



Clean and Safe Committee Meeting Minutes
Thursday November 9, 2017 at 1:00pm
549 Congress St.

Board members present: Ken Cianchette (Portland Properties), Denine Leeman (East Brown Cow), Phil Haughey (MHR Management), Peter Tousignant (Northland Enterprises)

Guests: Chris Branch and Marc Spiller, Portland Public Works Department

Others: Megan Doane (Portland Stage), Sue-Ellen McClain (McClain Marketing)

Staff present: Taffy Eaton, Amy Geren

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

Minute 2. Review and acceptance of October 12th meeting minutes: On a motion made by Phil Haughey and seconded by Peter Tousignant, the meeting minutes were unanimously accepted.

Minute 3. Winter Operations update: Marc Spiller has been working downtown since 2001. The winter operations budget is \$1.2 million, also covering overtime, equipment and supplies. Marc Spiller and Chris Branch informed the committee:

- Public Works runs 2 crews during storms. 6am to 10pm, with 1 supervisor.
- There are 9 pieces of sidewalk equipment assigned to downtown and they have a new truck this year
- They also have a new blower this year so there are 3 really good blowers for filling the trucks with snow. They haul 12 to 15 trucks full of snow per blower.
- Public Works plows the streets and have 3 to 4 plow trucks downtown
- They dump snow on Franklin Street and on West Commercial Street. There is another lot that takes an hour round trip, so these dumps work better. It requires fewer trucks.
- Salt is used as the primary melting agent. It impacts concrete but not granite. The advantage is that it doesn't need to be swept up in the Spring. Salt melts the snow and ice much quicker than a sand/salt mix.
- Tommy's crew will start handing out notices to businesses to clear their sidewalks of benches, planters and signs
- New language will be added to the sidewalk ordinance to clarify the number of warnings issued per storm: 1 warning per storm.
- Marc distributed the snow plow maps
- A Yellow Parking Ban covers from State St and down to York St and north to Cumberland Ave. The crews start plowing at 10PM and have to stop as traffic picks up around 6AM.
- Chris noted that Portland Public Works moves more snow than any other city in the Northeast
- Marc and Chris recommend bans to City Manager Jon Jennings who calls parking bans. The email notice goes out in the morning of a ban. Chris recommends emailing Jessica Grondin if you have a special consideration to delay towing during a ban.
- Cars are towed to the Ocean Gateway parking lot. Towing fees will be going up this year due to an increase in rates among subcontractors.
- Chris said there is always a snow dispatcher on duty at the Canco Rd Public Works office so call or email Chris or Marc with any issues

Minute 4. Supplemental Services Agreement (SSA) benchmarks discussion: Denine asked Taffy to email the SSA to the Clean & Safe Committee for review and input. Why are certain items included in the agreement and what might be good to add to the SSA?

- Amy's Supplemental Service Provision Hours report was reviewed
 - Amy and Casey checked the Fox Court bathrooms last week and they looked good
 - Public Works will put up signage on the Spring Street garage in the Spring, notifying the public of the bathrooms inside the Free Street side
 - Discussion about adding permanent, year-round restrooms ensued. Denine confirmed that discussion is ongoing. Cost, design and location are issues. The City policy advisor to the city manager is considering solutions, and Casey and Amy provided her with some examples of innovations in public restrooms.
 - Portland Downtown is allocated a certain number of people (defined by hours) in the SSA
 - Amy let the committee know that the City will make changes to the street sweeping parking restrictions outside of the downtown area since sweeping only occurs in the spring and fall. Downtown street sweeping parking restrictions will remain in place to allow for weekly street-sweeping year-round.
 - Amy will check on what streets are litter vacuumed
 - Graffiti removal process has improved efficiency, and the impact is noticeable.
 - Ken commented that parking kiosks and trash cans need cleaning more often. This is a potential add to the Supplemental Services Agreement.
- SeeClickFix request analysis
 - Some spikes in graffiti requests are due to Amy's reporting, but this is consistently the highest request
 - High frequency incidents like delivery truck parking, sidewalk seating, and public trash were reviewed

Minute 5. Other business:

- New trash cans discussion: Denine asked Public Works to replace the silver cans inside the new dark green trash and recycling enclosures for a more aesthetically appealing appearance; Tommy to place the plastic insert that comes with the cans in Lobsterman's Park for review
- Amy mentioned the USM student she met with who is drafting best practices around recycling. She will see what the student produces and share with the committee.

Ken adjourned the meeting at 2:10.

Respectfully submitted,
Taffy Eaton, Recorder.