



**Commission Members:** Chair Pat Bailey, Vice Chair Steve Morgenstein, Andrew Butcher, Jennifer Fox, Jon Kachmar, Kara Wooldrik, Simon Rucker, and Mayor Kate Snyder

**City of Portland**  
**Land Bank Commission Agenda**  
**September 15, 2020**

**11:30 AM**

**On Tuesday, September 15, 2020, at 11:30 am, the Portland Land Bank Commission will conduct a virtual meeting using emergency legislation approved by LD 2167; 1 M.R.S. §403-A, that authorizes cities and towns to conduct meetings online. This meeting will be conducted remotely using Zoom.**

**Allow your computer to install the free Zoom app to get the best meeting experience. We hope to be able to offer other live-stream methods in the future. If you are not able to attend live, we will be posting a recording of the meeting once it has concluded.**

**Please click the link below to join the webinar:**

**<https://zoom.us/j/96886489329>**

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**Webinar ID: 968 8648 9329**

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- I. Citizen Comment Period
- II. Agenda Items
  - i. Acceptance of Meeting Minutes: August 3, 2020
  - ii. Communications/Updates
    - a. Secretary Report
    - b. Treasurer Report

*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.*



- c. Parks Commission Report
  - d. Parks Division Report
- iii. High Priority Parcels
  - a. Redlon Woods
  - b. Jewell Falls
  - c. PATHS Adjacent Property: 349-D-6
  - d. Rand Road - *The Commission may go into executive session pursuant to 1 M.R.S. 405(6)(C) and (E) to discuss real estate negotiations and the City's legal rights and duties.*
- iv. Discuss Meeting Time Change

*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, Kara Wooldrik, Simon Rucker, Jon Kachmar, Jennifer Fox, and Andrew Butcher. City Staff: Doug Roncarati, Michael Goldman, and Alex Marshall.

**City of Portland**  
**Land Bank Commission Minutes**  
**August 3, 2020, 11:30 AM**

**On Monday, August 3, 2020, at 11:30 am, the Portland Land Bank Commission conducted a virtual meeting using emergency legislation approved by LD 2167; 1 M.R.S. §403A, that authorizes cities and towns to conduct meetings online. This meeting was conducted remotely using Zoom.**

**I. Citizen Comment Period**

George R. expressed concerns about issues logging into zoom meetings as a member of the public. He also stated that he does not agree that open space is needed in this area and believes a housing development would be a better use of the parcel.

The commission discussed that it is inappropriate and not in line with City Council rules for any meeting participant to reference a commissioner's personal information and reminded participants that these meetings are recorded.

Michael also confirmed that the meeting protocols have been in alignment with the applicable virtual meeting requirements and the entirety of each meeting is broadcast to the public.

**II. Agenda Items**

**i. Acceptance of Meeting Minutes**

Kara motioned to accept the meeting minutes of July. Simon seconded. Andrew abstained. Motion passed with five in favor.

**ii. New Business**

**a. Rand Road -- *Vote to recommend Rand Rd acquisition to City Council***

The owners of the Rand Rd property have agreed to the generic terms of the purchase and sale contract. Pat asked for comments and concerns from the commissioners regarding the acquisition of the parcel before holding the vote to move forward.

Kara reiterated that there is no housing potential on this land. The parcel is mostly under a wetland/protected designation and the remainder is also undevelopable due to slope, power lines, etc. She also suggested we emphasize a need for a more robust way to access this green space from the Sagamore Village neighborhood.

Pat shared that Greg Mitchell surveyed other departments within the city and they were very supportive of adding this parcel to the land bank. One department mentioned building a parking area, but this would not align with the commission's goal of maintaining this parcel as open space. The seller is not in favor of building a parking area.

Pat recommended that the commission ascertain whether the seller is comfortable with the protections provided by the land bank as outlined in the ordinance or if they would require adding a restriction to the contracts.

Andrew requested clarification as to whether there are additional financial implications associated with the acquisition. Pat shared that a survey and appraisal are two potential costs that may be required, and she requested that, in the future, all costs that may be incurred by the commission be presented and approved beforehand.

Jon motioned for the Land Bank Commission to recommend that the City Council approve the proposed purchase and sale agreement for the Rand Rd property. Simon seconded. The motion passed unanimously.



