LEWISTON CITY COUNCIL AGENDA
COUNCIL CHAMBERS
OCTOBER 6, 2026

6:00 p.m. Workshop

A. Update on Wayfinding Signage Project

B. Update on Solid Waste Ordinance Revisions and Cart2Curb Service Framework

7:00 p.m. Regular Meeting

Pledge of Allegiance to the Flag

ALL ROLL CALL VOTES FOR THIS MEETING WILL BEGIN WITH THE COUNCILOR OF WARD 6.

Acceptance of the minutes of the September 15, 2026 meeting.

Public Comment period – Any Lewiston resident or taxpayer may make comments regarding issues pertaining to Lewiston City Government (3 minutes per speaker; maximum time for all comments is 18 minutes)

City Administrator's Report

CONSENT AGENDA: All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen requests. In that event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

*1. Approval of Election Warrant Calling for the Municipal Election to be held on Tuesday, November 3, 2026 and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the Municipal and State Election, November 3, 2026.
*2. Amendment to the Traffic Schedule to prohibit overnight parking on a section of Winter Street.
*3. Amendment to the Traffic Schedule to reduce parking spaces on a portion of Pine Street due to the road changes from the Dewitt Housing Project.

REGULAR BUSINESS:

4. Public Hearing on an Application for a Business License renewal for Merrimack River Medical Services, Inc. for an Outpatient Addiction Treatment Clinic at 18 Mollison Way.
5. Public Hearing and Final Passage regarding an amendment to the Administrative Code to establish the Department of Community Development and Strategic Initiatives.
6. Public Hearing and Final Passage for an amendment to the Traffic and Vehicles ordinance regarding unregistered or uninspected vehicles parked on the public way.
7. Public Hearing and First Passage regarding an amendment to the Amusements and Entertainment ordinance regarding approvals for new Special Amusement permits.
8. Public Hearing and Approval of Amendments to the General Assistance Policy for Annual Authorization of Eligibility Amounts.
9. Amendments to the Municipal Parking Fees Policy to establish fees for unregistered or uninspected vehicles.
10. Amendment to the Parking Fees Policy regarding use of the new Electric Vehicle (EV) charging stations in the parking garages.

11. Order, Authorizing the City Administrator to Execute an Extension to the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc.
12. Order, Authorizing the City Administrator to sign the timeline and action plan with Kaydenz Kitchen Pantry Inc.
13. Appointment of Council representative to the Lewiston Youth Advisory Council.
14. Public Comment period (if needed)
15. Reports and Updates.
16. Any Other Business Councilors or staff may have relating to Lewiston City Government.

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LEWISTON ME

Economic & Community Development

Date: October 6th , 2026 27-27

To: City Council Update
City of Lewiston, Maine

From: Economic & Community Development Team
City of Lewiston

Re: Update to Citywide Wayfinding Signage

Dear Members of City Council:

The Economic & Community Development Team is pleased to submit the following design and implementation considerations for the proposed City of Lewiston Wayfinding Signage System. The proposed system is intended to create a coordinated, attractive, and functional wayfinding network that improves navigation throughout the city while supporting the historic character and economic vitality of downtown Lewiston. The proposal represents a comprehensive wayfinding system incorporating multiple levels of signage for both vehicle and pedestrian traffic. While the majority of the system is concentrated within the downtown area, the overall approach establishes a coordinated hierarchy for guiding residents and visitors throughout the City.

The wayfinding logic is designed to first direct vehicular traffic toward public parking facilities and primary destinations. From these locations, the system transitions users from vehicle to pedestrian wayfinding. The goals are to better connect key destinations, encourage walking and exploration, improve the visitor experience, and strengthen the overall image and identity of Lewiston.

Compliance with Article XV, Section 5

The city recognizes that signage located on historic structures or within designated historic districts and visible from a public right-of-way is subject to review under Article XV, Section 5 of the Lewiston Zoning and Land Use Code. The Code specifically identifies signage within a designated historic district, when visible from a public right-of-way, as requiring a Certificate of Appropriateness unless otherwise exempt.

The proposed wayfinding system has therefore been developed with consideration of the applicable historic preservation review criteria, including placement, text, color, materials, and lighting, which are specifically identified in Article XV, Section 5(f)(4)(a)(4) for sign review.

The system is also intended to meet the broader Section 5(f)(1) objective of creating a functionally efficient and visually coherent grouping of buildings and spaces while enhancing the public's ability to locate, use, and enjoy significant districts and areas. In particular, the Code recognizes the importance of locating features in a manner that improves public access and enhances the public's ability to navigate buildings, open spaces, and pedestrian environments.

1. Placement

Gateway Signs:
A new primary City gateway sign is proposed at the corner of Main Street and Lincoln Street. A second, smaller gateway element is proposed at the intersection of Lisbon Street and Lincoln Street to replace the existing sign.

Vehicular Wayfinding Signs:
Vehicular wayfinding signs will follow applicable MaineDOT/DOT placement and location standards. Signs will generally be located within the public right-of-way and positioned in advance of driver decision points to provide adequate time for recognition and navigation.

Parking Signs:
Parking identification signs will be freestanding and located near the primary entrances to designated public parking garages. Their placement is intended to make parking facilities readily identifiable without creating unnecessary visual clutter within the historic downtown environment.

Pedestrian Signs:
Pedestrian wayfinding will utilize a combination of freestanding signs and signs mounted to existing light poles. Freestanding signs will primarily be located along sidewalks and pedestrian pathways connecting parking facilities with downtown districts, attractions, businesses, civic facilities, and other destinations.

The placement strategy is intended to support the City's historic preservation objectives by creating an orderly and consistent system rather than introducing individually designed signs throughout downtown. This approach also supports Article XV objective of enhancing the pedestrian environment and the public's ability to navigate significant areas.

2. Text and Information

Vehicular Signs:
Typography and copy height will follow applicable DOT recommendations. Roadways with posted speeds of 25 mph or less will utilize 4-inch Clearview Highway text. Roadways with posted speeds above 25 mph will utilize a 5-inch capital letter height. Destinations identified on vehicular signs will be limited to appropriate public destinations consistent with applicable MUTCD criteria.

Parking Signs:
Parking signs will clearly identify each public parking garage by name and incorporate an integrated digital display for supplemental parking information. Digital content may include parking rates, parking availability, closures, temporary conditions, and other relevant operational information.

Pedestrian Signs:
Pedestrian signs will incorporate a combination of maps and directional information. In addition to directing pedestrians efficiently to their intended destinations, the signs will identify nearby attractions, districts, businesses, civic facilities, and amenities to encourage walking and exploration downtown.

The information hierarchy is intentionally limited and organized to avoid unnecessary visual complexity within the historic environment.

3. Colors

The wayfinding system will utilize colors consistent with the established City of Lewiston brand. Applying a consistent color palette throughout the vehicle, parking, pedestrian, and gateway elements will establish a cohesive visual identity for the system.The use of a consistent palette is also intended to avoid a collection of unrelated sign designs that could create visual clutter within the historic district. The back of the signs will reflect more of a pencil sketch of river and its road features on the Lewiston side. The sketch is included as an update to some of the original sketches. This will be called out when we present to the board.

4. Materials

Sign structures will primarily utilize aluminum construction with an automotive-grade painted finish. Reflective sheeting will be incorporated where necessary to provide appropriate vehicular visibility and meet applicable regulatory requirements.

The proposed materials are intended to provide durability, ease of maintenance, and a clean, contemporary appearance that is compatible with the surrounding downtown environment without attempting to replicate historic architectural elements.

5. Lighting

Vehicular and pedestrian directional signs will be non-illuminated.

The larger gateway element proposed at Main Street and Lincoln Street is intended to incorporate illuminated lettering. Final lighting specifications, intensity, mounting, and construction details will be developed to ensure that the illumination is appropriate to its location and does not create unnecessary glare or visual impacts.

Five digital parking signs are also proposed. These signs will be internally illuminated and will incorporate a backlit parking symbol together with an LED display providing variable parking information. The illumination is integral to the operational function of the parking signs and will be designed to provide clear information while minimizing unnecessary impacts on surrounding historic properties and the public realm.

Historic Preservation Considerations

The Economic & Community Development Team recognizes that Lewiston's downtown historic districts are an important component of the City's identity and economic development strategy. The proposed wayfinding system is intended to complement, rather than compete with, the architectural character of the City's historic districts.

The system's consistent placement, limited information hierarchy, coordinated colors, durable materials, and controlled lighting are intended to produce a visually coherent network of signs. The system will also support the pedestrian environment by helping visitors move from public parking facilities to downtown businesses, cultural destinations, public spaces, and other attractions.

The project has not been completely finalized, and the consultant does not have exact dimensions for all 50+ proposed signs but has provided approximations at human scale with front and back designs for your review. Article XV, Section 5 requires applications to include information addressing the applicable review criteria as well as drawings showing the design and location of proposed work and a site plan showing improvements affecting appearance.

The City further acknowledges that Article XV requires all signs to comply with the applicable sign regulations contained in Article XII, Section 16, in addition to the historic preservation standards.

Conclusion

The proposed wayfinding system represents a significant investment in Lewiston's downtown and broader visitor infrastructure. It is intended to improve public navigation, strengthen connections between parking and downtown destinations, encourage pedestrian activity, and create a consistent visual identity for the city.

The Economic & Community Development Team believes the proposed system is consistent with the intent and applicable review considerations of Article XV, Section 5, including the City's objectives for functional efficiency, visual coherence, public accessibility, pedestrian connectivity, and preservation of Lewiston's historic character.

We respectfully submit these considerations to the Historic Preservation Review Board for review and consideration and look forward to working with the Board and Planning & Code Enforcement staff to ensure that the final design and placement of the wayfinding elements meet all applicable City requirements. A full application with illustrative exhibits is attached.

Respectfully submitted,

John Blais
Senior Economic Development Officer
Economic Development
City of Lewiston, Maine



Wayfinding Signage **Design & Analysis Summary**

09/25/2026

CORBIN DESIGN

colorad SIGNS AND EXHIBITS

The city of Lewiston, Maine engaged Color-Ad and Corbin Design in a design-build to provide a comprehensive wayfinding program that features vehicular, pedestrian, parking, and gateway signage.

In May, the consultant team conducted an on-site assessment of the city and met with key stakeholders to better understand how residents and visitors navigate the city, identify opportunities to improve the navigational experience, and evaluate ways to enhance the overall visitor journey.

This analysis takes a holistic view of the City's wayfinding program, evaluating the system as a whole rather than focusing solely on the sign quantities identified in the bid. Our recommendations are intended to maximize the available budget by directing resources to the improvements that will have the greatest impact on navigation, visitor experience, and the overall effectiveness of the wayfinding system.

The wayfinding program will be designed to create a strong first impression, boost visitor satisfaction, and, ultimately, improve the city's tourism business by encouraging return visits.

Project Goals:

Improve the overall image and perception of Lewiston through a cohesive, high-quality but cost-effective wayfinding signage program.

Prioritize directing visitors to the two downtown districts.

Encourage visitors to park once by efficiently guiding them to convenient parking garages.

Convert visitors from drivers to pedestrians as quickly as possible.

Reinforce the walkability between Lisbon Street, Riverfront, and Mill areas.

Use pedestrian kiosks as key orientation and decision-making tools throughout Downtown.

Include maps, nearby destinations, and estimated walking times (in minutes) on pedestrian kiosks to encourage exploration and keep visitors on foot.

