



CITY OF PORTLAND
Land Bank Commission

In attendance: Commission members Pat Bailey, Steve Morgenstein, Simon Rucker, Kara Wooldrik, William Mann, Andrew Butcher, and Roger Berle. City Staff Ethan Hipple, Doug Roncarati and Liz Deletetsky.

Land Bank Commission Minutes

March 13, 2019, 5:00 PM
389 Congress Street, Council Chambers
Portland, Maine 04103

I. Citizen Comment Period

There are no citizens present at this time.

II. Acceptance of Meeting Minutes: February 13, 2019

Pat motioned to accept the meeting minutes of February 13, 2019. Steve seconded. Bill abstained. Six in favor. Motion passed.

III. New Business

Ad Hoc Ordinance Committee Update: Ethan gave Ad Hoc Ordinance Committee Update. He summarized previous discussions about overlap between Parks Ordinance and Land Bank Ordinance. The concern is the public not having a clear understanding of which properties fall under which commission. The Committee's proposed solution is to classify developed parks under Parks Commission and other conservation properties under Land Bank Commission. The Committee also proposes updating language to require larger majority vote to make any changes. The committee will be reconvening and proposals will be brought to City Council. Members discussed concerns about some properties losing the protection of Land Bank approval.

Ethan had no updates on the abandoned streets project.

IV. Old Business

a. Secretary Report

Simon said there isn't much to update as he has been focusing on outreach committee. He has updated minutes and agendas and past documents from recent meetings.

b. Treasurer Report

Andrew and Ethan suggested the 3rd Friday of each month would be a good deadline for generating financial reports.

Pat mentioned an interest in looking at expenses that occurred in last 6 to 8 months. Members agree that a comprehensive report of historic transactions would be beneficial for making decisions going forward.

Andrew said he has been drafting a document regarding updating financial policies and procedures. This document is on the Google drive. City staff need to review and provide



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feedback before next month's meeting.

c. Outreach Committee Report

Simon and Andrew have drafted an overview of plans to increase awareness and public engagement on the Google drive. Some changes have been made to this document since the last meeting.

Everyone approves of the current status and are in favor of moving forward with next steps to meet with the City legal department and get input from Greg Mitchell. Members discussed various methods of generating awareness including press releases, City social media, the City website, Urban Runoff 5k/Green Neighbor Family Fest, and meeting with neighborhood groups and the School Department. Andrew suggested a phased promotion plan and starting with the Green Space Gathering.

Ethan is planning on reaching out to Dory Waxman.

Members revisited the May field trip meeting discussion. City staff will put the list and timeline on May agenda so public can follow.

Members discussed reaching out to neighborhood groups in proximity to Redlon, Oat Nuts, and Holbrook parcels. Pat is planning on reaching out to the Redlon neighborhood.

Ethan suggested using a City mini bus and meeting at 212 Canco Rd.

d. Parks Commission Report

No report at this time.

e. Parks Update

Ethan shared that the Walk in the Park series is now updated and on the City website and there will be a bus tour of City monuments and statues.

Meeting adjourned at 6:05 PM.