

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW J. ZARRO (4)

MARK N. DION (5)
APRIL FOURNIER (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR. (A/L)

REMOTE CITY COUNCIL MEETING - JANUARY 20, 2021

The Portland City Council will hold a City Council Meeting remotely using Zoom. The Honorable Kate Snyder, Mayor, will preside.

ZOOM INFORMATION:

The Portland City Council will hold a meeting on Wednesday, January 20, 2021 at 5:30 PM. This meeting will take place remotely using Zoom. Virtual meetings are allowed using emergency legislation approved by LD 2167; 1 M.R.S. §403A, that authorizes cities and towns to conduct meetings online.

Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be uploaded to portlandmaine.gov/livestream the next day.

For public comment, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89636594649?pwd=YlY5UHMzSGdJbkx1ZmRiekg4eXptdz09>

Passcode: 552908

Or iPhone one-tap :

US: +13017158592,,89636594649#,,, *552908# or
+13126266799,,89636594649#,,, *552908#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1
346 248 7799 or +1 669 900 6833

Webinar ID: 896 3659 4649

Passcode: 552908

International numbers available: <https://us02web.zoom.us/j/89636594649>

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

SPECIAL MEETING:

Special Meeting of the Corporator of the Portland Fish Exchange

Pursuant to the Bylaws of the Portland Fish Exchange, the Portland City Council, as Corporator of the Portland Fish Exchange, shall hold a Special Meeting in order to make appointments to the Board of Directors.

Order 154-20/21 Appointing Directors to the Board of the Portland Fish Exchange - Sponsored by the Nominating Committee, Councilor Pious Ali, Chair

The Nominating Committee met on January 5, 2021 and voted 4-0 to send this slate of directors to the City Council for approval.

This order appoints the following people to the Board of Directors of the Portland Fish Exchange:

Nick Alfiero - Class B Director, Term expires on 10/31/2022

Tom Valleau - Class C Director, Term expires on 10/31/2022

Five affirmative votes are required for passage after public comment.

Special Meeting of the Corporator of the Portland Development Corporation

Pursuant to the Bylaws of the Portland Development Corporation (PDC), the Portland City Council, as Corporator of the Portland Development Corporation, shall hold a Special Meeting in order to make appointments to the Board of Directors.

Order 155-20/21 Appointing Directors to the Board of the Portland Development Corporation - Sponsored by the Nominating Committee, Councilor Pious Ali, Chair

The Nominating Committee met on January 5, 2021 and voted 4-0 to send this slate of directors to the City Council for approval.

Jeffery Hicklin, Portland Development Corporation, Term to Expire 09/30/2023

Kierston Van Soest, Portland Development Corporation, Term to Expire 09/30/2023

Five affirmative votes are required for passage after public comment.

Special Meeting of the Corporator of Creative Portland Corporation

Pursuant to the Bylaws of Creative Portland Corporation (CPC), the Portland City Council, as Corporator of the CPC, shall hold a Special Meeting in order to make appointments to the Board of Directors.

Order 156-20/21 Appointing Directors to the Board of Creative Portland Corporation - Sponsored by the Nominating Committee, Councilor Pious Ali, Chair

The Nominating Committee met on January 5, 2021 and voted 4-0 to send this slate of directors to the City Council for approval.

This Order would appoint the following to the Board of Directors for Creative Portland Corporation:

Kate Anker, Creative Portland Board, Term to Expire 11/30/2023

Lisa Bloss, Creative Portland Board, Term to Expire 11/30/2023

Herb Ivy, Creative Portland Board, Term to Expire 11/30/2023

Daniel Minter, Creative Portland Board, Term to Expire 11/30/2023

Kirstie L. Archambault, Creative Portland Board, Term to Expire 11/30/2022 (filling the remainder of the term of a board member who resigned)

Five affirmative votes are required for passage after public comment.

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Approval of the Draft January 4, 2021 City Council Meeting Minutes

PROCLAMATIONS:

Proc 7-20/21 Recognizing January 20, 2021 as Inauguration Day - Sponsored by Kate Snyder, Mayor

APPOINTMENTS:

**Order 157-20/21 Appointing Members to Various Boards and Commissions -
Sponsored by the Nominating Committee, Councilor Pious Ali, Chair**

The Nominating Committee met on January 5, 2021 and January 12, 2021 and voted 4-0 to send this slate of appointments to the City Council for approval:

Steve Morgenstein, Land Bank Commission, Term to Expire 06/30/2023
Baxter Miatke, Land Bank Commission, Term to Expire 06/30/2023

John Whipple, Portland Public Art Committee, Term to Expire 06/30/2023
Ryan Adams, Portland Public Art Committee, Term to Expire 06/30/2023
Meredith Wiemer, Portland Public Art Committee, Term to Expire 06/30/2023

Barbara Brewer, Board of Assessment Review, Term to Expire 09/30/2023

Donna Katsiaficas, Board of Appeals, Term to Expire 12/31/2023
Ben McCall, Board of Appeals, Term to Expire 12/31/2023
Daniel Black, Board of Appeals, Term to Expire 12/31/2023

Shirley Peterson, Portland Housing Authority, Term to Expire 06/30/2025
Luisa Deprez, Portland Housing Authority, Term to Expire 06/30/2025

Hilary Bassett, Portland Historic Preservation, Term to Expire 11/30/2023
Robert Whitten, Portland Historic Preservation, Term to Expire 11/30/2023

Zach Anchors, Parks Commission, Term to Expire 06/30/2023
Michael Mertaugh, Parks Commission, Term to Expire 06/30/2023
Shaylyn MacKinnon, Parks Commission, Term to Expire 06/30/2023
Maya Lena, Parks Commission, Term to Expire 06/30/2023

Five affirmative votes are required for passage after public comment.

COMMUNICATIONS:

Com 20-20/21 A communication on the formalization of a Public Works program to reduce sediments and pollutants introduced to City infrastructure - Sponsored by Jon P. Jennings, City Manager

Public Works' Water Resources division routinely works with contractors to reduce the sediments and pollutants introduced to public infrastructure and natural resources through a process known as "dewatering" - the removal of water from soil or solid material over the course of construction work.

Public Works is in the process of formalizing a Dewatering Program, which includes:

1. Application of the existing sewer fee structure for discharges to the sanitary sewer from construction sites;
2. An application and approval process for the management of dewatering discharges;
3. Water quality testing requirements, as necessary.

As required by Portland City Code Section 12-105(b), two public hearings on the program were held (November 4, 2020 and January 12, 2021).

The new program rules will take effect February 1, 2021. Chapter 24, Section 3 of City Code requires that they are presented as a Communication to the Council prior to them taking effect.

As a Communication this item requires no public comment or formal Council action.

Com 21-20/21 A communication from the City Manager regarding an update to the City's interpretation and implementation of the voter-approved Rent Control Ordinance - Sponsored by Jon P. Jennings, City Manager

This Communication clarifies that the Rent Control Ordinance, approved by voters in November 2020, applies to short-term rental units. FAQs on the City website have been updated to provide additional clarification to these landlords.

In addition, new administration processes are expected to be in place February to collect newly required info from all Portland landlords.

As a Communication this item requires no public comment or formal Council action.

Com 22-20/21 A communication from the City Manager on a funding plan for a Homeless Services Center - Sponsored by Jon P. Jennings, City Manager

At the February 3, 2020 Council meeting, the City Manager advised the City Council that the next steps in establishing a Homeless Services Center (HSC) included providing the City Council a funding plan. This Communication describes the City's plan to pursue a partnership with a private entity to fund the construction of the Center.

City staff have been exploring various development and funding approaches to support the project, including Federal and State Grant funding, along with options to involve the private sector. Given the lack of Federal and State support, staff recommends the engagement of private sector partners to handle all portions of the project leading up to City occupancy. The private sector partner(s) would then lease the HSC to the City of Portland as they recoup their costs.

Staff have prepared a Request for Qualifications and Proposals (RFQ/P) to engage interested private sector partners. Staff intends to issue the RFQ/P later this month. Depending upon the project approach, the HSC could be ready for City occupancy within 24 months.

Once proposals are received, staff will bring this to the Housing & Economic Development Committee for its recommendation to the City Council on whom to negotiate for development of the HSC.

As a Communication this item requires no public comment or formal Council action.

Com 23-20/21 Communication regarding the Charter Commission election and upcoming workshop - Sponsored by Kate Snyder, Mayor

This Communication is intended to inform the public about an upcoming Council Workshop (February 3, 2021) on elections to the Charter Commission.

At this workshop, the City Clerk will give an overview of the Charter Commission election and how the ballot will be structured.

As a Communication this item requires no public comment or formal Council action.

UNFINISHED BUSINESS:

Order 145-20/21 Accepting and Appropriating \$10,000 Grant from Catholic Charities of Maine - Sponsored by Jon P. Jennings, City Manager

The Housing & Economic Development Department is requesting that the City Council accept and appropriate a \$10,000 grant from Catholic Charities of Maine for use in enhancing access to entrepreneurship options for limited English proficient and immigrant populations through training and customized technical assistance. Per federal grant guidelines, the eligible populations of the funding source are Refugees and other Office of Refugee Resettlement eligible populations.

The Immigrant Entrepreneur Technical Assistance Continuum Project will support immigrant-owned or -operated start-ups with key technical assistance, seed funding, and resource sharing to ensure the longevity of their business in Portland.

The Immigrant Entrepreneur Technical Assistance Continuum Project will be comprised of two program components: 1) How to Start a Business in the United States, and 2) Hungry for Success: A Community Building Initiative.

This item must be read on two separate days. It received its first reading on December 21, 2020. At the January 4, 2021 meeting it was postponed to January 20, 2021, vote 7-0 (Chong recused, Fournier absent). Five affirmative votes are required for passage after public comment.

Order 153-20/21 Approving "Modification Two" of the Agreement between the Maine Department of Transportation and the City of Portland Re: Congress Street Traffic Lights - Sponsored by Jon P. Jennings, City Manager

In February 2019, the City and State agreed to implement upgrades to traffic signals on Congress Street (between Stevens Avenue and Fore River Parkway) as a "Locally Administered Project", in which the City administers the project and the State helps to fund it.

Since the agreement was signed in February 2019, costs associated with the project have increased significantly. As a result, this modified agreement represents an increase in the amount of funding provided locally and by the State (referred to as "Modification Two" in the agreement).

This item must be read on two separate days. It received its first reading on January 4, 2021. Five affirmative votes are required for passage after public comment.

ORDERS:

Order 158-20/21 Authorizing Transfers of School Funds to Other Cost Centers - Sponsored by Jon P. Jennings, City Manager

This order will allow the Portland Board of Education to transfer more than 5% of one "cost center category" to another category. Due to both unexpected costs and unexpected savings resulting from the pandemic, the transfer of amounts exceeding 5% may become necessary.

Per state statute, the Portland Public Schools (PPS) budget is approved by referendum in 11 cost center categories: Regular Instruction, Special Education, Career and Technical Education, Other Instruction, Student and Staff Support, System Administration, School Administration, Transportation, Facilities Maintenance, Debt Service, and All Other Expenditures.

State statute also limits budget transfers from one category to another in any given year to 5% of the cost center budget. Transfers under 5% may be approved by the Portland Board of Education.

The circumstances of the pandemic have led to both unexpected costs and unexpected savings. In order to be able to reallocate areas of cost savings to areas of unbudgeted expense, the Portland Public Schools may need to transfer more than 5% from one cost center category to another.

PPS is requesting that the Council extend this authority for the 2020-2021 fiscal year. According to both PPS legal counsel and Corporation Counsel, the Portland City Council may authorize the Portland Board of Education to approve such transfers.

Five affirmative votes are required for passage after public comment.

Order 159-20/21 Authorizing Annual Wage Increase for City Clerk - Sponsored by Kate Snyder, Mayor

Approval is needed to grant the City Clerk salary adjustments.

These adjustments will provide a 3% Annual Increase retroactive to April 5, 2019, as well as a second 3% Annual Increase retroactive to April 5, 2020. These increases will result in retroactive pay totaling \$7,857.68, as well as a current salary of \$105,163.50.

The City Council discussed performance evaluations of the City Clerk in an executive session on January 13, 2021. This request reflects the outcome of those evaluations. Performance evaluations were not done for either Corporation Counsel or the City Clerk during the two previous years. In addition, they did not receive annual increases, while other non-union employees (including department heads) received annual 3% increases automatically.

Five affirmative votes are required for passage after public comment.

AMENDMENTS:

Order 159A-20/21 Traffic Schedule Amendment Re: No Parking West Side of Linden Street - Sponsored by Jon P. Jennings, City Manager

In August 2020, residents of Linden Street petitioned the City to prohibit parking on the west side of the street.

The petition, which is signed by one member from at least 60% of households that front on Linden Street, was verified by the City Manager's Office on August 18, 2020.

On October 21, 2020, the Sustainability & Transportation Committee unanimously voted to recommend the request be considered by the full Council body (3-0).

The reason provided by petitioners for their request is that the narrow street is unable to safely allow for parking on both sides of the street.

Staff supports petitioners' request. Linden Street is at most 25 feet wide, and traffic travels along it in both directions. Emergency vehicle access and snow removal operations will be greatly improved if parking is permitted on just one side of the street.

This item must be read on two separate days. This is its first reading.

Order 160-20/21 Traffic Schedule Amendment Re: No Parking on the West Side of Cottage Street - Sponsored by Jon P. Jennings, City Manager

In August 2020, residents of Cottage Street petitioned the City to prohibit parking on the west side of the street.

The petition, which is signed by one member from at least 60% of households that front on Cottage Street, was verified by the City Manager's Office on August 12, 2020.

On August 26, 2020, the Sustainability & Transportation Committee unanimously voted to recommend the request be considered by the full Council body (3-0).

The reason provided by petitioners for their request is that the narrow street is unable to safely allow for parking on both sides of the street.

Staff supports petitioners' request. Cottage Street is at most 25 feet wide, and traffic travels along it in both directions. Emergency vehicle access and snow removal operations will be greatly improved if parking is permitted on just one side of the street.

This item must be read on two separate days. This is its first reading.

6:00 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

EXECUTIVE SESSION:

The City Council will go into Executive Session pursuant to 1 M.R.S. section 405(6)(E) to consult with its attorney regarding the City's legal rights and duties concerning the needle exchange program.

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

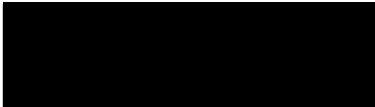
**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**ORDER APPOINTING DIRECTORS TO THE BOARD OF
THE PORTLAND FISH EXCHANGE**

ORDERED, that the City Council, acting in its capacity as Corporator of the Portland Fish Exchange, hereby appoints Nick Alfiero as a Class B Director, and Tom Valleau as a Class C Director, all of whose terms shall expire on October 31, 2022.

THOMAS VALLEAU



Kathrine Jones
City Clerk
City of Portland
389 Congress Street
Portland Maine

Dear Kathy:

I am writing to apply for reappointment to the Board of Directors of the Portland Fish Exchange, where I have had the honor of serving for many years. I am currently its president.

The Exchange was created by the Portland City Council in the mid-1980s to oversee the operation of a daily wholesale fish auction, the first of its kind in the US. Soon the Exchange was handling more than ninety percent of all of the groundfish landed in Maine and continues to do so today although Maine's groundfish fleet is greatly reduced in size, and this is reflected in a much smaller volume of business at our facility.

As the industry has changed, so must the Fish Exchange, and that is the task, a hard one, that the Board is now addressing. If it is the wish of the City Council, I would like to continue with this work.

My very best regards,

Tom Valteau

BIOGRAPHY

THOMAS VALLEAU



1970 -- 1976 Executive Director, Portland Urban Renewal Authority

1977 -- 1979 Deputy City Manager, City of Portland

1980 -- 1998 Director of Transportation and waterfront, City of Portland

1999 -- 2018 Executive Director, North Atlantic Ports Association Inc.

Bachelor of Arts, University of Colorado

Alfieri

To the City of Portland

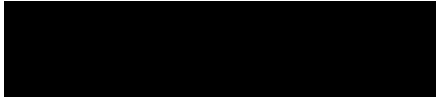
November 20,2020

I am writing this letter to be considered to remain on the board of directors of the Portland Fish Exchange. This will be my third term as a representative of the class B group (buyers,processors). I believe I have contributed positively to the to the board and would continue to do so. Thank you for your consideration. Sincerely, Nick Alfieri

Nick Alfiero

November 16, 2020

Harbor Fish Market
9 Custom House Wharf
Portland, Maine 04101



Employment

Co-owner Harbor Fish Market since 1976
Sales Manager Lever Bros., NYC 1971-1975

Skills

Involved in every aspect of the Seafood Industry in New England with an emphasis on Fish production, purchasing, sales and management.

Personally responsible for every operation in our business, including Finance, HR, advertising, Marketing, IT, Sales (retail, wholesale, internet), Purchasing, Personnel, Transportation.

Professional

A member of the original Board of Directors of the Portland Fish Exchange for 3 years 1985-1988

Personal

Married to Kathleen 45 years, son Rian
Outdoor activities, golf, biking, hiking
Car enthusiast

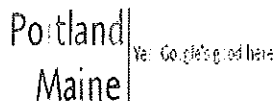
KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
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CITY OF PORTLAND
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NICHOLAS M. MAVODONES, JR (A/L)

**ORDER APPOINTING DIRECTORS TO THE BOARD OF
THE PORTLAND DEVELOPMENT CORPORATION**

ORDERED, that the City Council, acting in its capacity as Corporator of the Portland Developent Corporation, hereby appoints Jeffery Hicklin and Kierston Van Soest, to the Board of Directors of the Portland Development Corporation, both of whose terms shall expire on Septembr 30, 2023.



Katherine Jones <klj@portlandmaine.gov>

Portland Development Corporation Board Application

1 message

Jeffery Hicklin [REDACTED]
To: klj@portlandmaine.gov

Tue, Dec 1, 2020 at 9:18 AM

To whom it may concern:

I would like to submit my enclosed resume for your consideration for the board member position for the Portland Development Corporation. I am currently serving on the board and my term has expired. I first joined the board a few years ago to complete the term of another member who had resigned from their position.

It would be an honor to continue to serve on the board as I continue to work in Portland and I enjoy being a part of a committee that is driving economic development. Especially through the Covid-19 panic I have been excited to work with the board, staff, and council to roll out various emergency lending and grant programs which have been well received and supported our business community through these trying times.

Thank you and please do not hesitate to contact me if you have any questions.

Regards,

Jeffery Hicklin



Hicklin, Jeffery resume - PDC board.docx
19K

Jeffery W. Hicklin, CPA

SUMMARY

Public accounting senior manager with over 9 years of experience in U.S. GAAP accounting and financial reporting, tax planning, compliance, and consulting services. Strong technical knowledge, proven leadership abilities and excellent communication skills. Focused attention to detail to meet strict deadline requirements all while maintaining the highest levels of quality and results.

PROFESSIONAL EXPERIENCE

Marcum, LLP, Portland, ME
2012 – Present

January

Senior Manager

- Prepare time and cost budgets, plan and conduct all aspects of assigned client engagements.
- Supervise, train, and mentor a team of 5-8 accountants to ensure efficient workflow, achieve reporting deadlines, and continued professional development
- Conduct client interviews to determine needs and recommend appropriate services
- Serve as contract controller to assist multiple business clients during personnel transitions or business reorganizations
- Review tax returns, financial statements, and supporting workpapers for completeness and accuracy
- Perform data analysis, cash-flow projections, and research to assist clients with business strategy, purchases and acquisitions, litigation support, and financial planning

Mills Brother's Markets, Milford, DE
January 2012

April 2011 –

Office and Accounting Manager

- Maintained complete and accurate books and records for 3 separate entities
- Prepared and processed payroll for up to 25 employees. Converted company to electronic timekeeping system
- Assisted in the development and implementation of policies and procedures to integrate a national franchise
- Processed daily cash deposits and prepared monthly bank reconciliations

Delaware Army National Guard, Georgetown, DE
2011

April 1999 – April

Multi-channel Transmissions System Team Chief

- Supervised and trained up to 25 personnel
- Maintained over \$2 million worth of equipment and supplies
- Prepared and presented after action reviews to reinforce proper training, identify weaknesses and implement corrective actions

CERTIFICATION

CPA - Certified Public Accountant, Maine Board of Accountancy, 2014

EDUCATION

Wilmington University, Wilmington, DE
Bachelors of Science in Accounting/Finance minor, December 2011
3.78

GPA:

- Delta Epsilon Rho Honors Society

Delaware Technical & Community College, Georgetown, DE
Associate in Applied Science - Accounting, October 2010
4.0

GPA:

Jeffery W. Hicklin, CPA

- 2010 Outstanding Student of the Year - Accounting

AWARDS & ACTIVITIES

- Portland Development Corporation Board Member
 - Member American Institute of Certified Public Accountants (AICPA)
 - Taxation Committee Member - Maine Society of Certified Public Accountants
 - Presenter – 2017 Maine Tax Forum
 - Meritorious Service Medal and other military commendations
-
-

Kierston Van Soest



November 30, 2020

Appointments Committee Chairman
c/o City Clerk
389 Congress Street
Portland, Maine 04101
klj@portlandmaine.gov

To Whom It May Concern:

Enclosed please find my resume for a vacant role on the Portland Development Corporation. After being a resident of Portland for over 18 years, I am interested in participating in the City business operations by volunteering my services and experience. I am particularly interested in areas of economic development. Portland's value and allure is, in many ways, due to its diversity of small, owner-run businesses. Encouraging further business development, including small business, is key to Portland's future. And, in these particularly hard pandemic times, economic development programs can be the lifeblood of small businesses.

I am an accountant by training and education and have spent my career in public accounting and corporate finance. Most recently, I have been in the role of CFO at L.L.Bean, where I oversee financial planning, management, corporate taxes, and treasury, among other functions. Although, my experience is more focused on large corporate business functions, in my current role, I have extensive experience associated with commercial financing and real estate. In addition, over my career, I have experience reviewing financial statements and evaluating business plans and strategy documents.

Thank you for your consideration.

A handwritten signature in black ink that reads "Kierston Van Soest".

Kierston Van Soest

KIERSTON P. VAN SOEST

CAREER EXPERIENCE

LL Bean, Inc.

July 2002 - Present

Chief Financial Officer

2018 - Present

- Leadership of Controllershship, Treasury, Corporate Procurement, Tax, Payroll, Planning and Analysis, and co-branded credit card program.
- Responsible for corporate banking relationships including commercial credit agreement
- Member of Real Estate Committee with oversight of all lease arrangements and purchase/sales of real estate
- Chair of Investment Committee overseeing investment of assets for company pension and 401(k) plan

Time Inc., New York, New York

1997-2002

Director, Financial Control and Analysis (Last Role)

- Responsible for accounting and analysis of division financials; Due diligence and integration of acquisitions; co-led corporate-wide consumer compliance review

Arthur Andersen, LLP, New York, NY, Baltimore, MD, Warsaw, PL 1988-1997

Manager (Last Role)

- Audits, due diligence, SEC filing (Initial Public Offerings and recurring filings). Diverse industry experience with concentration in media. Two year secondment to Poland office.

BOARD AND OTHER AFFILIATIONS

- United Way of Greater Portland 2018 - Present
 - Chair, Board Development & Governance Committee
- Federal Reserve Bank of Boston New England Advisory Council 2018 - Present
- Previous Director roles: Ruth's Reusable Resources, Cancer Community Center

EDUCATION AND PROFESSIONAL

- Lehigh University, Bethlehem, PA, B.S., Accounting 1988
- Certified Public Accountant, New York

PERSONAL INTERESTS

- Family, Travel, Reading, Running
-

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
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NICHOLAS M. MAVODONES, JR (A/L)

**ORDER APPOINTING DIRECTORS TO THE BOARD OF
THE CREATIVE PORTLAND CORPORATION**

ORDERED, that the City Council, acting in its capacity as Corporator of the Creative Portland Corporation, hereby appoints Kate Anker, Lisa Bloss, Herb Ivy and Daniel Minter to the Board of Directors of the Creative Portland Corporation, all with terms to expire on November 30, 2023; and

BE IT FURTHER ORDERED, that Kirstie L. Archambault is hereby appointed to the Creative Portland Board with a term to expire on November 30, 2022, for the remainder of the term of a board member who resigned.

KATE ANKER

BUSINESS OWNER / ART DIRECTOR / ENTREPRENEUR / ARTIST

EXPERIENCE

- 2011-present **Owner & Executive Director, Running With Scissors Studios.**
250 Anderson Street, Portland, ME 04101. www.rwsartstudios.com
*Owner & manager of 16,000 sq ft of creative maker space including a full wood shop, ceramics and print departments as well as computer lab, classroom, gallery
- Select, manage and advise over 70 working artists with 3 mo – 1 year studio leases
 - Created two art departments & hired 6 staff members
 - Responsible for creating business development/implementation plans and elevating artist opportunities including events, professional development & community relationships
 - Bookkeeping, financial planning and budget creation
- 2000-2020 **Owner & manager, Anker Hill LLC & 32 Wilson LLC Residential Properties.**
*Manage 3 buildings in Portland's East End with 18 units
- select, manage and support tenants -- including legal, code and leasehold issues
 - track and implement routine maintenance, repairs and improvements
 - oversee subcontractors and other professionals
 - bookkeeping and investment protection & asset management
- 1999-2004 **Owner, Mathison Bindery and Press.** South Portland, ME.
*Restoration & fine edition binding and letterpress & a creative retail line
- client acquisition, estimate preparation, bookkeeping, advertising and marketing
 - research, order, track and inventory materials and studio equipment
- 1999-2001 **Gallery employee & shipping manager. Stein Glass Gallery.** Portland, ME.
- gallery and internet sales, customer service and gallery maintenance
 - pack, track and maintain inventory
- 1997-1998 **Bindery technician.** Campbell-Logan Bindery. Minneapolis, MN.
- track, inventory, maintain and prepare books and materials
 - construct fine edition enclosures and small edition binding
- 1996-1997 **Studio & teaching assistant. St. John's University Pottery Studio.** MN.

EDUCATION

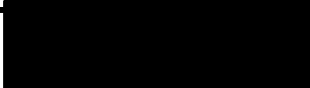
- 1996 **St. Olaf College.** Northfield, MN. Awarded **Bachelor of Arts.**
*Double Major: **Studio Arts & Asian Studies** (Japanese)
- 1995 **Kansai Gaikokugo Daigaku.** Osaka, Japan.
*Language, literature, theology, arts and culture

REFERENCES

Liz Civiello, Elizabeth Moss Gallery. Owner/curator. Falmouth, ME. [REDACTED]
Peter Bass, Random Orbit. Owner/developer. Portland, ME. [REDACTED]
Daniel Minter, Indigo Arts Alliance, founder. Portland, ME. [REDACTED]

12 November 2020

Lisa Bloss



Katherine Jones, City Clerk
City of Portland
389 Congress St
Portland ME 04101

Dear City Clerk and Committee Chairs:

As a current board member of Creative Portland, I take pride in supporting the creative economy of Portland through the organization's programs such as the Arts & Culture Summit, Hear, Here!, and First Friday Walks. Though many of these programs are on hold due to the pandemic, it is imperative that we continue to support the creative economy by providing a virtual gallery space, the artist relief fund, and other opportunities for artists to share their talents, like the recent Mask Up initiative.

I am an active board member. I consistently attend board meetings, review grant proposals, participate in subcommittees for the Arts & Culture Summit and 2 Degrees, stay up-to-date on arts events in the area, promote Creative Portland events, and contribute financial donations.

I respectfully request that my board membership at Creative Portland be renewed for a second term.

Thank you for your consideration.

Kind regards,
Lisa Bloss

Lisa Bloss



Work Experience

12.12 – Present *Senior Ethnographer, UKG (Formerly Ultimate Software)*.

Collaborate across departments to define and prioritize research. Plan, recruit, conduct, analyze and synthesize national and international studies. Share findings with everyone from designers and software developers to VPs of Product, Sales and Innovation, tailoring presentations to the audience needs and attention spans. Evangelize real user needs internally and at customer and sales events.

04.09 – 05.12 *Senior Associate, Conifer Research*.

Led all aspects – from developing research materials to analysis to managing client relationships – of national and international ethnographic research projects in a variety of industries including entertainment, healthcare, consumer goods, technology and education. Worked with clients to identify key patterns and insights that led to new business and product opportunities. Communicated findings through written reports and formal presentations.

10.06 – 04.09 *Design Research Consultant, Fit Associates*.

Conducted primary and secondary research to reveal consumer needs for a variety of clients including enterprise software, medical equipment manufacturers and entertainment providers. Listened to and incorporated client needs into all aspects of the project. Provided analysis of all findings to create product development recommendations that met both the needs of the client and the consumer.

01.06 – 10.06 *Principal User Researcher, User-Centered Design (UCD), HSBC*.

Held a short-term assignment in England to set up HSBC's first UK UCD team. Main objectives were to build and nurture relationships with key stakeholders as well as understand their needs; hire two staff members – one user experience architect and one interface designer; prioritize project work for the new team, and; work with an offshore company to evaluate how they could support the work of the UK UCD team.

05.04 – 01.06 *Manager, User Experience Architecture (UXA), HSBC*.

Managed a team of 9 user experience architects in two different locations. Estimated and resourced projects for all HSBC business units, including international projects. Worked with the Interface Design Manager to unify the Design and UXA staff into one User-Centered Design team. Set up a 5-member UCD team in Vancouver, Canada. Managed the Canadian team for 4 months while mentoring the manager-in-training. Built relationships and developed the proposal to set up the UCD team in the UK. Acted as an ambassador of UCD by presenting our practice and methodologies to all HSBC business unit partners.

07.02–05.04 *Senior User Experience Architect, HSBC (formerly Household International)*.

Conducted primary and secondary research, prepared, conducted and evaluated usability studies for a variety of financial websites and staff-facing applications. Created user flows, wireframes and site maps to express recommendations for improvements.

09.01–07.02 *New Business Development Consultant, McDonald's Corporation*.

Prepared, conducted and analyzed user- and secondary-research to understand customer and non-customer responses to two new business ventures, one eventually became RedBox. Managed relationships with product design, marketing and branding firms. Worked in nearly every capacity (research, design, financial, logistics, manual labor) as part of an international team to launch the test ventures.

Summer 2000 + Summer 2001 *Strategic Design Associate, IA Collaborative*.

Conducted, analyzed, and synthesized user- and secondary-research to develop strategic design plans for the future use of a music space and for a self-represented litigant website. Produced a complete user experience site audit to create improvements for the second version of a financial web site. Constructed wireframes and user scenarios to demonstrate user experience improvements.

Education

Master of Design – Human-Centered Design. Institute of Design–IIT, Chicago, Illinois.

Bachelor of Science, Honors in Art History. Illinois State University, Normal, Illinois.

November 19, 2020

Dear City Clerk,

I would like to renew for another 3-year term on the Board of Directors for Creative Portland, as I am about to complete my first term that expires 11/30/20. Please add my name for the nominating committee's consideration.

Thank you,


Daniel Minter

Artist Director


Kirstie Archambault



Appointments Committee Chairman
c/o City Clerk
389 Congress Street
Portland ME 04101
kli@portlandmaine.gov

12/4/2020

Dear Katherine L. Jones,

My name is Kirstie Archambault. I would like to submit a letter of interest to you in regards to the opening on Creative Portland's Board of Directors. I have been an active member of Maine's tourism industry for over five years. I would leverage this experience in the tourism and travel industry to boost Creative Portland's cultural tourism initiatives.

Currently I work as Digital Marketing Manager for Greater Portland's Destination Marketing Organization, Visit Portland. At Visit Portland I am responsible for marketing the region through their digital channels as well as any digital marketing campaigns and strategies.

Through my experience at Visit Portland I have also become close with the vision and mission of Creative Portland—to support and enhance Portland's creative economy through the arts. In 2019, I joined Creative Portland's Branding Workgroup to support the increase of visibility in artists and cultural organizations in the city. I have been an active member since.

I believe if we dovetail these two initiatives we could strengthen Creative Portland's brand and overall reach while heightening Maine's tourism economy with arts and culture initiatives. Because of my shared experience working with Creative Portland and my work in the tourism and travel industry, I believe I would make a valued addition to Creative Portland's Board of Directors.

I would love to discuss further how my unique set of skills could strengthen Creative Portland's good work. Don't hesitate to call or email me at the contact information listed above. I look forward to speaking with you soon. Thank you!

Best,

Kirstie Archambault

Kirstie L. Archambault

Kirstie Archambault

A motivated, creative professional with eight years of experience in the marketing and communications field. Equipped with a can-do attitude and proven track record of improving digital strategies.

EXPERIENCE

Visit Portland, Portland ME — Digital Marketing Manager

JUNE 2018 - PRESENT

Oversees digital marketing campaigns across Visit Portland's channels. Focuses on digital content creation and advertising, web maintenance, and e-marketing. *Prior to this role I worked in Visit Portland's Group Marketing Department bringing event business to the state of Maine since January 2016.*

AARP NH, Concord NH — Communications Specialist

FEBRUARY 2015 - DECEMBER 2015

Wrote daily articles for multiple AARP websites. Crafted press releases and media advisories for events. Managed social media platforms and managed editorial calendars.

