the City Manager to Accept and Appropriate \$134,500 in Grant Funds from the Maine Department of Health and Human Services, Center for Disease Control and Prevention (CDCP), for the Sodium Reduction in Communities Program</i>	<b>GRAHAM</b>
	<i>Action:</i>	<i>First Reading</i>	
<u>14-291</u>	<u>RESOLVE</u>	<i>Authorizing the City Manager to Accept and Appropriate \$25,229 of Edward Byrne Memorial Grant Funds in Support of Bangor Police Department and the Penobscot County Sheriff’s Department</i>	<b>CIVIELLO</b>
	<i>Action:</i>	<i>First Reading and Referral to Government Operations Committee Meeting of September 15, 2014</i>	

**MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 8, 2014**

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<b>UNFINISHED BUSINESS ITEM NO.</b>	<b>ASSIGNED TO COUNCILOR</b>
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<u>14-273</u> <u>ORDINANCE</u>	<i>Amending Land Development Code – Contract Zone Change – 100, 101, 106, 107, 108 and 111 First Street (Tax Map 035-148 and Tax Map 035-171) from an Urban Residence 2 District to a Contract Multi-Family and Service District.</i>	<b>DURGIN</b>
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*Action: Motion made and seconded for Passage*

*Wayne Mallar thought the words “one or more of” should be looked at further.*

*Attorney Andrew Hamilton indicated that it would be okay either way for his client.*

*A motion was made and seconded to amend the Ordinance by striking the words “one or more of” under section 1 (F)  
Amendment Passed*

*Motion made and seconded for Passage As Amended*

*Steven Hicks and Kathleen Cahill spoke in opposition to the Ordinance amendment.*

*Motion made and seconded to Move the Question.*

*Vote: 5 – 4*

*Councilors Voting Yes: Baldacci, Blanchette, Durgin, Nealley, Plourde*

*Councilors Voting No: Civiello, Gallant, Graham, Sprague*

*Motion Failed – Must have 6 Affirmative Votes*

*Discussion Continued*

*Vote: 7 – 2*

*Councilors Voting Yes: Baldacci, Blanchette, Durgin, Graham, Nealley, Plourde, Sprague*

*Councilors Voting No: Civiello, Gallant*

*Passed As Amended*

<u>14-274</u> <u>RESOLVE</u>	<i>Accepting and Appropriating \$173,906.91 in FY 2013 Homeland Security Grant Funds from the Maine Emergency Management Agency (MEMA)</i>	<b>GRAHAM</b>
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*Action: Motion made and seconded for Passage  
Passed*

<u>14-275</u> <u>RESOLVE</u>	<i>Authorizing the City Manager to Accept and Appropriate FY15 Grant Funds from the Maine Department of Health and Human Services – WIC Nutrition Program</i>	<b>BALDACCI</b>
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*Action: Motion made and seconded for Passage  
Passed*

**MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 8, 2014**

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<b>UNFINISHED BUSINESS</b>		<b>ASSIGNED TO</b>
<b>ITEM NO.</b>		<b>COUNCILOR</b>

<u>14-276</u>	<u>RESOLVE</u>	<i>Applying For, Accepting and Appropriating Grant Funds from the U.S. Department of Housing and Urban Development - Shelter Plus Care Renewal</i>	PLOURDE
	<b>Action:</b>	<i>Motion made and seconded for Passage Passed</i>	

<b>NEW BUSINESS</b>		<b>ASSIGNED TO</b>
<b>ITEM NO.</b>		<b>COUNCILOR</b>

<u>LIQUOR LICENSE</u> <u>(CLASS XI)</u>		<i>Application for Liquor License Renewal, Malt, Spirituous, Vinous of The Reverend Noble Pub d/b/a Ipanema Bar and Grill, 10 Broad Street</i>	GALLANT
	<b>Action:</b>	<i>Motion made and seconded for Approval Approved</i>	

<u>PUBLIC HEARING</u>		<i>Application for Special Amusement License Renewal of The Reverend Noble Pub d/b/a Ipanema Bar and Grill, 10 Broad Street</i>	GALLANT
	<b>Action:</b>	<i>Motion made and seconded to Open Public Hearing Public Hearing Opened Motion made and seconded to Close Public Hearing Public Hearing Closed Motion made and seconded for Approved Approved</i>	

<u>14-292</u>	<u>ORDER</u>	<i>Authorizing the Execution of an Agreement with Eastern Maine Community College Foundation – Bass Park Infield, Track, and Grandstand</i>	NEALLEY
	<b>Action:</b>	<i>Motion made and seconded for Passage Passed</i>	

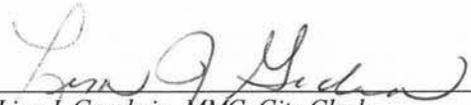
<u>14-293</u>	<u>ORDER</u>	<i>Authorizing the Sale of 150 Court Street to Steven Willey</i>	DURGIN
	<b>Action:</b>	<i>Motion made and seconded for Passage Passed</i>	

<u>14-294</u>	<u>ORDER</u>	<i>Confirming the Appointment of John Theriault as City Engineer and Authorizing the Execution of an Employment Agreement</i>	BALDACCI
	<b>Action:</b>	<i>Motion made and seconded for Passage Passed</i>	

<u>14-295</u>	<u>ORDER</u>	<i>Confirming the Appointment of Patricia Hamilton as Director of Health and Community Services and Authorizing the Execution of an Employment Agreement</i>	CIVIELLO
	<b>Action:</b>	<i>Motion made and seconded for Passage Passed</i>	

**MINUTES OF REGULAR MEETING BANGOR CITY COUNCIL – SEPTEMBER 8, 2014**

<b>NEW BUSINESS ITEM NO.</b>			<b>ASSIGNED TO COUNCILOR</b>
<u>14-296</u>	<u>ORDER</u>	<i>Authorizing Execution of a Purchase and Sale Agreement with Penobscot County Commissioners – Court Street</i>	<b>BLANCHETTE</b>
	<i>Action:</i>	<i>Motion made and seconded for Passage Passed</i>	
	<i>Action:</i>	<i>Motion made and seconded to Suspend the Rules to take up Orders 14-297, 14-298, 14-299 and 14-300 Passed</i>	
<u>14-297</u>	<u>ORDER</u>	<i>Authorizing Bid Award in the Amount of \$106,342 to Gardner Construction for the Broadway Road Widening Project</i>	<b>GALLANT</b>
	<i>Action:</i>	<i>Motion made and seconded for Passage Passed</i>	
<u>14-298</u>	<u>ORDER</u>	<i>Authorizing Bid Award in the Amount of \$286,305 to Gardner Construction for the Hogan Road Safety Improvements Project</i>	
	<i>Action:</i>	<i>Motion made and seconded for Passage Passed</i>	
<u>14-299</u>	<u>ORDER</u>	<i>Authorizing Execution of Municipal Quitclaim Deeds – Real Estate Located at 20 Highland Court – Map 32, Lot 38; 88 Sidney Street – Map 25, Lot 109; 90 Sidney Street – Map 25, Lot 110; 173 Broadway – Map 48, Lot 13; 174 Essex Street, Map 48, Lot 166; and 267 Pine Street, Map 47, Lot 44-A</i>	<b>PLOURDE</b>
	<i>Action:</i>	<i>Motion made and seconded for Passage Passed</i>	
<u>14-300</u>	<u>ORDER</u>	<i>Authorizing Execution of Contract with The Sheridan Corporation – Bangor International Airport</i>	<b>BLANCHETTE</b>
	<i>Action:</i>	<i>Motion made and seconded for Passage Passed</i>	

  
\_\_\_\_\_  
Lisa J. Goodwin, MMC, City Clerk

**COUNCIL ACTION**

**Item No. 14-301**

**Date:** September 22, 2014

**Item/Subject:** **ORDER**, Authorizing Execution of Municipal Quitclaim Deed – Real Estate  
Located at 48 Vernon Street.

**Responsible Department:** Legal

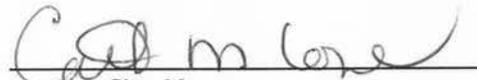
**Commentary:**

Real estate tax liens matured on the property of James and Lisa Troppman of 48 Vernon Street. All outstanding charges due the City have been paid. There are no outstanding sewer charges or code issues. Because the liens matured, a municipal quitclaim is required to release the City's interest in the property.

Staff recommends approval.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:**

**Budget Approval:**

  
\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for Consent Agenda**

- Passage**
- First Reading**
- Referral**



Assigned to Councilor Gallant

## CITY OF BANGOR

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**(TITLE.) ORDER, Authorizing Execution of Municipal Quitclaim Deed – Real Estate  
Located at 48 Vernon Street.**

*By the City Council of the City of Bangor:*

**ORDERED,** Deborah A. Cyr, Finance Director, is hereby authorized and directed, on behalf of the City of Bangor, to execute a Municipal Quitclaim Deed releasing any interest the City may have by virtue of undischarged real estate tax liens recorded in the Penobscot County Registry of Deeds in Book 12508, Page 239, Book 12852, Page 98, Book 13223, Page 142 and Book 13562, Page 116. Said deed shall be directed to James Troppman and Lisa Troppman in a form approved by the City Solicitor or Assistant City Solicitor.

