



**Tuesday, December 7, 2021
CITY COUNCIL MEETING (REMOTE)**

Meeting Begins: 6:30 P.M.

CLICK THE "VIDEO" LINK TO ENTER THE MEETING.

Regular Meeting Location: Zoom

<https://us06web.zoom.us/j/89686832112>

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Webinar ID: 896 8683 2112

International numbers available: <https://us06web.zoom.us/j/89686832112>

A. OPENING OF THE MEETING

Subject

1. Roll Call

Meeting

Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category

A. OPENING OF THE MEETING

Access

Public

Type

Subject

2. Acceptance of Minutes

Meeting

Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category

A. OPENING OF THE MEETING

Access

Public

Type

Action, Minutes

Recommended Action

Motion to accept the minutes from the November 30, 2021 meeting.

Minutes

[View Minutes](#) for Nov 30, 2021 - CITY COUNCIL MEETING (REMOTE)

File Attachments

[DRAFT - 11-30-21 Minutes.pdf \(136 KB\)](#)

Subject 3. Petitions and Communications

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category A. OPENING OF THE MEETING

Access Public

Type

POSITION PAPER OF THE CITY MANAGER

B. APPOINTMENT CALENDAR

Subject 1. ORDER #77-19/20 – Comprehensive Plan Implementation Committee, resident members (Lewis, Dhalac). Postponed since October 29, 2019. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

With Ordinance #8-19/20 in effect (as of October 15, 2019), the Council must now select and appoint seven (7) residents to the Comprehensive Plan Implementation Committee. Members must live in their respective districts. Interested residents may apply online at www.southportland.org or at the Clerk's office.

District One	Councilor Morgan	October 2019, then for 3 years (October 2020-October 2023) - appointed Peter Stanton on 2/4/2020
District Two	Mayor Lewis	October 2019; then for 3 years (October 2021-October 2024)
District Three	Councilor Pride	October 2019, then for 3 years (October 2020-October 2023) - appointed Jessica Stafos on 2/18/2020
District Four	Councilor Caricchio	October 2019; then for 3 years (October 2021-October 2024) - appointed Barry Lucier on 2/11/2020
District Five	Councilor Dhalac	October 2019; then for 3 years (October 2019-October 2022)
At-Large	Councilor Bruzgo	October 2019; then for 3 years (October 2019-October 2022) - appointed Robert Foster on 1/28/2020
At-Large	Councilor Henderson	October 2019; then for 3 years (October 2019-October 2022) - appointed Kathleen Egan 01/07/2020

Subject 2. ORDER #80-19/20 – Transit Advisory Committee, District Three (Pride), for a term ending October 1, 2023. Postponed since October 29, 2019. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

This member must live in District 3.

Subject 3. ORDER #119-19/20 – Board of Assessment Review, District At-Large (Bruzgo) for a term that expires December 31, 2023. Postponed since January 7, 2020. Passage requires majority vote

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Susan Hasson's term ended 12/31/19.

Subject 4. ORDER #203-19/20 - Long Creek Watershed Management District Board of Directors, private participating landowner, for an unexpired term that expires February 14, 2022. Postponed since May 5, 2020. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Mike Vail from ON Semiconductor recently notified the Long Creek Watershed Management District ("LCWMD") that he is resigning from LCWMD's Board of Directors effective April 30, 2020. Mike is one of the seven directors appointed to LCWMD's Board by the City of South Portland. Specifically, Mike was appointed as one of four "private Participating Landowners or representatives of private Participating Landowners whose Parcel is located within the City of South Portland."

The LCWMD is seeking a replacement for Mr. Vail. Interested residents should submit their application on the City's website at the City Clerk's office at City Hall. All applications and nominations received will be forwarded to the Council for consideration. This is a Council appointment.

Subject 5. ORDER #61-20/21 - Open Space Acquisition Committee, District At-Large (Bruzgo), for a term that expires October 1, 2023. Postponed since September 15, 2020. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

This committee is currently seeking resident members. Interested residents should submit their application on the City's website at the City Clerk's office at City Hall.

