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

**Tuesday, August 4, 2026**
**6:00 PM**

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**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 810 1213 3820 and Password 653159, or via computer at https://us02web.zoom.us/j/81012133820?pwd=6YXzn1ZYQNvb9BcV8OWwUCOXXQVJ8R.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**

26-232-01 Ordered, to approve the minutes from the regular City Council Meeting held on July 21, 2026.

26-233-01 Ordered, to approve the minutes from the Executive Session of the City Council held on July 21, 2026.

**Mayor's Report/City Council Sub-Committee Reports**

**City Manager's Report**

**Homelessness Update**

**Communications/Presentations**

26-212-01 A Presentation of the Community Heart & Soul Summary Report and Action Plan by the Friends of Downtown

**Public Participation**

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

26-218-01 A Public Hearing to take comments on a Community Development Block Grant for

the 2026 Housing assistance Grant Program in the amount of $500,000, to be used for assistance to Habitat for Humanity to complete five single family homes in Sanford on Island Avenue.

**Consent Agenda**

**Old Business**

26-231-01 Ordered, to enact a citizen-initiated ordinance instituting a 180-day moratorium on data centers, pursuant to City Charter Section 1301. (This item must be read on two separate occasions. This is the second reading.)

**New Business**

26-219-01 Resolved, to authorize the City Manager to accept a 2026 Housing Assistance CDBG Grant in the amount of $500,000 to assist Habitat for Humanity York County in the creation of five housing units on Island Avenue.

22-373-01 Ordered, to approve the Midtown Mall Maintenance Assessment for the 2026-2027 Fiscal Year.

26-241-01 Ordered, to approve the bid for the demolition of the barn structure at 217 Old Mill Road from Peter Petit Landscaping in the amount of $12,950.00

**Council Member Comments**

**Future Agenda Items**

**Adjournment**

# Memo

Number: 26-232-01
To: City Council
From: Michelle LaBree, Assistant City Manager
Date: 2026-08-04
Subject: Ordered, to approve the minutes from the regular City Council Meeting held on July 21, 2026.

## RECOMMENDATION
Ordered, to approve the minutes from the regular City Council Meeting held on July 21, 2026.

## Background Information:

## Legal Review Status:

## Administrative or Department Review:

## Financial Impact or Review:

## ATTACHMENT(S):
7-21.26 City Council Minutes.pdf

# Sanford City Council
# Meeting Minutes
# Tuesday, July 21, 2026

The Sanford City Council met on Tuesday, July 21, 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 Manager Michelle LaBree; City Clerk Sue Cote; Assistant Director of Information Systems Ben Gore; Codes and Planning Director Jamie Cole; Airport Manager Allison Navia; Growth Council Director Keith McBride

Others Present in the City Council Chambers: John Henkelman; Alexander Clary

Others Present via Zoom: Parks and Recreation Director Brady Lloyd; Tim LeSiege; Rich Little – Wings & Wheels; Beverly Morrow; Christopher Heywood; Dianne Connolly; Nymm Thistlewind; Rebecca Lapierre; Kevin B.

## Meeting Format

Mayor Brink called the meeting to order at 6:23 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

26-216-01 Ordered, to approve the minutes from the regular City Council Meeting held on July 7, 2026.

Councilor Martell moved to approve. Councilor Tranchemontagne seconded.

Motion passed 5-0 with Councilors Hanselmann and Hitchcock abstaining because they were not present at the July 7meeting.

## Mayor's Report/City Council Sub-Committee Reports

Mayor Brink spoke about National Night Out at Goodall Park next Tuesday, July 28, 2026. The free event is an opportunity for the community to meet with Sanford Police and also watch a Mainers game.

## Manager's Report and Homeless Task Force Report

See attached.

## Communications/Presentations

26-220-01 Presentation from the Director of the Sanford Economic Growth Council

Growth Council Director Keith McBride introduced Ryan Alexander, the first "Sanford Green Futures Scholarship" recipient. He also thanked Walden Solar for their support of the scholarship.

26-221-01 Presentation on ACE Camp Seacoast taking place at the Sanford Seacoast Regional Airport August 5 to 8, 2026 for campers ages 12-16.

Tim LeSiege, Director of Maine ACE Camp was not available so Allison Navia, Airport Manager presented on this item.

26-222-01 Presentation on 2026 Sanford Wings and Wheels to be held at the Sanford Seacoast Regional Airport August 22 and 23rd, 2026.

Airport Manager Allison Navia and Jakob McKenney presented on this item. Rich Little also spoke about the event and that it is a benefit for Cystic Fibrosis.

## Public Participation

Marie Foti, Springvale resident spoke about the net missing from tennis court in Springvale Park and the court next to Gowen Park is closed.

David Mongeau, Springvale resident spoke about doing cleanups in town and has become the person who picks up used needles. He asked about how to dispose of large quantities safely. He also mentioned it appears that someone or a group may be giving out needles as he discovered bags of clean needles in the woods.

Lee Burnett, Springvale resident and Trails Committee member spoke about a group that is working on trail cleanup. (some group members present: Jordan Matthews, David Murphy, St. Therese of Lisieux Parish, Trails Committee members Sam Parady, Tiffany Bourque, and Forest Nohr) They showed pictures of different areas they have worked on and challenges encountered. Mayor Brink suggests they have Parks Director Brady Lloyd bring this to the council for a future discussion.

## Public Hearings

The City Council took public comment on the following:

26-210-01 A Public Hearing to receive comments in favor or against the NEW application submitted by Wooden Tavern LLC, 324 Country Club Rd, Sanford, ME for a liquor license with Malt, Spirituous and Vinous privileges.

Public Hearing opened at 7:13 PM

No public comments.

Public Hearing closed at 7:14 PM

26-214-01 A Public Hearing to take comments on whether the property located at 10 International Drive, Sanford, Maine (Tax Map J30, Lot 46) constitutes an abandoned property pursuant to 30-A M.R.S. §3106-B.

Public Hearing opened at 7:14 PM

No public comments.

Public Hearing closed at 7:14 PM

26-230-01 A Public Hearing to take comments on a proposed citizen-initiated ordinance to institute a citizen-initiated moratorium on data centers.

Public Hearing opened at 7:15 PM

John Henkelman, Sanford resident and Clean Water Coalition member spoke in favor of the moratorium, it is a good idea to have some breathing room on this project. He mentioned the property owner also is in favor of the city reviewing regulatory rules for this project so they know how to comply.

Nick Serritella, Sanford resident spoke in favor of the moratorium. He was involved with getting signatures to bring this forward and has heard from residents around Estes Lake and many people that do not want a data center.

Public Hearing closed at 7:17 PM

**Consent Agenda**

26-211-01 Ordered, to approve the following license requests:

1. A new liquor license with Malt, Spirituous and Vinous privileges from Wooden Tavern LLC, 324 Country Club Rd, Sanford, ME.

2. An off-premise catering license from Poppin Bottles for the Mainers play-off Games at 38 Roberts Street, Sanford, ME on the following dates: 8/1/26, 8/2/26, 8/3/26, 8/4/26, 8/5/26, 8/6/26, 8/7/26, 8/8/26, 8/9/26.

Mayor Brink asked for questions or comments on the Consent Agenda from the City Council.

Seeing none, the Consent Agenda was approved.

## Old Business

None.

## New Business

26-215-01 Ordered, to make findings of fact and conclusions regarding the International Woolen Complex located at 10 International Drive, Sanford, Maine, Tax Map J30, Lot 46, finding evidence of abandonment pursuant to Title 14 M.R.S. §6326(2)(A), (B), (D), and (F), together with additional indicia of abandonment pursuant to Title 14 M.R.S. §6326(2)(I), and determine whether to order and declare the property abandoned pursuant to 30-A M.R.S. §3106-B and Title 14 M.R.S. §6326.

Manager Buck presented on this item. By finding this property abandoned, Police will have more authority to enforce trespassing on the property. State Landbank has very high interest in securing this property. Codes & Planning Director Jamie Cole thanked the council for considering this motion. It is an additional tool in the toolbox to getting this property cleaned up.

Motion by Deputy Mayor Herlihy, seconded by Councilor Hanselmann, that the Sanford City Council adopt the Findings of Fact and Conclusions regarding the International Woolen Mill Complex located at 10 International Drive, Sanford, Maine, Tax Map J30, Lot 46, finding evidence of abandonment pursuant to Title 14 M.R.S. §6326(2)(A), (B), (D), and (F), together with additional indicia of abandonment pursuant to Title 14 M.R.S. §6326(2)(I), and further order and declare the property abandoned pursuant to 30-A M.R.S. §3106-B and Title 14 M.R.S. §6326.

Motion passed 7-0.

Additional Motion by Councilor Herlihy, second by Councilor Hitchcock, that:

WHEREAS, the Sanford City Council conducted a duly noticed public hearing pursuant to 30-A M.R.S. §3106-B concerning the property known as the International Woolen Mill Complex located at 10 International Drive, Sanford, Maine, Tax Map J30, Lot 46; and

WHEREAS, the City Council reviewed testimony, reports, municipal records, police and fire response history, owner communications, and other evidence presented at the hearing; and

WHEREAS, the City Council adopted Findings of Fact and Conclusions determining that evidence of abandonment exists pursuant to Title 14 M.R.S. §6326(2)(A), (B), (D), and (F), together with additional indicia of abandonment pursuant to Title 14 M.R.S. §6326(2)(I);

NOW THEREFORE BE IT ORDERED:

That the Sanford City Council hereby determines and declares that the property known as the International Woolen Mill Complex located at 10 International Drive, Sanford, Maine, Tax Map J30, Lot 46, owned by REGCO Corporation, constitutes an abandoned property pursuant to 30-A M.R.S. §3106-B and Title 14 M.R.S §6326.

BE IT FURTHER ORDERED:

That the City Clerk is directed to provide notice of this determination to the owner of record and all parties entitled to notice under applicable law.

Motion passed 7-0.

26-223-01 Ordered, to approve the bid from O'Brien and Sons Inc. for splashpad plumbing materials at Carpentier Park in the amount of $34,847.30.

Parks and Recreation Director Brady Lloyd presented on this item.

Councilor Hanselmann moved to approve the bid. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-224-01 Ordered, to accept the resignation of Tiffani Bourque from the Sanford Arts Commission, with regret.

Councilor Hitchcock moved to accept the resignation with regret. Councilor Plante seconded.

Motion passed 7-0.

26-225-01 Ordered, to remove Mark Caverno from the Sanford Arts Commission.

Councilor Plante moved to authorize. Councilor Tranchemontagne seconded.

Motion passed 7-0.

26-228-01 Ordered, to authorize the City Manager to accept a proposal from Logically for Managed IT Services in the amount of $158,208 annually for 3 years.

City Manager Buck presented on this item explaining the complex systems in place and that Logically is best suited to fit our current and future IT needs.

Councilor Tranchemontagne moved to authorize. Councilor Plante seconded.

Motion passed 7-0.

26-231-01 Ordered, to enact a citizen-initiated ordinance instituting a 180-day moratorium on data centers, pursuant to City Charter Section 1301. (This item must be read on two separate occasions. This is the first reading.)

City Manager Buck presented on this item and explained the options available to the City Council.

No action needed on a first reading.

**Council Member Comments**

Councilor Plante: Encourages everyone to get involved and take out papers for office, it's time for her generation to step up.

Councilor Martell: Hopes that the action finding the International Woolen property abandoned resolves issues there.

Mayor Brink: None.

Councilor Hitchcock: Confirmed gates open at 5:00 PM for the National Night Out next Tuesday and suggests early arrival as 929 attended last year. Reminder to the public portions of Roberts Street will be closed for the All-Star Game.

Councilor Tranchemontagne: None.

Councilor Hanselmann: Remind people that this Sunday is the 12th Annual Fun Farm Walk.

Deputy Mayor Herlihy: None.

Mayor Brink: None.

Manager Buck: None.

**Future Agenda Items**

Councilor Plante: None.

Councilor Hitchcock: None.

Councilor Tranchemontagne: None.

Councilor Hanselmann: Possible to get the new City Logo painted on wall in chambers?

Councilor Martell: None.

Deputy Mayor Herlihy: None.

Mayor Brink: None.

Adjournment

Meeting adjourned at 8:05 PM.

Respectfully submitted by Sue Cote, City Clerk 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**
From the Desk of
Steven R. Buck,
Sanford City Manager

# City Manager's Report

**To: City Council**

**Subject: Manager's Report for July 21, 2026**

**Date: July 21, 2026**

## Stenton Trust Mill Redevelopment

**Project Status:**
The Stenton Trust Mill redevelopment continues to advance under the Purchase and Sale Agreement between the Sanford Sewerage District and Chinburg Properties. The proposed redevelopment consists of approximately **150 market-rate residential units** within the former mill complex. Chinburg has submitted a Site Plan application to the City, and project planning and due diligence activities continue.

