A G E N D A
MEETING - City Council
City Council Chambers

Tuesday, April 7, 2026
6:00 PM

Meeting Format
This meeting will be conducted in person in the Sanford City Council Chambers and via remote video and teleconference pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure. Members of the public may join the meeting by phone by dialing 1 (929) 205-6099 using Meeting ID 830 2416 3298 and Password 753347, or via computer at https://us02web.zoom.us/j/83024163298?pwd=3aYAFR7IA27R58cubPPKA3jNawsiH6.1. Members of the public may also submit comments via the City of Sanford website at www.sanfordmaine.org under Government/ City Council/ Contact the Council.

Pledge of Allegiance

Moment of Silence

Roll Call

Minutes

26-108-01 Ordered, to approve the minutes from the regular City Council Meeting held on March 17, 2026.

26-109-01 Ordered, to approve the minutes from the City Council Budget Meeting held on March 24, 2026.

Mayor's Report/City Council Sub-Committee Reports

City Manager's Report

Homelessness Update

Communications/Presentations

26-77-01 Presentation of Cobb Stadium Concept Ideas by Aceto Kimball Landscape Architecture & Urban Design

Public Participation

Public Hearings
The City Council will take public comment on the following:

26-82-01 A Public Hearing to receive comments on a proposed Parks and Recreation

Ordinance.

26-99-01 A Public Hearing to receive public comment on the "Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District". To amend the acreage and original assessed value due to parcel adjustments.

Consent Agenda

26-97-01 Ordered, to approve the following license request:

1. Application request from Waypoint Maine Inc. F/K/A Waban for a fundraiser event for their agency on June 6, 2026, with a rain date of June 7, 2026 from 6pm to 8pm.

Old Business

New Business

26-76-01 Ordered, to adopt a Parks and Recreation Ordinance, as presented. This item must be read on two separate occasions. This is the first reading.

26-90-01 Ordered, that the City Council hereby authorizes partial bond financing for the construction of a new fire station project in the amount of $13,450,000, including engineering, design, transaction costs, and related expenses, and further authorizes the City Treasurer and Chair of the City Council to take all necessary actions to carry out the financing, including issuance and sale of bonds through the Maine Municipal Bond Bank.

26-92-01 Ordered, to take action on the FY 26/27 Municipal and School budgets.

26-100-01 Ordered, to adopt and approve the Eighth Amendment of the "Sanford Downtown Omnibus Municipal Development and Tax Increment Financing and District". To amend the acreage and original assessed value due to parcel adjustments.

26-106-01 Ordered, to sign the Municipal Warrant calling for a School Budget Validation Referendum Election to be held on Tuesday, June 9, 2026 at the Sanford High School & Regional Technical Center, 100 Alumni Boulevard, with the polls opening at 7:00AM and closing at 8:00 PM. Because Thursday, June 4, 2026 is the last day to request an absentee ballot without special circumstances, the Clerk shall have extended office hours until 6:00 PM to allow voting in person or to take a ballot home.

26-105-01 Ordered, to receive from the City Treasurer tax acquired property due to the nonpayment of 2023/2024 real estate tax liens.

26-107-01 Ordered, to accept the resignation of Matthew Blackmon from the Sanford Arts Commission.

26-112-01 Ordered, to accept the resignation of Geoffrey Howes from the Airport Advisory

Committee.

26-113-01 Ordered, to appoint Adam Cutler to the Airport Advisory Committee to fill an unexpired term ending 12/31/2027.

Council Member Comments

Future Agenda Items

Adjournment

Memo

Number: 26-108-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-04-07
Subject: Ordered, to approve the minutes from the regular City Council Meeting held on March 17, 2026.

RECOMMENDATION
Ordered, to approve the minutes from the regular City Council Meeting held on March 17, 2026.

Background Information:

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
3-17-26 City Council Minutes.pdf

Sanford City Council
Meeting Minutes
Tuesday, March 17, 2026

The Sanford City Council met on Tuesday, March 17, 2026 in person in the City Council Chambers and via remote video and teleconference pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure.

MAYOR: Becky A. Brink; **DEPUTY MAYOR:** Maura A. Herlihy; **CITY COUNCILORS:** Councilor Ayn M. Hanselmann; Councilor Jonathan L. Martell; Councilor Peter E. Tranchemontagne; Councilor Nathan H. Hitchcock; Councilor Charlene S. Plante. **CITY STAFF:** Manager Steve Buck; Assistant City Manager Michelle LaBree; Executive Administrator Lorisa Ricketts; Assistant Director of Information Systems Ben Gore; Fire Chief Scott Susi; Airport Director Allison Navia; Public Works Director Matt Hill

Others Present in the City Council Chambers: John Henkelman; Superintendent Matt Nelson; Cheryl Fournier; Tim LeSiege; Sanford Sewerage District Superintendent André Brousseau; Jeff Kitchen; Alex Clary

Others Present via Zoom: B. Nielsen; Jay Hewett; Lisa Blanchette; Parker Montano – Pine Tree Helicoptors; Planning & Codes Director Jamie Cole; Madison Caron; Amy Sevigny

Meeting Format

Mayor Brink called the meeting to order at 7:02 PM.

This meeting was conducted in person and via remote video and teleconference pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure.

Pledge of Allegiance

Moment of Silence

Roll Call:

Mayor Brink performed the roll call of Councilors present: Deputy Mayor Herlihy, present; Councilor Martell, present; Councilor Hanselmann, present; Councilor Tranchemontagne, present; Councilor Hitchcock, present; Councilor Plante, present.

Minutes

26-84-01 Ordered, to approve the minutes from the regular City Council Meeting held on March 3, 2026.

Councilor Hanselmann moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

Mayor's Report/City Council Sub-Committee Reports

See attached.

Deputy Mayor Herlihy presented on Property Subcommittee, which discussed a draft Parks and Recreation Ordinance; proposed temporary road closure on Cottage Street for necessary road work this summer; DPW fleet management program; repair of the Number 1 Pond Dam; and Fife Lane in Sanford

Councilor Tranchemontagne reported that Solid Waste Subcommittee had a presentation on the operations of the Transfer Station.

Manager's Report and Homeless Task Force Report

See attached.

Communications/Presentations

26-75-01 Presentation: Maine ACE Camp 2026 at the Sanford Seacoast Regional Airport for ages 12-16 August 5 through 8.

Tim LeSiege from Maine ACE Camp presented on this item.

Day camps run Wed. – Sat. from 7:30 – 5:30. Seacoast ACE Camp is from August 5-8 this year at Sanford Seacoast Regional Airport. Kids get to meet mentors, tour companies, have aircraft rides in helicopters and fixed-wing aircrafts. 80% of ACE Camp attendees go on to find careers in aviation.

Public Participation

Jeff Kitchen of Sanford spoke regarding a "pond-front home that sleeps 22" at 8 Curtis Lake Drive that is actively listed on Airbnb and VRBO. He has reported it to police and codes, but the property continues to operate in violation of City ordinance. He sees it as an enforcement failure, and it undermines resident confidence that things will get done properly. He also commented that when Aries has videos of City officials on its website talking about the project, it makes it sound like it is a "done deal".

Alex Clary spoke regarding the ACLU law-suit and said that he thinks the City can do more. He works in immigration and thinks that not only providing the information requested, but going further and forbid the Sanford PD from working with ICE. He commented on the methods of ICE and rules that have been passed to disenfranchise. He believes that under judicial review, many of these actions will be determined to be illegal. He stated that so far this year, there have been 12 deaths in ICE custody. As elected officials, he feels it is the Council's responsibility to protect its residents.

Public Hearings

The City Council took public comment on the following:

26-89-01 A Joint Public Hearing of the City Council and School Committee on the Proposed Municipal and School Budgets for Fiscal Year 2026/27.

Public Hearing opened at 8:03 PM

Mayor Brink read an email from resident Susan Strong commenting on the School Budget as follows: I live in Springvale and I have a second grader and a pre-k student at Sanford Pride Elementary. My children have personally benefited from having extra staff members in the classrooms to help with everything from academic needs to fun activities. If the school budget decreases, the helpers will have to be let go. This would put more strain on teachers who are already spread thin with large classes. The students will miss out on getting extra help in the classroom and having the opportunity to have more positive adults in their life who care about them. It is very important to me that the school budget does not get cut and I just wanted to give my input on the topic. Thank you.

No other public comments.

Public Hearing closed at 8:04 PM

Consent Agenda

None.

Old Business

None.

New Business

25-413-01 Ordered, to approve the renewal extension of the City's audit services contract for an additional three-year term with Wipfli LLP.

Finance Director Ronni Champlin presented on this item.

Councilor Hitchcock moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-49-01 Ordered, to determine the private roadway status of SB Emery Court in Sanford, Maine

Public Works Director Matt Hill presented on this item.

Councilor Tranchemontagne moved to approve. Councilor Plante seconded.

No responses have been received in response to the certified letter

Motion passed 7-0.

26-72-01 Ordered, to accept a bid in the amount of $118,217.00 from BP Property Services/TB Earthworks for the construction of a splash pad and associated walkways and landscaping at Carpentier Park.

Manager Buck presented on this item.

Councilor Hitchcock moved to approve. Councilor Hanselmann seconded.

Funding for this project comes from a Soil and Water Conservation District grant. A separate project updating the bathrooms in the building at Carpentier Park is in the FY budget.

Motion passed 7-0.

26-78-01 Ordered, to accept the proposal for an amount up to $242,500 from Dirigo Architectural to act as the City's Owners Representative during construction of the Headquarters Fire Station, and to authorize the City Manager to enter into a professional contract services agreement with Dirigo AE LLC for these services.

Manager Buck presented on this item. This was the sole bid received with a recommendation from the architect. An interview was conducted and went well. They will be on site a minimum of two days per week and will provide weekly progress reports to the City. He anticipates that there may be some cost savings on the Commissioning Agent because of the extensive

Councilor Hanselmann moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-58-01 Ordered, to authorize the closure of Route 202/Cottage Street for 3-4 weeks in the summer of 2026 for roadway utility maintenance purposes.

Public Works Director Matt Hill presented on this item along with Sewerage District Superintendent André Brousseau. The Sewerage District approached Public Works regarding the need for this work. From Maine DOT's perspective, they appreciate when items like this can be handled before they come in to do projects.

From the intersection of Cottage Street/River Street and June Street, 9 manhole covers and a significant portion of pipe will be replaced, and one private catch-basin and one public catch-basin will be removed. Being able to do this while the road is closed will make the job easier and faster because they don't have to deal with traffic traveling through. The alternative would be night work, and things might be missed, neighbors would be disturbed, and the cost would be up to 40% higher. Fire Chief

Susi was consulted on the traffic detour routes and limiting disruption to the hospital access for ambulance, and MaineHealth was also consulted.

Residents will be able to get to their homes. Access to the small businesses on Cottage Street will only be disrupted in small segments: 100-200 feet at a time, to minimize disruption. There will be perhaps a day or two where driving access is restricted to some businesses.

Councilor Tranchemontagne moved to approve. Councilor Hitchcock seconded.

Motion passed 7-0.

26-83-01 Ordered, to close a portion of Roberts Street from 9:00am - 12:00pm on Saturday, April 4th for the Easter Home Run Eggstravaganza at Goodall Park.

Councilor Hanselmann moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-60-01 Ordered, to approve and authorize the City Manager to sign the land lease agreement with MAS Hangars LLC for two (2) new 8-unit aircraft storage hangars at the Sanford Seacoast Regional Airport.

Airport Manager Allison Navia presented on this item. The associated Credit Enhancement Agreement will be brought forward for Council approval.

Councilor Hanselmann moved to approve. Councilor Plante seconded.

Motion passed 7-0.

26-57-01 Review and approve the designation of a permanent aerobatic box at the Sanford Seacoast Regional Airport.

Airport Manager Navia presented on this item.

Deputy Mayor Herlihy moved to approve. Councilor Martell seconded.

Motion passed 7-0.

26-59-01 Ordered, to approve and authorize the City Manager to execute a lease and operating rights agreement for a food truck court at the Sanford Seacoast Regional Airport operated by Airside Management LLC.

Airport Manager Navia presented on this item. There will be breakfast, lunch and dinner food trucks, possibility for serving beer and wine inside the building. There has also been discussion regarding holding some events within the updated regulations that are in place.

Councilor Hitchcock moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-73-01 Ordered, to accept the bid for the Repair of the Number One Pond Dam from Bickmore Diversified, LLC of Cape Elizabeth, Maine.

Public Works Director Matt Hill presented on this item. This work will be done to seal the gates in the dam in anticipation of the RAISE grant road work.

Cost will be $253,550.

Councilor Hanselmann moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-64-01 Ordered, to approve the seven-year lease to own purchase a new 26,000 GVW Freightliner Truck with Plow, Wing, and Sander for the Department of Public Works.

Public Works Director Matt Hill presented on this item. This truck is smaller than many of the department's other vehicles and will be able to get down narrower streets.

Councilor Tranchemontagne moved to approve. Councilor Plante seconded.

Motion passed 7-0.

26-74-01 Ordered, to approve the seven-year lease to own purchase of a new 6W Freightliner Truck with Plow, Wing, and Hook Lift Assembly for the Department of Public Works.

Public Works Director Matt Hill presented on this item. This item and the previous item are both lease agreement for $36,955 annually. If at the end of that time, the department doesn't want to complete the purchase, it can be returned. These vehicles are covered bumper to bumper during the lease period.

Councilor Hanselmann moved to approve. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-86-01 Ordered, to accept grant funds in the amount of $29,539.71 from the William Oscar Emery Trust for replacement of an obsolete electronic message board and refurbishment of the existing City Hall monument sign located in front of City Hall at 919 Main Street.

Manager Buck presented on this item.

Councilor Martell moved to accept the funds. Councilor Hanselmann seconded.

Motion passed 7-0.

Council Member Comments

Councilor Plante: None.

Councilor Martell: None.

Mayor Brink: None.

Councilor Hitchcock: None.

Councilor Tranchemontagne: Got to have a tour of Dispatch and was very impressed by the multi-tasking that happens there. World baseball championships are tonight, and college basketball starts today.

Councilor Hanselmann: None.

Deputy Mayor Herlihy: None.

Mayor Brink: None.

Future Agenda Items

Councilor Plante: None.

Councilor Hitchcock: None.

Councilor Tranchemontagne: None.

Councilor Hanselmann: Public Safety discussion on LD 1971 review for understanding of how it impacts our Police Department. Under Zoning: discussion on complaints regarding a property on Main street around Zoning Chapter 280 and its restrictions on square footage and lights allowed.

Councilor Martell: None.

Deputy Mayor Herlihy: None.

Mayor Brink: Zoning Subcommittee discussion on the Curtis Lake property that was brought up during public comment this evening.

Adjournment

Meeting adjourned at 8:36 PM.

Respectfully submitted by Lorisa Ricketts, Executive Administrator for the City of Sanford.

Please note that these minutes are a summary of the proceedings, not a complete transcript of the meeting. Full recordings of meetings can be viewed on Town Hall Streams at the following link: https://townhallstreams.com/towns/sanfordme.

Good evening,

I have several items on my list tonight.

First: I was so excited to have so many of our community at our meeting last month about Aries. I'm hoping many of you will be able to attend the meeting about Aries:

Date: April 2

Time: 6pm

Place: SPAC

Please have lots of questions for the representatives from Aries. It is important for our community to have discussions center around what our community needs at this time.

One of the questions I ended our last meeting with was: "If we don't do this, what is the plan to solve the problem of what to do we our biosolids?" So I asked myself this question and realized I needed to do some research and not just depend on the State. I found there are several companies who can handle our problem. So I guess the question I have…" Is Aries the best for Sanford?". So please join us in April for the meeting. Several of us have not made up our minds about what is best for Sanford so please join us and share your thoughts and ideas.

Second: Data Centers
We are waiting to see if the state will put LD 307 in place to stop all data centers in Maine. Many times we do not have to do anything because the state takes action. Right now the state legislators are discussing LD 307 which would stop all Data Centers in Maine for a period of time. Please contact your legislator about LD 307

The company that talked about coming to Sanford has owned the land for over 50 years and has considered many different options for that land. Such as a refinery (over 40 years ago) a casino (20 years ago) a water park (10 years age) and now a data center. With all these ideas of theirs, they have never even began the permitting process.

Many times while going through the process of trying to start up a company, the company changes their minds. As you can see with this company.

Actions steps you can take for both of these companies is first contact your legislators and second contact DEP. You will have an impact on the process.

The third item is the ACLU:

See the attached response from
Matt Gagne, Deputy Chief of Police.

Sanford Police Department

City of Sanford, Maine
935 Main Street
Sanford, Maine 04073
(207) 324-3644 Fax (207) 324-9199

Eric H. Small
Chief of Police
(207) 324-9170, Ext. 3201

Matthew D. Gagné
Deputy Chief of Police
(207) 324-9170, Ext. 3202

Mark J. Dyer
Major of Support Services
(207) 324-9170, Ext. 3203

Chad M. Allen
Major of Operations
(207) 324-9170, Ext. 3220

February 06, 2026

Anahita D. Sotoohi
PO Box 7860
Portland, ME 04112

RE: Acknowledgment of Freedom of Access Act Request

Dear Anahita:

This letter is to acknowledge, pursuant to 1 M.R.S.A § 408-A(3), I have received and reviewed your Freedom of Access Act (FOAA) request dated February 03, 2026. This letter serves as your acknowledgement and response.

1. *"Incident reports detailing all traffic stops of individuals by the Sanford Police Department from December 1, 2024 to present in which the individual was taken into ICE or CBP custody;*
2. *All documentation associated with the above-referenced traffic stops;*
3. *From December 1, 2024 to present, any communications between the Sanford Police Department and ICE or CBP concerning transportation of aliens."*

Please be aware that to the extent that any document exists that is exempt from the definition of public records, pursuant to 1 M.R.S. § 402(3), part of your request was denied (incident reports.) Generally speaking, adult records in our possession are, by definition, "Intelligence and Investigative Records Information," and their release would constitute an invasion of privacy, as per 16 M.R.S. §804-3. Releasing this information could result in the dissemination of prejudicial information under 16 M.R.S. §804-2. We have approved the release of the call logs from the traffic stops as requested, and those documents have been redacted under 16 M.R.S. §804-3. I recommend pursuing a court order for the requested documents that were denied and redacted. No records exist involving communication between the Sanford Police and ICE or CBP beyond what is listed in these released documents.

Under the Maine FOAA, we are permitted to charge a fee to "cover the actual cost of searching for, retrieving, and compiling the requested public record of not more than $25 per hour after the two hours of staff time per request." 1 M.R.S. § 408-A(8). This includes the time spent reviewing and redacting any confidential information. There is no fee for this request.

Submitted,

Matthew D. Gagné
Deputy Chief of Police

Sanford
MAINE

MEMO
From the Desk of
Steven R. Buck,
Sanford City Manager

Manager's Report

To: City Council

Subject: Manager's Report for March 17, 2026

Date: March 17, 2026

Stenton Trust Redevelopment –
Chinburg, as developer for the Stenton Trust Building at 13 River Street is in the process of applying to the City Council for a Contract Zone for the property. This matter was last discussed at the Zoning Committee on January 13, 2026 whereby Planning and Codes Director Cole indicated that Chinburg would be applying for a Contact Zone for all residential development on the ground floor of the Mill. Currently the IR Zone requires commercial development in conjunction with multi-residential development on the first floor. This request is to accommodate the 151 units currently in their design and provides a more predictable rental portfolio than the limited commercial opportunities for that same space. This is a repeated request within the IR Zone and one that will likely be amended out the outcome of the Comprehensive Plan.

This is just a notice and reminder of this pending work that will next be presented to the Zoning Committee on April 14th, 2026. The Contract Zone may also seek adjustments to the parking, but yet to be determined. A Public Hearing for the Contract Zone is being scheduled for May 5, 2026.

Fire Station Headquarters Ground Breaking –
The City has sent a confirmation request to Senator Collins for the proposed Ground Breaking Date for the New Fire-EMS Headquarters Station at 1280 Main Street for March 31st, 2026 at 1:00PM. Public Notice and Press Releases will go out as soon as affirmed. We seek to set up a tent with seating as the weather is never know this time of year. Full details should go out by the end of this week, again once affirmed.

Fire Station Construction –
Demolition of structures at the 1280 Main Street Headquarters Site has removed all above ground structures as well as started the grubbing of trees and other materials. Foundations walls and other underground structures on the former Courtney Cleaners site have been left undisturbed as has all soils pending soil pre-characterization drilling per the approved

work plan next Tuesday and Wednesday (3/24 and 3/25). AS the Cleaners experienced a documented spill of solvents back in 1999, the site is a RECRA site requiring the City to exercise a material management approach of testing all soils on the lot for potential traces of the solvents. If found at RAGs above commercial standards, the soils will be excavate and disposed of in a registered facility. For all other soils, they will be used as part fo the cut and fill to create the parking areas of the New Development. The City's Qualified Environmental Professionals QEP firm of TRC has been performing the planning for the RECRA and VRAP close out, will perform the laboratory tests, and will oversee the disposal and treatment of any contaminated soils as approved by both the Maine Department of Environmental Protection as well as the Federal EPA.

All other property, the land for the Fire Station construction are not encumbered by these restrictions and can move forward unimpeded.

The District Station off Payne Street in Springvale has completed Design Development will go for full review between the Architects and City Admin next Wednesday, March 25, 2026. Finalization of this design has moved rapidly as it is a scaled down version of Headquarters, using the same design elements and materials, and has been further refined for less space pursuant to design changes.

Next options on the future timing for bidding the District Station and potentially moving to construction sooner is being explores for savings will greatly influence the exercise of such an option. Admin will report back to the City Council oncer the options are further developed.

State Property Tax Relief Task Force

The Legislature's Taxation Committee received the interim report of the Real Estate Property Tax Relief Task Force, a two-year study effort focused on identifying structural reforms to Maine's property tax system. The Task Force's early recommendations center on improving taxpayer relief through expansion of the Property Tax Fairness Credit, increasing the Homestead Exemption to reflect inflation, and enabling mechanisms such as monthly property tax payments to improve affordability and cash flow for residents. The report also calls for improved taxpayer communication, evaluation of existing exemptions and current use programs, and greater regionalization of municipal services to enhance efficiency.

Of particular importance to municipalities, the Task Force recommends that any increase in the Homestead Exemption be accompanied by **100% State reimbursement to municipalities** for the incremental exemption value, directly addressing the historical concern of shifting State policy costs onto local property taxpayers. The report further acknowledges the growing reliance on property taxes to fund education and county services, signaling potential future reforms in how these costs are distributed.

For the City of Sanford, these proposals represent a meaningful shift toward **State-supported property tax relief rather than locally absorbed mandates**. If advanced, they could reduce pressure on the local tax rate, improve affordability for residents—particularly homeowners—and create opportunities for administrative efficiencies through regional service delivery and modernization of tax collection practices.

LD 2119 – An Act to Expand Reimbursement for Treatment in Place, Community Paramedicine and Alternate Destination Transport

The Legislature continues to advance discussion on LD 2119, a bill previously reported to the Council as a critical initiative to modernize EMS delivery by allowing reimbursement for treatment provided on-site, community paramedicine services, and transport to alternative care destinations. As previously outlined, this legislation is essential to aligning EMS services with current patient needs while addressing the financial sustainability challenges facing municipal EMS systems, including Sanford.

The most recent Legislative Bulletin update (page 4, *Treatment in Place & Mandatory Reporters*) indicates that the bill remains under active review, with amendments under consideration to refine implementation timelines, rulemaking responsibilities, and reporting requirements through the Department of Health and Human Services. Due to the volume and complexity of information presented, the Committee has tabled the bill for additional work sessions, signaling that substantive policy and funding components are still being evaluated.

Sanford Fire/EMS Chief Scott Susi has played a leading role in statewide testimony supporting LD 2119, emphasizing that reimbursement for treatment in place and community paramedicine is foundational to the long-term viability of EMS services. As previously reported, the current reimbursement structure—largely limited to transport—does not reflect modern EMS practices and creates financial strain on municipal providers.

Sanford
MAINE

MEMO
From the Desk of
Steven R. Buck,
Sanford City Manager

Manager's Report

The continued movement of LD 2119 remains highly significant for Sanford. If enacted with appropriate reimbursement provisions, the bill would support a more efficient, patient-centered EMS model, reduce unnecessary emergency room transports, and provide a sustainable funding framework for services that are already being delivered in the field. The City will continue to monitor amendments closely, as the ultimate fiscal structure of the bill will determine its effectiveness in strengthening municipal EMS operations.

Public Works to Hold 2 Open Houses:
To be held at Public Works
156 School Street
Grammar Road for Roadway and Drainage Reconstruction for 2026:

The first Open House will be March 19, 2026 from Noon to 1:00PM to discuss the scope of work and address concerns from Residents and stakeholders on the reconstruction activity. Scope:

1. Standard maintenance tree trimming/cutting;
2. Removal of existing pavement and subgrade;
3. Repair and adjustment of underground facilities as necessary:
4. Subgrade replacement with engineered granular materials;
5. Concrete sub-base stabilization;
6. 2.5" of 19.0 mm Hot Mix Asphalt (HMA) base pavement;
7. 1.5" of 12.5 mm HMA wearing course;
8. Saw cut and re-paving of driveway aprons in order to match into the new roadway surface correctly;

It is anticipated that the existing centerline profile grade will be raised approximately 6" as a result of the supplemental subgrade materials, a positive drainage grade must be maintained, and a 2% normal crown of the roadway will be re-established.

High Street for Roadway and Drainage Reconstruction for 2026:

The second Open House will be March 19, 2026 from 1:00PM to 2:00PM to discuss the scope of work and address concerns from Residents and stakeholders on the reconstruction activity. Scope:

1. Standard maintenance tree trimming/cutting;
2. Removal of existing pavement and subgrade;
3. Repair and adjustment of underground facilities as necessary:
4. Subgrade replacement with engineered granular materials;

5. 2" of 19.0 mm Hot Mix Asphalt (HMA) base pavement;
6. 1.5" of 12.5 mm HMA wearing course;
7. Saw cut and re-paving of driveway aprons in order to match into the new roadway surface correctly

York County Budget Committee

The York County Budget Committee caucuses to elect municipal and public representatives are scheduled for **Wednesday, April 8, 2026 at 6:30 PM** at the York County Government Building in Alfred. Only elected municipal officials may participate in the caucus voting process, and each municipality is limited to **one representative on the Committee at any given time**.

The Committee is comprised of **15 members countywide**, with each of the five districts represented by two municipal officials and one public member serving staggered three-year terms. As outlined in the district listing (page 2), Sanford is part of **District 4 (Alfred, Dayton, Limerick, Lyman, Sanford, and Waterboro)**.

Sanford is currently represented on the York County Budget Committee by **City Councilor Johnathan Martel**, who was elected last year to a three-year term. Accordingly, the City **does not need to submit or support a candidate for election this year**, as statute prohibits more than one representative per municipality at a time.

The York County Budget Committee plays a central role in the County budget process, reviewing and potentially modifying the budget submitted by the County Commissioners before final adoption and tax levy apportionment to municipalities. The City will continue to monitor this process through its current representation to ensure Sanford's interests are appropriately considered in the development of the County budget.

Sanford
MAINE

MEMO
From the Desk of
Steven R. Buck,
Sanford City Manager

Manager's Report

Two Citizen Petitions:
As has been reported, last week a 5-Person Citizen Committee formed pursuant to Sanford Charter Section 1301 & 1302. The 5-Person committee has filed requests for Petition Forms.
1. We, the undersigned registered voters of the City of Sanford, respectfully request the issuance of official petition forms pursuant to the City Charter for a Petition for Overrule of the Council Actions concerning the recent City Council vote approving the Omnibus Tax Increment Financing District.

2. We, the undersigned registered voters of the City of Sanford, respectfully request the issuance of official Citizen Initiative Petition forms proposing a municipal ordinance. The proposed ordinance would establish a temporary moratorium on the issuance of municipal permits or approvals for large industrial developments with significant potential environmental impacts including but not limited to sludge processing, data centers and other high-energy-intensity industrial facilities, until the City has adopted clear regulatory standards governing such uses.

The Requests are forwarded to City Legal Counsel for review and drafting of the Petition Forms. Once received back, the City Clerk will issue the Forms back to the Committee for the collection of signatures equal 5% of the Registered Voters in the City (735 per). They will have thirty days to collect the required signatures and return to the City Clerk.

Within 10 days after the circulation period ends the City Clerk shall certify to the City Council as to whether the petition has been signed by not less than 5% of the Voters. Should less than 5% of the Voters sign the petition, the petition shall have no further force or effect.

For the Council Vote Override:
The Council shall call a public hearing to be held within 30 days of receipt of the City Clerk's certification, and shall submit the ordinance, resolution or order to a referendum vote at the next regular election at least 30 days after the public hearing.

An ordinance, resolution, or order shall not be repealed unless a majority of those voting thereon shall have voted in the affirmative; and provided that the total number of votes

cast for and against equals or exceeds 25% of the total number votes cast in Sanford in the last previous gubernatorial election, as certified by the City Clerk.

For the Establishment of a Moratorium:
If the City Clerk certifies that a minimum of 5% of the Voters have signed the petition, the Council shall hold a public hearing within 30 days of receipt of the City Clerk's certification. The Council shall thereafter submit the proposed ordinance to a referendum vote at the next regular election, which shall be held at least 30 days following the public hearing unless the Council first enacts the ordinance. Otherwise, an ordinance adopted by referendum shall take effect 30 days after the certification of the election results relating to said referendum, provided a majority of those voting thereon shall have voted in favor of the proposed ordinance.

Memo

Number: 26-109-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-04-07
Subject: Ordered, to approve the minutes from the City Council Budget Meeting held on March 24, 2026.

RECOMMENDATION
Ordered, to approve the minutes from the City Council Budget Meeting held on March 24, 2026.

Background Information:

Legal Review Status:
N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
3-24-26 City Council Budget Meeting Minutes.pdf

Sanford City Council Budget Meeting
Meeting Minutes
Tuesday, March 24, 2026

The Sanford City Council met to discuss the Budget on Tuesday, March 24, 2026 in person in the City Council Chambers and via remote video and teleconference pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure.

