**Maine Library of Geographic Information Board Meeting**

**Wednesday, June 21, 2023**

**10:00 AM to 12:00 Noon**

|  |  |  |  |
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| **Seat #** | **Attending** | **Present/Online** | **Notes** |
| 1 | Nicholas Marquis | **Absent** |  |
| 2 | Brian Guerrette | **Absent** |  |
| 4 | Nate Kane | **Absent** | *Awaiting re-appointment* |
| 5 | Vinton Valentine | **Absent** |  |
| 6 | Gregory Copeland | **X** |  |
| 7 | *Vacant, Municipal Government* | **-** |  |
| 8 | Leticia vanVuuren | **X** |  |
| 9 | *Vacant, Statewide Ass’n of Counties* | **-** |  |
| 10 | Katie Bernhardt | **X** |  |
| 11 | Sarah Haggerty | **X** |  |
| 12 | *Vacant, Public Utilities* | **-** |  |
| 13 | Aaron Weston | **X** |  |
| 14 | Patrick Cunningham | **X** |  |
| 15 | Mal Carey, Public | **X** |  |
| 16 | Maria Jacques | **Absent** | *Awaiting re-appointment* |
| **Staff:** | |  |  |
| Claire Kiedrowski, Executive Director | | **X** |  |
| **Guests:** | |  |  |
| Tracy Scopel | | **X** |  |
| Bob Bistrais | | **X** |  |
| Rob Rogers | | **X** |  |
| Jay Clark | | **X** |  |
| Jon Giles | | **X** |  |
| Paul Smitherman | | **X** |  |
| William Harper | | **X** |  |
| Christian Halstead | | **X** |  |
| Tara King | | **X** |  |
| Sharon Horne | | **X** |  |
| Caeden Bross | | **X** |  |
| Emily Pettit | | **X** |  |
| Jon Rice | | **X** |  |
| Steve Harmon | | **X** |  |
| Zach Jones | | **X** |  |
| Andy Brown | | **X** |  |
| Clarence Young | | **X** |  |

1. Roll Call of Members – Leticia vanVuuren
   1. Quorum not present, meeting minutes to be addressed at the September 20th meeting.
2. Meeting minutes of May 17, 2023 – Leticia vanVuuren
   1. Quorum not present, meeting minutes to be addressed at next regularly scheduled meeting, which is September 20th meeting.
3. Geospatial Work Group – Claire Kiedrowski, Leticia vanVuuren
   1. Short-term assignment for interested geospatial colleagues to define the orthoimagery specifications for the next program. The goal is to have a proposal to share with the Board at the next board meeting on June 21st for their review and approval. Current members are Leticia vanVuuren, Mal Carey, Patrick Cunningham, Joe Young, Justin Schlawin, and Claire Kiedrowski.
   2. Claire presented the technical requirements for the imagery.
4. Claire reported that the geospatial work group had met twice since the last meeting. The work group   
   went over specifications and program guidelines for the next main ortho imagery program.
   1. The current program finished up last spring and the deliveries are currently being made of 3-inch, 6- inch and 18 -inch imagery.
   2. The recommendations from the Geospatial Work Group were emailed to the Board on 6/20/23.
   3. Claire explained what the next Maine Orthoimagery Program looks like.  
      The base ortho imagery specifications are 18 inch, four band imagery, leaf off conditions, so conditions are to be captured in the spring under no snow, no leaf, a nice sun angle, bright sunny day, no clouds and preferably and no flooding.
   4. That will be our base program and with that base program, the state of Maine would be able to offer 50% funding of the cost for the county and unorganized territories and plantations.
   5. There needs to be a one-to-one match of funds, so the state will be able to provide 50% of the cost.
   6. And the counties, unorganized territories, or plantations, must also meet and match that that cost.
   7. When a county participates, then municipalities within that county will be able to purchase an upgrade at 3-, 6-, or 12-inch increased pixel resolution. Although the state would not be providing any additional funding for the higher resolution imagery, there will be very attractive negotiated rates for that increased resolution. We do have room for communities that want to participate, but their county did not participate.
   8. We haven't figured out all the details yet on what those additional cost will be, but we did receive constructive feedback from Members and from other geospatial advocates who said there are many communities that would like to participate, but their counties have not participated in the program in the past.
   9. Our intent for this program is to really cover the entire state of Maine with high resolution imagery.
   10. Claire discussed the technical standards for the imagery as were explained in the document mailed to the members.
   11. Claire showed the map Emily Pettit drafted. The intent is to update all the areas with 18-inch imagery on a 10-year cycle.
   12. The reason that these new geographic areas are smaller than past programs is because in the past the Geo Library has done a 2/3 match to the counties 1/3 match. When we also had federal dollars, state and county dollars we were able to reduce the state’s share. Those Federal dollars are no longer available.
   13. Buy-ups typically also consist of a compressed mosaic. In formats and coordinate systems that support those used in the local jurisdictions. Some areas also want tidal coordination, or hard drive delivery.
   14. Our expectation is that the program will move forward with the release of an RFP in the fall of this year.
   15. Clarence stated that there's some more refinement to do on nailing the RFP down and putting some numbers together with it in terms of the cost points, so that'll be some work we'll be doing very early in the summer.
   16. The consensus of the members present was to schedule a meeting on July 19 for the full board to vote on accepting the concept of moving forward with a new imagery program.
   17. There was brief discussion of the meeting schedule for the remainder of the year.
5. *“The Sewall Company Aerial Photographs Collection at UMaine Special Collections*