**Recent Milestones:**
The Sanford Sewerage District Board has approved a **90-day extension** to the Purchase and Sale Agreement at the request of Chinburg Properties. The extension moves the anticipated property closing from July 2026 to **October 31, 2026**. The developer requested the additional time to finalize construction cost estimates and complete supporting documentation necessary for project financing. According to the Sewerage District, these activities are approximately **75 percent complete**, and the Board has expressed no concerns regarding the revised schedule, noting that extensions of this nature are common for redevelopment projects of this scale.

**Current Schedule:**
The anticipated property closing is now scheduled for **October 31, 2026**. Following the closing, the project is expected to advance through the remaining municipal permitting process and toward construction, subject to final approvals and financing.

**Next Major Milestone:**
Administration will continue to monitor the redevelopment process and report on progress toward the October closing, Planning Board review of the Site Plan application, completion of financing, and the anticipated commencement of construction activities.

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

# City Manager's Report

## Fire Station Construction Program

### Headquarters Station – Project Status

Construction of the new Headquarters Fire Station continues to advance and has now reached a significant milestone with **all major environmental and construction permitting completed**. The Project has received final approvals for the Site Location of Development Act (SLODA) Permit, the EPA/DEP **Contained-In/Contained-Out (CI/CO)** determination, and the revised **Environmental Management and Monitoring Plan (EMMP)** and **Health and Safety Plan (HASP)**. These approvals authorize the Project to proceed with site preparation and construction activities. The Voluntary Response Action Program (VRAP) remains in process with the Maine Department of Environmental Protection and is anticipated to provide final site closure documentation following project completion.

Benchmark Construction, the City's General Contractor, has also received the required Construction Permit and is preparing for full mobilization to the project site.

### Recent Milestones

The City, WBRC Architects, TRC Environmental, and Benchmark Construction continue to hold weekly coordination meetings to advance construction planning and environmental compliance. With all permitting requirements now complete, attention has shifted from permitting activities to construction implementation.

A field coordination meeting has been scheduled for **July 22, 2026**, to review site logistics and mobilization activities. Benchmark anticipates mobilizing construction equipment and beginning significant on-site activities during the week of **July 27, 2026**.

### Current Schedule

Construction remains substantially on schedule. A revised project schedule reflecting the completion of environmental permitting and the commencement of construction activities is expected from Benchmark later this week. At this time, Administration does not anticipate any significant change to the overall project completion timeline.

# City Manager's Report

## Next Major Milestone

The next major milestone will be the completion of contractor mobilization and commencement of full site preparation and foundation activities. Administration will continue to report progress as construction advances and updated project schedules become available.

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## District Station – Springvale (10 Payne Street)

### Project Status

Planning and environmental due diligence continue for the future Springvale District Fire Station at **10 Payne Street**. The environmental investigation has progressed to the point where the City may proceed with acquisition of the property while additional environmental work continues in support of future demolition and construction activities.

### Recent Milestones

TRC Environmental has completed the **Phase I Environmental Site Assessment**, providing the assurances necessary for the City to proceed toward property acquisition. Phase II environmental investigations are also progressing.

The project remains under review by the **Maine Historic Preservation Commission (SHPO)**, with concurrence anticipated before the end of July. Additional subsurface borings have been authorized to further evaluate isolated findings identified during the Phase II investigation and to better define any environmental conditions prior to final design and demolition planning.

### Current Schedule

The City is preparing to complete the purchase of the property following completion of the Phase I Environmental Site Assessment. Environmental investigations, SHPO coordination, and completion of the Phase II work are expected to continue through the remainder of July, after which demolition planning and permitting activities will proceed.

## Next Major Milestone

The next major milestones include completion of the remaining Phase II environmental investigations, receipt of SHPO concurrence, acquisition of the property, and finalization of demolition bid documents in preparation for the next phase of redevelopment.

## Industrial Development Standards Task Force
## High Impact Industrial Facilities – Conditional Use

### Meeting Summary

The Industrial Development Standards Task Force held its second meeting on **July 16, 2026**, continuing its work to develop a comprehensive regulatory framework for high-impact industrial facilities, including biosolids thermal processing facilities and large-scale data centers. The meeting represented the transition from introductory discussions to a detailed evaluation of Sanford's existing ordinances, State and Federal regulatory requirements, and the development of industry-specific Conditional Use standards.

The Task Force reviewed the City's existing regulatory matrix and examined where current local, State, and Federal regulations already provide adequate protections and where additional local standards may be warranted. Discussion focused on environmental protection, air emissions, PFAS regulation, groundwater and drinking water protection, public infrastructure, emergency response planning, traffic, buffering, noise, and long-term operational monitoring. Members also discussed improving coordination between local approvals and State permitting to create a more predictable and efficient review process for both applicants and the public. Representatives from the Sanford Water District participated in discussions regarding utility capacity and future infrastructure planning for high-impact industrial development.

### Key Discussion Topics

The Task Force continued developing the framework for project-specific Conditional Use standards that will supplement, rather than replace, existing State and Federal regulatory requirements. Members discussed requiring applicants to provide supporting documentation associated with State and Federal permit applications as part of the City's review process, allowing the Planning Board to better evaluate local impacts while avoiding duplication of

regulatory oversight. The Task Force also explored concepts such as preliminary site plan review, independent peer review for technically complex applications, and incorporating ongoing compliance reporting from State permits into the City's future ordinance requirements.

The discussion further recognized that several areas, including emerging PFAS regulations and certain air emission standards, continue to evolve at the State level. The Task Force intends to incorporate these requirements into Sanford's ordinance as they become finalized, ensuring the City's regulations remain consistent with State standards while addressing local concerns.

**Next Steps**

Before the next meeting, Administration will continue developing the regulatory framework by expanding the existing regulatory matrix and identifying remaining gaps where additional local standards may be appropriate. Draft definitions and size classifications for biosolids thermal processing facilities and data centers will be prepared, together with preliminary Conditional Use standards tailored to each use. Administration will also continue refining application requirements, evaluating preliminary site plan review and independent peer review procedures, incorporating State and Federal permitting documentation into the local review process, and developing methods to integrate ongoing State permit compliance and monitoring into the City's future ordinance framework. In addition, Administration will continue monitoring the State's development of PFAS regulations and other applicable environmental standards for future incorporation into the proposed ordinance.

## Downtown Omnibus Tax Increment Financing (TIF) District

The City has received formal approval from the Maine Department of Economic and Community Development (DECD) for the **Eighth Amendment to the Sanford Downtown Omnibus Municipal Tax Increment Financing (TIF) District and Development Program**, making the amendment effective as of **July 10, 2026**. The approval completes the State review process following the City Council's adoption of the amendment earlier this year.

The Eighth Amendment primarily updates the district boundaries by removing approximately **6.8 acres** for inclusion in the new **Eastside Neighborhood Revitalization TIF District**, while also making boundary adjustments to reflect updated GIS mapping and parcel revisions. The amendment continues the City's long-term strategy of aligning TIF district boundaries with current redevelopment priorities while preserving the Downtown Omnibus TIF as a key economic development financing tool.

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

## City Manager's Report

### Eastside Neighborhood Revitalization Omnibus Municipal (TIF) District

The City has received formal approval from the Maine Department of Economic and Community Development (DECD) for both the **Eighth Amendment to the Sanford Downtown Omnibus Municipal Tax Increment Financing (TIF) District** and the establishment of the new **Eastside Neighborhood Revitalization Omnibus Municipal Tax Increment Financing (TIF) District and Development Program**. The approvals became effective on **July 10, 2026**, completing the State review process following the City Council's adoption of both actions.

The two approvals were developed as a coordinated economic development strategy. Amendment No. 8 reconfigured the Downtown Omnibus TIF District by transferring approximately **6.8 acres** into the newly established Eastside Neighborhood Revitalization TIF District while also updating district boundaries to reflect current parcel configurations and GIS mapping. This approach allows each TIF district to better align with its respective redevelopment objectives while preserving the Downtown Omnibus TIF for continued downtown revitalization efforts.

The newly approved Eastside Neighborhood Revitalization TIF District is intended to encourage investment and redevelopment within the City's Eastside neighborhood, including the proposed redevelopment of the **former Stenton Mill** into approximately **151 market-rate housing units** while preserving the historic mill building. The Development Program also establishes a long-term financing framework that may be used to support public infrastructure improvements, economic development initiatives, affordable housing, and other eligible public investments necessary to support redevelopment within the district.

**Nomination Papers for Municipal Office**

Nomination Papers will be available in the City Clerk's Office **starting July 22, 2026** for the following positions;

- **1** position for City Mayor – for a 2-year term

Incumbent; Mayor Brink is limited to 3 two-year terms (per Charter)

- **2** positions for City Council - for 3-year terms

Incumbents: Maura Herlihy, Jonathan Martell

- **2** positions for School Committee – for a 3-year term

Incumbents: Paula Cote, Amy Sevigny

- **1** position for Trustee, Sanford Water District – for a 3-year term

Incumbent: Brian Samia

- **2** positions for Trustee, Sanford Sewerage District – for a 3-year term

Incumbents: Kevin Eaton, Nathaniel Hitchcock

Candidates must obtain a minimum number of signatures of registered voters in Sanford/Springvale.

- ✓ For Mayor, City Council, and School Committee Members: **50 signatures**.
- ✓ For Trustee to Sanford Water or Sewerage District: **25 signatures**.

To qualify for Municipal Office, candidates must be registered voters with their principal place of residence in the City of Sanford/Village of Springvale.

The deadline to file nomination papers for all offices is:
**Monday, August 31, 2026 at 5:30 p.m.**
Questions regarding the nomination process can be answered by calling the City Clerk's office during normal business hours: 7:30 AM - 5:30 PM, Monday through Thursday.

## Housing and Homeless Assistance

## General Assistance (GA) – Fiscal Year 2025-2026 Year-End Summary

### Executive Snapshot

Fiscal Year 2025-2026 concluded with total General Assistance expenditures of **$928,304.51**. Housing-related assistance totaled **$842,513.53**, representing **90.8%** of all General Assistance expenditures, while the average monthly expenditure for the fiscal year was **$77,358.71**. Housing assistance continued to be the primary driver of General Assistance expenditures throughout the fiscal year.

### General Assistance Utilization Summary

| Category | FY 2025-2026 Total | Share of Total GA |
|---|---|---|
| Permanent Housing | $653,904.70 | 70.4% |
| • New Mainers | $192,657.30 | 20.8% |

| Category | FY 2025-2026 Total | Share of Total GA |
|---|---|---|
| • Non-New Mainers | $260,670.40 | 28.1% |
| • Sober Living Housing | $200,577.00 | 21.6% |
| Temporary Housing | $188,608.83 | 20.3% |
| • New Mainers | $12,139.31 | 1.3% |
| • Non-New Mainers | $176,459.52 | 19.0% |
| **Total Housing Assistance** | **$842,513.53** | **90.8%** |
| Other General Assistance | $85,790.98 | 9.2% |
| **Total General Assistance** | **$928,304.51** | **100.0%** |

**Year-End Utilization Analysis**

Housing assistance remained the City's largest General Assistance expenditure, accounting for more than **nine out of every ten dollars** expended during the fiscal year. Permanent Housing represented **70.4%** of all General Assistance expenditures, with assistance distributed among New Mainers, Non-New Mainers, and Sober Living Housing. Temporary Housing accounted for an additional **20.3%** of expenditures and was primarily attributable to Non-New Mainers. Combined, these housing-related categories represented **90.8%** of total General Assistance expenditures during Fiscal Year 2025-2026. Non-housing assistance, including CMP, food vouchers, non-food vouchers, burials/cremations, and other assistance, represented the remaining **9.2%** of expenditures.

**Summary Observation**

The Fiscal Year 2025-2026 General Assistance program continued to be overwhelmingly driven by housing-related assistance, reflecting ongoing housing affordability challenges and demand for emergency housing support within the community. While expenditures substantially exceeded the adopted appropriation, year-end costs closely aligned with Administration's original budget recommendation. Administration will continue monitoring utilization trends and housing market conditions to support future budget development and maintain compliance with State of Maine General Assistance requirements.

# Home for Good Permanent Supportive Housing Project

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

# City Manager's Report

The Sanford Housing Authority continues to advance the **Home for Good Permanent Supportive Housing Project**, a proposed **30-unit residential development** at **7 Mousam Street** designed to provide permanent supportive housing for individuals experiencing chronic homelessness. The project is intended to operate as a **Housing First** or **low-barrier** housing model, providing permanent housing together with coordinated supportive services that help residents stabilize their lives, maintain housing, and improve long-term health and self-sufficiency. The City has worked collaboratively with the Sanford Housing Authority for nearly two years to identify an appropriate location and support the overall development strategy for this important community initiative.

