

**Attendee List**  
**Maine Library of Geographic Information Board Meeting**  
**Wednesday, January 15, 2020 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>	
Katie Bernhardt		<b>X</b>
Maria Jacques	<b>X</b>	
Nate Kane	<b>X</b>	
Brian Lippold		
Vern Maxfield		<b>X</b>
Jake Metzler		<b>X</b>
Vinton Valentine	<b>X</b>	
Aaron Weston		<b>X</b>
Joseph Young	<b>X</b>	
Statewide Association of Regional Councils	<b>(vacant)</b>	
DAFS Commissioner Appointee	<b>(vacant)</b>	
<b>Staff:</b>		
Executive Director Claire Kiedrowski	<b>X</b>	
Jennifer Hanson, Note Taker	<b>X</b>	
<b>Guests:</b>		
Mal Carey	<b>X</b>	
Dan Walters	<b>X</b>	
Todd Metzler	<b>X</b>	
Bob Bistras	<b>X</b>	
Emily Pettit	<b>X</b>	

## Maine Library of Geographic Information Board Meeting

Date: Wednesday, January 15, 2020

Time: 10:00 AM to 12:00 PM

Place: Emerson Room

[Maine Public Utilities Commission](#)

[101 Second Street](#)

[Hallowell, Maine](#)

Call In: (877) 455-0244, Participant #: 367-352-2033 Also SKYPE for visuals

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### AGENDA

1. Roll Call of Members – Jon Giles
  - a. Motion to approve the minutes of December 11, 2019 made by Joe Young, Seconded by Maria Jacques.  
Voted:   12   Yea   0   Nay      Abstained
  - b. **Motion** to approve the minutes of January 6, 2020 made by Joe Young, Seconded by Vinton.  
Voted:   12   Yea   0   Nay      Abstained
  - c. **Motion** to move the Technical Committee report to the beginning of the agenda by Maria, Seconded by Joe.  
Voted:   12   Yea   0   Nay      Abstained
2. Committee Reports
  - a. Technical Committee – Maine Office of GIS (MEGIS)
    - i. Maine Geographic Information Systems (MEGIS)
      1. Discover & Download GeoLibrary raster data in ArcGIS Pro – Todd Metzler
        - a. Todd gave a 20-minute lightning talk demonstration of downloading image tiles using ArcGIS Pro and a web browser, illustrating the workflow MEGIS recommends in response to a common customer request of “how can I download image tiles in my GIS client?”
        - b. Using the GeoLibrary webpage elevation discovery tool in a browser. A user can perform the same function (with the same query) in the web interface and the client. Todd’s preference is to turn off the raster layer in the tool before navigating to the area of interest. It is also useful to resize the browser window to encompass only the town boundary (or the closest extent possible for the AOI), then use the “Select tiles that fit within display” selection option. That option will select all appropriate tiles in the view extent. Once complete, select all the tiles in the list, add to the cart, and checkout to download the tiles (after specifying the download format).
      2. GeoLibrary website: Story Maps updated for 2018, 2019 – Bob Bistras
        - a. Bob has updated the GeoLibrary Story Maps on the orthoimagery and LiDAR projects to include the 2018 collections and will update with the 2019 collections once those are available. The LiDAR maps are broken into federal holdings, state holdings, and proposed collection areas.
      3. US Census Bureau update – Bob Bistras
        - a. MEGIS is collaborating with the US Census Bureau on the BAS (Boundary Annexation Survey) and BVP (Boundary Verification Program) programs. The BAS is an annual voluntary survey to update boundaries that the

State of Maine submits to the Census as MEGIS receives updates. The BVP is more in-depth and serves as a final opportunity for the highest elected officials of every community in the state to review their community name and boundaries before the 2020 Census.

- b. The Census sends materials to the communities (beginning on January 3, 2020); MEGIS (Bob specifically) is the point of contact for any updates that communities want submitted to the Census. As of this Board meeting, Bob has not yet received any notifications from any towns.
- c. The Census is responsible for monitoring the boundary data, which is used in a host of applications and is responsible for determining the distribution of \$675 billion in Federal funds.

b. Ad hoc Geospatial Data Catalog Committee

i. Schedule, comments – Bob Bistras

MEGIS has been working on creating a new GeoLibrary Data Catalog that has similar appearance and user experience as the old MEGIS data catalog page. It was last reviewed by the Ad hoc committee in November, and the updates discussed in that meeting have been reviewed and applied. The data can be organized alphabetically, by ISO category, and by agency owner. For any of the lists, it is the same data, just sorted differently depending on user input. This version is leveraging ESRI's open data page on the backend, but Bob has created the visual presentation of the data on the frontend. The data in the catalog are dynamically generated, which means that whenever something new is added to the GeoLibrary data catalog it will also appear in the lists.