**COUNCIL ACTION**

**Item No. 14-302**

**Date:** September 22, 2014

**Item/Subject:** ORDER, Granting an Easement for a Deck Addition at 735 Hammond Street -  
Map 6, Lot 15

**Responsible Department:** Legal

**Commentary:**

Kenneth Crump is requesting an easement for a portion of his deck in the setback area of his property at 735 Hammond Street.

Mr. Crump lives at 735 Hammond Street. He recently began construction of an addition to his deck on the property. It was later discovered that a portion of the addition extends into the twenty foot Hammond Street setback.

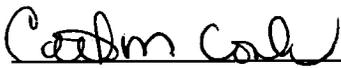
The portion of the deck in question is an addition to the original deck for the house, which was legally built but is now nonconforming. The addition extends no further into the setback than the original deck. The majority of the addition does conform to City Code.

Given the circumstances, especially the small size of the setback violation and the presence of the nonconforming deck, staff recommends approval of an easement of eight feet into the setback to allow for the deck addition.

This item was discussed at a BED Committee meeting on September 16, 2014.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:** Order

**Budget Approval:**

\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for**

- Passage
- First Reading
- Referral



Assigned to Councilor Graham

## CITY OF BANGOR

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**ORDER,** Granting an Easement for a Deck Addition at 735 Hammond Street - Map 6, Lot 15

**BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BANGOR, THAT**

The City Manager is hereby authorized to sign an easement granting to Kenneth Crump or a related entity or entities an easement for the purpose of allowing an addition to the deck on the property at 735 Hammond Street to remain in place. Said easement shall be in final form as approved by the City Solicitor or Assistant City Solicitor.

**COUNCIL ACTION**

Item No. 14-303

**Date: September 22, 2014**

**Item/Subject:** **ORDER**, Authorizing the City Manager to execute a lease amendment between Montage Enterprises, d/b/a The Grasshopper Shop, and the City of Bangor, Airport Department (BGR).

**Responsible Department:** Airport

**Commentary:**

This Order will authorize a lease amendment between Montage Enterprises, d/b/a The Grasshopper Shop, and the City of Bangor, Airport Department (BGR). Montage has operated a retail concession in the domestic terminal at Bangor International Airport since 1995.

Through an internal audit, it was discovered that a new lease rate was set which is consistent with the other concessions at the Airport. Any lease rate must be approved by the City Council and Airport staff cannot find documentation that this rate was officially approved by City Council. Montage has been paying the lease rate of 10% of net sales, since OCT 2007, which was approved by the Airport Director at the time. Under the approved terms of the lease, the rate was tiered at the following: \$0-\$100,000 = 10%, \$100,000-\$150,000 = 12.5% and over \$150,000 = 15%. If approved, Montage would continue to pay the lease rate of 10% which is consistent with the rate for Stellar Partners operators of Bangor News & Gifts. Staff supports that both concessions pay the same lease rate. All other provisions of the original lease will remain unchanged. The lease amendment will be approved by City Legal.

This item has been reviewed and approved by the Airport Committee at its meeting on September 9, 2014.

Tony Caruso  
Department Head

**Manager's Comments:**

Carlton Low  
City Manager

**Associated Information:**

**Budget Approval:**

Shirley  
Finance Director

**Legal Approval:**

[Signature]  
City Solicitor

Introduced for  
 **Passage**  
 **First Reading**  
 **Referral**



ASSIGNED TO COUNCILOR DURGIN

## CITY OF BANGOR

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**(TITLE.) ORDER,** Authorizing the City Manager to execute a lease amendment between Montage Enterprises, d/b/a The Grasshopper Shop, and the City of Bangor, Airport Department (BGR).

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, Montage Enterprises, d/b/a The Grasshopper Shop, operates a retail concession in the domestic terminal; and

WHEREAS, Through an internal audit it was discovered that the lease rate being paid by Montage, 10% of net sales, was not officially approved by Bangor City Council; and

WHEREAS, another retail concession in the airport terminal has the same lease rate of 10% of net sales; and

WHEREAS, The Airport agreed that the retail concessions within the airport terminal should be paying the same lease rate as each other.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BANGOR,

That Catherine M. Conlow, City Manager, is hereby authorized on behalf of the City of Bangor to execute a lease amendment between Montage Enterprises, d/b/a The Grasshopper Shop, and the City of Bangor, Bangor International Airport (BGR), amending the lease rate to 10% of net sales. Said amendment shall be in final form as approved by the City Solicitor or Assistant City Solicitor.

**COUNCIL ACTION**

**Item No. 14-304**

**Date: September 22, 2014**

**Item/Subject: ORDER, Authorizing Contract for the Purchase of a Plow Truck**

**Responsible Department: Fleet Maintenance**

**Commentary:**

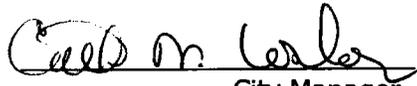
The FY 2015 budget includes \$135,000 in funding to replace one plow truck. While this level of funding was appropriate based on the vehicle we had originally planned to replace it is not to buy a sand/salt truck. One of current sand/salt trucks has failed, which we had planned to replace next year. On September 15, 2014 the Finance Committee reviewed a request to waive the bid process to purchase a "work ready" unit from Freightliner of Maine H.P. Fairfield, which would allow the City to acquire the vehicle prior to the onset of winter conditions.

On September 15, 2014, the Finance Committee reviewed and approved staff recommendation to purchase the plow truck from Freightliner of Maine in the amount of \$154,218.

The contract award recommendation must be reviewed approved by the City Council as it is over \$100,000.

  
\_\_\_\_\_  
Department Head

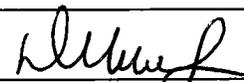
**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:**

Memo

**Budget Approval:**

  
\_\_\_\_\_  
Finance Director

**Legal Approval:**

\_\_\_\_\_  
City Solicitor

**Introduced for**

- Passage - Consent**
- First Reading**
- Referral**

**Page \_\_ of \_\_**

Assigned to Councilor Blanchette



## CITY OF BANGOR

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**(TITLE.) Order, Authorizing Contract for the Purchase of a Plow Truck**

*By the City Council of the City of Bangor:*

***ORDERED,***

**THAT, Deborah Cyr, Finance Director is hereby authorized to execute a contract with Freightliner of Maine in the amount of \$154,218 for the purchase of a plow truck.**

MEMO

To: Finance Committee  
From: Robert Dawes, Equipment Director  
Subject: Request to Waive Bid Process – Plow Truck  
Date: September 9, 2014

During this year's budget process, \$135,000 in funding was approved to replace one plow truck. While this level of funding was appropriate based on the vehicle we had originally planned to replace it is not to buy a sand/salt truck. One of current sand/salt trucks has failed, which we had planned to replace next year. It is my suggestion that we buy sand/salt truck this year, instead of investing approximately \$10,000 to repair a vehicle we had planned to replace within the next budget cycle.

After reviewing equipment and looking at available funding and the required timing, it is my recommendation that we purchase a "work ready" unit. This is a unit that the dealer's build in speculation of selling. If we were to order a chassis, it will be 12 weeks in the making, and then will take additional time to be scheduled for the fit out process at the plow dealer, which can take up to 100 hrs once they start. We would most likely see the truck sometime in March and we would be down a salt truck most of the winter. The City would be best served if we purchased the "work ready" truck from Freightliner of Maine in conjunction with HP Fairfield. This unit was our first choice and turned out to be the least money. Portland North Truck Center with Viking Cives also has a truck ready, but is more expensive.

Because of time restraints in purchasing this piece so it can be utilized this fall for snow removal, I am requesting that the normal bid process be waived and that the City purchase this piece from Freightliner of Maine for \$154,218.00.

If approved by the Committee, this item will require full Council approval as it exceeds \$100,000.

**COUNCIL ACTION**

**Item No. 14-305**

**Date:** September 22, 2014

**Item/Subject:** ORDER, Authorizing Execution of Agreement with 25-27 Broad Street, LLC

**Responsible Department:** Community & Economic Development

**Commentary:**

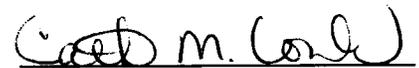
25-27 Broad Street, LLC has acquired property located at 29 Mercantile Square and 25-27 Broad Street. The City owns a parcel of land abutting said property of 25-27 Broad Street, LLC. Tenants of 25-27 Broad Street, LLC will be in need of trash receptacles and the property owner has requested permission to located ten (10) trash receptacles on land of the City of Bangor.

This Order, if approved, will authorize the execution of an agreement with 25-27 Broad Street, LLC to place ten trash receptacles on City property on Broad Street. Terms of the agreement shall include a term of ten years, with the City retaining the right to terminate the agreement upon 90 days notice; that the receptacles be emptied no less than once a week; and that 25-27 Broad Street, LLC maintain insurance with the City as a named insured.

