

## Maine Library of Geographic Information Board Meeting

Date: Wednesday, October 20<sup>th</sup>, 2010

Time: 10:00 AM to 12:30 PM

Place: 242 State Street, Augusta, former PUC Conference Room

### AGENDA

1. Approval of the September 15<sup>th</sup> meeting minutes – Chair
2. Strategic Plan Implementation Groups
  - Coordination & Communication – Mike Smith, Dan Walters
  - GeoParcels – Nancy Armentrout
  - Education & Training – Tora Johnson (or designated Board member)
  - Geospatial Data – Joseph Young (or designated Board member)  
Update on e911 rds and meeting with DeLorme
3. Committee Reports
  - Financial Committee – Chair  
*CAP grants*
  - Policy & Marketing Committee – Vinton Valentine
  - Technical Committee – Christopher Kroot  
*Status of GeoPortal*  
*Central location for presentations and articles*

**NEXT SCHEDULED MEETING:** Wednesday, November 17<sup>th</sup>, 2010, 10:00 a.m. – 12:30 p.m., 242 State Street, Augusta, former PUC Conference Room

**Maine GeoLibrary Board**  
**October 20<sup>th</sup>, 2010**  
**Meeting Minutes**

**Present**

Dan Walters  
Michael Smith  
Nancy Armentrout  
Vinton Valentine  
Gretchen Heldmann, Chair  
Kenneth Murchison (by phone)  
Paul Hoffman  
William Hanson, Co-Chair  
Greg Davis (by phone)  
Jon Giles  
Aimee Dubois

**Staff**

Larry Harwood

**Visitors**

Steve Weed, Assessor Town of Bar Harbor  
Brian Stearns, DeLorme  
Joe Young, State Planning Office

The meeting was called to order at 10:04

**1. Approval of the August 18<sup>th</sup> Meeting Minutes**

The Chair entertained a motion to approve the minutes. There were 5 amendments. On page 1, last paragraph strike the words “so-called”. On page 2, paragraph 4, third sentence should read “As soon as it has been reviewed by the parcel standards sub-committee and the University of Maine at Machias team, the consensus was that the revised standard will be posted on the GeoLibrary website and made widely available.” On page 2, last paragraph, the fourth sentence should read “One suggested solution is to expand the use of the Footprints system to track changes.” On page 2, last paragraph, the sixth sentence should read “They are proposing an experiment with Oxford County.” On page 5, first sentence, “esri” should be spelled “Esri”.

Mike Smith moved to approve the minutes as amended. Nancy Armentrout seconded. The Board voted 10<sup>1</sup> in favor, none opposed, no abstentions<sup>2</sup>. The motion carried.

**2. Strategic Plan Implementation Groups**

Coordination and Communication

Dan Walters reported that the workgroup has been focusing primarily on promoting the orthoimagery proposal in general and the southern Maine pilot project in particular. There will be more on this in the Geospatial Data report.

The Maine GIS Users Group (MEGUG) Fall convention on September 17<sup>th</sup> in Bar Harbor was quite successful and well attended. It was announced there that the Board was looking for volunteers for the seat representing the public, which will be vacant upon Aimee Dubois being appointed to the second seat representing municipalities.

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<sup>1</sup> Due to members arriving and departing during the meeting, the numbers may change.

<sup>2</sup> Unless otherwise indicated, the Chair abstains from all votes.

Esri sponsored a free seminar on ArcGIS version 10 on October 7<sup>th</sup> at the Senator in Augusta. It was a full house and well received.

The Northeast LiDAR project is waiting on the leaves to drop from the deciduous trees although the vendor has flown a few areas without significant vegetation. We are keeping the vendor apprised of the local foliage situation. MEGUG has compiled the master GIS contact list which contains over 700 listings. An application is being created to manage this and send selected communications to the appropriate subset of contacts. An article on the orthoimagery proposal will be in the Maine Municipal Association's on-line newsletter for October.

### GeoParcels

Nancy Armentrout reported that the workgroup has been working primarily on the maintenance piece of the project. They need to determine the process for maintaining parcel data, what kind of updates will be made, what the frequency of updating will be and how all this will be accomplished. They also need to decide how much assistance the individual municipalities will need. Nancy and Steve Weed, Town of Bar Harbor, gave a presentation at the MEGUG October meeting on the project to create a state-wide viewer for parcel data and the Hancock County GeoParcels pilot project. A group meeting is scheduled for the first week in November which will include Tora Johnson, University of Maine at Machias and Anji Auger, Maine Office of GIS. There will also be a meeting of the group this afternoon following the Board meeting.

