

1. Land Bank October Agenda And Minutes

Documents:

[LBC AGENDA 10112018.PDF](#)

[LBC MINUTES 09132018.PDF](#)

[PARK COMMISSION AND LAND BANK REPORT 2018-10.PDF](#)



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

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

Land Bank Commission Agenda

October 11, 2018

5:00 PM

Portland, Maine City Hall
389 Congress Street, Room 24

- | | | |
|------|---|-----------|
| I. | Citizen Comment Period | (5 min.) |
| II. | Agenda Items | |
| i. | Acceptance of Meeting Minutes: September 13, 2018 | (2 min.) |
| ii. | New Business | (30 min.) |
| | a. Discussion of Co-Chair | |
| | b. Invitation to Participate in 6 Integrated Water Planning Workshops | |
| iii. | Old Business | (40 min.) |
| | a. Update on Redlon Woods | |
| | b. Update on Oat Nuts Park | |
| | c. Forest Ave. Parcel abutting Riverton Elementary School | |
| | d. Holbrook Street Tax-Acquired Property, 335-E-11 | |
| | e. Paper Streets - Ethan | |
| | f. TAPC List Update | |
| iv. | Communications/Updates | (10 min.) |
| | a. Parks Commission Report – Meri | |
| | b. Parks Update - Ethan | |

The Land Bank Commission is responsible for identifying and protecting open space resources within the City of Portland. The commission seeks to preserve a balance between development and conservation of open space important for wildlife, ecological, environmental, scenic or outdoor recreational values.



In addition: Commission Members: Chair Patrizia Bailey, William Mann, Roger Berle, Steve Morgenstein, and Andrew Butcher. City Staff: Doug Roncarati, Ethan Hipple and Alli Carroll

Land Bank Commission Minutes

September 13, 2018

5:00 PM

Portland, Maine City Hall
389 Congress Street, Room 24

I. Citizen Comment Period

There are no members of the public present to make public comment at this time.

II. Agenda Items

i. Acceptance of Meeting Minutes: July 12, 2018

Bill moved to accept the meeting minutes of July, Pat seconded. Motion passed unanimously.

ii. Acceptance of Meeting Minutes: August 9, 2018

Bill moved to accept the meeting minutes of August, Steve seconded. Motion passed unanimously.

iii. New Business

a. Discussion of Co-Chair

Pat suggested that the Commission wait to discuss this when more Commission members are present. Andrew will put together a review of policies and ordinances for when they have this discussion.

b. Parcel Newbury and Hampshire

Simon prepared a memo for the Commissions to view in his absence. Commission discussed the lot. It is a house lot that could be used as a pocket park. They wondered if it is developable and if it could be used for a residence.

Bill moved that the Commission recommend that the parcel referenced in Simon Rucker's memo to be reviewed by City Staff. Roger seconds. Roger added that this should be brought back for Land Bank review after City Staff has done their due diligence. Andrew agreed. Pat seconded. All in favor. Passed unanimously.

c. New Bayside Shelter

Since City Council is reviewing this, the Commission will not discuss this at this time.

iv. Old Business

a. Update on Redlon Woods

The land donation went before City Council and was unanimous approved. There was discussion about taking care of outstanding taxes on the Cott donation since the process took as long as it did.

Bill moved that the Commission incorporates any outstanding taxes on the Cott Donation to the closing costs following the negotiation of the donation. Roger seconded. All in favor. Passed unanimously.

Once the survey is finished, Doug will make sure the GIS map is updated.

b. Update on Oat Nuts Park

The Oat Nuts Park parcel went before City Council and was unanimously approved.

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

There isn't an update on this at this time. It will be put on the next meeting agenda.

d. Paper Streets

Ethan spoke with the Assessor's office who was drawing the boundaries of these paper

streets. They will be outlining the streets and creating them as a new parcel and putting them into the Land Bank.

e. TAPC List Update

Pat would like to create a subcommittee for this or to take time in the next meeting to look over these. Doug can pull these together on the GIS map.

f. Verizon Pines (Davis Farm Road) Update

Roger is still working on this.

v. Communications/Updates

a. Parks Commission Report

There is no report at this time.

b. Parks Update

SCA Crew camped out at PATHS and did many projects including building new bridges and enhanced trails. They also went to Fort Gorges and built a staircase.

There is a Walk in the Park Bus Tour in October that will view Portland's most significant trees. The Commission is welcome to join.



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Matt Coleman
Parks Manager

Department of Parks, Recreation & Facilities

Memorandum

TO: Parks Commission and Land Bank Commission

FROM: Matt Coleman, Parks Division Manager, Parks, Recreation and Facilities Department

SUBJECT: Parks Division Update

DATE: October 2018

New Park Manager

I will be managing the day to day operations of the Parks Division (Parks, Athletic Facilities, Playgrounds, Forestry, Horticulture, and Cemeteries) and overseeing the implementation of Parks projects. With my background working with park rangers and park operations, I have set goals to expand the ranger program and improve park maintenance standards.

