



MHNO Board of Directors
Agenda for Monday March 13, 2017
6:00-8:00 pm
Hill House - 92 Congress St

MHNO Board of Directors	Jay Norris, President; Laura Greenstein, Vice President; Lindsay Rowe, Secretary; Linda Bancroft, Treasurer; Directors: Colin Apse, Doug Fillmore, Edwin Chester, Nick Johnson, Paula Agopian, Elise Loschiavo, Joan Sheedy, Elaine Mullin, Austin Sutherland		
Guests			
Item	Discussion Leader	Time	
1. Welcome & Introductions, Quorum setting/excusing absent members	Norris		
2. January meeting minutes addendums/approval	Rowe		
3. Treasurer's Report/Discussion	Bancroft		
4. Committee Updates: Round Table Updates on Events, CommComm, Safe & Livable, Development/Fundraising, Membership	Committee Chairs		
6. President's Report: Fire Assistance, Jon Jennings meeting, Sponsorship efforts, committees	Norris		
7. Board Discussion: Open	Board		
8. Other Business/Member Input/Open Discussion	Board		
9. Adjournment			



MHNO Board of Directors Meeting Minutes Monday, January 9, 2017 6:00- 8:00 pm Hill House- 92 Congress St

In attendance: Jay Norris (President), Paula Agopian, Linda Bancroft (Treasurer), Ned Chester, Doug Fillmore, Nick Johnson, Elise Loschiavo, Lindsay Rowe (Secretary), Joan Sheedy, Austin Sutherland

Absent: Colin Apse (Excused), Elaine Mullin (Excused), Laura Greenstein (Excused)

1. **Welcome and Introductions (6:05-6:09) – Jay Norris and all board members present**

- There is a quorum
- Austin Sutherland requested that it be removed from the December meeting minutes that there are “70+ members”
- Nick Johnson requested that it be added to the December minutes that Casey Prentice said that they would not go through with the 58 Fore Street development if the city did not sell the land with the contingency that the city spend a specific amount of money for street infrastructure
- Jay Norris suggested recording future meetings
- Jay Norris moved to accept the December meeting minutes with the requested changes, Elise Loschiavo seconded and all members in favor

2. **Treasurer’s Report (6:09-6:10) – Linda Bancroft**

- Year end report will be forthcoming
- Linda will not be able to make February meeting but will make sure everything is finalized before she leaves

3. **Committee Reports (6:11-6:37) – Committee Chairs**

Austin Sutherland, Membership Committee Chair:

- Doug has requested an extension for the free trial of Wild Apricot

Nick Johnson, Observer Committee Chair:

- Did not receive articles for the Observer from Linda Bancroft and Laura Greenstein, articles were due 12/31,

- Articles are due by 1/31 from Colin Apse, Doug Fillmore, Ned Chester and Paula Agopian
- Nick will send out reminders
- A member of the public that was at last month's meeting offered to serve as editor for Observer and declined although let her know that she could contribute

Jay Norris, Development Committee Chair

- The sidewalk audit was presented, it has lots of data as well as images and serves as a, organized and comprehensive database, classified by severity
- It was completed with volunteer effort coordinated by Ben at Center Point Church
- The study was presented to John Jennings who was impressed, the budget process is starting, he said that they can use it as a reference and that they could also use the street surveys

Linda Bancroft, Update on Events Committee:

- Ugly sweater party was well attending, received contributions which were donated to the family whose father and daughter died in a car accident who are neighbors with the people who own the Munjoy Hill Tavern, the 50/50 raffle winner donated their portion as well
- Events Committee thinking about next bean supper, could raise money for charity
- The gift wrapping event was not successful or well attended, could have been more successful it was organized and promoted more in advance
- Did not assist with Trott family, there was another death in the family and it came together at the last minute, Linda Bancroft suggested establishing a foundation in Ms. Trott's name to keep it going
- Need to discuss organizing another Spring Fling event to raise money for Funjoy Fest and another movie night
- Need to come up with a plan for how to disburse Clynk money

Paula Agopian, Safe and Livable Committee Chair:

- Has met with John Jennings and presented the sidewalk audit, hopes to meet with him again
- Need help sorting and maintaining donations for East End School
- Has been in touch with victims of the fire and they do not need donated
- Starting in February, Paula will have open hours at hill house on Fridays from 12-2