## Recent Milestones

The Sanford Housing Authority continues assembling the final funding package necessary to construct the project. As part of that effort, the Sanford Regional Economic Growth Council (SREDC) received a presentation on **July 21, 2026**, regarding a proposed Tax Increment Financing (TIF) request that would assist in completing the project's financing structure. SREDC is expected to provide a recommendation to the City Council regarding the future TIF application once the final financing package has been completed. The City's participation through Tax Increment Financing, if approved by the City Council, would become one component of the overall project funding strategy.

## Current Schedule

Project financing continues to move toward completion while development activities advance concurrently. The Sanford Housing Authority anticipates submitting the project for **Site Plan Review on August 4, 2026**, with Planning Board consideration anticipated as early as **August 19, 2026**, subject to completion of the application process.

## Next Major Milestone

The next major milestones include completion of the project's financing commitments, consideration of the proposed TIF request by the City Council following recommendations from SREDC, and Planning Board review of the Site Plan application. If approved, the project will represent a significant addition to Sanford's housing resources and expand the community's ability to address chronic homelessness through permanent supportive housing.

# Memo

Number: 26-233-01
To: City Council
From: Michelle LaBree, Assistant City Manager
Date: 2026-08-04
Subject: Ordered, to approve the minutes from the Executive Session of the City Council held on July 21, 2026.

## RECOMMENDATION
Ordered, to approve the minutes from the Executive Session of the City Council held on July 21, 2026.

## Background Information:

## Legal Review Status:

## Administrative or Department Review:

## Financial Impact or Review:

## ATTACHMENT(S):
7-21-26 Executive Session Minutes ML.pdf

# Executive Session – Sanford City Council Meeting Minutes
# Tuesday, July 21, 2026

This meeting was conducted in person in the City Manager's Conference Room, Suite 302, Sanford City Hall, and via Zoom pursuant to 1 MRSA §403-B (2) (D) and section 6 of the Sanford City Council Rules of Procedure.

**PRESENT:** Mayor Becky A. Brink; Deputy Mayor Maura A. Herlihy; Councilor Ayn M. Hanselmann; Councilor Jonathan L. Martell; Councilor Peter E. Tranchemontagne; Councilor Nathan H. Hitchcock; Councilor Charlene S. Plante; City Manager Steve Buck; Assistant City Manager Michelle LaBree; Fire Chief Scott Susi; Assistant Fire Chief Brian Watkins and Finance Director Ronni Champlin.

Mayor Brink opened the meeting at 5:00 PM.

Councilor Martell joined at 5:18 PM.

## New Business

26-227-01 Ordered, to enter into Executive Session to discuss municipal property matters, pursuant to M.R.S. Title 1, § 405 (6) (C).

Motion to enter into Executive Session by Councilor Tranchemontagne Seconded by Councilor Hitchcock. The City Council voted 6-0 to enter into executive session at 5:00 PM.

Exited Executive Session at 5:09 PM.

26-226-01 Ordered, to enter into Executive Session pursuant to M.R.S.A. Title 1 § 405 (6) (D) to discuss matters pertaining to Labor Contracts.

Motion to enter into Executive Session by Councilor Tranchemontagne. Seconded by Councilor Hitchcock. The City Council voted 6-0 to enter into executive session at 5:09 PM.

Exited Executive Session at 6:17 PM.

Respectfully submitted by Michelle A. LaBree, Assistant City Manager for the City of Sanford.

# Memo

Number: 26-212-01
To: City Council
From: Mary Hastings
Date: 2026-08-04
Subject: A Presentation of the Community Heart & Soul Summary Report and Action Plan by the Friends of Downtown

## RECOMMENDATION

A Presentation of the Community Heart & Soul Summary Report and Action Plan by the Friends of Downtown

## Background Information:

## Legal Review Status:

## Administrative or Department Review:

## Financial Impact or Review:

## ATTACHMENT(S):

H&S Statements and Action Items.pdf
Community-Action-Plan-and-Summary-Report (11).pdf

# Sanford, Maine - Heart & Soul Statements

***What matters most to the people of Sanford, in their own words.***

***Gathered by Friends of Downtown.***

## 🏘️ Community

*Sanford is a safe, supportive community where people feel connected to one another.*

- **Heritage & Identity** — We value the generational pride of our mill town heritage and strong work ethic because it shapes who we are.
- **Welcoming New Residents** — We welcome new residents for the diversity they bring, which broadens our perspectives and enriches our community.
- **Neighbors Helping Neighbors** — We are grateful for a culture of mutual support that strengthens community bonds and enhances quality of life for all.

## 📈 Economy

*Sanford supports entrepreneurial opportunities and legacy businesses.*

- **A Thriving Hub of Local Business** — We desire to be a vibrant hub of local business owners who provide residents options for eating, entertaining, gathering, and shopping — right here in Sanford.
- **Optimism About Our Future** — We are poised for growth. People are energized and optimistic, and that spirit of possibility is one of Sanford's greatest assets as we chart a new course.

## 🛡️ Safety

*Overall, Sanford feels safe.*

- **Small-Town Feel** — Sanford has a family-friendly, small-town atmosphere that lets residents move freely and comfortably through their neighborhoods — a quality we are committed to preserving as our city grows.
- **Addressing Real Challenges** — We are concerned by the persistence of drug use and homelessness in our community — and recognize the multiple ways these issues harm individuals, families, and our broader sense of safety and well-being.

## 🎓 Education

*Sanford schools give our youth the opportunity to reach their unique potential.*

- **Our Students** — Sanford schools provide a wide variety of college-preparatory and workforce-ready experiences, preparing young people to be the change in their community and beyond.
- **Lifelong Learning** — Sanford Community Adult Education opens doors to professional development, social enrichment, and new career pathways — a source of pride and community cohesiveness for learners of all ages.

## 🌲 Recreation

*Sanford has diverse outdoor community assets that enhance our well-being.*

- **Natural Access for All** — Trails, waterways, and open spaces are woven into daily life in Sanford. Easy access to the outdoors means natural beauty, recreation, and even spiritual connection are available to everyone.
- **Gathering Together** — From Mainers games to community parks, Sanford's gathering places are where new friendships form, neighbors reconnect, and community identity grows stronger.

CALL TO ACTION

# Sanford H&S Statement Action Items

We're seeking individuals, businesses, and organizations to Champion Sanford's Action Items that support or accomplish the Community Heart & Soul Statements.

A Champion takes ownership of an action item — rallying others, connecting resources, and driving progress. You bring the passion; we'll help with the rest.

## 🏘️ Community

**Redevelop the Mills** — Rehabilitate historic mills into spaces for learning and gathering.

**Welcome Packet** — Resource guide for new residents: trails, clubs, services, events.

**Events Committee** — Sustain beloved events and introduce new ones for all backgrounds.

**Arts in the Community** — Grow performing and visual arts as civic cornerstones.

**Gathering Places** — Create spaces and activities that help neighbors connect.

**Neighborhood Champions** — Support local leaders to drive neighborhood initiatives.

## 🌲 Recreation

**Parks & Rec Partnership** — Expand outdoor programming for families year-round.

**Events Committee** — Grow and sustain recreational events for all generations.

**Preserve Our Trails** — Support stewardship, clean-ups, and adopt-a-trail programs.

**Number One Pond** — Activate with watercraft, skating, a 5K, and more.

**Indoor Recreation** — Expand contra-dancing, movie nights, and indoor activities.

**Intergenerational Gathering** — Fun activities that bring all generations together.

## 📈 Economy

**Vibrant Downtown** — Make downtown more colorful, inviting, and business-friendly.

**Transportation Options** — Expand transit to connect residents to work and recreation.

**Local Businesses** — Recruit locally owned boutiques, bakeries, and specialty shops.

**Entertainment & Events** — Bring music and cultural programming to draw people downtown.

**Synergy** — Foster collaboration among restaurants, retail, and entertainment.

**Out-of-the-Box Ideas** — Leverage existing assets for new economic opportunities.

## 🛡️ Safety

**Sidewalks & Walkability** — Safe pedestrian and cyclist routes, especially to Rail Trail.

**Keep Sanford Clean** — Citywide cleanliness initiative with residents and businesses.

**Small-Town Feel** — Build neighborhood connection as Sanford grows.

**Community Concerns** — Transparent communication on homelessness and public safety.

**Parks for Everyone** — Ensure parks are safe and accessible for all.

## 🎓 Education

**Business Partnerships** — Structured internships and job-shadowing with local employers.

**Raise Awareness** — Promote SRTC, adult ed, and other existing opportunities.

**Student–Community Partnerships** — Connect students to civic and community roles.

**Libraries** — Elevate libraries as true community hubs with expanded programming.

**Ready to Champion? Friends of Downtown is here to support you.**

Mary Hastings, Friends of Downtown Sanford

**mhastings@sanfordmaine.org | 207-608-4176**

### Not Sure Where to Start?

Attend a FOD meeting, review the Heart & Soul Report, or reach out — we'll match you with the right action item. Find us on Facebook!



FRIENDS OF DOWNTOWN SANFORD

# Community Action Plan & Summary Report

**2021 – 2026 • Sanford, Maine**

*Forward Thinking with Heart & Soul*

# Table of Contents

This report documents Sanford's journey through the Community Heart & Soul process — from early organizing to adopted statements and community-driven action plans.


01

### Background

Who we are, why we started, and the philosophy behind Community Heart & Soul

02

### Timeline & Milestones

Four phases of progress from 2021 through 2026

03

### Heart & Soul Statements

Five themes: Community, Economy, Education, Recreation, and Safety

04

### Community Impact & Gratitude

Volunteer contributions, press coverage, and a scroll of thanks

01 BACKGROUND

# Sanford Is Reinventing Itself

Sanford is in the process of reinventing itself. It is no longer a textile mill community — and we're still defining what we are becoming. We have the bones of a walkable, vibrant downtown built in the pre-automobile era, but also the legacy of a fifty-year-old urban renewal effort.

The timing, however, is right to think about who we are and who we want to be. Major initiatives are coming to fruition — expansion of broadband into the downtown, multi-million dollar upgrades to streets and bike-pedestrian infrastructure, and the construction of dozens of new housing units on former eyesore sites to name just some.

The Community Heart & Soul process is helping Sanford build the confidence to shape its own future — Creating a community that people want to work, play, and raise a family in all while honoring small business and residents that are the backbone of this community.

# Why We Need This Work and Who Did it?

### Community Engagement Gaps

Participation in city committees tends to be low. Standard outreach attracts the same cohort of people. Social media groups like "The Happening" carry a lot of negativity. We need more common spaces to meet, connect, and work toward a shared purpose.

### Building Our Own Confidence

Back in the 1960s, Sanford was burned by mistakenly placing its hopes in federal urban renewal. We've continued to flirt with outside saviors — resort casino development, adventure park promises. Heart & Soul is about recognizing that the best future for Sanford will be built by Sanford residents themselves.

### Who Is Friends of Downtown?

A group meeting monthly since June 2021, including a city councilor, the police chief and deputy chief, the YMCA executive director, the small business advocate at the Growth Council, Nasson Community Center's executive director, and many more well-networked community members.

# About Community Heart & Soul

Community Heart and Soul is a resident-driven approach to community development, founded on the belief that the best decisions are made when everyone has a voice and a community's unique character is honored.

### Involve Everyone

Prioritize inclusivity — ensure every voice, especially those often marginalized, is heard and valued.

### Discover What Matters

Use varied engagement methods to surface the unique characteristics and values that define the community.

### Inform Decisions

Community planning is guided by discovered values, ensuring decisions resonate with what residents cherish most.

### Build Resilience

The most vibrant communities are built on the collective dreams and values of their inhabitants — not outside solutions.

# The Heart & Soul Methodology

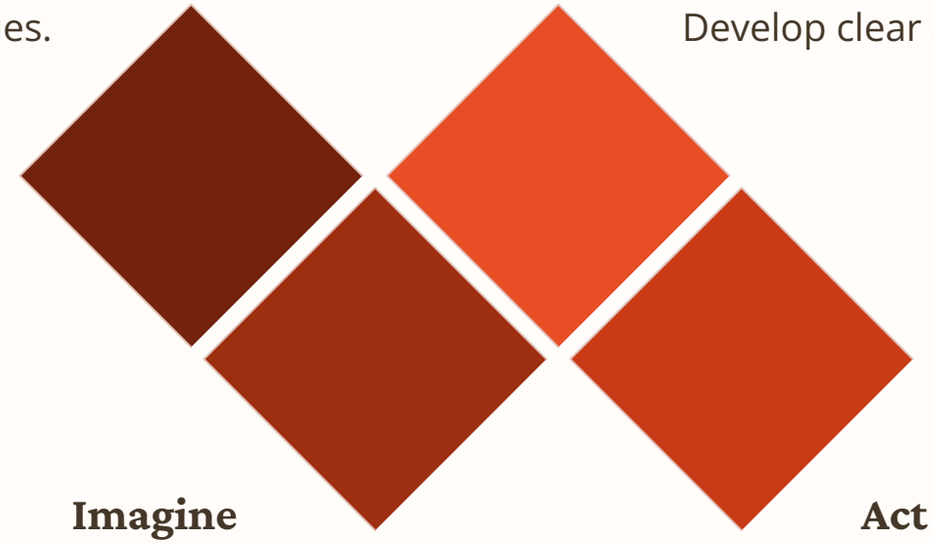
Community Heart and Soul follows a four-phase structured approach to community planning, moving from vision to action over several years.

