



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, February 16, 2023

TIME: 4:00 PM

LOCATION: This meeting will take place remotely using Zoom.

This meeting will be held remotely pursuant to the Remote Meeting Policy adopted by the Portland Development Corporation and as authorized under 1 M.R.S. 403-B because of the existence of an emergency or urgent issue that requires the Committee to meet by remote methods. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be available in the Agenda Center following the meeting.

The Portland Development Corporation Board meeting is not required to take public comment, and this will continue during remote meetings.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/82514504962?pwd=bEZRWWQ5L25uVE50U3Z4VnQydWNpdz09>

Passcode: 283434

Or One tap mobile :

US: +13092053325,,82514504962# or +13126266799,,82514504962#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 309 205 3325 or +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468

Webinar ID: 825 1450 4962

International numbers available: <https://portlandmaine-gov.zoom.us/j/82514504962>

AGENDA

1. President's comments
2. Review and accept Minutes of meeting held on December 15, 2022.
 - a. See attached draft meeting Minutes.
3. Review and vote on Brownfields Assessment Grant request from Tom Watson & Co., LLC, for Bayside Development Project
 - a. See attached Memo and backup.
 - b. Public comment received - see attached.
4. Review and vote on the following new loan applications:
 - a. AAA Rue Marchie, LLC, d/b/a Timber Restaurant, 106 Exchange Street
 - b. Longfellow Property, LLC, 754 Congress Street
 - c. Forefront Partners, I, LP, at Thompson's Point

See Confidential memos and backup for these loan applications.

Executive Session: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A, the Board will go into executive session to discuss proprietary information regarding these three loan applications. After the executive session, the Board will vote in public session.
5. Treasurer's Report - January 31, 2023
 - a. Monthly Administrative Budget Report
Cash Management Report
Schedule of Loan Receivable
Confidential Delinquency Report - **NOTE:** Pursuant to 1 M.R.S.A. 406(6)(F) and 5 MR.S.A. 13119-A, the Board may go into executive session to discuss/monitor any of the loans listed on the Report.
6. Other Items to be discussed/brought up by Board Directors and/or staff.
7. Next regular meeting date: March 16, 2023

Minutes
Portland Development Corporation
Remote Zoom Meeting
Held on December 15, 2022

A remote meeting, via Zoom, of the Portland Development Corporation (PDC) Board of Directors was held at 4:00 p.m. on Thursday, December 15, 2022. Present from the Board were Directors Krista Cole, Eamonn Dundon, James Dowd, Blaine Grimes, Jeff Hicklin, Thomas Mitchell, and Kristen Van Soest. Directors who could not attend included Councilor April Fournier, Board President Julie Viola, Beverly Werber, and Danielle West. Present from the City staff were Interim Housing and Economic Development Director Mary Davis, Associate Corporation Counsel Amy McNally, and Principal Adm. Officer Lori Paulette. Also present was loan underwriter David McLaughlin.

Item #1: Presidents Comments

In President Viola's absence, Board Treasurer Blaine Grimes chaired the meeting.

Item #2: Review and vote on draft meeting Minutes for Board meeting held on August 18, 2022.

On motion made by Mr. Dowd, seconded by Ms. Van Soest, the Board voted unanimously to accept the Minutes as published.

Item #3: Review and vote on new loan application for Friends and Family, Inc., 593 Congress Street. NOTE: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A, the Board will go into executive session to discuss proprietary information regarding this loan application. After the executive session, the Board will vote in public session.

Ms. Davis noted that this is a \$50,000 loan request which would be used for working capital, refinancing credit cards, and purchase of equipment. She indicated that Cecily Upton was present today to provide information on the business.

Ms. Upton thanked the Board for their time, noting that she and Michael Malyniowsky are the owners of the business. The business is a wine bar, small plate restaurant near Congress Square Park with 30 seats and an additional 30 seats of outdoor dining when the weather is warmer in one area of the Park. She noted that their Pizza Night on Mondays are successful, and the restaurant was named best pizza in 2022 by the *Portland Press Herald*. They are requesting a \$50,000 loan, and she noted personal contributions to start the business and a family loan. Loan proceeds would be used to pay off credit card debt for starting the business, working capital, as well as enhanced refrigeration equipment to meet the demands of the business, and particularly for Pizza Night.

Mr. Dundon asked which pool of funds would the funding come from if the loan was approved, and Ms. Paulette indicated that to be Fund 274 or 277.

Mr. Dowd questioned why not using a second mortgage on the residence, and Ms. Upton noted that she wanted to keep the home finances separate from the business finances.

There being no further questions, a motion was made by Mr. Hicklin, seconded by Ms. Cole, to go into executive session pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A to discuss proprietary information on this loan request, as well as to review and monitor the confidential Delinquency Report. A vote was then taken the motion and passed unanimously at 4:13 p.m. At approximately 4:30 p.m., the Board came out executive session.

On motion was then made by Ms. Cole, seconded by Mr. Dundon, to approve this loan request on the terms and conditions as recommended by staff and underwriter. The motion then passed unanimously.

Item #4: Treasurer's Report – November 2022

Ms. Paulette highlighted the report noting that the administrative budget is well under budget; the Cash Management Report has a total balance of \$2.7 Million of available funds for lending; and, the Schedule of Loans Receivable has 35 loans under active management representing \$2.8 Million in funds lent with an outstanding principal balance of \$1.87 Million.

Consensus of the Board was acceptance of the Report.

Item #5: Annual Meeting of Board

Election of Officers: On motion made by Mr. Dundon, seconded by Ms. Van Soest, the Board voted unanimously to appoint Blaine Grimes as President, James Dowd as Treasurer, and Jeff Hicklin as Secretary.

Ms. Grimes noted Julie Viola's service as President of the Board for the past two years, and thanked her for her leadership.

Review of draft Annual Report for FYE2022 and vote to forward to the Corporator as a communication.

Ms. Davis noted that the Report understates the work of the Board during the past year. It is responsible for a great deal of funds for investment in various businesses and she thanked the Board and Lori Paulette for their work.

A motion was then made by Mr. Hicklin, seconded by Mr. Dundon, to forward the FYE2022 Report to the Corporator/City Council as a communication; the motion passed unanimously.

Vote to set the date for the Annual Meeting of the Corporator as January 4, 2023.

On motion made by Mr. Dundon, seconded by Ms. Cole, the Board voted unanimously to set the date for the annual meeting of the Corporator as January 4, 2023.

Item #6: Other items to be discussed/brought up by Board Directors and/or staff.

Mr. Dundon asked about the City Council's approval of ARPA budget funding use, particularly for continuation of the Microenterprise Grant program and any parameters.

Ms. Davis noted it was not specifically earmarked for the continuation of the Microenterprise Grant Program but for business assistance. The first of the year, she indicated she hoped to have more information on moving forward on a program, hopefully with a Business Programs Manager in place. The City will be re-posting this vacancy and she encouraged the Board to share this with your networks to get the position filled.

President Grimes requested the link be shared with the Board do this. She then asked about the future of the business awards program, and Ms. Davis said that it has not occurred for the past couple of years, but will re-look at it for 2023 for it to occur in April, May, or June.

Item #7: Next regular meeting date: January 19, 2023.

There being no further business, on motion made by Mr. Hicklin, seconded by Mr. Dundon, the Board voted unanimously to adjourn at 4:45 p.m.

Respectfully, Lori Paulette



MEMORANDUM

TO: PDC President Blaine Grimes and Board Members

FROM: Mary Davis, Interim Director
Lori Paulette, Principal Adm. Officer

DATE: February 8, 2023

SUBJECT: Brownfields Assessment Funding Request from Tom Watson & Co., LLC, for the Bayside Center Project

- Phase II Environmental Site Assessment for 196 Lancaster Street and 89 Elm Street; and, Hazardous Building Material Survey (HBMS) for the Oxford Street Shelter Property

OVERVIEW:

Tom Watson & Co., LLC, recently purchased properties in the Bayside area, referred to as the Bayside Center Properties (BCP). The properties encompass approximately five City blocks with over seven-plus acres of commercially zoned land and are primarily centered around Preble, Elm, Cedar, Chestnut, Lancaster, and Oxford Street. Currently, the properties are developed with seven-plus commercial buildings with over 175,000 square feet of rental space, plus seven parking lots, and a parking garage. Please see attached map of all the properties, and another map showing an overlay of the proposed development on 196 Lancaster Street and 89 Elm Street.

Tom Watson & Co., LLC's, overall proposed development plans for the BCP generally include the following:

- preserve existing building inventory and tenant mix within all the properties;
- provide 200 units of new affordable housing;
- provide 300 units of new market rate housing;
- provide 15,000-20,000 of new retail space (primarily ground floor of some residential structures)

BACKGROUND - BROWNFIELD ASSESSMENT FUNDING FOR PHASE I ESAs FOR THE BAYSIDE CENTER PROPERTIES

Prior to completing purchase of the BCP, Tom Watson & Co., LLC, approached the City requesting Brownfield Assessment Funding for Phase I ESAs of all the properties; cost estimate \$15,000. Upon review of the project, and the public benefits associated with it – housing and revitalizing the area, staff agreed that this was a reasonable cost and partnership for the project. The Brownfields Assessment Fund 281 was used for the project; the work was completed September 2022; and Tom Watson & Co., LLC, purchased the property October 2022.

CURRENT PROJECT BUDGET

Tom Watson & Co., LLC, is moving ahead with the first phase of development, which includes the current parking area that will become the footprint of 89 Elm Street, as well as the current structure and parking area which will become the footprint of 196 Lancaster Street. Also, the work includes an optional HBMS for the City of Portland Oxford Street Shelter.