Mike Smith added that he had received a report from Tora Johnson, who is overseeing students digitizing parcels for the Hancock County project (see Attachment A). Most of the work has been done and there is still about \$4500 unspent. There are two phases to the project, one ended on August 15<sup>th</sup> and the second ends on January 15. Work on the viewer application has already started.

Q: Are you moving on to Washington County?

A: Yes but as part of another project. On January 1, 2011 we will receive \$200,000 from the National Telecommunications and Information Administration (NTIA) under the broadband mapping program which we can use for additional parcel digitizing and mapping.

Q: Are more parcel grants to towns possible?

A: Not with this funding at least not in the previous manner. It would be more efficient to deal directly with the vendors or perhaps take a regional approach of some sort.

### Education and Training

Vinton Valentine reported that there had been a meeting last month attended by himself, Tora Johnson, UMM, Mike Smith and representatives of the Maine Learning Technology Initiative<sup>3</sup> (MLTI), Esri<sup>4</sup>, Apple and the Maine Geo Alliance, to review once again the use of GIS on the school laptops. They discussed options for using Esri products for the Mac operating system and why the application MyWorld was chosen in the past. There was a demo and discussion of Citrix<sup>5</sup> as a means to access ArcGIS licenses using the laptops as 'thin clients'<sup>6</sup>. Also discussed were lighter weight GIS applications such as Quantum GIS, Cartographica and Google Earth and the idea of having two operating systems on each laptop. Whatever the approach MLTI insisted that it be universally available to all students; in that they had doubts about the thin client approach.

Some to-dos from the meeting:

- Cathleen McAnenny and Sue Lahti ( Maine Geo Alliance) will review links between GIS and the Common Core standards.

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<sup>3</sup> Commonly referred to as the k thru 12 school laptop program.

<sup>4</sup> Formerly Environmental Systems Research Institute, makers of the ArcInfo suite of GIS software

<sup>5</sup> Citrix provides applications as an on-demand service to any user, in any location on any device.

<sup>6</sup> A thin client is a computer which depends heavily on some other computer (its *server*) to fulfill its traditional computational roles.

- Vinton and Tora will test a new version of Quantum GIS for MLTI
- Vinton will investigate licensing issues with Quantum GIS
- Tora will develop a list of functions Google might add to Google Earth and look at a standard data package for GIS use by teachers.

There was some discussion summarized as follows:

- The technical limits of the laptops still make the size of the data and software a problem.
- MEGUG may have a role in this offering free training to teachers with standard data packages on whatever GIS software is eventually used.
- There may be funding for some of this if we investigate thoroughly. The draw would be the improvement in technical education ergo better local workforce, better business climate, etc.
- Whatever is used for GIS the MLTI technicians will not be supporting it. It must be self-supporting as in the vendor or volunteers do the work.
- Google Earth is already widely used by teachers and they consequently feel comfortable with it.

The Chair noted that she had participated in the Northern Maine Children's Water Festival held at the University of Maine at Orono on October 12, 2010. This comprised four classes of 5th and 6th graders, with about 30 kids per class, with a 5-10 minute presentation on GIS, using MapInfo Pro, related back to using Google Earth and using a GPS. There was also a 'GIS scavenger hunt' in which students were able to use those basic tools to answer questions such as "how many eagle nests are there?" and "what is this (described) watershed's ID number?" Overall, the kids did really well and about 90% of them were able to finish the one page scavenger hunt. Also, about 90% raised their hands when asked if they had ever used Google Earth and if they had ever used a GPS. One teacher from Presque Isle found the exercise quite intriguing and asked if she could incorporate it into her classes. Gretchen told her that due to using Macs and licensing costs of MapInfo, that probably the best thing would be to use Google Earth and use the DEP supplied data layers available for GE on their website, which Gretchen later emailed to the teacher.

### Geospatial Data

Nancy Armentrout reported on the E911/MDOT roads conflation project. Delorme has run an experiment with Oxford County which compared their centerline geometry with 911 centerline and DOT centerlines. They got about a 90% match. The remaining 10% would require human judgment or research to resolve. The visiting representative from Delorme essentially confirmed this.

Two possibilities were discussed in a follow-up meeting. One is a wholesale replacement of the state's centerlines with Delorme's centerlines and conflating state attributes to it in a one time initiative, then maintain as usual moving forward. Another might be to enter into an agreement with Delorme to maintain geometry for us. Both possibilities have accompanying issues.