Membership:

*There may not be more than 3 resident members from any one voting district.
A quorum shall consist of seven (7) members, at least six (6) of whom shall be voting members.*

Subject 6. ORDER #165-20/21- Arts & Historic Preservation Committee, District Five (Dhalac), for an unexpired term that expires October 20, 2022. Postponed since March 2, 2021. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Caitie Whelan has resigned from the committee.

Subject 7. ORDER #222-20/21 - Waste Reduction Committee, District Three (Pride), for an unexpired term that expires May 5, 2022. Postponed on June 8, 2021. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Andrew Capelluti is stepping down from the Waste Reduction Committee in order to focus on landscape based initiatives. Andrew currently serves as Chair of the Waste Reduction Committee.

Subject **8. ORDER #01-21/22 - Planning Board, District Five (Dhalac), for an unexpired term that expires April 1, 2023. Postponed since July 6, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY MANAGER

Damas Rugaba has resigned.

Subject **9. ORDER #19-21/22 - Board of Appeals, District At-Large (Bruzgo) for a term that expires July 23, 2024. Postponed since July 27, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Alex Anastasoff's term has expired.

Subject **10. ORDER #25-21/22- Waste Reduction Committee, District Five (Dhalac), for an unexpired term that expires May 5, 2023. Postponed since August 3, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Jaime Madore has resigned from the committee (moved).

Subject **11. ORDER #28-21/22 - Landcare Management Advisory Committee, MBPC Licensed Landscape Professional, for an unexpired term that expires January 31, 2023. Postponed since August 17, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Todd Robbins has resigned from the committee. This is a Council appointment.

Subject 12. ORDER #41-21/22 - Board of Appeals, District Five (Dhalac), for an unexpired term that expires July 23, 2023. Postponed since September 7, 2021. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Aaron Amede has resigned from the board due to non-attendance.

Subject 13. ORDER #63-21/22 - Human Rights Commission, District Four (Caricchio), for an unexpired term expiring 10/05/2022. Postponed since October 12, 2021. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public
Type Action
Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Erick Giles has resigned. This vacancy must be filled by a resident of District 4.

Subject 14. ORDER #72-21/22 - Arts & Historic Preservation Committee, District Two (Lewis), for a term that expires 10/19/2024. Postponed since October 19, 2021. Passage requires majority vote.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category B. APPOINTMENT CALENDAR
Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Mark Wiesendanger's term has ended.

Subject **15. ORDER #73-21/22 - Arts & Historic Preservation Committee, District Three (Pride), for a term that expires 10/19/2024. Postponed since October 19, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Hannah Holmes' term has ended.

Subject **16. ORDER #93-21/22 - Human Rights Commission, Councilor At-Large (Bruzgo), for an unexpired term that expires October 5, 2022. Postponed on November 30, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Margaret Brownlee has resigned from the Commission. Margaret Brownlee is a resident of District 4, although this vacancy may be filled by a resident from any district. Margaret served as the Commission's co-Chair.

Subject **17. ORDER #94-21/22 - Open Space Acquisition Committee, District Three (Pride), for an unexpired term that expires September 30, 2025. Postponed on November 30, 2021. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category B. APPOINTMENT CALENDAR

Access Public

Type Action

Recommended Action Motion to postpone.

POSITION PAPER OF THE CITY CLERK

Jason Tuttle has resigned. This vacancy may be filled by a resident from any district.

C. CONSENT CALENDAR

Subject 1. ORDER #96-21/22 - Accepting a 2021 Homeland Security Grant of \$176,169.92 from the Maine Emergency Management Agency. ROLL CALL VOTE.

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category C. CONSENT CALENDAR

Access Public

Type Action (Consent)

Preferred Date Dec 07, 2021

Recommended Action Passage of CONSENT CALENDAR requires majority vote.