The Phase I ESAs done previously did identify Recognized Environmental Conditions (RECs), which formed the basis for the Phase II ESAs and the HMBS for the Oxford Street Shelter.

Tom Watson & Co., LLC, intends to redevelop the properties for the following uses:

- 89 Elm Street – 5 to 8 stories; 201 affordable units to meet Inclusionary Zoning requirements; 4,500 sq. ft. commercial space; and, and 40 parking spaces;
- 196 Lancaster Street – 8 stories; 111 market rate units; 5,000 sq. ft. commercial space; and, 73 parking spaces; and,
- City of Portland Oxford Street Shelter – intended for demolition and potential use as a construction staging/contractor parking area as an interim condition until potential future redevelopment into affordable housing.

The budget for the work being contemplated to be done by TRC Companies is estimated at \$61,400.

RECOMMENDATION:

After staff review of the project and budget, staff is recommending that the City partner in this project for up to 50% of the budget, or up to \$30,700, from the Brownfield Program Income Fund 278, which needs Board approval.

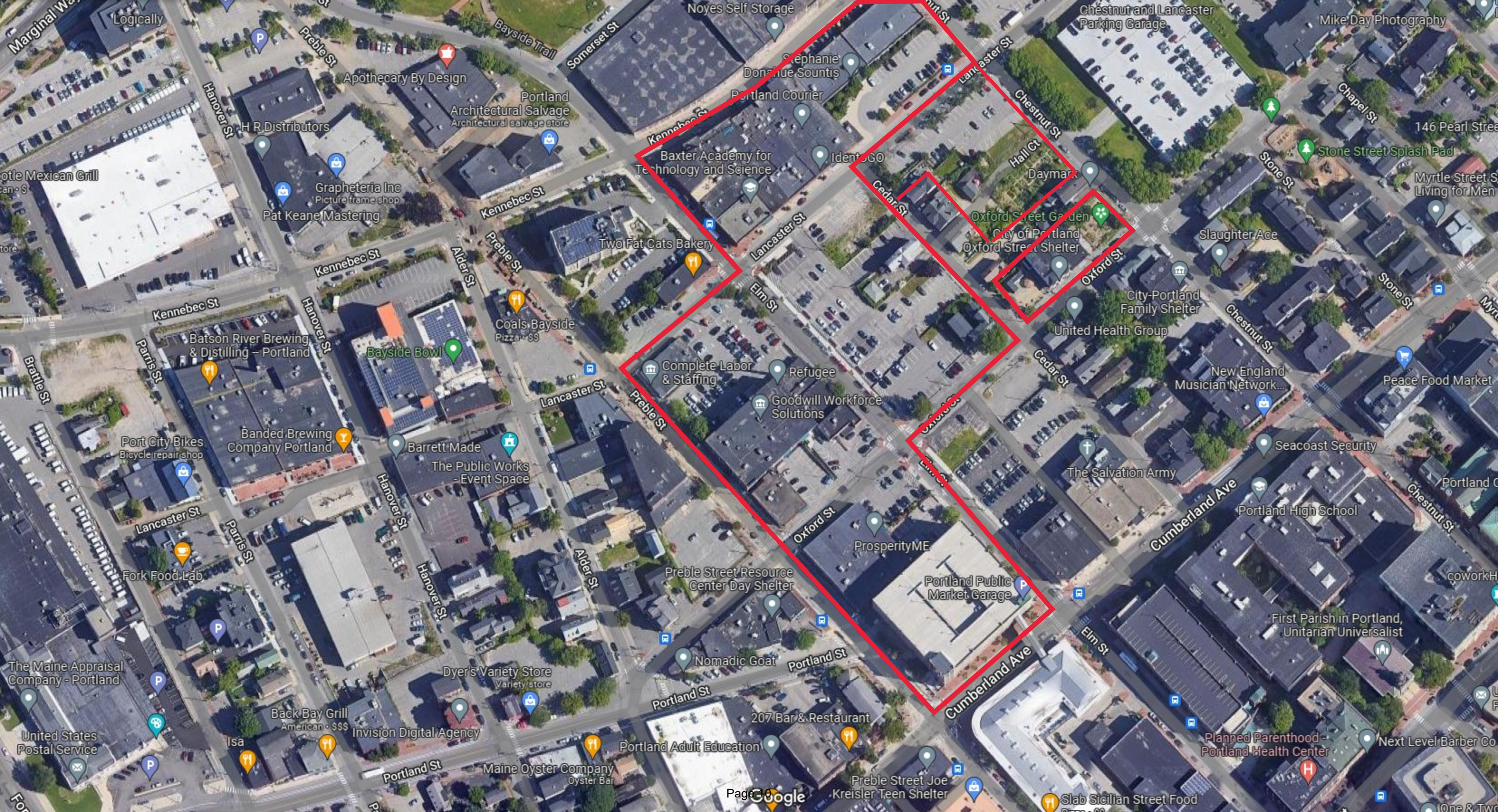
Funding in the Assessment Fund 281 is not sufficient for this project as it has just under \$5,000 remaining. If there were sufficient funding in Fund 281, and with staff having administrative authority for use of that fund, it would have moved forward to fund up to \$30,700 for this project. Also, because staff has not received proprietary information, nor requested it, it is not necessary for the Board to go into executive session.

Staff has applied for additional assessment funding from the USEPA of up to \$500,000 and expects to hear this Spring whether the application is successful.

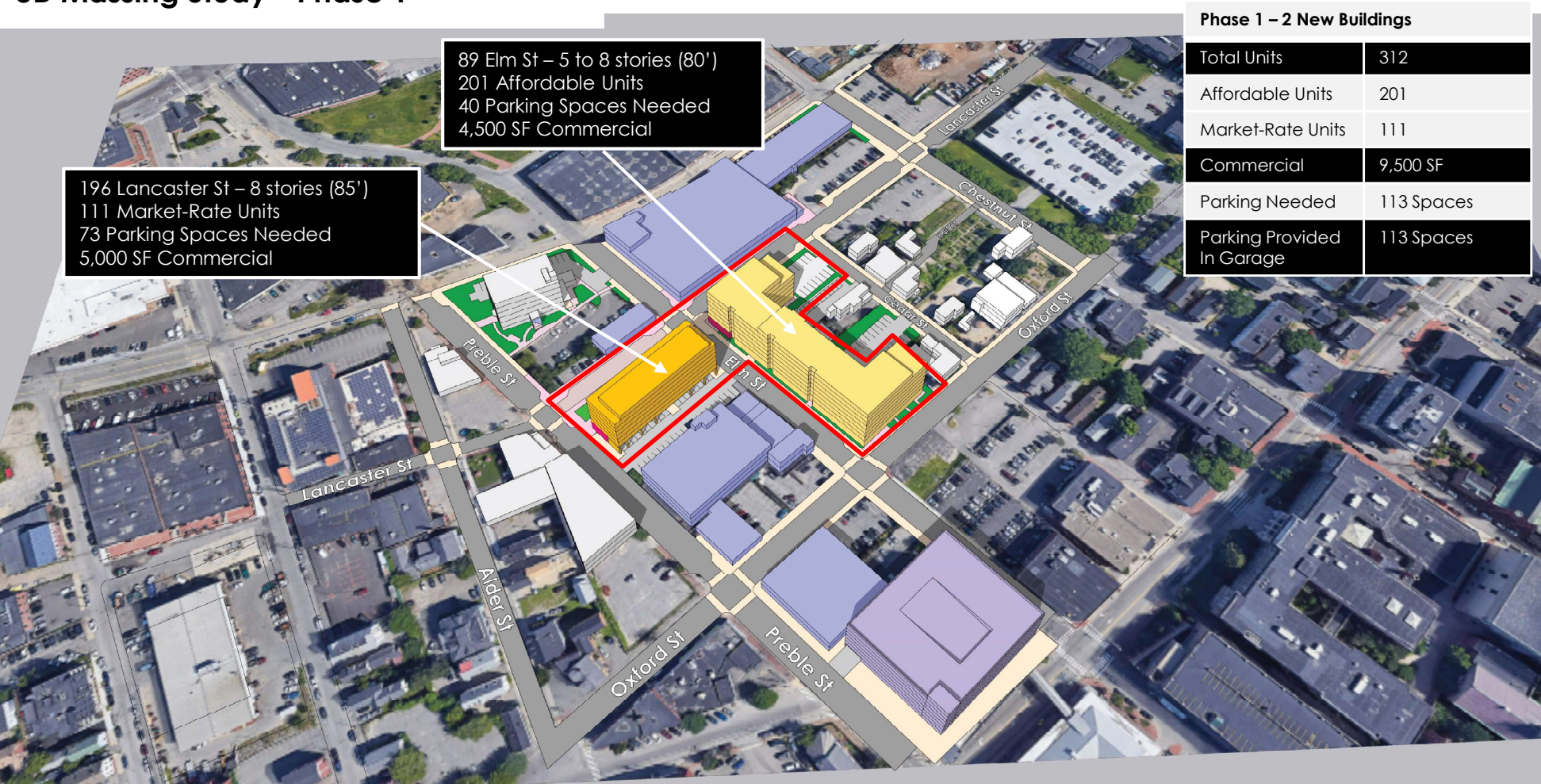
It is anticipated that the City will receive Brownfield Loan applications for clean-up/remediation of these properties, at which time it would be appropriate to request proprietary information for under-writing purposes. As a reminder, the City was recently awarded \$3 Million of USEPA Brownfield Cleanup Funding. This would be an appropriate project for use of those funds.

