

GPCOG Executive Committee AGENDA

December 12, 2018

12:30 p.m. – 2 p.m. (lunch served)

GPCOG's office – 970 Baxter Boulevard, 2nd floor, Portland

1. **Welcome – Jerre Bryant, President**
2. **Acceptance of 11/14/18 minutes (Attachment A)**
3. **Executive Director's Report – 5 min. (Attachment B)**
4. **Appointment to Executive Committee – 5 min.**

Staff Report:

With Mayor Linda Cohen's, Councilor Marla Stelk's, and Town Manager Tony Plante's departures from the GPCOG Executive Committee, we have three openings on the Executive Committee. The Executive Committee may fill vacancies between General Assembly meetings. Mayor Claude Morgan has agreed to join the Executive Committee.

Recommended action: Appoint Mayor Claude Morgan to the Executive Committee.

5. **Spotlight: A Story of a Neighborhood – 10 min.**

Staff will present the progress South Portland is making in the West End neighborhood – moving from planning to zoning to investment.

6. **Cable Franchise Fee - 15 min.**

Staff Report:

On September 25, the Federal Communications Commission (FCC) publicly released a [notice of a rulemaking proposal](#) which would allow cable entities' in-kind contributions to count as part of their franchise fee contribution, and would eliminate local authority over non-cable services provided over cable systems. Specifically, the FCC proposes that any in-kind cable obligations other than capital costs for public, educational, and governmental access (PEG) channels and cable build-out requirements included in franchises should be considered a "franchise fee", counting the value of those obligations toward the 5 percent gross revenue cap on franchise fees.

Maine Municipal Association (who provided the above summary) is working on the federal level to communicate the impact these rules will have on our communities. The purpose of our discussion is to explore what else we might do collectively in response to the loss of franchise fee revenues and the services they support.

Recommended action: Evaluate opportunities to respond collectively to the proposed regulations, including the possibility of negotiating collectively with cable companies in the region as municipal franchise agreements come up for renewal.

7. Policy Priorities - 45 min.

Staff Report:

With the publication of our first state policy issues paper, we are positioned to engage Governor-elect Mills and the new Legislature in discussions about policy changes and investments that will support regional prosperity. In this discussion, we will discuss the below proposed priorities for discussion with lawmakers and the new Mills Administration:

- A. Expanded environmental protection should be a top priority in 2019 at the state house, particularly regarding water quality protection. New funding for regional technical assistance to planning boards and code enforcement officers is an identified need in our region that should be achieved.
- B. Integrated action on expanded housing choices, public transportation and climate change strategies at the local and regional level are a top priority. We believe the Mills Administration can direct resources to our region in ways that combine investments in housing, transportation and carbon reduction using incentives and specific outcome measures.
- C. As a means of coordinating state policy across many departments we believe the Mills Administration should adopt a new Cabinet structure that allows for alignment of investments and policy throughout state government. A mechanism similar to the one used in Massachusetts would ensure that agencies worked together to achieve the type of integrated vision and action described above. As a part of this Cabinet realignment, the core functions of the State Planning Office should be revived and enhanced so that the Administration has the ability to think and act in a cross-disciplinary manner.

Recommended action: Consider, modify as needed, and approve these priorities for members and staff to advance.

Attachment A

Executive Committee MINUTES

**November 14, 2018
4:00 p.m. at GPCOG**

In Attendance:

Name	Affiliation
Jerre Bryant, President	Westbrook
Matt Sturgis	Cape Elizabeth
Nat Tupper	Yarmouth
Linda Cohen	South Portland
Sandra Carder	Gray
Guests:	Jay Waterman (Portland Housing Authority) Jedd Steinglass (Woodard & Curran)
For GPCOG:	Kristina Egan For select agenda items: Tony Plante, Chris Hall, Stephanie Carver, Josh Kochis, Rick Harbison, David McLaughlin, Tom Bell
GPCOG Counsel	Alyssa Tibbetts (Jensen Baird)

1. Welcome

Jerre Bryant called the meeting to order at 4:05 p.m.

2. Acceptance of 10/10/18 minutes

Acceptance of the 10/10/18 minutes was moved by Nat Tupper and seconded by Matt Sturgis. Members voted unanimously to accept the minutes.

