



Peaks Island Council MEETING MINUTES

Wednesday, August 24, 2026, 6:15 p.m.

Hybrid ZOOM/in-person meeting in the Community Center

**NEXT Regular Monthly PIC Meeting
September 23, 2026**

CALL TO ORDER: 6:15 p.m.

ROLL CALL

Present: Laura Glendening, Karsten Rees, Jerzy Sylvester, Jess Burton, Norm Proulx, Jonah Bradenday

Number of Audience Members (AM) in attendance: 13 in person, 0 people attending remotely.

APPROVAL OF MINUTES

Rees made motion to accept minutes from the July 22nd meeting. Proulx seconded. Unanimous approval.

TREASURER'S REPORT

Rees said there was no treasurer's report for this meeting. City Council Representative, Sarah Michniewicz, said that Kate O'Sullivan, mayor's executive assistant, will be an interim island liaison.

ANNOUNCEMENTS

Rees announced that the time for people interested in being on the ballot to serve as a councilor on the Peaks Island Council passed yesterday, so the complete list of people running will be available soon.

Proulx said that on October 1st at 6pm there would be a meeting regarding ICE with two people from the state attending. Bill Zimmerman is organizing the meeting.

Next PIC meeting is Wednesday, September 23rd, at 6:15pm in the Community Center and on Google Meets.

PUBLIC COMMENT (public works related)

AM asked PIC to publicize how to contact interim Island Liaison, Kate O'Sullivan.

COMMITTEE REPORTS & UPDATES

Rees moved to proceed out of order, with New Business coming as next item on the agenda. Proulx seconded. Motion passes unanimously.

Rees moved to discuss the motion to adopt the MOU as first order of New Business. Proulx seconded. Motion passes unanimously.

NEW BUSINESS

• Motion to Adopt Memorandum of Understanding. (JS)

Sylvester made a motion to revisit the motion adopt the Memorandum of Understanding between PIC and PITEA, as seen here:

<https://drive.google.com/drive/u/1/folders/1jimmlGQygtY3uU4RfWXA03TSapm1N5cl>. Rees seconded.

Rees summarized the MOU which is designed to add structure to how PITEA would administer the needs-based ticket program on behalf of PIC, the expansion of the program to include both tickets and passes, definition about how PITEA will track the program and report performance metrics to PIC.

Sylvester noted that the council will review the program's performance and revisit the proposal at the November 2026 meeting.

Glendening said that she continues to question the process that PIC used to arrive at the MOU. Glendening said that rushing the process has resulted in a perceived confusion between the PIC needs-based ticket program and the CBL needs-based ticket. She said that PIC has accepted a program that is a charity instead of pursuing general affordability of CBL tickets.

Bradenday asked if the document was shared with the public. Rees said the MOU was included in the meeting folder for the July meeting and for the August meeting. Bradenday said that the vote is for the MOU and not for the needs-based ticket program itself. Bradenday said the needs-based ticket program is not a charity, but a way to direct public funds which is within the scope of PIC's purview.

Proulx said that the needs-based ticket program has been around for many years. The MOU concerns how PITEA will use the needs-based tickets fund. Proulx said that not providing guidance on how PITEA will use the needs-based tickets funds is a bad idea.

Burton asked if this program goes into effect immediately. Rees said that the transference of needs-based ticket money for the FY27 (which is July 1, 2026) to PITEA has already been approved. Burton asked if the program will be reviewed in November 2026. Rees said that PIC will review the program as they head into the budget process. Burton also commended Glendening for her comments that have refined PIC processes.

No public comment.

Motion passes with 5 yays, Glendening voted against the motion.

Rees will sign the MOU with the representative from PITEA.

• Motion to Authorize Letter Regarding Ferry Beach. (J. Bradenday)

Bradenday made a motion to send a letter to Troy Moon and Sarah Michniewicz regarding removal of trash, debris, and lumber that remains on the beach after the removal of the abandoned boat Bucko. Proulx seconded.

