



Appointment Committee Meeting Agenda

Monday, February 29, 2016

4:00 P.M.

Conference Room 204

1. Acceptance of 9/16/2015 Minutes
2. Appointing a Committee Chair
3. Review of Board and Committee Applications
 - a. Nominations

The Committee may enter into Executive Session to discuss applications, pursuant to 1 M.R.S.A. §405(6)(A).

4. Council Committee/Board and Committee Overlay
5. Adjournment

Appointment Committee Meeting Minutes
Wednesday, September 16, 2015
6:00 P.M.
Conference Room 204

Present: Councilor Tizz Crowley, Councilor David Young, Sue Clements-Dallaire, City Clerk.

Councilor Lee was absent.

1. Acceptance of 6/24/2015 Minutes

Motion was made by Councilor Crowley and seconded by Councilor Young to accept the minutes of 6/24/2015. Passage 2-0.

2. Review of Board and Committee Applications

Motion was made by Councilor Crowley and seconded by Councilor Young to enter into executive session pursuant to 1 M.R.S.A. §405(6)(A), passage 2-0, time 6:22 P.M.

Motion was made by Councilor Crowley and seconded by Councilor Young to end the executive session. Passage 2-0, time 7:22 P.M.

Motion was made by Councilor Young and seconded by Councilor Crowley on the following nominations to the CDBG Loan Committee;

Greg Whitney, a reappointment with a term expiration of 10/01/2018

Celia McGukian, a reappointment with a term expiration of 10/01/2018

Whitney Blondeau, a new appointment with a term expiration of 10/01/2018

This still leaves us with one vacancy on the CDBG Loan Committee to fill (term expiration 10/1/2016).

Passage 2-0.

Motion was made by Councilor Crowley and seconded by Councilor Young on the following nomination to the Auburn Housing Authority Board;

Asmo Dol, a reappointment with a term expiration of 10/01/2020.

The Appointment Committee recommends that for the next Housing Authority Board opening, we actively recruit a resident in Ward 4 since there is currently no Ward 4 representation on this Board.

Passage 2-0.

Motion was made by Councilor Crowley and seconded by Councilor Young on the following nomination to the Community Forest Board:

Charles Lafean, a new appointment with a term expiration of 10/01/2018.

The Appointment Committee re-affirms its previous nomination of David Griswold which was a unanimous decision made at the June 24, 2015 Appointment Committee meeting.

Passage 2-0

Nominations for the Auburn Water District were not made by the Appointment Committee at this meeting. Councilor Young believed he may have had a potential conflict of interest, and Councilor Lee was not present. The full slate of applicants for the Auburn Water District Board of Trustees will be brought forward to the entire City Council to review the applications and make the appointment.

The Appointment Committee discussed the next round of openings and action.

By unanimous consensus, and in consultation with the City Clerk, the next round for the application process will begin again on October 1, 2015 to fill any vacant seats.. November 23, 2015 will be the deadline for applications to be submitted. The Appointment Committee will meet on Monday, November 30, 2015 to review applications and make their nominations. Nominations will go before Council at the December 7, 2015 Council meeting.

Councilor Crowley made the recommendation that we review all vacancies of the Boards and Committees (the Audit Committee, Finance Committee, Poland/Auburn Economic Development Committee, the Recreation and Special Events Committee, etc.) to ensure we have posted all currently open positions.

Motion was made by Councilor Young and seconded by Councilor Crowley would uphold the application deadline and reject any applications that are received after the posted deadline.

Passage 2-0.

Adjournment – Motion was made by Councilor Crowley and seconded by Councilor Young to adjourn. Both in favor, time 8:36 P.M.

Respectfully submitted,

Susan Clements-Dallaire, City Clerk

City of Auburn Boards, Committees, and Commissions

BOARD OR COMMITTEE	STAFF CONTACT	CHAIRPERSON
E 9-1-1	Phyllis Gamache	Paul LeClair
ABDC (Auburn Business Development Corporation)	John Holden	Peter Murphy
Airport	Rick Lanman	Edouard Plourde
Appointment Committee	Sue Clements-Dallaire	N/A
Androscoggin County Budget Committee	Andy Titus	Michael Marcotte
ATRC (Androscoggin Transportation Resource Center)	Jennifer Williams	Ed Barrett – Policy Dan Goyette - Technical
Auburn Housing Authority	Rick Whiting	Arthur Wing
Auburn Public Library	Mamie Ney	Sonia Buck
Auburn Sewerage District	Sid Hazelton	Robert Cavanagh
Auburn Water District	Sid Hazelton	KC Geiger
Audit & Procurement	Jill Eastman	Tina Penney
AVCOG (Androscoggin Valley Council of Governments)	Bob Thompson	James Collins
Bike Ped Committee	Gary Johnson	Craig Saddlemire
Board of Assessment Review	Karen Scammon	Walter Crites
Cable TV Advisory Board	Phil Larlee	Ed Desgrosseilliers
CDBG (Community Development Block Grant) Loan Committee	Reine Mynahan	Traverse Fournier
Citizens Advisory Committee	Reine Mynahan	Adam Lee
Conservation Commission	Denis D'Auteuil	N/A
Ethic Panel	Howard Kroll	N/A
Finance Committee	Jill Eastman	N/A
Forestry Board	Dan Goyette	
LAEGC (Lewiston Auburn Economic Growth Council)	John Holden	Mark Adams
Lake Auburn Watershed Protection	Sid Hazelton	Joe Grube
LA Public Health	Dot Meagher	Phil Nadeau
LATC (Lewiston Auburn Transit Committee)	Marsha Bennett	Phil Nadeau
LA Water Pollution Control Authority	Mac Richardson	Phil Nadeau
MMWAC Mid Maine Waste Action Corporation	Joe Kazar	Paul Landry
Planning Board	Doug Greene	Ken Bellefleur
Poland-Auburn Economic Development Committee	Howard Kroll	N/A
Railroad	John Holden	Dick Trafton
Recreation & Special Events Advisory Board	Sabrina Best	Dave Gonyea
Registration Appeals Board	Sue Clements-Dallaire	Mary LaFontaine
School Committee	Katy Grondin	Tom Kendall
Solid Waste Management	Denis D'Auteuil	Camille Parrish
Zoning Board of Appeals	Eric Cousens	Michael Dixon



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 12/30/15

Last name: Bevier First name: MARC Middle initial: R.

Residence address: 41 Hatch Rd Ward: 3

City: Auburn State: ME Zip code: 04210

Home phone: _____ Work phone: 207-786-3456 Cell phone: 207-212-5286

Email address: mbevier@generalinsulation.com

Current occupation: General Manager

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): BS Business Admin USM

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- 9-1-1 Committee
- Auburn Housing Authority
- Board of Assessment Review
- CDBG Loan Committee
- Conservation Commission
- Finance Committee
- Planning Board
- Recreation & Special Events
- Airport Board
- Audit & Procurement Committee
- Cable TV Advisory Board
- Community Forest Board
- Ethics Panel
- L/A Transit Committee
- Poland-Auburn Economic Development Committee
- Sewer District

___ Water District

___ Zoning Board of Appeals

Is this application for a new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I have an interest in promoting integrity within our town government plus I am interested in participating more with community affairs
What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See above

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

How did you learn of this vacancy? _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 12/30/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>12/30/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Susan Clements-Dallaire

From: Leonard Kimble [leonard@lkimble.net]
Sent: Friday, February 19, 2016 2:32 PM
To: Susan Clements-Dallaire
Subject: Auburn Ethics Committee Application - Leonard Kimble
Attachments: Leonard Kimble Resume - Kennebec.pdf; LKimble_AuburnEthicsCommittee_2016.pdf

Hello Ms. Clements-Dallaire,

Attached to this email please find my application for appointment to the City of Auburn Ethics Committee.

