



**CITY
COUNCIL
AGENDA**

AGENDA
CITY COUNCIL OF THE CITY OF BATH, MAINE

Regular Meeting

Wednesday, August 7, 2024, 6:00pm
City Council Chambers, Bath City Hall

In-Person: Council Chambers, Bath City Hall, 55 Front Street

Television: BCTV Channel 14

Live Stream: [BCTV 14 \(castus.tv\)](https://www.castus.tv)

ZOOM: <https://us02web.zoom.us/j/87604874516>

Call to Order

Pledge of Allegiance

Roll Call

Presentations

Hiring of Joanelle Tran, Firefighter; Bath Fire Department
Proclamation recognizing "Kindness Day", Saturday, August 17, 2024
Presentation by Brenda Cummings, City Assessor; Valuation Update

Public Comments

Manager's Report

Committee Reports

Public Hearings

2024-80) Ordinance: Crosswalk on Summer Street

2024-85) Ordinance: 80 Congress Ave Bath Housing Project Contract
Rezoning

Consent Agenda

(Items marked with an asterisk () on the agenda shall be considered routine matters not requiring debate. Any Councilor wishing to have any item marked with an asterisk removed from the Consent Agenda shall have the unlimited right to do so at any time prior to the vote by Council on the Consent Agenda. If such an item is removed from the Consent Agenda, it shall be dealt with in the normal course of the meeting.)*

2024-86) *Minutes of the previous meetings of July 3, 2024, Regular Meeting, and July 17, 2024, Special Meeting (Motion to accept as presented)

2024-87) *Order: Approving ballot for MMA's Vice President and Executive Committee Members

Unfinished Business

2024-80) Ordinance: Crosswalk on Summer Street (second passage)

2024-85) Ordinance: 80 Congress Ave Bath Housing Project Contract Rezoning (second passage)

New Business

2024-88) Order: Approval of construction contract with Crooker Construction, LLC for street paving

2024-89) Order: Approval of mutual aid agreement with Bath Iron Works Corporation for firefighting and emergency response assistance

2024-90) Appointments and Reappointments:

Sandra Wentworth appointment to Bath Housing Authority term to expire February 2028

Larissa Holland appointment to Bicycle, Pedestrian, and Transportation Committee term to expire May 2027

Alexis Mann appointment to Bath Development Corporation term to expire April 2026

Alex Zipparo appointment to Bath Development Corporation term to expire April 2026

Andrew Francis, Non-Profit Business Representative, appointment to Community Development term to expire July 2027

Gretchen Jaegar appointment to Housing Committee term to expire June 2025

Elizabeth (Liz) Burkley appointment to Housing Committee term to expire June 2026

Leiha Lynn appointment to Housing Committee term to expire June 2027

Councilor Comments

Executive Session

Real Estate per 1 MRS §405(6)(C)

Adjournment

PROCLAMATION

WHEREAS Kindness Day is the dream of Morse High Senior Bryanna Ringrose, which evolved from a conversation with her best friend Taylor Bisson, and

WHEREAS the desire was to have a day in Bath where everyone could just focus on doing small acts of kindness for each other, and

WHEREAS this event is coordinated by Jennifer McDorr with the help and support from the community of merchants, organizations, area non-profits, and a number of individuals participating to make this dream a reality, and

WHEREAS the power of kindness lies in every individual and by recognizing, understanding and actually using this power, we have the ability to send out a positive ripple that may travel for miles, and

WHEREAS no one, no matter how young or how small, is too little to make a difference in our own community and our world and through random acts of kindness, we can promote healthy behaviors and positive dynamics within our community, nourishing and strengthening our community with a celebration of simple kindness that encourages people to tap into their own human spirit;

NOW THEREFORE BE IT PROCLAIMED that **August 17, 2024**, shall be recognized as **Bath Kindness Day** remembering that simple day-to-day acts of kindness enable our community to be a kinder, safer and more secure place to live, work and play and to urge all citizens to participate in spreading kindness, and practicing respect, generosity, patience and consideration of others not just this day, but every day of the year.

Dated this 7th day of August 2024.

Mary Ellen Bell, Chairperson
Bath City Council



PUBLIC HEARINGS

**CITY OF BATH
PUBLIC HEARING**

THE FOLLOWING ORDINANCE WAS GIVEN FIRST PASSAGE BY THE CITY COUNCIL OF THE CITY OF BATH, MAINE AT A REGULAR MEETING HELD AT THE CITY HALL ON WEDNESDAY, JULY 3, 2024, AND PERSUANT TO THE CHARTER OF THE CITY OF BATH, AND THE PRIVATE AND SPECIAL LAWS OF THE STATE OF MAINE, AND AMENDMENT THERETO, PUBLIC HEARING WILL BE HELD TO CONSIDER THE FINAL PASSAGE OF SAID ORDINANCE IN THE CITY COUNCIL CHAMBERS, THIRD FLOOR OF CITY HALL, BATH, MAINE, ON WEDNESDAY, AUGUST 7, 2024, AT 6:00 PM.

Municipal Code Amendment Chapter 17 Vehicles and Traffic, Section 154, Crosswalks

Add:

Crosswalk on Summer Street near Patten Free Library

BY ORDER OF THE CITY COUNCIL OF THE CITY OF BATH, MAINE

Attest:

A handwritten signature in black ink, appearing to read 'DLW', with a long horizontal flourish extending to the right.

Darci L. Wheeler, City Clerk

**CITY OF BATH
PUBLIC HEARING**

THE FOLLOWING ORDINANCE WAS GIVEN FIRST PASSAGE BY THE CITY COUNCIL OF THE CITY OF BATH, MAINE AT A REGULAR MEETING HELD AT THE CITY HALL ON WEDNESDAY, JULY 17, 2024, AND PERSUANT TO THE CHARTER OF THE CITY OF BATH, AND THE PRIVATE AND SPECIAL LAWS OF THE STATE OF MAINE, AND AMENDMENT THERETO, PUBLIC HEARING WILL BE HELD TO CONSIDER THE FINAL PASSAGE OF SAID ORDINANCE IN THE CITY COUNCIL CHAMBERS, THIRD FLOOR OF CITY HALL, BATH, MAINE, ON WEDNESDAY, AUGUST 7, 2024, AT 6:00 PM.

AMEND ARTICLE 16, BY ADDING Section 16.33, as follows:

ARTICLE 16.33: 80 Congress Ave. Contract Zone

A. District Designation

The property designated for contract rezoning is located at 80 Congress Ave, identified as Lot 14, on City of Bath Tax Map 29 dated April 1, 2023.

B. Findings

The City Council makes the following findings:

1. The property is located in the Mixed Commercial and Residential (C2) District.
2. Contract Rezoning is allowed in the Mixed Commercial and Residential (C2) District.
3. The project consists of a proposal to demolish the existing Bath Housing Development Corporation office building and build a new 4-story structure containing 48 deed-restricted affordable housing units.
4. Without the contract zone, the minimum lot area per dwelling unit would be 2,400 sf (6,000 sf per 8.08, reduced to 2,400 by 8.26)
5. The applicant proposes to develop the project at 2,400 sf as depicted on the Zoning Summary Plan C-3.2, which shows additional land to be placed in conservation on Map 24, Lot 1-1 as part of a master zoning plan also incorporating the parcels at Map 29, Lot 13 and Map 24, Lot 1.
6. Without contract rezoning, the maximum lot coverage would be 60 percent.
7. The applicant proposes maximum lot coverage would be increased to 70 percent, as depicted on the site plan C-3.0.
8. Without contract rezoning the maximum height would be 40 feet.
9. The applicant proposes the maximum height be increased to 50 feet.
10. The rezoning is consistent with the mandatory conditions set forth in Land Use Code Section 8.20 paragraph D. 1., as the applicant is proposing a project that is compliant with the comprehensive plan, and the applicant is not proposing restrictions for the project to adhere to.
11. The applicant is willing to meet certain community objectives contained in the Comprehensive Plan due to additional flexibility being allowed. Specifically,
 - a. The project will create up to 48 new, sustainable deed-restricted housing units.
 - b. The project will improve a section of sidewalk along Centre Street.
 - c. The project will provide a new bus/shuttle stop on Centre Street.
 - d. The project will set aside 10.52 acres on a neighboring parcel as permanent open space conservation land with Kennebec Estuary Land Trust. The applicant proposes to make this designation as part of the master plan zoning for the overall 17.24 acres, which encompasses 80 Congress Avenue (Map 29, Lot 14), 100 Congress Avenue (Map 29, Lot 13), 150 Congress

Avenue (Map 24, Lot 1), and the back land (Map 24, Lot 1-1) as depicted on the Zoning Summary Plan C-3.2

- e. The applicant agrees to contribute \$5,000 to study and improve the intersection of Centre Street and Congress Avenue.
12. The rezoning of the parcel is consistent with the Comprehensive Plan and there are no other applicable City plans. The proposed multifamily apartment building is compatible with the neighborhood, which consists of multifamily residential housing to the west and north, a multifamily residential building under construction to the southwest, and residential uses to the west and south. The area is served by public water and sewer, bus service, and includes sidewalk connections to the Bath Shopping Center, schools and recreation facilities, and downtown.

C. Zoning Provision Affected

This contract zoning amendment is intended to accommodate reduced setbacks, additional building height, and lower minimum density requirements pursuant to Section 8.08 of the Land Use Code, allowing the construction of the structure and other site improvements depicted on the Site Plan approved with conditions, by the Bath Planning Board on July 2, 2024.

This contract zone is intended to modify the dimensional standards of the Mixed Commercial and Residential (C2) District):

1. Reduce Minimum Lot Area per dwelling unit to 2,400 sf
2. Increase Maximum Lot Coverage from 60 percent to 70 percent
3. Increase Maximum Height from 40 feet to 50 feet.

D. Conditions of Approval

This Contract Rezoning Ordinance requires full and complete compliance with all conditions of approval, which are part of the Site Plan and Subdivision approval, granted to Bath Housing Development Corporation, by the Bath Planning Board on July 2, 2024, including the following conditions:

Standard Conditions:

1. Approval is dependent upon and limited to the proposals and plans contained in the application materials and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board, and any variation from such plans, proposals, and supporting documents and representations are subject to review and approval in accordance with the Land Use Ordinance.
2. All work shall be completed in accordance with Best Management Practices for Soil Erosion and Sediment Control. Erosion and sedimentation management measures must be implemented during every phase of construction. The amount of exposed soil throughout construction must be minimized. Any exposed ground area must be temporarily or permanently stabilized within one week from the time it was actively worked by use of riprap, sod, seed, mulch, or other measures.

Additional Conditions (Site Plan):

3. Prior to issuance of building permit, the applicant shall secure easements for utilization of the adjacent parcel to the north for proposed parking, solid waste storage, drive aisle, and vehicle turnaround.
4. Prior to the issuance of a building permit, the applicant shall investigate if the existing sewer service to the private home at #2 Edgett St can be connected to the City sewer main in Edgett Street and propose a resolution satisfactory to the Public Works Director, as determined by the Planning Director.
5. The required discretionary conditions of the proposed contract zone must be approved and adopted into the Land Use Code.

Additional Conditions (Subdivision):

6. Applicant shall provide a letter from MHPC for City of Bath Planning Director review and acceptance prior to building permit issuance. If the Plan requires additional action to ensure appropriate measures for the protection of the historic or prehistoric resources, a plan amendment may be required
7. The lot may not be divided in the future unless the space and bulk regulations of the district in which the lot is located are met (required by 10.05).
8. Prior to issuance of a building permit, the applicant shall pay the required \$16,879.50 sewer impact fee.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF BATH, MAINE

Attest:

Darci L. Wheeler

City Clerk



CONSENT AGENDA

REGULAR MEETING MINUTES
CITY COUNCIL OF THE CITY OF BATH, MAINE

Wednesday, July 3, 2024, 6:00 PM

Councilors Present: Julie Ambrosino, Christopher Marks, Mary Ellen Bell, Terry Nordmann, Roo Dunn, Jennifer DeChant, Caitlin McCorkle, Miriam Johnson, and Megan Mansfield-Pryor

Councilors Absent: None

City Staff Present: Marc Meyers, City Manager; Darci Wheeler, City Clerk; Juli Millett, Finance Director/Assistant City Manager, Misty Parker, Economic and Community Director; Michael Bethea, IT; and Pete Compagna, BCTV

Call to Order: 6:00pm

Pledge of Allegiance

Roll Call

Presentations: 6:01pm

TIF Request Presentation

Public Comments: 6:44pm

Letter from Haley Blanco 70 Oliver Street in regard to Bath Housing 80 Congress project

Manager's Report: 6:46pm

Heritage Days Update
Library Park Fountain
Statue will not be on public display
Positive rabies case
Press Release

Committee Reports: 6:51pm

Councilor Ambrosino
Appointment Review
Interviews forthcoming
See in August

Councilor Dunn
Bath Water District
Annual audit
Hydrant density towns vs. rural

Councilor Bell
Climate Action

Resilient Bath

Public Hearings: 6:54pm

2024-75) Ordinance: Chapter 5 Business, Article 6 Taxicabs

No public comment closed at 6:54pm.

