



Commission Members: Chair Patrizia Bailey, Kara Wooldrik, Simon Rucker, Meri Lowry, William Mann, Roger Berle, Steve Morgenstein, Andrew Butcher and Councilor Justin Costa.

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

Land Bank Commission Agenda

November 8, 2018

5:00 PM

**Portland, Maine City Hall
389 Congress Street, Room 24**

I. Citizen Comment Period

II. Agenda Items

i. Acceptance of Meeting Minutes: DATE

- a. Acceptance of Meeting Minutes: October 11, 2018

ii. New Business

- a. Secretary Report
- b. Treasurer Report
- c. Outreach Committee Report

iii. Old Business

NOTE: Executive Session - Pursuant to 1 M.R.S.A. 405(6)(C), the Commission may go into executive session to discuss negotiations for possible purchase of real estate listed below and provide direction to staff.

- a. Update on Oat Nuts Park
- b. Update on Redlon Woods
- c. Update on Forest Ave. Parcel by Riverton Elementary School
- d. Update on Holbrook Street Tax-Acquired Property, 335-E-11
- e. Update on Paper Streets - Ethan
- f. Update on TAPC List

iv. Communications/Updates

- a. Parks Commission Report – Meri
- b. Parks Update - Ethan

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, Meri Lowry, William Mann, Steve Morgenstein, Andrew Butcher. City Staff: Doug Roncarati, Ethan Hipple and Alli Carroll

Land Bank Commission Agenda

October 11, 2018

5:00 PM

Portland, Maine City Hall
389 Congress Street, Room 24

I. Citizen Comment Period

There are no citizens present to comment at this time.

II. Agenda Items

i. Acceptance of Meeting Minutes: September 13, 2018

Meri moved to accept the meeting minutes of September 13th, 2018. Steve seconded. Simon abstained. Four in favor. Motion passed.

ii. New Business

a. Discussion of Co-Chair

The Commission discussed what they had done in the past regarding Co-Chair. Staff shared that Vice Chair is generally what other commissions do. Pat shared her interest in changing how the Land Bank Commission runs. Andrew went through the ordinance and Chapter 2, Sec. 2-42 (g) states "Organization of commission: The commission shall annually elect a chair, a secretary and a treasurer from among its voting members". The Commission discussed Andrew as treasurer, Simon as secretary and Steve as vice chair. They also discussed their frustration with the lack of Council representation. It was suggested that a letter be created.

Meri nominated Steve as Vice Chair of the Land Bank Commission. Simon seconded. All in favor. Passed unanimously.

Kara nominated Andrew as Treasurer of the Land Bank Commission, Steve seconded. All in favor. Passed unanimously.

Bill nominated Simon as Secretary of the Land Bank Commission. Andrew seconded. All in favor. Passed unanimously.

Pat would like more of a presence in the community. Ethan said that the Land Bank Commission has spending authority of a certain percentage on maintenance of the Land Bank properties. An outreach idea is to put a sign at the entrance of Land Bank properties. The Commission contemplated the idea of a logo. Ethan shared that on all park signs, they put the City seal so that nothing goes out of date. Bill shared his experience with two municipalities and agreed with the simplicity of that. A discussion was had of having a presence at the Green Space Gathering and other festivals. Andrew said that this is also great for a subcommittee. Pat asked who would like to be part of the subcommittee for public engagement. Andrew and Simon will staff it and Pat will periodically attend. Simon will begin by creating a Team Drive for a common set of materials for all members to access.

Andrew moved that the Outreach Subcommittee work towards communications and have a better presence in the community. Meri seconded. All in favor. Passed unanimously.

b. Invitation to Participate in 6 Integrated Water Planning Workshops

The Commission referenced the memo presented in the packet from Nancy Gallinaro

inviting the Land Bank Commission. They are asking for one member from Land Bank Commission to join. Ethan will be attending as representation for the Parks, Recreation & Facilities Department, Kara will be representing Portland Trails, and Doug will be for Presumpscot River Preservation. Simon said he is interested but he has conflicts for some of the scheduled meetings. He suggested to be an alternate. Andrew cannot make the first meeting, however, he will be present at future meetings. He will email the consultant Betsy Frederick of Kleinfelder about attending in the future. Kara and Doug will share the details of the first meeting.

iii. Old Business

a. Update on Redlon Woods

The City approved the donation of the lot but it has to be surveyed. The Land Bank Commission will include the amount of taxes in the final amount.

b. Update on Oat Nuts Park

The City approved the purchase and Land Bank designation and a survey needs to be done.

c. Forest Ave. Parcel abutting Riverton Elementary School

The property owner continues to want to negotiate price. The City is staying firm in their original offer.

d. Holbrook Street Tax-Acquired Property, 335-E-11

The City is concerned about the initial environmental report so they are getting a second report.

e. Paper Streets

Assessors are still drawing the new parcels. They are hoping to bring this to City Council in November.

f. TAPC List Update

Reviewing this list will be done in a subcommittee staffed by Pat, Kara, and Doug.

iv. Communications/Updates

a. Parks Commission Report

Alli shared an overview of the last Parks Commission meeting. The main discussion was regarding the Preble Street Resource Center closing early. Surrounding neighborhoods and parks are concerned of effects this will have on the community.

b. Parks Update

Ethan spoke about the instagram scavenger hunt. The next one will occur the week of November 2nd for tickets to a show at Merrill Auditorium.