**Connect**

Gather stories and discover values.

**Plan**

Develop clear action plans.



**Imagine**

Build team and prepare community.

**Act**

Implement initiatives and sustain progress.

Each phase builds on the last — from sparking curiosity and trust, to gathering authentic stories, to drafting community-rooted plans, and finally to taking coordinated action that reflects shared values.

# Who Lives in Sanford?

Understanding our community begins with knowing who we are. The 2020 Census and ongoing network analysis paint a picture of a diverse, multigenerational, and growing community.

**21,892**

**2020 Census Population**

**22,497**

**Estimated Population (July 2024)**

**113**

**Formal & Informal Community Groups Mapped**

### A Diverse Population

Sanford is home to long-time, multi-generational families; an influx of new residents who arrived during the pandemic; and a growing population of New Mainers, including refugees and asylum seekers. Volunteer story collectors reached across all demographics — at farmers markets, faith organizations, schools, nonprofits, and businesses — to ensure every voice was heard.




**Under age 18**

**Over age 65**




COMMUNITY ENGAGEMENT

# Meeting People Where They Are

From farmers markets to faith communities, our volunteers brought the Heart & Soul process directly to the people of Sanford — gathering stories, listening deeply, and building trust across all corners of the community.

02 TIMELINE & MILESTONES

# Our Journey: 2021–2026

From a small group gathering over donuts to a citywide Heart & Soul process — here's how Friends of Downtown brought a community together.

1

**2021–2022 · Getting Started**

Friends of Downtown formed, $10K community seed grants were raised, first public kickoff event — ***Desserts First*** **Event** — drew 90+ residents. Advisory Core formed.

2

**2022–2023 · Phase 1: Imagine**

H&S grant awarded, B.O.S.S. Awards and Cruisin' with Friends (car show) launched. Logo and brand were created.

3

**2023–2024 · Phase 2: Connect**

Stories gathered from all demographics. News Center Maine coverage. $7,500 from Growth Council HUB Program received. Beautification partnership launched.

**Small Business, Small Plates, Big Conversation Event** held.

4

**2025 · Phase 3: Plan**

Statements drafted, shared publicly, vetted with a 90-day survey.

**Curated Grazing & Great Conversation Event** held to review Statements and get Community Action Items. Action items then shared with the community for input for 60 days.

5

**2026 · Phase 4: Act**

Community H&S Statements officially adopted by City Council, incorporated into the Comprehensive Plan, guiding future policy moving.

2021–2022

# Getting Started: Desserts First

The first public kickoff event — *Desserts First* — welcomed over 90 community members who shared what they love about living in Sanford. A Heart & Soul Coach delivered an introductory presentation at Frannie's Mini Donuts, sparking momentum. A small but passionate group of volunteers wrote and secured a **$10,000 seed grant**, and raised a matching $10,000 in cash. In 2021, Friends of Downtown also helped with the 4th of July Parade, Bike Fest, National Night Out, Selfies with Scarecrows, and the Holly Daze Celebration — building community presence event by event.






2022–2023 · PHASE 1

# Imagine: Building the Team

The Heart & Soul team formed to build awareness and commitment across all segments of the community. This phase brought structure to the effort: an Advisory Core group was named, with Treasurer, Secretary, and Media and Outreach Coordinators in place. The $10K matching H&S grant was officially rolled out at the *Desserts First* event in October at Memorial Gym. New annual events launched — B.O.S.S. Awards and the *Crusin' with Friends* Car Show. The group partnered with The Arts Collaborative and the Growth Council's $100K Façade Grant Program, widening their circle of impact.

2023–2024 · PHASE 2

# Connect: Gathering Stories

Volunteers fanned out across Sanford to gather authentic stories from all demographics — at community events, faith organizations, schools, and businesses. The *Passport to Your Heart* event was added to the calendar. Sanford was featured on Chloe Tebow's WCSH segment highlighting good things happening in communities across Maine.

The group received **$7,500 from the GC HUB Program** to sustain networking and events. Bridget Salantri and the Sanford Beautification committee joined forces with FOD, adding planters to the Gary Sullivan Memorial, cleaning out the roundabout, and partnering with SRTC horticulture students on plantings throughout the city.

### A Resident's Voice

> "Sanford citizens have grit. As a former mill town, it has experienced a really strong economy and also what happens when that economy declines. Citizens work hard for what they have and believe strongly in their community — and want to see it recognized for the place they have grown to love and call home."

— Trafton Center Interview Participant

2025 · PHASE 3

# Plan: From Stories to Action

With story gathering complete, the team moved into drafting Heart & Soul Statements — the distilled essence of what matters most to Sanford residents. The *Curated Grazing & Great Conversation Event* at Memorial Gym on May 29, 2025 brought residents together to review drafted statements and contribute action ideas.

### 82 Ideas Generated

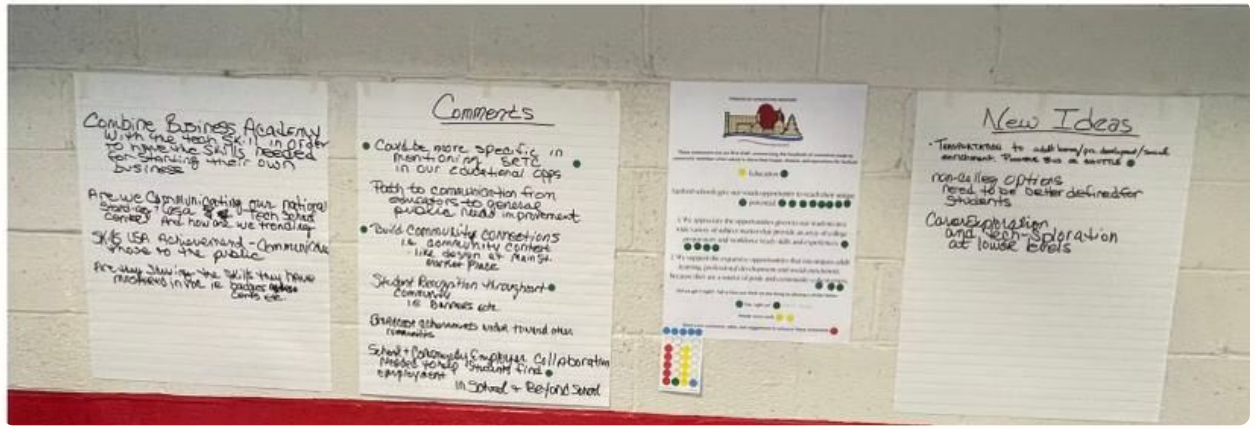
Residents proposed a wide range of actions across all five Heart & Soul themes during story collection and community events.

### 90-Day Online Survey

Action items were posted to a Google Doc survey, advertised on social media, the GC Newsletter, paid print advertising, and partner organizations.

### Community Vote

Residents voted for their top three ideas over two months in Sept–Oct 2025. Results guided final prioritized action items for each statement.




CURATED GRAXING & GREAT CONVERSATION EVENT · MAY 29, 2025

# The Community in Conversation

At Memorial Gym, residents gathered around tables to review drafted Heart & Soul Statements, add comments, and share new ideas — sticky notes, survey sheets, and lively dialogue all in one room. This kind of engaged, face-to-face conversation is exactly what Heart & Soul is designed to cultivate.



# The Heart & Soul Statement Process

Heart & Soul Statements are the distilled summary of hundreds of comments gathered during story-gathering and resident interviews. They represent what matters most to the people of Sanford — in their own words.

### Stories Gathered

Volunteers interviewed residents across all demographics, at events, businesses, schools, faith communities, and more.

### Five Themes Identified

Friends of Downtown identified five key themes in the data: Community, Economy, Education, Recreation, and Safety.

### Statements Drafted & Shared

Team members drafted statements, then opened a 60-day public survey — advertised online and in print — for community feedback.

### Adopted & Integrated

Final statements will be shared with the City Council and potentially included in Sanford's next comprehensive plan update.

A full list of all 82 ideas and their rankings is available at: **View the Full Action Item Rankings**

03 HEART & SOUL STATEMENT

# Community

**Sanford is a safe, supportive community where people feel connected to one another.**

### Heritage & Identity

We value the generational pride of our mill town heritage and strong work ethic because it shapes who we are.

### Welcoming New Residents

We welcome new residents for the diversity they bring, which broadens our perspectives and enriches our community.

### Neighbors Helping Neighbors

We are grateful for a culture of mutual support that strengthens community bonds and enhances quality of life for all.



# Community: Top Action Items

### 🏭 Redevelop the Mills

Invest in the rehabilitation of Sanford's beautiful historic mill buildings. Use them to share living history — going far beyond placards to create genuine spaces for learning, gathering, and pride.

### 📦 Welcome to Sanford Packet

Create a resource packet for new community members featuring trails, civic clubs, services, and events — distributed when registering to vote or registering a vehicle.

### 🎉 Community Events Committee

Establish a dedicated committee to sustain and improve existing events — and bring fresh new ones to Sanford that bring people of all backgrounds together.

### Arts in the Community

Encourage and develop the Arts in Sanford.  Whether performing, visual or other!

### Gathering Places

People want to make connections and want gather together, but need places and activities to help facilitate that.

### Neighborhoods

Support neighborhood "Champions" that could lead activities, community building, and initiatives (such as a neighborhood watch) in distinct areas of town.



HEART & SOUL STATEMENT

# Economy

**Sanford supports entrepreneurial opportunities and legacy businesses.**

### A Thriving Hub of Local Business

We desire to be a vibrant hub of local business owners who provide residents options for eating, entertaining, gathering, and shopping — right here in Sanford.

### Optimism About Our Future

We are poised for growth. People are energized and optimistic, and that spirit of possibility is one of Sanford's greatest assets as we chart a new course.

# Economy: Top Action Items



### Vibrant Downtown Initiative

Create and support an initiative to make Downtown Sanford more colorful and inviting — attracting new businesses and drawing visitors from across the region.



### Attract Diverse Local Businesses

Encourage boutiques, bakeries, and specialty shops — focusing on locally owned, independent businesses rather than franchise or chain stores.



### Synergy

Foster synergy within the restaurant, retail, and entertainment cluster to create a vibrant destination where people come to experience events and activities, shop, dine, and socialize.



### Expand Transportation Options

Increase transit options within and outside Sanford to reduce vehicle dependence and improve access to work and recreation for all residents.



### More Entertainment & Events

Bring music, performers, and cultural events to town — creating a reason for people to gather, explore, and return to downtown Sanford.



### Out of the Box Ideas

Encourage using resources available to us for economic development. Look into ways to create opportunity with infrastruture or existing assets in our City.  For example accessing hydo-electric power with our water or creating a tubing water park in downtown!







### Our Students

Sanford schools provide a wide variety of college-preparatory and workforce-ready experiences, preparing young people to be the change in their community and beyond.

### Lifelong Learning

Sanford Community Adult Education opens doors to professional development, social enrichment, and new career pathways — a source of pride and community cohesiveness for learners of all ages.

HEART & SOUL STATEMENT

# Education

**Sanford schools give our youth the opportunity to reach their unique potential.**

# Education: Top Action Items

### 🤝 Business Partnerships

Develop structured partnerships with local businesses to provide internships, apprenticeships, and job shadowing opportunities that connect classroom learning to real careers.

### 📣 Raise Awareness

Increase awareness of the many educational opportunities that already exist in Sanford — from SRTC programs to adult education — so more residents can benefit from them.

### 🌱 Student–Community Partnerships

Create new initiatives that connect students with community organizations, giving young people meaningful roles in Sanford's civic and economic life.

### Libraries

Increase patron engagement at our City libraries so they are "hubs" in the community.



### Natural Access for All

Trails, waterways, and open spaces are woven into daily life in Sanford. Easy access to the outdoors means natural beauty, recreation, and even spiritual connection are available to everyone.



### Gathering Together

From Mainers games to community parks, Sanford's gathering places are where new friendships form, neighbors reconnect, and community identity grows stronger.

HEART & SOUL STATEMENT

# Recreation

**Sanford has diverse outdoor community assets that enhance our well-being.**



# Recreation: Top Action Items

### 🏕️ Partner with Parks & Rec

Work with the Parks and Recreation Department to expand outdoor activity programming for families — making Sanford's natural assets accessible and active year-round.

### 📅 Create an Events Committee

Establish a dedicated committee to sustain and improve existing events — and bring fresh new ones to Sanford that bring people of all backgrounds together.

### 🌿 Preserve Our Trails

Support trail stewardship through clean-up efforts and adopt-a-trail programs — protecting Sanford's natural assets for current and future generations. Partner with the City and Businesses to sponsor new trail maps.

