

## **Maine Library of Geographic Information Board Meeting**

Date: Wednesday, 16 March 2011

Time: 10:00 AM to 12:30 PM

Place: 19 Union St., room 110, State Planning Office, Augusta

### **AGENDA**

1. Introductions

2. Approval of the 16 February 2011 meeting minutes – Chair

3. Portal Demo – Christopher

4. CAT5 ROI RFP

5. Strategic Plan Implementation Groups

- Coordination & Communication – Mike Smith, Dan Walters  
*Letter re: UM GeoCommons*  
*Letter re: Gov. LePage Reform Proposal & Landowner Access Requirement*  
*ICMA/ESRI Case Study Update*  
*Lidar one - pager*
- GeoParcels – Nancy Armentrout
- Education & Training – Tora Johnson (or designated Board member)
- Geospatial Data – Dan Walters

6. Committee Reports

- Financial Committee – Chair
- Policy & Marketing Committee – Vinton Valentine
- Technical Committee – Christopher Kroot

7. Guest Comments

8. Recommendations for Next Agenda

**NEXT SCHEDULED MEETING:** Wednesday, 20 April 2011, 10:00 AM – 12:30 PM, 19 Union St., Augusta.

**MINUTES**  
**Maine GeoLibrary Board Meeting**  
**03/16/2011**

**1. Call to Order - 10:02 AM**

**2. Introductions:**

<b>Attending</b>	<b>Present</b>	<b>On the Phone</b>	<b>Guests</b>
Gretchen Heldmann	X		
Bill Hanson		X 10:30am	
Ken Murchison		X	
Vinton Valentine	X		
Aimee Dubois	X		
Paul Hoffman	X		
Greg Davis		X	
Dan Walters	X		
Jon Giles	X		
Nancy Armentrout	X		
Michael Smith	X		
Christopher Kroot	X		
Judy Colby-George	X		
Joseph Young	X		Maine State Planning Office
Brendan Hall	X		

**3. Minutes from meeting of February 16, 2011**

- **Motion to approve** - Vinton
- **Motion to second** - Judy
  - Vote Unanimous in Favor of Approval of the Minutes as drafted.

**4. Portal Demo – Christopher**

Showing map viewer – same base map as MEGIS is serving through WMS.

- Features:
  - Shows orthoimagery as a base layer.
  - Add other base layers as wanted/needed.
  - Add in WMS links using green plus sign in map viewer. (some preloaded and come with GeoNetwork,
  - Add National Map, State ones, etc as board feels necessary.
  - select layer and Add to map viewer,
  - Navigate the list with plus/minus signs to expand/collapse the layer tree.
  - see coordinate system, scale, choose scale with drop-down box
  - Categories on left – two clicks to content – set up and working

- Sort metadata records by change date, popularity (based on how often people hit it), rating, relevance and title.
  - Rating can be done by the Board or by users
  - Searching by town name, brings up all relevant town data comes up first.
  - Search by “zoning” relevant zoning comes up whether town or shoreland zoning.
  - Searching by “zoning bar harbor” brings up just Bar Harbor zoning record.
  - Check box next to record and can choose “Action on Selection” and choose print to pdf, send metadata to zip file, etc.
  - GeoRSS feeds are an option for serving out metadata – can choose select records to display here – best for records that change frequently.
  - Set up different security groups of people/log-ins.
  - Have multiple content reviewers, no one can publish a record without going through content reviewer.
  - Editing Functions
    - There are also “editors” that can add/delete/edit records. Have to be an “editor” to do your own metadata.
    - Admin is only one that can do New Metadata or Batch Import XML??
    - Can set up group so that other people in Group can see your metadata before it’s published,
      - can give them permission to edit it.
  - People have to register in order to add themselves as a user
  - Each metadata required filed highlights in red until something has been entered.
  - There is a validation function to check the record.
  - Can log in as Editor and Edit metadata within the portal without having to delete and upload new record.
- **Issues to address:**
    - Base layer vs overlay layers don’t seem to draw in the correct order, seems to be putting overlays underneath base layer.
    - Should have a base map using data sitting on server rather than using WMS b/c that’s slower.
    - Print option generates pdf file, but header on pdf hasn’t been configured yet – can be changed to be GeoLibrary banner.
    - Gives scale bar and a title – which assume can change the title bar as well?
    - Can Save or Load web map content, but not yet set up.
    - Measure tool for line or area in meters or feet.
    - Can generate Legend for what’s shown in map window?
    - Can see coordinates when hover over map? Not sure – but can probably be configured.
    - Sort by Title doesn’t seem to be working correctly once a category is clicked, at least not with Boundaries category – but worked with a search on Parcels

- Need to change all metadata links from old MEGIS Data Catalog to new – can probably be done with “Database Insert” and do all records at once. This would make Anji much happier than having to change each one individually by hand
- A lot of the links on the portal site do not open in a new window or tab.
- There is a big question relating to uploading vector layer (shapefiles)
- What about e911rds? That is updated frequently in MEGIS Data Catalog, but does that reflect back on the portal?
- Editor role – CAN Add New Metadata and upload a single XML record – can create own metadata templates but haven’t done yet.
  - \*\*\*\*Didn’t we already create a simplified template in old one of just the 19 required fields for FGDC?
- Can log in as Editor and Edit metadata within the portal without having to delete and upload new record.
  - \*\*\*\*What about deleting record?
  - \*\*\*\*What about switching account ownership? Apparently we can now switch account ownership no problem unlike old portal.
- Admin user has to transfer ownership.