4. President's Report (6:38-6:55) – Jay Norris

- Organizing a meeting with heads of all neighborhood organizations, will take place at Hill House, goal is to talk about what is going on in neighborhoods, hopefully the group can establish semi annual meetings
- Jay Norris explained that John Jennings and Belinda Ray are upset because the newsletter is reporting on their votes, he reported that John Jennings received an \$18,000 raise and that the city spent \$21,000 on a consultant to fix the argument between the mayor and the city manager, which is the most amount of money that can be spent without having to publically report it

- Jay Norris's comments about the vote went out in the newsletter to MHNO general distribution list, multiple board members commented that it made it look as if it was an MHNO board position and it was not something that MHNO board discussed or voted on so not okay to portray it as such
- Jay Norris also wrote letter to the editor, which John Jennings was not happy about, but signed it as himself as a private citizen not MHNO board President
- Board also discussed Jay's comments before the City Council as he stated that he was President of MHNO prior to noting that he speaks for himself, and the possibility of it appearing as he might be speaking on behalf of the organization.
- Need to have a discussion around and protocol for mentioning affiliation with board, if it is not a position that the board has agreed upon need to have a clear disclaimer that you are speaking as a private citizen and not on behalf of the board so that there will be no confusion
- Elise Loschiavo suggested that media contacts be removed from Constant Contact, anything sent to media should be sent from personal email, need to separate personal and board business contacts
- Should use extreme caution when publically stating President of MHNO because can be misconstrued as speaking on behalf of board and should only speak on behalf of the board if the board has discussed the issue and reached a consensus as board
- Communication Committee will work on drafting policy surrounding this issue
- Board members should look at policies and will discuss at next meeting

5. Donations for Merrill Street Fire Victims- Clair Jeffers (6:56-7:32)

- Biggest need is money and housing not clothes or donated items
- The Go Fund ME page is connected to Elise's email, associated with MHNO PayPal
- Can transfer donations to MHNO bank account, Go Fund ME takes 5% and 3% goes toward for payment processing, PayPal does not take a percentage if it is for charity
- There are reports that the landlord put signs to remember to pay rent
- 3 buildings were evacuated and not everyone has moved back in
- Roughly \$8,600 in donations to disburse
- Suggestion was raised to distribute money evenly among the 12 families may be difficult to receive a check so should give as cash cards
- First need is shelter then food, The Locker Project is helping with food donations
- Will set a time where people can come and get donated items if needed and then give rest to Goodwill

6. Public Comment (7:33-8:01)

- City Councilor Belinda Ray commented that she is concerned with the way she has been portrayed in MHNO newsletter emails.
- She said that in the November meeting minutes there was discussion that Jay Norris had set a meeting with the developer, John Jennings and herself to talk about the 155 Sheridan Street development and that meeting did not go through because Councilor Ray cancelled last minute, she said this is untrue, she never said that she would meet and that she did not want to negotiate with a developer who had not presented a plan to the city. Jay Norris disputed Belinda Ray's claim and offered email exchanges showing the meeting in question and her cancellation. He also stated that this was the first time Councilor Ray had expressed any concern and had not reached out to him

previously, even though he has been asking to meet with her one on one. Jay further stated that the group representing the developer of the Sheridan Street property had reached out to MHNO in hopes of our help in meeting with Councilor Ray. Jay stated that as of that day, the developer's attorney, Patrick Venne, stated that he had not heard from Councilor Ray after repeated attempts to meet with her to discuss how they would work together. Jay mentioned that he did not know how accurate this was but that this is what he was told by Mr. Venne.