This item was reviewed and recommended by the Business & Economic Development Committee at its September 2, 2014 meeting.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:**

**Budget Approval:**

\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for**

- Passage
- First Reading
- Referral

Page \_\_ of \_\_

Assigned to Councilor Plourde



## CITY OF BANGOR

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**(TITLE.) ORDER,** Authorizing Execution of Agreement with 25-27 Broad Street, LLC

WHEREAS, 25-27 Broad Street, LLC has acquired property located at 29 Mercantile Square and 25-27 Broad Street; and

WHEREAS, the City owns a parcel of land abutting said property of 25-27 Broad Street, LLC; and

WHEREAS, tenants of 25-27 Broad Street, LLC will be in need of trash receptacles; and

WHEREAS, 25-27 Broad Street, LLC has requested permission to located ten (10) trash receptacles on land of the City of Bangor.

*By the City Council of the City of Bangor:*

**ORDERED,**

That Catherine M. Conlow, City Manager, is hereby authorized on behalf of the City of Bangor to execute an agreement with 25-27 Broad Street, LLC for the placement of ten (10) trash receptacles on property of the City of Bangor on Broad Street adjacent to 25-27 Broad Street. Said agreement shall be in substantially the same form as attached hereto and in a final form as approved by the City Solicitor.

**AGREEMENT**

THIS AGREEMENT is executed this \_\_\_ day of \_\_\_\_\_, 2014, by and between the CITY OF BANGOR, 73 Harlow Street, Bangor, Maine and 25-27 BROAD STREET, LLC, 202 B, Maine Avenue, Bangor, Maine, in consideration of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

WHEREAS, 25-27 Broad Street, LLC is the owner of land and buildings located at 25 - 27 Broad Street and 29 Mercantile Square in Bangor; and

WHEREAS, the City of Bangor is the owner of a certain lot or parcel of land abutting 25-27 Broad Street, LLC's property; and

WHEREAS, 25-27 Broad Street, LLC wishes to use a portion of the property owned by the City of Bangor for the purpose of providing trash receptacles for its tenants; and

WHEREAS, the City of Bangor has no objection to such use, subject to the terms and conditions contained herein;

NOW, THEREFORE, it is agreed as follows:

1. 25-27 Broad Street, LLC is hereby granted permission to occupy a portion of the property of the City of Bangor adjacent to 29 Mercantile Square, Bangor (hereinafter "the premises"), measuring ten (10) feet by ten (10) feet and enclosed by a black chain link fence for the sole purpose of providing no more than 10 trash receptacles for use by its tenants of 29 Mercantile Square and 25-27 Broad Street for a term commencing the date this Agreement is executed, and expiring \_\_\_\_\_, 2024 unless terminated earlier as provided herein. Said portion of property is more particularly described on Exhibit A attached hereto.
2. In the exercise of the rights granted herein, the 25-27 Broad Street, LLC will keep the premises in a clean and sanitary condition.
3. The rights granted herein shall be under the supervision and control of the Director of Community and Economic Development for the City of Bangor.
4. In the event that the City, in its sole discretion, determines that further use of the premises under this Agreement is not in the best interests of the City of Bangor, the rights granted herein may be terminated upon 90 days written notice to 25-27 Broad Street, LLC.
5. As a condition of these rights, 25-27 Broad Street, LLC does hereby expressly agree to indemnify and hold the City of Bangor, its inhabitants,

SEPTEMBER 22, 2014

officers and employees harmless from any and all liability to itself or third persons arising out of the use and occupancy of the premises and the exercise of rights granted herein. For this purpose, 25-27 Broad Street, LLC hereby expressly waives any and all immunity it may have under the Maine Workers' Compensation Act in regard to claims made or asserted against the City by any agents, servants or employees of 25-27 Broad Street, LLC, arising out of any exercise of the rights granted herein. The indemnification provided under this paragraph shall extend to and include any and all costs incurred by the City of Bangor to answer, investigate, defend and settle all such claims, including but not limited to the City of Bangor's cost for attorney fees, expert or other witness fees, the cost of investigators, and payment in full of any and all judgments rendered in favor of any person, including agents, servants or employees of 25-27 Broad Street, LLC against the City in regard to claims arising out of any exercise of the rights granted herein.

- 6. The rights granted herein are only in effect so long as 25-27 Broad Street, LLC has on file with the Director of Community and Economic Development of the City of Bangor a current, non-expired Certificate of Insurance with a company authorized to do business in the State of Maine providing liability insurance coverage of at least Four Hundred Thousand Dollars (\$400,000.00) with the City of Bangor as a named insured.
- 7. The trash receptacles shall be emptied no less than once a week.
- 8. 25-27 Broad Street, LLC shall not at any time assign, sell, convey or transfer this Agreement or any interest therein.
- 9. All correspondence between 25-27 Broad Street, LLC and the City of Bangor shall be sent to the Director of Community and Economic Development, City of Bangor, 73 Harlow Street, Bangor, Maine, 04401, and 25-27 Broad Street LLC, 202 B, Maine Avenue, Bangor, Maine, 04401.

IN WITNESS THEREOF, the parties hereto have set their hands and seals the day and year first written above.

CITY OF BANGOR

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Catherin M. Conlow  
Its: City Manager

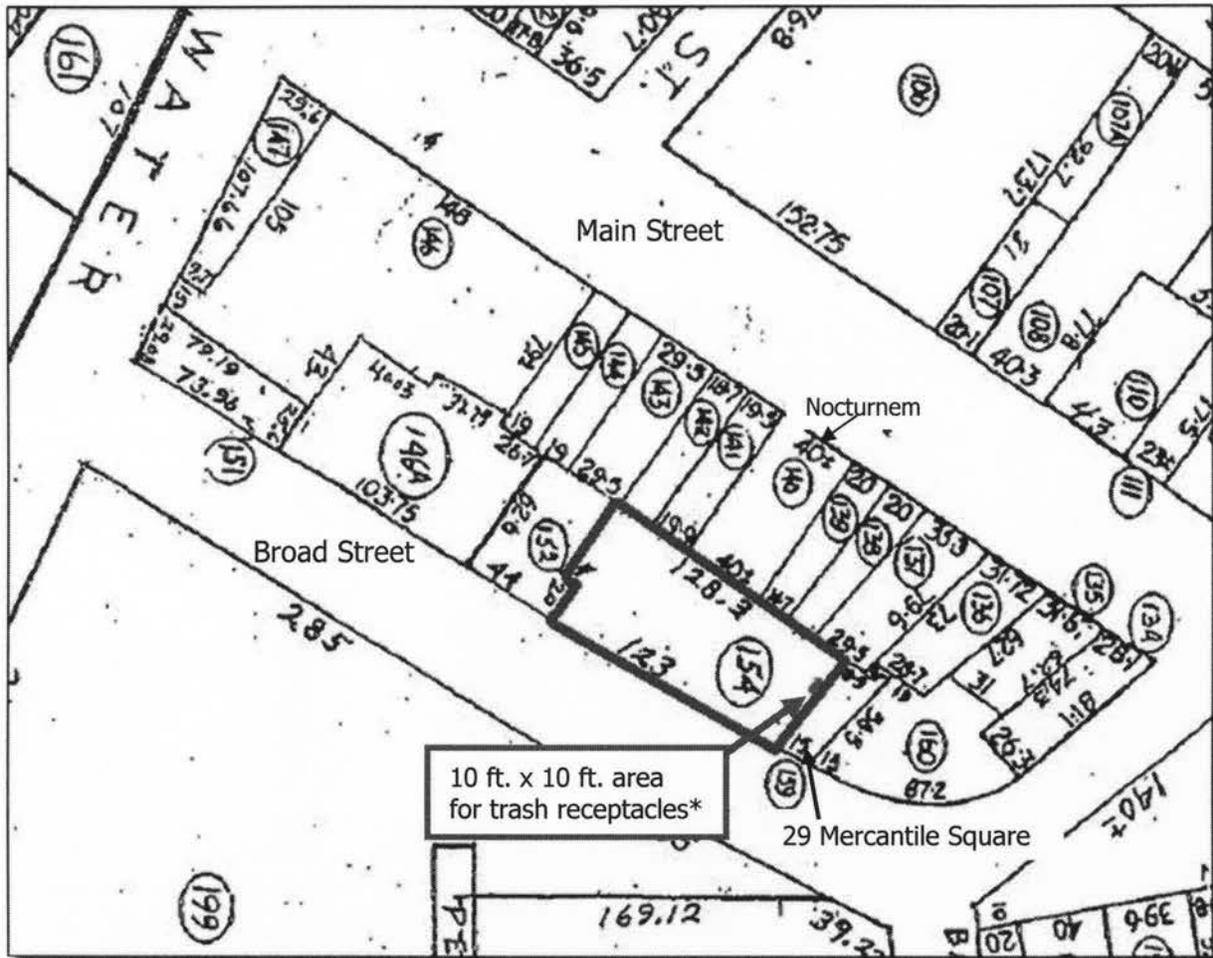
25-27 BROAD STREET, LLC

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: Telford Allen III  
Its: Owner/Member

**Agreement with 25-27 Broad Street, LLC**  
**Exhibit A**

*Location of 10 ft. x 10 ft. Trash Receptacle Area and Example of Fencing*



Black chain-link fencing will be used to enclose the 10ft. x 10ft. area. (Please note fencing depicted is an example only, not the exact product that will be used.)

