

March 19, 2018
Open Space Planning Committee Meeting # 1

ATTENDEES: Forrest Bell (FB Environmental Associates), Jessica Kimball (Terrence J. DeWan and Associates), Richard Rottkov, Katherine Gatti, Tex Haeuser (City Staff), Tom Blake, Patti Smith, Dan Hogan, Jane Eberle, Kate Lewis (City Council), Megan Sheehan, Sharon Newman, Barb Dee, Fred Dillon (City Staff), Kevin Adams (City Staff)

FACILITATOR: Forrest Bell

NOTETAKER: Kevin Adams

SCHEDULING NOTES:

No meetings on:

- First or third Monday of each month.
- No Tuesdays – city council

Meetings are best held on Thursdays.

NEXT MEETING: Thursday May 10, 2018 at 6-8pm.

COMMITTEE ESTABLISHMENT:

- Megan Sheehan began reaching out to who she knew to get the ball rolling. Members of the Conservation Commission are concerned that inviting people to be on the committee may make the committee not as inclusive as it should be.
- Ad hoc committees in the past have been sworn in – this is important to do to gain credibility.
- Most volunteers have been from the East end. It was discussed reaching out to include representatives from the West end.
- The development community should be added to the committee. Including this constituent is important and will help in gaining support during implementation.
- The staff plans to be here for the duration of the time and be involved in the committee. Staff should be non-voting committee members.
- Should council appoint someone from their district? This is done for formal appointed committees. It is not required here, but may be a way to ensure members are representative of all areas in the city.
- Due diligence should be done before the next meeting in order to reach out to potential committee members. An advertisement will be placed in the Sentry newspaper, and a story should be done about this to increase awareness.
- This committee will morph into an implementation committee. This may be a new committee, but there will be some members from this committee that will participate in the implementation process. The success of the plan lies in the longevity of the committee.
- We should make an effort to include citizen volunteers who are not standard participants in City activity.
- The committee is a non-voting committee. Ideally the committee will be in unanimous support of the plan.

- Are there other entities that should be considered, such as bike/ped committee or the Chamber of Commerce?
- We currently have 9 members + 3 staff. Numbers of potential committee members were discussed. It was suggested 15 as a citizen cap + 3 staff. It was agreed to make 21 the cap.
- Majority will be a quorum.
- Mid April is the deadline for commitments to the committee from interested individuals.
- **Follow up action items:** wait on reaching out to potential members that have expressed their interest to Kate Lewis; reach out to Sentry; Chamber of Commerce; and potential parent comments.

PROCESS INTRODUCTION

Forrest Bell and Jessica Kimball presented an introduction to the Open Space Planning project.

- This should be a living/breathing plan.
- Should be a plan to implement. “There are a lot of really nice plans out there that don’t ever get implemented” - Forrest Bell
- Land owners must be a part of the process.
- Forrest introduced the project timeline.
 - Next Meeting – Introduce the vision of the plan
 - 1st Public Meeting – July to introduce the project and use breakout groups to receive input from residents
 - 3rd committee Meeting –go over results of the public meeting, mapping analysis, scoring criteria, and strategies to get the plan done and implemented.
 - Stakeholder Outreach
 - 2nd Public Meeting – Work on the plan with neighborhoods
- It was requested to put in a Council Workshop between the 4th and 5th committee meeting. This would be a brief presentation to Council to introduce them to this. Kate Lewis suggested there should be 2 meetings: One in September 2018 and February 2019.
- The Land Bank Account exists, but there is no guidance or criteria for the City Council to make decisions on how to use the funds.

ONLINE PRESENCE:

- There will be a link on home page. The material will be managed by the Chair. Information will be provided to the City Clerk to be placed on the City website.
- Social Media:
 - Facebook – Conservation Commission / Land Trust / Community Gardens / City Departments.
 - Nextdoor website.
 - City Twitter handle.
- Online Survey
- Stakeholder Outreach

2001 OPEN SPACE STRATEGIC PLAN SUMMARY

- Jessica Kimball reviewed the work done in 2001.

Tom Blake suggested about 50% of the parcels in 2001 are remaining as open space still.

- Tex Haeuser noted that at the time, the City Council recommended actions were not completed. This was due in part to the fact that Bug Light had just been acquired and the Greenbelt Walkway had recently been established. Open Space work had recently been completed prior to the establishment of the Open Space Strategic Plan.

REVIEW OF INVENTORY MAPPING

- Forrest presented the mapping inventory through slides and a live GoogleEarth presentation.
- Jane Eberle asked if invasive species management get taken into consideration? Forrest confirmed that yes, this is something that will be taken into consideration.
- Forrest showed a South Portland neighborhood map and asked if residents know what neighborhood they live in. The long-time residents know the neighborhoods, but many renters do not know their neighborhood. There is not a city-wide effort to work with these neighborhoods, but we are comfortable using the neighborhood map.

PUBLIC SURVEY

- Survey will be sent out to the public to make process as inclusive as possible.
- To make this survey more accessible to those who don't use the computer, it was suggested that the Public Library and Community Center advertise a day when committee members will be available to assist with this.
- The survey could also be put in the Sentry, to give a paper option. This would require some data entry. Dan Hogan and Jane Eberle volunteered assistance, if needed.
- Survey will be sent through the following list serves: Chamber of Commerce; City Newsletter – goes out to 3,000-4,000 people; Parks and Recreation list serve (maybe?).
- It is important to include a list of neighborhoods in an image, so people have a reference when asked what neighborhood they live in.
- The committee will work on refining this survey leading up to the next committee meeting.
- Anticipated Results of Survey to include
 - Importance of Open Space
 - Benefits of Open Space
 - Identifying under-served neighborhoods
 - Willingness to pay for Open Space conservation
 - Priorities of Open Space
 - Identifying areas that should be protected

FOLLOWUP

- **SEND:** 2001 master plan / 03/19/2018 slide show / Draft Survey to Committee Members

Volunteers to lead the committee:

- Chair – Barbara
- Vice-Chair – Tom (also volunteered to assist with Site Walks)

SOUTH PORTLAND OPEN SPACE COMMITTEE

Minutes April 26, 2018

Present: Kate Gatti, Tex Haeuser, Richard Rottkov, Barbara Dee, Jane Eberle, Sharon Newman, Dan Hogan, Patti Smith

The meeting was called to order at 6:30 PM. The list of applicants for the remaining positions on the Committee was reviewed and discussed. The following people will be invited to join the committee: Katy Gail Taylor, Kathi Perkins, Ashley Krulik, Max Wibby, Victoria Morales, and Andrew Gagnon. One space remains open because Jane Eberle is checking to see if a candidate from Red Bank or Brick Hill can be recruited. If no one is available another applicant will be appointed from the existing list.

The meeting adjourned at 7:15 PM.