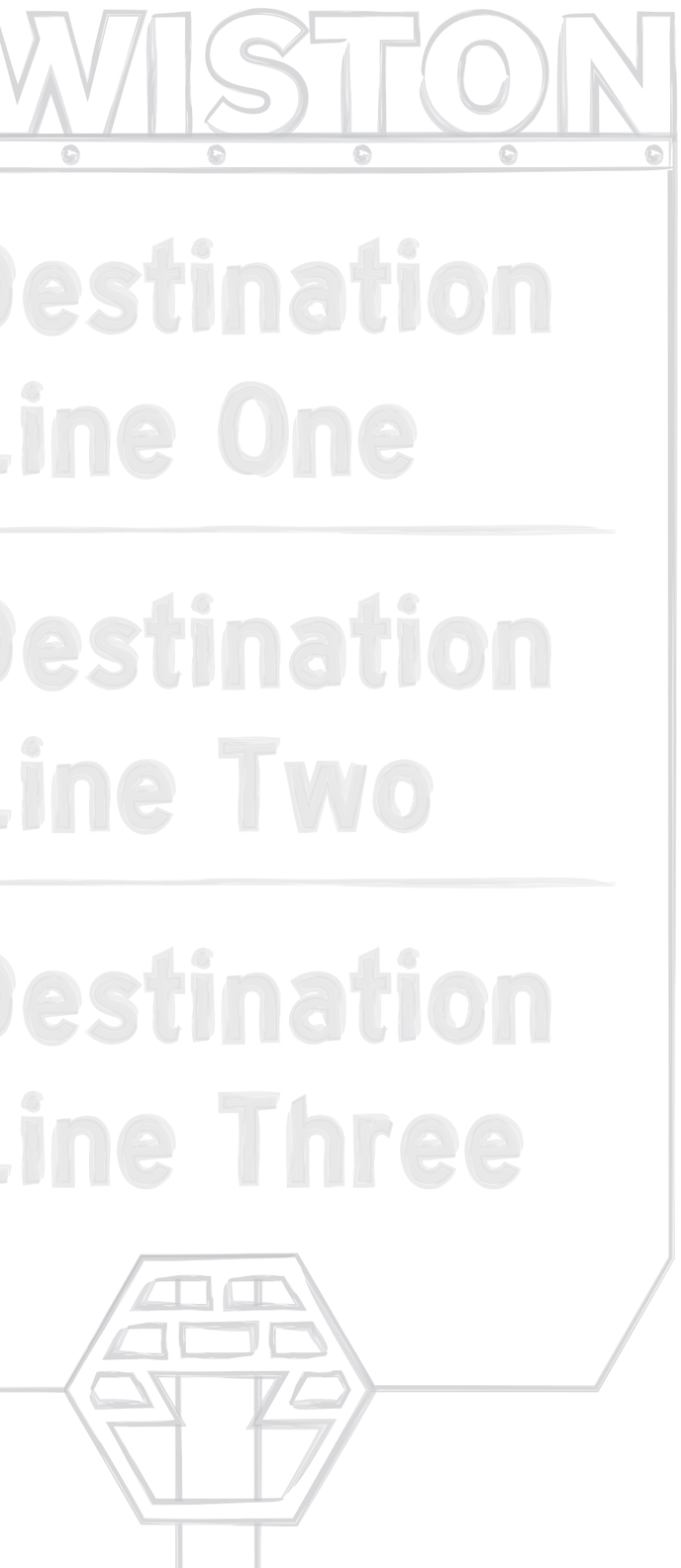












Signage Design Concept

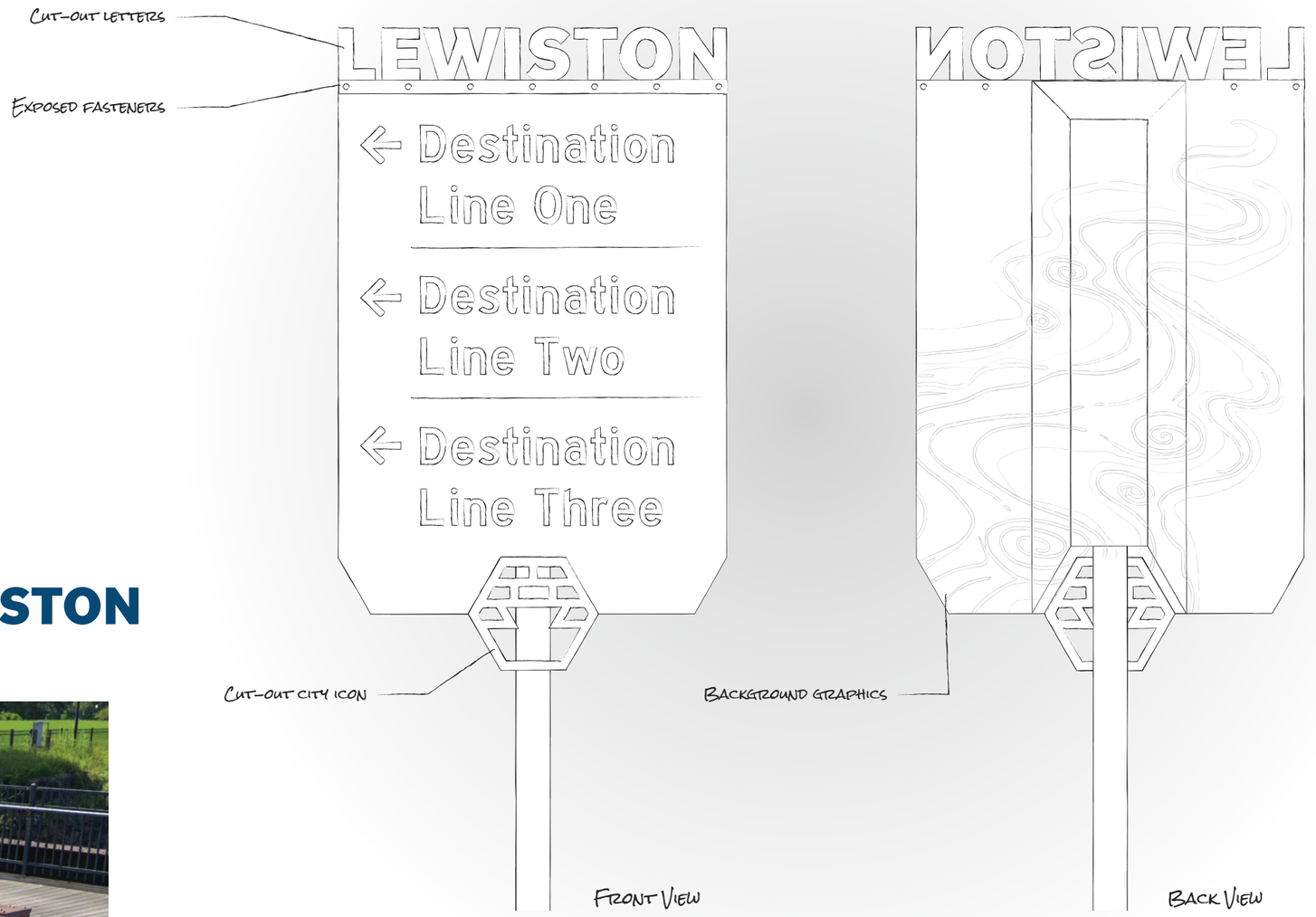
Original Concept Sketch





LEWISTON
Maine





CORBIN DESIGN

Back Panel Artwork



Original Sketch



Final Artwork

CORBIN DESIGN

Dimensional letters inspired by existing monument letters

Removable district panel

LEWISTON

DOWNTOWN

← Destination Line One

← Destination Line Two

← Destination Line Three

Exposed fasteners inspired by industrial heritage

Full face reflective sign face, dark blue to coordinate with city logo

Angle corners to match city icon and create unique sign silhouette

Custom-cut dimensional city icon

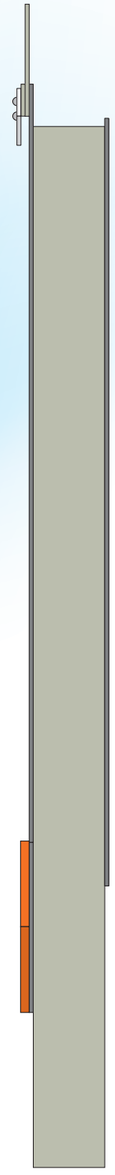
Square post

Front View



Custom artwork printed to vinyl and applied over back panel

Back View



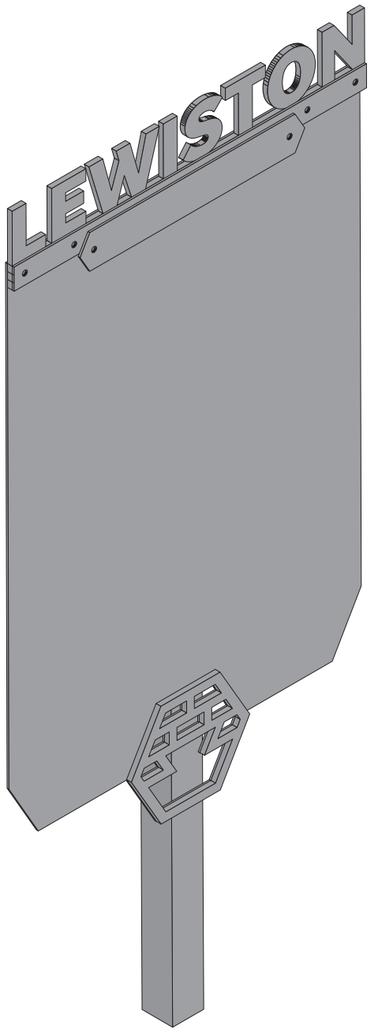
Inset back panel to cover post

City icon is permanently attached to sign

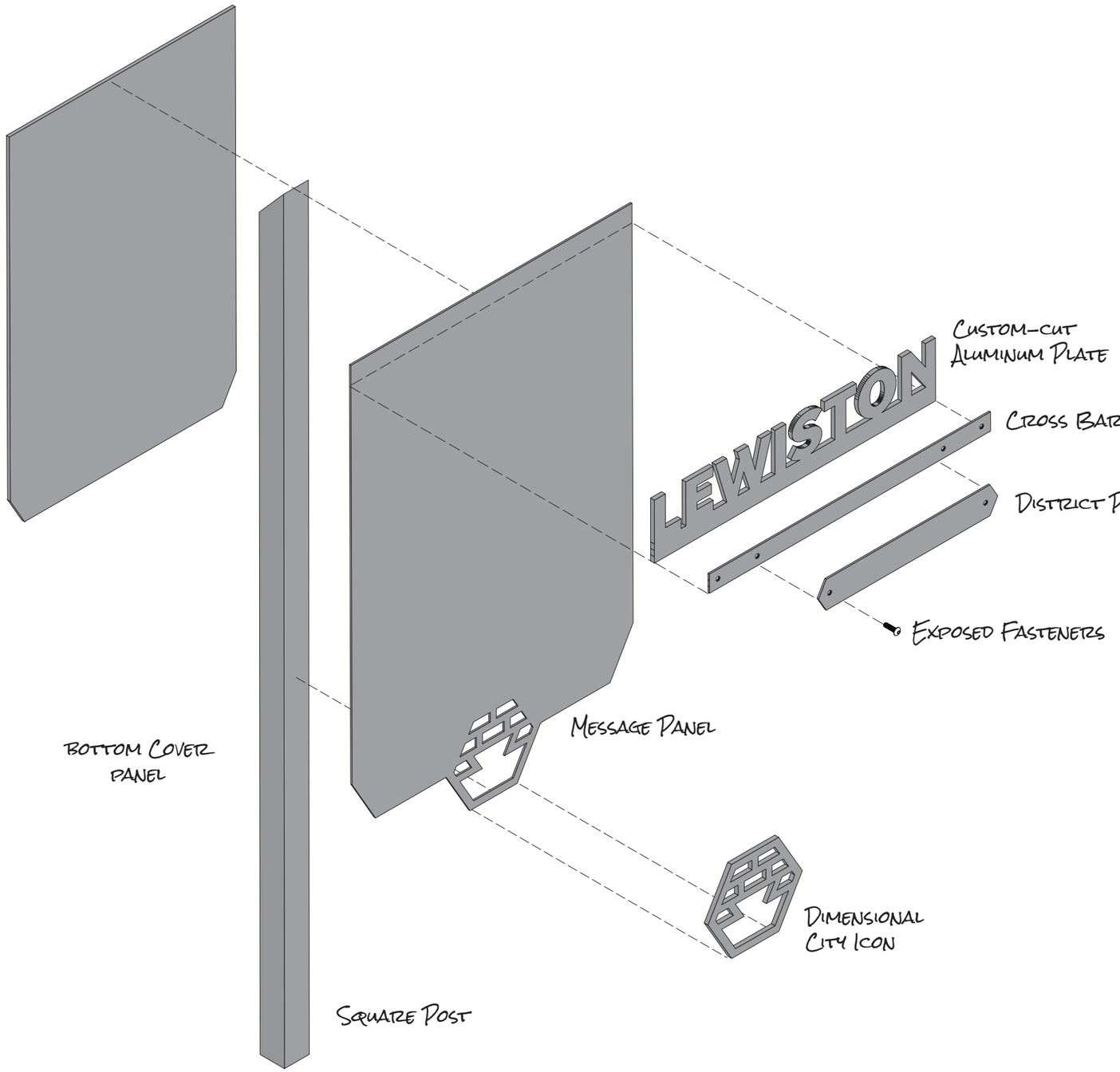
Side View

Primary Vehicular Guide

CORBIN DESIGN

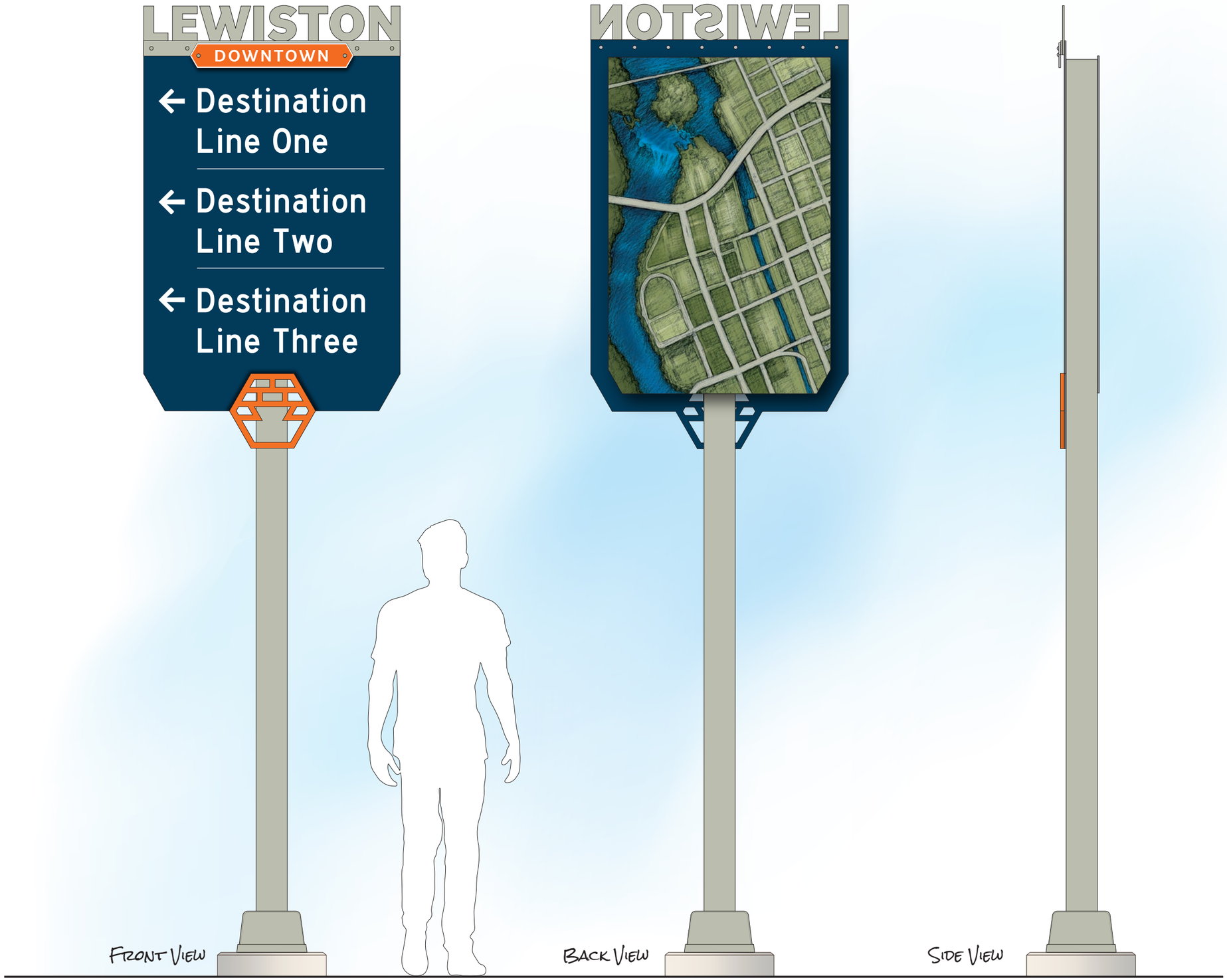


Isometric View



Primary Vehicular Guide Details

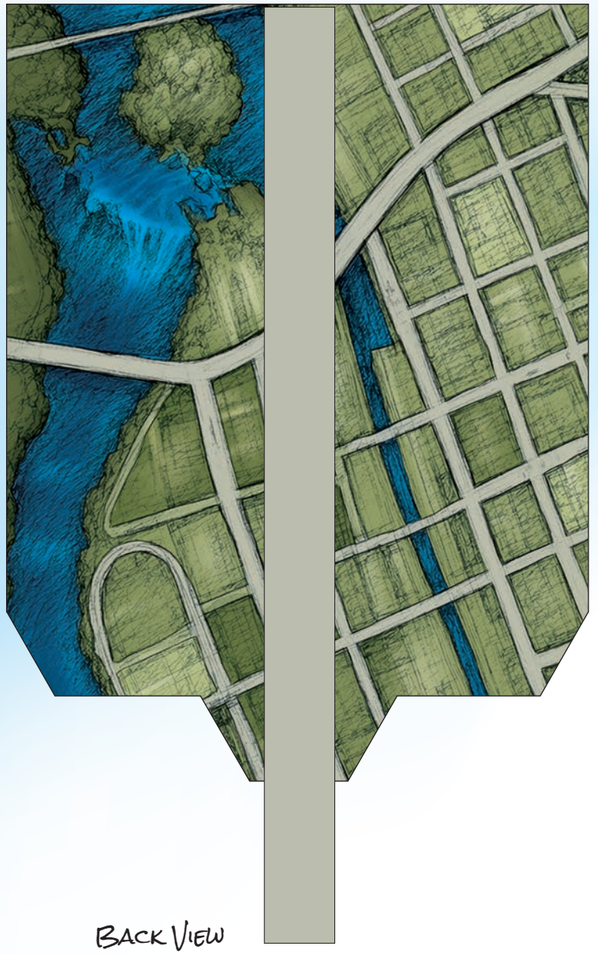
CORBIN DESIGN



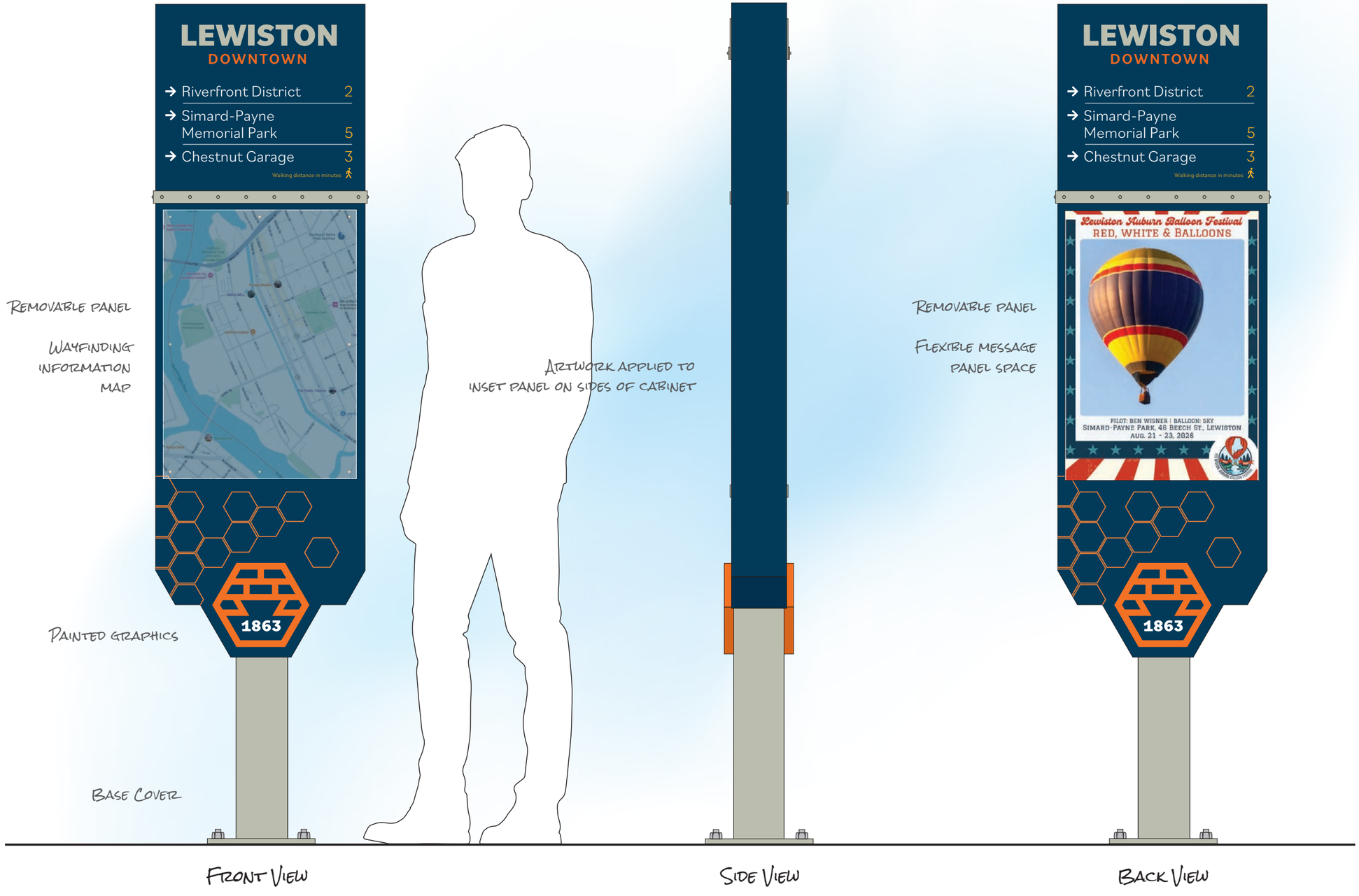
CORBIN
DESIGN



Front View

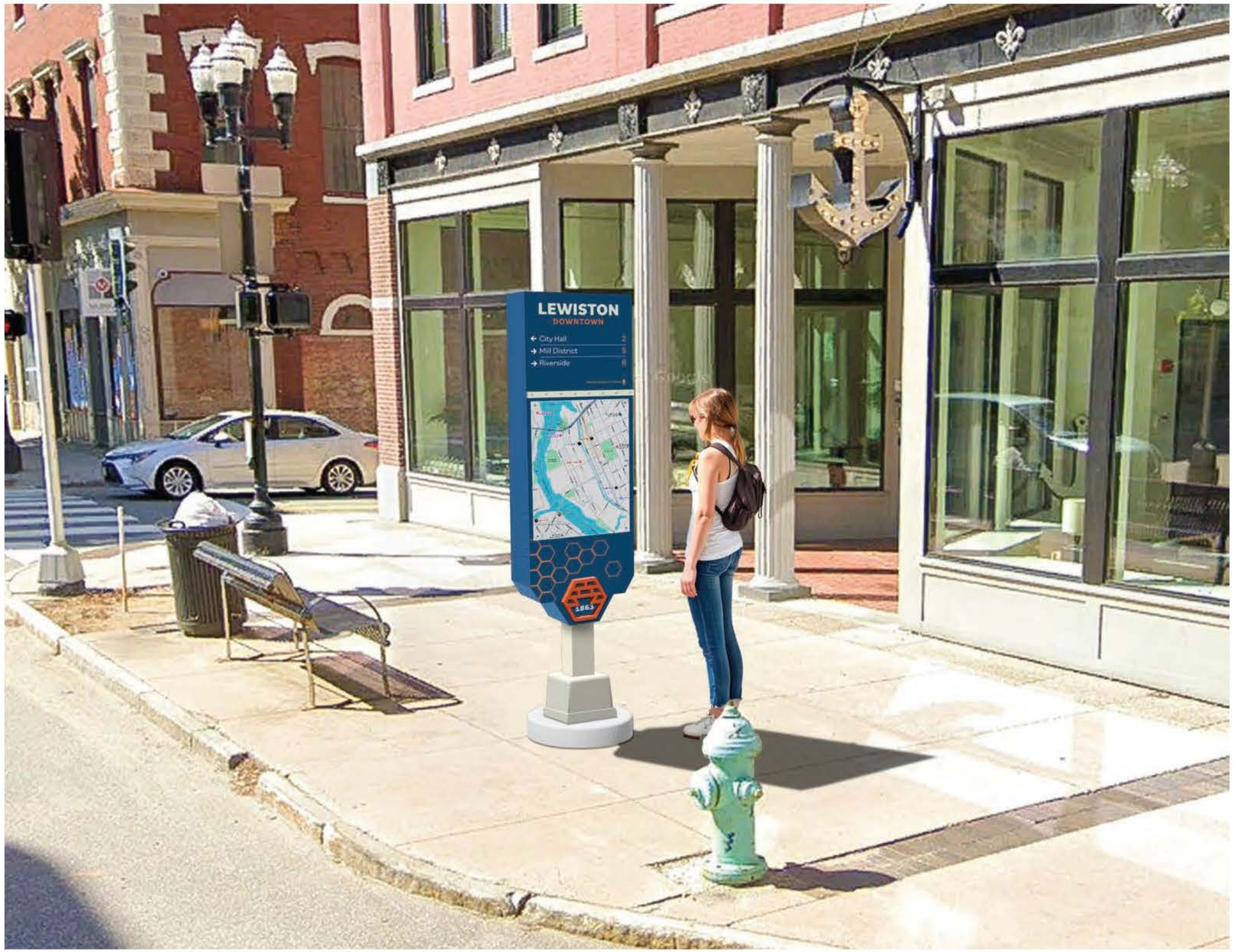


Back View

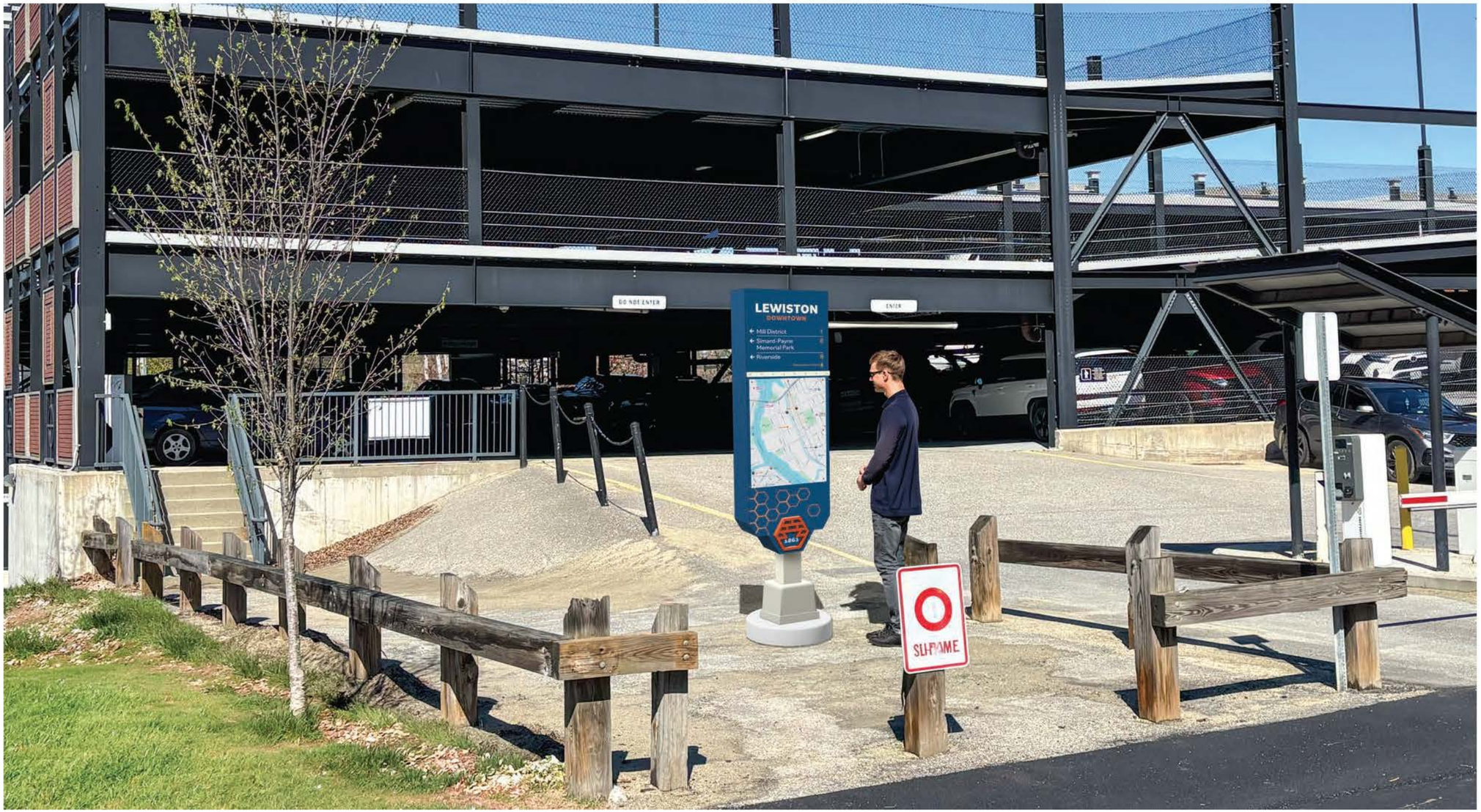


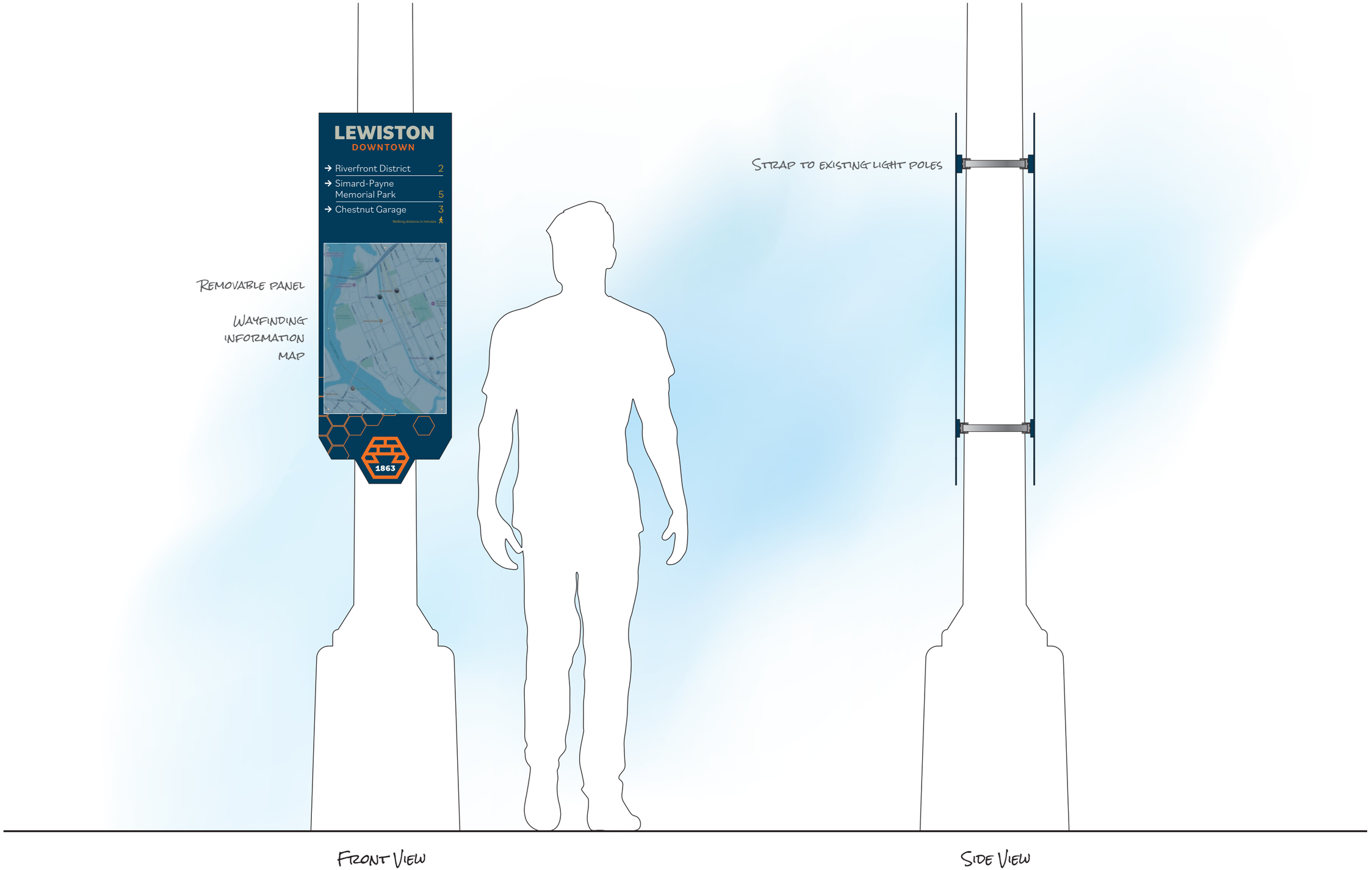
Pedestrian Map Kiosk

CORBIN DESIGN



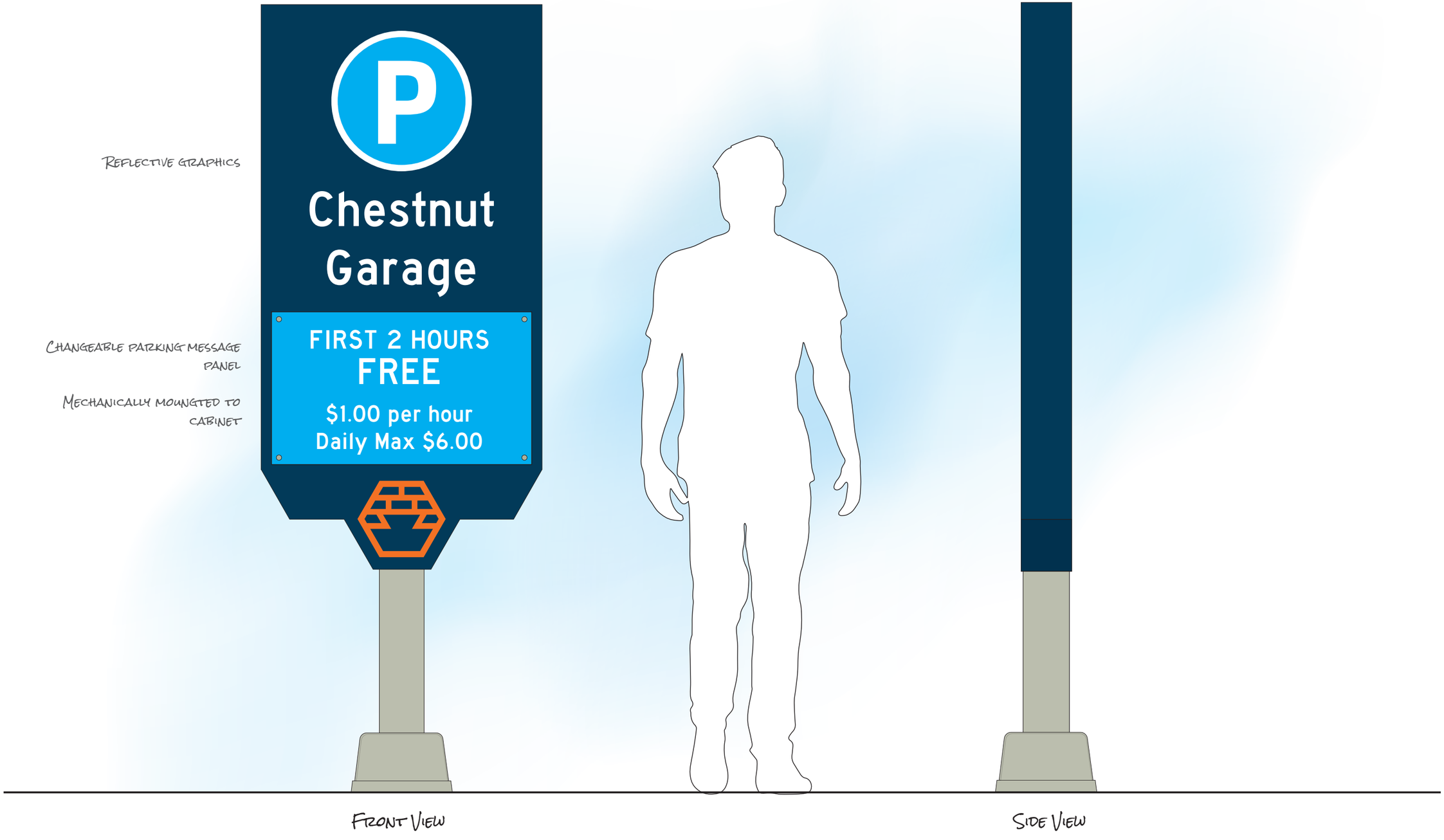
CORBIN DESIGN


DO NOT ENTER
ENTER
LEWISTON
DOWNTOWN
Mill District
Simard-Payne Memorial Park
Riverside



