

AGENDA
FREEPORT TOWN COUNCIL MEETING #01-22
TOWN COUNCIL CHAMBERS, 30 MAIN STREET, FREEPORT
TUESDAY, JANUARY 4, 2022
6:30 PM

FROM: Peter E. Joseph, Town Manager

TO: Councilor Chair Daniel Piltch, 25 Quarry Lane
Council Vice Chair, John Egan, 38 Curtis Road
Councilor Matthew Pillsbury, 36 Todd Brook Rd
Councilor Chip Lawrence, 93 Hunter Road
Councilor Darrel Fournier, 3 Fournier Drive
Councilor Jake Daniele, 264 Pownal Road
Councilor Edward Bradley, 242 Flying Point Road

FIRST ORDER OF BUSINESS: Pledge of Allegiance

SECOND ORDER OF BUSINESS: To waive the reading of the minutes of Meeting #25-21 held on December 21, 2021 and to accept the minutes as printed.

THIRD ORDER OF BUSINESS: Announcements (15 minutes)

FOURTH ORDER OF BUSINESS: Information Exchange (15 minutes)

FIFTH ORDER OF BUSINESS: Town Manager's Report (15 minutes)

SIXTH ORDER OF BUSINESS: Public Comment Period – (30 Minutes)
(Non-Agenda Items Only)

SEVENTH ORDER OF BUSINESS: To take action on the following items of business as read by the Council Chairperson:

ITEM # 01-22 To consider action relative to adopting the January 4, 2022 Consent Agenda.

BE IT ORDERED: That the January 4, 2022 Consent Agenda be adopted.

(Council Chair Piltch) (5 minutes)

ITEM # 02-22 To consider action relative to proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 104. Definitions, Section 526.A Food Trucks, to update the definition of a food truck to include a trailer; update standards for food trucks including permitting them during Temporary Activities which are being held to draw visitors to Freeport; to update the food truck permitting and licensing process; and clarifying exemptions for food truck licensing. **PUBLIC HEARING.**

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MOTION: To open the Public Hearing
MOTION: To close the Public Hearing

BE IT ORDERED: That proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 104. Definitions, Section 526.A Food Trucks, to update the definition of a food truck to include a trailer; update standards for food trucks including permitting them during Temporary Activities which are being held to draw visitors to Freeport; to update the food truck permitting and licensing process; and clarifying exemptions for food truck licensing be approved.

(Town Planner, Caroline Pelletier)(30 minutes)

[ITEM # 03-22](#)

To consider action relative to proposed amendments to Chapter 30, Victualer's Licensing Ordinance to update Section 2. License Required to include Food Trucks requiring Victualer Licenses. PUBLIC HEARING.

MOTION: To open the Public Hearing
MOTION: To close the Public Hearing

BE IT ORDERED: That proposed amendments to Chapter 30, Victualer's Licensing Ordinance to update Section 2. License Required to include Food Trucks requiring Victualer Licenses be approved.

(Town Planner, Caroline Pelletier)(30 minutes)

[ITEM # 04-22](#)

To consider action relative to proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 501. Temporary Activity, to add a standard about maintaining accessible (under the Americans with Disabilities Act) parking and access; requiring property owners to sign-off on applications for multi-tenant properties; and to remove the restriction on permits in the Village Commercial I "VC-I" and Village Commercial II "VC-II" Districts that restrict the displacing of parking spaces during certain times for the year. PUBLIC HEARING.

MOTION: To open the Public Hearing
MOTION: To close the Public Hearing

BE IT ORDERED: That proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 501. Temporary Activity, to add a standard about maintaining accessible (under the Americans with Disabilities Act) parking and access; requiring property owners to sign-off on applications for multi-tenant properties; and to remove the restriction on permits in the Village Commercial I "VC-I" and Village Commercial II "VC-II" Districts that restrict the displacing of parking spaces during certain times for the year be approved.

(Town Planner, Caroline Pelletier)(30 minutes)

[ITEM # 05-22](#)

To consider action relative to proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 409. Commercial District I "C-I", Section 411. Commercial District III "C-III", Section 413. Village Commercial District I "VC-

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I”, Section 414. Village Commercial District II “VC-I” and Section 602. Site Plan Review to add standard to allow seasonal outdoor seating when certain conditions can be met, and to be subject to Town Planner Review under Section 602.C.1.c.1 of the Freeport Zoning Ordinance. PUBLIC HEARING.

MOTION: To open the Public Hearing

MOTION: To close the Public Hearing

BE IT ORDERED: That proposed amendments to Chapter 21 Freeport Zoning Ordinance, Section 409. Commercial District I “C-I”, Section 411. Commercial District III “C-III”, Section 413. Village Commercial District I “VC-I”, Section 414. Village Commercial District II “VC-I” and Section 602. Site Plan Review to add standard to allow seasonal outdoor seating when certain conditions can be met, and to be subject to Town Planner Review under Section 602.C.1.c.1 of the Freeport Zoning Ordinance be approved.

