

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

Wed., August 17, 2011, 3:00 pm

City Council Chambers

MINUTES

Councilors: Chair Weston, Blanchette and Durgin

Staff: Conlow, McKay, Bolduc, Patterson (Shirar), Pereira, Heitmann, Willette and Inman

1. Approval of Revised VOANNE Amended and Restated Intercreditor Agreement and Maine State Housing Authority – Amended and Restated Assignment of Credit Enhancement Agreement

Rod McKay reviewed this item for the Committee. There are several lenders involved with the project on Harlow Street built by VOANNE (Volunteers of America Northern New England). The two documents at hand deal with agreements between the lending parties should anything go wrong with the project. The City Council agreed to make an \$18,000 loan to the project to do landscaping off-site on City of Bangor property between Curve Street and the project site. This is a loan that's forgivable 1/20th each year for 20 years as long as the project rents to low and moderate income people. The agreement states that the City is in last place if anything should go wrong. City Solicitor Norman Heitmann requested that staff put this item on the BED Committee agenda. However, he's not ready to put it on the City Council agenda; when it does get to the City Council it will be in its final version. Staff is requesting Committee's approval to move forward with these two agreements to the City Council.

Councilor Durgin made a motion to table this item for now and that staff bring this item back to the BED Committee for further discussion. Councilor Blanchette seconded. Unanimous Committee vote.

2. Ongoing Committee Topics

a. Power Point Presentation – Landscape Buffer Requirements, History and Current Requirements

Rod McKay stated that there has been concern about the requirements in business and industrial zones with respect to the amount of landscaping the City requires between the buildings and the property line referred to as set back buffer yards. In the City's site plan approval process there are buffer yard requirements. Staff reviewed these requirements and how they evolved.

Councilor Blanchette inquired as to what federal and state restrictions the City of Bangor is under and why we have to do several different types of hardwood or fir trees in one development.

David Gould, Planning Officer, responded that there are no federal or state requirements with regard to trees and shrubs if the City doesn't want to. You don't have to review any site plans if the City doesn't want to – that's something that the City has seen value in and has chosen to do – it's not required.

Councilor Blanchette responded that she agrees with the requirement for site plan approval but when you have abutting lots that are owned by the same landlord she feels it is unnecessary to put a buffer of 17-18 evergreens between Lot A and Lot B if they're owned and are not infringing on Lot B's rights as a tenant. She added that the City has never adjusted their site plan development to downscale

it for industrial parks. Putting the same restrictions on industrial parks as are on residential/abutting residential she does not agree with.

Chair Weston asked David Gould if there's a summary of this particular ordinance that he could verbalize.

David responded that in the industry and service district there is no requirement for buffers in the side yards for permitted uses; this was eliminated from the ordinance in 2007 - 2009.

David further responded to concerns about amount of landscaping required vs. being able to see the building(s). He stated that all buildings in Bangor that meet these landscape standards are very visible - all of the new developments done in General Commercial and Service, such as Tractor Supply, Lowes development, the Marriott Courtyard, the Hilton Garden Inn, are all designed to meet the City's standard. This is the same standard the City is asking to be done on Odlin Road. When it's an industry site, the rear and side buffer requirements were deleted. If it's development at the Maine Business Enterprise Park (MBEP) the covenants in which those medical offices are in, it is a covenant - it can be taken out of the zoning.

b. Downtown / Lower Main Street Zoning

Rod McKay stated that staff is working on a Community Development Plan for the lower Main Street area. The entire area encompasses Main Street to Third Street and from Union Street to Buck Street. The proposed development plan will include existing land uses, conditions of infrastructure, zoning, utility services, parks & open space, nonconformities, and a recommended improvement plan. He proceeded to review its progress and seek further guidance from the Committee on issues they want addressed.

David Gould further reviewed the outline of staff's plan to the Committee. He stated that staff discussions have proposed that this plan should be continued all the way down Main Street. This is possible as much of lower Main Street is industrial with some inter-mixed residential but staff does not have a clear boundary as to what the Committee wants to include in the evaluation in terms of how far back into the industrial park they want to go or to address only properties that front on Main Street. GIS data shows that there are 171 parcels within this district that are zoned URD-1 (single family residential); 63% of those are single family homes. In the area that is URD-2, 38% of those are single family homes. But within the URD-1, 81% of the lots are sub-standard (they do not meet the minimum lot size). These are older lots and do not meet today's land development code requirement for a 10,000 sq. ft. minimum. In the URD zoned part, 69% of those lots are sub-standard in terms of area to accommodate the number of units that are in the buildings. This information gives insight about this project area as it shapes up, compared to the minimum zoning requirements.

Councilor Durgin asked if the sub-standard lot sizes preclude current owners from making changes on their property or does it just affect anyone buying that property and moving forward.

David replied that these lots are generally 'grandfathered' - the lots preexisted long before the City's minimum requirement of 10,000 sq. ft. However, if the situation is where you've got at or more the lot coverage, you cannot expand your house because you cannot increase the non-conformity.

Councilor Durgin further asked David if he's recommending a clarification of that or change to that.

David replied that staff wants to make sure if they go down the analysis through as is in the outline and evaluate the condition of the streets, the width of the streets, the sidewalks, the buildings and the uses and come up with potential recommendations, that's what you're looking for. We just want to make sure that if we put 2-3 months in to doing this, we end up with a project that Staff and Committee were looking for.

Chair Weston asked David Gould to put into written form his presentation so that it can be circulated to the full Council. Chair Weston added that he will get clear direction from Council for David in order that this can be moved forward, as time is of the essence.

c. Power Point Presentation – Overview of City Development Parcels Leased, Sold and Available for Development

Rod McKay did a power point presentation of the City's properties/sites that are available or presently have been developed in their various business and industrial parks or sites that are available for development. Properties covered in the presentation were the Dow Air Force Base that included the Godfrey Field that was deeded back to the City in 1968; the area off TelCom Drive; the Ermetia & Valley Development on Union Street; and the Maine Business and Enterprise Park. All of these properties were released from the original deed restrictions that allow the City to sell the property rather than just leasing and also released all of the restrictions that all revenues had to go to support the airport operations, allowing those funds to come back and go into the City's Economic Development fund which was established in 1996. These funds are used to develop our business industrial parks and to do our economic development operations. Properties in the aeronautical area of the airport such as the terminals, runways, hangars are all managed by the airport and any revenue we derive from those properties go to the Airport fund. All of the non-aeronautical areas of the former Dow Air Force Base under the City ordinances are managed by the Dept. of Community & Economic Development. The revenues depending on where they're located either go to the Airport fund or to the Economic Development fund. There are also various properties around the City that they own and use for economic development purposes that go to the Economic Development fund. The City has a side agreement with the BanAir Corporation to market and manage many of the airport's non-aeronautical properties. BanAir is staffed by Community and Economic Development staff. BanAir performs functions for the City at their direction and permission.

