



Commission Members:

Alaina Chormann, Ardath Dixon, Daniel Herzlinger, Jon Kachmar, Joshua Barber, Michael Carey, Michael Scrameyer, Robert Foster, and Simon Thompson.

City Staff: Ethan Hipple (Parks, Recreation, and Facilities Director), Doug Roncarati (Public Works Stormwater Coordinator), Jessica Teesdale (PRF Sr. Executive Assistant)

Land Bank Commission Minutes  
February 11, 2026  
5:00 PM  
Parks, Recreation, and Facilities  
212 Canco Rd. Suite A  
Portland, Maine 04103

This meeting was recorded and is available to watch on the Agendas and Meetings Portal here:

I. Call to Order- J. Kachmar called the meeting to order at 5:00 pm

II. Citizen Comment Period-No public comment

III. Agenda Items

i. Acceptance of Meeting Minutes January 14, 2026- Motion to accept the minutes made by S. Thompson and seconded by M. Scrameyer. Passed unanimously 6-0, with 3 arriving after the vote took place

ii. New Business

a. Secretary's Report

Annual Report: Motion to approve the 2025 Annual Report made by R. Foster and seconded by M. Scrameyer. Passed unanimously 9-0

b. Treasurer's Report

Annual Budget: Motion to accept the budget as drafted, subject to \$10,000 Davis Pines due diligence expenditure and \$50,000 placeholder for FY23 expenditure

c. North Deering Park Endowment- E. Hipple provided a verbal update regarding potential funding through the Land for Maine's Future (LMF) grant program. The update focused on a specific opportunity to support North Deering Park through a newly available funding source.

Key Details:

- Purpose: To establish a required stewardship endowment for the park.
- Funding Requirement: A \$12,500 contribution is needed to seed the endowment.
- Match Requirement: The grant operates on a one-to-one match basis.
- Restriction: Funds must be used exclusively for the endowment to ensure long-term maintenance and protection of the property.

A motion was made by S. Thompson and seconded by R. Foster to authorize the use of Land Bank funds as the source to seed the \$12,500 contribution toward the North Deering Park endowment. Passed unanimously 9-0

d. Identify Parcels for Capital Improvements-The commission discusses ways to collect feedback from the public to help identify Land Bank parcels in need of improvement.

Outreach recommendations:

- Portland Trails land stewards program
- Parks Department See Click Fix data
- Outreach to neighborhood associations
- Park Ranger input
- Parks Commission and Green Space Gathering

Suggestions of what can be done:

- Trails
- Kiosks
- Picnic tables
- Signs
- Conservation/habitat restoration
  - D. Roncarati identified Presumpscot River Preserve erosion as a potential area for ecological restoration. Planting dogwood and diverting foot traffic at the site were a couple of ideas.

Reilly Parcels-J. Kachmar provided a comprehensive background on the Reilly parcels, which have been identified as high-priority for the Land Bank. The discussion covered the necessary considerations and estimated costs associated with the due diligence required for a potential acquisition.

Status: The seller has officially responded to the Land Bank's Letter of Interest. Acquisition will be

based on fair market value as determined by a professional appraisal. Initial costs for a professional survey and appraisal are estimated at \$2,000. A formal letter will be sent to the owner outlining the Land Bank's process and the specifics of the due diligence phase. The Planning Department will conduct a review alongside the survey to determine the land's developability. It was noted that any final acquisition must receive formal approval from the City Council.

Motion made by M. Carey and seconded by A. Dixon to pursue acquisition of the Reilly parcels up to \$2000 toward initial due diligence. Passed unanimously 9-0

### iii. Communications and Parcel Updates

a. Parks Division Report: E. Hipple provides an update on the Stroudwater Bridge project to connect Unum trails with Fore River Preserve trails.

b. Parks Commission Report- R. Foster provides an update on Party in the Park plans. Location Payson Park, Date June 16th.

### iv. Commissioner requests for Agenda Items

- Communication with the Sustainability committee
- Davis Pines letter of intent
- Promotion brochure for Land Bank
- Hope Ave
- Add parcel updates as an item under the communications & parcels item
- Field Trip planning

IV. Adjournment: 6.25 pm