(Town Planner, Caroline Pelletier) (30 minutes)

[ITEM # 06-22](#)

To consider action relative to proposed amendments to Chapter 22, Design Review Ordinance pertaining to seasonal accessory outdoor seating. PUBLIC HEARING.

MOTION: To open the Public Hearing

MOTION: To close the Public Hearing

BE IT ORDERED: That proposed amendments to Chapter 22, Design Review Ordinance pertaining to seasonal accessory outdoor seating be approved.

(Town Planner, Caroline Pelletier)(30 minutes)

[ITEM # 07-22](#)

To consider action relative to setting a public hearing to discuss proposed amendments to Chapter 10 Ordinance Requiring Notice for Outdoor Events with Attendance in Excess of 250 People, to add a standard about maintaining accessible (under the Americans with Disabilities Act) parking and access;

BE IT ORDERED: That a public hearing be set for January 18, 2022 at the Town Council meeting starting at 6:30 pm to consider proposed amendments to Chapter 10 Ordinance Requiring Notice for Outdoor Events with Attendance in Excess of 250 People, to add a standard about maintaining accessible (under the Americans with Disabilities Act) parking and access;

BE IT FURTHER ORDERED: That copies be distributed equally between the Town Clerk’s Office, the Town Manager’s Office and the Freeport Community Library for inspection by citizens during normal business hours and the notice be placed on Freeport’s local cable channel 3 and the Town’s website.

(Town Planner, Caroline Pelletier)(5 minutes)

[ITEM # 08-22](#)

To consider action relative to amending the Town of Freeport Fee Schedule

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BE IT ORDERED: That the fee schedule be adopted as amended to update fees pertaining to food truck permits and food truck licenses.

(Town Planner, Caroline Pelletier)(5 minutes)

[ITEM # 09-22](#)

To consider action relative to the appointment of Courtney Sparks, of Bowdoinham as Library Director.

BE IT ORDERED: That the appointment of Courtney Sparks as Library Director be approved.

(Town Manager, Peter Joseph)(10 minutes)

[ITEM # 10-22](#)

To consider action relative to the appointment of Quang Minh Le of Biddeford as Freeport Assessor.

BE IT ORDERED: That the appointment of Quang Minh Le as Freeport Assessor be approved.

(Town Manager, Peter Joseph)(10 minutes)

[ITEM # 11-22](#)

To consider action relative to an agreement with the Hilton Garden Inn for use of Bow Street Park.

BE IT ORDERED: That the Agreement between the Town of Freeport and the Hilton Garden Inn for the use of Bow Street Park be approved.

(Town Manager, Peter Joseph)(5 minutes)

[ITEM # 12-22](#)

To consider action relative to acceptance of “2020 Coronavirus Emergency Supplemental Funding Program” funds, in the amount of \$13,600 for use by the Freeport Police Department for the purpose of purchasing PPE and technology items.

BE IT ORDERED: That the 2020 Coronavirus Emergency Supplemental Funding Program funds in the amount of \$13,600 for use by the Freeport Police Department for the purpose of purchasing PPE and technology items be accepted.

(Police Chief Goodman)(15 minutes)

[ITEM # 13-22](#)

To consider action relative to amending the 2022 Town Council Schedule to designating the District Workshop dates and the Town Facilities Tour dates, if any.

BE IT ORDERED: That the Town Council Schedule be amended to designate the two District Workshop dates and the Town Facilities Tour dates, if any.

(Council Chair Piltch)(15 minutes)

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[ITEM # 14-22](#)

To consider action relative to the Town Manager's Proposal to utilize ARPA funding to provide Hazzard Pay to Freeport First Responders and Police and Fire Departments

BE IT ORDERED: That the Town Manager's Proposal be approved.

(Town Manager, Peter Joseph)(15 min)

[ITEM # 15-22](#)

To consider action relative to accepting two planning grants from the Greater Portland Council of Governments for multi-use path feasibility analyses along Mallett Drive and Route One South.

BE IT ORDERED: That two grants for planning study funds for multi-use paths be accepted.

(Town Engineer, Adam Bliss)(5 minutes)

OTHER BUSINESS:

1. [Update on pending Real Estate Discussions](#) (Soule School and Water Tanks)(Town Manager, Peter Joseph)(5 minutes)
2. [Discussion regarding Goal Setting Retreat](#) (Council Chair Piltch)(15 minutes).

END OF AGENDA (Estimated time of adjournment 12:05 AM)