### Number One Pond

Capitalize on this great outdoor resource while protecting quality of life for the wildlife that reside there such as non-motorized watercraft rentals, a 5k, ice skating and other activities.

### Indoor Recreation

Increase opportunities for indoor recreation.  Contra-dancing, family movie nights, and more.

### Intergenerational Gathering

Gather multiple generations of our community for fun activities.




HEART & SOUL STATEMENT

# Safety

**Overall, Sanford feels safe.**

### Small-Town Feel

Sanford has a family-friendly, small-town atmosphere that lets residents move freely and comfortably through their neighborhoods — a quality we are committed to preserving as our city grows.

### Addressing Real Challenges

We are concerned by the persistence of drug use and homelessness in our community — and recognize the multiple ways these issues harm individuals, families, and our broader sense of safety and well-being.

# Safety: Top Action Items

### 🚶 Improve Sidewalks, Walkability & Bike Friendliness

Invest in sidewalk improvements and safe pedestrian and cyclist connections — especially routes to key destinations like the Rail Trail — so that walking and biking in Sanford is safe, accessible, and enjoyable for everyone.

### 🧹 Keep Sanford Clean

Create a citywide cleanliness initiative that engages residents, businesses, and civic organizations in maintaining a beautiful and welcoming environment throughout Sanford.  Create an annual clean-up day initiative with help of Neighborhood Champions.

### 🏘️ Retain Our Small-Town Feel

As Sanford grows, intentionally build community through neighborhood events and gathering opportunities that help us stay connected to one another — and to what makes Sanford special.

### Concerns

Address community concerns regarding homelessness and public drug use by providing transparent information about the challenges facing the City, highlighting available resources and support services, outlining clear processes for reporting issues, and setting realistic expectations for response and enforcement efforts.

### Parks

Insure that parks are accessible for the community as a whole to enjoy and use.

# 04 Community Impact & Engagement

### Media Coverage

Sanford's Heart & Soul story has reached audiences locally and nationally:

- **News Center Maine** — early coverage on the FOD initiative: Watch on YouTube
- **WCSH (Chloe Tebow segment)** — featured as a positive story from communities across Maine
- **Community Heart & Soul National Newsletter & Blog** — Read the Article

## 2,264

**Facebook Followers**

Friends of Downtown Sanford's growing online community

## 200+

**Volunteer Hours Per Core Team Member**

Estimated contribution per person on the core team

## $33.39

**Estimated Hourly Volunteer Value (2024)**

Per the Independent Sector — learn more




## With Gratitude

This work belongs to the people of Sanford. The following individuals, organizations, and businesses gave their time, energy, resources, and heart to make Friends of Downtown Sanford — and this Community Heart & Soul process — possible.

# Thank You — Individuals

These dedicated residents gave their time and passion to build something meaningful for Sanford.

- Craig Anderson
- Andy Austin
- Lisa Blanchette
- Jack Bogart
- Lee Brunett
- Patty-Linn Cogswell
- Sarah Daigle
- Matt Egan
- Ayn Hanselmann
- Jeff Hanselmann
- Mary Hastings
- Britney Haynes
- Maura Herlihy
- Jack McAdam
- Jenn Michaud
- Andy Michaud
- Johnny (Mo) Moscillo
- Andy Orazio
- Dave Parent
- Vicky Pariyar
- Emily Sheffield
- Diane Small
- Eric Small
- Kim Stewart
- Melly Thibault
- Adam Watkins
- John Hastings
- Rebecca LaPierre
- Bridget Salantri
- Tony Price
- Ron Vincent
- Richard Cote
- Becky Dixon
- Coleen Adams
- Dwayne Romano
- Lindsay Quinn
- Jen Labier
- Zendelle Bouchard
- Maureen Pelletier

# Thank You — Organizations & Businesses

### Organizations

- Boy Scout Troop
- Calvary Baptist Church
- Crossroads United Methodist Church
- Sanford Mainers
- Sanford Parks and Recreation
- Sanford Police Department
- Sanford Growth Council
- Sanford Police Officers Association
- Strategies for a Stronger Sanford

### Businesses

Above & Beyond Catering · Addy's · Advisory LLC · AutoZone · Bubba Frye's · Chandler's Automotive · Edward Jones · Eldredge Lumber · Frannie's Mini Donuts · Garnsey Brothers · Gin Tin · Gotta Be Frank · Greater Maine Window and Door · Hanselmann Photography · Jim's Alignment · Kennebunk Savings Bank · Kid's Kove Childcare & Learning Center · Kona Ice · Marc Motor · Mikini Embroidery · Moe's Sandwich Shop · Moody's Collision Centers · Napa Auto · O'Reilly's Auto · Partners Bank · Pip's Second Hand Shop · Reincorp · Richie's Jerk BBQ · Seacoast Oldies · Simply Bookkeeping · TM Property Management · The Table LLC · Troiano & Hanselmann · XB3 · Zippy Copy

# Forward Thinking — Together

**The best future for Sanford will be built by the people of Sanford.**

From a table at Frannie's Mini Donuts to a citywide Heart & Soul process, Friends of Downtown Sanford has shown what's possible when a community chooses to believe in itself. The Heart & Soul Statements are not just words — they are a commitment to the values, people, and places that make Sanford home.

It is our hope that the Heart & Soul Statements and Action Items will be embraced throughout the City, with individuals and organizations championing the Action Items that resonate most with them. Friends of Downtown is committed to providing stewardship, support, and guidance to help advance these community-driven initiatives.

If you would like to learn more about the Heart & Soul Statements, the Action Items, or how Friends of Downtown can partner with you in bringing them to life, please contact Friends of Downtown member and Sanford Growth Council Small Business Advocate Mary Hastings at **mhastings@sanfordmaine.org** or **207-608-4176**.

### 🏘️ Community

Safe, connected, and proud of our roots

### 📈 Economy

Local, entrepreneurial, and full of optimism

### 🎓 Education

Opportunity for every student and every adult

### 🌲 Recreation

Outdoors, active, and gathering together

### 🛡️ Safety

Small-town feel, big community heart

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**Preserve Our Trails** — Support stewardship, clean-ups, and adopt-a-trail programs.

**Number One Pond** — Activate with watercraft, skating, a 5K, and more.

**Indoor Recreation** — Expand contra-dancing, movie nights, and indoor activities.

**Intergenerational Gathering** — Fun activities that bring all generations together.

## 📈 Economy

**Vibrant Downtown** — Make downtown more colorful, inviting, and business-friendly.

**Transportation Options** — Expand transit to connect residents to work and recreation.

**Local Businesses** — Recruit locally owned boutiques, bakeries, and specialty shops.

**Entertainment & Events** — Bring music and cultural programming to draw people downtown.

**Synergy** — Foster collaboration among restaurants, retail, and entertainment.

**Out-of-the-Box Ideas** — Leverage existing assets for new economic opportunities.

## 🛡️ Safety

**Sidewalks & Walkability** — Safe pedestrian and cyclist routes, especially to Rail Trail.

**Keep Sanford Clean** — Citywide cleanliness initiative with residents and businesses.

**Small-Town Feel** — Build neighborhood connection as Sanford grows.

**Community Concerns** — Transparent communication on homelessness and public safety.

**Parks for Everyone** — Ensure parks are safe and accessible for all.

## 🎓 Education

**Business Partnerships** — Structured internships and job-shadowing with local employers.

**Raise Awareness** — Promote SRTC, adult ed, and other existing opportunities.

**Student–Community Partnerships** — Connect students to civic and community roles.

**Libraries** — Elevate libraries as true community hubs with expanded programming.

**Ready to Champion? Friends of Downtown is here to support you.**

Mary Hastings, Friends of Downtown Sanford

**mhastings@sanfordmaine.org | 207-608-4176**

### Not Sure Where to Start?

Attend a FOD meeting, review the Heart & Soul Report, or reach out — we'll match you with the right action item. Find us on Facebook!

# Memo

Number: 26-218-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-08-04
Subject: A Public Hearing to take comments on a Community Development Block Grant for the 2026 Housing assistance Grant Program in the amount of $500,000, to be used for assistance to Habitat for Humanity to complete five single family homes in Sanford on Island Avenue.

## RECOMMENDATION

A Public Hearing to take comments on a Community Development Block Grant for the 2026 Housing assistance Grant Program in the amount of $500,000, to be used for assistance to Habitat for Humanity to complete five single family homes in Sanford on Island Avenue.

## Background Information:

## Legal Review Status:

## Administrative or Department Review:

## Financial Impact or Review:

# Memo

Number: 26-231-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-08-04
Subject: Ordered, to enact a citizen-initiated ordinance instituting a 180-day moratorium on data centers, pursuant to City Charter Section 1301. (This item must be read on two separate occasions. This is the second reading.)

## RECOMMENDATION
Second reading and vote on a citizen-initiated ordinance instituting a 180-day moratorium on data centers, pursuant to City Charter Section 1301.

## Background Information:
A Citizen Petition for a Moratorium on Data Center Development was filed on May 6, 2026 and has returned the Petition signatures validated by the City Clerk on June 29, 2026. The City Council will now review and consider enacting the Moratorium pursuant to City Charter Section 1301, or move it to Referendum Vote in November, or move it to Referendum Vote in November and also enact a City 180-day Moratorium to extend the City's current 91-day Emergency Moratorium.

See attached Memo for full background and history, Summary of the Moratorium Ordinance, and brief on City Charter Section 1301 on Council actions on citizen petitions.

## Legal Review Status:
Complete

## Administrative or Department Review:

## Financial Impact or Review:
Undetermined

## ATTACHMENT(S):
Memo Citizen Petition Moratorium on Data Center Development 7-15-2026.pdf
Citizen Petition Moratorium on Data Centers.pdf
Data Center Petition Certification.pdf

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

# Moratorium Ordinance on Data Center Development

**To: City Council**

**Subject: Citizen Petition – Moratorium Ordinance on Data Center Development**

**Date: July 15, 2026**

## Background

On May 6, 2026, a Citizen Petition Committee submitted to the City Clerk a proposed ordinance entitled:

**"An Ordinance Establishing a Moratorium on Data Centers in the City of Sanford."**

The proposed ordinance seeks to establish a temporary moratorium on the siting, construction, development, permitting, licensing, and operation of data centers within the City of Sanford for a period of one hundred eighty (180) days.

Pursuant to Article XIII, Section 1301 of the Sanford City Charter, the City Clerk reviewed the petition filing and, on May 29, 2026, issued official petition forms to the Petition Committee for circulation. The Committee was required to obtain signatures from not less than five percent (5%) of Sanford registered voters, representing 736 valid signatures.

The Petition Committee subsequently returned the completed petition forms to the City Clerk for verification and certification. Following review of the submitted signatures, the City Clerk certified that 751 valid signatures of registered Sanford voters had been obtained, thereby satisfying the requirements of Charter Section 1301 for further Council consideration.

Separately, on May 19, 2026, the City Council enacted an Emergency Ordinance establishing a Temporary Moratorium on Data Center Development. The Emergency Ordinance was adopted for a duration of ninety-one (91) days and is scheduled to expire on August 12, 2026. The Emergency Ordinance was enacted to preserve the status quo while the City undertakes a review of zoning and land use regulations relating to large-scale data center development.

At the time of enactment of the Emergency Ordinance, the Council had also been considering adoption of a separate non-emergency moratorium ordinance for a period of up to one hundred eighty (180) days. However, with certification of the citizen petition, the Council is now required to proceed under the procedures established by Charter Section 1301 regarding the citizen-initiated ordinance.

Sanford MAINE

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

# Moratorium Ordinance on Data Center Development

Pursuant to Charter requirements, a public hearing on the proposed citizen petition ordinance has been scheduled and advertised for the July 21, 2026 City Council Meeting.

The proposed ordinance attached to the petition was previously reviewed by legal counsel as required under Charter Section 1301 prior to circulation by the Petition Committee.

## Charter Section 1301 – Procedural Actions Completed

The following procedural requirements of Charter Section 1301 have been completed:
• An Enactment Committee initiated proceedings through the City Clerk;
• Petition forms containing the full text of the proposed ordinance reviewed by legal counsel were circulated;
• Petition signatures were collected within the Charter-prescribed circulation period;
• Petition forms included required voter identification and signature information;
• Circulator affidavits were submitted with the petition materials;
• The City Clerk reviewed and certified that the petition was signed by at least five percent (5%) of Sanford registered voters;
• The City Clerk certified that 751 valid signatures were obtained, exceeding the required threshold of 736 registered voters;
• The proposed ordinance was reviewed by the City Attorney for legality, form, clarity, and consistency with municipal ordinances prior to circulation; and
• A public hearing has been scheduled within the timeframe required under Charter Section 1301.

## Summary of Proposed Moratorium Ordinance

The proposed ordinance would establish a temporary moratorium on the siting, construction, permitting, licensing, development, and operation of data centers within the City of Sanford for a period of one hundred eighty (180) days.