Guest1 is log-in and pw for testing portal. Christopher is getting everyone set up with their own account.

Ready for production May 15<sup>th</sup>.

## 5. Return On Investment Request for Proposals - Michael Smith

Board discussion regarding project team was inconclusive. Specific language in the RFP regarding this was left vague and consensus decision was to leave project oversight team appointment to a future Board meeting. The Board has to approve tasks before they are done. The budget includes \$6,000 that must be spent on the workshop - \$1K travel and \$5K workshop. A letter from the Federal Geospatial Data Committee should be here any day now. Specific products desired by the Board will be:

- progress reports due the 1<sup>st</sup> of each month,
  - A final report delivered to the board by the vendor in at a regularly scheduled Board meeting,
  - 1pg document professionally printed for distribution to legislators,
  - And all reports and documents submitted to have GeoLibrary board and/or MEGIS branding/logo.
- **Judy Colby-George moved to approve submission of RFP to purchasing as amended, Nancy 2<sup>nd</sup>. The motion passed unanimously.**

## 6. Strategic Plan Implementation Workgroups

- a. **Coordination and Communication – Dan Walters’ and Michael Smith’s**
  - i. *Letter re: UM GeoCommons*

Was anyone able to talk to Jim Campbell at the MMA/MeGUG technology conference or before? Mike talked to him before conf and it seemed that he is DONE with this, finish his work on the PhD and get out of town. Judy thinks there are some discussions at the university about doing this. Vinton intends to contact Jim since he is University rep, to continue talks with him, make sure it continues to be coordinated as much as possible, etc. They are aware of the work, but we need to reinforce this.

- **Michael Smith made the motion to approve, Aimee Dubois seconded the motion. The motion passed unanimously.**

**ii. Letter re: Gov. LePage Reform Proposal & Landowner Access Requirement**

Too specific talking about orthoimagery. Jon, Judy, Aimee will give more attention and input to Gretchen ASAP.

**iii. ICMA/ESRI Case Study Update**

Major concerns over drafts, content, etc. Have asked for outline and cannot even get that – so we are not sure of her focus, where this case study fits into the book, etc. The Board consensus was to not participate in the project.

**iv. Lidar one-pager**

The purpose of the one pager is to market the availability of LiDAR data to towns and promote awareness of the Board as a source for data and its service to community needs. Mike has not had time worked on this and may not have time to do in the next 2-3 weeks so if someone else wants to volunteer, that would be good.

- **Jon will take over, Judy will help.**

**b. GeoParcels – Nancy Armentrout**

Some of the committee members had a long discussion at MMA/MEGUG Technology Conference. The GeoParcels Committee is meeting after the Board meeting and needs to finish up the grant report ASAP! Michael Smith is working on the parcels project funded by the broadband grant and spending that money. Some of the data has been received from Tora however a substantial amount is still outstanding. Michael is confident the data will be delivered soon. It appears that the amount of time to oversee students was underestimated. This is a lesson for future projects.

The committee is looking at a parcel viewer as a replacement for the existing viewer. Christopher Kroot will send everyone the web link to “GeoMoose” – a parcel viewer for four counties in Oregon for their land records management system. Features include:

- a parcel search by map/lot, name, address, etc
- connected to the assessor’s database.
- Serves data in conjunction with a Map Server.

It’s a working parcel viewer that we can use as foundation for the MEGIS enterprise viewer. Doesn’t mean switching gears b/c we haven’t really started yet. GeoMoose

already has built into abutter list tools and more for cadastral data. We will have source code and enter into agreement. Far superior to applications we currently have with MapServer. The GeoParcels committee will address this proposal within their committee meeting.

**c. Education & Training – Tora Johnson (or designated Board member)**

MEGUG scholarships and grants are out and available to apply for- not for high school seniors. Must be sophomore, junior, senior, super seniors. More info on megug.org What promotion has been done? Vinton is sending out to the GIS contacts at all 15 undergraduate universities and colleges who are part of the state license consortium. Will talk more at MEGUG meeting. MLTI contact list.

**d. GeoSpatial Data – Dan Walters**

Dan will be working on scheduling a meeting as soon as he wraps up the Land Use Code sub-committee. Dan Joe and Michael have met with the Kennebec County Commissioners, made presentations at the Technology Conference and met with the Cumberland County Town Managers group to discuss implementation of the Boards orthoimagery program. So far the presentations have met with a good positive feedback and encouragement. Judy has heard from two town managers who attended the managers meeting, and asked her to send them imagery specifications right away. Portland Area Communities Transportation System may contribute \$30,000 towards a buy up for higher resolution data. County officials are considering including a budget line for the local share. Joe and Mike are working on a partnership grant application for the federal portion of \$65,000.