Thank you for your kind consideration,
Leonard Kimble

--

A Message From... Leonard Kimble, Jr.

leonard@lkimble.net

<http://about.me/lkimble>

Find me on:

[Facebook](#) | [LinkedIn](#) | [Twitter](#)



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 2/19/16

Last name: Kimble First name: Leonard Middle initial: _____

Residence address: 63 Olive Street Ward: 5

City: Auburn State: ME Zip code: 04210

Home phone: 783-2420 Work phone: 622-5801 x2173 Cell phone: 615-9729

Email address: Leonard@LKimble.net

Current occupation: IT Manager at Kennebec Savings Bank

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): (resume attached)

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input checked="" type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).

I feel I can listen to issues or arguments in an impartial manner.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).

In the hopefully infrequent instances where this board is called upon, I hope to bring a calm, pragmatic voice to any issues.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?

Not in the Auburn area. But I currently serve on a Small Business Resource Team in the Augusta area.

Dates served (if known)?

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

CDBG Loan Committee

Dates served (if known)? 2012-2013

How did you learn of this vacancy? City of Auburn's website

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Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Leonard Kimble

Date: 2/19/16

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/19/16
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Leonard Kimble

63 Olive Street

Auburn, Maine 04210

207-783-2420

leonard@lkimble.net

SUMMARY OF SKILLS: MCSE with eighteen years experience in technology consulting, project management, network and systems administration and end-user client support. Excellent customer service and communication skills.

AREAS OF EXPERTISE

Network Operating Systems: Windows 2003/2008 Server, SUSE Linux Enterprise Server
Desktop Operating Systems: Windows XP/7, Ubuntu 12.04, OpenSUSE Linux
E-mail: Microsoft Exchange 2003/2010, Zimbra Collaboration Suite
Server Applications: VMware, Active Directory, Symantec Endpoint Security, Kaspersky Enterprise Space, McAfee VirusScan Enterprise

EDUCATION and CERTIFICATIONS

Microsoft Certified Systems Engineer (MCSE) Windows Server 2003, Windows Server 2000
Massachusetts Institute of Technology Completed two years toward Bachelor's Degree

RELEVANT EXPERIENCE

Kennebec Savings Bank **Augusta, ME** **April 2013 – Present**
Information Technology Manager

- Responsible for the daily management of the IT Department and supporting the Bank's network and mainframe computer operations.
- Monitor and maintain the overall architecture of the Bank's technology infrastructure; troubleshooting problems and issues and recommending solutions.
- Creating, tracking and reporting on IT projects and tasks, as well as leading and participating in assigned projects.

Brann & Isaacson **Lewiston, ME** **December 2010 – April 2013**
IT Administrator

- Responsible for the stable operation, maintenance, installation, security, and growth of the firm's 45-user computer network, servers and related software
- Researched, tested, and evaluated solutions to hardware and software issues
- Maintained equipment and software inventory using Spiceworks help desk and IT management application
- Managed relationships with IT consulting firms and vendors
- Researched and implemented plans for backup and disaster recovery using Dell AppAssure, server virtualization using VMware, workstation replacement, and network infrastructure improvements
- Researched and implemented mobile device and laptop encryption policy
- Replaced antiquated wireless network with secure dual-network using cloud-controlled Meraki solution

Reliable Networks of Maine, LLC **Portland, ME** **January 2004 – November 2010**
Senior Network Engineer

- Provided technology consulting for small and medium-sized companies nationwide
- Performed proactive after-hours network and server maintenance
- Performed network infrastructure and server migrations
- Wrote client proposals including network surveys with software and system deployments
- Designed and built VMware virtual networks and servers
- Connected remote client offices via hardware VPN solutions and engineered remote access solutions

Leonard Kimble

63 Olive Street

Auburn, Maine 04210

207-783-2420

leonard@lkimble.net

Sappi Fine Paper

South Portland, ME August 2003 – January 2004

Service Desk Analyst (contract work via Manpower Professional Staffing)

- Provided 1st level phone support for all end-user requests and service calls
- Responsibilities included user account management (for Active Directory, SAP and other systems), remote administration and diagnosis of desktop systems, and technical direction for co-workers and end-users

Ship Right Solutions

Westbrook, ME

June 2003 – July 2003

IT Consultant (contract work via Bonney Staffing)

- Purchased and installed new Windows 2000 server, while upgrading Windows NT domain to Windows 2000 Active Directory
- Installed new Citrix Metaframe XP server into existing server farm
- Performed maintenance and hardware and software upgrades on all workstations and servers
- Recommended and implemented best security practices, network policies, and hardware and software

The Charlton Group

Natick, MA

April 2000 - January 2003

Network Specialist

- Managed several small clients, providing consultation, support, and training
- Project lead for deployment of desktops at the corporate office of a large defense contractor
- Performed in-place upgrades of Microsoft Exchange 5.5 to Exchange 2000 and Windows NT Server 4.0 to Windows 2000 Server with Active Directory
- Provided LAN administration, 2nd tier help desk support and technical supervision of staff and interns for a Fortune 100 company
- Administered Lotus Notes Domino 5.x server and provided Lotus Notes client support
- Provided help desk support, LAN administration, and end user training for a medium sized company in an outsourcing model
- Installed and configured Sonicwall firewalls for small to medium sized companies

Massachusetts Institute of Technology

Cambridge, MA

May 1997 - March 2000

Network Consultant/Systems Administrator

- Primary Systems Administrator for several departments consisting of 5 Windows NT servers and 300 users in heterogeneous environments across campus
- Internal Consulting Division's liaison to MIT Helpdesk and ADSM backup software services team
- Provided 2nd tier NT support to LAN administrators and 2nd tier support for corporate help desk
- Led MIT's Windows NT Local Area Experts group. Responsible for conducting and presenting at weekly meetings to discuss issues with MIT's NT infrastructure
- Interviewed potential employees, trained incoming staff on network operating systems and customer service practices

ORGANIZATIONS and AFFILIATIONS

Kennebec Leadership Institute – Class XXX (2016)

Kennebec Valley Chamber of Commerce

Androscoggin Chamber of Commerce

Theta Xi National Fraternity

KV Small Business Resource Team

Child Care Advisory Council – State of Maine

Business Networking International (BNI)

Young Professionals of Lewiston-Auburn Area

(YPLAA)



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 11/1/15

Last name: Sevigny First name: Robert Middle initial: A

Residence address: 86 Sixth Street Ward: Five

City: Auburn State: Maine Zip code: 04210

Home phone: 207-831-2194 Work phone: _____ Cell phone: 207-831-2194

Email address: rsevigny@roadrunner.com

Current occupation: Emergency Vehicle Mechanic

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): High School Grad & Veteran

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input checked="" type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I am a person of honor and integrity and I feel I have a lot to offer my community. I would like to serve as a full member.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To make Auburn above reproach.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Cable TV advisory board.

Dates served (if known)? 08/15 to present until it disbands.

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

Dates served (if known)?