CIP

Parks CIP priorities have been established by Parks Staff and recommended by the Parks Commission. Staff are now busy gathering quotes, plans, photos and other backup documentation for submission to City Manager and Finance Director.

Park Projects Update

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

- Cousins Memorial Reconstruction: 7 benches delivered and installation scheduled for this month.
- Deering Oaks Playground Improvements: Site work begins this month. Zip line and net climber coming Spring 2019.
- Futsal Court, Fox Field: Funded by CDBG, planning for late-Fall construction
- Island Playground Improvements: Site work and delivery of equipment currently in progress.
- Lincoln Park Fence Restoration: Staff are waiting on quotes to repair Congress Street portion of fence. Complete restoration will take place in phases.
- Lyman Moore Athletic Facility Drainage and Reconstruction: In progress, 95% complete. Sod has been installed. Completion of hydro-seeding and site cleanup remain.
- Park Signs: Installation on smaller park welcome signs has started on fencing. Materials have been ordered for signs mounted on posts.
- Payson Softball Title IX restroom and locker room improvements: funding secured, spring installation
- Dougherty Field Playground: Design phase and community input to start Fall 2018.
- Rowe Elementary School playground installation has begun and Forestry crew planting 12 trees.



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Matt Coleman
Parks Manager

Department of Parks, Recreation & Facilities

Unauthorized Tree Cutting

Staff are working on revising city code to specify fines for illegal/unauthorized tree cutting. Will require Council approval. We have had numerous cases lately of unauthorized cutting of city street trees and the City Code is not strongly worded enough to enforce fines that are a deterrent.

Deering Oaks Pond

Pond draining scheduled for the end of the month. This will be followed up with cleaning of pond bottom and removal/storage of duck house

King Middle School Planting

Forestry and horticulture staff teamed up with students from King Middle School for a planting project in Deering Oaks Park. The planting theme was "Bring nature home". A variety of native plants, trees, and ornamental grasses were used to promote wildlife habitat and sustainable landscape.

Winterization of Water Services

Staff will start the process of preparing the 70 various water services throughout the parks for the coming winter season. These include drinking fountains, field irrigation systems, bathrooms and more.

Maine Conservation Corps

A six crew member team will be coming to complete a trail maintenance project at Presumpscot River Preserve. They will be working cooperatively with Portland Trails staff for one week at the end of the month.

Winter Lighting at Pleasant St Park

Working with Portland Downtown, Pandora and CMP to add power to Pleasant St Park for Pandora lights.

Parks Division Staff Update

Changes have been made with staff reporting. The park ranger program and park maintenance staff will report directly to Park Manager. Interviews for the Evergreen Cemetery Administrative Associate have been conducted. Next round of interviews will be for the Athletic Facilities and Horticulture Supervisor positions.

Portland Container Company

Met with Portland Container Company about Opportunity Boxes in Portland Parks. These customizable shipping containers can be placed on a location and used for small-scale retail, food, beverage or recreational uses. We are looking at 2-3 locations in Portland City Parks to set up a pilot program where we would license OpBox to operate and rent space to vendors with a recreational focus (bikes, scooters, kites) or food focus (coffee, food). This has great potential to help activate parks and add activities that will draw park visitors. Potential locations: Back Cove parking lot (post construction), Amethyst Lot.



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Matt Coleman
Parks Manager

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Instagram Scavenger Hunt

Initiated instagram parks scavenger hunt in Portland Parks. Participants get clues through our Parks, Recreation and Facilities Instagram account, then race to various Parks to retrieve a toy lobster that has been hidden. The first to find the lobster receives comp tickets to concerts at Maine State Pier and Merrill Auditorium. Sign up at <https://www.instagram.com/portlandmepfr/>

Park Signs

- Large Park entrance signs to be installed at Payson, Lincoln Park, Riverton Trolley Park, Back Cove, Dougherty Field this fall.
- Small park signs (pedestrian size) to be installed in 15+ parks in October/November.

MDOT Coordination

Working with MDOT on repairs to fences along Tukey's Bridge and Dougherty Field.

Negative and Illegal Activity in Parks

Deering Oaks Park and Harbor View memorial Park continue to be hot spots for undesirable activity. Increasing Park Ranger and Police patrols of these public spaces to decrease amount of public drinking, drug use, defecation, urination, etc...

"A Walk In the Park" Series

Good attendance at bike rides and tours in Parks as part of our Walk In the Park series. The final trip of the year will be the Portland Big Tree Bus Tour. More info at:

<http://www.portlandmaine.gov/1990/A-Walk-In-The-Park-Tours-and-Talks>