Land use codes – draft recommendations are circulating within their committee.

Lidar – Photo Science will start collecting again very soon, from south to north, probably collecting next week on Long Island, then Cape Cod, and work their way up north. Most of eastern ME portion already delivered to USGS.

## **5. Committee Reports**

**a. Financial - Chair**

The Board is investigating the possibility of a bond even though the Governor has taken the position against any bonding. The Legislature could pass a bill for bonding by a 2/3 vote which would be veto proof. So we are working on some one-pagers and setting up meetings with Legislators to try and get in on a bond initiative.

**b. Technical Committee – Christopher Kroot**

USM is willing to host for the next 2-3yrs with the final price still being negotiated. The estimated cost was \$3600/yr but the total will be more than \$13,000 and will probably be about \$19,000 to cover the work needed to done. This will be worked out in the afternoon meeting of the Technical Committee and recommendations will be brought to the Board for the April meeting. Could vote for \$10K for Lidar but that would leave portal in the lurch.

✚ Christopher Kroot moved that \$6K currently allocated for metadata be unallocated. Michael Smith seconded. (These are the funds encumbered to UMM not USGS. Still \$4K for USGS metadata.) Motion passed 11 to 1 Vinton Valentine opposed

✚ Michael Smith made a motion to allocate \$10K to Lidar with stipulation it be matched by some larger number from the Feds. Seconded by Christopher Kroot. This is under assumption that we will continue working with USM, which leaves just \$19K for portal – Aimee. After some discussion Michael withdrew the motion. Can't come to good conclusion until after 1pm GeoPortal meeting.

**c. Policy & Marketing Committee – Vinton Valentine**  
No Report

**6. Guest Comments –**

None.

**7. Recommendations for next Agenda**

Lidar/Portal/USM issue. Christopher won't be here or can't be contacted.

**8. Adjourned – 11:45 am – Mike, Aimee.**

Gretchen Heldmann <gheldmann@hampdenmaine.gov>

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## [geolibrary] geoportal status May 17 2011

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Kroot, Christopher <Christopher.Kroot@maine.gov>

Wed, May 18, 2011 at 9:40 AM

To: geolibrary@lists.maine.gov

Cc: "Auger, Anji" <anji.auger@maine.gov>

Hello all

I apologize, the PDF I sent yesterday got corrupt in the process of transmission, here the file is again.

I have attached the status report for the Portal. I did not send it out sooner due to the fact that we have been working on it right up to this afternoon.

I am writing to provide corrections to the March 16<sup>th</sup> meeting minutes and provide a note regarding the status. I apologize for not communicating with you sooner. I did not return from my 5 week medical leave until last Thursday and it is a bit of a chore catching up on everything.

- 1) The portal upgrade will not be ready for production on May 15<sup>th</sup>. I stated that on May 15<sup>th</sup>, the outstanding bug fixes, configuration, and customization for the portal metadata product and the viewer will be complete by USM and ready for the Board to test. (not including the shapefile uploader)
- 2) Item 1 will complete one of the portal customization agreements with USM
- 3) The Board will need to conduct a thorough test of the application and provide feedback on bugs to USM before it goes into production. I recommend a 30 day testing timeframe. I have been working my way through the testing since last Thursday, and hope to have my first run through done tomorrow to determine if it appears that the work agreed to is complete. This is only a first run through and a much more thorough testing will be required by a larger group of people.
- 4) The shapefile uploader is a separate agreement and the upgrade for this will begin after May 15<sup>th</sup>. We have identified the changes required and do not see any roadblocks. A timeframe for this completion was not provided. I will be meeting with USM the end of this week, or next week to discuss this. I would like to get the boards perspective before I meet with USM on this issue.
- 5) It has been my recommendation that the shapefile uploader needs to be complete before moving to the upgraded portal (item 1).
- 6) The USM has delivered a portal that has enabled the gathering of metadata and uploading of shape files and this is in production, and although it has some significant issues,



it is meeting a need currently.

7) The updates in the shapefile uploader to enable shape files to be deleted were not included in the original specifications. Of course this function make sense, and is necessary, however no one identified it when the agreement was written and USM delivered what they agreed to.

8) I stated that USM would provide a status report on work done before the Board meeting.

9) USM had a report completed last Wednesday. I met with USM for 5 hours last Thursday reviewed work completed and discussed solutions to the remaining outstanding issues. We all agreed that all of the outstanding issues could be resolved by the end of business today 3/16/2011. Therefore I have not sent out the status report yet as significant amounts of work have been completed since last Wednesday. I will send out a status report on the Portal to all board members tomorrow. This will include all work completed.

We will need to decide when to provide the Board with a complete demo of the Portal. Perhaps the June or July meeting would be good, this hopefully would provide time for testing the work complete now, and completion of the shape file uploader?

Please send me your thoughts.

Have a nice day

Christopher Kroot

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