MAYOR: Becky A. Brink; **DEPUTY MAYOR**: Maura A. Herlihy; **COUNCILORS**: Councilor Ayn M. Hanselmann; Councilor Jonathan L. Martell (absent with notice); Councilor Peter E. Tranchemontagne; Councilor Nathan H. Hitchcock; Councilor Charlene S. Plante. **CITY STAFF**: City Manager Steve Buck; Executive Administrator Lorisa Ricketts; Finance Director Ronni Champlin; Fire Chief Scott Susi; Codes and Planning Director Jamie Cole

Others Present via Zoom: Assistant Manager Public Works Director Matt Hill; Parks and Recreation Director Brady Lloyd; Airport Manager Allison Navia

Others present in the Council Chambers: Superintendent Matt Nelson; Assistant Superintendent Steve Bussiere; members of the School Committee; Teachers and Staff of the Sanford School Department; School Business Administrator Cheryl Fournier

Meeting Format

This meeting was conducted in person and via remote video and teleconference pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure.

Call to Order

Mayor Brink called the meeting to order at 5:00 PM.

Roll Call

Mayor Brink performed the roll call of Councilors present: Councilor Tranchemontagne, present; Councilor Martell, absent with notice; Councilor Hanselmann, present; Councilor Hitchcock, present; Councilor Plante, present; Deputy Mayor Herlihy, present.

Minutes

26-91-01 Ordered, to approve the minutes from the City Council Budget Meeting held on March 17, 2026.

Councilor Hitchcock moved to approve. Councilor Tranchemontagne seconded.

Motion passed 6-0.

New Business

26-96-01 Review of progress to date on FY27 Municipal and School Budgets

Manager Buck presented an overview of progress to date on the Municipal and School budgets. Municipal budget at 3.86%; School budget at 13.3%

There was discussion on whether to reflect an increase in County tax. That is typically not done at this point.

How far off from actual was the estimated valuation last year? Unsure, but the estimate is usually lower than the actual final amount.

It isn't possible to calculate the TIF amounts yet because we need to know the change in value and the mill rate, but it is not anticipated to be substantially higher.

26-93-01 School Department Budget Reduction Proposal (Cut Sheet Format)

Superintendent Matt Nelson presented on this item.

Changes as of 3/23/26:

Health insurance decrements: worked with unions to adjust and reduce cost to taxpayers: $101,554

New dental rates for savings of $2.649

Capital HS Reserve reduced: $171,000

Swim co-op: $6000 (costs will be passed to participants' families)

Ice Hockey co-op: $4000 (costs will be passed to participants' families)
Custodian (1/2) at Sanford Middle School – restructuring: $28,260

Eliminate requested Assistant Athletic Director position: $59,813 reduction, but had to add back in cost of mowing to other article

Remove Admin Assistant at Sanford Middle School: $81,664

$454,940 total change to expenses

Changes to Revenue:
Special Ed Reserves: $38,691
SRTC Draw of unassigned fund balance: $80,545
Adjust Sending Schools revenue (refund due to adjustment in cost): subtract $57,751
Unassigned Fund Balance: $90,000

$606,425 total change to taxation

This brings expense to a 7.1% increase and taxation to a 10.0% increase which was the target requested.

Council questions: none

26-94-01 Final Budget Committee Vote on FY27 Municipal and School Budgets.

Councilor Hitchcock to move forward the budget as presented. Councilor Tranchemontagne seconded.

Motion passed 6-0.

Council Member Comments

Councilor Hanselmann: None.

Mayor Brink: Commented that it is important to remember that as a community, Sanford is very low compared to other communities on the amount spent per pupil.

Councilor Martell: None.

Councilor Hitchcock: None.

Councilor Tranchemontagne: Requested more clarity regarding trails and whose responsibility it is for clean-up.

Deputy Mayor Herlihy: Said it was nice to see a budget coming in at these numbers, particularly given current problems. She feels this is a reasonable increase.

Councilor Plante: Commented that she has started to do community cleanup – she is happy to spearhead this, so if anyone is interested in helping out, can email her at csplante@sanfordmaine.org.

Manager Buck commented that next year, we do not know who the Governor will be, or what the make-up of the State Legislature will be. There is a need to advocate for the changes coming forward to the essential services formula.

The City Council recently approved an industrial tax increment financing (TIF) district in South Sanford. Sanford relies on development of the industrial base. That district is a critical strategy for the City's sustainability. It is not related to the Aries facility.

Matt Nelson commented that TIFs benefit the School department as well.

LD 2226 passed unanimously out of committee – changes to EPS funding. This legislation would, if passed, significantly help Sanford. Now it goes to the House and Senate for votes. There is a need to continue to advocate for that as it would have impacts on FY28.

Adjournment

Meeting adjourned at 5:38 PM.

Respectfully submitted by Lorisa Ricketts, Executive Administrator for the City of Sanford.

Please note that these minutes are a summary of the proceedings, not a complete transcript of the meeting. Full recordings of meetings can be viewed on Town Hall Streams at the following link: https://townhallstreams.com/towns/sanfordme .

Memo

Number: 26-77-01
To: City Council
From: Michelle LaBree, Assistant City Manager
Date: 2026-04-07
Subject: Presentation of Cobb Stadium Concept Ideas by Aceto Kimball Landscape Architecture & Urban Design

RECOMMENDATION
Presentation of Cobb Stadium Concept Ideas by Aceto Kimball Landscape Architecture & Urban Design

Background Information:
The City & School Dept have collaboratively begun work with Aceto Kimball Landscape Architecture on the Master Plan surrounding Cobb Stadium. A community charette was held at Memorial Gym on Thursday, February 12th gaining insight on what the community feels the use of the stadium should be. The summary of that event is attached.

This presentation will identify 1-2 concepts of the vision for the Master Plan to gain City, School and community input.

Legal Review Status:
N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
2026-03-02-AKLA-COBB-STADIUM-CHARETTE-MEMO.pdf
2026-04-02-AKLA-COBB-CONCEPT-PACKAGE-REDUCED.pdf

March 2, 2026

COBB STADIUM REVITALIZATION: PROJECT DESCRIPTION

Cobb Stadium is a legacy athletic facility in Sanford, Maine which has been a meaningful and foundational element of the town's sports programs for generations. Situated between the elementary and middle schools, the nostalgic site contains a track and natural grass field, bleachers, and a small shed currently used for storage; it is accessible to pedestrians via the various footpaths and Sanford's trail system, and drivers access the site by parking in the middle school's lot and walking over.

While the existing stadium has served the town for many years, there are a handful of elements that the townspeople would add to or change about the site in order to make it a more accomodating and inspiring environment. These ideas were brought to our attention by over 24 Sanford residents at the Cobb Stadium Kick-Off Charette on February 12th. Suggestions include: adding lighting for night use and safety purposes, changing the dimensions/proportions of the track and field to appeal to a wider variety of uses, prioritizing ADA access and improving overall site accessibility, and introducing permanent public infrastructure to support site use, such as bathrooms, changing rooms, concessions, multi-use seating, and a pavilion.

As a next step, AKLA will be coordinating with the City of Sanford to present our next round of work to the city council and provide another opportunity for public input-- a date for this meeting will be determined shortly. Throughout the design process, we will keep the community's comments close at hand in order to create a space that honors Cobb Stadium's legacy and serves the town of Sanford for generations to come.

Sincerely,

Seth Kimball, PLA ASLA
Principal

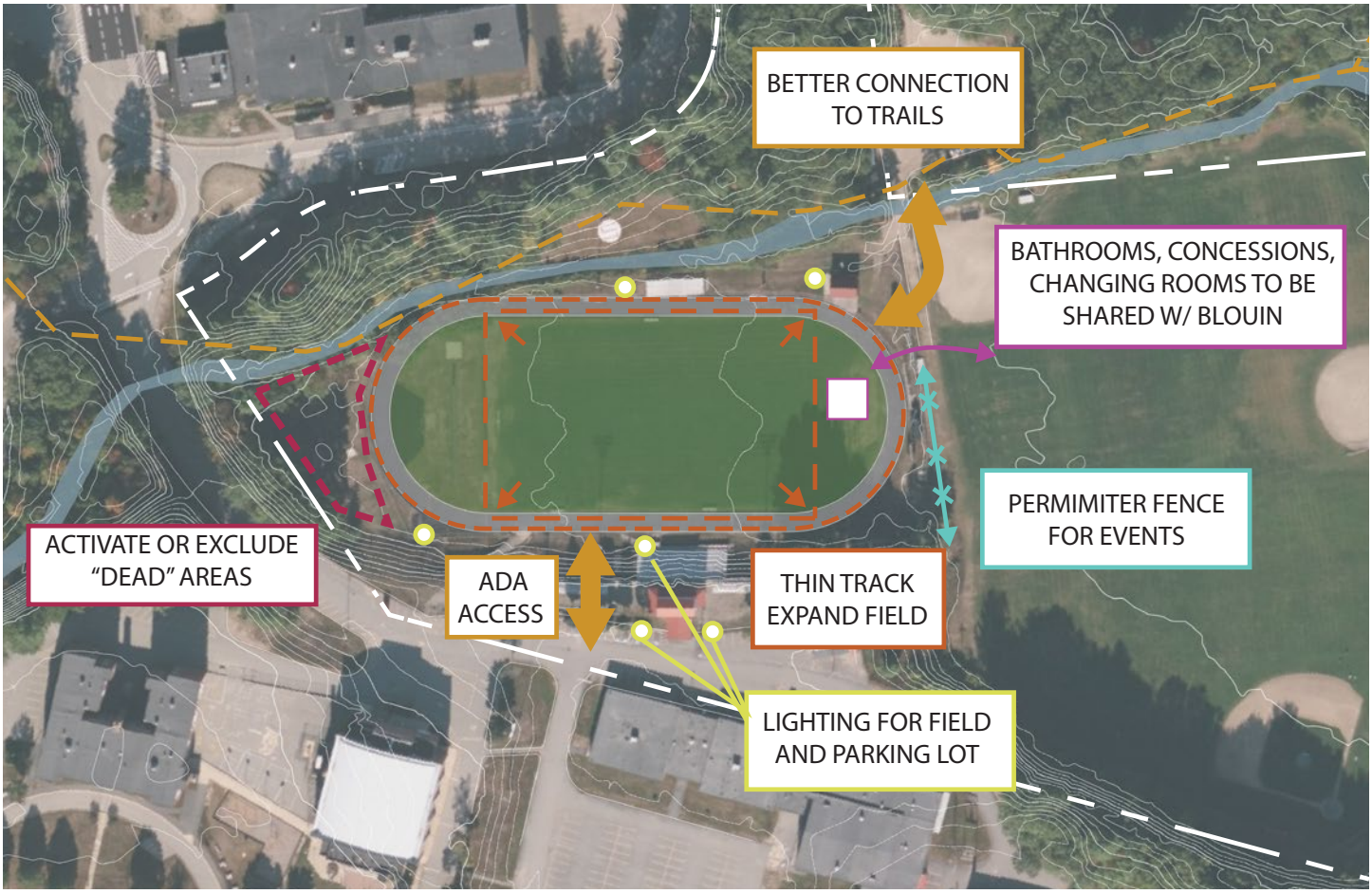
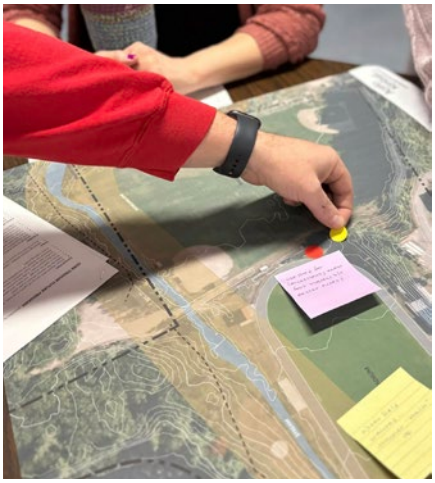


Fig. A: diagram illustrating a summary of the information collected during the community charette on 02/12/26.

Fig. B: photos from the community charette on 02/12/26.









A compilation of the summary notes taken from each table at the end of the community charette:

Table 1:
- take inventory of existing conditions
- add seating
- extend field (soccer, football)
- provide better access (parking, access between middle school and field)
- increase capacity of space
- add playground, ampitheater, training field
- add fence to make fields official for tournaments
- concessions/bathrooms: bring sewer to shed (future phases... could be prep for concerts, beer garden, extended use)
- phase in lighting; safety a concern
- optimize parking and ADA access
- make track smaller (3 lanes width), unpaved, lit at night

Table 2:
- agrees with everything stated by Table 1
- maintain/enhance ADA access (currently too complicated, grade change is too steep)
- want a strong, multi-use foundation to build off of for future program
- add permanent bathrooms
- food truck access/bring in utilities
- emergency access (parking, field)
- community pride/legacy (naming, uses, etc)
- lighting

Table 3:
- focus on ongoing athletic/active program
- ADA accessibility, ease of access in general
- clearer circulation/program seperation (signage, parking)
- changing rooms/permanent restrooms... permanent shelter/pavilion
- widen field to make it more useful for all age groups
- trail system connectivity/continuity
- multi-use seating/program
- maintain viewshed between fields
- connectivity between Blouin Fields and Cobb Stadium

Table 4:
- shift placement of track/field for more cohesive open space on either end
- terraced/multi-use seating
- lighting (field, parking lot)
- trail/benches along stream... “nature moments”
- update trails, make easier to access
- thin track/widen field
- move the fence between Blouin/Cobb (keep in mind the adjacent softball field)
- use old concessions buildings for storage



Cobb Stadium

CONCEPTUAL DESIGN PRESENTATION

Aceto Kimball
Landscape Architecture

COBB STADIUM FUTURE PROGRAM (provided by City of Sanford at initial kickoff mtg.)

Current Uses
- School department spring fall sports (Lacrosse, Soccer)
- Field Day for nearby schools (1 per year)
- Shed is used for storage - has water and power
- City Rec Department - 1 day for summer camp
- Sanford Springvale Youth Athletics Assoc. (SSYA) - Football
- Potential for added use by Sanford Soccer Club
- Public walking paths

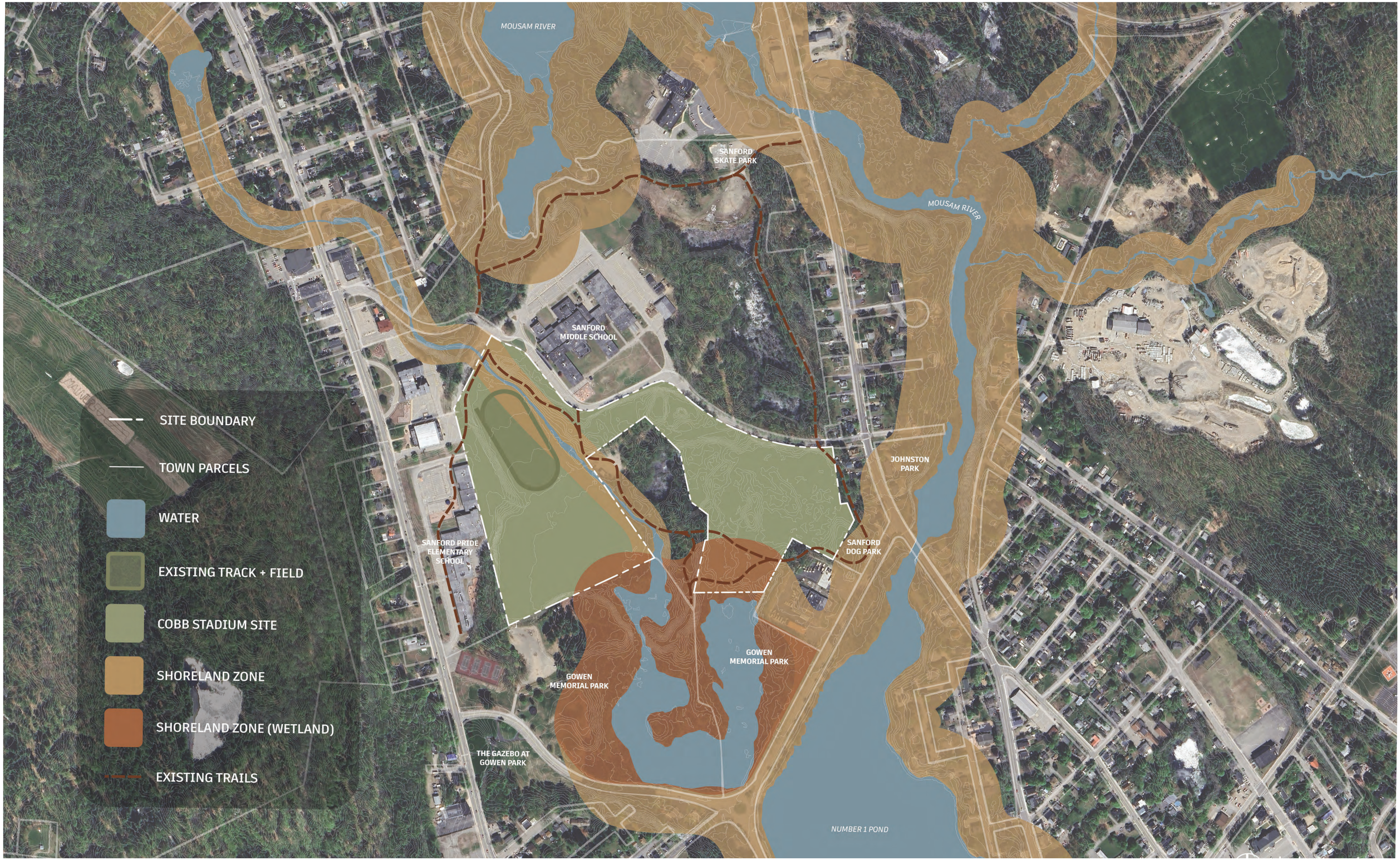
Vision
- Meeting current athletic / sports needs
- Future Multi-Use space for summer concerts, family movie nights and amphitheater

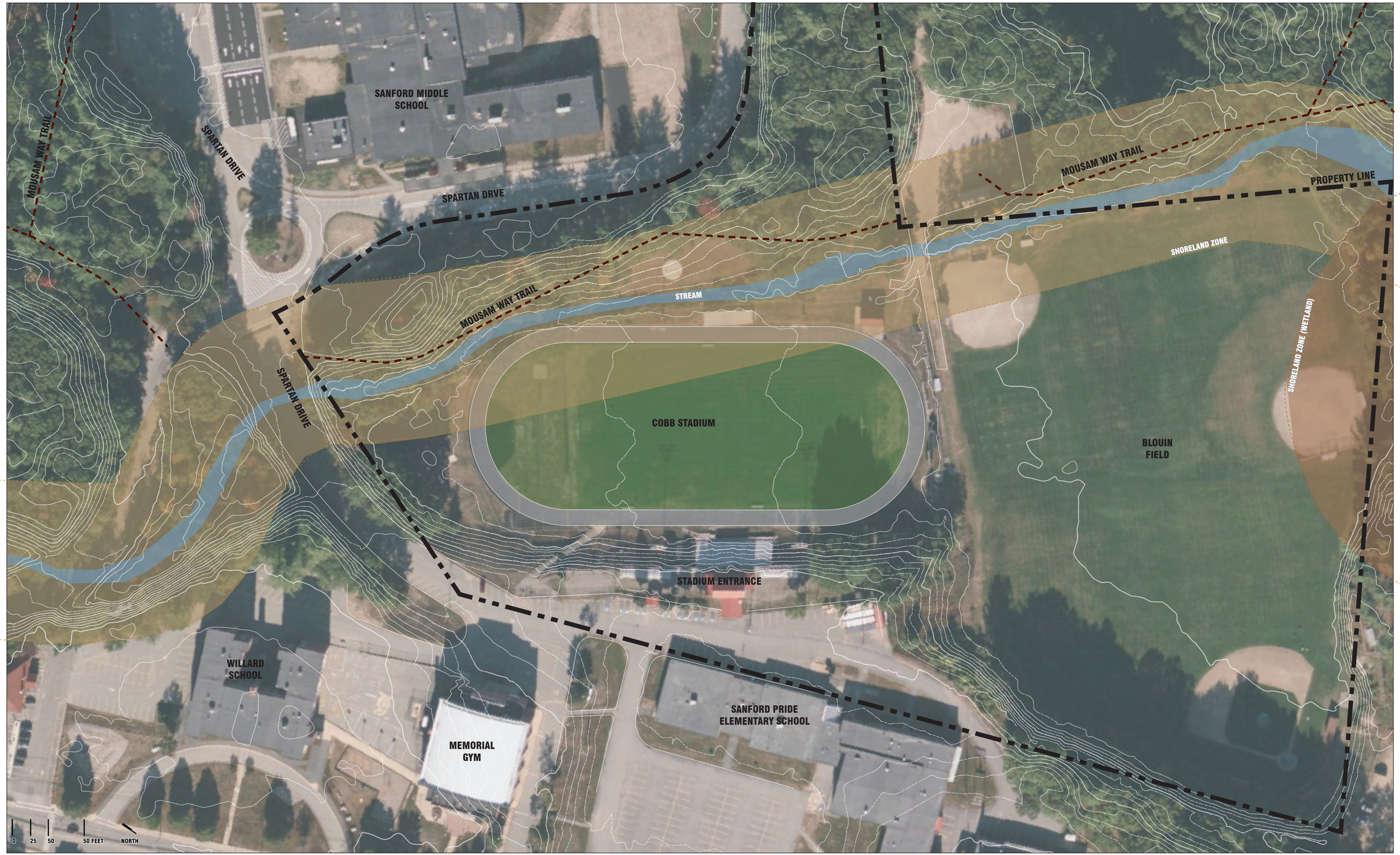
Priorities
- Seating -terrace preferred
- ADA accessibility to/from field, concessions, etc. (path by top parking lot and road by fields)
- Track - for walk-ability, not for athletics
- Proper drainage
- Improved access for school use (Pride & Middle School)
- Infrastructure conduit (for build out for future use) Power Box for Multi-use
- Update Score board and PA System
- Flag Pole (possible internal repair)

Future Phases & Nice to Have's
- Playground
- Amphitheater for movie nights / concerts, etc.
- Lights (alternative options?)
- Concessions - more capacity to cook things

Other Items
- Turf vs grass (cost effective / maintenance)
- Bathrooms (ADA accessible)

Additional program elements: (suggestions by AKLA)
- ADA accessible trails
- Trailhead thresholds, signage, wayfinding (to broader trail connectivity)
- Trail-Side Workout Stations: Static equipment (pull-up bars, dip stations) or mechanical "outdoor gym" equipment placed at 1/4-mile intervals.
- Inclusive Natural Play Elements: Log Scrambles, Boulder Gardens, Sand & Water Play
- Sensory Gardens
- Small Pocket Parks for passive game watching


MOUSAM RIVER
SANFORD SKATE PARK
MOUSAM RIVER
SANFORD MIDDLE SCHOOL
JOHNSTON PARK
SITE BOUNDARY
TOWN PARCELS
WATER
EXISTING TRACK + FIELD
COBB STADIUM SITE
SHORELAND ZONE
SHORELAND ZONE (WETLAND)
EXISTING TRAILS
SANFORD PRIDE ELEMENTARY SCHOOL
SANFORD DOG PARK
GOWEN MEMORIAL PARK
GOWEN MEMORIAL PARK
THE GAZEBO AT GOWEN PARK
NUMBER 1 POND



COBB STADIUM | EXISTING CONDITIONS MAP

04/02/2026


WTF


use this for concessions, make them smaller b/c easier access


CROWN MARKERS






NEW ENGLAND PATRIOTS

A compilation of the summary notes taken from each group at the end of the community charette:

GROUP 1:

- take inventory of existing conditions
- add seating
- extend field (soccer, football)
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- use old concessions buildings for storage

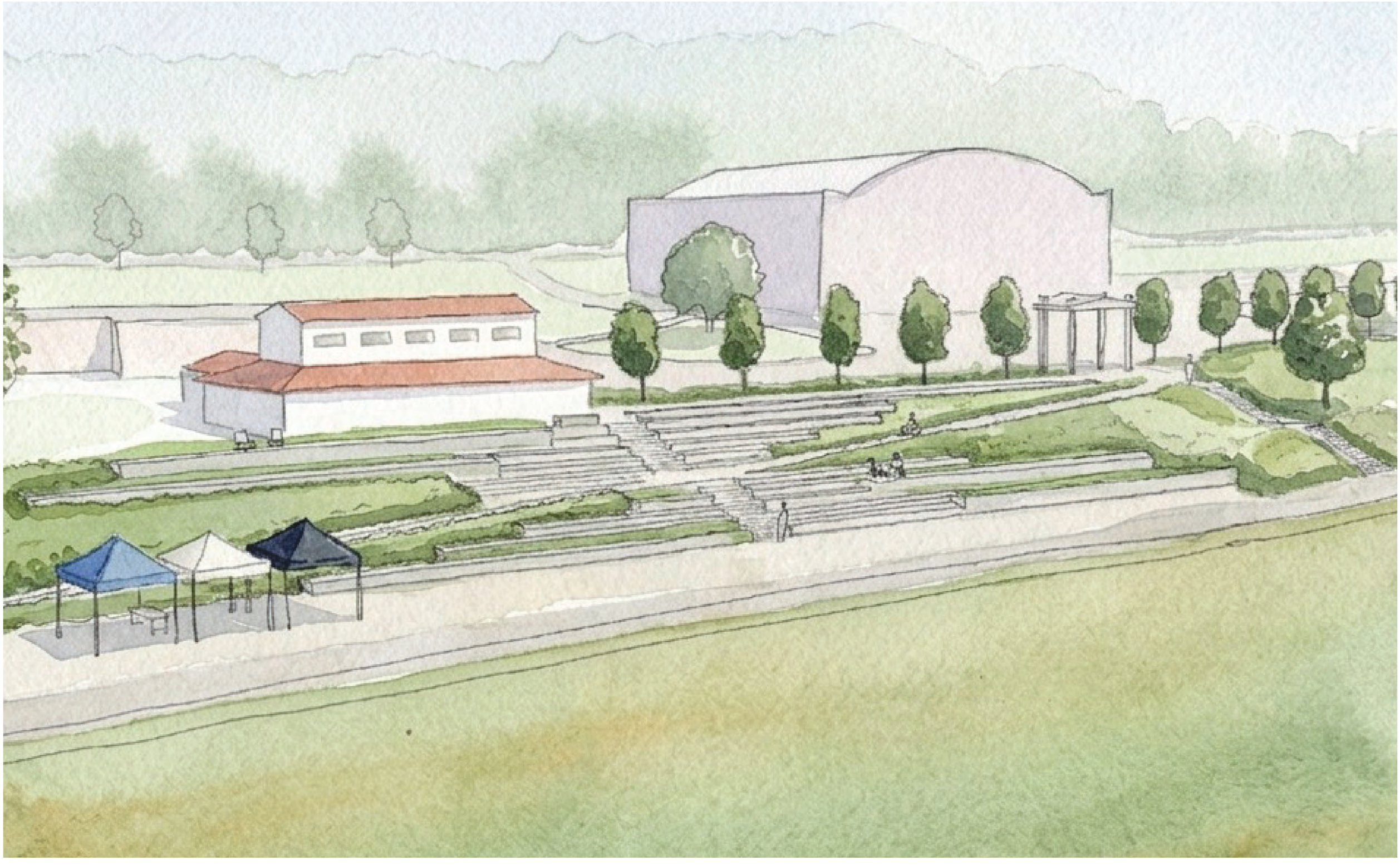

ADDITIONAL PARKING
BETTER CONNECTION TO TRAILS
ADDITIONAL PARKING
PATH TO FIELD
BATHROOMS, CONCESSIONS, CHANGING ROOMS SHARED W/ BLOUIN
ADDITIONAL PARKING
PERIMETER FENCE FOR EVENTS
ACTIVATE OR EXCLUDE "DEAD" AREAS
ADA ACCESS
THIN TRACK, EXPAND FIELD
LIGHTING FOR FIELD AND PARKING LOT
AMPHITHEATER