AARP NH, Concord NH — Outreach/Communications

OCTOBER 2013 - DECEMBER 2014

Reserved venues, found speakers, and arranged logistics for events. Carried out 85 events in Greater Manchester in 2014. Coordinated and managed on-site execution of annual award ceremony for volunteers and community partners.

NH Wedding Magazine, Exeter NH — Editorial Intern

APRIL 2012 - SEPTEMBER 2012

Wrote Expert Advice and Saavy Bride columns weekly. Created newsletters for magazine subscribers featuring upcoming events. Data entry and maintenance of subscriber and email lists.

EDUCATION

Northern Vermont University, Lyndon Vt — Journalism and Creative Writing

AUGUST 2009 - MAY 2013

Minors: Anthropology and Sociology | GPA: 3.6, Cum Laude

VOLUNTEERING

Umbrella Inc., Saint Johnsbury Vt — Event Manager

Arranged and collected in-kind donations. Provided day to day office support with bulk mailings, data entry, and meeting attendance/ note taking. Managed annual Mother's Day Fun Run, created promotional materials, and increased attendance by 23%

SKILLS

Digital Marketing

Search Engine Optimization

Social media strategy

Copywriting and editing

Video Production

Email marketing

Event planning

PROGRAMS

Microsoft Office

Adobe InDesign

Mac/Pc Operating Systems

Wordpress

AWARDS

Senior Writing Award (2013)
Demonstrated advanced and exemplary writing skills.

Arthur B. Elliott Honor Society (2013)
Leadership and devotion to a cause or interest.

Eber and Wein Poetry Publishing Contest (2014)
2nd place in national poetry contest. Published in Anthology "Under the Sea"

November 18, 2020

Dear City Clerk & Nominating Committee:

I am interested in serving on the Board of Directors for Creative Portland. I have attended several board meetings as a public citizen and I have been engaged in many of their programs including Hear Here, Creative Bus Shelters, 2020 Vision Art Exhibition, and First Friday Art Walk.

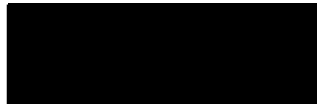
I am excited to join Creative Portland's mission to promote the creative economy through the arts. I believe that my 30 + years of experience at WBLM-WCYW-WHOM-WJBQ radio stations here in Portland, and my ability to tell stories about how the arts impact all of us will be beneficial to the organization. I am passionate about sustaining our creative community. Attached is my bio for your review.

Thank you for your consideration,

Herb Ivy



Herb Ivy



BIO

Herb Ivy has been a champion for Portland and the Portland Music Scene for over 35 years. As the Director of Content for Townsquare Media New England, Herb watches over four of the area's most popular radio stations and their companion digital properties; WBLM-WCYY-WHOM-WJBQ. Herb, aka "the Captain, has hosted the WBLM Morning Show from studios at One City Center in Portland for over 30 years. In that time, he has produced and promoted hundreds of local and national live music shows of every shape and size. In 2006 Herb co-founded the Portland Music Foundation, a 501c3 that helped support local musicians. He has been the Executive Producer of five "Greetings from Area Code 207" releases, featuring all Maine talent. Proceeds from those CD sales went to help refurbish the St Lawrence Arts Center on Munjoy Hill. Other volunteer and board work have included the Maine Academy of Modern Music, Center for Grieving Children, Boys and Girls Clubs of Southern Maine, and most recently as the Chair of the Board of the Maine Association of Broadcasters. Herb was an inductee into the Maine Association of Broadcasters Hall of Fame in 2007. He lives on Portland's West End with his wife Deb, their three children, and their yellow lab Quimby.

ZOOM INFORMATION:

The Portland City Council will hold a meeting on Monday, January 4, 2021 at 5:30 PM. This meeting will take place remotely using Zoom. Virtual meetings are allowed using emergency legislation approved by LD 2167; 1 M.R.S. §403A, that authorizes cities and towns to conduct meetings online.

Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be uploaded to portlandmaine.gov/livestream the next day. For public comment, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82953843056?pwd=Ylo0cmJ2UktDbUpZNkxCWTZldmsrZz09>

Passcode: 133508

Or iPhone one-tap :

US: +13126266799,,82953843056#,,, *133508# or
+19292056099,,82953843056#,,, *133508#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or
+1 669 900 6833 or +1 253 215 8782

Webinar ID: 829 5384 3056

Passcode: 133508

International numbers available: <https://us02web.zoom.us/j/82953843056?pwd=Ylo0cmJ2UktDbUpZNkxCWTZldmsrZz09>

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Mayor Snyder called the meeting to order at 5:35 P.M. (Councilor Fournier absent).

ANNOUNCEMENTS:

Councilor Ray thanked Parks, Recreation and Facilities for the great work on Payson Park Hill, and to let the citizens of Portland know that it is a wonderful place to go for outdoor activities.

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Approval of the Draft December 21, 2020 City Council Meeting Minutes.

Motion was made by Councilor Thibodeau and seconded by Councilor Ray for approval of the minutes for December 21, 2020. Passage 8-0. (Fournier absent).

PROCLAMATIONS:

**Proc 6-20/21 Recognizing January 18, 2021 as Martin Luther King Jr. Day -
Sponsored by Kate Snyder, Mayor**

LICENSES:

Order 148-20/21 Granting Municipal Officers' Approval of Rwanda Bean Company LLC dba Rwanda Bean Company. Application for a Class I FSE with Indoor Entertainment at 4 Thompson's Point - Sponsored by Jon P. Jennings, City Manager

Councilor Thibodeau recused himself as his employer has worked with the applicant on this matter.

Motion was made by Councilor Ray and seconded by Councilor Mavodones for passage. Passage 7-0. (Thibodeau recused, Fournier absent).

RESOLUTIONS:

Resolve 6-20/21 Extending the Deadline for the Report from the Racial Equity Steering Committee - Sponsored by Kate Snyder, Mayor

Motion was made by Councilor Ali and seconded by Councilor Mavodones for passage. Passage 8-0. (Fournier absent)

UNFINISHED BUSINESS:

Order 145-20/21 Accepting and Appropriating \$10,000 Grant from Catholic Charities of Maine - Sponsored by Jon P. Jennings, City Manager

Councilor Chong recused himself as his employer is Catholic Charity of Maine.

Motion was made by Councilor Thibodeau and seconded by Councilor Ali to postpone Order 145 to January 20, 2020. Passage 7-0. (Chong recused, Fournier absent).

Order 146-20/21 Amendment to Portland City Code Chapter 14 Re: Senior-Focused Uses Proposed for the B-3 Downtown Business Zone - Sponsored by the Planning Board, Brandon Mazer, Chair

Motion was made by Councilor Ray and seconded by Mayor Snyder for passage. Passage 8-0. (Fournier absent).

Order 147-20/21 Amendment to the Zoning Map Re: B-2 to I-M Zone at 7 Rand Road - Sponsored by the Planning Board, Brandon Mazer, Chair

Motion was made by Councilor Ray and seconded by Councilor Ali for passage. Passage 8-0. (Fournier absent).

ORDERS:

Order 149-20/21 Granting a Thames Street Extension Easement to the Portland Water District - Sponsored by Jon P. Jennings, City Manager

Motion was made by Councilor Ray and seconded by Councilor Ali for passage. Passage 8-0 (Fournier absent).

Order 150-20/21 Granting a Back Cove South Storage Facility Easement to Central Maine Power – Sponsored by Jon P. Jennings, City Manager

Motion was made by Councilor Ray and seconded by Councilor Chong for passage. Passage 8-0 (Fournier absent).

Order 151-20/21 Approving the Agreement between the Maine Department of Transportation and the City of Portland Re: Rand Road - Sponsored by Jon P. Jennings, City Manager

Motion was made by Mayor Snyder and seconded by Councilor Ray for passage. Passage 8-0.

Order 152-20/21 Extending the Emergency Proclamation to May 10, 2021 - Sponsored by Kate Snyder, Mayor

Motion was made by Councilor Thibodeau and seconded by Councilor Ray for passage. Passage 8-0. (Fournier absent)

Order 153-20/21 Approving "Modification Two" of the Agreement between the Maine Department of Transportation and the City of Portland Re: Congress Street Traffic Lights - Sponsored by Jon P. Jennings, City Manager

This is a first reading.

Motion was made by Councilor Mavodones and seconded by Councilor Ali to adjourn. Passage 8-0 (Fournier absent), at 7:02 P.M.

A TRUE RECORD

Katherine Jones, City Clerk

6:00 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

**PROCLAMATION
RECOGNIZING
JANUARY 20, 2021 AS INAUGURATION DAY**

WHEREAS, on January 20th, 2021 we recognize and celebrate the results of the 2020 Presidential Election in our democracy as we welcome the 46th President of the United States of America; and

WHEREAS, Inauguration Day marks the commencement of a new four-year term of office of newly-elected Joseph R. Biden; and

WHEREAS, since 1937, Inauguration Day has been celebrated on January 20th, the first day of a new presidential term, with the exception of when it has fallen on a Sunday; and

WHEREAS, on Inauguration Day, the newly-elected President will be administered the Presidential Oath of Office by the Chief Justice of the United States Supreme Court; and

WHEREAS, nothing has hindered this day's solemn ceremonies for generations, we trust nothing will hinder it today;

THEREFORE, BE IT RESOLVED, I, Kathleen M. Snyder, Mayor of the City of Portland, Maine, and the members of the Portland City Council, recognize January 20th as Inauguration Day; and invite our nation to welcome Mr. Joseph R. Biden as our 46th President of the United States of America.

Signed and sealed this 20th day January of 2021.



**Kathleen M. Snyder, Mayor
City of Portland, Maine**

MEMORANDUM
City Council Agenda Item

FROM:

DATE: January 6, 2021

SUBJECT: Order 157-20/21 Appointing Members to Various Boards and Commissions -
Sponsored by the Nominating Committee, Councilor Pious Ali, Chair

SPONSOR: Nominating Committee, Councilor Pious Ali, Chair
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: (List the presenter(s), type and length of presentation)

I. SUMMARY

II. AGENDA DESCRIPTION

The Nominating Committee met on January 5, 2021 and January 12, 2021 and voted 4-0 to send this slate of appointments to the City Council for approval:

Steve Morgenstein, Land Bank Commission, Term to Expire 06/30/2023

Baxter Miatke, Land Bank Commission, Term to Expire 06/30/2023

John Whipple, Portland Public Art Committee, Term to Expire 06/30/2023

Ryan Adams, Portland Public Art Committee, Term to Expire 06/30/2023

Meredith Wiemer, Portland Public Art Committee, Term to Expire 06/30/2023

Barbara Brewer, Board of Assessment Review, Term to Expire 09/30/2023

Donna Katsiaficas, Board of Appeals, Term to Expire 12/31/2023

Ben McCall, Board of Appeals, Term to Expire 12/31/2023

Daniel Black, Board of Appeals, Term to Expire 12/31/2023

Shirley Peterson, Portland Housing Authority, Term to Expire 06/30/2025

Luisa Deprez, Portland Housing Authority, Term to Expire 06/30/2025

Hilary Bassett, Portland Historic Preservation, Term to Expire 11/30/2023

Robert Whitten, Portland Historic Preservation, Term to Expire 11/30/2023

Zach Anchors, Parks Commission, Term to Expire 06/30/2023

Michael Mertaugh, Parks Commission, Term to Expire 06/30/2023

Shaylyn MacKinnon, Parks Commission, Term to Expire 06/30/2023

Maya Lena, Parks Commission, Term to Expire 06/30/2023

Five affirmative votes are required for passage after public comment.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Various Boards and Commissions Appointments 1.20.2021
2. Resumes for Various Boards 2021_Redacted

Prepared by:

Date: 1/6/2021

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

ORDER APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS

ORDERED, that the City Council hereby appoints the following individuals to the boards and commissions listed:

Steve Morgenstein, Land Bank Commission, Term to Expire 06/30/2023
Baxter Miatke, Land Bank Commission, Term to Expire 06/30/2023

John Whipple, Portland Public Art Committee, Term to Expire 06/30/2023
Ryan Adams, Portland Public Art Committee, Term to Expire 06/30/2023
Meredith Wiemer, Portland Public Art Committee, Term to Expire 06/30/2023

Barbara Brewer, Board of Assessment Review, Term to Expire 09/30/2023

Donna Katsiaficas, Board of Appeals, Term to Expire 12/31/2023
Ben McCall, Board of Appeals, Term to Expire 12/31/2023
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Shirley Peterson, Portland Housing Authority, Term to Expire 06/30/2025
Luisa Deprez, Portland Housing Authority, Term to Expire 06/30/2025

Hilary Bassett, Portland Historic Preservation, Term to Expire 11/30/2023
Robert Whitten, Portland Historic Preservation, Term to Expire 11/30/2023

Zach Anchors, Parks Commission, Term to Expire 06/30/2023
Michael Mertaugh, Parks Commission, Term to Expire 06/30/2023
Shaylyn MacKinnon, Parks Commission, Term to Expire 06/30/2023
Maya Lena, Parks Commission, Term to Expire 06/30/2023

Wish to be reappointed

1 message

steve morgenstein [REDACTED]

Fri, Nov 20, 2020 at 3:16 PM

To: klj@portlandmaine.gov

I wish to be reappointed to the land bank commission for a 3 year term. Since I have been on city commissions for many years, and not much has changed, let me know if you still need a resume.

Thanks,

Steve Morgenstein

--

Steve

STEVEN MORGENSTEIN

Education

Southern Connecticut State University- New Haven, CT 1976

- Master of Arts- Special Education

University of Connecticut- Storrs, CT 1972

- Bachelor of Arts-Political Science
- Minor- History

Relevant Coursework- 24 credit hours in Mathematics and Computer Science from The University of Southern Maine Gorham, ME

Work Experience

Hershey's Candy, Retail Sales Merchandiser 2014-2017

- Sell and service accounts at convenience stores in southern and central Maine.

Portland Public Schools, Teacher 1974-2013 Portland, ME Public Schools

• Taught a variety of courses over 39 years at the Elementary and Middle School level. The courses include self contained and resource room teacher in special education, mathematics on the elementary level and middle school level, a survey course in computer science for middle school students and computer training classes for teachers of all levels. Created and taught survey courses on general computer usage recognized for Inservice credit by the University of Southern Maine Gorham. Developed the first technology curriculum for the Portland Schools. Chosen as one of two teachers who represented Maine in computer training at the University of California, Berkeley, California. Chosen for and taught English for a month in the first teacher exchange between Shinagawa, Japan and Portland, ME.

Additional roles included:

• **Title 1 math consultant:** Supervised the delivery of mathematic instruction to elementary and middle school students. Worked with small groups of students to remediate math deficit. Developed strategies for teachers to improve their skills in the presentation of mathematic concepts.

• **Building Pupil Evaluation Team Coordinator:** Lead a team of teachers to develop an appropriate educational plan for students with special needs. Tested students to get base line data in mathematics and reading. Conducted meetings with up to 15 professional personnel and parents that met state regulations for placement and followed the rules of confidentiality. Supervised the delivery of services to students after meetings were conducted.

• **Building Technology Coordinator:** Directed the use of technology at King Middle School in Portland, a school of 550 students and 70 professional staff. Managed 1to1 computing in a building with over 600 devices. These devices include networked PC desktops on a Windows platform, MacBook laptops, and I pads. Responsibilities included: supervision of educational technicians, management of a data base with our inventory of computers, orientation for new users, trouble shooting a repair of problems, managing a wireless network, yearly reimaging of laptops to reflect software changes, introducing new software to faculty and students, maintaining accounts on the school network, and administering a self- insurance plan to cover breakage and theft.

• **Soccer and Tennis coach:** Provided instruction to middle school students in 2 sports for over 30 years. Organized and supervised practice. Worked with high school coaches to provide a feeder system for athletes moving up Portland's high school programs

LL Bean, Freeport, ME, Telephone Representative 1997-2004

• Received inbound phone calls during the holiday season. Created accurate orders for customers. Utilized paper and internet resources to convey information concerning items. Aided customers who needed assistance with concerns on previous orders.

Community Involvement

• **Little League Softball Coach-** Little League East 1987-1993

• **Soccer Coach-** Portland-Shinagawa Sports Exchange 1994- Coached a boy's soccer team that travelled to Shinagawa, Japan to compete against Japanese soccer teams.

• **Building Committee -** Ocean Avenue Elementary School Portland, ME. 2010-11 Participated in the planning of the construction of a new elementary school in Portland.

• **Parks Commission-** Portland 2007-17 Collaborate in the management of the parks and open space in the city of Portland with city officials.

• **Medicare Counselor-** Southern Maine Agency on Aging

Baxter Miatke



11/22/2020

Appointments Committee Chairman, c/o City Clerk
389 Congress Street, Portland, ME, 04101
klj@portlandmaine.gov

Dear Portland Appointments Committee,

I am very interested in joining the Portland Land Bank Commission. As an environmental engineer, an active Portland Trails member, and someone who was raised with the belief that protecting our natural resources is essential, I feel that I would be a great addition to the commission. Growing up, my dad was on an open space committee and I saw first-hand the importance of preserving open space balanced with development. As an active user of the Portland Trails systems, I have seen the great work the Land Bank Commission has done, and I want to continue that good work. My wife and I have explored much of the Portland Trails system from the Presumpscot River to the Evergreen Cemetery trails to refresh and enjoy our local trails safely this year. Now more than ever, open spaces are essential. I am an active member of both the Portland Trails and Greater Portland New England Mountain Bike Association (NEMBA) chapter and would leverage those relationships to act as a liaison to those and other public and private nonprofit agencies involved in planning, acquiring, disposing, and managing land within the Portland area.

I first became aware of the land bank commission earlier this year when I saw the sewer work being done in the Evergreen Cemetery land bank parcel. Due to some concerns that I saw, I contacted the land bank commission chair and the public works/water resources coordinator to learn more. I even met with a representative from the Maine DEP in my front yard to make sure the project would not have an adverse impact to Capisic Brook. After that experience, I have been tracking the Land Bank Commission's accomplishments this year and I am both impressed and have been inspired to join. The new wayfinding signs added on the trails this year have significantly helped people find their way around. I am most impressed with the work done on Rand Road protecting the existing trails and ecosystem in the Fore River Sanctuary area.

As a registered professional environmental engineer in the state of Maine, I can use my technical skills to assist the commission in evaluating new properties and keeping existing ones preserved. In my role as an engineer, I have become very familiar with land redevelopment and working with multiple clients and stakeholders to meet remedial cleanup regulations. I have experience consulting for government, municipal, and private clients, bringing a sense of professionalism and respect for all stakeholders involved on a project. My expertise in preparing technical reports and figures with GIS may also be of assistance to the commission in managing the existing inventory of open space resources within the city. I would be happy to utilize my skills and passion for environmental remediation and protection for the commission to strike a balance between development and conservation of open space. I look forward to bringing my passion and energy for both Portland and the environment to the Land Bank Commission. Thank you for your consideration!

Best regards,

Baxter Miatke



Professional Summary:

Mr. Miatke is an environmental engineer by training with remediation experience including Phase I/II environmental site assessments; remedial treatment system design; construction oversight, fieldwork and data collection. In this role he has become very familiar with land redevelopment and working with multiple clients to meet cleanup regulations onsite. Mr. Miatke has experience consulting for government, municipal, and private clients with a sense of professionalism and respect for all stakeholders involved. Mr. Miatke also has international community development and engineering project experience leading Engineers Without Borders chapter of Portland on a water distribution project in Ecuador for the past 3 years that included comprehensive field work, design, and project management. Mr. Miatke has earned his professional engineering licensure (P.E.) in environmental engineering in the state of Maine and Vermont.

Education:

University of Vermont, Burlington, VT

B.S. Environmental Engineering, May 2015

- Honors College, Pure Mathematics Minor

M.S. Civil & Environmental Engineering, October 2016

Employment History:

Arcadis

Staff Water Engineer

Portland, ME

May 2019- Present

- Consulted on PFAS specific treatment technology evaluations and design for water, wastewater, and soils for a variety of private, municipal, and federal clients.
- Performed, researched, and led innovative development for emerging contaminant (PFAS) treatment technologies.
- Gained international project experience and client development in Canada, Australia, and Europe.
- Managed multiple stakeholders on design projects and presented to clients for recommendations.

Wood Environment and Infrastructure

Staff Environmental Engineer

Portland, ME

May 2017- May 2019

- Managed submittal registry and provided extensive design support and field oversight for construction of a \$14 million groundwater extraction and treatment system to control migration of PFAS-impacted groundwater used for municipal water supply at an air force base. Construction oversight experience with large-scale horizontal directional drilling on airfields.
- Directly responsible for the construction oversight and operation of a million-dollar air sparge and soil vapor extraction treatment system to reduce chlorinated solvents plume for a private client. Led the operation and maintenance of system and interact directly with client on performance updates. Successful client relations resulted in additional work acting as the lead engineer for the evaluation and optimization recommendations of their industrial wastewater treatment plant.
- Provided a broad range of design and field support for \$4 million project at an active US Army research facility involving soil vapor extraction, groundwater pump and treat, indoor air monitoring, sub slab depressurization, and significant contribution to feasibility study.
- Extensive water/wastewater design support on multiple projects including sewer separation inspection services for the city of Portland.

The Johnson Company

Staff Engineer

Montpelier, VT

August 2016- December 2016

- Performed Phase I/II Environmental Site Assessments, reporting, site visits, and client interaction
- Performed fieldwork including groundwater/surface water sampling, well development, slug tests, soil stockpile inspections, and remediation activities at an active Superfund site.

Volunteer Engineering Project Experience

Engineers Without Borders Portland Maine Professional Chapter Water Storage and Distribution System: El Progreso, Ecuador

May 2017-Present

- Co-project lead for design and ongoing implementation of a water distribution system in a village of 110 residents in Ecuador.
- Extensive involvement in professional development and fundraising of chapter. Current ME/NH/VT state representative for EWB-USA.

Engineers Without Borders UVM

Aug 2011-May 2016

Greywater Treatment System for Agriculture: Venecia, Nicaragua

- Active member for 4 years, President 2013-2014, Co-President 2014-2015, Grad Advisor
- Traveled in May 2014 to Nicaragua and performed initial site assessment: water/soil sampling testing in-country, land surveys, home interviews, and community education.
- Designed, built, and tested slow sand filter prototype at UVM.

Technical Skills:

- GIS
- Microsoft Office, Excel, PowerPoint
- AutoCAD
- Google Drive, Dropbox, Sharepoint

Certifications and Honors:

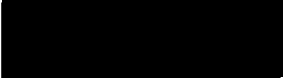
- Professional Engineering, P.E., License, ME and VT (#'s available upon request)
- OSHA 40-Hour HAZWOPER, August 2017
- Fundamentals of Engineering Exam, E.I.T Certification, April 2015

Publications and Presentations:

- "Quantifying Nutrient and Sediment Loads during Spring Runoff in the Missisquoi River Basin", Vermont EPSCoR Student Research Symposium, Burlington, VT, March 2015
- "The Importance of Seasonal Regressions for Nutrient/Sediment Loads to Establish Relationships with Land Use and Soil Properties in VT's Lake Champlain Basin", 14th Annual International Climate Prediction Applications Science Workshop (CPASW), Burlington, VT, March 2016
- Miatke, Baxter G., "A Framework For Estimating Nutrient And Sediment Loads That Leverages The Temporal Variability Embedded In Water Monitoring Data" (2016). Graduate College Dissertations and Theses. 651. <http://scholarworks.uvm.edu/graddis/651>

Organizations:

- | | |
|---|-----------------------|
| • Engineers Without Borders- UVM and Portland Maine | Fall 2011-Present |
| • Tau Beta Pi Engineering Honor Society-President | Fall 2013-Spring 2015 |
| • Chi Epsilon Civil & Environmental Engineering Honor Society | Fall 2013-Spring 2015 |
| • American Society of Civil Engineers Student Member | Fall 2012-Spring 2015 |
| • New England Water Environment Association Member | Fall 2015-Present |
| • Portland Trails Member | May 2017- Present |
| • New England Mountain Bike Association (NEMBA) Member | Fall 2018- Present |

John Whipple


December 1, 2020

Appointments Committee Chairman
c/o City Clerk
389 Congress St.
Portland, ME 04101

Re: Arts Committee

Sir/Madame:

I would like to be considered for a position on the Portland Public Arts Committee. I have watched the city develop for the last 45 years, and would like to have some small affect in how it continues to develop.

I've lived on Thomas Street since 1977 and have had offices on Fore Street, Oak Street, Congress Street, Commercial Street, and now, Pleasant Avenue. For much of this time, I walked to work, gaining an appreciation from a pedestrian's point of view for what is great about our city and what is not so great. Since Covid hit, I have ridden a bike on almost every road and path in Portland. Portland is looking up! It's a better city than ever to see from the point of view of a bicycle. Public art plays a large part in that.

For 15 years, I served as a commissioner on the Portland Housing Authority. I have had two turns as an advisor to the city for façade improvement grants and have spent enough time on various other private committees to feel that I know how to be a constructive contributor in a group situation.

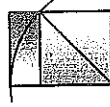
My architectural work in town includes several building renovations in the Old Port, two recently built condominiums in the East End, the repurposing of a synagogue for Portland Community Squash, and many less public medical offices and interior renovations. I have always built things: furniture, a boat, stage sets, sculptural lights, paintings. These pursuits have given me an appreciation for how things are made, how they work, the process that makes art and the way people interact with it. I support the city's published guidelines for public art and would like to encourage their application to new installations as well as the preservation of existing art.

Thank you for your consideration.

Sincerely,

John Whipple


Attached: Resume



WHIPPLE - CALLENDER ARCHITECTS

Resume

John Whipple

Education:

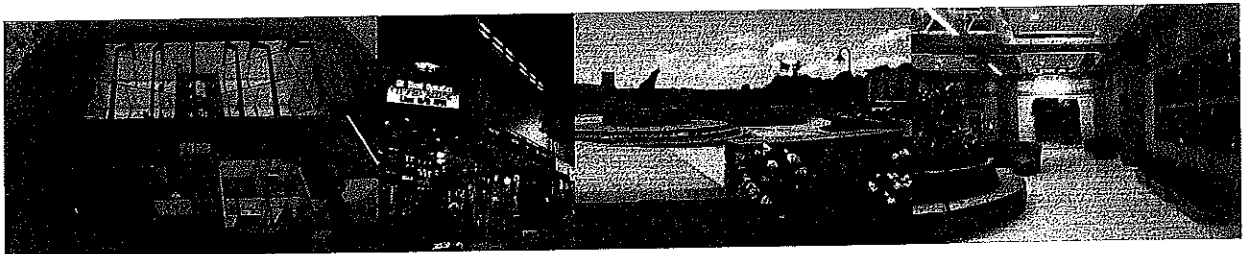
M.A., Architecture, Yale School of Architecture, 1973
Officer Commission, Army O.C.S., Fort Benning, GA 1970
First Lieutenant, Viet Nam, 1972
B.A., English, Lawrence University, 1967
High School Degree: Phillips Andover Academy, 1963

Registration:

Maine #889, issued 1977
Florida #12,303
Connecticut #11307

Community:

Portland Housing Authority Commissioner, 1976 – 1991
Portland Elementary Schools Task Force Member, 1999 – 2000
YMCA, Advisory Board Member, 2005
Portland Community Squash – architect, building committee, mentor



P.

RYAN ADAMS

Dear Appointments Committee Chairman,

I am reaching out in regard to my interest in the available position on Portland Public Art Committee. I am a self-employed artist, muralist, designer and sign painter. I was born, raised and continue to live in Portland, Maine. My professional experience tied with my distinct knowledge of this city would make me a great fit to serve on this committee.

Over the past ten years, I have been building my personal mural business by working with private businesses to create colorful murals on or within their property. A few years ago, I teamed up with three other local artists and formed Better Letter Hand Painted Signs, LLC. Through which we have created hand-lettered signage and murals for numerous businesses in Portland and throughout New England. As of 2020, my wife and I have started the Piece Together Project, in which we are painting a series of portrait murals that highlight Portland residents. On top of the Piece Together Project and Better Letter Hand Painted Signs, I continue to paint large scale murals in Portland and throughout the country.

Through my work with murals and installing colorful pieces in (new) spaces, I have personally seen the power that a publicly visible piece of art can have on a community. One of my favorite results of public art pieces is the dialogue that it can create within a community. I have witnessed people who live in the surrounding area, but have never before communicated, come together at a mural and discuss the work. There are few things in this world that can have that affect in such a positive way. It would be an honor to be able to work with the Public Art Committee to expand and advocate for more public art projects within our city.

Thank you,

Ryan

EXHIBITIONS:

- *Acoustic Resonance*
THE INSTITUTE OF CONTEMPORARY ART, Portland, ME | October 2020
- *You Can't Unsee*
SPACE GALLERY, Portland, ME | August 2020
- *Terrible Twos*
CURATION 250, Lowell, MA | November 2019
- *Maternity Leave*
GALLERY 49, Portland, ME | January 2017
- *Good Company*
VAN ZEE SIGN CO., Brooklyn, NY | March 2015
- *Situations*
GOOD LIFE, Boston, MA | February 2015
- *Some Kind of Way*
Thomas Young Gallery, Boston, MA | September 2014
- *Learn Our Rich History*
2 Point Gallery, Portland, ME | October 2011
- *Inspirations*
Nosh Kitchen Bar, Portland, ME | November 2010
- *Hot Lunch With A Pouch of Milk*
2 Point Gallery, Portland, ME | April 2010
- *We Are Not Related*
Novare Res, Portland, ME | October 2008
- *A Hip-Hop Jam For Justice*
Space Gallery, Portland, ME | August 2008
- *We Cr3ate*
NYC | February 2007

COMMISSIONED MURALS:

- CITY OF TOWSON, MD | [Exterior] Towson, Md | October 2020
- INDIGO ARTS ALLIANCE | [Exterior] Portland, ME | August 2020
- BISSELL BROS. THREE RIVERS | [Exterior] Milo, ME | July 2020
- COUNTING FROM THIRTEEN | [Exterior] Portland, ME | July 2020
- FORESIDE TAVERN | [Exterior] Falmouth, ME | May 2020
- DIRIGO COLLECTIVE | [Interior] Yarmouth, ME | April 2020
- LYMAN MOORE MIDDLE SCHOOL | [Interior] Portland, ME | March 2020
- BISSELL BROS. THREE RIVERS | [Exterior] Milo, ME | October 2019
- SAMSUNG | [Exterior] Boston, MA | May 2019
- CIC CAMBRIDGE | [Interior] Cambridge, MA | March 2019
- LYMAN MOORE MIDDLE SCHOOL | [Interior] Portland, ME | November 2018
- FLUX RESTAURANT | [Interior] Lisbon Falls, ME | July 2018
- BOSTON MURAL | collab. w/ Klughaus Gallery -- [Exterior] Allston, MA | May 2018

- MILL NO. 5 | [Interior] Lowell, MA | February 2018
- MOMENTUM BARBERSHOP | [Interior] Portland, ME | September 2017
- ARTIST AND CRAFTSMAN SUPPLY CO. | [Exterior] Portland, ME | August 2017
- GRACE RESTAURANT | [Interior] Portland, ME | May 2017
- BRGR BAR | [Interior] Portland, ME & Portsmouth, NH | December 2016
- EVO ROCK GYM | [Interior] Portland, ME | July 2016
- STANDARD GASTROPUB | [Exterior] Bridgton, ME | June 2016
- PORTLAND MURAL INITIATIVE | [Exterior] Kittery, ME | October 2015
- NOVARE RES | [Exterior] Portland, ME | Annually 2013 – 2018
- NOSH KITCHEN BAR | [Interior] Portland, ME | April 2014
- GYPSY SWEETHEARTS | [Exterior] Ogunquit, ME | September 2011
- JOE'S SMOKE SHOP | [Exterior] Portland, ME | November 2010
- BRUNO'S RESTAURANT | [Interior] Portland, ME | May 2009 & June 2012
- BINGA'S STADIUM | [Interior + Exterior] Portland, ME | September 2010

CURATION

- The Piece Together Project September 2020 - Ongoing
A series of portrait murals featuring members of the Portland community. Collaboration project with Rachel Adams .
- "Ode to Letters"(July 2015)
Letter-based group show featuring sign painters, text designers, letterpress artists and graffiti artists.
- "Greeting from Portland Mural" (August 2011)
 - Large-scale mural consisting of 30+ muralists.
- Stephen King Tribute (June 2010)
 - Large-scale tribute to Stephen King mural involving over 20 muralists.
- "A Hip-Hop Jam for Justice" (September 2008)
 - A benefit show for refugee camps in Darfur region of Sudan. Included visual and performing artists.

MEREDITH WIEMER

11/17/2020

Dear Appointments Committee Chairman,

When I moved to the Portland area this year, I began navigating the challenges of introducing myself to a new city during a pandemic. I knew that regardless of the limitations indicative of these trying times, that my goal was to get involved with the arts community in our city. My professional background lies in museum collections care, but my passion has always been public art. I've relished in learning about Portland's public art collection in person and have used it to explore parts of the city I otherwise may have missed.

Public art is important to me as a museum professional because it represents the inside out model that museums are currently trying to adopt. I believe that works in the public arena are uniquely positioned, given the viewer's unlimited access, to carry a weight of responsibility akin to representing the public identity. Because public art collections are hidden in plain sight, they can be both the backdrop and the centerpiece of public discourse. They are a part of our community's narrative and woven into the fabric of our everyday but are occasionally called upon to be so much more than a sculpture, mural, or installation—to me they are an invaluable community resource.

