

1. 5:00 P.M. Land Bank Commission Meeting

Documents:

[PARK COMMISSION AND LAND BANK REPORT 2017-12.PDF](#)
[LBC AGENDA 12142017.PDF](#)
[LBC MINUTE 11092017.PDF](#)



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

Memorandum

TO: Parks Commission and Land Bank Commission

FROM: Ethan Hipple, Deputy Director, Parks, Recreation and Facilities Department

SUBJECT: Parks Division Update

DATE: December 2017

Hello Parks and Land Bank Commissioners,

As you may have noticed by the new title above, I have a new position within our Department as Deputy Director of Parks, Recreation and Facilities. This position has been created in the Department to add capacity for project planning and management and to continue efforts to activate parks with recreational programs and events. The Deputy Director will directly oversee both the Parks and Recreation Divisions.

I'm very excited for the new position and see it as a way for us to continue to activate and improve our world-class park system by bringing our Parks and Recreation Divisions even closer together. I'll continue to be a presence at Parks Commission meetings with Sally DeLuca, and will also staff Land Bank. In addition, this new position will be helping to coordinate efforts with the new Parks Conservancy and other Friends Groups.

We will be hiring a new Parks Division Manager (the position I have been in for the past 2 years) to continue to oversee the daily operation and project management for our Parks Division (parks, playgrounds, athletic facilities, cemeteries, forestry, horticulture, community gardens and cemeteries). Keep your eye on the city employment page to help us spread the word:
<http://www.portlandmaine.gov/324/Jobs>

Take care and Happy Holidays!

Ethan H

October 30 Wind Storm Response

Coordinated Division response to 10/30/17 Wind Storm event: pulled Forestry, Horticulture, Parks, Playground, Cemetery, Public Works crews together to triage and respond to over 200 downed trees and leaders. Work will be ongoing for Forestry and Horticulture for a month or more. In addition to clearing trees in city streets and rights of way, crews have tackled downed trees in parks, as well as miles of trail clearing. Coordinating with FEMA for reimbursement.

Open Positions

Recently filled a Parks Maintenance position, and are in the process of filling open positions in



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Horticulture (new), Forestry and Cemeteries. We will also be hiring for a new Parks Division Manager to oversee parks, playgrounds, athletic facilities, cemeteries, forestry, horticulture, community gardens and cemeteries. <http://www.portlandmaine.gov/324/Jobs>

CDBG Grant Application

Applying for Community Development Block Grant for Dougherty Playground. Enlisted Libbytown Neighborhood Association in helping to write grant, provide in-kind design services, obtain letters of support. If approved, project would consist of replacing and improving existing Dougherty Field Playground.

Back Cove Snow Ban Parking

Met with Traffic/Public Works/Parking about allowing Snow Ban Parking at Back Cove. ¼ of lot will be reserved for recreation use at all times, the rest will remain no overnight parking, with the exception of snow bans.

Baxter Sundial Park Expansion

Making plans for temporary traffic changes at corner of Vannah and Clifton to run a pilot program to eliminate slip lane and increase size of Baxter Sundial Park. To be implemented Spring 2018.

Sail Maine

Ongoing meetings with Sail Maine concerning moving docks and buildings to conform with existing license and site constraints. They will be applying for new license from city, and the city looks forward to continuing to support community boating on this site.

Skatepark Expansion Committee

Convened a committee of residents, business owners, stakeholders and skaters to raise funds for planned Portland Skate Park expansion at Dougherty Field. Parks Division has submitted \$240,000 request in 2019 CIP. We are currently seeking community members with grant writing and fundraising experience to sit on this committee to help raise \$100,000 towards \$340,000 total cost.

Meadow Mowing

Annual mowing of meadow areas throughout city takes place in November. More info on our Urban Meadows here: <https://www.portlandmaine.gov/1948/Urban-Meadows>

Holiday Lighting

Forestry and Horticulture crews have been busy installing Holiday Tree at Monument Square, as well as holiday lighting throughout downtown district and City Hall.

Community Garden Expansions



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Touring city owned lands with Cultivating Community staff to evaluate sites for future garden development or expansion. Currently 400 garden plots at 10 city gardens with 200 people on the waiting list. Only 40 spots turn over per year, so there is a multi-year wait. The goal is to add capacity to reduce wait times for a plot.