COBB STADIUM | DIAGRAMMATIC CONCEPT PLAN

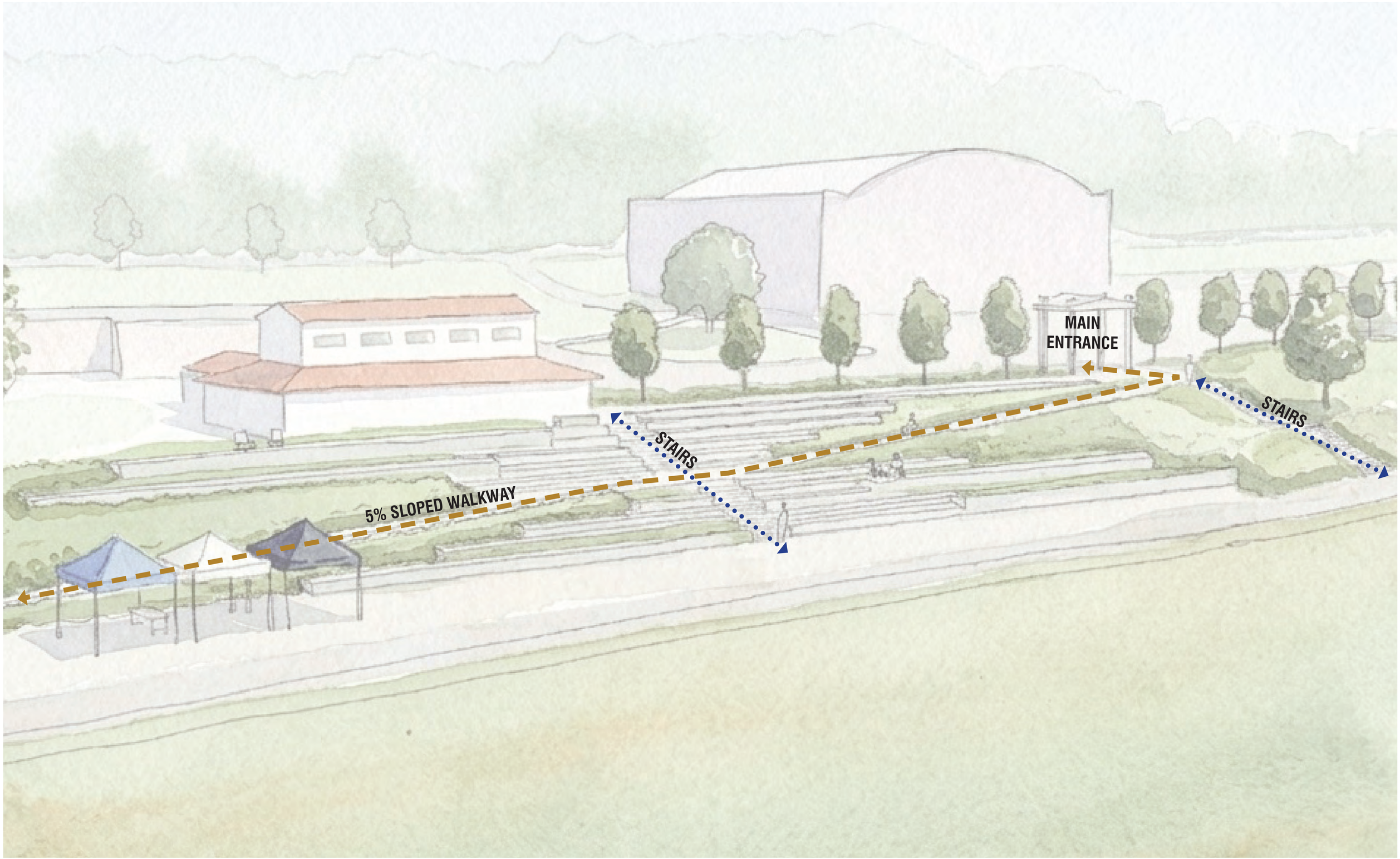
04/02/2026

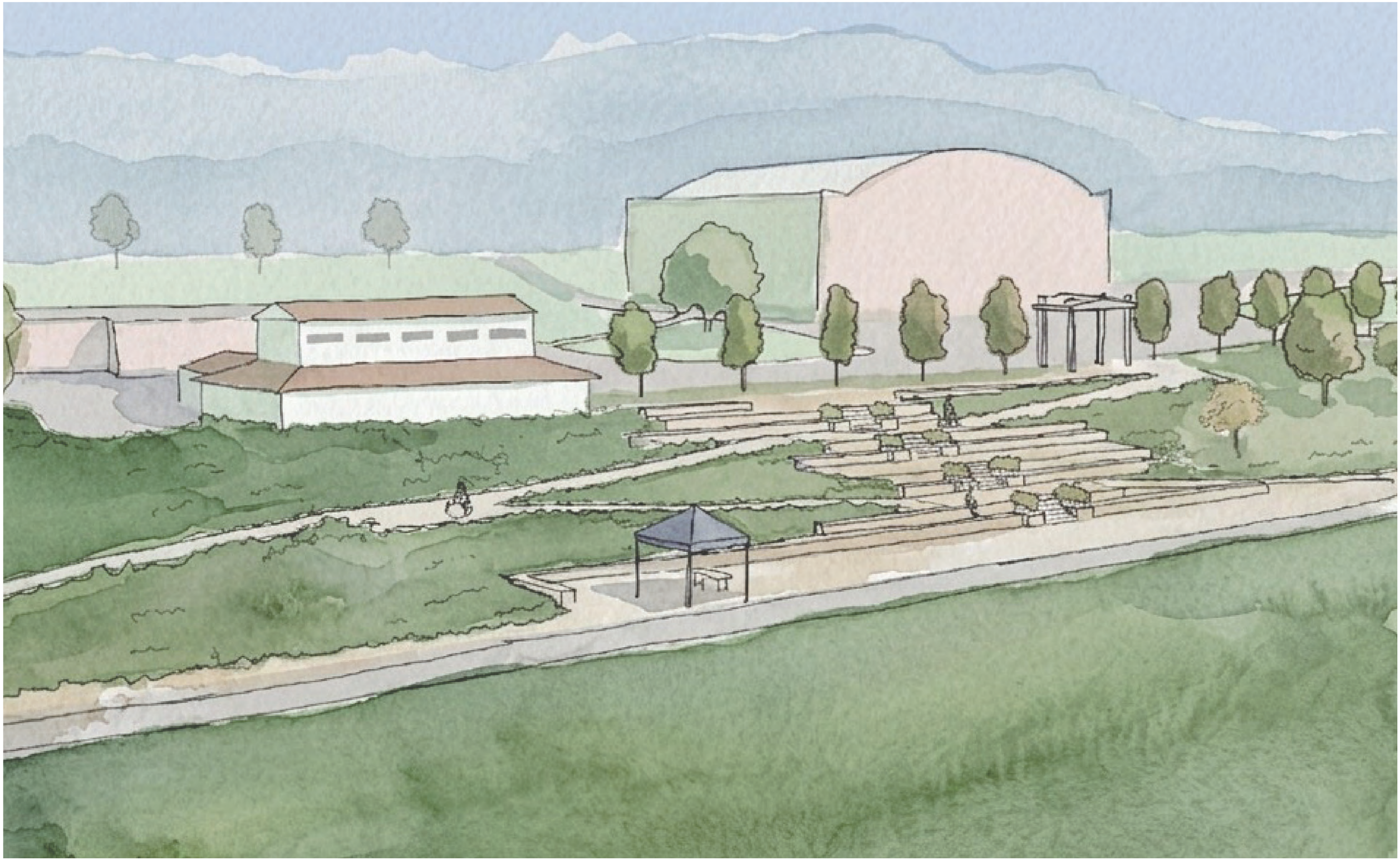
1. TRAIL CONNECTIONS
2. WARM-UP AREA
3. PEDESTRIAN BRIDGE
4. MULTI-USE RECREATIONAL PATH
5. PLAYGROUND
6. REORGANIZED PARKING
7. STADIUM ENTRY PLAZA
8. ACCESSIBLE SEATING + INTEGRATED PATH
9. EX. BUILDING TO BE USED FOR STORAGE
10. AMPHITHEATER + OUTDOOR CLASSROOM
11. NEW VEHICLE ACCESS
12. CONCESSIONS, BATHROOMS, CHANGING ROOMS, PAVILION
13. EX. BUILDING TO REMAIN FOR STORAGE
14. VIEWING PLATFORM
15. SCOREBOARD

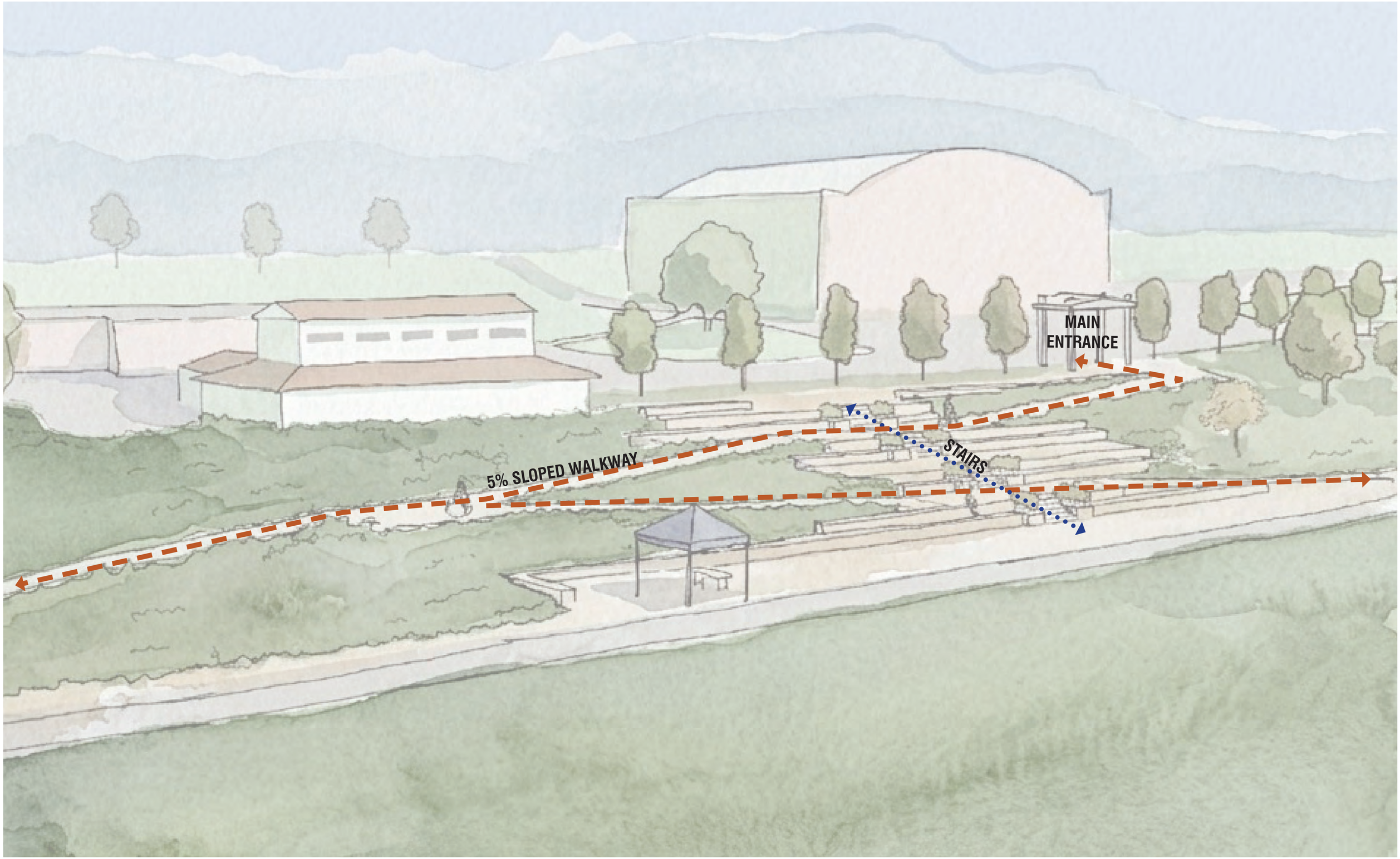


COBB STADIUM | STADIUM SEATING OPTION A

04/02/2026

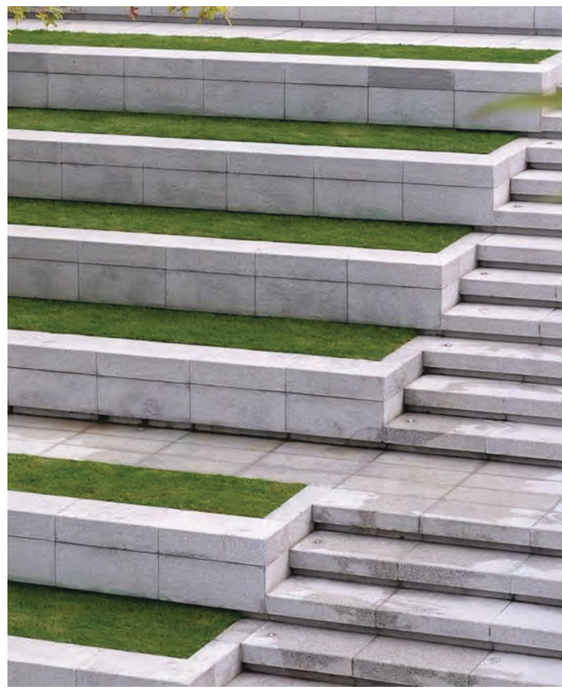

MAIN
ENTRANCE
STAIRS
STAIRS
5% SLOPED WALKWAY



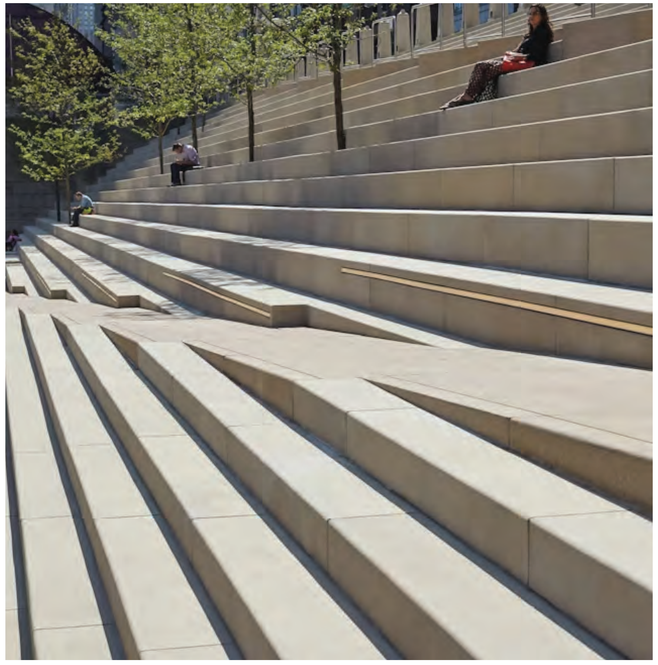

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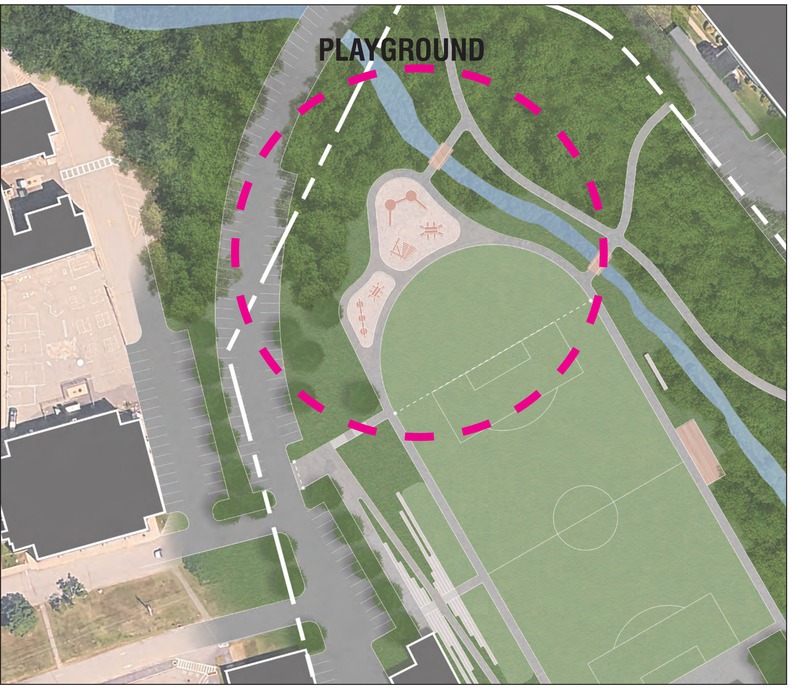








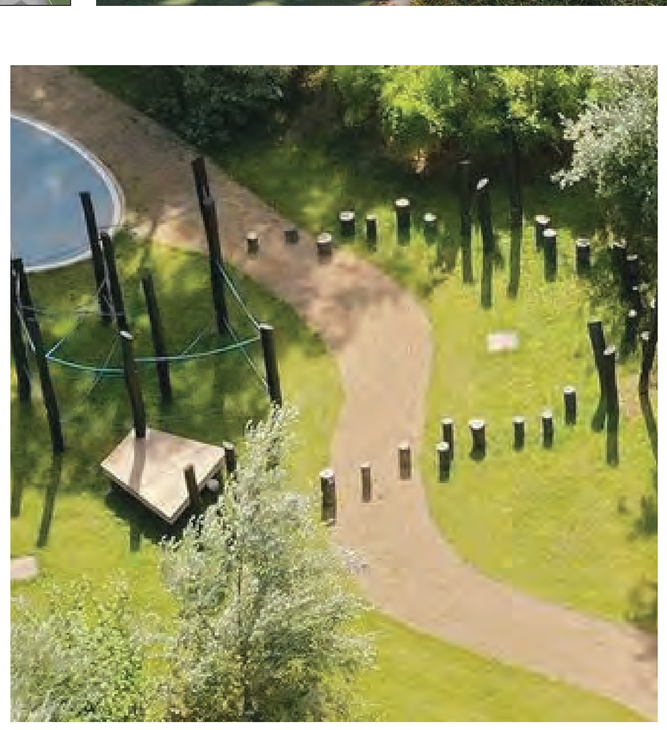



PLAYGROUND

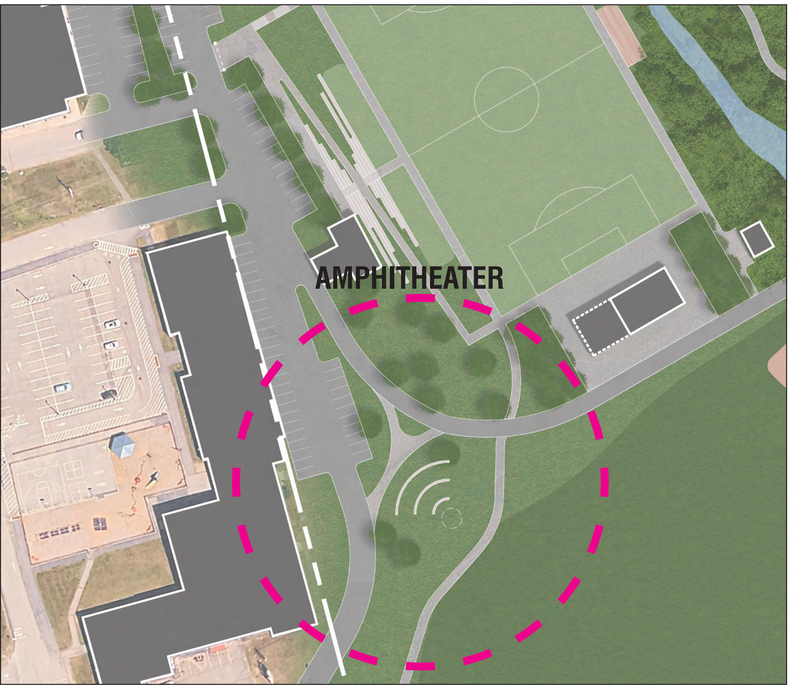

KAUFLADEN





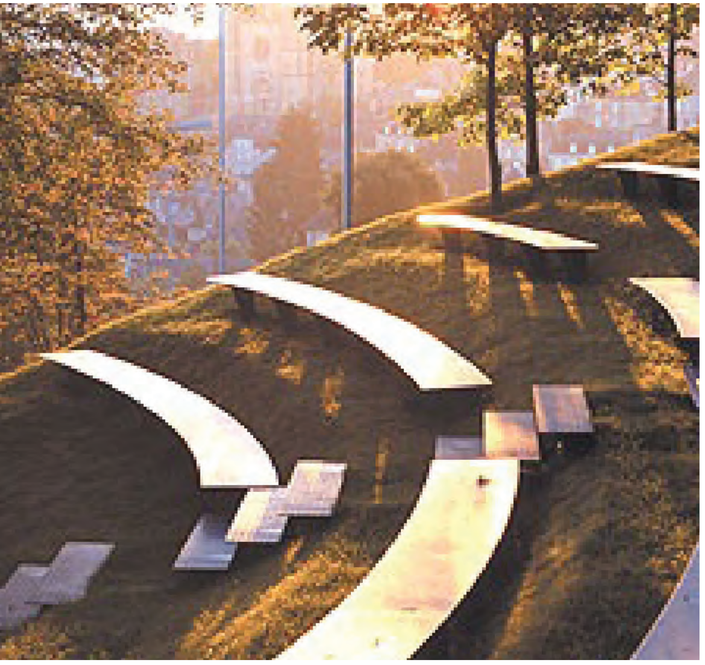





AMPHITHEATER











Memo

Number: 26-82-01
To: City Council
From: Brady Lloyd, Parks & Recreation Director
Date: 2026-04-07
Subject: A Public Hearing to receive comments on a proposed Parks and Recreation Ordinance.

RECOMMENDATION

Background Information:
This is the final draft of the ordinance. This was presented at Property Subcommittee on 3/10/2026. Changes were made following discussion at Property Subcommittee on 2/10/26 including; the addition of the Rail Trail rules/regs, no camping/storage, and edits based on feedback.

Legal Review Status:
N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
Parks & Recreation Ordinance Final Draft.pdf

Chapter __ Parks and Recreation

ARTICLE 1 GENERAL

101 CREATION

In accordance with Article 1, Section 205.3 of the City of Sanford Charter, there is hereby created the office of the Parks and Recreation Department. As used in the Chapter, the Director of Recreation and Recreation Director shall be included within the definition of Parks and Recreation Department.

102 APPOINTMENT

The Director of Parks and Recreation shall be appointed by the City Manager, subject to the confirmation of the City Council.

103 DUTIES

The Director of Parks and Recreation shall:

103.1 Promote, organize and supervise a comprehensive municipal recreational, cultural and social program that will employ the leisure time of the citizens in a wholesome and constructive manner.

103.2 Operate and maintain all parks established for recreational, cultural and social purpose.

103.3 Supervise the recreational use of parks, playgrounds, athletic fields, water elements, trails, cemeteries in control of the City, Memorial Gym, and such other areas and facilities as may be made available to carry out the recreation program.

103.4 Supervise the operation and maintenance of Memorial Gym.

103.5 Account for all public moneys received by the department, in such a manner as the City Treasurer may prescribe.

103.6 Perform any other duties pertaining to recreational, cultural and social activities which may hereinafter be required by law, order, Ordinance or resolve of the City Council.

ARTICLE 2 PARKS AND RECREATION ADVISORY BOARD

201 ESTABLISHMENT

There is hereby established a Parks and Recreation Advisory Board in and for the City of Sanford, to consist of seven (7) board members and one member of City Council who are appointed annually. They shall serve without pay and no one of whom shall be a wage or salaried employee of the Parks and Recreation Department.

202 TERM OF OFFICE OF BOARD MEMBERS

The members of the Board shall be appointed by the City Council for a three (3) year term and shall hold office ending on December 31st.

203 POWER AND DUTIES

The Board shall advise the Recreation Director, City Manager and City Council on recreational programs, the care and supervision of public parks and recreation facilities.

203.1 The Board shall inform and advise the Recreation Director concerning the care, development and supervision of all public parks, playgrounds, athletic fields, water elements, trails and any and all land or buildings used by the City of Sanford for park or recreational activities, other than school buildings and land.

203.2 It shall advise the Recreation Director on the merits of conducting any form of recreation or cultural activity that will employ the leisure time of the people in a constructive and wholesome manner.

ARTICLE 3 MEMORIAL GYM

301 DEFINITION

The words "Memorial Gym" for the purpose of this ordinance, shall mean the building erected in 1949 and located at 678 Main Street, Sanford, Maine 04073.

302 CARE AND SUPERVISION

The Director of Parks and Recreation shall be responsible to the City Manger for the care and supervision of the Memorial Gym.

303 RENTALS

The Parks and Recreation Department is hereby authorized to rent or lease the facilities of the Memorial Gym to private or public groups or organizations.

303.1 The Parks and Recreation Department shall maintain a schedule of all authorized future rentals and this schedule shall be available for public inspection during regular office hours.

303.2 The primary use of Memorial Gym shall be for City of Sanford recreational purposes. Rental dates shall be considered for those dates not already reserved and scheduled for Sanford Parks and Recreation Department use.

303.3 The Director of Parks and Recreation or his or her designee shall be authorized to restrict or refuse any rental deemed not to be in the best interest of the City of Sanford, the facility, or the public. City staff, law enforcement officials, and firefighters shall have

the right to expel and/or arrest any person, corporation, legal entity or their agents for any criminal, destructive, or unhealthy activity.

303.4 The prioritization of use will be as follows:

1. The City of Sanford
    a. This includes any program or event that is sponsored or implemented by the City of Sanford and or the Sanford Parks and Recreation Department.
2. The Sanford School Department
    a. Athletic Department and Bridge Program
3. Sanford Springvale Organizations
    a. On a first come, first served basis.
4. General Public Residents
    a. On a first come, first served basis.
5. General Public Non-Residents
    a. On a first come, first served basis.

303.5 In order to maximize the use of the City facilities, and when any rental request conflicts with any other prior or ongoing use or rental of the facilities, The Parks and Recreation Department shall seek to accommodate all uses in the following progression;

1. Parks and Recreational programming will be reasonably maintained as a first priority.
2. Reoccurring regular rental use of a facility for daily, weekly, or monthly use may be allowed at the discretion of the Parks and Recreation Director with the understanding that this is not a promise of uninterrupted, exclusive use of the space. Should any conflicts in time and space for other rental requests arise, the facility may be rented for short periods for other uses which disrupt a regular renter's use of the space temporarily, provided the displaced program will not unreasonably be harmed and will timely be allowed to resume normal schedules
3. Non-recurring or one-time rentals will have the lowest priority based upon availability and the prioritization as part of this policy.

304 RENTAL RATES

The amounts set forth in the following schedules shall be what is charged for the use of the space at Memorial Gym.

304.1 The Sanford City Council have set the Memorial Gym rental rates for the different spaces within the facility as seen below:

Space	Cost Per-Hour Resident/Non-Resident
Full Facility*	$100/$150

Full Court**	$60/$80
Half Court**	$40/$60
Cafeteria	$50/$75
Stage	$40/$60
Outside Cafeteria/Concessions	$40/$60
Multipurpose 1 Above Lobby	$25/$40
Multipurpose 2 Above Lobby	$25/$40

*Max 12-hour rental on the full facility rate. No other space will be rented at this time.
**Floor Cover Charge: $300. Decided by Parks and Recreation staff if needed.

304.2 Memorial Gym Group Fees:

Free	**Discounted 50%**
City Departments	Sanford Alumni Association
City Committee's	School PTA's
School Department (Practice & Meetings)	Local Church Organizations
SSYAA (Practice & Meetings)	Strategies for a Stronger Sanford
Sanford Spartan Basketball (Practice & Meetings)	Maine Attraction Water Ski Team
Sanford Soccer (Practice & Meetings)	St. Thomas School
Little League (Practice & Meetings)	
Babe Ruth (Practice & Meetings)	
Spartan Youth Wrestling (Practice & Meetings)	
Sanford Scouts (Meetings)	

304.3 When the gym is not rented, groups on the "Free" list above will be allowed to use Memorial Gym for no charge during practices and meetings. Meeting space will be in the cafeteria or other like areas. All other use will be charged at the discounted rate of 50%.

304.4 Groups on the "Discounted 50%" list above will be discounted 50% of the rental charge for the space they are renting.

304.5 Local church organizations may use the space at the 50% discounted rate for community fundraisers and clothing/food drives. Organizations that are part of Strategies for a Stronger Sanford may use the space at the 50% discount rate.

304.6 The groups on the "Free" and "Discounted 50%" lists will provide proof that they are a non-profit each year to continue to fall under the above fee groups.

304.7 The charge for events where the floor cover must be put down will be $300. This will be decided by the Parks and Recreation Department's staff; most non-athletic events will require the floor cover.

304.8 There will be a $100 refundable deposit for all renters. $20 for a key and $80 for a cleaning deposit. If the key is returned and the gym is left in good condition, the deposit will be refunded.

ARTICLE 4 MUNICIPAL PARKS AND ATHLETIC FIELDS

401 DEFINITION The words "Municipal Athletic Fields" or Athletic Fields" refer to the Airport Fields, Benton Park, Blouin Field, Goodall Park, and Witham Street Fields.

402 CARE AND SUPERVISION The general care and supervision of the City of Sanford's Municipal Athletic Fields shall be under the control of the Parks and Recreation Department, which shall be responsible for the following:

1. All mowing, trimming and general maintenance within the athletic fields. Unless the Parks and Recreation Department gives permission to youth sport organizations to help maintain.
2. The control and responsibility of the bleachers, buildings, fences and scoreboards that are City owned.
3. The control, maintenance and responsibility of the lighting systems that are City owned.
4. The Parks and Recreation Department shall have final approval of all scheduled events on the athletic fields. Any scheduled activity shall be carried out in a manner which is not damaging to the facility. Whenever, in judgement by the Parks and Recreation Department, weather or other circumstances beyond the control of the Parks and Recreation Department and/or the participants in any scheduled event, might result in damage to the facility, the Parks and Recreation Department may cancel, terminate, postpone or reschedule (if appropriate) any scheduled event.

403 RENTALS

The Parks and Recreation Department is hereby authorized to rent or lease the Municipal Athletic Fields to private or public groups or organizations.

403.1 The Parks and Recreation Department shall maintain a schedule of all authorized future rentals and this schedule shall be available to public inspection during regular office hours.

403.2 The primary use of the Municipal Athletic Fields shall be for City of Sanford recreational purposes. Rental dates shall be considered for those dates not already reserved and scheduled for Sanford Parks and Recreation Department.

403.3 The Director of Parks and Recreation or his or her designee shall be authorized to restrict or refuse any rental deemed not to be in the best interest of the City of Sanford,

the facility, or the public. City staff, law enforcement officials, and firefighters shall have the right to expel and/or arrest any person, corporation, legal entity or their agents for any criminal, destructive, or unhealthy activity.

403.4 The prioritization of use will be as follows:

1. The City of Sanford
    a. This includes any program or event that is sponsored or implemented by the City of Sanford and or the Sanford Parks and Recreation Department.
2. The Sanford School Department
    a. Athletic Department and Bridge Program.
3. The Sanford Mainers
    a. Goodall Park only.
4. Sanford Springvale Organizations
    a. On a first come, first served basis.
5. General Public Residents
    a. On a first come, first served basis.
6. General Public Non-Residents
    a. On a first come, first served basis.

403.5 In order to maximize the use of the City facilities, and when any rental request conflicts with any other prior or ongoing use or rental of the facilities, The Parks and Recreation Department shall seek to accommodate all uses in the following progression:

1. Parks and Recreational programming will be reasonably maintained as a first priority.
2. Reoccurring regular rental use of a facility for daily, weekly, or monthly use may be allowed at the discretion of the Parks and Recreation Director with the understanding that this is not a promise of uninterrupted, exclusive use of the space. Should any conflicts in time and space for other rental requests arise, the facility may be rented for short periods for other uses which disrupt a regular renter's use of the space temporarily, provided the displaced program will not unreasonably be harmed and will timely be allowed to resume normal schedules
3. Non-recurring or one-time rentals will have the lowest priority based upon availability and the prioritization as part of this policy.