How did you learn of this vacancy? Email from City

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Robert A Sevigny Date: 11/1/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 11-1-15
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

JAN 25 2016



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 1/25/2016

Last name: HAYES First name: ROBERT Middle initial: P

Residence address: 172 ALLAN AVE Ward: 2

City: AUBURN State: ME Zip code: 04210

Home phone: 201-782-1386 Work phone: _____ Cell phone: 201-232-3903

Email address: JLHAYES1868@YAHOO.COM

Current occupation: ARTIST, BUT DOING PART TIME & VOLUNTARY WORK

Previous occupation (if retired or no longer working): MANAGER JL HAYES & CO. (26 WAY)

Educational and/or experience (or attach your resume): RESUME ATTACHED

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input checked="" type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). LETTER ATTACHED

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). LETTER ATTACHED

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? PLANNING BOARD 1977-1989 COUNCIL 2003-2015

Dates served (if known)? u u

How did you learn of this vacancy? WEB SITE

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 1/25/2016

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>JAN 25 2016</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

January 25, 2016

Robert Hayes
172 Allen Ave.
Auburn, ME 04210

City of Auburn
60 Court St.
Auburn, ME 04210

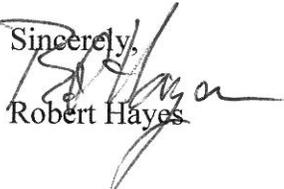
To all involved:

Having grown up in Auburn and having returned to Auburn after further education, military service and a period of residence and employment in the greater Portland area, I consider myself a proud and nearly life long resident of Auburn. Growing up, I certainly appreciated and enjoyed the amenities and opportunities available in Auburn. Raising a family in Auburn, I more fully realized the qualities of life that the community offers.

Over a number of years, Auburn provided me the opportunity to first serve as a member of the City's Planning Board and later as a City Councilor. Both positions allowed me to continue my interest in community/regional planning, which carried forward my previous academic study and employment experience. Having enjoyed those many years of community government activity, I would like to continue participation in such. My first choice would be to rejoin the Planning Board. However, I will certainly apply myself to other areas where there is need for additional public involvement.

Thank you for your consideration.

Sincerely,


Robert Hayes

ROBERT P. HAYES

172 Allen Ave.
Auburn, Maine 04210

(207) 782-1386
(207) 232-3903

OBJECTIVE:

Having sold land of and retired from a 4-generation retail business, I am seeking a part-time sales position with a progressive retail business requiring customer service, marketing skills and product knowledge.

SUMMARY OF QUALIFICATIONS:

- * Forty (40) years of experience managing sales and operations of a retail/wholesale business.
- * Ability to work as part of a team of managers and customer service personnel
- * Strengths in marketing and merchandising.
- * Customer service focus, emphasizing product knowledge and positive communications.
- * Self-motivated dedication and performance.

PROFESSIONAL EXPERIENCE:

- * J.L.HAYES/AGWAY, Lewiston/Auburn, Maine
> Proprieter/Manager 1975-2013
- * E.C.JORDAN COMPANY, Portland, Maine
> Community/Regional land-use planner 1969-1970 and 1973-1975
- * U.S. NAVY
> Active Duty Supply Officer aboard the USS Allen M. Sumner (DD-692) 1970-1973
> Reserve Duty Supply Officer attached to a number of defense support units 1973-1993

COMMUNITY INVOLVEMENT:

- * City of Auburn, Council 2003-Present *ND 15*
- * City of Auburn, Planning Board 1977-1989
- * City of Lewiston, Downtown Development & Management Corp. 1980-1987
- * Androscoggin County Chamber of Commerce

EDUCATION:

- * Public Administration Courses, University of Maine at Augusta 1975-1977
- * Business Administration (BS), University of Southern Maine, Portland 1975
- * Industrial Economics (BS), Union College, Schenectady, New York 1969
- * Navy Supply Officer Corps School, Athens, Georgia 1971

PERSONAL:

- * Married with adult daughter and son, and three grandchildren
- * Enjoy sailing, swimming, tennis, skiing and home projects

REFERENCES:

- * Available upon request



**CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION**

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Date: 11/17/15

Last name: Pelletier First name: Lawrence Middle initial: B

Residence address: 129 Second Street Ward: 5

City: Auburn State: Maine Zip code: 04210

Home phone: 207-241-7119 Work phone: _____ Cell phone: 319-3018

Email address: concernedcitizen129@gmail.com

Current occupation: Retired

Previous occupation (if retired or no longer working): Store Mgr / Maine Oxy

Educational and/or experience (or attach your resume): Graduate of E. L.

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input checked="" type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Asked if I was interested to apply for one of the vacancies. Always willing to help our City when & where I can.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Hoping to provide another outlook on the appeals review process.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? School Curriculum & Wellness, Citizens Advisory, Parks & Rec. Sub-Committee

Dates served (if known)? Presently serving

Have you previously served on a City or Community Board or Committee? If so, which one(s)? School Committee 2 1/2 terms

Dates served (if known)? Resigned early 2015

How did you learn of this vacancy? Eric Cousens

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Larry Pelletier Date: 11/7/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED: NOV 18 2015
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Susan Clements-Dallaire

From: Tizz Crowley [tizzcrowley@yahoo.com]
Sent: Wednesday, February 24, 2016 10:01 PM
To: Susan Clements-Dallaire
Subject: know the City needs members on this committee- so application for Board of Assessment Review
Attachments: CROWLEY APPLICATION Board of Assessment Review resume 2016.02.22.doc; CROWLEY APPLICATION Board of Assessment Review application 2016.02.22.docx

Sue I just found this version in my drafts folder. I hope you got the final one on Monday before the deadline. I decided not to do a cover letter but will speak to the appointment committee on Monday.

Thanks,
Tizz

Hi:

I have watched this committee struggle for membership and volunteers. I think the challenge is the job and responsibilities are not clear. Often it seems that a Real Estate broker would be the only acceptable candidate. I can't imagine an active broker would want to be put in the difficult decision of rendering an opinion contrary to a resident... who might be a future customer.

I'm happy to help out. I would be willing to do what is necessary to contribute to a successful process.

I would hope the Council understands I have strong interests in my other application fields, but I have the time and would be just as dedicated to this endeavor.

Thanks,
Tizz



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: February 22, 2016

Last name: Crowley First name: Tizz Middle initial(s): E.H.

Residence address: 35 University Street Ward: 1

City: Auburn State: Maine Zip code: 04210 Work phone: None Cell phone: None

Home phone: (207) 783-1468 please limit calls to between 10am-10pm

Email address: tizzcrowley@yahoo.com

Current occupation: Retired- from healthcare

Previous occupation (if retired): Medical Group Practice Administrator and Consultant

Educational and/or experience (or attach your resume): See resume attached I have **significant experience with State and Federal regulations. I also understand the City has a great need for members of this Board. My willingness to study, train and serve is a way I can balance my fun and more interesting committee interests with a place that needs members. I would give the same level of commitment to this group as I do others.**

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input checked="" type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewerage District |
| <input type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a XX new appointment or reappointment or desire to move from an alternate/associate to full member?

CROWLEY, TIZZ AUBURN BOARD OF ASSESSMENT REVIEW APPLICATION page 2

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).

I know the City of Auburn has a significant need to have a full panel of members on this committee. It has not been able to get sufficient volunteers and I'd like to help. I believe I have the skills and am willing to do all the needed training. I want to help. If there are sufficient candidates, please put me at the bottom of the list. I just want to be sure the City has a full membership so work can be completed.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). **I hope to help the committee become full strength so it may address the pending issues that have been delayed for months. I would also like to reduce the risk the City of Auburn has by not having a fully staffed Board of Assessment Review.**

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? _____
City of Auburn Conservation Commission; Woman's Literary Union of Androscoggin County Executive Committee_____

Dates served (if known)? **I was appointed in 2015 by both organizations**_____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? ___
Auburn City Council 2011-2015; Auburn Water District 2011-2015 Mayor's Representative; Auburn Sewerage District 2011-2015 Mayor's Representative ; Audit Committee 2011-2012; Recreation & Special Events 2013-2015 as Councilor Representative _Dates served? _Noted_

How did you learn of this vacancy? ___**City of Auburn e-alert and I continue to attend the Sewerage District Trustee Meetings**_____

If I was appointed to the Water District, I would hope I might resume my position as Treasurer, but have particular interest in being appointed the Trustee representative on the Lake Auburn Watershed Protection Commission. I would be a strong advocate for the residents of Auburn. This position will be available when the new Trustee is appointed.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: _____ **Tizz E. H. Crowley** _____ Date: _____ **February 22, 2016** _____