Fort Gorges Special Event Planning

Site visits to Ft Gorges with Event Permitting staff, police, fire and legal to discuss possibility of future special event permitting on the island. Groups have been requesting use of this park site for special events and city staff are evaluating safety, egress, fall hazard, crowd control and other factors to determine if this will be feasible.

Fort Gorges Army Corps Project

The Army Corps Hazard Mitigation project is complete as of early December. Safety railings and gates have been installed throughout the fort at no cost to the city.

Fort Gorges Preservation Plan

Planning is complete for Preservation Plan. City hired Resurgence Engineering to develop plans and construction drawings for repair of Fort Gorges casemates and to stabilize the historic structure. Funding will likely come as a 50/50 split between Capital Improvement program and private fundraising.

"A Walk In the Park" Series

Our monthly series of Park walks and lectures continued with "Portland Parks, Past and Present" slideshow on December 6th at Ocean Gateway.

- Upcoming events: XC Ski through Evergreen, Snowshoe through Presumpscot River Preserve
- More info at: <http://www.portlandmaine.gov/1990/A-Walk-In-The-Park-Tours-and-Talks>

Rake and Bake

Held Rake and Bake volunteer fall cleanup event at Western Cemetery. Over 45 attendees, worth repeating in future, would love to include Parks Commission and Land Bank members. Leaves and pine needles delivered to community gardens for compost.

Lincoln Park Holiday Lighting

Held Lincoln Park holiday lighting event on December 6th to celebrate the installation of Pandora's lights in Lincoln Park. Thanks to city crews for coordinating utilities and to Friends of Lincoln Park for finding funding for the installation. City will continue to pay for electricity as with other Pandora installations. Pandora's lights will run through March 2018.

Evergreen Cemetery Wall (Stevens Ave)

Disassembling of stone wall on Stevens avenue complete, new wall construction ongoing.



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Lyman Moore Athletic Complex Project

Work has started on major project to upgrade drainage and athletic facilities at Lyman Moore Middle School. Fencing removed, infields moved, loam and sod installed. Major field drain project out to bid for Spring 2018 install.

Cousins Memorial Restoration

Construction drawings have been approved by Planning, bid could go out this Winter for Spring construction.

Skating Ponds

Drains in our skating ponds were closed to begin filling the ponds during this rainy weather in preparation for winter.

Winter Sidewalk Plowing

Parks Division Staff are responsible for clearing of 100+ miles of sidewalks, as well as several school parking lots, fire stations, and city buildings. Crews are busy doing dry runs of routes to identify obstructions and hazards, placing stockpiles of sand and salt throughout city, tuning up equipment, and updating maps and website information. We are ready for winter!

Portland Opportunity Crew--End of Season Report

The crew made up of willing panhandlers has wrapped up for the season. Crews have picked up hundreds of bags full of trash and debris for parks and trails, dozens of needles, and weekly weeding and maintenance of Back Cove Yardscaping beds. City plans to apply again for CDBG funding to continue this program into 2018. To donate to the program (which will increase the number of days and participants who can participate), **text the word "crew" to 91999**.

Totals for the season:

- 64 clients outreached
- 17 clients worked in program
- 287 hours
- 51 days in field
- 114 site visited
- 214 needles properly disposed of
- 310 bags of trash removed
- 1 participant secured Housing with STEP (Lewiston)
- 2 secured STEP voucher currently apartment searching (Biddeford)
- 1 Housed with Shelter + Care
- 1 participant Searching for housing through Shelter Plus
- 5 participants secured employment other than People Ready while all 17 remain eligible to work for People Ready.

Portland, Maine



Yes. Life's good here.

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Commission Members: Tom Jewell, Patrizia Bailey, Simon Rucker, Meri Lowry, William Mann, Colleen Tucker, Roger Berle, Steve Morgenstein, and Mayor Ethan Strimling.