Dan Walters reported that he is assembling, and will chair, a sub-committee similar to the orthoimagery subcommittee to develop a recommended land use codes standard. Like the orthoimagery subcommittee, this will be very broad based. The intention is to include members from all areas who are knowledgeable in tax mapping, assessing and land use. They will begin by examining the CAMA<sup>7</sup> systems in greatest use by municipal assessors: CLT, NDS, O'Donnell, TRIO and Vision. They should have a report to the Board by the February 2011 meeting. Additional members are being asked to participate, but the sub-committee membership thus far is:

- Dan Walters, USGS Liaison for Maine, Chair
- Dan L'Heureux, Town Manager of China
- Liz Hertz, State Planning Office

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<sup>7</sup> Computer Assisted Mass Appraisal the accepted name for all computerized assessing functions.

- Judy Mathiau, Assessor, Town of Winslow
- Jim Fisher, Hancock County Planning Commission
- Elisa Trepanier, Town of Windham
- Jeff Fitzgerald, City of Ellsworth
- Sara Curran, Planning Decisions Inc.

Joe Young noted that funding for additional LiDAR<sup>8</sup> collection may be available from the Federal Emergency Management Agency (FEMA) although it is not certain. Future data collection projects, especially LiDAR and orthoimagery, will be best served by county-wide efforts that will give economies of scale. This should be noted in the 2010 annual report to the legislature. Joe's discussions with county officials, Kennebec County in particular, indicate considerable interest. The typical municipal contribution in such projects would be say a thousand dollars, less than 1% of what the towns pay already to the counties (on the order of \$250K). If the county organizes the funding it means one decision as opposed 20 or 30 separate decisions.

Dan Walters noted that, apropos to the county approach, the total yearly cost of the proposed orthoimagery plan would be about \$28,000 for Cumberland County and about \$30,000 for York County. He met with the Cumberland County Administrator, Emergency Management Director and Information Technology Director to discuss the orthoimagery program and they are very interested. The County Administrator, who is also the chair of the county administrators association, asked Dan to come to their next meeting and make a presentation.

Q: In future orthoimagery projects, can more local contractors be used?

A: An RFP would be issued and all vendors could respond. In the 2003-2005 orthoimagery project the Board was limited to accepting USGS 'work in kind' as the required match. Presumably that would not be the case in the future.

## 5. Subcommittee Reports

### Financial

The Chair reported that there will be two webinars on the 2011 Cooperative Agreements Program (CAP) grants, one on October 28<sup>th</sup> and the second on November 2<sup>nd</sup>. The Chair has a conflict for one and most likely for the other as well, so probably cannot participate and wanted to make sure someone from the Board did participate. Mike Smith will definitely participate on the 28<sup>th</sup>. As discussed at the last meeting, the Board can apply for: Category (CAT) 1, Metadata Trainer and Outreach Assistance; CAT 2, FGDC-endorsed Standards Implementation Training and Outreach; CAT 5 grant, Return on Investment (ROI) Methodology and Business Case Development for Multi-agency NSDI Projects and CAT 6, FGDC Standards Development Assistance.

Bill Hanson reminded the Board that in the July meeting, CIO Greg McNeal had asked for specific recommendations on funding alternatives. There was some discussion of an old idea, a surcharge on the real estate transfer tax, which has been suggested on occasion since the GeoLibrary was formed. Being professionally closest to the real estate community, Bill agreed to look into the details. Whatever funding is pursued, if the Board could get a CAP 5 grant to develop an ROI, that would be excellent for justifying a new funding source.

There was much discussion on other sources of funding and why it was needed. Other suggestions were a small surcharge on professional licenses the justification being the value of GIS to certain professionals. Also suggested was some sort of surcharge on development, i.e. the "curb pass" fee for new access roads to developments.

### Policy and Marketing

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<sup>8</sup> Light Detection And Ranging, a remote sensing system used to collect topographic data.

Vinton Valentine referred to the list of Outstanding Policies (Attachment B) in his report. First, the Policy Committee is in fact working on policy item # 3, *Adoption and updating of standards*. The Geospatial Workgroup is working on item # 1, *Conduct of geospatial data inventories annually*. Anyone who wishes to volunteer to work on a “personal favorite” policy is more than welcome to do so. In discussion it was suggested that item # 11, *Policy regarding the public’s right to public data vs a public agency’s need to fund its GIS operations* may not be within the Board’s authority. It was also suggested that some of the policy items might be able to be combined. Vinton agreed to look into this and report back at the next meeting.

#### Technical

##### *Status of the GeoPortal*

Mike Smith reported that University of Southern Maine has upgraded their GeoNetwork<sup>9</sup> software to the latest version. This has fixed many problems and Christopher Kroot will have a full report at the next meeting.

##### *Central location for presentations and articles*

This item was tabled to the next meeting.