Pedestrian Map/Guide

CORBIN DESIGN

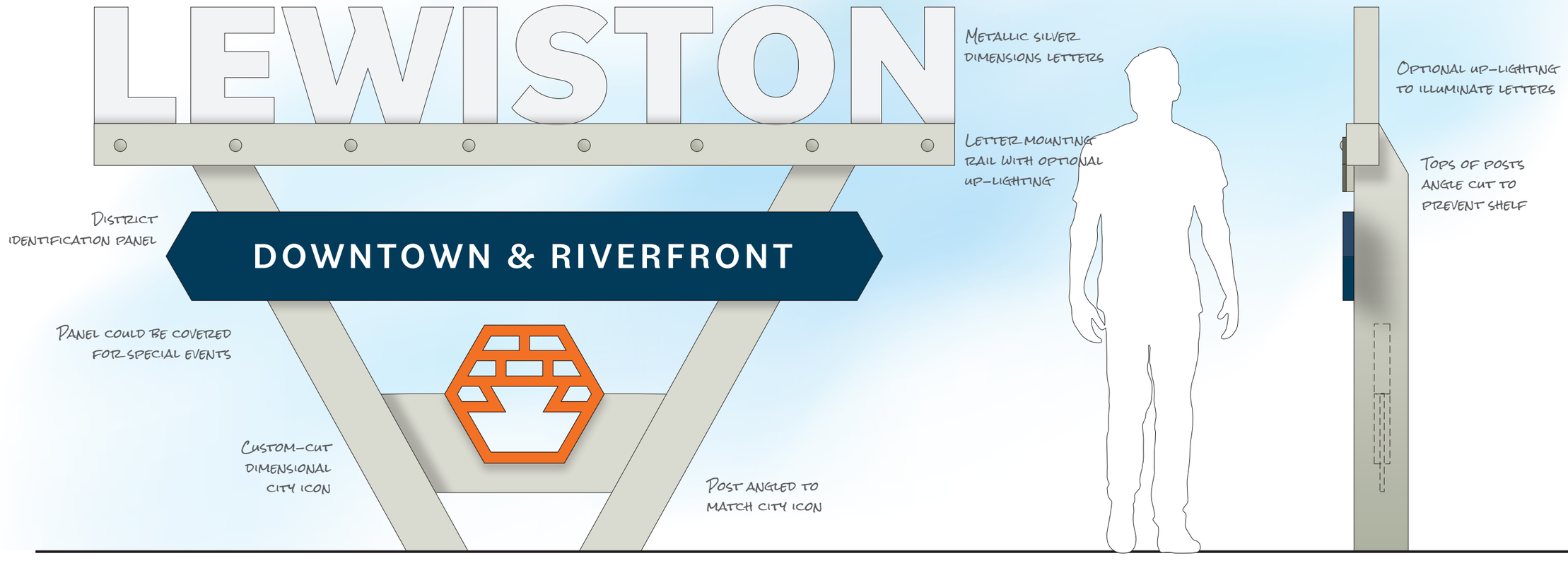


Parking Identification

CORBIN DESIGN

Gateway Signs





Main Gateway/Welcome Sign

CORBIN DESIGN

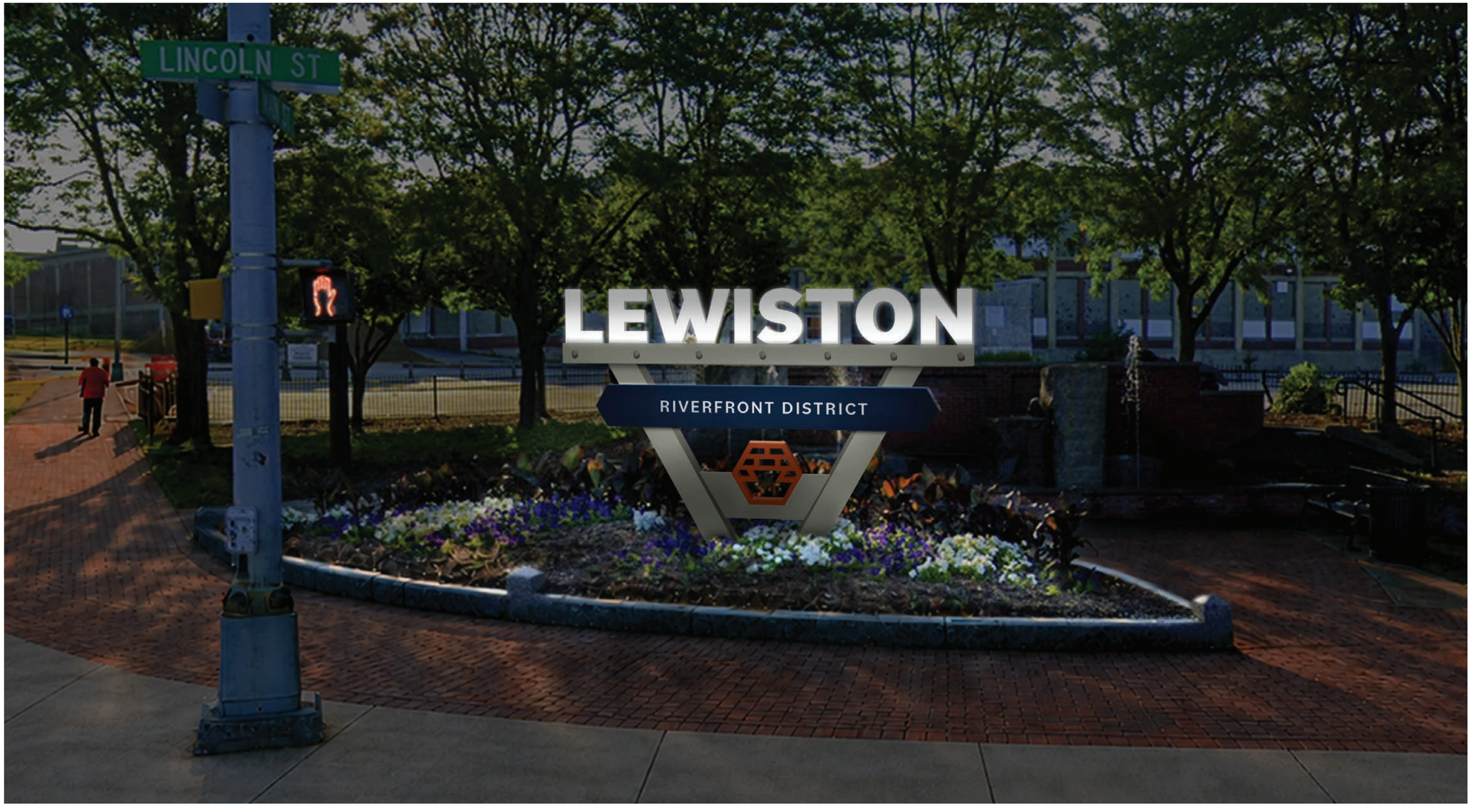
Gateway - Rendering



Main St. and Lincoln St.

CORBIN DESIGN

Gateway - Rendering



LETTER FACE UPLIGHTING ILLUMINATION

CORBIN DESIGN

Gateway - Rendering



Internally Illuminated Backlit letters

CORBIN DESIGN

Gateway - Rendering



COLOR CHANGING ILLUMINATION

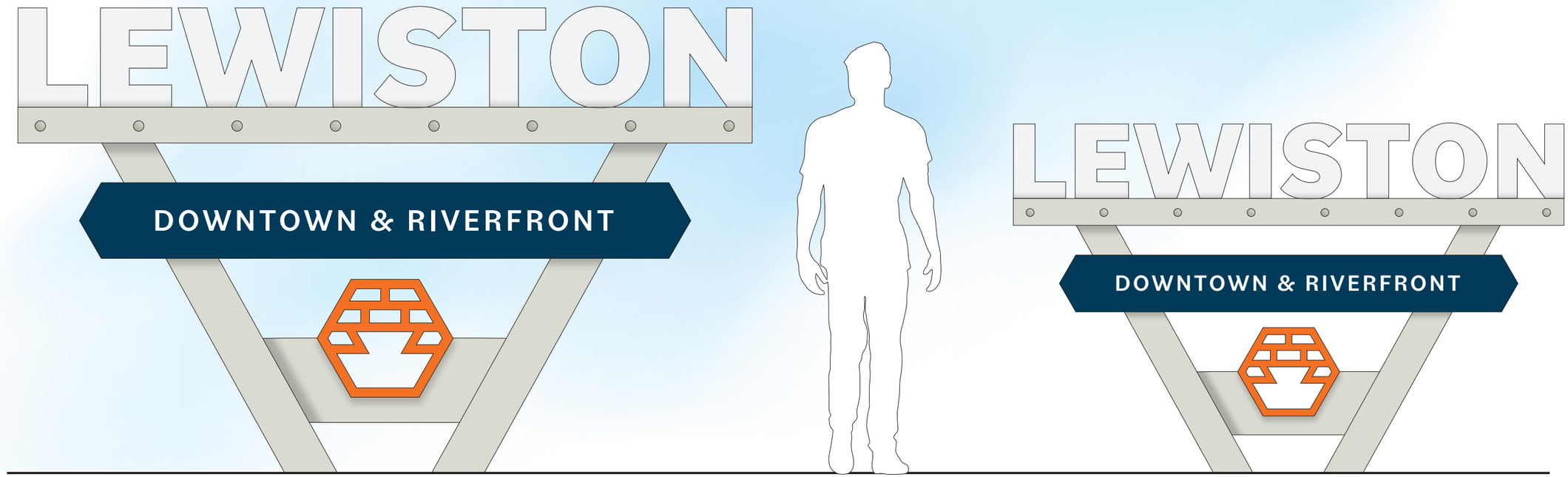
CORBIN DESIGN

Gateway - Rendering



Lisbon St. and Canal St.

CORBIN DESIGN

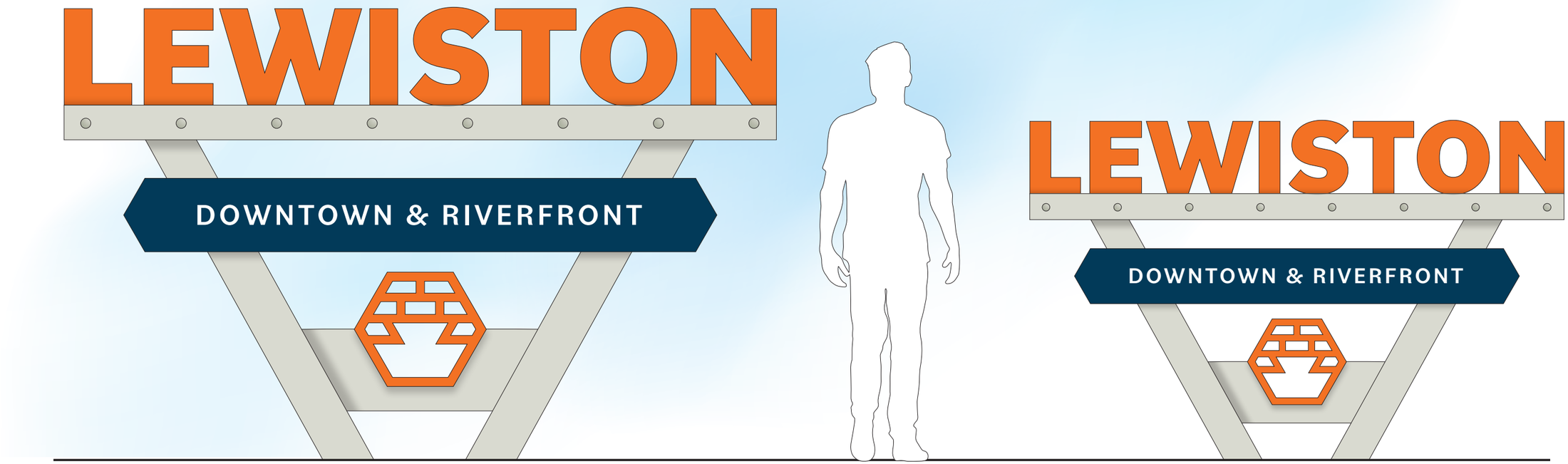


Large Gateway

Small Gateway

Gateway/Welcome Signs

CORBIN DESIGN



Large Gateway

Small Gateway

Gateway/Welcome Signs

CORBIN DESIGN



G-1
Vehicular Guide

G-1a
Vehicular Guide

G-2
Vehicular Trailblazer

G-3
Utility Guide

G-4
Parking Guide

P-2
Parking Identification



K-1
Pedestrian Map Kiosk

K-2
Pedestrian Map

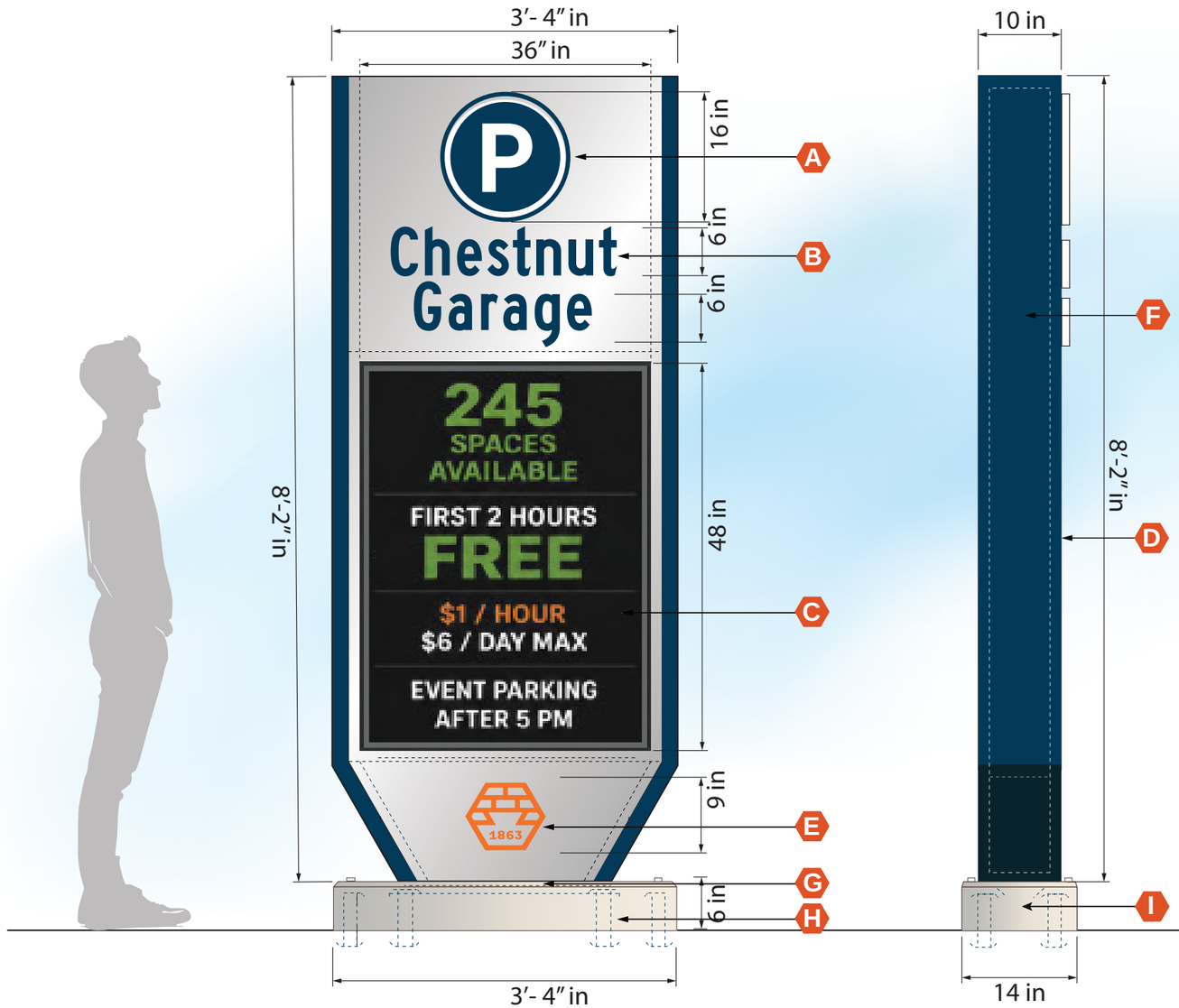
I-1
Large Gateway

I-2
Small Gateway

Sign Type Array

CORBIN DESIGN

Parking Garages



2 Front Elevation
Scale: 1/2"=1'

O1 - Front View
SCALE: 3/4" = 1'-0"

O1 - Side View
SCALE: 3/4" = 1'-0"

DESCRIPTION AND SPECIFICATION
CITY OF LEWISTON, ME
PARKING GARAGE SIGN

Custom fabricated sign cabinet constructed with an internal aluminum structure skinned with 1/8" aluminum painted sheets. Push-thru parking logo with 3M translucent film, garage name with 1/2" push-thru letters, and digital display area for parking availability and rated. Removable C Channel acts as accent and provides access for maintenance.

APPROX,SIZE: 42" W (36" FACE) X 98"H Cabinet 10" D on 14" base

MATERIALS

- **A** **PARKING LOGO** Push-thru "P" logo with 3M translucent film.
- **B** **GARAGE NAME** "Chestnut Garage"
- **C** **DIGITAL DISPLAY** 3'X 4' digital display are with 2" wide opening (display by others).
- **D** **REMOVABLE C CHANNEL** Removable C Channel (blue or silver) acts as accent and provides access for maintenance.
- **E** **LOGO** Frisket-cut hexagonal "1863" Logo.
- **F** **STUCTURE** Internal tubular aluminum structure. (skinned, painted blue)
- **G** **BASE PLATE** Steel base plate (shown in dotted Line.
- **H** **ANCHOR BOLTS** Anchor bolts (shown in dotted line).
- **I** **ALUMINUM STRUCTURE** Skinned with 1/8" aluminum painted sheets mechanically attached with to the of structure, covered by removable C Channel for maiintenance.