Please submit your application to:

Susan Clements-Dallaire, City Clerk 60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov 207-333-6601, extension 1126

	<u>FOR OFFICE USE ONLY</u>
DATE APPLICATION RECEIVED:	<u>2/24/16</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

TIZZ E.H. CROWLEY, CMPE
35 University Street Auburn, Maine 04210
(207) 783-1468

EMAIL: TizzCrowley@yahoo.com

Work Experience:

Held the highest non-physician executive position in a single specialty organization. Duties and responsibilities included:

- develop and monitor practice policy working as a voting member of the Board of Directors
- serve as liaison between the practice and physicians, staff members, businesses, and community
- initiate and maintain relationships with managed care organizations, referring physicians, and ancillary providers
- develop and direct all managed care activities for the practice including contract negotiations and claims administration
- broad responsibilities for all administrative functions including daily operations of multiple sites, finance, managed care contracting, development of fee schedules, physician compensation and recruitment, analysis of reimbursement rates, oversee coding activities, human resources, medical and business information systems, assessment of provider performance; facilities management including building maintenance and housekeeping, business services, patient accounting
- develop financial policies and oversees their implementation.
- monitor a variety of financial activities, including budgeting, analysis, accounting, billing, payer contracting, and collections
- obtain funds for capital development including construction, renovations, and equipment acquisitions
- responsible for the overall operation of the practice as well as activities that relate to the future growth of the practice (strategic planning and marketing).
- develop, implement, and coordinate policies relating to all aspects of personnel administration including recruitment, salary and benefits administration, labor law compliance and employee relations.
- interpretation of state and federal regulations that relate to health care industry or the practice.
- responsible for adhering to all regulatory, credentialing, and licensing requirements, monitoring compliance activities.

Worked in an integrated delivery system for a single specialty provider based practice.

Duties and responsibilities included:

- the profitability, productivity, and efficiency of the practice. In the last completed fiscal year, our practice contributed 14.99% above the budgeted contribution to margin. We were understaffed by at least one FTE provider for the entire year.
- participated in the team of managers for the 160+ provider multi-specialty practice
- represented the largest provider group in the Women=s Health Service Line
- designed and implemented three open house events for the community during the annual Women=s Health fairs. We provided education information, massage, facial services, and henna hand painting, as well as, a AMothers and Children of the World@ art display.
- developed, directed, implemented, and participated in National Midwives Week celebrations where there were daily activities promoting midwifery services and the midwife providers. These were the first ever held in the institution.

Enjoyed my work as a physician coder for a small, hospital-based physician practice. Duties and

responsibilities included:

- coding medical and surgical services for family practice, obstetrics/gynecology, hospitalists, pulmonary, oncology, internal medicine, and pediatrics
 - chart audits for coding and documentation compliance
 - special projects including "lost charges" searches, pricing and reimbursement concerns
Very successful in uncovering missing revenue generated by unbilled services
 - education and training for providers regarding billing, documentation and compliance
 - trained other staff in charge entry and basic coding for family practice and pediatrics
 - designing charge forms for capture of services
 - assisted billing staff with patient and insurance questions.
- I received a 'Citation for Excellence' for work with patient statements generation.

Current Employment: **Retired.**

Prior Employment:

Coder Physician Services- *responsible for all coding and charge entry of physician services including family practice (5 providers), obstetrics/gynecology (2-4 providers), internal medicine (1 provider) pediatrics (3 providers), pulmonary (2 providers), oncology (2 providers) and (1) hospitalist.*

2007-2009 Parkview Adventist Medical Center
Physician Practices
Brunswick, Maine

Practice Manager- *responsible for 29 staff - 4 physicians, 4 midwives, 1 nurse practitioner, clinical/clerical staff.*

2004-2007 Central Maine Obstetrics & Gynecology
Lewiston, Maine 04240

Administrator- Chief Executive Officer *responsible for all non-medical aspects of the practice.*

1985- 2005 Bangor Ear, Nose, and Throat Professional Association
Bangor, Maine
Continue to handle any remaining business of the practice since the closure.

Administrator- Chief Administrative Officer *responsible for all non-medical aspects of the practice.*

1983-1985 Maxwell, Roediger, & Knowland, MDPA
Portland, Maine

Administrator- Chief Executive Officer *responsible for all non-medical aspects.*

1977-1983 Kennebec Radiology Professional Association
Augusta, Maine

Principal- Management Consultant *to a variety of medical specialties including radiology, internal medicine, rheumatology, urology, emergency medicine, orthopaedics, and physical therapy.*

1980 – 2005 Hampden, Maine

Medical Industry Marketing Representative- *vertical industry representative for healthcare including small hospitals and physician offices*

1973- 1977 International Business Machines
Portland, Maine

Degree Earned: Baccalaureate University of Maine at Portland-Gorham

Political Science major

Medical Group Management Association Activities: Life Member
 1978-1983, 1991-1994 **New Hampshire MGMA:** Member
 1979-1991 **Maine Medical Practice Management Association:** Charter Member, President (2 terms)
 1979-present **American College of Medical Practice Executives:** Certification 1980 Life Member
 1988-2004 **Otolaryngology Administration Assembly:** President (two terms)
 1989-1992 **Eastern Section MGMA:** Officer/ Committee Work
 1989-1992 **MGMA Membership and Credentials Committee:** Chair 1991-1992
 1991-2004 **Otolaryngology Administration Assembly of New England:** Education Chair (1991-1996)
 2004-2009 **Obstetrics & Gynecology Assembly:** member

Other Health Related Organizations:

1978-1983 **Radiology Business Managers Association:**
 1985-2005 **Association of Otolaryngology Administrators:** National Conference Committees; Speaker
 1991-1995 **Professional Association of Health Care Office Managers:** Member
 1993-1994 American Academy of Otolaryngology- Head & Neck Surgery, Inc. **Practice Expense Study Group**

Civic & Other Public Services:

1973-1976 Board of Directors: **University of Southern Maine Alumni Association**
 1985-1991 Board of Directors: **Breast Diagnostic Center**
 1985-present **St. Joseph Hospital Auxiliary: Life Member-** served on the Board of Directors
 1986-1989 Board of Directors: **Opera League of Maine**
 1986-present **Kennebec Girl Scouts Council:** Life Member / Task Force Chair
 1991-2001 **Greater Bangor Chamber of Commerce:** Member /Committee Work
 1992-1993 **Hampden Academy Project Graduation**
 1987-1989 **Hampden Congregational Junior High Youth Group**
 1988-1992 **Bangor Chapter Order of DeMolay Parents Club**
 1994-present **Eastern Maine Medical Center Auxiliary:** Life Member
 1995-1996 **American Field Service** Host Family /Former Returnee
 2006, 2007 **Bennett Breast Care Center** Fashion Show- model
 2007 Public Service Announcements for **Buddy to Buddy** Campaign
 2011-2015 Auburn City Councilor Ward 1
 2011-2015 Auburn Sewerage District Board of Trustees
 2011-2015 Auburn Water District Board of Trustees – Treasurer 2015
 2015- present Auburn Conservation Commission- current Secretary-Treasurer
 2012- present Woman’s Literary Union- By-Laws Committee Chair, Membership Committee Chair, and Special Events Committee, member of the Executive Committee

Personal Interests: Theater, music, live performances, and all that Maine has to offer.

References Available Upon Request

Susan Clements-Dallaire

From: Leonard Kimble [leonard@lkimble.net]
Sent: Friday, February 19, 2016 2:32 PM
To: Susan Clements-Dallaire
Subject: Auburn Planning Board Application - Leonard Kimble
Attachments: Leonard Kimble Resume - Kennebec.pdf; LKimble_AuburnPlanningBoardApp_2016.pdf

Hello Ms. Clements-Dallaire,

Attached to this email please find my application for appointment to the City of Auburn Planning Board.