I have been fortunate in my career to have been involved with many public art projects. In Syracuse, NY, I was part of a community group that curated an exhibition of public artworks in an abandoned lot turned satellite sculpture park. In Boston, MA, I cleaned and conserved works on view in the Forest Hills Cemetery. And in Portland, I hope to be an advocate for the care and development of our public art collection in perpetuity as a member of the Portland Public Art Committee.

I would very much appreciate the opportunity to contribute to the city of Portland by caring for and fostering our public art collection. I believe that public art will be central to the ongoing efforts and dialogue on inclusion and accessibility in the arts community. It would be my privilege to serve on the PPAC, I am an admirer of the work performed by the committee and believe I could be strong ally for the collection.

Sincerely,

Meredith Wiemer

MEREDITH WIEMER

EMPLOYMENT

Associate Collections Registrar
Portland Museum of Art
August 2020 to present

Art Storage Coordinator
Museum of Fine Arts, Boston
October 2015 to July 2020

Art Handler
USArt Company
May 2014 to September 2015

Gallery Manager
Sue and Leon Genet Gallery
September 2013 to May 2014

Graduate Assistant
Department of Design
Syracuse University
December 2012 to September 2013

VOLUNTEER WORK

Exhibit Designer
Fort Stanwix National Monument
October 2012 to May 2013

EDUCATION

Syracuse University
M.A. in Museum Studies
Syracuse, New York

Franklin Pierce University
B.A. in Anthropology
B.A. in American Studies
Rindge, New Hampshire

PROFESSIONAL SKILLS

Microsoft Office Suite 2016
VectorWorks 2014
Google SketchUp
The Museum System
E-Climate Notebook
Digital photography
Adobe Illustrator CS6
Past Perfect 4.0
Adobe Photoshop CS6
Adobe InDesign CS6
Forklift operation

November 23, 2020

Katherine Jones
City Clerk
389 Congress St
Portland, ME 04101

RE: Board of Assessment Review

Dear Ms. Jones:

Thank you so much for your email reminding me to reapply for the Board of Assessment Review. I have attached my resume and this cover letter for your consideration. For the sake of brevity (since I submitted a lengthy application for the Board opening last November), I will only refer here to accomplishments I have achieved in the past year.

In November, 2019, I earned my CMA III (this is a State Certification that pertains to the qualifications and experience of Maine assessors) and am just a few CEUs away from earning my CMA IV which I expect to earn in July, 2021. The CMA IV is the highest level of certification that the State offers. I am continually attending professional assessors' meetings and participating in advanced courses so that I am more than well qualified to make solid judgments of property value for municipal tax purposes.

I continue to work as an Appraiser for Regional Assessing at Cumberland County. Regional Assessing currently provides professional assessment services to the Towns of Falmouth, Yarmouth, Casco, Gorham and Baldwin. In this position I perform inspections, process personal property declarations, evaluate exemption applications, assist with the completion of Municipal Valuation Returns, and other duties as assigned by the Regional Director.

My experience as a Portland tax payer, employee, and appraiser, I believe, gives me a unique insight that would enable me to be a valuable member of the Board of Assessment Review and I would appreciate the opportunity to discuss my qualifications further. I may be reached on my [REDACTED]

Thanks very much for your time and attention. Have a wonderful day!

Sincerely,

s/Barbara J. Brewer

Barbara J. Brewer

Education

Bowdoin College, Brunswick, ME
Bachelor of Arts

University of Southern Maine, Portland, ME
Certificate in Professional Communication

Professional Experience

Appraiser-Certified Maine Assessor Level III
Regional Assessing, Cumberland County, Maine, July 2019-present

Support the Director of Regional Assessing for Cumberland County by conducting inspections of residential properties, and by processing exemption applications, personal property inventories for local businesses (including the processing of BETE and BETR 801A and B forms) and also by staffing the Assessing offices in the municipalities of Falmouth, Yarmouth, Casco, Gorham and Baldwin.

Answer general tax payer inquiries in regards to assessment values and taxed amounts, interpreting tax maps, and assisting with general questions pertaining to current assessments.

Appraiser-Certified Maine Assessor Level II
Town of Brunswick, Maine, September 2017-July 2019

Supported the Assessor for the Town of Brunswick by processing exemption applications, personal property inventories for local businesses (including the processing of BETE and BETR 801A and B forms), processing deeds and transfer tax declarations, and other duties as assigned pertaining to the maintenance and integrity of assessment data.

Answered general tax payer inquiries in regards to assessment values and taxed amounts, interpreting tax maps, and assisting with general questions pertaining to the 2017 revaluation. Also process departmental payroll, order supplies, generate and interpret reports, and process all incoming and outgoing mail.

Please note that this position was originally titled as "Administrative Assistant/Appraiser" however my title and pay were corrected in September, 2018, to reflect my actual job responsibilities and elevated performance.

Assistant Assessor – Certified Maine Assessor
Town of Cumberland, Maine, June 2016-September 2017

Supported the Assessor for the Towns of Cumberland and Gray (under a mutual contract) by processing all exemption applications, personal property inventories for local businesses (including the processing of BETE and BETR 801A and B forms), deeds and transfer tax declarations, and other duties as assigned pertaining to the maintenance and integrity of assessment data.

Maintained and updated file documentation pertaining to Farmland, Open Space, and Tree Growth, including, but not limited to, income verifications notices and withdrawal penalty calculations. Also, answered general tax payer inquiries in regards to assessment values and taxed amounts employing the highest standard of customer service.

Executive Administrative Assistant

Manpower, Portland, ME April 2016-June 2016

Assigned to the University of Southern Maine President's Office as the central support contact; coordinated President's calendar with other University departments and students, alumni, USM boards, and outside contacts, while exemplifying the highest level of customer service.

Deputy City Clerk

City of Westbrook, Westbrook, ME, October 2015-February 2016

Created standard operating procedures for many Clerk functions which included fee waivers for service dogs, authorization for burial permits, completion of online dog license requests, and acceptance of business license payments over the counter.

Issued business licenses in adherence with City Code requirements and coordinated the necessary inspections with Code Enforcement, Fire, Police, and Tax Collector and issued certified copies of marriage, birth, and death records and completed genealogy research requests within State law requirements.

Processed online dog licenses and supported City Clerk with voter registration, absentee voting, and maintaining integrity of the Centralized Voting Registration system (CVR) in accordance with State laws.

Executive Administrative Assistant

Portland Water District, Portland, ME, October 2012-October 2015

Coordinated monthly Board of Trustee meetings and workshops, prepared agendas, compiled and distributed meeting material, placed legal advertisements, and acted as the Deputy Clerk.

Filed all rate changes and bond requests with the Public Utility Commission as required; also coordinated and filed the District's request for exemptions from certain PUC Rules and Maine Statutes.

Archived and maintained historical material, contributed on behalf of the District to the Maine Memory Network, interviewed new and departing employees for the District newsletter, wrote articles providing historical and contemporary insight into the water works system.

Reconciled uniform invoices, maintained online database for material safety data sheet inventory, tracked and maintained District employee licenses and certifications and evaluated year end stipends, investigated and resolved third party claims against the District plus other special projects as assigned.

Administrative (Legal) Assistant

City of Portland, Portland, ME, July 2010-October 2012

Assisted City attorneys by drafting and filing party-in-interest foreclosure answers, bankruptcy proofs of claim and documents such as deeds, license agreements, street acceptances, and mortgages; preparing contracts and loan documents for execution; preparing and tracking collection efforts for various City accounts; and, other general office duties including filing, word processing, research projects and answering phone and mail inquiries.

Vital Records Clerk

City of Portland, Portland, ME, June 2006-July 2010

Issued certified copies of marriage, birth, and death records; processed marriage licenses and performed marriages upon request; conducted genealogy requests; issued dog licenses, as well as fishing and hunting licenses. Assisted Business Licensing Administrator in the processing of licenses and Elections Administrator with voter registration, absentee voting, and maintaining integrity of the Centralized Voting Registration system (CVR).

Additional Information

Current Memberships

Board of Assessment Review, City of Portland. Selected to serve in 2019, the Board has the power to grant property tax abatements pursuant to state law and to determine the tax exempt status of real and personal property.

International Association of Assessing Officers (IAAO), Maine Chapter of IAAO, and Maine Association of Assessing Officers (MAAO)

November 12, 2020

Katherine Jones
City Clerk
City of Portland
389 Congress St
Portland, ME 04101

Re: Zoning Board of Appeals

Dear Ms. Jones:

It is my understanding that my term on the Zoning Board of Appeals is coming to a close. I have enjoyed serving on the Board and am presently the Chair of the Board. I am seeking reappointment.

Enclosed, please find my current resume.

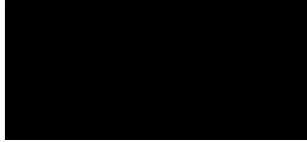
Thank you for your consideration.

Very truly yours,

Donna M. Katsiaficas

RESUME

DONNA M. KATSIAFICAS



AREAS OF DEMONSTRATED EFFECTIVENESS

Strategic planning, leadership capabilities, written and oral communication, project management, corporate governance, contract negotiation and drafting, experience with municipalities and community relations, customer service, legislative process, policy development, analysis and problem solving, innovation and creativity.

PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS.

CORPORATE COUNSEL, PORTLAND WATER DISTRICT, PORTLAND, ME, September 2006 -present.

Led effort to achieve exemptions from regulation by the Public Utilities Commission and successfully obtained exemptions allowing the Board of Trustees to directly regulate the affairs of the District, including the setting of rates and water service standards.

Established a centralized procurement process, supervised staff in creating contracts with vendors and contractors, negotiated contracts with vendors.

Established a process for handling water diversion and theft of water cases leading to the collection of water revenue and the uniform enforcement of the District's terms and conditions of service.

Devised and helped implement a method, including the provision of an access easement for a public boat launch, to resolve longstanding issues with the Town of Standish and prevented an eminent domain challenge against the District.

Represent the District in all regulatory proceedings at the Public Utilities Commission.

Represent the District before the Maine Legislature.

Negotiated and completed real estate transactions, including the sale of large parcels of land in Windham and Cumberland.

Negotiated commercial leases, including leases with Verizon and AT&T for location of cell phone antennas on District property.

Responsible for the processing of liability claims and risk management.

Provide policy development for company policies in the areas of personnel, customer service and water service standards.

Manage outside legal counsel.

Provide training to staff and the Trustees on a variety of topics, including water utility deregulation and the Freedom of Access Law.

Provide counsel on management of employees and labor issues.

Responsible for all aspects of in-house legal representation.

ASSOCIATE CORPORATION COUNSEL, CITY OF PORTLAND, MAINE, January 1989-September, 2006

Worked with members of the City Council to create the legal mechanisms to accomplish the policy goals established by the Council.

Worked with the Office of the City Manager to create and implement policies and to address concerns and problems of the public.

Counsel to the Finance Department, budget and purchasing office, including work with the budget and purchasing staff negotiating contracts with vendors and representing the department on all legal aspects of procurement.

Worked with the Economic Development Department and the Community Development Committee of the City Council to create and implement economic development policy and programs. Incorporated the Downtown Portland Corporation (now known as the Portland Development Corporation) and developed its bylaws and articles of incorporation. Work also included negotiation of commercial development transactions, commercial lending and real estate transactions.

Worked with the Department of Public Works on environmental issues, including the Combined Sewer Overflow consent agreement negotiated with the DEP and EPA, stormwater issues, and other customer service issues.

Worked with the Planning and Development Department and the City Council's Housing Committee to establish and implement policies surrounding affordable housing and housing developments. Work included the creation of policies and their implementation, and financial lending transactions.

Handled risk management functions and provided legal counsel for claims processing.

EDUCATION

B.A. Bates College, Lewiston, Maine.

J.D. University of Maine School of Law, Portland, Maine.

Various courses in accounting, University of Maine at Augusta and University of Southern Maine.

PROFESSIONAL ACTIVITIES

Member of Maine Bar Association.

Member of Government and Public Sector, Municipal Law and Women's Law Sections of Maine State Bar Association.

PERSONAL

Portland Zoning Board of Appeals, Chair.

Former President and Board Member of Portland Development Corporation.

Former Member of City Manager's Advisory Committee on Community Development Block Grants

City of Portland Election Worker.

BENJAMIN T. MCCALL



November 13, 2020

Appointments Committee Chair
c/o Katherine Jones, City Clerk
389 Congress Street
Portland, Maine 04101

To Whom It May Concern:

I write this letter to express my interest to serve a second term on the Portland Board of Appeals. My resume is attached.

Professionally, I work as a private attorney, focusing primarily on land use and municipal law. A large part of my day consists of working with local code enforcement officers during code enforcement proceedings, as well as with developers and landowners in seeking municipal approvals like variances and conditional use permits. This knowledge and skill set, which I will continue to cultivate in the coming years, will hopefully continue to be an asset to the Board, especially with regard to the technical standards that the Board must apply in its work.

More importantly, however, I feel that the Board of Appeals serves an important public function, and being able to use my professional talents in aid of this purpose is something I hope to continue doing. In my first term, I experienced the full breadth of issues that the Board is tasked with overseeing: from the addition of accessory dwelling units, to the permitting of marijuana retail stores, to numerous variance requests for garage setback violations. On most occasions, applicants were unrepresented and were often intimidated by the process they were required to go through. But regardless of the subject matter, or the situation or station of the applicant, I felt that I was able to contribute to a setting that was approachable, efficient, and most of all, fair. The Board of Appeals may often go overlooked, but its role and function remains important to the City, its residents, and its businesses. I hope to be able to continue this important work in the coming years.

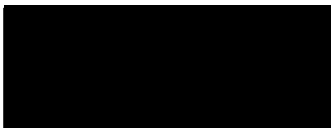
Thank you for considering my application.

Sincerely,

A handwritten signature in cursive script that reads "Benjamin T. McCall".

Benjamin T. McCall

BENJAMIN T. MCCALL



PROFESSIONAL EXPERIENCE

Jensen Baird Gardner & Henry, Portland, Maine

Associate Attorney, January 2019-present

- Represent municipalities in land use enforcement litigation and appellate matters.
- Advise municipal and quasi-municipal entities in matters relating to ordinance, by-law, and charter drafting and interpretation, administrative and variance appeals, and employment and labor matters.
- Represent private clients in land use and zoning matters including development, permitting, and appeals.

Bergen & Parkinson, LLC, Kennebunk, Maine

Associate Attorney, September 2016-December 2018

- Represented numerous municipal clients in all aspects of municipal law, including ordinance interpretation and drafting, drafting and review of contracts, and various land use-related issues including Rule 80K enforcement litigation.
- Represented private clients in real estate and land use matters including site plan and subdivision approvals, zoning appeals, construction contracts and financing, abutter issues, landlord-tenant matters, and drafting and review of various transactional documents.
- Represented public and private clients in various aspects of litigation with an emphasis on motion drafting and appellate review.

City of Portland, Office of Corporation Counsel, Portland, Maine

Legal Extern, Fall Semester 2015

- Drafted memoranda for Corporation Counsel and the Portland City Council, covering issues including commercial transactions, administrative procedure, and the effect of state regulations on municipal programs.
- Drafted an ordinance pertaining to the charging of municipal impact fees.
- Prepared a suite of informational materials and memoranda in advance of the implementation of a new minimum wage ordinance.

Bernstein, Shur, Sawyer & Nelson, P.A., Portland, Maine

Summer Associate, Summer 2015

- Completed numerous research and writing assignments during rotations through Municipal, Energy, Real Estate, and Legislative practice groups.
- Drafted part of completed comments submitted to the U.S. Environmental Protection Agency.
- Completed pro bono month with Pine Tree Legal Assistance, concentrating in landlord/tenant law and representing clients in forcible entry and detainer actions.

State of Maine, Office of the Public Advocate, Hallowell, Maine

Legal Intern, Summer 2014

- Evaluated research and drafted pleadings for matters pending before the Maine Public Utilities Commission.
- Prepared and conducted cross-examination during MPUC proceedings.
- Produced a report on existing low-income assistance programs in preparation for submitting testimony to the MPUC in ongoing rulemaking proceedings.

COMMUNITY INVOLVEMENT

Member, Portland Zoning Board of Appeals;
Former Board Member, Laudholm Trust, Wells, Maine;
Pro-Bono Attorney, Conservation Law Foundation Legal Food Hub;
Pro-Bono Eviction Defense Attorney, Pine Tree Legal Assistance

EDUCATION

University of Maine School of Law, Portland, Maine

Juris Doctor, summa cum laude, 2016

- Recipient, Wernick Prize for Legal Writing; ALI-CLE Scholarship and Leadership Award; Shur-Fromsko Award for Municipal Law and Local Governance
- Recipient, CALI Excellence for the Future Awards for Excellence in the Administrative Law Practicum, Contracts, Evidence, and Insurance Law (highest grade in all courses)
- *Maine Law Review*: Editor-in-Chief (2015-2016); Staff Member and Online Editor (2014-2015)
- Publication: *The Road Less Travelled: The Maine Energy Cost Reduction Act, Economic Federalism, and a Modern Approach to Preemption Analysis Under the Natural Gas Act of 1938*, 67 Me. L. Rev. 311 (2015)

Bates College, Lewiston, Maine

Bachelor of Arts, magna cum laude, Politics (Minor in Religious Studies), 2011

- Phi Beta Kappa, Arata Scholar for Citizenship, Dana Scholar for Academic Achievement
- Honors Thesis: *The Implications of Public-Private Partnerships for Maine Human Service Nonprofits*

Daniel Black

Appointments Committee Chairperson
c/o City Clerk
389 Congress Street
Portland, ME 04101

November 25, 2020

Re: Application for Board of Appeals

Chairperson:

My application for a position on the Board of Appeals stems from a desire to actively participate in the community that I was born and raised in and, after some time away, I call my home again.

The Board of Appeals seat, a quasi-judicial fact-based position centered around land use, provides the clearest way for me to give back while using my professional strengths and knowledge. There are three experiences from my resume, which is attached, that I would like to highlight:

- *Experience reading and interpreting land use codes:* As a real estate development consultant that works primarily on affordable housing projects in Maine and across the country, I have read many land use codes and have a willingness to study the text to understand its intricacies. A thorough reading of land use codes is essential for development site selection. I would look forward to employing those skills on behalf of the city and its interests.
- *Capacity to read and write clearly and persuasively about law:* I worked for many years as the chief paralegal at a Washington DC law firm. In that job, I was tasked with reading regulations, processing that information and synthesizing it into understandable language that could be used in briefs in favor of our clients. I believe this work is translatable to the work tasked to members of the Board of Appeals: not only making rulings on the cases, but also explaining those rulings in clear and consistent language.
- *Knowledge of and ability to think critically about urban policy:* My Masters in Public Policy from Harvard's Kennedy School of Government focused on housing and urban policy. Some of my graduate-level work took place at the university's Design School, including a class on the history of urban land use policy. This class, in concert with the rest of my education, provide a foundation for me to think critically about the issues that will come before the Board of Appeals.

Thank you for your consideration for this position. I hope I have a chance to speak with you in person about my desire to serve.

Sincerely,



Daniel Black

Daniel Black

EMPLOYMENT

Managing Partner, Franklin Street Community Development, Portland, ME

January 2019-Present

- Overseeing the financing and plans for the redevelopment of 80-units of affordable housing in Devils Lake, North Dakota
- Applying for financing and developing plans for the construction of 8-units of supportive housing for individuals with special needs in Augusta, Maine.
- Developing plans for the conversion of an old school building in central Maine to create affordable housing for seniors.

Managing Partner, M+D Federal, LLC, Portland, ME

August 2015-Present

- Purchased and renovated two multi-unit properties with 9 total units of housing
- Modelled financials of potential real estate projects
- Applied for and was rewarded with historic preservation tax credits
- Managed communications with architects, builders, and others

Summer Fellow, Community Development Department, Providence, RI

June 2017-August 2017

- Awarded Harvard Joint Center for Housing Studies fellowship
- Staffed interdepartmental committee on blighted and abandoned buildings
- Wrote underwriting documentation

Organizer, AFSCME, Burlington, VT

December 2013-July 2014

- Conducted one-on-ones and group meetings in an internal campaign at a healthcare facility
- Increased membership in the 734-employee workplace from 32 to 174 over the campaign
- Empowered workers to become activists and push for better working conditions, attracting over a 2000% increase of rank and file worker attendance at monthly board of director meetings

Chief Paralegal, Cuneo Gilbert & LaDuca, LLP, Washington, DC

May 2012-October 2013

- Researched issues regarding mortgage fraud, "robosigning," contract arbitration, among other subjects for ongoing class action litigation
- Prepared, edited, and filed legal documents according to local rules in Federal Courts across the country
- Oversaw the management of cases and ensured the timeliness of filings
- Attended Congressional hearings and provided summaries of proceedings on behalf on the firm

Foreclosure Legal Assistant, Pine Tree Legal Assistance, Portland, ME

January-May 2012

- Researched the duration of the foreclosure mediation process and the impact of that process on the availability of credit for the purpose of making recommendations to legislative leadership
- Organized and ran a training of law students for foreclosure research project
- Wrote letters to clients, drafted and proofread pleadings and other court filings

Geographic Information Systems (GIS) Consultant, Coastal Enterprises, Inc., Wiscasset, ME

May-September 2011

- Researched and conducted a study on the possible uses of GIS at CEI
- Developed maps modeling CEI's financial lending history and current development projects

EDUCATION

Harvard University, John F. Kennedy School of Government, Cambridge, MA

Master in Public Policy, Expected Graduation: May 2018

Concentrations: Political and Economic Development, Social and Urban Policy

Chair of the Community Development Project student group

Thesis: *Moving to Work in Portland, Maine* (Client: Portland Housing Authority)

Vassar College, Poughkeepsie, NY,

Bachelors of Arts, 2011, Major: Geography; Major GPA: 3.74

Ellen Churchill Semple Award for Excellence in Geography

Thesis: *Narratives of Detroit's Redevelopment Policy*; Graded with Distinction

Proficient in: Text editing (Microsoft Word, Excel, & PowerPoint), photo editing (Adobe Photoshop), film editing (Final Cut Pro & iMovie), legal databases and software (WestLaw, Abacus, & Legalfiles), and city databases (Microsoft Access, CityNexus, OpportunitySpace).

Luisa S. Deprez



Dear Appointments Committee Chair,

I am writing to apply for a position on the Portland Housing Authority Committee. I chose this committee because of my 50+ years of experience in working on issues that impact low-income and poor families and individuals.

I retired from USM after a 40-year career of teaching, writing, community service, and an array of administrative positions. In the years prior, I was the Director of Children's Mental Health for the then-Department of Mental Health and Corrections (ME), prior to that a Policy Analyst for the Jersey City (NJ) Model Cities Program, and earlier, a Community Organizer at the Fuld Neighborhood Center in Newark (NJ).

Throughout my career I have devoted my work, teaching, scholarship and service to the amelioration of poverty and to the plight of low-income people in the US. After my retirement I have continued this work: collaborating with and working on behalf of the ACLU of Maine, MEJP, the Opportunity Alliance and other non-profits; publishing OpEds and Commentaries in the PPH, BDN and KJ and Common Dreams as well as The Maine Policy Review. I have also recently co-authored 2 articles in the Washington Monthly on the decimation of the US Safety Net under President Trump. I have also done a considerable number of public testimonies before the Maine Legislature and co-authored 4 Public Comments on changes the Trump Administration was proposing to SNAP, the Poverty Line, and the Public Charge rule.

As you will see from my CV, my work in this area has been consistent and has often times made a difference in public policy decision-making.

While I am not an expert in Housing, I deeply appreciate its centrality in the lives of people who live on the margins. When I speak and write about safety net issues as well as issues confronting the lives of people of limited means, housing as well as food, education and health, are always the key issues that underpin my work and my beliefs. I believe that I could contribute to the work of this committee

Thank you for this opportunity to apply. Should you need further information from me, please be in touch.

Sincerely,

Luisa S. Deprez

Professor Emerita, Sociology

Curriculum Vitae

Luisa Stormer Deprez

Education

- Ph.D. Florence Heller School for Advanced Studies in Social Welfare,
Brandeis University, Waltham, MA (1995)
Dissertation: *The Illusion of Change: A Case Study of the
Family Support Act of 1988*
- M.S.W. Rutgers University, Graduate School of Social Work,
New Brunswick, NJ (1971)
Concentration: Community Organization
- B.A. Keuka College, Keuka Park, NY (1970)
Major: Sociology; Minor: Mathematics

Academic Positions

Administrative

- Interim Dean, College of Arts and Sciences, 2002 -2005
Director, Women's Studies Program, 1999 - 2002
University of Southern Maine, Portland, Maine
Chair, Sociology Department, 2013 – 2015
University of Southern Maine, Portland, Maine

Faculty

- Professor Emerita, Department of Sociology, 2015 -
Professor, Department of Sociology and Women and Gender Studies, 2006 – 2015
Faculty Associate, Edmund S. Muskie School of Public Service, 2011 -
Associate Professor (tenured), Department of Sociology, 2002-2006
Associate Professor, Women's Studies Program, 1996 – 2006
Associate Professor (tenured), Department of Social Work, 1981 – 2002
Assistant Professor, Department of Social Welfare, 1977 - 1981
University of Southern Maine, Portland, Maine
Adjunct Faculty, Graduate School of Social Work, 1999-present
External Graduate Faculty, The Graduate School, 2014-2018
University of Maine, Orono, Maine
Academic Visitor, Division of Sociology, School of Social, Political and
Economic Science, University of Northumbria at Newcastle, Newcastle-upon-
Tyne, England , Fall 1995

Fellow/Visiting Scholar

- Visiting Scholar, University of Hawai'i at Mānoa Public Policy Center, Honolulu, HI,
October – November 2012
Visiting Scholar, University of Massachusetts Boston, McCormack School of Policy
Studies, Center for Social Policy and Center for Women in Politics and Policy,
Boston, MA, 2005-2006
Fellow, National Center on Adult Learning, SUNY Empire State College, Saratoga
Springs, NY, September 2000-September 2001
Visiting Research Scholar, Wellesley College Center for Research on Women, Wellesley,
MA, 1998-99

Books

SHUT OUT: Low-Income Women and Higher Education in Post Welfare America (edited with Valerie Polakow, Sandra Butler, Peggy Kahn). SUNY Press, 2004.

The Family Support Act of 1988: A Case Study of Welfare Reform in the 1980s. The Edwin Mellen Press, Lewiston, New York, 2002.

Special Journal Editions edited

"The Declining Significance of Race – Revisited" (Edited with Richard Caputo, Yeshiva University). Journal of Sociology and Social Welfare, March 2012.

"Beyond the Numbers: How the Lived Experiences of Women Challenges the 'Success' of Welfare Reform" (Edited with Mary Gatta, Rutgers University). Journal of Sociology and Social Welfare. September 2008.

Journal Publications

Invited. How Trump Would Gut the Social Safety Net With a Second Term (with Ryan LaRochelle). Washington Monthly, April/May/June 2020. <https://washingtonmonthly.com/magazine/april-may-june-2020/how-trump-would-gut-the-social-safety-net-with-a-second-term/>

Donald Trump's Assault on the Social Safety Net: It's a policy of death by a thousand cuts. (with Ryan LaRochelle). Washington Monthly, February 7, 2020. <https://washingtonmonthly.com/2020/02/07/donald-trumps-assault-on-the-social->

safety-net/

Invited. Restoring the Social Contract: The Challenge of Meeting Maine Residents Basic Needs. In Soucier, Daniel S.; Howard, Michael W.; Canarie, Dave; Harvey, Philip; Arndt, Georg; Widerquist, Karl; Deprez, Luisa S.; and Zelleke, Almaz, "Universal Basic Income Roundtable" (2019). Maine Policy Perspectives. (<https://mcspolicycenter.umaine.edu/mpr/maine-policy-perspectives-ubi-intro/maine-policy-perspectives-ubi-deprez/>)

"Keeping us in our place": Low-income moms barred from college success (with Lisa Dodson). CONTEXTS, Feature Story, Vol. 18, No.1, Winter: 36-41, 2019.

Creating Sustainable, Cost-Effective, and Equitable Waste-Management Programs in Maine Communities (with Ron Deprez). Maine Policy Review, Vol. 25, No. 1: 30-33, 2016.

Re-Imagining Possibilities for Democratic Education: Generative Pedagogies in Service to the Capability Approach (with Diane Wood).) Learning for Democracy: An International Journal of Thought and Practice, Winter 2014.

The Faltering Safety Net in a Reluctant Nation: Women's Economic Security at Risk in America (with Lisa Morris). Women's Studies International Forum, Special Issue - Rethinking Gender and Social Policy: In the Changing Contexts of Development across the World. April 2014.

Back from the Brink: Unemployed Women in Maine Get a Second Chance (with Sandra S. Butler). Journal of Women Politics and Policy, Special Issue. Volume 35(2), May 2014.

In the Public Interest: A Discussion with Theda Skocpol about the Scholars Strategy Network (with Amy Fried). Maine Policy Review, Volume 21 (2), Fall 2012: 104-110.

Teaching for Human Well-Being: Curricular Implications for the Capability Approach (with Diane Wood). Journal of Human Development and Capabilities (Special Issue). Volume 13, Number 3, August 2012: 471-494.

Revisiting William J. Wilson's The Declining Significance of Race (with Richard Caputo). Journal of Sociology and Social Welfare (Special Issue). Volume XXXIX, Number 1, March 2012: 7-15.

Investing in Human Capital in Difficult Economic Times: Maine's Competitive Skills Scholarship Program (with Sandra Butler, John Dorrer, Auta Main). Maine Policy Review, Orono: Margaret Chase Smith Center, University of Maine, March 2010.

The Parents as Scholars Program: A Maine Success Story (with Sandra Butler). Maine Policy Review, Orono: Margaret Chase Smith Center, University of Maine. September 2008.

Introduction to the Special Edition (with Mary Gatta), in "Beyond the Numbers: How the Lived Experiences of Women Challenges the 'Success' of Welfare Reform," Mary Gatta and Luisa S. Deprez, eds. Journal of Sociology and Social Welfare. Volume XXXV, Number 3 September 2008: 9-20.

Women's Lives and Poverty: Developing a Framework of Real Reform for Welfare (with Mary Gatta), in "Beyond the Numbers: How the Lived Experiences of Women Challenges the 'Success' of Welfare Reform," Mary Gatta and Luisa S. Deprez, eds. Journal of Sociology and Social Welfare. Volume XXXV, Number 3, September 2008: 21-48.

The Illusion of Change, The Politics of Illusion: Evolution of the Family Support Act of 1988. Journal of Sociology and Social Welfare. Volume XXXV, Number 1, March 2008: 105 – 132.

Women and Contemporary Social Policy: The Shifting Sands of Women's Citizenship Rights and Entitlements (Invited: anchor essay). Encyclopedia of Gender and Society, Jodi O'Brien and Eve Shapiro, eds. NY: Sage Publications, forthcoming.

Welfare Reform and Post-Secondary Education in Maine: A Supplemental Bibliography. Journal of Sociology and Social Welfare, Volume XXXVIII, Number 2, June 2006: 145-147.

Education: "The one factor that can keep me from sliding into hopeless poverty," (with Sandra S. Butler and Rebekah Smith). Journal of Poverty: Innovations on Social, Political, and Economic Inequalities, Volume 8, Number 2, 2004: 1-24.

The Miseducation of Welfare Reform: Denying the Promise of Postsecondary Education (with Rebekah Smith and Sandra S. Butler). Maine Law Review, Volume 55, Number 1, 2003: 212-240.

Parents as Scholars: A Model Post-Secondary Education Program for Low-Income Women in the New Welfare Landscape, (with Sandra S. Butler and Rebekah J. Smith). In Women Working to Make a Difference, proceedings from the 7th International Women's Policy Research Conference: Washington, DC, June 2003.

Something Worth Fighting For: Higher Education for Women on Welfare (with Sandra Butler). Affilia: Journal of Women and Social Work, Volume 17, Number 1, Winter 2002: 30-54.

Women, Welfare, and Higher Education, in Women in Higher Education: An Encyclopedia, Ana M. Martínez-Alemán & Kristen A. Renn, eds. Santa Barbara: ABC-CLIO Press, 2002: 214-221.

The Parents as Scholars Program: Higher Education for Poor Women in Post-Welfare Reform (with Sandra S. Butler). All About Mentoring: A Publication of the SUNY Empire State College Mentoring Institute, Issue 23: March 2002: 18-23.

Higher Education: A Route out of Poverty for Women and Parents as Scholars: A Model Higher Education Program (with Sandra Butler) in *On Campus with Women*, Washington, D.C.: American Association of Colleges and Universities, Winter 2001: 7-8.

In Defense of Women's Economic Security: Securing Access to Higher Education Under Welfare Reform (with Sandra Butler). *Social Politics: International Studies in Gender, State & Society*, Volume 8, Number 2, Summer 2001: 210-227.

Higher Education in Maine: A Conversation with Sally Vamvakias, Former Chair of the UMS Board of Trustees. *Maine Policy Review*, Orono, Maine, January 2000: 44-49.

