



District and Community Services Meeting Minutes
Thursday September 14, 2017 at 1:00pm
549 Congress St.

Board members present: Ken Cianchette (Portland Properties), Denine Leeman (East Brown Cow), Sarah Martin (Bar of Chocolate)

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

Staff present: Taffy Eaton

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

Minute 2. Review and acceptance of August 10th meeting minutes: On a motion made by Sarah Martin, seconded by Denine Leeman and following a discussion in which the following points were raised, the August 10th meeting minutes were unanimously accepted.

- Ken commented that a large portion of the August meeting was devoted to a discussion of downtown trees. Moving forward, we will limit speakers to those addressing committee action items.

Minute 3. Committee goals discussion: The committee is tasked with assigning goals to work on this fiscal year, July 2017 – June 2018. The 2016-2017 committee goals were graffiti, panhandling and review of the Supplemental Services Agreement with the City.

Goal 1: Establish benchmarks for Supplemental Services Agreement (SSA). Denine offered background of what the SSA is – it is an agreement with the City to provide downtown with additional services above what the rest of the city receives. The Public Works staff also help with Portland Downtown events. Amy has built a system for logging the hours and tasks of the Portland Downtown crew so we now have a baseline from which to work. This committee needs to review the SSA, develop changes and work with the City to implement the changes.

- Action item 1: Denine will review the SSA with the committee

Goal 2: Continued code enforcement work. Many downtown issues would cease to exist if current codes were enforced. The cadets are making a difference in enforcement but there needs to be more consistency. No-smoking signs in the parks need work. The winter cadets will be working with an officer.

- Action item 1: Committee members should think about the Clean & Safe issues addressed by ordinances
- Action item 2: List issues, research the current ordinances and find out what the City is currently doing to enforce them.
- Action item 3: Make recommendations of what else the City could be doing
 - What is the City's priority?
 - What is the City lacking that they need help with?

Goal 3: Trash/recycling cans: The Committee wants to double the number of trash cans replaced by the City each year by securing sponsors to help pay for the additional cans.

- Action item 1: Look for property or business owners to sponsor new trash/recycling cans. Portland Downtown will work with Public Works department to buy extra cans when the City makes their annual purchases.
 - Public/private partnerships could also be used to buy extra cans

A motion to send the committee goals to the Board for approval was made by Denine Leeman and seconded by Ken Cianchette. The vote was unanimous.

Sue Ellen suggested that once the goals are set, we establish a plan to implement them.

Minute 4. Ongoing action item: Denine would like committee members to do outreach to others in the community, sharing information to address recurring issues. Outreach could include distributing important phone numbers and letting people know about various meetings that Portland Downtown participates in with the City that serve to address some of the issues. It is important to share this information with building owners, residents and business owners.

Minute 5. Downtown Experience Liaison update: Amy's August report is attached. The committee requested Amy's report be sent with the meeting packet for future committee meetings electronically so we can see the color on the charts.

- Cadets/Safety
- Cleanliness/See Click Fix
- Supplemental Services

Minute 6. Other business:

- Megan suggested getting greener with all our initiatives. Ken explained that we are currently buying green energy credits.
- Sue Ellen asked about overall sidewalk improvements, how trees and plows work together and will bike lollipops replace meters as the City moves to pay stations? Denine mentioned we could check with Public Works to ask about meters to lollipop bike racks. As far as trees, it is an issue based on location/type of sidewalk that will be ongoing.
- Sarah said business owners are getting together to address Wharf St issues – cleanliness and ease of passage. But emphasized they were happy because Public Works was down there right now looking at the drainage issue and perhaps improving wharf street with new drainage and repairs. Sarah said the neighbors are going to express interest in perhaps putting sidewalks on both sides.
- Panhandling update: the action letter has been executed and Portland Downtown will follow-through
 - Opportunity Crew results need to be more visible
 - The Ad hoc committee agreed that the transient panhandlers do not belong in Portland. The Portland Police Department made an effort to differentiate between homeless, mentally ill and transients this summer.
 - A new shelter will be built off-peninsula with 200-250 beds. It will offer 3 meals per day, medical services, administrative help (for completing paperwork) and an outdoor space within the building. People are welcome to stay during the day.
 - The Oxford Street Shelter will be closed and Avesta will build 1 or 2 houses in the same location
- Portland Downtown's Legal Affairs Committee is working on committee member requirements for voting rights and how they differ from committee guest status. Denine is bringing to Legal Affairs the proposed Night Life Oversight Committee's voting rights language for recommendations that go to the Board as the model.
- Megan mentioned Portland Stage's Tech Event on September 16th at 4pm. This is when they the actors, sounds and lights are all on the stage together for the first time in rehearsal.

Ken adjourned the meeting at 2:00.

Respectfully submitted,
Taffy Eaton, Recorder.