



Commission Members: Dory Waxman, Chair, Councilor Brian Batson, Craig Lapine, Cynthia Loebenstein, Meri Lowry, Michael Mertaugh, Nathan Robbins, Chelsea Malacara, Colette Bouchard, Zack Anchors, Amy Segal, Ana Lagunez and Marie Gray.

Parks Commission Agenda

February 7, 2019

5:00 PM

Portland City Hall

389 Congress Street, Council Chambers

*The Mission of the Portland Parks Commission is to advocate for the enhancement and stewardship of our parks and open spaces. Review and propose projects that impact parks and open spaces and recommend action.
Foster collaboration among park users and the City. Promotes public access and enjoyment.
Advocate for public and private funding for parks and open spaces. Enjoy Portland for Life.*

- I. General Citizen Comment Period
- II. Agenda Items
 - a. Acceptance of Meeting Minutes:
 - i. Acceptance of Meeting Minutes: November 2018
 - ii. Acceptance of Meeting Minutes: January 2019
 - b. New Business
 - c. Communications/Updates
 - i. Subcommittee Updates
 - ii. Parks Update
 - d. Commissioner requests for Agenda Items



In attendance: Commission Members: Chair Dory Waxman, Vice Chair Nathan Robbins, Cynthia Loebenstein, Zack Anchors, Craig Lapine and Amy Segal. Staff: Sally DeLuca and Alli Carroll. Members of the public: George Rheault, Anne Pringle of Friends of Deering Oaks Park, and Leila Pike of Friends of Western Promenade.

Parks Commission Minutes

November 1, 2018

5:00 PM

Riverton Community Center, Cafeteria

1600 Forest Ave.

Portland, Maine 04103

I. General Citizen Comment Period

Leila Pike of Pine Street is representing of board of the Friends of Western Promenade. They wish to be placed on a future agenda to publicly introduce themselves. She shared the history of the group. They have an application in for a 501c3 and secured grant funding to write a master plan. Sally suggested that she look at the friends handbook online and would like to meet with her. Dory thanked her for coming and they're excited.

George Rheault of Bayside had a few questions for the Commission. He asked why the construction of the Futsal Court was moved to 2019 when it has been planned for 2018. Also, Public Works operations are moving out of Bayside; he wonders what the plans are for winter operations and equipment locations. Finally, he was curious of the Opbox installation in Congress Square Park.

Sally responded by saying the department has twenty-two other projects that they are currently working on that took precedence. Recreation has stepped up and will be doing a futsal league in the community centers this winter. Congress Square Park rented an Opbox as an experiment to hold games and such for the public visiting the park. Other Friends Groups have also shared interest in them. She will be doing an RFP to obtain one. As for winter operations, Sally does not want to speak for Chris Branch and what his plans are for the streets.

II. Agenda Items (*public comment taken on action items only*)

a. Acceptance of Meeting Minutes

i. Acceptance of September Meeting Minutes

This meeting does not have a quorum. Acceptance of minutes will be moved to the next meeting.

ii. Acceptance of October Meeting Minutes

This meeting does not have a quorum. Acceptance of minutes will be moved to the next meeting.

b. New Business

i. Parks, Recreation & Facilities Organizational Chart

Sally explained the organizational chart. The department has about 250 full and part time and 250 seasonal and on call staff that are either nonunion or part of Labor and Trades, Ceba, Supervisors or Protech Union under AFSME. Sally said that after it's recent split with the

Waterfront Division, the department has settled and there are no major changes planned for down the road.

ii. ESAC Meeting and Review - Sally and Outreach Subcommittee

Sally, Dory, Marie Gray and Anne Pringle joined the ESAC meeting to express their issues with the Preble Street Resource Center hours change. There were a lot of people who work with and try to help those who are homeless present. Loss of funding plays a role in what is occurring. Anne believes that the City needs to enforce the park rules more. The Parks Commission is a guardian of the parks but they are not sure what their role is through this process. There was a question of whether or not there was an overarching group that manages all of the groups who play a part in helping the homeless. Unfortunately there is not. Dory and Sally would like to meet with the City Manager about this issue at a later time.

iii. District 5 Park Project Overviews and Park Powerpoint

Matt Coleman shared a presentation of the parks employees and what they have been working on throughout the year. He highlighted many improvements that are occurring in District 5. He shared the seasonal work at Ludlow Pond, prepping for winter activities, Riverton school tennis court resurfacing, field improvements at Deering High School, Riverton Trolley Park trail connections to water access at Presumpscot River, collaborative plantings at Riverton Trolley Park, and playground improvements at Deering Oaks.

c. Communications/Updates

i. Subcommittee Updates

Outreach Subcommittee: Amy shared that they would like homelessness in the parks to be the theme of the greenspace gathering this year. They would also like the public access channel to record any of the speakers we get on this topic. They could show things done in other cities and share resources with attendees. Nathan would like to hear from the friends groups too regarding this topic.

Parks Initiatives: Cynthia shared that they have written the draft of the content and are getting an estimate. The content has been vetted by historians to make sure the information is accurate. They are also looking into a mobile app or online version of the signs.

Annual Report: Nathan shared that it was presented to City Council last month. They were very impressed.

ii. Parks Division Updates

Dory shared that the Parks Conservancy found a Executive Director and they will be announcing it in about ten days.