BanAir Executive Manager, Steve Bolduc of the Economic Development office, reviewed through a power point presentation, the various properties and locations BanAir manages.

Chair Weston stated that he'd like to take Item 5 - Golf Course issue next, putting the Executive Session item last.

3. Golf Course 12-Month Financial Review

Tracy Willette, Parks & Recreation Director, stated that as the BED Committee members had asked for some financial review of the golf course. However, it has come to his attention today that the City's Finance Director, Debbie Cyr is not available today as she had to go home sick. She was to present a

financial report for Committee at today's meeting. Tracy asked with the Chair's indulgence that this item be tabled until the next meeting.

Committee agreed to table this item until the next regularly scheduled Business and Economic Development Committee meeting.

A motion was made by Councilor Durgin to go into Executive Session – Economic Development – Land Disposition – 208 Maine Avenue – 1 M.R.S.A. § 405 (6) (C).

4. Executive Session – Economic Development – Land Disposition – 208 Maine Avenue – 1 M.R.S.A. § 405 (6) (C)

5. Committee Action on Above Item

No Committee action was taken.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

Wednesday, Sept., 21, 2011, 5:00 pm

City Council Chambers

Minutes

Councilors: Chair Weston, Blanchette, Bronson, Durgin, Longo, Nealley and Palmer
Staff: Conlow, McKay, Bolduc, Pereira, Willette, Inman, Cyr and Yardley
Others: Reverend Carlson of Penobscot Community Health Care (PCHC); Dr. Tripp Gardner Chief Psychiatric Officer at PCHC and Jack Barrows.

Chair Weston moved Agenda Item #3 to #1 due to time constraints.

1. (Item #3 on Agenda) Economic Development Monthly Report

Tanya Pereira, Business Development Specialist, reviewed activities she has been working on over the last month. She's continuing to work with clients on a couple of large-scale projects that involve evaluation of a number of site locations and opportunities on multiple parcels within the City. Have had a couple of manufacturing inquiries in September; one land inquiry for a unique business opportunity that already exists in other states; some downtown space inquiries that are on-going with notable local businesses. Have also been discussing with other Economic Dev. staff about doing a "Downtown Open House" – this would provide visibility for downtown property owners. Also, have two proposals (under Executive Session) coming before the Committee tonight.

It was decided by Chair Weston and City Manager Conlow to go into Executive Session before hearing the public review of the following item.

1.a. **Executive Session:** Review of Employment Contract – Golf Course 1 M.R.S.A. § 405 (6) (C)

No Committee action was taken.

2. (Item #1 on Agenda) Golf Course 12-Month Financial Review

City Manager Conlow stated that the City Council had asked staff to do a review of the golf course to see whether or not the operation should continue to be an in-house operation or whether we would be better off privatizing it. This is being looked at now by the BED Committee in order to address some of the issues. (This is also reviewed during the annual City budget process.)

Tracy Willette reviewed the City Municipal Golf Course 12-month financial report. He handed out a historical result of how the golf course has been doing financially over the last few years. In summary, the golf course is operated as an enterprise fund and essentially covers its own costs as well as contributes to the administration within the general fund of the Parks and Recreation Dept. for administrative time that they assist the golf course with. Consequently, the golf course does not cost the Bangor taxpayer out of the general fund. Over the last few years

there has been extreme growth in golf and now that has subsided not just in Maine but throughout New England and across the country. Additionally, Bangor has the only 27-hole facility in the area; they compete as a municipal entity with many of the private courses in the immediate area for the same group of golfers. A recent change that has helped Bangor is to its membership structure – as a result this has brought in 50-55 new members. Staff receives positive feedback as to the product they're offering; they have looked at how they're doing in their marketing efforts and what they can do to improve it and have also allowed them to be scrutinized by the PGA on how Bangor operates. The PGA provides a very detailed report on what changes Bangor could make in going forward. Staff hopes to implement these changes.

Discussion continued on the financial aspects as to the revenue the golf course brings in on an annual basis and what is then needed to cover various City staff costs associated with the operation of the golf course. It was noted that maintenance costs have been escalating over the last several years. Muni Golf Course staff has related to its members, however, that prices may have to be raised next year due to increased costs.

In response to an inquiry from Councilor Bronson, Finance Director Debbie Cyr stated that the golf course funds its deficit; it has adequate cash on hand to cover any operating losses that it has in these periods. In the years that the golf course loses money we do not transfer money over to the Parks & Rec reserve but we still get our money for Parks & Rec administration at City-wide indirect overhead administration costs as well. The loss number is not a direct loss to the general fund.

Councilor Durgin said that in addition to looking at the golf course from purely a financial perspective it is also incumbent upon the Council to make some determinations on whether we're satisfied with the current management approach and to go forward with it, or do we want to make some changes. Need to be careful that we're not looking at deteriorating the capability of the community to offer something as fine as a golf course – need to look at this in terms of what we're doing better in publicizing and using this as part of our total package for destination on the gateway here in Bangor.

Councilor Palmer suggested that there should be a strong connection between the golf course and the other entities in the entertainment district in that area such as the new arena, Hollywood Slots and the waterfront. He expressed concern with the fact that travelers on I-395 cannot see the golf course due to the growth of the trees over the years and feels this should be corrected. He further suggested that there be a paved path from the golf course to the new arena, and that golf carts should be located near Hollywood Slots for visitors. Also consider putting together a package with Hollywood Slots that could include a two night stay at Hollywood Slots, a round of golf at Bangor Muni and perhaps a concert venue. He added that when staff begins looking at the various groups that rate municipal golf courses, need to see where Bangor Muni stands now; at one time the City of Bangor was very high on the 'rating' list. Also find out what the criteria is that they use in order to see what we have and what we need to improve upon.

Parks & Rec Director Tracy Willette stated that staff is preparing to locate a sign behind the 12th tee on the 18th which will face I-395 to let people know there is a golf course in Bangor. Staff has also taken a closer look at their marketing efforts and what can be done to improve it. The connection that has been discussed since the new arena had first been talked about a few years

ago is certainly something staff will take a look at and if it's not a literal connection certainly will be a figurative connection between 2 of the 3 facilities.