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**Parks, Recreation & Facilities Department**  
**Ethan Hipple, Acting Director**

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**Alex Marshall, Parks Director**

**Memorandum**

**TO:** Parks Commission and Land Bank Commission  
**FROM:** Alex Marshall, Parks Director, Parks, Recreation and Facilities Department  
**SUBJECT:** Parks Division Update  
**DATE:** September 2020

**Parks Division Staffing**

We are currently in a hiring freeze city wide. Openings in our division include:

- Arborist II
- Athletic Facilities Supervisor
- Parks Maintenance Supervisor

Due to Budget cuts we had to eliminate the following positions for FY21

- Parks Operations Coordinator
- Parks Foreman
- 4 Parks Maintenance Workers
- 1 Athletic Facilities Maintenance Worker

We did get approval to hire a new Lead Park Ranger. Tim Stephenson started last week in this role.

We are in the hiring process for the Ice Arena Manager position

Parks and Forestry Seasonals are also posted for fall watering and cleanup work

**Dogs on Leash Order**

In May the City Council adopted an order stating all dogs must be on leash in all areas of the city except the two dog parks at Quarry Run and Valley Street. This was extended until September 9th per the July 13th council order 10-20/21.

**Re-Opening Timeline**

**April**

- April 25: Farmer's Market reopened

**May**

- May 5: Riverside Golf Course reopened
- May 15: Tennis and Pickleball Courts reopen
- May 15: Portland Rowing Club moves singles and doubles to East End Beach for club use
- May 15: Back Cove Trail parking areas reopen

**June**

- June 15: Basketball and Volleyball Courts reopened
- June 15: Athletic Fields reopened



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- June 15: Playgrounds reopened

**July**

- July 1: Kiwanis Pool reopened
- July 1: Riverton Pool reopened for lap swim and Summer Day Camp use. Reiche pool stays closed for summer.
- July 6: Summer Day Camp starts, with strict hygiene standards and multiple sites limited to 50 each.

**September**

- Sept 1: Troubh Ice Arena reopened

**Reopening Dates TBD:**

- Community Center programming
- Senior Adult Programming
- Venues (Expo, Merrill, Ocean Gateway, etc...)

**FY21 Budget**

Due to delays caused by the pandemic, the FY21 Budget was postponed for a couple months. The City Manager's budget was proposed to the finance committee and will be voted on the night before this meeting. If approved by the Finance Committee it will be sent to the full City Council for review and approval mid September. If approved, the proposed changes are effective on September 30th.

**Western Promenade Improvements**

Vista clearing continues in designated locations that align with the master plan. The paved Serpentine Trail from Valley Street is also seeing improvements. Trail widening and installation of guardrails are making it safer for parks staff to remove snow in the winter and provide a clear passage for Hospital workers to get to and from the new parking garage.

**Park Projects Update**

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

- Amethyst Lot Park Conversion: The park is complete! Small touch up work remaining for city staff
- Riverton School Playground: This project broke ground on August 10th and is well on its way to completion before school starts September 14th. Most equipment and walkway paving is complete and turf installation is beginning. Wood Chips and final equipment install to begin next week. Final plantings and boulder placement following that.
- Dougherty Field Playground: The RFP is going out this week for design and supply of playground equipment. The site work and installation will be a separate RFP to be finalized this fall/winter for a spring/summer installation
- Park Walkway improvements: Eastern Prom walkway improvements have been unanimously approved by Historic Preservation. Deering Oaks is next up for a combined RFP to be executed in



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the Spring/Summer of 2021.

- Lyman Moore Tennis/Eastern Prom Bball & Tennis/Payson Park Bball & Tennis Court Resurfacing has been completed. All courts are now being finished with pickleball lines.
- Futsal Court at Fox Field: RFP is going out shortly
- Longfellow School Climber: Installed
- Quarry Run Dog Park: Parks and Forestry Crews spent a great deal of time improving trails and visibility at the Quarry Run Dog Park. An incredible improvement to the heavily used park.
- Baxter Woods Improvements: Relocation of the fence perimeter trail and renovation of the outdoor classroom space is in progress. Resurfacing the main carriage path is next on the list.