*Current Status and a Look Toward the Future*” – Paul Smitherman, University of Maine Fogler Library Collection

* 1. Leticia welcomed our guest, speaker Paul Smitherman of the University of Maine, Fogler Library collection. Paul will make a presentation on the Sewell company aerial photographs collection at U-Maine special collections, status, and a look toward the future.
  2. Complete presentation can be posted on web site with approved minutes.

1. Finance Committee – James “Tony” Gorneau, Claire Kiedrowski (4x/year, March, June, September, December)
   1. Claire stood in for Tony and gave the financial report that is provided quarterly by the Finance group at the State of Maine.
   2. At the end of this year, our fiscal year, June 30th, we should have approximately $540,000 left in the geospatial reserve account.
   3. Our current liabilities are to United States Geological Survey for the 2022 and the 2023 LIDAR projects.
   4. There are funds that will be paid out to Woolpert when the final deliveries are made. The deliveries were due in June and are late. We've set that money aside and we're ready to pay them once everything has been delivered.
   5. Payments are finalized with- the Timmons Consulting Group for some ongoing services and that's just wrapping up.
   6. The University of Maine funds are for the 10 meter land cover force type mapping and the carbon mapping.
   7. There's not anything else going on, so really the bottom line that you need to be concerned about is there's approximately $540,000 in the Geo Library Reserve account, which is to be used for the for acquisition and processing purposes- and can be used on a one-to-one match.
   8. There is a little leeway in terms of administrative costs like if you must buy hard drives or something like that, but that's limited.
   9. Clarence thinks that the Timmons invoice was paid, will check.
   10. Clair noted that we still have $25K outstanding from the Nature Conservancy for the LiDAR project.
   11. There were no further questions, and the next report will be provided in September.
2. Technical Report – Clarence Young, Brian Guerrette (2x/year, June & December)
   1. Clarence reviewed slides on the last quarter of usage statistics.
   2. Not much different in the in the trend lines.
   3. Private businesses are typically the lead inquiries and parcels the main request.
   4. The new elevation data took some cycles this period.
   5. There were approximately 200 staff hours used during the period.
   6. We're working to issue an RFP to seek pre-qualified vendors on the things that we contract with directly for the State.
   7. We'd like to get that published out to the vendors by August so that we can get those contracts awarded and stage those up for all estimates to be based on a on a hopefully a 2024 acquisition plan shortly thereafter on specific projects, we've got some things we'd like to do to the website to develop some enhancements as well.
   8. We’re looking also at some portal enhancement planning, particularly around an updated catalog data discovery tool, the technology that the current one was built on as dated and will be out of support here soon, so we're looking to update that code and and implement an updated solution that will work similarly but that be supportable for a period going forward.
3. Executive Director’s Report – Claire Kiedrowski
   1. Current Projects
      1. LiDAR

Claire noted here that the Penobscot Tribe has requested that their lands not be included in the data served to the public by the Geolibrary. The GIS coordinator is Binky Wang and on a case-by-case basis, they will decide whether to release that data or not.

