



Commission Members: Chair Patrizia Bailey, Kara Wooldrik, Simon Rucker, 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
December 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: 10/09/2019 & 11/13/2019
- ii. New Business
 - a. Priority Parcels Discussion - *30 min.*
 - b. 2020 Budget - *vote to accept the proposed budget for the 2020 calendar year - 15 mins.*
 - c. Parcel Scorecard Draft - *Kara 10 min*
- iii. Communications/Updates
 - a. Community Engagement Fund Update - *Ethan 5 min*
 - b. Verizon Pines - *Jon 5 min.*
 - c. Secretary Report - *Simon 5 min*
 - d. Treasurer Report - *Andrew 5 min.*
 - e. Outreach Committee Report - *Simon & Andrew 5 min.*
 - f. Parks Commission Report - *Jon 5 min.*
 - g. Parks Report - *Ethan 5 min.*

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: Chair Patrizia Bailey, Vice Chair Steve Morgenstein, Kara Wooldrik, Jon Kachmar, Simon Rucker and Andrew Butcher. City Staff: Ethan Hipple and Alli Carroll

**City of Portland
Land Bank Commission Minutes
October 9, 2019, 5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers**

I. Citizen Comment Period

No citizens are present at this time to make public comment.

II. Agenda Items

i. Acceptance of Meeting Minutes: September 11, 2019

Simon motioned to accept the meeting minutes of September 11, 2019. Steve seconded. All in favor.

ii. New Business

The Commission discussed the potential of pursuing the GPCOG Brownfields Program to obtain reimbursements for future environment assessments when working towards acquiring priority parcels. Applications can be processed with Nelle Hanig of Economic Development.

Pat asked how the boundary redrawing of the paper streets was doing. Ethan confirmed that the Assessors office was still working on them.

Pat asked about the TAPC parcels from this year. Ethan said he was just appointed to that committee so he will be more engaged in this process in the future.

iii. Old Business

Pat asked Jon to take on the Verizon Pines parcel that was on Roger Berle's plate when he was a Commissioner. He will touch base with Kara and City Arborist Jeff Tarling for more information.

Pat spoke with former Chair, Tom Jewell about working with the Land Bank Commission as a consulting real estate attorney to help negotiate transactions with priority parcels. He has some clients who may be interested in working with the Commission.

Emerald Ash Borer was found in Payson Park. This will affect trees on Land Bank properties. There are 609 inventoried ash trees in Portland. This number does not include private property trees. Emerald Ash Borer has a 100% mortality rate if a tree is infected. Jeff Tarling is working with the State on the mitigation plan.

iv. Communications/Updates

a. Secretary Report - Simon

Simon shared that he continues to keep the Land Bank's Google Drive up to date. He is working on adding extra supporting documents for future references. Pat asked to make sure maps were up to date in the drive.

b. Treasurer Report - Andrew

The only activity in the last month was that the \$3,900 to the Opportunity Crew was processed. Ethan is checking on the Maine Conservation Corps funds because the bill was sent to Finance in the past month. Finally, the 2020 budget should be on an agenda soon as the new calendar year is quickly approaching.

c. Outreach Subcommittee Report

The Community Engagement Fund documents and applications are being edited by Alli to ensure cohesiveness.

d. Parks Update

Ethan invited the Commission to the Baxter Trail ribbon cutting on October 25th, 2019 at 1:00PM.

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1 | Land Bank Commission
landbank@portlandmaine.gov



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.

Exhibit C - Current Land Bank Commission High Priority Parcels

HCP-1 Glickman, GDI

HCP-4 Jewell Falls Area

HCP-9 Brackett St Lots at Indian Trail, Peaks

HCP-10 Presumpscot River Corridor

HCP-11 Riverton Trolley Park Parcels

HCP-12 Verizon/Fairpoint Pines

HCP-13 Redlon Road Parcels

HCP-14 Union Water & Power Land

HCP-15 Stroudwater River Corridor

HP-3 ACE Griffin's Cove, Cliff Island

HP-4 Kensington St Parcel

HP-6 RPZ 1601-1660 Congress Street

HP-7 Waynflete School Property

HP-8 Hall School Wooded Area

HP-9 MTA Land Holm Ave

HP-10 PTC Land Holm Ave

HP-11 410 Auburn St

HP-12 1831 Washington Ave

HP-13 Rocky Hill

HP-15 Land West of Murray St

HP-16 CMP-PTC Property

HP-19 Inter-urban Line

HP-21 Fore River Corridor on Yellowbird Ln

HP-24 Salem St Parcels

2020 Draft Land Bank Commission Budget

<u>General Statement of Financial Position</u>		
Actual Balance: (As of Nov 2019)		406,664
Anticiated CIP allocation		77,500
Restricted gifts (parks account)		2,500
TOTAL2020		486,664
<u>2020Anticipated Expenditures</u>		
Property Acquisition (subject to change)		100,000
Aquisition related dilligence		
	Survey	10,000
	Appraisals	3,000
	Environmental Assessments	5,000
	Legal	15,000
Maintenance		20,000
	Events	
	Trails	
	Crews	
Outreach and Education		10,000
	Signage	3,000
	Print Collateral	
Community Engagement Fund		25,000
Administrative		2,000
Total		193,000

Priorities for Land Bank activities	YES	MAYBE	NO	Notes
Does the property have, or contribute to, healthy forest ecosystem?				
Does the property have, or contribute to, healthy wetlands, streams, river, ocean, aquifers or other water bodies?				
Does the property help mitigate or adapt to climate change impacts? (CO2 storage, storm impacts, tidal impacts)				
Does the property provide an opportunity to protect or improve a healthy ecosystem?				
Does the property create a connection or link between nearby Parks or Land Bank properties?				
Does protecting the property support Portland's desired sustainable land use pattern of a dense core with developed corridors and nodes?				
Does protecting the property support Portland's desire for equal access to undeveloped natural space in every neighborhood? (all residents within a X minute walk)				
Does the property provide water access for the fishing industry OR for recreation?				
Does the property provide passive recreation opportunities?				