Attachments:

- Map of BCP
- Map with Overlay Development for 196 Lancaster St and 89 Elm Street
- Brownfield Assessment Application
- TRC's Proposal for the Work of 1/19/2023



3D Massing Study - Phase 1



Phase 1 – 2 New Buildings	
Total Units	312
Affordable Units	201
Market-Rate Units	111
Commercial	9,500 SF
Parking Needed	113 Spaces
Parking Provided In Garage	113 Spaces



Assessment Application Form City of Portland Brownfields Assessment Program

The Environmental Protection Agency (EPA) defines a brownfield as "real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant". **The City of Portland's EPA-funded Brownfields Assessment Program provides opportunities for eligible properties to be assessed at no cost to the applicant with the objective of identifying the presence or absence of contamination.** The information collected can be utilized to assist in making decisions with regard to redevelopment – e.g. purchasing, marketing for redevelopment or identifying health concerns.

Applications should be filled out in full and returned to the City of Portland's Economic Development Department to ljn@portlandmaine.gov or 389 Congress Street, Room 308, Portland, Maine 04101. Contact Lori Paulette with any questions at either ljn@portlandmaine.gov or (207) 874-8683.

Applicant Information

Name: Tom Watson & Co., LLC Contact (Name/Title): Michael Barton

Mailing Address: 188 State Street, 3rd Floor, Portland, ME 04101

Daytime telephone number: 2079395432 Email: mbarton@bushwatson.com

Site Information

Site Name: See Attached Parcel Listings Address: _____

Current Owner if different from applicant/Mailing Address: 73 Elm, LLC 89 Elm, LLC; 196 Lancaster, LLC, 197 Oxford, LLC

All with a mailing address of 82 Hanover St, Ste 5, Portland, ME 04101. (formerly portions of Bayside I, II, III, IV, LLC)

Property Size: _____ Map: _____ Block _____ Lot: _____ (attach a Tax Map); Zone: _____

Site History/Environmental Concerns

Current Site characteristics and use(s): Commercial Offices, Retail, Homeless Shelter and Parking Lots

Describe any existing onsite structures/buildings: Older Timber/Masonry & Cast in Place Concrete
Wood Framed Homeless Shelter

Former or prior site use(s)/owners Varied & Unknown Uses other than those described
in Phase I ESA work completed in Fall of 2022.

Is there any known or potential contamination on site? If yes, please explain Unknown,

Any previous site investigations? If yes, please explain and email copy Phase I ESA work
completed in Fall of 2022 and City of Portland has copies of those reports.

Has the site ever maintained underground storage tanks? Yes No X Unknown

If yes, please explain: Phase II work will further help determine

Do you have access to the property? Yes No. If yes, explain the mechanism and/or attach documentation. If not, can it be obtained? Yes.

Historical Designations, if any (listed Historic Site/Landmark/District):
No.

Site Redevelopment Potential

Describe Proposed Redevelopment/Reuse Plans (recreation, residential, commercial, etc.) and attach if available: Mixed Use Site Redevelopment

What is the project timeline? Master Development Plan and Site Plan entitlements for Phase 1 have commenced. Phased Completion over 5 +/- Years

How is the project being funded? Please describe potential funding sources and amounts available for site cleanup: Brownfields funding

Community Benefits

Why do you think this site should receive City of Portland Assessment Funds? _____

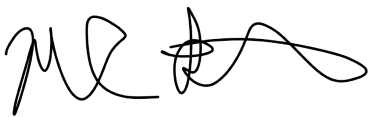
To reinvigorate the Lancaster and Oxford St corridors from Chestnut to Preble St

How would redevelopment of this site benefit the community? Is there community support for this project? _____

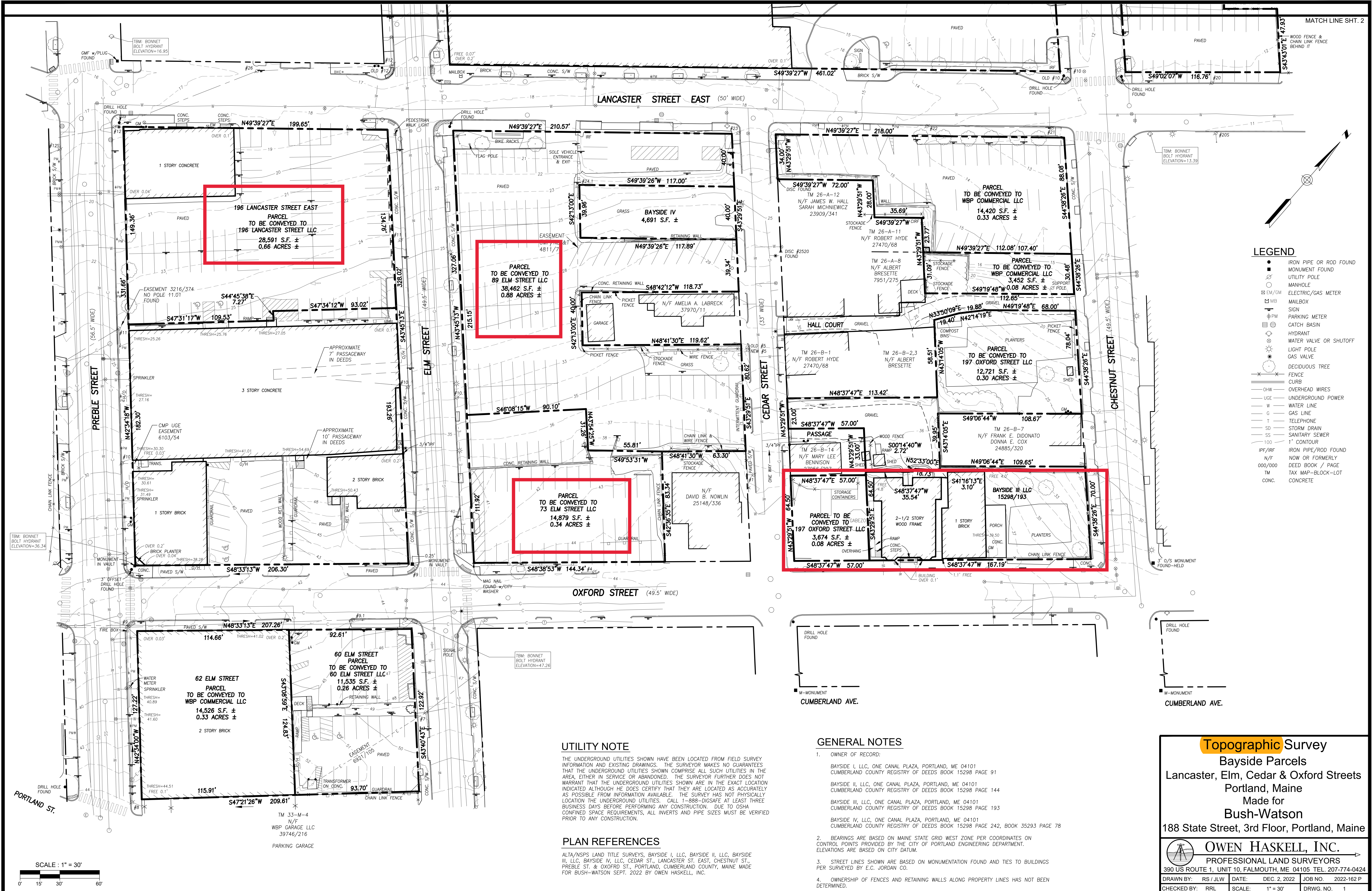
Preserve/Work with existing commercial/social service tenant base, enhance community garden areas, provide affordable and market rate housing, activate the streetscapes with compatible retail

Is there potential for job creation/workforce/affordable housing, and/or creation of public open space? Yes

Please attach any additional information that you believe would be helpful in evaluating this site for City of Portland Assessment Funding. The program's general site selection criteria are available at on the City's website at _____.


Applicant Signature

02/07/2023
Date



Topographic Survey

Bayside Parcels

Lancaster, Elm, Cedar & Oxford Streets

Portland, Maine

Made for

Bush-Watson

188 State Street, 3rd Floor, Portland, Maine

OWEN HASKELL, INC.

PROFESSIONAL LAND SURVEYORS

390 US ROUTE 1, UNIT 10, FALMOUTH, ME 04105 TEL: 207-774-0424

DRAWN BY: RS/JLW

DATE: DEC. 2, 2022

JOB NO.: 2022-162 P

CHECKED BY: RRL

SCALE: 1" = 30'

DRWG. NO.: 1

UTILITY NOTE

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEY HAS NOT PHYSICALLY LOCATION THE UNDERGROUND UTILITIES. CALL 1-888-DIGSAFE AT LEAST THREE BUSINESS DAYS BEFORE PERFORMING ANY CONSTRUCTION. DUE TO OSHA CONFINED SPACE REQUIREMENTS, ALL INVERTS AND PIPE SIZES MUST BE VERIFIED PRIOR TO ANY CONSTRUCTION.

PLAN REFERENCES

ALTA/NSPS LAND TITLE SURVEYS, BAYSIDE I, LLC, BAYSIDE II, LLC, BAYSIDE III, LLC, BAYSIDE IV, LLC, CEDAR ST., LANCASTER ST. EAST, CHESTNUT ST., PREBLE ST. & OXFORD ST., PORTLAND, CUMBERLAND COUNTY, MAINE MADE FOR BUSH-WATSON SEPT. 2022 BY OWEN HASKELL, INC.