Thank you for your kind consideration,
Leonard Kimble

--

A Message From... Leonard Kimble, Jr.

leonard@lkimble.net

<http://about.me/lkimble>

Find me on:

[Facebook](#) | [LinkedIn](#) | [Twitter](#)



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 2/19/16
Last name: Kimble First name: Leonard Middle initial: _____
Residence address: 63 Olive Street Ward: 5
City: Auburn State: ME Zip code: 04210
Home phone: 783-2420 Work phone: 622-5801 x2173 Cell phone: 615-9729
Email address: Leonard@LKimble.net
Current occupation: IT Manager at Kennebec Savings Bank
Previous occupation (if retired or no longer working): _____
Educational and/or experience (or attach your resume): (resume attached)

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).

I'm eager to find a productive and official manner in which to give back to the community.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).

I hope to become more knowledgeable of the long-term goals for the City and the comprehensive plan for improving Auburn.

I feel this also will be a great opportunity to gain a better understanding of city issues.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?

Not in the Auburn area. But I currently serve on a Small Business Resource Team in the Augusta area.

Dates served (if known)?

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

CDBG Loan Committee

Dates served (if known)? 2012-2013

How did you learn of this vacancy? City of Auburn's website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Leonard Kimble Date: 2/19/16

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/19/16
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Leonard Kimble

63 Olive Street

Auburn, Maine 04210

207-783-2420

leonard@lkimble.net

SUMMARY OF SKILLS: MCSE with eighteen years experience in technology consulting, project management, network and systems administration and end-user client support. Excellent customer service and communication skills.

AREAS OF EXPERTISE

Network Operating Systems: Windows 2003/2008 Server, SUSE Linux Enterprise Server
Desktop Operating Systems: Windows XP/7, Ubuntu 12.04, OpenSUSE Linux
E-mail: Microsoft Exchange 2003/2010, Zimbra Collaboration Suite
Server Applications: VMware, Active Directory, Symantec Endpoint Security, Kaspersky Enterprise Space, McAfee VirusScan Enterprise

EDUCATION and CERTIFICATIONS

Microsoft Certified Systems Engineer (MCSE) Windows Server 2003, Windows Server 2000
Massachusetts Institute of Technology Completed two years toward Bachelor's Degree

RELEVANT EXPERIENCE

Kennebec Savings Bank **Augusta, ME** **April 2013 – Present**
Information Technology Manager

- Responsible for the daily management of the IT Department and supporting the Bank's network and mainframe computer operations.
- Monitor and maintain the overall architecture of the Bank's technology infrastructure; troubleshooting problems and issues and recommending solutions.
- Creating, tracking and reporting on IT projects and tasks, as well as leading and participating in assigned projects.

Brann & Isaacson **Lewiston, ME** **December 2010 – April 2013**
IT Administrator

- Responsible for the stable operation, maintenance, installation, security, and growth of the firm's 45-user computer network, servers and related software
- Researched, tested, and evaluated solutions to hardware and software issues
- Maintained equipment and software inventory using Spiceworks help desk and IT management application
- Managed relationships with IT consulting firms and vendors
- Researched and implemented plans for backup and disaster recovery using Dell AppAssure, server virtualization using VMware, workstation replacement, and network infrastructure improvements
- Researched and implemented mobile device and laptop encryption policy
- Replaced antiquated wireless network with secure dual-network using cloud-controlled Meraki solution

Reliable Networks of Maine, LLC **Portland, ME** **January 2004 – November 2010**
Senior Network Engineer

- Provided technology consulting for small and medium-sized companies nationwide
- Performed proactive after-hours network and server maintenance
- Performed network infrastructure and server migrations
- Wrote client proposals including network surveys with software and system deployments
- Designed and built VMware virtual networks and servers
- Connected remote client offices via hardware VPN solutions and engineered remote access solutions

Leonard Kimble

63 Olive Street

Auburn, Maine 04210

207-783-2420

leonard@lkimble.net

Sappi Fine Paper

South Portland, ME August 2003 – January 2004

Service Desk Analyst (contract work via Manpower Professional Staffing)

- Provided 1st level phone support for all end-user requests and service calls
- Responsibilities included user account management (for Active Directory, SAP and other systems), remote administration and diagnosis of desktop systems, and technical direction for co-workers and end-users

Ship Right Solutions

Westbrook, ME

June 2003 – July 2003

IT Consultant (contract work via Bonney Staffing)

- Purchased and installed new Windows 2000 server, while upgrading Windows NT domain to Windows 2000 Active Directory
- Installed new Citrix Metaframe XP server into existing server farm
- Performed maintenance and hardware and software upgrades on all workstations and servers
- Recommended and implemented best security practices, network policies, and hardware and software

The Charlton Group

Natick, MA

April 2000 - January 2003

Network Specialist

- Managed several small clients, providing consultation, support, and training
- Project lead for deployment of desktops at the corporate office of a large defense contractor
- Performed in-place upgrades of Microsoft Exchange 5.5 to Exchange 2000 and Windows NT Server 4.0 to Windows 2000 Server with Active Directory
- Provided LAN administration, 2nd tier help desk support and technical supervision of staff and interns for a Fortune 100 company
- Administered Lotus Notes Domino 5.x server and provided Lotus Notes client support
- Provided help desk support, LAN administration, and end user training for a medium sized company in an outsourcing model
- Installed and configured Sonicwall firewalls for small to medium sized companies

Massachusetts Institute of Technology

Cambridge, MA

May 1997 - March 2000

Network Consultant/Systems Administrator

- Primary Systems Administrator for several departments consisting of 5 Windows NT servers and 300 users in heterogeneous environments across campus
- Internal Consulting Division's liaison to MIT Helpdesk and ADSM backup software services team
- Provided 2nd tier NT support to LAN administrators and 2nd tier support for corporate help desk
- Led MIT's Windows NT Local Area Experts group. Responsible for conducting and presenting at weekly meetings to discuss issues with MIT's NT infrastructure
- Interviewed potential employees, trained incoming staff on network operating systems and customer service practices

ORGANIZATIONS and AFFILIATIONS

Kennebec Leadership Institute – Class XXX (2016)

Kennebec Valley Chamber of Commerce

Androscoggin Chamber of Commerce

Theta Xi National Fraternity

KV Small Business Resource Team

Child Care Advisory Council – State of Maine

Business Networking International (BNI)

Young Professionals of Lewiston-Auburn Area

(YPLAA)



JAN 25 2016

CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 1/25/2016

Last name: HAYES First name: ROBERT Middle initial: P

Residence address: 172 ALLEN AVE Ward: 2

City: AUBURN State: ME Zip code: 04210

Home phone: 207-782-1386 Work phone: _____ Cell phone: 201-232-3903

Email address: JLHAYES1868@YAHOO.COM

Current occupation: RETIRED, BUT DOES PART TIME & VOLUNTARY WORK

Previous occupation (if retired or no longer working): MANAGER JL HAYES & CO. (ASWAY)

Educational and/or experience (or attach your resume): RESUME ATTACHED

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). LRTM ATTACHED

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). LRTM ATTACHED

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? PLANNING BOARD 1977-1989 COUNCIL 2003-2015

Dates served (if known)? 4 _____ 7

How did you learn of this vacancy? WERB SITE

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 1/25/16

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

	FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED: <u>JAN 25 2016</u>	
APPOINTMENT DATE: _____	
TERM EXPIRATION DATE: _____	
OATH DATE: _____	

January 25, 2016

Robert Hayes
172 Allen Ave.
Auburn, ME 04210

City of Auburn
60 Court St.
Auburn, ME 04210

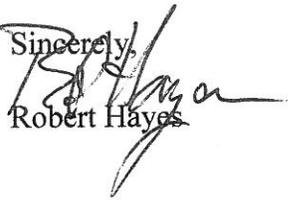
To all involved:

Having grown up in Auburn and having returned to Auburn after further education, military service and a period of residence and employment in the greater Portland area, I consider myself a proud and nearly life long resident of Auburn. Growing up, I certainly appreciated and enjoyed the amenities and opportunities available in Auburn. Raising a family in Auburn, I more fully realized the qualities of life that the community offers.