3. Executive Director’s Report

Kristina Egan’s report included a brief review of several items included in her written ED report, including:

Welcoming Tony Plante and Tom Bell as new staff members. Tony will serve as GPCOG’s Director of Municipal Collaboration, and Tom will be GPCOG’s first Public Information Officer.

Craig Freshley has agreed to conduct learning sessions early next year for our municipal Chairs and Co-Chairs focused on managing Council/Board interactions and ensuring a better working environment for our elected officials.

At members' request, Kristina convened eleven of GPCOG's member communities and 3 York County communities and facilitated their search for a new MS4 permitting consultant.

The Metro Regional Coalition is working together on opioids, expanding housing choices and regional collaboration on marijuana regulation and enforcement, including the potential for state funding of local marijuana costs.

The USDA Local Food Production Promotion grant that GPCOG received last year is being re-scoped, removing some assumptions that have not borne out, and reconfiguring the grant with new, experienced partners. A formal announcement is expected early next year.

4. Proposed Brownfields Grant to Portland Housing Authority

Stephanie Carver, GPCOG's Planning Director, presented a proposed \$200,000 EPA Brownfields grant to the Portland Housing Authority (PHA) in support of their affordable housing development at 58 Boyd Street in Portland.

Jay Waterman from PHA provided a project overview, describing the re-development of an existing office building near Franklin Arterial into almost 40 units of subsidized and market rate housing. The project has been approved by the Portland Planning Board and is now ready for site development, including assessment and remediation of any environmental problems.

The EPA Brownfields grant will be used to help finance environmental site assessment. David McLaughlin, GPCOG's loan underwriter, shared that he had reviewed the project in detail and gave his unqualified support to the grant proposal. Since the site is shovel ready, aligned with our program goals and EPA qualified, staff recommended that the Executive Committee approve the grant as proposed.

After discussion it was MOVED by Matt Sturgis and seconded by Nat Tupper, that the Executive Committee approve the \$200,000 EPA Brownfields grant as proposed. Members voted unanimously in favor of the motion.

5. Executive Session

Jerre Bryant moved to enter Executive Session pursuant to 1 MRSA Section 405 (6) (b) for the purpose of consulting with Counsel on the body's legal rights and responsibilities. Nat Tupper seconded the motion and all the members voted in support of the motion.

After discussion Matt Sturgis moved to leave Executive Session. Nat Tupper seconded the motion. All members voted in support of the motion.

Chair Jerre Bryant adjourned the meeting at 5:40 pm.

Attachment B

Executive Director's Report

Strategic Priority – Serve our Members

- **Welcome and Congrats!** GPCOG will hold our third annual reception to welcome local elected officials to our regional work on 12/13 at 5:30 p.m. at the Jetport.
- **MS4 Permitting.** GPCOG was asked by several member communities to facilitate agreement amongst the 14 Interlocal Stormwater Working Group municipalities on how to proceed after staffing changes at the Cumberland County Soil and Water Conservation District. The municipalities have a shared plan and GPCOG will shortly hire a contractor to deliver discrete services to the 14 communities.
- **Browntail Moth Infestation.** With the County, GPCOG has been supporting a dialog amongst the municipalities north of Portland to determine what cities and towns can do to reduce this threat to public health. We've concluded that aside from public education, the best approach is to catalyze an investment in scientific research to develop a technology to mitigate the problem. State elected officials are beginning to organize around this approach.
- **Member Services.** We continue to reach out to member municipalities to develop agreement on the services GPCOG will deliver to communities, with Tony Plante now in the lead.
- **Meetings with Newly Elected Officials.** After every June and November election, staff reaches out to each newly or re-elected official to arrange a meeting to better understand that official's priorities and introduce them to GPCOG.

Strategic Priority – Lead the Region Toward Sustainable Prosperity

- **Regional Voice.** GPCOG is about to release, *Roadmap to Prosperity*, the policy issues piece the Executive Committee reviewed earlier in the fall. This will be sent to all legislators and the new Mills Administration. GPCOG members will be submitting an op ed to the *Portland Press Herald*, outlining the opportunity to build a supportive policy environment for regional prosperity.
- **Metro Regional Coalition.**
 - Marijuana legalization. In November, the Coalition agreed to follow Portland's lead in gathering impact and cost data related to marijuana legalization, to develop a multi-municipal estimate on the revenues municipalities need for enforcement, public safety and prevention.