Consent Agenda: 6:54pm

(Items marked with an asterisk () on the agenda shall be considered routine matters not requiring debate. Any Councilor wishing to have any item marked with an asterisk removed from the Consent Agenda shall have the unlimited right to do so at any time prior to the vote by Council on the Consent Agenda. If such an item is removed from the Consent Agenda, it shall be dealt with in the normal course of the meeting.)*

2024-77) Minutes of the previous meetings of June 5, 2024, Regular Meeting, and June 12, 2024, Special Meeting (Motion to accept as presented)

Motion from Councilor Ambrosino to pull item 2024-78 from the consent agenda. Seconded by Councilor Dunn. Chair Bell called for a roll call vote. The motion was approved.

YEAS: Councilors Ambrosino, Marks, Nordmann, Dunn, DeChant, McCorkle, Johnson, and Mansfield-Pryor.

Motion from Councilor Marks to accept the consent agenda. Seconded by Councilor McCorkle. Chair Bell called for a roll call vote. All were in favor of the consent agenda.

YEAS: Councilors Mansfield-Pryor, Johnson, McCorkle, DeChant, Dunn, Nordmann, Marks, and Ambrosino

2024-78) *Order: Approving ballot for MMA's Legislative Policy Committee

Marc Meyers, City Manager, provided background on the item responding to questions from Councilor Ambrosino.

Motion from Councilor Ambrosino to accept as presented. Seconded by Councilor Marks. Chair Bell called for a roll call vote. The order was approved.

YEAS: Councilors Ambrosino, Marks, Nordmann, Dunn, DeChant, McCorkle, Johnson, and Mansfield-Pryor.

Unfinished Business: 6:59pm

2024-75) Ordinance: Chapter 5 Business, Article 6 Taxicabs (second passage)

Marc Meyers, City Manager, provided background information on the Ordinance responding to questions and comments from Councilors Dunn and DeChant.

Motion from Councilor McCorkle to accept as presented. Seconded by Councilor Ambrosino. Chair Bell called for a roll call vote. The ordinance was approved unanimously.

YEAS: Councilors Mansfield-Pryor, Johnson, McCorkle, DeChant, Dunn, Nordmann, Marks, and Ambrosino

New Business: 7:03pm

2024-79) Order: Proposal for construction of McMann Athletic Complex Bathroom Building

Marc Meyers, City Manager, provided background on the item and responded to questions and comments from Councilors DeChant, Johnson, McCorkle, Dunn, Mansfield-Pryor, Ambrosino, and Marks.

Councilor Dunn made motion to accept as presented with a second made by Councilor Marks. After much conversation, Chair Bell called for a roll call vote. The order passed unanimously.

YEAS: Councilors Ambrosino, Marks, Nordmann, Dunn, DeChant, McCorkle, Johnson, and Mansfield-Pryor.

2024-80) Ordinance: Crosswalk on Summer Street (first passage)

Marc Meyers, City Manager, provided background information on the Ordinance responding to questions and comments from Councilors Ambrosino, Johnson, DeChant, Marks and Dunn.

Motion from Councilor Ambrosino to accept as presented. Seconded by Councilor Marks. Chair Bell called for a roll call vote. The ordinance was approved unanimously.

YEAS: Councilors Mansfield-Pryor, Johnson, McCorkle, DeChant, Dunn, Nordmann, Marks, and Ambrosino

2024-81) Appointments and Reappointments:
Rob Keeble appointment to Fire Station Building
Committee term to expire upon completion or termination
Sean Paulhus appointment to Fire Station Building
Committee term to expire upon completion or termination

Motion from Councilor Dunn to accept as a slate. Seconded by Councilor Ambrosino. Chair Bell called for a roll call vote. The approval passed with eight (8) yeas.

YEAS: Councilors Ambrosino, Marks, Nordmann, Dunn, DeChant, McCorkle, Johnson, and Mansfield-Pryor.

Councilor Comments: 7:32pm

Councilor Dunn
Celebrate Independence
Councilor Nordmann
Term to end after 9 years
Not intending to rerun

Adjournment

Meeting adjourned at 7:35pm.

Motioned by Councilor Ambrosino and seconded by Councilor McCorkle.

YEAS: Councilors Mansfield-Pryor, Johnson, McCorkle, DeChant, Dunn, Nordmann, Marks, and Ambrosino

Attested:

Darci Wheeler, City Clerk

Please note: These minutes are action minutes. The entire meeting can be viewed at www.cityofbath.com

SPECIAL MEETING MINUTES

CITY COUNCIL OF THE CITY OF BATH, MAINE

Wednesday, July 17, 2024, 6:00 PM

Councilors Present: Julie Ambrosino, Christopher Marks, Mary Ellen Bell, Terry Nordmann, Roo Dunn, Jennifer DeChant, Caitlin McCorkle (remote), Miriam Johnson (remote), and Megan Mansfield-Pryor

Councilors Absent: None

City Staff Present: Marc Meyers, City Manager; Christopher Taylor, Deputy City Clerk; Juli Millett, Assistant City Manager/Finance Director; Lee Leiner, Public Works Director; Jennifer Curtis, Director of Planning; Michael Bethea, Director of IT; Phil Saucier, City Solicitor; Pete Compagna, BCTV

Call to Order: 6:00pm

Pledge of Allegiance

Roll Call

Presentations

Hiring of Martin Kinsman, Firefighter; Bath Fire Department

Manager's Report

City Manager Marc Meyers reported that there was a second incident regarding a rabid fox in Bath and provided instructions to the public for best practices regarding keeping safe.

Public Hearing

2024-82) Anchorage South Affordable Housing Municipal Development and Tax Increment Financing District

Chair Bell opened the Public Hearing at 6:12pm. Public comment was made by the following.

Susan Lubner, 51 Bedford Street. Trusts Bath Housing's decision under Deb Keller's leadership. Recipient of programs hosted by Bath Housing. Supports the Bath Housing Anchorage South plan and the request of TIF for the people.

David King, 11 Mill Pond Drive. The city is handing away money with TIFs. Giving a significant amount of money away for a building that will be an eyesore. If approving the TIF, use it to require additional design work citing the Comprehensive Plan.

Claire Berkowitz, 18 Seekins Drive. President and CEO of Midcoast Community Action at Wing Farm Parkway, a recipient of a previous TIF. TIF's make a difference in communities. Supports the TIF and the Anchorage South plan. We need to invest in the future of the community.

Ross Berkowitz, 18 Seekins Drive. Supports the TIF and the project in its entirety.

Julie Kselman, 315 Old Brunswick Road. Agrees and supports the TIF.

Leiha Lynn, 1505 Washington Street. Supports the TIF. Opportunity to choose to live in Bath would be wonderful for all.

Chair Bell closed the public comment at 6:28 pm.

Unfinished Business - **None**

New Business

2024-83) Approving Mobile Vehicle Barrier Bid Award (6:30)

Police Chief Andrew Booth addressed Council, asking them to approve a bid award for mobile vehicle barriers from Meridian Rapid Defense Group. He provided background information as to why the Meridian product better fits our current and long-term needs.

Preliminary Council Comment - Councilor Dunn asked questions regarding sizing/specification of the barriers, what type of events would require their use, and the resources required to deploy them.

No Public or Final Council Comment

Roll Call Vote: The bid award was unanimously approved with 8 yeas and 0 nays

2024-84) Order: Approving extension of contract with Pine Tree Waste (6:33)

A motion made by Councilor Ambrosino to put the order on the floor was seconded by Councilor Mansfield-Pryor

Public Works Director Lee Leiner explained that The City has extended a curbside trash and recycling contract with Pine Tree Waste (PTW) for six months in order to best educate City decision-makers on proposed changes in the program from PTW.

City Manager Marc Meyers specified that this order is only to approve the extension

Preliminary Councilor Comments/Questions - Councilor Dunn asked about whether the six-month contract extension included a rate increase. PW Director Leiner confirmed that there is a 19% increase. Councilor Dunn also asked

whether there would be a change in the rebate structure for the recycled materials that PTW collects from Bath residents. Lee explained that there are two parts that influence this rebate structure: Cost to collect and value of materials. Councilor DeChant recalled (from budget workshops) that trash and recyclable collection represents a large number in the city budget, and asked whether there was an opportunity to look to alternate service providers. Lee Leiner indicated that it is difficult to match the services and level of service provided by PTW, and that Pine Tree has resources at their disposal (local facility, large fleet) that make them a good potential partner. Councilor Dunn asked whether the timeline is sufficient for making a decision and Director Leiner indicated that he felt it was.

No Public or Final Council Comment

Roll Call Vote (6:38 PM) - The order was unanimously passed with eight (8) yeas and 0 (zero) nays

2024-82) Order: Anchorage South Affordable Housing Municipal Development and Tax Increment Financing District (6:39 PM)

A motion made by Councilor Ambrosino to put the order on the floor was seconded by Councilor Dunn

City Manager Marc Meyers spoke in Director of Economic and Community Development Misty Parker's absence, providing background on the order.

Preliminary Council Comment: Councilors DeChant and Dunn asked procedural questions regarding Orders and their need for a single or second passage.

Councilor Dunn thanked constituents from Ward 4 and the community at large for their input, and made comments regarding the same.

Public/Applicant Comment - The following constituents/applicants spoke in favor or against the TIF:

David King	11 Mill Pond Drive (Against)
Deb Keller	23 Bedford Street (For)
Jessica Irish	360 Washington Street (For)
Seth Parker	No address given (For)

Final Council Comments: Councilor Ambrosino spoke to the value of tax increment financing and why this type of development is a plus for The City.

Councilor Dunn wanted to know the likelihood of Maine State Housing rejecting the TIF request. Deb Keller indicated that MSA has been involved throughout the entire process and that they've received preliminary approval from MSA legal.

Councilor Dunn confirmed that the TIF is only for 80 Congress Avenue (no additional properties) and asked questions about current and future tax value. He also spoke to the benefit of TIFs and how they keep money in the community. Lastly, he provided personal opinions on the anticipated building design.

Councilor DeChant dovetailed on Councilor Dunn's comments and spoke to the extensive process that the order has gone through thus far but that, at this point, there may not be leeway for additional design/aesthetic changes to the building.

Chairperson Bell provided her own thoughts, that BHA has done their due diligence in thoroughly presenting the project to Council up to this point, and that the final decision is up to Council

Councilor Marks appreciated his colleagues concerns but said that it appeared that the immediate task at hand was to approve/deny the TIF application and zoning changes, and that further design changes/tweaks could still be considered/discussed. City Manager Meyers concurred.

Councilor Johnson wanted to remind Council that this is not the first time we have, as a community, had to adjust to housing development. She indicated that change can be unnerving but that the numbers support moving forward with approving this project. Lastly, she commented that aesthetic is too subjective to be a reason not to pass this order.

Councilor Ambrosino referenced Bath's recently adopted comprehensive plan and its suggestion that residential development should be permitted in a variety of forms, and including the development zone in which 80 Congress Avenue will sit.

Councilor Mansfield-Pryor commented that the building's design falls in line with our Comprehensive Plan and that there are greater purposes to be considered.

Councilor DeChant requested clarification as to whether design changes would be possible if/once the order was passed, to manage expectations. City Manager Meyers indicated that past projects have had some design changes once the construction was underway. He used the recently-opened The Uptown Apartments as an example.

Councilor Dunn indicated that this project was essential, in his eyes, and that he has no issue with approving both the TIF and contract rezoning.

Roll Call Vote: The order was approved unanimously, with eight (8) yays and zero (0) nays

A motion made by Councilor Marks to put the order on the floor was seconded by Councilor Dunn

City Planner Jenn Curtis spoke to the current status of the Contract Zone rezoning request and how she worked with City Solicitor Phil Saucier to confirm the strength of the Planning Board's 3-2 vote recommending to approve. Ms. Curtis indicated that a proposed amendment to the rezoning (for clarification) would not need reapproval from Planning Board, and why. She also presented reasons as to why this contract rezoning is supported by The City's Comprehensive Plan, including echoing comments made by Councilor Ambrosino earlier in the meeting. She discussed why/how the proposed design matches that of many contemporary buildings, and specified some details in support of such. She ended by saying that she felt strongly that any effort to derail this project under the guise of design concerns were not authentic, and just an effort to torpedo the development as a whole.

Preliminary Council Comment/Questions: Councilor Dunn asked City Planner Curtis to confirm both the area/size and future intent of the Contract rezoning. He also asked Ms. Curtis to explain earlier comments in an effort to show that this ordinance would clearly have received recommendation to approve from the Bath Planning Board.

Public Comment:

David King (11 Mill Pond Drive) voiced his concern over a potential conflict of interest regarding a person who is a member of both the Bath Planning Board and Bath Housing Authority's governing board. He indicated that, in his opinion, sufficient findings were not made by the Bath Planning Board in order to appropriately recommend to approve and that it would be imprudent to approve the ordinance at the present meeting. He further stated that while the project somewhat align's with Bath's Comprehensive Plan, it is not fully compatible and will set a precedent. Lastly, David stated he felt Bath Housing Authority receives special treatment than others with regards to receiving approvals from Bath Planning Board.

Susan Lubner (51 Bedford Street) - Ms. Lubner thanked The Council for their efforts/consideration regarding this project

Julie Kselman (315 Old Brunswick Road) - Spoke to how vital this project is for our community, and thanked Council for their efforts.