\*Drawing of trash receptacle area is not to scale.



**REFERRALS TO COMMITTEES  
& FIRST READINGS**

**COUNCIL ACTION**

Item No. 14-306

Date: September 22, 2014

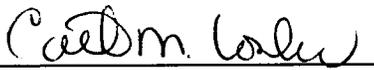
**Item/Subject: RESOLVE, Authorizing the City Manager to Accept and Appropriate \$189,169.44 in Homeland Security Grant Funding from the Maine Emergency Management Agency (MEMA)**

**Responsible Department:** Fire

**Commentary: This Resolve will accept and appropriate \$189,169.44 in FY 2014 Homeland Security Grant Funding from the Maine Emergency Management Agency to improve Police and Fire preparedness and response capabilities for Homeland Security related events. This funding will be utilized for the purpose of providing enhanced training in various disciplines for police and fire department personnel. Funding will also be used to purchase equipment and to maintain/upgrade current equipment. A plan outlining the various anticipated projects and expenditures is attached to the Resolve. This list may not represent the exact final expenditures, as priorities and needs may change during the grant period.**

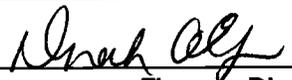
\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:** Resolve, Proposed Project List

**Budget Approval:**

  
\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for**  
 Passage  
 First Reading  
 Referral

SEPTEMBER 22, 2014

Assigned to Councilor Baldacci



## CITY OF BANGOR

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**(TITLE.) Resolve , Authorizing the City Manager to Accept and Appropriate \$189,169.44 in FY 2014 Homeland Security Grant Funding from the Maine Emergency Management Agency (MEMA)**

*By the City Council of the City of Bangor:*

**RESOLVED** that \$189,169.44 in FY 2014 Homeland Security Grant Funds from the Maine Emergency Management Agency (MEMA) to improve Police and Fire Department preparedness and response capabilities for Homeland Security related events is hereby accepted and appropriated.

**And Be it Further Resolved that** the Finance Director is authorized to establish such financial accounts as may be necessary to accept and disburse such funds in accordance with Homeland Security and MEMA requirements.

**City of Bangor  
 FY 2014 Homeland Security Grant  
 Program Budget**

<b>SHSP</b>	<b>LETPP</b>	<b>Program</b>	<b>Description</b>
30,000		Technical Rescue Team	To provide training and continuing education for the teams including but not limited to high and low angle rope, confined space, swift water, collapse rescue, swift water and Marine 1 rescue. Equipment replacement as necessary
	15,000	Explosive Ordinance	To provide funding for continued certification training, provide best practice training and to maintain and upgrade specialized equipment as required.
	23,000	Special Response Team	The majority of the funding will again this year be utilized for new member certification training and for current member advanced specialized training. Funding will also be used to upgrade aging equipment and provide new members with necessary equipment. The entire squad is completing a certification advancement program which will require an assessment of current equipment.
20,169		Command Truck	Support for the truck includes yearly expenses for Satellite service, cell phone service, Direct TV, Satellite phone, Radio programming. Equipment upgrades include recording & switching gear. A portion of the allocation will be used for training and exercise.
10,000		Fire Medic Training	Specialized training for Fire Department tactical medics
35,000		Extrication Equipment	Replace extrication equipment on three fire engines
	9,000	Evidence Collection Training/Equipment	Equipment and consumable supplies for crime scene processing, evidence collection and documentation. Training to include technical evidence collection techniques and handling.

- 20,000 Night Vision Capabilities The Police Special Response team is in need of night vision optics. This is an expensive project and we will request full funding over two grant cycles. This request would purchase 6 units. This is phase two - finalizing the project.
- 25,000 Active Shooter Training All members of the department are required to participate in a yearly active shooter training course, typically held at one of the City schools during April vacation. This request includes continuing education for the instructors and overtime and backfill costs as necessary. We will invite members of the Bangor Fire Department and officers from neighboring police agencies. If adequate funding is available within the grant, partial reimbursement of other police agencies personnel overtime and backfill cost may be offered.
- 2,000 HLS program mgmt Direct hourly expense for program administration

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97,169	92,000	189,169
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189,169 FY 2014 Allocation

### FY14 HSGP County/Local Distribution Formula

<b>Total HSGP</b>	<b>\$1,010,130.00</b>
<b>Total LETPP</b>	<b>\$355,630.00</b>
<b>Total Available</b>	<b>\$1,365,760.00</b>

County	Total	Amount for LETPP	Special Team Stipends (from Statewide Shared Programs funding)					Total FY14 Allocation	% of avail funding
			IMAT Stipend	CERT Stipend	RRT Stipend	DST Stipend			
Androscoggin	\$84,740.90	\$26,269.68		\$1,500.00	(metro)			\$86,240.90	5.8%
Aroostook	\$97,644.33	\$30,269.74	\$1,500.00	\$750.00	\$15,000.00	\$10,000.00		\$124,894.33	8.3%
Cumberland	\$134,882.51	\$41,813.58	\$1,500.00	\$1,500.00	(metro x2)	\$10,000.00		\$147,882.51	9.9%
Franklin	\$67,886.57	\$21,044.84		\$1,500.00				\$69,386.57	4.6%
Hancock	\$80,641.34	\$24,998.82		\$1,500.00				\$82,141.34	5.5%
Kennebec	\$94,713.43	\$29,361.16	\$1,500.00	\$1,500.00	\$15,000.00	(metro)		\$112,713.43	7.5%
Knox	\$68,939.97	\$21,371.39		\$2,500.00				\$71,439.97	4.8%
Lincoln	\$68,000.31	\$21,080.09	\$1,500.00	\$1,000.00		\$5,000.00		\$75,500.31	5.0%
Oxford	\$81,101.89	\$25,141.59		\$1,500.00	\$15,000.00			\$97,601.89	6.5%
Penobscot	\$115,814.44	\$35,902.48		\$1,750.00	\$15,000.00			\$132,564.44	8.9%
Piscataquis	\$63,650.70	\$19,731.72						\$63,650.70	4.3%
Sagadahoc	\$64,460.04	\$19,982.61						\$64,460.04	4.3%
Somerset	\$78,409.47	\$24,306.94		\$3,000.00		\$5,000.00		\$86,409.47	5.8%
Waldo	\$72,033.69	\$22,330.44	\$1,500.00	\$2,500.00		\$5,000.00		\$81,033.69	5.4%
Washington	\$78,854.22	\$24,444.81						\$78,854.22	5.3%
York	\$113,986.18	\$35,335.72	\$1,500.00	\$1,500.00		\$5,000.00		\$121,986.18	8.2%
<b>TOTAL</b>	<b>\$1,365,760.00</b>		<b>\$9,000.00</b>	<b>\$22,000.00</b>	<b>\$60,000.00</b>	<b>\$40,000.00</b>		<b>\$1,496,760.00</b>	

## FY14 HSGP Metro Distribution Formula

<b>Total Metro HSGP</b>	<b>\$826,470.00</b>
<b>Total Metro LETPP</b>	<b>\$290,970.00</b>
<b>Total Available</b>	<b>\$1,117,440.00</b>

Metro Allocations				
	HSGP		LETPP	Total
<b>Auburn</b>	\$ 75,622.01	\$	26,623.76	\$ 102,245.76
<b>Augusta</b>	\$ 87,605.82	\$	30,842.82	\$ 118,448.64
<b>Bangor*</b>	\$ 137,958.72	\$	51,210.72	\$ 189,169.44
<b>Lewiston</b>	\$ 119,838.15	\$	42,190.65	\$ 162,028.80
<b>Portland</b>	\$ 266,371.28	\$	93,779.63	\$ 360,150.91
<b>South Portland</b>	\$ 131,574.02	\$	46,322.42	\$ 177,896.45
<b>Totals</b>	\$ 818,970.00	\$	290,970.00	\$ 1,109,940.00

\* Bangor reduced by \$7500 allocated to Old Town/Orono RRT



**UNFINISHED  
BUSINESS**

**COUNCIL ACTION**

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Item No. 14-288

Date: **September 8, 2014**

**Item/Subject**      Amending Land Development Code – Zone Change – 120 Park Street (Tax Map 041-117) from a Government and Institutional Service District to a Downtown Development District.

**Responsible Department:**      Planning Division

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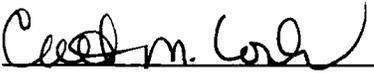
**Commentary:** The applicant, Unitarian Universalist Society of Bangor, is requesting a zone change for a parcel of land (23,165 sq. ft.) located at 120 Park Street (Tax Map 041-117) from a Government and Institutional Service District to a Downtown Development District. The historic church is zoned Government and Institutional Service District (G&ISD) which is typical for churches. It the church's desire to add an elevator to the structure and because the present structure exceeds the allowable lot coverage for the lot, a zone change to Downtown Development District (DDD) would facilitate such an addition.