Councilor Nealley suggested that a comparative assessment of other golf courses be done in order to make us well informed to see if we're more in line with where we're supposed to be or maybe we need to look at a private sector organization and see what they might recommend.

City Manager Conlow stated that in 4-6 weeks staff would be able to bring back to Committee comparative information on golf courses with the understanding that the goal of the golf course is to maintain that asset within the community and that it is affordable. She added that we need to ask ourselves is the ultimate goal to make a lot of money or is it to have an asset that supports a range of people within the community. She concluded she would go with the latter choice of making it as affordable as possible for the widest range of people.

3. (Item #2 on Agenda) Penobscot Community Health Care / Hope House – Request for Transfer of Land

Reverend Carlson, President of Penobscot Community Health Care (PCHC), reviewed this item for the Committee. He stated that Hope House (an alcohol and substance abuse treatment facility) began in 1973 and PCHC began in 1998. Approximately a year ago, Hope House became the Acadia Recovery Center and it came back under PCHC's umbrella as a facility. PCHC has been operating it since that time to the present day. The Maine State Housing Authority (MSHA) has come out with a grant whereby there is \$3 million available, on a competitive bid process, for development of transitional housing to stabilize people who are homeless and peri-homeless.

PCHC currently leases land from the City on Indiana Ave., adjacent to the Maine Business Enterprise Park, for operation of the Hope House. PCHC owns the buildings and leases the land from the City for \$1.00/year. PCHC is now asking that the City transfer the ownership of the leased land adjacent area to PCHC for \$1.00 to allow PCHC to seek MSHA funding for the addition of 20 to 25 single room occupancy (SRO's) housing units and additional clinical and support space for the integrated delivery of care.

The property is zoned Government and Institutional Service District (G&ISD). G&ISD preserves and protects those areas of the City occupied by public and nonprofit Institutional buildings or uses. Housing per se is not a permitted use in a G&ISD.

Staff stated that at issue is whether or not the City Council approves further expansion of the Hope House. If housing is proposed, as defined by the City's Land Development Code, rather than providing overnight accommodations for patients for treatment purposes, zoning issues would have to be resolved.

Committee discussed the issues at hand. Councilor Nealley stated that there does not seem to be a comprehensive primary full-care continuum of services presently in Bangor. Consequently, he would be supportive of this request as presented.

Councilor Bronson concluded that he would have to see a different plan come before the Committee from PCHC then this particular plan before he would support it.

Councilor Palmer stated that there is a tremendous need for the services that PCHC provides and that this proposal has merit and should be explored. He would like to hear (in the near future) from Shawn Yardley and Rod McKay regarding the CDBG monies that are anticipated.

Councilor Blanchette stated that this project will take people that do not have a home and will place them in a home environment. With this comes a feeling of responsibility and respectability and that's what some of these people need to get back on their feet; these people will have to prove themselves over the years. Bangor can continue to ignore the problem of the homeless and the addicted and we will see our general assistance budget go up in large amounts every year. This lease can be written in a way that when PCHC stops offering shelter and 1-room apartments to people in need of treatment, the land will come back to the City of Bangor and then you turn around charge square market value for the square foot of the land. We're going to pick up \$5,000 every year on property that has not been paying taxes since we took it over from Dow Air Force Base. We're going to have questions but I think we can face them and work them through. I am glad that we have people like Rev. Carlson and Dr. Gardner; I know that Shawn Yardley cannot do it all.

2.a. Executive Session (if needed) re: Above Item – 1 M.R.S.A. § 405 (6) (C)

A motion was made, seconded and approved to recommend to the City Council an Order authorizing the City Manager or her designees to negotiate a Development Agreement with Penobscot Community Health Center for the acquisition of property located on Indiana Avenue for the purpose of expansion of the Hope House.

4. **Executive Session** – Economic Development – Waterfront Property Disposition Negotiations – 1 M.R.S.A. § 405 (6) (C)

5. Committee Action on Above Item

A motion was made and seconded and unanimously approved to recommend to the City Council approval of an Order designating Bond Properties, LLC, owners of The Fish House Grill in Bar Harbor, as Tentative Developer of Front Street Development Parcel #3 for a period of 90 days, during which time City staff will negotiate exclusively with Bond Properties, LLC for lease of Parcel #3 for development of a restaurant.

6. **Executive Session** – Negotiations for Incentives for Downtown Property Acquisition and Improvements – 1 M.R.S.A. § 405 (6) (C)

7. Committee Action on Above Item

No Committee action was taken.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, Oct. 5, 2011, 5 pm, City Council Chambers
Minutes

Councilors Present: Chair Weston, Blanchette, Durgin, Gratwick, Hawes, Longo, Nealley and Palmer

Staff: Conlow, McKay, Pereira

Chair Weston stated that the Executive Session item would be taken up first (Item #2 & #3 on the Agenda).

1. **Executive Session** - Economic Development – Negotiations for Disposition of Waterfront Property – 1 M.R.S.A. § 405 (6) (C)
2. Committee Action on Above Item

No Committee action was taken.

3. Update on Planned Waterfront Improvements – Staff Presentation

Rod McKay presented an update on planned waterfront improvements stating that design work and permitting is progressing for the next phase of construction on the waterfront. It is hoped to get the permits and go out to bid by January 2012; receive bids back in February; begin construction in spring 2012 and complete it in the early part of 2013. Staff provided an overview of what remains to be done at the waterfront and begin the process of getting the Committee's guidance on what areas they would like staff to undertake next.

Rod stated that the areas being focused on are from Railroad Street downriver to Dutton Street and to several other areas of potential improvement work that might be done. The City Council authorized staff to do the design work and proceed with Part 5 & Part 6 of the planned improvements which come to about \$483,000 and also to include Part 3 in the next bid set as an alternate. Since then there have been some changes; the recommendations for the 2011 bid approved by the City Council was a restroom building and the waterfront walkway at the coal tar area - the total estimated costs of these two areas was \$483,522. The alternate, Part 3, had a cost estimate of \$366,113 for a total of \$849,655. The area currently being concentrated on is Part 5 & Part 6 which is the staging area for the coal tar remediation that was done and the location of the building to house the restrooms, control facilities for underground storm water containment tank. Later on it was recommended that the building be enlarged to include the potential of a take-out food restaurant to serve the waterfront area. The total estimated cost has increased to \$904,600. Remaining future phases in the Waterfront Park are estimated to cost \$3.6 million if everything is done as shown on the concept plan. Amphitheater area would be \$1.5 million; wet playground at \$960,000 (that the Council has told staff to hold off on); the dry playground that we have not moved forward on yet but the cost estimate is \$530,000; great lawn at \$284,000; Arboretum (downriver) cost of \$340,000—all totaling \$3.6 million.