Claire Berkowitz (18 Seekins Drive) concurred with Ms. Kselman and provided personal background as to why she supported the project.

Deb Keller (applicant) (23 Bedford St.) provided context as to the reasons why the contract re-zoning was being requested by BHA and how the project aligns with multiple goals set forth by our comprehensive plan.

David King (11 Mill Pond Drive) read from and provided his interpretation of the design compatibility section of ordinance and explained why this applicable to contract zones.

Final Council Comment: (7:49 PM)

Councilor Dunn specified that this current request affects a relatively small parcel of BHA land on Congress Ave, questioned how future development of their assets may be considered by Council, and made a motion to discuss a verbiage change/addition to the contract zone request. This motion was seconded by Councilor DeChant.

Councilor DeChant asked a question for procedural clarification

No Public Comment

Final Councilor Comment:

Councilor McCorkle commented that the Zoom audio was too poor for her to understand the amendment being proposed. Councilor Dunn clarified what amendment was being proposed in the staff memo and Chairperson Bell sent the memo to Councilor McCorkle by text.

Roll Call Vote: (7:57 PM) The recommendation to amend the contract zone request was unanimously approved with eight (8) yeas and zero (0) nays.

Councilor Ambrosino asked City Solicitor Saucier to provide clarification (for public transparency) regarding Planning Board recommendations for zoning changes, how they relate to The City's charter.

Councilor DeChant asked whether there could have been a conflict of interest for a member of the Planning Board. Solicitor Saucier provided a broad overview of how conflicts of interest, and perceived conflicts of interest, work. City Planner Curtis then elaborated on the specific conflict of interest at hand, and how it was tackled by the Planning Board.

Councilor Dunn expressed concern over his interpretation of the recommendation process between Planning Board/City Council, and how it related to past and future recommendations. City Solicitor Saucier commented that the ordinance could be cleaned up to eliminate inconsistencies and provide clearer direction. He also clarified that, under Maine State Law, it is ultimately the prerogative of the municipal officers to adopt an ordinance. Councilor Ambrosino then, for context, provided a past example showing how Council had acted against the recommendation of the Planning Board.

Roll Call Vote: First passage of the ordinance was approved unanimously, with eight (8) yeas and zero (0) nays

**A motion was made by Councilor Ambrosino to move into Executive Session.
This motion was seconded by Councilor Marks**

**Roll Call Vote to adjourn to Executive Session: Approved unanimously, with
eight (8) yays and zero (0) nays**

Executive Session (8:10 PM)

Real Estate per 1 MRS §405(6)(C)
Legal Matters per 1 MRS §405(6)(E)

Adjournment

Executive session Adjourn: 8:27pm

Motioned by Councilor Dunn, Seconded by Councilor Marks

Regular Session Adjourn: 8:28pm

Motioned by Councilor Ambrosino, Seconded by Councilor Mansfield-Pryor

Everyone verbally said yes for both!

Attested:
Christopher J. Taylor, Deputy City Clerk

**Please note: These minutes are action minutes. The entire meeting can be viewed at
www.cityofbath.com**



**MAINE MUNICIPAL ASSOCIATION
BALLOT**

Election of MMA Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 23, 2024

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Justin Poirier, Monmouth Town Manager

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

David Cyr, Frenchville Town Manager

Michele Varuolo Cole, Selectperson for the Town of Bethel

Matthew Garside, Poland Town Manager

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____

Signature: _____

Position: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names: _____

Signatures: _____

Return To:
MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
Email: kmaines@memun.org

**Maine Municipal Association
Biographical Sketch for
PROPOSED SLATE OF NOMINEES FOR
2025 EXECUTIVE COMMITTEE**

MMA VICE PRESIDENT

One-Year Term

Justin Poirier – Town Manager, Town of Monmouth, Maine

Professional Experience:

Monmouth Town Manager	2022-present
Town Administrator, Town of Chebeague Island	2020-2022
Urban Development Specialist, City of Auburn	2020
Director, Maine Revenues Services, Property Tax Division (Deputy Dir 2014-2017)	2017-2020
Member, Town of Winthrop, Planning Board	2019-2020
Member, City of Augusta, Planning Board (Chair 2017-2018)	2013-2018
Director, Community Development Coordinator; City of Bath	2012-2014
Administrative Assistant, Board of Selectpersons, Town of Pownal	2010-2011
Administrative Coordinator, Building Services Department, Belmont, MA	2007-2010

Education & Certificates:

Master of Public Policy	University of Massachusetts -Dartmouth
Bachelor of Arts in Public Management	University of Maine - Orono

Affiliations & Certifications:

- Maine Municipal Association Executive Board Member
- Member, Maine Town, City and County Management Association
- International City Managers' Association
- Maine Association of Assessing Officers
- Maine Chapter of the International Association of Assessing Officers
- Central Maine Association of Assessing Officers
- MMA Legislative Policy Committee
- Board of Directors, Kennebec Valley Council of Governments
- Certified Maine Assessor
- Certified Community Development Block Grant Administrator

MMA EXECUTIVE COMMITTEE

Three-Year Term

David Cyr – Town Manager, Town of Frenchville, Maine

Professional Experience:

Frenchville Town Manager	2021-present
Mars Hill Town Manager	2014-2021

NicCait Construction Services, Presque Isle, Maine	2008-2011
Soderberg Construction, Caribou, Maine	2007-2009
Criterion Brown Engineers, Washburn, Maine	2003-2007
Town of Fort Kent – Public Works Director	2003-2004
Civil Engineering Services, Brewer, Maine	2001-2003
County of Aroostook Public Works, Caribou, Maine	1991-2000
Cianbro Corporation, Pittsfield, Maine	1987-1991
Brescia Construction/Caribou Soils, Inc, Caribou, Maine	1984-1987

Education & Certificates:

Bachelor’s degree – Engineering	University of Maine - Orono
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Affiliations & Certifications:

- Maine Municipal Association Executive Committee Member
- Northern Maine Solid Waste Management Committee Chair
- Maine Department of Transportation Regional Advisory Committee
- Public Advisory Committee – Maine Department of Transportation
- American Public Works Association – Executive Board
- Northern Maine Development Committee – Revolving Loan Committee
- Aroostook Municipal Association
- Budd Lake Volunteer Fire Company
- Caribou Fire and Ambulance
- Town of Woodland, Maine – Selectman
- Mars Hill Rotary Club – President

Michele Varuolo Cole - Selectperson Town of Bethel, Maine

Professional Experience:

LBO Holdings, Chief Administrator/Manager	2001-present
American Ski Company, Executive Assistant	1997-2001
Sunday River Corporation, Multiple Positions	1984-1997

Education:

Bachelor of Science	University of Vermont
Diploma	Mt. Blue High School

Affiliations & Certifications:

- Bethel Board of Selectpersons
- Bethel Board of Assessors
- Maine Notary Public
- Rotary Club of Bethel – various clubs and district positions
- Project Opportunity – Telstar High School, Chair
- American Legion Auxiliary, Post # 81 – various positions
- Maine Adaptive Sports & Rec. – past board member
- Bethel Chamber of Commerce – past board member and officer positions
- Bethel Comprehensive Plan Development
- Bethel Ordinance Codification Development

- Bethel Budget Committee

Matthew Garside – Town Manager, Town of Poland, Maine

Professional & Municipal Experience & Committees:

Poland Town Manager	2017-present
Elder Care	2013-2017
Reflect Geophysical, Chief Executive Officer & Board Director	2012-2013
Logistics Group Western Pacific, Chief of Staff	2005-2012

Education:

MPA – Public Administration (finance & economics)	Harvard University
Fellowship-Security Studies Program	Massachusetts Institute of Technology
Bachelor of Science	Massachusetts Maritime Academy

Affiliations and Certifications:

- Maine Town and City Managers' Association
- United States Naval Institute



**UNFINISHED
BUSINESS**

7/3/2024

2024-80

**CITY COUNCIL ACTION**

Meeting Date

Item No.

Requested Council Meeting Date: July 3, 2024

Responsible Dept: Police

Requested Action: Ordinance

Title

Crosswalk on Summer Street**Summary**

The current ordinance chapter 17 Vehicles and Traffic section 17-154 lists mid-block crosswalks in Bath. It does not list one on Summer St. There has been an unlisted crosswalk in existence (painted and maintained) on Summer St. which had connected the former YMCA building (now Uptown apartment building at 26 Summer St) to the driveway of the Patten Free Library.

We are seeking council approval to have this crosswalk formally added to the ordinance.

Action: Add to list of crosswalks in 17-154: "Crosswalk on Summer Street near Patten Free Library drive."

Public works is planning to make this crosswalk ADA compliant.

Staff Comments

Action: Select

City Manager**Introduced for:** New Business



CITY OF BATH

Date:

Crosswalk on Summer Street



CITY COUNCIL ACTION

Meeting Date

Item No.

Requested Council Meeting Date: July 17, 2024

Responsible Dept: Planning

Requested Action: Ordinance

Title

80 Congress Ave Bath Housing Project Contract Rezoning

Summary

Staff are requesting City Council review, and if agreeable, approve contract rezoning conditions for 8.20, D with or without the proposed staff amendment. Please see attached memo, draft ordinance, and Zoning Summary Plan C-3.2

Staff Comments

Please consider the proposed staff amendment, intended to clarify the relationship of the proposed development to the master zoning plan incorporating other nearby parcels.

Action: Recommend for passage

City Manager

Introduced for: Select



CITY OF BATH

Date:

80 Congress Ave Bath Housing Project Contract Rezoning

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE LAND USE CODE OF THE CITY OF BATH ADOPTED JULY 19, 2000, AND SUBSEQUENTLY AMENDED, BE HEREBY FURTHER AMENDED AS FOLLOWS:

Amend Article 16, by adding Section 16.33, as follows:

SECTION 16.33 80 CONGRESS AVE CONTRACT ZONE

A. District Designation

The property designated for contract rezoning is located at 80 Congress Ave, identified as Lot 14, on City of Bath Tax Map 29 dated April 1, 2023.

B. Findings

The City Council makes the following findings:

1. The property is located in the Mixed Commercial and Residential (C2) District.
2. Contract Rezoning is allowed in the Mixed Commercial and Residential (C2) District.
3. The project consists of a proposal to demolish the existing Bath Housing Development Corporation office building and build a new 4-story structure containing 48 deed-restricted affordable housing units.
4. Without the contract zone, the minimum lot area per dwelling unit would be 2,400 sf (6,000 sf per 8.08, reduced to 2,400 by 8.26)
5. The applicant proposes to develop the project at 2,400 sf as depicted on the Zoning Summary Plan C-3.2, which shows additional land to be placed in conservation on Map 24, Lot 1-1 as part of a master zoning plan also incorporating the parcels at Map 29, Lot 13 and Map 24, Lot 1.
6. Without contract rezoning, the maximum lot coverage would be 60 percent.
7. The applicant proposes maximum lot coverage would be increased to 70 percent, as depicted on the site plan C-3.0.
8. Without contract rezoning the maximum height would be 40 feet.
9. The applicant proposes the maximum height be increased to 50 feet.

10. The rezoning is consistent with the mandatory conditions set forth in Land Use Code Section 8.20 paragraph D. 1., as the applicant is proposing a project that is compliant with the comprehensive plan, and the applicant is not proposing restrictions for the project to adhere to.
11. The applicant is willing to meet certain community objectives contained in the Comprehensive Plan due to additional flexibility being allowed. Specifically,
 - a. The project will create up to 48 new, sustainable deed-restricted housing units.
 - b. The project will improve a section of sidewalk along Centre Street.
 - c. The project will provide a new bus/shuttle stop on Centre Street.
 - d. The project will set aside 10.52 acres on a neighboring parcel as permanent open space conservation land with Kennebec Estuary Land Trust. The applicant proposes to make this designation as part of the master plan zoning for the overall 17.24 acres, which encompasses 80 Congress Avenue (Map 29, Lot 14), 100 Congress Avenue (Map 29, Lot 13), 150 Congress Avenue (Map 24, Lot 1), and the back land (Map 24, Lot 1-1) as depicted on the Zoning Summary Plan C-3.2
 - e. The applicant agrees to contribute \$5,000 to study and improve the intersection of Centre Street and Congress Avenue.
12. The rezoning of the parcel is consistent with the Comprehensive Plan and there are no other applicable City plans. The proposed multifamily apartment building is compatible with the neighborhood, which consists of multifamily residential housing to the west and north, a multifamily residential building under construction to the southwest, and residential uses to the west and south. The area is served by public water and sewer, bus service, and includes sidewalk connections to the Bath Shopping Center, schools and recreation facilities, and downtown.

C. Zoning Provision Affected

This contract zoning amendment is intended to accommodate reduced setbacks, additional building height, and lower minimum density requirements pursuant to Section 8.08 of the Land Use Code, allowing the construction of the structure and other site improvements depicted on the Site Plan approved with conditions, by the Bath Planning Board on July 2, 2024.

This contract zone is intended to modify the dimensional standards of the Mixed Commercial and Residential (C2) District):

1. Reduce Minimum Lot Area per dwelling unit to 2,400 sf
2. Increase Maximum Lot Coverage from 60 percent to 70 percent
3. Increase Maximum Height from 40 feet to 50 feet.