#### **Additional Business**

Mike Smith reminded the Board that staffer Larry Harwood will be leaving state service at the end of December. Mike has no position in MEGIS to replace what was one-half of a full time equivalent. Consequently those tasks will have to be split up among volunteers and in limited cases among MEGIS staff. A Board member for example could take minutes and Mike can deal with financial bookkeeping. He will have at the next meeting a list of tasks and the Board can consider how to deal with them.

The meeting was adjourned at 12:05

Attachment A

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<sup>9</sup> GeoNetwork is a [free and open source](#) cataloging application for spatially referenced resources.

<b>Town/City Name</b>	<b>Parcel Status</b>	<b>Attribute Status</b>	<b>FOR JIM FISHER</b>	<b>UMM WORK TO DO</b>
Amherst	UMM DIGITIZED	OK		
Aurora	UMM DIGITIZED, AWAITING ATTRIBUTE	NEED ASSESSMENT DATA		
Bar Harbor	Digitized	Lot Number Only (MEGIS)		
Blue Hill	Digitized (town unaware)	OK		
Brooklin	Digitized	Lot Number Only in Parcel Lyr, Can't open PID.atx file with tax records—CAN WE GET IT IN ANOTHER FORMAT?		
Brooksville	Digitized	OK		
Bucksport	Digitized	Lot Number Only		
Castine	Digitized	OK		
Cranberry Isles	Digitized	Lot & Acreage Only		
Dedham/Village of				
Lucerne	UMM DIGITIZED, AWAITING ATTRIBUTE	HAVE ASSESSMENT DATA; NEED TO JOIN		
Deer Isle	Digitized	OK		
Eastbrook	Have Polylines, need to convert/ clean up	NEED ASSESSMENT DATA		
Ellsworth	Digitized	Lot Number Only (MEGIS)		
Franklin	WAITING FOR CAD DATA; TOWN IS NOW DOING UPDATES & WILL SEND CAD FILES WHEN FINISHED	NEED ASSESSMENT DATA		
Frenchboro	Digitized	HAVE ASSESSMENT DATA; NEED TO JOIN		
Gouldsboro	Digitized	OK		
Great Pond	UMM DIGITIZED, AWAITING ATTRIBUTE	NEED ASSESSMENT DATA		
Hancock	Digitized	Lot Number Only (MEGIS)		
Lamoine	Digitized	Lot Number Only		
Mariaville	Digitized	Lot Number Only (MEGIS)		
Mount Desert	Digitized	Lot Number Only (MEGIS)		
Orland	UMM DIGITIZED, AWAITING ATTRIBUTE	HAVE ASSESSMENT DATA; NEED TO JOIN		
Osborn	LURC	NEED ASSESSMENT DATA ??		
Otis	Updates in Sept using deed plotter, will need to digitize.	NEED ASSESSMENT DATA		
Penobscot	MAPS ARE SCANNED; UMM CURRENTLY DIGITIZING, AWAITING ASSESSMENT DATA	NEED ASSESSMENT DATA		
Sedgwick	Digitized	OK		
Sorrento	UMM DIGITIZED, AWAITING ATTRIBUTE	NEED ASSESSMENT DATA		
Southwest Harbor	Digitized	Lot Number Only (MEGIS)		
Stonington	Digitized	Layer has no lot numbers		
Sullivan	Digitized; UMM HAS DIGITIZED UPDATES FROM SCANNED MAPS	Jim is working to get updated assessment data; current layer has only lot number		
Surry	Digitized	Lot Number Only		

**Attachment B**  
**Outstanding Policies**

1. Conduct of geospatial data inventories annually (state agencies, local governments, academia?, and non profits?) (method and process)
2. Composition of committees, workgroups, interaction of members???
3. Adoption and updating of standards; completion of current parcel standards and examination of standards needed for ILRIS
4. Updating the data warehouse, particularly orthoimagery, parcel, uniform roads and addressing, and high-resolution geospatial data (e.g. appropriate timetable for data update cycles and establishment of data standard validation routines)
5. Set of policies for sharing public and private geospatial data: notification of new and updated data and access to that data
6. Policy on standards and workflow that addresses geospatial needs among local, county, state and federal governments, as well as not for profits, academia and the private sector
7. Coordination – policies that will be required for the Coordination Work Group to
8. Policy re: open space data standards (appendix d-9)
9. Conduct of meetings (public input, agenda items, voting methods) – drafted; on hold 2/15/2010
10. Publication of materials, annual report, promotional material and minutes
11. Policy regarding “the public’s right to public data vs. a public agency’s need to fund its GIS operations”
12. Preservation of spatial data: Policy on the collection and preservation of data sets for posterity. (The Technical Committee would address the technology issues)

### **Outstanding Policy Revisions**

1. Portal Metadata Policy - revise to include policy regarding topics and keywords; naming convention

June 18, 2010