Date:	07-22-2026
Client :	CITY OF LEWISTON, MAINE WAYFINDING DESIGN-BUILD
Job Name :	Downtown Wayfinding Signage Lewiston, Maine 04240 Job # 53856 City of Lewiston
Acct. Rep:	SK.
Designer :	VIVEK
Drawing # :	
Rev. # :	
Rev. Date:	
Scale :	3/4 = 1"
Page # :	1

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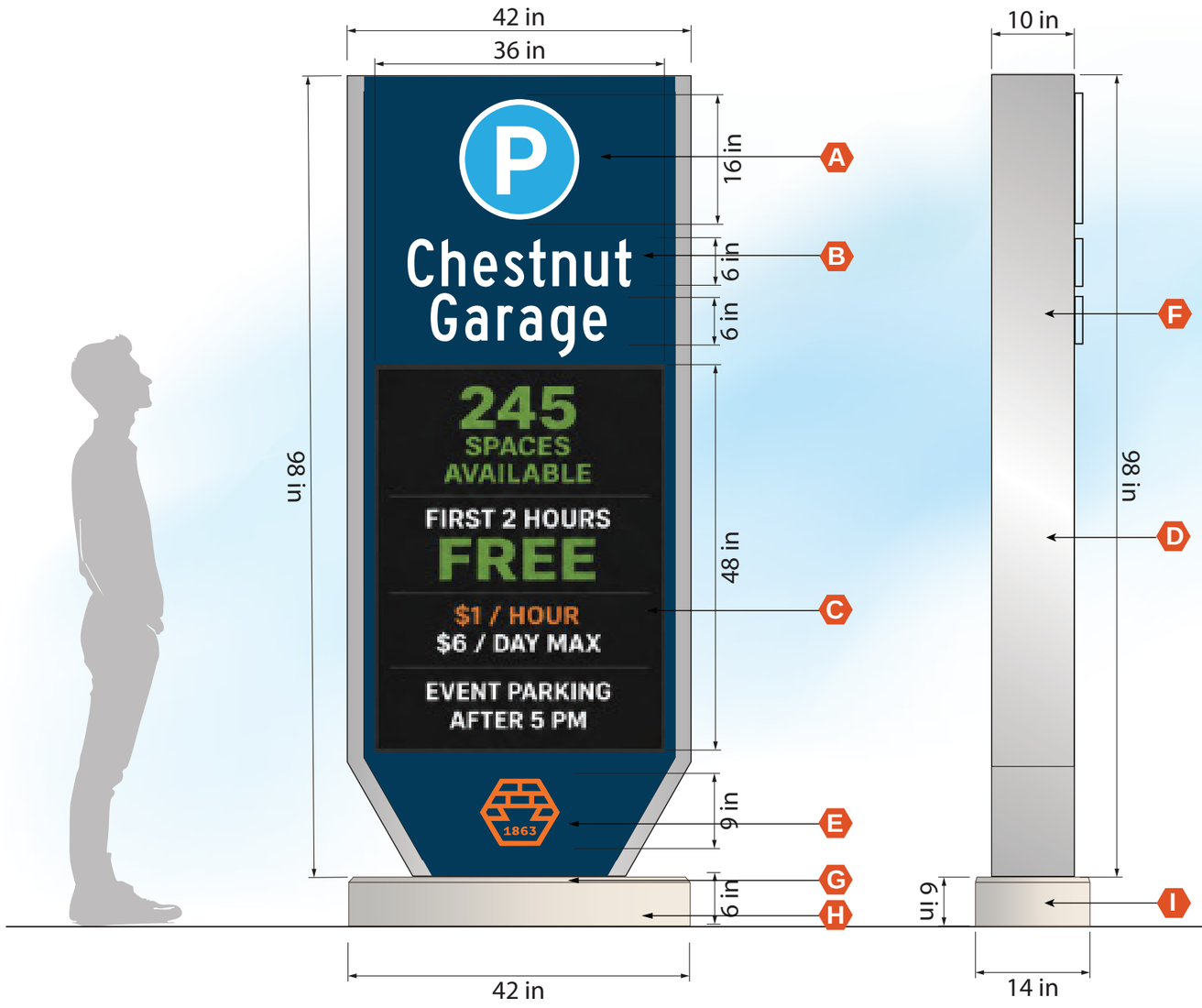
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DATE: _____



O1 - Front View
SCALE: 3/4" = 1'-0"

O1 - Side View
SCALE: 3/4" = 1'-0"

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CITY OF LEWISTON, ME
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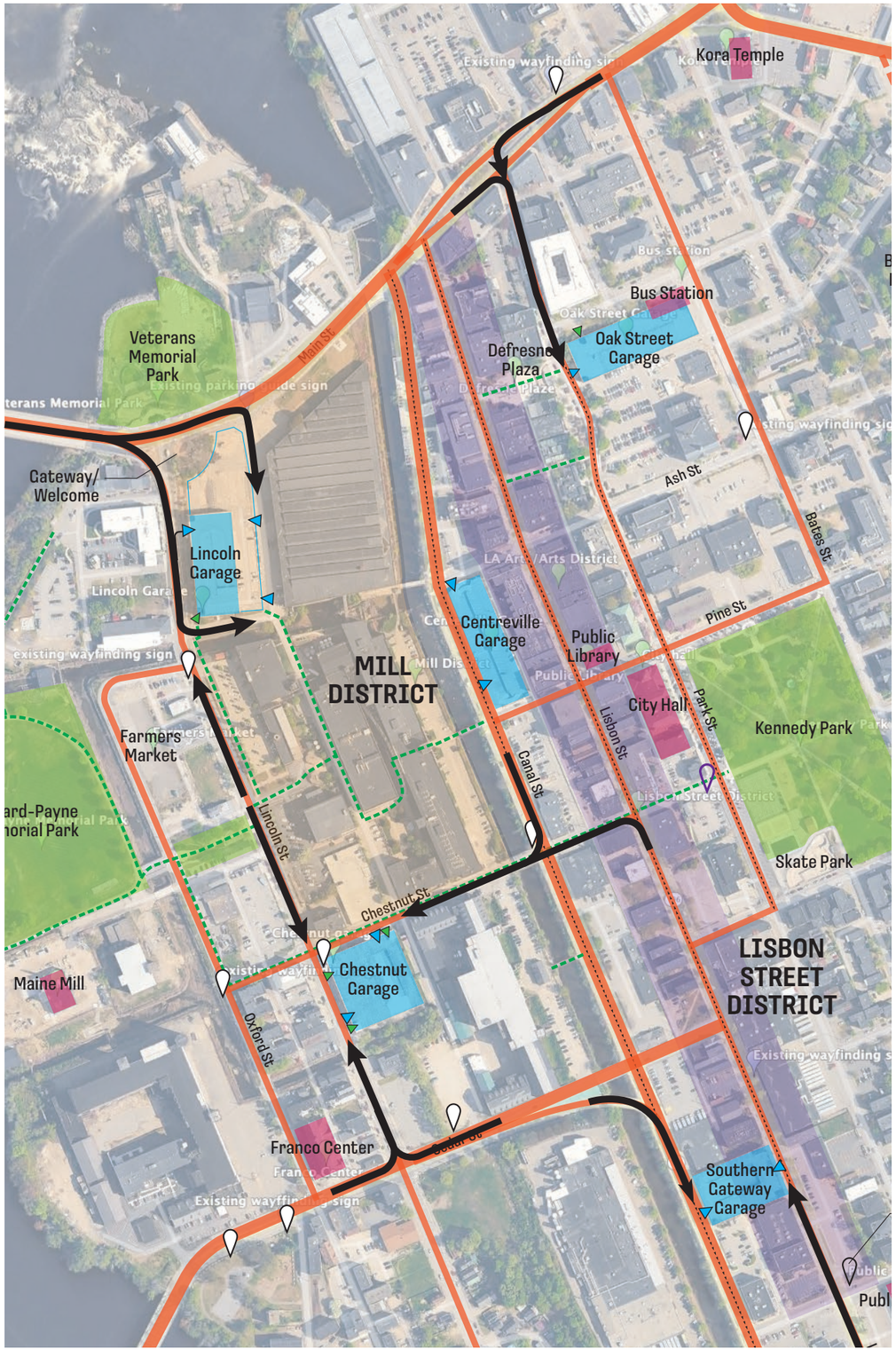
SIGNATURE:

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DATE: _____

Vehicular and Pedestrian Circulation

Parking Garage Access



LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- District boundary
- Parking Garage
- Primary destination
- Parks/Green space
- Existing sign location
- Parking Garage Vehic Entrance
- Parking Garage Ped Access
- Parking Garage Access Plan

CORBIN DESIGN

Lincoln Street Garage



Digital Parking- Entrance 1

The digital sign should be placed to the right of Entrance 1. There is a painted "dead space" that could be utilized. This area should have bollards added inside the lot to proctect the sign.



Digital Parking & Map Kiosk - Entrance 2

To support the transition from driver to pedestrian, maps kiosks are recommended in key locations near garages to help support pedestrian wayfinding.

The open area on the southeast corner, near Entrance 2 can be more pedestrian-friendly by installing a freestanding double-sided map kiosk.

An optional parking sign should be place to the right of Entrance two.



LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- Vehicle Entrance
- Pedestrian Access
- Pedestrian Map Kiosk
- Digital Parking Sign

Entrance 3 (see map)

Because access to Entrance 3 is limited to only traffic heading north, signage should be less prominent as to not cause confusion. This entrance will be used for traffic already within the Mill District and overflow traffic from Chestnut Garage.

CORBIN DESIGN

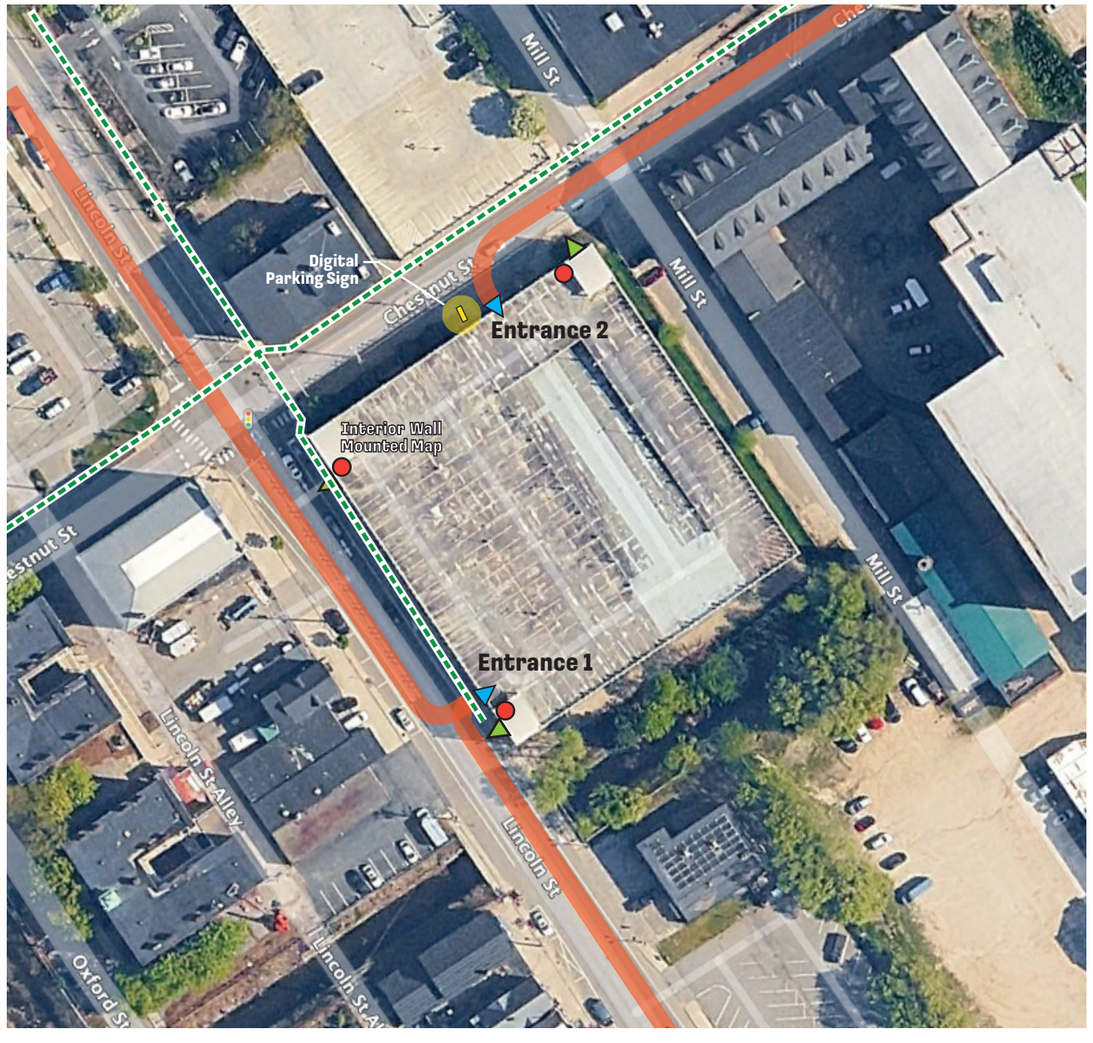
Lincoln Street Garage





color·ad
SIGNS AND EXHIBITS

Chestnut Garage

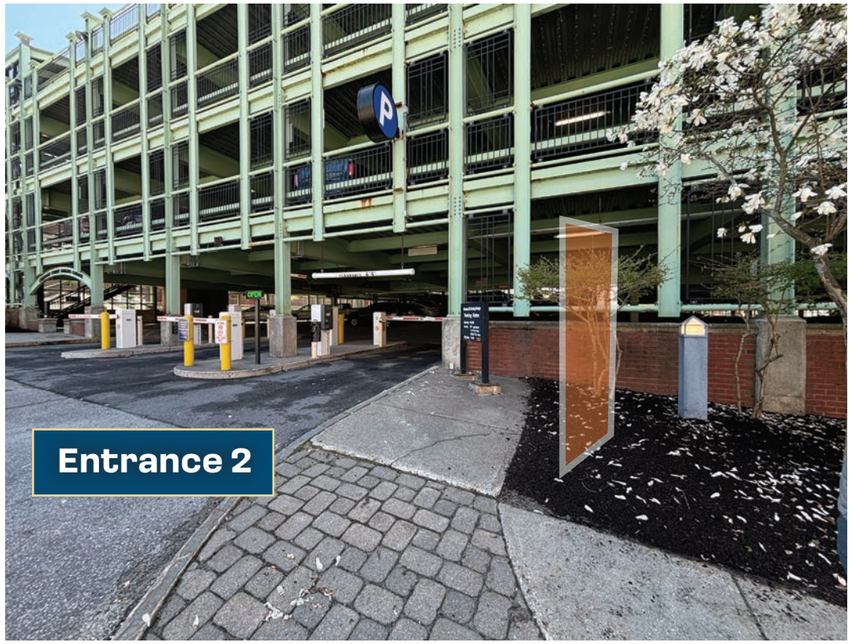


LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- Vehicle Entrance
- Pedestrian Access
- Pedestrian Map Kiosk
- Digital Parking Sign

Digital Parking Sign– Entrance 2

Electronic kiosk should be double-sided and installed to the right of Entrance Two and oriented perpendicular to traffic.



Entrance 1

There is not enough room for a freestanding cabinet sign near this entrance.





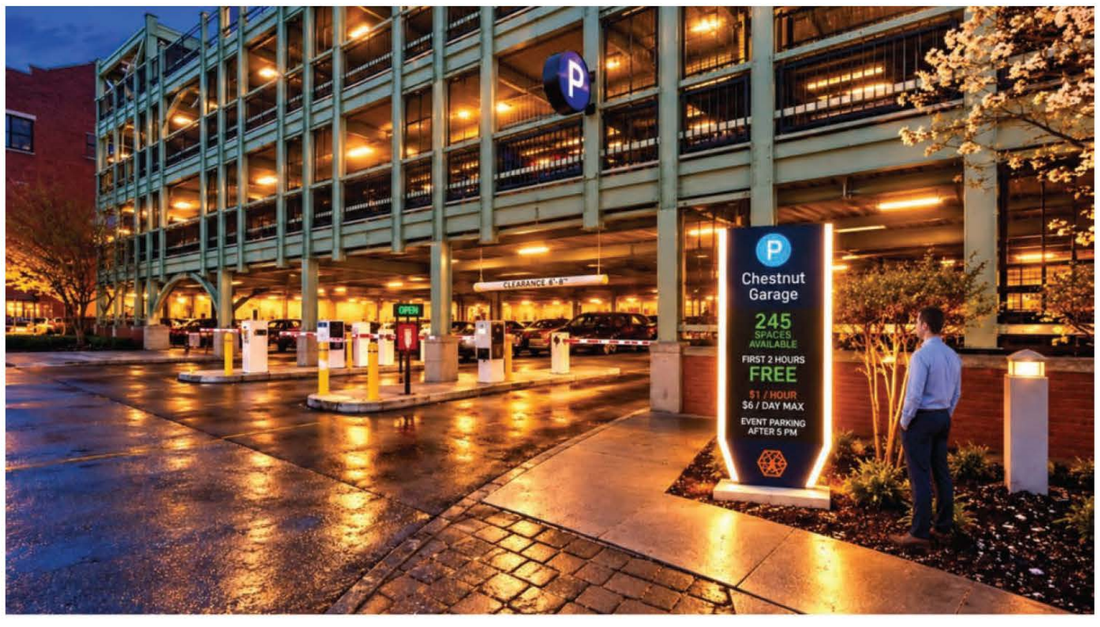
Pedestrian Map Kiosk

Pedestrian map kiosks to be located **inside** the garage at pedestrian entrances.

CORBIN DESIGN

Chestnut Garage

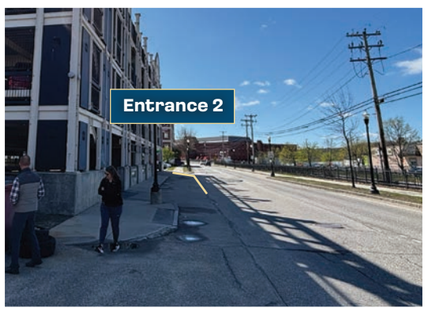




color-ad
SIGNS AND EXHIBITS

Southern Gateway Garage





Painted Turning Lane

A painted turn lane into Entrance 2 will enhance entrance visibility.

LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- Vehicle Entrance
- Pedestrian Access
- Pedestrian Map Kiosk
- Digital Parking Sign

Entrance 2

Located to the right on Entrance 2 and perpendicular to traffic. Single-sided and oriented to the one way traffic.



Pedestrian Map Kiosks

Pedestrian map kiosk to be located **inside** the garage at pedestrian entrances.

Digital Parking Sign– Entrance 1

Located to the right on Entrance 1 and perpendicular to traffic. Single-sided and oriented to the one-way traffic.

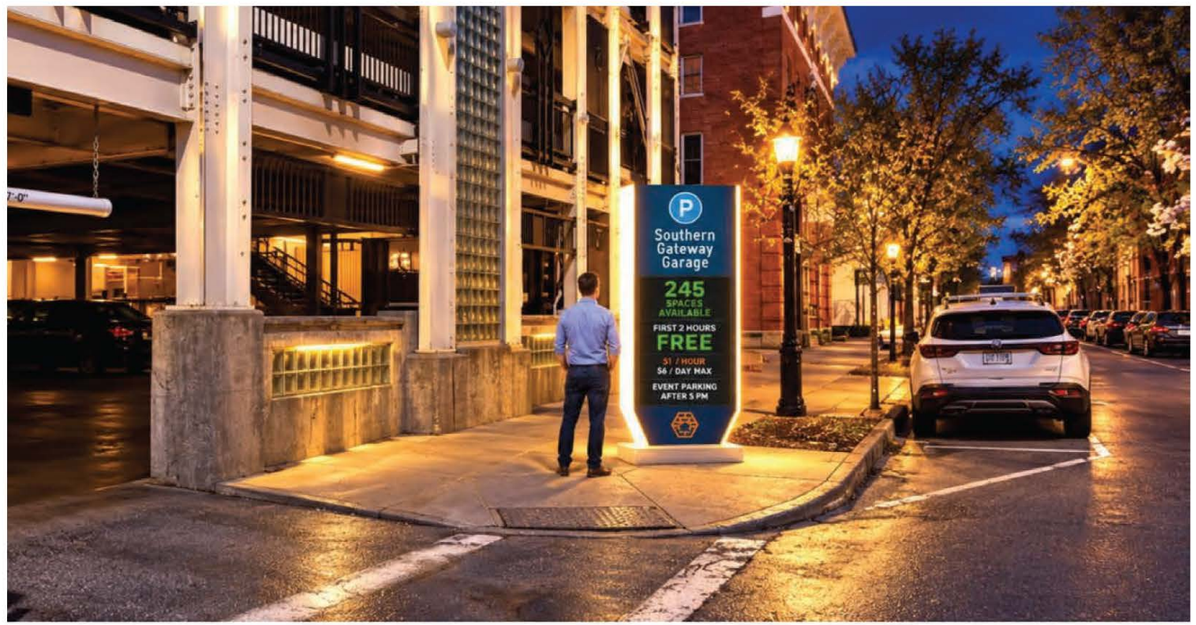




CORBIN DESIGN

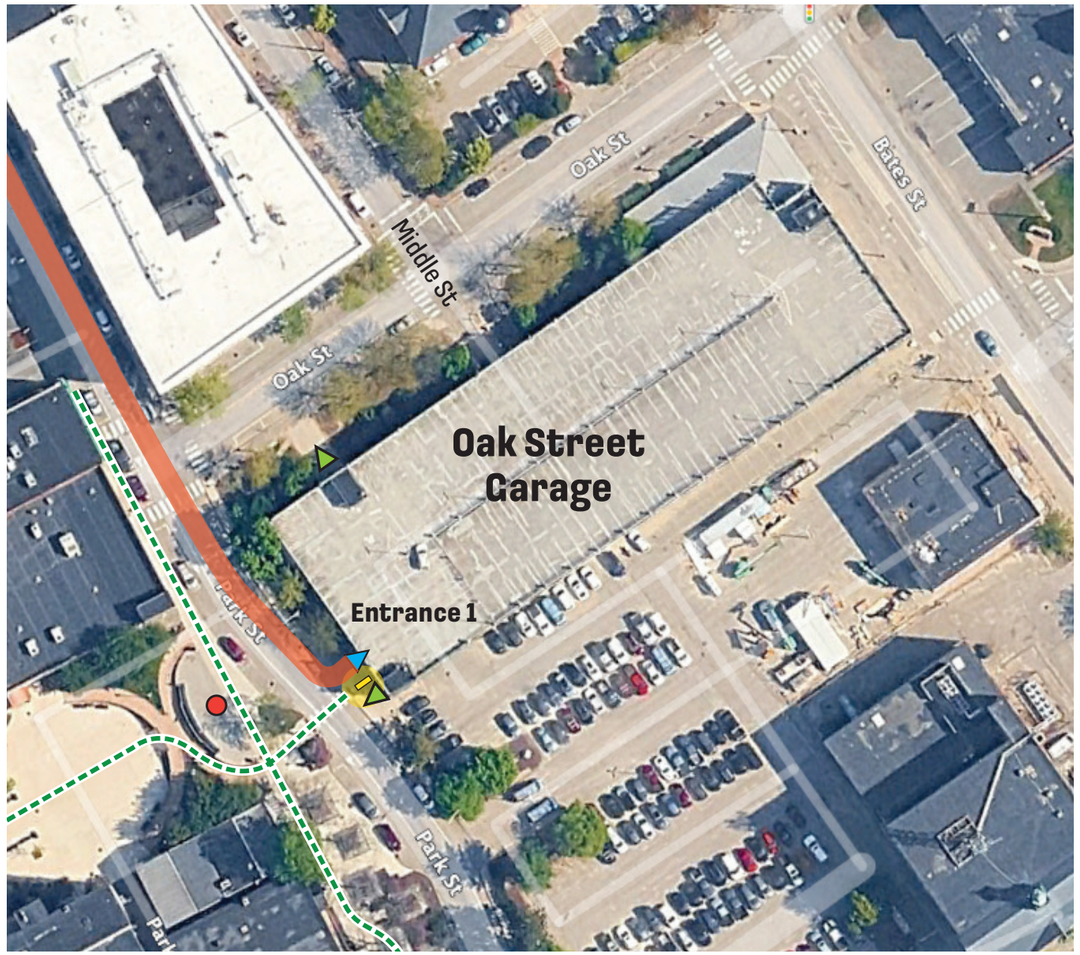
Southern Gateway Garage





color·ad
SIGNS AND EXHIBITS

Oak Street Garage

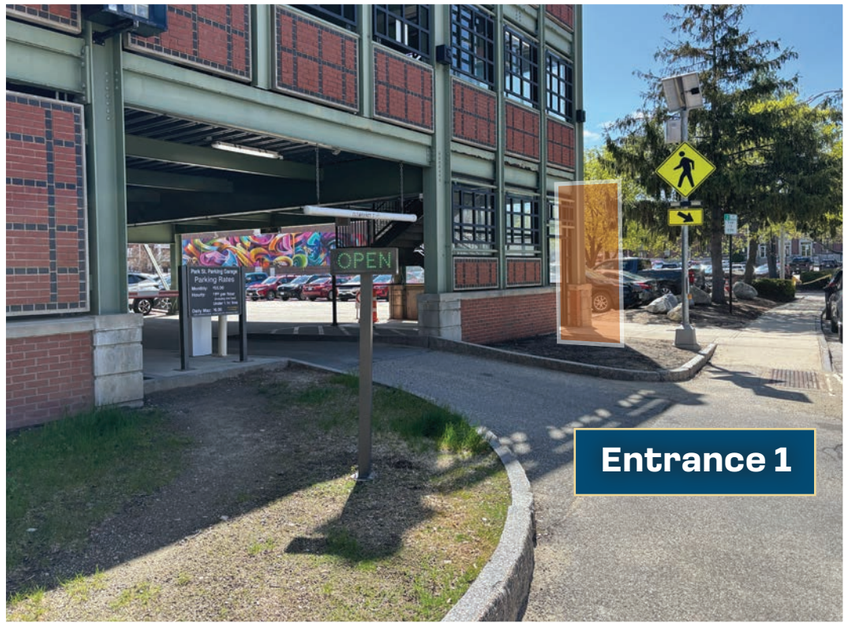


LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- Vehicle Entrance
- Pedestrian Access
- Pedestrian Map Kiosk
- Digital Parking Sign

Digital Parking Sign– Entrance 1

Located to the right on Entrance 1 and perpendicular to traffic. Single-sided and oriented to the one way traffic.