Letter can be seen here:

<https://docs.google.com/document/d/1xEWFdhl1hUORi57CKZjJLngaLbEIVzhKMcZx6snvAx0/edit?tab=t.0>

Michniewicz said that the letter should also be sent to Michael Goldman and Rich Bianculi and Kate O'Sullivan.

Michniewicz asked what trash is on the beach. Bradenday said there is lumber and hard foam left, and a beat up dinghy.

Proulx said that a date for expected response should be added to the letter. Rees agreed.

Rees moved to amend the letter to ask for a reply before the September 22, 2026 meeting. Proulx seconded. Motion to amend passes unanimously.

Rees moved to amend the recipients to include Michael Goldman, Rich Bianculi, and Kate O'Sullivan. Proulx seconded.

Burton asked if titles should be included in the recipient line.

Rees withdrew the motion to edit the recipient line.

Rees moved to amend the letter to strike the recipient line and the signature block. Proulx seconded. Motion to amend the letter passes unanimously.

AM said that since Bucko has been removed, more boats have been put on the beach and none of the original debris has been removed.

Motion to send the letter with amendments passes unanimously.

Rees made a motion to proceed out of order to take the Parking Committee report from Sheilagh Reiser. Proulx seconded. Motion to proceed to the parking report by Reiser passed unanimously.

COMMITTEE REPORTS & UPDATES

• Parking

Reiser said that Tony Wirkus, Parking Division Director for the City of Portland, will be attending the PIC September meeting to address public questions. The people from Casco Bay Garage parking garage (LAZ Parking) will be at the PIC October meeting.

Reiser said that Tony Wirkus has been in the position for about a year and is just coming up to speed with islander parking requests to expand islander parking around the boat. Reiser and Brian Dudley (from Long Island) met with Wirkus to ask about items the Parking Committee had brought to the city in the past to increase islander parking.

Wirkus said the city added six new parking spaces on Fore Street.

Reiser said the city has never provided some of the data regarding how many island resident stickers have been issued, how many spots are available in the categories (free parking, hourly parking, etc). Wirkus didn't know but said he would find out.

Reiser said the new Ocean Gateway park is going to have about 40 spaces on each of the two ends of the park. No decision has been made about how those spaces will be assigned that used to be available to islanders by lottery. Reiser said the Parking Committee asked for the new spaces to be allocated to islanders in the same ratio that was used in the Ocean Gateway Parking lot.

There are no plans for an islander parking program at the new Ocean Gateway parking garage at the new park.

Meter hours have been extended which makes it more difficult for islanders coming home on afternoon boats to park at a meter overnight. The Parking Committee had asked for the hours to be reduced rather than extended.

They discussed the idea of a shuttle, which was not well used, but which was also not well promoted. Proulx said that the shuttle had no room for carts, so it was difficult for islanders to use it.

Reiser said that there is no island-side parking enforcement. Wirkus said the City Parking Department does not have jurisdiction over on island parking. It is the jurisdiction of the Peaks Island police department.

Reiser said they discussed the implementation of Emergency No-Parking at the meters on Commercial Street when cruise ships have tour buses parked there.

Wirkus said the city is developing a Park and Work program to find garage parking for people working in the city to free up street parking for residents.

Rees asked if Reiser has been working with Michele Winchester who is the island representative for the Portland in Motion initiative.

Winchester asked if Reiser spoke with Wirkus about painting parking spaces on Thames Street. Reiser thought it had come up in the conversation but she has no notes on that.

Reiser said that PIC needs a new parking committee chair.

Winchester said there is an event in Portland featuring Jeff Speck about making Portland a more walkable city. Event is at the Portland Museum of Art on Wednesday, September 30th, at 6:30pm.

Rees said that when the city increased rates on the parking meters, they said it was to raise additional revenue for the city. Rees asked if there was a way to compare the revenue raised by the higher rates, versus the revenue lost by denying residents access to parking.

NEW BUSINESS (cont'd)

- **Motion to Authorize Letter Regarding Trash Cans on Ferry Pier. (J. Bradenday.)**

Bradenday made a motion to send a letter to the city regarding trash collection on the ferry pier. Rees seconded.