Over a number of years, Auburn provided me the opportunity to first serve as a member of the City's Planning Board and later as a City Councilor. Both positions allowed me to continue my interest in community/regional planning, which carried forward my previous academic study and employment experience. Having enjoyed those many years of community government activity, I would like to continue participation in such. My first choice would be to rejoin the Planning Board. However, I will certainly apply myself to other areas where there is need for additional public involvement.

Thank you for your consideration.

Sincerely,


Robert Hayes

ROBERT P. HAYES

172 Allen Ave.
Auburn, Maine 04210

(207) 782-1386
(207) 232-3903

OBJECTIVE:

Having sold land of and retired from a 4-generation retail business, I am seeking a part-time sales position with a progressive retail business requiring customer service, marketing skills and product knowledge.

SUMMARY OF QUALIFICATIONS:

- * Forty (40) years of experience managing sales and operations of a retail/wholesale business.
- * Ability to work as part of a team of managers and customer service personnel
- * Strengths in marketing and merchandising.
- * Customer service focus, emphasizing product knowledge and positive communications.
- * Self-motivated dedication and performance.

PROFESSIONAL EXPERIENCE:

- * J.L.HAYES/AGWAY, Lewiston/Auburn, Maine
 - > Proprietor/Manager 1975-2013
- * E.C.JORDAN COMPANY, Portland, Maine
 - > Community/Regional land-use planner 1969-1970 and 1973-1975
- * U.S. NAVY
 - > Active Duty Supply Officer aboard the USS Allen M. Sumner (DD-692) 1970-1973
 - > Reserve Duty Supply Officer attached to a number of defense support units 1973-1993

COMMUNITY INVOLVEMENT:

- * City of Auburn, Council 2003-Present *ND 15*
- * City of Auburn, Planning Board 1977-1989
- * City of Lewiston, Downtown Development & Management Corp. 1980-1987
- * Androscoggin County Chamber of Commerce

EDUCATION:

- * Public Administration Courses, University of Maine at Augusta 1975-1977
- * Business Administration (BS), University of Southern Maine, Portland 1975
- * Industrial Economics (BS), Union College, Schenectady, New York 1969
- * Navy Supply Officer Corps School, Athens, Georgia 1971

PERSONAL:

- * Married with adult daughter and son, and three grandchildren
- * Enjoy sailing, swimming, tennis, skiing and home projects

REFERENCES:

- * Available upon request



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: Nov. 19, 2015

Last name: BOWYER First name: ROBERT Middle initial: A.

Residence address: 15 COUNTRY CLUB DRIVE Ward: 4

City: AUBURN State: ME. Zip code: 04210

Home phone: 786-7418 Work phone: — Cell phone: —

Email address: bowyer9771@roadrunner.com

Current occupation: retired

Previous occupation (if retired or no longer working): CITY PLANNER

Educational and/or experience (or attach your resume): ATTACHED

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Conservation Commission

Ethics Panel

Finance Committee

L/A Transit Committee

Planning Board

Poland-Auburn Economic Development Committee

Recreation & Special Events

Sewer District

Water District

Zoning Board of Appeals

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). ATTACHED

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). ATTACHED

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? PLANNING BOARD

Dates served (if known)? APRIL 2010 - PRESENT

Have you previously served on a City or Community Board or Committee? If so, which one(s)? COMPREHENSIVE PLAN COMMITTEE

Dates served (if known)? 2007-2010

How did you learn of this vacancy? NOTIFIED BY CITY CLERK

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Robert A. Bowyer Date: Nov. 19, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 11-20-15
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

City of Auburn Application Form

Please describe why you want to serve on this committee:

Recently the Planning Board has begun to be more than a Board that acts on applications for special permits etc. The Board has been having workshop meetings, at which no applications are heard, and is working on proposed amendments to the Zoning Ordinance that are recommended in the 2010 Comprehensive Plan and on other planning projects. I strongly endorse working on planning projects.

I have years of professional experience drafting municipal land use regulations that is valuable in reviewing proposed amendments drafted by the staff. I have also drafted parts of the proposed amendments. As the then Chair I advocated for and drafted parts of the new Policies and Procedures Manual adopted by the Board.

If a City has a retired professional city planner with 40 years of experience, that resource should be used. I am glad to contribute and supplement the work of the City's excellent professional staff. That allows me to continue to be involved somewhat in my life's work.

What Do You Hope to Accomplish

I intend to continue to advocate for planning projects beyond the Board's required actions on applications for special permits etc.

One focus should be revitalization of the downtown area and the New Auburn business district.

I believe that an economic asset we have that should be exploited in encouraging new tax paying development is the availability of reasonably priced housing. Portland and the Boston area have over heated housing markets toward which Auburn and Lewiston offer an alternative. I would encourage construction of a greater diversity of housing oriented to different age groups and income levels.

There are provisions in the Zoning Ordinance that need to be reviewed, revised and updated. No one seems to have a good explanation as to why they were included and what they accomplish other than they have been in the Ordinance for decades. This is comparable to a family's attic or cellar. Some periodic housecleaning is in order.

15 Country Club Drive, Auburn, Maine 04210
207-786-7418 email: bowyer9771@roadrunner.com

EDUCATION:

Harvard College, B.A. (Government), 1956

Harvard University, Graduate School of Design, Master in City Planning, 1964

PROFESSIONAL EXPERIENCE:

Planning Director, Town of Lexington, MA. population 30,000 1980 - 2000

supervising staff of up to 5 people in all phases of town planning; specialized in land use regulations, housing, transportation, central business district, public facilities, capital improvements programming, demographic analysis, comprehensive planning

Massachusetts Bay Transportation Authority (regional transit agency) 1977- 1980

concentrating in transportation planning, capital improvements programs and federal grant relations

Town of Burlington, MA., population 22,000 1976 - 1977 Executive Secretary to the Board of Selectmen chief administrative officer for the Board of Selectmen

City of Cambridge, population 105,000 1968-1976, Director of Planning & Development supervising staff of as many as 42 people in all phases of city planning and the administration of certain grant programs; specialized in comprehensive planning, central business district planning, capital improvements programs, school building planning, housing planning, zoning, transportation planning, construction of public facilities

The Planning Services Groups, Cambridge, MA., 1964 - 1967 Project Planner

responsible for preparation of comprehensive plan and complete revision of Zoning By-Law for Wellesley, MA.; preparation of comprehensive revision of Zoning Ordinance for Derry, NH; preparation of capital improvements program for Salem, MA.; preparation of parts of the comprehensive plan for South Hadley, MA. and Derry, NH

City of Cambridge, MA., 1960 - 1964 Associate Planner, Planning Board

responsible for review of applications to the Board of Zoning Appeals, drafting amendments to the Zoning Ordinance, preparation of transportation studies

PROFESSIONAL AFFILIATIONS:

American Institute of Certified Planners, AICP, the national professional organization, affiliated with the American Planning Association, for which there are educational and experience requirements; member since 1986; awarded certificates in 1992 - 1995 for participation in AICP's newly initiated Continuing Professional Development Program; taught some workshops in the CPDP

American Institute of Planners, AIP, the predecessor organization to APA and AICP; Full Member, 1969 - 1978; member Board of Directors of New England Chapter, AIP, 1970 - 1974

American Planning Association, Charter Member, 1978 to present

Member, Planning & Law Division, 1981 to present
Member, Transportation Planning Division, 1981 to present
Massachusetts Association of Planning Directors, MAPD, 1968 - 1976, 1980 - 2000; Chairman,
1972

AWARDS:

Massachusetts Chapter, American Planning Association, 2000 Distinguished Leadership/Service Award for a Professional Planner. The Chapter's citation read:

In the course of his over forty years as a practicing planner, Robert Bowyer, AICP, has led by example. He has excelled at translating objectives into regulations and ordinances that really work. His legacy includes contributions in the fields of affordable housing, municipal exactions and alternative transportation. While working for Lexington, Mr. Bowyer authored the innovative Inclusionary Housing Policy and a flexible cluster ordinance that promotes alternative housing types. Under this ordinance proposals are evaluated along impact criteria, not simply by the number of units. Many of the provisions of the Lexington Zoning Bylaw have served as models for other communities. Mr. Bowyer has made planning more effective and his efforts have helped to raise the profile of local planners. The Massachusetts Chapter looks forward to Mr. Bowyer continuing to teach and lead the membership.

