

**MINUTES**  
**Maine Library of Geographic Information Board Meeting**  
**Wednesday, 16 October 2019**  
**10:00 AM to 12:00 Noon**

Maine Public Utilities Commission, Second Street, Emerson Room, Hallowell, Maine

<b>Attending</b>	<b>Present</b>	<b>On the Phone</b>
Jon Giles, CHAIR	<b>X</b>	
Patrick Cunningham		<b>X</b>
Betsy Fitzgerald		<b>X</b>
Brian Guerrette	<b>X</b>	
<del>William Hansen</del>		
Maria Jacques	<b>X</b>	
Nate Kane		
Brian Lippold		<b>X</b>
Vern Maxfield		<b>X</b>
Jake Metzler		<b>X</b>
Vinton Valentine		
DAFS Commissioner Appointee	<b>(vacant)</b>	
Joseph Young	<b>X</b>	
Statewide Association of Regional Councils	<b>(vacant)</b>	
Aaron Weston		<b>X</b>
<b>Staff:</b>		
Exec Dir Claire Kiedrowski	<b>X</b>	
<b>Guests:</b>		
Mal Carey	<b>X</b>	
Katie Bernhardt	<b>X</b>	
Bob Bistras		<b>X</b>
Todd Metzler		<b>X</b>

## AGENDA

1. Roll Call of Members – Jon Giles
  - a. Motion to approve the minutes of September 18, 2019 made by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Voted: \_\_\_Yea \_\_\_Nay \_\_\_Abstained
    - Motion to table minutes, Betsy. Seconded by Maria.
    - The committee has decided to hold off on voting for September’s minutes to have more time to review them.
  
2. Board Members Update – Claire Kiedrowski
  - No appointments yet for vacant seats.
  - Seats #4 and #9 (Nate Kane & Betsey Fitzgerald) need to be appointed by the Governor. No response from their office. Claire will continue to reach out.
  - Claire would like to bring Katie Bernhardt on as a new member of the Board and to replace Bill Hanson (Seat #10, which is appointed by the Senate President). Claire will reach out to Senate President for the appropriate process.
    - Katie introduced herself and shared some of her background and experience in working with Bill Hanson.
  - Seat #1 (appointed by the Commissioner of Department of Administrative and Financial Services (DAFS)).
    - Claire recommended Derek Gorneau (Managing Staff Accountant) as he is handling the GeoLibrary’s Finances.
    - Brian G. working with Commissioner’s office to identify n appropriate individual to serve in this role.
    - Regardless, Finance may attend quarterly and handle some of the finance reporting pieces. Still working with the commissioner to get a person by the December meeting.
  - Seat #8 remains empty. We need a representative from Council of Governments.
  - Seat #12. Brian Lippold has indicated that he would be happy to step down from Public Utilities seat.
  - Ken Murchison has previously served on the board and would be willing to join again.
  
3. Executive Director Report – Claire Kiedrowski
  - a. Project Reports
    1. LiDAR – Crown of Maine
      - Blocks 1 and 2 has been shipped for their quality control to USGS in mid-October. Block 3, which was collected in the Spring 2019, is scheduled to be delivered in mid-December 2019.
      - Chairman requests update on 2017 Eastern Maine LiDAR status for next meeting.
      - Penobscot Nation has formally requested that LiDAR data within their tribal lands not be made publicly available. USGS has formally requested that the State remove public access.
      - Broad Area Announcement from USGS for partial funding for LiDAR acquisition. Looking at replacing Quality Level 3 and/or data that is older than 8 years. Area of Interest is the southwest coastal area of Maine. The GeoLibrary intends to submit an application for funding for Spring 2020 LiDAR acquisition, which is due in early November.
        - Using Maine DOT’s 2018 and 2019 funding \$125K for each year. City of Portland has also made a commitment.
      - Chair recommends that the Director meet with Governor’s Climate Council to introduce the importance of elevation data for coastal resiliency.

## 2. Contours

- Maine Office of GIS (MEGIS) received a pilot for the 2' contours in late September. Claire will coordinate a tele-conference with contractor Quantum Spatial to share MEGIS's comments.
- Todd's comments: If a customer needs 2-foot contours, we offer it by town in the data catalogue. Anything beyond that would be a special-order job, until we obtain this delivery.
- York (2016) and Portland (2015) LiDAR will be included in the 2' contour generation (not the older federally-funded LIDAR data in these 2 areas).

## 3. Orthoimagery

- The corrections identified in the QC process (done by MEGIS & GeoLib) for 3", 6" and 12" imagery was completed by Woolpert and this imagery now needs a final review by Claire.
- Ortho QC needs to be done for 18".
- The current schedule is approximately 4 weeks after final acceptance of the datasets.

### b. Other (Expectations of Board, Strategic Plan)

1. Marketing: GeoLibrary exhibited at the Maine Municipal Association Conference held in Bangor. Showed Maine Orthoimagery Program; developed interest for future participation.
2. Strategic Plan. Use 2009 Strategic Plan Recommendations and poll the board.