III. Commissioner requests for Agenda Items

There are very few agenda items for the December meeting. A poll will occur between commissioners to see who will be around to have a meeting during the holiday season.



In attendance: Commission Members : Chair Dory Waxman, Vice Chair Nathan Robbins, Meri Lowry, Michael Mertaugh, Zack Anchors, Amy Segal, Ana Lagunez and Marie Gray. Staff members: Sally DeLuca, Matt Coleman, Alli Carroll, Ethan Hipple, Nelle Donaldson. Members of the Public: Members of the Friends of Western Promenade.

Parks Commission Minutes

January 03, 2019

5:00 PM

Portland City Hall

389 Congress Street, Council Chambers

Meeting began at 5:10 PM.

I. General Citizen Comment Period

Members of the public were not present at this time to comment.

II. Agenda Items (*public comment taken on action items only*)

a. Acceptance of Meeting Minutes

i. Acceptance of October Meeting Minutes

Marie motioned to accept the meeting minutes of October 4, 2018. Nathan seconded. Nathan suggested changing "Nathan agreed and said that there are much bigger issues involved that the Parks Commission can handle and wants to make sure that the Commission focuses on how they can effectively help." of page two, paragraph seven to "Nathan agreed and said that there are much bigger issues involved that the Parks Commission can't handle and wants to make sure that the Commission focuses on how they can effectively help." The Commission agreed in this change. Nathan moved to accept the October 4, 2018 minutes as amended. Zack seconded. Motion passed with six in favor. Meri and Marie abstained.

ii. Acceptance of November Meeting Minutes

This will be brought to the February 7, 2019 Parks Commission meeting as there are not enough members present tonight for the motion to pass.

b. New Business

i. Impact Fees

Nelle Donaldson of Planning presented a powerpoint regarding the City of Portland's recent impact fees implementation. The City Council voted unanimously to adopt an impact fee ordinance in November of 2018. As of December 19, 2018, the impact fee ordinance will be affecting all building permit applications in the City of Portland to fund the cost of providing municipal facilities that serve the development. Those exempt from this ordinance would be those who have their site plans approved prior to this effective date. She continued to explain that there will be three impact fees; one for parks/recreation, transportation, and wastewater. Parks/recreation and transportation fees will be under the same schedule. The ordinance speaks generally about revisiting the schedules so that the prices stay with the growth of population and employment in the City. The Commission thanked Nelle and City staff for their hard work through this process and for bringing it to their attention this evening. They said that this ordinance is overdue but very welcome.

ii. Hadlock Field Update

The City of Portland violated the terms of a Land and Water Conservation Fund grant about thirty years ago when Hadlock Field became the home to the Portland Sea Dogs minor league baseball team rather than keeping the land an open space. In order to fix this mistake, the City would like to transfer the protections given by the grant to the City owned property on Warren Avenue behind the Riverton Community Center. This is a 45 acre piece of land that is mostly wetland. The Parks Division would love to be able to use this space for trails, specifically an ADA sensory trail. The City has submitted a letter to the state outlining their plan to preserve the area. They are waiting for a response back and if they approve, the City will begin the conversion process.



iii. Friends of Western Promenade

Members of the newly formed Friends of Western Promenade came to the Commission to share their story. Currently, they are looking to expand their board. Their 501c3 application has been submitted and review and approval are pending. They are working with the Historic Preservation Office to obtain a grant to put towards the Master Plan. They also shared that the hospital has committed to giving a large sum to surrounding neighborhoods. They are expecting a portion of that. The Master Plan is expected to be completed the summer of 2019. There will be opportunity for public input throughout the process. They assured the Commission that there will be a large emphasis on historical content.

c. Communications/Updates

i. Subcommittee Updates

Outreach Subcommittee: The Commission worked through some ideas regarding the Green Space Gathering and it's theme: Living with Homelessness. They would like it to be an open dialog between those attending and panelists. Ideally, the Commission would like to provide solutions to how parks can be part of the solution. They are open to panelist suggestions. Amy will document all ideas and prepare it for the next meeting.

Finance Subcommittee: Michael and Alli shared their work on the future electronic gift catalog. It is about 75% complete at this point. Work still needs to be done on to finalize the content.

ii. Parks Division Updates

Matt shared a report handed out to the Commission members regarding park projects. Items include: Deering Oaks Playground Improvements: Net climber and wood chip safety surfacing installed. Boring samples have been collected and waiting for review and design/install recommendations for zip line.

Payson Park: Musco lighting equipment and softball dugouts have been delivered to the softball field. Monitoring ground conditions to determine if poles can be installed this winter. Confident project will be complete before April 1 deadline.

Recent efforts have been made to remove invasive plants and conduct brush mowing that has between the Loring Memorial and mid slope trail.

Skatepark Expansion Committee: Next meeting will focus on fundraising strategies. We are looking to get a fundraising professional to come give a training to help the group get going in the right direction. To date we have raised just over \$15,000. Their goal is to reach \$100,000.

Winter Recreation in Parks: As temperatures drop and the snow flies, we are setting up all winter recreation sites. Payson Park and Eastern Prom sledding areas are ready to go. Ice skating areas are monitored and condition for all activities are continuously updated on our website.

Sidewalk Plowing Operations: We continue to make adjustments to our sidewalk plowing map. The first few snowstorms have allowed us to make changes to current routes.

Meeting adjourned at 7:15 PM.