404 RENTAL RATES

The amounts set forth in the following schedules shall be what is charged for the use of Municipal Athletic Fields.

404.1 The Sanford City Council have set the Parks and Municipal Athletic Field's rental rates as follows:

Airport Fields:

- $70 per hour for practices.
- $180 per game, $300 per doubleheader.

Benton Park:
- $70 per hour for practices.
- $180 per game without lights, $300 per doubleheader without lights.
- $360 per game with lights, $600 per doubleheader with lights. If only the second game uses lights, the $600 charge will still be applied).

Blouin Field:
- Baseball Diamond:
    - $70 per hour for practices.
    - $180 per game, $300 per doubleheader.
- Little League Fields:
    - $70 per hour for practices.
    - $180 per game, $300 per doubleheader.
- Multipurpose Field:
    - $70 per hour.

Central Park:
- $35 per hour for residents (max charge of $150).
- $70 per hour for non-residents.

Gateway Park:
- $35 per hour for residents (max charge of $150).
- $70 per hour for non-residents.

Goodall Park:
- Baseball rental use is limited to game play, not practices.
- Non-sports use must be discussed with the Parks and Recreation Department to determine eligibility before rental.
- Cost includes field setup (lined) and one (1) staff member to open and close facility.
- Scoreboard and PA system use must be done by your personnel not Parks and Recreation staff.
- Groups are allowed entry into the facility one (1) hour before game time.
    - $420 per game without lights, $650 for doubleheader without lights.
    - $550 per game with lights, $900 for doubleheader with lights. If only the second game uses lights, the $900 charge will still be applied.
    - Non-sporting events will be priced at $250 per hour with a minimum of 4-hour rental. If lights are needed, the charge will be $400 per hour for the duration of the event.

Gowen Park Gazebo and Pavilion Rental Rates:

- Pavilion: $35 an hour for residents (max charge of $150).
- Pavilion: $70 an hour for non-residents.
- Gazebo: $95 an hour for residents (max charge of $425).
- Gazebo: $190 an hour for non-residents.

Pavilion Rentals at Springvale Rec Area:

- Small Pavilion (24 or fewer people):
    - $35 per hour for residents (max charge of $150).
    - $70 per hour for non-residents.
- Large Pavilion (42-84 people):
    - $70 per hour for residents (max charge of $300).
    - $95 per hour for non-residents.

ARTICLE 5 MUNICIPAL PARKS AND MEMORIAL GYM

501 MUNICIPAL PARK NAMES

501.1 Municipal Parks include: Airport Fields, Armory Park, Benton Park, Blouin Field, Carpentier Park, Central Park, Front Street Park, Gateway Park, Goodall Park, Gowen Park, Holdsworth Park, Johnston Park, Mapes' Monument, Marcel's Park, Memorial Gym, Number 1 Pond Park, Oakdale Cemetery, Pence Park, Sanford Dog Park, Sanford Skate Park, Sanford Springvale Greenway Park, Railroad Ave. Park, River Street Cemetery, Soldiers and Sailors Park, Springvale Park, Storer Park, The Springvale Rec Area, and Veteran's Park (Witham Street Fields).

501.2 ADRESSES OF MUNICPAL PARKS AND FACILITIES

1. Airport Fields: Airport Road. Map ID: R18A-8
2. Armory Park: William Oscar Emery Drive. Map ID: K25-9
3. Benton Park: 31 Roberts Street. Map ID: L30-9A
4. Blouin Field: Gowen Park Drive. Map ID: J24-1B
5. Carpentier Park: 82 High Street. Map ID: H29-21
6. Central Park: 920 Main Street. Map ID: K30-48
7. Front Street Park: William Oscar Emery Drive. Map ID: K26-18A
8. Gateway Park: 11 Riverside Ave. Map ID: J29-27
9. Goodall Park: 38 Roberts Street. Map ID: L30-15A
10. Gowen Park: 741 Main Street. Gowen Park Drive. Map ID: K25-10, L24-11, K24-1, K25-9
11. Holdsworth Park: 278 Main Street. M11-13
12. Johnston Park: River Street. Map ID: J24-12A
13. Mapes' Monument: River Street. Map ID: J29
14. Marcel's Park: Emile Levasseur Drive. Map ID: J24-1B
15. Memorial Gym: 678 Main Street. Map ID: L22-9A
16. Number 1 Pond Park: William Oscar Emery Drive. Map ID: K25-11

17. Oakdale Cemetery: Twombely Road. Map ID: R11-54A
18. Pence Park: Water Street. Map ID: K15-30
19. Sanford Dog Park: William Oscar Emery Drive. Map ID: J24-1
20. Sanford Skate Park: Emile Levasseur Drive. Map ID: J24-1B
21. Sanford Springvale Greenway Park: Map Lot: R5-75, R6-72
22. Railroad Ave Park: Map ID: R6-72
23. River Street Cemetery: 87 River Street.
24. Soldiers and Sailors Park: Oxford Street, Twombley Road, Lebanon Street. Map ID: L29-26, L29-25, L28-68
25. Springvale Park: 24 John Street. Map ID: L16-17
26. Storer Park: Storer Street. Map ID: K27-9
27. The Springvale Rec Area: 278 Main Street. R2-74, M11-9, R2-25B, R2-23A
28. Veteran's Park (Witham Street Fields): Witham Street. Map ID: K18-12

502 USE OF PARKS AND FACILTIES

502.1 GENERAL All parks under the care and supervision of the Parks and Recreation Department shall be utilized for the recreational, cultural and social benefit of the citizens of Sanford under such rules and regulations contained in this Article or as established by the Parks and Recreation Department, City Manager, or City Council, as herein provided.

502.2 CERTAIN ACTS PROHIBITED No person shall commit any disorderly, obscene, indecent or unlawful act, commit any nuisance or abandon any personal property at any park.

502.3 PERSERVATION OF PROPERTY No person shall destroy, injure, deface, including graffiti of any kind, or disturb, tamper with or attempt to destroy, injure deface or disturb, any building, sign, fence, tree, shrubbery, lawn, walkway, trail or any other structure or property at any park.

502.4 CERTAIN GATHERINGS PROHIBITED No mass demonstrations shall take place in any park.

502.5 VEHICLES RESTRICTED No person shall operate any snowmobile, mini bike or any unregistered motorized vehicle in any park without permission from the Parks and Recreation Department. No motorized vehicle shall be operated in any park without permission from the Parks and Recreation Department, except on designated roadways or parking areas.

502.6 OPEN FIRES PROHIBITED No open fires shall be permitted in any park, without the permission of the Parks and Recreation Department and Fire Department upon inspection.

503 PARKS AND FACILITY RULES AND REGULATIONS Except as herein specifically provided, the Parks and Recreation Department, with the advice of the City Manger and City Council, shall establish rules and regulations governing the care and use of all parks. These rules and regulations shall be posted in each park. In additions, copies of the said rules and

regulations shall be on file in the Parks and Recreation Department. These rules and regulations shall be open for inspection during regular City office hours.

503.1 RULES AND REGULATIONS

1. The consumption of alcoholic beverages, tobacco products, cannabis products or use of illegal drugs by players, spectators, renters, or the general public on City-owned property is prohibited except where permit has been granted.
2. Parks are closed from Dusk to Dawn.
3. No animals (leashed or unleashed) are allowed on City athletic fields.
4. All facilities are carry-in, carry-out. The facility must be cleaned of all trash, debris and water bottles at the end of use.
5. Facility and Field use is by permit only. Please bring your permit with you to your event. No organized group or persons other than the one holding the facility permit shall interfere with the permit holder's use of the facility during the time covered by the permit issued.
6. Any additional equipment such as bounce houses, food trucks, etc. brought onto suite must be approved by the Parks and Recreation Department.
7. Facilities do not have first aid and or medical supplies. Renters are responsible for providing their own.
8. Vehicles should be parked in designated parking lots. No vehicles are allowed to be on City fields or grassed areas in parks, or on trails without permission from the Parks and Recreation Department.
9. Grills are allowed at parks, but must be kept outside of the pavilions, gazebos, or other structures. No clambakes or shellfish allowed at Parks and Recreation facilities.
10. Any fire that is planned in the parks, must be inspected by the Fire Department, where they ultimately grant approval or denial.
11. No profane or abusive language should be used.
12. No fighting is allowed in City parks, athletic fields or facilities.
13. No golf is allowed in City parks or playing fields.
14. Music must be played at a reasonable level as laid out in the City ordinances.
15. Camping is prohibited on any City property, in public open space, on public rights-of-way and appurtenances, and in City Parks, unless permitted by designation of the City Council. As referred to in §107-3.
16. Storage of any personal good or materials on City property, in a public open space, on public rights-of-way and appurtenances, and in City Parks, unless permitted by designation of the City Council, is prohibited. As referred to in §107-3.
17. The Parks and Recreation Department reserves the right to revoke or change times and dates on any permit should unforeseen circumstances arise.
18. Failure of the renter or organization to abide by the rules and regulations within this policy, the disclaimer during the reservation process, or City ordinances, including those pertaining to noise, may result in losing the privilege to rent City facilities.

503.2 SANFORD SPRINGVALE GREENWAY PARK POLICES AND PROCEEDURES The linear park is supervised and managed by the Parks and Recreation Department. It is also part of the Sanford-Springvale City trail system.

1. No motorized vehicles are allowed except E-Bikes, motorized wheel-chairs, and from December 1st to April 1st of each year, snowmobiles. Snowmobile access during this period is contingent on snow cover. The Parks and Recreation Department may grant specific exceptions.
2. Gates must be kept clear for maintenance and emergency access. The Police and Fire Departments may access at any time as needed.
3. Partying, rowdy gatherings, consuming alcoholic beverages, and smoking are not allowed on the trail or in trailhead parking areas.
4. Fires are prohibited.
5. Firearms must follow these polices along the Sanford Springvale Greenway Park, the right-of-way. It shall be considered Unlawful shooting or discharge of firearm or archery equipment if shoot or discharge of firearm or archery equipment over or from within the right-of-way. A person may not: shoot at any wild animal or wild birth from within 10 feet of the edge of the right-of-way or from within the right-of-way; discharge any firearm or archery equipment over the right-of-way.
6. This linear park is carry-in, carry-out. Please respect the linear park by keeping it clean and picking up and removing trash and dog waste.
7. Access point to the park are only those authorized by the Parks and Recreation Department.
8. Land owners with abutting property on both sides of the linear park, or by land owner permission, may cross with motorized vehicles provided: they must let the Parks and Recreation Department know and request approval, in advance; they must maintain the trial in good condition and after work is complete, restore the trail to the same condition or better than prior to the work they did; if trees are cut within the right-of-way or on City property to facilitate access, the land owner must replant at least the same number and types of trees that were cut.
9. The linear park and trailheads, remain closed from dusk until dawn. Parking overnight at the trail head must be requested in advance through the Parks and Recreation Department.

503.3 INCLEMENT WEATHER POLICY

1. There will be times when weather, field conditions or other unforeseen circumstances will force the Parks and Recreation Department to make the decision to cancel your program, event, game or reservation. The Parks and Recreation Department will make the final decision on whether to cancel games and close fields.
2. The Parks and Recreation Department will contact the Athletic Director, Chair of youth sports organizations or renters regarding cancellations or field closures.
3. The Parks and Recreation Department will post cancellation and field closure information on the website, www.sanfordrec.com, as an alert at the top of the page.

4. Cancellations and closures will be decided by 1:00pm on weekdays and 8:00am on weekends, unless otherwise noted. There may be special circumstances in which cancellations are made with less prior notice.
5. Any group or team that plays on fields after the Parks and Recreation Department has announced a cancellation or closure of the fields will be held responsible for any monetary damages of the facility due to its use and will lose field privileges indefinitely going forward.

503.4 CANCELLATION POLICY

1. If a rental fee is paid and two (2) weeks' notice is given, the renter is entitled to a 100% refund minus a $25 administrative fee.
2. Notification of less than two (2) weeks and more than one (1) week before the rental date will result in a 50% refund.
3. If the Parks and Recreation Department is notified less than one (1) week prior to the rental date, no refund will be issued.
4. If the Parks and Recreation Department cancels your reservation, event, or game, you will be given a 100% refund or the opportunity to reschedule.
5. Refunds will be made by credit card if payment was made by credit card or via check. Please allow 21 days for refunds by check to be processed.

504 OAKDALE CEMETERY RULES AND REGULATIONS These are the rules and regulations set forth and determined by the Oakdale Cemetery Board of Trustees.

504.1 GENERAL RULES The cemetery is open from 8:00am to sunset each day. Oakdale Cemetery will open in April and close the end of November. Open and close dates may alter slightly based on weather. Children under 18 years of age are not permitted within the Cemetery, unless accompanied by an adult.

504.2 INTERMENT Thirty (30) minutes after the conclusion of the interment service by the clergy, the casket will be lowed under the supervision of the Superintendent or his designee.

504.3 DEBRIS Help keep Sanford clean – please carry out what you carry in. No debris will be allowed on the ground or flat, ground level stones, except where it is stated within this policy (Memorial Day).

504.4 CEMETERY RESRICTIONS No dogs (except service dogs) horses, ATV's, dirt bikes or any other such equipment. No Loitering, camping hunting, swimming or boating. No smoking or alcohol. No firearms (except public law enforcement officials and/or Military escort), weapons, bow and arrows, air rifles, sling shots or throwing of rocks and/or pellets.

504.5 FLAGS Individual flags will be permitted year-round on the monument base only, but will be removed by the Cemetery if they are allowed to fade and become unsightly. All flags will be removed before the closing of the Cemetery for the winter season.

504.6 FLORAL DISPLAYS, VASES AND URNS

1. Floral displays will be permitted for the weekend prior to and one week following Memorial Day. At the time of interment, floral arrangements will be permitted for a period of three (3) days. No glass jars, unsightly metal receptacle, or breakable flower containers shall be allowed. True floral containers, recessed permanent bouquet holders and rustic baskets are recommended. Small flower containers on the monument base are allowed.
2. The Cemetery shall have the right to remove all floral designs and flowers from the Cemetery as soon as, in its judgement, they become unsightly or when they do not conform to the stands maintained in said Cemetery. No plantings, wires, nails or pegs are allowed.
3. The Cemetery shall not be responsible for floral pieces, baskets, or frames in which or to which floral pieces are placed or attached, beyond their acceptance for service held in the Cemetery, and shall not be responsible for frozen plants or for flowers damaged by the elements, thieves, vandals, or by other causes beyond its control. The Cemetery reserves the right to prevent removal of any flowers or floral designs without prior approval.

505 TRESPASSING Whoever enters upon any park between the hours that such park is closed and opened, shall be guilty of trespass. The City Council shall be primarily responsible for establishing the opening and closing times for all parks; however, the Parks and Recreation Department shall have the authority to alter and amend the opening and closing times of said parks to accommodate the recreational programs and needs of the department. The Parks and Recreation Department shall be responsible for posting a sign at each park listing the current opening and closing hours of said park.

505.1 PENALTY FOR TRESPASSING Whoever trespasses upon any park shall be punished in accordance of law by the Police Department.

506 VIOLATIONS Any person who shall violate any provisions of this Article, upon conviction thereof, shall be punished in accordance of law by the Police Department. Each and every violation of the provisions of this Article shall constitute a separate offence. The City shall also be entitled to its reasonable attorney fees and costs for prosecuting any violation of this Article.

507 ENFORCEMENT The Police Department shall be responsible for prosecuting any violations under this Article.

Memo

Number: 26-99-01
To: City Council
From: Mary Hastings
Date: 2026-04-07
Subject: A Public Hearing to receive public comment on the "Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District". To amend the acreage and original assessed value due to parcel adjustments.

RECOMMENDATION

A Public Hearing to receive public comment on the "Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District". To amend the acreage and original assessed value due to parcel adjustments.

Background Information:

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

20260311 Notice of Public Hearing.docx

NOTICE OF PUBLIC HEARING
CITY OF SANFORD, MAINE

Regarding
"The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District"

Notice is hereby given that the City of Sanford (the "City") will hold a public hearing on

April 7, 2026, at 6:00 pm
City Hall Annex Chambers
919 Main Street
Sanford, ME 04073

The purpose of the public hearing is to receive public comments on the following item pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended:

(1) The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District (the "Downtown Omnibus District") to amend the acreage and original assessed value due to parcel adjustments

A copy of the relevant materials relating to the proposed District to the will be on file with the City and a copy can be requested from the Sanford Regional Economic Growth Council ("SREGC") by calling Keith McBride at (207) 324-9155 prior to the public hearing. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time.

Members of the public may join the meeting by Zoom or by phone. Agenda and joining instructions can be found on the meeting calendar at sanfordmaine.org/meetings. Members of the public may also submit comments via email to kmcbride@sanfordmaine.org. Comments may also be submitted in writing to: SREGC, Keith McBride, 917 Main Street, Ste. D, Sanford ME 04073 at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City's programs or services, please contact Lorisa Ricketts at (207) 324-9173 so that accommodations can be made.

Memo

Number: 26-97-01
To: City Council
From: Michelle Vermette
Date: 2026-04-07
Subject: Ordered, to approve the following license request:

1. Application request from Waypoint Maine Inc. F/K/A Waban for a fundraiser event for their agency on June 6, 2026, with a rain date of June 7, 2026 from 6pm to 8pm.

RECOMMENDATION

Ordered to approve the following license request:

1. Application request from Waypoint Maine Inc. F/K/A Waban for a fundraiser event for their agency on June 6, 2026, with a rain date of June 7, 2026 from 6pm to 8pm.

Background Information:

The above business submitted the required application with supporting documents needed to comply with all applicable ordinances.

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

Waypoint Music Fest 6-6-26.pdf

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 138472 Job Type: New Application

LICENSE TYPE / EVENT TYPE

Incorporated Civic Organization Special Event

APPLICATION DATE RECEIVED

2026-03-17

LICENSEE LEGAL NAME

LICENSEE TYPE

Non-Profit Organization

DOING BUSINESS AS

CORPORATE NUMBER

19660042ND

INCORPORATION DATE

1966-06-27

CORRESPONDENCE ADDRESS

5 Dunaway Dr Sanford ME 04073

MAILING ADDRESS

PHYSICAL ADDRESS

CONTACT NAME

Brenda Smith

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 730-8067

ALTERNATE PHONE

(207) 324-7955

FAX

(207) 490-1824

EMAIL

bsmith@waypointmaine.org

CORPORATE STRUCTURE

None selected

NAME	POSITION/TITLE	% Interest

MANAGED BY AGENT

No

LOCATION

Waypoint Maine Inc

EVENT DATE(S)

6/6/26 rain date 6/7/26

NUMBER OF EVENT DAYS

1

EVENT HOURS OF OPERATION

6p-8pm

EVENT CONTACT INFORMATION

Brenda Smith bsmith@waypointmaine.org 207-730-8067

EVENT ADDRESS

5 Dunaway Dr Sanford ME 04073

Municipality

Sanford

County

York

QUESTIONS

Incorporated Civic Organization

1. What is the type of building and the area in the building to be licensed.
   outdoor event- Waypoint Property
2. What is the purpose of the event?
   Fundraiser for Waypoint Maine- funds for programs that support adults and children with autism and/or intellectual disabilities
3. Is the event open to the public?
   Yes
4. Will the event be outdoors?
   Yes
   (document uploaded)

5. How many people are expected at the event?

   150

6. Provide the name and title of the officer of the incorporated civic organization submitting this application.

   Brenda Smith Director of Operations and Special Projects

7. Is everyone serving alcohol at this event employed by a licensed manufacturer/supplier or wholesaler?

   No
   Brenda Smith, Cynthia Caron, Tiffany Haskell

8. Will food be served at the event by someone other than the licensee?

   No

9. You must complete this application as a non-profit organization.

   Select "Yes" if you have the organization's corporate structure information that will be required in the next step.

   Select "No" if you need to gather the information and come back later to complete the application.

   Note: If you want to see what information is required for the corporate structure, select "Yes" and review the forms in the Licensee section.

   Yes

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Event Area Description and Diagram	Music Fest description.pdf	description
Event Area Description and Diagram	2025 Waypoint Music-Fest Site Plan.pdf	site plan

APPLICANT

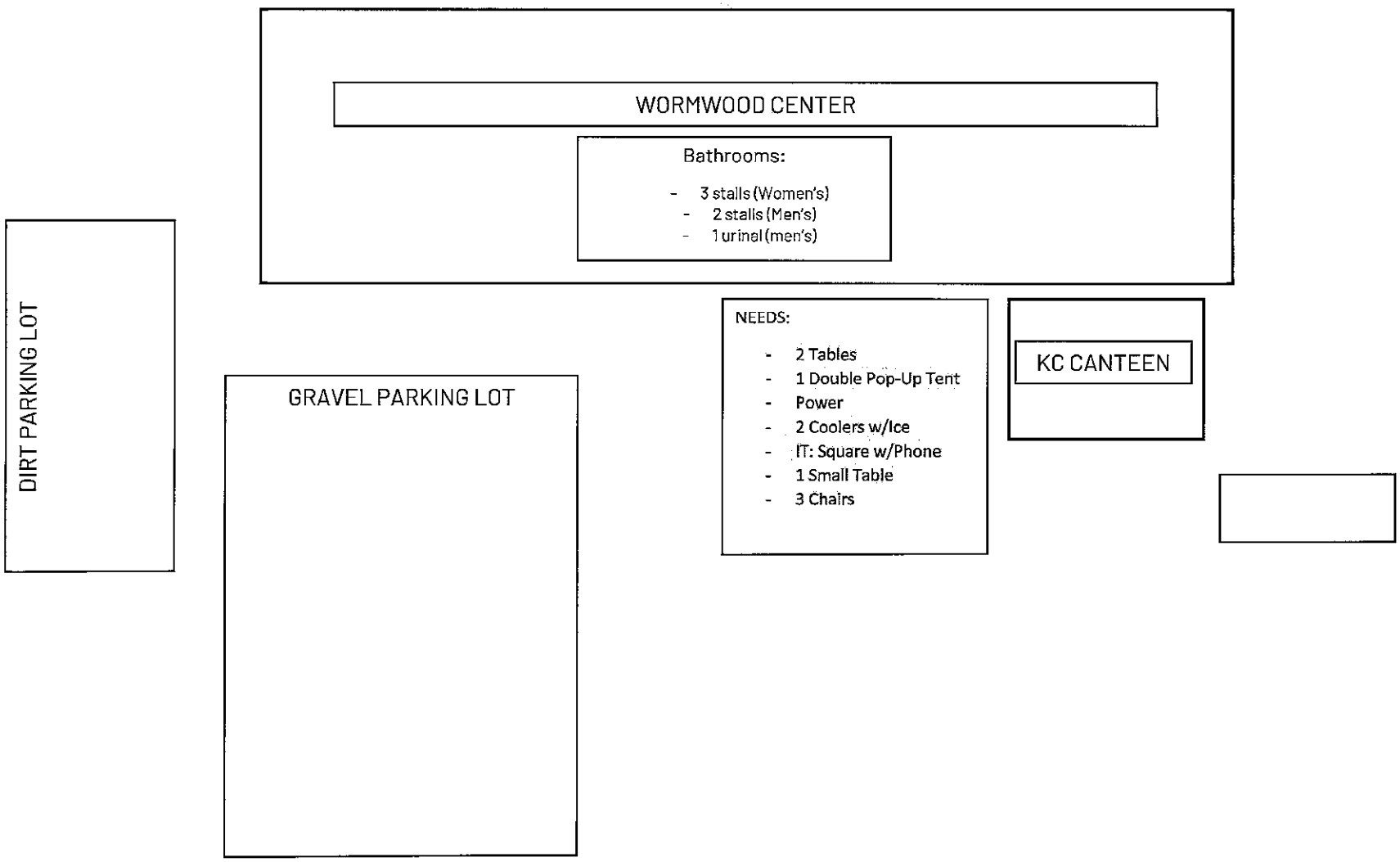
Brenda Smith

DECLARATION

☑ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to $2,000 or by both.

Music Fest 2026 will take place Saturday June 6th, 2026th, (Rain date June 7th), 2026 at Waypoint Maine's waterfront located at 5 Dunaway Dr. Music Fest raises funds to support Waypoint's programs which support people with autism, intellectual and other disabilities. The Music Fest will feature music from the Fugitives and Motor Booty Affair.


WORMWOOD CENTER
Bathrooms:
- 3 stalls (Women's)
- 2 stalls (Men's)
- 1 urinal (men's)
DIRT PARKING LOT
GRAVEL PARKING LOT
NEEDS:
- 2 Tables
- 1 Double Pop-Up Tent
- Power
- 2 Coolers w/Ice
- IT: Square w/Phone
- 1 Small Table
- 3 Chairs
KC CANTEEN

WELCOME TABLE

NEEDS:

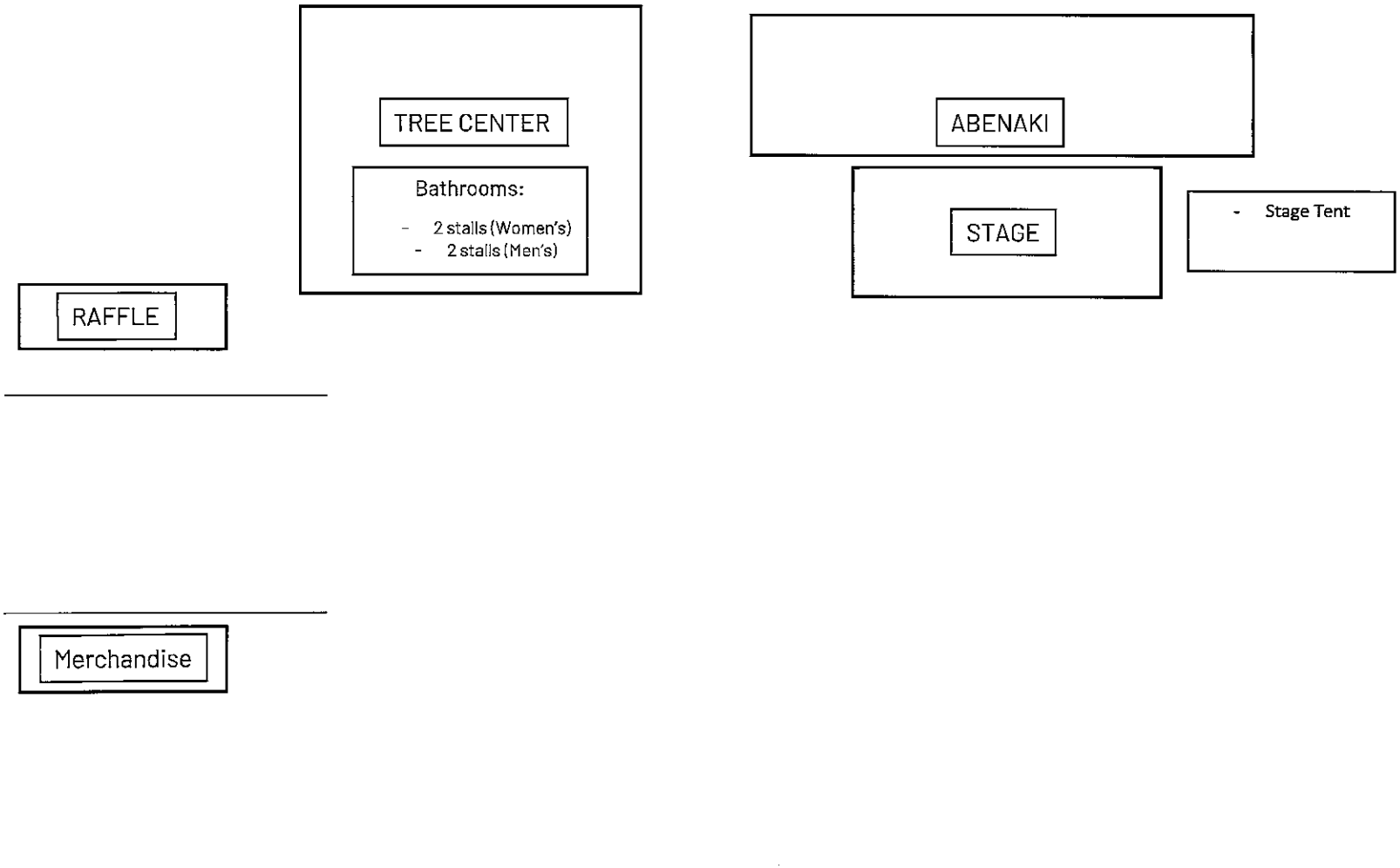
- 2 Table
- 1 Pop-Up Tent

OPERA HOUSE

DAYS REST

PHOTOBOOTH

- Standard Electric Outlet
- 10x10 Flat Area


TREE CENTER
Bathrooms:
- 2 stalls (Women's)
- 2 stalls (Men's)
ABENAKI
STAGE
- Stage Tent
RAFFLE
Merchandise
NEEDS:
- WOS Banners
HILL HOUSE

MAIN LODGE
BEER
GARDEN
- 4 High Top Table
- 6 Chairs In Boxes
- Large White/Small
Cooler
Bathrooms:
- 3 stalls (Women's)
- 2 stalls (Men's)
- 2 urinals (Men's)
BATH
HOUSE
NEEDS:
- unlocked
- Cleaned

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: April 7, 2026

Who is approving this application? ☒ Municipal Officers of Sanford

☐ County Commissioners of _____ County

☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

Memo

Number: 26-76-01
To: City Council
From: Brady Lloyd, Parks & Recreation Director
Date: 2026-04-07
Subject: Ordered, to adopt a Parks and Recreation Ordinance, as presented. This item must be read on two separate occasions. This is the first reading.

RECOMMENDATION
Ordered, to adopt a Parks and Recreation Ordinance, as presented. This item must be read on two separate occasions. This is the first reading.

Background Information:
This is the final draft of the ordinance. This was presented at Property Subcommittee on 3/10/2026. Changes were made following discussion at Property Subcommittee on 2/10/26 including; the addition of the Rail Trail rules/regs, no camping/storage, and edits based on feedback.