Staff is recommending that the Arboretum and dry playground be considered for the next projects to be undertaken. The great lawn is still a useable area; the amphitheater area is still useable and additional improvements to these areas could be delayed until staff is absolutely sure there is not more work to be done on coal tar cleanup. This is work that would be designed during 2012 and hopefully go out to bid as early as 2013 for whichever areas that the Committee decides should be done next. Staff is now looking for guidance from Committee on their thoughts.

Councilor Longo and Nealley both expressed that the wet and dry playgrounds proposed should be deleted from the plan due to the high costs - do not see a need to spend a half million on this. Councilor Nealley added that we need to move very cautiously forward with the other projects as there may be parties interested in developing parcels at the waterfront; once the stage has been at the waterfront need to see what the City determines with respect to that. He further said he's asking for more guidance from the Dept. of Community Development as to what it means to have the stage moved - where a permanent location may be and whether investments like the great lawn investment and place for the amphitheater right now are things that are even feasible to move forward on.

Councilor Hawes is in favor of reassessing the dry playground - perhaps reconfigure it differently and costs; then start on the other end of the waterfront and do what is necessary on the other side of the tracks for the concerts.

Councilor Durgin asked Rod McKay to give actual progress on Plan 5 & 6 and the alternate as described.

Rod McKay replied that the design work for Parts 5 & 6 is nearing completion. Part 3 has not been done. The cost estimates, due to the expansion of the building, have taken up more money so we've held up on Part 3. Staff is in the process of permitting that work now and intends to get the permits before the end of this year and go out to bid in January 2012 with bids back for the Council's consideration in February.

In response to Councilor Gratwick's inquiry as to where the money is coming from to pay for this, Rod replied that to date for Waterfront improvements, 40% of the funding has come from the Federal government; 30% from the state and 30% from the City. Funding for the next phase of work will come through the downtown TIF and the Downtown Community Development Block Grant allocation. The Council in recent years has appropriated \$400,000 annually for waterfront improvements and \$100,000 annually from Community Development funds. We presently have available in Downtown TIF funds and Community Development Block Grant funds already approved and allocated by the City Council of \$777,000. If the Council does what they have done in the past, in June 2012 another \$400,000 of TIF funds will be appropriated and another \$100,000 in Community Development funds allocated for waterfront improvements, which allow the 2012 work to be done.

Councilor Blanchette stated that the City Council needs to give serious thought as to what they want to develop at the waterfront to be all inclusive of families.

Councilor Gratwick stated that he'd like to know some of the specifics of the dry playground as he feels the park is very important. He questioned the expense of putting a restaurant on the waterfront; likes the idea of starting with the arboretum. The great lawn and amphitheater can wait.

Councilor Palmer stated that the cost for the park is too much - it would have to be a 'spectacular' park to justify that cost; it needs to be done with less of a budget. He is in favor of an arboretum but does not feel it is strong enough for that end of the walk and would recommend a piece of sculpture (that we already have envisioned to go at the other end). Suggested to consider asking the users of the dry park what they want - enlist the Bangor School Dept. and the schools, and Parks & Rec. to get ideas. Aside from the topic at hand, he mentioned that the skateboard park that is supposed to be built has not been started - the pieces of it are lying behind Public Works - it needs to be completed.

Rod McKay stated that he is not looking for any decisions of the Committee tonight – he just wanted to bring them up-to-date where we're at, what the current thinking of staff and the designers is so that Committee members can think about them as well. In the coming months, Committee can be prepared to make a decision on which of the individual elements to go forward with first. The decision needed in the immediate future is on the building itself – whether or not we want to include the take-out restaurant (so staff has the set of bid out documents ready to go out in January 2012). Staff will bring the planning and design people back for a meeting with the Committee to show what they have in concept for the playground. Rod added that he agrees with the Committee's sentiments tonight that it would have to be a spectacular park for \$500,000+ because we have been doing playgrounds for less than \$100,000 all over the City.

City Manager Conlow added that the direction that we are going in is to take a closer look at the playground – she also agrees that the \$500,000 price tag is high. The next step will be the arboretum which is consistent with the direction we got last year; we will cost out the dry playground – we will not remove these elements from the drawings but keep them for some point in the future with the understanding that we're not moving forward with paying for them unless the Council feels differently. We presume that it is the desire of the Council to move forward with the 700 foot addition for the take-out food restaurant, so we're continuing with that approach. If there's a change in this, staff needs to know so that they don't bid out something Council doesn't want.

Councilor Durgin stated that we haven't been asked this evening to vote on anything specific but if we're going to go out to bid in the next couple of months for the work to be done in 2012 it is imperative for the Committee to express a position on this so that we can move forward. The information before us states what is going to go out to bid this Fall. He inquired of Rod if he has enough information at this time to move forward or does he need something more from this Committee?

Rod replied that it's his understanding that we're moving ahead with the restaurant. The City Manager has meetings with the party that is interested in the take-out restaurant on the waterfront later this week so unless it changes, we won't come back to the Committee.

Councilor Durgin stated that we're talking about conceptually doing something that needs to be done to finish this entire project – the arboretum, the amphitheater, the restaurant take-out building – these are all key to getting more people to use the waterfront. Important to move forward on this now. He emphasized that the restaurant proposed will be a 'take-out' food stand to be attached to the new restroom facility building. It will not be a full service restaurant nor will it be in competition with full service restaurants in that area. With respect to the dry park, he feels the cost figure needs to be looked at again and details as to what it will include and how will the money actually be spent.

Chair Weston shared Councilor Bronson's comments (in his absence) with the Committee that he is looking for a shade structure of some sort to be considered next to Part 4 area where there could be public seating and shade. Chair Weston added his comments that it is important to have well lit, well manicured trails from one side to the other of the waterfront, regardless of what is placed there (playground or amphitheater) with open green space. If that's the only thing we accomplish – he would be pleased to put the cost into these amenities.