D. Conditions of Approval

This Contract Rezoning Ordinance requires full and complete compliance with all conditions of approval, which are part of the Site Plan and Subdivision approval, granted to Bath Housing Development Corporation, by the Bath Planning Board on July 2, 2024, including the following conditions:

Standard Conditions:

1. Approval is dependent upon and limited to the proposals and plans contained in the application materials, and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board, and any variation from such plans, proposals, and supporting documents and representations are subject to review and approval in accordance with the Land Use Ordinance.
2. All work shall be completed in accordance with Best Management Practices for Soil Erosion and Sediment Control. Erosion and sedimentation management measures must be implemented during every phase of construction. The amount of exposed soil throughout construction must be minimized. Any exposed ground area must be temporarily or permanently stabilized within one week from the time it was actively worked by use of riprap, sod, seed, mulch, or other measures.

Additional Conditions (Site Plan):

3. Prior to issuance of building permit, the applicant shall secure easements for utilization of the adjacent parcel to the north for proposed parking, solid waste storage, drive aisle, and vehicle turnaround.
4. Prior to the issuance of a building permit, the applicant shall investigate if the existing sewer service to the private home at #2 Edgett St can be connected to the City sewer main in Edgett Street and propose a resolution satisfactory to the Public Works Director, as determined by the Planning Director.
5. The required discretionary conditions of the proposed contract zone must be approved and adopted into the Land Use Code.

Additional Conditions (Subdivision):

6. Applicant shall provide a letter from MHPC for City of Bath Planning Director review and acceptance prior to building permit issuance. If the Plan requires additional action to ensure appropriate measures for the protection of the historic or prehistoric resources, a plan amendment may be required
7. The lot may not be divided in the future unless the space and bulk regulations of the district in which the lot is located are met (required by 10.05).
8. Prior to issuance of a building permit, the applicant shall pay the required \$16,879.50 sewer impact fee.



MEMO

To: Marc Meyers, City Manager

From: Jenn Curtis, Director of Planning

Date: July 9, 2024

Re: Bath Housing Development Corporation Application for Contract Rezoning at Map 29, Lot 14 (80 Congress Ave)

Requested Action:

Staff are requesting City Council review, and if agreeable, approve conditions for 8.20, D below. Land Use Code §8.20,F,1 reads, “The scope of the review by the City Council in granting contract rezoning is limited to the Conditions contained in D, herein above, and only if these conditions are not otherwise required for Historic District Approval, Site Plan Approval, or Subdivision Approval.”

The Council may also wish to consider including a clarification recommended by staff underlined below as part of the discretionary conditions agreed to per 8.20,E.

Set aside 10.52 acres on a neighboring parcel as permanent open space conservation land with Kennebec Estuary Land Trust. The applicant proposes to make this designation as part of the master plan zoning for the overall 17.24 acres, which encompasses 80 Congress Avenue (Map 29, Lot 14), 100 Congress Avenue (Map 29, Lot 13), 150 Congress Avenue (Map 24, Lot 1), and the back land (Map 24, Lot 1-1) as depicted on the Zoning Summary Plan C-3.2

The amendment is intended to clarify that the open space listed as an enhancement related to this development project, is part of a master plan for zoning that incorporates several parcels. Collectively, the anticipated developments on the included parcels propose to bring approximately 197 units of critically needed, mixed-income housing to the City, including some housing that would be targeted to meet the needs of BIW workers.

By the process laid out in the Land Use Code at 8.20,F,2., if the City Council votes to recommend modifying any of the Discretionary Conditions per D,2, and if any of these recommended modifications affect the Historic District, Site Plan, or Subdivision approvals granted by the Planning Board, the modifications to the Discretionary Conditions must be referred back to the Planning Board for its review and approval prior to final approval of the contract rezoning being granted by the City Council.

Staff note that the Zoning Summary Plan C-3.2 was included in the application package, and the Site Plan and Subdivision approvals incorporated the information therein, and so the proposed recommended change is only a clarification and does not affect the Site Plan or Subdivision approvals.

Overview:

Description existing/proposed: The applicant is being represented by Stephen Bushey of Gorrill Palmer Consulting Engineers. The site is currently occupied by the Bath Housing Development Corporation office building, which will be demolished to make way for a new 4-story structure containing 48 deed-restricted affordable housing units.

Applicant RTI: The applicant is owner of record and provided a warranty deed as proof of ownership.

District conformance: The parcel is in the C2 – Mixed Commercial & Residential District. This district allows multi-family buildings with a minimum density of 6,000 sf/unit. Section 8.26 allows affordable housing units a minimum density of 2,400 sf/unit. The project height, lot coverage, and residential density will conform to the contract zone, as proposed.

Review history: Code Enforcement Officer Adam Jones determined the project was of a scope and scale that required Planning Board review and approval. The applicant came before the Planning Board on May 7th for pre-application workshop. On May 21st the application was presented to the City of Bath department heads responsible for development review. On June 4th the applicant came before the Planning Board for Pre-Application Site Plan Review and Subdivision Sketch Plan Review. A site walk for the Planning Board was held on June 4th, and applications for Final Subdivision Approval, Site Plan Approval, and Contract Rezoning were received on June 4th. Staff found the application complete with regard to the submission item checklist as of June 21, 2024.

At the regular meeting of the Planning Board on July 2, 2024, the Site Plan and Subdivision Applications were found complete, and subsequently **APPROVED with conditions** by the City of Bath Planning Board.

Public Hearing: A public hearing for the Contract Rezoning was held on July 2, 2024 at the Planning Board meeting. One member of the public spoke at the public hearing, expressing displeasure with the building design and the applicant's attitude. Multiple written public comments about the project were received by the planning office; one abutter was concerned about drainage; a Solid Waste Committee member was suggesting a recycling plan be required; and five comments were in favor of the project and the proposed structure.

The contract zoning language was recommended for approval by the Planning Board in a 3-2 vote, with two members absent (Bob Oxton, and Cal Stilphen), three in favor (Phyllis Bailey, Greg Johnson, and Jim Hopkinson) and two opposed (Haley Blanco and Andy Omo). Planning Board member Andy Omo expressed in conversation with the Planning Director after the meeting that his opposition was due to the outstanding need to clarify the language regarding how the open space was intended to be related to the proposed Zoning Summary Plan incorporating the proposed master plan for density on other lots. The Planning and Development team agree that clarification should be made, and have proposed an amendment to the Council for that purpose.

Findings of Fact

30-A M.R.S.A. Section 4352(8) and Article 8: §8.20 Contract Rezoning

Contract Rezoning is allowed by State statute under 30-A M.R.S.A. Section 4352(8) and is allowable to certain zoning districts within the City of Bath as a provision of §8.20. The Mixed Commercial & Residential District (C2) is included in the areas where contract rezoning is allowed.

Contract rezoning request:

The applicant is proposing a contract rezoning for the site to accommodate reduced setbacks, additional building height, and lower minimum density requirements, as follows:

1. Minimum Lot Area per dwelling unit to be reduced from 6,000 sf to 2,400 sf as depicted on the Zoning Summary Plan C-3.2, which shows additional land to be placed in conservation on Map 24, Lot 1-1 as part of a master zoning plan also incorporating the parcels at Map 29, Lot 13 and Map 24, Lot 1.
2. Maximum Lot Coverage to be increased the requirement from 60 percent to 70 percent, as depicted on the site plan C-3.0.
3. Maximum Height to be increased from 40 feet to 50 feet.

The state statutory requirements for rezoning at 30-A M.R.S.A. Section 4352(8) are:

A. Be consistent with the growth management program adopted under this chapter;

Staff note that the C2 District is in an identified growth area, so the proposal is in accordance with the growth management program.

B. Establish rezoned areas that are consistent with the existing and permitted uses within the original zones; and

Staff note that the applicant is proposing a use that is consistent with existing and permitted uses within the original zone.

C. Only include conditions and restrictions that relate to the physical development or operation of the property.

The applicant is not proposing any restrictions.

Bath Land Use Code 8.20:

D,1 Mandatory Conditions:

1. Mandatory Conditions All rezoning under this Section must:

(a) be consistent with the Comprehensive Plan of the City of Bath and any other supporting documents pertinent to the Plan.

Staff note that the proposal is consistent with the Actions recommended by the 2023 City of Bath Comprehensive Plan (Plan). The proposed project is applicable to meeting all five housing policies listed in the Implementation Matrix of the Plan as well as other Comprehensive plan goals.

(b) includes only conditions and/or restrictions that relate to the physical development or operation of the property

The applicant is not proposing any restrictions.

D,2 Discretionary Conditions

- a. Creates up to 48 new, sustainable deed-restricted housing units.
- b. Improves a section of sidewalk along Centre Street.
- c. Provides a new bus/shuttle stop on Centre Street.
- d. Set aside 10.52 acres on a neighboring parcel as permanent open space conservation land with Kennebec Estuary Land Trust. The applicant proposes to make this designation as part of the master plan zoning for the overall 17.24 acres, which encompasses 80 Congress Avenue (Map 29, Lot 14), 100 Congress Avenue (Map 29, Lot 13), 150 Congress Avenue (Map 24, Lot 1), and the back land (Map 24, Lot 1-1) as depicted on the Zoning Summary Plan C-3.2
- e. The applicant agrees to contribute \$5,000 to study and improve the intersection of Centre Street and Congress Avenue.

8.20, E. Planning Board Recommendation to the City Council and Findings of Fact

Staff note that in accordance with 8.20,E, when recommending contract rezoning approval to the City Council, the Planning Board must make findings of fact consistent with Site Plan and Subdivision Approval criteria of this Code, and that the following criteria are met. An amendment to what was recommended for approval that is proposed by staff is underlined below:

1. The approval is consistent with the mandatory conditions set forth in Paragraph D 1 herein above.

Finding: The applicant is proposing a project that is compliant with the comprehensive plan, and the applicant is not proposing restrictions for the project to adhere to.

2. The applicant is willing to meet certain community objectives contained in the Comprehensive Plan due to additional flexibility being allowed, the applicant has employed innovative design, or that there exists an unusual nature, condition, or location relative to the property being considered for rezoning.

Finding: The applicant outlined the consistency of their proposed plans with City of Bath Comprehensive Plan goals under their Contract Zone Agreement Draft [Attachment B (B)(8)(e)]

3. In addition to compatibility with the neighborhood, the building must be consistent in terms of colors, materials, and other design items with the Gateway or Downtown goals of the City, if applicable.

Finding: There are no applicable Gateway or Downtown goals that apply to this project.



NEW BUSINESS

8/7/2024

2024-88

**CITY COUNCIL ACTION**

Meeting Date

Item No.

Requested Council Meeting Date: August 7, 2024

Responsible Dept: Public Works

Requested Action: Order

Title

Approval of construction contract with Crooker Construction, LLC for street paving.

Summary

Bids were solicited from several contractors to perform street paving. The lowest responsible bid was received from Crooker Construction, LLC. of Topsham, Maine. The contract amount is \$587,648.00.

The work is funded from a \$5 million street improvement bond approved by the voters of Bath in November 2023.

Crooker Construction is experienced in performing this work. Most recently the company performed a sewer, drain, and street improvement project on Green Street in 2023. They have an excellent reputation and staff has a high level of confidence in their ability to perform the work in the allotted time and for the contract amount.

Staff Comments

Staff recommends the council approve this order.

Action: Recommend for passage

City Manager

Introduced for: Select



CITY OF BATH

Date:

Approval of construction contract with Crooker Construction, LLC for street paving.

ORDER

APPROVING BID AND CONTRACT

BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BATH, THAT A CONTRACT BY AND BETWEEN THE CITY OF BATH AND CROOKER CONSTRUCTION, LLC. FOR THE 2024/2025 STREET PAVING PROGRAM IN THE AMOUNT OF \$587,648.00 IS ACCEPTED, IT BEING THE LOWEST QUALIFIED BID SUBMITTED, AND A CONTRACT BY AND BETWEEN THE CITY OF BATH AND CROOKER CONSTRUCTION, LLC. IS HEREBY AUTHORIZED AND THE CITY MANAGER IS AUTHORIZED TO EXECUTE THE CONTRACT AND ANY OTHER DOCUMENTS NECESSARY, APPROPRIATE, OR CONVENIENT TO ITS IMPLEMENTATION ON BEHALF OF THE CITY OF BATH.

Bath 2024/2025 Paving Bid

AGREEMENT Bath 2024/2025 Paving

AGREEMENT made this ____ day of _____, 20__ by and between the CITY OF BATH, a municipal corporation, with its principal offices in Bath, in the County of Sagadahoc, and State of Maine, (hereinafter referred to as "City"), and _____, a corporation with an office in the City of _____, in the County of _____, and State of _____, (hereinafter referred to as "Contractor").

In consideration of the mutual covenants contained herein, it is agreed by and between the parties as follows:

1. Scope of Services. The Contractor shall furnish all of the services, materials and perform all of the work as described in the Scope of Services, which Scope of Services is attached hereto as Exhibit A and made a part hereof (hereinafter, referred to as the "Services"), and the Contractor covenants that it shall do everything required by this Agreement and the Scope of Services in return for payment as provided herein.