Legal Review Status:
N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
Parks & Recreation Ordinance Final Draft.pdf

Chapter __ Parks and Recreation

ARTICLE 1 GENERAL

101 CREATION

In accordance with Article 1, Section 205.3 of the City of Sanford Charter, there is hereby created the office of the Parks and Recreation Department. As used in the Chapter, the Director of Recreation and Recreation Director shall be included within the definition of Parks and Recreation Department.

102 APPOINTMENT

The Director of Parks and Recreation shall be appointed by the City Manager, subject to the confirmation of the City Council.

103 DUTIES

The Director of Parks and Recreation shall:

103.1 Promote, organize and supervise a comprehensive municipal recreational, cultural and social program that will employ the leisure time of the citizens in a wholesome and constructive manner.

103.2 Operate and maintain all parks established for recreational, cultural and social purpose.

103.3 Supervise the recreational use of parks, playgrounds, athletic fields, water elements, trails, cemeteries in control of the City, Memorial Gym, and such other areas and facilities as may be made available to carry out the recreation program.

103.4 Supervise the operation and maintenance of Memorial Gym.

103.5 Account for all public moneys received by the department, in such a manner as the City Treasurer may prescribe.

103.6 Perform any other duties pertaining to recreational, cultural and social activities which may hereinafter be required by law, order, Ordinance or resolve of the City Council.

ARTICLE 2 PARKS AND RECREATION ADVISORY BOARD

201 ESTABLISHMENT

There is hereby established a Parks and Recreation Advisory Board in and for the City of Sanford, to consist of seven (7) board members and one member of City Council who are appointed annually. They shall serve without pay and no one of whom shall be a wage or salaried employee of the Parks and Recreation Department.

202 TERM OF OFFICE OF BOARD MEMBERS

The members of the Board shall be appointed by the City Council for a three (3) year term and shall hold office ending on December 31st.

203 POWER AND DUTIES

The Board shall advise the Recreation Director, City Manager and City Council on recreational programs, the care and supervision of public parks and recreation facilities.

203.1 The Board shall inform and advise the Recreation Director concerning the care, development and supervision of all public parks, playgrounds, athletic fields, water elements, trails and any and all land or buildings used by the City of Sanford for park or recreational activities, other than school buildings and land.

203.2 It shall advise the Recreation Director on the merits of conducting any form of recreation or cultural activity that will employ the leisure time of the people in a constructive and wholesome manner.

ARTICLE 3 MEMORIAL GYM

301 DEFINITION

The words "Memorial Gym" for the purpose of this ordinance, shall mean the building erected in 1949 and located at 678 Main Street, Sanford, Maine 04073.

302 CARE AND SUPERVISION

The Director of Parks and Recreation shall be responsible to the City Manger for the care and supervision of the Memorial Gym.

303 RENTALS

The Parks and Recreation Department is hereby authorized to rent or lease the facilities of the Memorial Gym to private or public groups or organizations.

303.1 The Parks and Recreation Department shall maintain a schedule of all authorized future rentals and this schedule shall be available for public inspection during regular office hours.

303.2 The primary use of Memorial Gym shall be for City of Sanford recreational purposes. Rental dates shall be considered for those dates not already reserved and scheduled for Sanford Parks and Recreation Department use.

303.3 The Director of Parks and Recreation or his or her designee shall be authorized to restrict or refuse any rental deemed not to be in the best interest of the City of Sanford, the facility, or the public. City staff, law enforcement officials, and firefighters shall have

the right to expel and/or arrest any person, corporation, legal entity or their agents for any criminal, destructive, or unhealthy activity.

303.4 The prioritization of use will be as follows:

1. The City of Sanford
    a. This includes any program or event that is sponsored or implemented by the City of Sanford and or the Sanford Parks and Recreation Department.
2. The Sanford School Department
    a. Athletic Department and Bridge Program
3. Sanford Springvale Organizations
    a. On a first come, first served basis.
4. General Public Residents
    a. On a first come, first served basis.
5. General Public Non-Residents
    a. On a first come, first served basis.

303.5 In order to maximize the use of the City facilities, and when any rental request conflicts with any other prior or ongoing use or rental of the facilities, The Parks and Recreation Department shall seek to accommodate all uses in the following progression;

1. Parks and Recreational programming will be reasonably maintained as a first priority.
2. Reoccurring regular rental use of a facility for daily, weekly, or monthly use may be allowed at the discretion of the Parks and Recreation Director with the understanding that this is not a promise of uninterrupted, exclusive use of the space. Should any conflicts in time and space for other rental requests arise, the facility may be rented for short periods for other uses which disrupt a regular renter's use of the space temporarily, provided the displaced program will not unreasonably be harmed and will timely be allowed to resume normal schedules
3. Non-recurring or one-time rentals will have the lowest priority based upon availability and the prioritization as part of this policy.

304 RENTAL RATES

The amounts set forth in the following schedules shall be what is charged for the use of the space at Memorial Gym.

304.1 The Sanford City Council have set the Memorial Gym rental rates for the different spaces within the facility as seen below:

Space	Cost Per-Hour Resident/Non-Resident
Full Facility*	$100/$150

Full Court**	$60/$80
Half Court**	$40/$60
Cafeteria	$50/$75
Stage	$40/$60
Outside Cafeteria/Concessions	$40/$60
Multipurpose 1 Above Lobby	$25/$40
Multipurpose 2 Above Lobby	$25/$40

*Max 12-hour rental on the full facility rate. No other space will be rented at this time.
**Floor Cover Charge: $300. Decided by Parks and Recreation staff if needed.

304.2 Memorial Gym Group Fees:

Free	**Discounted 50%**
City Departments	Sanford Alumni Association
City Committee's	School PTA's
School Department (Practice & Meetings)	Local Church Organizations
SSYAA (Practice & Meetings)	Strategies for a Stronger Sanford
Sanford Spartan Basketball (Practice & Meetings)	Maine Attraction Water Ski Team
Sanford Soccer (Practice & Meetings)	St. Thomas School
Little League (Practice & Meetings)	
Babe Ruth (Practice & Meetings)	
Spartan Youth Wrestling (Practice & Meetings)	
Sanford Scouts (Meetings)	

304.3 When the gym is not rented, groups on the "Free" list above will be allowed to use Memorial Gym for no charge during practices and meetings. Meeting space will be in the cafeteria or other like areas. All other use will be charged at the discounted rate of 50%.

304.4 Groups on the "Discounted 50%" list above will be discounted 50% of the rental charge for the space they are renting.

304.5 Local church organizations may use the space at the 50% discounted rate for community fundraisers and clothing/food drives. Organizations that are part of Strategies for a Stronger Sanford may use the space at the 50% discount rate.

304.6 The groups on the "Free" and "Discounted 50%" lists will provide proof that they are a non-profit each year to continue to fall under the above fee groups.

304.7 The charge for events where the floor cover must be put down will be $300. This will be decided by the Parks and Recreation Department's staff; most non-athletic events will require the floor cover.

304.8 There will be a $100 refundable deposit for all renters. $20 for a key and $80 for a cleaning deposit. If the key is returned and the gym is left in good condition, the deposit will be refunded.

ARTICLE 4 MUNICIPAL PARKS AND ATHLETIC FIELDS

401 DEFINITION The words "Municipal Athletic Fields" or Athletic Fields" refer to the Airport Fields, Benton Park, Blouin Field, Goodall Park, and Witham Street Fields.

402 CARE AND SUPERVISION The general care and supervision of the City of Sanford's Municipal Athletic Fields shall be under the control of the Parks and Recreation Department, which shall be responsible for the following:

1. All mowing, trimming and general maintenance within the athletic fields. Unless the Parks and Recreation Department gives permission to youth sport organizations to help maintain.
2. The control and responsibility of the bleachers, buildings, fences and scoreboards that are City owned.
3. The control, maintenance and responsibility of the lighting systems that are City owned.
4. The Parks and Recreation Department shall have final approval of all scheduled events on the athletic fields. Any scheduled activity shall be carried out in a manner which is not damaging to the facility. Whenever, in judgement by the Parks and Recreation Department, weather or other circumstances beyond the control of the Parks and Recreation Department and/or the participants in any scheduled event, might result in damage to the facility, the Parks and Recreation Department may cancel, terminate, postpone or reschedule (if appropriate) any scheduled event.

403 RENTALS

The Parks and Recreation Department is hereby authorized to rent or lease the Municipal Athletic Fields to private or public groups or organizations.

403.1 The Parks and Recreation Department shall maintain a schedule of all authorized future rentals and this schedule shall be available to public inspection during regular office hours.

403.2 The primary use of the Municipal Athletic Fields shall be for City of Sanford recreational purposes. Rental dates shall be considered for those dates not already reserved and scheduled for Sanford Parks and Recreation Department.

403.3 The Director of Parks and Recreation or his or her designee shall be authorized to restrict or refuse any rental deemed not to be in the best interest of the City of Sanford,

the facility, or the public. City staff, law enforcement officials, and firefighters shall have the right to expel and/or arrest any person, corporation, legal entity or their agents for any criminal, destructive, or unhealthy activity.

403.4 The prioritization of use will be as follows:

1. The City of Sanford
    a. This includes any program or event that is sponsored or implemented by the City of Sanford and or the Sanford Parks and Recreation Department.
2. The Sanford School Department
    a. Athletic Department and Bridge Program.
3. The Sanford Mainers
    a. Goodall Park only.
4. Sanford Springvale Organizations
    a. On a first come, first served basis.
5. General Public Residents
    a. On a first come, first served basis.
6. General Public Non-Residents
    a. On a first come, first served basis.

403.5 In order to maximize the use of the City facilities, and when any rental request conflicts with any other prior or ongoing use or rental of the facilities, The Parks and Recreation Department shall seek to accommodate all uses in the following progression:

1. Parks and Recreational programming will be reasonably maintained as a first priority.
2. Reoccurring regular rental use of a facility for daily, weekly, or monthly use may be allowed at the discretion of the Parks and Recreation Director with the understanding that this is not a promise of uninterrupted, exclusive use of the space. Should any conflicts in time and space for other rental requests arise, the facility may be rented for short periods for other uses which disrupt a regular renter's use of the space temporarily, provided the displaced program will not unreasonably be harmed and will timely be allowed to resume normal schedules
3. Non-recurring or one-time rentals will have the lowest priority based upon availability and the prioritization as part of this policy.

404 RENTAL RATES

The amounts set forth in the following schedules shall be what is charged for the use of Municipal Athletic Fields.

404.1 The Sanford City Council have set the Parks and Municipal Athletic Field's rental rates as follows:

Airport Fields:

- $70 per hour for practices.
- $180 per game, $300 per doubleheader.

Benton Park:
- $70 per hour for practices.
- $180 per game without lights, $300 per doubleheader without lights.
- $360 per game with lights, $600 per doubleheader with lights. If only the second game uses lights, the $600 charge will still be applied).

Blouin Field:
- Baseball Diamond:
    - $70 per hour for practices.
    - $180 per game, $300 per doubleheader.
- Little League Fields:
    - $70 per hour for practices.
    - $180 per game, $300 per doubleheader.
- Multipurpose Field:
    - $70 per hour.

Central Park:
- $35 per hour for residents (max charge of $150).
- $70 per hour for non-residents.

Gateway Park:
- $35 per hour for residents (max charge of $150).
- $70 per hour for non-residents.

Goodall Park:
- Baseball rental use is limited to game play, not practices.
- Non-sports use must be discussed with the Parks and Recreation Department to determine eligibility before rental.
- Cost includes field setup (lined) and one (1) staff member to open and close facility.
- Scoreboard and PA system use must be done by your personnel not Parks and Recreation staff.
- Groups are allowed entry into the facility one (1) hour before game time.
    - $420 per game without lights, $650 for doubleheader without lights.
    - $550 per game with lights, $900 for doubleheader with lights. If only the second game uses lights, the $900 charge will still be applied.
    - Non-sporting events will be priced at $250 per hour with a minimum of 4-hour rental. If lights are needed, the charge will be $400 per hour for the duration of the event.

Gowen Park Gazebo and Pavilion Rental Rates:

- Pavilion: $35 an hour for residents (max charge of $150).
- Pavilion: $70 an hour for non-residents.
- Gazebo: $95 an hour for residents (max charge of $425).
- Gazebo: $190 an hour for non-residents.

Pavilion Rentals at Springvale Rec Area:

- Small Pavilion (24 or fewer people):
    - $35 per hour for residents (max charge of $150).
    - $70 per hour for non-residents.
- Large Pavilion (42-84 people):
    - $70 per hour for residents (max charge of $300).
    - $95 per hour for non-residents.

ARTICLE 5 MUNICIPAL PARKS AND MEMORIAL GYM

501 MUNICIPAL PARK NAMES

501.1 Municipal Parks include: Airport Fields, Armory Park, Benton Park, Blouin Field, Carpentier Park, Central Park, Front Street Park, Gateway Park, Goodall Park, Gowen Park, Holdsworth Park, Johnston Park, Mapes' Monument, Marcel's Park, Memorial Gym, Number 1 Pond Park, Oakdale Cemetery, Pence Park, Sanford Dog Park, Sanford Skate Park, Sanford Springvale Greenway Park, Railroad Ave. Park, River Street Cemetery, Soldiers and Sailors Park, Springvale Park, Storer Park, The Springvale Rec Area, and Veteran's Park (Witham Street Fields).

501.2 ADRESSES OF MUNICPAL PARKS AND FACILITIES

1. Airport Fields: Airport Road. Map ID: R18A-8
2. Armory Park: William Oscar Emery Drive. Map ID: K25-9
3. Benton Park: 31 Roberts Street. Map ID: L30-9A
4. Blouin Field: Gowen Park Drive. Map ID: J24-1B
5. Carpentier Park: 82 High Street. Map ID: H29-21
6. Central Park: 920 Main Street. Map ID: K30-48
7. Front Street Park: William Oscar Emery Drive. Map ID: K26-18A
8. Gateway Park: 11 Riverside Ave. Map ID: J29-27
9. Goodall Park: 38 Roberts Street. Map ID: L30-15A
10. Gowen Park: 741 Main Street. Gowen Park Drive. Map ID: K25-10, L24-11, K24-1, K25-9
11. Holdsworth Park: 278 Main Street. M11-13
12. Johnston Park: River Street. Map ID: J24-12A
13. Mapes' Monument: River Street. Map ID: J29
14. Marcel's Park: Emile Levasseur Drive. Map ID: J24-1B
15. Memorial Gym: 678 Main Street. Map ID: L22-9A
16. Number 1 Pond Park: William Oscar Emery Drive. Map ID: K25-11

17. Oakdale Cemetery: Twombely Road. Map ID: R11-54A
18. Pence Park: Water Street. Map ID: K15-30
19. Sanford Dog Park: William Oscar Emery Drive. Map ID: J24-1
20. Sanford Skate Park: Emile Levasseur Drive. Map ID: J24-1B
21. Sanford Springvale Greenway Park: Map Lot: R5-75, R6-72
22. Railroad Ave Park: Map ID: R6-72
23. River Street Cemetery: 87 River Street.
24. Soldiers and Sailors Park: Oxford Street, Twombley Road, Lebanon Street. Map ID: L29-26, L29-25, L28-68
25. Springvale Park: 24 John Street. Map ID: L16-17
26. Storer Park: Storer Street. Map ID: K27-9
27. The Springvale Rec Area: 278 Main Street. R2-74, M11-9, R2-25B, R2-23A
28. Veteran's Park (Witham Street Fields): Witham Street. Map ID: K18-12

502 USE OF PARKS AND FACILTIES

502.1 GENERAL All parks under the care and supervision of the Parks and Recreation Department shall be utilized for the recreational, cultural and social benefit of the citizens of Sanford under such rules and regulations contained in this Article or as established by the Parks and Recreation Department, City Manager, or City Council, as herein provided.

502.2 CERTAIN ACTS PROHIBITED No person shall commit any disorderly, obscene, indecent or unlawful act, commit any nuisance or abandon any personal property at any park.

502.3 PERSERVATION OF PROPERTY No person shall destroy, injure, deface, including graffiti of any kind, or disturb, tamper with or attempt to destroy, injure deface or disturb, any building, sign, fence, tree, shrubbery, lawn, walkway, trail or any other structure or property at any park.

502.4 CERTAIN GATHERINGS PROHIBITED No mass demonstrations shall take place in any park.

502.5 VEHICLES RESTRICTED No person shall operate any snowmobile, mini bike or any unregistered motorized vehicle in any park without permission from the Parks and Recreation Department. No motorized vehicle shall be operated in any park without permission from the Parks and Recreation Department, except on designated roadways or parking areas.

502.6 OPEN FIRES PROHIBITED No open fires shall be permitted in any park, without the permission of the Parks and Recreation Department and Fire Department upon inspection.

503 PARKS AND FACILITY RULES AND REGULATIONS Except as herein specifically provided, the Parks and Recreation Department, with the advice of the City Manger and City Council, shall establish rules and regulations governing the care and use of all parks. These rules and regulations shall be posted in each park. In additions, copies of the said rules and

regulations shall be on file in the Parks and Recreation Department. These rules and regulations shall be open for inspection during regular City office hours.

503.1 RULES AND REGULATIONS

1. The consumption of alcoholic beverages, tobacco products, cannabis products or use of illegal drugs by players, spectators, renters, or the general public on City-owned property is prohibited except where permit has been granted.
2. Parks are closed from Dusk to Dawn.
3. No animals (leashed or unleashed) are allowed on City athletic fields.
4. All facilities are carry-in, carry-out. The facility must be cleaned of all trash, debris and water bottles at the end of use.
5. Facility and Field use is by permit only. Please bring your permit with you to your event. No organized group or persons other than the one holding the facility permit shall interfere with the permit holder's use of the facility during the time covered by the permit issued.
6. Any additional equipment such as bounce houses, food trucks, etc. brought onto suite must be approved by the Parks and Recreation Department.
7. Facilities do not have first aid and or medical supplies. Renters are responsible for providing their own.
8. Vehicles should be parked in designated parking lots. No vehicles are allowed to be on City fields or grassed areas in parks, or on trails without permission from the Parks and Recreation Department.
9. Grills are allowed at parks, but must be kept outside of the pavilions, gazebos, or other structures. No clambakes or shellfish allowed at Parks and Recreation facilities.
10. Any fire that is planned in the parks, must be inspected by the Fire Department, where they ultimately grant approval or denial.
11. No profane or abusive language should be used.
12. No fighting is allowed in City parks, athletic fields or facilities.
13. No golf is allowed in City parks or playing fields.
14. Music must be played at a reasonable level as laid out in the City ordinances.
15. Camping is prohibited on any City property, in public open space, on public rights-of-way and appurtenances, and in City Parks, unless permitted by designation of the City Council. As referred to in §107-3.
16. Storage of any personal good or materials on City property, in a public open space, on public rights-of-way and appurtenances, and in City Parks, unless permitted by designation of the City Council, is prohibited. As referred to in §107-3.
17. The Parks and Recreation Department reserves the right to revoke or change times and dates on any permit should unforeseen circumstances arise.
18. Failure of the renter or organization to abide by the rules and regulations within this policy, the disclaimer during the reservation process, or City ordinances, including those pertaining to noise, may result in losing the privilege to rent City facilities.

503.2 SANFORD SPRINGVALE GREENWAY PARK POLICES AND PROCEEDURES The linear park is supervised and managed by the Parks and Recreation Department. It is also part of the Sanford-Springvale City trail system.

1. No motorized vehicles are allowed except E-Bikes, motorized wheel-chairs, and from December 1st to April 1st of each year, snowmobiles. Snowmobile access during this period is contingent on snow cover. The Parks and Recreation Department may grant specific exceptions.
2. Gates must be kept clear for maintenance and emergency access. The Police and Fire Departments may access at any time as needed.
3. Partying, rowdy gatherings, consuming alcoholic beverages, and smoking are not allowed on the trail or in trailhead parking areas.
4. Fires are prohibited.
5. Firearms must follow these polices along the Sanford Springvale Greenway Park, the right-of-way. It shall be considered Unlawful shooting or discharge of firearm or archery equipment if shoot or discharge of firearm or archery equipment over or from within the right-of-way. A person may not: shoot at any wild animal or wild birth from within 10 feet of the edge of the right-of-way or from within the right-of-way; discharge any firearm or archery equipment over the right-of-way.
6. This linear park is carry-in, carry-out. Please respect the linear park by keeping it clean and picking up and removing trash and dog waste.
7. Access point to the park are only those authorized by the Parks and Recreation Department.
8. Land owners with abutting property on both sides of the linear park, or by land owner permission, may cross with motorized vehicles provided: they must let the Parks and Recreation Department know and request approval, in advance; they must maintain the trial in good condition and after work is complete, restore the trail to the same condition or better than prior to the work they did; if trees are cut within the right-of-way or on City property to facilitate access, the land owner must replant at least the same number and types of trees that were cut.
9. The linear park and trailheads, remain closed from dusk until dawn. Parking overnight at the trail head must be requested in advance through the Parks and Recreation Department.

503.3 INCLEMENT WEATHER POLICY

1. There will be times when weather, field conditions or other unforeseen circumstances will force the Parks and Recreation Department to make the decision to cancel your program, event, game or reservation. The Parks and Recreation Department will make the final decision on whether to cancel games and close fields.
2. The Parks and Recreation Department will contact the Athletic Director, Chair of youth sports organizations or renters regarding cancellations or field closures.
3. The Parks and Recreation Department will post cancellation and field closure information on the website, www.sanfordrec.com, as an alert at the top of the page.

4. Cancellations and closures will be decided by 1:00pm on weekdays and 8:00am on weekends, unless otherwise noted. There may be special circumstances in which cancellations are made with less prior notice.
5. Any group or team that plays on fields after the Parks and Recreation Department has announced a cancellation or closure of the fields will be held responsible for any monetary damages of the facility due to its use and will lose field privileges indefinitely going forward.

503.4 CANCELLATION POLICY

1. If a rental fee is paid and two (2) weeks' notice is given, the renter is entitled to a 100% refund minus a $25 administrative fee.
2. Notification of less than two (2) weeks and more than one (1) week before the rental date will result in a 50% refund.
3. If the Parks and Recreation Department is notified less than one (1) week prior to the rental date, no refund will be issued.
4. If the Parks and Recreation Department cancels your reservation, event, or game, you will be given a 100% refund or the opportunity to reschedule.
5. Refunds will be made by credit card if payment was made by credit card or via check. Please allow 21 days for refunds by check to be processed.

504 OAKDALE CEMETERY RULES AND REGULATIONS These are the rules and regulations set forth and determined by the Oakdale Cemetery Board of Trustees.

504.1 GENERAL RULES The cemetery is open from 8:00am to sunset each day. Oakdale Cemetery will open in April and close the end of November. Open and close dates may alter slightly based on weather. Children under 18 years of age are not permitted within the Cemetery, unless accompanied by an adult.

504.2 INTERMENT Thirty (30) minutes after the conclusion of the interment service by the clergy, the casket will be lowed under the supervision of the Superintendent or his designee.

504.3 DEBRIS Help keep Sanford clean – please carry out what you carry in. No debris will be allowed on the ground or flat, ground level stones, except where it is stated within this policy (Memorial Day).

504.4 CEMETERY RESRICTIONS No dogs (except service dogs) horses, ATV's, dirt bikes or any other such equipment. No Loitering, camping hunting, swimming or boating. No smoking or alcohol. No firearms (except public law enforcement officials and/or Military escort), weapons, bow and arrows, air rifles, sling shots or throwing of rocks and/or pellets.

504.5 FLAGS Individual flags will be permitted year-round on the monument base only, but will be removed by the Cemetery if they are allowed to fade and become unsightly. All flags will be removed before the closing of the Cemetery for the winter season.

504.6 FLORAL DISPLAYS, VASES AND URNS

1. Floral displays will be permitted for the weekend prior to and one week following Memorial Day. At the time of interment, floral arrangements will be permitted for a period of three (3) days. No glass jars, unsightly metal receptacle, or breakable flower containers shall be allowed. True floral containers, recessed permanent bouquet holders and rustic baskets are recommended. Small flower containers on the monument base are allowed.
2. The Cemetery shall have the right to remove all floral designs and flowers from the Cemetery as soon as, in its judgement, they become unsightly or when they do not conform to the stands maintained in said Cemetery. No plantings, wires, nails or pegs are allowed.
3. The Cemetery shall not be responsible for floral pieces, baskets, or frames in which or to which floral pieces are placed or attached, beyond their acceptance for service held in the Cemetery, and shall not be responsible for frozen plants or for flowers damaged by the elements, thieves, vandals, or by other causes beyond its control. The Cemetery reserves the right to prevent removal of any flowers or floral designs without prior approval.

505 TRESPASSING Whoever enters upon any park between the hours that such park is closed and opened, shall be guilty of trespass. The City Council shall be primarily responsible for establishing the opening and closing times for all parks; however, the Parks and Recreation Department shall have the authority to alter and amend the opening and closing times of said parks to accommodate the recreational programs and needs of the department. The Parks and Recreation Department shall be responsible for posting a sign at each park listing the current opening and closing hours of said park.

505.1 PENALTY FOR TRESPASSING Whoever trespasses upon any park shall be punished in accordance of law by the Police Department.

506 VIOLATIONS Any person who shall violate any provisions of this Article, upon conviction thereof, shall be punished in accordance of law by the Police Department. Each and every violation of the provisions of this Article shall constitute a separate offence. The City shall also be entitled to its reasonable attorney fees and costs for prosecuting any violation of this Article.

507 ENFORCEMENT The Police Department shall be responsible for prosecuting any violations under this Article.

Memo

Number: 26-90-01
To: City Council
From: Erin McMann, Treasurer
Date: 2026-04-07
Subject: Ordered, that the City Council hereby authorizes partial bond financing for the construction of a new fire station project in the amount of $13,450,000, including engineering, design, transaction costs, and related expenses, and further authorizes the City Treasurer and Chair of the City Council to take all necessary actions to carry out the financing, including issuance and sale of bonds through the Maine Municipal Bond Bank.

RECOMMENDATION

VOTED by the City Council of the City of Sanford, Maine as follows:

VOTED: (1) That a capital improvement project consisting of the construction of a new fire station, including engineering and design costs, transaction costs and other expenses reasonably related thereto, is hereby approved.

(2) That the Treasurer and Mayor be authorized to issue a general obligation bond or bonds to the Maine Municipal Bond Bank in an amount not to exceed $13,450,000, for the purpose of funding the project.

(3) That the Treasurer and Mayor be further authorized to fix the dates, maturities, denominations, interest rate, place of payment, form, and other details of said securities, including the execution, sale, and delivery of said securities against payment, therefore.

(4) That the City Manager be further authorized to execute a Loan Agreement with the Maine Municipal Bond Bank in such form as the Bank may require; that the City Clerk is directed to affix the corporate seal thereto and attest the signature of the City Manager, and to file a copy of said Loan Agreement, when signed, with the records of this meeting, although the attesting and affixing of the corporate seal thereto shall not be deemed essential to the validity of the Loan Agreement; and that the bonds are hereby sold to the Maine Municipal Bond Bank at par.

(5) That the City Council hereby confirms its determination that the term of the Bond does not exceed 120% of the economic life of the Project.

(6) That the bonds are not designated "qualified tax-exempt obligations" of the City under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

(7) That the Treasurer and Mayor are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the City, as may be necessary or convenient to carry out the full purpose and intent of the foregoing vote.

Background Information:

On November 5, 2024, Sanford and Springvale residents voted to approve the construction of two new fire stations: one in Sanford (Fire & EMS Headquarters) and one in Springvale (District Station). The new stations will replace outdated facilities that no longer meet the modern needs or current firefighting safety standards.

Legal Review Status:

Complete

Administrative or Department Review:

Financial Impact or Review:

On December 3, 2024, the City Council reviewed and authorized the pre-construction costs and the bonding plan for the full construction costs for both fire stations. This approval allowed the project to move forward, with the City using its undesignated fund balance for pre-construction costs for the HQ Station, up to $880,000. These funds will be reimbursed once this bond is issued. The financing plan involves a "two-step drawdown process" for construction funds. This approach allows the city to access the money in stages, which helps reduce immediate interest costs. It also ensures that any pre-construction costs covered by the fund balance will be reimbursed once the bond is issued. Each fire station will follow this process separately, with a staggered borrowing schedule designed to keep a consistent annual debt service. HQ Central Station South Sanford Estimated Cost $27,100,000 Pre-Construction Costs $1,995,187.00 (included in $27.1 M estimated cost) FY24/25 $879,688.48 (Authorization to use UFB until permanent financing in place) FY25/26 $812,138.84 86 FY26/27 $303,359.68 HQ Start of Construction December 2025 Maine Municipal Bond Bank 2025 Fall Bond Issue August 2025 Application Deadline (First Bond Application/2 Distributions) Bond Proceeds Available: November 2025 $13,550,000 May 2026 $13,550,000

ATTACHMENT(S):

City LOAN AGREEMENT Sanford.pdf
Proposed Council Vote - Sanford.pdf

Financial Recommendation for Bonding of Fire Stations and Authorization for Pre-Construction Costs.pdf

LOAN AGREEMENT

AGREEMENT, dated the __ day of _____ 2026, between the MAINE MUNICIPAL BOND BANK, a public body corporate and politic constituted as an instrumentality of the State of Maine exercising public and essential government functions (hereinafter referred to as the "Bank"), created pursuant to the provisions of Chapter 225 of Title 30-A of the Maine Revised Statutes, as amended (hereinafter referred to as the "Act"), having its principal place of business in Augusta, Maine, and the City of Sanford (hereinafter referred to as the "Governmental Unit"):

WITNESSETH:

WHEREAS, pursuant to the Act, the Bank is authorized to make loans of money (hereinafter referred to as the "Loans") to governmental units and the governmental units are authorized to contract with the Bank with respect to such Loans to be evidenced by its municipal securities (as defined in the Act) to be purchased by the Bank; and

WHEREAS, the Governmental Unit is desirous of borrowing money from the Bank and has requested a loan from the Bank in the amount of $13,450,000.00 (hereinafter referred to as the "Loan") and to evidence the indebtedness to be thereby incurred, has duly authorized the issuance of bonds in the principal amount of $13,450,000.00 of which $13,450,000.00 principal amount (the "Municipal Bonds"), the form of which is attached hereto as Exhibit B, are to be purchased by the Bank in accordance with this Loan Agreement; and

WHEREAS, the Bank has adopted or will adopt a General Bond Resolution (herein referred to as the "Bond Resolution") authorizing the issuance of its bonds from time to time, a portion of the proceeds of which will be expended for the purpose of making the Loan, and will adopt a resolution authorizing the making of the Loan to the Governmental Unit and the purchase of the Municipal Bonds,

NOW, THEREFORE, the parties agree:

I. The following words or terms used herein shall have the following meanings:

(a) "Fees and Charges" shall mean all fees and charges authorized to be charged by the Bank for the use of its services or facilities pursuant to subsection I(h) of section 5954 of the Act.