Maine's Parents as Scholars Program: Higher Education Post Welfare Reform (with Sandra Butler) in *Women's Lives, Voices, Solutions: Shaping a National Agenda for Women in Higher Education*, proceedings of a national conference held in Minneapolis, Minnesota, March 27-29, 2000.

"Parents as Scholars: A Model Higher Education Program for Low-Income Women in Maine," in *Higher Education in Transition: The Politics and Practices of Equity*, Washington, D.C.: American Association of University Women, 1999.

"Parents as Scholars: A Model Program for Low-Income Women in the New Welfare Landscape" (with Christine Hastedt and Mary T. Henderson), in *Women's Progress: Perspectives on the Past, Blueprint for the Future*, Washington, D.C.: Institute for Women's Policy Research, 1998.

"Assaulting the Welfare State, American Style". *CONCEPT: The Journal of Contemporary Community Education Practice Theory* (Edinburgh), Volume 6, No. 3, 1996: 4-7

Book Chapters

Invited. Teaching for Well-Being: Pedagogical Strategies for Meaning, Value, Relevance, and Justice (with Diane Wood). In *Universities and Human Development: A Sustainable Imaginary for the XXI Century*, Alejandra Boni and Melanie Walker, eds. Routledge Press (April 2013).

Invited. Colliding Identities, Collaborative Feminism: Within and Beyond the Classroom (with Emily A. Paine). In *And Finally We Meet: Intersections and Intersectionality Among Feminist Activists, Academics and Students*, Alice Ginsberg and Karen Bojar, eds. Towson University (NC) National Center for Curriculum Transformation Resources on Women, 2011.

Women, Welfare and Workforce Development: An Agenda for the 21st Century (with Mary Gatta). In *Transforming the U.S. Workforce Development System: Lessons from Research and Practice*, David Finegold, Mary Gatta, Hal Saltzman, Susan Schurman, eds. A Labor and Employment Relations Association Research Volume. Cornell University Press, 2010.

Invited. In Defense of Women's Economic Security: Securing Access to Higher Education under Welfare "Reform" in the United States (with Sandra S. Butler). In *Sen's Capability Approach and Social Justice in Education*, Elaine Unterhalter and Melanie Walker, eds. London: Palgrave Press 2007.

Securing Higher Education for Low-Income Women on Welfare in Maine (with Sandra S. Butler and Rebekah Smith); *Introduction* (with Peggy Kahn, Sandra S. Butler and Valerie Polakow); and *Afterword* (with Peggy Kahn, Sandra S. Butler and Valerie Polakow) in *SHUT OUT: Low-Income Women and Higher Education in Post Welfare America*, SUNY Press: Spring 2004.

"Classist Conceptions of Dependency: Conservative Attacks on Poor Women", in *Speaking Out: Women, Poverty, and Public Policy*, Anne Statham and Katherine Rhoades, eds., Madison: University of Wisconsin Press, 1999: 23-34.

"Assistance to Poor Families: What's Next?" (with Christine B. Hastedt) in *Maine Choices 1997: A Preview of State Budget Issues*. Maine Center for Economic Policy (Augusta, Maine), 1996: 96-116.

Book Reviews

Reformed American Dreams: Welfare Mothers, Higher Education, Activism, and the Great Recession by Sheila Katz. For: Rutgers University Press, 2017.

U.S. Welfare Reform: Policy Transitions from 1981 to the Present (working title) by Richard K. Caputo. For: Springer Press, 2009.

Creating Gender: The Sexual Politics of Welfare Policy by Cathy Marie Johnson, Georgia Duerst-Lahti, Noelle H. Norton (Lynne Rienner, 2007). *Perspectives on Politics*, 2007.

Under Attack, Fighting Back: Women and Welfare in the United States by Mimi Abramovitz. New York: *Monthly Review Press*, 2000. *Journal of Progressive Human Services*, Vol. 12, No. 2, 2001: 93-95.

Briefs – Scholars Strategy Network

Helping Parents Get a College Education Helps Children Succeed (with Lisa Dodson). SSN Key Findings, February 2018. <http://www.scholarsstrategynetwork.org/brief/helping-parents-get-college-education-helps-children-succeed>

The Case for Universal Family Care in Maine and Beyond (with Sandra Butler). SSN Basic Facts, October 2017. <http://www.scholarsstrategynetwork.org/brief/case-universal-family-care-maine-and-beyond>

Why Higher Education is a Must for Low-Income Mothers (with Lisa Dodson). SSN Basic Facts, May 2017.

<http://www.scholarsstrategynetwork.org/brief/why-higher-education-must-low-income-mothers>

How Punitive Public Policies are Hurting Poor Families in Maine (with Sandra Butler). SSN Basic Facts, March 2016.
<http://www.scholarsstrategynetwork.org/brief/how-punitive-public-policies-are-hurting-poor-families-maine>

Like Most Americans, Maine People Support Policies to Reduce Poverty by Improving Economic Opportunities (with Robert Glover, Amy Fried and Sandra Butler). October 2014.
<http://www.scholarsstrategynetwork.org/content/most-americans-maine-people-support-policies-reduce-poverty-improving-economic-opportunities>

Why American Women Need an Expanded – Not Reduced – Social Safety Net (with Lisa Morris). March 2014.
<http://www.scholarsstrategynetwork.org/content/why-american-women-need-expanded-not-reduced-social-safety-net>

The High Stakes for Maine in Fights about the Ryan Budget (with Amy Fried). July 2012.
http://www.scholarsstrategynetwork.org/sites/default/files/ssn_basic_facts_fried_and_deprez_on_ryan_budget_in_maine_0.pdf

Human Capital in Difficult Times: Maine's Competitive Skills Scholarship Program (with Sandra Butler). March 2012.
http://www.scholarsstrategynetwork.org/sites/default/files/ssn_key_findings_deprez_and_butler_on_human_capital.pdf

Opening the Doors to Higher Education for Low-Income Women: The Success of Maine's Parents as Scholars Program (with Sandra Butler). March 2012.
http://www.scholarsstrategynetwork.org/sites/default/files/ssn_key_findings_deprez_and_butler_on_parents_as_scholars.pdf

Pamphlets

Parents as Scholars: Education Works (with Rebekah Smith, Sandra Butler). Augusta, Maine. Maine Equal Justice Partners, 2002.

Media and Research Publications/Presentations

Desideratum: Heading Off the Prospects of a Dark and Tumultuous Future (with John Dorrer). Common Dreams, October 13, 2020. <https://www.commondreams.org/views/2020/10/13/desideratum-heading-prospects-dark-and-tumultuous-future>

Scholars Strategy Network: Let Maine be the Polar Star (with Lisa Miller). Kennebec Journal, Augusta, Maine. December 24, 2019. <https://www.centralmaine.com/2019/12/24/scholars-strategy-network-let-maine-be-the-polar-star/>

Maine Voices: As bicentennial approaches, let our state continue to be the Polar Star (with Lisa Miller). Special to the Portland Press Herald, December 27, 2019. <https://www.pressherald.com/2019/12/27/maine-voices-let-our-state-continue-to-be-the-polar-star/>

Scholars Strategy Network: Building a Vibrant and Just Maine Economy (with John Dorrer). Kennebec Journal, Augusta, Maine, November 12, 2019. <https://www.centralmaine.com/2019/11/12/scholars-strategy-network-building-a-vibrant-and-just-maine-economy/>

Invited Panelist. Advocacy in the Academy. University of Kentucky's Center for Equality and Social Justice, Lexington, KY. October 8, 2019.

Federal Public Comment: Proposed Rule: Revision of Categorical Eligibility in the Supplemental Nutrition Assistance Program (SNAP) RIN 0584-AE62 (with Ryan LaRochelle). September 21, 2019.

Maine Voices: Washington shouldn't leave needy, hungry students behind. Portland (Maine) Press Herald, August 30, 2019. <https://www.pressherald.com/2019/08/30/maine-voices-dont-allow-washington-to-leave-needy-students-behind/>

Federal Public Comment: Directive No. 14: Consumer Inflation Measures Produced by Federal Statistical Agencies (with Ryan LaRochelle, Erika Ziller, Deidre Smith). August 2019.

Invited KEYNOTE: A Pathway to the Future: How a College Degree Can Change a Life and a State. Pathways Out of Poverty Conference 2019. Misericordia University in partnership with Aetna Better Health, Dallas, PA. May 22, 2019.

Invited. Testimony before Committee on Health and Human Services re: LD 1744: An Act to Reduce Child Poverty by Leveraging Investments in Families to Thrive (LIFT3). May 28, 2019.

Invited. Testimony before the Committee on Health Coverage, Insurance and Financial Services re: LD 1261: An Act to Authorize Certain Health Care Professionals to Perform Abortions. May 1, 2019

Public Comment: Proposed Rule: Supplemental Nutrition Assistance Program (SNAP): Requirements for Able-Bodied Adults without Dependents RIN 0584-AE57 (with Ryan LaRochelle and John Dorrer). March 28, 2019.

Invited. Testimony before the Committee on Labor and Housing re: LD 1324: Resolve, To Establish the Committee to Study the Feasibility of Creating Basic Income Security. April 3, 2019

Invited Session Presenter: Tips for Successful Recruitment and Long-term Partnerships with Civic Leaders and Policy Makers. Scholars Strategy Network 2019 National Leadership Convening, Washington, DC. January 17-18, 2019.

Another View: Don't shutter another institution for Maine kids unless support services are in place. Portland (Maine) Press Herald, January 14, 2019. <https://www.pressherald.com/2019/01/13/another-view-dont-shutter-another-institution-for-maine-kids-unless-support-services-are-in-place/>

Expert Witness. Declaration Statement, U.S. District Court Civil Action: Julia Jenkins, et al, Plaintiffs, v. R. Christopher Almy, et al, Defendants. On behalf of the ACLU-Planned Parenthood of Northern New England, 2018.

Home Care Referendum A Necessity for Maine (with Sandy Butler). Bangor (Maine) Daily News, October 9, 2018. <https://bangordailynews.com/2018/10/09/opinion/contributors/home-care-referendum-a-necessity-for-maine/>

Maine Voices: Evidence Matters when it comes to decisions with financial and human ramifications (with Amy Fried and Avi Green). Portland (Maine) Press Herald, July 22, 2018. <https://www.pressherald.com/2018/07/22/maine-voices-evidence-matters-when-it-comes-to-decisions-with-financial-and-human-ramifications/>

Hunger weakens our society. House Farm Bill would make it worse (with Lisa Dodson). Bangor (Maine) Daily News, June 5, 2018. <http://bangordailynews.com/2018/06/05/opinion/contributors/hunger-weakens-our-society-house-farm-bill-would-make-it-worse/>

Melania Trump's Policies on Anti-Bullying Fall Short. Portland (Maine) Press Herald, May 17, 2018 (letter to the editor). <https://www.pressherald.com/2018/05/17/letter-to-the-editor-melania-trumps-policies-on-anti-bullying-fall-short/>

It's official: Trump is making America a more violent place (Special to the BDN). Bangor (Maine) Daily News, March 22, 2018. <http://bangordailynews.com/2018/03/22/opinion/contributors/its-official-trump-is-making-america-a-more-violent-place/>

Expert Report. "Poverty and Low-income and Poor Women in Maine", U.S. District Court Civil Action: Julia Jenkins, et al, Plaintiffs, v. R. Christopher Almy, et al, Defendants. On behalf of the ACLU-Planned Parenthood of Northern New England, 2018-

Maine Voices: Investing in Parents Education Today is an Investment in Children's Future (with Lisa Dodson). Portland (Maine) Press Herald. February 19, 2018.

Invited. Testimony before the Joint Select Committee on Health and Human Services RE: LD 1774: An Act to Reduce Child Poverty by Leveraging Investments in Families for Tomorrow (LIFT). February 14, 2018.

No Savings, No Retirement, No Relief: The Plight of So Many Low-Wage Workers (with Mary Gatta), Bangor (Maine) Daily News, December 19, 2017.

With trash disposal in Maine towns, there's probably a better option (with Ron Deprez). Bangor (Maine) Daily News, January 5, 2016.

Invited. Expert on Sexual Assault and Harassment. On WCSH6 Portland, November 29, 2017.

Quoted on guns in America in Editorial Board, "Violence Has Declined in America, but Increased Fire Power Makes Shootings More Deadly". Bangor (Maine) Daily News, October 5, 2017.

Maine's welfare policies have taken a turn, with dire consequences for kids (with Sandy Butler). Bangor (Maine) Daily News, March 08, 2016. <http://bangordailynews.com/2016/03/08/opinion/contributors/maines-welfare-policies-have-taken-a-turn-with-dire-consequences-for-kids/>

Expert Witness. Affidavit: "Poverty and Reproductive Rights", ACLU of Maine, Superior Civil Action: Mable Wadsworth Women's Health Center; Family Planning Association of Maine d/b/a Maine Family Planning and Primary Care Services; and Planned Parenthood of Northern New England, Plaintiffs v. Mary Mayhew, Commissioner of the Maine Department of Health and Human Services, Defendant. On behalf of the ACLU, 2015-

Invited Workshop Leader: Poverty: Individual Responsibility or Public Obligation?, Opportunity Alliance All Agency Day, Portland, Maine, October 2, 2015.

Living in a house of cards: A look back at people in Maine who are just scraping by (with Sandy Butler) Bangor Daily News, January 30, 2015 [Seventeenth in a yearlong – extended - series on struggling Maine citizens: **The People Next Door**] <http://bangordailynews.com/2015/01/30/opinion/contributors/living-in-a-house-of-cards-a-look-back-at-people-in-maine-who-are-just-scraping-by/?ref=search>

She escaped domestic violence, but now she needs to start over in Maine (with Sandy Butler) Bangor Daily News, December 26, 2014 [Sixteenth in a yearlong – extended - series on struggling Maine citizens: **The People Next Door**] <http://bangordailynews.com/2014/12/26/opinion/contributors/she-escaped-domestic-violence-but-now-she-needs-to-start-over-in-maine/?ref=search>

Same bills, one-third of the income: A Maine husband's death and the loss of 3 income sources (with Sandy Butler) Bangor Daily News, November 28, 2014 [Fifteenth in a yearlong – extended - series on struggling Maine citizens: **The People Next Door**] <http://bangordailynews.com/2014/11/28/opinion/contributors/same-bills-one-third-of-the-income-a-maine-husbands-death-and-the-loss-of-3-income-sources/?ref=search>

Young Women Voters Need More Than The Right To Choose (with Randy Albelda and Avi Green) PRM Café, Talking Points, November 11, 2014. <http://talkingpointsmemo.com/cafe/young-women-voters-need-more-than-the-right-to-choose>

A rough ride for Mainers over the next four years of LePage (with John Dorrer) Bangor Daily News, November 11, 2014.

'A lot of fears': A Richmond woman's health problems and 3 months without coverage (with Sandy Butler) Bangor Daily News, October 24, 2014 [Fourteenth in a yearlong – extended - series on struggling Maine citizens: **The People Next Door**]
http://bangordailynews.com/2014/10/24/opinion/contributors/a-lot-of-fears-a-richmond-womans-health-problems-and-3-months-without-coverage/?utm_source=BDN+News+Updates&utm_campaign=f5a35f2cb9-BDN_Morning_emails_27_8_2014&utm_medium=email&utm_term=0_715ed3192-f5a35f2cb9-82510885

For couple who escaped from Angola, General Assistance 'gives us a chance' (with Sandy Butler) Bangor Daily News, September 26, 2014 [Thirteenth in a yearlong – extended - series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/09/26/opinion/for-couple-who-escaped-from-angola-general-assistance-gives-us-a-chance/?ref=search>

'Social Security is not the way to live': Maine couple talks growing older, living with disability (with Sandy Butler) Bangor Daily News, August 29, 2014 [Twelfth in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/08/29/opinion/contributors/social-security-is-not-the-way-to-live-maine-couple-talks-growing-older-living-with-disability/?ref=search>

The shock of a husband's death — and the loss of all Social Security benefits (with Sandy Butler) Bangor Daily News, July 26, 2014 [Eleventh in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/07/25/opinion/contributors/the-shock-of-a-husbands-death-and-the-loss-of-all-social-security-benefits/?ref=search>

Congratulations, graduate! And now about repaying your debt (with Sandy Butler) Bangor Daily News, June 27, 2014 [Tenth in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/06/27/opinion/contributors/congratulations-graduate-and-now-about-repaying-your-debt/?ref=search>

Caring for a sick loved one despite the isolation, heartache, (with Sandy Butler) Bangor Daily News, June 2, 2014 [Ninth in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/05/30/opinion/caring-for-a-sick-loved-one-despite-the-isolation-heartache/?ref=search>

A Maine family's struggle to beat back welfare fraud allegations, (with Sandy Butler) Bangor Daily News, May 2, 2014 [Eighth in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/05/02/opinion/a-maine-familys-struggle-to-beat-back-welfare-fraud-allegations/?ref=search>

How a Milo man is raising grandson after the death of wife, loss of income, (with Sandy Butler) Bangor Daily News, March 29, 2014 [Seventh in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/03/28/opinion/how-a-milo-man-is-raising-grandson-after-the-death-of-wife-loss-of-income/?ref=search>

First a parent, then a scholar: How this Maine woman finally completed college, (with Sandy Butler) Bangor Daily News, February 21, 2014 [Sixth in a yearlong series on struggling Maine citizens: **The People Next Door**]
<http://bangordailynews.com/2014/02/21/opinion/first-a-parent-then-a-scholar-how-this-maine-woman-finally-completed-college/>

No, Kristof, Academics Aren't Cloistered Like 'Medieval Monks', (with Amy Fried) TPM (Talking Points Memo), February 17, 2014. <http://talkingpointsmemo.com/cafe/no-kristof-academics-aren-t-cloistered-like-medieval-monks>

Going back to college at 50, and why it's a dream come true, (with Sandy Butler) Bangor Daily News, January 24, 2014 [Fifth in a yearlong series on struggling Maine citizens: **The People Next Door**.]
<http://bangordailynews.com/2014/01/24/opinion/going-back-to-college-at-50-and-why-its-a-dream-come-true/>

Could your family live on \$1.40 per meal? [Fourth in a yearlong series on struggling Maine citizens: **The People Next Door**.]
<http://bangordailynews.com/2013/12/27/opinion/could-your-family-live-on-1-40-per-meal/?ref=search>

Sidebar for above: Food stamps statistics: <http://bangordailynews.com/2013/12/27/opinion/food-stamps-statistics/?ref=relatedSidebar>

Without Medicaid, what will happen to this Portland man? [Third in a yearlong series on struggling Maine citizens: **The People Next Door**.] <http://bangordailynews.com/2013/11/29/opinion/without-medicaid-what-will-happen-to-this-portland-man/?ref=search>

A Common Story: Caring for Others without Health Care for Oneself (with Sandra Butler), Bangor Daily News, October 26, 2013 [Second in a yearlong series on struggling Maine citizens: **The People Next Door**.]
<http://bangordailynews.com/2013/10/25/opinion/a-common-story-caring-for-others-without-health-care-for-oneself/>

One Maine Families struggle for Health Care (with Sandra Butler), Bangor Daily News, September 28, 2013 [First in a yearlong series on struggling Maine citizens: **The People Next Door**.]
<http://bangordailynews.com/2013/09/27/opinion/one-maine-familys-struggle-for-health-care/?ref=search>

Signals from the Labor Market: Is Anybody Listening? (with John Dorrer), Bangor Daily News, August 21, 2013
<http://bangordailynews.com/2013/08/20/opinion/contributors/signals-from-the-labor-market-is-anybody-listening/>

Business owner's comment betrays ignorance of poverty, Maine Sunday Telegram, July 14, 2013, E2.

Invited. Testimony before the Appropriations and Financial Affairs Committee and Labor, Commerce, Research and Economic Development Committees RE: Competitive Skills Scholarship Program, March 21, 2013.

Invited. Testimony before the Joint Select Committee on Maine's Workforce and Economic Future RE: Competitive Skills

Scholarship Program, March 11, 2013.

Investing in Maine's future: The case for the competitive skills scholarship program (with Sandra S. Butler, John Dorrer), Bangor Daily News, February 26, 2013.
<http://bangordailynews.com/2013/02/26/opinion/investing-in-maines-future-the-case-for-the-competitive-skills-scholarship-program/>

Join the union club: It's a good bargain (with John Dorrer), Bangor Daily News, December 26, 2012.
<http://bangordailynews.com/2012/12/25/opinion/join-the-union-club-its-a-good-bargain/>

Romney-Ryan Budget Would Hurt Mainers, Economy, Bangor Daily News, October 16, 2012.
<http://bangordailynews.com/2012/10/16/opinion/romney-ryan-budget-would-hurt-mainers-economy/>

Quoted in *The Huffington Post* on the negative effects of Paul Ryan's budget plan, "[Paul Ryan's Relatives Didn't Live Past 60. Why Should Yours?](#)". August 11, 2012.

Paycheck Fairness Act would help women, families, Bangor Daily News, June 13, 2012, p. A5.
Maine Voices: Report critical of state welfare policy offered jumbled analysis: Mixing federal and state programs leads to a false presentation of policy choices, Portland Press Herald, September 16, 2010, p. A10.

Invited: Role of Education and Training in the TANF Program. Testimony before the Committee on Ways and Means, Subcommittee on Income security and Family Support.. May 13, 2010.

Invited Speaker. Women and Work in Today's Economy. STRIVE New York, New York City, February 26, 2010.

Women's Lives and Poverty: Developing a Framework and Real Reform for Welfare (with Mary Gatta), SMLR Research Brief No. 3: Rutgers University School of Management and Labor Relations, Piscataway, NJ. (February 2010).

The Maine Competitive Skills Scholarship Program: An Analysis of Program Recipients and Their Experiences, (with Sandra S. Butler), A Report to the Maine Department of Labor, December 2009.

Invited Speaker. Results from the Competitive Skills Scholarship Program survey. Competitive Skills Scholarship Training, Maine Department of Labor, Augusta, Maine, February 5, 2009.

Women, Welfare and the State Syllabus. Sloan Work and Family Research Network:
<http://wfnetwork.bc.edu/template.php?name=syllabi> (2009).

Maine Voices, 2008. A Report to the Maine Equal Justice Partners, Augusta, Maine.

Invited. Access to Higher Education for Low-Income Women, City Watch Radio Station WBAI, New York City, March 25, 2009.

The Power of Higher Education in the Lives of Low-Income Families, (with Sandra S. Butler), *Current Awareness in Poverty News, E-Clippings*, October 22, 2007. Compiled by the Institute for Research on Poverty, University of Wisconsin-Madison, Madison, Wisconsin.

The Power of Higher Education in the Lives of Low-Income Families, (with Sandra S. Butler), *Bangor Daily News*, Op-Ed, October 9, 2007.

State does well with higher-ed support, (with Sandra S. Butler), *Portland Press Herald*: Maine Voices, August 31, 2006.
Modeling Higher Education under Welfare Reform: Parents as Scholars (with Sandra S. Butler). Grant Highlights in *Office Of Sponsored Programs, 2001-2002 Annual Report*. University of Southern Maine, Portland, Maine, 2002.

Education for Life, Work, and Citizenship in the 21st Century: A University of Maine System Initiative, June 2000.

Humanity suffers when victims' cries ignored: Portland rape case shows need to speak out against heartlessness, *Portland (Maine) Press Herald*: Maine Voices, March 2000.

Education for Life, Work, and Citizenship in the 21st Century: A University of Maine System Initiative, Official Transcript of the First Annual Higher Education Summit, April 1999.

"Black Youth (Un)Employment in the City of Newark" (with Clarence Jones). Unpublished research paper, 1971.

Conference Sessions Organized

Welfare Reform and Race. (co-organizer with Mary Gatta) Society for the Study of Social Problems Annual Conference 2009, August, San Francisco, CA.

The Declining Significance of Race Revisited (co-organizer with Richard Caputo).) Society for the Study of Social Problems Annual Conference 2009, August, San Francisco, CA.

Beyond the Numbers: How the Lived Experiences of Women Challenges the "Success" of Welfare Reform, Part I and Part II. (co-organizer with Mary Gatta). Society for the Study of Social Problems Annual Conference 2008, July 31 – August 2, 2008, Boston, MA.

Authors Forum (co-organizer with Mary Gatta). American Sociological Association Annual Conference 2008, August 1–3, 2008, Boston, MA.

A Public University's Responsibility to Promote Democracy: Reflections and Prospects (co-organizer with Diane Wood and Mark Lapping). 2008 American Democracy Project National Meeting, American Association of State Colleges and Universities (AASCU), June 12–14, 2008, Snowbird, Utah

Scholarly and Professional Presentations

Invited Panelist. *Advocacy in the Academy*. University of Kentucky's Center for Equality and Social Justice, Lexington, KY. October 8, 2019.

Invited KEYNOTE: *A Pathway to the Future: How a College Degree Can Change a Life and a State*. Pathways Out of Poverty Conference 2019. Misericordia University in partnership with Aetna Better Health, Dallas, PA. May 22, 2019.

Invited. Scholars Strategy National Network annual retreat. *Tips for Successful Recruitment and Scholars Partnering with Civic Organizations and Policy-makers*. January 17–18, 2019. Washington, DC.

Invited. *Board Policies and Strategies for the 2019 Legislative Session*. The Opportunity Alliance, December 2019. Portland, Maine.

Reclaiming Normative Aims for Education through the Capability Approach (with Diane Wood). Human Development and Capability Approach Annual Conference, Georgetown University, Washington, DC, September 13–15, 2015.

Invited. Testimony before the Maine Joint Select Committee on Maine's Workforce and Economic Future regarding the Competitive Skills Scholarship Program. 2013

Invited. *The Promise of College Access - The Politics & Policies of College Access: Bridge to Hope (HI) & Parents As Scholars (ME)*. Oct 23, 2012, University of Hawai'i Manoa. Co-sponsored by University of Hawai'i Bridge to Hope, University of Hawai'i Manoa Public Policy Center, University of Hawai'i Women's Studies Department, & University of Hawai'i Commission on the Status of Women.

Invited. *The Promise of College Access: The Politics & Policies of Achieving College Access & Diversity*. October 31, 2012, Hawai'i State Bar Association. Co-sponsored by University of Hawai'i Bridge to Hope, Hawai'i State Commission on the Status of Women, Hawai'i State Bar Association's Diversity, Equality and the Law (DEAL) Committee, University of Hawai'i Manoa Public Policy Center.

Curricular Implications of the Capability Approach: Teaching for Human Well-Being (with Diane Wood). AAC&U Conference: Educating for Personal and Social Responsibility: A Twenty-First Century Imperative, Long Beach, CA, October 13–15, 2011. *Women, Welfare and Workforce Development: An Agenda for the 21st Century* (with Mary Gatta). International Labour Process Conference, Rutgers University, New Brunswick, NJ, March 15–17, 2010.

Integrating the Welfare and Workforce Development Systems (with Mary Gatta). Session 6.3: "Skills System for the 21st Century-Workforce Education and Development-A Preview of the 2010 LERA Research Volume"; *Chair*: David Finegold, Rutgers University. LERA 62nd Annual Meeting, Atlanta, Georgia, January 2–5, 2010.

Invited. *The Parents as Scholars Program: A Maine Success Story*. Brooklyn College Symposium on Women, Welfare Reform, and Access to Higher Education, Brooklyn College of CUNY, New York, March 24, 2009.

A Public University's Responsibility to Promote Democracy: Reflections and Prospects (with Diane Wood, Mark Lapping). 2008 American Democracy Project National Meeting, American Association of State Colleges and Universities (AASCU), June 12–14, 2008, Snowbird, Utah.

Discussant. *Beyond the Numbers: How the Lived Experiences of Women Challenges the "Success" of Welfare Reform, Part I and Part II*. Society for the Study of Social Problems Annual Conference 2008, July 31 – August 2, 2008, Boston, MA.

Invited. *Higher Education as a Route out of poverty for single mothers on welfare: The Maine experience*, Symposium: Lone Mothers and Welfare to Work Policies: Insights from Longitudinal Qualitative Research, Simon Fraser University, Vancouver, BC, September 26 – 28, 2008.

Beyond the Numbers: How the Lived Experiences of Women Challenges the "Success" of Welfare Reform, Association for Public Policy Analysis and Management (APPAM), 2007 Fall Conference, November 8 – 10, Washington, DC.

Divesting in Postsecondary Education for Low-Income Women: The Implications of Changed Ideas in Welfare Policy in the U.S., 2007 Conference of the Human Development and Capability Association, "Ideas Changing History," September 16–20, NYC.

The New Imperative: Access to Postsecondary Education for Low-Income Women, American Sociological Association, 2007 Annual Meeting, August 11 – 14, NYC.

Invited. *The New Imperative: Ensuring Access to Postsecondary Education for Low-Income Women in the United States*, March 1, 2007. University of London, Institute of Education, Centre for Critical Education Policy Studies, England.

The Politics and Realities of Governments Redistributive Policies: Failure to Ensure Post-Secondary Education for Low-

Income Women, Association for Public Policy Analysis and Management (APPAM), November 2-4, 2006. Madison, WI.

Keeping the Door Open to Higher Education under TANF, The 2006 Policy Conference: VCU School of Social Work and ISP (Influencing State Policy), June 16-19, 2006, Washington, DC.

The Shifting Sands of Poor Women's Citizenship Rights and Entitlements from the New Deal to the Present. Commemorating Frances Perkins Conference, March 17-18, 2006, University of Southern Maine, Portland, Maine.

The Place of Higher Education in the Lives of Poor Women, Eastern Sociological Society Conference, February 23 -26, 2006, Boston, Mass.

From Oz to Euripides: A Transformative First Year Experience Course, Hawaii International Conference on Education, January 6-10, 2003, Honolulu, Hawaii. (With Lee Goldsberry, Jim Smith, Lydia Savage)

Parents as Scholars: A Model Post-Secondary Education Program for Low-Income Women in the New Welfare Landscape, (with Sandra S. Butler and Rebekah J. Smith). *Women Working to Make a Difference*, 7th International Women's Policy Research Conference: Washington, DC, June 2003.

Promoting Higher Education in Welfare Reform. 49th Annual Program Meeting of the Council on Social Work Education, Atlanta, Georgia, March 2003. (With Sandra Butler)

Assessing the Benefits of Post-Secondary Education for TANF Participants. 7th Annual Conference of the Society for Social Work and Research, Washington, D.C., January 2003. (With Sandra Butler)

Welfare Reform's Poverty. Law, Labor and Gender Conference, September 14, 2002, University of Maine Law School, Portland, Maine.

Invited. *The Maine Model: Public Policy and Parents as Scholars*, Grassroots to Graduation: Low-Income Women Accessing Higher Education, June 18, 2002, Women's Institute for Housing and Economic Development, Boston, Mass.

Invited. *Parents as Scholars*. Presentation to the Statewide TANF Advisory Council, Augusta, Maine, February 2002.

Invited. *Parents as Scholars*. Presentation to Maine American Association of University Women (AAUW) state workshop, "Coalition for Women in Transition through Work and College." Bangor, Maine, October, 2001.

In Defense of Women's Economic Security: Securing Access to Higher Education under Welfare Reform, Justice and Poverty: Examining Sen's Capability Approach, June 5-7, 2001, Von Hugel Institute, St Edmund's College, University of Cambridge, Cambridge, UK.

Something Worth Fighting For: Higher Education for Women on Welfare. 47th Annual Program Meeting of the Council on Social Work Education, Dallas, Texas, March 2001. (With Sandra Butler)

Using Research to Promote Progressive Welfare Reform: The Case for Post-Secondary Education. Fifth Annual Conference of the Society for Social Work and Research, Atlanta, Georgia, January 2001. (With Sandra Butler)

Invited. Report on Parents as Scholars Program Survey. Presentation to the Statewide TANF Advisory Council, Augusta, Maine, January, 2001.

Understanding the Meaning and Impact of Post-Secondary Education for Women on Welfare, 15th Annual Maine Women's Studies Conference: Women Around the World - Bringing the Global Home, November 18, 2000, Orono, Maine. (With Sandra Butler, Michele Alexander).

Parents as Scholars: Rural/Urban Comparisons in the Experiences of TANF Recipients Receiving Post-Secondary Education. 25th Conference of the National Institute on Human Services in Rural Areas, Presque Isle, Maine, July 2000. (With Sandra Butler)

Working Outside the Restrictions of Federal Welfare Reform in State Policy: Allowing Post-Secondary Education, Politics, Policy, and Social Change: An Institute for Social Work Educators and Practitioners, sponsored by University of South Carolina, NASW-PACE, Atlanta, Georgia, June 17-20, 2000. (With Sandra Butler).

Evaluating Maine's Parents as Scholars Program: What do Participants Say? National Association for Welfare Research and Statistics, 40th Annual Workshop, Scottsdale Arizona, July 19-August 2, 2000. (With Sandra Butler).

Demanding Education: Parents as Scholars, The Ladies High Tea and Feminist Insurgency Society, Women's Studies Program, University of Southern Maine, Portland, Maine, March 22, 2000.

Maine's Parents as Scholars Program: Higher Education Post Welfare Reform, Women and Higher Education in the 21st Century: A National Conference, University of Minnesota, Minneapolis, Minn, March 27-29, 2000. (With Sandra Butler).

The Politics of Education Under "Welfare Reform": Is Higher Education Good for Poor Women?" Conference on Work, Welfare and Politics, University of Oregon, February 28 - March 1, 2000, Eugene, Oregon.