POSITION PAPER OF THE CITY MANAGER

Earlier this year the City filed a grant application to the Maine Emergency Management Agency (MEMA) for funds from the Department of Homeland Security. On October 3rd, we received notice from MEMA that we were eligible for grant funding of \$176,169.92. The Homeland Security Grant Program (HSGP) share is \$132,127.44 and will be used for training and equipment. The Law Enforcement Terrorism Prevention Program (LETPP) share is \$44,042.48. There is no cash match required.

The City has been fortunate to receive these grants for a number of years. The following amounts have been received since 2006:

2006 - \$505,000.00
2007 - \$292,522.00
2008 - \$297,728.00
2009 - \$310,725.00
2010 - \$328,115.90
2011 - \$227,500.08
2012 - \$107,722.89
2013 - \$164,090.79
2014 - \$177,893.45
2015 - \$167,719.36
2016 - \$179,107.16
2017 - \$176,169.92
2018 - \$189,702.72
2019 - \$176,169.92
2020 - \$176,169.92

State Law requires that the municipal officers vote to accept any donations/grants, which is why this item is before Council this evening.

Included is a memorandum from Fire Chief Jim Wilson. He will be available for Tuesday's meeting to answer questions if the Council chooses to remove this item from the Consent Calendar.

File Attachments

Memo - Acceptance of FY21 Homeland Security Grant Program (HSGP) - Fire Chief.pdf (299 KB)

Passage of consent items requires majority vote.

Subject **2. ORDER #97-21/22 - Award of Bid #22-22 to Allegiance Fire & Rescue, of Walpole, MA, for the purchase of a Quint Fire Truck for the South Portland Fire Department. ROLL CALL VOTE.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category C. CONSENT CALENDAR

Access Public

Type Action (Consent)

Preferred Date Dec 07, 2021

Dollar Amount \$1,491,000.00

Recommended Action Passage of CONSENT CALENDAR requires majority vote.

POSITION PAPER OF THE CITY MANAGER

This item is brought forward to authorize the purchase of a Quint fire truck to replace two vehicles: Engine 49 (E-49) and Ladder 41 (L-41).

The Fire Department has a number of vehicles significantly overdue for replacement. Engine 49, which is currently a foam tender (foam pump is defunct), was due for replacement in 2012 (FY2013) but was pushed back for other more important purchases. Ladder 41 was due for replacement in 2016 (FY2017) but was also pushed back due to it being a reserve apparatus. With the original Ladder 45 being forced out of service early and the first replacement totaled due to an accident, L-41 has had to be a front line apparatus longer than it should have.

As part of the [Fiscal Year 2022 Capital Improvement Plan \(CIP\)](#), Council allocated \$1,300,000 for the purchase of a new Quint (pumper and aerial combined). This apparatus would replace E-49 and L-41. The current Ladder 42 would be reassigned as L-41 and be a reserve apparatus until it no longer runs.

This bid was mailed or emailed to eight vendors, as well as being posted on the City's website. The City received one bid from Allegiance Fire and Rescue from Walpole, MA for a Pierce Enforcer 100' Mid Mount Aerial Tower in the amount of \$1,539,843. The City has three options to pre-pay various amounts and receive a reduction in cost. Fire Chief Jim Wilson is recommending proceeding with option three, whereby the City would prepay the entire amount and save \$48,843. This would reduce the cost to \$1,491,000. The overage of \$191,000 would be funded through the Fire Department Reserve Account, which currently stands at \$375,732. Unfortunately, utilizing this fund reduces the amount the City will have available to fund future Fire Department CIP needs. We anticipate at least two vehicle requests from the department in FY23: a new Fire Engine and a new or re-chassis ambulance.

[City ordinance Sec. 2-162](#) requires the City Council to approve any bid that receives less than three responses and/or that exceeds \$100,000. Council is being asked to approve this bid.

Chief Wilson will be available for Tuesday's meeting in the event the Council chooses to remove this item from the Consent Calendar.