- Councilor Ray said that she does not have confidence in Jay to carry her messages to the public and would like to communicate with all MHNO board members in the future. Jay stated that it was not the responsibility of himself or the organization to carry Councilor Ray's message to the public and that she should do better at messaging her voting record and other business related to her role. Jay stated that the Organization would continue to report on her voting record and that Councilor Ray has a standing invitation to post her updates in both the MHNO newsletters and the Munjoy Hill Observer. Jay also stated he was not entirely trusting of Councilor Ray and stated she had not been truthful and forthcoming regarding their communications. Board members expressed concern over what several said appeared to be a personal problem between Councilor Ray and Jay. Jay stated there had been no issue stated prior to tonight's meeting. Jay stated Councilor Ray is able to message any Board members anytime she would like.
- Board members advised Councilor Ray that she can email any board member and can always CC board members on emails, in general best practice to CC multiple board members on communications
- Councilor Ray also expressed concerned over the fact that MHNO is presenting like she has been invited to MHNO board meetings. Jay Norris stated Belinda has been invited previously and that she had even recently apologized to him for not being able to attend. Jay stated that there has never been an issue raised by Belinda, to him regarding her being welcomed at any meeting.
- Councilor Ray also expressed concern that she was presented as not having explained her position on the CpB2 land sale but MHNO never consulted her to ask her to explain her position before printing that in the newsletter. Jay stated he did not feel it was his job or the job of the organization to contact Councilor Ray. Jay also stated that the newsletters should be read more carefully by everyone but that the newsletter in question was the only time the MHNO had reported on Councilor Ray's voting record and that he intended it to continue doing so. Councilor Ray asked why the MHNO could not report on the records of two at-large City Councilors. Jay stated that was a good point and agreed to begin posting those votes when MHNO communications addresses City Council votes.
- Councilor Ray presented updates, there is a Health and Human Services Committee meeting tomorrow at 5:30pm in room 209 at City Hall to discuss expanding shelter zoning in the city, to map new zones where, if approved, emergency shelter would be conditional use in zone
- Councilor Ray also discussed that the moratorium expires on 2/6, she is presenting an overlay zone amendment for Fort Sumner and that if developers want to develop next to a city owned park would need to first go to the parks commission which will serve an advisory role to planning board
- Councilor Ray explained that the overlay zone would only apply to Fort Sumner as every park has different needs so could not address needs for all parks but they are trying to map assets of other parks and try to establish protections for those as well
- There will be a meeting at 5:30 on Wednesday in council chambers concerning the development on Air BnB and short term rentals, Paula Agopian met with Councilor Ray

and expressed that she feels that owner occupied buildings are the only ones that should be able to have short term rentals

- At the Planning Board meeting on 58 Fore Street from last month, Historic Preservation made the recommendation not to build above Fore Street Alley Buildings, need to find out planning board position
- Councilor Ray said Jay has been doing a great job and commended him for his work
- Jay stated he personally likes Belinda and wants to support her again. Jay asked Councilor Ray to meet with him soon in person.
- Jay Norris requested that the board go into Executive Session
- Following the Executive Session, Elise Loschiavo moved to adjourn the meeting, Ned Chester seconded, all were in favor and meeting was adjourned

7. Adjournment (8:02-8:16)



MHNO Board of Directors Meeting Minutes Monday, December 12, 2016 6:00- 8:00 pm Hill House- 92 Congress St

****REVISED**

In attendance: Jay Norris (President), Laura Greenstein (Vice President), Colin Apse, Linda Bancroft (Treasurer) Ned Chester, Doug Fillmore, Nick Johnson, Elaine Mullin, Lindsay Rowe (Secretary), Joan Sheedy, Austin Sutherland

Absent: Paula Agopian (Excused), Elise Loschiavo (Excused)

8. Welcome and Introductions (6:05-6:07) - Jay Norris and all board members present

- There is a quorum
- Austin Sutherland moves to accept the November meeting minutes, Elaine Mullin seconds and all members are in favor

9. Treasurer's Report (6:08-6:21) – Linda Bancroft

- Presented report with detailed information of MHNO financial activities from 1/1-12/12/16 showing cost of operating organization in terms income and expenditures, net operating income is \$804
- Membership dues do not cover hill house expenses, MHNO owns hill house but upkeep is expensive
- Income includes contributions (Benevity, Clynk, membership donations above and beyond dues but separate from sponsorship) income raised from events, Hill House rental income, membership dues (both family and individual memberships), sales (Observer ads and MHNO merchandise), sponsors (currently we have 4 sponsors ranging from \$100-\$400)
- Expenditures include Board of Directors expenses (insurance, annual retreat, bookkeeping and consulting), charitable contributions (AHOM and Locker Project), event expenses, Hill House operations, marketing and MHNO expenses
- In 2016, used extra income from contributions for maintenance/repair of Hill House, had been neglected, a lot of the work was done by volunteers
- Would like to focus on budget in 2017 and explore possible ways to generate additional revenue such as expanding Hill House rentals and increasing overall membership and sponsorships
- Received a major gift donation in 2016 specifically to subsidize rental income lost from community policing rental
- Linda Bancroft owns a property management company and has offered to do market analysis on hill house rental and market it
- Need to set standard rental rates for Hill House and address how to subsidize nonprofit renters

10. Committee Reports (6:22-6:39) – Committee Chairs

Austin Sutherland, Membership Committee Chair:

- Has focused on researching membership tracking
- Wild Apricot seems like best solution to create a better and more useful membership database, has features like automatic emails to remind members of renewal, allows for customization, could replace Constant Contact for newsletter which is currently \$40 per month, Wild Apricot would be \$70 per month for 500 members and \$130 per month for up to 2,000 members
- Currently have 600+ in membership database
- Austin Sutherland is doing a 30 day free trial of Wild Apricot and will try out functionality to see if it will work, will work with Doug Fillmore to transfer current membership and look at email capabilities, Linda Bancroft will look at how it connects with Quickbooks
- Could eventually replace website so all we would need would be Wild Apricot and Quickbooks

Laura Greenstein, Events Committee Chair:

- Will be an ugly sweater party Munjoy Hill Tavern on 12/15 from 6-9pm, Munjoy Hill Tavern has donated a gift card for a drawing for everyone with ugly sweater, Linda

- Bancroft has provided ugly sweater donations, will do a 50/50 raffle
- Sunday 12/18 and Monday 12/19 will be doing gift wrapping at Hill House for donations
- Did not get feedback on needing assistance for Trott Family Christmas so will not be participating
- Peter Donatelli is open to hosting another bean supper in the spring, last bean supper was very successful and raised \$536, will give donation to church for electricity and gas expenses to have the event

Paula Agopian, Safe and Livable Committee Chair:

- Paula Agopian was not able to attend the meeting but Jay Norris reported that she had a Safe and Livable committee meeting and that they have asked to meet with City Manager John Jennings to discuss the sidewalk audit

11. President's Report (6:40-7:02) – Jay Norris

- Jay Norris attended latest City Council meeting, discussed sale of current city owned land to 58 Fore Street developer, City Council voted in favor of sale of land including Councilor Ray
- Haven't heard back on Fort Sumner development update yet
- Jay Norris, Colin Apse and Ned Chester met with Brandon Mazer about the India Street planning committee, Brandon Mazer discussed pluses and minuses of process
- India Street has both similarities to and differences from Munjoy Hill, for India Street there were large areas of infill that were going to be developed, sponsored in part by city, part of neighborhood plan, Munjoy Hill does not have involvement with city planning department, for India Street council approved the members
- Munjoy Hill doesn't have voice on planning board
- Would like to develop vision of development for hill, can be in terms of affordable housing, architectural compatibility, etc.
- Start with Councilor Ray and have discussion with her as MHNO's council rep. about process and expressing interest, etc.
- City comp plan includes all neighborhoods, want to be proactive about Munjoy Hill Development, can't do anything with zoning but can do overlays, discuss goals, how to you manage competing interest, form based code, etc.
- MHNO would like to be proactive instead of reactive with development
- Question was raised about remaining neutral in the past, MHNO is a 501c3 so can't endorse candidates, may have been a folly of the organization to have been too dormant, need to have role in talking about issues that directly impact community, want to be sounding board, easy to get lost in city wide process, help facilitate discussion so don't have to take a position
- Want to create something so that people who want to develop have something to look at
- Need to talk to City Manager John Jennings and Councilor Ray about safety issues as well (esp. traffic calming and sidewalk study)
- The Munjoy Hill Development Committee will loop in Elise Loschiavo, Lindsay Rowe and Crandall Toothaker to attend next meeting

12. MHNO Update/Discussion of Sale of City Land Adjacent to 58 Fore Street and City Commitment to Thames St. Extension – Ned Chester (7:03-7:34)