GENERAL NOTES

- OWNER OF RECORD:
BAYSIDE I, LLC, ONE CANAL PLAZA, PORTLAND, ME 04101
CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK 15298 PAGE 91
BAYSIDE II, LLC, ONE CANAL PLAZA, PORTLAND, ME 04101
CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK 15298 PAGE 144
BAYSIDE III, LLC, ONE CANAL PLAZA, PORTLAND, ME 04101
CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK 15298 PAGE 193
BAYSIDE IV, LLC, ONE CANAL PLAZA, PORTLAND, ME 04101
CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK 15298 PAGE 242, BOOK 35293 PAGE 78
- BEARINGS ARE BASED ON MAINE STATE GRID WEST ZONE PER COORDINATES ON CONTROL POINTS PROVIDED BY THE CITY OF PORTLAND ENGINEERING DEPARTMENT. ELEVATIONS ARE BASED ON CITY DATUM.
- STREET LINES SHOWN ARE BASED ON MONUMENTATION FOUND AND TIES TO BUILDINGS PER SURVEYED BY E.C. JORDAN CO.
- OWNERSHIP OF FENCES AND RETAINING WALLS ALONG PROPERTY LINES HAS NOT BEEN DETERMINED.

January 19, 2023

Mr. John Laliberte, Acquisitions and Development
Tom Watson & Co / Bush-Watson
188 State Street, 3rd Floor
Portland, ME 04101

Via Email: John@BushWatson.com

**RE: Task Order #003 – Environmental Consulting Services
Bayside Phase 1 Development, Bayside Area, Portland, ME
General Consulting Services Agreement - Bush-Watson Projects**

Dear Mr. Laliberte:

TRC Environmental Corporation (TRC) is pleased to provide this Task Order #003 to Bush-Watson (Client) in accordance with the General Consulting Services Agreement (Contract) between TRC and the Client, dated September 20, 2022. This Task Order #003 is for Environmental Services related to the planned Phase 1 of development in the Bayside properties. Phase 1 includes the current parking area that will become the footprint of 89 Elm Street, as well as the current structure and parking area which will become the footprint of 196 Lancaster Street. The scope of work described herein is related to Hazardous Building Materials Survey (HBMS) work and assessment/characterization of subsurface media (soil and groundwater) with the goal of prepping the properties for demolition and eventual construction per the Phase 1 Development Plan. The subsurface characterization work will be completed in tandem with a geotechnical drilling investigation being completed by Summit Geoengineering Services (Summit). TRC will piggyback our subsurface investigation with Summit's geotechnical work so that only one mobilization with a drill rig is necessary to cover both subsurface investigations and thereby reducing the costs for the Client and provides overall project efficiencies. Additionally, this Task Order #003 includes an optional HBMS for the City of Portland Oxford Street Shelter, which TRC understands the Client may wish to demolish soon after taking ownership in early 2023.

The 89 Elm Street property, 196 Lancaster Street property, and the Oxford Street Shelter property (collectively, the "Site") are the focus of this proposal. TRC also understands that the Client intends to redevelop the properties for the following uses:

- *89 Elm Street* – 201 affordable units (4,500 square feet) and 40 parking spaces;
- *196 Lancaster Street* - 111 market rate units (5,000 square feet) and 73 parking spaces;
- *City of Portland Oxford Street Shelter (and Oxford Street Gardens)* - intended for demolition and potential use as a construction staging/contractor parking area as an interim condition until potential future redevelopment into affordable housing.

TRC understands that Ransom Consulting, LLC (Ransom) had previously performed Phase I Environmental Site Assessments (ESAs) and Preliminary Hazardous Building Materials Abatement Cost Estimates (i.e., visual assessment only of suspect hazardous building materials (HBMs), along with preliminary abatement cost estimates) for these properties, as well as the remainder of the Client's larger redevelopment plan for the Bayside area. Recognized Environmental Conditions (RECs) were identified (as discussed below), which form the basis for the investigations proposed in this Task Order.

Each of the Site properties have been used as indicated or generally as commercial, industrial, manufacturing since first development in the late 1800s. Portland's Back Cove had previously covered a large portion of the Site area until it was filled in using anthropogenic fill largely derived from the Great Portland Fire of 1866 (which included ash, debris, brick, etc.); this material is known to commonly be impacted by metals and by polycyclic aromatic hydrocarbons (PAHs). The historic site use and operating conditions associated with the past use of the Site properties, as well as the urban fill are both considered RECs for the overall Bayside area which encompasses the Site.

The 89 Elm Street location currently consists of paved parking areas and was formerly improved with residential dwellings that were demolished between 1954 and 1970, and a parking structure on parcel Map 33 H-8 between 1949 and 1997. No other RECs or HBMs were noted for these properties.

At the 196 Lancaster Street location, there is currently a 4,200-sf single-story office building which includes tenants Complete Labor & Staffing, and a medical records and storage office, surrounded by paved parking areas, located at the block end at Lancaster Street, to the north/east of Preble Street. Prior use of the property included a motorcycle shop in the 1990s. During the Phase I ESA conducted by Ransom, a sump and UST fill pipes were observed in the basement of the structure. Additionally, former underground storage tanks (USTs) were utilized and either removed or abandoned-in-place. No adverse environmental conditions were noted; however, the presence of the abandoned UST was identified as a REC and the presence of a tank should be evaluated and identified, as it may require removal and disposal during future development. The visual assessment of suspect hazardous building materials identified potential universal waste materials and suspect asbestos-containing material (ACM) including floor tile and mastics, ceiling tiles, and potential asphalt roofing materials, and recommended that a formal Hazardous Building Materials Survey (HBMS) be completed prior to future building renovations and/or demolitions.

At the Oxford Street Shelter location (Map 26, Blocks B) in the West Bayside neighborhood, there is currently a three-story office/residential structure (3,000-sf) utilized as a homeless shelter and a single-story Portland Social Services office building (2,600 sf). Remaining areas are paved or utilized with community gardens. Ransom's Phase I ESA did not include entry into the structure(s), therefore an assessment of potential HBMs was not able to be completed. Ransom noted that past property use included an automotive repair shop and a REC was listed for potential impacts related to that usage, including petroleum products, chlorinated solvents, metals, and/or polychlorinated biphenyls (PCBs), and/or undocumented UST systems.

TRC understands that this project may also become funded via Brownfields monies from the City of Portland. Whether funded by Portland or privately funded by the Client, TRC's proposed pricing for the work described herein will not differ and may be used for your planning purposes.

SCOPE OF SERVICES

Scope:

Task 1 – Hazardous Building Materials Survey (HBMS) at 196 Lancaster Street Structure: TRC will subcontract Safe Environmental Solutions (SES) to complete the HBMS work.

The HBMS will include but not be limited to the following: suspect asbestos-based material, lead-containing paint (LCP), suspect polychlorinated biphenyl- (PCB-) containing transformers, capacitors, caulk/glaze, and painted materials. Additional hazardous/regulated items to be included in the survey

include chlorofluorocarbon-containing devices; universal wastes including used electronics, batteries, mercury-containing light fixtures, devices, thermostats, switches, ballasts (included with light fixtures), and architectural paint; on-Site oils; chemicals; storage tanks; and biological hazards.

TRC will provide an HBMS inspection report, including sample results and other relevant information for redevelopment of the Site spaces.

ACM

Prior to the renovation or demolition of any structure, EPA Asbestos NESHAP regulations require a survey be performed to determine the presence (or absence) of ACM, regardless of the structure's age. The state-of-the-art methodology and industry standard for surveying and evaluating buildings and structures to determine the presence of ACM is performed in accordance with current EPA Asbestos Hazard Emergency Response Act (AHERA) (40 CFR Part 763 Subpart E) sampling guidelines. An inspection of the building will be conducted in general accordance with the AHERA protocols and MEDEP Solid Waste Management Rules, Chapter 425, Asbestos Management Regulations using State of Maine-licensed asbestos inspector(s).

SES will conduct a limited inspection/survey that will not be destructive/intrusive in nature. The limited inspection will begin with review of available documentation. A systematic visual assessment will then be conducted of accessible interior/exterior areas of the buildings/structures spaces, in a non-destructive manner, to identify suspect ACM and note its specific location and condition. The inspector(s) will then collect representative bulk samples of suspect homogenous ACM identified in accordance with AHERA and MEDEP sampling protocols (a 1 or 3-3-5-7 sampling scheme). The assessment will be conducted on readily accessible materials by ordinary (non-destructive) means; however, some moderate destructive sampling may need to be conducted.

A minimum of three samples of thermal system insulation (e.g., boiler, pipe, pipefitting, and tank insulation), one bulk sample from each homogenous area of patched thermal system insulation, if the patched section is less than 6 linear or square feet, three samples of miscellaneous materials (e.g., ceiling tile, floor tile, window caulking, wallboard, and roofing materials), and one sample, if the amount of miscellaneous material was less than 6 square or linear feet, will be collected from each homogeneous material. These samples will be collected from discrete and different locations of the material so that samples are collected randomly from well-distributed locations. If multiple pieces of equipment (e.g., boilers, water tanks, condensate tanks) appear to be insulated with the same material (under any protective coverings), the material may be considered a homogeneous material. If it is apparent that repairs have been made using a different material, samples will be collected of each material.

For surfacing materials (e.g., spray-applied insulation), a minimum of three bulk samples will be collected from each homogeneous area that measures 1,000 square feet or less, five bulk samples from each homogeneous area that measures greater than 1,000 square feet but less than or equal to 5,000 square feet, and seven bulk samples from each homogeneous area that measures greater than 5,000 square feet. These samples will be collected from different locations of the material so that samples are collected randomly from well-distributed locations.

In some instances, certain materials, including 9-inch-by-9-inch vinyl floor tiles and associated mastics, transite materials, and obvious asbestos-containing thermal system insulation may be presumed to be ACM during the course of the survey, following proper AHERA protocol, rather than sampled and analyzed, in an effort to reduce sample analysis costs.