(b) "Governmental Unit's Allocable Proportion" shall mean the proportionate amount of the total requirement in respect of which the term is used determined by the ratio that the Loan then outstanding bears to the total of all Loans which are then outstanding as certified by the Bank.

(c) "Loan Obligation" shall mean that amount of bonds issued by the Bank which shall be equal to the principal amount of Municipal Bonds outstanding.

(d) "Municipal Bonds Interest Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing interest due or to become due on its Municipal Bonds.

(e) "Municipal Bonds Principal Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing principal due or to become due on its Municipal Bonds.

2. The Bank hereby agrees to make the Loan and the Governmental Unit hereby agrees to accept the Loan in the amount of $13,450,000.00. As evidence of the Loan made to the Governmental Unit, the Governmental Unit hereby agrees to sell to the Bank the Municipal Bonds in the principal amount of $13,450,000.00. The Municipal Bonds shall bear interest from the date of their delivery to the Bank at such rate or rates per annum as will result in an interest cost rate to the Governmental Unit of six and a half per centum per annum (6.5%) (as calculated by the "Interest Cost Per Annum" method) or at such rate or rates per annum as will result in a lesser interest cost rate to the Governmental Unit as determined by the Bank. The interest cost rate for purposes of this Loan Agreement will be computed as if the Municipal Bonds bore interest from the delivery date of the Bank's bonds, and without regard to Sections 4 and 5 hereof which require that the Governmental Unit make funds available to the Bank for the payment of principal and interest at least thirty (30) calendar days prior to each respective principal and interest payment date. Subject to any applicable legal limitations, the rate or rates of interest borne by the Municipal Bonds shall be not less than the rate or rates of interest borne by the bonds issued by the Bank (for corresponding maturities) the proceeds of sale of which were used to make the Loan and to purchase the Municipal Bonds. Notwithstanding the above, the obligation of the Bank to make the Loan shall be conditioned upon receipt by the Bank of the proceeds of bonds issued by the Bank both for the purposes set forth herein and to create the reserves required by the Bond Resolution.

3. The Governmental Unit has duly adopted or will adopt all necessary resolutions and has taken or will take all proceedings required by law to enable it to enter into this Loan Agreement and issue its Municipal Bonds for purchase by the Bank.

4. The Municipal Bonds Interest Payments shall not be less than the total amount of interest the Bank is required to pay on the Loan Obligation and shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay interest as the same becomes due on the Loan Obligation and the Governmental Unit shall make such funds available to the Bank at least thirty (30) calendar days prior to each interest payment date.

5. The Municipal Bonds Principal Payments shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay the principal of the Loan Obligation as the same matures (based upon the maturity schedule provided by and for the Governmental Unit and appended hereto as Exhibit A) and the Governmental Unit shall make such funds available to the Bank at least thirty (30) calendar days prior to each principal payment date.

6. The Governmental Unit agrees to be obligated to pay Fees and Charges to the Bank. The Fees and Charges, if any, collected from the Governmental Unit shall be in an amount sufficient, together with the Governmental Unit's Allocable Proportion of other monies available therefore, including any grants made by the United States of America or any agency or instrumentality thereof or by the State or any agency or instrumentality thereof, to pay on a semi-annual basis:

(a) as the same become due, the Governmental Unit's Allocable Proportion of the administrative expenses of the Bank; and

(b) as the same become due, the Governmental Unit's Allocable Proportion of the fees and expenses of the trustee and paying agents for the bonds of the Bank.

7. The Governmental Unit agrees to be obligated to make the Municipal Bonds Principal Payments scheduled by the Bank on an annual basis and agrees to be obligated to make the Municipal Bonds Interest Payments scheduled by the Bank and to pay the Fees and Charges imposed by the Bank on a semi-annual basis.

8. The Bank shall not sell and the Governmental Unit shall not redeem prior to maturity any of the Municipal Bonds with respect to which the Loan is made by the Bank prior to the date on which all outstanding bonds issued by the Bank with respect to such Loan are redeemable, and shall not after such date sell any such Municipal Bonds unless the sales price thereof received by the Bank shall not be less than the aggregate of (i) the principal amount of the Loan Obligation so to be redeemed, (ii) the interest to accrue on the Loan Obligation so to be redeemed to the next redemption date thereof not previously paid, (iii) the applicable premium, if any, payable on the Loan Obligation so to be redeemed, (iv) the costs and expenses of the Bank in effecting the redemption of the Loan Obligation so to be redeemed, and (v) at the direction of the Bank, an amount equal to the proportionate amount of bonds so to be redeemed which were issued by the Bank with respect to the Loan Obligation and necessary to fund a portion of the reserve fund authorized by Section 6006 of the Act, less the amount of monies or investments available for withdrawal from such reserve fund and for application to the redemption of such bonds issued by the Bank in accordance with the terms and provisions of the Bond Resolution, as determined by the Bank; provided, however, that, in the event the Loan Obligation has been refunded and the refunding bonds issued by the Bank were issued in a principal amount in excess of or less than the Loan Obligation remaining unpaid at the date of issuance of such refunding bonds, the amount

which the Governmental Unit shall be obligated to pay under item (i) hereof shall be the principal amount of such refunding bonds then outstanding. In the event the Loan Obligation has been refunded and the interest the Bank is required to pay on the refunding bonds is less than the interest the Bank was required to pay on such Loan Obligation, the amount which the Governmental Unit shall be obligated to pay under item (ii) above shall be the amount of interest to accrue on such refunding bonds then outstanding.

In no event shall any such sale or redemption of Municipal Bonds be effected without the prior written agreement and consent of both parties hereto.

9. Simultaneously with the delivery to the Bank of the Municipal Bonds, which Municipal Bonds shall be in a form acceptable to the Bank, the Governmental Unit shall furnish to the Bank an opinion in a form acceptable to the Bank of bond counsel satisfactory to the Bank which shall set forth, among other things, the unqualified approval of said Municipal Bonds then being delivered to the Bank and that said Municipal Bonds will constitute valid obligations of the Governmental Unit as required by the Act.

10. The Governmental Unit shall be obligated to notify the Bank and the corporate trust office of the trustee for the bonds of the Bank in writing at least 30 days prior to each interest payment date of the name of the official of the Governmental Unit to whom invoices for the payment of interest and principal should be addressed, provided, however, that no such notice shall be required if the name of the official of the Governmental Unit has not changed.

11. The Governmental Unit and the Bank agree that the Municipal Bonds Principal Payments, the Municipal Bonds Interest Payments and the Municipal Bonds or a portion thereof may be pledged or assigned by the Bank under and pursuant to the Bond Resolution.

12. The Governmental Unit agrees upon surrender to it of the Municipal Bonds by the Bank it will, at the option of the Bank, cause there to be delivered to the Bank either registered or coupon Municipal Bonds as the case may be.

13. Prior to payment of the amount of the Loan, or any portion thereof, and the delivery of the Governmental Unit's Municipal Bonds to the Bank or its designee, the Bank shall have the right to cancel all or any part of its obligations hereunder if:

(a) Any representation made by the Governmental Unit to the Bank in connection with application for Bank assistance shall be incorrect or incomplete in any material respect; or

(b) The Governmental Unit has violated commitments made by it in its application and supporting documents or has violated any terms of this Loan Agreement.

14. The Governmental Unit agrees to submit to the Bank and to such other persons as directed by the Bank (including, without limitation, securities information repositories) from time

to time such information relating to the Governmental Unit (including, without limitation, annual financial reports as they become available) as the Bank requests as being necessary or desirable to comply with securities laws and rules relating to the Municipal Bonds or to the bonds of the Bank. Such request may take the form of a general direction to supply certain types of information in the event that certain types of events occur (for example, to submit information relating to material adverse changes to the financial condition of the Governmental Unit).

15. If any provision of this Loan Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Loan Agreement and this Loan Agreement shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

16. This Loan Agreement may be executed in one or more counterparts, any of which shall be regarded for all purposes as an original and all of which constitute but one and the same instrument. Each party agrees that it will execute any and all documents or other instruments, and take such other actions as may be necessary to give effect to the terms of this Loan Agreement.

17. No waiver by either party of any term or condition of this Loan Agreement shall be deemed or construed as a waiver of any other terms or conditions, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, clause, phrase, or other provision of this Loan Agreement.

18. This Loan Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and constitutes the entire agreement between the parties hereto in respect thereof.

19. The Governmental Unit agrees to provide such information about such Governmental Unit as the Bank shall request in connection with the preparation of the official statement of the Bank relating to the offering of the Bank's bonds with respect to the Loan, including but not limited to financial statements, litigation and the project being financed or refinanced with the proceeds of the Loan. The Governmental Unit understands and agrees that the Bank may include such information (or a part thereof) in such official statement, and the Governmental Unit agrees to execute and deliver or cause to be delivered to the Bank such certificates and opinions as the Bank shall reasonably request to confirm and verify the adequacy and accuracy of such information.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

MAINE MUNICIPAL BOND BANK

(SEAL)

Attest: By_____
Its Executive Director

_____

CITY OF SANFORD

(SEAL)

Attest: By_____
Its City Manager

_____

PROPOSED VOTE

VOTED by the City Council of the City of Sanford, Maine as follows:

VOTED: (1) That a capital improvement project consisting of the construction of a new fire station, including engineering and design costs, transaction costs and other expenses reasonably related thereto, is hereby approved.

(2) That the Treasurer and Mayor be authorized to issue a general obligation bond or bonds to the Maine Municipal Bond Bank in an amount not to exceed $13,450,000, for the purpose of funding the project.

(3) That the Treasurer and Mayor be further authorized to fix the dates, maturities, denominations, interest rate, place of payment, form, and other details of said securities, including the execution, sale, and delivery of said securities against payment, therefore.

(4) That the City Manager be further authorized to execute a Loan Agreement with the Maine Municipal Bond Bank in such form as the Bank may require; that the City Clerk is directed to affix the corporate seal thereto and attest the signature of the City Manager, and to file a copy of said Loan Agreement, when signed, with the records of this meeting, although the attesting and affixing of the corporate seal thereto shall not be deemed essential to the validity of the Loan Agreement; and that the bonds are hereby sold to the Maine Municipal Bond Bank at par.

(5) That the City Council hereby confirms its determination that the term of the Bond does not exceed 120% of the economic life of the Project.

(6) That the bonds are not designated "qualified tax-exempt obligations" of the City under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

(7) That the Treasurer and Mayor are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the City, as may be necessary or convenient to carry out the full purpose and intent of the foregoing vote.

City of Sanford | 919 Main Street, Sanford, ME 04073 | (207) 608-4181 | sanfordmaine.org/departments/finance/

FINANCE DEPARTMENT

To: Steven R. Buck, City Manager

From: Ronni Lynn Champlin, Finance Director

Cc: City Council Members

Erin McMann, Treasurer/Tax Collector

Date: November 26, 2024

Subject: Financial Recommendation for Bonding of Fire Stations and Authorization for Pre-Construction Costs

I am writing to provide a financial recommendation regarding the funding for the two fire stations approved by referendum in November of 2024. After careful consideration and analysis, the Treasurer and I would like to recommend that we proceed with bonding for the construction of these stations, utilizing the Maine Bond Bank (MMBB) for the financing.

Bonding Recommendation:

Given the significant capital requirements for building both fire stations, bonding represents the best financing option. The Maine Bond Bank is a valuable resource for municipalities in our state due to its favorable interest rates, streamlined processes, and the ability to secure long-term financing that minimizes the immediate financial impact on the City's budget. Financing through the Bond Bank's General Bond Resolution Program allows borrowers to take advantage of the Bond Bank's high investment grade rating, low interest rates and reduced issuance and post issuance costs.

Authorization for Pre-Construction Costs:

In addition to the bonding recommendation, we would like to request that the City Council authorize the use of our undesignated fund balance or reserves to cover pre-construction costs for the HQ Station. This will allow us to begin preliminary work and ensure that we are fully prepare to begin construction once the final timelines are established. Using these funds for this purpose will help us manage cash flow effectively and prevent delays in the project's progress.

Project Timelines:

It is important to note that the timelines have not yet been finalized. We will keep the Council informed as more concrete financial timeframes are established. The use of the fund balance for pre-construction expenses will allow us to maintain flexibility as the project schedules evolve.

Next Steps:

1. Approval of bonding through the Maine Municipal Bond Bank for the construction of both fire stations.
2. Authorization to utilize undesignated fund balance or reserves for pre-construction costs for the HQ Station in an amount not to exceed $880,000.

Financial Recommendation for Bonding, assumptions based on current WBRC schedule:

HQ Central Station South Sanford

Estimated Cost $27,100,000

Pre-Construction Costs $1,995,187.00 (included in $27.1 M estimated cost)

FY24/25	$879,688.48 (Authorized use of UFB/reserve until permanent financing in place)
FY25/26	$812,138.84
FY26/27	$303,359.68

HQ Start of Construction December 2025

Maine Municipal Bond Bank 2025 Fall Bond Issue

August 2025 Application Deadline (First Bond Application/2 Distributions)*

Bond Proceeds Available: (Contractor drawdown schedule not available at this time)

November 2025	$13,550,000
May 2026	$13,550,000

District Station Springvale

Estimated Cost $15,400,000

Pre- Construction Costs $1,144,817.00 (included in $15.4 M estimated cost)

FY24/25	No Pre-Construction Costs
FY25/26	$349,041.10
FY26/27	$569,601.83
FY27/28	$226,174.07

District Station Start of Construction April/May 2027

Maine Municipal Bond Bank 2027 Spring Bond Issue

February 2027 Application Deadline (Second Bond Application/2 Distributions)*

Bond Proceeds Available: (Contractor drawdown schedule not available at this time)

May 2027	$7,700,000
November 2027	$7,700,000

*Note: Maine Municipal Bond Bank – Once MMBB application is approved, that approval is good for one year from the date of the commitment letter.

Memo

Number: 26-92-01
To: City Council
From: Ronni Champlin, Finance Director
Date: 2026-04-07
Subject: Ordered, to take action on the FY 26/27 Municipal and School budgets.

RECOMMENDATION

Vote to support and recommend adoption of the Budget Committee's proposed Fiscal Year 2027 budget as follows:

- **Total Appropriations: $121,802,996**
  - Municipal Appropriation: $42,612,263
  - School Appropriation: $73,274,176
  - Capital Reserves (City and School): $4,792,355
- **Total Revenues: $75,237,267**
  - Municipal Revenue: $22,229,763
  - School Revenue: $53,007,504
- **Use of Unassigned Fund Balance: $1,350,000**
- **Amount to be Raised by Taxation: $45,215,729**

This represents a budgeted increase of $2,766,924 (6.52%) over the prior fiscal year. This projection does not include any changes to county tax, homestead, BETE, overlay amount or TIF rate.

Background Information:

Legal Review Status:

N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

FY27 Tax Rate 3.24.2026 Budget Com Recom.pdf

CITY OF SANFORD
FY 2026/2027
TAX IMPACT PROJECTIONS
Prepared by Treasurer's Office

3/31/2026 9:36	FY 2025/26 APPROVED BUDGET		FY 2026/2027 City Manager Recommendation		FY 2026/2027 City Council Recommendation	
VALUATION						
Homestead Exemption: $23,000 and State reimburses communities(UPDATE)						
			ASSUME SAME		ASSUME SAME	
Net Valuation:	**2,529,709,760**		**2,529,709,760**		**2,558,709,760**	
APPROPRIATIONS						
COUNTY						
			ASSUME SAME		ASSUME SAME	
County Tax (Assessed)	**1,124,202**		**1,124,202**		**1,124,202**	
Total County Tax:	**1,124,202**		**1,124,202**	**0.00%**	**1,124,202**	**0.00%**
MUNICIPAL						
Municipal Services	**36,355,677**		**38,618,087**	**6.22%**	**38,643,476**	**6.29%**
Libraries	**591,976**		**620,785**	**4.87%**	**620,785**	**4.87%**
Outside Agencies	**105,080**		**114,180**	**8.66%**	**114,180**	**8.66%**
Debt Service	**2,042,069**		**3,697,806**	**81.08%**	**3,233,822**	**58.36%**
Total Municipal Appropriation:	**39,094,802**		**43,050,858**	**10.12%**	**42,612,263**	**9.00%**
SCHOOL			School Committee Recommendation			
Education	**57,341,433**		**62,658,444**	**9.27%**	**62,244,430**	**8.55%**
Debt Service	**10,582,856**		**10,395,420**	**-1.77%**	**10,395,420**	**-1.77%**
Adult Education	**620,649**		**634,862**	**2.29%**	**634,326**	**2.20%**
Total School Appropriation:	**68,544,938**		**73,688,726**	**7.50%**	**73,274,176**	**6.90%**
CAPITAL RESERVE						
Municipal	**4,383,366**		**4,242,544**	**-3.21%**	**4,236,249**	**-3.36%**
School	**399,187**		**727,106**	**82.15%**	**556,106**	**39.31%**
Total Capital Reserve:	**4,782,553**		**4,969,650**	**3.91%**	**4,792,355**	**0.20%**
TOTAL APPROPRIATION:	**113,546,495**		**122,833,436**	**8.18%**	**121,802,996**	**7.27%**

CITY OF SANFORD
TAX RATE PROJECTIONS

	FY 2025/2026 APPROVED BUDGET		FY 2026/2027 City Manager Recommendation		FY 2026/2027 City Council Recommendation	
REVENUE						
MUNICIPAL						
Revenue Sharing	4,891,048		5,200,000	6.32%	5,508,013	12.61%
Municipal Revenue	14,833,989		15,194,711	2.43%	16,721,750	12.73%
			0		0	100.00%
			0		0	100.00%
Total Municipal Revenue:	19,725,037		20,394,711	3.40%	22,229,763	12.70%
SCHOOL			School Committee			
			Recommendation			
School EPS Revenue	37,198,888		40,101,342	7.80%	40,101,342	7.80%
Debt Service - State Share	9,902,485		9,715,049	-1.89%	9,715,049	-1.89%
Miscellaneous Revenue	301,275		474,800	57.60%	417,049	38.43%
Adult Education State Subsidy	137,167		302,439	120.49%	302,439	120.49%
Other Adult Education Revenue	17,900		17,900	0.00%	17,900	0.00%
School Tuition/Food Service	1,484,576		1,559,862	5.07%	1,559,862	5.07%
Use of Reserves	626,686		684,627	100.00%	723,318	100.00%
Carry Forward	353,676		0	-100.00%	170,545	-51.78%
Total School Revenue:	50,022,653		52,856,019	5.66%	53,007,504	5.97%
TOTAL REVENUE:	69,747,690		73,250,730	5.02%	75,237,267	7.87%
Amount To Be Raised By Taxation:	43,798,805		49,582,706	13.21%	46,565,729	6.32%
BASE TAX RATE:	$17.31		$19.60		$18.20	5.11%
USE OF UNDESIGNATED FUNDS:	1,350,000		1,350,000	0.00%	1,350,000	0.00%
Less U.F. Rate:	($0.53)		($0.53)		($0.53)	-1.13%
NET TO BE RAISED BY TAXATION:	42,448,805		48,232,706	13.63%	45,215,729	6.52%
MINIMUM TAX RATE:	$16.78		$19.07	13.63%	$17.67	5.31%
Homestead:	($1,306,321.27)		Assume Same		($1,306,321.27)	
Homestead Rate:	($0.52)		($0.52)		($0.51)	
BETE:	($551,185.61)		Assume Same		($551,185.61)	
BETE Rate:	($0.22)		($0.22)		($0.22)	
Overlay Amount:	$142,870.03		Assume Same		$142,870.03	
Overlay Rate:	$0.06		$0.06		$0.06	
TIF Amount:	$2,526,862.73		Assume Same		$2,526,862.73	
TIF Rate:	$1.00		$1.00		$0.99	
SELECTED TAX RATE:	$17.10		$19.39	$2.29	$17.99	$0.89

Memo

Number: 26-100-01
To: City Council
From: Mary Hastings
Date: 2026-04-07
Subject: Ordered, to adopt and approve the Eighth Amendment of the "Sanford Downtown Omnibus Municipal Development and Tax Increment Financing and District". To amend the acreage and original assessed value due to parcel adjustments.

RECOMMENDATION

Ordered, to adopt and approve the Eighth Amendment of the "Sanford Downtown Omnibus Municipal Development and Tax Increment Financing and District". To amend the acreage and original assessed value due to parcel adjustments.

Background Information:

Order is attached.

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

Sanford Downtown Omnibus TIF AMD8 DRAFT.pdf

ECONOMIC DEVELOPMENT
SANFORD, MAINE

An Application for a Municipal Development and Tax Increment Financing District Development Program

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EIGHTH AMENDMENT TO SANFORD DOWNTOWN OMNIBUS TAX INCREMENT FINANCING DISTRICT DEVELOPMENT PROGRAM

DRAFT

Approved by:

City of Sanford

November 18, 2025 and April 7, 2026

TABLE OF CONTENTS

Page

I. Introduction 1

II. Eighth Amendment to Development Program 1

III. Eighth Amendment Municipal Approvals 2
A. Notice of Public Hearing 2
B. Minutes of Public Hearing and City Meeting 3
C. Authorizing Votes 3

Exhibit List

A	Tax Map Delineating District Property (Pre-Amendment)
B	Tax Map Delineating District Property
C	Municipal Map Showing District Location
D	Statutory Requirements and Thresholds Form
E	Actual Captured Assessed Value and TIF Revenues
F	Assessor Certificate of Amended Original Assessed Value
G-1 and G-2	Notice of Public Hearing
H-1 and H-2	Public Hearing Minutes
I-1 and I-2	City Council Order

DRAFT

I. Introduction

The Sanford Downtown Omnibus Tax Increment Financing District (the "District") was first approved by the Maine Department of Economic and Community Development ("DECD") on March 30, 2006 for a term of twenty (20) years, ending June 30, 2026. The City of Sanford (the "City") created the District in order to capture increased assessed value from real property improvements made within the district and to utilize tax increment revenues to fund a variety of economic development expenditures by the City.

The District was amended for the first time on March 3, 2009. The first amendment (the "First Amendment") removed .63 acres, revised project costs, and adjusted the percentage of captured assessed value from 75% to 100%. The First Amendment was approved by DECD on March 31, 2009.

The second amendment to the District (the "Second Amendment") added .58 acres and increased the original assessed value from $34,034,600 to $34,544,200. The Second Amendment was adopted by the City Council on March 20, 2012 and DECD approved it on March 30, 2012.

The third amendment to the District (the "Third Amendment") removed .73 acres from the District and decreased the original assessed value to $34,126,700. The Third Amendment was adopted by the City Council June 19, 2012 and DECD approved it on March 22, 2013.

The fourth amendment to the District (the "Fourth Amendment") removed 5.39 acres. The Fourth Amendment was adopted by the City Council on September 22, 2015 and DECD approved it on September 28, 2016.

The fifth amendment to the District (the "Fifth Amendment") removed .672 acres from the District. The Fifth Amendment was adopted by the City Council on April 19, 2022 and was approved by DECD on July 26, 2022.

The sixth amendment to the District (the "Sixth Amendment") increased the term of the District to the maximum of 30 years ending on June 30, 2036, established the District as an "Omnibus" district and added additional project costs. The Sixth Amendment was adopted by the City Council on May 21, 2024 and was approved by DECD on August 5, 2024.

The seventh amendment to the District (the "Seventh Amendment") removed .883 acres from the District. The Seventh Amendment was adopted by the City Council on October 1, 2024 and was approved by DECD on November 5, 2024.

II. Eighth Amendment to Development Program

The City now wishes to further amend the Development Program (the "Eighth Amendment") in order to remove 6.8 acres from the District in order to allow for it to be included in a new TIF district, to be known as the East Neighborhood Omnibus Revitalization

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TIF. Additionally, the amendment seeks to adjust the District size based on parcel adjustments over time due to newly acquired GIS mapping results. The existing Development Program shall remain in full force and effect in all other material respects except for the changes described herein.

The Development District

1. Physical Description

The Eighth Amendment will remove 6.8 acres from the District, more specifically a parcel designated as City tax maps as Lot J29-18. Additionally, the amendment will add 0.56 acres to the District, specifically former parcel J27-42, which has since been merged with parcel J27-41. Finally, the amendment will add 2.435 acres to the District to account for parcel adjustments over time. The Eighth Amendment will bring the total acreage to approximately 92.19 acres. The District property prior to the Eighth Amendment is shown in Exhibit A attached hereto. The updated District boundaries are shown in Exhibit B and Exhibit C attached hereto.

2. Statutory Requirements and Thresholds

The Statutory Requirements and Thresholds form addressing the acreage and valuation conditions for approval mandated by 30-A M.R.S. § 5226(3) is set forth in Exhibit D.

The actual captured assessed values and TIF revenues generated for operating years of the District are shown in Exhibit E.

3. Amended Certification of Original Assessed Value

Prior to this Eighth Amendment, the District had an original assessed value of $33,172,900. This value inadvertently included a $10,000 homestead exemption that was identified with this amendment. The 0.56 acres added for parcel J27-41 has an original assessed value of $375,500 as of March 31, 2025 (April 1, 2024) and the 6.8 acres removed for parcel has an original assessed value of $828,100 (March 31, 2005, April 1, 2004). With this Eighth Amendment, the original assessed value of the District will be adjusted to $32,383,400. The amended original assessed value is shown in Exhibit F attached hereto.

III. Eighth Amendment Municipal Approvals

A. Notice of Public Hearing

Attached as Exhibit G-1 hereto is a copy of the Notice of Public Hearing regarding adoption of the Eighth Amendment to the Development Program for the District to remove 6.8 acres from the District, more specifically a parcel designated as City tax maps as Lot J29-18, published in a newspaper of general circulation in the City, on a date at least ten (10) days prior to the public hearing. The public hearing on the Eighth Amendment was held on November 18, 2025, in accordance with the requirements of 30-A M.R.S. § 5226(1). Attached as Exhibit G-2 hereto is a copy of the Notice of Public Hearing regarding adoption of the Eighth Amendment with additional acreage amendments to the Development Program for the District, published in a

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newspaper of general circulation in the City, on a date at least ten (10) days prior to the public hearing. The public hearing on the Eighth Amendment was held on April 7, 2026, in accordance with the requirements of 30-A M.R.S. § 5226(1).

B. Minutes of Public Hearing

Attached as Exhibit H-1 hereto is a certified copy of the minutes of the public hearing held on November 18, 2025, at which time this Eighth Amendment to the Development Program was discussed by the public. Attached as Exhibit H-2 hereto is a certified copy of the minutes of the public hearing held on April 7, 2026, at which time the acreage amendments to the Eighth Amendment to the Development Program was discussed by the public.

C. Authorizing Votes

Attached as Exhibit I-1 hereto is a copy of the City Council Order approving this Eighth Amendment removing 6.8 acres from the District and minutes of the City Council Meeting, which the Order was adopted by the City at the Council Meeting held on November 18, 2025. Attached as Exhibit I-2 hereto is a copy of the City Council Order approving this Eighth Amendment with additional acreage amendments and minutes of the City Council Meeting, which the Order was adopted by the City at the Council Meeting held on April 7, 2026.

