



Commission Members: Chair Patrizia Bailey, Kara Wooldrik, Simon Rucker, William Mann, Steve Morgenstein, Andrew Butcher, Jon Kachmar and Councilor Justin Costa.

City Staff: Doug Roncarati, Michael Goldman, Ethan Hipple and Alli Carroll

City of Portland
Land Bank Commission Agenda
September 11, 2019
5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers

- I. Citizen Comment Period
- II. Agenda Items
 - i. Acceptance of Meeting Minutes: June 12, 2019
 - ii. New Business
 - a. University Park - Ethan
 - b. Parks Commission Liaison - Ethan
 - iii. Old Business
 - a. Criteria and Scorecard - Kara
 - iv. Communications/Updates
 - a. Secretary Report - Simon
 - b. Treasurer Report - Andrew
- Budget Analysis
 - c. Outreach Subcommittee Report
- Engagement Fund
 - d. Parks Update

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.



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City of Portland
Land Bank Commission Minutes
June 12, 2019, 5:00 PM
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I. Citizen Comment Period

George Rheault shared that he had a conversation with Kara about recording the Land Bank Commission meetings. In addition, he shared documents with the Commission regarding affordable housing versus open space. He explained that the Commission is an important piece in the process as their decisions may impact the potential of affordable housing in Portland.

II. Agenda Items

i. Acceptance of Meeting Minutes: May 8, 2019

Simon moved to accept the meeting minutes of May 8, 2019. Justin seconded. Five in favor. Simon and Jon abstained. Motion passed.

ii. New Business

a. New Members

Jon Kaschmar gave an overview of his background and interests in the Land Bank Commission. Everyone introduced themselves and welcomed Jon.

b. Army Corps Notice

Doug shared a map of the intended work of the Army Corps regarding impacts associated with the widening of the Maine Turnpike from Exit 48 south to Exit 45. The work will cross through the Capisic Brook, Nason's Brook, Stroudwater River and Long Creek watersheds. There are two Land Bank parcels abutting the corridor, E-04 Rand Road RPZ Land and E-07 Blueberry Rd Parcel near the overpass. There is a 30-day comment period that ends tomorrow, June 13, 2019. Should be little to no impact to land bank properties. Pat is happy to draft their concern of those properties to the Army Corps.

iii. Old Business

a. Parcel Priority

Kara explained that she took her notes from last meeting and applied them to the current priority list to see if there were conflicts. She then shared an updated draft priority criteria document and draft project scorecard. The scorecard is based off of criteria, ordinance and the comprehensive plan. Commissioners discussed these to make sure nothing was forgotten.

b. Due Diligence Process

After a productive meeting with Ethan Hipple, Simon and Andrew have a better understanding on how the City's due diligence is handled. He shared a power point presentation regarding the process and how it pertains to the Land Bank Commission. The Commission discussed how they work with staff and Council and that that should expand so that all parties can fully understand a parcel of interest in context. They went on to discuss the importance of housing and how it should be added to the scorecard.

iv. Communications/Updates

a. Pat shared that the Land Bank Commission will do a site visit in July and not meeting in August.

b. Treasurer Report

Andrew is waiting for a couple of things to be clarified on in the finance report. There are no significant parcels on the pipeline.

c. Outreach Subcommittee Report

They are on target to go live with the Engagement Fund in September. Processes will be shared with the Commission. They will also work with Alli about publicly sharing the information and marketing.

d. Parks Report

Alli shared a memo from Ethan Hipple requesting Land Bank funds to be support the Portland Opportunity Crew while they work on Land Bank properties. The request is as follows:

“The weekly cost for the Opportunity Crew is \$1,300.

Week 1 priority projects:

- Baxter Woods cleanup: focusing on area near car wash, as well as general cleanup. Blow off trails
- Canco Woods: general cleanup
- Baxter Pines: general cleanup

Week 2 priority projects:

- Evergreen Woods: general cleanup, erosion control, trail hardening
- University Park: general cleanup
- Ocean Ave Landfill/Virginia Woods: String trim solar fence, trash pickup

Week 3 projects:

- Presumpscot River Preserve: general cleanup, trail hardening, bridge repair
- Riverton Trolley Park: general cleanup

Recommended Action: Land Bank should vote to fund either 1, 2, or 3 weeks of Portland Opportunity Crew.”

Simon moved to fund the Portland Opportunity Crew for three weeks as they work on Land Bank properties, an expense totaling \$3,900. Pat seconded. Kara requested that Ethan speak with Portland Trails first as they have contracts with the City on maintaining some of the properties listed. Motion passed unanimously as amended.

Finally, Andrew asked if Land Bank outreach funds can go towards the City Community Support Fund. Pat and Commissioners are uncomfortable to move this forward with that without due diligence.

Meeting adjourned.



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Parks, Recreation & Facilities Department
Sally DeLuca, Director

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Parks, Recreation & Facilities Department
Ethan Hipple, Deputy Director

Memorandum

TO: Parks Commission and Land Bank Commission
FROM: Ethan Hipple, Deputy Director, Parks, Recreation and Facilities Department
SUBJECT: Parks Division Update
DATE: September 2019

Parks Director Search

Parks Director search is ongoing and we have conducted finalist interviews. We had a very good pool of applicants and hope to have an announcement by mid-September.