Meeting adjourned.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, October 19, 2011, 5:00 PM
City Hall Council Chambers
Minutes

Councilors: Chair Weston, Blanchette, Bronson, Durgin, Gratwick, Longo and Nealley
Staff: McKay, Wallace, Patterson, Pereira

1. Permission to Support ArtPlace Grant Opportunity

Shirar Patterson, Business & Economic Development Officer for the City of Bangor, presented this item to the Committee stating that ArtPlace is a collaboration of top national funders, private foundations, arts funders and the National Endowment for the Arts as well as seven federal agencies. They have joined together to accelerate creating places across the United States. Last year they had a grant process that was by invitation only; they funded 34 projects in 25 communities and contributed \$11.5 million. This year they have invited communities to apply for the next round of funding. Based on the work the City has been doing with the Commission on Cultural Development and their initiative to support the arts in Bangor as an economic development tool, this is a good opportunity for Bangor to apply for this grant opportunity. Letters of Inquiry along with a proposed project are due November 15, 2011. From the staff perspective, Shirar is looking to bring together the different arts groups in Bangor to have a conversation about ideas to accelerate the arts in Bangor, to help build capacity of all the organizations and to continue that discussion resulting in a list of priorities that the arts organizations see as a need in Bangor. This would also enable us to pursue other grants as they come forward.

The main point for this initial discussion would be for the ArtPlace Opportunity but there will also be an opportunity from the Maine Arts Commission in February 2012 and others down the road. Depending on what initiative Bangor would apply for, the City could be the lead applicant or it might be appropriate to have a non-profit be the lead applicant. The most recent idea was to have a physical arts place downtown – a place where different arts organizations could have programming, classroom space and meeting space; we are also in need of more performance venues downtown. The groups would be convened in the next week or so. Shirar has had discussion with the arts organization that she deals with on a regular basis to let them know about this opportunity so that they can start thinking about concepts, etc. The Commission on Cultural Development will also be at the table and City Councilors are invited to participate as well as anybody in the community who wants to share ideas.

Councilor Durgin suggested to Shirar that as she pulls together this group that 3 other players might want to be at the table if they're not already -- The University of Maine, Husson University and University of Maine at Augusta – all of whom have a number of different art related venues and are looking at various different possibilities for growth of the creative economy. He added that this opportunity is a great idea and would endorse going forward with it.

Councilor Durgin made a motion to approve staff recommendation to apply for the ArtPlace Grant funding as presented. Councilor Nealley seconded. Unanimous Committee vote.

Councilor Durgin made a motion to go into **Executive Session** – Economic Development – Negotiations for Disposition of Property – Holland Street – 1 M.R.S.A. § 405 (6) (C)

2. **Executive Session** – Economic Development – Negotiations for Disposition of Property – Holland Street – 1 M.R.S.A. § 405 (6) (C)

3. Committee Action on Above Item

A motion was made by Councilor Durgin and seconded by Councilor Nealley to accept staff's recommendation to divide City property at 34 Holland Street, Lot 120 on Assessor's Map 20, for sale at the City Assessor's \$10,000 estimate of value, to the abutting Holland Street property owners with 10 feet of width of Lot 120 encompassing approximately 2,145 square feet or approximately 28.57% of Lot 120 going to Ms. Ruopp, the owner of Lot 119 at 28 Holland Street, for \$2,857 and the remaining 25 feet of width of Lot 120 to Mr. and Mrs. Kamyk, owners of Lot 121 at 38 Holland Street, encompassing approximately 5,362.5 square feet or 71.43% of Lot 120, for \$7,143, thereby providing for both abutting lots to meet the minimum 75 feet lot width specified in the City's Land Development Code for lots in the URD-1 zone. The vote was unanimously in favor of the motion.

Councilor Durgin made a motion to go into **Executive Session** – Negotiations for Rehabilitation of Downtown Property - 1 M.R.S.A. § 405 (6) (C)

4. **Executive Session** – Economic Development – Negotiations for the Rehabilitation of Downtown Property – 1 M.R.S.A. § 405 (6) (C)

5. Committee Action on Above Item

A motion was made by Councilor Durgin and seconded by Councilor Blanchette to recommend to the City Council approval of an Order authorizing a Development Agreement with Queen City Properties, LLC on or before December 31, 2011 providing for the return to Queen City Properties, LLC 50% of the new tax increment revenues paid on 22 Merchants Plaza for a period of 20 years following the completion of the rehabilitation of 22 Merchants Plaza into nine residential dwelling units. The vote was unanimously in favor of the motion.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, November 9, 2011, 5 pm
City Council Chambers
Minutes

Councilors: Chair Weston, Blanchette, Bronson, Gratwick, Hawes, Longo and Palmer
Staff: Conlow, McKay, Patterson, and Wallace
Others: Councilor Elect Sprague, Councilor Elect Gallant

CONSENT AGENDA

1. Community Development Residential Rehabilitation Loan – 13 Fruit Street

Rod McKay, Director of Community & Economic Development, reviewed the subject item stating that this is a loan under the City's Community Development Block Grant funds. The City receives annually around \$1 million in Federal Community Development Block Grant funds (CDBG) and the City Council decides each year how those funds are spent. We allocate almost half of the funds to a Property Rehabilitation Residential Loan Program whereby, for low and moderate income home owners, we make financing available to bring the homes into compliance with the City's safety regulations and to make them readily maintainable and energy efficient. Home owners who fall at or below 80% of the median income are eligible to apply. The owners of the home at 12 Fruit Street have applied and they meet all of the program's requirements. We will provide, with the BED Committee's approval, the financing to do work on the property that will consist of replacing existing door weather stripping, roof shingles, repair of the electrical system, installation of hardwired interconnected smoke and carbon monoxide detectors, installation of wall and ceiling insulation, installation of an insert-type pellet stove as well as miscellaneous interior repairs. The loan is for \$17,900, if approved. Jeff Wallace, Housing Rehab Coordinator for Community Development, writes up the specifications for the work to be done; helps the homeowner find a reliable contractor and monitors the work as it progresses as well as approves progress payments to the contractor with the homeowner's approval. This loan application for the property located at 13 Fruit Street, Bangor, qualifies for the Property Rehabilitation Residential Loan program. Staff recommends approval.

Councilor Blanchette inquired if Community Development has a list of contractors that we have worked with and are they rated with respect to their workmanship.

Jeff Wallace replied that he currently has a list of six (6) contractors that are used and he would rate them all equally. They have all had past performance that is acceptable; no issues with homeowners, no issues with quality of work.