File Attachments

[Memo - Award of Quint Bid to Allegiance Fire & Rescue-Fire Chief.pdf \(127 KB\)](#)

[Aerial Truck RFP FINAL.pdf \(1,090 KB\)](#)

[Addendum 1.pdf \(264 KB\)](#)

Addendum 2.pdf (347 KB)
Addendum 3.pdf (700 KB)
Addendum 4.pdf (821 KB)
Bid 22-22 Quint Fire Truck Bid Tab.pdf (197 KB)
ORDER - Award of Bid - Quint Pumper.pdf (77 KB)

Passage of consent items requires majority vote.

D. CITIZEN DISCUSSION (PART I)

Subject	1. Citizen Discussion
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	D. CITIZEN DISCUSSION (PART I)
Access	Public
Type	Discussion

Members of the public will be given up to **5 minutes** to speak on any item on or off the agenda during Citizens Discussion Part I. Members of the public speaking on any agenda item during this time will not be able to speak on that item again once it comes up for public discussion (including workshops). Members speaking during Citizen Discussion Part I will not be able to speak during Citizen Discussion Part II.

E. PUBLIC HEARINGS AND ACTION

F. ACTION ON OLD AND NEW BUSINESS

Subject	1. ORDINANCE #14-21/22 - Amending Chapter 27, "Zoning" to Establish a Parks and an Open Space Zone consistent with the Comprehensive Plan, Appendix Q Open Space Plan. Postponed on November 30, 2021. First reading. Passage requires majority vote.
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	F. ACTION ON OLD AND NEW BUSINESS
Access	Public
Type	Action
Preferred Date	Nov 30, 2021
Absolute Date	Nov 30, 2021
Recommended Action	Council passage of first reading of ORDINANCE #14-21/22 and set date for public hearing and final action on December 21, 2021.

POSITION PAPER OF THE CITY MANAGER

NOTE: This item was postponed from November 30, 2021.

On [October 15, 2019](#) the City Council voted to incorporate the City's newly adopted Open Space Plan into the 2012 Comprehensive Plan as Appendix Q. The plan includes a variety of recommendations to help preserve and improve open space resources across the community. One of the high priority recommendations from this plan includes the creation of a "Parks" zoning district that would apply to existing municipal parks properties.

The City Council is being asked to approve a Zoning Map and Text Amendment that would establish two new Zoning Districts; a Parks District and an Open Space District. These two

zoning districts would apply to various municipal parks and open space properties throughout the city. More detailed information about these proposed zones can be found in the attached memo from Planning Director Milan Nevajda. In addition, a map of municipal properties proposed with the Parks and Open Space zones is available for review at: <https://arcg.is/b8Czr>.

Although the Conservation Commission has endorsed these amendments, the Planning Board hearing had not been held prior to the release of the Council's meeting packet. A supplemental memo summarizing any Planning Board guidance with respect to Ordinance #14-21/22 will be uploaded to the Council's agenda packet following the Planning Board hearing on **November 24, 2021**.

Director Nevajda and Corporation Counsel Sally Daggett will be present for this discussion.

File Attachments

MEMO - Park OpenSpace Zones - Planning Director.pdf (561 KB)
ORDINANCE - Ch27 Park OpenSpace Zones.pdf (2,425 KB)

Subject **2. ORDER #98-21/22 - Amending the Traffic Schedule regarding stop signs at the intersection of Lawrence Lano Street and Boothby Avenue - both directions. ROLL CALL VOTE. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category F. ACTION ON OLD AND NEW BUSINESS

Access Public

Type Action

Preferred Date Dec 07, 2021

Fiscal Impact No

Recommended Action Council passage of ORDER 98-21/22.

POSITION PAPER OF THE CITY MANAGER

This item is brought forward to amend the Traffic Schedule, which establishes the location of stop signs, traffic lights, speed limit postings, and parking throughout the City. Tonight's request is to add two new stop sign locations on Boothby Avenue, making this a four-way stop intersection.