Letter can be seen here:

https://docs.google.com/document/d/1s9nKcYGwPUiRUxloKacuAS-c39E1ASCT3DEZFC_S-BA/edit?tab=t.0

Rees said the letter seems reasonable.

AM said there are two trash cans in the waiting area (hut) next to the ferry onboarding ramp. PEAT asked for additional trash cans in the hut at the end of the pier because trash is accumulating in that area as well. CBL sent a trash can, but it has disappeared. AM said the litter on the floor of the hut at the end of the pier is never taken care of except by private citizens.

Rees said that CBL has the responsibility of removing trash in that area.

Motion passes unanimously.

Motion to Combine Committees. (J. Bradenday)

Bradenday moved to combine the Environment and Sustainability Committee and the Parks and Recreation and Waterfront Committee. Rees seconded.

Burton asked what the name of the new committee would be.

Glendening asked Bradenday to explain why the committees would be combined. Bradenday said that the topics the committees discuss are linked, both relate to outdoor spaces on the island.

Glendening asked what the leadership would be and said that she would like to remain in a leadership role for the shoreline erosion work that she has been doing. Burton said that she would step down as a leader, so that Bradenday and Glendening could be co-chairs.

Burton asked Glendening if she would step off the committee if they were combined. Burton said she would not be in favor of combining the committees if Glendening stepped off the committee. Bradenday agreed.

Burton said the motion should be tabled until roles were defined.

Glendening proposed that the meetings remain separate but meet together.

Bradenday withdrew his motion.

- **Motion to Adopt Letter Regarding Capital Improvement Plan for Department of Parks, Recreation, and Facilities. (J. Sylvester)**

Sylvester said that he met with Rees and Timmi Sellers to develop a list of ballfield improvements for the city's Capital Improvement Plan (CIP). Letter is due August 31, 2026.

Sylvester made a motion to send a letter to the city propose the ballfield improvement project as part of the city's CIP. Rees seconded.

Rough draft of the letter can be seen here:

<https://docs.google.com/document/d/11Dx8n7AG42lr2faCTA7JeSMDFxCzOZNPv4UTev1tjs/edit?tab=t.0>

Sylvester the letter is more of a letter of intent because of the deadline. He said that he wants to meet with public works to see if they have any other items to add to the letter. He said the ballfield project should have a public meeting since it is such an important project for the island to create a park space for the island.

Rees said that any items already on the island request for the CIP do not have to be restated.

Sylvester said that he would like to have a community meeting to gather community input regarding specific improvements, and the community may no longer want to invest \$150K in a skate park that is slated for 2029 and may want to apply that funding to a broader park development.

Rees said the city uses a form to propose CIP items, but a separate letter of support from PIC is helpful.

Sylvester said he would clean up the rough draft of the letter and submit the PIC CIP form.

Michniewicz said she also serves on the Parks Commission and she will be attentive to this issue.

Rees made a motion to amend the main motion to authorize Jerzy Sylvester to submit the amended PIC CIP form and to draft a letter to the city's Parks and Recreation in support of the ballfield improvements.

AM said that plans to add a pickleball court to the school playground would limit the children's play and a pickleball court could be placed at the ballfield. The interest in the skate park was to provide island teenagers with a place to gather. AM said that people should not pick up personal freight before passengers board the ferry.

Motion to authorize Jerzy Sylvester to submit the PIC CIP form and letter of support passes unanimously.

AM said that the plan for the ballfield should be created within the \$150K budget that was originally allocated for the skatepark.

AM asked if link to the Peaks Island CIP spreadsheet could be shared. Sylvester shared this link:

https://mcusercontent.com/11e6f6f73ed75e6e1c8e36ad9/files/471d49df-6b95-6f19-17b5-c76ca251da3f/2027_2036_PRF_CIP_Google_Sheets.pdf

- **Motion to Adopt Letter to City Arborist about the Emerald Ash Borer. (J. Burton)**

Burton made a motion to send a letter to the City Arborist to be included in the city's ash tree inoculation program. Rees seconded.

