



In attendance: Commission Members: Chair Patrizia Bailey, Vice Chair Steve Morgenstein, Kara Wooldrik, Andrew Butcher, Jon Kachmar. City Staff: Doug Roncarati, Ethan Hipple and Alli Carroll

City of Portland
Land Bank Commission Minutes
November 13, 2019, 5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers

I. Citizen Comment Period

There are no members of the public present to make a comment at this time.

II. Agenda Items

i. New Business

a. Secretary Report

Simon is not present to report at this time.

b. Treasury Report

The budget is the current priority. There is no other report at this time.

c. Land Bank Budget

The draft 2020 budget is very similar to what was mapped out for 2019. There is an increase in due diligence costs. There was discussion to confirm that the Commission is not spending what could be saved for future acquisitions. Pat asked the Commission to gather their thoughts and prepare to come back for a vote in December.

d. Outreach Subcommittee Update

The Community Engagement Fund is live. Alli sent the press release draft originally created by Siman and Andrew to Ethan for one last edit before it is sent to Communications Director Jessica Grondin. Commissioners would like to make sure that the release is sent to Neighborhood Associations and Friends Groups when it is time to. Also would love for it to be in the City newsletter that goes out.

Kara suggested that they get on the agendas for the neighborhood meetings and share through that avenue. Kara and Pat would also like to meet with the new Councilor as well to share this and what the Land Bank Commission does.

ii. Old Business

iii. Communications/Updates

- a.** Steve handed out a map to better share a sign update. When the Spring comes, the City will be installing signs at the following Land Bank properties: PATHS, Presumpscot River Preserve, Canco Woods, Oatnuts Park, Evergreen Cemetery, Virginia Woods, Pine Grove Park, and University Park. It is estimated that there may be twelve to fifteen signs to cover multiple entrances on some of these parks. Each sign, including the cedar post, will cost \$100; a total cost of approximately \$1,500.

- b.** Kara confirmed that the project scorecard is still a draft. Will add the scorecard to next month's meeting.
- c.** The Commission would like to add the parcel priority list to next month's agenda. Doug will provide a previous annual report that holds a priority list that is out of date but more detailed than the existing one. This will act as a reference on how to potentially create a new list. Doug will also help find a map with parcel numbers.
- d.** Jon updated the Commission on his movement with Verizon Pines. He will be going with Jeff Tarling tomorrow to visit the site since he has never been. Pat suggested that if Jon has the parcel numbers, he can look into the tax records and look at the deeds online in the Cumberland County land records. He will also be looking at abandoned paper streets by the Riverton Trolley Park. Pat suggested he look at the paper street documents on the Land Bank's google drive.
- e.** City Clerk Kathy Jones is going to repost the vacant Commission seats. Jon has shown interest in being the Park Commission liaison. Ethan and he will connect and talk further about it.
- f.** Council assignments will happen in December.
- g.** Ethan expressed the overlapping protections that are in the ordinance. In 2021, the ordinance will be able to change. Throughout 2020 proposed ordinance changes should be a focus.
- h.** Doug, Simon and Pat met last week regarding TAPC parcels. There are only a few new parcels. It was mainly the same list that they have been looking at in previous years.