Other considerations

Is this a time-limited opportunity?

Cost

Maintenance needs, short or long term

Are there opportunities for leveraging collaboration

Is there significant stakeholder support/opposition?

Are there other competing land uses?

Are there opportunities to achieve multiple goals of Land Bank &/or other City entities

Are there underserved areas where geography is a priority for ecological health or human wellness?

Historical significance (humans)

Geologic significance

Is there potential for urban agricultural use

So, questions for you so we can move this scorecard forward:

1. Feedback on rubric:
 - a. Any priorities missing?
 - b. Do we have the expertise for each of the listed criteria? If not, who do we need involved?
2. There are community priorities that are the domain of other commissions/departments/boards. We are not
3. How should we get public input for criteria/priorities AND for each project decision, more pro-actively?
4. What is the "lifetime" of this scorecard? 2030, like Comp Plan?



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Sally DeLuca, Director

CITY OF PORTLAND
Parks, Recreation & Facilities Department
Alex Marshall, Acting Parks Director

Memorandum

TO: Parks Commission and Land Bank Commission
FROM: Alex Marshall, Acting Parks Director, Parks, Recreation and Facilities Department
SUBJECT: Parks Division Update
DATE: December 2019

Parks Division Staffing

We have finalized the hiring of our 3rd Horticulturist, Jonatan Lorenz. He will start after the new year
Athletic Facilities Supervisor hiring is still in progress
Forestry Arborist hiring is still in progress
Project Manager hiring is still in progress

Winter Operations

During the winter our crews turn to snow. The Parks division is responsible for roughly 100 miles of sidewalk and trail plowing/sanding. These routes are displayed on our website and they include major arterials, all schools and large portions of the peninsula. When not managing snow, the parks crews are doing equipment repairs, park related projects, leaf/debris cleanups if possible, and all other duties as assigned. Our Forestry division during winter operations is tasked with the Fire stations, police station, peninsula schools, 212 Canco Road, Sports Complex and other areas of need. When not cleaning up snow the Forestry division is pruning some of the 20,000 trees in inventory and removing those that are designated for such. Horticulture is responsible for a few items during snow storms. The team will either help with City Hall, help Forestry with small lot plowing, or hop in a sidewalk plow with Parks if they are needed. When not clearing snow, Horticulture is responsible for small street tree pruning during the winter. Our Playgrounds division is responsible for clearing City Hall and few other downtown locations as well as keeping all our skating ponds and sledding hills usable for winter recreation. Once downtown clearing has been completed, the playgrounds crew either heads home to recharge or keeps trucking on the ponds/hills. And finally, our Athletic Facilities Crew is responsible for the sports fields and downtown sidewalk plowing with Portland Downtown. Once downtown has been cleared they then take their attention to any athletic facilities that need attention and will also help playgrounds with winter recreation.

Christmas Tree

This year's Christmas Tree at Monument Square was chosen from one of our beloved parks. The Norway Spruce is roughly 30 years old and came from the fence line of the Deering Oaks Baseball Field. Jeff Tarling actually planted that tree his first year on the job as a buffer to the 295 project. We had been eyeing this tree for removal anyway as it had grown so large that it was creating a problem with the fence and safety of the players as well as it was a known safe haven for the homeless and drug use. It is an absolutely fabulous tree.



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Sally DeLuca, Director

CITY OF PORTLAND
Parks, Recreation & Facilities Department
Alex Marshall, Acting Parks Director

CIP

We are currently waiting on the City Manager to present the CIP to the City Council. Updates soon to follow

Deering Oaks Pond

The pond is fully drained and all water features are stored away for the winter. By the time this meeting occurs the pond base should be scraped of all vegetation debris and leaves for us to fill and let freeze for winter skating.

Park Projects Update

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

- 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 Spring of 2020 after Thames Street construction complete. Improvements include seating areas, trees, shrubs and perennials, and re-routed path along water's edge.
- Western Prom Master Plan still near completion after a few meetings to refine and adjust some pieces. We will be meeting with the City Manager this month and hope to review with Parks Commission and Historic Preservation Board in January.
- Riverton School Playground in progress. A Spring installation on this is still in site. Working with the Parks Conservancy to write a few grants to close the gap.
- Dougherty Field Playground and Soccer Field: on hold until we fill the Project Manager position.
- Park Walkway improvements: on hold until we fill the Project Manager position
- Lyman Moore/Riverton/Eastern Prom Tennis Court Resurfacing will be going out to bid this winter for a Spring completion
- Park Welcome/Rule Signs: second round of signs will be ordered this winter for a continuation of installation in the spring.