/s/ Tanya L. Emery  
Dept. Head

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**Manager's Comments:**

For Referral to Planning Board Meeting of September 16, 2014 at 7:00 p.m.

  
City Manager

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**Associated Information:**

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**Budget Approval:**

\_\_\_\_\_  
Finance Director

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**Legal Approval:**

  
City Solicitor

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**Introduced for**

- Passage
- First Reading
- Referral to Planning Board Meeting of September 16, 2014, 7:00 p.m.

Assigned to Councilor Plourde



## CITY OF BANGOR

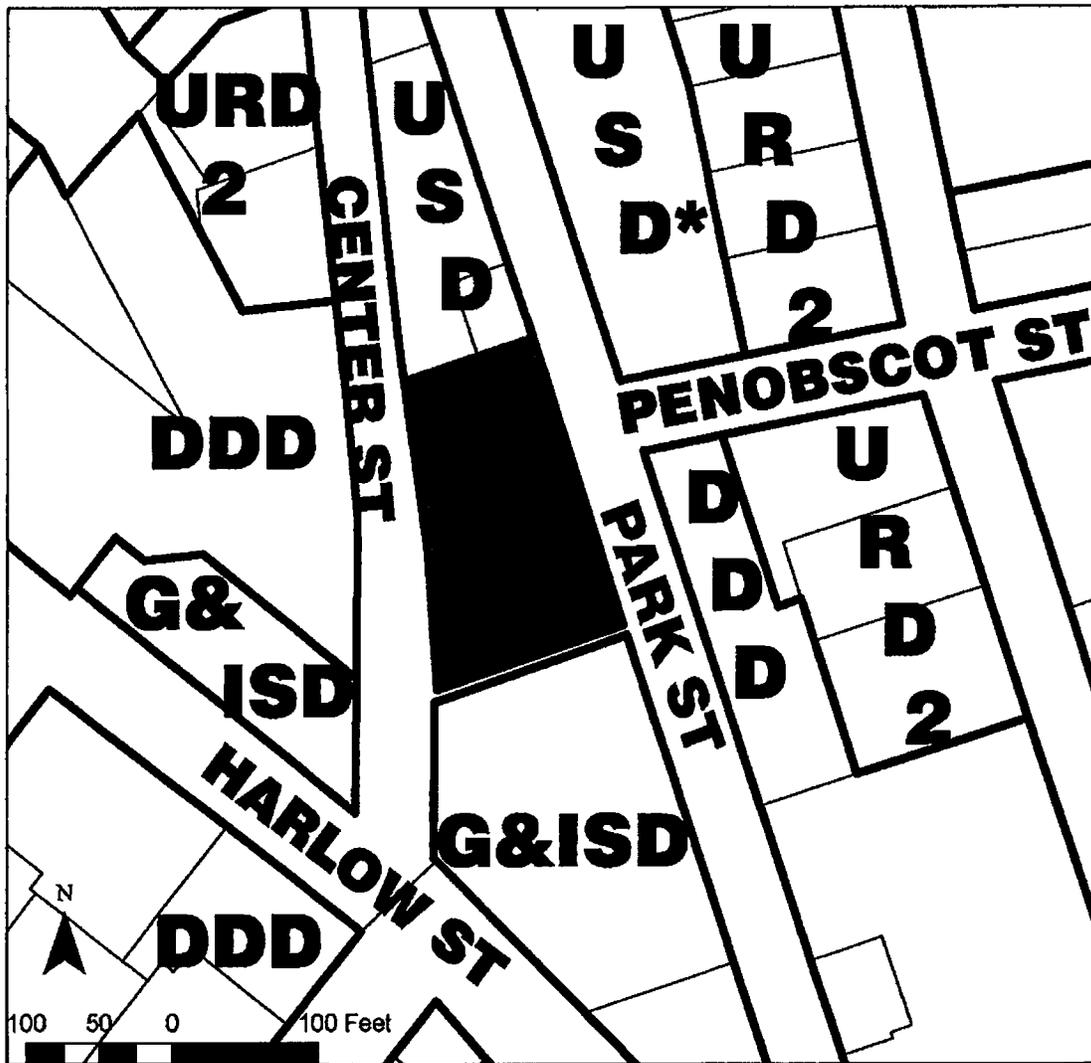
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(TITLE.) Ordinance, Amending Land Development Code – Zone Change – 120 Park Street (Tax Map 041-117) from a Government and Institutional Service District to a Downtown Development District.

*Be it ordained by the City Council of the City of Bangor, as follows:*

THAT the zoning boundary lines as established by the Zoning Map of the City of Bangor dated October 28, 1991, as amended, be hereby further amended as follows:

By changing a parcel of land located at 120 Park Street (Tax Map No. 041, Parcel No. 117) from a Government and Institutional Service District to a Downtown Development District. Said parcel of land containing approximately 23,165 sq. ft. and being more particularly indicated on the map attached hereto and made a part hereof.



**G&ISD TO  
DDD**

7/1/2012

APPLICATION FOR LAND DEVELOPMENT CODE AND MAP AMENDMENT

TO: THE CITY COUNCIL AND  
THE PLANNING BOARD OF BANGOR, MAINE:

DATE: \_\_\_\_\_

- 1. I (WE) Unitarian Universalist Society of Bangor
- 2. of 120 Park Street, Bangor, ME 04401  
Address City or Post Office Telephone

hereby petition to amend the Land Development Code of the City of Bangor, Maine by reclassifying from G+1SD district to the Downtown Devlop. district for the property outlined in red on the maps attached hereto, which are part of this application, and described as follows:

- 3. ADDRESS OF PROPERTY (if any) 120 Park Street  
Total Area (acres or square feet) 23,165 sq. ft.
- 4. PROPERTY LOCATION (General location): Example - South side of State Street 400 yards. East of Pine Street Immediately north of City Hall, between Park St. and Center St.
- 5. LEGAL DESCRIPTION OF PROPERTY - Assessors Map No: 41 Parcel 117
- 6. EXISTING USE: Church
- 7. PROPOSED USE: Church (adding elevator)
- 8. NAME AND ADDRESS OF OWNER OF RECORD: Name Unitarian Univ. Society of Bangor  
Address 120 Park Street
- 9. NAME AND ADDRESS OF CONTRACT OWNER (if such): \_\_\_\_\_
- 10. SIGNATURE OF OWNER OR CONTRACT OWNER: [Signature]  
Chris Burkard, Pres. UUSB Council
- 11. REPRESENTATIVE OF APPLICANT: Name Evan Richard  
(if applicable)  
Address 38 Willow Way, Brewer, ME 04412  
570-1971 (cell ph)
- 12. ATTACH ANY CONDITIONS PROPOSED FOR A CONTRACT ZONE REQUEST.

RETURN FORM & DUPLICATE TO PLANNING DIVISION, CITY HALL, BANGOR, ME.

<u>Application fee</u>	<u>Processing</u>	<u>Advertising</u>	<u>Total</u>
------------------------	-------------------	--------------------	--------------

Zone Change (1/2 acre or less)	\$575.00	\$410.00*	\$ 985.00
Zone Change (in excess of 1/2 acre)	\$920.00	\$410.00*	\$1,330.00
Contract Zone Change - 5 conditions or less	\$1,377.00	\$509.00*	\$1,886.00
More than 5 conditions or 50 words	\$1,900.00	\$509.00**	\$To be determined

\*Two Ads Required \*\* Advertising costs above this amount to be paid for by applicant.

PLEASE READ PROCESSING PROCEDURE ON REVERSE SIDE

RECEIVED

AUG 25 2014

**MEMORANDUM**

**DATE:** September 17, 2014  
**TO:** The Honorable City Council  
**FROM:** David G. Gould, Planning Officer  
**SUBJECT:** Amending Zoning Ordinance  
120 Park Street (Tax Map 041-117) From Government and Institutional Service District to Downtown Development District - Council Ordinance 14-288.

Please be advised that the Planning Board at its meeting on September 16, 2014, held a Public Hearing on the above zone change request.

Member Boothby indicated that he felt that he had a conflict of interest as he is a member of the Governing Council for the Unitarian Universalist Society of Bangor church. A motion was made, seconded and unanimously approved that Mr. Boothby has a conflict of interest.

Mr. Evan Richert representing the applicant indicated that this is a request for a zone change from Government and Institutional Service District (G & ISD) to Downtown Development District (DDD) in order to construct a small addition to the building to install an elevator. They are also proposing accessibility modifications to allow for wheelchairs and handicap accessible bathrooms in this historic building. The applicant applied to and received approval from the Historic Preservation Commission. At that time it was discovered that because the church building covers approximately 42% of the lot and only 30% is allowed in a G & ISD they would not be allowed to construct an addition for the elevator. They looked into obtaining a variance and found that it was not a viable solution. After discussing this with City Staff, they applied for a zone change to Downtown Development District. Mr. Richert indicated that Downtown Development District zoning is appropriate for this location as there are other contiguous parcels that are currently zoned DDD (such as the Library and properties along Park Street). The uses as a place of worship, a venue for social services, performing arts and conferences are also consistent with DDD zoning.