Massachusetts Chapter, American Planning Association, 1995 "Outstanding Planning Award for Comprehensive Planning" to Town of Lexington, Planning Department

PUBLICATIONS:

Books, Reports:

American Planning Association, *Planning Advisory Service Report No. 442, "Capital Improvements Programs: Linking Budgeting and Planning"*, 1993

Citizens Planner Training Collaborative, *The Comprehensive (Master) Plan - A primer on the Comprehensive Plan* written for members of planning boards throughout Massachusetts, 1996

Articles:

"Regional Commercial Growth Management" in the *Proceedings of the 1986 National Conference on Suburban Expressways and Beltways*. This paper dealt with the relationship between local development policies and zoning and transportation demand management as a means of countering the trends toward "suburban gridlock".

"Housing Appeals Committee Upholds Permanent Affordability Condition", *New England Planning*, October, 1992 This article reported on the landmark decision of the State of Massachusetts Housing Appeals Committee that upheld the Town of Lexington decision to require the affordability of housing units in perpetuity in comprehensive permits that overrode the Town's Zoning By-Law.

"Diversification of Housing Supply to Accommodate Smaller Households: Can Single and Multiple Households Coexist in Suburban Settings?" in *Zoning and Planning Law Report*, Vol. 23, No. 10, November 2000; co-authored with Erica L. Powers, Esq. The article reported on the growing disparity between the available housing stock (largely

single-family houses) in suburbs and the need for housing accommodations for smaller households and the creative approaches Lexington used to build housing units for people who are more diverse with respect to income, age and household size.

UNIVERSITY TEACHING EXPERIENCE:

Guest lecturer:

Massachusetts Institute of Technology, Department of Urban Studies and Planning, 1994 - 1998;
University of Rhode Island, Graduate Program in Community Planning, 1993, selected to deliver a lecture at the 30th anniversary of the Program;

University of Massachusetts, Department of Landscape Architecture and Regional Planning, 1992;

Harvard University, Graduate School of Design, 1972

Design or Planning Studio Projects:

Harvard University, Graduate School of Design, 1972, 1973

PROFESSIONAL CONFERENCES OR WORKSHOPS:

National Conferences, American Planning Association

Washington, D.C., 1992, invited to deliver paper and conduct AICP Training Session on Capital Improvements Programs

Orlando, Fla. 1995, participated in workshop conducted for APA's 49 chapters on training programs for citizen Planning Board members. Reported on the experience of the Massachusetts Citizen Planner Training Collaborative.

New York, NY, 2000, moderator for a workshop on housing "mansionization"

Conferences, Training Programs in Massachusetts

Delivered papers, conducted workshops or participated in numerous panels for: the New England and Massachusetts Chapters of APA; Massachusetts Association of Planning Directors; Massachusetts Municipal Association; Citizens Housing and Planning Association; Massachusetts Executive Office of Communities and Development, EOCD; Metropolitan Area Planning Council; MAPC; Mass. Federation of Planning & Appeals Boards.

Conducted training sessions for the APA Professional Development Program

Citizen Planner Training Collaborative, designated representative of Massachusetts Association of Planning Directors to a collaborative of six planning organizations to provide training for elected and appointed members of planning and appeals boards. Served on the first Board of Directors that launched the program now considered a model training program nationally. Drafted the training module on comprehensive planning.

Mass. Bar Association, Continuing Legal Education Program, 1997-1999, Instructor in subdivision and zoning

COMMITTEES:

Massachusetts Executive Office of Communities and Development, EOCD, Community Review Board, created by Mass. General Laws, Chapter 40A, Section 23B, Low- and Moderate-Income Housing (also known as the Anti-Snob Zoning Law that authorizes the issuance

of a comprehensive permit overriding municipal zoning to allow for the construction of affordable housing) and 760 Code of Massachusetts Regulations dealing with comprehensive permits. Served a two year term on state wide board that reviewed Housing Development Action Plans prepared by cities and towns for relief from certain parts of Section 23B, Low- and Moderate-Income Housing, and applications for comprehensive permits.

Massachusetts Executive Office of Communities and Development, EOCD, Working Group on Chapter 40A, Section 23B, Low- and Moderate-Income Housing participated in the drafting of 760 Code of Massachusetts Regulations 45.00 and 46.00 dealing with comprehensive permits.

PLANNING AND ZONING LITIGATION

Expert Witness

Qualified as an expert witness on planning and zoning and testified in eight trials in the Land Court, Middlesex Superior Court and Norfolk Superior Court. 1975, 1990-1996

Assistance in Preparation for Trials

Assisted Lexington Town Counsel in four trials. Provided some, or all, of the following assistance (varied by case): developed arguments, reviewed and critiqued drafts of the Town's briefs and those of plaintiffs, prepared and assembled exhibits and evidence, made affidavits, attended trials to hear testimony (although I did not testify).

OTHER PROFESSIONAL EXPERIENCE

Selected to participate in the professional exchange program between the American Planning Association and the Royal Town Planning Institute, U.K. 1997 Spent two weeks in Oldham and Bolton, Lancashire observing British town planning practices and operations. Hosted my British counterpart for two weeks in Lexington, MA.

OTHER:

Elected six times to serve as a Town Meeting Member in Lexington, MA 1969-1980, 2001;

Chairman, Town Meeting Members Association, 1975

Member, Design Advisory Committee to the Planning Board in Lexington, MA. 1972-1976



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 11/23/2015

Last name: Westbye First name: Andrea Middle initial: D

Residence address: 102 Second Street Ward: 5

City: Auburn State: ME Zip code: 04210

Home phone: s/a cell Work phone: 207-396-6415 Cell phone: 207-514-4307

Email address: awestbye@ucu.maine.edu

Current occupation: Real Estate Loan Processor with University Credit Union

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): See attached resume

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Just over a year ago, I received my master's degree in community planning and development from USM's Muskie School of Public Service. I have a passion for planning and want to serve my community. Serving on the Planning Board will allow to contribute to my community and expand my planning knowledge and experience.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Auburn has great potential, especially my neighborhood of New Auburn, and I want to help achieve the goals set forth in both the comprehensive plan and the New Auburn Village Study.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? ___
No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? ___
Alternate member of Board of Assessment Review

Dates served (if known)? Approx 2009-2011? Unsure of exact dates

How did you learn of this vacancy? City website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Andreal Westry Date: 11-23-15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>11-23-15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Andrea Westbye

102 Second Street, Auburn ME 04210 | 207-514-4307 | awestbye@gmail.com

Experience

REAL ESTATE LOAN PROCESSOR | UNIVERSITY CREDIT UNION | SCARBOROUGH ME | 01/2009 - PRESENT

- Responsible for preliminary single-family and multi-unit residential mortgage file preliminary underwriting and appraisal review, loan closing document preparation, monthly mortgage reports for senior management
- Lead processor for USDA-Rural Development and MaineHousing mortgages
- Maintain compliance with all state and federal mortgage lending and mortgage insurance guidelines