- Maps were distributed
- City Council agreed to enter in to purchase and sale of Lot B, which is a 12,000 sq. ft. plot of land that feeds right into Portland Company site, Lot A is parcel of land that city is retaining, proposal is to build road and for city to pay \$1.2 million
- Lot B is purchase and sale to sell to developer for \$400,000, contingent on city spending \$1.2 million to build road to connect Thames to CPB2 property, net cost for city is \$800,000, and proposal is take this money from the CIP budget
- Debate at council meeting focused on value of Lot B, appraisal from city \$900,000 (based on water, sewer, road infrastructure), CPB2 had a study done that valued the land at \$182,000
- Economic Development Committee of City Council had several meetings both public and private and came up with proposal to sell Lot B to CPB2 for \$400,000 based on difference between appraisals, purchase is contingent on city paying for road to be built, suggestion that it is inappropriate for city tax dollars to be spent building road that goes into private property
- Question was raised if building the road was part of the city's plan prior to this arrangement, Councilors suggested that it was part of 2004 Waterfront Master Development Plan but plan is very clear about who is going to pay for grid extension, in bold letter the plan explains that it recognizes advantages of public private partnerships using city land resources and private capital from private sector, talks about using city land and private funding, does not discuss city funding for the project
- Sale of land has already been voted on by City Council but not about contingency re: who pays for street to be built
- Jim Brady discussed that taking he \$800,000 out of CIP budget is not only option and discussed that TIFs are a possibility as well as a way of paying for public infrastructure through increase in tax revenue
- Question was raised to Jim Brady and Casey Prentice about what would happen if city does not agree to paying \$1.2 million for road, would they still go ahead with the sale of land and building the street as they have already invested in the project and street is needed for project
- Casey Prentice commented that they may not go through with the project if the city does not pay for the road
- Casey Prentice also said that they would argue that they have no other means of paying for the street and that it is the role of city to provide access to land and for the benefit of city for the street
- Question was asked to Jim Brady and Casey Prentice about what will be the tax revenue to city on annual basis, Jim Brady explained that based on Planning Decisions study, which was done before they had a master plan, so based on methodology of taking similar size chunk of Old Port and taxable dollars, annual \$1.7 million which they suggested was a conservative estimate at full build out, so would city would get money back in one year
- Discussion about how city is redeveloping the Amethyst Lot so city is benefitted by paying for road because will provide access to Amethyst Lot
- Question was raised from the public about why MHNO is discussing city business and

- commented that this discussion sounds like a red herring
- Discussed that it is good to question authority, part of public debate, micro politics is a side effect of community in change, lots of development on Munjoy Hill so MHNO is taking a more active role and this development has great impact on the local community
 - Issue with city council not developed, MHNO would like more partnership with the city council and to go slower so can understand why they are making the decisions that they are
 - Trying to learn what is going on, to be better educated, appreciate both sides, there is not resolution being requested, the board needs to decide whether wants to take a position, the Waterfront Development Master Plan was very clear preferred city land and private capital
 - Board will ask Greg Mitchell, City's Economic Developer Director, to come and meet with MHNO board
 - Councilor Ray was invited to this meeting and last meeting, would like to meet with her to get additional information

13. At Home on Munjoy Hill Report (7:35-7:48) - Elaine Mullin

- AHOM, working to create Portland Area Villages, hub for admin functioning so that each individual neighborhood group can create program to support aging in place
- Pilot scheduled to begin in March, working on components, at a point where getting specific idea of cost of vetting volunteers
- Services would include transportation, grocery shopping, daily check in phone calls, snow shoveling, bringing trash out, starting pilot with lower level of services and increasing as time goes on
- Focusing on socialization and activities that connect people, trying to combat isolation
- Approached Southern Maine Area Agency on Aging and Opportunity Alliance about vetting volunteers and data management and no one is able to do it with their program so need to figure out a system/how to finance
- Goal is to have 10 members initially for pilot and equal number of volunteers, there will not be a cost for the 90 day pilot
- Need to firming up policies, flesh out details, promote/market and get funding
- Need both member and volunteers, anyone over 50 is eligible to be a member
- MHNO can fundraise for AHOM
- Potential for growth of board, each participating neighborhood is an ANG (associate neighborhood group), will have member from each ANG on board as additional ANG's join, 22 neighborhoods in Portland so would potentially have 22 people on the board
- Refer people who are interested in participating to ahom@munjoyhill.org
- Portland Area Villages is a 501c3

14. Member Input/Open Discussion (7:49-7:57)

- Question was raised about newsletter and suggestion that there were loopholes concerning the height restrictions for the Portland Company development and that it was misleading as city officials are saying the developer is within compliance, MHNO should only be reported factual information
- Issue may be with not understanding the term loopholes as this issue was raised by city councilors (prior city council) during discussion about height restriction of

development and the meaning of loopholes is to get around a restriction while still being compliant

- Board is understaffed and non funded and newsletter is a way to get information to the community, great to have feedback from community but would also welcome more community participation in newsletter and Observer
- Jim Brady suggested that the board read memo from Greg Mitchell, Greg Mitchell, City's Economic Developer Director and distributed the 11/18/16 Memorandum from the Planning and Urban Development Department Planning Division Re: Master Development Plan; 58 Fore Street CpB2 LLC

15. Adjournment (7:58)

- Jay Norris moved to adjourn the meeting, Ned Chester seconded, all were in favor and meeting was adjourned.