Board Member Mallar felt that a contract rezoning with conditions would be a better solution than a straight zone change to DDD as any use in the DDD would be allowed with no parking required. He was concerned that if the church ceased its operation that the building could be converted into a multi-unit apartment building with no parking requirements.

Chairman Sturgeon opened the meeting up to comments from proponents. Mrs. Judith Boothby, a Kenduskeag Avenue resident and Member of the Church, told the Board that when she was attending Bangor High School (which was then located on

Harlow Street) she would walk over to the church building (which also housed the Thomas School of Dance at Dorothy Memorial Hall) for dancing lessons. She told the Board that while it wasn't an issue climbing stairs, etc. then it is now becoming a challenge. An elevator and handicap accessible improvements would be welcomed.

There were no opponents to the requested zone change.

Planning Officer Gould indicated that this is a request from G & ISD to DDD for approximately a one-half acre parcel located at 120 Park Street which has been the location of the Unitarian Church since 1852. With this long-standing use there is little likelihood that this use will change, the building enlarged, or the parking demand radically changed from its current demand. Staff did not see a downside to this rezoning to allow the applicant to construct an elevator.

Member Bolin felt it was important to make the building more accessible and if the use of the building was ever changed then it would need to be reviewed and parking would be considered. He indicated that he was comfortable with a recommendation to approve the request. Member Miller agreed. Chairman Sturgeon indicated that he felt that DDD zoning was appropriate.

Member Bolin moved to recommend to the City Council that the zone change request contained in C.O. # 14-288 be approved. The motion as seconded by Member Williams and it passed by a vote of 6 in favor and 1 opposed.

**COUNCIL ACTION**

**Item No. 14-289**

**Date:** September 8, 2014

**Item/Subject: Order** – Authorizing the City Manager to Apply for, Accept and Appropriate \$25,000 in Grant Funds from the Stephen and Tabitha King Foundation.

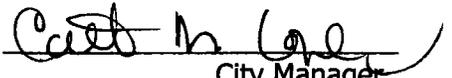
**Responsible Department:** Police

**Commentary:** This order authorizes the City Manager to accept and appropriate \$25,000 from the Stephen and Tabitha King Foundation. Funds from this grant will be used to purchase 82 versatile year round police duty jackets, 82 police duty hats and 70 blood control kits. The award of the grant was made in the memory of former Police Chief Donald Winslow.

Mark Hathaway

Department Head

**Manager's Comments:**

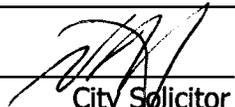
  
City Manager

**Associated Information:** Resolve

**Budget Approval:**

  
Finance Director

**Legal Approval:**

  
City Solicitor

**Introduced for**

Passage  
 First Reading

Referral

Page \_\_ of \_\_

Assigned to Councilor Baldacci



## CITY OF BANGOR

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**(TITLE.) Resolve, Authorizing the City Manager to Apply for, Accept and Appropriate \$25,000 in Grant Funds from the Stephen and Tabitha King Foundation**

*By the City Council of the City of Bangor:*

**Resolved,**

THAT the City Manager be authorized to apply, accept and appropriate \$25,000 in funds as part of the Stephen and Tabitha King Foundation Grant Program. This funding will be utilized to purchase multi-purpose police duty jackets, police duty hats and field use blood control kits.

14-289  
SEPTEMBER 8, 2014



## BANGOR POLICE DEPARTMENT

240 Main Street  
Bangor, Maine 04401  
207-947-7382  
Fax 207-945-6824

**TO: Government Operations Committee**

**FR: Mark Hathaway**

**RE: Stephen and Tabitha King Foundation Grant Opportunity**

**DT: August 26, 2014**

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The police department is requesting permission to apply for, accept and appropriate a grant from the Stephen and Tabitha King Foundation.

Lieutenant Paul Edwards has completed and submitted a grant proposal seeking funding for the purpose of improving officer performance, safety, comfort and appearance. Lieutenant Edwards' proposal includes funding requests for multi-use jackets, police duty hats and blood control kits.

Officers are currently wearing four different style jackets that are old, dated and in many instances inadequate for cold weather use. We seek to purchase a versatile year-round multi-use jacket. The jacket of interest is a double layer police duty jacket with a weather resistant outer shell and a durable and wearable inner shell. This jacket allows for improved comfort, increased warmth, enhanced reflective qualities and a consistent appearance. The second item is a police duty hat. Officers are currently wearing dated duty hats in two different styles. We are hoping to purchase a professional duty hat that will enhance officer appearance. The third item is a blood control kit/tourniquet. All officers are trained in the proper field use of tourniquets. It is our hope that we can provide each police officer with this critical piece of life-saving equipment.

The total amount requested in the grant application is \$25,000, and we have been informed that the grant request has been reviewed and approved.

We have attempted to find creative methods within our budget to complete these projects/purchases however have not been able to do so. We are grateful to the Stephen and Tabitha King Foundation for their consideration and the award.

**COUNCIL ACTION**

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**Item No. 14-290**

**Date: September 8, 2014**

**Item/Subject:** RESOLVE, Authorizing the City Manager to Accept and Appropriate \$134,500 in Grant Funds from the Maine Department of Health and Human Services, Center for Disease Control and Prevention (CDCP), for the Sodium Reduction in Communities Program.

**Responsible Department:** Public Health and Community Services

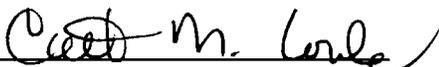
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**Commentary:** The Maine Center for Disease Control and Prevention (CDCP) has invited the Bangor Public Health and Community Services Department to participate in a two-year U.S. CDC program. The initial grant term is September 30, 2014 - September 29, 2015. The grant amount for Bangor Public Health and Community Services is \$134,500.

The purpose is to improve health outcomes in Penobscot County, including the City of Bangor, by increasing the availability and accessibility of lower sodium food products in selected venues such as government or private worksites; congregate meal providers; or hospitals.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:**

Resolve

**Budget Approval:**

  
\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for**

- Passage
- First Reading
- Referral



**Assigned to Councilor Graham**

## CITY OF BANGOR

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**RESOLVE:** Authorizing the City Manager to Accept and Appropriate \$134,500 in Grant Funds from Maine Department of Health and Human Services, Center for Disease Control and Prevention (CDCP), for the Sodium Reduction in Communities Program.

**BE IT RESOLVED THAT:** The City Manager is hereby authorized to Accept & Appropriate grant funds in the amount of \$134,500 from the Maine Department of Health and Human Services, Center for Disease Control and Prevention (CDCP) for the period September 30, 2014 to September 29, 2015 for the Sodium Reduction in Communities Program. The purpose of the program will be to implement a sustainable, comprehensive strategy aimed at improving the food environment in Penobscot County.

**COUNCIL ACTION**

**Item No. 14-291**

**Date:** September 8, 2014

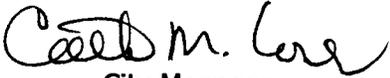
**Item/Subject:** Resolve, Authorizing the City Manager to Accept and Appropriate \$25,229 of Edward Byrne Memorial Grant Funds in Support of Bangor Police Department and the Penobscot County Sheriff's Department

**Responsible Department:** Police

**Commentary:** This resolve will accept and appropriate \$25,229 in Edward Byrne Memorial Grant Funds in Support of Bangor Police Department and the Penobscot County Sheriff's Department. Under the terms of the grant the Bangor Police Department will receive \$13,244 for the purchase of equipment including night optics and traffic enforcement equipment. To be eligible for the grant, the Bangor Police Department and the Penobscot County Sheriff's Department were required to file a joint application, with the agreement that one agency act as the administrator and be the pass-through for the monies under the project. The Bangor Police Department will serve as grant administrator and assess a 5% service fee to the Penobscot County Sheriff's Department. This grant does not require any local match.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

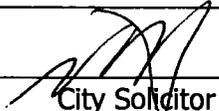
  
City Manager

**Associated Information:** Resolve

**Budget Approval:**

  
Finance Director

**Legal Approval:**

  
City Solicitor

**Introduced for**

- Passage
- First Reading *Gov & Operations Committee*
- Referral – ~~Finance Committee~~ of 9/15/2014

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Assigned to Councilor Civiello

## CITY OF BANGOR

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**(TITLE.)** Resolve, Authorizing the City Manager to Accept and Appropriate \$25,229 of Edward Byrne Memorial Grant Funds in Support of Bangor Police Department and the Penobscot County Sheriff's Department

**BY THE CITY COUNCIL OF THE CITY OF BANGOR:**

**BE IT RESOLVED,** that \$25,229 in Edward Byrne Memorial Grants Funds are hereby appropriated to in support of the Bangor Police Department and the Penobscot County Sheriff's Department in accordance with the allocation, anticipated purchases and administration as contained within the joint application.