Cemetery Manager

Mike Murray has been hired as the permanent Director of Cemeteries and Project Management. Mike has served previously as Cemetery Manager for Portland, and also was a licensed Funeral Director. He also has many years of experience working as Assistant to the City Manager out of City Hall, and as Island Liaison. We are very excited to have him back on our team and to benefit from his many years of experience in the cemetery realm.

CIP

CIP season is underway and we have sought feedback from all Parks Friends groups and Neighborhood Associations. Parks Commission will review CIP 10 year plan and vote in October to approve or provide recommendations. CIP submissions are due from Departments to City Hall by October 18.

Bramhall Square

Selected finalists for design firm for renovation of Bramhall Square. Final selection of design team to take place in September.

Community Center Needs Assessment

The Recreation Division is conducting a Community Center Needs Assessment and are seeking your input. If you would like to participate in the survey, please go to: <http://bit.ly/PortlandRecSurvey>. Paper copies of the survey may be found at each of the Recreation Department Community Centers and in the rotunda at City Hall. You may also provide input by attending one of the community meetings: Riverton Community Center, 1500 Forest Ave, Tuesday, Sept. 10 @7:00pm; Reiche Community Center, 166 Bracket St, Thursday, Sept. 12 @7:00pm, or at Gateway Community Services, 501 Forest Ave, Wednesday, Sept. 11 @6:30pm with City Councilor Pious Ali.

Fort Gorges

Participated in Fort Gorges forum hosted by Parks Commission and Parks Conservancy. The City is open to exploring partnership opportunities that will allow us to preserve the fort. If we were to pursue a partnership, staff would need City Council approval to issue a Request for Proposal (RFP). The RFP would be posted publicly and be available to any organization that would like to apply. Selling or disposing of



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the Fort is not an option being considered. It is protected as a park, and is also a nationally and locally designated historic landmark. Any potential re-use would be consistent with allowable park uses: recreation, food and beverage, etc... More information here:
<https://www.portlandmaine.gov/2237/Fort-Gorges>

Kiwanis Pool Study

Kiwanis Pool Site Visit and staff meeting with consultant Councilman Hunsacker to discuss future plans for the site, pool expansion and replacement, as well as other possible aquatics amenities: slides, current pools or lazy rivers. Held multiple stakeholder meetings and community meeting to gather feedback.

Shinagawa Sister City

A commemorative park bench and two cherry trees have been installed at the corner of Eastern Promenade and Cutter street to commemorate the sister city relationship between Portland and Shinagawa, Japan.

Baxter Woods Leash Policy

Parks Commission has taken a position to support changes to the leash ordinance in Baxter Woods. The next step is for the Sustainability and Transportation Committee to weigh in, and for final approval by City Council.

State Bicentennial Tree Planting

Arranged tree planting and attended Bicentennial Tree ceremony with Governor at Deering Oaks.

MLK Memorial

MLK memorial art selection committee: narrowed field of 9 artists down to 3 artists who will now submit full proposals. The memorial will be going on Bayside Trail.

Noyes Street Fire Memorial

The Noyes Street Fire Memorial project at Longfellow Park is 100% complete with the installation of 6 new ADA-compliant bench pads, 6 new memorial benches with personalized plaques, and a new memorial garden and boulder.

Baxter Trail

Staff and Parks Commission Initiatives Committee have finalized Baxter Trail signage to lead people on 3.2 mile self-guided tour of Portland Parks and the story of the Baxter family legacy to our park system. Signs are in production and will be installed October 2019.

Park Projects Update



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Sally DeLuca, Director

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Ethan Hipple, Deputy Director

Staff are working on the following funded CIP/Park Improvement projects:

- Deering Oaks Zipline: Staff have received approval from Historic Preservation to move forward with altered location due to soil quality. Footings will be installed in fall of 2019, with grand opening in spring 2020.
- Lyman Moore Athletic Facility: final touch up and community meeting to be scheduled.
- Lincoln Park Turf restoration project in process: extensive aeration, overseeding and compost topdressing has taken place for fall growing season.
- Lincoln Park Fence Restoration: Staff are waiting on additional CIP and private funds to proceed with Congress Street portion of fence. Complete restoration will take place in phases.
- Portland Landing: Interim Park improvements to be installed Fall Of 2019 and Spring of 2020 after Thames Street construction complete. Improvements include seating areas, trees, shrubs and perennials, and re-routed bike path along water's edge.
- Western Prom Master Plan in progress. Two public meetings held in summer 2019 will lead to final recommendations in September.
- Riverton School Playground in progress. Due to school desire for additional playground elements not originally included in budget, decision has been made to put the project on hold until Spring 2020 so that additional private funds can be raised.
- Deering Oaks Pond aeration system installed and working properly. The results of the first year have been very positive as algae blooms have been very minimal.
- Dougherty Field Playground and Soccer Field: on temporary hold due to staffing shortages
- Park Walkways improvements: on temporary hold due to staffing shortages

Maine Conservation Corps

A six crew member team came to Portland for a week in August to complete a trail maintenance project at Evergreen Woods, funded by Land Bank Commission.

Park Signs

Annual installation of new Park signs to be installed in September and October. Each year we will tackle 10-15 parks (20-30 signs total)

"A Walk In the Park" Series

Upcoming bike and walking tours in Portland Parks with Park staff here:

<http://www.portlandmaine.gov/1990/A-Walk-In-The-Park-Tours-and-Talks>

Next event is on September 19, 2019: Portland Big Tree Bus Tour