Councilor Blanchette further inquired if the homeowners that are applying for these loans are advised against free lancing contractors out there and that staff would prefer that they go through the City to get a reputable contractor.

Jeff Wallace replied 'yes'. Often times the owner will ask if they can use a reputable contractor of their choosing. Jeff will tell them to have that contractor contact him and if they meet the same criteria of lead-smart renovators standards (that his other contractors do) as well as having the proper insurance then Jeff will add them to his approved list of contractors.

Chair Weston inquired if City tax money (from the general fund) is used for this program. Jeff replied 'no'; funding comes from the Federal HUD CDBG Program as stated previously by Rod McKay.

A motion was made by Councilor Longo and seconded by Councilor Blanchette to approve the Consent Agenda as presented. Unanimously approved.

REGULAR AGENDA

2. Cultural Commission Grant Recommendation for Maine Alliance for Arts Education

Shirar Patterson, of the Community & Economic Development as well as the staff person for the Commission on Cultural Development, reviewed this item. The Commission has 4 grant application cycles per year. The Commission receives a comprehensive application from anyone interested in funding; there are guidelines they have to meet that are set by City ordinance and policy. They received two grant applications for the October 1, 2011 deadline. The first application requesting a \$2,000 grant was from the Maine Alliance for Arts Education. Their project is building community through the arts. These grant funds will support participation of two English classes at Bangor High School, about 50 students in 8 hours of artists and residence programming, which in this case is dancing that culminates in a performance on November 17. The program allows students with no experience in the arts to deepen their understanding which also helps them to enhance their communication skills and appreciation for the arts. The Commission, after reviewing this application at their October 26, 2011 meeting, unanimously recommended a \$2,000 grant from their current allocation that they have received from the City Council for this program.

A motion was made by Councilor Blanchette to move staff recommendation as presented. Seconded by Councilor Longo. Unanimously approved.

3. Cultural Commission Grant Recommendation for Downtown Bangor Partnership to Support Downtown Countdown New Year's Eve Event

Shirar Patterson reviewed this item for the Committee. This is the 2nd application that came before the Commission on Cultural Development at their October 26, 2011 meeting. This application is from the Downtown Bangor Partnership (DBP) to Support the Downtown Countdown New Year's Eve Event. It is an annual event that DBP organizes and oversees; the venues are throughout downtown. The Commission unanimously approved funding a \$2,000 grant towards the Downtown Countdown to support activities and entertainment for people of all ages. These grant funds from the City will primarily support entertainment in the Council Chambers at the City Hall venue. They will also be televised and recorded for future use. The schedule of events will be available at the end of November or first week of December in order to be distributed through the holiday season.

A motion was made by Councilor Blanchette and seconded by Councilor Longo. Unanimously approved.

4. West Market Square/Continuity of Community Update

Rod McKay, Director of Community and Economic Development, reviewed this item for the Committee. The Downtown Bangor Partnership has been interested in moving the Continuity of Community sculpture that is currently located in West Market Square. The City Council has

appropriated \$25,000 this year from the Downtown Tax Increment Financing District to make improvements to West Market Square – the intention is to remove the sculpture, fountain and to make a larger open space there. To do this, it was necessary to go to the Historic Preservation Commission (HPC) as West Market Square is in a historic district and also through the Commission on Cultural Development. Shirar Patterson added that the HPC did approve the removal of the Continuity of Community sculpture as well as the fountain. Staff have also been working with Pam Shadley of Shadley Associates, designer of the waterfront, to do schematics of where it would be best to place the sculpture. The Commission on Cultural Development also looked at several alternatives and ultimately settled on the waterfront. They unanimously approved, at their October 26, 2011 meeting, the schematic of where the sculpture should be located on the waterfront. The location showcases the sculpture as it was intended. The sculpture and fountain will not be removed from West Market Square until finally approved by the City Council. The HPC has requested that staff let them know where it is intended to be placed even though the proposed new location is not in a historic district. Staff will also need to present to HPC the plans for West Market Square which encompasses landscaping, pavers and new benches. These changes are not the end-all be-all of what we might like to see for West Market Square renovations but it is an incremental process to make some visible changes in the center of downtown.

Meeting adjourned.

BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE

Monday, November 21, 2011, 5:30 pm

City Council Chambers

Minutes

Councilors: Chair Gratwick, Durgin, Longo, Sprague and Weston (sitting in for Hawes)
Staff: Conlow, McKay, Wallace

Chair Gratwick stated that the Regular Agenda, Item 2, would be taken up first as Councilor Durgin has to leave early.

CONSENT AGENDA

1. Community Development Residential Rehabilitation Loan – 80 Boutelle Street

A motion was made by Councilor Longo to approve the Consent Agenda as presented. Seconded. Unanimously approved.

REGULAR AGENDA

2. **REFERRAL – ORDINANCE 12-007**, Amending Map Entitled “Downtown Parking Management District “ by Adding Four Spaces and Designating 14 Spaces as 90 Minute Parking Near Kenduskeag Stream

Rod McKay introduced this item to the Committee stating that this is a City Council referral. A request from members of the Hammond Street Senior Center to change the parking duration on Kenduskeag Plaza on the West side between the foot bridge and the York Street vehicle bridge from 60 minutes to 90 minutes. There are 11 spaces along the west side of Kenduskeag Stream and there are 3 spaces that were not designated on the City’s map at the bottom of the steps coming down from State Street onto the plaza. Staff has reviewed this and has prepared the Council Order necessary to amend the time duration for those spaces from 60 minutes to 90 minutes.

Councilor Durgin expressed appreciation for this issue coming before the Committee as it will enable the citizens that come to the Senior Center to have accessible parking. It also brings that area into compliance with the other 90-minute spaces that are located on State, Harlow and Hammond Streets.

Councilor Longo and Councilor Sprague both feel that this issue should go before the Downtown Bangor Partnership Board to determine how they feel about the 60 minute versus 90 minute parking in that area of the downtown. Councilor Durgin added that this change is correcting what was an oversight in the original change of spaces in that area from 60 to 90 minutes parking. He added that he feels it is time to revisit the entire downtown parking issue.

A motion was made by Councilor Longo that this item be referred to the Downtown Parking Advisory Committee. Seconded by Councilor Sprague.

After some discussion on the pros and cons of Councilor Longo’s motion, he then withdrew his motion.

Councilor Weston made a motion to move staff recommendation moving Ordinance 12-007 to approve 14 spaces for 90 minute parking near Kenduskeag Stream. Seconded by Councilor Durgin. Unanimously approved.