Pedestrian Map Kiosk

Pedestrian map kiosk to be centrally located at the west end of Defresne Plaza between pedestrian garage entrances.



CORBIN DESIGN

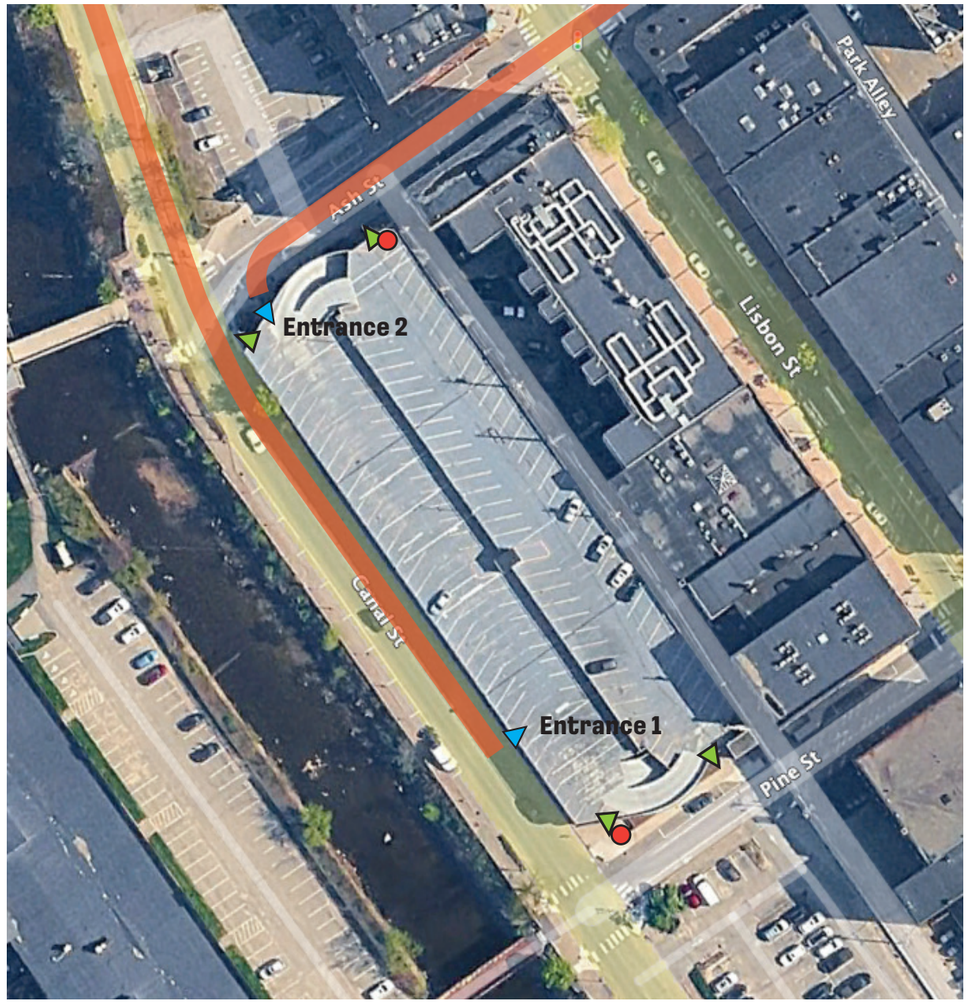
Oak Street Garage





color-ad
SIGNS AND EXHIBITS

Centreville Garage



LEGEND

- Vehicular route
- Pedestrian path
- Alternate vehicular route
- Vehicle Entrance
- Pedestrian Access
- Pedestrian Map Kiosk
- Digital Parking Sign

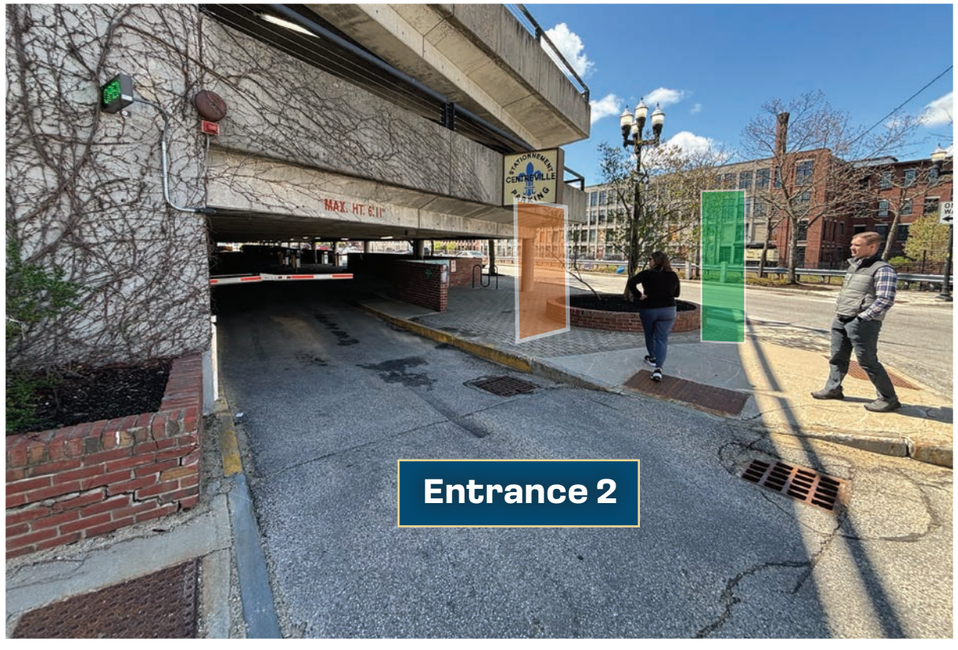
Digital Parking Sign– Entrance 1

Located to the right on Entrance 1. Single-sided and parallel to traffic entering off Canal St. A perpendicular oriented sign would block the sidewalk.



Digital Parking Sign– Entrance 2

Located to the right on Entrance 2. Single-sided and parallel to traffic entering off Ash St.

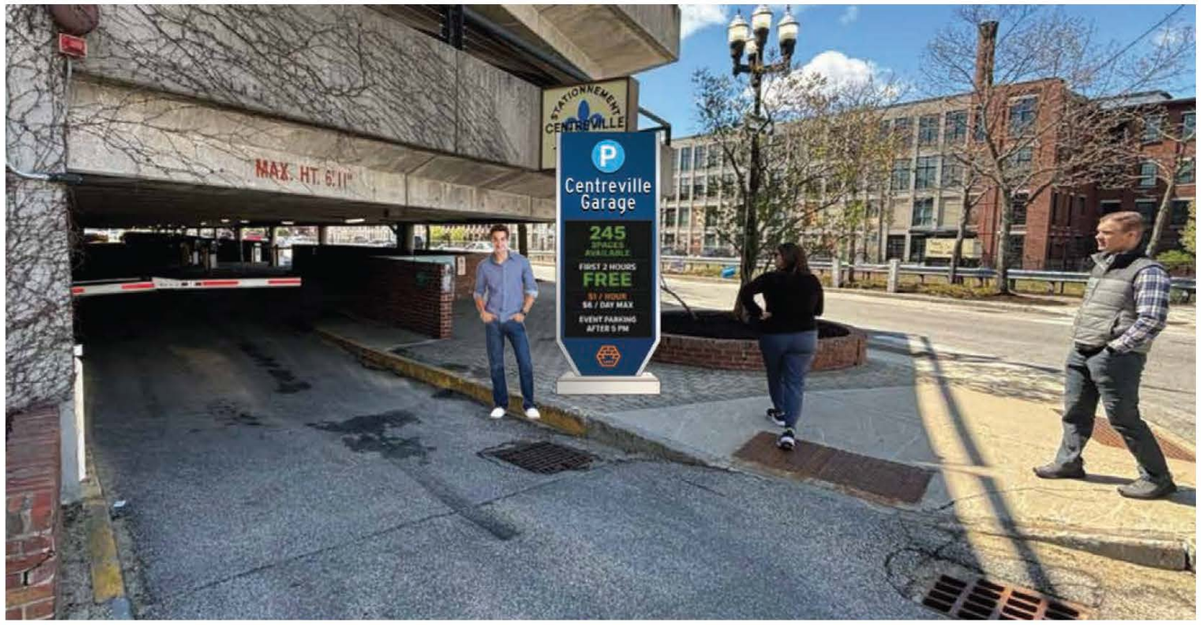


Pedestrian Map Kiosk

Pedestrian map kiosk to be located at the corner of Canal St and Ash St near Entrance 2.

CORBIN DESIGN

Centreville Garage





color·ad
SIGNS AND EXHIBITS

Next Steps

Task 1 - Analysis:

- [x] Wayfinding Analysis Summary document

Task 2 - System Design:

- [x] Vehicular & Pedestrian Signage - Concept Design
- [ ] Vehicular & Pedestrian Signage - Approval
- [x] Back Panel Art - Concept Design
- [ ] Back Panel Art - Approval
- [x] Monument and Gateway Signage - Concept Design
- [ ] Monument and Gateway Signage - Approval
- [ ] Digital Parking - Concept Design
- [ ] Digital Parking - Approval

Task 3 - Documentation:

- [ ] Vehicular & Pedestrian sign location plans
- [ ] Onsite location verification
- [ ] Sign Message Schedule

Sign Quantities

G-1 Vehicular Guide (4 inch) - Three Messages	12
G-1a Vehicular Guide (4 inch) - Two Messages	6
G-2 Vehicular Trailblazer (5 inch)	6
G-3 Utility Guide	3
G-4 Parking Guide	2
I-1 Large Gateway	1
I-2 Small Gateway	1
I-3 Bridge Gateway	1
K-1 Pedestrian Map Kiosk	16
K-2 Pedestrian Map (existing pole/wall)	4
P-1 Digital Parking Sign	5
P-2 Parking Identification	4
	61

CORBIN DESIGN

LEWISTON ME

Planning & Code Enforcement

CITY COUNCIL WORKSHOP MEMORANDUM

TO: Mayor and Lewiston City Council
FROM: Public Works / Code Enforcement
DATE: October 1, 2026

SUBJECT: Discussion & Policy Review: Solid Waste Ordinance Revisions & Cart2Curb Service Framework

EXECUTIVE SUMMARY
The purpose of this workshop is to discuss proposed policy updates to the City of Lewiston's Solid Waste Ordinance following the implementation of the Cart2Curb automated collection program.

Staff and council leadership will review the current curbside collection rules to evaluate financial cost recovery, correct past service exclusions, align multi-family pickup limits with neighboring Maine communities, and establish clear, consistent eligibility rules for property owners.

This discussion is exploratory. Staff is seeking policy feedback and direction from the City Council to assist in refining draft ordinance language prior to any formal ordinance readings.

BACKGROUND & CONTEXT
During the transition to the Cart2Curb contract, several structural challenges were identified within the city's current solid waste framework:

1. **Financial Cost Recovery & Taxpayer Subsidy:** Updated Public Works contract data indicates that following a 5.3% CPI contract adjustment, the city's true cost for multi-family solid waste handling is **$315.30 per unit annually** ($105.30 for Casella collection + $210.00 in landfill disposal tipping fees based on ~2 tons/unit/year). For mixed-use residential properties, commercial route surcharges bring the true cost to **$341.62 per unit annually**.

   Property owners in the current opt-in program pay a $100 one-time setup fee and **$170 per year per unit**. Because the $170 fee covers only a portion of collection costs and zero disposal fees, municipal taxpayers currently absorb an operating loss of **$145.30 to $171.62 per unit every single year**.

2. **Service Omissions:** The initial Cart2Curb rollout omitted certain property types—specifically downtown mixed-use buildings with residential units—leaving small property owners without municipal pickup options.
3. **Legacy Exemption Rules:** The current ordinance relies on a building construction date cutoff (pre-2003) to determine multi-unit eligibility, creating unequal service rules among similar multi-family properties.

4. **Regional Standards:** Neighboring and peer Maine cities (such as Bangor, Auburn, Augusta, and South Portland) maintain standard thresholds separating municipal residential collection from private commercial hauling.

KEY POLICY CONCEPTS FOR WORKSHOP DISCUSSION

During the workshop, staff will present regional benchmarks, cost data, and policy options around four primary framework areas:

1. Defining "Tier 1" Tax-Funded Municipal Pickup

Evaluating the specific property classifications that qualify for standard tax-funded curbside collection (1 cart per unit baseline). Categories under review for Tier 1 include:

- Single-family residential homesteads, accessory dwelling units (ADUs), in-law apartments, and duplexes.
- Owner-occupied triplexes holding primary resident homestead status.
- Condominiums on public rights-of-way, mobile homes on individual land, and qualifying cemetery parcels containing residential dwellings.
- Single-unit "live-work" mixed-use properties where a primary resident owner lives above a single commercial space.

2. Establishing a Full Cost-Recovery "Tier 2" Paid Opt-In Program

Evaluating an optional municipal service program structured as a break-even utility to align the opt-in fee with actual collection and disposal costs ($315.30/year for multi-family; $341.62/year for mixed-use residential). Categories under review for Tier 2 opt-in include:

- Non-owner-occupied triplex rentals and four-plex residential properties.
- Multi-unit mixed-use properties containing residential housing units.
- State-licensed care facilities (group homes), halfway houses, and lodging/rooming houses requiring cart service.

3. Establishing a Residential vs. Commercial Collection Ceiling

Discussing an upper dwelling-unit cap for municipal cart collection routes (aligning with regional standards such as Bangor and Auburn) to delineate standard residential pickup from mandatory private commercial dumpster hauling.

4. Transition & Implementation Logistics

Reviewing administrative mechanisms for automated owner-occupancy verification through assessing records, line-item tax bill integration for opt-in accounts, and a grace period for commercial properties transitioning to private hauling.

DESIRED WORKSHOP OUTCOME

No formal votes will be taken during this workshop. Staff is seeking council consensus and policy direction on the framework tiers, cost-recovery models, and eligibility definitions to finalize formal ordinance amendments for a future City Council meeting.

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 1

SUBJECT:

Approval of Election Warrant Calling for the Municipal Election to be held on Tuesday, November 3, 2026 and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the Municipal and State Election, November 3, 2026.

INFORMATION: Under the Maine State Statutes, the municipal officers shall issue an election warrant calling for a municipal election. The City Clerk will be conducting the city election on November 3, 2026 for the following positions: Mayor - citywide; three City Council seats - Wards 2, 4 and 6; and four School Committee seats - Wards 1,3, 5, and 7.

Recommendations on election-related issues:
A. That the hours for acceptance of registrations in person only, prior to the Nov. 3rd election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 7:45 a.m. to 4:00 p.m., Oct. 14 through Nov. 2, 2026.
B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.
C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the central polling place at 2:00pm, 4:00 p.m., 6:00 p.m., and any and all remaining shall be processed at 8:00 p.m., if necessary.
D. To authorize the City Clerk to conduct the Mayoral Run-Off election on Tuesday, December 15, 2026, if necessary, based upon the results of the November 3, 2026 city election.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To approve the Order entitled Approvals Necessary to Conduct the November 3, 2026 Municipal Election.

LEWISTON ME

City Clerk

Order, Approvals Necessary to Conduct the November 3, 2026 Municipal Election

Be It Ordered by the City Council that the Election Warrant be issued for the Municipal Election to be held on Tuesday, November 3, 2026, for the purposes of electing the positions of Mayor, City Councilor Wards 2, 4 and 6, and School Committee Wards 1, 3, 5, and 7; and

To approve the following recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the Municipal and State Election to be held on Tuesday, November 3, 2026:

A. That the hours for acceptance of registrations in person only, prior to the November 3rd election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 7:45 a.m. to 4:00 p.m., Oct. 14 through Nov 2, 2026, with extended hours until 5:30pm on October 20 and until 7pm on October 27.

B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.

C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed via central processing at City Hall at 2:00pm, 4:00 p.m., 6:00 p.m., and any and all remaining shall be processed at 8:00 p.m., if necessary, and

D. To authorize the City Clerk to conduct the Mayoral Run-Off election, on Tuesday, December 15, 2026, if necessary, based upon the results of the November 3, 2026 city election.

WARRANT FOR REGULAR MUNICIPAL ELECTION
CITY OF LEWISTON

County of Androscoggin, SS.

To Carly Conley, a constable of Lewiston, Maine: You are hereby required in the name of the State of Maine to notify the voters of the City of Lewiston of the election described in this warrant.

To all voters of the City of Lewiston: You are hereby notified that the Regular Municipal Election in this municipality will be held on November 3, 2026, at your respective voting place:

Ward 1 Lewiston Armory, 65 Central Ave.

Ward 2 Montello School Gym, 407 East Ave.

Ward 3 Lewiston Armory, 65 Central Ave.

Ward 4 Longley School, 145 Birch St.

Ward 5 Longley School, 145 Birch St.

Ward 6 The Green Ladle - LHS Campus, 156 East Ave.

Ward 7 Longley School, 145 Birch St.

Said election being held for the purpose of electing one Mayor, and:
one City Councilor in each of the following Wards: 2, 4, and 6; and
one School Committee member in each of the following Wards: 1, 3, 5, and 7.

The polls shall be opened at 7:00 a.m. and closed at 8:00 p.m.. Absentee ballots will be processed at the City Hall Central Voting Precinct at 2:00P.M., 4:00P.M., 6:00P.M. and any and all remaining at 8:00 P.M., if necessary.

Dated at Lewiston, Maine on October 6, 2026.

_____ _____

_____ _____

_____ _____

_____ _____

ATTEST: _____
Kathleen M. Montejo, City Clerk

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 2

SUBJECT:

Amendment to the Traffic Schedule to prohibit overnight parking on a section of Winter Street.

INFORMATION:

The City of Lewiston, through the City Council and the Lewiston Police Department, continue to take steps to improve safety and address traffic and behavioral concerns in the Sunnyside Park area. As part of these ongoing efforts, this proposal is to add the section of Winter St that directly abuts Sunnyside Park to the Traffic Schedule, Section 47, Parking Prohibited Overnight- 11:00 pm to 6:00 am. This request proposes establishing a 300-feet restricted section along the western side of Winter Street, beginning at the northeast corner of the intersection of Winter Street and Whipple Street and extending west for 300 feet. This section of Winter Street contains no residential properties and directly abuts Sunnyside Park and the wooded area near the entrance to the Riverwalk.

The proposed restriction would not impact park use, as Sunnyside Park is closed to the public during nighttime hours. Establishing this traffic restriction would provide law enforcement with an additional tool to address vehicles accessing or remaining in the park area overnight and would support the City's continued efforts to promote safety and appropriate use of the area. This proposed amendment is being brought forward at the request of the City Councilor representing this ward.

The Lewiston Police Department and the Lewiston Public Works Department are in support of this amendment to the Traffic Schedule.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To approve an Amendment to the Traffic Schedule to prohibit overnight parking on a section of Winter Street, as outlined on the attached sheet.

LEWISTON POLICE DEPARTMENT

Lt. Tyler Michaud
Administration / Accreditation

TO: Traffic Schedule Control Committee
FROM: Lieutenant Tyler Michaud
SUBJECT: Traffic Schedule Amendment- No Overnight Parking west side of Winter St abutting Sunnyside Park
DATE: 09/27/2026

The City of Lewiston, through the City Council and the Lewiston Police Department, continue to take steps to improve safety and address traffic and behavioral concerns in the Sunnyside Park area. As part of these ongoing efforts, this proposal is to add the section of Winter St that directly abuts Sunnyside Park to the Traffic Schedule, Section 47, Parking Prohibited Overnight- 11:00 pm to 6:00 am. This request proposes establishing a 300-feet restricted section along the western side of Winter Street, beginning at the northeast corner of the intersection of Winter Street and Whipple Street and extending west for 300 feet. This section of Winter Street contains no residential properties and directly abuts Sunnyside Park and the wooded area near the entrance to the Riverwalk.

The proposed restriction would not impact park use, as Sunnyside Park is closed to the public during nighttime hours. Establishing this traffic restriction would provide law enforcement with an additional tool to address vehicles accessing or remaining in the park area overnight and would support the City's continued efforts to promote safety and appropriate use of the area. This proposed amendment is being brought forward at the request of the City Councilor representing this ward. To facilitate this change, the following change is requested:

Add:

Section 47- Parking Prohibited Overnight, 11:00pm to 6:00am

Winter St

Even numbered side, westerly side, beginning at the northeast corner of the intersection of Winter St and Whipple St and extending west for 300 feet.

LEWISTON POLICE DEPARTMENT

Lt. Tyler Michaud
Administration / Accreditation

Image A- 300 Feet of designated no overnight parking with the proposed amendment to Section 47



If this amendment is approved, this would require Public Works Department to add/remove sign(s) and/or marking(s) designating the above change.

Respectfully Submitted,
Lt. Tyler Michaud
Lewiston Police Department

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 3

SUBJECT:

Amendment to the Traffic Schedule to reduce parking spaces on a portion of Pine Street due to the road changes from the Dewitt Housing Project.

INFORMATION:

The Dewitt Housing Complex project has required the reengineering of Pine St from Park St to Bates St. Prior to this project, this section of road was able to accommodate 22 angled parking spaces for city officers and employees.

Due to the change in design of the road, this is no longer possible. The angled parking has been changed to horizontal parking. The space now present only allows for 15 of these designated spots.

The Lewiston Police Department and the Lewiston Public Works Department are in support of this amendment to the Traffic Schedule.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

Amendment to the Traffic Schedule to reduce parking spaces on a portion of Pine Street due to the road changes from the Dewitt Housing Project, as outlined on the attached sheet.

LEWISTON POLICE DEPARTMENT

Lt. Tyler Michaud
Administration / Accreditation

TO: Traffic Schedule Control Committee
FROM: Lieutenant Tyler Michaud
SUBJECT: Traffic Schedule Amendment, Update to Section 32, Parking Reserved City Officers and Employees
DATE: September 27, 2026

The Dewitt Housing Complex project has required the reengineering of Pine St from Park St to Bates St. Prior to this project this section was listed in the traffic schedule as:

Section 32, Parking Reserved City Officers and Employees

PINE ST	22 angled delineated parking spaces on the southerly side between Park St & Bates St. (including two spaces designated as ADA reserved use; situated nearer to Park St.) "Reserved for Permitted City Employees"; Monday-Friday 07:00 AM to 4:30 PM.