The ordinance contains legislative findings advanced by the Petition Committee and petition signatories regarding a proposed hyperscale data center development within Sanford and identifies concerns relating to:

• Electrical demand and power generation requirements;
• Water consumption and water resource impacts;
• Air emissions and public health impacts;
• Noise, light pollution, and quality-of-life concerns;
• Potential impacts to wildlife habitat and natural resources;

• Property values and economic impacts;
• Emergency response and public safety considerations;
• Adequacy of existing municipal land use regulations;
• Pending state and federal environmental review processes; and
• The need for additional local study and regulatory development before approval of large-scale data center facilities.

The ordinance cites municipal home rule authority and moratorium authority under 30-A M.R.S.A. §4356.

## Article V – Moratorium Imposed

Article V of the proposed ordinance would impose an immediate moratorium prohibiting:

• The siting, construction, reconstruction, installation, establishment, expansion, or operation of any data center within Sanford;
• Issuance of municipal permits, approvals, licenses, variances, agreements, tax increment financing arrangements, or other authorizations related to data centers;
• Acceptance or processing of new municipal applications relating to data center development;
• Commencement of operations of any data center facility; and
• Execution of development agreements or other binding commitments by the City related to data center development.

The proposed moratorium would apply City-wide regardless of zoning district and would apply to pending municipal applications existing at the time of enactment. Any pending municipal applications would be stayed during the moratorium period, with applicable review timelines tolled during that period.

## Article VII – Studies and Actions During Moratorium

Article VII identifies studies, evaluations, and regulatory actions proposed to occur during the moratorium period. These include:

• Review of the adequacy of Sanford's existing land use ordinances, zoning regulations, site plan review standards, and environmental protections;
• Independent assessment of potential air quality impacts and public health considerations;
• Assessment of traffic, transportation, and roadway impacts;
• Evaluation of potential impacts to surface water and groundwater resources;

• Review of operational history and technological readiness of proposed data center technologies;
• Assessment of impacts to property values, economic activity, and quality of life;
• Evaluation of municipal emergency response preparedness and capability;
• Monitoring and review of Maine Department of Environmental Protection and applicable federal permitting processes;
• Public hearings and opportunities for public input; and
• Drafting and consideration of new municipal ordinances, regulations, or standards relating to data center development, including potential ratepayer protections and utility infrastructure considerations.

## Existing City Actions Relative to Data Center Regulation

Since enactment of the Emergency Ordinance on May 19, 2026, the City has initiated a comprehensive review of data center development standards and regulatory approaches.

The City Council established the Industrial Development Standards Task Force to review existing regulatory frameworks, identify gaps in local ordinances, and develop recommendations for future zoning amendments and conditional use standards applicable to large-scale industrial development, including data centers.

The Task Force is currently engaged in reviewing regulatory frameworks, conditional use standards, environmental considerations, infrastructure impacts, and community protections associated with data center development. The work of the Task Force is expected to continue through late 2026 with recommendations ultimately forwarded to the Planning Board and City Council for consideration.

## Council Actions Available Under Charter Section 1301

Following the required public hearing, Charter Section 1301 provides the following procedural options to the City Council:

## Option 1 – Adopt the Ordinance as Submitted

The Council may adopt the proposed ordinance in the form submitted through the citizen petition process. Under Charter Section 1301, the Council may not substantively amend the citizen-initiated ordinance prior to enactment.

If the Council chooses to proceed with adoption, legal counsel has previously advised in similar Charter proceedings that the Public Hearing may constitute the First Reading of the ordinance. A subsequent Second Reading could then be scheduled in accordance with Charter requirements, after which the ordinance would become effective upon adoption by the City Council.

## Option 2 – Submit the Ordinance to Referendum

If the Council does not enact the ordinance as submitted, Charter Section 1301 requires the proposed ordinance to be submitted to referendum vote at the next regular election occurring at least thirty (30) days following the public hearing.

The next regular election meeting this requirement is the November 3, 2026 General Election.

Under Charter Section 1301, if approved by a majority of voters at referendum, the ordinance would become effective in accordance with its provisions following certification of the election results.

## Option 3 – Referendum Plus Separate City-Sponsored Ordinance Development

The Council may elect to submit the citizen petition ordinance to referendum while separately directing Administration and legal counsel to continue development of a City-sponsored moratorium ordinance and/or data center regulatory framework for future Council consideration.

Any such City-sponsored ordinance would constitute a separate municipal legislative action independent of the citizen petition ordinance and could include alternative findings, durations, definitions, regulatory approaches, conditional use standards, or procedural frameworks as determined by the Council.

## Fiscal and Administrative Considerations

Should the ordinance be adopted either by Council enactment or referendum approval, the City may incur administrative, legal, planning, engineering, environmental, and consulting costs associated with implementation of the moratorium and completion of studies and regulatory reviews identified within Article VII of the ordinance.

Additional staff resources may also be required to support ordinance development, Planning Board review, public engagement, technical peer review, and coordination with state and federal regulatory agencies.

Sanford
MAINE

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

# Moratorium Ordinance on Data Center Development

## Recommendation

Administration recommends that the City Council receive the public hearing testimony and determine which of the procedural options available under Charter Section 1301 best advances the Council's policy objectives regarding data center development regulation and the ongoing work of the Industrial Development Standards Task Force.

## Summary

This memorandum is provided for informational and procedural guidance purposes pursuant to Charter Section 1301. The City Council must determine whether to adopt the proposed citizen petition ordinance, submit the ordinance to referendum, or pursue additional legislative actions as permitted under the Sanford City Charter.

Sanford
MAINE

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

## Moratorium Ordinance on Data Center Development

Received 5/6/2026 @ 9:07 AM

# CITIZEN PETITION

## FOR A REFERENDUM VOTE ON A PROPOSED MORATORIUM ORDINANCE

### REGARDING THE SITING, CONSTRUCTION, AND OPERATION OF DATA CENTERS WITHIN THE CITY OF SANFORD, MAINE

*Filed Pursuant To:*

The City of Sanford Charter, Initiative and Referendum Provisions;
Maine Constitution, Article VIII, Part Second, Section 1 (Home Rule);
30-A M.R.S.A. §§ 2522, 3001, and 4356

Date of Initial Circulation: _____

# PETITION TO THE CITY OF SANFORD

**TO:** The City Council, the City Clerk, and the Registered Voters of the City of Sanford, Maine

We, the undersigned registered voters of the City of Sanford, County of York, State of Maine, do hereby petition, pursuant to the initiative and referendum provisions of the Sanford City Charter and 30-A M.R.S.A. § 2522, for a **referendum vote of the registered voters of the City of Sanford** on the following proposed ordinance entitled:

***"AN ORDINANCE ESTABLISHING A MORATORIUM ON DATA CENTERS IN THE CITY OF SANFORD"***

The full text of the proposed ordinance is attached hereto and incorporated by reference as an integral part of this petition. Each signatory below affirms that they have been provided a reasonable opportunity to review the proposed ordinance and understand that their signature constitutes a request that this ordinance be submitted to the voters of the City of Sanford for approval or rejection at referendum.

**IMPORTANT NOTICE TO SIGNERS:** You must be a registered voter in the City of Sanford, Maine to sign this petition. Please print your name, provide your residential street address in Sanford, sign your name, and provide the date. Any false statement may subject the signer to penalties under Maine law.

**SIGNATURE PAGE ____ OF ____**

**1.**

| *Printed Name* | *Residential Address (Sanford)* | *Date* |
|---|---|---|
| Alexander Clary | 118 Mt Hope Rd | 5/6/26 |

*Signature* Alex Clary

**2.**

| *Printed Name* | *Residential Address (Sanford)* | *Date* |
|---|---|---|
| John Stone | 23 Beulah St | 5/6/26 |

*Signature* John Stone

**3.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| Nicholas Servitella | 20 Mayflower Dr #103 | 5/6/2026 |

Signature: Nicholas Servitella

**4.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| Jenna Lund | 1164 Main St | 5/6/2026 |

Signature: JL

**5.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| Susan Roberts | 6 Auger St. | 5/06/2026 |

Signature: Susan A. Roberts

**6.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| | | |

Signature

**7.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| | | |

Signature

**8.**

| Printed Name | Residential Address (Sanford) | Date |
|---|---|---|
| | | |

Signature

**9.**

*Printed Name* | *Residential Address (Sanford)* | *Date*

_____ _____ _____

*Signature*

_____

**10.**

*Printed Name* | *Residential Address (Sanford)* | *Date*

_____ _____ _____

*Signature*

_____

## CLERK'S CERTIFICATION

I, the undersigned Municipal Clerk of the City of Sanford, do hereby certify that I have examined the foregoing signatures and that _____ of the signatures appearing on this sheet are the names of registered voters of the City of Sanford.

City Clerk's Signature: _____

Date: _____

# PROPOSED ORDINANCE

## AN ORDINANCE ESTABLISHING A MORATORIUM ON DATA CENTERS IN THE CITY OF SANFORD, MAINE

### PREAMBLE

**WHEREAS,** a hyperscale data center has been proposed for siting within the City of Sanford on an approximately 1,060-acre site on New Dam Road, with a purported wattage usage of 100-300 megawatts to be supplied by an onsite 300-megawatt hydrogen fuel cell power plant, as well as a purported water usage estimated at 300,000-500,000 gallons per day; and

**WHEREAS,** the site of the proposed facility, while privately owned, is bisected by the Mousam River and is currently one of the largest remaining wooded lots in York County, making it crucially important for land usage and wildlife passages; and

**WHEREAS,** existing data centers across the United States have caused significant resource strain in their areas by requiring extreme amounts of energy and water to continue operation, as well as significant disruption to way of life for nearby residents and wildlife through air, light, and noise pollution; and

**WHEREAS,** recent severe drought conditions have impacted Sanford and are a cause for concern regarding future availability and use of City water; and

**WHEREAS,** studies on communities in immediate proximity to data centers highlight public health impacts, including increased rates of asthma and other respiratory diseases, cardiovascular disease, and premature death among residents, caused by air pollution released by data centers and the onsite power systems they use; and

**WHEREAS,** the proposed center would initially be powered by natural gas for a number of years before transitioning to hydrogen fuel cell power; and

**WHEREAS,** the City of Sanford's existing land use ordinances, zoning regulations, and site plan review standards were not drafted to address the unique and significant risks posed by hyperscale data centers and are inadequate to prevent serious public harm; and

**WHEREAS,** the City needs at least 180 days to study the land use, environmental, health, and community implications of such facilities and to develop and implement appropriate regulations; and

**WHEREAS,** in the judgment of the voters, these facts establish that a Moratorium Ordinance in accordance with 30-A M.R.S.A. § 4356(1) is immediately necessary for the preservation of public health, safety, and welfare;

**NOW, THEREFORE, BE IT ORDAINED** by the voters of the City of Sanford, that the following Moratorium Ordinance be, and hereby is, enacted and, in furtherance thereof, the City does hereby declare a moratorium on the siting, construction, development, operation, or licensing of data centers within the City of Sanford.

## ARTICLE I — AUTHORITY

This ordinance is enacted pursuant to the municipal home rule authority granted by the Maine Constitution, Article VIII, Part Second, Section 1; the home rule powers codified at 30-A M.R.S.A. § 3001; and the moratorium authority set forth in 30-A M.R.S.A. § 4356, which authorizes municipalities to adopt moratoria when the application of existing comprehensive plans, land use ordinances, regulations, or other applicable laws is inadequate to prevent serious public harm from residential, commercial, or industrial development, or to prevent a shortage or overburden of public facilities.

## ARTICLE II — PURPOSE AND INTENT

The purpose of this ordinance is to establish a temporary moratorium on the siting, construction, permitting, licensing, and operation of data centers within the City of Sanford, in order to:

(a) Provide the City and its residents with adequate time to study and evaluate the potential impacts that a hyperscale data center would have on public health, safety, air quality, water quality, light pollution, noise, odor, property values, and overall quality of life within the community;

(b) Allow the City to assess whether its existing land use ordinances, zoning regulations, environmental protections, and site plan review standards are adequate to regulate such facilities and to protect residents from potential adverse effects;

(c) Ensure that all relevant state and federal environmental review processes—including but not limited to Maine Department of Environmental Protection (DEP) air emissions licensing, and any applicable federal review under the Clean Air Act and the Resource Conservation and Recovery Act (RCRA)—are thoroughly completed and the results made publicly available before the City takes any action to approve or permit such a facility;

(d) Provide the City with the opportunity to conduct or commission independent studies and to develop comprehensive local regulations that address the unique risks posed by such facilities, including but not limited to: particulate matter; noise and vibration; odor; light pollution; water usage; stormwater and wastewater management; emergency response preparedness; and long-term environmental liability;

(e) Protect the democratic right of Sanford's residents to participate meaningfully in decisions that would fundamentally affect the character and environmental quality of their community.