Currently, there are stop signs at this intersection for Lawrence Lano but many drivers are not stopping at these signs causing a very dangerous situation. Additionally, there is an increase in young families in the area. Residents have requested the City install two additional stop signs at this intersection to make the situation safer for the families in the area.

The City sent notices to residents on Boothby Avenue to inform them of tonight's vote. See attached for the notice and listing of who was sent a copy.

Traffic Specialist Officer Rocco Navarro has assessed this specific intersection and agrees making this a four-way stop intersection is the safest course of action. Interim Police Chief DiGianvittorio is also recommending these stop signs be installed.

Traffic Specialist Navarro will be available at Tuesday's meeting to answer questions.

File Attachments

MEMO - Traffic Solution Stop Sign - Police Chief.pdf (127 KB)
Mailing labels for Lawrence Lano St and Boothby Av.pdf (11 KB)

Subject	3. ORDER #99-21/22 - Allocating an Additional \$372,000 in American Rescue Plan Act (ARPA) Funds Toward Premium Pay for Certain City Employees. ROLL CALL VOTE. Passage Requires Majority Vote.
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	F. ACTION ON OLD AND NEW BUSINESS
Access	Public
Type	Action
Dollar Amount	\$368,072.00
Budgeted	No
Budget Source	ARPA
Recommended Action	Council passage of ORDER #99-21/22.

POSITION PAPER OF THE CITY MANAGER

As part of the [FY22 budget process](#), the City Council allocated \$525,000 from the City's allotment of American Rescue Plan Act (ARPA) funds to provide "Premium Pay" for certain City employees who had a higher risk of exposure to the coronavirus due to the nature of their work. Premium pay is one of the eight allowed categories of ARPA fund uses. This total amount was based on an assessment of all employees and whether they had frequent interactions with the public, what protective measures were in place for those interactions, how often they were able to work from home when it was allowed, how often they may have come into contact with potentially contaminated items, etc.

As a result, the following amounts were proposed to or provided to these select City staff:

- Fire/EMS: \$2/hour worked from April 1, 2020 to March 31, 2021
- Police: \$2/hour worked from April 1, 2020 to March 31, 2021
- Facilities: \$1/hour worked from April 1, 2020 to March 31, 2021
- Bus: \$125/month stipend from April 1, 2020 to March 31, 2021
- Finance: \$500 one-time stipend
- City Clerk Staff: \$500 one-time stipend
- Transfer Station Attendants: \$500 one-time stipend

A handful of other employees also received one-time premium pay stipends, varying from \$200 to \$500, based on their duties and exposure risk.

The two Police unions and the union representing the impacted Public Works Transfer Station personnel agreed to these amounts and entered into memorandums of agreement with the City and were paid, along with the impacted non-union personnel. The two Fire unions did not agree to these amounts and were thus not paid.

On [October 12, 2021](#), the Council met in executive session to discuss the status of various contract negotiations and the City's offer of premium pay to various employees. At this meeting, Council provided guidance that it would support increasing the amounts of premium pay offered to Public Safety employees. Based on this guidance, staff re-engaged in negotiations with the two Fire unions and offered \$3/hour worked instead of \$2/hour worked. We also offered this amount to the Police unions, even though they had previously accepted \$2/hour worked, as the goal was to be consistent amongst first responders. This offer resulted in a tentative agreement with the Fire unions.

Thus, the City Council is being asked to approve an additional \$372,000 from our ARPA allocation to pay for the increased costs of our offers to Police and Fire personnel. While most of this amount covers the \$1/hour increase (\$242,000 total), the remainder (\$130,000) covers an overage in our initial calculation of costs due to four factors: providing a larger sum to Police than budgeted, including several more employees than anticipated, factoring in the associated additional benefit costs, and slightly underestimating the original benefit costs. This will result in \$897,000 of our \$10.5 million ARPA allotment being spent on premium pay (9%). In addition to the Premium Pay amount, the Council allocated another \$1,948,215 for various purposes as part of the FY22 process. Assuming Council approves the additional funds tonight, the City will have \$7,653,147 in remaining ARPA funds. (We will hold a workshop on December 14, 2021 to discuss a process for how to distribute these funds).