Due to the change in design of the road this is no longer possible. The angled parking has been changed to horizontal parking. The space now present only allows for 15 of these designated spots. It is requested by Lewiston Public Works and Lewiston Police Department that the section by updated as follows:

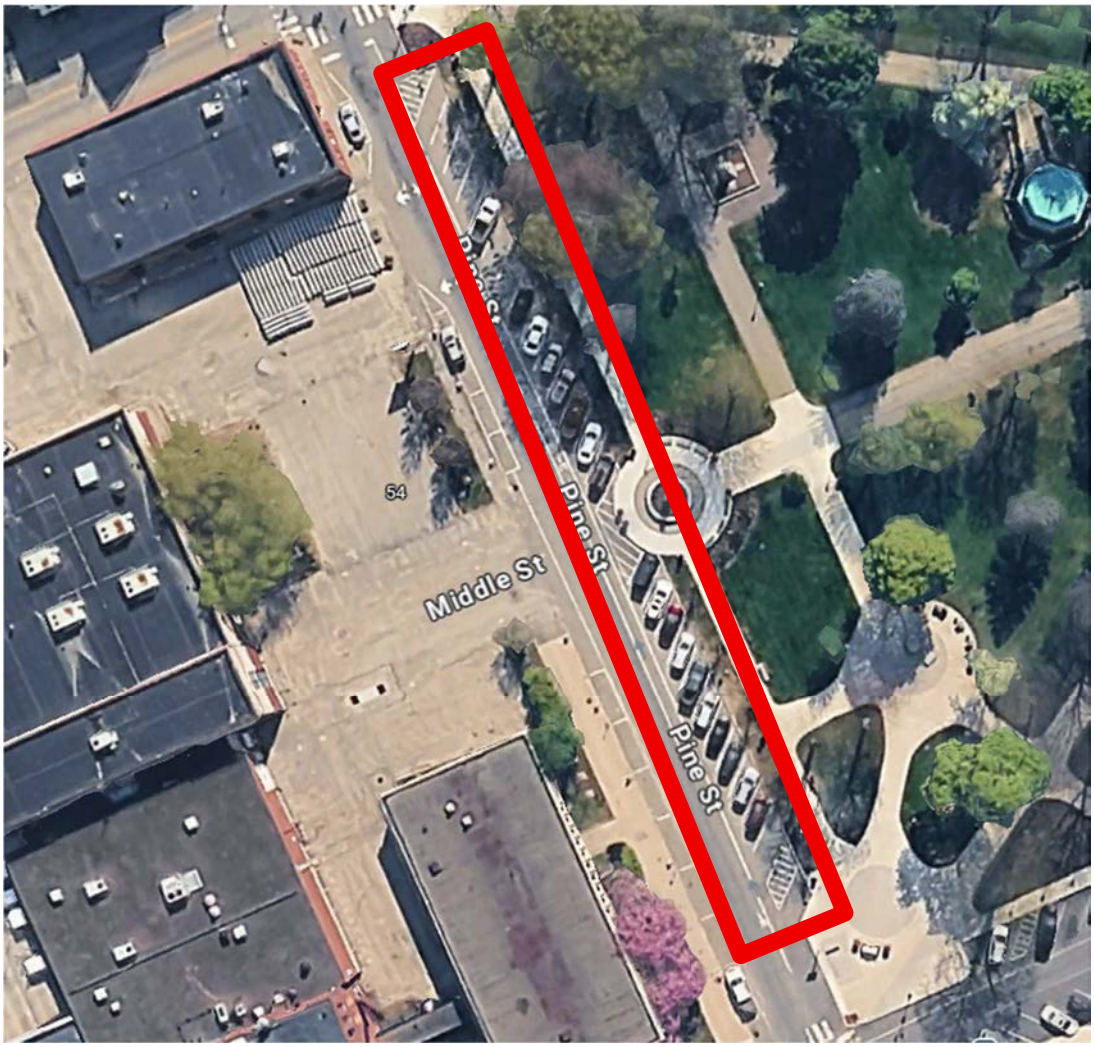
PINE ST	15 horizontal delineated parking spaces on the southerly side between Park St & Bates St. (including two spaces designated as ADA reserved use; situated nearer to Park St.) "Reserved for Permitted City Employees"; Monday-Friday 07:00 AM to 4:30 PM.

The Lewiston Police Department and the Lewiston Public Works Department are in support of this amendment to the Traffic Schedule.

LEWISTON POLICE DEPARTMENT

Lt. Tyler Michaud
Administration / Accreditation

Exhibit A
Section in Red to go from angled parking to horizontal parking



If this amendment is approved, this would require Public Works Department to add/remove sign(s) and/or marking(s) designating the above change.

Respectfully Submitted,
Lt. Tyler Michaud
Lewiston Police Department

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 4

SUBJECT:

Public Hearing on an Application for a Business License renewal for Merrimack River Medical Services, Inc. for an Outpatient Addiction Treatment Clinic at 18 Mollison Way.

INFORMATION:

Merrimack River Medical Services, doing business as Health Care Resource Centers, operates an outpatient addiction treatment clinic (methadone clinic) at 18 Mollison Way and is seeking a renewal of their annual license. The Police Department, Fire Department and Planning & Code Enforcement Department do not have any concerns with the renewal of this license.

The business license has been approved annually with a set of conditions and it is recommended the Council approve the license with the same set of conditions which are attached.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

1) To conduct a public hearing to receive citizen input and comment regarding the application submitted by Merrimack River Medical Services, Inc. for renewal of their business license to operate an Outpatient Addiction Treatment Clinic at 18 Mollison Way, Lewiston.

2) To approve the License for an Outpatient Addiction Treatment Clinic for Merrimack River Medical Services, Inc. to operate a Clinic at 18 Mollison Way, Lewiston, subject to the attached conditions.

Merrimack River Medical Services, Inc.
October 6, 2026, City Council meeting

Conditions for License to operate an Outpatient Addiction Treatment Clinic in Suite #2 on the first floor of the existing building at 18 Mollison Way:

1. Provide adequate interior client waiting space to eliminate the need for clients to queue or wait for service outside of the building, except for clients waiting for public transportation.
2. Effectively monitor the exterior of the property to ensure that clients do not loiter on or adjacent to the property for any purpose other than waiting for the arrival of public transportation.
3. Designate the exit from the clinic that leads to a lobby shared with other tenants within the building as an emergency exit only and provide an audible alarm that will sound if this exit door is opened.
4. Applicant will maintain a methadone maintenance program as described in their "Treatment Components" and "Program Components". The applicant will immediately report to the police department any breaches of the security system described in the attachment.
5. Consistent with the applicant's application, the number of clients shall not exceed 500 at any given time.
6. The applicant will annually provide documentation to the City Clerk of the receipt of all approvals required by any federal or state agency or department pursuant to federal or state law.
7. The applicant will comply with the requirements of Chapter 22, Article XIV, Section 22-417 of the Code, requiring the applicant to conduct meetings at the discretion of the chief of police and/or his designee.

CITY OF LEWISTON
APPLICATION FOR LICENSURE
OUTPATIENT ADDICTION TREATMENT CLINIC

DATE: 9/24/2026

APPLICATION IS FOR: NEW LICENSE _____ RENEWAL OF LICENSE X

NAME OF FACILITY/AGENCY: Merrimack River Medical Services, Inc.

PHYSICAL ADDRESS OF CLINIC:
18 Mollison Way
Lewiston, ME 04240
(City, State, Zip)

MAILING ADDRESS: (if different)
1720 Lakepointe Drive, Suite 117
Lewisville, TX 75057
(City, State, Zip)

TAX MAP & LOT NUMBER OF LOCATION OF FACILITY: Map 169, Lot 25

DIMENSIONS AND ACREAGE OF PROPERTY: 6.27 Acres

NAME OF CONTACT PERSON: Christina Plazek, Regional Director Operations

PHONE # 802-334-0110 FAX # 207-312-6863 EMAIL cplazek@baartprograms.com

NAME/TITLE OF ADMINISTRATOR/OPERATOR: Christina Plazek, Regional Director Operations

PHONE # 802-334-0110 FAX # 207-312-6863 EMAIL cplazek@baartprograms.com

NAME OF EXECUTIVE DIRECTOR: Daniel Greer, Sr VP Operations

SOCIAL SECURITY # OR EMPLOYER ID #: Tax ID: 02-0510337

CORPORATION NAME/ADDRESS (if different): BayMark Health Services, Inc.
1720 Lakepointe Drive, Suite 117
Lewisville, TX 75057

TYPE OF FACILITY/AGENCY:

Individual Proprietorship: _____ Partnership: _____
Non-Profit Corporation: _____ For-Profit Corporation: X
Other (describe): _____

CATCHMENT AREA: (Geographic Area Served): Androscoggin, Cumberland, Franklin, Kennebec, Lincoln, Oxford, and Sadegahoc Counties

LIST THE MAXIMUM TOTAL NUMBER OF CLIENTS YOUR AGENCY WIL SERVE AT THIS LOCATION, THE AGE RANGE AND GENDER:

SERVICE: Methadone Treatment # OF CLIENTS up to 500 AGE RANGE 18 and Above GENDER: Male/Female

I/We have received and read the City of Lewiston ordinance regarding Outpatient Addiction Treatment Clinics. I/We understand that this application authorizes representatives of the City of Lewiston to make such visits and inspections as may be necessary to ensure that the facility is in compliance with the laws pertaining to the operation of such facilities.

I/We also understand that the signing of this application effectively serves as a release of information and gives permission to the City of Lewiston to obtain any criminal or protective records information which may be on file in any Country, State or Federal Office.

I/We further certify that all information contained in this application (including addendums) is complete and accurate.

ORIGINAL SIGNATURES REQUIRED:

Christina M Plazek _____ DATE: 9/24/26

Applicant/Operator/Administrator

Christina Plazek

Type or Print Name

_____ DATE: _____

2ND Applicant (If Applicable)

_____

Type or Print Name

_____ DATE: _____

Board President (If Applicable)

_____

Type or Print Name

State of Maine

Department of Health and Human Services

This is to certify that

MERRIMACK RIVER MEDICAL SERVICES, LLC

is hereby licensed to operate a

SUBSTANCE USE ORGANIZATION

in accordance with Maine State Law 14-118 CMR Chapter 5.

Outpatient Services

License **SAA733890** is in effect from **10/19/2025** to **10/18/2027**.

Sara Gagné-Holmes

Print Date: 11/7/2025

License Number: SAA733890

Sara Gagné-Holmes, Commissioner

OPIOID TREATMENT PROGRAM CERTIFICATION

Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Treatment
Rockville, MD 20857

OTP NUMBER
ME-10017-M

EXPIRATION DATE
8/31/2027

Merrimack River Medical Services, Inc.
DBA: Health Care Resource Centers
18 Mollison Way
Lewiston, ME 04240

This certificate is issued under authority of 42 CFR § 8.11 (21 U.S.C. 823(g)(1))

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Treatment
www.samhsa.gov

Yngvild K. Olsen, MD, MPH

Yngvild K. Olsen, MD, MPH
Director
Center for Substance Abuse Treatment
Substance Abuse and Mental Health Services Administration

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, BUSINESS ACTIVITY OR VALID AFTER EXPIRATION DATE

LEWISTON ME

Police Department

TO: Kelly J. Brooks, Deputy City Clerk

FROM: Lt. Derrick St. Laurent, Lewiston PD

REF: Outpatient Addiction Treatment Clinic

DATED: September 24, 2026

We have researched our records, and have no objections to the issuance of the Outpatient Addiction Treatment Clinic Permit to the following:

Merrimack River Medical Services, 18 Mollison Way, Lewiston

LEWISTON ME

FIRE PREVENTION BUREAU

Gerry Pineau - Deputy Fire Chief

9-24-2026

RE: Merrimack River Medical Services - Outpatient Addiction Treatment Clinic

The Lewiston Fire Department approves renewing the business license for the Outpatient Addiction Treatment Clinic located at 18 Mollison Way, Suite #2. We will schedule a Life Safety Inspection. If Fire Code Violations are found. We will work with the management team for corrections.

Respectfully,

Gerard "Gerry" Pineau
DEPUTY FIRE CHIEF

Lewiston Fire Department
2 College St, Lewiston, ME 04240
(207) 513-3002 x3602

LEWISTON ME

Planning & Code Enforcement

MEMORANDUM

TO: Kelly Brooks, Deputy City Clerk
FROM: Jon Connor, Director of Planning & Code Enforcement
DATE: September 29, 2026

SUBJECT: Merrimack River Medical Services License Renewal

After reviewing our records and conducting a physical inspection of the property, Planning & Code Enforcement staff recommends the license renewal be granted with the same conditions as previously approved by the City Council

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 5

SUBJECT:

Public Hearing and Final Passage regarding an amendment to the Administrative Code to establish the Department of Community Development and Strategic Initiatives.

INFORMATION:

During the spring budget adoption, the City Council eliminated the vacant position of Director of Economic & Community Development, and charged the City Administrator with a review of the departments on the third floor of City Hall, requesting a consideration of a reorganization of the department structure. The City Administrator met with staff and it was determined the best course of action was to move Economic Development to be a division under City Administration and to establish the Department of Community Development and Strategic Initiatives to broaden the scope of work for this department.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

That the proposed amendments to the City Code of Ordinances, Chapter 2 “Administration”, Article V “Departments”, Division 1 “Generally” and Division 2 “Department of Community Development and Strategic Initiatives”, receive final passage by a roll call vote.

No. 26-
Effective:

AN ORDINANCE PERTAINING TO DEPARTMENTS

THE CITY OF LEWISTON HEREBY ORDAINS:

Chapter 2 of the Code of Ordinances of the City of Lewiston, Maine, is hereby amended as follows:

CHAPTER 2

ADMINISTRATION

ARTICLE V. DEPARTMENTS

DIVISION 1. GENERALLY

Sec. 236. Departments designated.

The administrative service of the city shall be divided under the administrator into the following departments and heads thereof:

Department	*Head*
Department of assessment	Chief assessor
Department of city clerk	City clerk
Department of ~~economic and~~ community development and strategic initiatives	Director of ~~economic and~~ community development and strategic initiatives

DIVISION 2. DEPARTMENT OF ~~ECONOMIC AND~~ COMMUNITY DEVELOPMENT AND STRATEGIC INITIATIVES

Sec. 2-251. Created.

The department of ~~economic and~~ community development and strategic initiatives is hereby created.

Sec. 2-252. Duties of the director of ~~economic and~~ community development and strategic initiatives.

The director of ~~economic and~~ community development and strategic initiatives shall:

(1) Administer comprehensive ~~economic development,~~ community development, neighborhood development, housing, and grant-in-aid programs in the interest

of the entire community.

(2) Exercise all ~~the~~ powers and perform all the duties conferred ~~on and imposed by law on~~ upon the city by law for purposes of its community development programs.

(3) Advise the city administrator, ~~and~~ city council, and planning board ~~of all~~ on matters affecting the physical ~~growth~~ and community development of the city.

(4) Provide information to the public ~~on the economic and~~ concerning community development programs, initiatives, opportunities, and ~~problems~~ challenges.

(5) Integrate and coordinate ~~all individual~~ projects and programs relating to the ~~economic development and~~ community development and strategic priorities of the city.

(6) Coordinate ~~the~~ relationships ~~between~~ among the city, ~~urban renewal authority,~~ housing authority, other government entities, and ~~other~~ special-purpose ~~entities~~ organizations involved ~~with~~ in the community development of the city.

(7) Coordinate and oversee strategic initiatives and special projects of citywide significance, including initiatives involving multiple municipal departments or external partners.

(8) Assist the city administrator with the development, implementation, and evaluation of strategic priorities and policies.

(9) Conduct or coordinate research, policy analysis, program development, and evaluation concerning strategic priorities of the city.

(10) Develop partnerships with governmental agencies, educational institutions, nonprofit organizations, community organizations, businesses, and other public and private entities to advance city priorities.

(11) Identify and pursue grants, partnerships, programs, and other external resources supporting community development and strategic initiatives.

~~(7)~~ (12)Perform such other duties as ~~are~~ prescribed by the city administrator.

Sec. 2-253. Duties of the department.

~~Under the supervision of the director of economic and community development and strategic initiatives, the department shall promote the development of a viable community by expanding economic opportunity, by providing public facilities, decent housing and suitable living environments.~~ The department shall promote the long-term vitality, quality of life, and sustainable development of Lewiston through community development, housing and neighborhood initiatives, strategic planning and policy development, interdepartmental coordination, and partnerships with community and institutional stakeholders.

The department shall direct its activities toward the following specific objectives:

(1) Assist with the development of planning projects

(2) Conduct research, policy, demographic, socioeconomic, housing, neighborhood, and other analysis necessary to support municipal decision-making and strategic planning ~~for the city~~

~~(3) Provide direct technical assistance to businesses~~

~~(4) Provide support in the retention and recruitment of city-wide businesses~~

~~(5) Develop tax increment financing proposals~~

~~(6)~~(3) Work with ~~representatives from~~ regional, state, and federal agencies to identify programs, funding, technical ~~match available business~~ assistance, and other resources supporting community development and city priorities ~~with Lewiston businesses~~

~~(7)~~(4) The elimination of slums and blight and the prevention of blighting influences and the deterioration of property in neighborhoods and community facilities of importance to the welfare of the community.

~~(8)~~(5) The elimination of conditions which are detrimental to health, safety and public welfare, through code enforcement, demolition, interim rehabilitation assistance and related activities.

~~(9)~~(6) The conservation and expansion of the city's housing inventory to provide a decent home and a suitable living environment for all persons.

~~(10)~~(7) The expansion and improvement of the quantity and quality of community services which are essential for sound community development in the city.

~~(11)~~(8) Promotion of an increase in the diversity and vitality of the city's neighborhoods.

~~(12)~~(9) The restoration and preservation of properties of special value for historic, architectural or aesthetic reasons.

(10) Coordinate and implement strategic initiatives and special projects that advance priorities established by the city administrator and city council.

(11) Facilitate interdepartmental collaboration on projects and policy matters involving multiple areas of municipal government.

(12) Establish and maintain partnerships with educational institutions, governmental entities, nonprofit organizations, community organizations, businesses, and other stakeholders.

(13) Conduct research, policy development, program design, implementation, and evaluation in support of city priorities.

(14) Coordinate initiatives supporting workforce development, talent attraction and retention, community capacity, civic engagement, and quality of life.

(15) Identify opportunities for innovation, intergovernmental cooperation, institutional partnerships, grants, and other external resources.

(16) Support long-range strategies addressing emerging community challenges and opportunities.

~~(13)~~(17)The performance of all other related functions as may be required by the city council or by the Housing and Community Development Act of 1974, Public Law 93-383.

~~(14)~~(18)Perform such other duties as the city administrator or director of community development and strategic initiatives may require.

NOTE: Additions are underlined; deletions are ~~struck out~~.

Department of Community Development and Strategic Initiatives

Department Overview

The proposed Department of Community Development and Strategic Initiatives would serve as a central resource for advancing Lewiston's community development priorities while coordinating strategic projects and initiatives that cross traditional departmental boundaries. The department would combine the City's established responsibilities for housing, neighborhood development, community development programs, and grant administration with expanded responsibilities for public health, the Community Ambassadors Program, policy development, strategic planning, interdepartmental coordination, and other special projects and initiatives.

The proposed department would operate under the direction of the Director of Community Development and Strategic Initiatives, who would report to the City Administrator. The department would collaborate closely with other municipal departments, elected officials, governmental agencies, educational institutions, nonprofit organizations, businesses, and community partners.

Core Areas of Responsibility

- Community Development: Administer and coordinate programs that strengthen Lewiston's neighborhoods, improve quality of life, expand community services, address blight, and support the long-term vitality of the community.
- Housing and Neighborhoods: Support the preservation, rehabilitation, and expansion of Lewiston's housing inventory while advancing neighborhood stabilization, revitalization, and efforts to create safe and suitable living environments.
- Grants and External Resources: Administer grant-in-aid and community development programs and identify federal, state, philanthropic, institutional, and other external resources that could advance City priorities.
- Strategic Initiatives and Special Projects: Coordinate priority projects assigned by the City Administrator, particularly initiatives involving multiple departments, outside organizations, or issues that do not fall exclusively within the responsibilities of a single municipal department.
- Policy, Research, and Analysis: Conduct research, policy analysis, demographic and socioeconomic analysis, program development, and evaluation to support evidence-based municipal decision-making and long-term planning.
- Interdepartmental Coordination: Facilitate collaboration across City government on complex projects and policy matters requiring participation from multiple departments.
- Partnership Development: Build and maintain partnerships with educational institutions, governmental agencies, nonprofit and community organizations, businesses, and other stakeholders to leverage expertise, resources, and opportunities for Lewiston.

- Community and Institutional Capacity: Develop initiatives supporting workforce development, talent attraction and retention, civic engagement, institutional partnerships, and other efforts that strengthen Lewiston's long-term competitiveness and quality of life.

Strategic Purpose

The proposed creation of the Department of Community Development and Strategic Initiatives recognizes that many of the challenges and opportunities facing Lewiston extend beyond the responsibilities of any single traditional municipal function. Housing, neighborhood vitality, workforce development, public safety, demographic change, institutional partnerships, and quality of life are increasingly interconnected and often require coordinated responses across City government and the broader community.

The proposed department would provide the City with dedicated capacity to move these priorities from concept to implementation while maintaining and strengthening Lewiston's core community development responsibilities.

Ultimately, the Department of Community Development and Strategic Initiatives would serve as both a community development agency and an implementation arm for citywide priorities, helping Lewiston respond to immediate needs while building the partnerships, policies, programs, and institutional capacity necessary for its long-term success.

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 6

SUBJECT:

Public Hearing and Final Passage for an amendment to the Traffic and Vehicles ordinance regarding unregistered or uninspected vehicles parked on the public way.

INFORMATION:

The Police Department is recommending that the City Council amend the Traffic and Vehicles ordinance to prohibit vehicles that are unregistered for over thirty days or uninspected for over thirty days from parking on a public way. Passage is recommended.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

That the proposed amendment to the City Code of Ordinances, Chapter 70 "Traffic and Vehicles", Article IV "Stopping, Standing, and Parking", Section 70-2 "Definitions" and Section 70-153 "Parking unregistered or uninspected vehicles on a public way" receive final passage by a roll call vote.

No. 26-
Effective:

AN ORDINANCE PERTAINING TO PARKING UNREGISTERED VEHICLES

THE CITY OF LEWISTON HEREBY ORDAINS:

Chapter 70 of the Code of Ordinances of the City of Lewiston, Maine, is hereby amended as follows:

CHAPTER 70

TRAFFIC AND VEHICLES

ARTICLE I. IN GENERAL

Sec. 70-2 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. Whenever any words, terms and phrases used in this chapter are not defined in this section but are defined in the laws of the state regulating the operation of vehicles, then such definition shall be deemed to apply to such words and phrases used in this chapter.

Traffic control devices means all signs, signals, markings and devices, whether immovable or whether manually, electrically or mechanically operated, placed or erected by authority of the council or the police chief for the purpose of regulating, warning or guiding traffic.

Unregistered Vehicle means a motor vehicle, trailer, or semitrailer that lacks a valid, active registration and current plates issued by the state's Bureau of Motor Vehicles.

Uninspected Vehicle means a motor vehicle that does not display a valid, current state inspection certificate or sticker as required by Maine Law.

Vehicle means every device in, upon or by which any person or property is or may be transported or drawn upon a highway, except devices moved by human power or used exclusively upon stationary rails or tracks or snowmobiles as defined in 12 M.R.S.A. § 1971.

ARTICLE IV. STOPPING, STANDING AND PARKING

DIVISION 1. GENERALLY

Sec. 70-153. ~~Reserved.~~ Parking unregistered or uninspected vehicle on a public way.

No person shall park, leave standing, or store an unregistered vehicle that is over 30 days unregistered, or an uninspected vehicle that is over 30 days uninspected, on any public way within the city, regardless of whether the vehicle is operable. The owner of the vehicle shall be responsible for compliance.

NOTE: Additions are underlined; deletions are ~~struck out~~.

LEWISTON ME

Police Department

TO: City of Lewiston Administration
FROM: Lt. Derrick St. Laurent, Lewiston Police Department
DATE: August 27, 2026
SUBJECT: Proposed - New Parking Regulation - **Unregistered/Uninspected Vehicles**

Unregistered/Uninspected Vehicles Parked on Public Ways

Purpose and Background

The Lewiston Police Department has noticed a significant increase in vehicles parked on city streets that are either unregistered or have not received the required state inspection.

