

**Advisory Committee on Racial Equity,
Inclusion, and Human Rights Agenda
June 23, 2026 @ 6:00 PM
City Hall, Council Chambers, 73 Harlow Street, Bangor**

For language and physical assistance requests, please call Grace Innis at 207-992-4276 as soon as possible to ensure availability. Parking for the meeting is available in the parking lot next to the building on Harlow Street and includes a ramp and accessible doors.

Doors open fifteen minutes prior to the start of the meeting.
Council Chambers is located at the far end of the hallway on the first floor.

Current Membership and Terms

Regular Members:

Katie Brydon, Chair (12/31/2027)
Kathryn Robinson (12/31/2026)
Adam Baker (12/31/2026)
Suzette Furrow (12/31/2028)
Vacant (12/31/2028)

Shane Boyes, Vice Chair (12/31/2027)
Rheylan Burke (12/31/2026)
Mark Roth (12/31/2027)
Teresa Fallon (12/31/2028)

Nonvoting Members:

Carollynn Lear, City Manager, or Designee Marie Robinson, Superintendent of Schools, or Designee
Emme Nguyen, High School Student Michael Beck, Councilor (10/31/2026)

1. Call to Order

2. Roll Call: Attendance

3. Minutes: April 28, 2026, May 6, 2026, and May 26, 2026

4. All Public Comment – Limited to 15 minutes; Chair may reopen at end

5. Committee Business

- Council’s Legislative Committee Update – Councilor Daniel Carson
- Language Access Plan Draft Review
- Committee Website Review & Enhancements

6. Events

- PRIDE – June 27, 2026 – www.bangorpride.com

7. Council Liaison and/or Manager Updates

8. Adjourn

Next meeting is scheduled for July 28, 2026 (subject to change).

Advisory Committee of Racial Equity, Inclusion, and Human Rights

Minutes for the Wednesday, April 28th, 2026 Meeting

6PM | Council Chambers

Members Present: Katie Robinson, Adam Baker, Suzette Furrow, Shane Boyes, Mark Roth, Theresa Fallon and Rheyln Burke

Non Voting Members:

Members not present: Sharon Webber

City of Bangor staff present: Assistant City Manager, Courtney O'Donnell, City Solicitor, David Szewczyk and City Council Liaison, Michael Beck

Call to Order

- Call to order 6:01PM
- Roll Call
 - Excused absences:
Sharon Webber

Approval of Minutes: March 24th, 2026

- Chair Brydon motions to approve, Member Baker so moved, Vice Chair Boyes second
 - Member Roth states he is referred to as Mike in the meetings notes
 - Member Fallon states there is no 'h' in her first name on page 2
 - Chair Brydon notes the amendments and takes a roll vote on their acceptance - 8 yes, 0 no

Public Comment

- Ben Treed - Director of Bangor Public Library
- Betsy Lundy - Executive Director, Downtown Bangor Partnership
- Katie - Resident of Bangor
- Andy Hamilton - Resident of Bangor
- Acadia - Nonresident of Bangor

Committee Business

The primary focus is a referral from the City Council regarding a proposed amendment to the sidewalk ordinance (Section 257-4), specifically removing the phrase "for construction purposes" to make it a general prohibition against obstructing sidewalks with materials.

The proposed change would allow the city to enforce sidewalk accessibility by prohibiting anyone from blocking pathways with materials. While originally for construction, it was determined that the ordinance needs general applicability to enforce sidewalk accessibility. [source: 05:39]

Representatives from the Bangor Public Library and Downtown Bangor Partnership reported that encampments and personal belongings are making sidewalks impassable and the library inaccessible. [source: 20:09, 51:11]

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Minutes for the Wednesday, April 28th, 2026 Meeting

6PM | Council Chambers

Committee members and public speakers expressed concern of criminalizing homelessness. A recurring point was that clearing sidewalks simply displaces the issue to other public spaces because the city currently lacks a designated allowed place for encampments. [source: 12:26, 83:32]

Concerns were also raised regarding the \$50–\$250 fines potentially leading to accrued debt and or incarceration [source: 13:27, 92:34]

City Solicitor provided an alternative standalone ordinance (Section 257-7) that includes specific enforcement protocols. The committee was advised that subsections may be added to address the committee concerns and ultimately achieve a better balance between accessibility and human rights. [source: 37:51]

The committee did not reach a final vote on the ordinance but scheduled a workshop for Wednesday, May 6, at 6PM to draft a more nuanced recommendation.