Land Bank Commission Agenda

December 14, 2017

5:00 PM

Portland, Maine City Hall

389 Congress Street, Room 24

- I. Citizen Comment Period (5 min.)
- II. Agenda Items
 - i. Acceptance of Meeting Minutes: October 12, 2017 (2 min.)
 - ii. New Business
 - iii. Old Business (60 min.)
 - a. Update on status of Redlon Properties under consideration for Land Bank Designation scheduled for the Jan. 3, 2018 Council Agenda
 - 1. **NOTE:** Pursuant to 1 M.R.S.A. 405(6)(C), the Commission may go into executive session to provide City staff general policy guidance regarding possible real estate acquisition negotiations.
 - b. Paper Street Subcommittee
 - c. CMP License - Kara
 - iv. Communications/Updates (5 min.)
 - a. Report from Parks Commission - Meri

The Land Bank Commission is responsible for identifying and protecting open space resources within the City of Portland. The commission seeks to preserve a balance between development and conservation of open space important for wildlife, ecological, environmental, scenic or outdoor recreational values.



In attendance: Commission Members Tom Jewell, Patrizia Bailey, Simon Rucker, William Mann, Colleen Tucker, Steve Morgenstein. Staff Members Sally DeLuca, Ethan Hipple, Michael Goldman, Doug Roncarati, and Alli Carroll. Member of the Public George Rheault.

Land Bank Commission Minutes

November 9, 2017

5:00 PM

Portland, Maine City Hall

389 Congress Street, Room 24

I. Citizen Comment Period

George began the citizen comment period by bringing 22 Hope Avenue subdivision development to the Commission. He stated that this is a large piece of property that will impact trail access to the Presumpscot River. He wanted the Commission to be aware that there has been plenty of discussion on Redlon Woods and all of their impacts but there hasn't been a lot of talk about 22 Hope Ave. in the Commission. In addition, the executive sessions listed on the agenda should be clearer about which ones the Commission will be specifically discussing.

Doug replied by saying that 22 Hope Ave. is in the development process to meet wetlands regulations. Presumpscot river is not impaired right now. It has been in the past but when the dam was removed, issues cleared up. He however, doesn't know details on the development. Ethan added that this hasn't been a topic for the Land Bank Commission because it sets priorities by the wish list.

II. Agenda Items

i. Acceptance of Meeting Minutes: October 12, 2017

Sally confirmed with Michael that the only details required are time, place, who and what actions were voted on. She made a recommendation that less minutes be taken and that the public comment section should simply state "public comment was said" and if they wish for it to be shown in the minutes, then they can submit a document of what they said. That document will then be attached to the end of the minutes.

Commission is okay with moving forward with this.

Tom clarified with Michael that the agendas don't have to be so detailed either.

Michael said it's not necessary.

Pat moved to accept the minutes of the October 12th, 2017 meeting. Steve seconded.

Alli mentioned that Meri sent amendments to the minutes via email. Pat moved to accept the minutes with amendments. Steve seconded again. Four in favor. Bill and Colleen abstained.



ii. Old Business

Tom moved to enter into executive session. Simon seconded. Passed unanimously.

- a. **Update on Redlon Woods/TAPC Parcels.** The Commission went into executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties.
- b. **Oat Nuts Park Parcel Update.** The Commission may go into executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties.
- c. **Forest Ave. Parcel abutting Riverton Elementary School.** The Commission may go into executive session pursuant to 1 M.R.S. 405(6)(C) to discuss real estate negotiations and the City's legal rights and duties.

Colleen moved to leave executive session. Bill seconded. Passed unanimously.

- d. **Paper Street Subcommittee** – Tom overviewed what Camille presented last month for members who couldn't in attend. Subcommittee didn't meet in the past month. Still working on scheduling with Camille to meet. Colleen would like notice because she is interested.
- e. **CMP License** – Overviewed where they were and that it is with Kara at this time. Would like to know where it is at with Portland Trails.
- f. **PATHS update** – Ethan overviewed the project. Cost ended up being between \$6-7k. Tom wishes this to be an annual project for a land bank property.
- g. **Camelot Farm Development Status** – Technically Land Bank is not a party of what is happening there. Portland Trails is pretty in depth with the project. Pat said that the public wanted to preserve open space when they came. Doug mentioned space along the river that could be preserved.
- h. **Verizon Pines (Davis Farm Road) Update** – Roger was not at the meeting and could not make an update.
- i. **Land Bank Commission Report Update** – Pat and Simon will work off of the one Simon created last year.

iii. Communications/Updates

a. Report from Parks Commission

Ethan said that there isn't much from Parks Commission but discussed parks updates. Will be providing on a monthly parks report from now on.

Colleen moved to adjourn the meeting. Simon seconded. Passed unanimously.