Under Maine law, motor vehicles operated on public ways are required to be properly registered and inspected. Vehicle registration is also an important source of tax revenue for the City of Lewiston. When vehicles are not properly registered, the City may lose revenue that would otherwise be generated through vehicle excise taxes and registration-related fees.

The State of Maine requires vehicles to undergo an annual safety inspection to ensure that they are safe to operate on public ways. Proper registration and inspection also help ensure that vehicles being operated within the community meet basic legal and safety requirements.

Proposed Ordinance Change

The purpose of this ordinance change is to provide the Lewiston Police Department with an additional enforcement mechanism to address vehicles that are parked on city streets and are either unregistered or uninspected.

Enforcement of these requirements would serve several purposes:

- Increase compliance with Maine's vehicle registration and inspection requirements.
- Generate additional municipal revenue through improved vehicle registration compliance.
- Educate residents about the importance of maintaining properly registered and inspected vehicles.
- Improve public safety by encouraging compliance with the state's annual vehicle inspection requirements.

- Provide a practical enforcement tool for addressing vehicles that remain on public streets without current registration or inspection.

The goal of this ordinance change is not simply to issue additional tickets. Rather, it is intended to encourage compliance, improve public safety, and ensure that vehicles using city streets are properly registered and maintained in accordance with Maine law.

Education and Enforcement Period

In an effort to educate the public and encourage compliance, vehicles with an expired registration or inspection will receive a warning notice during the first 30 days following the expiration date.

The warning notice will be placed on the vehicle for an opportunity to correct the registration or inspection violation without being subject to a fine.

After the initial 30-day grace period, any vehicle parked on a public way with an expired registration or inspection will be subject to the applicable fine established by the ordinance.

This approach is intended to provide residents with reasonable notice and an opportunity to comply while establishing a consistent enforcement mechanism for vehicles that remain unregistered or uninspected after the 30-day period.

If the ordinance amendment is adopted, the Policy Manual amendment to create the fine will be brought to Council in October. Below is the recommended language:

Proposed Violation:

Parking unregistered or uninspected vehicle on a public way. (over 30 days expired)

Fine amount: $50.00

Definitions:

Unregistered Vehicle*: is a motor vehicle, trailer, or semitrailer that lacks a valid, active registration and current plates issued by the state's Bureau of Motor Vehicles. (**Title 29-A, §351)*

Uninspected Vehicle*: is a is a motor vehicle that does not display a valid, current state inspection certificate or sticker as required by Maine Law. **(Title 29-A, §1768)***

171 Park Street, Lewiston, ME 04240 PHONE: (207) 513-3001 policedept@lewistonmaine.gov LewistonMaine.gov

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 7

SUBJECT:

Public Hearing and First Passage regarding an amendment to the Amusements and Entertainment ordinance regarding approvals for new Special Amusement permits.

INFORMATION:

In June 2025, the City Council voted to authorize staff to process and approve the renewal permits for the Special Amusement permits (required for live entertainment where alcohol is served). Councilor Chittim is proposing that the approval and issuance of new Special Amusement permits also be delegated to staff as well. This will streamline the City Council agendas as well.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

That the proposed amendments to the City Code of Ordinances, Chapter 10 “Amusements and Entertainments”, Article III “Special Amusement Permits”, Division 2 “Permit”, receive first passage by a roll call vote and that the public hearing on said ordinance be continued to the next regularly scheduled City Council meeting.

No. 26-
Effective:

AN ORDINANCE PERTAINING TO SPECIAL AMUSEMENT PERMIT

THE CITY OF LEWISTON HEREBY ORDAINS:

Chapter 10 of the Code of Ordinances of the City of Lewiston, Maine, is hereby amended as follows:

CHAPTER 10

AMUSEMENTS AND ENTERTAINMENTS

ARTICLE III. SPECIAL AMUSEMENT PERMIT

DIVISION 2. PERMIT

Sec. 10-76. Required.

(a) A licensee for the sale of alcoholic beverages to be consumed on the licensed premises shall not permit any live music, dancing, or entertainment of any kind on the premises until he has first obtained a special amusement permit approved by the city clerk ~~council for first-time applicants, and approved by staff for renewal applicants~~. A business shall not operate as a dance hall or nightclub that admits persons under the age of 21 until the business has first obtained a special amusement permit Class E or Class F approved by the city clerk ~~council for first-time applicants and approved by staff for renewal applicants~~. The categories of a special amusement permit are as follows:

Special amusement permit--Class A. Any licensee of a food service establishment Class A, B, or C, or holder of an innkeeper license, with entertainment, which does not include dancing.

Special amusement permit--Class B. Any licensee of a Class A lounge, or holder of an innkeeper license, with entertainment, which does not include dancing.

Special amusement permit--Class C. Any licensee of a Class A lounge, a food service establishment Class A, B or C license, or holder of an innkeeper license, with entertainment, including dancing.

Special amusement permit--Class D. Any business that operates primarily as a function hall for the rental of space for events and holds a Class A lounge, a food service establishment Class A, B or C license, or holder of an innkeeper license, with entertainment, including dancing.

Special amusement permit – Class E. Any business operating as a dance hall or nightclub that admits persons under the age of 21.

Special amusement permit – Class F. Any business operating as a “chem-free” dance hall or nightclub that admits persons age 18 years and older, with no liquor service.

(b) Applications for all special amusement permits shall be made in writing to the city clerk and shall state the name and address of the applicant; the name, address and nature of the business; and any additional information required ~~by the city council~~ necessary to the processing of the application, including but not limited to a copy of the applicant's liquor license.

Sec. 10-77. ~~Public hearing~~. Review criteria.

Before granting a permit for a first-time applicant, the city clerk ~~council~~ shall ~~hold a public hearing to~~ determine whether issuance of the permit would be detrimental to the public health, safety or welfare or would violate any law, ordinance or regulation. Such determination may include, but is not limited to:

(d) Any other incident, behavior or occurrence on or about the location that the city clerk ~~council~~ deems to be detrimental to the public health, safety or welfare.

The city clerk ~~council~~ may impose conditions for protecting the public health, safety and welfare on any special amusement permit it issues.

~~Public hearings for renewal applicants are not required, and staff shall review the above criteria.~~

NOTE: Additions are underlined; deletions are ~~struck out~~.

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 8

SUBJECT:

Public Hearing and Approval of Amendments to the General Assistance Policy for Annual Authorization of Eligibility Amounts.

INFORMATION:

Each year, the City is required to review, and amend if necessary, the maximum amounts of assistance issued by the City for residents in need. The City Council is required to adjust the maximums allowed for general assistance, as well as the maximum amounts allowed for food and housing. These amounts are set by the Department of Housing and Urban Development guidelines and the current Thrifty Food Plan.

The recommended amounts for the City of Lewiston are included in the attached material entitled "General Assistance Policy". The State's recommended changes to the eligibility amounts have been incorporated into this document (language for removal is struck out and proposed new language is underlined). As noted in the memorandum from Social Services Director Elaine Brackett, the amounts for electric, heating fuel, personal care, and funerals have not changed. Categories for food, housing, and Recovery Residence maximums as well as overall maximums are recommended to increase.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

That the maximum amounts allowed for general assistance and the maximums allowed for food, housing, personal care, utilities, heating fuel, transportation, and recovery residence expenses in the General Assistance Policy, for persons eligible to receive assistance in accordance with the standards of eligibility, be adopted as presented, in accordance with HUD guidelines and the current Thrifty Food Plan.

(NOTE: Amended items in the attached Policy are underlined, deleted items have ~~strikeouts.~~)

GENERAL ASSISTANCE POLICY

As provided by Chapter 46 of the Code of Ordinances, the City Council hereby establishes the following allowed maximum amounts for food, housing, personal/household supplies, utilities, heating fuel, clothing, burial, cremation, and transportation expenses for persons eligible to receive assistance in accordance with the standards of eligibility.

MAXIMUM AMOUNTS

The total maximums allowed for general assistance, which are 110% of HUD guidelines (10/01/2025~~5~~6 - 09/30/2026~~6~~7), are:

No. in Household		Weekly	Monthly	
1	291.63	~~229.77~~	~~988.00~~	1254.00
2	311.63	~~254.19~~	~~1093.00~~	1340.00
3	405.81	~~324.42~~	~~1395.00~~	1745.00
4	524.42	~~425.35~~	~~1829.00~~	2255.00
5	589.77	~~472.09~~	~~2030.00~~	2536.00
6	607.21	~~489.53~~	~~2105.00~~	2611.00

Each additional person in the household will be budgeted at $75.00 per person per month.

FOOD (Effective 10/01/2025~~5~~6 – 09/30/2026~~6~~7)

The maximum amounts allowed for food are:

No. in Household		Weekly	Monthly	
1	71.16	~~69.30~~	~~298.00~~	306.00
2	130.70	~~126.98~~	~~546.00~~	562.00
3	187.91	~~182.56~~	~~785.00~~	808.00
4	237.91	~~231.16~~	~~994.00~~	1023.00
5	283.02	~~275.12~~	~~1183.00~~	1217.00
6	340.23	~~330.47~~	~~1421.00~~	1463.00
7	375.81	~~365.35~~	~~1571.00~~	1616.00
8	428.14	~~416.05~~	~~1789.00~~	1841.00

Each additional person in the household will be budgeted at $~~218~~ 225 per month. The administrator will exceed the above maximums when necessary for households having members with special dietary needs. The administrator may require a doctor's statement.

GENERAL ASSISTANCE POLICY

HOUSING (Effective 10/01/2025~~5~~6 - 09/30/2026~~6~~7)

The maximum amounts allowed for housing are:

Unheated		**Weekly**	**Monthly**	
0 Bedroom	256.00	~~196.00~~	~~844.00~~	1101.00
1 Bedroom	267.00	~~212.00~~	~~911.00~~	1148.00
2 Bedroom	349.00	~~271.00~~	~~1164.00~~	1502.00
3 Bedroom	456.00	~~361.00~~	~~1551.00~~	1963.00
4 Bedroom	508.00	~~394.00~~	~~1695.00~~	2183.00

Heated		**Weekly**	**Monthly**	
0 Bedroom	286.00	~~225.00~~	~~967.00~~	1228.00
1 Bedroom	305.00	~~249.00~~	~~1070.00~~	1311.00
2 Bedroom	398.00	~~318.00~~	~~1368.00~~	1711.00
3 Bedroom	515.00	~~418.00~~	~~1798.00~~	2215.00
4 Bedroom	578.00	~~464.00~~	~~1994.00~~	2487.00

Housing rates apply to rooms/efficiencies, apartments, shelters, and mortgage payments. Room should include everything except kitchen and bathroom facilities. Efficiency should include kitchen and bathroom facilities.

Applicants requesting assistance for housing that contains more bedrooms than are necessary for the number of household members will be provided assistance according to the maximum level for the number of rooms actually needed.

RECOVERY RESIDENCE (Effective10/01/2025~~5~~6 – 09/30/2026~~6~~7)

The maximum amounts allowed for housing in a recovery residence are:

		Weekly	**Monthly**	
25 beds or less	228.75	~~186.75~~	~~802.50~~	983.25
26+ beds	160.13	~~130.73~~	~~561.75~~	688.28

PERSONAL/HOUSEHOLD SUPPLIES

Expenses for ordinary personal and household supplies will be budgeted and allowed according to the applicant's actual need for these items, up to the maximums below.

No. in Household	Weekly	Monthly
1-2	$ 10.50	$ 45.00
3-4	11.60	50.00
5-6	12.80	55.00
7-8	14.00	60.00

Each additional person will be budgeted at $5.00 per month.

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

No. of Children	Weekly	Monthly
1	$ 12.80	$ 55.00
2	17.40	75.00
3	23.30	100.00
4	27.90	120.00

UTILITIES – ELECTRIC (Effective 10/01/2025~~5~~6 – 09/30/2026~~6~~7)

The maximum amounts allowed for utilities are:

without hot water No. In Household	Weekly	Monthly
1	19.95	85.50
2	22.52	96.50
3	24.97	107.00
4	27.53	118.00
5	29.88	128.50
6	32.55	139.50

Each additional person will be budgeted at $10.50 per month

with hot water No. In Household	Weekly	Monthly
1	29.63	127.00
2	34.07	146.00
3	39.67	170.00
4	46.32	198.50
5	55.65	238.50
6	58.68	251.50

Each additional person will be budgeted at $14.50 per month

HEATING FUEL

The maximum amounts allowed for heating fuel are:

Month	Gallons
September	50
October	100
November	200
December	200
January	225
February	225
March	125
April	125
May	50

CLOTHING

Clothing will be budgeted at $20.00 per person per month when the general assistance administrator finds it necessary to authorize clothing.

BURIAL

The maximum amount of general assistance granted for the purposes of burial is $1,620.00, with additional payments, where there is an actual cost, for the wholesale cost of a liner if the cemetery bylaws require one, the opening and closing of the gravesite, and a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally-owned cemetery or in a cemetery under municipal control, or in a cemetery that donates the lots to the city, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

GENERAL ASSISTANCE POLICY

CREMATION
The maximum amount of assistance granted for cremation shall be $1,125.00, with additional payments where there is an actual cost, for the wholesale cost of a liner, if the cemetery bylaws require one, and a cremation lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally-owned cemetery or in a cemetery under municipal control, or in a cemetery that donates the lots to the city, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

TRANSPORTATION
This municipality adopts the State of Maine travel expenses reimbursement rate as set by the Office of the State Controller. The current rate for approved employment and necessary medical travel, etc., is ~~54~~ 56 cents per mile.

PENALTY - Confidentiality of information
A civil penalty of not less than $30.00 nor more than $100.00. Note: This penalty is outlined in the City Code of Ordinances Chapter 46, General Assistance, Article I. In General.

Note: Additions are underlined; deletions are ~~struck out~~.

LEWISTON ME

Social Services

TO: Mayor Sheline and members of the City Council

FR: Elaine Brackett, Social Services Director

RE: General Assistance Maximums

DT: October 6, 2026

Enclosed are the General Assistance Maximums – Appendices A - H

Appendices D (electric) E (heating fuel) F (personal care) and H (funerals) have not changed.

Appendices A (overall maximums) B (food) C (housing) and recovery residence

maximums have increased.

The maximums are calculated based on HUD Fair Market Rental amounts and the annual change in the Federal Poverty level.

The maximums are effective October 1, 2026 through September 30, 2027.

DHHS requires verification that the municipality has adopted the maximums.

Elaine Brackett
Social Services Director
207-513-3130

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 9

SUBJECT:

Amendments to the Municipal Parking Fees Policy to establish fees for unregistered or uninspected vehicles.

INFORMATION:

This agenda item establishes the fee for unregistered or uninspected vehicles parked on the public way. Please see the memorandum from the Police Department from the related agenda item regarding the ordinance amendment for this topic.

Note: Additions are underlined; deletions have ~~strikeout~~ lines.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To approve the proposed amendment to the Parking Fees Policy, Policy Manual Number 42, as recommended by City Administration and the Police Department.

(Note - Full copy of the amendments is attached.)

PARKING FEES

Parking violation payment schedule - Chapter 70, Traffic and Vehicles

1.	Parking exceeding time limit, unmetered area	$ 30.00
2.	Parking too near corner or crosswalk	35.00
3.	Double parking	50.00
4.	Parking wrong side of street	30.00
5.	Parking obstructing driveway, sidewalk or crosswalk	40.00
6.	Parking in a bus stop or loading zone	35.00
7.	Overnight parking	26.00
8.	Interfering with snow removal, sweeping, paving, repairs	31.00
9.	Parking December 1 to March 31, restricted area	40.00
10.	Parking within 15 feet of a fire hydrant	50.00
11.	Parking in prohibited zone or other prohibited place	40.00
12.	Parking in a zone reserved for the physically handicapped	200.00
13.	Emergency Parking Ban	50.00
14.	Exceeding Time Limit – over 24 hours (Abandoned Motor Vehicle)	30.00
<u>15.</u>	<u>Parking unregistered vehicle (over 30 days unregistered) or uninspected vehicle (over 30 days uninspected)</u>	<u>50.00</u>

Note: These penalties are outlined in the City Code of Ordinances Chapter 70, Article IV Stopping, Standing and Parking. As referenced, these fees will double if not paid within 15 days. (***Exception: (12) Parking in a zone reserved for the physically handicapped is not to be doubled***)

NOTE: Additions are <u>underlined</u>; deletions are ~~struck out~~.

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 10

SUBJECT:

Amendment to the Parking Fees Policy regarding use of the new Electric Vehicle (EV) charging stations in the parking garages.

INFORMATION:

On October 15, 2024, the City Council gave approval for the City Administrator to apply for, accept and appropriate an Efficiency Maine grant for Level 2 EV chargers for public use. The grant required a 20 percent match ($16,000) of at a total cost of up to $80,000 for up to 8 chargers (two locations with four charges per location).

The Department of Public Works put the project out to bid in March of 2026 and the contract was awarded to Maine Solar Solutions. Maine Solar Solutions has completed installation of 4 EV chargers at Oak Street parking garage and 4 EV chargers at Lincoln Street parking garage. Start up and commissioning of the EV chargers are scheduled as we are required by the grant to be operational by October 31, 2026. As part of the grant application, we planned on charging $0.27 per kilowatt hour (kWh) and we expect this to cover energy and operational costs of the EV chargers. After several months of use, we will evaluate if the costs are being covered by the use fees and we may petition Efficiency Maine to adjust rates to cover costs. The grant requires the chargers to remain operational in their current location for a period of at least five years and to charge the rate of $0.27 per kwh as stated in our grant application, unless we can show a need for revised rates.

We recommend the City also set a fee to encourage the users of an EV vehicle to move into a normal parking spot after their vehicle is fully charged. This has been called an "idle fee" and $3.00 per hour seems like a normal rate in this region of Maine (idle fee would begin after 10 minutes of grace period).

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To approve the amendment to the Parking Fees Policy regarding the use of Electric Vehicle (EV) charging stations in the parking garages.

PARKING FEES

PARKING GARAGE POLICY AND RULES

9. Use of Electric Vehicle (EV) Chargers: Parking garage customers who want to plug their vehicles into the EV chargers shall pay a fee of $0.27 per kwh (kilowatt-hour) per vehicle with an idle rate of $3 per hour after a 10-minute grace period. There is a limited capacity for EV chargers so this service is based on first come, first served. Lincoln Street parking garage and Oak Street parking garage have a capacity of four (4) chargers per location.

- The City shall be held harmless from any damage to vehicles resulting from any power surges resulting from the chargers and/or electrical distribution system.
- The City shall be held harmless if associated equipment is used to damage other vehicles or the electrical system in the garage.
- 100% of the damage to other vehicles and/or the parking garage shall be the responsibility of the customer using the EV chargers.
- The customer using the EV chargers and electrical service shall provide proof that such damages are covered under his/her comprehensive insurance.
- The City shall not be responsible for any overpayments or any payment issues regarding the EV Chargers.

NOTE: Additions are underlined; deletions are ~~struck out~~.

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 11

SUBJECT:
Order, Authorizing the City Administrator to Execute an Extension to the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc.

INFORMATION: On January 3, 2024, the City of Lewiston entered into an Option Agreement with The Lewiston-Auburn Community Market, Inc. (LACM), granting the organization the option to purchase the city-owned property at 171 Park Street for the purpose of developing a community market. The amended provision would:

- Remove the August 31, 2026, financing deadline and eliminate the immediate right of the City to require conveyance of the Property without payment.
- Require the Buyer to diligently pursue all necessary financing, including NMTC financing, conventional financing, grants, TIF and other public or private sources.
- Establish a closing deadline of seven (7) months from execution of the amended agreement.
- Require the Buyer to commence substantial construction, including demolition where applicable, within six (6) months following Closing.
- Require substantial completion of the community food center within eighteen (18) months following commencement of construction.
- Require City Council approval for any material modification or extension of these deadlines.
- Continuing to require the Property to be used substantially as a community food center, consistent with the project presented to the City Council.
- Allow reasonable modifications necessary to satisfy financing, permitting, construction, market or governmental requirements, provided the project remains substantially consistent with the community food center purpose.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

BTK/kmm

REQUESTED ACTION:	1	2	3	4	5	6	7	M

To approve the Order, Authorizing the City Administrator to Execute an Extension to the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc.

COUNCIL ORDER
October 6, 2026

Order, Authorizing the City Administrator to Execute an extension to the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc.

Whereas, on January 3, 2024, the City of Lewiston entered into an Option Agreement with The Lewiston-Auburn Community Market, Inc. (LACM) to provide the organization with an exclusive option to purchase the former Lewiston Police Department Headquarters for the development of a community market; and

Whereas, April 1, 2025, the City of Lewiston executed a 6-month extension to said Option Agreement; and

Whereas, LACM demonstrated significant progress in raising funding for the $9.9M project; and

Whereas, LACM has worked diligently over several years, with City staff, stakeholders, community members, the Choice Neighborhood planning and development process, and as a result has produced viable and actionable plans for a for-profit, co-operative, property-taxable community grocery market, food hub, education center, and community center that will bring vibrancy, economic activity, and walkable grocery store access to the city center; and

Whereas, the City Council desires to support economic development projects and growth in the tax base vigorously, using all available strategies in a wide variety of economic sectors city-wide; and

Whereas, the City has followed the Council-approved disposition process for the properties subject to this Purchase and Sale Agreement, which includes certain real estate, together with all buildings and improvements, located at 171 Park Street, 294 Lisbon Street, 308 Lisbon Street, and 324 Lisbon Street, Lewiston, Maine, said premises more fully described in deeds recorded in the Androscoggin County Registry of Deeds at Book 1441, Page 22; Book 1894, Page 137; Book 6374, Page 1; and Book 4148, Page 103, respectively; and

Whereas, LACM and the City's staff have agreed to terms that include: a sale price equal to the $2,000 earnest money deposit previously paid by LACM; a 60-day due diligence period prior to closing; and a reversion clause in the deed that provides for the real estate to be returned to the City in the event the project is not completed; and

Whereas, the City Administrator executed the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc., in October of 2025.

Whereas, During the due diligence period, the LACM has completed a Phase 1 Environmental Site Assessment (ESA). The assessment identified the potential presence of two underground storage tanks and indicated prior land use as a dry cleaner. The Phase 1 ESA recommends further investigation through a Phase II ESA, which will be funded by the grant through the AVCOG, with the city participating. This process is necessary not only for financing this project but also to eliminate any potential environmental risks for the City of Lewiston and will take 4-6 months for completion. Findings will be shared with the CC once the investigation is complete.

Whereas the amended provision would: Remove August 31, 2026, financing deadline and eliminate the immediate right of the City to require conveyance of the Property without payment. Require the Buyer to diligently pursue all necessary financing, including NMTC financing, conventional financing, grants, TIF and other public or private sources. Establish a closing deadline of seven (7) months from execution of the amended agreement. Require the Buyer to commence substantial construction, including demolition where applicable, within six (6) months following Closing. Require substantial completion of the community food center within eighteen (18) months following commencement of construction. Require City Council approval for any material modification or extension of these deadlines. Continuing to require the Property to be used substantially as a community food center, consistent with the project presented to the City Council. Allow reasonable modifications necessary to satisfy financing, permitting, construction, market or governmental requirements, provided the project remains substantially consistent with the community food center purpose.

Now, therefore, be it ordered by the City Council of the City of Lewiston that:
Authorize the City Administrator to sign an extension to the Purchase and Sale Agreement with The Lewiston-Auburn Community Market, Inc.