The Board decided to solicit feedback on the BETA Data Catalog by developing a survey poll using Survey Monkey etc. The Ad hoc committee will develop the survey questions, and Bob will implement the Survey Monkey, using a state purchased license. The Ad hoc committee consists of Claire, Nate, Emily, Bob, Todd, Maria, Jon Giles, Patrick, and Vinton. Claire will send out a meeting invitation.

A **motion** to approve to have a 60-day BETA period and the Ad hoc committee does at least 3 notifications in request for feedback for evaluating this new catalogue, as replacing the old MEGIS catalogue made by Patrick Cunningham, Seconded by Joe Young.

Voted:   12   Yea   0   Nay    Abstained

3. Executive Director Report – shortened due to Technical Committee Reports

a. 2020 Board Meeting Dates – Claire Kiedrowski

i. Claire went over the dates for future board meetings:

- 1/15/20, 2/19/20, 3/18/20, 4/15/20, 5/20/20, 6/17/20,
- July & Aug there will be no meetings,
- 9/16/20, 10/21/20,
- November there will not be a meeting, and
- we will meet the second Wednesday in December 12/9/20.

**Motion** to approve the 2020 board meeting dates made by Joe Young, Seconded by Maria.

Voted:   12   Yea   0   Nay    Abstained

b. Board members update:

- Brian Guerrette is working on identifying an individual to fill Seat #1. He has some names from the Department of Economic and Community Development (DECD).

- Seats #4 and #9 are appointed by the Governor which impacts Betsy Fitzgerald and Nate Kane and their appointments are still in the queue.
- For the other seats we still need a representative for a State-wide Association of Regional Councils, and this seat is appointed by the House Speaker.
- Seat # 12 Brian Lippold represents Public Utilities and he would like to step down. This seat is appointed by the Governor.
- Patrick Cunningham representing Municipal Government is appointed by the Senate President and expires in mid-February.
- Seat # 7 Vern Maxfield representing Municipal Government is appointed by the House Speaker and his seat expires in early April.
- Seat # 11 representing Environmental Interests is appointed by the House Speaker. Jake Metzler's terms expires in early April 2020 and he does intend to renew his term.

Individuals who have expressed interest in serving on the GeoLibrary Board are the following:

- Ken Murchison– Currently the Zoning Administrator for the Town of Caribou;
- Rosemary Mosher – Currently is the GIS Administrator for the City of Auburn, and
- Leticia van Vuuren – Currently the Geospatial Database Manager for Knox County Emergency Management Agency,
- Jon Giles – Current Chairman of the GeoLibrary Board representing GIS Vendors, has expressed interest in the Public Utilities seat.

c. LiDAR Expanded Area of Interest

- The State of Maine submitted their application to the USGS Broad Area Announcement last fall, with the original request covering 2,021 square miles and islands that were previously not included in prior USGS collections. NRCS has expanded the original area request to include portions of Kennebec, Lincoln, and Sagadahoc counties with the inclusion of tidal coordination in their funding. There is an area of discrepancy along the border with New Hampshire: NRCS support for collection ends at the state line, while the GeoLibrary's original request was to cover a bit over the line. Clarification about this is pending.

d. GeoLibrary Outreach

- The Maine Society of Land Surveyors has provided free exhibit space to the GeoLibrary at their meeting on January 30-31 in Portland, ME; Claire would like to represent the GeoLibrary with a tabletop booth.
- An advertising opportunity is available with Maine Counties to place an ad in their directory – Claire is planning to ask Woolpert for help designing the ad.

4. Executive Director Position – Brian Guerrette

- Interviews were conducted last week, and an internal selection was made. The State is getting the paperwork complete and approvals are in process, to be completed before reaching out to the candidate. It is anticipated that by next board meeting the Executive Director position will be filled.

5. Adjourn - Meeting was adjourned at 12:05 by Jon Giles, seconded by Maria Jacques. The next meeting will be at 10:00 am on February 19, 2020 at the Maine Public Utilities Commission (PUC).