Meeting Adjourned

- Chair Brydon motions to adjourn, Member Baker so moved, Member Roth 2nds
 - No roll vote needed

Advisory Committee of Racial Equity, Inclusion, and Human Rights Minutes for the Wednesday, May 6th, 2026 Meeting

6PM | Council Chambers

Members Present: Katie Robinson, Adam Baker, Suzette Furrow, Shane Boyes, Rheyln Burke, Mark Roth, Theresa Fallon and Katie Brydon

Non Voting Members:

Members not present: Sharron Webber

City of Bangor staff present: Assistant City Manager, Courtney O'Donnell and City Solicitor, David Szewczyk

Call to Order

- Call to order 6PM
- Roll Call

Committee Business

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Meeting Adjourned

- Vice Chair Boyes motions to adjourn, Member Baker 2nds - all in favor

Advisory Committee of Racial Equity, Inclusion, and Human Rights

Minutes for the Wednesday, May 26th, 2026 Meeting

6PM | Council Chambers

Members Present: Member Robinson, Vice Chair Boyes, Member Baker, Member Burke, Member Fallon, Member Furrow and Chair Brydon

Non Voting Members: None

Members not Present: Mark Roth (excused)

City of Bangor Staff Present: Assistant City Manager, Courtney O'Donnell

Call to Order

- Call to order 6PM
- Roll Call

Committee Business

Member Baker was present at the workshop where council discussed ACREIHRs recommendation to adopt a specific standalone ordinance regarding sidewalk accessibility. Member Baker recalls the council being on board with the recommendation and notes the only edits made were minor language corrections to eliminate repetitiveness. Vice Chair Boyes attended the council meeting and notes the recommendation passed 9-0. Councilor Beck states the recommendation appears to be in full effect.

Public Comment:

No public comment.

Council Direction Updates:

Chair Brydon met with Chair Hawes to determine how the ACREIHR can best support and collaborate with Bangor City Council. It was determined that quarterly updates from ACREIHR to council via Gov Ops workshops regarding current objectives is preferred. Allowing the ACREIHR to receive feedback and or updates from the council. Councilor Beck recommends the committee waits to attend a Gov Ops meeting until July so the council may prioritize the budget. The ACREIHR intends to attend the first Gov Ops meeting in July.

Language Accessibility Plan:

Assistant City Manager ODonnell states the survey sent out demonstrated a need in public safety, public health and public transportation (specifically the airport). Bangor PD will launch a pilot program using Language Line to determine the platform's effectiveness in regard to language accessibility. City Manager ODonnell is working to identify ASL and neurodivergent training resources to be implemented. Assistant City Manager ODonnell intends to amend the language access plan and present it to the ACREIHR for feedback.

Legislative Committee Update:

A new legislative committee chaired by Councilor Clarkson who will be attending the ACREIHR's next meeting to discuss the new committee and how the ACREIHR can best collaborate and support. Councilor Beck states the new committee aims to ensure Bangor is well connected and advocated for statewide. Assistant City Manager ODonnell mentions the Legislative Committee is made up of only councilors.

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The ACREIHR Web Page:

Vice Chair Boyes recommends an inquiry box be created. Chair Brydon suggests monthly posts regarding important calendar events and or topics of interest that align with ACREIHRs mission (etc.). Member Robinson asks, what are the goals of the webpage? Chair Brydon replies it is important Bangor is aware the ACREIHR exists and is here to support the city. Homework: research and determine the intent of the website and brainstorm content ideas for July and future months.

Upcoming Event - 2026 Bangor Pride Parade and Festival:

The event takes place June 27th, 2026 on the Bangor Waterfront. The ACREIHR is on a waitlist for a table. Volunteers - Member Burke and Member Fallon. Vice Chair Boyes recommends we get involved in the parade. Vice Chair Boyes will submit an application to be considered for the parade. Member Furrow is wondering about involvement in other parades. Member Fallon mentions Recovery Pollooza may be an event to attend which takes place in September.