## 4. Landcover Data and Workshop Review

### a. Held 8/14/19 at University of Maine Orono – Jake Metzler provided these comments:

- There were about 30 people whom attended. Forest land owners and people from federal and state agencies were involved in the workshop. Current landcover data sets are out of date. A survey will be sent out soon for people to provide feedback on their needs for landcover data.
- Jake just recently received a link to the newest version of the NOAA product 2015 10-meter data set. It says "upland tree" for forested areas and may not be as helpful to people. Discussed facilitating the cost share on getting class differentiation and what spatial resolution would be better for everyone. This could be beneficial to the state cost-wise. The question who is going to pay for the cost and what are the real costs involved and what classes will be preferred. The geospatial reserve fund could be an option to assist with funding and to hold funds for this acquisition.
- Jake will continue to monitor and send Claire a link that has more updated land cover and to look at classes to get a feeling of what we would need to formulate moving forward. Claire suggests involving a sub-committee for some input.

## 5. Strategic Plan Workgroup Reports

### a. Coordination & Communication – Jon Giles

- No report.

### b. Education & Training – Jon Giles, Patrick Cunningham

- NEARC and MEGUG Conference to be held at Sunday River next week.
- NEURISA held at Endicott College recently.
  - GIS Day to be held in early November. NEURISA is looking to partner with the City of Portland to promote GIS Day.

### c. Geospatial Workgroup – Claire Kiedrowski

- Recently had a teleconference and worked on the data layer templates. Dan Walters developed Elevation/LiDAR template; Jon Giles and Joe Young were the leads on Parcels, Orthoimagery developed by Claire Kiedrowski, Landcover was Jamie Carter from NOAA, and Brett Horr drafted E9111 addressing. Still in development.

d. GeoParcels Workgroup – Jon Giles

1.No report.

6. Committee Reports

a. Finance Committee – Jon Giles/Brian Guerrette

- GeoLibrary Executive Director & Brian Guerrette meet monthly with State’s accounting department (usually with Derek Gorneau).
  - GeoLibrary does have access to the Geospatial Reserve Fund for marketing purposes: need to budget and then allocate.
  - Claire is working on a developing a marketing plan with budget.
  - Goal: have a budget, be pro-active with allotment of funds.
- Joe Young recalls a meeting where we should put in Legislation to request an increase in the allotment in to the Geospatial Reserve Fund on an annual basis. Funds are there, but allotment is not. Joe would like to help facilitate this.

b. Technical Committee – Brian Guerrette

- No official meeting.
- There was a sub group to look at the website. See Ad hoc Geospatial Data Catalog Committee below.

c. Policy Committee –

- No report.

d. Ad hoc Geospatial Data Catalog Committee

- Claire- Recorded webinar meeting help on Friday, 10/4 to look in more detail at the geospatial data catalog prototype. One of the major changes has been the option to List Agencies by Data Layers. Bob Bistras (MEGIS) demonstrated the reorganization of how to access the data. Feedback was positive.
- Jon- This is an alternative not a replacement for the existing open data catalogue. Bob is going to provide a schedule to determine when this will be ready for prime time.

7. Guest & Board Comments

a. Bond – Jon Giles and Mal Carey

- Mal has been active in contacting our legislators and senators.
- Dan Ackerly indicates that bond legislation will be carried over to the next session – these bonds may be combined - depends on recommendations from the Governor’s Climate Council Group. Sarah Curran (from Climate Council) may be a good person to come to speak about shaping funding opportunities. Mal suggests that we ask Bob Marvinney from Maine Geological Survey, who is a technical lead on the Climate Council, to speak at an upcoming Board meeting.
- Two bills will be carried over to the next legislative session: LD1224 – bond request, LD1719 – bill to reorganize the administration and support of the GeoLibrary.

b. GIS Restructure → GIS Study – Joe Young

- Joe made changes to LD1719. He recommends a Study, rather than moving the GeoLibrary department. Please review his recent email with attachments.
- This suggestion came from Bob Marvinney, Brian Guerrette, and Joseph Young.
- How will study be funded? Include this Study with the Strategic Plan? Ask for funding from Legislature?

c. Other

- GeoLib website: link to outdated Story Maps. Aaron Weston recommends that we update this link (include 2018 and 2019). Todd Metzler says that we can complete by 11/15/19.

- Strategic plan. Use Survey Monkey on the 2009 Plan Recommendations and Rank them. Also, add a new strategic plan update (yes/no). Use this survey as a discussion point to address recommendations individually, ask for funding for a full-blown plan, etc.
  - Metadata. Issue with ArcGIS Online and metadata. MEGIS has been communicating with ESRI on metadata workflow, but no changes have been implemented by ESRI (and no plan by ESRI to make changes at this time). A motion to move the Metadata Option Discussion to the Technical Committee. Motion by Betsy and seconded by Patrick. 9 yeas.
  - Claire may not be available on 12/11/19 due to a prior commitment but will make sure to have updated documents available.
8. Recommendations for next meeting agenda- Next meeting will be on December 11, 2019 (2<sup>nd</sup> Wednesday).
9. Motion to Adjourn by Maria seconded by Brian G. - 12:00

Action Items:

1. Check on story map update on GeoLib website. Claire, Bob
2. Schedule for Data Catalog update – Bob
3. LD1719 – Review and comment on updated document – All Board Members
4. Get update on 2017 Eastern Maine LiDAR Status – Claire, Todd
5. Meet with Climate Council – Claire
6. Get LiDAR pricing details/square mileage – Claire
7. Send out Strategic Plan Survey Monkey – Claire, Brian G