- Regional fire training facility. In November, the Fire Chiefs Association proposed a new regional fire training facility, and the Coalition concluded that rather than pursuing County funds, the Chiefs will put together a detailed request for individual municipalities to consider.
- Housing choices. Staff distributed a questionnaire to members, requesting baseline information on housing policies and ordinances to assess the current policy environment for increasing the supply of housing and improving the affordability of the housing stock. This information, along with best practices used by municipalities, will be presented at the January 8, 2019 meeting.
- **PACTS Priority Projects**. The PACTS governing committees have begun to provide input on how well the region is achieving its transportation goals. The process will continue through 5 subregional meetings after the New Year, and, by late spring, identify a short list of priority regional transportation projects and investments.
- **Long-Range Transit Investment Plan**. After the New Year, GPCOG will be releasing an RFP for a major new project – the development of a 30-year plan for public transportation in the region. This work will be coordinated with land use and economic development.

Strategic Priority – Operate with Excellence

- **John Duncan’s Retirement**. John is retiring this month. We will be celebrating John’s 28 years of service to the region with a retirement party in January. Stay tuned for the date!
- **FY18 Audit**. The audit has been completed, about a month ahead of last year, thanks to Josh, our new Finance Director. The auditors will present the results of the audit and indirect audit in January.
- **Grants/Contracts and Proposals**. Below are the grants received and submitted in this fiscal year.

FY19 Grants and Contracts Development

July through October 2018

Approved	Amount	FY19
Bingham Foundation (Addressing the opioid problem through reducing community stigma.)	\$ 15,088	✓
Cutler Institute, University of Southern Maine (MEIF Municipal Data Consortium planning process, organize meetings and provide logistical and communications support.)	\$ 4,000	✓
Maine Turnpike Authority (Drone use - Providing 3-5 minute aerial video showing peak am/pm traffic conditions on Route 22 and 114 in Gorham/Scarborough for use at a forum)	\$ 3,207	✓
Town of Scarborough (V.W. T.A. - Provide Town with technical assistance regarding vehicle replacement under the VW Settlement funding opportunity through Maine DOT and Maine DEP)	\$ 3,500	✓
City of South Portland (V.W. T.A. - Provide Town with technical assistance regarding vehicle replacement under the VW Settlement funding opportunity through Maine DOT and Maine DEP)	\$ 5,000	✓
Town of Gray (Mapping Project - Creating the first and final versions of the development constraints map using the ArcGIS Online platform for the Town of Gray)	\$ 5,000	✓
Department of Agriculture, Conservation and Forestry "DACF FY19" (Provide technical assistance to municipal officials and communities to help guide them through the development and implementation of comprehensive plans, implementation of State law, capital improvement planning, etc.)	\$ 30,016	✓
Economic Development Administration "EDA FY19" (Annual grant for various economic development initiatives)	\$ 70,000	✓
Maine Health Access Foundation (Addressing the opioid problem through reducing community stigma.)	\$ 5,000	✓
Brownfields Assessment FY19-FY22 (Provides hazardous and petroleum site assessments, outreach and cleanup for areas designated as brownfields)	\$ 300,000	✓
Brownfields Revolving Loan Fund and Cleanup (This grant funds cleanup activities in our Brownfields program.)	\$ 500,000	✓
Transit Planning 4 All (Engaging people with disabilities and older adults in the transportation decision-making process.)	\$ 35,000	✓
Getting Ready to Innovate (Planning an innovative mobility project for people with disabilities and older adults.)	\$ 20,000	✓
Submitted	Amount	
National Endowment of the Arts Our Town Program (To support a creative placemaking initiative to design artistic bus shelters celebrating the City of Portland, Maine's racially diverse communities.)	\$ 25,000	✓
Federal Transit Administration - Access and Mobility Partnership Grants (To support capacity building for mobility management activities at the state and regional level, which includes coordinating among transportation stakeholders and supporting better access among older adults, people with disabilities and other people with barriers.)	\$ 240,000	✓