**NEW  
BUSINESS**

**COUNCIL ACTION**

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**Item No. 14-307**

**Date:** September 22, 2014

**Item/Subject:** ORDER, Accepting and Adopting an Arts and Cultural Policy

**Responsible Department:** Community and Economic Development

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**Commentary:**

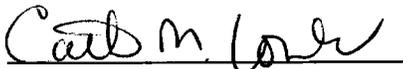
In 2004 the City created the Commission on Cultural Development's to promote the development of Bangor as a regional arts center. Section 95-6 of the Code of the City of Bangor directs the Commission on Cultural Development to draft an Arts and Cultural Policy "using a five year vision statement and strategic objectives". The policy is to identify features important to a positive economic environment for artists, identify a balance between the need for arts and culture and the needs of the community, and assess the impact on our cultural assets. The Commission then reports the draft policy to the Bangor City Council, which has the sole authority to adopt, reject, or revise it.

This Order, if approved, will approve the policy submitted by the Commission on Cultural Development.

This item was reviewed and recommended by the Business & Economic Development Committee at its September 16, 2014 meeting.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

  
\_\_\_\_\_  
City Manager

**Associated Information:**

**Budget Approval:**

\_\_\_\_\_  
Finance Director

**Legal Approval:**

  
\_\_\_\_\_  
City Solicitor

**Introduced for**  
 Passage  
 First Reading  
 Referral

**Page**    **of**

Assigned to Councilor Durgin



## CITY OF BANGOR

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**(TITLE.) ORDER, Accepting and Adopting an Arts and Cultural Policy**

WHEREAS, The City of Bangor has created the Commission on Cultural Development; and

WHEREAS, the Code of the City of Bangor directs the Commission on Cultural Development to draft an Arts and Cultural Policy; and

WHEREAS, the Commission on Cultural Development has drafted a policy and submitted it to the City Council of the City of Bangor for consideration.

*By the City Council of the City of Bangor:*

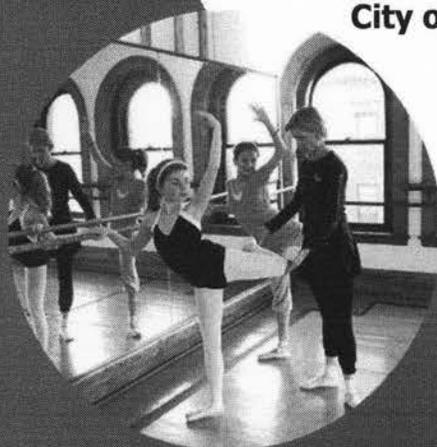
**ORDERED,**

That the policy submitted by the Commission on Cultural Development's is hereby accepted and adopted by the City Council of the City of Bangor. A copy of said policy is attached hereto.



**Commission on Cultural Development  
Arts and Cultural Policy**

**City of Bangor, Maine**



*Authored by: Commission Chair, George Kinghorn; Commission Vice Chair, Judy Boothby; Commissioners Tom Avila-Beck, Jamie Ballinger, Mary Budd, Emily Burnham, Ulrike Guthrie, Kat Johnson, Kiersten Piccininni, Elisabeth Young; City Liaison, Caitlin Brooke; and Council Liaison, Joshua Plourde*

Adopted by Bangor City Council on \_\_\_\_\_



## **MISSION STATEMENT**

The City of Bangor Commission on Cultural Development supports art and culture in Bangor, Maine through funding, marketing, advocacy, and education to benefit citizens, visitors, and the economic and cultural vitality of the city.

## **VISION STATEMENT**

To enrich and advance Bangor as a vibrant city of arts and culture.

(Image Credits Clockwise from Top Left: American Folk Festival, Penobscot Theatre Company, Photo by City Staff, Bangor Arts Society, University of Maine Art Museum, Robinson Ballet by Gary Soucy)

## **BACKGROUND**

The City of Bangor created a Commission on Cultural Development (CCD, or the Commission) in November of 2004 with the mission to “promote the development of Bangor as a regional arts center that nurtures the artistic and cultural expression of its diverse peoples.” (Bangor City Ordinances, Chapter 23, Section 18) The Commission has authorization to assess Bangor’s cultural needs, develop and maintain a comprehensive Arts and Cultural Policy, review grant applications and public art requests, and work with the community to identify and encourage opportunities for the incubation of promising arts and cultural enterprises.

Since its inception, the CCD has recommended that the City award over half a million dollars in grants to dozens of cultural institutions throughout Bangor. The funds have supported a variety of programs that range from educating elementary school children about music through the Bangor Symphony Orchestra, to events highlighting the ecological health of the Penobscot River with the Penobscot Watershed Coalition. The financial impact of the funds provided by the Commission encourages growth and sustains creative industries, enterprises, and workforces in Bangor. Individual artists and cultural organizations are integral to the identity of the City, fostering an environment for community and economy to prosper. The CCD uses “artists” in broad terms to encompass all varieties of creators of culture.

Within the structure of its mission, the Commission on Cultural Development is responsible for developing an Arts and Cultural Policy “using a five-year vision statement and strategic objectives that support the vision statement and based on an assessment of Bangor’s cultural needs and assets.” (Bangor City Ordinances, Chapter 95, Section 6) In order to establish a policy that integrates all aspects of the cultural life in Bangor, the Commission conducted a series of internal work sessions and sought critical input from community members and stakeholders throughout the planning process. A community forum was held at the Bangor Public Library where the Commission gathered information and details about visions for culture in the region as well as suggestions about actionable steps that can be taken to promote arts and culture in Bangor. In addition to the forum, a questionnaire was given to participants to further encourage feedback. Another meeting was held with the leadership of cultural non-profits in Bangor to discuss the current landscape of cultural activity in the area and suggested needed improvements. From these sources, the CCD created a comprehensive Arts and Cultural Policy to outline how it will move forward in the next five years with an established mission for the City.

Note that the prioritization for each section in the Arts and Cultural Policy will be dependent on budget and resources.

## SECTION 1 FUNDING

Based on the annual allocation, the Commission on Cultural Development is responsible for reviewing grant requests and making recommendations to City Council on awarding funds to support the programs of Bangor's cultural nonprofits and individual artists. The CCD recognizes that through excellence in artistic programming, these organizations enhance the quality of life for citizens and visitors in Bangor. City support is needed in order for the organizations to successfully carry out their diverse cultural missions. The grant program shall continue to be the primary focus of the Commission and the majority of the City's annual budget allocation to the CCD shall be used for this purpose; and the Commission further understands the importance of identifying new funding sources such as the Maine Arts Commission and to generate a better awareness of the Optional Cultural Investment Fund.

### **Goal #1: Create greater awareness of the Optional Cultural Investment Fund**

- **Strategy:** Work collaboratively with City staff and Councilors to develop an efficient method of disseminating information about the Optional Cultural Investment Fund.  
*Timeline: 2014, 2015, 2016, 2017, 2018*
- **Strategy:** Work collaboratively with City staff to get updates on the amount of funding that is being generated as the primary indicator of the program's success  
*Timeline: 2014, 2015, 2016, 2017, 2018*
- **Strategy:** To increase citizen contribution to this Fund, organize and staff up to seven informational tables at various arts-related venues or events, which dually addresses a goal outlined in the Marketing section  
*Timeline: 2014, 2015, 2016, 2017, 2018*

### **Goal #2: Pursue Maine Arts Commission grant**

- **Strategy:** Distribute Council approved Arts and Cultural Policy to the leadership of Maine Arts Commission (MAC). This was noted by MAC as a necessary document in the City of Bangor's ability to pursue possible future MAC grants  
*Timeline: 2014*
- **Strategy:** Arrange meetings with Executive Directors of cultural organizations and City Staff to identify needs within the community (in line with criteria of the grant) and develop framework for a grant request and work through the application process  
*Timeline: 2015, 2016*

### **Goal #3: Work with the City of Bangor and Cultural Institutions to pursue other grants such as those administered by National Endowment of the Arts**

- **Strategy:** Research applicable grants and organize brainstorming session with City staff to identify potential opportunities to link arts and culture with development efforts  
*Timeline: 2015, 2016, 2017, 2018*

## SECTION 2 ADVOCACY

The Commission on Cultural Development advocates on behalf of individual artists and cultural organizations operating within the City of Bangor to advance decisions, policies, and infrastructural developments conducive to a flourishing arts community. The Commission wishes to heighten awareness of decision makers and the public on the economic impact and value of the arts, advise City Council on local and state policies affecting the arts sector, and champion this cause as a priority in the City's strategic development.