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Exhibit A

(Tax Map Delineating District Property (Pre-Amendment))

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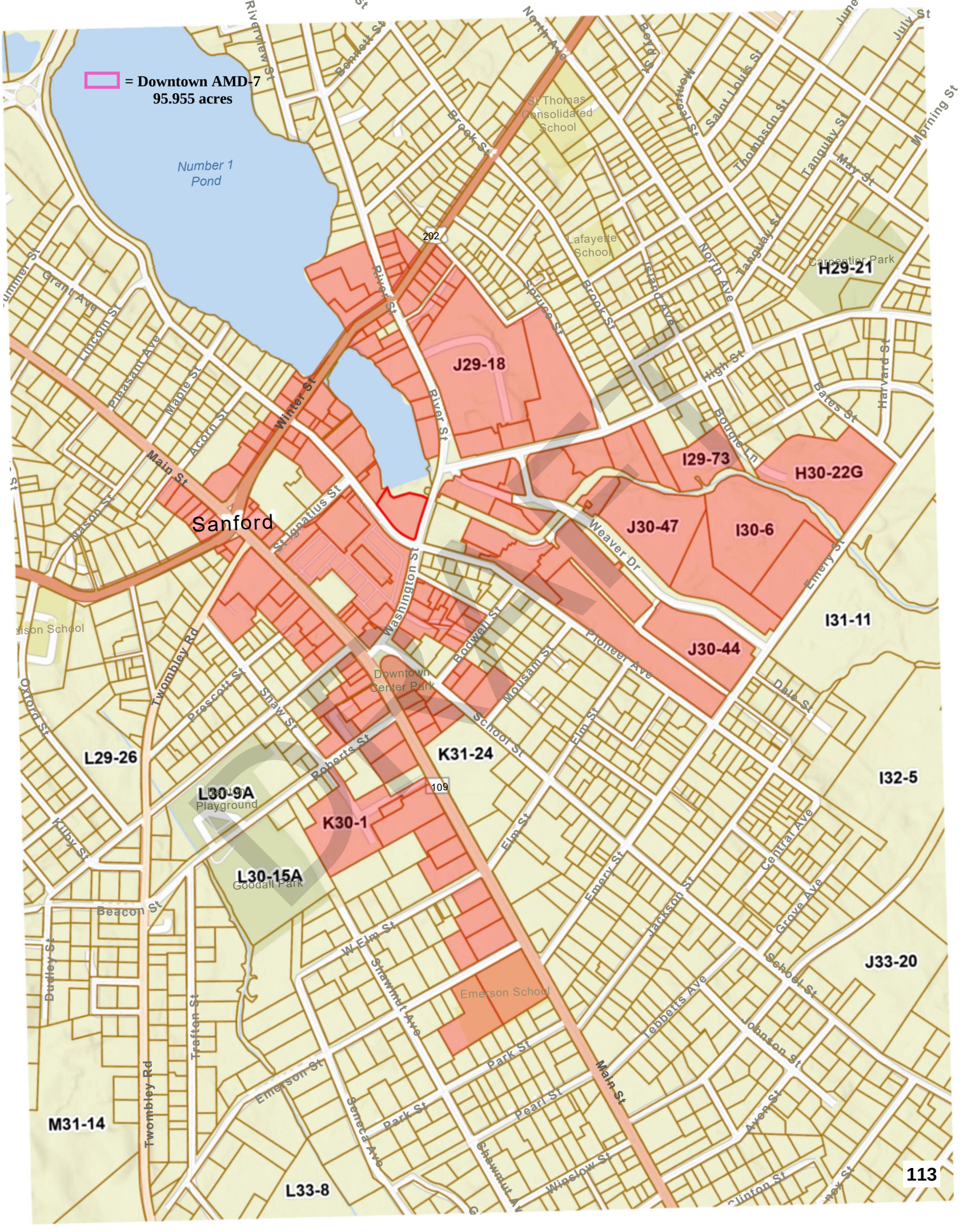

= Downtown AMD-7
95.955 acres
Number 1 Pond
Sanford
J29-18
H29-21
I29-73
H30-22G
J30-47
I30-6
J30-44
I31-11
K31-24
L29-26
L30-9A
K30-1
L30-15A
I32-5
J33-20
M31-14
L33-8
Downtown Center Park
Goodall Park
Playground
Emerson School
St Thomas Consolidated School
Lafayette School
Carpentier Park
Main St
Winter St
River St
Washington St
Weaver Dr
Pioneer Ave
School St
Elm St
W Elm St
Park St
Pearl St
Emerson St
Twombley Rd
Beacon St
Riverview St
Bennett St
North Ave
Brook St
Spruce St
Island Ave
High St
Bates St
Harvard St
Bougie Ln
Emery St
Dale St
Central Ave
Grove Ave
Jackson St
Johnson St
Avon St
Clinton St
Winslow St
Seneca Ave
Shawmut Ave
Teppetts Ave
Trafton St
Dudley St
Oxford St
Kirby St
Prescott St
Shaw St
Roberts St
Bodwell St
Mousam St
Maple St
Acorn St
Pleasant Ave
Lincoln St
Grant Ave
Nason St
St Ignatius St
Boyd St
Monroe St
Saint Louis St
Thompson St
Tanguay St
May St
Morning St
July St
202
109

Exhibit B

(Tax Map Delineating District Property)

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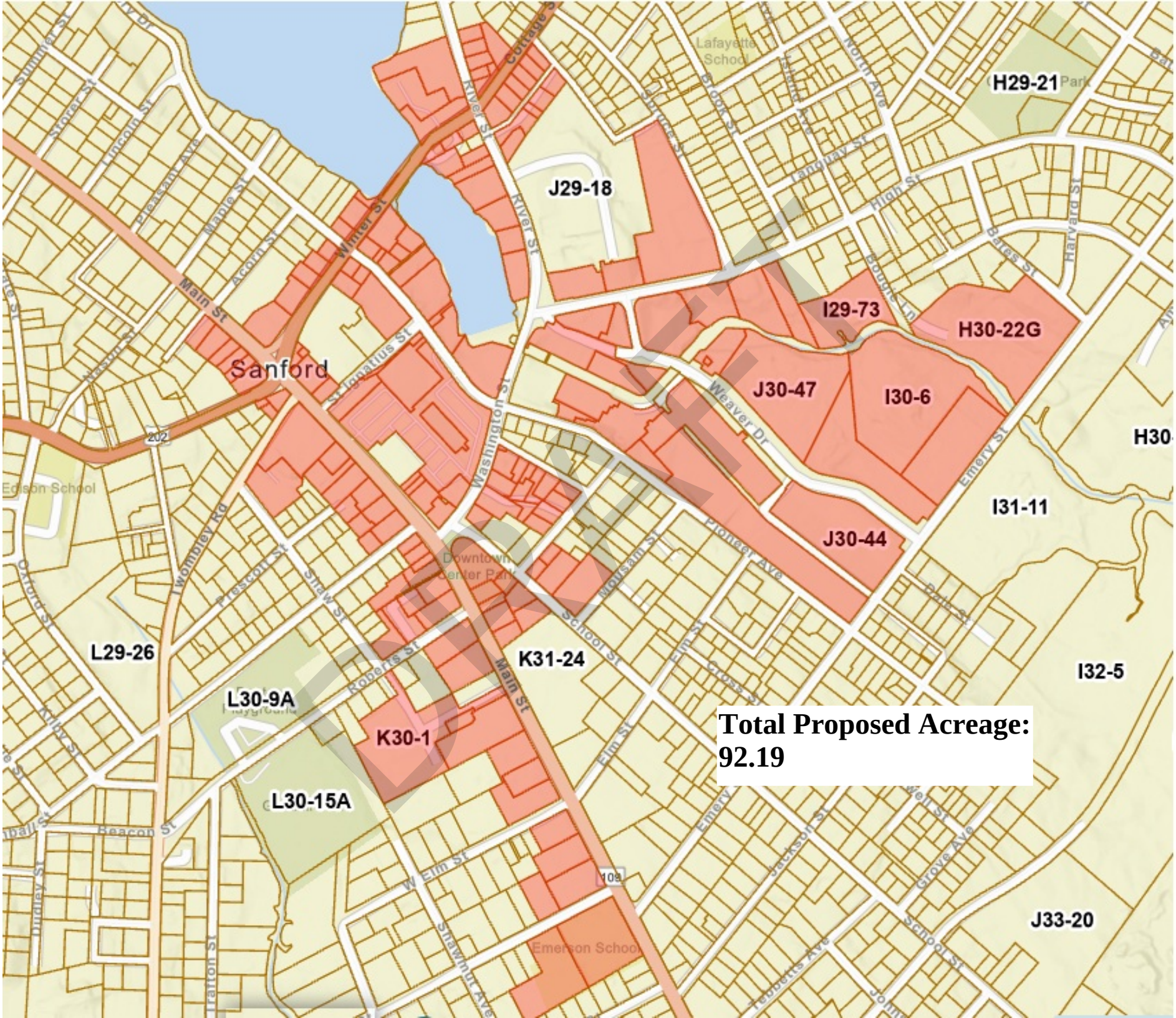

H29-21
J29-18
I29-73
H30-22G
J30-47
I30-6
J30-44
I31-11
H30
K31-24
I32-5
L29-26
L30-9A
K30-1
L30-15A
J33-20
Sanford
Edison School
Emerson School
Lafayette School
Downtown Center Park
Total Proposed Acreage:
92.19

Exhibit C

(Municipal Map Showing District Location)

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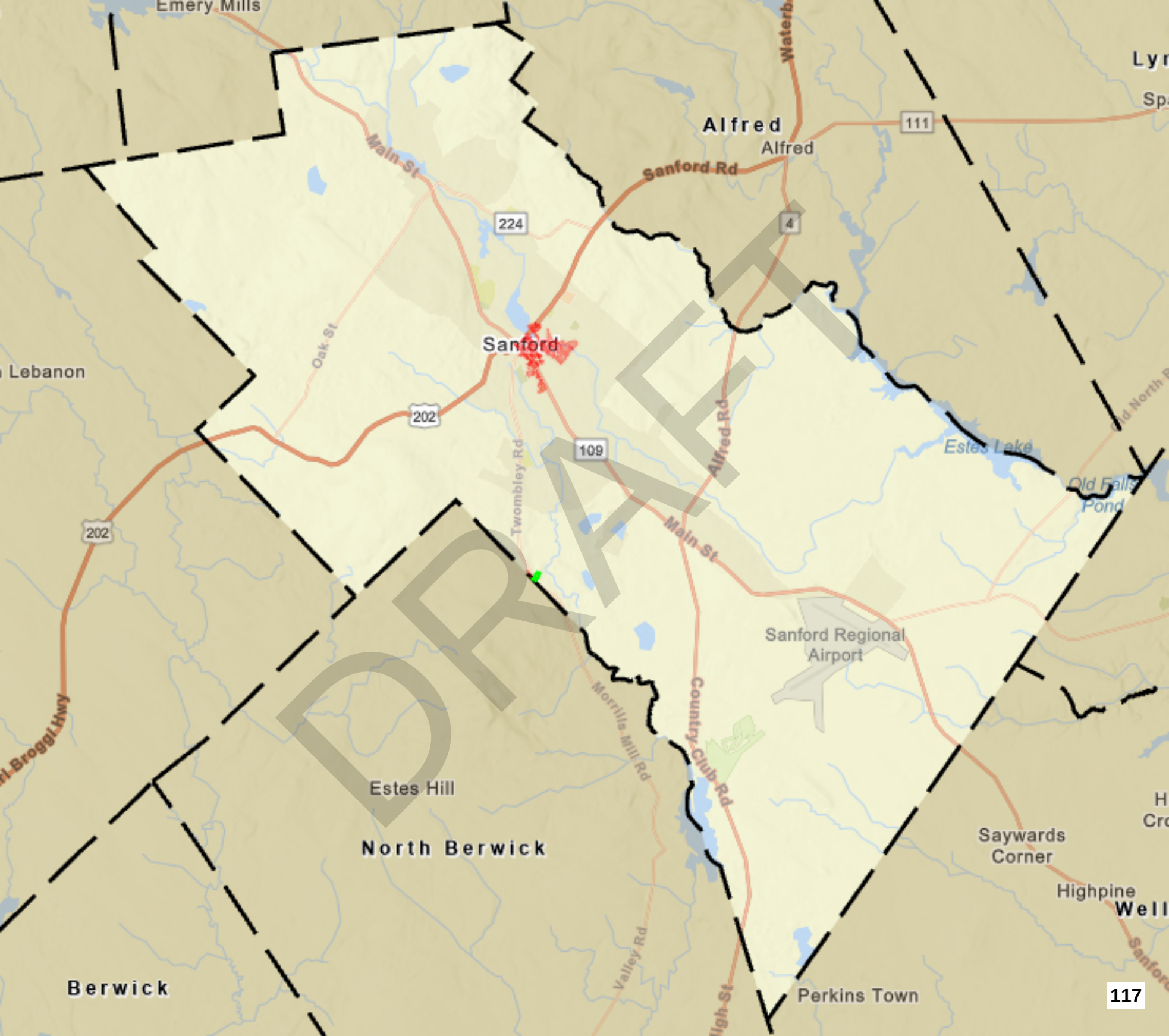

Emery Mills
Alfred
Alfred
Sanford Rd
Main St
224
111
4
Sanford
Oak St
Lebanon
202
109
Twombley Rd
Alfred Rd
Estes Lake
Old Falls Pond
Main St
202
Sanford Regional Airport
Morrills Mill Rd
Country Club Rd
Estes Hill
North Berwick
Saywards Corner
Highpine
Valley Rd
Berwick
Perkins Town
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Exhibit D

(Statutory Requirements and Thresholds Form)

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STATUTORY REQUIREMENTS AND THRESHOLDS

Sanford Downtown Omnibus TIF District | AMD8

SECTION A. | Acreage Caps		
1. Total **municipal** acreage;	31,202	
2. Acreage of **proposed** Municipal TIF District;	92.19	
3. **Downtown-designation**[1] acres in proposed Municipal TIF District;	92.19	
4. **Transit-Oriented Development**[2] acres in proposed Municipal TIF District;	0	
5. **Total acreage [=A2-A3-A4]** of proposed Municipal TIF District counted toward 2% limit;	0	
6. **Percentage [=A5÷A1]** of total acreage in proposed Municipal TIF District (CANNOT EXCEED 2%).	0%	
7. **Total acreage** of all existing/proposed Municipal TIF districts in municipality **including** Municipal Affordable Housing Development districts:[3] Central Park Residences|0.661 New England Truck Tire Centers|3.5 Kennedy Center|1.68 Sanford Institution for Savings|0.63 Marland Hall|0.89 Rubb, Inc.|16.7 Flemish Master Weavers (f/k/a Rainbow Rugs)|11.89 Roberts and Main Apartments|0.883 Sanford Mill Redevelopment|0.73 Route 109 Development Corridor|149.17 Sanford Property Holdings|4.92 Sanford Summer Commons Senior Care|11.42 Mousam Falls Apartments|0.84 Sanford Airport Omnibus|333 Upper Nasson Apartments|25.64 Mousam River Solar|140.25 Midtown Mall|5.03 Sanford Downtown Omnibus|92.19 St. Ignatius Affordable Housing|1.83 South Sanford Industrial Development Omnibus|74.09	Existing	783.75
	Proposed	92.19
	Total:	875.94

30-A § 5223(3) EXEMPTIONS[4]	
8. Acreage of an existing/proposed **Downtown** Municipal TIF district;	92.19
9. Acreage of all existing/proposed **Transit-Oriented Development** Municipal TIF districts:	0
10. Acreage of all existing/proposed **Community Wind Power** Municipal TIF districts:	0
11. Acreage in all existing/proposed Municipal TIF districts **common to**[5] Pine Tree Development Zones per 30-A § 5250-I (14)(A) **excluding** any such acreage also factored in Exemptions 8-10 above: Route 109 Development Corridor	41.82
12. **Total acreage [=A7-A8-A9-A10-A11]** of all existing/proposed Municipal TIF districts counted toward 5% limit;	741.93
13. **Percentage of total acreage [=A12÷A1]** of all existing/proposed Municipal TIF districts (CANNOT EXCEED 5%).	2.38%

14. **Real property** in proposed Municipal TIF District that is:	ACRES	% **[=Acres÷A2]**
a. A blighted area;	0	0%
b. In need of rehabilitation, redevelopment or conservation;	0	0%
c. Suitable for commercial or arts district uses.	92.19	100%
TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)		100%

[1] Before final designation, the Commissioner will seek advice from MDOACF and MDOT per 30-A § 5226(2).

[2] For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.

[3] For AH-TIF acreage requirement see 30-A § 5247(3)(B). Alternatively, Section B. must exclude AH-TIF valuation.

[4] Downtown/TOD overlap nets single acreage/valuation caps exemption.

[5] PTDZ districts approved through December 31, 2008

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SECTION B. | Valuation Cap		
1. **Total TAXABLE** municipal valuation—use most recent April 1;	$3,089,800,000	
2. **Taxable Original Assessed Value (OAV)** of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	$32,383,400	
3. **Taxable OAV of all** existing/proposed Municipal TIF districts in municipality **excluding** Municipal Affordable Housing Development districts: Central Park Residences|$282,900 New England Truck Tire Centers|$584,300 Kennedy Center|$191,600 Sanford Institution for Savings|$565,900 Marland Hall|$211,600 Rubb, Inc.|$1,074,200 Mousam River Solar|$377,500 Flemish Master Weavers (f/k/a Rainbow Rugs)|$1,206,538 Roberts and Main Apartments|$537,500 Sanford Mill Redevelopment\|$- Route 109 Development Corridor|$2,807,600 Sanford Property Holdings|$475,200 Sanford Summer Commons Senior Care|$254,900 Mousam Falls Apartments|$172,600 Sanford Airport Omnibus|$2,007,690 Upper Nasson Apartments|$271,800 Sanford Downtown Omnibus|$32,383,400 South Sanford Industrial Development Omnibus|$1,137,400	Existing	$12,159,228
	Proposed	$32,383,400
	Total:	$44,542,628
30-A § 5223(3) EXEMPTIONS		
4. **Taxable OAV** of an existing/proposed **Downtown** Municipal TIF district;	$32,383,400	
5. **Taxable OAV** of all existing/proposed **Transit-Oriented Development** Municipal TIF districts:	0	
6. **Taxable OAV** of all existing/proposed **Community Wind Power** Municipal TIF districts:	0	
7. **Taxable OAV** of all existing/proposed **Single Taxpayer/High Valuation**[6] Municipal TIF districts:	0	
8. **Taxable OAV** in all existing/proposed Municipal TIF districts **common to** Pine Tree Development Zones per 30-A § 5250-I (14)(A) **excluding** any such OAV also factored in Exemptions 4-7 above:	$947,300	
9. **Total taxable OAV [=B3-B4-B5-B6-B7-B8]** of all existing/proposed Municipal TIF districts counted toward 5% limit;	$11,211,928	
10. **Percentage of total taxable OAV [=B9÷B1]** of all existing/proposed Municipal TIF districts (CANNOT EXCEED 5%).	0.36%	

COMPLETED BY			
PRINT NAME	Philip Saucier, Esq		
SIGNATURE		DATE	
If this form has **not be completed by the municipal or plantation assessor**, the assessor must sign and date below, acknowledging he/she agrees with the information reported on this form, and understands the OAV stated in Section B, line 2, will be used to determine the IAV for this District.			
PRINT NAME	Ben Thompson, CMA-4		
SIGNATURE		DATE	

[6] For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

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Exhibit E

(Actual Captured Assessed Value & TIF Revenue)

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Sanford Downtown Omnibus TIF District			
Fiscal Year	**TIF Year**	**Actual CAV**	**TIF Revenue**
2005 - 2006	1	$ 4,072,050.00	$ 59,451.93
2006 - 2007	2	$ 4,120,800.00	$ 60,493.34
2007 - 2008	3	$ 4,066,950.00	$ 63,851.12
2008 - 2009	4	$ 3,142,700.00	$ 51,603.13
2009 - 2010	5	$ 178,000.00	$ 2,904.56
2010 - 2011	6	$ -	$ -
2011 - 2012	7	$ -	$ -
2012 - 2013	8	$ -	$ -
2013 - 2014	9	$ -	$ -
2014 - 2015	10	$ -	$ -
2015 - 2016	11	$ -	$ -
2016 - 2017	12	$ -	$ -
2017 - 2018	13	$ -	$ -
2018 - 2019	14	$ 751,330.00	$ 15,402.27
2019 - 2020	15	$ 842,430.00	$ 17,438.30
2020 - 2021	16	$ 2,074,830.00	$ 41,828.57
2021 - 2022	17	$ 4,244,230.00	$ 77,160.10
2022 - 2023	18	$ 19,600,230.00	$ 290,083.40
2023 - 2024	19	$ 14,068,530.00	$ 212,997.54
2024 - 2025	20	$ 15,594,730.00	$ 251,698.94

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Exhibit F

(Assessor Certificate of Amended Original Assessed Value)

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CITY OF SANFORD
AMENDED ASSESSOR'S CERTIFICATE

The undersigned Assessor for City of Sanford, Maine hereby certifies pursuant to the provisions of 30-A M.R.S. Section 5227(2) that the Original Assessed Value of the 6.8 acres being removed from the **Sanford Downtown Omnibus Tax Increment Financing District** in the Eighth Amendment to the District was $828,100 as of March 31, 2005 (April 1, 2004) and the 0.56 acres being added to the District is $375,300.

Original Assessed Value of Parcel being Removed	
Tax Map & Lot Number	**Original Assessed Value as of March 31, 2005**
J29-18	$828,100
TOTAL	**$828,100**

Original Assessed Value of Portion of Parcel being Added	
Tax Map & Lot Number	**Original Assessed Value as of March 31, 2025**
J27-41	$375,300
TOTAL	**$375,300**

Pursuant to the City Council's approval of the amended acreage, the amended taxable assessed value of the real property in the **Sanford Downtown Omnibus Tax Increment Financing District** will be $32,383,400.

Appendix A attached hereto is a true and accurate account of the overall parcels, acreage, and assessed value in the **Sanford Downtown Omnibus Tax Increment Financing District**. All original assessed values are as of March 31, 2005 (April 1, 2004) unless otherwise noted.

In witness whereof, this Certificate has been executed as of this ___ day of _____ 2026.

_____
Ben Thompson, CMA4
Assessor
City of Sanford

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Appendix A

Tax Map/Lot	Acreage	Original Assessed Value	
0I29-81	0.60	$199,900	
0I29-82	0.83	$ 92,500	
0I30-6	4.50	$ 10,900	
0I30-06A	2.11	$ 93,800	
0I31-11	6.28	$534,900	
0J27-26	0.13	$111,100	
0J27-27	0.14	$120,100	
0J27-28	0.13	$298,600	
0J27-29	0.08	$ 91,800	
0J27-30	0.18	$ 53,700	
0J27-41	1.10	$427,300	
Portion of 0J27-41		$375,500	March 31, 2025 (April 1, 2024)
0J27-30A	0.21	$160,400	
0J27-41A	0.72	$ 88,400	
0J28-1	0.47	$218,700	
0J28-2	0.06	$230,900	
0J28-3	0.10	$190,400	
0J28-4	0.10	$231,100	
0J28-5	0.08	$ 99,800	
0J28-6	0.13	$ 62,700	
0J28-7	0.41	$172,100	
0J28-8	0.16	$ 98,400	
0J28-9	0.22	$241,700	
0J28-10	0.06	$ 84,700	
0J28-11	0.13	$179,700	
0J28-12	0.19	$ 91,200	
0J28-32	0.12	$102,000	
0J28-33	0.13	$ 99,700	
0J28-34	0.13	$ 91,500	
0J28-35	0.13	$ 92,200	
0J28-36	0.16	$126,500	
0J28-37	0.21	$ 98,900	
0J28-38	0.16	$ 15,400	
0J28-02A	0.18	$228,000	
0J28-05A	0.06	$ 2,200	

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0J28-06A	0.20	$119,600	
0J28-07A	0.50	$350,200	
0J28-07B	0.35	$120,800	
0J28-07C	0.22	$220,400	
0J29-1	0.11	$102,800	
0J29-2	0.10	$107,000	
0J29-3	0.10	$ 96,600	
0J29-4	0.10	$ 60,700	
0J29-5	0.10	$139,400	
0J29-6	0.09	$119,300	
0J29-7	0.08	$178,700	
0J29-8	0.19	$158,600	
0J29-10	0.23	$111,400	
0J29-11	0.06	$ 89,200	
0J29-12-1	0.14	$280,100	
0J29-12-2	0.13		
0J29-12-3	0.06		
0J29-14	0.09	$218,400	
0J29-19	0.44	$ 82,300	
0J29-21	0.48	$ 47,700	
0J29-25	0.83	$146,800	
0J29-27	0.89	$511,300	
0J29-28	0.32	$152,200	
0J29-17A	1.11	$302,900	
0J29-17B	0.62	$197,300	
0J29-17D	0.10	$ 7,600	
0J29-17E	1.73	$ 75,300	
0J29-17F	0.71		
0J29-17G	0.32		
0J29-18A	0.42	$196,800	
0J29-18C	0.59	$ 74,500	
0J29-19A	0.63	$169,700	
0J30-21	0.16	$104,800	
0J30-22	0.14	$125,900	
0J30-23	0.14	$ 99,300	
0J30-24	0.22	$130,600	
0J30-25	0.25	$134,200	
0J30-26	0.14	$108,600	
0J30-27	0.26	$ 79,900	

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0J30-28	0.00	$ 10,900	
0J30-29	0.15	$133,000	
0J30-30	0.29	$166,000	
0J30-31	0.24	$166,000	
0J30-32	0.21	$120,700	
0J30-33	0.08	$104,400	
0J30-34	0.15	$111,300	
0J30-35	0.06	$ 91,800	
0J30-36	0.22	$215,900	
0J30-37	0.13	$138,200	
0J30-38	0.14	$115,800	
0J30-39	0.11	$152,200	
0J30-40	0.16	$120,800	
0J30-41	0.13	$167,700	
0J30-42	0.21	$140,100	
0J30-44	2.78	$952,000	
0J30-45	3.53	$697,400	
0J30-45A	0.30		
0J30-46	2.17	$720,600	
0J30-44A	2.26	$ 5,300	
0K28-1	0.12	$142,600	
0K28-2	0.04	$ 99,700	
0K28-9	0.16	$ 72,100	
0K28-10	0.16	$110,200	
0K28-11	0.24	$317,900	
0K28-12	0.20	$219,800	
0K28-42	0.11	$240,100	
0K28-43	0.25	$139,600	
0K28-44	0.25	$270,400	
0K28-45	0.11	$ 39,000	
0K28-46	0.04	$ 87,200	
0K28-47	0.11	$ 23,200	
0K28-48	0.09	$ 64,800	
0K28-49	0.30	$119,100	
0K28-52	0.08	$ 90,500	
0K28-53	0.09	$ 85,900	
0K28-54	0.17	$ 94,400	
0K28-62	0.31	$176,300	
0K28-66	0.30	$250,200	

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0K28-67	0.17	$158,300	
0K28-68	0.15	$121,800	
0K28-02A	0.07	$104,100	
0K28-51A	0.13	$ 4,200	
0K28-61B	0.10	$ 28,700	
0K28-64	0.49	$701,700	March 31, 2011 (April 1, 2010)
0K28-64A	1.06	$753,600	March 31, 2011 (April 1, 2010)
0K28-69A	0.12	$161,300	
0K29-9-1	1.12	$1,287,500	
0K29-10	0.77	$594,400	
0K29-21	0.12	$128,900	
0K29-23	0.20	$253,000	
0K29-24	0.24	$393,800	
0K29-27	0.21	$147,800	
0K29-28	0.15	$149,200	
0K29-38	0.05	$254,800	
0K29-39	0.22	$474,400	
0K29-40	0.19	$467,900	
0K29-53	0.20	$ 54,100	
0K29-54	0.19	$ 70,300	
0K29-56	0.27	$667,200	
0K29-56-1	0.09	$188,200	
0K29-57	0.13	$299,000	
0K29-63	0.36	$671,700	
0K29-64	0.91	$941,100	
0K29-65	0.25	$726,000	
0K29-38A	0.06	$131,400	
0K29-40A	0.02	$ 8,100	
0K29-53A	0.01	$ 16,800	
0K30-1	3.00	$416,000	
0K30-3	0.58	$326,900	
0K30-5	0.51	$564,500	
0K30-22	0.30	$111,400	
0K30-29	0.21	$165,700	
0K30-30	0.08	$128,200	
0K30-31	0.11	$129,900	
0K30-32	0.10	$177,400	
0K30-42	0.10	$ 98,900	

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0K30-43	0.10	$223,000	
0K30-45	0.23	$170,700	
0K30-46	0.21	$120,600	
0K30-47	0.13	$ 68,200	
0K30-49	0.17	$156,700	
0K30-50	0.11	$144,200	
0K30-51	0.27	$200,900	
0K30-52	0.19	$254,800	
0K30-54	0.14	$106,100	
0K30-41A	0.14	$153,600	
0K30-41C	0.11	$109,000	
0K31-18	0.66	$388,100	
0K31-19	0.40	$260,400	
0K31-20	0.54	$230,000	
0K31-08B	0.21	$108,200	
0K32-26A	1.68	$ -	
0H30-22G	2.21	$ -	
0H30-22G-1	2.16	$ -	
0I29-73	1.54	$ -	
0J29-18B	3.10	$ -	
0J30-20	0.70	$ -	
0K28-7	0.29	$ -	
0K28-8	0.14	$ -	
0K28-50	0.72	$ -	
0K28-63A	0.75	$ -	
0K28-63A-2	0.38	$ -	
0K29-22	0.23	$ -	
0K29-26	0.37	$ -	
0K29-23A	0.14	$ -	
0K29-24A	0.16	$ -	
0K29-27A	0.33	$ -	
0K29-66	3.49	$ -	
0K30-23	0.34	$ -	
0K30-24	0.35	$ -	
0K30-25	0.24	$ -	
0K30-26	0.18	$ -	
0K30-27	0.31	$ -	
0K30-44	0.35	$ -	
0K30-48	0.48	$ -	

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0K30-53	1.17	$ -	
0K31-5	0.59	$ -	
0K31-6	0.43	$ -	
0K31-04A	0.41	$ -	
0K31-04B	0.66	$ -	
0K32-26A-1	1.47	$ -	
TOTAL	**92.19**	**$ 32,383,400**	

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Exhibit G-1

(Notice of Public Hearing – November 18, 2025)

DRAFT

NOTICE OF PUBLIC HEARINGS
CITY OF SANFORD, MAINE

Regarding
"The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District"; and

the designation of a Municipal Development and
Tax Increment Financing District to be known as the
"Eastside Neighborhood Revitalization Omnibus Municipal Tax Increment Financing District"

Notice is hereby given that the City of Sanford (the "City") will hold two public hearings on

November 18, 2024, at 6:00 pm
City Hall Annex Chambers
919 Main Street
Sanford, ME 04073

The purpose of the public hearings is to receive public comments on the following items pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended:

(1) The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District (the "Downtown Omnibus District") to remove a parcel that will become the Stenton Trust Mill project and a part of a new TIF district; and

(2) The designation of the proposed Eastside Neighborhood Revitalization Omnibus Municipal Tax Increment Financing District (the "Eastside Neighborhood District") and the proposed development program for the District. The District consists of approximately 32.07 acres, and a proposed credit enhancement agreement with Chinburg Properties, Inc. (the "Developer") relating the development of a portion of property in the District owned by the Developer, more specifically City Tax Map/Lot J29-18.

A copy of the relevant materials relating to the proposed District to the will be on file with the City and a copy can be requested from the Sanford Regional Economic Growth Council ("SREGC") by calling Mary Hastings at (207) 324-9155 prior to the public hearing. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time.

Members of the public may join the meeting by Zoom or by phone. Agenda and joining instructions can be found on the meeting calendar at sanfordmaine.org/meetings. Members of the public may also submit comments via email to kmcbride@sanfordmaine.org. Comments may also be submitted in writing to: SREGC, Keith McBride, 917 Main Street, Ste. D, Sanford ME 04073 at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City's programs or services, please contact Lorisa Ricketts at (207) 324-9173 so that accommodations can be made.

