

1. 2012 Annual Report Memo - Mike Bobinsky

Documents: [2012ANNUALREPORTMEMO.PDF](#)

2. Packet

Documents: [LANDPACKET010313.PDF](#)

3. 10.04.12 Minutes

Documents: [100412LANDBANKMEETING.PDF](#)



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

**Public Services Department**

Michael J. Bobinsky

December 28, 2012

To: Tom Jewell, Cheryl Leeman, Co-Chairs and members of the Land Bank Commission

From: Michael J. Bobinsky, Director of Public Services

Subject: Review of Annual Report

Department of Public Services staff will be presenting the 2012 Annual Report of the Land Bank Commission at the January 3, 2013 meeting. The report will highlight key activities, land purchases and actions taken by the Commission during 2012. Copies of the report will be provided to Commission members at the meeting and will also be posted on the Commissions' website as it is completed.

Should you have any questions or need further information please let me know.

#2

**MEMO**

**TO:** Co-Chairs Tom Jewell and Cheryl Leeman, and Land Bank  
Commission Members

**FROM:** Mike Bobinsky, Director of Public Services

**DATE:**

**SUBJECT:** Report on New Agenda Process

On November 14, 2012 I met with Land Bank Commission Co-chairs to discuss a procedure for organizing and setting agendas for meetings. The following process was established:

- 1.) Agendas will go out to Commission members in an email on the Friday prior to the meeting.
- 2.) Notebooks will be prepared for each meeting with hard copy materials and present at the table for each member. These notebooks will be collected after each meeting by staff and brought to subsequent meetings with updated materials for that meeting.
- 3.) Agendas will have new format with identified staff person making report on an item, time allocated for presentation/discussion and action required.
- 4.) Co-chairs will meet with Mike Bobinsky prior to the Friday when agendas are due out to members to establish agenda items.
- 5.) Staff under the direction of Mike Bobinsky will be responsible for providing back-up materials for agenda items, assigning staff to meetings, etc.

**LAND BANK COMMISSION MEETING**  
**Thursday, October 4, 2012**  
**Room 24 – City Hall Basement**  
**5:00 P.M.**

**ATTENDANCE:** Colin Apse (6:01 p.m.), Tom Jewell, Chair, Meri Lowry, Councilor Cheryl Leeman, William Mann, Rene (Dick) Perry, Colleen Tucker, Bryan Wentzell, Commission Members; Mike Bobinsky, Director, Public Services, Doug Roncarati, Public Services, Larry Walden, Assistant Corporation Counsel, Mike Murray, Mayor/Manager's Office, City Staff.

**Public:** Ben Bernard, Tobin Scipione, Greg Caporossi, Amanda Lavoie, Danielle Vayeras, Erin Larson.

**ROLL CALL AND DECLARATION OF A QUORUM**

The meeting was called to order at 5:05 PM by Tom Jewell, Chair

**NEW BUSINESS**

A presentation was given by Greg Caporossi from the Trust for Public Land (slides attached) and the Friends of Canco Woods group on the Canco Woods conservation project.

Project overview: 12 acres of undeveloped forestland owned by Union Water and Power, a subsidiary of Central Maine Power. Great public interest in seeing that the property is not developed and remains as open space. The parcel has been a High Priority for the Land Bank. Proposal is for the City of Portland to make fee purchase of parcel, with Portland Trails to hold a conservation easement. The City, working with TPL has until December 12, 2012 to close on the property, which is being sold at a bargain price. The property has public value for recreational use for local residents (200 households), who have maintained a network of informal trails through the property. The property would connect with adjacent conservation lands and trails. Friends of Canco Woods formed when the property was put up for sale. Local neighbors have contributed heavily to campaign to purchase the property.

The Land Bank Commission was asked for a \$70,000 allocation to support the project. City Council will re-zone the property to ROS. A recent land swap was completed that will facilitate public access the property.

**Motion: Recommend to City Council to allocate up to \$70,000 of Land Bank Commission funds toward the purchase of the 12.9 acre Canco Road "Canco Woods" property for conservation to include City conservation easement agreement with Portland Trails.**

Discussion: Land Bank current balance is \$294,500

William Mann asked if it should be a % or challenge grant.

Bryan Wentzell suggested \$75,000 as a straight grant. General understanding that if more was raised from other sources then Land Bank's contribution could be reduced.

**Motion by William Mann to increase allocation to \$75,000. Seconded by Dick Perry.**

Colin Apse arrived (6:01 pm)

Motion by Meri Lowry to amend the original motion - for funds to be used in full if required to meet the fundraising goal, with the understanding that if a lesser amount is used it will be put back to the Land Bank. Seconded by Colin Apse.

After discussion Meri Lowry withdrew the amendment.

**Motion by Cheryl Leeman: Have the motion exactly as stated in previously except change \$70,000 to \$75,000. Second by William Mann.**

**Motion passes unanimously**

**A motion was made by Councilor Cheryl Leeman to ask City Council to formally put this Canco Woods Property into Land Bank open space status in City Records. William Mann seconded.**

**Motion passes unanimously**

## **OLD BUSINESS**

Larry Walden gave a report on some recent parcels added to Land Bank. Also, legal counsel has determined that funds from Land Bank can be used to contribute to conservation easements.

Report on potential landowner donation on Iffly Street. This item will be put on the agenda for the November meeting.

Doug Roncarati and Tom Jewell reviewed the tax-acquired property list and made recommendations to TAP Committee based on Land Bank priorities and objectives.

There are still vacancies on the Land Bank Commission. Ask different groups if they are interested; i.e. Friends of Canco Woods, etc.

## **MEETING SCHEDULE**

Land Bank Commissioners decided to meet every other month, with other meetings called as needed.

## **ELECTION OF OFFICERS**

Colin Apse nominated and William Mann seconded: Cheryl Leeman and Tom Jewell as Land Bank Commission Co-Chairs.

Bryan Wentzell: Secretary

Meri Lowry: Treasurer

## **NEXT MEETING**

The next meeting of the Land Bank Commission will be Thursday, November 1, 2012 in Room 24, City Hall Basement.

The meeting adjourned at 6:42 PM

Respectfully submitted

Bryan Wentzell, Secretary pro tem