Contractor shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all Services furnished by the Contractor under this Agreement. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its Services. Deficiencies are defined as willful or negligent acts that affect completion of the Services developed and provided hereunder, or willful or negligent non-assignment of personnel or assignment of unqualified personnel to perform the duties hereunder.

Approval by the City of Services furnished hereunder shall not in any way relieve the Contractor of responsibility for the technical adequacy of the work. Neither the City's review, approval or acceptance of, nor payment for, any of the Services shall be construed to operate as a waiver of any rights under this Agreement or any cause of action arising out of the performance of this Agreement, and the Contractor shall remain liable in accordance with applicable law for all damages to City caused by the Contractor's willfully negligent performance of any of the Services furnished under this Agreement.

2. Period of Service. Execution of this Agreement shall be considered a Notice to Proceed and shall authorize Contractor to commence the services to be provided hereunder. Such services shall be completed within a schedule deemed mutually acceptable by both of the parties.

3. Independent Contractor. Throughout the performance of this Agreement, the Contractor is acting in independent capacity and not as an officer, employee or agent of the City. Additional personnel needed to the Contractor's duties under this Agreement shall be employed or retained by said Contractor, and is solely responsible for complying with all applicable state and federal laws, including but not limited to: workers compensation law, employment security law and minimum wage and hours laws. Contractor is also responsible for maintaining its vehicles and equipment in a safe and legal condition.

4. Contract Price. The City shall pay the Contractor for the performance of _____ under this Agreement a fee of \$ _____. The Contractor shall submit for City's Approval, monthly invoices for the Services performed hereunder in the previous month. The City shall pay Contractor such approved amounts within thirty (30) days from City's receipt of said invoice. Payments due and unpaid thirty (30) days after submission shall bear interest from that date at the maximum rate permitted under Maine law at the time of the delinquency for unpaid municipal taxes.

5. Guarantee. The Contractor represents that in the performance of its obligations hereunder, it will perform in accordance with applicable standards of conduct for professionals in the field.

6. Permits and Licenses. Not applicable.

7. City's Right to Terminate Agreement. Without prejudice to any other right or remedy, the City may terminate this Agreement for cause by providing the Contractor with seven (7) days' written notice of termination. For purposes of this Agreement, cause includes, but is not limited to: the adjudication of the Contractor as a bankrupt; the making of a general assignment by the Contractor for the benefit of its creditors; the appointment of a receiver because of the Contractor's insolvency; the Contractor's persistent or repeated refusal or failure, except for cases in which extension of time is provided, to supply enough properly skilled workers or proper materials to perform the Services; the Contractor's persistent disregard of federal, state or local statutes, laws, codes, rules, regulations, orders or ordinances; and the Contractor's substantial violation of any provisions of this Agreement. In the event of a termination for cause, the City may finish the Services by whatever method it may deem expedient. In the event of any termination, the City will pay Contractor for all services rendered to the date of termination, all reimbursable expenses, and all reimbursable termination expenses.

8. Insurance.

A. General. Each policy of insurance required by this Agreement shall contain a provision endorsed to Bath that the insurance provided therein may not be canceled or restricted without Thirty (30) days prior written notice to the City.

The Contractor shall provide the City, if requested, certificates satisfactory to the City concerning the effectiveness and the specific terms of the insurance required by this Agreement. Failure to provide and continue in force any insurance required by this Agreement shall be deemed a material breach of this Agreement for which the City, at its sole discretion, may terminate this Agreement immediately or on such other terms as it sees fit.

B. Worker's Compensation and Other Insurance. The Contractor shall carry insurance furnishing benefits in accordance with the State of Maine General Laws or such other worker's compensation requirement as may pertain. The Contractor shall carry insurance coverage for employer's liability, general liability, including broad form coverage in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate, and automobile liability in an amount of not less than One Million Dollars (\$1,000,000).

Nothing herein shall be deemed as a waiver of any immunity enjoyed by the City pursuant to the Maine Tort Claims Act, 14 M.R.S.A. Section 8101 *et seq.*

9. Indemnification. The Contractor, at its expense, shall indemnify and hold harmless the City, its

Bath 2024/2025 Paving Bid

members, officers and employees, from and against all claims, causes of action, suits, losses, damages and expenses, including attorney's fees, arising out of or resulting from negligent acts, errors or omissions or breach of contractual duties to the City by Contractor and anyone employed by it (including sub-contractors and their employees) in performance of this Agreement. Such obligation shall not be construed to negate or abridge any other obligation of indemnification running to the City which would otherwise exist. The City shall give Contractor prompt and timely notice of any claims, threatened or made, or suit instituted against it, which could result in a claim for indemnification, hereunder, provided, however, that lack of such notice shall not be a waiver of Contractor's indemnification of the City. The City shall cooperate with Contractor in the defense of such a claim.

10. Liens. Not applicable.

11. Assignment. Neither party to the Agreement shall assign this Agreement or sublet it as a whole without the written consent of the other, nor shall the Contractor assign any prior moneys due or to become due to it hereunder, without previous written consent of the City.

12. Subcontracts. The Contractor shall not sublet any part of this Agreement without the prior written permission of the City. The Contractor agrees that it is fully responsible to the City for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by it.

13. Use of the Premises. Not applicable.

14. Cleaning Up. Not applicable.

15. Force Majeure. Provided such party gives written notice to the other of such event, a party shall not be liable for its failure to perform its respective obligations under this Agreement, if prevented from so doing by any cause beyond the reasonable control of such party such as, but not limited, to strikes, lockouts, or failure of supply or inability by the exercise of reasonable diligence, to obtain supplies, parts, or employees necessary to perform such obligations, or because of war or other emergency. The time within which such obligations shall be performed shall be extended for a period of time equivalent to the delay from such cause.

16. Notices. Notices hereunder shall be deemed sufficient if sent by U.S. Certified mail as follows:

TO CITY

Lee Leiner, P.E., Public Works Director
City of Bath
55 Front St
Bath ME 04530

TO CONTRACTOR

17. Controlling Laws. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Maine.

18. Nondiscrimination. The Contractor, in the performance of its assigned tasks under the terms and conditions of this Agreement, shall not discriminate against any employee or applicant for employment because

Bath 2024/2025 Paving Bid

of race, color, creed, national origin, ancestry, age, sex, or handicap status. The Contractor, in performance of the tasks under the terms and conditions of this Agreement, shall not discriminate in its relationship with, hiring of, or other contact with subconsultants or suppliers because of race, color, creed, national origin, ancestry, age, sex or handicap status.

19. Extent of Agreement. This Agreement (and Request for Bids, and Contractor's Bid Response) represent(s) the entire and integrated Agreement between the City and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the City and the Contractor.

20. Severability. If any part of this Contract is declared by a Court to be void or unenforceable, the remaining provisions will continue in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

CITY OF BATH

By: Marc Meyers
Its: City Manager

By:
Its:



CITY COUNCIL ACTION

Meeting Date

Item No.

Requested Council Meeting Date: August 7, 2024

Responsible Dept: City Manager

Requested Action: Order

Title

Approving mutual aid agreement with Bath Iron Works Corporation for firefighting and emergency response assistance

Summary

This agreement clarifies and formalizes mutual aid assistance for firefighting and emergency response between the City and BIW.

Staff Comments

The agreement has been reviewed and approved by the Fire Chief.

Action: Recommend for passage

City Manager

Introduced for: New Business



CITY OF BATH

Date:

Approving mutual aid agreement with Bath Iron Works Corporation for firefighting and emergency response assistance

BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BATH THAT THE MUTUAL AID AGREEMENT WITH BATH IRON WORKS CORPORATION FOR FIREFIGHTING AND EMERGENCY RESPONSE ASSISTANCE IS APPROVED AND THE CITY MANAGER IS AUTHORIZED TO EXECUTE SAID AGREEMENT AND ANY OTHER DOCUMENTS NECESSARY TO ITS IMPLEMENTATION ON BEHALF OF THE CITY OF BATH.

MUTUAL AID AGREEMENT

BETWEEN

BATH IRON WORKS CORPORATION

AND

CITY OF BATH, MAINE

OPERATING AGREEMENT FOR THE PROVISION OF FIREFIGHTING AND
EMERGENCY RESPONSE ASSISTANCE

THIS MUTUAL AID AGREEMENT (hereinafter, the “Agreement”) is made and entered into by and between Bath Iron Works Corporation (“BIW”), and the City of Bath, Maine, for firefighting and emergency response assistance (hereinafter, “Bath”).

WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the response and mitigation of emergency incidents occurring within areas under their respective jurisdictions, and

WHEREAS, the Parties hereto desire to prevent the loss of life and property by providing mutual emergency response capabilities that are available in their respective jurisdictions, and

WHEREAS, the lands or districts comprising the respective jurisdictions of the Parties are adjacent or contiguous to one another such that the rendering of mutual assistance between the Parties in response to an emergency incident is feasible, and

WHEREAS, the Parties do not intend for this Agreement to alter the existing responsibilities and duties of the City of Bath’s fire department with regard to fire suppression and other emergency incident response, and

WHEREAS, the Parties have mutually concluded that it is practicable, beneficial and in the public interest for the Parties to enter into this Agreement to memorialize their willingness and ability to render assistance to one another, in order to prevent the loss of life and property within the civilian community of Bath, Maine and the BIW main shipyard, and other outlying installations and facilities.

NOW, THEREFORE, BE IT AGREED THAT:

1. The senior officer of a Public Safety Department (Public Safety being defined as Fire, Police/Security and EMT/Rescue) belonging to a Party to this Agreement, or the senior

officer of such Public Safety Department actually present at an emergency scene, may request assistance under the terms of this Agreement from the other Party's Public Safety Department, whenever he/she deems it necessary to make such a request.

2. The requesting and rendering of assistance from one Party to the other under the terms of this Agreement shall be accomplished in accordance with operational plans and procedures as described in Exhibit A. In the absence of more specific procedures, the Parties will generally proceed as follows:
 - a. Upon notification of the request, the senior officer on duty at BIW receiving a request for assistance shall take the following actions:
 - (1) Immediately determine if the requested apparatus and personnel are available to respond to the call for assistance.
 - (2) In accordance with the terms of this Agreement, forthwith dispatch such apparatus and personnel, along with instructions as to their mission, use and deployment, in quantities and amounts as in the judgment of the senior officer receiving the call can be provided to the requesting Party without jeopardizing the mission of the Party providing such resources.
 - b. The senior officer of the Party requesting assistance shall normally assume full charge of the operations at the scene of the fire or other emergency. However, under procedures agreed to by the technical heads of the Parties involved, a senior officer of the Party furnishing the assistance may assume responsibility for the coordination of the overall operations at the scene of the fire or other emergency.
 - c. The Parties Agree to the use of each entities radio bandwidths assigned to them by the Federal Communications Commission (FCC) for interoperability functions during mutual aid assistance and training.
 - d. In the event of an imminent life or death emergency, BIW may respond, without a formal request, in order to mitigate loss of life.
3. The rendering of assistance under the terms of this Agreement shall not be mandatory for BIW and is subject to the availability of resources and the ability of BIW to maintain adequate coverage for its facilities.
 - a. BIW, upon receiving a request for assistance, shall endeavor to immediately inform Sagadahoc County Dispatch if the requested assistance cannot be provided and, if assistance can be provided, report apparatus and number of personnel responding. the quantity of such resources as may be dispatched in response to such request.
 - b. Bath shall not hold BIW liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with

less than optimum equipment and or personnel, the minimum number of personnel to respond is three for fire and two for special extrication request. it being the understanding of the Parties that Bath is primarily and ultimately responsible for the provision of fire suppression and other emergency incident response needed within its own jurisdiction. It is also the understanding of the Parties that BIW's primary obligation, per its contracts with the United States Navy, is for the provision of fire suppression and other emergency incident response needed within its own facilities.

4. This Mutual Aid Agreement fulfills the condition described in the Maine Tort Claims Act, 14 M.R.S.A. §8102.

EXECUTION OF THIS AGREEMENT:

This Agreement shall become effective upon the date of the last signature to this Agreement below, and shall remain in full force and effect no more than two (2) years from the effective date or until cancelled by mutual agreement of the Parties, or upon the provision of at least sixty (60) days advance written notice from either Party desiring to terminate this Agreement. Upon becoming effective, this Agreement shall supersede all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this to the agreement on the respective dates under each signature. The City of Bath, Maine through its governing body signing by and through its City Manager authorized to execute same by Governing Body action and Bath Iron Works Corporation signing by and through its General Counsel duly authorized to execute same.

Marc Meyers
City Manager
City of Bath, Maine

Jon A. Fitzgerald, Esq.
Vice President and General Counsel

Date _____

Date _____

EXHIBIT A

1. Expectations of response from BIW Fire Rescue as follows:
 - a. Two (minimum)-Three Firefighter response with Chief, Squad and Command Vehicle (3-4 members). On scene for either Rapid Intervention Team (RIT), Fire attack support or rescue of trapped occupants. Release from scene when initial overhaul operations are deemed appropriate and or until the situation is considered under control or “stable” by the Incident Commander. BIW shall then return back to the Firehouse to ensure equipment is cleaned and placed back in service. Release by Incident Commander once deemed under control or stable, ensures coverage of the ship yard is back to full staffing levels.
 - b. Evening response with BIW Fire Chief responding from home (when available).
 - c. Lower manpower concerns to be discussed on an as needed basis between fire officers from both Bath and BIW Fire Departments.
2. Response area to be only hydrant served areas within the City of Bath. Non-hydrant areas will not be served by BIW at this time. The parties may agree to adjust the response area through written amendment to this agreement.
3. Mutual Aid Response will be for 1st alarm fire calls.