SES will collect up to 50 (in triplicate, up to 150 total) bulk samples of suspect ACM, which will be collected and analyzed by PLM, EPA 600/R-93/116 with visual area estimation (vae) quantification to determine asbestos content. In addition, in accordance with current EPA guidelines and 2011 State of Maine regulations, non-friable organically bound (NOB) material samples (e.g., flooring, roofing,

window caulk/glaze, mastics, etc.) will be prepared for PLM analysis by using gravimetric reduction techniques to reduce binder matrix interference and allow for more accurate identification and quantification of asbestos content. The laboratory will analyze samples within a homogeneous sampling group until a sample with an asbestos content of greater than or equal to 1 percent is indicated. If a sample is confirmed positive, then additional samples for that homogenous material will be considered to be positive and further analysis will not be warranted. Similarly, per the Task Order, the laboratory will not analyze triplicate samples following a positive result (i.e., “positive stop”).

A floor plan figure will illustrate the locations where bulk ACM samples are collected; this plan will be included as part of the final report. TRC estimates that roughly half of the (up to 25, [75 in triplicate]) samples will be NOB material samples and prepared for PLM analysis with gravimetric reduction techniques. If more than 50 bulk ACM samples are required, MEDEP will be notified prior to laboratory analysis of those extra samples, pending an approved change order. Bulk asbestos samples will be sent to the TRC Industrial Hygiene Laboratory located in Windsor, Connecticut.

SES will make reasonable efforts to investigate for multiple layers of flooring materials and materials that may be located above suspended ceilings or accessible at available access hatches for enclosed areas such as pipe chases.

PCBs

Bulk building material products, including caulks/glazes and paint, have been identified by EPA and MEDEP as potentially containing PCBs, particularly those installed from approximately 1950 to 1979. These bulk products (and potentially impacted porous building material substrates and soils immediately adjacent to the bulk products) would require proper handling, abatement, and disposal during a renovation or demolition project in accordance with EPA PCB regulations (40 CFR 761).

SES will visually inspect to identify each homogeneous caulk/glaze and paint that will be impacted by the demolition and implement a representative sampling program to determine PCB content in those materials (up to three samples per material to refute PCB presence per EPA protocols, dependent upon the quantity and location of the material). SES anticipates collecting up to 5 samples of caulk/glaze and paint materials for PCB analysis. Bulk samples for PCB analysis will be sent to Alpha Analytical Laboratory in Westborough, Massachusetts.

Please note that subsequent sampling of adjacent porous materials will be required if PCBs are found at concentrations greater than 50 parts per million. Should subsequent sampling be required, an addendum to this SSQAPP will be prepared and submitted prior to sampling.

LCP

Renovation and demolition activities involving LCP are regulated under the OSHA Lead Standard as well as regulated under EPA RCRA and MEDEP Hazardous Waste standards. Although lead in paint was banned in 1978 in residential structures, this ban was not carried over to commercial/industrial facilities.

SES is anticipated to subcontract Clarity Property Services, LLC (CPS) will conduct an LCP screening of the buildings with EPA-trained lead inspectors using an XRF spectrum analyzer (Heuresis Pb 200i, or equivalent device) to aid in the selection of future disposal options and to address worker health and safety during demolition. The Heuresis XRF spectrum analyzer (or equivalent device) is a portable unit designed to make fast, accurate, non-destructive measurements of lead concentrations in dry, painted surfaces. Use of the XRF will be in accordance with the manufacturer’s protocols for lead inspecting in construction settings, dated June 1998, and the current EPA/HUD Performance Characteristic Sheet for the unit.

Representative measurements (at the trained inspector's discretion) of the painted building components will be conducted throughout the specified renovation areas to determine the general presence of any detectable levels of LCP. This is a screening process for LCP and not a full HUD/EPA LBP "Inspection."

Hazardous/Universal/Regulated Waste

SES will identify any additional regulated items considered to be universal wastes (architectural paint, batteries, ballasts, lamps, mercury devices, and mercury thermostats), electronic waste, potential PCB-containing transformers, capacitors, caulk/glaze, paints, oils, chemicals, refrigerant-containing equipment, and other potentially hazardous materials. SES will conduct an inventory of these aforementioned regulated items, and their quantities and types will be listed.

Task 2 – Phase II ESA/subsurface investigation for 196 Lancaster Street and 89 Elm Street: As previously mentioned, TRC will piggyback our subsurface investigation with Summit's geotechnical work so that only one mobilization with a drill rig is necessary and thereby reducing the costs for the Client.

TRC proposes the following Phase II ESA activities:

Health & Safety Plan

Prior to initiating assessment fieldwork, TRC will prepare a Site-specific HASP to ensure the safety of TRC employees performing environmental investigations on Site. The HASP will be developed in accordance with the requirements set forth in 29 Code of Federal Regulations (CFR) 1910.120, Hazardous Waste Operations and Emergency Response. Specifically, the HASP will identify and detail potential Site hazards, appropriate action limits for each hazard, required task-specific personal protective equipment, decontamination procedures, and proper protocols for emergency events if encountered. The HASP will be provided to project personnel and will be adhered to during on-Site investigation activities. A copy of the HASP will be on Site during investigation activities.

TRC understands that Summit will pre-mark the drilling locations and subcontract a private utility locating company to clear the boring locations of on-site private utilities, as well as contact DigSafe at least 72 hours prior to drilling.

Soil Borings, Soil Sampling, and Soil Screening

Summit has provided a quote for their drilling of fifteen (15) soil borings to 22-feet below ground surface (bgs) or refusal (whichever is encountered first) at locations depicted on the attached **Figure 1**. TRC will provide oversight for the drilling and will screening/sample soils for the purpose of assessing potential impacts from the former use of the Site. Summit will provide continuous standard split spoon samples using a 24-inch split spoon sampler with an inside diameter of 1.5-inches within the upper 8-feet of the subsurface. At that point, split spoon samples will be collected every 5-feet until refusal or the maximum depth is achieved.

Soils will be screened in the field for the presence of volatiles and/or petroleum using a photoionization detector. Prior to sample collection, each soil sample will be inspected for visual and/or olfactory evidence of contamination. One (1) soil sample will be collected from each boring location to assess soil quality from depths corresponding to the greatest observed evidence of impacts, or just above the water table if no observed impacts are noted. A minimum total of 15 soil samples will be collected for laboratory analysis (SB-1 through S-12, SGS-13, SGS-14, and SGS-15). Additionally, TRC will mark the locations of each soil boring via GPS on a handheld device (Note: a traditional GPS and elevation survey is not included in the Task Order scope of work and will not be completed as part of this assessment).

Soil samples collected from SB-1 through SB-12, and SGS-13, SGS-14, and SGS-15 will be analyzed for extractable petroleum hydrocarbons (EPH, plus target PAHs), volatile organic compounds (VOCs), PCBs, and Resource Conservation and Recovery Act (RCRA) 8 metals. Speciation of chromium (i.e., hexavalent vs. trivalent) will be completed if the total chromium analytical results exceed the Residential Scenario RAGs. Soil samples from each depth interval for VOC analysis will be immediately and carefully placed (in a manner to minimize volatilization) in preserved vials upon collection, and then immediately placed on ice. Samples collected from soils selected for EPH, PCB, and metals analyses will be placed into stainless-steel bowls using stainless-steel spoons (equipment to be decontaminated properly prior to use) and subsequently homogenized. These homogenized samples will be transferred to appropriate sample containers with a stainless-steel spoon for each depth interval selected, and immediately placed on ice. TRC will submit analytical samples to Alpha Analytical Laboratories of Westborough, Massachusetts (Alpha).

Soil boring installation, soil sampling, and soil field screening is assumed to be completed in four days onsite, based upon Summit's quote (provided as an attachment, herein).

Groundwater Sampling and Gauging

Four of the 15 proposed soil borings described above will be completed as 2-inch-diameter polyvinyl chloride (PVC) monitoring wells (GW-1 through GW-4). This scope of work is carried in Summit's quote.

The four proposed groundwater monitoring wells will extend to a maximum anticipated depth of approximately 15 feet bgs. Based on the local topography and proximity to the Back Cove, groundwater is anticipated to be shallow and likely will be encountered between 6-8 feet bgs. The PVC well pipe sections will be threaded-screw type, eliminating the need for solvent-based glue. Each well will have 10-slot (0.010-inch machine-slotted) screen sections that are 10-feet long and placed within the intended screened interval based upon the depth that groundwater is encountered. A sand pack will be placed around the screen extending to a level approximately one foot above the top of the screen. A bentonite seal approximately one to two feet thick will be placed above the sand pack in order to seal off the screened portion of the well from the overlying strata. The remainder of the well annulus will be filled with a cement/bentonite grout to ground surface. A locking-steel protective cover will be installed over the top of the wells and the cap will be flush with the ground surface.

Following well installation, each of the newly installed monitoring wells will be developed by pumping with a peristaltic pump until turbidity has reached an acceptable level. Headspace measurement of VOCs will be made on purged groundwater using a PID. If the headspace VOC readings exceed 50 parts per million (ppm), the purge water will be drummed or containerized until the groundwater sample test results are obtained to evaluate disposal options. If the headspace VOC readings are less than 50 ppm, the water will slowly be discharged on Site.

After development, the monitoring wells will be allowed to stabilize for a period of at least seven calendar days prior to sampling. After stabilizing, depth to groundwater and thickness of NAPL (if present) will be gauged within each groundwater well within 24 hours. TRC will conduct a relative elevation survey of the top of the riser at each new well location and measure distances to field-determined reference points to accurately show monitoring well locations on future Site plans. The depth to water data, the elevation data, and the well location information will be used together to refine groundwater flow beneath the Site.

Following the well development process, TRC will collect groundwater samples for laboratory analysis. Samples GW-1 through GW-4 will be analyzed for EPH (plus target PAHs), VOCs, and RCRA 8 metals (both total and dissolved). Dissolved metals samples will be field-filtered using a 0.45-micron filter and placed on hold by the laboratory pending receipt and review of the total metals results in groundwater.

