

City Council Workshop

Agenda Item #3

December 27, 2017

City Council Boards and  
Committee Assignments

Each Council year the Council revisits various committee assignments to discuss which Councilor would like to serve on which committee. The following is a list of those committees on which City Councilors served last year:

1. Bike/Ped Committee
2. Bus Service Citizens Advisory Committee (Handicapped Accessibility)
3. CATV Regulatory Board
4. City Sustainability Team
5. Comprehensive Plan Implementation Committee
6. Deferred Compensation Committee
7. ecomaine Board of Directors
8. Fair Hearing Board (General Assistance)
9. Greater Portland Council of Governments (GPCOG) – General Assembly, Executive Committee, Steering Committee, SMART Committee
10. Jetport Noise Advisory Committee – Mayoral Appointments
11. Long Creek Watershed District
12. MMA Legislative Policy Committee
13. Maine Service Center Coalition
14. Metro Regional Coalition
15. Middle School Facilities Committee
16. PACTS Policy Committee
17. Spring Point Lease Committee
18. Trails Advisory Group (TAG)
19. Waterfront Alliance

Included is a copy of last year's City Council Committee Assignments list, along with a description of each. For some of the committees to which staff is appointed, I will be making requests to the Council as to whom I would like to see appointed. This includes:

- **ecomaine:** I would ask that Finance Director Greg L'Heureux be appointed to the ecomaine Board of Directors, taking my place. This is an important board and I do not believe I can give it the time it deserves as I would like to limit my participation on outside boards and continue to focus on "learning the ropes" as South Portland's city manager. Greg served in this capacity before and his financial knowledge makes him an excellent fit.
- **MMA Legislative Policy Committee:** I would like to continue to serve as the City's representative for the LPC, and ask that you consider appointing City Clerk Emily Scully as the alternate. Emily has indicated an interest in this committee and I believe it would be very beneficial for her career track.



City Manager

**CITY COUNCIL COMMITTEE ASSIGNMENTS**

**2016/2017**

**BIKE/PED COMMITTEE (Meets on Thursday mornings at 7:30 a.m.)**

MAYOR PATTI SMITH  
COUNCILOR SUSAN HENDERSON

**BUS SERVICE CITIZENS ADVISORY COMMITTEE (HANDICAPPED ACCESSIBILITY)**

MAYOR PATTI SMITH  
ALTERNATE – COUNCILOR CLAUDE MORGAN

**CATV REGULATORY BOARD**

COUNCILOR MAXINE BEECHER  
COUNCILOR LINDA COHEN  
COUNCILOR CLAUDE MORGAN  
COMMITTEE SECRETARY CHRIS DUMAIS (NON-VOTING)

**COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE**

COUNCILOR MAXINE BEECHER  
COUNCILOR EBEN ROSE

**DEFERRED COMPENSATION COMMITTEE**

COUNCILOR LINDA COHEN

**ECOMAINE BOARD OF DIRECTORS (three-year terms)**

(Meetings held third Thursday each month)

COUNCILOR MAXINE BEECHER  
RESIDENT LINDA BOUDREAU  
CITY MANAGER SCOTT MORELLI  
ALTERNATE: COUNCILOR EBEN ROSE

**FAIR HEARING BOARD (GENERAL ASSISTANCE)**

COUNCILOR BRAD FOX  
COUNCILOR SUSAN HENDERSON  
COUNCILOR CLAUDE MORGAN  
ALTERNATES: MAYOR PATTI SMITH; COUNCILORS LINDA COHEN AND  
MAXINE BEECHER

**GREATER PORTLAND COUNCIL OF GOVERNMENTS (GPCOG)**

**GENERAL ASSEMBLY**

MAYOR PATTI SMITH  
COUNCILOR LINDA COHEN

COUNCILOR BRAD FOX  
INTERIM, ASSISTANT CITY MANAGER JOSHUA RENY

**EXECUTIVE COMMITTEE**

MAYOR PATTIE SMITH  
INTERIM ALTERNATE, ASSISTANT CITY MANAGER JOSUHA RENY

**JETPORT NOISE ADVISORY COMMITTEE – Mayoral Appointments**

(Meetings held spring and fall at the Jetport – 5:30 p.m. meetings  
Airport Manager will notify with exact dates)

COUNCILOR BRAD FOX  
ALTERNATE – COUNCILOR CLAUDE MORGAN  
CITIZEN REPRESENTATIVE ADRIAN DOWLING

**LONG CREEK WATERSHED DISTRICT**

COUNCILOR SUSAN HENDERSON  
COUNCILOR CLAUDE MORGAN, ALTERNATE  
STORMWATER COORDINATOR FRED DILLON

**MMA LEGISLATIVE POLICY COMMITTEE**

SCOTT MORELLI, CITY MANAGER  
ALTERNATE – ASSISTANT CITY MANAGER JOSHUA RENY

(COUNCIL MEMBERS WILL BE NOTIFIED OF MEETING DATES SO THAT  
THEY CAN ATTEND IF AVAILABLE)

**MAINE SERVICE CENTER COALITION**

CITY MANAGER SCOTT MORELLI

**METRO REGIONAL COALITION**

CITY MANAGER SCOTT MORELLI  
ALTERNATE: COUNCILOR SUSAN HENDERSON

**MIDDLE SCHOOL FACILITIES COMMITTEE**

COUNCILOR BRAD FOX  
COUNCILOR CLAUDE MORGAN  
ALTERNATE: COUNCILOR EBEN ROSE

**SPRING POINT LEASE COMMITTEE**

CITIZEN REPRESENTATIVE TOM COWARD  
COUNCILOR CLAUDE MORGAN

**TRAILS ADVISORY GROUP (TAG)**

COUNCILOR BEECHER  
CITIZEN REPRESENTATIVE TOM BLAKE

**WATERFRONT ALLIANCE**

(Meetings held second Tuesday of each month except May through August 4:00 TO 6:00)

COUNCILOR CLAUDE MORGAN  
ALTERNATE – COUNCILOR EBEN ROSE



**CITY COUNCILOR BOARDS  
AND COMMITTEE  
ASSIGNMENTS**

**2016/2017**

# Contents

<b>City Committees</b> .....	3
<b>BIKE/PED COMMITTEE</b> .....	3
<b>BUS SERVICE CITIZENS ADVISORY COMMITTEE</b> .....	3
<b>CATV REGULATORY BOARD</b> .....	3
<b>COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE</b> .....	4
<b>DEFERRED COMPENSATION COMMITTEE</b> .....	5
<b>FAIR HEARING BOARD</b> .....	5
<b>MIDDLE SCHOOL FACILITIES COMMITTEE</b> .....	5
<b>SPRING POINT LEASE COMMITTEE</b> .....	6
<b>Regional Committees</b> .....	7
<b>ECOMAINE BOARD OF DIRECTORS</b> .....	7
<b>GREATER PORTLAND COUNCIL OF GOVERNMENTS (GPCOG) BOARD OF DIRECTORS</b> .....	7
<b>GENERAL ASSEMBLY</b> .....	7
<b>EXECUTIVE COMMITTEE</b> .....	8
<b>LONG CREEK WATERSHED MANAGEMENT DISTRICT BOARD OF DIRECTORS</b> .....	8
<b>JETPORT NOISE ADVISORY COMMITTEE</b> .....	8
<b>METRO REGIONAL COALITION</b> .....	9
<b>TRAILS ADVISORY GROUP (TAG)</b> .....	9
<b>WATERFRONT ALLIANCE</b> .....	9
<b>PACTS Policy Committee</b> .....	10
<b>State Committees</b> .....	10
<b>MMA LEGISLATIVE POLICY COMMITTEE</b> .....	10
<b>MAINE SERVICE CENTERS COALITION</b> .....	10

## City Committees

These are committees created not formally created by Council order or Ordinance that are required by federal or state law, or department policy, or direction by Council for the purpose of researching or accomplishing a specific task. Some are internal committees, for the purpose of hearing appeal cases; others are advisory and open for public input.

### BIKE/PED COMMITTEE

- Established 2011
- Planning Department; public committee
- Purpose: Began as an ad-hoc team to improve bicycle and pedestrian conditions in the City, in conjunction with the Bicycle Coalition of Maine. Currently made up of 11 residents, Councilors and City staff members.
- Regular meetings; meetings and agendas are posted to City Website; generally once a month from 7:30-9:00am, as organized by the committee
- Current Council members serving on Committee:

MAYOR PATTI SMITH  
COUNCILOR SUSAN HENDERSON

### BUS SERVICE CITIZENS ADVISORY COMMITTEE

- Established prior to 2001/2002 (date unknown)
- Transportation Department
- Was established as a requirement as part of federal ADA act
- For the purpose of ensuring handicapped accessibility/ADA Compliance
- Ad-hoc; committee has never met.
- Current Committee Members:

MAYOR PATTI SMITH  
ALTERNATE – COUNCILOR CLAUDE MORGAN  
ARTHUR HANDMAN, TRANSPORTATION DIRECTOR

### CATV REGULATORY BOARD

- Established prior to 2001/2002 (date unknown)
- SPC-TV
- Ad-hoc, for the purpose of reviewing and give feedback on the franchise process
- Current Committee Members:

COUNCILOR MAXINE BEECHER  
COUNCILOR LINDA COHEN

COUNCILOR CLAUDE MORGAN

COMMITTEE SECRETARY CHRIS DUMAIS (NON-VOTING)

## COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

- **Established in 2008/2009 (date unknown)**
- **History:** The City of South Portland (the City) has a long history of planning for its future growth and development. The Planning Board adopted the General Plan for the City of South Portland, Maine, in 1967 and has developed updated Plans twice since then. In 1992, the City adopted a revised plan that has served as the City's land use and development policy for the past twenty years. Subsequent to the adoption of the 1992 Plan, neighborhood plans were developed for Ferry Village, Willard, and Knightville/Mill Creek along with Project Plan that looked at a number of issues. The final version of the most recent Comprehensive Plan was adopted October 15, 2012. This 2012 Update of the City of South Portland's Comprehensive Plan serves as a guide for the decisions the City must make about growth, development, redevelopment, and change over the coming decade.
- **Meets regularly; coordinated by Planning Department; meetings agendas and minutes are posted to City Website; public committee**

### Current Committee Members:

Craig Piper, Chair

Craig Gorris, Economic Development Committee, Vice-Chair

Maxine Beecher, City Council

Claude Morgan, City Council

Joseph Picoraro, Resident

Peter Stanton, Resident

Kathy Phillips, Planning Board

Robert Foster

Barrier Lucier, Resident

Marilyn Reilly, Resident

Quang Nguyen, Business Owner

Tom Falby, Business Owner

City Staff

Joshua Reny, Assistant City Manager

Charles "Tex" Haeuser – Director, Planning & Development Department



Kevin Adams, Parks, Recreation, and Waterfront Director

Consultants: Greater Portland Council of Governments

Stephanie Carver, Senior Planner

## **DEFERRED COMPENSATION COMMITTEE**

- **Established prior to 2001/2002 (date unknown)**
- **Human Resources Department**
- **Ad-hoc; purpose is to handle deferred compensation claims**
- **Current Committee Members:**  
COUNCILOR LINDA COHEN

## **FAIR HEARING BOARD**

- **Established prior to 2001/2002**
- **Required by General Assistance/Social Services Department**
- **Ad-hoc; Quasi-judicial body for the purpose of hearing GA appeal cases**
- **Current Committee Members:**

COUNCILOR BRAD FOX

COUNCILOR SUSAN HENDERSON

COUNCILOR CLAUDE MORGAN

ALTERNATES: MAYOR PATTI SMITH; COUNCILORS LINDA COHEN AND MAXINE BEECHER

## **MIDDLE SCHOOL FACILITIES COMMITTEE**

- **Also called the “Middle School Consolidation Committee” or “Secondary School Facility Committee” prior to 2015**
- **Established 2015/2016**
- **School Department/City Council**
- **Created for the purpose of researching the feasibility of and receiving public input on consolidating middle schools, in conjunction with the School Department**
- **Meets regularly; as scheduled by the School Department**
- **Current Committee Members:**

COUNCILOR BRAD FOX

COUNCILOR CLAUDE MORGAN

ALTERNATE: COUNCILOR EBEN ROSE

## **SPRING POINT LEASE COMMITTEE**

- **Established 2010/2011**
- **Planning Department/Economic Development**
- **For the purpose of hearing proposals and negotiating leasing agreements at Spring Point**
- **Current Committee Members:**
  - CITIZEN REPRESENTATIVE TOM COWARD
  - COUNCILOR CLAUDE MORGAN

## Regional Committees

These are regional external groups and organizations of which City Councilors serve as members on the Board of Directors or decision-making body.

### ECOMAINE BOARD OF DIRECTORS

- Established 2006/2007
- Purpose: **ecomaine** provides comprehensive long-term solid waste solutions in a safe, environmentally responsible, economically sound manner, and is a leader in raising public awareness of sustainable waste management strategies.
- Members hold position for 3 year terms
- Meetings held third Thursday each month, as organized by ecomaine
- Agendas/Minutes can be found on [www.ecomaine.org](http://www.ecomaine.org)

COUNCILOR MAXINE BEECHER (appointed 2017)

RESIDENT LINDA BOUDREAU (appointed 2017)

INTERIM, FINANCE DIRECTOR GREG L'HEUREUX (appointed 2017)

ALTERNATE: COUNCILOR EBEN ROSE (appointed 2017)

SCOTT MORELLI, CITY MANAGER (appointed March 2017)

### GREATER PORTLAND COUNCIL OF GOVERNMENTS (GPCOG) BOARD OF DIRECTORS

- Established 2008/2009
- Purpose: The Greater Portland Council of Governments (GPCOG) is composed of 26 member municipalities, stretching from Casco Bay to western Cumberland County. Since 1969, GPCOG has been an instrument of and for communities, helping cities and towns help one another.
- Councilors hold positions for 1 year and are nominated annually
- Meetings held regularly; posted on <http://www.gpcog.org>

#### GENERAL ASSEMBLY

MAYOR PATTI SMITH

COUNCILOR LINDA COHEN

COUNCILOR BRAD FOX

SCOTT MORELLI, CITY MANAGER

## EXECUTIVE COMMITTEE

MAYOR PATTI SMITH

SCOTT MORELLI, CITY MANAGER

## LONG CREEK WATERSHED MANAGEMENT DISTRICT BOARD OF DIRECTORS

- **Established in 2007**
- **Members appointed to committee formally by Council order in 2010 (ORDER #100-09/10)**
- **Also called: “Long Creek Rehabilitation Planning Committee”**
- **Purpose:** Develop and implement a cost-effective, environmentally-responsible, and equitable plan for restoring and protecting Long Creek and its watershed. The operation of the Long Creek Watershed Management District (LCWMD) is overseen by a sixteen-member Board of Directors appointed by the Cities of Portland, South Portland, and Westbrook, the Town of Scarborough, the Maine Department of Transportation, and the Maine Turnpike Authority.
- **Meets regularly; as posted on <http://www.restorelongcreek.org>**