Engaging in the Challenge of Educating for Life, Work, and Stewardship: An Initiative of the University of Maine System. American Association of Colleges and Universities, 87th Annual Conference - "Greater Expectations", January 20-22, 2000, Washington, D.C.

Invited. Workshop: "Building the Case for College: Existing Research and Gathering New Data" and Roundtable: "Research Needs and Opportunities for Research Collaboration." Welfare Reform and the College Option: A National Conference, Washington, D.C., September 24-25, 1999. Sponsored by The Howard Samuels State Management and Policy Center Graduate Center at CUNY, McAuley Institute, Wider Opportunities for Women, and Center for Women Policy Studies.

Parents as Scholars: A Model Higher Education Program for Low-Income Women in Maine. Presentation at the Higher Education in Transition: The Politics and Practices of Equity, 1999 American Association of University Women College/University Symposium, Washington, D.C., June 17-19, 1999.

Parents As Scholars: A Model Higher Education Program for Low-Income Women in Maine, Visiting Scholar Lecture, Wellesley College Center for Women, 1998-1999 Luncheon Seminar Series, Wellesley College, March 11, 1999.

Classist Conceptions of Dependency: Conservative Attacks on Poor Women with Children, SPEAKING OUT: Women, Poverty, and Public Policy, 24th Annual Conference, University of Wisconsin Women's Studies Consortium, Eau-Claire, Wisconsin, October 29-31, 1998.

Invited. *Parents as Scholars: A Model Higher Education Program for Low-Income Women in Maine,* Visiting Scholar "Tea and Talk" Reception (with visiting scholars from the Bunting Institute, Murray Research Center, Schlesinger Library, Northeastern, MIT, Brandeis, Tufts, and Harvard), Wellesley Centers for Women, Wellesley College, October 27, 1998.

Parents as Scholars: A Model Higher Education Program for Low-Income Women in the Welfare Landscape, Women's Progress: Perspectives on the Past, Blueprint for the Future, 1998 Fifth Women's Policy Research Conference, Institute for Women's Policy Research and Georgetown University Women's Studies Program, Washington, D.C., June 12-13, 1998.

Invited. *Welfare as a Women's Issue?* University of Maine Annual Women's History Celebration, co-sponsored by the Marxist-Socialist Lunch Series, Women in the Curriculum, and Women's Studies Program, Orono, Maine, March 26, 1998.

Classist Conceptions of Dependency: Conservative Attacks on Poor Women with Children, The Image of Class in Literature, the Media, and Society, Society for the Interdisciplinary Study of Social Imagery, University of Southern Colorado, March 12-14, 1998.

Breaking the Silence: Giving Women "Voice" in Public Policy Debates, Inclusive and Interdisciplinary: Building the New Curriculum, National Science Foundation Conference, Portland, Maine, September 1997.

Invited. *Assaulting the Welfare State, American Style,* Moray House Institute of Education, Heriot Watt University, Edinburgh, Scotland. November 1995.

Invited. *Underclass Theory and Lone Parents,* University of Northumbria at Newcastle, Newcastle-upon-Tyne, England. November 1995.

Professional/Technical Reports

Community Needs Assessment, 2019. The Opportunity Alliance, Portland, Maine.

NewMainers Program Assessment Report, 2019. The Opportunity Alliance, Portland, Maine.

Community Needs Assessment, 2017. The Opportunity Alliance, Portland, Maine.

Expert Report. "Poverty and Low-income and Poor Women in Maine", U.S. District Court Civil Action: Julia Jenkins, et al, Plaintiffs, v. R. Christopher Almy, et al, Defendants. On behalf of the ACLU-Planned Parenthood of Northern New England, 2018.

Declaration Statement, U.S. District Court Civil Action: Julia Jenkins, et al, Plaintiffs, v. R. Christopher Almy, et al, Defendants. On behalf of the ACLU-Planned Parenthood of Northern New England, 2018.

Affidavit: "Poverty and Reproductive Rights", ACLU of Maine, Superior Civil Action: Mable Wadsworth Women's Health Center; Family Planning Association of Maine d/b/a Maine Family Planning and Primary Care Services; and Planned Parenthood of Northern New England, Plaintiffs v. Mary Mayhew, Commissioner of the Maine Department of Health and Human Services, Defendant. 2015.

ERIC Publications: Child Welfare Policy: A Teaching Module. Teacher's Outline
(Doc ID ED256992)

Child Welfare Policy: A Teaching Module. Students' Outline
(Doc ID ED256993)

Social Work with Adolescents: Five Teaching Modules. A Courses Syllabus.
(Doc ID ED256994)

Parents as Scholars: Education Works. Outcomes for Maine Families and
Implications for TANF Reauthorization. (Doc ID475127)

Services for Disturbed and Disturbing Adolescents: Principles, Planning, Practice. Editor, New England Children's Mental Health Task Force, 1982.

Economic Impact of Social Policy on the Aged (with R. Deprez). Paper written for John Martin, Speaker of the Maine House of Representatives for presentation at the National Conference of State Legislatures, Nova Scotia, 1980.

A Profile of New England Children: A Demonstration Project in Collecting Data About Selected Factors Which Influence and

Relate to Children's Mental Health (with M. Fallon), 1980. Published by Region I, ADAMHA, Public Health Service, Boston for national distribution.

Formative Evaluation of the Maine Children's Resource Center Title XX Early Childhood Training Program (with D. Cote), 1979.

Series of reports to Departments of Mental Health and Corrections, Educational and Cultural Services, and Health and Human Services (with D. Cote and A. Kuderka), Sheepscot Associates:

Licensing Report (1978)

Rights and Legal Issues of Children (1978)

Group Homes in Maine (1978)

Residential Treatment Centers in Maine (1978)

Residential Care for Emotionally Disturbed Children - A Summary (1978)

A Study of Residential Care in Maine and Recommendations for a System of Care (1978)

A Continuum of Care for Children in Need of Mental Health Services (1979)

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Guidelines for Comprehensive Community Mental Health Services for Children, Editor, New England Mental Health Task Force, 1978.

Comprehensive Mental Health Services to Children, State Plan, Department of Mental Health and Corrections, Augusta, Maine, 1973.

Professional and Community Affiliations and Activities

- 2019 - Co-Leader, Maine Chapter, Scholars Strategy Network
- The Telling Room, Portland, Maine – College Essay Writing Workshop
- 2018-2020 Advocacy Council, The Opportunity Alliance, Portland, Maine
- 2017 Planned Parenthood of Northern New England, Outreach and Promotion Committee
- 2015- Advisory Council, National Center for Student Parent Programs
- Expert Witness, "Poverty and Reproductive Rights", ACLU of Maine.
- 2015 Invited Workshop Leader: Poverty: Individual Responsibility or Public Obligation?, Opportunity Alliance All Agency Day, Portland, Maine, October 2, 2015.
- Portland High School, Encouraging Postsecondary Education for High School Students group
- Endicott College Advisory Committee, Center for Residential Student Parent Programs (Beverly, MA)
- Education Sub-committee, Men to Boys, Portland, Maine
- 2014 Mayor's Minimum Wage Advisory Committee (Portland, Maine)
- Manuscript Review, *Journal of Sociology and Social Welfare*
- Manuscript Review, *Journal of Family and Economic Issues*
- 2013 NEASC Site Visiting Team, University of Massachusetts-Lowell
- Moderator, Opening Plenary: *It Takes a Village – Making Change Happen*, Eighth Annual Maine Conference: Inspiring Effective Advocacy, November 14, 2013, Augusta, Me.
- Book Reviewer, University of North Carolina Press
- Manuscript Review, *Journal of Sociology and Social Welfare*
- Manuscript Review, *Journal of Family and Economic Issues*
- 2012- Co-Director, Maine Regional Network of the Scholars Strategy Network (SSN)
- Board Member, Scholars Strategy Network (SSN), Harvard University
- 2012 Invited Researcher/Participant, Student Parent Survey Working Group (Student Parents in Postsecondary Education) Institute for Women's Policy Research (IWP), Washington, DC
- Consultation to Chair, Maine Permanent Commission on the Status of Women re: Commission final report and report to Maine Legislature
- Educate Maine**, Council of Advisors, Cumberland Region
- Advisor, Single Parent Households in Maine, Gorman Foundation, Portland
- Proposal Reviewer, South Africa Research Chairs Initiative, National Research Foundation, Pretoria, South Africa: Assessment of Proposals to host a South African Research Initiative Chair - Reviews of the Chair in Teacher Education - CPUT and Chair in Higher Education and Human Development- UFS)
- Book Reviewer, University of North Carolina Press
- Manuscript Review, *Journal of Sociology and Social Welfare*
- Manuscript Review, *Journal of Family and Economic Issues*
- Member, Dissertation Committee, Carolyn Arcand, *The Implications of a Proprietary School Education for Low-Income Single Mother Students: An Emerging Catch-22?*, UMass Boston.
- 2011- Reviewer, *Journal of Human Development and Capabilities*
- Reviewer, *Children and Youth Services Review*
- 2011 University of Oregon, promotion (to Professor) review
- Manuscript Review, *Journal of Sociology and Social Welfare*
- Manuscript Review, *Journal of Family and Economic Issues*

- 2010 Invited Speaker. *Women and Work in Today's Economy*. STRIVE New York (an affiliate of STRIVE International), New York City, February 26.
- Invited Speaker: "Public Sociology in Practice." Bates College, Public Sociology Seminar, Professor Emily Kane.
- Lafayette College, promotion and tenure review
- University of Michigan, promotion and tenure review
- Expert interview for Ounce of Prevention Postsecondary Education Project, Northwestern University
- Manuscript Review, *Journal of Sociology and Social Welfare*
- Manuscript Review, *Journal of Family and Economic Issues*
- Editorial Board, *Journal of Family and Economic Issues* (JFEI)
- 2009-13 Book Reviewer, Springer Press
- 2009 Reviewer, *Gender and Society*
- Maine Department of Labor Research Project: The Competitive Skills Scholarship Program. Survey and analyze experience of recipients.
- 2009 Invited Speaker: "Public Sociology in Practice." Bates College, Public Sociology Seminar, Professor Emily Kane.
- Organizer, Welfare Reform and Race, Society for the Study of Social Problems Annual Conference, San Francisco, CA, August, 2009
- Organizer, The Declining Significance of Race Revisited, Society for the Study of Social Problems Annual Conference, San Francisco, CA, August, 2009
- Expert Interviewee. Institute for Women's Policy Research (Washington, DC) for Bill and Melinda Gates Foundation initiative to improve postsecondary access and success for low-income women: *Research on Programs and Policies to Promote Post-Secondary Education Participation and Success Among Low-Income Single Parents*. (February 2009)
- Expert Interviewee. Institute for Policy Research at Northwestern University for Bill and Melinda Gates Foundation initiative to expand educational opportunities of mothers with young children: *Ounce of Prevention Postsecondary Education Project*. (June 2009)
- 2008 Advisory Board, Restaurant Opportunities Center of Maine (ROC)
- Advisor: *Behind the Kitchen Door*, Maine ROC December 2009.
- Member, Portland Women's Housing Committee
- Advisor: *My Own Space: A Study of Women Living Outside of Traditional Family Structures*, Cumberland County Development Office, December 2009
- 2008 Search Committee, Portland Superintendent of Schools
- Maine Voices, 2008*: Requested from Maine Equal Justice Partners (Augusta, Maine) to review, summarize and write brief report on forums held around the state on poverty.
- External reviewer: Lauren Pluchino, Bates College Senior Honor Thesis, *Where Did all the Girls Go? Informal Education as a Preventative Measure Against the Food-for-Sex Trade in Mwanza, Tanzania*
- 2007 Invited Speaker: "Public Sociology in Practice." Bates College, Public Sociology Seminar, Professor Emily Kane.
- External reviewer: Adrian Cohen, Bates College Senior Honors Thesis, *Revaluing Motherhood: How Parents as Scholars students value education, care, and work*
- Invited Speaker. *The New Imperative: Ensuring Access to Postsecondary Education for Low-Income Women in the United States*, March 1, 2007. University of London, Institute of Education, Centre for Critical Education Policy Studies, England.
- Election Committee, Society for the Study of Social Problems (SSSP)
- 2006- Editorial Board, *Journal of Sociology and Social Welfare*
- 2006 Presider, Race and Location in Education Session, Eastern Sociological Society Conference, February 23-26, 2006, Boston, Mass.
- Invited Panelist. "Samuel Alitos' Confirmation to the Supreme Court: What it Means for Women's Rights and Women's Health Issues," Boston College Women's Health Initiative, February 28th.
- 2004 Commissioner appointee, Women's Subcommittee of the Maine Jobs Council, Maine State Department of Labor
- 2002 Member, Fulbright Worldwide Scholar-in-Residence Awards Committee, Center for International Exchange of Scholars, Washington, DC
- 2002 Moderator, District 27 State Senate Race Debate, University of Southern Maine, October 15, 2002
- Member, Host Committee, 4th Annual Celebration of the Museum of African Tribal Art, Portland, Maine
- Invited Presenter. Brief DHHS Commissioner Kevin Concannon on Highlights of Parents as Scholars Study (with Sandra Butler)
- Invited Presenter. University Maine System Board of Trustees Student Affairs Committee, Discussion of "The Parents as Scholars Program"
- Invited Presenter. "Governance in Higher Education: Who is in Charge," Higher Education Policy class, Muskie School for Public Policy
- 2000-2002 Member, American Fellowships Awards Panel, AAUW Educational Foundation, Washington, D.C.
- 2001 Invited Presenter, New Hampshire Legislature: Maine's *Parents as Scholars* Program

- Organizing Committee, Intergenerational Conference on Reproductive Freedom: *The Shoulders We Stand On: Unmasking our Grandmothers' Radical Roots*, USM in affiliation with Planned Parenthood of Northern New England, The Maine Women's Fund, and the USM Women's Studies Program
- 2000-2001 Member, Community Advisory Council, *The Portland Papers*, Portland, Maine
- Editorial Advisory Board for *Making Sense of Women's Lives*, Collegiate Press, San Diego, CA.
- 1999 Initiator and co-author, grant application submitted to *Innovations in American Government*, an award competition sponsored by the John F. Kennedy School of Government, Harvard University and the Ford Foundation (application put forth with the Maine Department of Human Services for the *Parents as Scholars* Program)

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- 1999-2008 Member, Executive Committee and Governing Board, University of New England/Spurwink Institute Research Center on Children and Families, Portland and Biddeford, Me.
- 1998 Initiator and co-author, grant application submitted to *Innovations in American Government*, an award competition sponsored by the John F. Kennedy School of Government, Harvard University and the Ford Foundation (application put forth with the Maine Department of Human Services for the *Parents as Scholars* Program): **Semifinalist**
- 1998-2002 Board of Directors, The Spurwink Institute, Portland, Maine
- 1998 Panel Chair, *Women and Elective Politics: Efforts for and Obstacles to Equal Station*, Organization for the Study of Communication, Language, and Gender, 21st Annual Conference, "Demanding Equal Station...", October 16, 1998, Portland, Maine
- 1997-2002 Board of Trustees, The Spurwink School, Portland, Maine
- 1997-98 Board of Directors, Maine Center for Economic Policy, Augusta, Maine
- 1996- Member, Maine Women's Lobby, Augusta, Maine
- 1996 Resource Person, Maine Equal Justice Project, Augusta, Maine
- Panel Moderator, *Are Corporate Power and People Power Compatible?* at The First Maine Democracy Fair and Teach-in, University Southern Maine
- Preble Street Resource Center (Portland, Maine): assisted the Consumer Advocacy Project staff with organizing testimony for Maine Commission on Hunger hearings.
- 1991-92 Social Work Consultant, CASA, Inc., Scarborough, Maine
- 1983-86 Speaker of the House appointee, Maine Commission to Examine the Availability, Quality and Delivery of Services Provided to Children with Special Needs
- 1982-85 Member, Preventive Intervention Committee, Maine State Department of Mental Health and Corrections
- 1981 Grants person, NIMH Grant, Eastern Maine Medical Center, Bangor
- Consultant, New Hampshire Office of Children and Youth
- Consultant, Southern Maine Association of Cooperating Hospitals
- 1980 Resource person, Children's Defense Fund, Washington, DC
- Consultant, Vermont State Department of Mental Health
- Grant collaborator, Administration of Aging Multidisciplinary Grant
- Grant collaborator (UMO), NIMH Rural Mental Health Grant
- Grant collaborator, Humanistic Health Care Grant, Maine-Dartmouth Family Residency Program
- 1980-82 USM Representative, New England Children's Resource Center, Steering Committee
- 1979-90 Consultant, Maine State Department of Mental Health and Corrections, Division of Children's Services
- 1979-85 Grant proposal editor, Medical Care Development, Augusta, Maine
- 1979-84 Member, Children and Youth Alliance of Maine
- 1979-80 Social Work Consultant, Northeast Indian Cultural Awareness Project
- 1978-82 Member, Orthopsychiatry Association
- 1978-82 County Representative, Democratic State Committee
- 1978 Author, Title XX Children Welfare Teaching Grant
- 1976-82 Gubernatorial appointee, Mental Health Advisory Council
- 1975-76 Gubernatorial appointee, Child Abuse and Neglect Council
- 1975-77 Vice-President, Child Development Council of Maine
- 1973-95 New England Children's Mental Health Task Force
- Board of Directors, 1985-95
- Publications Coordinator, 1978, 1980
- Regional Conference Coordinator, 1978
- Coordinator of Technical Assistance, 1977-82
- Chair, 1976-77
- Vice-Chair, 1975-76
- 1973-99 Member, National Association of Social Workers (NASW)

Scholarships, Awards and Honors

- 2014 Nancy K. Gish Award for Excellence in Feminist Practice, The University of Southern Maine Women and Gender Studies Program
- Visiting Scholar, University of Hawai'i at Mānoa Public Policy Center, Honolulu, HI,

October – November 2012
 Visiting Scholar, University of Massachusetts Boston, McCormack School of Policy Studies and Center for Social Policy and Center for Women in Politics and Policy, 2005-2006
 Member, The Honor Society of Phi Kappa Phi, University of Southern Maine Chapter, 2003
 Feminist Scholarship Award for *Something Worth Fighting For: Higher Education for Women on Welfare* (with Sandra Butler) from the Commission on Women, Council on Social Work Education, 2001.
 Honorary Member, USM Chapter, Golden Key National Honor Society, 2001
 Fellow, National Center on Adult Learning, SUNY Empire State College, Saratoga Springs, New York, 2000-2001
 Finalist, American Association of University Women Educational Foundation University Scholar-in-Residence Award, 2000
 Semifinalist, ***Innovations in American Government***, an award competition sponsored by the John F. Kennedy School of Government, Harvard University and the Ford Foundation (application put forth with the Maine Department of Human Services for the ***Parents as Scholars*** Program)
 Visiting Research Scholar, Wellesley College Center for Women, Center for Research on Women, Wellesley College, Wellesley, Mass., 1998-99
 Faculty Senate Award for Excellence in University Service, University of Southern Maine: 1998
 HERS Scholarship, Office of the Provost, University of Southern Maine, 1997-1998
 International Travel Grant, University of Southern Maine: 1993, 1995
 Pre-doctoral Fellowship Award, University of Southern Maine: 1987-90, 1992
 Brandeis University Doctoral Scholarship: 1984-85, 1985-86
 Faculty Senate Summer Research Grant, University of Southern Maine: 1984
 National Institutes of Health Scholarship, Harvard University: 1975
Who's Who in American Politics, 7th edition to present

Grants (selected)

2018	The Opportunity Alliance, Portland, Maine. Assessment of Cultural Broker Case Management, The NewMainers Program.	
2017	The Opportunity Alliance, Portland, Maine. Community Needs Assessment	
2016	Advanced Scholars Grant, <i>Families Climb Together</i> , National Center for Student Parent Programs, Endicott College, Beverly, Mass.	
2007	Fulbright New Century Scholars, "Securing Access to Higher Education for Low-Income Women," (U.S. alternate)	
2003	Maine Humanities Council, Women's Leadership Institute	
2001	Fulbright Worldwide Scholar-in-Residence, Center for International Exchange of Washington, D.C. Grant for worldwide Scholar-in-Residence in the University of Southern Maine.	Scholars, Women's Studies Program,
2000	Fellow, National Center on Adult Learning, SUNY Empire State College; <i>"Parents as Scholars: Modeling Higher Education under Welfare Reform"</i>	
1999	Association of American Colleges and Universities, <i>Boundaries and Borderlands</i>	Curriculum
	Development Training Grant for USM faculty	
1983	UConn Child Welfare Training Grant	
1982	UConn Child Welfare Technical Assistance Grant	
1981	USM Faculty Senate Research Grant	
1981	Child Welfare Teaching and Curriculum Development Grant	
1980	UConn NIMH Grant for Rural MSW Education	
1978	State of Maine Residential Care Study	
1978	Child Welfare Teaching Grant	
1977	University Year in Action Grant	
1975	Title XX Day Treatment Program for Children	
1975	Bureau of Education of the Handicapped Grant, DHEW, Model Program for Severely Disturbed Children	
1973	Research Co-op, Title 1	
1971-2	Model Cities grants	

Professional Training

Higher Education Resource Services (HERS)-New England (1997-98)
 Wellesley College, Wellesley, Massachusetts
Management Institute for Women in Higher Education Administration - HERS
 State Department of Educational and Cultural Services, Augusta, Maine (1980)
Fundamentals of conducting due process hearings in special education for Administrative Hearing Officers
 University of California, San Francisco (1979)
Program Evaluation in Health and Human Services
 Harvard University, School of Medicine, Division of Community Psychiatry, Boston (1975)
Professional Certificate: Mental Health Administration and Planning

Professional Positions and Consultations

2020	Consultant And Author, The Opportunity Alliance, <i>Community Needs Assessment 2017</i> , Portland, Maine
2019	Consultant, Maine Street Solutions, Portland, Maine
	Consultant, Misericordia University Ruth Baugher Matthews Women With

Children Program.
 Consultant, Institute for Women's Policy Research, Washington, DC.
 2018-2019 Consultant, The Opportunity Alliance, *An Assessment of the New Mainers Program grant proposal*, Portland, Maine
 2017 Consultant And Co-author, The Opportunity Alliance, *Community Needs Assessment 2017*, Portland, Maine
 2015- Consultant/Poverty Expert, Maine ACLU
 2016 -17 Consultant: Public Health Research Group, Deer Isle, Maine
 1978-90 President and Founder, Sheepscoot Associates, Alna, Maine
 Consultation to state government: human service delivery systems; residential care for children -
 treatment, licensing, funding legal issues; program evaluation.
 1980-88 Administrative Hearing Officer, Department of Educational and Cultural
 Services, Augusta, Maine
 1982-84 Grant Reviewer, Department of Health and Humans Service, Region I, Boston
 1977 Consultant, Maine Criminal Justice Planning Agency, Augusta, Maine
 Analyzed legislation in the 108th session re: children.
 1977 Consultant, Providence Mental Health Center, Providence, RI
 Consultation re: Part F children's mental health program.
 1973-76 Director, Division of Children's Mental Health Services, Department of Mental
 Health and Corrections, Bureau of Mental Health Augusta, Maine
 Planning, fiscal and coordinating activities re: emotionally disturbed and
 mentally ill children; phased out State of Maine Children's Psychiatric Hospital;
 Project Director, Model Project for Severely Emotionally Disturbed Children
 (OE/BEH)
 1973-74 Planner, Services to the Elderly, Department of Mental Health and Corrections,
 Augusta, Maine
 1973 Consultant, University of Maine, Human Services Development
 Institute, Portland, ME
 Re-funding activities re: Portland Community Research Cooperative.
 1972-73 Consultant, Bureau of Health, Department of Health and Welfare, Augusta, ME.
 Designed a Health Data Information system.
 1971-72 Senior Social Planner, Model Cities Program, Jersey City, NJ
 Research, analysis, planning and Grant writing re: Education and Social
 Service/Welfare projects.

Professional Memberships until 2015

Association of Public Policy Analysis and Management (APPAM)
 American Sociological Association
 Section on Race, Gender, and Class
 Section on Sex and Gender
 Eastern Sociological Society
 Society for the Study of Social Problems
 American Association of University Women
 Human Development and Capability Approach Association

Professional Certifications

ACSW, 1973-1999
 LMSW (Maine), 1974-2000

University Service and Activities

2014 Faculty Senate appointment, Steering Committee, University Review
 Appointed by Chair of Faculty Senate, Provost Review Committee
 2013-15 Chair, Department of Sociology
 Dissertation Committee Member, Interdisciplinary Ph.D. Committee of Sarah A.
 Harvey, University of Maine
 2011 Co-chair, Faculty Senate ad hoc Committee on the Provost's Reorganization Plan
 2010 -11 USM Strategic Planning Steering Committee, SP#1 Implementation Task Force:
Serving the needs and aspirations of 21st-century Maine
 Maine Policy Scholars Faculty Advisor: Emily A. Paine, *Ensuring Safe and Healthy*
School Environments for Maine's LGBTQ Youth
 College of Arts and Sciences Transformation Committee, Social Sciences
 2009 - 11 USM Accreditation Liaison Officer to New England Association of Schools and
 Colleges (NEASC)
 Member, University Review (external), New England Association of Schools and
 Colleges (NEASC)
 2009-15 Peer Review Committee member, Lisa Morris, Assistant Professor, Muskie
 School of Public Service
 2009 USM Budgetary Advisory Committee
 Maine Policy Scholars Faculty Advisor: Nicholas Jones, *What can Maine's*
higher education system do to help shape the 21st century workforce?
 2008 - 2011 Chair, New England Association of Schools and Colleges (NEASC) Accreditation

- Self-Study for USM
- 2008-2009 Maine Policy Scholars Faculty Advisor: Jessica McKee, *Paid Leave in the State of Maine: Primary Effects on Single Mothers*
- 2007-2008 Chair, USM Mission Statement Committee
Maine Policy Scholars Faculty Advisor: Heather Mills, *Women's Earnings and Opportunities for and Access to Housing in Maine*
- 2006-2007 Maine Policy Scholars Faculty Advisor: Anna Korsen, *Higher Education Attainment in Maine: The Case for Opportunity Maine*
- 2005-10 AAUW, USM Representative
- 2004-05 Member, Portland Campus Master Plan Steering Committee
Member, Honors College Planning Committee
Convenor and Member, General Education Pathways Advisory Committee
Convenor and Chair, University of Maine System Arts and Sciences Deans, Directors, and Chairs
Representative of the College of Arts and Sciences and Participant, National Commission on Teaching and America's Future (NCTAF)
Representative of the College of Arts and Sciences and Participant, National Network for Educational Renewal (NNER)
Member, General Education Council
- 2003 Welcome, International Women's Day Keynote Address, USM
- 2002 Organizing Committee, *The Shoulders We Stand On: Unmasking our Grandmother's Radical Roots*, Conference on Intergenerational Issues of Choice, co-sponsored by USM Women's Studies Program, Planned Parenthood of Northern New England, and The Maine Women's Fund
Member, Student Complaint Committee, University of Southern Maine
- 2001-14 USM Coordinator and Advisor, Maine Policy Scholars Program
- 2001 Chancellor Designee, AAC&U 2001 Annual Meeting: *Degrees of Value: Technology, Markets, and the Aims of Education*, New Orleans, LA., January 2001
- 1
- 2001-2005 Designated Campus Representative (Provost appt.), Association of American Colleges and Universities (AAC&U)
Member, Women's Resource Center Advisory Committee, University of Southern Maine
- 2000-2002 Chair, University of Maine System Board of Trustees Faculty Representatives
2001 Thesis Advisor: Marina Nolan, *Reproductive Choice in the Legal and Legislative Arenas: A Comparative Analysis*
Speaker, University of Southern Maine Recognition Day Awards Ceremony
- 1999-2000 Initiator, coordinator, and co-facilitator of the UMS System Conference on *Life, Work, and Citizenship in the 21st Century*, April 28-29, 2000 Bethel, Maine
Member, Association of American Colleges and Universities, *Boundaries and Borderlands Curriculum Development Training Grant* for USM faculty, Brown University, Providence, RI
Member, Provost/Vice President of Academic Affairs Search Committee
Member, Provost's Committee on Department Chairs
- 1999-2007 Dissertation Committee Member: Michele Alexander, University of Maine Ph.D. Program in Disability Studies, *The Experiences of People with Psychiatric Disabilities in Disability and Employment Support Programs*
- 1999-2002 Coordinator, Maine Women's Studies Consortium
- 1999 Internship Thesis Advisor: Jill Hanson, *Social Policy and the Regulation of Women's Reproduction*
- 1998-2000 Co-facilitator (with Richard Pattenau, USM President) of *Life, Work, and Citizenship in the 21st Century*, A Higher Education Initiative of the University of Maine System
- 1998-99 Initiator, coordinator, and co-facilitator of the UMS System Conference on *Life, Work, and Citizenship in the 21st Century*, April 9-10, 1999, Bethel, Maine
Member, MSW Search Committee, Department of Social Work
- 1998 Independent Study Advisor: Jill Hanson, *Domestic Violence in Heterosexual and Lesbian Partnerships: A Comparative Analysis*
- 1997-2001 USM Faculty Representative, UMS Board of Trustees
Member, UMS Board of Trustees Finance Committee
- 1997-98 At-large Member, USM Faculty Senate
Treasurer, AFUM, USM Chapter
Member, Executive Committee, AFUM, USM Chapter
Member, Peer Committee, Associate Professor Richard West, Department of Communication
Member, Advisory Committee, Women's Studies Program
Member, Curriculum Committee, Women's Studies Program
- 1996-2015 Member, Women's Studies Council
- 1996-97 Chair, College of Arts and Science Dean Search Committee
Social Work Faculty Representative, Maine Child Welfare Training Institute
Child Welfare Field Instruction Unit Program
- 1990-95 President, Associated Faculties of Maine (AFUM), USM Chapter
Chief Grievance Officer, AFUM
- 1994-95 Chair, Search Committee, Department of Social Work
Independent Study Advisor:

Rachel Cohen, *Sacopee Valley High School Adolescent Support Group*
 Jacqueline Lepine, *Resource Guide for People with AIDS*

1993-94 Chair, Affirmative Action Committee, College of Arts and Sciences
 Honors Thesis Advisor, Janet Alexander, *Incarcerated Women: A Qualitative Study from a Feminist Perspective: What Influenced Six Maine Women to Break the Law?*
 1990 Member, Task Force on Curriculum, Commission on Pluralism
 1989-91 Member, CAS Faculty Professional Development Committee
 1989-90 President/Vice President, AFUM, USM Chapter
 1989-90 Member, CAS Ad Hoc Committee on the Tenure of Women and Men
 1989 Negotiating Team, Inequity and Discretionary Awards, AFUM
 1989- Bargaining Committee, AFUM
 Executive Committee, AFUM
 1989 Invitee, Chancellors Conference on Pluralism
 1988 Chair, Peer Committee, Department of Social Work
 1986-87 Chair, Search Committee, Department of Social Work
 1983 Maine Coordinator, UCONN Child Welfare Training Grant
 1982 Coordinator, UCONN Child Welfare Technical Assistance Grant
 1981-84 Dean Appointee, CAS Faculty Professional Development Committee
 1981 Principal Investigator, Child Welfare Teaching Grant
 1980-81 Coordinator, CSWE Accreditation Study
 1980-81 Provost Appointee, Faculty Advisory Committee, Graduate Program of Public Policy and Management
 1980- Member, Department of Social Work Personnel Committee
 1979-80 Member, CAS Curriculum Committee, CAS Courses Sub-Committee
 1978-81 Chair, UCONN MSW Advisory Committee
 1977 Project Director, Child Welfare Teaching Grant
 1976- Member, Department of Social Work Curriculum Committee
 1976- Student Advisor
 1976 Project Director, University Year in Action

University Courses Taught

University of Southern Maine:

Women, Welfare, and the State
 Poverty: Perspective and Policy
 Critical Thinking about Social Issues: Social Class
 Women, Gender, and Institutions
 Introduction to Women's Studies
 Capstone Experience in Women's Studies
 Internship in Women's Studies
 Thesis in Women's Studies
 Introduction to Social Welfare
 Introduction to Social Work
 Grant writing
 Methods of Social Work Practice III: Organizational Change and Community
 Field Work I and II
 Social Welfare Policy
 Child Advocacy
 Issues in Social Work and Social Welfare
 U.S. Social Issues (Interdisciplinary Core Curriculum Course)
 Power/Profit/Pleasure (Interdisciplinary Core Curriculum Course)

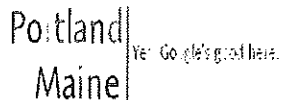
Organization

University of Maine, Graduate School of Social Work:

Social Welfare Policy

University of Northumbria at Newcastle, England:

Responses to Inequality (BA Hons Sociology Year 3)
 Sociology of Welfare (BA Hons Sociology Year 3)
 Research Design (MSC Social Research)



Katherine Jones <klj@portlandmaine.gov>

Historic Preservation Board Application

1 message

Hilary Bassett
To: klj@portlandmaine.gov

Fri, Dec 4, 2020 at 2:32 PM

Appointments Committee Chairman

c/o City Clerk

389 Congress Street

Portland ME 04101

Dear Appointments Committee:

I would like to submit my credentials for consideration to serve as a member of Portland's Historic Preservation Board. The City has so many wonderful historic buildings and landscapes and it would be an honor to work with the C

ity staff and members of the community to help preserve them.