DRAFT

Exhibit G-2

(Notice of Public Hearing – April 7, 2026)

DRAFT

NOTICE OF PUBLIC HEARING
CITY OF SANFORD, MAINE

Regarding
"The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District"

Notice is hereby given that the City of Sanford (the "City") will hold two public hearings on

April 7, 2026, at 6:00 pm
City Hall Annex Chambers
919 Main Street
Sanford, ME 04073

The purpose of the public hearing is to receive public comments on the following item pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended:

(3) The Eighth Amendment to the Sanford Downtown Omnibus Municipal Development and Tax Increment Financing District (the "Downtown Omnibus District") to amend the acreage and original assessed value due to parcel adjustments

A copy of the relevant materials relating to the proposed District to the will be on file with the City and a copy can be requested from the Sanford Regional Economic Growth Council ("SREGC") by calling Mary Hastings at (207) 324-9155 prior to the public hearing. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time.

Members of the public may join the meeting by Zoom or by phone. Agenda and joining instructions can be found on the meeting calendar at sanfordmaine.org/meetings. Members of the public may also submit comments via email to kmcbride@sanfordmaine.org. Comments may also be submitted in writing to: SREGC, Keith McBride, 917 Main Street, Ste. D, Sanford ME 04073 at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City's programs or services, please contact Lorisa Ricketts at (207) 324-9173 so that accommodations can be made.

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Exhibit H-1

(Public Hearing Minutes – November 18, 2025)

DRAFT

Exhibit H-2

(Public Hearing Minutes – April 7, 2026)

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Exhibit I-1

(City Council Order – November 18, 2025)

DRAFT

CITY OF SANFORD, MAINE
CITY COUNCIL ORDER

Adopting the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District Development Program

WHEREAS, the City of Sanford (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to amend previously established tax increment financing ("TIF") districts and development programs within the City; and

WHEREAS, the City designated the Sanford Downtown Omnibus Tax Increment Financing District (the "District") and adopted a Development Program for the District on March 21, 2006 in order to capture the value of real property improvements made within the District and to enable the use of TIF revenues for various municipal and other economic development projects, which received approval from the Maine Department of Economic and Community Development ("DECD") on March 30, 2006; and

WHEREAS, the City desires to adopt an Eighth amendment to the District and Development Program (the "Eighth Amendment") to reduce the acreage of the District by 6.8 acres in order to allow the City to use TIF Revenues to continue to achieve the District's original goals; and

WHEREAS, the City Council has held a public hearing on November 18, 2025, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of adopting the Eighth Amendment to the Development Program for the District in accordance with the requirements of 30-A M.R.S. § 5226; and

WHEREAS, the City Council has considered the comments provided at the public hearing, both for and against the adoption of the Eighth Amendment to the Development Program, if any; and

WHEREAS, it is expected that approval will be sought and obtained from the Department approving the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District and Development Program.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. The City of Sanford hereby adopts the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District and Development Program, pursuant to the following findings, terms, and provisions:

Section 2. The City Council hereby finds and determines that:

a. Pursuant to Title 30-A M.R.S. Section 5226(5) pertaining to TIF district and development program amendments, this Eighth Amendment to the Development Program does not result in the District being out of compliance with any of the conditions of 30-A M.R.S. Section 5223(3) which pertain to the percentage of area within the District that is suitable for commercial use, the TIF acreage caps for single TIF districts and for all TIF districts in the City, and the total TIF district valuation cap.

b. The Eighth Amendment to the Development Program will make a contribution to the economic growth and well-being of the City of Sanford and the surrounding region, and will contribute to

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the betterment of the health, welfare and safety of the inhabitants of the City of Sanford, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

Section 3. The City Manager, or his duly appointed representative, is hereby authorized, empowered and directed to submit the Eighth Amendment to the Development Program to the Department for review and approval pursuant to the requirements of 30-A M.R.S. § 5226.

Section 4. The foregoing adoption of the Eighth Amendment to the Development Program shall automatically become final and shall take full force and effect upon receipt by the City of approval of the Eighth Amendment to the Development Program by the Department, without requirement of any further action by the City, the City Council, or any other party.

Section 5. The City Manager, or his duly appointed representative, is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the documents related to the Eighth Amendment to the Development Program as he may deem reasonably necessary or convenient in order to facilitate the process for review and approval of the Eighth Amendment to the Development Program by the Department, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Council in adopting the Eighth Amendment to the Development Program.

Section 6. This Order shall take effect immediately upon adoption.

Adopted by City Council: November 18, 2025

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Exhibit I-2

(City Council Order – April 7, 2026)

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CITY OF SANFORD, MAINE
CITY COUNCIL ORDER

Adopting the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District Development Program

WHEREAS, the City of Sanford (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to amend previously established tax increment financing ("TIF") districts and development programs within the City; and

WHEREAS, the City designated the Sanford Downtown Omnibus Tax Increment Financing District (the "District") and adopted a Development Program for the District on March 21, 2006 in order to capture the value of real property improvements made within the District and to enable the use of TIF revenues for various municipal and other economic development projects, which received approval from the Maine Department of Economic and Community Development ("DECD") on March 30, 2006; and

WHEREAS, the City desires to adopt an Eighth amendment to the District and Development Program (the "Eighth Amendment") to amend the acreage of the District adjust the District size based on parcel adjustments over time due to newly acquired GIS mapping results, by a net decrease of 3.805 acres in order to allow the City to use TIF Revenues to continue to achieve the District's original goals; and

WHEREAS, the City Council has held a public hearing on April 7, 2026, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of adopting the Eighth Amendment to the Development Program for the District in accordance with the requirements of 30-A M.R.S. § 5226; and

WHEREAS, the City Council has considered the comments provided at the public hearing, both for and against the adoption of the Eighth Amendment to the Development Program, if any; and

WHEREAS, it is expected that approval will be sought and obtained from the Department approving the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District and Development Program.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. The City of Sanford hereby adopts the Eighth Amendment to the Sanford Downtown Omnibus Tax Increment Financing District and Development Program, pursuant to the following findings, terms, and provisions:

Section 2. The City Council hereby finds and determines that:

a. Pursuant to Title 30-A M.R.S. Section 5226(5) pertaining to TIF district and development program amendments, this Eighth Amendment to the Development Program does not result in the District being out of compliance with any of the conditions of 30-A M.R.S. Section 5223(3) which pertain to the percentage of area within the District that is suitable for commercial use, the TIF acreage caps for single TIF districts and for all TIF districts in the City, and the total TIF district valuation cap.

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b. The Eighth Amendment to the Development Program will make a contribution to the economic growth and well-being of the City of Sanford and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City of Sanford, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

Section 3. The City Manager, or his duly appointed representative, is hereby authorized, empowered and directed to submit the Eighth Amendment to the Development Program to the Department for review and approval pursuant to the requirements of 30-A M.R.S. § 5226.

Section 4. The foregoing adoption of the Eighth Amendment to the Development Program shall automatically become final and shall take full force and effect upon receipt by the City of approval of the Eighth Amendment to the Development Program by the Department, without requirement of any further action by the City, the City Council, or any other party.

Section 5. The City Manager, or his duly appointed representative, is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the documents related to the Eighth Amendment to the Development Program as he may deem reasonably necessary or convenient in order to facilitate the process for review and approval of the Eighth Amendment to the Development Program by the Department, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Council in adopting the Eighth Amendment to the Development Program.

Section 6. This Order shall take effect immediately upon adoption.

Adopted by City Council: April 7, 2026

DRAFT

Memo

Number: 26-106-01
To: City Council
From: Sue Cote, City Clerk - Voter Registrar
Date: 2026-04-07
Subject: Ordered, to sign the Municipal Warrant calling for a School Budget Validation Referendum Election to be held on Tuesday, June 9, 2026 at the Sanford High School & Regional Technical Center, 100 Alumni Boulevard, with the polls opening at 7:00AM and closing at 8:00 PM. Because Thursday, June 4, 2026 is the last day to request an absentee ballot without special circumstances, the Clerk shall have extended office hours until 6:00 PM to allow voting in person or to take a ballot home.

RECOMMENDATION

Ordered, to sign the Municipal Warrant calling for a School Budget Validation Referendum Election to be held on Tuesday, June 9, 2026 at the Sanford High School & Regional Technical Center, 100 Alumni Boulevard, with the polls opening at 7:00AM and closing at 8:00 PM. Because Thursday, June 4, 2026 is the last day to request an absentee ballot without special circumstances, the Clerk shall have extended office hours until 6:00 PM to allow voting in person or to take a ballot home.

Background Information:

Statutory requirement that the Municipal Officers sign a Warrant calling for the election; per City Charter, election is held the second Tuesday in June.

Legal Review Status:

N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

School Budget Validation Warrant.doc

CITY OF SANFORD WARRANT FOR SCHOOL BUDGET VALIDATION REFERENDUM ELECTION

To: Eric H. Small, a Constable of the City of Sanford, in the County of York, State of Maine: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the City of Sanford, Village of Springvale, in said county and state, qualified by law to vote in city affairs, of the Municipal election described in this warrant.

TO THE VOTERS OF THE CITY OF SANFORD & VILLAGE OF SPRINGVALE: **You are hereby notified that a School Budget Validation Referendum election will be held in the City of Sanford & Village of Springvale at the following voting places:**

Ward #1: Sanford High School & Technical Center, 100 Alumni Boulevard, Sanford

on Tuesday, June 9, 2026 for the purpose of determining the following article:

> **Article 1**. Shall the City of Sanford adopt the 2026/2027 School Budget as proposed by the School Committee and approved by the City Council?

- The voting on the Article shall be by secret ballot; polls shall be opened at 7:00 AM and closed at 8:00 PM. The City Clerk will have extended hours **Thursday June 4th 7:30 AM – 6:00 PM** for the purpose of Absentee Voting. **THIS IS THE LAST DAY A VOTER MAY REQUEST A BALLOT WITHOUT 'SPECIAL CIRCUMSTANCES'.**
- A person who is not registered as a voter may not vote in any election. The Registrar will have extended hours Thursday June 4th until 6 PM as well as being available while the polls are open to correct any error in a change of name or address on the voting list and to accept the registration of any person eligible to vote and to accept new enrollments.
- Early Processing of Absentee Ballots will take place Thursday, June 4, 2026 from 12:30PM – 5:30PM in the Council Chambers. Remaining bsentee Ballots will be processed in the City Clerk's Office centrally on Tuesday June 9, 2026 Election Day 11AM, 3PM, 5PM, 6PM, 7PM, 8PM.

Given under our hand this day, Tuesday, April 7, 2026 at Sanford, Maine.

Majority of Municipal Officers
of the City of Sanford

_____

_____

_____

_____

_____

_____

_____

A true copy of the Warrant

Attest: _____
Susan H. Cote, City Clerk of Sanford

Memo

Number: 26-105-01
To: City Council
From: Erin McMann, Treasurer
Date: 2026-04-07
Subject: Ordered, to receive from the City Treasurer tax acquired property due to the nonpayment of 2023/2024 real estate tax liens.

RECOMMENDATION

Ordered, to receive from the City Treasurer tax acquired property due to the nonpayment of 2023/2024 real estate tax liens.

Background Information:

On February 12, 2026, the 2023 real estate tax liens matured for nonpayment. According to our City's Tax Acquired Property Policy, after the foreclosure date, I am required to send 30-day certified mail letters to the immediate prior owners giving them an additional 30 days to redeem their property. At this time, I am formally turning over the remaining properties. Please see the attached memo and back-up.

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):

2023 turnover.pdf
30 LEO ST PROPERTY CARD.pdf
30 LEO ST TAX STATEMENT.pdf
145 DEERING NEIGHBORHOOD PROPERTY CARD.pdf
145 DEERING NEIGHBORHOOD RD TAX STATEMENT.pdf
ALDEN LN PROPERTY CARD.pdf
ALDEN LN TAX STATEMENT.pdf
LAKEVIEW DR PROPERTY CARD.pdf
LAKEVIEW DR TAX STATEMENT.pdf

MEMORANDUM

To: City Council Municipal

From: Erin M. McMann, City Treasurer

Date: March 26, 2026

Subject: Agenda Item – 2023 TAP

Ordered, to receive from the City Treasurer tax acquired property due to nonpayment of 2023/2024 real estate tax liens.

On February 12, 2026, the 2023 real estate tax liens matured for nonpayment.

According to our City's Tax Acquired Property Policy, after the foreclosure date, I am required to send 30-day certified mail letters to the immediate prior owners giving them an additional 30 days to redeem their property. At this time and according to State Statutes, I am formally turning over the remaining property to our municipal officials.

The properties are identified as follows:

0R16A/00186/00000	Lakeview DR	Land
0R16A/00263/00000	Alden Ln	Land
000R2/00063/00000	145 Deering Neighborhood Rd	Vacant Residential
00R12/0090A/00010	30 Leo St	Mobile in Park

Property Card: 30 LEO ST

City of Sanford, ME

Parcel Information



Parcel ID: R12-90A-10
Vision ID: 6428

Owner: WRISLEY PENNY

Mailing Address: 30 LEO ST

SANFORD ME 04073

General Information

Map: 0R12
Block: 0090A
Lot: 0010
Use Description: MANUF HM-NL MDL-02
Zone: RMU
Land Area in Acres: 0

Assessed Value

Land: $0
Buildings: $42,600
Extra Bldg Features: $0
Outbuildings: $200
Total: $42,800

Sale History

Book/Page: 00000/0000
Sale Date: 3/31/2016
Sale Price: $0.00

Building Details: Building # 1

Kitchen Desc:
Interior Wall Desc 1: Plywood Panel
Interior Wall Desc 2:
Exterior Wall Desc 1: Vinyl Siding
Exterior Wall Desc 2:
No. Total Rooms:
No. Bedrooms: 2
No. Baths: 2
No. Half Baths: 0
Bathroom Desc:

Model Description: Manufact Hm
Living Area: 1104
Approx Year Built:
Style: MANUFACTURED
Stories: 1
Occupancy:
Roof Cover Desc: Asph/F Gls/Cmp
Roof Structure Desc: Gable/Hip
Heat Type: Forced Air-Duc
Heat Fuel: Oil
A/C Type: None

CAI Technologies
www.cai-tech.com
This information is believed to be correct but is subject to change and is not warranteed.

CITY OF SANFORD

Real Estate Tax Statement

Parcel: 00R12/0090A/00010
Location: 30 LEO ST

Owner:
WRISLEY PENNY
30 LEO ST
SANFORD ME 04073

Status:

Square	0
Land Valuation:	0
Building Valuation:	42,800
Exemptions:	23,000
Taxable Valuation:	19,800
Interest Per Diem:	0.18

Legal Description:

Deed Date: 03/31/2016 **Book/Page:** 00000/0000 **Interest Date:** 02/12/2026

Year	Type	Bill
2025	RE-R	2509583

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	REAL ESTAT	169.29	169.29	5.22	174.51
		169.29	169.29	5.22	174.51
2	REAL ESTAT	169.29	169.29	0.00	169.29
		169.29	169.29	0.00	169.29
Year Totals		**338.58**	**338.58**	**5.22**	**343.80**

Year	Type	Bill
2024	TL-R	221

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	287.29	287.29	12.64	299.93
	TC DEMAND	3.00	3.00	0.13	3.13
	TC CERTIFI	8.16	8.16	0.36	8.52
	TLC	48.00	48.00	2.11	50.11
	TLI	15.73	15.73	0.69	16.42
		362.18	362.18	15.93	378.11
Year Totals		**362.18**	**362.18**	**15.93**	**378.11**

Year	Type	Bill
2023	TL-R	235

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	269.49	269.49	32.49	301.98
	TC CERTIFI	7.36	7.36	0.89	8.25
	TC DEMAND	3.00	3.00	0.36	3.36
	TLC	48.00	48.00	5.79	53.79
	TLI	14.06	14.06	1.70	15.76
	TCM	8.86	8.86	0.00	8.86
	THC	3.00	3.00	0.00	3.00
		353.77	353.77	41.23	395.00
Year Totals		**353.77**	**353.77**	**41.23**	**395.00**

Grand Totals		**1,054.53**	**1,054.53**	**62.38**	**1,116.91**

** End of Report - Generated by ERIN M MCMANN **

Property Card: 145 DEERING NEIGHBORHOOD RD

City of Sanford, ME

Parcel Information



Parcel ID: R2-63
Vision ID: 187

Owner: REDCORAL INVESTMENTS LLC

Mailing Address: 3225 MCLEOD DR

LAS VEGAS NV 89121

General Information

Map: 00R2
Block: 0063
Lot: 0000
Use Description: SINGLE FAM MDL-01
Zone: RR
Land Area in Acres: 0.252525

Assessed Value

Land: $36,900
Buildings: $45,200
Extra Bldg Features: $0
Outbuildings: $0
Total: $82,100

Sale History

Book/Page: 19305/0198
Sale Date: 9/1/2023
Sale Price: $50,000.00

Building Details: Building # 1

Kitchen Desc:
Interior Wall Desc 1: Drywall/Sheet
Interior Wall Desc 2:
Exterior Wall Desc 1: Average
Exterior Wall Desc 2:
No. Total Rooms:
No. Bedrooms: 1
No. Baths: 1
No. Half Baths: 0
Bathroom Desc:

Model Description: Residential
Living Area: 868
Approx Year Built:
Style: RANCH
Stories: 1
Occupancy:
Roof Cover Desc: Asph/F Gls/Cmp
Roof Structure Desc: Gable/Hip
Heat Type: None
Heat Fuel: None
A/C Type: None

CAI Technologies
www.cai-tech.com
This information is believed to be correct but is subject to change and is not warranteed.

CITY OF SANFORD

Real Estate Tax Statement

Parcel: 000R2/00063/00000
Location: 145 DEERING NEIGHBORHOOD RD

Owner:
REDCORAL INVESTMENTS LLC
3225 MCLEOD DR
LAS VEGAS NV 89121

Status:

Square	10,999
Land Valuation:	36,900
Building Valuation:	45,200
Exemptions:	0
Taxable Valuation:	82,100
Interest Per Diem:	0.70

Legal Description:

Deed Date: 09/01/2023 **Book/Page:** 19305/0198 **Interest Date:** 02/12/2026

Year	Type	Bill
2025	RE-R	2507166

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	REAL ESTAT	701.96	701.96	21.64	723.60
		701.96	701.96	21.64	723.60
2	REAL ESTAT	701.95	701.95	0.00	701.95
		701.95	701.95	0.00	701.95
Year Totals		**1,403.91**	**1,403.91**	**21.64**	**1,425.55**

Year	Type	Bill
2024	TL-R	171

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	1,325.09	1,325.09	58.32	1,383.41
	TC DEMAND	3.00	3.00	0.13	3.13
	TC CERTIFI	8.16	8.16	0.36	8.52
	TLC	48.00	48.00	2.11	50.11
	TLI	72.52	72.52	3.19	75.71
		1,456.77	1,456.77	64.11	1,520.88
Year Totals		**1,456.77**	**1,456.77**	**64.11**	**1,520.88**

Year	Type	Bill
2023	TL-R	88

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	922.78	922.78	111.24	1,034.02
	TC CERTIFI	7.36	7.36	0.89	8.25
	TC DEMAND	3.00	3.00	0.36	3.36
	TLC	48.00	48.00	5.79	53.79
	TLI	29.73	29.73	3.58	33.31
	TCM	8.86	8.86	0.00	8.86
	THC	3.00	3.00	0.00	3.00
		1,022.73	1,022.73	121.86	1,144.59
Year Totals		**1,022.73**	**1,022.73**	**121.86**	**1,144.59**

Grand Totals		**3,883.41**	**3,883.41**	**207.61**	**4,091.02**

** End of Report - Generated by ERIN M MCMANN **

Property Card: **ALDEN LN**

City of Sanford, ME

Parcel Information

NO PHOTO AVAILABLE

Parcel ID: R16A-263
Vision ID: 7630

Owner: LEE PAULA ESTATE OF

Mailing Address: % THOMAS LEE
PO BOX 842
ALFRED ME 04002

General Information

Map: 0R16A
Block: 0263
Lot: 0000
Use Description: RES VACANT MDL-00
Zone: RMU
Land Area in Acres: 0.146924

Assessed Value

Land: $5,700
Buildings: $0
Extra Bldg Features: $0
Outbuildings: $0
Total: $5,700

Sale History

Book/Page: 13990/0041
Sale Date: 3/4/2004
Sale Price: $0.00

Building Details: Building # 1

Kitchen Desc:
Interior Wall Desc 1:
Interior Wall Desc 2:
Exterior Wall Desc 1:
Exterior Wall Desc 2:
No. Total Rooms:
No. Bedrooms:
No. Baths:
No. Half Baths:
Bathroom Desc:

Model Description: Vacant
Living Area: 0
Approx Year Built:
Style:
Stories:
Occupancy:
Roof Cover Desc:
Roof Structure Desc:
Heat Type:
Heat Fuel:
A/C Type:

CAI Technologies
www.cai-tech.com
This information is believed to be correct but is subject to change and is not warranteed.

CITY OF SANFORD

Real Estate Tax Statement

Parcel: 0R16A/00263/00000
Location: ALDEN LN

Owner:
LEE PAULA ESTATE OF
% THOMAS LEE
PO BOX 842
ALFRED ME 04002

Status:

Square	6,400
Land Valuation:	5,700
Building Valuation:	0
Exemptions:	0
Taxable Valuation:	5,700
Interest Per Diem:	0.07

Legal Description:

Deed Date: 03/04/2004 **Book/Page:** 13990/0041 **Interest Date:** 02/12/2026

Year	Type	Bill
2025	RE-R	2504998

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	REAL ESTAT	48.74	48.74	1.50	50.24
		48.74	48.74	1.50	50.24
2	REAL ESTAT	48.73	48.73	0.00	48.73
		48.73	48.73	0.00	48.73
Year Totals		**97.47**	**97.47**	**1.50**	**98.97**

Year	Type	Bill
2024	TL-R	126

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	92.00	92.00	4.05	96.05
	TC DEMAND	3.00	3.00	0.13	3.13
	TC CERTIFI	8.16	8.16	0.36	8.52
	TLC	48.00	48.00	2.11	50.11
	TLI	5.03	5.03	0.22	5.25
		156.19	156.19	6.87	163.06
Year Totals		**156.19**	**156.19**	**6.87**	**163.06**

Year	Type	Bill
2023	TL-R	128

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	86.30	86.30	10.40	96.70
	TC CERTIFI	7.36	7.36	0.89	8.25
	TC DEMAND	3.00	3.00	0.36	3.36
	TLC	48.00	48.00	5.79	53.79
	TLI	4.50	4.50	0.54	5.04
	TCM	8.86	8.86	0.00	8.86
	THC	3.00	3.00	0.00	3.00
		161.02	161.02	17.98	179.00
Year Totals		**161.02**	**161.02**	**17.98**	**179.00**

Grand Totals		**414.68**	**414.68**	**26.35**	**441.03**

** End of Report - Generated by ERIN M MCMANN **

Property Card: LAKEVIEW DR

City of Sanford, ME

Parcel Information



Parcel ID: R16A-186
Vision ID: 7629

Owner: LEE PAULA ESTATE OF

Mailing Address: % THOMAS LEE
PO BOX 842
ALFRED ME 04002

General Information

Map: 0R16A
Block: 0186
Lot: 0000
Use Description: RES VACANT MDL-00
Zone: RMU
Land Area in Acres: 0.146924

Assessed Value

Land: $2,800
Buildings: $0
Extra Bldg Features: $0
Outbuildings: $0
Total: $2,800

Sale History

Book/Page: 13990/0040
Sale Date: 3/4/2004
Sale Price: $0.00

Building Details: Building # 1

Kitchen Desc:
Interior Wall Desc 1:
Interior Wall Desc 2:
Exterior Wall Desc 1:
Exterior Wall Desc 2:
No. Total Rooms:
No. Bedrooms:
No. Baths:
No. Half Baths:
Bathroom Desc:

Model Description: Vacant
Living Area: 0
Approx Year Built:
Style:
Stories:
Occupancy:
Roof Cover Desc:
Roof Structure Desc:
Heat Type:
Heat Fuel:
A/C Type:

CAI Technologies
www.cai-tech.com
This information is believed to be correct but is subject to change and is not warranteed.

CITY OF SANFORD

Real Estate Tax Statement

Parcel: 0R16A/00186/00000
Location: LAKEVIEW DR

Owner:
LEE PAULA ESTATE OF
% THOMAS LEE
PO BOX 842
ALFRED ME 04002

Status:

Square	6,400
Land Valuation:	2,800
Building Valuation:	0
Exemptions:	0
Taxable Valuation:	2,800
Interest Per Diem:	0.04

Legal Description:

Deed Date: 03/04/2004 **Book/Page:** 13990/0040 **Interest Date:** 02/12/2026

Year	Type	Bill
2025	RE-R	2504997

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	REAL ESTAT	23.94	23.94	0.74	24.68
		23.94	23.94	0.74	24.68
2	REAL ESTAT	23.94	23.94	0.00	23.94
		23.94	23.94	0.00	23.94
Year Totals		**47.88**	**47.88**	**0.74**	**48.62**

Year	Type	Bill
2024	TL-R	125

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	45.19	45.19	1.99	47.18
	TC DEMAND	3.00	3.00	0.13	3.13
	TC CERTIFI	8.16	8.16	0.36	8.52
	TLC	48.00	48.00	2.11	50.11
	TLI	2.48	2.48	0.11	2.59
		106.83	106.83	4.70	111.53
Year Totals		**106.83**	**106.83**	**4.70**	**111.53**

Year	Type	Bill
2023	TL-R	127

Inst	Charge	Billed	Principal Due	Interest Due	Total Due
1	TAX LIEN	42.39	42.39	5.11	47.50
	TC CERTIFI	7.36	7.36	0.89	8.25
	TC DEMAND	3.00	3.00	0.36	3.36
	TLC	48.00	48.00	5.79	53.79
	TLI	2.21	2.21	0.27	2.48
	TCM	8.86	8.86	0.00	8.86
	THC	3.00	3.00	0.00	3.00
		114.82	114.82	12.42	127.24
Year Totals		**114.82**	**114.82**	**12.42**	**127.24**

Grand Totals		**269.53**	**269.53**	**17.86**	**287.39**

** End of Report - Generated by ERIN M MCMANN **

Memo

Number: 26-107-01
To: City Council
From: Brady Lloyd, Parks & Recreation Director
Date: 2026-04-07
Subject: Ordered, to accept the resignation of Matthew Blackmon from the Sanford Arts Commission.

RECOMMENDATION
Ordered, to accept the resignation of Mathew Blackmon from the Sanford Arts Commission.

Background Information:
Matthew emailed the Arts Commission on Wednesday, March 25th stating that he will be resigning from the Sanford Arts Commission. His email is attached.

Legal Review Status:
N/A

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
Matthew Blackmon - Resignation.jpg

Reply Reply All Forward

Wed 3/25/2026 8:26 AM

MB

Matthew Blackmon <matthewjblackmon@gmail.com>

(*Suspicious URL*) Re: Next SAC Meeting- March 25th

To Sanford Arts Commission

Cc Barbara Sutcliffe; Brady Lloyd; Brianna Grondz; Claire Conroy; Dave Parent; Emily Sheffield; Kristen Thornton; Kyle Williams; Mark Caverno; Mason Fenzl; Sarah Daigle; Tiffani Bourque

You forwarded this message on 3/25/2026 12:49 PM.

Suggested Meetings Action Items + Get more add-ins

Hi all,

After some careful consideration, I have decided that it is best for me to resign from the Sanford Arts Commission. While I know this puts the commission in a difficult position, I do believe this is best for me as I cannot give the enthusiasm and dedication that this group deserves.

For now I must redirect all of my energy towards growing my business especially in these upcoming summer months. You all will do amazing work for our community and I look forward to seeing you all at local art events in the future as a participant or volunteer.

Best Regards,

Matt Blackmon
Owner and Metalsmith at Bent Ear

Memo

Number: 26-112-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-04-07
Subject: Ordered, to accept the resignation of Geoffrey Howes from the Airport Advisory Committee.

RECOMMENDATION
Ordered, to accept the resignation of Geoffrey Howes from the Airport Advisory Committee.

Background Information:
Geoffrey Howe has submitted his resignation from the Airport Advisory Committee due to his workload. See attached.

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review:

ATTACHMENT(S):
KSFM Resignation.pdf

To: City of Sanford

Re: Mayor Becky Brink

01/22/2026

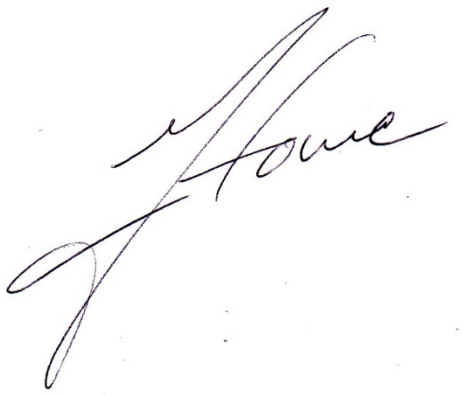
I want to share what an honor it is to sit on the Sanford airport advisory committee as a member and chair for several years now. Thank you for this opportunity to try and make aviation safe and improve KSFM.

Due to my ongoing professional duties increasing and my busy schedule in the year of 2026, I am officially resigning as the chairman of the Sanford airport advisory committee. My last day will be Feb12th, 2026 at the next committee meeting. I will conduct and start the meeting but during the new officer voting (annual) portion I will officially resign and step away and let the new nominated and voted chairman resume the committee meeting duties.

Thank you for your time.

Sincerely,

Geoffrey Howe



Memo

Number: 26-113-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-04-07
Subject: Ordered, to appoint Adam Cutler to the Airport Advisory Committee to fill an unexpired term ending 12/31/2027.

RECOMMENDATION

Ordered, to appoint Adam Cutler to the Airport Advisory Committee to fill an unexpired term ending 12/31/2027.

Background Information:

Adam Cutler is a pilot and a tenant at Sanford Seacoast Regional Airport who is passionate about the development and improvement of the airport. He works as an airport consulting engineer and has prior experience on other airport committees.

Legal Review Status:

Administrative or Department Review:

Financial Impact or Review: