



**Peaks Island Council
MEETING MINUTES**

Wednesday, December 15, 2021

6:15 p.m., ZOOM meeting

NEXT Regular Monthly PIC Meeting—January 26, 2022

January PIC meeting will be a ZOOM meeting

CALL TO ORDER: 6:15 p.m.

ROLL CALL

Present: Randy Schaeffer, Devon Kraft, Peter Eckel, Fred Somers, Peter McLaughlin, Andrea Kelly-Rosenberg

Absent: SE Rafferty

Number of Audience Members (AM) in attendance: 14

APPROVAL OF MINUTES

McLaughlin made the motion to accept the November 17, 2021 meeting minutes. Somers seconded. No discussion. Unanimous vote to approve. Motion passed.

TREASURER'S REPORT

Schaeffer shared the expenditure report as of December 13, 2021 via Zoom. Schaeffer reported that the total remaining budget for FY22 is \$4,061.20.

Discussion about student ferry pass reimbursement. Student ferry passes cost \$1,601.30 more than the budget allotted for that expense.

Somers asked about source of \$1,601.30 deficit. Patnaude explained that the school department purchases a 10 month student pass for each of the 39 students, and the PIC funds the two extra months at a cost of \$82.45/student to make the school year pass into a full year pass. Because of COVID, the school department did not buy 10-month school passes this year so PIC purchased summer passes for 39 students at an additional cost of \$5,771.50 (to be split between two fiscal years).

Schaeffer said the deficit will be handled in a motion during new business.

Eckel made the motion to accept the Expenditure Report. Kelly-Rosenberg seconded. Unanimous vote to approve. Motion passed.

COMMITTEE REPORTS & UPDATES

- **Executive Committee update --- Recognition of Devon Kraft and Andrea Kelly-Rosenberg**

Schaeffer expressed thanks to Devon Kraft and Andrea Kelly-Rosenberg for their years of service to the Peaks Island Council.

- **Ferry Service – update on message board and webcam**

Somers contacted City Manager's office and Bruce Hyman, Transportation Program Manager with the City Planning Department, who is going to work with CBL on real-time schedule display. Somers also contacted CBL board members Steve Anderson and Jean Hoffman to request that the issue is brought forth to Casco Bay Lines Operations Committee.

Somers attended the District One meeting to ask how city plans to respond to the Peaks Island Landside Study. He will continue to press for consideration of the recommendations of the report.

Somers has also been working on securing a backup generator for the transfer bridge through the Maine Department of Transportation. DOT is very positive about installing a backup generator, and said they would be able to fund its installation costs of about \$50K but that PIC and/or the city would be responsible for ongoing operating expenses. Somers said PIC will need to develop a strategy for presenting the issue to the broader City Council.

Schaeffer suggested that CBL should also play a role in funding the operating costs of a generator.

Eckel asked why CBL isn't in charge of installing the backup generator, instead of PIC? Somers said it may also come up on the CBL agenda in the coming months.

- **Parking – update on request for expansion of IR zone parking**

Eckel said Interim City Manager responded to PIC's request for expanding the IR Zone parking in Portland by saying "No, but look forward to working with you."

Eckel said PIC should take a collaborative approach to working with the city to expand mainland parking for islanders, as opposed to making suggestions that are rejected. He proposed meeting with city staff to generate mutually acceptable solutions, which would then go through the city council as city staff recommendations. The new approach would be to work together in person or via zoom, to develop solutions.

Kelly-Rosenberg asked if PIC would hand the issue over to the city to solve. Eckel said it would be more of a collaborative approach with PIC Parking Committee and the city staff working together.

McLaughlin suggested that with a new District One councilor and a new city manager, it would be helpful to educate them and frame the narrative by presenting a timeline of significant events that resulted in loss of islander parking. Eckel said he agreed.

- **By-Laws – update**

McLaughlin said the PIC By-Laws Committee met again to develop new by-laws to codify the PIC committees, how committees operate, officer responsibilities, procedures to fill vacancies.

The By-laws committee presented a document available for review in preparation for a vote at the January meeting.

- **Fire Threat Assessment – update on emergency evacuation planning**

Schaeffer said the Fire Chief will meet on January 6th from 9am-noon via Zoom to prepare emergency evacuation procedures for the island in the event of a catastrophe such as a raging fire, hurricane, etc. The Chief will determine the list of participants.

OLD BUSINESS

- **FY 2023 PIC Budget Request – review and approval of budget request materials and process**

Schaeffer made a motion:

It is moved that proposed process and form as described in the attached documents be approved and that the Peaks Island Council submit its budget request to the City Manager by March 2, 2022.

Somers seconded.

No public comment.

Eckel asked which officer position is responsible for overseeing the budget process.

McLaughlin said it is the responsibility of the Vice Chair.

Motion passed unanimously.

- **Motion – adoption of PIC By-laws**

Peter McLaughlin made a motion:

I move to delay action on approving and adopting the PIC by-laws until the January meeting.

Somers seconded.

AM asked how to suggest changes after reading the documents. McLaughlin said it is best for the public to provide comment before the January meeting so that changes can be incorporated into the documents that will be approved at the January meeting.

Schaeffer suggested that the by-laws be sent out to the community asking for public comment via the PIC distribution list. McLaughlin agreed.

Motion passed unanimously.

- **Budget Modification – motion to modify budget to cover student ferry pass overage**

Schaeffer made a motion to:

Transfer \$1,000 from the Needs-Based Tickets category and \$601.30 from the Administration category to cover the deficit of \$1,601.30 in the Middle/High School year round passes category.

Eckel seconded.

AM said the PIC needs to do a better job advertising Needs-Based tickets.

McLaughlin asked why the entire \$1,601.30 didn't come from Needs-Based Tickets. McLaughlin said that PIC will need to absorb the cost of Zoom meeting and Constant Contact subscription starting in January (Schaeffer has been paying for them up to now), so no money should be taken out of the Administration budget.

Schaeffer said costs for Zoom and Constant Contact are about \$150/ year for the Zoom account and \$50/month Constant Contact subscription.

McLaughlin said he would rather leave all of the money available in the administration line item, and take the \$1,601.30 from Needs-Based Tickets.

Schaeffer made a motion to table the original motion until the January meeting.
McLaughlin seconded. ***Motion passed unanimously.***

NEW BUSINESS

- **Island Resident Parking – Motion to pursue 24 hour access to CBL Garage**

Eckel made a motion:

The PIC requests that MHR do an analysis regarding giving passholders 24-hour access to the CBL garage.

Somers seconded.

Public comment: 24 hours access does not help if you don't have your parking card with you to get in the garage.

No councilor discussion.

Motion passed unanimously.

● **Rental Golf Carts – Motion to request status report on registration of rental golf carts and enforcement of caps established by City Manager**

Randy Schaeffer made a motion:

It is moved that the Peaks Island Council annually request a status report from City staff on:

- 1. The number of golf carts available for rental on Peaks Island which are registered with the City of Portland.***
- 2. The steps to be taken by the City of Portland to ensure that the number of carts available for rental on Peaks Island is within the cap (45) established by the City Manager.***

Somers seconded.

AM said the motion should include something about the inspection of the rental golf carts to make sure the rental golf carts meet the same city code that the privately owned golf carts must meet.

AM said the motion should include that the rental golf carts must be registered and inspected. Schaeffer said the city ordinance does include requirements for rental golf carts being registered and inspected. But the city ordinance does not specify the cap on the number of rental golf carts or specify what would happen if the number of rental golf carts goes over 45.

Motion passed unanimously.

● **City Government Relations – Motion to proceed with series of meetings intended to inform City Council members and City Manager of island concerns and priorities**

Eckel made a motion:

The PIC conduct quarterly meetings with appropriate elected and appointed City officials:

- 1. There will be individual meetings with the District 1 and 2 at large Councilors and the City Manager. The material will also be sent to the other Councilors and city staff.***
- 2. The PIC will be represented by two members.***
- 3. The PIC will approve the agenda/talking points prior to the meetings.***

Kelly-Rosenberg seconded.

No public comment.

Kelly-Rosenberg asked how PIC would chose the two members who would participate in the meetings. Eckel said it would be on a rotating basis and involve as many PIC councilors as possible, but it would be largely schedule driven.

Patnaude said that if District 1 and 2 at-large councilors meet with PIC together, it would have to be a public meeting. Eckel said the meetings with the two at-large councilors would be two separate meetings.

Kelly-Rosenberg asked who would initiate the meetings. Eckel said it would likely be the Chairman of the PIC.

Motion passed unanimously.

• **PIC Meeting Schedule – motion to approve PIC meeting schedule for 2022**

Schaffer made a motion:

It is moved that the following meeting calendar be adopted:

January 26

February 23

March 23

April 27

May 25

June 22

July 27

August 24

September 28

October 26

November 16

December 14

McLaughlin seconded.

Motion passed unanimously.

• **Remote Meeting – discussion and motion regarding return to in-person meetings vs. continuation of remote meetings**

McLaughlin made a motion:

That PIC adopt the remote participation policy drafted on 12/15/2021 (allowing PIC to meet remotely even if the city council decides to meet in-person).

Somers seconded.

AM said the PIC should meet in person at the community center. If the book club can do it, the PIC should do it. Why is PIC prolonging remote meeting when there is no need to.

AM said continuing to meet remotely is very important with rise of Omicron variant.

McLaughlin said adoption of this motion gives PIC flexibility. City is deciding whether to transition to in person meetings at their meeting on December 20, 2021. If PIC does not adopt this motion, they will be required to meet in person at their January 2022 meeting, something that will be too difficult to organize with transition to new members and budget preparations.

McLaughlin shared input from Rafferty – “I do not believe meeting in person is advisable right now.”

Schaeffer clarified that this motion allows PIC to plan remote or in-person meetings independently from what the city council decides on December 20, 2021.

Motion passed unanimously.

• **Appointment of Interim PIC Chair**

McLaughlin said he is willing to act as the Interim PIC Chair until after the new members who join in January 2022 have a chance to participate for a few months, at which time PIC will nominate a full-time PIC Chair.

Eckel moved that McLaughlin should be Interim PIC Chair.
Somers seconded.

Motion passed unanimously.

• **Appointments to fill PIC vacancies**

McLaughlin said that the committee recommends that Scott Mohler and Natasha Markov-Riss fill the two open positions on the PIC.

McLaughlin thanked all the candidates and noted that they would have recommended them all to fill PIC vacancies if there were sufficient openings.

Somers agreed that it was a difficult decision to select just two of the excellent candidates.

McLaughlin made a motion to appoint Scott Mohler to fill one of the PIC vacancies.

Somers seconded.

Five in favor. One abstention. ***Motion passes.***

McLaughlin made a motion to appoint Natasha Markov-Riss to fill one of the PIC vacancies.

Somers seconded.

Five in favor. One opposed. ***Motion passes.***

Somers made a motion:

It is moved that the PIC express its gratitude and appreciation to outgoing Council Chair Randy Schaeffer, for his leadership, tireless efforts and exemplary commitment to Peaks Island. His work has brought heightened effectiveness and professionalism to the work of the council, has encouraged broader participation by the community in our civic affairs and has contributed immeasurably to the health, safety and quality of life to all Peaks Islanders.

McLaughlin seconded.

Eckel thanked Randy Schaeffer for his service – “You left it in better shape than you found it.”

Kelly-Rosenberg said the fact that during this past month four people wanted to be part of the PIC council, when there was no one who would come forward to be part of PIC before Randy Schaeffer became chair, is a testament to his hard work.

PUBLIC COMMENT

AM said that the Peaks Island Community Collaborative is an initiative to facilitate and enhance communications on the island between island organizations. The Peaks Island Community Collaborative would like to generate a monthly newsletter that PIC sends out to their email distribution list. Schaeffer said the best approach is to connect with Peter McLaughlin (as interim Chair) who will bring it forth at the executive committee meeting so that it can be added to the January agenda.

AM said they believe golf carts are required to be registered and insured. In looking at privately golf carts on the island, almost none of them had a sticker – so they are not registered or insured. Is there any enforcement?

AM said thank you to Randy Schaeffer for his service.

AM requested that PIC set up a meeting with the police chief in the spring of 2022.

AM asked about the dog park at Trott Littlejohn Park and asked how the PIC plans to get involved with the city Parks and Recreation Department. AM said that Ethan Hipple falsely stated at the District 1 meeting that there was not a leash law on Peaks Island, which PIC needs to respond to in writing.

ANNOUNCEMENTS/UPDATES

Next PIC Meeting: Wednesday, January 26, 2022, at 6:15 pm via ZOOM.

Eckel made motion to adjourn. Somers seconded. Motion passed unanimously.

Meeting Adjournment: 8:04 p.m.