Motor Vehicle Accident Extrication (Rt. One) response to be per special request. No EMS coverage by BIW.
4. BIW to check in with Bath Fire Command when arrived on scene, or with on-scene officer for assignment. If no assignment is made, BIW returns immediately to BIW Firehouse.
5. Radio dispatch frequency shall be Sag Primary 154.295 tone 127.3, optional fire ground frequencies are Sag Ops South: 154.100 tone 127.3pl, Tac 1 154.175 tone 156.7pl, Tac 2 154.145 tone 103.5pl, County Fire: 154.310

term expires 2/2028

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Monday, July 1, 2024 4:49 PM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine

A new submission has been received for Appointment Application at 07/01/2024 4:49 PM

First Name:: Sandra

Last Name:: Wentworth

Address:: 20 Dike's Landing Road Apt #10

Phone:: 207-214-7685

Your Council Ward Number:: 7

Email Address:: sandra.l.wentworth@gmail.com

Preferred Method of Contact:: Email

I wish to be considered for:: Appointment

Name of Board/ Commission/ Committee:: Bath Housing Authority

Committee Experience:

Date(s) you attended this Board/Commission/Committee's meetings:: I have not attended a meeting

Members of the Board/ Commission/ Committee with whom you spoke and when:: Deborah Keller spoke to me on July 1st, 2024.

How did these experiences affect your interest in the Board/ Commission/ Committee?: Deborah peaked my interest when she sugges ted it would be an oppportunity to give something back to my new community.

Have you every served on a City Board/ Commission/ Committee?: No

If yes please list the Board/ Commission/ Committee and years of service:

Please outline past and present expertise skills employment that you think may be relevant:: Most recently I worked for H&R Block as a tax preparer in the winter months and in the summer months I worked for the St. Croix Country Club as managing the pro shop staff. I have been retired for two years now.

Resume (Optional): No File Uploaded

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?: I just moved here in December and I feel it would give me a better understanding of my new community.

How many months are you away from Bath in a 12 month period?: 0

Date: 7/01/2024

Signature:

Sandra Wentworth



term expires 5/2027

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Friday, March 1, 2024 9:44 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine
Attachments: Larissa C. Holland_Resume.docx.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

A new submission has been received for Appointment Application at 03/01/2024 9:44 AM

First Name:: Larissa
Last Name:: Holland
Address:: 66 High Street Bath, Maine 04530
Phone:: 2075986684
Your Council Ward Number:: 1
Email Address:: larissa.claire.holland@gmail.com
Preferred Method of Contact:: Email
I wish to be considered for:: Appointment
Name of Board/ Commission/ Committee:: Bicycle and Pedestrian Committee
Committee Experience:
Date(s) you attended this Board/Commission/Committee's meetings:: I plan to attend the meeting on 03/20/2024 @ 04:00PM
Members of the Board/ Commission/ Committee with whom you spoke and when:: I emailed Tim Blair, Committee Chair, on 3/1/2024 expressing my interest in this open position and requesting a time to meet 1:1.
Admittedly, I have not had a chance to attend actual meetings of this Committee. However, I have familiarized myself with existing Complete Streets Policies and the Bike/Pedestrian maps and blogs here in Bath. I connected with Tim to see if he'd be able and interested in setting up a time to meet. Given that the next committee meeting is after the deadline for this application, I didn't want to miss out on this opportunity.
How did these experiences affect your interest in the Board/ Commission/ Committee?:
Have you every served on a City Board/ Commission/ Committee?: Yes
If yes please list the Board/ Commission/ Committee and years of service: Prior to moving to Bath, I lived in Portland, where I served on the City Council's HUD Community Development Block Grant Allocation Committee. I also have 6 years of experience with facilitating and attending community

listening sessions around topics of transportation safety and sustainability. I also serve on the Board of Directors for GrowSmart Maine.

I work to address equity and social justice by encouraging active engagement from community stakeholders across infrastructure project's life cycles. My experience includes designing tailored stakeholder engagement materials for aviation and energy infrastructure projects, managing a diverse portfolio of multi-scale solar projects from start to finish, and working with project teams to identify, prioritize, and implement initiatives related to sustainability, climate resilience, social equity, and public health. I currently work as an Aviation Sustainability Consultant, where I support airports across the country in pursuing decarbonization and climate resilient projects. Prior to this role, I worked at the intersection of energy justice, green design, and affordable housing as a Project Coordinator at Boston-based Resonant Energy and as the Community Life Grant and Contract Manager on The Climate Task Force of The Community Builders, a national leader in affordable housing.

Please outline past and present expertise skills employment that you think may be relevant::

Resume (Optional):

Larissa C. Holland_Resume.docx.pdf

Through my experience in managing various sustainability initiatives, including renewable energy projects and community outreach efforts, I have developed a deep understanding of the interconnectedness between transportation, climate resilience, and social equity. I believe that promoting bicycle and pedestrian-friendly infrastructure not only reduces carbon emissions and enhances public health but also fosters a more inclusive and accessible environment for all residents. I am motivated to serve on the Bicycle and Pedestrian Committee because I believe in the transformative power of sustainable transportation to advance climate equity, social justice, and community well-being. I am excited about the opportunity to contribute my skills and perspectives to support the committee's mission and work towards creating a more sustainable and inclusive future for our city.

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:

How many months are you away from Bath in a 12 month period?:

0

Date:

3/1/2024

Signature:

Larissa C Holland



Larissa C. Holland, ENV SP

She/Her | 66 High Street, Bath Maine, 04530 | 1-207-598-6684 | larissa.claire.holland@gmail.com | LinkedIn: [Larissa Holland](#)

Larissa specializes in addressing climate equity and social justice through the design of sustainability plans and outreach processes which encourage active engagement from community stakeholders across a project's life-cycle. Larissa's experience includes designing tailored stakeholder engagement materials for aviation and energy infrastructure projects, managing a diverse portfolio of multi-scale residential and commercial solar projects from initial concept to final installation, and working with project teams to identify, prioritize, and implement initiatives related to sustainability, climate and social equity, resilience and public health. Prior to joining C&S, Larissa worked at the intersection of energy justice, green design, and affordable housing as a Project Coordinator at Boston-based Resonant Energy and as the Community Life Grant and Contract Manager at The Community Builders, a national leader in affordable housing.

Education

Smith College, Northampton, MA - Graduated May 2020

Bachelor of Arts: Environmental Science and Policy.

Minor: Architecture & Urbanism | Elective Focus: Sustainable Community Development

Senior Capstone Project: Exploring Embodied Carbon within Smith College Construction

My completed embodied carbon analysis and life-cycle assessment of common materials utilized in the construction of Smith College's new library advocated for construction policies that will drastically reduce the amount of carbon existing within the college's Scope-3 capital construction supply chain.

Student Profile: [Read Here](#).

Work Experience

Aviation Sustainability Consultant, C&S Companies | Employed Currently

- **Planning:** I assist airports with the creation and implementation of climate vulnerability and adaptation plans, carbon benchmarking, material and energy efficiency assessments for construction projects, and Envision verification support for commercial projects.
- **Design:** I integrate sustainability efforts to construction projects and infrastructure development of every size and scale to help maximize climate resiliency and regional economic health and development throughout the design process.

Development Advisor, JustME for JustUS | Employed Currently

- **Coalition Building:** I work to build internal and external relationships and connections with the goal of building a youth-led, climate justice-focused coalition throughout the State of Maine.
- **Civic Engagement:** I help JMJU's Rural Youth Organizers design and facilitate community programs in their home counties.
- **Development:** I strategize ways to collaborate with partner organizations on events and continue to expand JMJU's network.

Community Life Grant & Contract Manager, The Community Builders, INC | 2021 - 2022

- **Grant Management:** I managed the post-award process for roughly 60 active grants and contracts. The grants I managed ranged from \$10,000 private grants to \$5,500,000 CDBG & HUD grants.
- **Industry Sustainability:** I was appointed to represent the Community Life department on TCB's Climate Change Task Force, a committee that facilitates the organization and deployment of a company-wide approach to combat the climate crisis.

Research Consultant, Nuclear Decommissioning Collaborative | Contract Position, 2022

- **Technical Assistance:** I worked on a report for public distribution that serves as the proceedings of a recently-completed webinar series on the community economic impact of nuclear power plant decommissioning.

Project Coordinator, Resonant Energy | 2020 - 2021

- **Project Management:** I managed the third phase of Resonant's [Solar Access Program](#) (SAP III) - a unique solar hosting program that expanded the benefits of solar into populations traditionally excluded from the market.
- **Research and Presentation:** I contributed to ongoing network-based research into utility, state and federal policies relating to solar expansion in affordable housing developments and low to moderate income communities.
- **DEI:** I designed and created Resonant's [Diversity, Equity, and Inclusion statements](#) as well as facilitated the monthly racial justice working group meetings.

Lead Solar Researcher, Center for the Environment, Ecological Design, & Sustainability (CEEDS) | 2019

- **Analytical Management:** I independently designed and managed a [collaborative summer internship](#) among Amherst, Smith, and Williams Colleges that researched the local scale of impact of the [New England College Renewable Partnership \(NECRP\)](#).
- **Rural Economic Development:** I worked closely with the Farmington townspeople to understand and share the story of rural dependence on the declining dairy industry and how renewable energy development could diversify the local economy.
- **Stakeholder Engagement:** As requested by the Town of Farmington, I designed a [website](#) that worked to communicate the moving pieces of rural-based, utility-scale solar projects & the communities they impact - from the lens of this project.

Skills

- Project & program management
- Grant writing & management
- Skilled at providing technical training
- Ability to interpret complex information
- Excellent writing and presentation skills
- Skilled at engaging multiple shareholders
- Team building & collaborative thinking
- Independently motivated

Leadership & Volunteering

- Member, Board of Directors - GrowSmart Maine | Currently
- Steering Committee Leader - C&S Remote Employee Resource Group | Currently
- Northern New England Community Grant Council Member - Grassroots Fund | Currently
- Member, Community Development Block Grant Allocation Committee - Portland City Council | 2023
- 2023 Emerging Leaders Conference Planner - American Associations of Airport Executives | 2023
- Northern New England Community Grant Council Member - Patagonia | 2023
- Climate Change Task Force Member - The Community Builders | 2021 - 2022
- Volunteer Coordinator - Project Right to Housing | 2020 - 2022
- Programming Committee Member - Young Professionals in Energy (Boston) | 2020 - 2021
 - I designed, presented and facilitated YPE's May event, **Solar: An Engine for Energy Justice**
- Community Volunteer - Women for Healthy Rural Living (WHRL) | 2021 - 2022
- Racial Justice Monthly Working Group Facilitator - Resonant Energy | 2020 - 2021
- Student Chair - Smith College's Committee on Sustainability | 2017 - 2020
- Sustainability Chair - Smith College Student Government Association (SGA) | 2017 - 2019
- Student Body Liaison - Environmental Science & Policy Department | 2018 - 2019
- Student Body Liaison - Smith College's First Generation Student Alliance | 2016 - 2018

Awards, Certifications, Recognitions

- Rising Star Award - Maine Education Opportunity Association
 - The MEEOA Rising Star Award identifies emerging professionals who are former participants of Maine's educational opportunity programs. This award recognizes people just beginning to make an impact in their careers and communities and honors emerging leaders who strive toward the highest levels of personal and professional accomplishment. They excel in their chosen field, devote time and energy to their community in a meaningful way, and serve as a role model for others. They engage in or are developing leadership roles in civic, community, or professional development activities.
- Outstanding Contributor - Airports Going Green Annual Conference, 2023
- Envision Sustainability Professional Accreditation - Institute for Sustainable Infrastructure
- Public Health Management Certificate - New England Public Health Training Center
- National Morris K. & Stewart L. Udall Scholar - Environment Category
 - In 2019, I was one of 55 students from across the nation to receive the prestigious **Udall Scholarship**, recognizing students who have demonstrated leadership, public service and a commitment to careers in the environment or related to Native American nations. I am Smith College's third Udall Scholar.
- Michael & Susan Dell Foundation Scholar
- Senator George Mitchell Scholar
- C2C Fellow | Bard College Center for Environmental Policy
- Certified in Social Justice Conflict Mediation

term to expire 4/2026

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Thursday, July 11, 2024 10:48 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine

A new submission has been received for Appointment Application at 07/11/2024 10:47 AM

First Name:: Alexis
Last Name:: Mann
Address:: 254 Centre St. Bath Maine 04530
Phone:: 207-406-1250
Your Council Ward Number:: 3
Email Address:: alexis.mann@northboundrc.com
Preferred Method of Contact:: Email
I wish to be considered for:: Appointment
Name of Board/ Commission/ Committee:: Bath Development Corporation
Committee Experience:
Date(s) you attended this Board/Commission/Committee's meetings:: July, 1 2024
Members of the Board/ Commission/ Committee with whom you spoke and when:: Gene Wiemers, leading up to attending the July meeting. Mandy Reynolds at the July BDC meeting.
How did these experiences affect your interest in the Board/ Commission/ Committee?: I was excited to learn more about the Board's work and glad I had the opportunity to sit in on their July meeting. Doing so made me more interested in joining.
Have you every served on a City Board/ Commission/ Committee?: No
If yes please list the Board/ Commission/ Committee and years of service:
Please outline past and present expertise skills employment that you think may be relevant:: My work over past twenty years has focused on helping to build family and community economic well-being. I have worked in the economic development office in the town of Brunswick, as a research associate and grants manager at the Brunswick Local Redevelopment Authority, and as a senior program officer at the John T. Gorman Foundation. Most recently I started my own consulting firm focused on helping organizations improve the economic well-being of Maine families.