## ARTICLE III — FINDINGS

The people of the City of Sanford hereby find and declare as follows:

**1.** A hyperscale data center facility has been proposed within the City of Sanford on an approximately 1,060-acre site on New Dam Road, designed to host a 100 to 300 megawatt capacity data center. This proposed facility would initially be powered by natural gas, with plans to transition to an onsite 300-megawatt hydrogen fuel cell power plant in a number of years. The proposed facility would also consume an estimated 300,000-500,000 gallons of water per day.

**2.** The site of the proposed facility is bisected by the Mousam River and is one of the largest remaining wooded undeveloped lots within York County. The development of a hyperscale data center on this lot poses significant potential risk to wildlife and natural resources in the area.

**3.** The city of Sanford and surrounding areas have recently been impacted by severe and prolonged drought conditions. York County has been under drought conditions observed by the U.S. drought monitor for an entire year. The water usage of the proposed facility is a cause for concern given the persistent drought conditions that Sanford is facing currently. Sanford Water District currently pumps 1.5 million gallons of water per day, meaning that the proposed facility could represent a 20%-33.3% increase in water pumped daily by Sanford Water District.

**4.** Existing hyperscale data centers have shown to release a variety of pollutants, including but not limited to; biocides; corrosive inhibitors; fine particulates; heavy metals; light pollution; noise pollution; and other air and water pollutants. Potential light and noise pollution pose significant potential risk in threatening the health and welfare of abutters and nearby residents. Additionally, substances such as fine particulates and heavy metals pose documented risks to human health, including increased asthma risk, increased cancer risk, respiratory disease, cardiovascular disease, and premature death.

**5.** The City of Sanford's existing land use ordinances, zoning regulations, and site plan review standards were not drafted with the regulation of hyperscale data center facilities in mind and are therefore inadequate to address the unique and significant risks posed by such a facility.

**6.** The residents of Sanford have a fundamental right to participate in land use decisions that would significantly affect their health, safety, and quality of life. Adequate time is needed for public review, independent study, and the development of appropriate local regulations before any such facility is approved.

**7.** This moratorium is necessary because existing laws, ordinances, and regulations are inadequate to prevent serious public harm that may result from the siting, construction, and operation of a

hyperscale data center within the City, thereby satisfying the requirements of 30-A M.R.S.A. § 4356.

## ARTICLE IV — DEFINITIONS

As used in this ordinance, the following terms shall have the meanings indicated:

**"Data center"** means a facility that has the primary purpose of physically housing and operating computer systems including, but not limited to: servers; data storage infrastructure; and network equipment.

**"Hyperscale data center"** means a data center facility housed by multiple buildings.

**"Person"** means any individual, firm, partnership, association, corporation, company, limited liability company, organization, trust, or other legal entity, or any agent or employee thereof.

## ARTICLE V — MORATORIUM IMPOSED

**Section 1. Prohibition.** Effective upon enactment of this ordinance, there is hereby imposed a moratorium within the City of Sanford on the following activities:

(a) The siting, construction, reconstruction, installation, establishment, or expansion of any data centers;

(b) The issuance by any City department, board, commission, officer, or employee of any permit, license, approval, authorization, variance, or other entitlement for the siting, construction, operation, or expansion of any data centers, including but not limited to building permits, occupancy permits, site plan approvals, zoning approvals, conditional use permits, special exceptions, and any tax increment financing (TIF) agreements, credit enhancement agreements, or other public financial incentives related thereto;

(c) The acceptance or processing by any City department, board, or commission of any new applications for any of the foregoing permits, licenses, approvals, or entitlements;

(d) The operation or commencement of operations of any data centers;

(e) The execution by the City of any development agreement, contract, lease, or other binding commitment relating to the siting, construction, or operation of any data centers.

**Section 2. Scope.** This moratorium shall apply to all land within the municipal boundaries of the City of Sanford, regardless of zoning district, and shall apply to all persons, whether or not an application for any permit or approval has been submitted, is pending, or has been granted as of the effective date of this ordinance.

**Section 3. Pending applications.** Any application for a permit, license, approval, or entitlement described in Section 1 of this Article that is pending as of the effective date of this ordinance shall

be stayed and shall not be processed, reviewed, or acted upon during the moratorium period. The running of any time periods applicable to such applications, whether imposed by local ordinance, state statute, or regulation, shall be tolled during the moratorium period.

## ARTICLE VI — DURATION AND EXTENSION

**Section 1. Initial term.** This moratorium shall be in effect for a period of one hundred eighty (180) days from the date of its enactment, in accordance with 30-A M.R.S.A. § 4356.

**Section 2. Extension.** This moratorium may be extended for one or more additional periods not to exceed 180 days each, as permitted by 30-A M.R.S.A. § 4356, upon a finding by the City Council that: (a) the conditions giving rise to the need for the moratorium continue to exist; and (b) reasonable progress is being made to alleviate the problem giving rise to the need for the moratorium. Any extension shall be adopted by the City Council following public notice and hearing. The moratorium shall remain in effect during any extension period under the same terms and conditions as set forth herein unless amended.

**Section 3. Early termination.** The City Council may terminate this moratorium prior to its expiration upon making a finding, after public notice and hearing, that: (a) the City has adopted comprehensive land use regulations adequate to regulate hyperscale data centers and to protect public health, safety, and welfare; and (b) all applicable state and federal environmental reviews have been completed and results made publicly available. Termination prior to expiration shall require an affirmative vote of the City Council.

## ARTICLE VII — STUDIES AND ACTIONS DURING MORATORIUM

During the moratorium period, the City shall undertake or commission the following studies and actions, at a minimum:

(a) A comprehensive review and assessment of the City's existing land use ordinances, zoning regulations, site plan review standards, and environmental protection provisions to determine their adequacy to regulate hyperscale data centers;

(b) An independent assessment of potential air quality impacts, including modeling of criteria pollutant, hazardous air pollutant, and greenhouse gas emissions from the proposed type of facility, and an evaluation of potential health risks to nearby residents, workers, students, and other sensitive populations;

(c) An assessment of traffic, road infrastructure, and transportation impacts, including the effects of heavy truck traffic on local roads, bridges, intersections, and residential neighborhoods;

(d) An evaluation of potential impacts on surface water and groundwater quality, including risks of contamination from air deposition, stormwater runoff, and process wastewater;

(e) A review of the operational track record and technological readiness of the proposed hyperscale data center, including review of operational data from any existing facilities utilizing the same or substantially similar technology;

(f) An assessment of impacts on property values, economic activity, and quality of life for residents and businesses in the vicinity of the proposed site;

(g) An evaluation of emergency response preparedness, including the City's capacity to respond to fires, chemical releases, explosions, or other incidents at such a facility;

(h) A review and monitoring of all state and federal environmental review processes, including the Maine DEP air emissions licensing processes, and any applicable federal reviews;

(i) Public hearings and opportunities for public input on the foregoing studies and any proposed regulatory amendments;

(j) The drafting and consideration of any new or amended ordinances, regulations, or standards deemed necessary to adequately regulate data centers or to protect public health, safety, and welfare; as well as ratepayer protections and surge protections.

## ARTICLE VIII — EXEMPTIONS

This moratorium shall not apply to the continued operation of existing data centers in Sanford, such as any hospital servers or emergency dispatch servers.

## ARTICLE IX — ENFORCEMENT AND PENALTIES

**Section 1. Enforcement.** This ordinance shall be enforced by the Code Enforcement Officer of the City of Sanford, or such other municipal official(s) as the City Council may designate.

**Section 2. Violations.** Any person who violates any provision of this ordinance shall be subject to a civil penalty of not less than $2,500 and not more than $25,000 for each violation. Each day that a violation continues shall constitute a separate offense.

**Section 3. Injunctive relief.** In addition to any other remedies available at law or in equity, the City of Sanford may seek injunctive relief in the Maine Superior Court (York County) to restrain any violation or threatened violation of this ordinance. Any violation of this ordinance is subject to enforcement action under 30-A M.R.S.A. § 4452.

**Section 4. Cumulative remedies.** The remedies set forth in this Article are cumulative and not exclusive, and shall be in addition to any other remedies available to the City under applicable law.

## ARTICLE X — SEVERABILITY

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect, impair, or invalidate the remaining portions hereof, and the remaining portions shall continue in full force and effect. It is hereby declared that this ordinance would have been adopted and each section, subsection, sentence, clause, phrase, and portion thereof would have been adopted regardless of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions may be declared invalid or unconstitutional.

## ARTICLE XI — CONSISTENCY WITH EXISTING LAW

This ordinance is intended to complement and not to replace, conflict with, or supersede any applicable state or federal law or regulation. To the extent that any provision of this ordinance is inconsistent with state or federal law, state or federal law shall control, and such inconsistency shall not affect the validity of the remaining provisions of this ordinance.

## ARTICLE XII — EFFECTIVE DATE

This ordinance shall take effect immediately upon its approval by a majority of the voters of the City of Sanford voting at referendum, as certified by the City Clerk.

* * * * *

**INSTRUCTIONS TO VOTERS:** If this ordinance is placed on the ballot, voters will be asked the following question:

***"Shall the City of Sanford adopt an ordinance establishing a 180-day moratorium on the siting, construction, and operation of data centers within the City, to allow time for independent study of potential environmental, health, and community impacts?"***

**YES / NO**

# Sanford
CITY CLERK'S OFFICE

**City Clerk's Office**
919 Main Street
Sanford, ME 04073

Municipal Clerk certification of signatures submitted by the Ordinance Enactment committee on June 22, 2026.

I, the undersigned municipal clerk of the City of Sanford, hereby certify that *eleven (11)* of Twenty-three (23) petitions turned in by the overrule committee containing a total of *eight hundred (800)* signatures were certified and tabulated as follows:

| | |
|---|---|
| Valid signatures of persons who are registered to vote in Sanford: | 751 |
| Invalid signatures of persons not registered to vote in Sanford: | 39 |
| Invalid duplicate signatures: | 10 |

Dated: June 29, 2026

Susan H. Cote

Susan H. Cote, City Clerk

# Memo

Number: 26-219-01
To: City Council
From: Lorisa Ricketts, Executive Administrator
Date: 2026-08-04
Subject: Resolved, to authorize the City Manager to accept a 2026 Housing Assistance CDBG Grant in the amount of $500,000 to assist Habitat for Humanity York County in the creation of five housing units on Island Avenue.

## RECOMMENDATION

Resolved, to authorize the City Manager to accept a 2026 Housing Assistance CDBG Grant in the amount of $500,000 to assist Habitat for Humanity York County in the creation of five housing units on Island Avenue.

## Background Information:

## Legal Review Status:

## Administrative or Department Review:

## Financial Impact or Review:

## ATTACHMENT(S):

2024 HA-SANFORD-COUNCIL RESOLUTION.pdf

# COUNCIL RESOLUTION

**STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the **City of Sanford** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

**WHEREAS**, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low- and moderate-income families and individuals and the community has conducted at least one duly advertised public hearing.

**NOW THEREFORE**, be it resolved by the Council of the City of Sanford that the City Manager:

Is authorized and directed to submit an application for the Housing Assistance Grant program in the amount of $300,000 to the State of Maine's CDBG Program at the Department of Economic and Community Development on behalf of the Community of Sanford, for creation of four housing units with Habitat for Humanity York County, substantially in the form presented to this council;

Is authorized to make assurances on behalf of the City of Sanford required as part of such applications, and

Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the City of Sanford and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

**DATE ENACTED: _____** **Municipal Seal**

**AUTHORIZED SIGNATURES**

| | |
|---|---|
| | |
| **Name** | **Date** |
| | |
| **Name** | **Date** |
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| **Name** | **Date** |
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| **Name** | **Date** |
| | |
| **Name** | **Date** |

# Memo

Number: 22-373-01
To: City Council
From: Michelle LaBree, Assistant City Manager
Date: 2026-08-04
Subject: Ordered, to approve the Midtown Mall Maintenance Assessment for the 2026-2027 Fiscal Year.

## RECOMMENDATION
Approve the assessment for the 2026-2027 Fiscal Year.

## Background Information:
Approval of the Assessment is required by the City Council each year. Please review the email from Matt Hill for the explanation of the increase in snow removal costs from the previous fiscal year.

## Legal Review Status:
Complete

## Administrative or Department Review:
Attached please find the table of accumulated maintenance costs benefiting the district during FY 25-26. While utility costs stayed consistent and general maintenance decreased from the prior year, winter maintenance costs (plowing) have significantly increased. The increase is due to the new snow removal contract, an active winter season and current rates. There were no capital improvement projects completed last year.

## Financial Impact or Review:
The actual accumulated maintenance costs benefiting the district were $38,173.25. 60% of those costs is $ 22,903.25. The most recently available estimated values for each property are shown at the end of the attached City Council Order.