From the research we have done on the ten largest communities in the State, our abutting communities, and a cursory look at some other smaller Maine municipalities, our Police and Fire/EMS personnel will receive the largest premium pay amounts in the **entire state**. (South Portland is the fourth-largest community in Maine). For example:

- Portland paid their Police and Fire personnel \$2/hour for three months. *Our offer of \$3/hour for 12 months is 50% more per hour and FOUR TIMES longer than the largest city in Maine*
- Lewiston paid their full-time employees an amount equivalent to 32 hours' worth of pay. *Our Public Safety personnel will be paid nearly EIGHT TIMES MORE than those in the second-largest city in Maine*
- Bangor also paid their Police and Fire personnel \$2/hour for three months. *Our offer of \$3/hour for 12 months is 50% more per hour and FOUR TIMES longer than the third-largest city in Maine*
- Auburn, the fifth-largest City in Maine, provided their Police and Fire personnel a \$1,500 stipend. *Our Public Safety personnel will be paid over FOUR TIMES MORE than those in the city closest in size to us*
- Scarborough paid their firefighters \$1.75/hour for 15 months, while their Police received \$1.25/hour for that same period of time. *Although the length of time is three months longer than what South Portland is providing, the hourly rate for firefighters is only 58% of what we have offered, and the rate for police is only 42% of what we have offered*
- Cape Elizabeth has not offered any premium pay to its employees (although they did use ARPA funds as part of increasing pay to settle their union contracts)
- Westbrook has offered all employees a flat \$500 stipend. *Our Public Safety personnel will be paid over TWELVE TIMES MORE than this*

Community	Median Hazard Pay Amount to FFs	So. Portland Median Hazard Pay Amount to FFs	Difference
Auburn	\$1,500	\$6,038	+\$4,538
Bangor	\$1,084		+\$4,954
Cape Elizabeth	\$0		+\$6,038
Lewiston	\$832		+\$5,206
Portland	\$1,084		+\$4,954
Scarborough	\$5,004		+\$1,034
Westbrook	\$500		+\$5,538
MEDIAN ALL COMMUNITIES	\$1,084		

As noted above, the median South Portland firefighter will be paid nearly \$5,000 more than the median firefighter in the five largest and three abutting communities. Police will see a similar favorable disparity. We appreciate Council's support of our employees who were at elevated risk and for appropriating such a large amount of ARPA funds for this purpose.

Human Resources Director Stephanie Weaver, Finance Director Ellen Sanborn, and I will be present for this discussion.

File Attachments
ORDER - Approve ARPA funds for Premium Pay.pdf (124 KB)

Subject **4. ORDER #100-21/22 - Accepting miscellaneous donations. ROLL CALL VOTE. Passage requires majority vote.**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category F. ACTION ON OLD AND NEW BUSINESS

Access Public

Type Action

Fiscal Impact Yes

Dollar Amount \$5,503.00

Budgeted No

Budget Source Donation

Recommended Action Council passage of ORDER #100-21/22.

POSITION PAPER OF THE CITY CLERK

Attached are miscellaneous donations received by the City of South Portland.

File Attachments
ORDER - Donations.pdf (237 KB)
Memo - Police Dept.pdf (399 KB)
Memo - Parks and Rec.pdf (864 KB)
Memo - Social Services.pdf (1,162 KB)
Memo - Fire Dept.pdf (224 KB)

G. WORKSHOP DISCUSSION

Subject **1. Housing Assessment Report**

Meeting Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)

Category G. WORKSHOP DISCUSSION

Access Public

Type Discussion

POSITION PAPER OF THE CITY MANAGER

On [March 2, 2021](#), the City Council accepted a grant from the South Portland Housing Authority (SPHA) to pay for a comprehensive Housing Assessment and Strategies report. The purpose of the report is to assess the current housing stock and housing market, evaluate the affordability of housing in South Portland, identify current and future housing needs by type, and present strategies to address those needs. This effort will be valuable in further aligning the City's housing policy with the

community's needs. The report will also be very informative as we begin the process of updating the City's comprehensive plan and reviewing land use policy to address the City's housing needs.

