

PORTLAND DOWNTOWN
Legal Affairs Committee Meeting
Minutes

March 7, 2017
4:00 PM.

JB Brown Office
Portland, Maine

Directors Present: Josh Benthien, Trish McLellan (Co-Chair), Brad McCurtain, David Packard

Co-Chair Trish Weimer called the Legal Affairs Committee (LAC) meeting to order at 4:05 PM.

Minute 1. Process for nominating and electing Officers

- Brad expressed concerns for the transparency needed (as perceived by the public) during the election process. Josh & Trish described the process used for the last three elections; two with an outside auditor overseeing ballot counting and last year with a City official monitoring the ballot counting
- Brad advised that Board members who are running for re-election should not be involved with any part of the election process, including such information of who has been nominated, and for which seat. It was agreed that at minimum Board members who are up for re-election should not assist with ballot counting

Minute 2. Nomination Form

- A copy of last year's nomination form will be sent to all in attendance for review and update
- The draft 2017 nomination form will include a Candidate Requirements page
- As suggested by Brad at the July 2016 Board meeting, an outline of the seats available (Stakeholder and Property Owner), the nomination process, and who is eligible to vote. Information may be placed on the PD website

Minute 3. Nomination Qualification Process

- Brad questioned the candidate notification process. Candidates are contacted to qualify and confirm their nomination
- In the 2016 election, it was assumed Brad was qualified and interested (self-nominated). In the interest of time, Legal Affairs did not contact him to confirm. This inadvertently created confusion as to the process

Minute 4. Ballots:

- Brad suggested, as a quasi-public organization, that candidates should be able to observe the voting process
- It was noted that ballots have the property owner's name on them. Allowing candidates to view ballots takes away anonymity from the voter
- Brad will consider possible options that does not add steps to the ballot process or expose the voter
- For 2017 election Brad has offered to seek an accounting firm that will volunteer to accept the mailed ballots
- Brad asked that ballot results be made public on the PD website. David suggested the winning candidates ballot count be listed on the website and each candidate receive their ballot count number privately
- Brad suggested this year's ballot include a section that identifies if the voter is an Owner or Representative (Agent) of the Owner. It is assumed the voter has the authority to cast a vote but the additional information might be of benefit

Minute 5, Term Expirations and Draft Documents

- Brad departed at 4:50 PM
- The PD Board Seat Allocation chart was confirmed
- The 2017 Term Expiration Chart was confirmed
- Reviewed 1st Draft Documents: Candidate Requirements, Nomination & Election Process, Election Results & Term Commencement.

Minute 6, Meeting was adjourned at 4:55 PM

Respectfully Submitted,
Trish McLellan
Co-Chair