Samples will be obtained using low-flow sampling techniques with adjustable-rate submersible pumps and will be sent to Alpha for analysis.

Well development will occur on the same day as soil boring installation (one full workday, as referenced above). Gauging and groundwater sampling will occur one week later and is anticipated to take one day onsite.

Reporting

Data generated during this assessment will be compared to the criteria listed below:

Maine Remedial Action Guidelines (RAGs) (Revised; October 19, 2018)

Maine RAGs for the Soil Exposure Pathway:

- Commercial Worker Scenario,
- Construction Worker Scenario, and
- Residential Scenario.

Maine RAGs for the Groundwater Exposure Pathway:

- Construction Worker Scenario.

TRC will prepare a Phase II Environmental Site Assessment Summary Report upon completion of the field activities and receipt of the analytical laboratory data. The report will present the findings of the investigation and TRC's recommendations for next steps, if applicable.

Task 3 – HBMS at the Oxford Street Shelter and Social Services Structures: TRC will subcontract Safe Environmental Solutions (SES) to complete the HBMS work.

The HBMS will include but not be limited to the following: suspect asbestos-based material, lead-containing paint (LCP), suspect polychlorinated biphenyl- (PCB-) containing transformers, capacitors, caulk/glaze, and painted materials. Additional hazardous/regulated items to be included in the survey include chlorofluorocarbon-containing devices; universal wastes including used electronics, batteries, mercury-containing light fixtures, devices, thermostats, switches, ballasts (included with light fixtures), and architectural paint; on-Site oils; chemicals; storage tanks; and biological hazards.

The HBMS tasks will be identical to those outlined in Task 1; however, the number of samples will vary due to the difference in square footage and number of stories in the structures (75 ACM, and 10 PCB samples are estimated). A full breakdown of sampling may be provided if requested.

TRC will provide an HBMS inspection report, including sample results and other relevant information for redevelopment of the Site spaces.

SCHEDULE

Based upon TRC's understanding of the Client's construction schedule, below is the proposed schedule for our scope of services:

- HBMS activities (Tasks 1 and 3) to occur in January 2023 and February 2023 (dependent upon access to the structures and subcontractor availability) with reporting completed no later than March or April 2023.
- Task 2 (Phase II ESA) activities to be completed as soon as requested by Bush-Watson.

- Summit is currently anticipating drilling between February 7 and 10, 2023.
- Draft reporting is anticipated to be completed within 1-2 months following submission of samples to the laboratory (accounting for the current delay/backup at the labs).
- Once the draft report is submitted to the Client for review, TRC anticipates making edits based on the Client's review (once returned to TRC) and finalizing the report within 2-5 business days.

ESTIMATED COSTS FOR SERVICES

Tasks	TRC Costs	Subcontractor Costs
Task 1: Hazardous Building Materials Survey – 196 Lancaster Street	\$1,750	\$7,950
Task 2: Phase II ESA		
Health and Safety Plan (TRC)	\$450	--
Drilling Services (Summit)	--	\$20,350
Soil Sampling (TRC)	\$5,000	\$5,100
Groundwater Sampling (TRC)	\$1,200	\$1,350
Reporting and Coordination (TRC)	\$5,600	--
Task 2 Subtotals:	\$12,250	\$26,800
Task 3: Hazardous Building Materials Survey – Oxford Street Shelter	\$1,750	\$10,900
SUBTOTAL:	\$15,750	\$45,650
TOTAL ():	\$61,400	

Note, Summit is a separate subcontractor to the Client and not subcontracted directly by TRC.

Should additional work beyond what is estimated herein be required to complete this project, TRC will immediately notify the Client for approval and a change order will be sent to the Client to amend this Task Order #003, as necessary.

Activities described herein will be billed as Time and Materials/not to exceed in accordance with TRC's 2022 rate table (10% labor discount) and our Terms and Conditions in our existing contract between TRC and Bush-Watson (General Consulting Services Agreement), dated September 20, 2022.

CLOSING

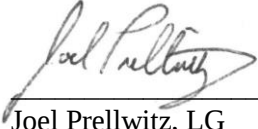
We thank you for your time and consideration and look forward to providing high quality services on this project. If you have any questions or require further information regarding this proposal, please do not hesitate to contact me at 207-274-2641.

[Signature page follows]

January 19, 2023

Sincerely,

TRC



Joel Prellwitz, LG
Project Manager
Assessment & Remediation Unit

Date: 01/19/2023



Peter Sherr, PE
New England Brownfields Program Manager
Assessment & Remediation Unit

Date: 01/19/2023

Bush-Watson

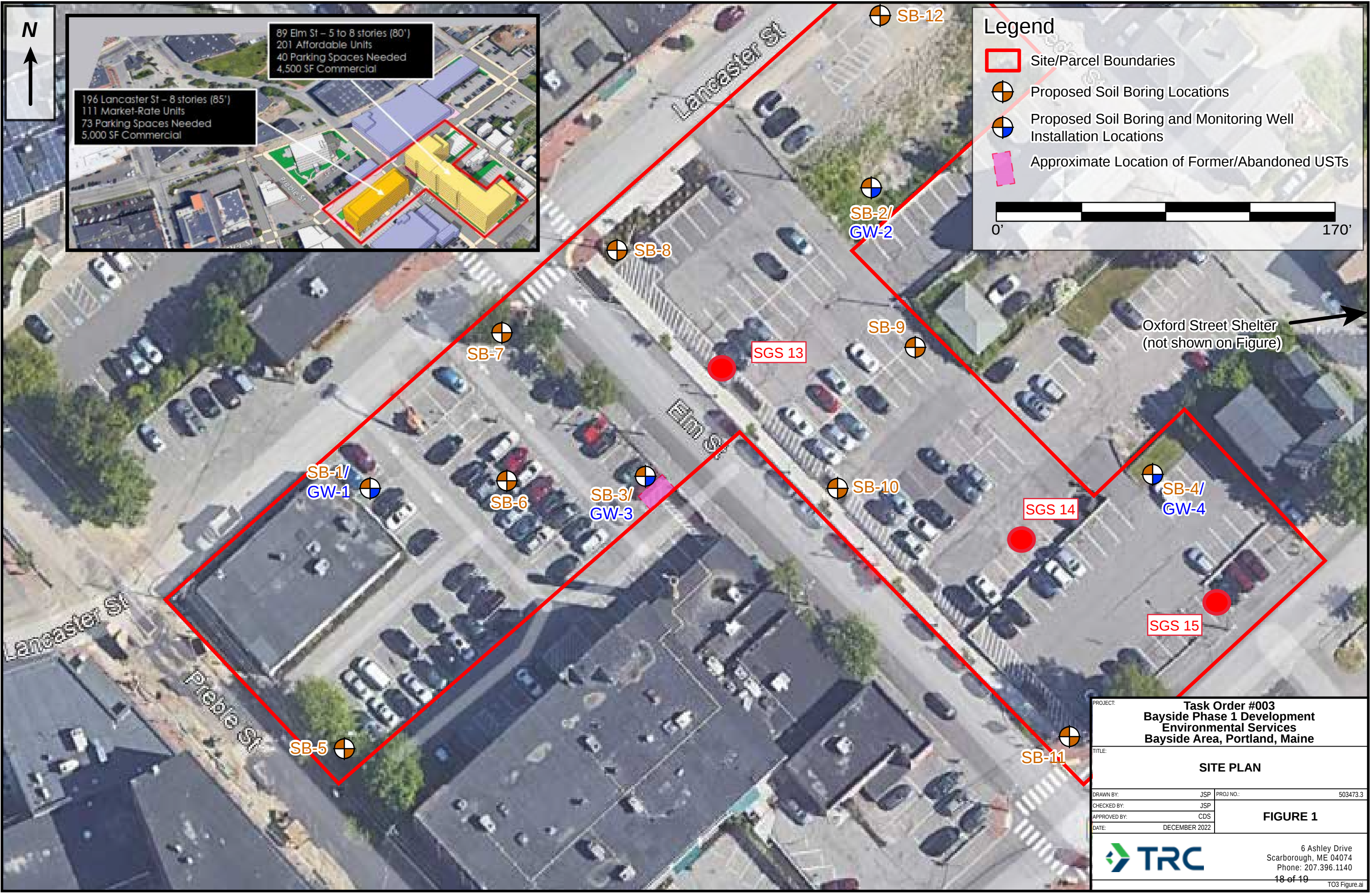
John Laliberte
Acquisitions and Development