* + - 1. 2021 MidCoast & DownEast project.
         1. It is now publicly available on national websites.
         2. The derivative raster DEMs are now on the GeoLibrary’s Data Catalog. The 2-foot machine-generated contours are on hold because a gap was found between the previous 2017 LiDAR dataset and this 2021 dataset.
         3. USGS is working closely with their consultant NV5 to deliver the gap tiles to USGS, who will then provide quality control on those missing tiles.
         4. The intent is to have the Gap Tiles available on the national websites by September at the earliest and by December at the latest.
         5. Then the 2-foot machine generated contours will be delivered and available on the GeoLibrary Data Catalog.
      2. 2022 South Central project. Project is on schedule; final acceptance by USGS is anticipated this summer with public availability in fall 2023.
      3. 2023 MidCentral Project. The entire project area was captured with LiDAR as of May 16th. This project was designed to meet Quality Level 1 (QL1), which is 8 points per square meter (ppsm). A Memorandum of Agreement for funding with The Nature Conservancy is in progress.
    1. Orthoimagery. The State of Maine received their dataset in May. Also, all participants in the program have had their data delivered to them on hard drives. MEGIS and the GeoLibrary are working together to review the imagery for quality control and then get it available for access on the GeoLibrary Data Catalog.
    2. Land Cover
       1. Nate Herold of NOAA provided us with an update and schedule on the 1-meter C-CAP Program at the April Board Meeting.
       2. Kasey Legaard, University of Maine Intelligent GeoSolutions, Center for Research on Sustainable Forests just provided us with an update on the forest and carbon mapping projects at today’s meeting.
  1. Opportunity for USGS Broad Agency Announcement Program for 3DHP (3D Hydrography Program). This program will be modeled after the 3D Elevation Program, with an announcement and presentation in August, then an application period in the fall and finally an award announcement in late December/early January. Like the 3DEP program, this program will have matching funds. NRCS Maine is interested in this program.
  2. Tara King provided and update on the 3DHP program, their collection areas, and how we can use the BAA process to request different areas to be collected should we choose to do that. Feedback from the Board is appreciated.
  3. Claire gave an update on the NOAA Topobathy product. The Department of Transportation and some other state agencies are interested in, and that the project is almost 75% complete, with the LIDAR acquisition. This is at the beginning of June the contact is Jamie Carter and they've got block one which is in progress and moving along quite quickly.
  4. Claire gave an update on the NAIP products noting that they will release a 15 CM product by license through their vendors, as well as a 30CM product to the public with no license.
     1. Jon Giles asked, if this is a change in the NAIP program where they're collecting 1 foot or 30-centimeter resolution data or is this just a one-off because they're contracting with hexagon?
     2. Claire answered that she thought this was because their sensors had improved and that it was probably standard moving forward.
  5. Tara King said this was dependent on the funding partners moving forward.
  6. Geolibrary Board membership update. The reappointments for Nate Kane and Maria Jacques.

seats #4 and 16 both state GIS functions are reappointments done by the governor.  
They've been in progress since the previous administration.

While they're being reappointed, they still have a voting status.

Seat #9, representing the statewide association of counties that's vacant, as is the Public Utilities.

These four seats are crucial.

It would be nice if those could be filled in the the seat #7 representing municipal government that is vacant.

That is appointed by the Senate President, the main municipal association was going to give us a recommendation.

Seat #11 representing environmental interests was is held by Sarah Haggerty.

And she graciously is going to keep going, and that reappointment is complete.

We like to have as full of board membership as possible because when vacations occur or things like that, we do need to have a quorum.

1. Executive Director Transition
   * 1. Claire introduced the new ED, Jay Clark. Jay has a 30-year history in GIS working for GDT, TeleAtlas, and TomTom in various roles, as well as having his own LLC for the last 13 years. His focus has been on State and Local Government.
     2. Claire thanked the Board for the opportunity to serve.
     3. Several members of the board thanked Claire for her service since 2019. She will be missed by all.
2. Guest & Board Comments
   * 1. Caeden R Bross (Guest)  
        I'm a in curious to know what environmental interests Sarah will be focusing on on the board.  
        Sarah Haggerty - Maine Audubon (Guest)  
        Hi there Kaden so I work with Maine Audubon, and we partner with NRCS, with The Nature Conservancy, with a lot of municipalities, the forest products industry.

I'm here basically representing those voices and the needs of the environmental community to make sure that we have the GIS data in the formats that we need them, and basically that’s my role here.  
Sarah Haggerty - Maine Audubon (Guest)  
Did you have a particular interest?  
Caeden R Bross (Guest)  
I just figured it would be a good question to ask as I am an environmental policy and planning major at UMF.

1. Next meeting agendas
   1. Special Board Meeting July 19, 2023
      1. Motion to approve the next **Orthoimagery Program and Specifications** recommended by the Geospatial Work Group made by\_\_\_\_ Seconded by \_\_\_\_

        Voted: \_\_\_Yea \_\_\_Nay \_\_\_Abstained

* 1. Regular scheduled meeting, September 20, 2023
     1. Finance Report (4x/year)

1. Adjourn – motion made by Greg Copeland, second by Nate Kane. Adjourned at 11:59 am.