Council Liaison Update:

- May 11th - a proclamation was presented regarding Older Americans Month (May). The proclamation celebrated more than 400,00 Mainers who have contributed to Maine's local economy and workforce. The theme - "Champion Your Health".
- The only change made to the sidewalk ordinance recommendation was the phrase at the end of the second sentence - "and access support based engagement (see above)" was removed as it was already stated.
- Bangor Beautiful will be accepting a tree donation. The trees will be planted on the public esplanade on Main Street.
- Six different grants through the Cultural Commission will be awarded to the American Institute of Graphic Arts, the Bangor Ballet, Bangor Beautiful, Bangor Community Theater, Bangor Historical Society and Maine Academy of Modern Music. None of which pertain to fixed assets.
- Potential ratification of the acceptance of \$685,000 in grant funds for the Bangor Rental Assistance Program. 42 households are supported by the program.
- The 2nd reading of the Housing Committee is upcoming. Applications should soon be made available to the public.
- \$80,000 from Maine General will be accepted for HIV treatment and early intervention services. An additional \$80,000 - totalling a \$160,000 donation.
- Members for the Advisory Committee on Homeless will be appointed 5/27 - 9 members total and 3 of which have lived experience. The committee's meeting charge is to create a data and evidence driven strategic plan for the city's response to homelessness.
- A resolution will be brought forward via the infrastructure committee regarding safe streets for all road users. Ensuring safety as well as equitability and positioning Bangor for future funding allocated to road safety. The goal is to eliminate traffic related deaths and serious injuries by 2036.

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- Member Fallon asked if the inquiries sent to council from citizens regarding speed bumps on Davis Road have been considered.
 - Assistant City Manager ODonnell mentions there is a data collection process to be followed and she will send an update via email regarding the assessment of Davis Road.
- Council intends to discuss employee authority and immigration matters 5/27.
- The dedication of Talbot Trail takes place @11:30 5/30.

Meeting Adjourned

Chair Brydon motions to adjourn, Member Baker so moved and Member Fallon 2nds.



CITY OF BANGOR

CITY OF BANGOR'S LANGUAGE ACCESS PLAN

1.0 PURPOSE

The purpose of this Language Access Plan (“LAP”) is to provide equitable and meaningful access to the City of Bangor’s programs, services, activities, and communications with individuals with Limited English Proficiency (“LEP”). Limited English Proficiency persons may be defined as individuals who do not speak English as their primary language and who have limited ability to read, write, or understand English. This plan will also help reduce misunderstandings, the inability to effectively assist the LEP population and increase trust between these residents and the City of Bangor’s services. It will ensure city communications such as emergency notices, public meetings, forms, etc. are reachable by all residents.

The Language Access Plan is an essential tool in ensuring that we not only meet our legal obligations but also promote a culture of welcoming and partnership with all members of our community.

2.0 GOALS

- a. To ensure meaningful access to the City of Bangor’s programs and services by all eligible individuals regardless of primary language spoken.
- b. To ensure that all LEP individuals are made aware that the City of Bangor will provide free oral interpretation services to facilitate their contacts with and participation in services from the City of Bangor.
- c. To ensure that City of Bangor staff are aware of available language access services and how these services need to be used when serving LEP individuals in a manner that ensures privacy and confidentiality, as appropriate.
- d. To provide for periodic review and updating of this LAP and services in accordance with community needs.

3.0 PLAN

To provide access to LEP individuals, the City has identified that the largest need for language assistance is Spanish, closely followed by Arabic, French, and American Sign Language.



CITY OF BANGOR

3.1 Assessment to Determine Language Needs

- 3.1.1 Public interactions (telephone calls, face-to face, and emails) with individuals should be documented, especially those with high contact departments such as Police, Fire, Airport, Public Health, and Clerk's office to identify language needed services.
- 3.1.2 The City has spoken with other organizations that support individuals with language needs to identify the highest language needs in the area and was used as part of this plan.
- 3.1.3 Continuously gather community feedback as to what the language needs are in the community.

3.2 Developing Protocols for Interpretation and Translation

- 3.2.1 Steps to help determine when professional interpretation is required should be outlined for staff.
- 3.2.2 City documents should be reviewed to determine which of them should be translated for ease of access (emergency alerts, essential forms).
- 3.2.3 A review and development of a list of preferred vendors or tools for translation and interpretation such as phone interpretation services, and statewide language lines should be established.
- 3.2.4 Each department should be provided with reference sheets to alert individuals as to how to access these resources.