### **Goal #1: Capture quantitative data on the City's arts and cultural organizations and individual artists contributing to Bangor's creative economy**

- **Strategy:** Develop and administer a cultural census to catalog individuals and organizations that comprise the City's arts sector, which dually addresses a goal outlined in the Marketing section  
*Timeline: 2015*
- **Strategy:** Using the developed census tool, quantify impact and demonstrate the depth and diversity of artistic enterprise in Bangor  
*Timeline: 2015, 2016, 2017, 2018*

### **Goal #2: Empower and mobilize arts supporters, educators, and community and business leaders to advocate for policies that promote the arts and public funding to fuel sector development and growth citywide**

- **Strategy:** Convene meetings of those vested in the arts, arts supporters, and the general public to heighten awareness of issues affecting the sector and to inspire and facilitate individual and collective advocacy, which dually addresses a goal outlined in the Marketing section  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Leverage electronic communications tools to facilitate information sharing and mobilization  
*Timeline: 2014, 2015, 2016, 2017, 2018*

### **Goal #3: Advise City Council on matters pertaining to Bangor arts and culture**

- **Strategy:** Update the Council on the Commission's activities as well as share data gathered through cultural census findings, provide summary analysis of local trends and state legislative issues, and make recommendations concerning decisions impacting Bangor artists and arts and cultural organizations  
*Timeline: Twice annually; 2015, 2016, 2017, 2018*
- **Strategy:** Draft a policy for the Council's review and approval governing the selection, installation, and maintenance of artwork in public spaces  
*Timeline: 2015*
- **Strategy:** Create opportunities for policymakers and decision makers to engage informally with Bangor artists and arts and cultural organizations to deepen understanding and appreciation of the sector's contributions and challenges

*Timeline: 2015, 2017*



## SECTION 3 EDUCATION

Professional development opportunities further artists' craft (e.g. writing, painting, and performance), reach, and operations. Through partnership with professionals, the Commission will enhance the artistic and cultural community through individual education in areas where artists may lack resources. Artists will benefit from an environment where they can learn and share information on how to grow a business, apply for grants to fund their cultural and artistic ventures, get published, find gallery representation, understand their tax situation as artists, market their art, etc. In addition, local area businesses profit from learning to collaborate with artists to boost operations. With time, these offerings are expected to raise the visibility and economic status of the artists and to benefit citizens, visitors, and the cultural richness of the City of Bangor.

### **Goal #1: Provide professional development workshops in a variety of topics**

- **Strategy:** Present a workshop to educate artists about grant writing and the application processes (specific treatment paid toward the CCD and Maine Arts Commission grants)  
*Timeline: Twice annually; 2015, 2016, 2017, 2018*
- **Strategy:** Present a workshop to educate artists about marketing artwork and sharing information in the artistic community  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Present a workshop to educate self-employed artists about taxes and tax issues. Workshops will operate on an annual basis before sensitive deadlines (e.g. end of tax year)  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Present a workshop to educate local writers about self-publishing and approaching publishers  
*Timeline: 2015, 2016, 2017, 2018*

### **Goal #2: Offer a seminar for business owners on ways to boost their business by partnering with local artists**

- **Strategy:** Partner with local organizations to identify experienced business-arts partnerships  
*Timeline: 2014, 2015, 2016, 2017, 2018*
- **Strategy:** Invite some of these organizations to create a panel for the seminar  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Partner with local community-serving organizations to promote event and benefits of such ongoing business-arts partnerships  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Secure a venue, and advertise and promote these events  
*Timeline: 2015, 2016, 2017, 2018*

## SECTION 4 MARKETING

Historically, marketing of arts and culture for the City of Bangor has been the responsibility of individual organizations, with some support provided through local non-profit organizations and consortiums. With the explosion of artistic and cultural energy in the region over the last five years, the City is ideally situated to enact a comprehensive plan to buttress Bangor's identity as a generator and supporter of arts and culture.

Arts and cultural marketing plans are a common occurrence in arts communities small and large. Cities such as Fredericksburg, VA (population, 24,000), the City of Santa Cruz, CA (population, 62,000), and the City of San Francisco, CA (population 825,000) have utilized similar methods to support their local arts and cultural endeavors. Bangor's assessment of needs and the resulting goals were developed through an analysis of recurring themes expressed in public focus groups, sessions with cultural leaders in the City, and an examination of benchmarking reports and plans across the country.

**Goal #1: Develop and maintain a digital presence managed through the Commission and City Liaison. As the recipient of grant funding to create the current "Bangor Arts" brand, the City of Bangor owns and thus delegates responsibility of the brand to the CCD, including website administration and logo usage.**

- **Strategy:** Develop and maintain a section for the Commission on the existing "Bangor Arts" website that includes:
  - Basic information, Vision Statement, and Mission Statement
  - Unified calendar of "Bangor Arts" events
  - Funding opportunities available through the CCD's grant and the application for them
  - Education initiatives such as the free, Commission-hosted education workshops
  - Resources such as a list of organizations specializing in economic development, community activity, tourism, and public interest groups, and City departments
  - A section in which artists can post classifieds
  - Contact form that goes to Commission Chair and City Liaison

*Timeline: 2015, 2016, 2017, 2018*

- **Strategy:** Disseminate a seasonal e-newsletter through a compiled list of stakeholders (City officials, artists, "Bangor Arts" affiliates, and the public)

*Timeline: 2015, 2016, 2017, 2018*

- **Strategy:** Maintain a consistent social media presence through the "Bangor Arts" platforms with two to five weekly posts that communicate arts and cultural opportunities as well as development and funding opportunities through CCD grants

*Timeline: 2014, 2015, 2016, 2017, 2018*

**Goal #2: Promote Bangor as a cultural destination through a month of the arts**

- **Strategy:** Designate a visible, multi-disciplinary arts and culture month to annually

highlight activities, organizations, and artists

*Timeline: 2014*

- **Strategy:** Promote collaboration between organizations and individual artists to participate in the designated arts and culture month  
*Timeline: 2014, 2015, 2016, 2017, 2018*
- **Strategy:** Request sponsorship by Bangor-based businesses  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Bill the designated cultural month through web presence on "Bangor Arts" website and postings in businesses throughout the region  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Link to economic development organizations and non-profit groups  
*Timeline: 2015, 2016, 2017, 2018*

**Goal #3: Strengthen connections between the City and Bangor's cultural community through streamlined messaging and improved communication**

- **Strategy:** Update and expand the "Bangor Arts" brochure (subject to funding)  
*Timeline: 2015, 2016*
- **Strategy:** Compile a list of assets and resources and cultural stakeholders for dissemination and website display, and inventory of publicly-held art on City property, which dually addresses a goal outlined in the Advocacy section  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Facilitate awareness and disseminate materials ("Bangor Arts" brochure and CCD e-newsletter) to economic development organizations  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Tabling efforts at up to seven arts events, which dually addresses a goal outlined in the Funding section  
*Timeline: 2014, 2015, 2016, 2017, 2018*

**Goal #4: Collect and evaluate data on artistic events, organizations, and the cultural environment, as well as identify and promote opportunities for collaboration between artists and cultural organizations**

- **Strategy:** Update City officials and arts and cultural organizations through the e-newsletter and a personal message from the Commission, which dually addresses a goal outlined in the Advocacy section  
*Timeline: Twice annually; 2015, 2016, 2017, 2018*
- **Strategy:** Host two cultural forums annually for the public, and arts and cultural organizations to voice questions, comments, and ideas  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Review opportunities and pertinent information to disseminate to arts and culture organizations, economic development organizations, and the public  
*Timeline: Twice annually; 2015, 2016, 2017, 2018*
- **Strategy:** Review and amend artistic and cultural stakeholders in the community listed on the CCD's assets and resource list  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Quantitatively measure economic impact of individuals and organizations in

the arts sector through anonymous surveys

*Timeline: 2015, 2016, 2017, 2018*

- Strategy: Conduct an annual poll or survey on what public art citizens would like to see and at what locations throughout the City

*Timeline: 2015, 2016, 2017, 2018*



## SECTION 5 CULTURAL VIBRANCY

The Commission itself can be an agent of change to inspire cultural vibrancy throughout the City. The effect is to highlight Bangor as a whole and contiguous entity, rather than as individual pieces. By working with stakeholders in the City (e.g. City government departments, business owners, individual artists, and arts and cultural organizations), the Commission can target specific outlets in which groups collaborate and contribute directly to this end.

### **GOAL #1: Advocate for a specific location, either downtown or adjacent to downtown, as a permanent public art installation or display**

- **Strategy:** Identify suitable locations and contact necessary parties to ensure stakeholder support (landlords, businesses, and businesses adjacent to prospective location)  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Seek grant money that can be used to fund an installation and consider, seeking outside funding from businesses with a vested interest in the arts in Bangor  
*Timeline: 2014, 2015, 2016, 2017, 2018*
- **Strategy:** Request proposals from Maine artists for the identified public location. After selecting acceptable proposals, write project summaries for each covering factors such as theme, size, materials, timeline, cost, and the positive impact in the community  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Using the proposals and public art policy outlined in an Advocacy goal of this plan, initiate a dialogue with City Council, non-profit organizations, local businesses, and other concerned parties and request suggestions and secure necessary permissions  
*Timeline: 2015, 2016, 2017, 2018*

### **GOAL #2: Promote all of Bangor as a cultural destination with the intent of bringing the arts to neighborhoods outside the hub of the Arts District**

- **Strategy:** Work with Parks & Recreation Department and arts and cultural organizations in Bangor to plan one arts event per summer in a park  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Collaborate with Bangor Mall management or management of a Mall area business center to host cultural events  
*Timeline: 2015, 2016, 2017, 2018*
- **Strategy:** Solicit arts and cultural organizations and individual artists for submission and ideas, taking into account theme, message, timeline, cost, and positive impact in the community that befit the venue space  
*Timeline: 2015, 2016, 2017, 2018*