I have lived in Portland for 27 years and have a longstanding interest in historic preservation and preserving Portland's history and architecture. In 2019, I retired as executive director of Greater Portland Landmarks after 19 years. During that time, I became familiar with Portland's historic preservation ordinance, including the historic review standards and the designation process for historic districts and landmarks. As a community volunteer, from 1994-2000, I was a board member for Landmarks and Victoria Mansion and, reflecting my interest in contemporary architecture, Architalx. Currently, I serve on the board of Mechanics Hall and the Congress Square Redesign Committee. I enclose my resume.

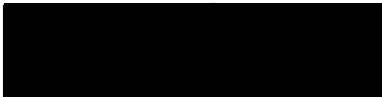
On several occasions I have been through historic preservation review myself both as a homeowner in the Western Promenade historic district (1994-2005) and representing Landmarks'-owned properties on High Street and State Street. This experience has given me a perspective on what the review process is like for the property owner. I am currently a resident of Munjoy Hill, in a building that is part of the proposed historic district.

Service on the Historic Preservation Board would be a great opportunity to share my enthusiasm for Portland and preservation experience with the community and also to continue learning about the City, local projects, and trends in the field.

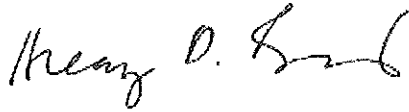
Thank you for considering my application.

Yours sincerely,

Hilary Bassett



2 attachments



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Bassett_resume_2019_preservation.pdf
91K

HILARY D. BASSETT

Professional Experience:

Executive Director, Greater Portland Landmarks, Portland, ME, 2000 - 2019

Served as chief executive of a community historic preservation organization, which expands public awareness, provides educational experiences, and advocates for preservation of the architectural heritage of greater Portland and excellent new design in historic contexts.

- Advocated for preservation friendly policies and protections for historic resources, oversaw architectural surveys of over 3,000 historic resources in 9 neighborhoods in Portland and South Portland and actively participated in the designation of 4 new historic districts.
- Created innovative education programs and publications, including Portland History Docents, a collaborative volunteer recruitment and training program, and *Deering*, the first comprehensive social and architectural history of Portland's off-peninsula neighborhoods.
- Oversaw management, interpretation, and preservation of the Portland Observatory (1807), as an educational historic site, which since 2000 doubled attendance to 18,000 visitors annually. Guided design and funding of new interpretive exhibits installed in 2019.
- Led the organization and communicated with a wide range of constituents through effective public speaking and writing, strategic planning, fundraising and financial planning, and management of administrative and seasonal staff and contractors. Recruited, engaged and collaborated with trustees and volunteers to ensure success in achieving our mission.
- Spearheaded a transformative \$2.2 million capital campaign, which engaged over 150 donors who gave the largest gifts ever received by the organization and matched a \$400,000 National Endowment for the Humanities (NEH) Challenge Grant.
- Oversaw the identification, purchase, rehabilitation, and preservation and operating plans for the William Safford House (1858) as the headquarters for the organization.

Consultant, Portland, ME, 1997 - 2000

Planned and implemented projects for historic preservation and cultural organizations. Directed a successful \$1.2 million capital campaign for the Portland Observatory, which included over \$760,000 in private donations, planned a \$500,000 capital campaign for the Ruggles House Society, and wrote a successful \$500,000 NEH Challenge grant for the Hartford Public Library, CT.

Development Writer, Bowdoin College, Brunswick, ME, 1994 - 1997

Researched, wrote, and edited materials for the development office with emphasis on the \$136.1 million New Century Campaign. Projects included the campaign case statement and newsletter, grant proposals, essays on campaign priorities, and direct mail solicitations. Prepared successful \$500,000 NEH Challenge Grant for Bowdoin's library.

HILARY D. BASSETT Page 2

Director, Midland Art Council (now Arts Midland), Midland, MI, 1983 - 1992

Led an accredited community visual arts center, which annually presented 12 exhibitions, 40 studio art classes, workshops, art fairs, educational programs, and events. Managed budgets, fundraising, personnel, programming, marketing, planning, and accreditation. Worked closely with the board, supervised administrative staff and faculty, and engaged 800 volunteers.

Registrar, Indianapolis Museum of Art, Indianapolis, IN, 1977 - 1981

Department head in charge of managing and documenting a collection of 35,000 objects; storage, transportation, insurance and logistics of collections and 50+ exhibitions per year. *Coordinator, State Traveling Exhibition Program, 1977 – 1979*. Oversaw 10-12 exhibitions circulated in Indiana. *Assistant Registrar, 1976 – 1977* and *Assistant to the Registrar, 1975 - 1976*.

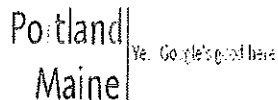
Education:

National Trust for Historic Preservation, Preservation Leadership Training (PLT) Advanced, 2005, 2001 and 1999 in Grand Isle, Vermont; PLT 1997 in Park City, Utah

MBA, 1983, Indiana University, Bloomington, IN (Majors: Marketing and Finance)

BA, 1975, Wellesley College, Wellesley, MA (Majors: Art History and Spanish)

Internship: Education Department, Corcoran Gallery of Art (collections are now held by the National Gallery of Art and the National Museum of American Art, and the building and school are part of George Washington University), Washington, DC



Katherine Jones <klj@portlandmaine.gov>

Historic Preservation Board Member qualifications

1 message

Rob Whitten

Fri, Nov 20, 2020 at 6:22 PM

To: klj@portlandmaine.gov

Cc:

To Appointments Committee Chairman
C/o City Clerk
389 Congress Street
Portland, Maine 04101

To Whom it May Concern:

I respectfully submit an application for a Board Member position on the Historic Preservation Board. I'm copying Barbara Vestal and Julie Larry who have encouraged my application.

I've been a Portland resident since 1976 and founded Whitten Architects at 37 Silver Street, Portland in 1986. I have a long standing interest in architecture and planning and became a Maine registered architect in 1980. I'm registered in New Hampshire, Massachusetts and have National Council of Architects Board. certification. I'm a past Board Member of Greater Portland Landmarks, Portland Trails, the Portland Stage Company, and the Breakwater School. I'm a member of the Portland Society for Architecture, the Maine chapter of the American Institute of Architects, and I'm active in supporting the Historic District for Munjoy Hill.

My wife and I purchased 23 St. Lawrence Street in 1976 as a condemned and abandoned structure -no roof, no windows, no central heat, with the gas disconnected in 1955. Over the years we've restored the original structure doing a lot of the work ourselves. In 1985 we added a new dormer on the main body of the house and renovated the third floor, and four years ago we renovated the rear portion of the home with an updated, open plan kitchen and living space. Our home is identified as the Marston Montgomery House circa 1852 by Greater Portland Landmarks.

We've created a landscape with gardens, stone walls, fruit trees, and a small meadow to compliment the period of the home. We've renovated an older 3 car garage as a shown in the 1923 Assessors photos as a garden shed and project space.

Over the years I've presented proposed projects the Historic Preservation Board, and I appreciated the rigor, attention to detail, and support provided by the Board.

Please do not hesitate to call or write if you need information, references or additional qualifications. Due to the coronavirus I'm working remotely and I can be best reached by Email or cell 207-233-4880.

Thank you for your consideration.

Sincerely, Rob.

 **Rob Whitten / Founder & Principal**
Whitten Architects



November 15, 2020

Zack Anchors



Appointments Committee Chair
389 Congress Street
Portland ME 04101

Dear Appointments Committee,

For the past three years it has been my great pleasure to serve on the Portland Parks Commission. I'm writing to ask you to renew my appointment to the commission so that I can serve another three-year term.

I am a long-time Portland resident, a board member of the Friends of the Eastern Promenade and a civically-engaged citizen with a passion for parks and other public spaces. I bring to my service on the commission a love of vibrant and dynamic public spaces and a goal of ensuring that all of Portland's parks are well-maintained, thoroughly activated and accessible to residents of all backgrounds.

I was originally nominated to the Parks Commission by the former chair of the commission, Diane Davison, so that I could serve as a representative of the Friends of the Eastern Promenade (FoEP). The commission always includes one board member of FoEP. I have now served on the board of FoEP for more than 5 years, and the current board of FoEP has continued to support my role representing the organization on the commission.

Portland parks have long played an important role in my life and work. Five years ago I worked with city staff to launch my business, Portland Paddle, at the East End Beach area. A primary mission of the business was to allow Portland residents to tap into the incredible potential of the park for sea kayaking and other paddlesports. We designed our business with an emphasis on serving the local community, leading us to build strong relationships with other organizations that have a stake in the city's public spaces, including Friends of the Eastern Promenade, Friends of Fort Gorges, the Maine Island Trail Association and Ripple Effect. We have done our best, working closely with city staff, to make the park a more dynamic and cleaner space with greater opportunities for public recreation.

During my time on the commission I have become chair of the outreach committee, which takes the lead on communications with the various "Friends" organizations and plans the annual "Greenspace Gathering."

I am currently in the midst of leading the planning of the 2021 event (which will be virtual) and I am eager to continue this work if my term is renewed.

I look forward to contributing my knowledge and love of the city's parks by serving another term on the commission.

Best regards,

A handwritten signature in black ink, appearing to read 'Za Anchors'.

Zack Anchors

ZACK ANCHORS - WRITER • ENTREPRENEUR • EDUCATOR

ENTREPRENEUR

Owner and Co-Founder - Portland Paddle LLC (2013 – Present)

Founded a paddlesports outfitter with a mission to increase public access Casco Bay, spread awareness of safe paddling practices and provide people of all backgrounds safe and educational paddling experiences on the beautiful Maine coast.

WRITER

Writer & Editor – The Writing Company, Portland, Maine (2008 – 2019)

Served as an editor and writer for a company that creates custom content for large companies, wire services and publishing organizations.

Journalist – Contributed as a freelance columnist, reporter and editor to dozens of publications, including *The Wall Street Journal*, *MaineBiz*, *CBS News Online*, *The Portland Phoenix*, *Drug Discovery News* and many others.

EDUCATOR

Instructor – *University of New Hampshire* (2014 – 2019)

Taught undergraduate courses in U.S. history, including History of Early America and Environmental History of the U.S.

Instructor – *So. Maine Community College* (2010-2013)

Taught composition and literature courses.

WILDERNESS GUIDE

Master Maine Guide, sea kayaking and recreation specializations, licensed by the Maine Department of Inland Fisheries & Wildlife

Wilderness First Responder, Wilderness Medical Associates

ACA-Certified Instructor, Coastal Waters Kayaking, Level 4

Trip Leader for dozens of wilderness expeditions, including a 50-day sea kayaking trip in Alaska in 2013.

COMMUNITY SERVICE

Commissioner, Portland Parks Commission (2017-present)

Board of Directors, Friends of the Presumpscot River (2015-2019)

Board of Directors, Friends of the Eastern Promenade (2016-Present)

Board of Directors, Renewal in the Wilderness (2017-Present)

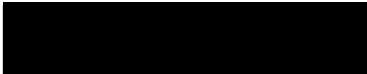
EDUCATION

ABD, History, University of New Hampshire, (2019)

M.A., Literature, University of British Columbia, Vancouver (2010)

B.A., English (Honors) -- University of Maine, Farmington (2005)

Certificate in Documentary Studies – Salt Institute, Portland, Maine (2005)



November 21, 2020

Dear Appointments Committee Chair,

I have served as an at-large commissioner on the Portland Parks Commission since 2015, and would like to apply to serve for a third three-year term. My CV is attached.

I believe that my professional training and experience as an economist provides a perspective that is valuable to the Commission's work. As chair of the Commission's Finance Committee, I helped introduce an objective priority ranking process to guide the Commission's review of budget proposals for parks and open spaces. I also worked with other Commission members and with staff of the Planning Department to advocate for impact-fee financing for Portland's parks, which was adopted by the City Council in 2018. As chair of the Finance subcommittee, I am working with other subcommittee members and with staff of the Parks, Recreation, and Facilities Department to update the Friends Handbook and develop a new memorandum of understanding for parks friends groups that will clarify roles and responsibilities of friends groups and, hopefully, will improve accountability for the work of parks friends groups.

Beyond these specific interests, I am particularly interested in representing the needs of Portland's parks and open spaces that may not be adequately reflected in ongoing advocacy efforts. The city is blessed with advocacy groups for many of Portland's parks and open spaces, and there are vocal advocates for various activities and programs in Portland's parks. But I have a concern that public advocacy on behalf of these facilities and programs may at times detract attention and resources from the ongoing maintenance needs of Portland's parks and open spaces. These less glamorous, daily needs of parks are vital to the quality of the park experience for all Portland residents and visitors.

Portland's extraordinary park legacy did not just happen. It is the result of the efforts of dedicated park advocates over more than a century. I see the Parks Commission as playing a vital role as stewards of that precious legacy.

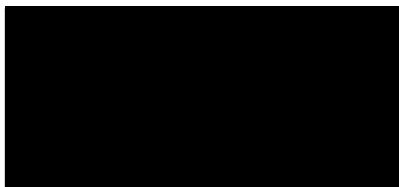
Sincerely yours,

Michael Mertaugh

CURRICULUM VITAE
(November, 2020)

NAME: Michael MERTAUGH

CURRENT RESIDENCE:



PLACE & DATE OF BIRTH: Michigan, USA
4 November 1945

MARITAL STATUS: Married, three children, three grandchildren

EDUCATION: Ph.D. Economics – The University of Michigan 1975
(PhD. thesis involved use of a multi-sector CGE model to evaluate the sector-specific labor-market impacts of rural-urban migration in Morocco)
M.A. Economics – The University of Michigan 1972
B.A. Economics – Kalamazoo College; Kalamazoo, Michigan 1968
Stage, Economics – Université de Clermont-Ferrand, Clermont-Ferrand, France 1966

LANGUAGES: English, native; French, fluent

VOLUNTEER ACTIVITIES:

- Parks Commission, Portland, Maine (2014-present)
- Vice Chair, Parks Commission (2019-present)
- Board member, Friends of Evergreen Cemetery (2013-2020)
- Board member, Greater Portland Landmarks (2013-2016)

WORK EXPERIENCE:

December, 2007 – present:

I retired from the World Bank in November, 2007 upon reaching the mandatory retirement age of 62. I am now a consultant on education economics. Among the consultancies I have carried out since then are the following: At the request of the Hungarian Government, I prepared a policy note on higher education finance early in 2008 as an input to the public debate leading up to a national referendum on the introduction of student fees in higher education. During the first half of 2008 I prepared a background paper for the World Bank's Europe and Central Asia (ECA) region on the role of secondary education in meeting changing skill needs under the global economy as an input to a regional flagship study on changing skill needs in the ECA region. Between August and December, 2008, I prepared a policy paper on the Economic Benefits of Education Investments for the Bank's Education Network as an input to the December, 2008 Oslo *Education for All* Conference and a resource for

education sector staff training programs in the education sector. In November, 2008, I chaired a Quality Assessment of Lending Portfolio Review Panel for the World Bank's Quality Assurance Group (QAG), and in 2009 participated in three other QAG assessments. I also served as a member of the Education for All (EFA) Secretariat's review panel, and in that context participated in the September, 2009 review of Tajikistan's EFA application. I recently served as a member of the World Bank teams that worked with the governments of Latvia and Lithuania and with the IMF to determine the specific actions that are necessary to protect education programs under the financial recovery programs in those countries. This work included the development of recommendations on per-student financing of education in Latvia, which have since been successfully implemented. I recently carried out a consultancy with the World Bank's Independent Evaluation Group (IEG) on an assessment of how impact evaluation has affected the design and implementation of recent World-Bank-financed education projects. In 2013, I completed an Implementation Completion and Results Report (ICR) for the Egypt Secondary Education Enhancement Project, helped to develop a Youth Employability Project for USAID in Morocco, and prepared the ICR for the Employer-Driven Skills Development Project in Jordan. In 2014, I prepared the Implementation Completion Report for the Tunisia Second Higher Education Reform Support Project.

October, 1981 – November, 2007: Education Economist, Senior Education Economist, Lead Education Economist, The World Bank, Washington DC

My work at the World Bank since 1981 involved a broad range of policy and project applications in the human development area – principally, in the education and training sector, but also in the area of manpower and employment policy, poverty analysis, women in development, and pension policy. Much of this has involved evaluation of human development sector policies, dialogue with governments on education policy reform, and development of projects to achieve better coverage and performance of education programs.

My initial six years in the Bank were in the Europe, Middle East and North Africa Region, where I contributed the manpower and employment analysis for the Third Education Project in the former South Yemen, led a major Bank/UNESCO Education and Training Sector Survey in Morocco, led the appraisal of the Morocco Vocational Training Project and the Jordan Fifth Education Project, assisted colleagues in preparing projects in Tunisia, Jordan and Algeria, provided the human resource analysis and policy recommendations for the Morocco Public Expenditure Review, Plan Review, Country Implementation Review, and an IMF Standby, and the Tunisia Public Expenditure Review. In 1985, I led the appraisal of the Morocco Education Sector Reform Program -- the Bank's first social-sector adjustment operation. This operation supported major structural changes in the education sector, and involved a high-level dialogue with the Ministry of Education, Ministry of Finance, and senior policymakers in the country and with the Bank's partners, including the IMF.

In 1986, I transferred to the East Asia Human Education Projects Division, where I was responsible for education sector work and projects in Indonesia and China. During that period, among other tasks I provided the economic and financial analysis for a sector study on textbook publishing in China, contributed the analysis of human resource issues for the 1988 Indonesia Poverty Study, contributed to an Asian

regional conference on vocational education program design, and led a major sector study of financing, coverage, and quality of basic education in Indonesia. The latter work provided the basis for a series of new projects in support of basic education in Indonesia.

In 1989, I moved to the Europe and Central Asia Human Development Department, where I have worked primarily on projects and analytical work in Central and Eastern Europe and Turkey. During this period, I have led a number of project appraisals and analytical work in the human development sector, and contributed the human-development-sector inputs to numerous tasks led by colleagues. I provided the labor-market and education program analysis for the Slovakia Country Economic Memorandum and Economic Recovery Loan, led the needs assessment and appraisal of the first Bank-sponsored education projects in post-war Bosnia, the Employment and Training Project in Turkey, and the 1998 Adaptable Program Loans for Basic Education in Turkey. I also contributed to the Structural Adjustment Loan for the Czech Republic, provided the analysis of education decentralization and finance issues for the Hungary Structural Adjustment Loan, and contributed to a number of Country Economic Memoranda, Country Assistance Strategies, Public Expenditure Reviews, and Poverty Analyses in the Europe and Central Asia Region. This analytical work included the analysis of education issues for the Turkey Women in Development Report and Turkey Living Standards Study, work on restructuring of education and training systems in Slovakia and Turkey, contributions to a regional conference on pension and social assistance policy, and contributions to the UNICEF International Child Development Centre regional monitoring report, *"Education for All?"*

In 1998, I led a team which developed a sequence of two Adaptable Program Loans for Basic Education in Turkey. This Program comprises \$600 million of World Bank financing, €100 million of European Community financing, and over \$4 billion of national financing to extend the duration of and improve the quality of basic education throughout Turkey. In order to manage the Bank's supervision effort for this program more effectively, I relocated from Washington to the World Bank's Ankara Country Office in September 1998. This work involved close collaboration with the European Community, UNICEF, and other partners. A particular aim of the Turkey Basic Education Program was to improve girls' enrollments in rural schools in the largely Kurdish Southeast of the country, where the problem of girls' dropouts at the end of the initial five grades was most acute. The program achieved striking success in raising girls' enrollments. During the first year of the program, rural girls' enrollments in grade 6 increased by fully 160%.

I returned to World Bank headquarters in March, 2001, where I gradually handed over responsibility for management of the Turkey program to others, and took on new responsibilities in Eastern Europe and Central Asia. This work focused on issues of decentralized education finance and management, and education and poverty linkages. In 2001, I carried out the needs assessment for education reconstruction in Serbia and Montenegro, and contributed to the preparation of the Bank's first education project there. In 2001 and 2002, I provided the education chapters of the Public Expenditure Reviews in Bulgaria and the Kyrgyz Republic and the Uzbekistan Poverty Assessment, and led a sector study of Education Finance and Management in Romania. An important dimension of all four of these activities was assessing the

problems arising from inconsistent roles and responsibilities of central and local education authorities under decentralized finance and management of education, and recommending appropriate actions to address these problems. In 2002, I also contributed to the preparation of the Romania Rural Education Project and led a major policy report on education management and finance. Implementation of the recommendations of this report was supported under the Romania Programmatic Adjustment Loan. The same year, I assumed responsibility as the Human Development Program Team Leader for the Kyrgyz Republic. In that role, I led the human development inputs into the Kyrgyz Poverty Assessment, the National Poverty Reduction Strategy, the Governance Structural Adjustment Credit and Governance Technical Assistance Credit, and the Country Assistance Strategy. I also led the preparation of the Bank's first education project in Kyrgyzstan -- the Rural Education Project. This project complemented and built on the initiatives of other education donors in the Kyrgyz Republic. Among other things, it supported improvements in the financing formula for basic education, is developing performance incentives for teachers, and supported measures to build accountability of schools to local communities. I also led the analysis of education issues in the Kazakhstan poverty assessment and the Uzbekistan Public Expenditure Review. In 2004, I led a team that prepared the World Bank's new Education Strategy Paper, which synthesized the World Bank's global education strategy.

August 1979 – August 1981: Research Associate, the Population Council, New York, New York

As a Research Associate at the Population Council, I carried out a number of analytical tasks under the Population Council's global Population and Development Program. Among other activities, I provided the analysis of family planning and education programs for the World Bank's review of Algeria's *Plan Quinquennal de Développement*, worked on a USAID-sponsored program of activities on population and development in Kenya, and wrote a commissioned report for the US Congress Office of Technology Assessment on *Factors Influencing the Demand for Contraceptives*.

December 1975 – August 1979: Research Scientist, The Battelle Institute, Seattle, Washington

During my four years at the Battelle Institute, I worked with other social scientists in carrying out commissioned research, including environmental assessments for the US Nuclear Regulatory Commission, analysis of the economic effects of demographic change in Haiti for USAID, analysis of the effects on the Norwegian economy of changing patterns of fertility, mortality, labor-force participation, and savings with the Norwegian Ministry of Planning, and analysis of Basic Needs in Morocco for the United Nations Fund for Population Activities.

June – December 1973: Economist, Ministry of Planning, Rabat, Morocco

In 1973, I worked for the Moroccan Ministry of Planning as a member of the team which prepared the 1973-77 *Plan Quinquennal de Développement*. My particular focus was on the effects of rural-urban migration and external migration on the level and composition of national output

November 1968 – August 1970: Accounting Specialist, US Army

During my compulsory military service, I managed a NATO finance office in Heidelberg, Germany. I was responsible for making operational payments and maintaining the accounts for the multi-country NATO facility where I was based.

SELECTED PUBLICATIONS

The Global Challenge in Basic Education: Why Continued Investment in Basic Education is Important, with Emmanuel Y. Jimenez and Harry A. Patrinos, The World Bank, 2009.

“Financing Higher Education in Hungary: The Case for and Against Student Fees”, policy paper prepared for the Hungarian Government, February, 2008.

“Aging and Education”, chapter in *From Red to Gray: The “Third Transition” of Aging Populations in Eastern Europe and the Former Soviet Union*, Mukesh Chawla, Gordon Betcherman and Arup Banerji, editors, The World Bank, 2007.

“Education and Training”, with Erik Hanushek, chapter in *Labor Markets and Social Policy in Central and Eastern Europe: The Accession and Beyond*, Nicholas Barr, editor, The World Bank, 2005.

“Education Programs in Central Asia, with Particular Reference to the Kyrgyz Republic”, chapter in *The Challenges for Education in Central Asia*, forthcoming. Challenges for Education in Central Asia, Stephen P. Heyneman and Alan De Young, co-editors, Information Age Publishing, Greenwich, Connecticut, 2003

Expenditure Policies towards EU Accession, report presented to European Union Conference, “EU Accession: Developing Fiscal Policy Framework for Sustainable Growth”, Brussels, May 13-15, 2002.

Project Appraisal Document on a Proposed Adaptable Program Loan in the Amount of US\$ 300 Million to the Republic of Turkey for a Basic Education Project in Support of the First Phase of the Basic Education Program, June 1, 1998, World Bank Report No. 17877-TU.

Technical Annex: Bosnia and Herzegovina Emergency Education Reconstruction Project, April 22, 1996, World Bank Report No. T-6856-BIH.

“Employment and Labor Market Development”, in *Slovakia, Restructuring for Recovery*, the World Bank, 1994 (ISBN 0-8213-3066-7).

“Education and Technical Training”, in *Turkey: Women in Development*, The World Bank, 1993, (ISSN 0253-2123).

“The Challenge for Achieving Universal Basic Education in Turkey”, paper presented at the Annual Meeting of the Middle East Studies Association, 1992.

Indonesia: Basic Education Study, December 22, 1989, World Bank Report No. 7841-IND.

Kingdom of Morocco: Education and Training Sector Survey (six volumes), June 10, 1983, World Bank Report No. 4105-MOR.

Shaylyn MacKinnon

Parks Commission Cover Letter:

Prior to unexpectedly returning home due to the Covid-19 pandemic, I was serving in the United States Peace Corps as an Education Volunteer working in English language classrooms as a co-teacher in Rwanda. During my time in Rwanda I worked not only with students and teachers, but also with my community leaders, helping with projects to better the community at large. This experience helped cement that I want to pursue a career and life in which I can work with community members of any age and ability in my efforts to serve the people of my home, Portland, ME.

My commitment to serving the people of Portland is evident in that, upon returning home, I almost immediately began serving my community as a volunteer English language tutor with the Portland-based educational nonprofit LearningWorks. Since June, I have honored my commitment by meeting regularly with my partner, a 21-year-old New Mainer from Thailand. When I realized I would not be able to return to my Peace Corps service anytime in the near future, I chose furthered my service here by beginning an AmeriCorps position in which I am expanding my community service skills through direct service at the Reiche Community School. This involves engaging with my community members in the mornings before school on the Walking School Bus, working one-on-one and in small groups with English Language Learners in kindergarten, assisting in a Zoom After School program, and generally working toward providing aid to the teachers and families in the Reiche community.

To some, applying for a position on the Parks Commission may seem unrelated to my experience in education and cross-cultural exchange, however, I know that my unique skills in teaching people of all ages and community outreach, especially focused on those in communities of non-English speakers, is essential for any and all functions of Portland as it become increasingly diverse in race, ethnicity, linguistics, and culture. In addition, my passion for wellbeing of Portland's landscape, my interest in local politics, and my desire to serve the population of Maine at large makes this an ideal match. I have always loved following Portland's unique approach to solving and assisting community issues like homelessness, the aid of asylum seekers, and environmentally focused city management, and the Parks Commission is in the position to engage with all of these and more. One particular project of that highlights the varied nature of the Commission that I find so inspiring is the collaborative effort with the Health and Human Services Department for the Portland Opportunity Crew.

By joining the Parks Commission, I intend to use my current skillsets in communication, program-based research, and community service to help the people and parks of Portland, while also diversifying my skillsets further, as I intend to pursue a joint Masters in Social Work and Public Administration. With this experience, I hope to one day acquire my social work licensure and work with at risk families in the Greater Portland area, especially immigrant families. I strive to learn through exposure, and hope to turn any opportunity I am given into a learning experience to prepare me for a future of working with Portland families and populations in need.

Shaylyn MacKinnon

EXPERIENCE:

LearningWorks Program Developer and Researcher, Portland, ME *English Language and Literacy Internship (20hr/week)* — September 2020-Current

- Reviews, synthesizes, and creates materials and instructional methods for the pilot Job Readiness English Conversation classes
- Assists program director with development of student assessments, guest speaker recruitment, and data analysis
- Collects and analyzes data from overall EL+LP Volunteer program

AIM High AmeriCorps Volunteer, Portland, ME *Elementary ELL Classroom Assistant (40hr/week)* — August 2020-Current

- Assists in local kindergarten classroom with English language learners
- Meets for a minimum of 40 minutes/week spent with eight ELL students on caseload outside of normal class activities
- Participates in community outreach volunteer opportunities varying from community gardens to school supply deliveries
- Assists in four-day Zoom Afterschool educational program performing one-on-one and group tutoring and activities

LearningWorks Adult Language Partner, Portland, ME *English Language and Literacy Volunteer (1.5-3hr/week)* — June 2020-Current

- Two to three weekly one-on-one Zoom tutoring sessions with a 21-year-old ESL learner who immigrated to Maine last year from Thailand
- Lesson planning and virtual material preparation, on average of 1-2 hours prior to each session

Education Volunteer, United States Peace Corps, Karambi, Rwanda *English Language Co-Teacher and Gender and Development Committee Member* — September 2019-March 2020

- Co-taught English lessons and clubs to students in Senior 1 and Senior 2 (equivalent to U.S. grades 7-9). 30 hours per week for 3 months. Classroom size ranged from 28-51 students with ages 11 to 35-years-old
- Co-planned and co-taught weekly teacher trainings with a Rwandan counterpart aimed at teacher capacity building within all school subjects
- Co-founded, co-planned, and co-led weekly Let Girl's Work career club focused on helping Senior 6 girls (equivalent to U.S. grade 12) gain confidence in and skills for applying to University and pursuing careers after Secondary School, as well as giving the students a space to discuss ways to combat gender inequality within their lives. The club had 19 member and met for 2 hours per week for 2 months
- Served on the PC Rwanda Gender and Development (GAD) Committee. Helped find ways for Volunteers to incorporate the promotion of gender equality and address gender-based issues within Peace Corps service in culturally competent ways

Refugee Shelter Volunteer, United Way; Portland, ME *General Volunteer* — June 2019-July 2019

- Assisted with general daily needs of a temporary refugee shelter housing approximately 250 people from the Democratic Republic of Congo and Angola
- Developed interpersonal skills working closely with children and parents from different cultural backgrounds with little to no English skills

The Drew Acorn Newspaper, Drew University; Madison, NJ *Editor-In-Chief, Assistant News Editor, News Writer* — Fall 2015-Spring 2018

- Lead staff of over 30 writers, editors, artists, and marketers
- Researched, wrote, proofread, and published for the university newspaper
- Interviewed various high-profile personalities, including late-night host Seth Myers, NBA player and activist Earl "The Pearl" Monroe, and MLB Commissioner and *NYTimes* columnist Rob Manfred
- Created page layouts for every section of the newspaper using Adobe InDesign
- Established website and digital archives for online access to weekly issues

Drew Seminar Writing Fellow, Drew University; Madison, NJ Writing Tutor and Teaching Assistant (8hr/week) — August-December 2016, 2018

- Assisted as a writing specialist in two Freshmen Seminars
- Researched, designed, and delivered instructional materials and lesson plans for writing workshops

Museum Intern, Fort McKinley Museum at Diamond Cove, ME; Museum Program Coordinator, Volunteer Coordinator, Leader of Communications — May-August 2017, 2018

- Recruited, organized, scheduled, and managed volunteer tour guides, archivists, and museum personnel
- Responded to and arranged tour requests via email and phone, including extensive communication with guests and coordinating with volunteer tour guides
- Planned, organized, advertised, and led fundraisers and local community events, including movie nights, dedication ceremonies, and guest historical speakers
- Applied for non-profit grants
- Wrote, designed, and delivered monthly newsletters to museum donors
- Designed museum entrance sign, exhibition descriptors, fliers, and more using Adobe products and Canva
- Curated featured exhibitions
- Archived artifacts and created a digital archive using PastPerfect museum software
- Established online presence via Facebook and Google AdWords

Art Gallery Intern, Diamond Cove, ME; Event Organizer, Volunteer Coordinator, Leader of Communications — May-August 2017

- Sought local artists living on the islands of Casco Bay, Portland, ME, for a summer art show by designing and distributing fliers and communicating via email with community leaders.
- Led recruitment and scheduling of gallery volunteers for exhibition set-up, two-week showing, and take-down.
- Assisted in curating artwork.
- Organized and executed an exhibition opening ceremony, including arranging catering service and live musical entertainment.

EDUCATION:

Drew University Bachelor of Arts in International Relations, English, and Spanish (GPA 3.85), May 2019

Academic Awards:

- | | |
|---|--|
| - Magna Cum Laude (GPA 3.85) | - Robert Fisher Oxnam Prize, 2019 |
| - Baldwin Honors Scholar | - Grace Weggeland Prize, 2017 |
| - Specialized Honors in International Relations | - Member of Sigma Tau Delta, International English Honor Society; Pi Sigma Alpha, National Political Science Honor Society; and Sigma Delta Pi, National Spanish Honor Society |
| - NJ Women and Gender Studies Colloquium Research Paper Contest, First Prize 2019 | |
| - Sherman Plato Young Scholar Award, 2019 | |

SKILLS:

Training

- Academic research focused on English language education and foreign policy for my Honors Thesis research paper "The Language of Peace?: Understanding the Impact of Peace Corps English Language Education on Developing Economies"
- *Peace Corps Service Training:*
 - Technical Training: (80 hours) Teaching English as foreign language, including teaching methodology, learning styles, multiple ability levels, assessments, classroom management, the recent switch from French to English as the medium of instruction in Rwanda, and other topics specific to teaching in Rwanda
 - Cross-Cultural Training: (21 hours) Study of Rwandan values, traditions and norms with an emphasis on Rwandan history and culture. This included both formal and informal training sessions through assigned activities with a Rwandan family
 - Health and Personal Safety: Included 12 hours of classroom time dedicated to volunteer safety and security and 22 hours of classroom time dedicated to preventative medicine, basic first aid, and nutrition

Foreign Languages

- Spanish, Intermediate-High, 10 years including 45 credit hours at University level

- Beginner-High, 2 years including 4 credit hours at University level
- Kinyarwanda, Intermediate-Low, 6 months of training in and out of the classroom and an additional 2 months of Zoom tutoring

Computer

- Microsoft Office (PowerPoint, Excel, Word, etc.)
- Google Suite (Google Slides, Google Docs, etc.)
- Zoom (as a classroom tool)
- Canva
- Adobe Platforms (InDesign, Photoshop, etc.)

