



District and Community Services Meeting Minutes
Thursday August 10, 2017 at 1:00pm
549 Congress St.

Board members present: Ken Cianchette (Portland Properties), Denine Leeman (East Brown Cow), David Packard (Frederick, Quinlan & Tupper), Peter Tousignant (Northland Enterprises), Sarah Martin (Bar of Chocolate)

Others: Abigail Cassidy (Commercial Properties Management), Sue-Ellen McClain (McClain Marketing), Steve Whittier (East End Corp), Megan Doane (Portland Stage), Michael Kaplan (Kaplan 504 LLC), Dan Knight (Portland Police)

Guest: Jeff Tarling, City of Portland Arborist

Staff present: Casey Gilbert, Taffy Eaton, Amy Geren

Minute 1. Ken called the meeting to order, welcomed all present and asked for introductions.

Minute 2. Review and acceptance of July 13th meeting minutes: On a motion made by Denine Leeman and seconded by David Packard, the committee unanimously accepted the July 13th meeting minutes.

Minute 3. Downtown tree plantings and projects, City arborist, Jeff Tarling: There are 635 trees spaces downtown and we lose about 10 per year. Jeff tries to install raised granite tree wells in order to preserve tree roots from winter salt and sidewalk plows. Calcium from the winter salt treatments damages the trees. When a tree dies, Jeff tries to preserve the cutout space in the sidewalk. He is working on a plan to eliminate tree wells where trees historically do not survive. The use of a porous material called Flex Pave in high traffic areas has been successful. It allows for pedestrian passing, is porous so it absorbs water well and stands up well under plows. It is a good product to use around older trees that are not growing much. Younger tree roots would grow into the material and that is not healthy for the tree. There are about 35 wells filled with Flex Pavement. Jeff is looking at more environmentally friendly snow melting products and methods.

Casey mentioned that Monument Way and Wharf Street will be put in for a Capital Improvement Project request for the City's FY19 budget.

Minute 4. Committee name change discussion: Amy Geren

"District & Community Services" or "DCS" are both mouthfuls and are not very clear. The committee focuses on Safety as well as Cleanliness.

- Could the committee be more engaging by being called the "Clean & Safe Committee"? This is its former name but it was made more formal and directed more towards the Supplemental Services Agreement a few years ago.
- Casey reminded the group that the committee's mission, posted at the top of each agenda, offers insight on what the committee is charged with doing.
- It is the widest reaching committee at Portland Downtown, so it adds a challenge
- Amy will ask what other cities call this type of committee while at the IDA conference. Casey and Amy will bring ideas back.
- This will be added to the October meeting agenda for brainstorming and a committee vote

Minute 5. Downtown Experience Liaison update: Amy's July report is attached

- Cadets/Safety:
 - Morgan Copp was in her 2nd year as a Cadet and has been hired by the Portland Police Department (PPD) and is currently in training

- PPD will be partnering with St. Joseph's College internship program this year. Interns will be present downtown during the school year when the Cadets are not. Amy will have them visit this committee. The Cadets work through October.
- Amy gets crime stats from the crime analyst at the PPD. If the committee is interested, Amy can put a presentation together.
- Amy will have the June, July and August Cadet stats next month. She also has the 2016 Cadet program evaluation available.
- The presence and perception of the Cadets is a welcome addition downtown
- Smoke and tobacco quit information is carried by the Cadets. Belinda Ray, the District 1 City Councilor, is aware of the work Amy is doing surrounding decreasing smoking and tobacco use in downtown.
- Cleanliness/See Click Fix:
 - Sidewalk Buttler management – Casey and Amy are working with the City on improving the issue of full and unattended receptacles
 - Graffiti – a prominent tagger has been arrested and will serve jail time
 - Portland Downtown applied for the International Downtown Association award “Busting Graffiti Downtown” and won. Casey and Amy will pick up the award at the conference in Winnipeg, Canada next month
 - Casey explained the Learning Works Graffiti Busters program to the group
 - Rich Bianculli, the Neighborhood Prosecutor, can connect property owners with graffiti removal resources
 - Murals are a suggestion as graffiti deterrents but often times the walls are deemed historic by the City and not available for mural work. There are alternatives that Amy can suggest.
 - Ken explained that Portland Downtown will assess the Graffiti Busters program at the end of the summer
- Supplemental Services
 - Task hours spent by the Public Works crew chart is included in the packet

Minute 6. Other business:

- Casey reminded those present to let Ken or Denine know if they have topics they would like discussed at future meetings or recommendations for guest speakers
- Ken said the committee goals will be set at the September meeting
- Casey heard from City Manager Jon Jennings that he loves the new combo trash/recycling bins. There is money in the budget for 5 or 6 to be added each year. The next 5 that will be ordered to replace the old trash cans will be black (for historic purposes) and will be placed on Commercial Street.

Ken adjourned the meeting at 2:00.

Respectfully submitted,
Taffy Eaton, Recorder.