The letter is located here:

<https://docs.google.com/document/d/1iJArxzbHwiClr8J76UZ8EfAlqINMOmutEzeam4PQp-U/edit?tab=t.0>

Burton said that the city didn't come out to Peaks Island when it did its study about ash trees and is now not including Peaks Island ash trees in its inoculation program.

Rees said he supports sending the letter.

Bradenday asked if the program applies to private landowners. Burton said it is only on city owned property.

Rees said Sarah Michniewicz should be CC'd on the letter.

Motion passes unanimously.

- **Motion to Delegate Islander John Carroll as our representative to the Urban Forest Management Plan. (J. Burton)**

Burton said the city has created an Urban Forest Management Plan and is holding a public workshop on September 17th.

Burton made a motion to delegate John Carroll to attend the Urban Forest Management Plan public workshop on September 17th as a PIC representative.

COMMITTEE REPORTS & UPDATES (cont'd)

- **Executive Committee**

Rees said he attended the city council rules committee meeting on August 26th to follow up on the recommendation from PIC for the city to amend its rules about how it responds to PIC recommendations. The city rules committee was pushing back on accepting recommendations from PIC directly to the city council, because it would elevate PIC about other neighborhood associations. Rees said he thought the city council did not fully understand the role and history of the PIC. The city council rules committee was discussing amending the motion to remove the portion that allows PIC to place items on the city council agenda. He had to leave before the vote.

AM asked Rees to let Peaks Islanders know when the city council will discuss the issue so that islanders can provide public comment.

AM said that PIC is truly elevated above other neighborhood associations. Rees said the rules committee members discussed the ordinance that created PIC but read the same ordinance differently.

Rees said he would work with Sarah Michniewicz about the issue to address her concerns about PIC being able to place items on the city council's agenda and get her support.

Rees said he may not be able to attend the September meeting so he will designate Sylvester as chair for the September meeting.

Glendening said she will email Kate O'Sullivan for reimbursement for making copies of the minutes of the PIC meetings for the library.

Glendening asked committee chairs to confirm committee meeting times and places, updates about committee work, and links to city events.

Glendening said that the Elections Committee should resume. Rees agreed. Sylvester said he would chair the Elections Committee.

- **Environment and Sustainability**

Glendening said the next meeting is next Wednesday at 6pm.

- **Ferry Services and Access**

Rees said there was no meeting in the last month.

- **Housing and Zoning Committee**

Rees said the next meeting is second Thursday at 5pm at New Brackett Church. Glendening will chair the meeting since Rees will be out of the country. Rees said that members of Home Start will collaborate on a housing needs survey.

- **Paper Roads**

No update.

- **Parks, Recreation and Waterfront Committee**

The committee met with the Environment and Sustainability committee.

- **Safety Committee**

Sylvester said the last meeting brought up many safety concerns. The things they are working on in the short term include:

- Safety of down front area, infrastructure and traffic – meetings will be set up with Councilor Michniewicz, Peaks Island police, and CBL.
- Code enforcement on Peaks Island – meetings will be set up with Councilor Michniewicz and Peaks Island police to discuss law enforcement on Peaks Island.

Glendening asked if there is someone in Urban Planning that he can connect with in regards to Down Front infrastructure. Sylvester said that starting with Michniewicz will give her a chance to recommend how to proceed with engaging the city on the topic.

UNFINISHED BUSINESS –

None.

ADDITIONAL PUBLIC COMMENT

AM asked Glendening for an invite to Home Start for the Housing and Zoning meetings. Glendening will do so.

AM asked if someone should follow up with Peaks Island police about parking enforcement on Peaks Island since the city parking department said it is the Peaks Island police department's responsibility. Sylvester will follow up on that. Proulx said he knows two people getting tickets for leaving their cars in the island parking lot over 72 hours.

AM said cars left for over 72 hours in the parking lot could be considered abandoned and could be towed off the island.

AM asked Sylvester for invite to next Safety Committee meeting. Sylvester will do so.

Rees made a motion to adjourn. Sylvester seconded. Motion passed unanimously.

Meeting Adjournment: 8:23 p.m.