Discussion continued.

Councilor Gratwick asked that for the next year that a brief 2-3 sentence summary of each of our Action Items be placed in the next week's agenda packet so that, for example, those who are here now know that we have okayed 14 spaces for 90 minute parking at the Kenduskeag Stream Plaza. That the discussion today is leaning towards having future meetings on the overall parking issues with the downtown merchants and the Downtown Parking Advisory Committee and needs to be taken up within a certain time. To enable this to happen, some sort of reminder should be made to the BED Committee.

Rod McKay asked Councilor Gratwick if he would like to have something similar to the Council meeting minutes that are rather brief -- they state only the action that the Council has taken. Is this what he would like to see -- that we put down the Council action on the Action item that was before you and also make a note of any of the other issues that come up that need follow up?

Councilor Gratwick replied 'yes', but that he does not want to be redundant as there are already very detailed analysis of these meetings and he does not want to recreate that but wants some notation that there are several different topics we're following up on.

Councilor Sprague added the parking issues also pertain to business development and safety in the downtown, so it is a major issue that is going to require our attention beyond referral to the parking advisory committee.

City Manager Conlow stated that staff will work with Councilor Gratwick to find a format to keep it on the radar and keep the Council informed as to what will be coming to the BED Committee.

Councilor Gratwick further added that anyone who wants items to be on an agenda to let him know and he will either assign them to the Downtown Parking Advisory Committee or bring them back to the BED Committee. He will also work with the staff to make sure that is okay.

Meeting adjourned.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, December 7, 2011, 4:30 pm
City Hall Council Chambers
Minutes

Councilors: Chair Gratwick, Blanchette, Durgin, Hawes, Longo and Sprague
Staff: Conlow, McKay, Bolduc, Patterson
Others: Abe & Heather Furth; Chris Gagnon, Bangor Verizon Call Center; John Rohman and Elaine Clark

1. EXECUTIVE SESSION - Economic Development – Downtown Development – 1 M.R.S.A. § 405(6) (C)

2. Committee Action on Above Item

A motion was made and seconded to recommend to the City Council approval of a Development Agreement with Abraham and Heather Furth who propose to acquire and improve 89 and 91 Main Street wherein the City of Bangor agrees to return 100% of the new tax revenues generated by the project for a period of 8 years.

3. Amendment of a Drainage Easement with Verizon Wireless

Rod McKay briefly gave some background on this item and stated that the issue before the Committee today is a need to expand the parking lot at Verizon Wireless located on Telcom Drive to accommodate new employees.

City's Economic Development Officer, Steve Bolduc, further explained that Verizon Wireless has requested a revision to a Drainage Easement relating to its ownership of Lot 12B in the BIA Commercial / Industrial Park on Telcom Drive. The building currently has 146 parking spaces – as of April 2011 there was a total of 198 employees at this location. Verizon Wireless is planning to hire an additional 69 employees. They have redesigned the parking area to allow for additional parking spaces bringing the total to 235 spaces; this increase will enable them to hire the additional personnel. The redesign however encroaches into the easement; amending this easement area will enable the project without affecting the City's ability to maintain the drainage way. The City Engineer has reviewed this and concurs with the easement amendment.

Staff recommends the Committee's approval of this amendment to the drainage easement with Verizon Wireless and recommendation for City Council approval.

Councilor Longo made a motion to move staff recommendation as presented. Councilor Durgin seconded. Unanimous Vote.

4. Update on Farmer's Market

Shirar Patterson, of the City's Economic Development office, updated the Committee on the feasibility of a Farmer's Market in the City of Bangor. She stated that Bangor had a farmer's market in the past that spun off from the Downtown Bangor Partnership (DBP) Outdoor Artisan Market that occurs in the summer months. Last year, an effort was made to have more farmers involved but after

conducting some surveys the two markets are mutually exclusive as the timeframe of the Outdoor Market does not work for the farmers as most of them have product that is not available until August. Another reason the farmers market did not work was due to the high fees. Since then Shirar has obtained information from other communities that have farmer's markets and has concluded it may after all be a possibility in Bangor. As is done in these other communities, would need to have a group of core farmers that are interested in helping to organize and set-up the structure. Shirar recently conducted an electronic survey of local farmers - sixteen responses have been received to date; 10 said they would participate in a market in Bangor; 6 said maybe; no one said 'no'. They further indicated an interest in helping with the planning moving forward. Shirar suggested that the next step would be to set-up a meeting with those interested parties and look at what they suggest. Shirar has outlined some possible timelines to look at a potential market launch as early as the summer of 2012, as long as there is the buy-in and interest from the farming community.

Discussion continued among those in attendance on the various possible locations to hold farmers market's in Bangor. Areas suggested were: the waterfront; Cascade Park; off Maine Ave. near the airport. Shirar stated the site should be City-owned if they are going to help facilitate the market.

Councilor Gratwick concluded by saying that he would hope to have a meeting with the farmers in January 2012 to continue the conversation.

5. 2012 Schoodic International Sculpture Symposium

Shirar Patterson reviewed this item for the Committee by stating that the City of Bangor (along with 7 other entities) has been invited to participate in the 2012 Schoodic International Sculpture Symposium at the University of Maine, July 22, 2012 – August 31, 2012. On November 2, 2011 an informational meeting on this was held in the Council Chambers. At that time, 12 people were identified that are willing to serve on a "Schoodic Symposium Committee" that will work with City staff and the Commission on Cultural Development to oversee the project and fundraising for the sculpture. On December 3, several committee members attended a training session to assure Bangor's success in this effort.

Staff is recommending that the Committee move forward with this project and enter into the agreement with the University of Maine.

Elaine Clark and John Rohman, who are both on the Schoodic Symposium Committee, gave some background on themselves for the Committee's information and answered questions from those present.

Councilor Durgin made a motion that the City Council adopt the memorandum Agreement with Schoodic International Sculpture Symposium and proceed to move forward with the project as presented. Seconded by Councilor Longo. Unanimous vote.

Meeting adjourned.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

Wednesday, December 21, 2011, 5 pm

City Hall Council Chambers

Minutes

Councilors: Chair Gratwick, Durgin, Sprague and Weston

Staff: Conlow, Gould, McKay, Pereira, Inman and Willette

- 1. Ordinance** – Amending Chapter 165, Section 165-72 Land Development Code, of the Code of the City of Bangor, by Amending Provisions of Section 165-72 K. – Required Number of Spaces

David Gould, Planning Officer, reviewed this item for the Committee. This amendment is intended to create a parking standard for reuse of historic structures the same as new construction. The nature of older historic structures is that they contain many spaces that are not as efficient as new construction and therefore their parking demand per square foot is less.