3.3 Staff Training

- 3.3.1 To help identify when someone needs language support.
- 3.3.2 The steps in which to follow when offering interpretation to an individual that is done respectfully and legally.
- 3.3.3 Steps on how to use the city's approved tools and vendors.
- 3.3.4 Training on cultural awareness and sensitivity and other related considerations.



CITY OF BANGOR

3.4 Standardizing Signage and Notices

- 3.4.1 Establishing signage that alerts the public that “Language assistance is available” in multiple languages.
- 3.4.2 Determining and formatting key forms that should be available in the city’s top-requested languages.
- 3.4.3 Multilingual announcements for public meetings or emergencies.

3.5 Monitoring and Improvement

- 3.5.1 The City will obtain annual updates from departments on the usage and needs of language assistance.
- 3.5.2 Staff will provide recommendations for adjustments to language needs and usage.
- 3.5.3 Feedback will be received from the departments on ways to improve language needs and usage.

4.0 NOTICE TO LEP PERSONS AND MONITORING

- 4.1 Upon completion of the LAP, the City will endeavor to complete the plan, as outlined, and educate staff.
- 4.2 The City of Bangor will continue to evaluate the need and update this plan by continuing to monitor its LEP services considering state and federal requirements, changes in the city’s documents and procedures, changes to the composition of the area and State’s LEP population, and the effectiveness of its language translation services.
- 4.3 This plan will be updated periodically based on the City of Bangor’s findings and with input from the appropriate Committee(s).

Carollynn Lear, City Manager

Date

Bangor Advisory Committee on Racial Equity, Inclusion, and Human Rights Meeting Preparation Memo: June Meeting

To: ACREIHR Committee Members

From: Katie Brydon, Chair

Date: June 16, 2026

Re: June Meeting Preparation and Upcoming Votes

As we prepare for our meeting next Tuesday, please review the information below and come prepared for discussion and votes on several important committee initiatives.

1. Bangor Pride Participation

The committee will be voting on participation in Bangor Pride.

The proposed participation includes hosting a table to gather feedback from Bangor residents regarding:

- Inclusion and belonging in Bangor
- Opportunities for improvement
- Community needs and concerns
- Ideas for future projects and initiatives the committee may advance

We will also discuss how feedback should be collected, reviewed, and incorporated into the committee's future work. Please come prepared to discuss and vote on this proposed participation.

2. Community Survey Review

As part of our community engagement efforts, we will be reviewing the survey previously developed by the committee and discussing potential revisions.

Please review last year's survey prior to the meeting and come prepared to provide feedback on proposed changes. Any revisions will require committee approval before implementation.

The survey can be accessed [HERE](#) or by typing tinyurl.com/BangorPrideACRE in your browser.

3. Committee Website Contributions

As part of our outreach at Pride and future community engagement efforts, residents will be directed to the committee website for information, resources, and opportunities to connect with our work.

Website: www.bangormaine.gov/acre

Bangor Advisory Committee on Racial Equity, Inclusion, and Human Rights Meeting Preparation Memo: June Meeting

Please review the website before the meeting and come prepared with one or two specific ways you would be willing to contribute to its ongoing development and maintenance.

Examples may include:

- Writing blog posts highlighting cultural initiatives, community organizations, or human rights topics
- Developing or maintaining a calendar of diversity, inclusion, and community events
- Identifying and sharing educational resources
- Contributing updates on committee initiatives, projects, or accomplishments
- Supporting community engagement and outreach content

Our goal is to ensure the website remains a useful, current, and welcoming resource for Bangor residents.

Meeting Preparation Checklist

Before Tuesday's meeting, please:

- ✓ Review the community survey: <https://tinyurl.com/BangorPrideACRE>
- ✓ Review the committee website: bangormaine.gov/ACRE
- ✓ Identify one or two ways you can contribute to website content
- ✓ Be prepared to discuss and vote on Pride participation
- ✓ Be prepared to discuss and vote on survey revisions

Thank you for your preparation and participation. I look forward to our discussion.