The City subsequently hired [Crane Associates, Inc.](#) as consultant to this project, and their work began this past summer. Major tasks include:

1. Housing Conditions Assessment and Data Gathering
2. Regional Forecasting
3. Housing Needs Analysis
4. Affordability Analysis
5. Developing Implementation Strategies

Ongoing work through each phase of the process includes public engagement, meeting with stakeholders, collecting and analyzing data, and preparing the report. The Affordable Housing Committee is also being kept apprised on progress and key tasks.

At this point in the process, Crane and City staff would like to meet with the City Council to share all the data that has been collected and analyzed, highlight the key findings, and begin discussing a variety of interventions and strategies the City might consider to address future housing needs. Council is not being asked to move forward with any items; rather, staff is seeking your input on the possible strategies being offered up for consideration.

Following this Council workshop, there will also be a community forum held on Wednesday, December 15, 2021 to have a Q&A and open discussion with members of the public.

Crane Associates will be making a presentation to City Council and Planning Director Milan Nevajda and Assistant City Manager Joshua Reny will also be available to answer questions.

File Attachments

[MEMO - Housing Assessment Workshop - Planning Director.pdf \(412 KB\)](#)

[Att. 2 - Public Forum Flyer.pdf \(265 KB\)](#)

[Att. 3 - LISCORD - Memo - Historical Homelessness Data.pdf \(998 KB\)](#)

Subject	2. List of Workshop Items to be Reviewed.
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	G. WORKSHOP DISCUSSION
Access	Public
Type	Discussion

POSITION PAPER OF THE CITY MANAGER

Council has workshops scheduled through May 10, 2022. There remains four items on the workshop list that are awaiting a date. None of these items are ready to be scheduled for a specific date.

There have been a few changes to the workshop list since your last meeting:

- A workshop on Personnel Policy Updates has been added to the "Awaiting Dates" list and can be scheduled for the Fall
- A workshop on Housing Assessment Report Presentation was added to March 15, 2022
- The workshop on Impact Fees was moved from March 15, 2022 to April 19, 2022
- A Budget Workshop #1 was added to Saturday, April 9, 2022
- A Budget Workshop #2 was added to April 12, 2022
- The workshop on Ch. 10 General Assistance Ordinance amendments was moved from April 12, 2022 to May 2, 2022
- A workshop on Declaring Racism a Public Health Emergency was added on April 26, 2022 at the request of the Board of Health

- A Budget Workshop #3 was added to May 10, 2022

No action is required of the Council at this time.

File Attachments
12-02-21 Workshop Items List.pdf (114 KB)

H. CITIZEN DISCUSSION (PART II)

Subject	1. Citizen Discussion
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	H. CITIZEN DISCUSSION (PART II)
Access	Public
Type	Discussion

Members of the public will be given up to **5 minutes** to speak on any item on or off the agenda during Citizens Discussion Part II. Members of the public who spoke on any agenda item (including workshops) will not be able to speak on that item again during this time. Members who spoke during Citizen Discussion Part I will not be able to speak during Citizen Discussion Part II.

I. COMMUNICATION FROM THE CITY MANAGER

J. COUNCILOR'S ROUND ROBIN

K. EXECUTIVE SESSION

L. ADJOURNMENT

Subject	1. Adjourn
Meeting	Dec 7, 2021 - CITY COUNCIL MEETING (REMOTE)
Category	L. ADJOURNMENT
Access	Public
Type	Action
Recommended Action	MOTION TO ADJOURN

Items may only be introduced after 11:00 p.m. upon a majority vote of Councilors present and voting. Items on a regular meeting agenda not introduced pursuant to this rule shall be placed on the next regular meeting agenda.