Date: _____

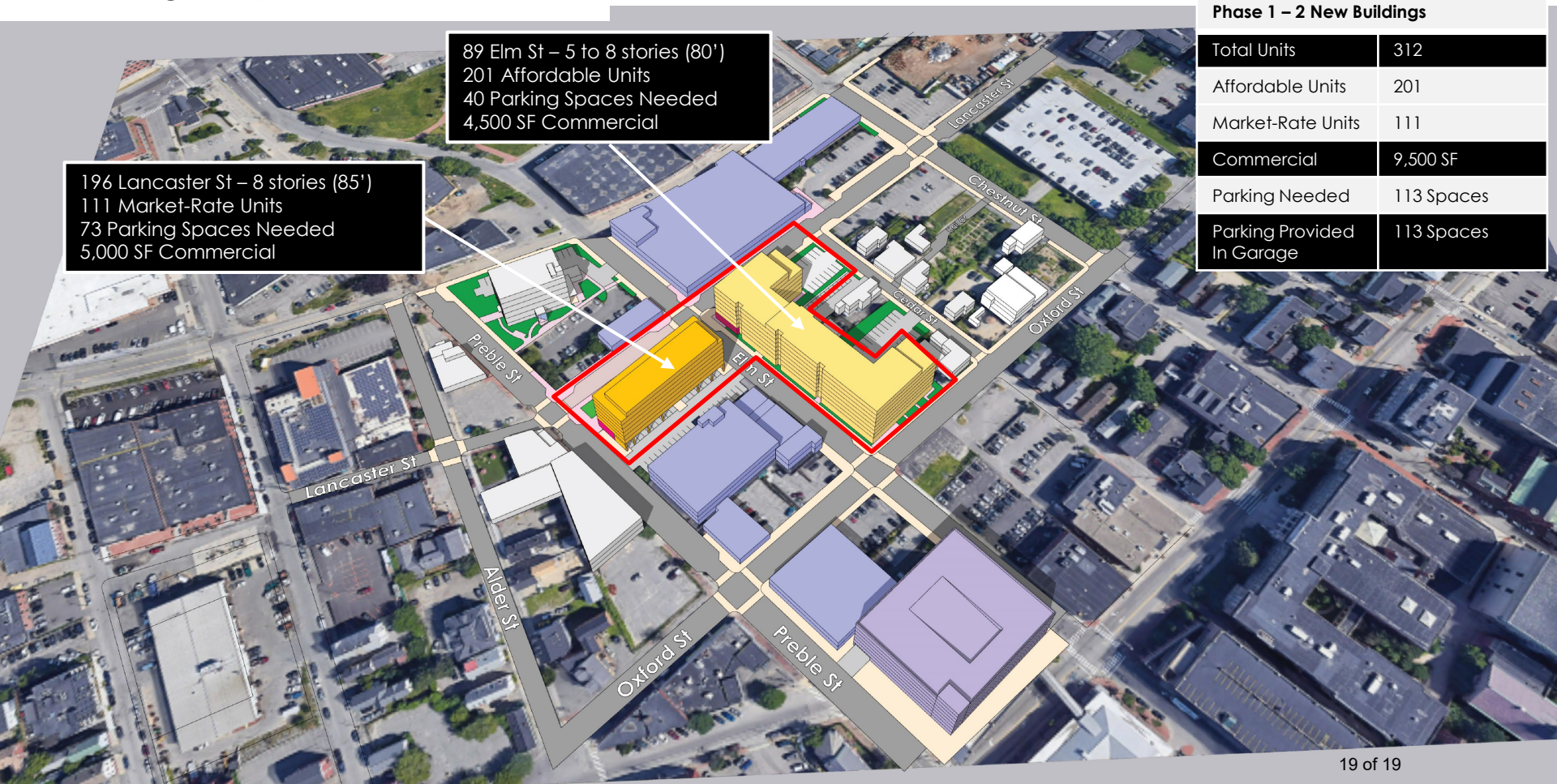
Enclosed:

- Figure 1 – Site Plan
- Phase 1 Development Plan (originally produced for Bush-Watson by Stantec)

FILE PATH: \\augusta-fp1\Environmental\RMDEV\ RMD Projects\Bush-Watson\IP3 - Bayside\10-DWG\PDF



3D Massing Study - Phase 1





Lori Paulette <ljp@portlandmaine.gov>

Re: PDC Public Comment - Brownfields Assessment Grant & Oxford Street Shelter

Bayside Neighborhood <bnaportland@gmail.com>

Wed, Feb 15, 2023 at 6:10 PM

To: Mary Davis <mpd@portlandmaine.gov>

Cc: Andrew Zarro <azarro@portlandmaine.gov>, Anna Trevorow <atrevorrow@portlandmaine.gov>, April Fournier <afournier@portlandmaine.gov>, Christine Grimando <CDG@portlandmaine.gov>, Evan Schueckler <evans@portlandmaine.gov>, Kate Snyder <ksnyder@portlandmaine.gov>, Lori Paulette <ljp@portlandmaine.gov>, Mark Dion <mdion@portlandmaine.gov>, Michael Goldman <mig@portlandmaine.gov>, Pious Ali <pali@portlandmaine.gov>, Regina Phillips <rphillips@portlandmaine.gov>, Roberto Rodríguez <rrodriguez@portlandmaine.gov>, Victoria Pelletier <vpelletier@portlandmaine.gov>, istevenson@portlandlandmarks.org, shansen@portlandlandmarks.org

Hi Mary,

Thanks for your response. I do understand the purpose of the meeting and that there is to be no specific discussion of the demolition of the OSS building.

My point was that the funding application specifically asks if there is community support, presumably because that's considered relevant to the decision whether to grant funding, and at this point community engagement hasn't occurred (the required neighborhood meeting is Tuesday February 21). This application is also the first the community has heard of the plan to demolish the OSS building, which is technically outside the scope of the proposed site plan but of no less interest.

As I'm sure you can appreciate, the neighborhood is very invested in the process and outcome of this project and appreciate all opportunities for meaningful participation.

Best,
Sarah

On Wed, Feb 15, 2023 at 1:54 PM Mary Davis <mpd@portlandmaine.gov> wrote:

Hi Sarah,

Thank you for your comments. Your comments will be shared with the members of the PDC board. I want to clarify that the request being considered by the PDC Board tomorrow night is specifically related to financial assistance to complete an assessment of any potential hazardous substances, pollutants or contaminants on various sites identified in the developers proposed master development plan.

Approval of any future development would be done through the City's usual regulatory processes.

Mary P. Davis
Interim Director, Housing and Economic Development Dept.
207-874-8711



On Wed, Feb 15, 2023 at 1:09 PM Bayside Neighborhood <bnaportland@gmail.com> wrote:

Hello,

I am writing in regards to Port Property's application to receive funding for a hazardous building materials study for the Oxford Street Shelter parcel.

To the question of whether there is community support, no answer is given on the application. As the president of the relevant neighborhood association, and one of the closest abutters to the Oxford Street Shelter building, I can attest that a community conversation has not been initiated by the applicant.

As such, I request that this portion of the application be postponed until community outreach can occur.

While there is broad community support for redeveloping this area, plans for this particular building, and how it would impact the surrounding small residential homes and surrounding community, deserves further conversation before this application is approved.

Thank you for your time,

Sarah Michniewicz

--

Mission Statement

*The **Bayside Neighborhood Association (BNA)** brings members of the Bayside community together. BNA brings conversations about Bayside to Bayside and to the greater community in a way that organizes, informs, and empowers residents; social service and other organizations; local businesses; and city representatives to form meaningful and long-term partnerships. BNA preserves and promotes safety, multi-cultural diversity, housing, and carefully planned social, economic, and physical development in this unique urban community.*

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



Lori Paulette <ljn@portlandmaine.gov>

Re: PDC Public Comment - Brownfields Assessment Grant & Oxford Street Shelter

George Rheault <george.rheault@gmail.com>

Wed, Feb 15, 2023 at 2:26 PM

To: Mary Davis <mpd@portlandmaine.gov>

Cc: Lori Paulette <ljn@portlandmaine.gov>, Michael Goldman <mig@portlandmaine.gov>, istevenson@portlandlandmarks.org, shansen@portlandlandmarks.org, Evan Schueckler <evans@portlandmaine.gov>, Christine Grimando <cdg@portlandmaine.gov>, Kate Snyder <ksnyder@portlandmaine.gov>, Pious Ali <pali@portlandmaine.gov>, April Fournier <afournier@portlandmaine.gov>, Roberto Rodriguez <rrodriguez@portlandmaine.gov>, Anna Trevororrow <atrevorrow@portlandmaine.gov>, Victoria Pelletier <vpelletier@portlandmaine.gov>, Andrew Zarro <Azarro@portlandmaine.gov>, Regina Phillips <rphillips@portlandmaine.gov>, Mark Dion <mdion@portlandmaine.gov>, Bayside Neighborhood <bnaportland@gmail.com>

Mary,

The City of Portland should use ALL of its leverage points to encourage the private owner of the property to seriously consider a preservation path even if that means mothballing the structures for some time (lots of properties in Portland sit vacant for years before something is done with them). In this case, the PDC could condition an overall award of assessment funding on Port Properties not demolishing the 197-203 Oxford Street buildings for a defined time frame (18 months is probably fair to all sides) to allow room for ideas to bubble up that might enable Tom Watson and his partners to see the value of preservation here as part of their overall redevelopment plan for Bayside.

Dilapidated structures in far worse condition have been targeted for preservation and rehabilitation even if that meant taking years to achieve it (most recent examples include the house at [99 Capisic Street](#) and the carriage house behind the former mansion house at 79 High Street). In both those cases, the City of Portland played a key role in ensuring preservation was centered in the re-use conversations.

Where there is a will, there is a way. There is evidence, via the 1882 Goodwin Tax Atlas and the Portland edition of the 1886 Sanborn Fire Insurance Map that date the townhouses (which were ultimately combined into the Oxford Street Shelter in 1989/1990) to being older than 1890 which is the date I gave in my initial email. Assuming they were there circa 1880 makes them older than all but a handful of buildings currently given historic protection status within the Munjoy Hill and Western Promenade historic district areas.

On Wed, Feb 15, 2023 at 1:55 PM Mary Davis <mpd@portlandmaine.gov> wrote:

Hi George,

Thank you for your comments. Your comments will be shared with the members of the PDC board. I want to clarify that the request being considered by the PDC Board tomorrow night is specifically related to financial assistance to complete an assessment of potential hazardous substances, pollutants or contaminants on various sites identified in the developers proposed master development plan.

Approval of any future development would be done through the City's usual regulatory processes.

Mary P. Davis
Interim Director, Housing and Economic Development Dept.
207-874-8711



On Wed, Feb 15, 2023 at 11:58 AM George Rheault <george.rheault@gmail.com> wrote:

Please postpone action on the piece of the assessment grant pertaining to the Oxford Street Shelter property (197-203 [Oxford Street](#)).