## ATTACHMENT(S):
FY26-27 Assessment City Council Order - Midtown Mall.pdf
Ordinance - Midtown Mall Maintenance District.pdf
Annual Assessment History 2026.pdf
Mid Town Mall Actual Costs 7.27.26 MH.pdf

**CITY COUNCIL ORDER**
**Approval of the Midtown Mall Maintenance Assessment for the 2026-2027 Fiscal Year**

**WHEREAS**, the City of Sanford (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "Act"), to designate the Midtown Mall Municipal Development District (the "District") and to adopt a development program for the District (the "Development Program") pursuant to the Act; and

**WHEREAS,** the City has designated the District and adopted the Development Program; and

**WHEREAS**, the City has adopted an Ordinance establishing the Midtown Mall Maintenance Assessment (the "Ordinance"); and

**WHEREAS**, the Council will confirm the amount of the assessment and the apportionment of the assessment each year consistent with the requirements of the Ordinance and Development Program; and

**WHEREAS,** this Order will allow the Council to approve the assessment and its apportionment for the 2026-2027 Fiscal Year; and

**ORDERED AS FOLLOWS**, in accordance with the Development Program and Sections 109-5 and 109-6 of the Ordinance, the City of Sanford hereby approves the Midtown Mall Maintenance Assessment for the **2026-2027 Fiscal Year** as follows:

(a) Total Maintenance Assessment.
   1) For the **2025-2026 Fiscal Year**, the total annual accumulated maintenance costs are $38,173.25.
   2) Pursuant to Section 109-6A. of the Ordinance, the maintenance assessment equals sixty percent (60%) of the total annual accumulated maintenance costs. Sixty percent (60%) of the total annual maintenance costs are $22,903.95.

(b) Apportionment of Total Maintenance Assessment. The total annual maintenance assessment shall be apportioned among the three properties identified in the Ordinance according to the following table, which shows the most recently available valuations for each property as confirmed by the City Assessor.

| Tax Map/Lot | Most Recently Available Assessed Value | Percentage of Total Assessed Value | Assessment Apportioned to District Each Property |
|---|---|---|---|
| K29-63 | $1,156,100 | 27% | $6,184.07 |
| K29-64 | $2,125,300 | 50% | $11,451.98 |
| K29-65 | $986,900 | 23% | $5,267.91 |
| **Total** | $4,268,300 | 100% | $22,903.95 |

# Chapter 109. Development Districts

[HISTORY: Adopted by the City Council of the City of Sanford as indicated in article histories. Amendments noted where applicable.]

**ATTACHMENTS**
**Attachment 1 - Exhibit A Midtown Mall Maintenance District**

# Article I. General Provisions

[Adopted 8-2-2022 by Order No. 22-253-01]

## § 109-1. Development districts established.

The City of Sanford hereby establishes certain development districts as outlined in the articles contained within this chapter.

# Article II. Midtown Mall Maintenance District

[Adopted 8-2-2022 by Order No. 22-253-01]

## § 109-2. Midtown Mall Maintenance District created.

A development district pursuant to 30-A M.R.S.A. § 5223 is hereby created, known as the Midtown Mall Maintenance District (the "District") and a development program for the District (the "Development Program") is adopted by the City Council. The District is defined as City Tax Map K29-63, K29-64, K29-65 and K29-66 all as officially on file with the Assessor as of April 2022 and as further called out on Exhibit A, attached hereto.[1]

[1] *Editor's Note: Said Exhibit A is included as an attachment to this chapter.*

## § 109-3. Privately owned properties being benefitted within the District.

The privately owned properties that benefit from the Development Program are located at Tax Maps K29-63, K29-64 and K29-65. These three properties are those which will benefit directly from the City's maintenance of the public parking area located in area identified on City Tax Maps as K29-66.

## § 109-4. Maintenance assessment; purpose.

A maintenance assessment pursuant to 30-A M.R.S.A. § 5228 shall be assessed upon the privately owned properties within the District that benefit from the activities undertaken pursuant to the Development Program. The purpose of the Development Program is to reduce the public cost of maintaining and operating the public facilities within the District that primarily serve to benefit the private property owners within the District. Such maintenance and operating costs shall include the following activities to repair, maintain, or operate the public facilities within the District:

A. Winter maintenance. Annual contracted labor and material costs to plow, sand, salt, clear, haul and generally maintain the public areas within the District necessary because of winter conditions and keeping public areas generally free of ice and snow.

B. Utilities. Annual utility costs to operate lighting of public areas, maintain and repair lighting equipment and wiring, and other maintenance and repair of underground and aboveground utilities.

C. General maintenance and repair. Annual contracted labor and materials to maintain and repair public areas within the District necessary for general maintenance of the public area within the District.

D. Capital projects. Capital improvements may be required as part of maintenance activities and may include improvement, repair, and other associated maintenance to the public areas within the District. Capital projects may include repayment of financial obligations and financing costs when necessary.

## § 109-5. Maintenance fund established.

For purposes of administering the maintenance assessment, a maintenance fund account is hereby established. Maintenance and operating costs shall be caused to accumulate in the maintenance account until such time that they are repaid through the collection of the annual maintenance assessment. All revenue collected through the assessments shall be paid into the account to offset the maintenance costs as identified above and approved by the City on an annual basis. For the first year of the District, the assessed amount will be calculated and divided among the benefitted properties according to the formula outlined below and assessed in the next annual warrant to the tax collector. Going forward, actual accumulated maintenance costs shall be totaled once per year immediately following the closing of the City's fiscal year and shall be apportioned to the properties in the District according to the formula below.

## § 109-6. Maintenance assessment formula; method of apportionment.

A. The maintenance assessment shall be calculated according to the following formula:

(1) In the third year of the District, sixty percent (60%) of the annual maintenance costs shall constitute the total maintenance assessment, subject to the above note regarding the first year of the assessment. The remaining forty percent (40%) of the annual maintenance costs shall be paid for by general fund taxation. This forty percent (40%) general fund responsibility is meant to acknowledge that parties other than those who own the properties identified in § **109-3** hereof may benefit from the City's maintenance activities, up to forty percent (40%). Notwithstanding the amount identified above and for the purpose of providing a phased-in approach for the first two years of implementation, the total maintenance assessment will be 1/3 of sixty percent (60%) of the annual maintenance costs and for the second year of implementation, the total maintenance assessment will be 2/3 of sixty percent (60%) of the annual maintenance costs.

B. The maintenance assessment shall be apportioned among the benefitted properties according to the following formula:

(1) The total annual maintenance assessment shall be divided among the three properties identified above in § **109-3** according to the assessed value for each respective property as of the most recently available valuation confirmed by the City Assessor. The assessed value of each respective property is the City's measure for the relative benefit each property receives from City's maintenance activities because: a) Access to free parking is of value to the businesses operating on the properties and translates into assessed property values; and b) No specific parking spaces are reserved for any of the three properties identified above in § **109-3**.

## § 109-7. Collections.

The maintenance assessment shall be collected in the same manner as municipal taxes. The municipal Tax Collector shall have all the authority and powers by law to collect the maintenance assessment. If a property owner within the District fails to pay any maintenance assessment or part thereof by the dates required, the City has all the authority and power to collect the delinquent maintenance assessment vested in the City by law.

**ACTUAL ACCUMULATED MAINTENANCE COSTS**

| | | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|
| WINTER MAINTENANCE | $ | 14,108.00 | 27,790.00 | 11,622.50 | 13,883.75 | 33,280.00 |
| UTILITIES (PARKING AREA LIGHTING) | $ | 5,544.00 | 5,030.45 | 5,030.45 | 4,232.75 | 4,232.75 |
| GENERAL MAINENANCE AND REPAIR | $ | - | - | 3,612.15 | 2,866.40 | 660.50 |
| CAPITAL PROJECTS | $ | | 22,000.00 | - | - | - |
| **TOTAL MAINTENANCE COSTS** | **$** | **19,652.00** | **54,820.45** | **20,265.10** | **20,982.90** | **38,173.25** |

**MIDTOWN MALL ANNUAL MAINTENANCE ASSESSMENT**

| | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|
| **60% ANNUAL MAINTENANCE COSTS** | **$ 11,791.20** | **$ 32,892.27** | **$ 12,159.06** | **$ 12,589.74** | **$ 22,903.95** |
| ***PHASE-IN (1/3 1st yr, 2/3 2nd yr)*** | ***$ 3,891.10*** | ***$ 21,928.18*** | | | |

## Michelle A. LaBree

**Subject:** FW: Mid Town Mall Costs

**From:** Matthew E. Hill <mehill@sanfordmaine.org>
**Sent:** Monday, July 27, 2026 10:48 AM
**To:** Michelle A. LaBree <malabree@sanfordmaine.org>
**Cc:** Peter L. Smith <plsmith@sanfordmaine.org>; Jana M. Robichaud <jmrobichaud@sanfordmaine.org>
**Subject:** RE: Mid Town Mall Costs

Hi Michelle,

Looks like I had a typo from my original calculation:

Landry's contract is technically lump sum but the lots in question are measured in square feet. To determine the approximate responsibility per lot, I took the area of the Main Street Marketplace and divided it by the total area of all lots in the contract:

(123,817 SF) / (29,000 SF + 7,000 SF + $1,800 SF + 8,000 SF + 30,000 SF + 38,000 SF + 123,817 SF) = 52%

Contract Cost = $64,000
Times % of Contract Area = 52%

Contract Cost Responsibility = $33,280.00

Roger Guillemette had a perennial handshake agreement with the City to only plow the lot. This previous agreement was at an hourly rate and did not include treating the lot with salt (and sand when necessary). Roger Guillemette has since retired. This is the first year of another Contractor (Landry) who does more but costs more.

The current contract was not proposed at an hourly rate but instead is a lump sum contract approved by the City Council. It includes plowing and treating by the Contractor at time of plowing. DPW had previously received complaints that treatment of this lot was not timely because we were often not in synch with the previous Contractor's efforts (i.e. he would plow once the storm was over and often we were wrapping up or gone to get rest after a long storm). DPW's costs to treat the lot were not previously captured.

No sweeping performed. Our Operator returns from medical leave tomorrow.

**Matthew E. Hill, P.E.**
Director of Public Works
City Engineer

(207) 324-9135
156 School Street, Sanford, ME 04073

Sanford
PUBLIC WORKS

www.sanfordmaine.org

**From:** Matthew E. Hill <mehill@sanfordmaine.org>
**Sent:** Thursday, July 23, 2026 4:27 PM
**To:** Michelle A. LaBree <malabree@sanfordmaine.org>; Peter L. Smith <plsmith@sanfordmaine.org>
**Cc:** Jana M. Robichaud <jmrobichaud@sanfordmaine.org>
**Subject:** RE: Mid Town Mall Costs

Hi Michelle,

Sorry, this got lost in my inbox.

- Regarding Landry's snow plowing efforts;
  - His total contract for 2025-2026 winter was $64,000
  - The area of the midtown mall comprised 62% of the total area of the contract (attached)
  - Therefore, cost associate with plowing the midtown mall could be interpolated at $39,680
- Per the Finance Director's guidances (also attached) between this year and last, electric rate projections remained unchanged (0.0948 kWh). Therefore, the assumed electric usage of $4,232.75 remains unchanged.
- Per our iworQ documentation, we have 5 pothole tickets marked as complete for the area. Estimate 5 potholes x one hour/pothole x [ (2 employees x 38.06/hr) + ($55.98/hr equipment)] = $660.50

Unfortunately, either our street sweeper has been broke down or our Operator has been out on medical, so I don't think we could fairly include any parking lot sweeping time this year.

Sincerely,

**Matthew E. Hill, P.E.**
Director of Public Works
City Engineer

(207) 324-9135
156 School Street, Sanford, ME 04073

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# Memo

Number: 26-241-01
To: City Council
From: Michelle LaBree, Assistant City Manager
Date: 2026-08-04
Subject: Ordered, to approve the bid for the demolition of the barn structure at 217 Old Mill Road from Peter Petit Landscaping in the amount of $12,950.00

## RECOMMENDATION

Ordered, to approve the bid for the demolition of the barn structure at 217 Old Mill Road from Peter Petit Landscaping in the amount of $12,950.00

## Background Information:

This property was declared dangerous on September 12, 2023. A rehabilitation plan was submitted and approved on January 30, 2024, however, failed to be completed. The Land Bank Commission authorized moving forward on the demo process and an RFP was released on June 29, 2026, with 3 bids opened at bid opening. Low bid for the project was received by Peter Petit Landscaping in the amount of $12,950.00. Bid should be awarded to Peter Petit Landscaping.

## Legal Review Status:

N/A

## Administrative or Department Review:

## Financial Impact or Review:

## ATTACHMENT(S):

217 Old Mill Demo Bid Openings.pdf

Bid Opening
7/23/2026
217 Old Mill Road

| Contractor | Price | Special Conditions | |
|---|---|---|---|
| Matt Landry | $ 19,000.00 | $12/yd fill price | |
| Peter Petit Landscaping | $12,950.00 | $15/yd fill price | |
| Lakeside Concrete Cutting | $ 19,800.00 | $60/yd | |
| | | | |
| | | | |
| | | | |