Additional experience:

Refugee Shelter Volunteer, United Way; Portland, ME *General Volunteer* — June 2019-July 2019

- Assisted with general daily needs of a temporary refugee shelter housing approximately 250 people from the Democratic Republic of Congo and Angola
- Developed interpersonal skills working closely with children and parents from different cultural backgrounds with little to no English skills

Editor-In-Chief (Fall 2016-May 2018), Assistant News Editor (Spring 2016-Fall 2016), News Writer (Fall 2015-Spring 2016)

- Lead staff of over 30 writers, editors, artists, and marketers.
- Researched, wrote, proofread, and published for the university newspaper.
- Interviewed various high-profile personalities, including late-night host Seth Myers, NBA player and activist Earl “The Pearl” Monroe, and MLB Commissioner and *NYTimes* columnist Rob Manfred.
- Created page layouts for every section of the newspaper using Adobe InDesign.
- Established website and digital archives for online access to weekly issues.

Tour Guide (Drew University), Spring 2019

- Engages with potential applicants and their families on campus tours.
- Speaks on information panels regarding the programs and benefits of Drew University.

Museum Program Coordinator *Internship* (Fort McKinley Museum at Diamond Cove) May-August 2017, 2018

- Recruited, organized, scheduled, and managed volunteer tour guides, archivists, and museum personnel.
- Responded to and arranged tour requests via email and phone, including extensive communication with guests and coordinating with volunteer tour guides.
- Planned, organized, advertised, and led fundraisers and local community events, including movie nights, dedication ceremonies, and guest historical speakers.
- Applied for non-profit grants.
- Wrote, designed, and delivered monthly newsletters to museum donors.
- Designed museum entrance sign, exhibition descriptors, fliers, and more using Adobe products and Canva.
- Curated featured exhibitions.
- Archived artifacts and created a digital archive using PastPerfect museum software.
- Established online presence via Facebook and Google AdWords.

Gallery Event Organizer *Internship* (The Art Gallery at Diamond Cove) May-August 2017

- Sought local artists living on the islands of Casco Bay, Portland, ME, for a summer art show by designing and distributing fliers and communicating via email with community leaders.
- Led recruitment and scheduling of gallery volunteers for exhibition set-up, two-week showing, and take-down.
- Assisted in curating artwork.
- Organized and executed an exhibition opening ceremony, including arranging catering service and live musical entertainment.

Assistant Manager (Diamond Cove General Store) June-August 2015, 2016, 2017

- Assisted store and restaurant owner and manager in daily operations.
- Supported all store and restaurant functions, including customer service, waitressing, and food preparation.
- Oversaw inventory, cashiers, and daily financial reconciliation.

Drew Women's Lacrosse (Drew University) Fall 2015-Spring 2019

- Team Captain, Fall 2018-Spring 2019
- Assist in arranging team volunteer opportunities

Off-Campus and Study Abroad:

- *Semester on the United Nations*, New York City, NY (Drew University NYCTrec), Fall 2018
- *London Semester*, London, England (Drew University Long Trek), Fall 2017
- *Spanish Language and Culture*, Barcelona, Spain (Drew University Short Trek), Summer 2016

Education Volunteer, United States Peace Corps, Karambi, Rwanda *English Language Co-Teacher and Gender and Development Committee Member* — September 2019-March 2020

- Co-taught English to students in Senior 1 and Senior 2 (equivalent to U.S. grades 7-9). 30 hours per week for 3 months. Classroom size ranged from 28-51 students with ages 11 to 35-years-old
- Weekly teacher trainings co-planned and co-taught with a Rwandan counterpart aimed at teacher capacity building within all school subjects
- Weekly English and Debate clubs open to all students (equivalent to U.S. grades 7-12), co-planned and co-led with a Rwandan counterpart at her school. Attendance ranged from 10-36 students. Clubs met for 1.5 hours per week for 2 months
- Weekly Let Girl's Work career club focused on helping Senior 6 girls (equivalent to U.S. grade 12) gain confidence in and skills for applying to University and pursuing careers after Secondary School, as well as giving the students a space to discuss ways to combat gender inequality within their lives. The club had 19 members and was co-led with a Rwandan counterpart. The club met for 2 hours per week for 2 months
- Serving on the PC Rwanda Gender and Development (GAD) Committee. Shaylyn helped find ways for Volunteers to incorporate the promotion of gender equality and address gender-based issues within Peace Corps service in culturally competent ways
- Serving as the Turi Kumwe Times Representative for the Safe Space support group. Shaylyn acted as the liaison between the LGBT+ support group and the Communications Coordinator of PC Rwanda to write, edit, and provide submissions for the monthly newsletter distributed to Volunteers and PC Staff

INTO Conversation Partner, Drew University; Madison, NJ *English Language Conversation Partner (Volunteer, 1hr/week)* — January-December 2018

- Regularly met and conversed with an international student from China learning English
- Demonstrated ability to explain basic English vocabulary and grammar rules to improve conversational skills
- Emphasized cultural exchange between the international student and myself

LearningWorks Adult Language Partner, Portland, ME *English Language and Literacy Volunteer (1.5-3hr/week)* — June 2020-Current

- Two to three weekly one-on-one Zoom tutoring sessions with a 21-year-old ESL learner who immigrated to Maine last year from Thailand
- Lesson planning and virtual material preparation, on average of 1-2 hours prior to each session



November 30, 2020

Appointments Committee Chair,
c/o City Clerk
389 Congress Street
Portland, ME 04101

Dear Appointments Committee Chair;

I am writing to apply for a position on the City of Portland Parks Commission. I live in the Nason's Corner Neighborhood of Portland, with my husband and two young children. We are avid park users and are grateful for the many parks facilities that are within walking distance of our home. We visit a city park nearly every day in all seasons, whether it is a playground, a nature trail, Evergreen Cemetery or Riverside Municipal Golf Course for nordic skiing in the winter. The ease of access to parks makes living in Portland so enjoyable.

For the past 3 years, I have served as President of the Nason's Corner Neighborhood Association. In my role I have worked with many City staff members across all departments, including but not limited Health and Human Services, Transportation, and Parks. The thing I have enjoyed the most about this work has been connecting neighbors with opportunities to engage with the city process and interact with City officials on projects of interest to our neighborhood and the city as a whole. I would love to continue to do this type of work in the role of Parks Commissioner.

My background in education and community engagement makes me uniquely suited for the role of Parks Commissioner. In addition to teaching art, I have a range of outdoor education and outdoor leadership experience through my time at NOLS and Bowdoin College as well as through my school coaching experiences. Encouraging people to spend time outdoors is something that I love to do, and I do often!

As a parent of a Rowe Elementary (and former Breakwater) student, I have seen the value of having access to high quality parks near our schools. School playgrounds and nature trails instill in our children a love for spending time outdoors. Being able to walk to these beautiful places from our schools is invaluable to our youth. The nature based play-scapes at Rowe and Breakwater as well as the Forest City Trail within walking distance of both schools has been an incredible resource for the students.

I am looking forward to speaking with you further regarding the position of Parks Commissioner and I am excited for this opportunity.

Maya Lena



Community Organizer and
Artist Educator in Portland, Maine.

CERTIFICATION

MAINE LICENSE

Art, K-12 (620)
Professional, Expires 7/1/2025

EDUCATION

TUFTS UNIVERSITY

MEDFORD, MA
Masters of Arts in Teaching
Art Education, 2013

NATIONAL OUTDOOR LEADERSHIP SCHOOL

Outdoor Educator, 2010

BOWDOIN COLLEGE

BRUNSWICK, ME
Bachelor of Arts
Visual Art & Environmental Studies,
2007

UNIVERSITY OF TASMANIA

HOBART, AUSTRALIA
Environmental Studies &
Visual Art, 2006

COMMUNITY ENGAGEMENT EXPERIENCE

NASON'S CORNER NEIGHBORHOOD ASSOCIATION, PORTLAND, ME PRESIDENT, 2017-PRESENT

Revived association which had been dormant for 10 years. Organized and facilitated meetings of up to 250 people. Manage community newsletter with over 700 subscribers. Manage Facebook page with over 500 followers. Facilitate communication between City of Portland and Nason's Corner residents. Coordinated bike/walk audit in conjunction with PBPAC. Engaged neighbors in design of Rowe Elementary Playground by including Laura Newman of School Ground Greening Coalition in our neighborhood association meetings. Organized neighbors to engage with City Council and City Staff with regard to proposal to relocate city-run homeless shelter.

PORTLAND BIKE/PED ADVOCACY COMMITTEE, PORTLAND, ME MEMBER, 2017-PRESENT

Helped to coordinate bike/walk adult in conjunction with NCNA. Led discussions regarding City plans to redesign Brighton Ave.

COMMUNITY ARTS FOR EDUCATION, BOSTON, MA CO-FOUNDER, 2012-2013

Organized after-school arts program. Facilitated the sale of student artwork in a local shop in order to raise funds for future arts-based projects.

ART TEACHING EXPERIENCE

SCARBOROUGH MIDDLE SCHOOL, SCARBOROUGH, ME ART TEACHER, 2013-2016

Designed and implemented curriculum aligned to National Core Arts Standards for students in grades 6 & 8 with a focus on increasing student choice and improving classroom layout to actively engage students in learning. Designed lessons and identified students for Gifted and Talented Visual Arts program. Organized field trips to local museums and working artist studios. Managed \$6000 art supply budget for over 800 students.

UNIVERSITY OF NEW ENGLAND, BIDDEFORD, ME ADJUNCT FACULTY, 2013-2015

Instructed undergraduate course Drawing I. Taught introductory and advanced drawing techniques, differentiating lessons to suit student interests and ability.

WAYNFLETE SUMMERTIME ARTS, PORTLAND, ME CERAMICS TEACHER, 2013

Designed and implemented ceramics lessons and community art show for K-8 students. Organized clay studio and fired kilns.

CAMBRIDGE RINDGE & LATIN SCHOOL, CAMBRIDGE, MA

STUDENT TEACHER, 2012-2013

Assisted and observed beginning and advanced ceramics courses. Designed and taught original lesson plans. Helped with studio organization and kiln firing. Organized student art show.

THE POTOMAC SCHOOL, McLEAN, VA

ART TEACHER, 2007-2010

Taught courses in beginning and advanced ceramics, and drawing. Managed and organized 2D and 3D art studios. Advisor for students in grade 9. Synthesized information from K-12 art courses to create a cohesive curriculum document for Virginia Association of Independent Schools accreditation.

AWARDS

JAMES S. LENTZ LEADERSHIP AWARD, BOWDOIN COLLEGE, 2007

For excellence in outdoor leadership.

OTHER TEACHING EXPERIENCE

SUMMER READING ACADEMY, SCARBOROUGH, ME

READING TEACHER, 2015

Engaged elementary school students in reading enrichment activities to foster a love of reading for those students who were reading below grade level.

WAYNFLETE SCHOOL, PORTLAND, ME

SUBSTITUTE TEACHER, 2010-2012

Executed lesson plans and managed classrooms. Worked with students in Early Childhood - 12 grade in a range of subjects.

ASSISTANT COACH VARSITY NORDIC SKIING, 2011-2012

Coached novice and intermediate level skiers, grades 9-12. Assisted head coach with training.

HEAD COACH MIDDLE SCHOOL NORDIC SKIING, 2010-2011

Designed training program for novice skiers in grades 7-8.

THE POTOMAC SCHOOL, McLEAN, VA

OUTDOOR EDUCATION ASSISTANT COACH, 2007-2010

Led students in grades 9-12 on canoeing, hiking and rock climbing day trips.

GALLERIES AND EXHIBITIONS

Bradbury Mountain Arts Holiday Show, Pownal, ME - Ceramics, 2014-2017

UNE Arts Faculty Art Show, Portland, ME - Ceramics, 2014

Monkitree, Gardiner, ME - Ceramics, 2010-2018

Local Sprouts Collaborative, Portland, ME - Ceramics, 2012

Ember Grove, Portland, ME - Ceramics, 2011

Potomac School Faculty Show, McLean, VA - Painting & Ceramics, 2007-2010

Senior Show, Bowdoin College, Brunswick, ME - Painting, 2007

MEMORANDUM
City Council Agenda Item

FROM: Melissa Graffam
(Benjamin Pearson)

DATE: December 7, 2020

SUBJECT: Com 20-20/21 A communication on the formalization of a Public Works program to reduce sediments and pollutants introduced to City infrastructure - Sponsored by Jon P. Jennings, City Manager

SPONSOR: Jon P. Jennings, City Manager
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No Yes

PRESENTATION:

I. SUMMARY

The Compliance Section of the Water Resources Division is revising the Rules and Regulations for Use of the Sewer System by adding a section for a Dewatering Program to establish guidelines for discharges to City infrastructure and natural resources from construction activities.

II. AGENDA DESCRIPTION

Public Works' Water Resources division routinely works with contractors to reduce the sediments and pollutants introduced to public infrastructure and natural resources through a process known as "dewatering" - the removal of water from soil or solid material over the course of construction work.

Public Works is in the process of formalizing a Dewatering Program, which includes:

1. Application of the existing sewer fee structure for discharges to the sanitary sewer from construction sites;
2. An application and approval process for the management of dewatering discharges;
3. Water quality testing requirements, as necessary.

As required by Portland City Code Section 12-105(b), two public hearings on the program were held (November 4, 2020 and January 12, 2021).

The new program rules will take effect February 1, 2021. Chapter 24, Section 3 of City Code requires that they are presented as a Communication to the Council prior to them taking effect.

As a Communication this item requires no public comment or formal Council action.

III. BACKGROUND

This summary is intended to provide concise information regarding the addition of a Dewatering Program section to the Rules and Regulations for Use of the Sewer System. Dewatering refers to the removal of water from construction sites to City infrastructure or abutting natural resources. The water can be from groundwater

or rainfall and impacts construction activities. Dewatering discharges have the potential to create a public hazard, contribute to sewer overflow events, impact the treatment processes, adversely impact Federal and/or State regulated natural resources, and could result in fines and increased maintenance cost for the City. The current Construction Management Plan template utilized in the planning process requires applicants to provide a dewatering plan when necessary but this addition to the Rules and Regulations will formalize the Dewatering Program.

The Dewatering Program establishes an application and approval process for the management of dewatering discharges; establishes water quality testing requirements for discharge to City infrastructure; and establishes a fee structure for discharges to City infrastructure based on existing sewer rates. The Program identifies what is expected for dewatering plans so that consultants, developers, contractors, and utilities can be prepared. The Department of Public Works will continue to work with the Planning Department to incorporate the application process into the planning process to ensure that dewatering plans are available for approval during the building permit process.

To revise the Rules and Regulations for Use of the Sewer System, a public hearing and communication to City Council is required. Due to Covid-19, a virtual public hearing via Zoom was held on the evening of November 4th, 2020 along with an online comment period open for two and a half weeks. Information was made available on a City website created for the program at <http://portlandmaine.gov/2660/Dewatering-Program>. The Compliance Section Coordinator also attended a virtual meeting of the Maine Chapter of the American General Contractors to discuss the program per their request on December 1st, 2020. Limited comments were received.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result is to update the Rules and Regulations for Use of the Sewer System by adding a Dewatering Program section in order to formalize guidance for discharges from construction activity. Formal guidance will also allow consultants, developers, contractors, and utilities to be aware of what will be required of them when preparing bids and allocating resources for construction sites.

V. FINANCIAL IMPACT

The Program proposes utilizing the current sewer rates as set by City of Portland Code of Ordinance Chapter 24 Sewer Section 72: Sanitary Sewer User Charges. The fees collected by the City will allow for the City to recuperate costs associated with the Dewatering Program and treatment costs.

VI. STAFF ANALYSIS AND BACKGROUND

By adding this section, City staff will be able to provide impacted parties with appropriate and formal guidelines to prevent issues once a project is underway. Several instances have occurred where Compliance staff has been in the middle of dealing with construction site discharges that have become a liability. Many times, the contractor was not prepared to properly manage discharges from their site or did not include the cost in their proposal, creating a difficult situation. In some of these instances, Letter of Warnings and Notice of Violations had to be issued to contractors or developers, further rising tension around the issue.

Construction site discharges have the ability to negatively impact City infrastructure and local natural

resources. Since the sanitary sewer collection system and stormwater system are the responsibility of the City and users are subject to existing ordinances (Chapter 24 – Sewer and Chapter 32 – Stormwater) and Rules and Regulations, the City is ultimately responsible for what is discharged into and from this infrastructure. By adding this section to the Rules and Regulations, impacted parties will have resources to guide their projects and construction site practices. This should ensure appropriate resources are allocated to construction sites and to reduce the amount of compliance issues.

VII. RECOMMENDATION

It is recommended that City Council allow this addition of a Dewatering Program section to the Rules and Regulations for Use of the Sewer System.

VIII. LIST ATTACHMENTS

1. 2020-12-02 Sewer Rules and Regulations Revisions - Dewatering Program - Final Draft

Prepared by:

Melissa Graffam
(Benjamin Pearson)

Date: 12/7/2020



CITY OF PORTLAND
Department of Public Works

PUBLIC WORKS DEPARTMENT

DEWATERING PROGRAM

FINAL DRAFT

11/15/2020

8. DEWATERING PROGRAM

8.1 Authority

- (a) As allowed in Chapter 24 - Section 47 of the City's Sewer Ordinance and Chapter 32 - Section 18 of the City's Storm Water Ordinance, the following rules address the City's Dewatering Program.
- (b) City staff have the right of entry at all times for inspections and sampling for discharges to City infrastructure as allowed by Chapter 24 - Section 52 and Chapter 32 - Section 38 of the City's Code of Ordinances.

8.2 Purpose

- (a) The intent of this policy is to establish regulatory guidelines for dewatering discharges to City infrastructure and natural resources. The City's goal with this program is to monitor discharges in order to prevent the introduction of excessive sediment and pollutants to City infrastructure (e.g., sewer pipes, storm drains, catch basins, ditches) and natural resources (e.g., wetlands, streams, rivers, and bays).
- (b) Dewatering discharges have the potential to create a public hazard, contribute to sewer overflow events, impact the treatment processes, adversely impact Federal and/or State regulated natural resources, and could result in fines and increased maintenance cost for the City.
- (c) This program establishes an application and approval process for the management of dewatering discharges; establishes water quality testing requirements for discharge to City infrastructure; and establishes a fee structure for discharges to City infrastructure.

8.3 Definitions

Best Management Practices (BMPs): A pollution control and treatment technique used to minimize the discharge of pollutants to the environment. BMPs are commonly used by engineering and construction professionals for erosion and sediment control, minimizing tracking of debris onto roadways, and minimizing fugitive dust emissions.

Construction (Excavation) Dewatering: The removal of water from trenches, foundations, elevator pits, coffer dams, ponds, and other areas within a construction area that retains water after excavation. The collected water removed from a ponded area(s) may be rainfall collected in the excavation or groundwater associated with the water table or a seasonal perched water table. In many cases ponded water in excavations does not infiltrate or evaporate quickly enough and hinders correct and safe construction practices, and therefore must be removed for construction to proceed.

Dewatering Plan: A written plan detailing the operating procedures, equipment and devices to be used for removing sediment, and if required, petroleum or hazardous substances, from approved discharges. A basic written plan for any construction work is required and must be approved by the City prior to start of construction. The plan should be submitted as part of the Construction Management Plan when applicable.

Environmental Professional: An Environmental Professional shall meet the requirement of 40 CFR § 312.10, which defines the educational and experience requirement for an individual who possesses sufficient specific education, training, and experience necessary to exercise professional judgment to develop opinions and conclusions regarding conditions indicative of releases or threatened releases of petroleum or hazardous substances on, at, in, or to a property.

Environmental Site Assessments: For the purposes of this regulation, environmental site assessments include, Phase I and II Environmental Site Assessments, and any variation thereof, including limited subsurface investigations, record search risk assessments, and geotechnical investigations.

Sampling and Analysis Plan (SAP): A plan documenting the procedural and analytical requirements for one-time, or time-limited, projects involving the collection of water, soil, sediment, or other samples taken to characterize areas of potential environmental contamination.

MEDEP: Maine Department of Environmental Protection

Non-Stormwater Discharges: A discharge that is not composed entirely of stormwater. Chapter 32 (Section 18) of the City's Code of Ordinances includes a complete list of prohibited and allowable non-stormwater discharges.

Wet Weather Event: Any precipitation event above a tenth of an inch or event that creates stormwater runoff.

8.4 General Requirements

- a. All construction sites must have a Dewatering Plan. BMPs for onsite infiltration or onsite reuse of detained rainfall or groundwater from excavations should be considered as a priority for all dewatering activities. However, a contingency plan for off-site discharge must be established for all sites prior to construction. A copy of the Dewatering Plan shall be submitted to the City prior to the pre-construction meeting for review and approval during the building permit application process or prior to advanced site work. Dewatering Plans must be included with Construction Management Plans. Construction sites that do not implement dewatering activities in accordance with the plan submitted to the City, or are not adequately maintaining the dewatering wastewater discharge control or treatment measures shall be notified in writing of any noncompliance (for example: punctured geotextile filter bag, overflowing storage tanks, no inlet protection). Continued noncompliance may cause the City to revoke dewatering approval.
- b. For sites suspected of containing contaminated groundwater, the City of Portland will require an applicant to demonstrate that the discharge meets the City of Portland's Sewer Use Ordinance local limits. For a copy of the local limits, see the city of Portland's Rules and Regulations for Use of the Sewer System on the City's website (www.portlandmaine.gov). Additional limits may be imposed based upon water quality characterization of the discharge through a Sampling and Analysis Plan. If the applicant does not meet the City of Portland's Sewer Use Ordinance local limits, pretreatment may be required prior to approval of discharge. Otherwise alternative means of disposal will have to be obtained by the applicant. This may require hauling the wastewater off site for disposal at a licensed facility for treatment.
- c. Regular inspection and maintenance of dewatering equipment and treatment measures is required to ensure adequate operation, and that no bypass of treatment occurs.
- d. Unattended pumping and gravity drainage of BMPs is not allowed without prior authorization from the City.
- e. Dewatering discharges to public travel ways must not pose a risk to public safety (e.g. slip, trip, fall, icing hazard), or create a hazard for pedestrians and vehicles.
- f. All construction dewatering activities shall be subject to review, evaluation, and inspection by the City at all times.
- g. Dewatering activities that cause or allow excessive sediment to accumulate in the City's collection system may be held liable for costs related to line blockages, line cleanings, and line and pump repairs, etc., including all labor, material, and equipment.
- h. An industrial pretreatment permit will not be required for dewatering discharges to the City's sewer or combined sewer system provided that the construction area is managed in accordance with the Dewatering Plan approved by the City.

- i. Temporary dewatering discharges to the City's storm sewer system in compliance with an approved Dewatering Plan will be considered by the City as an allowable non-stormwater discharge.
- j. Waste materials, such as residuals from water pre-treatment systems, including spent filtration media or bag filters, sediment retained by BMPs, etc., shall be disposed on-site or off-site in accordance with state and federal regulations.
- k. The total volume of water discharged off-site shall be measured with a flow meter or equivalent method (e.g. tank liquid level gauge, estimation based on area/depth of water), unless otherwise authorized by the City. Use of a calibrated flow meter may be required for certain discharges.

8.5 Compliance

- a. The point or area of discharge (catchbasin, manhole, stormwater/sewer pipe connection, wooded buffer, wetland, etc.) shall have erosion and sediment control measures to prevent off-site discharge of pollutant and excessive sediment, and prevent unreasonable channel erosion downstream of the discharge point.
- b. Inlet protection shall be provided for all storm and sewer drains used in association with dewatering discharges.
- c. Daily records of dewatering activities shall be maintained on-site at all times for periodic review by City personnel. The records shall include a date, description of dewatering activities, name of individual monitoring activities, and daily volume discharged.
- d. A Sampling and Analysis Plan (SAP) may be required as part of the Dewatering Plan submitted to the City. The need for a SAP will be determined by the City based upon the project location and scope, historical uses in the site vicinity, and soil or groundwater testing results. When required, the SAP shall include the following:
 - 1. Sampling methodology (grab, composite), analytical method(s), analyte list, and analytical laboratory. Analyses shall be performed by a Maine-certified laboratory.
 - 2. The analyte list required by the City for discharge to the City's sewer or combined sewer system shall be analyzed for the following:
 - i. pH & specific conductance by portable field meters
 - ii. Total Petroleum Hydrocarbon (TPH) by EPA 1664 HEM
 - iii. Total RCRA 8 metals (arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver) by EPA 200.8 or 6020 (mercury by 7471A)
 - iv. The City reserves the right to require additional analysis, or to approve a project based upon alternative analytical methods.
 - v. Discharge limits are listed in Section 9.
 - 3. Discharges to storm drains or off-site discharge to buffer areas shall be analyzed for the following analyte list:
 - i. pH and specific conductance by portable field meters
 - ii. Extractable Petroleum Hydrocarbon fractions and targets (MA-DEP)
 - iii. Volatile Petroleum Hydrocarbon fractions and targets (MA-DEP)
 - iv. Volatile Organic Compounds by EPA 8260
 - v. Semi-volatile Organic Compounds by EPA 8270
 - vi. Total RCRA metals + copper, iron, and zinc by EPA 200.8 or 6020 (mercury by 7471A)

- vii. Cyanide
 - vi. Chloride
 - vii. Pesticides
 - viii. Herbicides
 - ix. The City reserves the right to modify the required analyte list based on site-specific information, and to approve the use of alternative analytical methods.
 - x. Discharge limits will be evaluated on a site by site basis.
4. An Environmental Professional shall certify the SAP for sites identified by the MEDEP as an Uncontrolled, Hazardous Waste, Petroleum, or Voluntary Response Action Program site. For any such site, treated and untreated samples shall be collected and analyzed for contaminants of concern. SAP to include rationale for the proposed analyte list based on an Environmental Site Assessment performed for the property.
 5. A minimum of one sampling event must be completed prior to discharge after receiving approval from the City. Additional sampling events may be required.

8.6 Fee Structure

- a. This program establishes a fee structure for dewatering discharges to City-owned infrastructure. The fees collected by the City will allow for the City to recuperate costs associated with the dewatering program and treatment costs.
- b. Current sewer rates will apply for discharges to the sanitary sewer and will be billed upon completion of dewatering operations or at another agreed upon interval based on measured or estimated volume. The current sewer rate can be found in the City of Portland Code of Ordinance Chapter 24 Sewer Section 72: Sanitary Sewer User Charges.

8.7 Restrictions and Prohibitions

- a. Discharge to a sewer or combined sewer during a wet weather event as defined in Section 8.3 is prohibited unless otherwise authorized by the City and the Portland Water District.
- b. Dewatering discharges to City infrastructure are prohibited without a City-approved Dewatering Plan.
- c. Discharges to storm drains not connected to combined sewer system are prohibited unless otherwise authorized by the City.
- d. Discharge of wash water coming into contact with portions of vehicle and equipment potentially covered with oily substances (e.g. engines) is prohibited.

8.8 Construction Site Dewatering Plan

- a. A Dewatering Plan addressing Section 8.4 and 8.5 requirements shall be provided before the preconstruction meeting. A Plan must be provided even if groundwater was not encountered during subsurface explorations previously completed on site. The plan shall include the following information:
 1. Signed Application Form
 2. Project location, scope and duration
 3. Firm and individual responsible for dewatering including emergency contact
 4. Discharge location, storage equipment on-site, dewatering schematic
 5. Anticipated quantity of water to require management. The use of qualitative language is acceptable, for instance: incidental dewatering may be required due to rainfall when the excavation is open.

6. General requirement to include trained staff onsite for all approved discharges and required site log for documentation of all discharges
7. Storage and/or treatment process should include proper settling time and maintain proper use of filtering medium as required
8. Contingency/maintenance plan for all dewatering equipment and treatment devices or BMPs.
9. Location where dewatering residuals (e.g. silt) and/or spent filter media will be disposed.
10. Sampling and Analysis Plan, if required
11. Billing contact information

8.9 Utility Project Dewatering Plan

- a. A Dewatering Plan addressing Section 8.4 and 8.5 requirements shall be provided before the preconstruction meeting. A Plan must be provided even if groundwater was not encountered during subsurface explorations previously completed on site. The plan shall include the following information:
 1. Signed Application Form
 2. Project location, scope and duration
 3. Firm and individual responsible for dewatering including emergency contact
 4. Discharge location(s), storage equipment on-site, dewatering schematic
 5. Anticipated quantity of water to require management. The use of qualitative language is acceptable, for instance: incidental dewatering may be required due to rainfall when the excavation is open.
 6. General requirement to include trained staff onsite for all approved discharges and required site log for documentation of all discharges
 7. Storage and/or treatment process should include proper settling time and maintain proper use of filtering medium as required
 8. Contingency/maintenance plan for all dewatering equipment and treatment devices or BMPs.
 9. Location where dewatering residuals (e.g. silt) and/or spent filter media will be disposed.
 10. Sewer bypass plans

MEMORANDUM
City Council Agenda Item

FROM:

DATE: January 4, 2021

SUBJECT: Com 21-20/21 A communication from the City Manager regarding an update to the City's interpretation and implementation of the voter-approved Rent Control Ordinance - Sponsored by Jon P. Jennings, City Manager

SPONSOR:

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: (List the presenter(s), type and length of presentation)

I. SUMMARY

II. AGENDA DESCRIPTION

This Communication clarifies that the Rent Control Ordinance, approved by voters in November 2020, applies to short-term rental units. FAQs on the City website have been updated to provide additional clarification to these landlords.

In addition, new administration processes are expected to be in place February to collect newly required info from all Portland landlords.

As a Communication this item requires no public comment or formal Council action.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Rent Control Ordinance Memo - Update

Prepared by:

Date: 1/4/2021



CITY OF PORTLAND
Executive Department
Jon P. Jennings, City Manager

To: City Council and Mayor
From: Jon P. Jennings, City Manager
Date: January 20, 2021
RE: Updates re: City interpretation and implementation of the Rent Control Ordinance

On December 4, 2020, City staff released their official interpretation and guidance related to the November 2020 referenda approved by voters.

Since that date, we have made further strides in our interpretation and implementation of the Rent Control Ordinance.

Clarification on Applicability

While we have recommended and continue to recommend that members of the public requiring additional clarification or guidance contact an attorney, we have updated our interpretation, made available on the City website, when it is clear additional information is needed.

Regarding the Rent Control Ordinance, we have clarified that this ordinance does apply to both long-term and short-term rentals (unless the unit meets any of the qualifications that would make it exempt). As such, short-term rentals will be required to submit the newly-required information annually, abide by the caps placed on rent increases, and follow any of the other mandates as outlined in the ordinance.

The FAQs on the City website have been updated to reflect this clarification, and a press release was issued Friday, January 15.

Final Implementation

The development of a process by which to collect newly required information from landlords is nearing completion. Landlords will be able to submit information to the City in any one of three ways to accommodate their varied capabilities. These options have all been standardized to facilitate data collection, as well as evaluation by the Rent Board. We expect that they will be available on the City website in the beginning of February 2021.

Landlords will be notified of these resources by mail in February 2021. While this information was due on January 1, 2021, staff have waived late fees until April 1, 2021 in recognition of the unavoidable delay in implementation.

MEMORANDUM
City Council Agenda Item

FROM: Jon Jennings, City Manager

DATE: January 5, 2021

SUBJECT: Com 22-20/21 A communication from the City Manager on a funding plan for a Homeless Services Center - Sponsored by Jon P. Jennings, City Manager

SPONSOR: Jon P. Jennings, City Manager
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading **Final Action**

Can action be taken at a later date: No (If no why not?)

PRESENTATION: No presentation/communication item.

I. SUMMARY

City staff have been exploring various development and funding approaches to support the Homeless Service Center (HSC) project on City-owned property at 654 Riverside Street and is recommending a Request for Qualifications and Proposals (RFQ/P) to engage the private sector to handle all portions of the project leading up to City occupancy, with the private sector then leasing the HSC to the City of Portland as they recoup their costs.

II. AGENDA DESCRIPTION

At the February 3, 2020 Council meeting, the City Manager advised the City Council that the next steps in establishing a Homeless Services Center (HSC) included providing the City Council a funding plan. This Communication describes the City's plan to pursue a partnership with a private entity to fund the construction of the Center.