I am appalled that the City of Portland would be actively facilitating the demolition of this apartment house, both because it can be used in the short term to alleviate housing needs even after the Riverside Homeless Services Center is opened, as well as the fact it is a historic resource that should have been formally designated as such a long time ago if historic preservation in our community was directed towards preservation of our physical history rather than merely window dressing for real estate gentrification.

The PDC should request that a complete history of the structure be brought before it by city officials and/or interested members of the community including Greater Portland Landmarks utilizing sources such as those listed at the links below.

[203 Oxford Street, Portland, 1924 - Maine Memory Network](#)

[Assessor's Record, 197-201 Oxford Street, Portland, 1924 - Maine Memory Network](#)

[197 Oxford Street, Portland, 1924 - Maine Memory Network](#)

[Maine Methodist Conference Deaconess Home at 201 Oxford Street, opened in 1903](#)

[Paul Potenzo, taken from 200 Oxford Street in the 40's. The house across the street was 201 Oxford St and was owned by the Meezoian Family](#)

This building, built circa 1890, spans many periods of Portland and Bayside history, helping to tell the story of immigration, urban renewal as well as more recent contemporary stories like the Cardente real estate empire, the Libra Foundation's work (private urban renewal) and of course the infamous politics of homelessness since the 1980s.

Wiping out that history would be bad for a private owner, but for the City of Portland to grease the wheels for that erasure of history, especially in light of how much of "Bayside" has already been wiped off the map, is unforgivable.

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**Portland Development Corporation
Preliminary Draft Operating
Report FY2023
For Month Ending
1/31/2023**

Operating transfer from EDF 28,522

Total Funds Available 28,522

		Current	Year to	Percent	
FY2023 Expenditures	Budget	Month	Date	of Budget	Balance
Administrative Services	575	3	109	19.0%	466
Postage	300	0	0	0.0%	300
Travel, Training, Meetings	4,000	0	0	0.0%	4,000
Contractual Services	10,500	0	2,280	21.7%	8,220
Operating Transfer to Fin.	9,647	9,647	9,647	100.0%	0
Advertising	2,000	0	0	0.0%	2,000
Auto Expense Reimb.	100	0	0	0.0%	100
Printing & Binding	650	0	0	0.0%	650
Office Supplies	<u>750</u>	0	85	11.3%	<u>665</u>
Total FY2023 Expenditures	28,522	9,650	12,121	42.5%	16,401

CASH MANAGEMENT REPORT

January 31, 2023 - Preliminary and Subject to Change

	CIP		UDAG	FAME	FAME	Brown-	Brown-	Brown-	
	272	274	271		SSBCI	field 1	field 2	field 3	
	Restricted	Unrestricted	(Unrestricted)	277	279	278-Closeout	280-RLF	281-Assess	
			Loans/Grants						TOTAL
Cash Bal. Beginning of Reporting Mo.	360,084	182,972	596,250	718,230	621,022	472,220	785,807	5,371	3,741,956
Plus:									
Principal payments received	1,217	2,771	5,696	130,043		1,978			
Interest payments received from loans	99	340	1,067	2,980	1,706				
Interest Income									
Other Income/Adjustments				(180)	-692.8				
Pass Through From FAME/SSCBI/EPA									
Sub-Total Cash Available	361,400	186,083	603,013	851,073	622,035	474,198	785,807	5,371	3,888,980
Less:									
FAME Annual Admin. Fee; Invoices				(8,685)		(355)			
Disbursements - Loans/Grants									
Sub-Total Cash Available:	361,400	186,083	603,013	842,388	622,035	473,843	785,807	5,371	3,879,940
Less Reserves for:									
Beautification Program (EC0301)			(72,000)						
PEDPIP Fund Commitments thru FY16			(32,767)						
PEDPIP Fund FY18 Commitment			(12,924)						
PEDPIP Fund FY19 Commitment			(15,000)						
Transfers not yet recorded (UDAG Int)			(5,231)						
Reserve for Commitments		-50,000				-163,970	(650,000)		
Fund 280 Reserve for Administration							(35,885)	-500	
Total Ending Loan/Grant Cash Bal.	361,400	136,083	465,091	842,388	622,035	309,873	99,922	4,871	2,841,663

Downtown Portland Corporation
For the Month Ending January 31, 2023

Case ID	Account No. & Name	Date of Loan	Maturity Date	----Committed/Disbursed Funds----			Outstanding Princ. Bal.
				Original Loan	Not Yet Disb.	Total Disb .	
Portland Business Fund 271 (UDAG/Unrestricted):							
30124	Rosemont Market, Inc.	8/8/2019	9/1/2022	\$150,000	0	\$150,000	\$97,626
30179	Forefront Brick South, LLC	11/18/2016	12/1/2026	\$100,000	\$0	\$100,000	\$51,680
Sub-Total PBF (UDAG)							\$149,306
Portland Business Fund 272 (Restricted - CIP):							
30230	Portland Food Cooperative	6/4/2014	10/1/2021	\$130,000	\$0	\$130,000	\$28,049
Sub-Total PBF (Bonds/CIP Restricted)							\$28,049
Portland Micro Capital Fund 271 (UDAG/Unrestricted):							
30267	Back Bay Skate	9/10/2012	9/1/2017	\$12,500	\$0	\$12,500	\$323
30250	Portland Trading Co. LLC	4/26/2013	8/1/2018	\$15,000	\$0	\$15,000	\$8,560
30118	Vin Bar, LLC	7/26/2016	9/2/2021	\$50,000	\$0	\$50,000	\$5,926
							\$14,809
Sub-Total Micro Capital Fund							
Portland Business Fund Fund 274 (CIP/Unrestricted):							
30088	Portland Dry Cleaners (C19 RR)	1/8/2021	6/1/2023	\$5,000	\$0	\$5,000	\$833
30087	Union Station Wash/Fold (C19RR)	1/8/2021	6/1/2023	\$5,000	\$0	\$5,000	\$833
30062	On Time Transportation	3/26/2018	4/1/2023	\$10,000	\$0	\$10,000	\$1,404
30079	UNO 2,3 Daycare, LLC (C19RR)	3/24/2021	3/1/2023	\$5,000	\$0	\$5,000	\$1,389
30076	Shangri-La Sichuan Cuisine	5/12/2021	4/1/2023	\$5,000	\$0	\$5,000	\$557
30070	Emerson, James (C19RR[Brick Trust])	5/21/2021	6/1/2023	\$10,000	\$0	\$10,000	\$10,000
30075	Dos Naciones LLC	3/3/2021	3/1/2023	\$5,000	\$0	\$5,000	\$5,000
30056	Sai Deep LLC/Back Bay Superette	1/5/2022	1/1/2024	\$5,000	\$0	\$5,000	\$3,333
30316	Rankin WA, LLC	2/28/2022	2/1/2024	\$5,000	\$0	\$5,000	\$5,000
30119	Quattrucci & Rouda, LLC	3/19/2019	4/1/2029	\$100,000	\$0	\$100,000	\$66,632
Sub-Total PBF (Bonds/CIP Unrestricted)							\$94,982
FAME Fund 277:							
30198	Auto-Care, LLC	2/5/2016	3/1/2021	\$32,500	\$0	\$32,500	\$18,567
30191	BayCycle	5/13/2016	9/1/2023	\$20,000	\$0	\$20,000	\$2,995
30061	Forefront Brick South, LLC	11/18/2016	12/1/2026	\$250,000	\$0	\$250,000	\$129,493
30217	Evo Rock & Fitness Portland	4/14/2014	11/1/2024	\$132,954	\$0	\$132,954	\$31,131
30317	CAG RE, LLC	8/15/2018	9/1/2023	\$50,000	\$0	\$50,000	\$12,752
30133	Maine Family Services	2/8/2019	3/1/2024	\$25,000	\$0	\$25,000	\$7,708
30120	Calendar Sailing Company	5/2/2019	6/1/2024	\$50,000	\$0	\$50,000	\$38,028
30127	Gallery Acquisition Co. Inc.	5/16/2019	6/1/2026	\$75,000	\$0	\$75,000	\$42,942
30125	Zootility Co.	8/7/2019	9/1/2024	\$150,000	\$0	\$150,000	\$126,343
30067	Healthworx Properties, LLC	12/10/2021	1/1/2027	\$126,000	\$0	\$126,000	\$0
30378	Gulf of Sashimi	10/19/2022	11/1/2027	\$65,000	\$0	\$65,000	\$62,815
Sub-Total FAME Fund							\$472,772
FAME SSBCI 279:							
30107	Biodiversity Research Institute	3/26/2021	4/1/2026	\$200,000	\$0	\$200,000	\$189,525
30086	Driscoll Child Dev. Center	5/5/2021	6/1/2026	\$60,000	\$0	\$60,000	\$48,297
30085	Flores Restaurant LLC	6/9/2021	7/1/2026	\$38,000	\$0	\$38,000	\$33,596
30071	Wynsum, LLC	11/5/2021	12/1/2026	\$131,250	\$0	\$131,250	\$130,911
30068	688 Forest Ave., LLC	12/21/2021	1/1/2027	\$168,000	\$0	\$168,000	\$165,057
Sub-Total FAME SSBCI							\$567,386
Brownfields Loan Fund 278 and 280							
30222	Forefront Partners, LP/Fund 278	7/30/2014	2/1/2025	\$200,000	\$0	\$200,000	\$45,648
30072	Forefront Partners I, LP/Fund 280	4/12/2018	1/1/2032	\$350,000	\$0	\$350,000	\$335,659
Sub-Total Brownfields							\$381,307
Grand Total Loans					\$0	\$2,736,204	\$1,708,612
Allowance for uncollectable loans at 15%							\$256,292
Total with Allowance for uncollectable loans:							\$1,452,320