Councilor Durgin made a motion to adopt staff's recommendation as presented. Seconded by Councilor Sprague. Unanimous vote.

- 2. Ordinance** – Amending Chapter 165, Land Development Code, Section 165-32, Quarries, Mining and Excavations, of the Code of the City of Bangor, By adding Provisions Regarding Permit Extensions

David Gould, Planning Officer, reviewed this item for the Committee. This amendment will clarify the procedure for extensions for quarry permits granted by the Planning Board. The Land Development Code presently has language for extensions of permits but provides no guidance as to the procedural steps required for an applicant or the Planning Board.

Councilor Weston made a motion to adopt staff's recommendation as presented. Seconded by Councilor Sprague. Unanimous vote.

Chair Gratwick inquired of David Gould if the City has any ordinances relating to the stripping of top soil. David replied that the City has standards relative to filling and grading of top soil or mining gravel. Chair Gratwick added that he would like this topic to come back to the Committee for further discussion.

- 3. Extension of Penobscot County Parking Lease**

Rod McKay, Director of Community & Economic Development, reviewed this item for the Committee. The City of Bangor has a lease with Penobscot County for the lease of 75 parking spaces in the Court Street Parking Lot which expires on December 31, 2011. The City and County wish to extend the Lease Agreement for another two year period. There are provisions in the lease agreement whereby if the City needs to displace the parking during the lease period due to demolition and clearance of the former police station or expansion of the parking lot, the City will offer the County alternate parking locations in the downtown at the same rate. The other change to the lease agreement would be to add a provision in Article VII, the possibility of renovation of the former Police Department building.

Staff recommends approval.

Councilor Weston made a motion to move staff recommendation on this item as presented. Seconded by Councilor Sprague. Unanimous vote.

Councilor Sprague stated that he has complaints from citizens that entering and exiting the post office parking on the corner of Hammond and Franklin Streets is very hazardous. He also has received complaints that there is no oversight of that parking lot.

Rod McKay stated that the parking lot and the building where the post office is located both belong to Penobscot County. To provide the parking for the post office the county's parking was displaced and that's why the County leases additional spaces from the City. Rod added that in talking with Bill Collins, County Administrator, he is aware that there is a problem with some of their employees parking in that lot that should not be so Rod will bring that to Mr. Collins attention again. In regard to the danger of entering and exiting the parking lot, that is the County's responsibility but the City did, as part of their Franklin Street improvement project, relocate a bump in the sidewalk from one side of the exit to the other so that it would improve visibility looking up Franklin Street towards Harlow Street to make that a little less dangerous.

Chair Gratwick asked that Staff bring this issue back to the January 18, 2012 BED Committee with further information on what can be done with respect to signage and who polices these lots. Also do a review of the entrance and exits at the post office parking lot to see if anything can be done differently with signage for pedestrian movement. He added that perhaps appropriate staff from the police dept. and the county could also attend to clarify any of these issues.

Councilor Weston suggested that as the County has their own meetings perhaps staff from the City could attend one of those meetings to explain the concerns as expressed and then report back to the BED Committee.

4. Extension of Tentative Developer Status for Bond Properties, LLC

Rod McKay reviewed this item stating that on September 26, 2011 by Council Order 11-297 the City Council approved Tentative Developer Status of Bond Properties, LLC for development of Parcel #3 on the Bangor waterfront for development of a fish house restaurant. Bond Properties, LLC also has a restaurant in Bar Harbor and due to finishing up their peak season in that locale they need more time to finalize their plans and address the site development issues at the Bangor waterfront. They have asked for an extension of the status for 90 days to March 30, 2012. Staff recommends approval of this request.

Councilor Durgin made a motion to adopt staff recommendation as presented. Seconded by Councilor Sprague. Unanimous vote.

5. 2012 Golf Course Fees

Tracy Willette, Parks and Recreation Director, reviewed the proposed membership and green fee changes for 2012 at the Bangor Golf Course. These increases are necessary in order to balance the revenues with the operating expenses at the golf course. Staff continually reviews their fees with the goal of offering an affordable golf facility for as many players as possible while continuing to generate a level of revenue that meets their operating expenses.

Councilor Weston asked that at the next BED Committee meeting there be a budget to actual from April to November 2011 report on the Golf Course.

Tracy Willette replied that this will be one of the items taken up at an upcoming workshop soon to be scheduled in order to go over the golf course operation in detail.

Councilor Durgin made a motion to adopt the recommendation of staff as presented. Seconded by Councilor Weston. Unanimous vote.

6. Economic Development Update

Tanya Pereira, Economic Development Business Development Specialist, gave an update on activities she has been working on as follows:

- continuing conversations around priority areas such as the waterfront, Main Street (hotel conversation in particular).
- projects in the downtown that are moving forward
- C&L Aerospace conversations continue – several meetings are scheduled for January 2012 to continue to evaluate what are the possible ways the City can help to support that expansion and what kind of support they need from other sources as well.
- there are a couple of confidential large projects taking place and continue to move forward.
- there have been a lot of small downtown space inquiries
- working with a couple of commercial realtors on larger parcels in other sections of the city that they're interested in marketing in new and different ways.
- Bangor has been chosen as the finish-line destination for the Fireball Adventure Rally. Details will be forthcoming.
- working on various PR, communications and writing assignments as needed to help fill in.

Councilor Sprague suggested to staff that a recruitment board be created when a physician or professor or any kind of professional is hoping to come to Bangor. He has been contacted by private practice physicians, professors from Husson University and the University of Maine who are in agreement that this is needed. Citizens from Bangor have also contacted him expressing that they would like to be ambassadors; School Superintendent Betsy Webb is also interested in supporting such a board.

Chair Gratwick asked that the following items be put on the January 18, 2012 BED Agenda:

- Discussion of Councilor Sprague's suggestions
- Farmer's Market update (perhaps with interested farmers)
- City's policy to lease property (rather than sell) that has already been developed
- A report on issues relating to the Bangor Post Office entrance and exit traffic problems; Penobscot County policing of the Post Office Parking lot; and a report from the police department on related problems they have encountered.
- Report on Golf Course
- Further discussion on City Ordinance with respect to stripping of topsoil

Meeting adjourned.