### **Current members on the committee:**

COUNCILOR SUSAN HENDERSON

COUNCILOR CLAUDE MORGAN, ALTERNATE

STORMWATER COORDINATOR FRED DILLON

## JETPORT NOISE ADVISORY COMMITTEE

- Established 1988, official City of Portland advisory committee
- Purpose: The Portland International Jetport recognizes that neighborhoods surrounding PWM are affected by noise from aircraft operations. The Noise Advisory Committee (NAC) provides an official forum for collaborative discussion of airport noise issues and other related matters. Local jurisdictions and the City of Portland appoint the 12-member committee to represent residential and business concerns.
- Meetings held spring and fall at the Jetport – 5:30 p.m. meetings

### **Current members on the committee:**

COUNCILOR BRAD FOX

ALTERNATE – COUNCILOR CLAUDE MORGAN

CITIZEN REPRESENTATIVE ADRIAN DOWLING

## METRO REGIONAL COALITION

- Established in 2006, organized under GPCOG
- Purpose: The Metro Regional Coalition was formed for “the purpose of finding, exploring, and implementing opportunities for regional cooperation in the provision of municipal services and infrastructure.” Staffed by the Greater Portland Council of Governments, the MRC is guided by the chief elected municipal officers from Cape Elizabeth, Falmouth, Gorham, Portland, Scarborough, South Portland, and Westbrook and their respective City and Town Managers. Cumberland County also participates in an ex-officio capacity. The MRC is now actively supporting an initiative to implement a unified public transit system. Other areas under consideration for strengthened municipal collaboration include public safety, public works, information technology and expanded cooperative purchasing.
- **Current members serving on the committee:**

SCOTT MORELLI, CITY MANAGER

ALTERNATE: COUNCILOR SUSAN HENDERSON

## TRAILS ADVISORY GROUP (TAG)

- **Established 2008/2009; then known as “West End Trails”**
- **Purpose:** Group of citizens working to advise how to improve trail systems throughout South Portland
- Meets regularly; organized by the group
- **Current members:**

COUNCILOR BEECHER

CITIZEN REPRESENTATIVE TOM BLAKE

## WATERFRONT ALLIANCE

- Established prior to 2001/2002
- Purpose: A membership organization dedicated to the economic and cultural vitality of the Port of Portland; organized under GPCOG
- Meets regularly; second Tuesday of each month except May through August 4:00 TO 6:00
- **Current members:**

COUNCILOR CLAUDE MORGAN

ALTERNATE – COUNCILOR EBEN ROSE

# PACTS Policy Committee

Purpose: The Policy Committee is the policy making body of PACTS, and as such, adopts the annual budget and work program; establishes and modifies its structure and that of all standing committees; fixes the salary of, and removes the Executive Director; and creates and disbands additional committees as deemed necessary. The Policy Committee also develops and endorses a transportation plan for the region; develops and endorses a Transportation Improvement Program and revisions and submits them to MaineDOT; and performs any other duties required by the Federal and State governments.

Maxine Beecher, alternate (appointed 2017, Council Order)

Scott Morelli (appointed 2017, Council Order)

Arthur Handman, Director of Transportation

## State Committees

### MMA LEGISLATIVE POLICY COMMITTEE

- Established prior to 2001/2002
- **Purpose:** MMA's legislative platforms, policies, and positions are developed by a 70-member Legislative Policy Committee (LPC), which is made up of two municipal officials from each of the state's 35 Senate Districts. The LPC representatives are elected to that position by the municipal officers within their Senate District.
- Meets few times a year; as posted to <https://www.memun.org/Legislative-Advocacy/Legislative-Policy-Committee>
- **Current committee members:**

SCOTT MORELLI, CITY MANAGER

ALTERNATE – ASSISTANT CITY MANAGER JOSHUA RENY

*(COUNCIL MEMBERS WILL BE NOTIFIED OF MEETING DATES SO THAT THEY CAN ATTEND IF AVAILABLE)*

### MAINE SERVICE CENTERS COALITION

- Established 2004/2005
- Part of Maine Municipal Association
- Purpose: South Portland is defined as a “service center” municipality; the coalition advocates on behalf of service center municipalities.
- Meets: ??? ; as coordinated by MMA
- **Current members on the committee:**

SCOTT MORELLI, CITY MANAGER