Resume (Optional):

No File Uploaded

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:

I am excited to contribute to keeping Bath a vibrant and welcoming community.

How many months are you away from Bath in a 12 month period?:

0

Date:

7-11-24

Signature:

Alexis Mann



term to expire
4/2024

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Thursday, July 11, 2024 11:36 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine
Attachments: Zipparo Resume Summer 2024.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

A new submission has been received for Appointment Application at 07/11/2024 11:36 AM

First Name:: Alex
Last Name:: Zipparo
Address:: 18 Meadow Way
Phone:: 203-512-3049
Your Council Ward Number:: 6
Email Address:: alex.zipparo@gmail.com
Preferred Method of Contact:: Email
I wish to be considered for:: Appointment
Name of Board/ Commission/ Committee:: Bath Development Corporation
Committee Experience:
Date(s) you attended this Board/Commission/Committee's meetings:: Monday, July 1, 2024
Members of the Board/ Commission/ Committee with whom you spoke and when:: Gene Wiemers, Mandy Reynolds

How did these experiences affect your interest in the Board/ Commission/ Committee?: I had a lengthy phone call with Gene Weimers regarding the mandate and history of BDC, which was incredibly helpful background. The meeting I attended was very informative as it set the tone of the group, which is very dynamic, welcoming, and committed. It also gave me helpful insight into the city's relationship with the groups, the tools and information used, and the way in which business is conducted. All of this is very appealing and interests me, greatly.

Have you every served on a City Board/ Commission/ Committee?: Yes

If yes please list the Board/ Commission/ Committee and years of service: Not in Bath, but I did serve on the City of Burlington, VT Development Review Board for 7 years- the quasi-judicial board that oversees all development in the city.

Please outline past and present expertise skills employment that you think may be relevant::

I work very collaboratively in my current work at Island Institute, where I generally do government relations and economic development work. My past work in economic development and on boards I serve and served, will help complement the already existing wealth of knowledge in the group. As you will see from my resume, almost all of my employment and volunteer work is very much related to the work the BDC does.

Resume (Optional):

Zipparo Resume Summer 2024.pdf

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:

I am committed to serving the City of Bath, where I proudly call home, that makes the highest and best use of my expertise, talent and passion. The BDC is where I feel I can make the best contribution to the positive growth of our great city. Planning, real estate, municipal governance, and economic development among my favorite topics, and BDC provides a good dose of all.

How many months are you away from Bath in a 12 month period?:

0

Date:

7/11/2024

Signature:

Alex Zipparo



Alex Zipparo (they/them)

18 Meadow Way, Bath, ME • 203-512-3049 ▪ alex.zipparo@gmail.com

Highly collaborative, inclusive, and visionary leader.

EDUCATION

University of Vermont (2012-2014)

- Master of Public Administration

Smith College (2009-2012)

- B.A. Environmental Science & Policy, Ada Comstock Scholar

Western Connecticut State University (2006-2009)

- Social work studies

RELATED EXPERIENCE

Island Institute, *Community Development Officer* (January 2022 – Present)

Rockland, ME

- External Affairs and Government Affairs
 - Provide critical backbone support to municipalities to access state and federal funds
 - Build strategic partnerships with external organizations to enhance shared goals
 - Facilitate communications between island leaders and lawmakers
 - Manage constituent requests for support
 - Lead community tours for lawmakers, agency leaders, funders, and other stakeholders
 - Analyze and translate current policies that impact communities and track proposed legislation
 - Inform policy as a member of the Maine Climate Council's Material Management Task Force
- Community Impact Leadership and Economic Development
 - Provide critical support to businesses on Maine's 15 unbridged, year-round islands through technical and financial assistance
 - Manage a network of strategic partners to help businesses access capital
 - Strengthen networks of organizations, resource agencies, and private sector partners to better support the needs of island communities, microbusinesses, and coastal economic drivers
 - Lead regular meetings of stakeholders to shape and inform policy supporting island housing and transportation needs
 - Facilitate Maine Island Coalition meetings and annual legislative day
 - Lead communities in long-term climate goals as a service provider for the Governor's Office of Policy Innovation and the Future Community Resilience Partnership
- Grant Program Management
 - Manage team budget, including grant and scholarship funds, professional development, travel, equipment expenses, and event costs, in coordination with Island Institute finance leadership
 - Manage Compass and Geiger grants and Maine Island scholarships for island students and residents
 - Manage Business Resilience grants
 - Coordinate teacher, school counselor, municipal, business, and nonprofit networks supporting island communities

Nicole Grohoski for Maine Senate, Senior Advisor (January 2022—November 2022)

Senate District 7, Maine

- Social Media and Web Content Management
 - Content creation, photography, engagement tracking
- Communications Support
 - Developed letters, speeches, and other outward-facing communications with the candidate
 - Guided communication strategies
 - Conducted research and make recommendations on legislative issues

Rising Tide Co-op, *Communications and Engagement Human* (January 2021– January 2022)

Damariscotta, ME

- Communications Management
 - Created and published all digital and print media communications
 - Developed and executed strategic communications plans designed to elevate the co-op's image and increase sales

- Community Engagement
 - Managed all aspects of the co-op's philanthropic profile through donations, sponsorships, and partnerships in collaboration with the store's general manager
 - Planned, promoted, and executed educational events
 - Managed co-op owner database and onboarded new member-owners
- Customer Service
 - Monitored and analyzed results from CX customer survey system
 - Planned, collected, and analyzed results from comprehensive customer survey in collaboration with research consultants from University of Wisconsin
 - Managed day-to-day interactions with customers, meeting customer needs, and promoting sales
- Vendor Engagement
 - Collaborated with vendors to promote more than 300 Maine-based businesses
 - Worked with Lincoln County based vendors to create #LincolnLocal campaign stories, graphics, and photos

Chloe Maxmin for Maine Senate, *Supporter Relationship Manager* (2020) Senate District 13, ME

- Letter-to-the-editor Program Management
 - Coordinated and edited letters for local and statewide newspapers
 - Provided web content for Field Director at Maine Senate Democratic Campaign Committee
 - Drafted letters, talking points, and alternative content for supporters
 - Created image and text posts on social media, highlighting LTEs
- Outreach Engagement
 - Engaged in direct communication with sensitive voters on behalf of Senator Maxmin
 - Knocked on 100-plus Republican or Independent doors in final weeks of campaign

Maine Department of Agriculture, *Farm to Institution and Food Access Manager* (2020) Augusta, ME

- Maine Farm to Institution Leadership
 - Developed collaborative relationships to anchor the department's leadership in farm to institution initiatives
 - Created strategic plan for department's engagement related to Maine food in Maine institutions
 - Produced social media, web-based, print, and video communications to share program updates
 - Utilized Canva, PowerPoint, and Adobe to create web, social media, and other content
- Maine Farm Food Access Program Management
 - Developed program, leveraging federal resources, state government partners, and nonprofit stakeholders
 - Used dynamic relationship building and outreach strategies to gain high-impact results

Mascoma Bank, *Branch Manager* (2019) Burlington, VT

- Branch Operations and Business Development
 - Supported the bank in their entry into a new market in Burlington, VT, using existing skills, leveraging an extensive network of community members, while learning a new industry

Vermont Agency of Agriculture, *Senior Development Specialist* (2014-2019) Montpelier, VT

- Communications and Program Management
 - Managed all aspects of a high-profile, government grant program for schools, leveraging an additional \$500,000 in federal, state, and foundation funding
 - Led Vermont Farm to School Network and National Farm to School Network: engagement, cultivation, and stewardship of 500-plus network partners, ensuring goals and messages were aligned and targeted to intended audiences
 - Managed Vermont Farm to School Leadership Team: set agenda, facilitated meetings, aligned goals for shared leadership between Vermont Agency of Agriculture, Shelburne Farms, and Northeast Organic Farming Association of Vermont
 - Planned, executed, and promoted the annual Farm to School and Early Childhood Program Report: managed the timeline, aggregated and analyzed data and performance metrics, collaborated on layout and design, create and implement a communications plan
 - Developed communications plans, social media posts, web content, and press releases
 - Created and directed informational tours and public speaking events for high-ranking officials
 - Crafted speeches and talking points for high-ranking appointed and elected officials
 - Managed multi-agency/multi-partner team on local procurement in state government
 - Led strategic, multi-agency team on school nutrition communications
 - Managed the governor's agriculture and food system career development priority

- **Event Management**
 - Planned and executed Annual Farm to School and Early Childhood Day at the Vermont State House
 - Planned and executed multiple strategic press events focused on farm to school and child nutrition
 - Planned and executed the 2016 Vermont Farm to School Conference: Raised more than \$100,000; procured and managed consultant supporting the event; hosted 450-plus attendees at Lake Morey for two days; secured high-profile guest speakers
 - Planned and executed Buy Local Market on State House Lawn: Managed 20-plus volunteers and 40-plus vendors; managed all aspects of communications; established standard practices and procedures for future events; worked closely with Vermont Buildings and General Services to allow several variances on state procurement policy to enable the event to take place
 - Co-managed all aspects of the Vermont Farm Show Consumer Night and Capital Cook-Off including fundraising, communications, managing 20-plus volunteers, engaging the community, and event promotion.
- **Financial Management**
 - Managed fundraising, budgeting, reconciliation, oversight, and evaluation of all covered grants and contracts
 - Collaborated with agency staff and external partners in establishing the annual budget and soliciting funds
 - Directed complex program within four internal software systems, working with six internal collaborators across three agency divisions, using federal, state, foundation, and individual funding streams
 - Managed all aspects of contracting and granting, including technical writing, human resource management, policy compliance, performance oversight
 - Led a collaborative team of 40-plus statewide partners who provided support to programming and communications goals in publicly funded, statutory program
 - Developed contracts for and managed consultants and contractors to perform services that maximize outcomes

ADDITIONAL EXPERIENCE

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <p>University of Vermont Extension, <i>Youth Ag IDA Program Coordinator</i> (2012-2014)</p> <ul style="list-style-type: none"> ▪ Planned, executed, and managed a new program ▪ Managed outreach, fundraising, coordination, curriculum development, and data analysis ▪ Conducted outreach to recruit students, raise funds, and educate the public ▪ Collaborated with the national pilot team, performing the program evaluation | Burlington, VT |
| <p>University of Vermont Extension, <i>WAgN Outreach & Data Management</i> (2012-2013)</p> <ul style="list-style-type: none"> ▪ Conducted outreach to women farmers to build awareness of events and resources ▪ Wrote and distributed monthly online newsletter; maintained database | Burlington, VT |
| <p>University of Vermont, <i>Attorney General's CAP Research Assistant</i> (2012-2013)</p> <ul style="list-style-type: none"> ▪ Responded to the state's attorneys' research needs regarding legislative-related issues ▪ Compiled aggregate information via data mining to aid in class action lawsuits ▪ Researched federal and state statutes to guide efficient practice | Burlington, VT |
| <p>U.S. Senator Bernard Sanders, <i>Agricultural Policy Intern</i> (December-September 2012)</p> <ul style="list-style-type: none"> ▪ Conducted outreach to farmers, food access advocates, town clerks, and older adults ▪ Provided agricultural policy analysis and developed policy background materials ▪ Engaged in research for time-sensitive issues related to agriculture and the environment ▪ Provided constituent services ▪ Planned and executed a tour of the Northeast Kingdom for Senator Sanders | Vermont |
| <p>American Farmland Trust, <i>Independent Consultant</i> (January-April 2012)</p> <ul style="list-style-type: none"> ▪ Analyzed local food consumption data for a multi-state farm-to-institution initiative ▪ Aggregated data on Farm Bill program funding to assess regional impact ▪ Engaged with partners on regional food system coordination efforts | New England |
| <p>Vermont Sustainable Jobs Fund, <i>Farm to Plate Intern</i> (Spring/Summer 2011)</p> <ul style="list-style-type: none"> ▪ Wrote and edited contributions for Farm to Plate report | Montpelier, VT |

- Responded to research and analysis needs of the team
- Collaborated on benchmarking goals, measures, and indicators for Farm to Plate Plan

Vermont Farm Viability Enhancement Program, *Farm Viability Intern* (2010) Montpelier, VT