City staff have been exploring various development and funding approaches to support the project, including Federal and State Grant funding, along with options to involve the private sector. Given the lack of Federal and State support, staff recommends the engagement of private sector partners to handle all portions of the project leading up to City occupancy. The private sector partner(s) would then lease the HSC to the City of Portland as they recoup their costs.

Staff have prepared a Request for Qualifications and Proposals (RFQ/P) to engage interested private sector partners. Staff intends to issue the RFQ/P later this month. Depending upon the project approach, the HSC could be ready for City occupancy within 24 months.

Once proposals are received, staff will bring this to the Housing & Economic Development Committee for its recommendation to the City Council on whom to negotiate for development of the HSC.

As a Communication this item requires no public comment or formal Council action.

III. BACKGROUND

Given the lack of federal and state support, staff recommends the engagement of private sector partners to

handle all portions of the project leading up to City occupancy. The private sector partners would then lease the HSC to the City of Portland as they recoup their costs. We believe this would be the fastest and most cost-effective way to establish the much-needed resource and leverage proven public-private partnership tactics which lead to on time and on budget projects.

Staff have prepared a Request for Qualifications and Proposals (RFQ/P) to engage interested private sector partners. We intend to issue the RFQ/P later this month. Depending upon the project approach, the HSC could be ready for City occupancy within 24 months.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result is the creation of a 200-guest-capacity shelter with complete wraparound services to be located at 654 Riverside Street on vacant, City-owned property.

V. FINANCIAL IMPACT

There is no fiscal impact to the City as private sector partners will construct the facility and lease it back to the City to recoup their costs.

VI. STAFF ANALYSIS AND BACKGROUND

Staff have prepared an RFQ/P to engage interest private sector partners, to be issued later this month.

VII. RECOMMENDATION

Staff recommends the issuance of an RFQ/P for the HSC.

VIII. LIST ATTACHMENTS

1. Portland Homeless Service Center City Manager Transmittal Memo (2)

Prepared by:

Jon Jennings, City Manager

Date: 1/5/2021



CITY OF PORTLAND
Executive Department
Jon P. Jennings, City Manager

MEMORANDUM

To: Mayor and City Council
From: Jon P. Jennings, City Manager
Date: January 11, 2021
Subject: Proposed Funding Plan for the Homeless Service Center Project

At the February 3, 2020 Council meeting, the City Manager advised the City Council that next steps in establishing a Homeless Services Center (HSC) included providing the City Council a proposed funding plan.

This memorandum provides staff's planned approach to moving forward with this project.

Background

On June 17, 2019, the Portland City Council approved a 200-guest-capacity shelter with complete wraparound services to be located at 654 Riverside Street on vacant, City-owned property.

City staff have been exploring various development and funding approaches to support the project, including federal and state grant funding along with options to involve the private sector.

Proposal

Given the lack of available federal and state support, staff recommends the engagement of private sector partners to handle all portions of the project leading up to City occupancy. The private sector partners would then lease the HSC to the City of Portland. We believe this would be the fastest and most cost-effective way to establish the much-needed resource and leverage proven public-private partnership tactics which lead to on time and on budget projects.

Staff have prepared a Request for Qualifications and Proposals (RFQ/P) to engage interested private sector partners. We intend to issue the RFQ/P during the first quarter of 2021. Depending upon the project approach, the HSC could be ready for City occupancy within 24 months.



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MEMORANDUM
City Council Agenda Item

FROM:

DATE: January 12, 2021

SUBJECT: Com 23-20/21 Communication regarding the Charter Commission election and upcoming workshop - Sponsored by Kate Snyder, Mayor

SPONSOR:

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: (List the presenter(s), type and length of presentation)

I. SUMMARY

II. AGENDA DESCRIPTION

This Communication is intended to inform the public about an upcoming Council Workshop (February 3, 2021) on elections to the Charter Commission.

At this workshop, the City Clerk will give an overview of the Charter Commission election and how the ballot will be structured.

As a Communication this item requires no public comment or formal Council action.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Communication for Workshop on Feb. 3, 2021

Prepared by:

Date: 1/12/2021



Katherine L. Jones, City Clerk, CCM, CMC, Registrar of Voters

TO: Mayor Snyder and members of the City Council
FROM: Katherine Jones
DATE: January 12, 2021
RE: February 3, 2021 City Council Workshop

This Communication is to inform the public that there will be a workshop on February 3, 2021 regarding the Charter Commission Election on June 8, 2021.

Topics to be discussed:

1. Ballot Design
2. Ranked Choice Voting
3. Nomination Papers

MEMORANDUM
City Council Agenda Item

FROM: Greg Mitchell, Director

DATE: January 5, 2021

SUBJECT: Order 145-20/21 Accepting and Appropriating \$10,000 Grant from Catholic Charities of Maine - Sponsored by Jon P. Jennings, City Manager

SPONSOR: Jon P. Jennings, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: Yes (If no why not?)

PRESENTATION: Greg Mitchell will answer questions if needed.

I. SUMMARY

City staff is recommending the City Council authorize acceptance and appropriation of a \$10,000 grant from Catholic Charities of Maine for use by the Housing and Economic Development Department Office of Economic Opportunity (OEO) to enhance access to entrepreneurship options for limited English proficient and immigrant populations through training and customized technical assistance.

II. AGENDA DESCRIPTION

The Housing & Economic Development Department is requesting that the City Council accept and appropriate a \$10,000 grant from Catholic Charities of Maine for use in enhancing access to entrepreneurship options for limited English proficient and immigrant populations through training and customized technical assistance. Per federal grant guidelines, the eligible populations of the funding source are Refugees and other Office of Refugee Resettlement eligible populations.

The Immigrant Entrepreneur Technical Assistance Continuum Project will support immigrant-owned or -operated start-ups with key technical assistance, seed funding, and resource sharing to ensure the longevity of their business in Portland.

The Immigrant Entrepreneur Technical Assistance Continuum Project will be comprised of two program components: 1) How to Start a Business in the United States, and 2) Hungry for Success: A Community Building Initiative.

This item must be read on two separate days. It received its first reading on December 21, 2020. At the January 4, 2021 meeting it was postponed to January 20, 2021, vote 7-0 (Chong recused, Fournier absent). Five affirmative votes are required for passage after public comment.

III. BACKGROUND

OEO learned of this \$10,000 grant opportunity from Catholic Charities of Maine for use to enhance access to entrepreneurship options for limited English proficient and immigrant populations through training and customized technical assistance.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result is to assist the City in funding OEO's initiative to enhance access to entrepreneurship options for limited English proficient and immigrant populations through training and customized technical assistance.

V. FINANCIAL IMPACT

None.

VI. STAFF ANALYSIS AND BACKGROUND

N/A

VII. RECOMMENDATION

Staff recommends the City Council approve the requested actions.

VIII. LIST ATTACHMENTS

1. Order Catholic Charities Grant for Immigrant Services 12.21.2020
2. MOU Executed 10-1-2020

Prepared by:

Greg Mitchell, Director

Date: 1/5/2021

Order 145-20/21

Motion to postpone to January 20, 2021: 7-0 (Chong recused, Fournier absent) on 1/4/2021

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**ORDER ACCEPTING AND APPROPRIATING A \$10,000 GRANT FROM
CATHOLIC CHARITIES OF MAINE**

ORDERED, that a grant in the amount of \$10,000 from the Catholic Charities of Maine is hereby accepted and that amount appropriated for enhanced entrepreneurship options for limited English proficient and immigrant populations as set forth in the grant memorandum of agreement attached hereto; and

BE IT FURTHER ORDERED, that the City Manager or his or her designee is hereby authorized to execute the Grant Agreement in substantially the form attached hereto and whatever other documents are necessary to effect the intent and purpose of this order.

MEMORANDUM OF UNDERSTANDING

Between

Office of Maine Refugee Services Catholic Charities Maine (hereafter OMRS CCM), the City of Portland's Office of Economic Opportunity (hereafter COP OEO), and the City of Portland's Housing and Economic Development Department (hereafter COP HEDD)

WHEREAS, the COP OEO and COP HEDD will collaborate with OMRS CCM to implement the Immigrant Entrepreneur Technical Assistance Continuum Project. This continuum-based model will support immigrant owned or operated start-ups and those already in business with key technical assistance, seed funding, and resource sharing to ensure the longevity of their business' investment within the City of Portland.

WHEREAS, the Immigrant Entrepreneur Technical Assistance Continuum Project will be comprised of two program components: 1) *How to Start a Business in the United States*; 2) *Hungry for Success: A Community Building Initiative*.

WHEREAS, *How to Start a Business in the United States* is a training course consisting of three (3), two (2)-hour workshop sessions, designed for immigrant entrepreneurs with mid-to-high level English language proficiency. The training course would engage with entrepreneurs who have not started a business but would like to learn key aspects of how to start a business in the United States. The City of Portland will secure a series of key speakers in the lending, business planning, book-keeping and marketing sectors to ensure a comprehensive and foundational understanding of how to start a business in Portland, ME. In addition, the City of Portland will engage with key foreign-born business leaders who will offer their expertise and lessons learned with the cohort.

WHEREAS, *Hungry for Success: A Community Building Initiative* would match expert advisors, from within Portland's successful and renowned restaurants, to provide technical assistance to 5-8 restaurants owned by one or more of Portland's racial or immigrant minorities in need of simple and effective improvements to transition owners and staff toward financial stability. The initiative would include two workshops, specifically tailored to the restaurant industry to learn important considerations in marketing, customer service, book-keeping and other key areas informed by some of Portland's community lenders. Participating restaurants would be able to work one-on-one with other restaurant leaders in Portland to assess key areas of need and most prosperous investment areas in their own establishments. Participating restaurants who complete all module requirements would be eligible for a \$500 grant to support expansion in key areas, as described in their final proposal presented to and approved by key mentor restaurants.

Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

1) OMRS CCM will:

- a. Act as funder for the coordination and facilitation of *How to Start a Business in the United States*, for a total of \$5,000.00.
- b. Act as funder for the coordination and facilitation of *Hungry for Success: A Community Building Initiative*, for a total of \$5,000.00.
- c. Upon receipt of invoice, pay the Contractor the total amount of \$5,000.00 for *How to Start a Business in the United States* as described in this MOU within 30 days of presentation of an invoice to OMRS CCM.
- d. Upon receipt of invoice, pay the Contractor the maximum amount of \$5,000.00 for *Hungry for Success: A Community Building Initiative* as described in this MOU, within 30 days of presentation of an invoice to OMRS CCM.
- e. Support the outreach and community engagement conducted by the COP OEO and COP HEDD to promote the Immigrant Entrepreneur Technical Assistance Continuum Project, as needed.

2) The COP OEO and COP HEDD will:

- a. Conduct outreach and community engagement to promote the Immigrant Entrepreneur Technical Assistance Continuum Project
- b. Identify co-hosts for the Immigrant Entrepreneur Technical Assistance Continuum Project and confirm relevant logistics to complete each session.
- c. Coordinate to identify and confirm dates for the conversation sessions and facilitate the Immigrant Entrepreneur Technical Assistance Continuum Project during the term of this MOU.
- d. Submit invoices and any other approved vendor invoices, W-9, and other requested forms to OMRS CCM in a timely manner.
- e. Submit a short report to OMRS CCM regarding project objectives and outcomes in a timely manner.

For Office of Maine Refugee Services
Catholic Charities Maine

Signature

Name & Title

Date

City of Portland

Signature

Name & Title

Date

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**ORDER APPROVING MODIFICATION TWO OF THE AGREEMENT BETWEEN
THE MAINE DEPARTMENT OF TRANSPORTATION AND
THE CITY OF PORTLAND
RE: CONGRESS STREET TRAFFIC SIGNALS**

ORDERED, that the second modification of the Agreement between the Maine Department of Transportation and the City of Portland with WIN 018664 for additional federal funding for traffic signal upgrades on Congress Street from Fore River Parkway to Stevens Avenue is hereby approved in substantially the form attached hereto; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the City Manager or his or her designee to execute said documents and any other related documents necessary or convenient to carry out the intent of said documents and this Order.



MaineDOT use only

AMS ID: 20161011000000000190

CSN: 36622

TEDOCS #:

PROGRAM: Multimodal

MAINE DEPARTMENT OF TRANSPORTATION
Modification 2 to a Locally Administered Project Agreement
With the
City of Portland
Regarding
Advanced Traffic Management System on Congress Street

MaineDOT Use Only

Modified Agreement Amount: \$1,048,000.00

Federal Funds: \$412,950.00

State Funds: \$15,000.00

Local Funds: \$620,050.00

Agreement Begin Date: 10/06/2016

Modified End Date: 12/31/2022

Federal Authorization Date: 01/04/2016

Federal Project #: STP-1866(400)

MaineDOT WIN: 018664.00

Portland Vendor ID: VC1000073476

Portland DUNS Number: 07-174-780

CFDA #: 20.205

Modification 2 hereby amends an Agreement for a federal-aid project consisting of traffic signal upgrades on Congress Street in Portland that took effect October 6, 2016, as shown below.

ARTICLE 2. PROJECT FINANCES

- ☐ Section 2A UPSET LIMIT shall be modified to read as follows: The current estimated cost of the Project is **\$1,048,000.00** (Project Cost), to be shared as set out below.

Preliminary Engineering and Right of Way

Local		Federal		Total
25%	\$27,750.00	75%	\$83,250.00	\$111,000.00

Construction

Local		Federal		State		Total
67.00%	\$571,050.00	31.24%	\$265,950.00	1.76%	\$15,000.00	\$852,000.00

Construction Engineering

Local		Federal		Total
25%	\$21,250.00	75%	\$63,750.00	\$85,000.00

- ☐ Section 2B MAINEDOT SHARE shall be modified to read as follows: In the preliminary engineering, right of way and construction engineering stages, MaineDOT will contribute federal money at the rate of **75 percent**, up to a maximum of **\$147,000**. In the construction stage, MaineDOT will contribute federal funding at the approximate rate of **31.24 percent**, up to a maximum of **\$265,950.00**. Additionally, MaineDOT will contribute state funds to the construction stage of the Project at the approximate rate of 1.76 percent, up to **\$15,000.00**.

☐ Section 2C LOCAL SHARE shall be modified to read as follows: In the preliminary engineering, right of way and construction engineering stages, the City shall share in federally participating costs at the rate of **25 percent**, or an estimated **\$49,000.00**. In the construction stage, the City shall share in federally participating costs at the approximate rate of **67 percent**, or an estimated **\$571,050.00**. Additionally, the City shall be fully responsible for the following:

1. Costs exceeding the total of this Agreement, as shown in Section 2A above; and
2. Costs incurred before the original execution date of this Agreement.

ARTICLE 9. EXPIRATION

This section shall be modified to read as follows: This Agreement shall expire upon MaineDOT's payment of the final invoice from the City for the Project or **December 31, 2022**, whichever occurs first, except as follows:

1. Section 3Q, Maintenance, shall be enforced in accordance with Attachment 3 to the original Agreement.
2. Article 4, Records & Audit, shall remain in place until all activity pursuant to this provision is completed.
3. Section 5B, Confidentiality, shall remain in effect until negated by law.
4. Section 5C, Indemnification, shall remain in place until specifically terminated by the **Parties** or negated by law.

All other terms and conditions of the original Agreement shall remain in effect. **MaineDOT** and the **City of Portland**, by their duly authorized representatives, have executed this modification to the original Agreement on the date last signed below.

City of Portland

Maine Department of Transportation

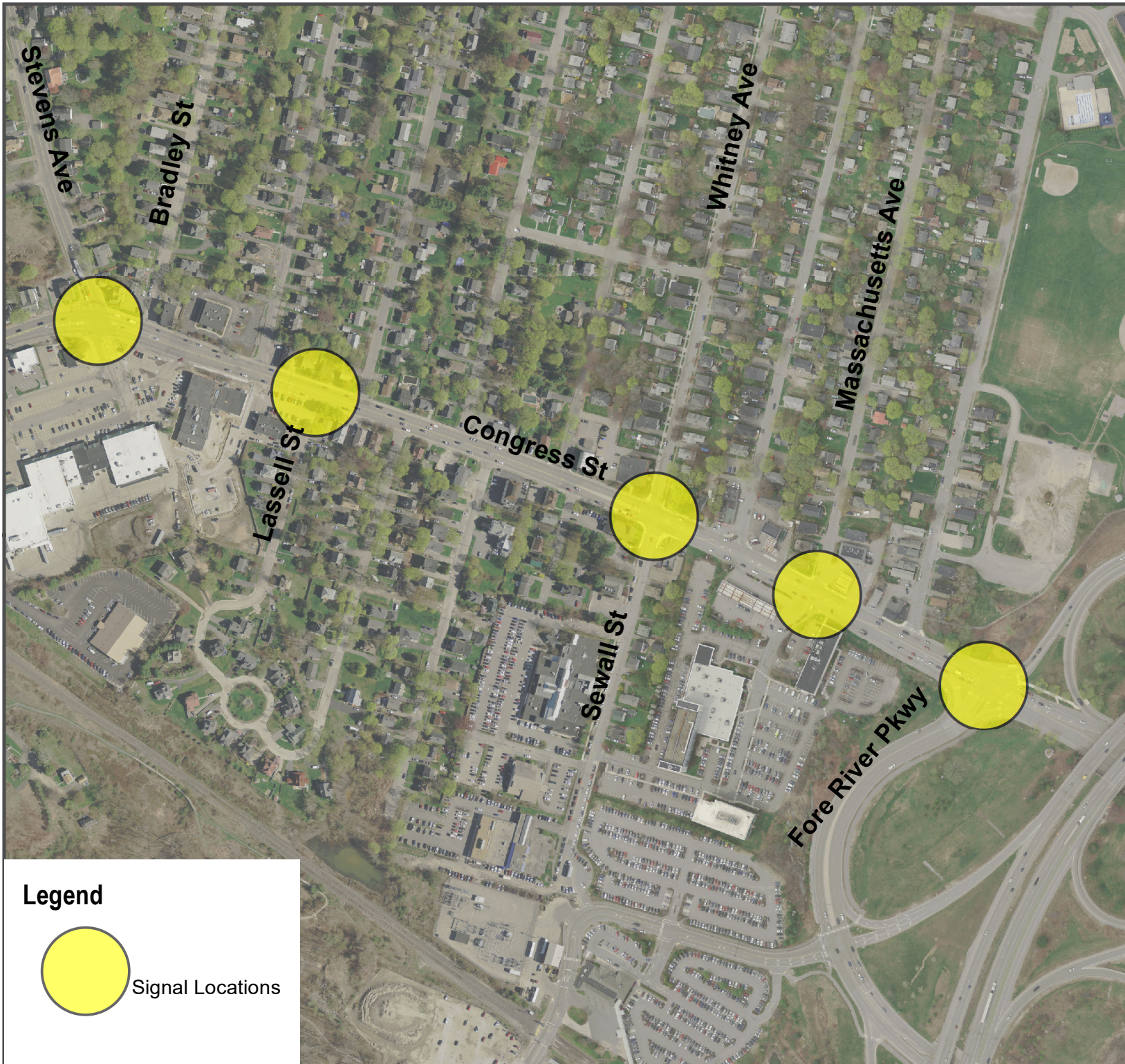
By: _____
Jon P. Jennings, City Manager *

By: _____
Jeff Tweedie, Program Manager *
Multimodal Program

Date: _____

Date: _____

** I certify that the foregoing signature is true and accurate. I further certify – pursuant to 10 M.R.S.A. §9502, et seq. – that the signature, if electronic: (a) is intended to have the same force as a manual signature, (b) is unique to me, (c) is capable of verification, (d) is under my sole control, and (e) is linked to data in such a manner that it is invalidated if the data are changed.*



CITY OF PORTLAND, MAINE
DEPT. OF PUBLIC WORKS

212 CANCO RD, SUITE B,
PORTLAND, MAINE 04103
PHONE (207) 874-8846 FAX (207) 874-8852

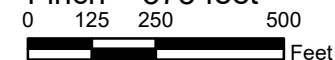
CONGRESS STREET SIGNAL UPGRADES

STEVENS AVENUE TO
FORE RIVER PARKWAY

December 2018



1 inch = 375 feet



FISCAL IMPACT NOTE New Program Cost Data:	Year 1		Year 2	
	City Rate	City / Sch Combined Rate	City Rate	City / Sch Combined Rate
<u>Example:</u> ADD: NEW ITEM ANNUAL EXPENDITURES LESS: TOTAL NEW ITEM ANNUAL REVENUES =NEW ITEM NET TAX RATE IMPACT PROJECTION		\$46,504		\$46,504
	\$46,504	\$46,504	\$46,504	\$46,504
New Program Impact to the Mil Rate	\$0.0059	\$0.0059	\$0.0059	\$0.0059
New Program % Impact on Mil Rate	0.0519%	0.0262%	0.0519%	0.0262%
Mil Rate Including New Program	\$11.3459	\$22.4859	\$11.3459	\$22.4859

Notes: The new item will begin on July 1, 2019 and will increase annual expenditures by \$75,000 per year of \$10,000 per year. Additionally the program will have startup expenses of \$20,000 in year 1 only.

Year 3	
City Rate	City / Sch Combined Rate
	\$46,504
\$46,504	\$46,504
\$0.0059	\$0.0059
0.0519%	0.0262%
\$11.3459	\$22.4859

with offsetting revenue

MEMORANDUM
City Council Agenda Item

FROM: Miranda Fasulo

DATE: January 6, 2021

SUBJECT: Order 158-20/21 Authorizing Transfers of School Funds to Other Cost Centers -
Sponsored by Jon P. Jennings, City Manager

SPONSOR: Jon P. Jennings, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: City of Portland School Department Finance Director Miranda Fasulo will be available to answer questions.

I. SUMMARY

The Portland Public Schools (PPS) is requesting that the Portland City Council authorize the Portland Board of Education to approve cost center transfers greater than 5% in the 2020-2021 fiscal year.

II. AGENDA DESCRIPTION

This order will allow the Portland Board of Education to transfer more than 5% of one "cost center category" to another category. Due to both unexpected costs and unexpected savings resulting from the pandemic, the transfer of amounts exceeding 5% may become necessary.

Per state statute, the Portland Public Schools (PPS) budget is approved by referendum in 11 cost center categories: Regular Instruction, Special Education, Career and Technical Education, Other Instruction, Student and Staff Support, System Administration, School Administration, Transportation, Facilities Maintenance, Debt Service, and All Other Expenditures.

State statute also limits budget transfers from one category to another in any given year to 5% of the cost center budget. Transfers under 5% may be approved by the Portland Board of Education.

The circumstances of the pandemic have led to both unexpected costs and unexpected savings. In order to be able to reallocate areas of cost savings to areas of unbudgeted expense, the Portland Public Schools may need to transfer more than 5% from one cost center category to another.

PPS is requesting that the Council extend this authority for the 2020-2021 fiscal year. According to both PPS legal counsel and Corporation Counsel, the Portland City Council may authorize the Portland Board of Education to approve such transfers.

Five affirmative votes are required for passage after public comment.

III. BACKGROUND

State statute Title 20-A MRS §1485(4) provides that school districts “may transfer an amount not exceeding 5% of the total appropriation for any cost center to another cost center or among other cost centers without voter approval.” The opinion of PPS legal counsel is that, in the case of a municipal school unit whose charter confers final budget approval on a municipal council, sections 2307 and 1485(4) of Title 20-A confer authority on that municipal council to approve cost center transfers in excess of the school committee’s statutory authority. Because Portland has such a charter, the council is authorized to approve such larger transfers.

Council approval would authorize the Portland Board of Education to approve transfers greater than 5% pertinent to the 2020-2021 fiscal year. The Portland Board of Education, rather than the Council, would approve the specific transfers themselves, following such authorization.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

To enable the school district to have more cross-category flexibility in managing its budget this year in order to effectively respond to the evolving financial context of the pandemic.

V. FINANCIAL IMPACT

There is no financial impact. This proposal only impacts how resources may be used; it does not request additional resources.

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

None

Prepared by:

Miranda Fasulo

Date: 1/6/2021

MEMORANDUM
City Council Agenda Item

FROM:

DATE: January 14, 2021

SUBJECT: Order 159-20/21 Authorizing Annual Wage Increase for City Clerk - Sponsored by
Kate Snyder, Mayor

SPONSOR:

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: (List the presenter(s), type and length of presentation)

I. SUMMARY

II. AGENDA DESCRIPTION

Approval is needed to grant the City Clerk salary adjustments.

These adjustments will provide a 3% Annual Increase retroactive to April 5, 2019, as well as a second 3% Annual Increase retroactive to April 5, 2020. These increases will result in retroactive pay totaling \$7,857.68, as well as a current salary of \$105,163.50.

The City Council discussed performance evaluations of the City Clerk in an executive session on January 13, 2021. This request reflects the outcome of those evaluations. Performance evaluations were not done for either Corporation Counsel or the City Clerk during the two previous years. In addition, they did not receive annual increases, while other non-union employees (including department heads) received annual 3% increases automatically.

Five affirmative votes are required for passage after public comment.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Annual Wage Increase for City Clerk 1.20.2021

Prepared by:

Date: 1/14/2021

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**ORDER AUTHORIZING ANNUAL WAGE INCREASE
FOR CITY CLERK**

ORDERED, that a Three (3) Percent wage increase retroactive to April 5, 2019 and a second Three (3) Percent wage increase retroactive to April 5, 2020 for the City Clerk are hereby approved, with retroactive pay totaling \$7,857.68, and a current salary of \$105,163.50.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: January 5, 2021

SUBJECT: Order 159A-20/21 Traffic Schedule Amendment Re: No Parking West Side of Linden Street - Sponsored by Jon P. Jennings, City Manager

SPONSOR:

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading

Final Action

Can action be taken at a later date: No (If no why not?)

PRESENTATION: (List the presenter(s), type and length of presentation)

I. SUMMARY

II. AGENDA DESCRIPTION

In August 2020, residents of Linden Street petitioned the City to prohibit parking on the west side of the street.

The petition, which is signed by one member from at least 60% of households that front on Linden Street, was verified by the City Manager's Office on August 18, 2020.

On October 21, 2020, the Sustainability & Transportation Committee unanimously voted to recommend the request be considered by the full Council body (3-0).

The reason provided by petitioners for their request is that the narrow street is unable to safely allow for parking on both sides of the street.

Staff supports petitioners' request. Linden Street is at most 25 feet wide, and traffic travels along it in both directions. Emergency vehicle access and snow removal operations will be greatly improved if parking is permitted on just one side of the street.

This item must be read on two separate days. This is its first reading.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis and Background that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Linden Street Parking Change - Traffic Schedule Amendment 1.20.2021
2. Linden Street Petition
3. Linden_Street_Parking_Memo_10-8-20 (1)

Prepared by:

Date: 1/5/2021

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**TRAFFIC SCHEDULE AMENDMENT
RE: NO PARKING WEST SIDE OF LINDEN STREET**

ORDERED, that the City of Portland's Traffic Schedule be and hereby is amended as follows:

By Adding under Linden Street:

West Side

☐ **Schedule I** – No Parking Anytime



PETITION FOR CHANGE TO PARKING STATUS ON CITY STREETS

Applicant/Contact: JUSTIN VAN SOEST 207-233-9881 Date: 8/12/20
Address: 45 LONGFELLOW ST (CORNER OF LINDEN)
Phone: 207-233-9881 Email: JUSTINVANSOEST@GMAIL.COM

Location of Parking Change Request:

Street: LINDEN ST from LONGFELLOW to ASHMONT (side streets)

Side of Street: E W N S (circle all that apply)

Current Parking Status: 1-2 HR (No limits; 1- or 2-hr parking, 9-5; No Parking; other)

Side of Street: (E) W N S (circle all that apply)

Requested Change: LIMIT PARKING TO EAST SIDE ONLY
CHANGE TO NO PARKING ON WEST SIDE

Reason for Change: SMALL STREET UNABLE TO MANAGE TWO SIDE
PARKING, LIMITS ACCESS TO EMERGENCY VEHICLES

Directions for Petition:

- Please use one packet for each street under consideration.
- Make additional copies of the blank petition page as necessary.
- All properties (including each apartment unit) on both sides of the affected street must be represented on this petition.
- List all house numbers in order as they are located on the street. In the case of structures containing multiple dwelling units with one street address number, use a separate line for each unit/apartment located at that address.
- If the property is a rental, a signature is required of tenant and owner.
- Each signer should indicate support for (Y) or opposition to (N) the requested change.
- The petitioner shall make a good faith effort to have the petition signed by both the residents and owners of apartments and households for all residences on both sides of the block. Only one signature is required per household.

Petition for change to parking status on LINDEN ST.
(street name)

House/ Unit #	Own or Rent?	Printed Name	Signature	Phone #	Date	Y / N	
37 Longfellow/ Linden	OWN	Condo Friend	[Signature]	712-0753	8/12/20	Y	?
✓ #17	OWN	Elisabeth Stuckney	[Signature]	207-347- 1207	8/12/2020	Y	
#24	OWN	PAUL SARVIS	[Signature]	207- 939-6206	8/12/20	Y	A or B
✓ #16	OWN	Benjamin Bator	[Signature]	207-650- 4238	8/12/20	Y	?
✓ 40 Ashmont/ Linden	OWN	Jeff Gregory	[Signature]	207- 450-7252	8/16/20	Y	Ashmont
40 Ashmont/ Linden	OWN	Dan Bergeron	[Signature]	207-232- 4800	8/16/20	Y	Same ↑ Household + Ashmont
✓ #24A	OWN	Gwyneth Jones	[Signature]	207-712- 7748	8/17/20	Y	
Ⓢ #14	OWN	JUSTIN VAN SOEST	[Signature]	207-233- 9881	8/17/20	Y	16?
45 Longfellow/ Linden	OWN	KIERSTON VAN SOEST	[Signature]	207-650- 1499	8/17/20	Y	Yes
✓ #19	OWN	RICHARD RIOUX	[Signature]	772-2171	8/17	Y	

Applicant's Attestation of Good Faith

I have made a good faith effort to contact 100% of the residents and property owners on the street identified above:

[Signature] (Justin Van Soest
45 Longfellow/st.) 8/18/20
Applicant/Contact Signature Date

7 valid signatures
- Deena Fibus

Page 3 of 3



CITY OF PORTLAND
Department of Public Works
Christopher C. Branch, P.E., Director

To: Sustainability and Transportation Committee

From: Jeremiah Bartlett, PE, PTOE, Transportation Systems Engineer

Copy: Troy Moon, Dena Libner

Date: October 8, 2020

Subject: Proposed Linden Street Parking Change

The Department of Public Works has reviewed the proposed change to Linden Street as desired by the neighborhood. The removal of parking on the west side of Linden appears unlikely to impact on-street parking on other nearby streets. In addition, removal of one side of parking on such a narrow street should have a positive impact on winter maintenance activities by the Department.

As such, the Department is in support of the requested change.

KATE SNYDER (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
TAE Y. CHONG (3)
ANDREW ZARRO (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

MARK DION (5)
APRIL D. FOURNIER(A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**TRAFFIC SCHEDULE AMENDMENT
RE: NO PARKING ON WEST SIDE OF COTTAGE STREET**

ORDERED, that the City of Portland's Traffic Schedule be and hereby is amended as follows:

By Adding under Cottage Street:

West Side

☐ **Schedule I** – No Parking Anytime

Petition for Parking/Traffic Mitigation Changes



Petitioner information

Name: Lisa Hicks

Address: 22 Cottage Street

Email: lhicksdance@gmail.com

Phone #: 207-712-1714

I am a: ☒ resident

Location of parking change request

Street: ~~22~~ Cottage Street

Cross street 1: Ashmont Street

Cross street 2: Longfellow Street

Time-limited parking requested (circle one):

Odd side

Even side

Both

Time limit (circle one):

1 hour

2 hours

Note: we would like to have parking restricted to one side of the street only and prefer the even side.

The petition must contain signatures of at least 60% of households and/or businesses (a unit of housing, e.g., single family home, a unit in a multi-family building, commercial businesses) on the requested block. No more than one signature per household or business may be represented on the petition.

Submit petition by mail or email to:

Assistant to the City Manager for Constituent Services

Re: Parking/Traffic Petition

Room 208

Portland, ME 04101

Petition for Parking/Traffic Mitigation Changes

Street: Cottage Street



Address	Unit #	Printed Name	Signature	# of vehicles in household	Email *if you wish to be contacted by email in the event of a public meeting
22 Cottage Street		Lisa Hicks	<i>Lisa Hicks</i>	1	lhicksdancer@gmail.com
16 Cottage Street		Susan Hicks	<i>Susan Hicks</i>	1	susanhicks555@gmail.com
15 Cottage St.		Dawn Tackels	<i>Dawn Tackels</i>	2	dtackels@gmail.com
14 Cottage St.		LARS BOTE ZELITCH	<i>Lars Bote Zelitch</i>	2	larszielack@gmail.com
18 Cottage St		Catherine Vasconia	<i>Catherine Vasconia</i>	2	Cvasconia@hotmail.com
25 Cottage St.		Tom McAdams	<i>Tom McAdams</i>	3	Barbel2@aol.com
14 Cottage St		Bo Yoon	<i>Bo Yoon</i>	2	BoYoon@Comcast.net
12 Cottage St		Judith Carlstrom	<i>Judith Carlstrom</i>	1	Jmcmanagers@aol.com

Received: Dea Liber
Name

8/12/20
Date

For Office Use Only