SECOND AMENDMENT TO AGREEMENT FOR
THE PURCHASE AND SALE OF REAL ESTATE

THIS SECOND AMENDMENT TO AGREEMENT FOR THE PURCHASE AND SALE OF REAL ESTATE (this "Second Amendment") is made and entered into as of _____, 2026, by and between the **CITY OF LEWISTON**, whose mailing address is 27 Pine Street, Lewiston, Maine 04240 ("Seller"), and **THE LEWISTON-AUBURN COMMUNITY MARKET, INC.**, whose mailing address is 171 Park Street, Lewiston, Maine 04240 ("Buyer").

WITNESSETH:

WHEREAS, Seller and Buyer are parties to that certain Agreement for the Purchase and Sale of Real Estate dated October 16, 2025 (the "Agreement") respecting certain real estate situated in the City of Lewiston, Androscoggin County, State of Maine, and more particularly described in the Agreement; and

WHEREAS, Buyer is evaluating the feasibility of developing a community food center on the Property and requires additional time to complete its environmental due diligence of the Property; and

WHEREAS, Buyer and Seller wish to amend the Agreement to facilitate Buyer's continued environmental due diligence and financing of the Property, subject to the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

AGREEMENT:

1. AMENDMENT. This SECOND Amendment is hereby incorporated into the Agreement by reference. In the event of a conflict between the terms and conditions of the Agreement and this SECOND Amendment, the terms and conditions of this SECOND Amendment shall control.

2. The amended provision would: Remove August 31, 2026, financing deadline and eliminate the immediate right of the City to require conveyance of the Property without payment. Require the Buyer to diligently pursue all necessary financing, including NMTC financing, conventional financing, grants, TIF, and other public or private sources. Establish a closing deadline of seven (7) months from execution of the amended agreement. Require the Buyer to commence substantial construction, including demolition where applicable, within six (6) months following Closing. Require substantial completion of the community food center within eighteen (18) months following commencement of construction. Require City Council approval for any material modification or extension of these deadlines. Continuing to require the Property to be used substantially as a community food center, consistent with the project presented to the City Council. Allow reasonable modifications necessary to satisfy financing, permitting, construction, market or

governmental requirements, provided the project remains substantially consistent with the community food center purpose.

2. CLOSING DATE. Section 4.1 of the Agreement is hereby deleted in its entirety and the following substituted in place thereof:

> The closing ("Closing") shall take place at the offices of Seller's attorney, Brann & Isaacson, 113 Lisbon Street, Lewiston, Maine. Upon completion of the Environmental Due Diligence, but prior to the expiration of the Environmental Due Diligence Period, the parties shall cooperate in good faith to identify and agree upon a mutually acceptable date for the Closing (the "Closing Date") that takes into account (i) the results of the Environmental Due Diligence, (ii) the anticipated scope, timing, and sequencing of any recommended or required environmental cleanup or remediation activities, (iii) the availability, requirements, and timing of any funding sources, grants, and incentives to address such activities, and (iv) the recommendations of Buyer's environmental consultants and advisors. The parties shall reasonably confer and exchange information as needed for this purpose and shall work together in good faith to establish a Closing Date that aligns with the foregoing objectives and considerations and optimizes available funding sources, grants, and incentives and happens within seven (7) months execution of this document.

3. MISCELLANEOUS. Buyer and Seller each reaffirm the Agreement as amended by this SECOND Amendment, and all terms and conditions of the Agreement, including all defined terms, except as specifically amended by this SECOND Amendment, shall have the same meaning and remain in full force and effect. This SECOND Amendment may be executed and delivered in any number of counterparts, whether delivered by electronic mail or portable document format (PDF), each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Seller and Buyer have executed this SECOND Amendment as of date any year SECOND above written.

SELLER:

CITY OF LEWISTON

By: _____
Print Name:
Its:

BUYER:

THE LEWISTON-AUBURN COMMUNITY MARKET, INC.

By:_____
Print Name:
Its:

MEMORANDUM

To: City Council
From: Economic Development, Office of the Administrator
Date: September 15th, 2026
Re: Proposed Amendment to Purchase and Sale Agreement – Lewiston-Auburn Community Market

Purpose

The City and the Lewiston-Auburn Community Market, Inc. entered into an Agreement for the Purchase and Sale of Real Estate dated October 16, 2025, concerning the properties located at 171 Park Street, 294 Lisbon Street, 308 Lisbon Street, and 324 Lisbon Street. Section 10.1.2 of the existing Agreement requires the Buyer to develop the Property as a community food center and provides the City with a right of reversion if the project does not proceed or funding is not secured.

Proposed Modification to Section 10.1.2

Staff recommend maintaining the City's fundamental requirement that the properties be developed and operated as a community food center, while modifying the existing reversion and funding provisions to accommodate potential New Markets Tax Credit (NMTC) financing and other project financing.

The amended provision would:

- Remove the August 31, 2026, financing deadline and eliminate the immediate right of the City to require conveyance of the Property without payment.
- Require the Buyer to diligently pursue all necessary financing, including NMTC financing, conventional financing, grants, TIF and other public or private sources.
- Establish a closing deadline of seven (7) months from execution of the amended agreement.
- Require the Buyer to commence substantial construction, including demolition where applicable, within six (6) months following Closing.
- Require substantial completion of the community food center within eighteen (18) months following commencement of construction.
- Require City Council approval for any material modification or extension of these deadlines.
- Continuing to require the Property to be used substantially as a community food center, consistent with the project presented to the City Council.
- Allow reasonable modifications necessary to satisfy financing, permitting, construction, market or governmental requirements, provided the project remains substantially consistent with the community food center purpose.

NMTC Financing Accommodation

The amendment should expressly recognize that the Buyer may utilize New Markets Tax Credit financing and that the project may involve a Qualified Community Development Entity, NMTC investor, leverage lender and other financing participants.

The City's development requirements should be structured so they do not unreasonably interfere with or impair bona fide project financing. The City should retain notice, cure and enforcement rights in the event of a material failure to perform, while recognizing the rights of approved financing parties.

This approach preserves the City's development objective while avoiding an unrestricted deed reversion that could make the property more difficult to finance through an NMTC structure.

Potential Tax Increment Financing

The Buyer also requests consideration of a Tax Increment Financing Agreement providing for up to sixty percent (40-60%) of eligible captured tax increment, subject to applicable law, City policy, underwriting, determination of eligible project costs and separate approval by the City Council. The only option at this time is to define the downtown area and apply to DECD for a downtown TIF, which could benefit multiple investments.

Approval of the Purchase and Sale Agreement amendment would not constitute a commitment by the City to approve the requested TIF.

Recommendation

Staff recommends that the City authorize negotiation of an amendment to Section 10.1.2 of the October 16, 2025, Purchase and Sale Agreement incorporating the above requirements.

The proposed amendment would retain the City's core protection that 171 Park Street, 294 Lisbon Street, 308 Lisbon Street and 324 Lisbon Street be redeveloped as a community food center, while replacing the existing financing/reversion mechanism with a clear, measurable development schedule that is more compatible with NMTC and other project financing.

Any material change to the approved project, closing date, construction commencement date, completion deadline, or community food center use would require prior City Council approval.

TIF consideration would occur upon downtown TIF approval, in the June-July 2027 timeframe, per City Council approval.

Very respectfully,

John Blais
Senior Economic Development Officer

City Council Presentation

October 6th, 2026

1

Project History 2018-2023

2018-2019

Growing Our Tree Streets **and** ***Local Foods Local Places*** **plans identify need for downtown food center in Low Supermarket Access Area.**

2021

Cooperative Development Institute begins business development support and conducts feasibility study.

LACM included in CHOICE at Dewitt site.

2022

LACM secures up to $4.6M in financing.

LACM incorporates.

Site negotiations end with LHA.

2023

LACM begins new site search.

Fall **Misty Parker supports request to City Council for 171 Park.**

December **City Council approves option for 171 Park Street.**

2



3

LEWISTON ME

171 Park Timeline 2024-2026

2024

January
LACM signs 18 month option agreement with 6 month extension

Police Station remains active on site/LACM granted limited access to non-secure spaces

2025

February
Nate Libby initiates agreement with AVCOG/TRC for Brownfields assessment

March
LACM presents to Council for 6 month option extension

June
Police station vacates; TRC begins EPA Phase 1

July
LACM presents purchase offer to Council

September
Council votes to authorize P&S agreement

October
LACM begins title search
LACM + City sign P&S
EPA Phase 1 discovers contaminated soil

November
EPA Phase 2 delayed by federal shutdown

December
P&S extended to June 15, 2026 for environmental due diligence

2026

February - March
EPA Phase 2 site testing

June
DEP requests more Phase 2 testing

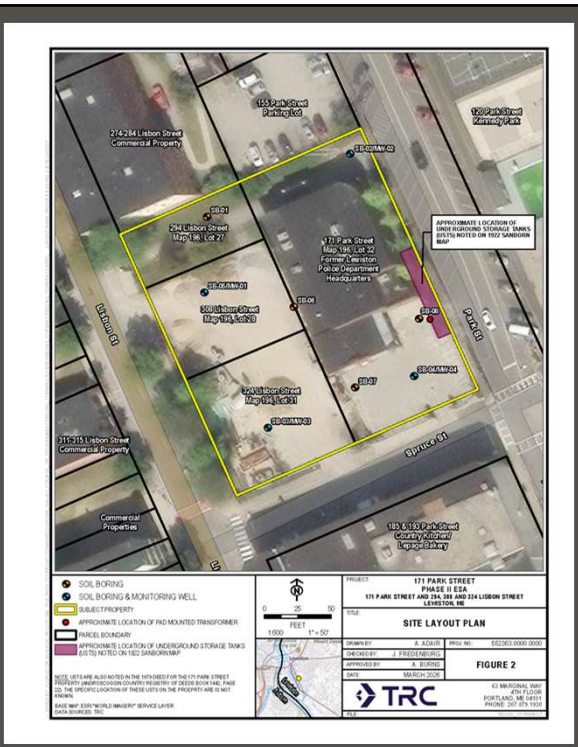
June
LACM reports delay to City

September
TRC completing DEP testing for EPA submission

4

Site Findings

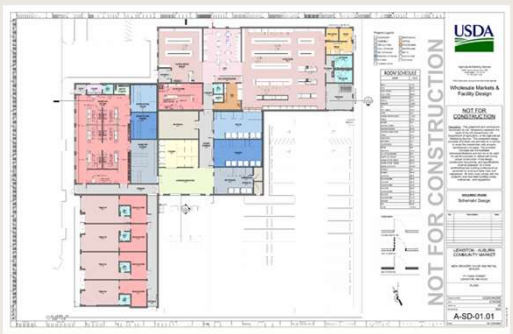
- No hazardous materials in building
- Up to 12’ fill with contaminants from former dry cleaner
- DEP required additional vapor sampling



5

2026 Project Development





Market Analysis	01	Completed by IGA
Design	02	Preliminary completed by USDA for *pro forma* + Platz Associates engaged
Pro forma	03	Completed by CDI, BerryDunn + Columinate
Site Study	04	Completed by TRC with AVCOG support; submitted to EPA
Membership	05	Community organizer hired and member campaign launched; 100 secured to date
Financing	06	New Market Tax Credit application signed with Evernorth

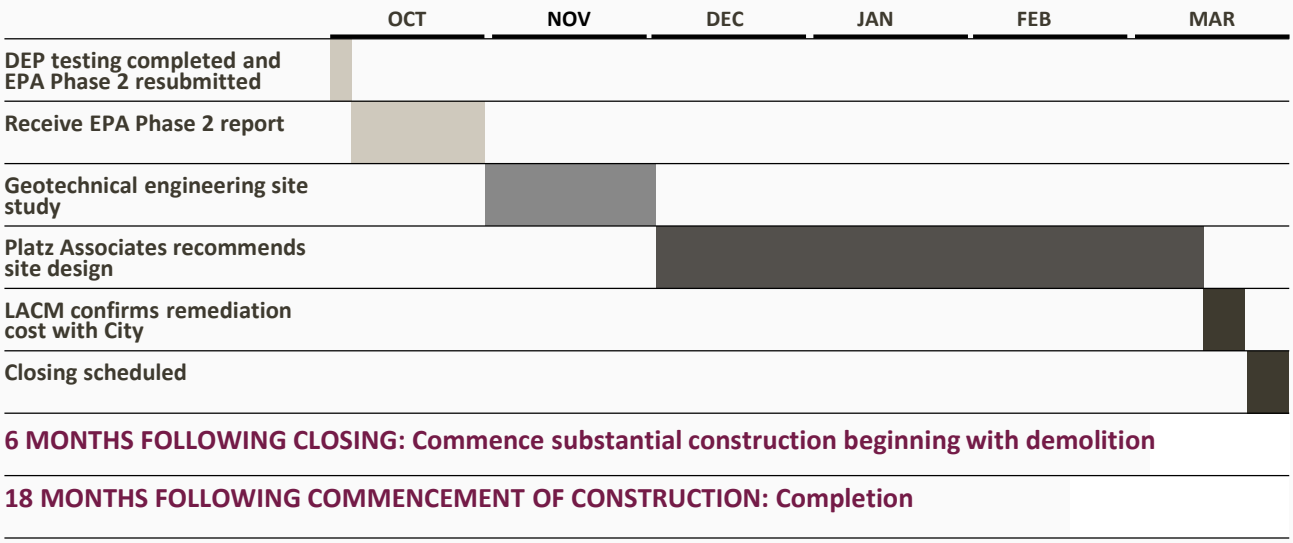
6

LEWISTON ME

Request for 6 months to complete environmental due diligence on 171 Park prior to closing.

7

October 2026-March 2027



8

LACM Uses	Without TIF	With TIF
Construction Total	$4,890,264	$4,890,264
Soft Costs + Contingencies	$2,437,366	$2,437,366
Financing Interest and Fees	$197,370	$197,370
Reserves	$104,000	$104,000
Total Construction Costs	**$7,629,000**	**$7,629,000**
Pre-Development Costs		
Site remediation	$250,000	$250,000
Demolition	$240,000	$240,000
Total Project Costs	**$8,119,000**	**$8,119,000**
LACM Sources		
Community Development Financial Institution Loans	$2,600,000	$2,600,000
Sewall Foundation Impact Investing Loan	$1,100,000	$1,100,000
New Market Tax Credit Investment	$1,500,000	$1,500,000
Private Philanthropy	$1,500,000	$1,500,000
EDA Equipment Grant	$750,000	$750,000
Grant Receivable	$90,000	$90,000
LACM Member Equity	$89,000	$89,000
Deferred Developer Fee		$490,000
Total Permanent Sources	**$7,629,000**	**$8,119,000**
Gap	$490,000	

9

Thank you for sharing and supporting downtown business investment by Lewiston's multicultural residents, food producers and local farmers.

10

September 15, 2026

The City of Lewiston City Council
Bryan Kaenrath, City Administrator
Lewiston City Hall
27 Pine Street
Lewiston, ME 04240

Dear Members of the City Council and Administrator Kaenrath,

The Lewiston Auburn Community Market (LACM) appreciates the City Council's confidence in the vision for a downtown grocery co-op and cafe, commercial kitchens and dry/cold storage community food hub. Support was originally demonstrated in December 2023 by extending an 18-month exclusive site option to the LACM and then activating the optional 6 month extension in 2025 to accommodate the Police Station's timeline for final relocation mid-2025. The LACM initiated a purchase request on July 3, 2025, which was approved by the Council on September 16, 2025. Since that time the LACM and City have maintained communication regarding the required due diligence outlined in the Purchase and Sales agreement, particularly EPA site evaluation.

Based upon the ongoing site study by the EPA and DEP, the LACM requests another 6 month extension to receive the EPA Phase 2 report and perform the required due diligence.

The request takes into the account the following factors:

- The City entered into a Brownfields Assessment Agreement with AVCOG on February 12, 2026.
- LACM authorized immediate site work by TRC Engineering as soon as the Police Station vacated.
- TRC completed EPA Phase One in October 2025 and the LACM authorized Phase 2.
- TRC submitted Phase 2 to the EPA in May 2026.
- LACM proceeded with securing a demolition quote on July 16, 2026.
- As of September 8, the EPA has not approved the Phase 2 report

Attached is an executive summary of the project. We look forward to providing more details as you require.

Sincerely,

The LACM Executive Committee, on behalf of the Lewiston Auburn Community Market Board of Directors

President: Elsa Jose
Vice President: Mumina Isse
Treasurer: Elizandra Fernandes
Secretary: Isalita Manual

Attachment: September 15, 2026 Executive Summary

Executive Summary *updated September 15, 2026 from last Council presentation July 3, 2025*

Vision

Lewiston's Tree Streets residents have been voicing commitment to a better neighborhood since 2004 and a low-cost grocery, commercial kitchens for workforce development and dry and cold storage for surrounding farms had been envisioned through years of related food justice work. The Lewiston Auburn Community Market (LACM) became an explicit goal of the successful 2018 HUD Choice Neighborhood application "Growing Our Tree Streets," and is also a priority in the 2019 EPA-funded Local Foods Local Places plan for Lewiston Auburn.

Need

The Tree Streets, a designated "Low Supermarket Access Area," encompass Maine's 3 highest poverty census tracts. Lewiston also has a distinct demographic from much of Maine, which is more than 95% white. In contrast, over 22% of Lewiston's population are people of color and 15% are refugees/immigrants representing a range of cultures. The desire for locally-grown culturally-appropriate food is strong with 2 local Somali Bantu farms securing permanent land in 2020. Increased farm production and the need for in-town storage/distribution was enhanced by 2024 funding to Lewiston Auburn schools to increase local capacity for culturally preferred foods. LACM meets the needs of multiple supply chain partners to create a retail and production food hub, focused on local, fresh foods as well as a regional destination for cultural foods not found in Maine.

Corporate Structure and Ownership

The LACM incorporated as a Maine multi-stakeholder cooperative in 2022 and is owned by its workers and members and governed by a cooperative board. Skills include farming, food preparation, management, entrepreneurship and marketing; youth education and care; multilingual interpretation; research; underwriting; and building management. The board partners with Maine-based technical advisors from the Cooperative Development Institute, Berry Dunn and Bernstein Shur, as well as national cooperative business advisors: Food Coop Initiative, Seven Roots, and Columinate, all with specific experience in finance, real estate, the food industry, cooperative grocery, legal, and cooperative governance.

Business Model

Up to $8M new construction on the 1-acre site of the former police station will provide a full service grocery and cafe with a wide range of local and cultural foods; leasable dry and cold storage for local farms; and 8 commercial kitchens for new product development. Integrated revenue streams will provide internal subsidies to the retail grocery while encouraging new food sector business growth. Park Street frontage allows pedestrian access to the Tree Streets neighborhood, and on-site and on-street parking with Lisbon Street visibility promotes wide community access. Local worker-owners will earn an above living wage and conduct a democratic business for the benefit of their community. All metrics address interrelated social, economic, and environmental factors for long-term health and wellbeing of Lewiston's Tree Street Neighborhood with a significant multiplier effect for the City of Lewiston.

Financing

$3.7M of committed financing sources from community development financial institutions include Maine's Elmina B. Sewall Foundation's impact investing focused on capacity building in Lewiston, and a financing stack led by the Cooperative Fund of the Northeast and including CEI and the Fair Food Fund. A letter of commitment is received from Evernorth for New Market Tax Credits that will fund up to 30% of the total project costs. And behind them are three other banks pursuing the LACM for their own New Market Tax Credit portfolio. Grants secured and in process as well as member equity and community fundraising total the final stack, making the majority of the impact investment from external sources. A TIF is also represented in the *pro forma.*

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 12

SUBJECT:

Order, Authorizing the City Administrator to sign the timeline and action plan with Kaydenz Kitchen Pantry Inc.

INFORMATION:

The City selected Kaydenz Kitchen Pantry LLC to operate an adult low-barrier homeless shelter in the City of Lewiston. The City Council has approved $1.2 million dollars over three years for the operation of this shelter. City Administration recently met with the homeless shelter operators to discuss delays in opening the shelter, and all parties have agreed to the timeline and action plan.

This Order will direct the City Administrator to sign a timeline and action plan for the opening of the adult low barrier homeless shelter with Kaydenz Kitchen Food Pantry Inc.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator is in support of this requested action

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To approve the Order, Authorizing the City Administrator to sign the timeline and action plan for the Homeless Shelter Service Agreement with Kaydenz Kitchen Pantry Inc.

LEWISTON ME

Administration

COUNCIL ORDER
OCTOBER 6, 2026

ORDER, Authorizing the City Administrator to sign a timeline and action plan for the Homeless Shelter Service Agreement with Kaydenz Kitchen Food Pantry Inc.

WHEREAS, the City desires to have a homeless shelter operated in the City of Lewiston and,

WHEREAS, the City Council approved a master services agreement with Kaydenz Kitchen Food Pantry Inc. and,

WHEREAS, the City has authorized $400,000 per year in funds to Kaydenz Kitchen Food Pantry Inc. to operate a homeless shelter for a three-year period for a total of $1.2 million,

NOW, THEREFORE, Be It Ordered By the CITY COUNCIL of the CITY of LEWISTON,

That the City Council hereby authorizes the City Administrator to sign a timeline and action plan for the Homeless Shelter Service Agreement with Kaydenz Kitchen Food Pantry Inc.

TIMELINE AND ACTION PLAN

This document dated September 30, 2026 is submitted by Kaydenz Kitchen, Inc. ("Kaydenz") to provide a timeline and action plan for implementation of the July 17, 2025 Master Services Agreement between the City of Lewiston and Kaydenz.

Steps to Satisfy Conditions for License Approval

The following are estimated target dates. which may change based on subsequent circumstances outside the control of Kaydenz.

1. Kaydenz has entered into a construction contract with Joe Perryman to begin construction once Steps 2 and 3 are completed. **(*Contract was signed on 9/29/26*)**
2. Kaydenz to provide construction budget, including sources of funds and anticipated expenses by category of improvements, prior to October 15, 2026.
3. Kaydenz to submit final building and design plans to Planning and Code Enforcement prior to October 1, 2026. **(*Final building plans have been submitted*.)**
4. Kaydenz to apply for Building, Plumbing, Electric and Fire Sprinkler Permits prior to December 1, 2026
5. If applications are in order Planning and Code Enforcement and Fire Department will issue permits within four business days of application.
6. Kaydenz to begin construction of showers and internal work aside from sprinklers within 3 days of permit issuance.
7. Kaydenz shall begin construction of water lines prior to October 15, 2026
8. Kaydenz to install sprinkler system prior to December 31, 2026.
9. Kaydenz to order beds, bedding material and other items to permit the opening of a homeless shelter with 40 beds on or before December 15, 2026.
10. Kaydenz to have bi-monthly meetings with appropriate City staff to apprise City of developments in construction and the budget.

Dated: _____ KAYDENZ KITCHEN

By: _____

Title _____

SEEN, READ, AND AGREED TO:

Dated: _____ CITY OF LEWISTON

By: _____

Bryan Kaenrath

Title: City Administrator

LEWISTON CITY COUNCIL
MEETING OF OCTOBER 6, 2026

AGENDA INFORMATION SHEET: **AGENDA ITEM NO.** 13

SUBJECT:

Appointment of Council representative to the Lewiston Youth Advisory Council.

INFORMATION:

Councilor Roy has been serving as the Council's representative to the Lewiston Youth Advisory Council (LYAC). He has resigned from this position. As such, the Council is asked to select their representative to the LYAC.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The Council shall select their representative to various boards and committees.

BTK/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M

To nominate and appoint a Councilor to serve as the Council's representative to the Lewiston Youth Advisory Council.