- Assisted in program evaluation, and service provider trainings; provided outreach and PR support
- Planned and implemented written and photographic program communications
- Communicated with program participants to assess program needs and impact

Green Light Academy, *Programming Coordinator* (Spring/Summer 2009) Danbury, CT

- Assisted in educating Connecticut high school students about environmental science and sustainable energy
- Coordinated PR and media communications
- Conducted fundraising activities and explored corporate sponsorship; located and arranged educational guest speakers

Sow Green Community Garden, *Founding Director* (2008-2009) Danbury, CT

- Proposed, developed, and implemented the first community garden in downtown Danbury
- Recruited and managed 20+ volunteers to clear an abandoned lot and build a garden
- Worked with downtown and city community to engage diverse stakeholders
- Managed all aspects of development and communications, aligning with the mission and vision of the host, Universalist Unitarian Congregation of Danbury

Ridgefield School District, *Bus Driver* (2002-2009) Ridgefield, CT

- Transported hundreds of students to and from school, daily
- Chartered special trips for classes, sports teams, etc.
- Developed travel routes for daily after-school transportation services
- Provided mid-day, pre-K transportation for special ed students
- Engaged in diplomatic communications with highly sensitive clientele in wealthy NYC suburb

LEADERSHIP and COMMUNITY SERVICE

Lincoln County Sheriff Office Citizen Advisory Committee, *Member* (December 2023-present) Maine

- Serve Lincoln County as a liaison between the sheriff's office
- Inform county and statewide policy and communications

Maine Community Foundation, *County Advisory* (August 2023-present) Maine

- Review, score, and provide feedback on grant proposals in Lincoln and Sagadahoc Counties

Maine Food and Beverage Education Center, *Board Member* (February 2023-present) Maine

- Provide board leadership through Finance Committee

City of Burlington Development Review Board, *Board Member* (December 2012-May 2019) Burlington, VT

- Reviewed and took action on proposals for land and infrastructure development
- Utilized City's Comprehensive Development Ordinance to guide decisions

Old North End Ramble, *Board Member* (2015-2020) Burlington, VT

Old North End Arts and Business Network, *Steering Committee Member* (2019-2021) Burlington, VT

Student Government Association, *Vice President* and *Senate Chair* (2010-2011) Smith College

- Chaired weekly Senate meetings with 50-plus attendees; attended weekly cabinet meetings
- Worked with Smith College Board of Trustees and President to align agenda and annual goals
- Planned and executed the first-ever Disability Awareness Week at Smith
- First non-traditional student to hold this position

Student Government Association, *Sustainability Chair* (2011) Smith College

- Establish framework and momentum for the newest cabinet position Collaborate campus-wide activities and events to

promote environmentally sustainable activities

- Planned and implemented the first-ever Smith College Food Week which included a campus farmers market, multiple speaker panels focused on food justice issues, and film showings

Associated Religious Communities/Unitarian Universalist of Danbury (2008-2009)

Danbury, CT

- Coordinated city, state and national social action in the areas of environment and social justice

term expires 7/2027

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Thursday, July 11, 2024 10:49 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine

A new submission has been received for Appointment Application at 07/11/2024 10:49 AM

First Name::	Andrew
Last Name::	Francis
Address::	303 Centre Street
Phone::	(207) 443-4112
Your Council Ward Number::	4
Email Address::	andrew@bathymca.org
Preferred Method of Contact::	Email
I wish to be considered for::	Reappointment
Name of Board/ Commission/ Committee::	Community Development Committee
Committee Experience:	
Date(s) you attended this Board/Commission/Committee's meetings::	April, May meetings of the Community Development Committee
Members of the Board/ Commission/ Committee with whom you spoke and when::	Karl Albrecht
How did these experiences affect your interest in the Board/ Commission/ Committee?:	N/A
Have you every served on a City Board/ Commission/ Committee?:	No
If yes please list the Board/ Commission/ Committee and years of service:	
Please outline past and present expertise skills employment that you think may be relevant::	12 years working in community advocacy and policy change at the state level prior to transitioning to the Bath YMCA.
Resume (Optional):	No File Uploaded
Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:	The Bath YMCA has been a cornerstone of the community for over 165 years. We're committed to building strong, healthy communities and would be honored to participate on this committee.
How many months are you away from Bath in a 12 month period?:	Less than one.
Date:	7/11/24
Signature:	Andrew Francis



term to expire 6/2025

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Tuesday, July 9, 2024 11:38 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine

A new submission has been received for Appointment Application at 07/09/2024 11:38 AM

First Name:: Gretchen
Last Name:: Jaeger
Address:: 11 Snow Park
Phone:: 207-751-0873
Your Council Ward Number:: 3
Email Address:: gretchenjaeger11@gmail.com
Preferred Method of Contact:: Email
I wish to be considered for:: Appointment
Name of Board/ Commission/ Committee:: Housing Committee
Committee Experience:

Date(s) you attended this Board/Commission/Committee's meetings::

I've attended all but two Housing Subcommittee meetings and workshops since its inception a few years ago, and have chaired the meeting when Chair Keller was absent. I have been a regular attendee on Community Development since becoming a committee member in 2018.

Members of the Board/ Commission/ Committee with whom you spoke and when::

I'm in frequent contact with members and staff at our meetings as well as actively working on projects outside of meetings.

How did these experiences affect your interest in the Board/ Commission/ Committee?:

Bath is unique in that our municipal government and committees are big enough to do interesting, impactful work, and small enough to be adaptable and inclusive. As housing has grown to a crisis level over the past few years I have been grateful to learn from the deep expertise of this group and I'm excited to see the Housing committee given the importance and resources needed to help shape strong policies.

Have you every served on a City Board/ Commission/ Committee?:

Yes

If yes please list the Board/ Commission/ Committee and years of service:

Community Development - since July 2018 (including Housing Subcommittee, current, & Agriculture Subcommittee, 2019-2022)

Please outline past and present expertise skills employment that you think may be relevant::

As a lifelong Bath resident, I have watched our community transform in great ways over the years, but I also see how we are increasingly challenged by being a victim of our own success. As Bath continues to attract new growth I am dedicated to welcoming change in a way that honors our history and all the good things that make this a desirable place for all residents, both old and new. I'm also a commercial property owner and residential landlord and have firsthand experience with the challenges for both those looking to make or keep their home in Bath, as well as the obstacles and opportunities faced by the "supply side" of providing housing - ie. the City, developers, homeowners, and others trying to provide a healthy mix of housing. Similarly, in my capacity as a small business owner for the past decade (Halcyon Yarn), I have seen employees struggle with finding and keeping housing nearby and have lost talent to long commutes and a lack of housing options. This spring I conducted a Housing Survey on behalf of Main Street Bath and the responses strongly indicated that many of our local businesses are struggling with the same issues. In connecting my experiences as an employer with the work of the Housing Subcommittee I have been grateful for the opportunity to advocate for Main Street and our business community. I served for seven years on Main Street Bath's (MSB) Board of Directors, including serving as president twice. Through MSB I helped lead the MSB/City partnership "Downtown Tomorrow" a community visioning project that framed the value and values of our downtown in the kick-off to the Comp Plan project. In addition to representing our small businesses and property owners on the Housing Subcommittee, I am Main Street Bath's representative to MCOG's Five Rivers Affordable Housing Working Group.

Resume (Optional):

No File Uploaded

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:

During my time on the Community Development Committee and the Housing Subcommittee, I've been an active participant in the Comp Plan and ReZone processes, the Justice, Equity, Diversity & Inclusion Statement, the Public Art Program, the Morse Redevelopment RFP, the ADU Ordinance, the in-progress Short-Term Rental project, and in framing the goals of the Housing Subcommittee as it transitions to a stand-alone committee. Through my work on the Housing Subcommittee, I have developed an understanding of how central housing issues are to our community's health and future vitality - and how much is at stake for

the long term based on the decisions we make now. I bring experience and understanding of how housing, employment, municipal policy, and community values intersect in Bath. I am dedicated to the thoughtful evolution and stewardship of Bath, I hope I will have the opportunity to continue serving on the Housing Committee and helping to realize the goals and vision of a community in which Housing is a pillar of Bath's success. Thank you for your consideration!

How many months are you away from Bath in a 12 month period?: 0

Date: 7/9/24

Signature: Gretchen Jaeger



term to expire 6/2026

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Sunday, June 23, 2024 11:09 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine
Attachments: 2024.6.23ShortBioBurkley.docx

A new submission has been received for Appointment Application at 06/23/2024 11:09 AM

First Name:: Elizabeth (Liz)

Last Name:: Burkley

Address:: 4 Schooner Ridge #6

Phone:: 207-208-0854

Your Council Ward Number:: 1

Email Address:: lizburkley@gmail.com

Preferred Method of Contact:: Email

I wish to be considered for:: Appointment

Name of Board/ Commission/ Committee: Bath Housing Committee

Committee Experience:

Date(s) you attended this Board/Commission/Committee's meetings:: This is a new committee - unable to do so

Members of the Board/ Commission/ Committee with whom you spoke and when:: This is a new committee - unable to do so

How did these experiences affect your interest in the Board/ Commission/ Committee?: N/A

Have you every served on a City Board/ Commission/ Committee?: No

If yes please list the Board/ Commission/ Committee and years of service: N/A

Please outline past and present expertise skills employment that you think may be relevant:: I am able and willing to weigh all sides of a situation and will work together with a committee/team to focus on facts and to make the best decisions for the City of Bath. I am currently Senior Executive Assistant at Deloitte, and have worked completely virtually for 10 years based out of their 30 Rockefeller Plaza, NY Offices.

Resume (Optional): 2024.6.23ShortBioBurkley.docx

Why do you want to be a member of this Board/ Commission/ Committee or list I was born at Bath Memorial Hospital and a graduate of Morse High School, and have lived here on/off for my

your accomplishments during your last term or terms?:

entire life. Six years ago I moved here permanently and purchased a condo at Schooner Ridge. I know that many younger generations have not been able to remain in Bath due to our lack of affordable housing for all levels of income. I want Bath to retain it's reputation as a wonderful place to live and raise a family, and I am passionate about making sure our residents are considered as we move forward with any new housing. I want to make sure that life-long Bath residents can stay here in appropriate housing and that we retain the historic feel and architecture for any planned housing. I want to make sure that BIW employees do not have to live in their cars to keep their jobs due to lack of housing.

How many months are you away from Bath in a 12 month period?:

Less than one month

Date:

June 23, 2024

Signature:

Elizabeth M. Burkley



Elizabeth (Liz) Burkley

Professional Experience

2013 to Present

Senior Executive Assistant (virtual)
Deloitte - New York, NY

2005 to 2013

Meeting and Marketing Manager
BDC Advisors – San Francisco, CA

2002 to 2004

Marketing Manager
Sebasco Harbor Resort – Sebasco, ME

1997 to 2001

Senior Personnel Administrator
McKinsey & Company – Boston, MA

1991 to 1996

Manager, Meetings & Events
Fidelity Investments – Boston, MA

Education

University of Maine, Orono, ME
Katharine Gibbs School, Boston, MA

term to expire
6/2027

Darci Wheeler

From: no-reply@services.evo.cloud
Sent: Friday, June 28, 2024 11:47 AM
To: Darci Wheeler
Subject: Appointment Application - New Form Submission for Bath, Maine

A new submission has been received for Appointment Application at 06/28/2024 11:47 AM

First Name:: Leiha

Last Name:: Lynn

Address:: 1505 Washington St

Phone:: 6178161327

Your Council Ward Number:: 7

Email Address:: leihalynn@gmail.com

Preferred Method of Contact:: Email

I wish to be considered for:: Appointment

Name of Board/ Commission/ Committee:: Housing Committee

Committee Experience:

Date(s) you attended this Board/Commission/Committee's meetings:: I have been regularly attending the monthly housing subcommittee meetings since June 2022.

Members of the Board/ Commission/ Committee with whom you spoke and when:: Deb Keller

How did these experiences affect your interest in the Board/ Commission/ Committee?: I admire the housing sub-committee's tact and determination to address the lack of sufficient, affordable housing options in Bath.

Have you every served on a City Board/ Commission/ Committee?: Yes

If yes please list the Board/ Commission/ Committee and years of service: Community Forestry Committee member since July 2022 (2 years) current term expires October 2026
Peace Corps Volunteer. Established strong community connections by learning local languages and working in the local school system, while collaborating on sustainable engineering projects with local leaders.
Field Engineer. Experience in geotechnical and environmental engineering. Understanding the crucial balance between commercial development and residential housing, while maintaining sensitive community fabric. Housing Subcommittee. I've been voluntarily attending subcommittee meetings for 2 years. I've contributed to discussions and drafted text for subcommittee use.

Please outline past and present expertise skills employment that you think may be relevant::

Resume (Optional):

No File Uploaded

Why do you want to be a member of this Board/ Commission/ Committee or list your accomplishments during your last term or terms?:

I consider housing to be a vital issue that needs sincere attention and immediate action in all communities. For the past 2 years, I've had the opportunity to observe Bath's housing subcommittee as they address and collaborate on solutions to this problem. I'd like to join the effort as a member of the newly formed Housing Committee.

How many months are you away from Bath in a 12 month period?:

0

Date:

6/28/2024

Signature:

LCL