REAL ESTATE TITLE EXAMINER/PROCESSOR | ATLANTIC TITLE COMPANY, N/K/A ATLANTIC COAST TITLE COMPANY | SOUTH PORTLAND ME | 08/2002 - 11/2008

- Analyzed matters of record, including liens, easements and plans to verify condition of title
- Processed both residential and commercial real estate files for title updates and loan closings
- Streamlined department procedures and implemented cost-control measures
- Managed commercial department bookkeeping and prepared income reports for management

SOFTWARE TEST ENGINEER | ACCESSLINE, N/K/A INTERMEDIA | BELLEVUE WA | 04/2001 - 08/2001

- Black-box/web/client-server testing for telecommunications software in unified messaging and call control
- Maintained technical integrity of products; verified compliance with product requirements

LEAD SOFTWARE TEST ENGINEER | ELF TECHNOLOGIES, INC., N/K/A SERENGETI LAW | ISSAQUAH WA | 06/1999 - 02/2001

- Black-box/web/client-server testing for legal case management and billing software
- Supervised and trained team of testers on company products and department processes
- Created test plans for project managers and wrote test cases for each product
- Assisted technical writers in preparing accurate and detailed product release notes for client use

Education

MASTER'S DEGREE, COMMUNITY PLANNING AND DEVELOPMENT | 2014 | MUSKIE SCHOOL OF PUBLIC SERVICE, UNIVERSITY OF SOUTHERN MAINE

- Concentration in Community and Economic Development

BACHELOR OF ARTS, POLITICAL SCIENCE | 1994 | CENTRAL WASHINGTON UNIVERSITY

- Internship with Washington State Legislature



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 2/4/16
Last name: Rioux First name: Bruce Middle initial: B
Residence address: 85 Mary Carroll St. Ward: 5
City: Auburn State: ME Zip code: 04210
Home phone: 713-4400 Work phone: 689-2915 Cell phone: 713-4400
Email address: brrioux@sunjournal.com
Current occupation: ADVERTISING SALES
Previous occupation (if retired or no longer working): _____
Educational and/or experience (or attach your resume): 24RS UNIV OF ME. CIVIL ENGINEERING

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input checked="" type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). CONCERNED ABOUT VERY WARM WINTER AND IMPACT IT WILL HAVE ON LAKE AUBURN OXYGEN LEVELS THIS SUMMER. COULD EFFECT ALGAE BLOOMS AND CREATE DEVASTATING WATER EVENT IN EYES OF DEP/EPA

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). CONTINUED PROTECTION OF LAKE AUBURN TO PREVENT HAVING TO BUILD \$40 MILLION FILTRATION PLANT WITH A \$5 MILLION ANNUAL OPERATING BUDGET. LOW WATER RATES IS GOOD FOR BUSINESS AND RESIDENTS

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? ON AUBURN BUSINESS DEV. CORP. BOARD.

Dates served (if known)? OVER 20 YEARS

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Auburn City Council 1990-91; Auburn Water Dist 1991 to 2013; LAUWPCA

Dates served (if known)? SEE ABOVE

How did you learn of this vacancy? CITY POSTING + WATER DISTRICT

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Bruce Davis Date: 2/4/16

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: FEB 04 2016
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Auburn Water District Role and Function of Trustees

By Superintendent, John Storer

The Auburn Water District was created by an act of the State Legislature in 1923. The District is a quasi-municipal water utility providing public drinking water and fire protection services to the citizens of the City of Auburn, Maine. The District treats and delivers approximately 1 billion gallons of water annually, or slightly more than 2.7 million gallons per day to 6,500 metered connections.

The fiscal and operational decisions of the District are made by a seven-member Board of Trustees. The City Council appoints 6 of the Trustees on staggered 4-year terms. The Mayor is allocated the 7th position, but historically the Mayor has appointed a designated representative (usually a current City Councilor) to provide a direct liaison back to the City Council. The Water District employs a full-time Superintendent to implement and oversee the day-to-day business operations of the District.

The projected 2014 Water District Budget is about \$3.37 million. Trustee meetings are open to the public and are tentatively scheduled to take place at 4:00 PM every third Wednesday of the month at the District office building at 268 Court Street.

Specific responsibilities of the Trustees include approving the annual budget, establishing customer rates, and implementing general employment policies.

Serving as the Superintendent, it is helpful to have Board members with diverse and varying backgrounds. I believe it is beneficial to have a few long-standing members, such that there is continuity and institutional knowledge in regards to some long-standing issues.

Although there is nothing specifically listed in the original District Charter, historical practice has tried to accommodate a representative from each of the 5 City Wards.

In my opinion, any citizen of Auburn could serve effectively as a Trustee. The person would just need to devote sufficient time and attention to reviewing monthly reports and data. Related skills as a private business owner, engineer, chemist, fire service, accounting, legal, financial, etc. might provide some valued skills to diversify the Trustee make-up.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 1-28-16

Last name: Fortier First name: Raymond Middle initial: P

Residence address: 26 Trask Ave. Ward: 3

City: Auburn State: Maine Zip code: 04210

Home phone: 7836144 Work phone: _____ Cell phone: 212-8070

Email address: _____

Current occupation: Retired

Previous occupation (if retired or no longer working): Auburn Water & Sewer Dist

Educational and/or experience (or attach your resume): class 2 Treatment 3 Distribution

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- 9-1-1 Committee
- Auburn Housing Authority
- Board of Assessment Review
- CDBG Loan Committee
- Ethics Panel
- Planning Board
- Sewer District
- Zoning Board of Appeals
- Airport Board
- Audit & Procurement Committee
- Cable TV Advisory Board
- Community Forest Board
- L/A Transit Committee
- Recreation and Special Events Advisory Board
- Water District

Is this application for a ___ new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To Help with unvisited History

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To help sisters work better

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Auburn Sewer Dist

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

How did you learn of this vacancy? _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Raymond R. Fortin Date: 1/28/16

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/1/2016
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: February 1, 2016

Last name: DANICO First name: ROLAND Middle initial: A

Residence address: 39 ROBELLITE LANE Ward: 3

City: AUBURN State: MAINE Zip code: 04210

Home phone: 784-2686 Work phone: _____ Cell phone: 240-5661

Email address: DANSHE13@AOL.COM

Current occupation: RETIRED

Previous occupation (if retired or no longer working): BANKING (BANK OF AMERICA)

Educational and/or experience (or attach your resume): SEE ATTACHED MEMO

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input checked="" type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). SEE ATTACHED

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). SEE ATTACHED

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

How did you learn of this vacancy? E-MAIL

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Robert Daniso Date: February 1, 2016

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2-1-2016
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

ROLAND DANICO

39 Rubellite Lane, Auburn, Maine 04210
(207-784-2686) (207-240-5661 cell)
danshe13@aol.com

SUMMARY

45+ Years of progressive and diverse experience in bank operations and/ or accounting operations management. Retired in 2008. Currently since 2005 have been the Treasurer of Granite Mills Condo Association.

Strong background in designing and implementing new systems for multiple mergers, divestitures and consolidations.,

Extensive background in reviewing, analyzing, and correcting a broad range of operational problems.

Excellent people management skills and able to develop a cohesive team of dedicated individuals.

EXPERIENCE

2004 – 2008 Bank of America, Vice President Finance Change Manager.

Represented finance division on various conversions to ensure that conversion was done in a controlled environment and no issues to financial systems. Oversaw the work on the MBNA consumer card conversion to track and adjust the large outage. Monitored the accounts payable system to track invoices for the divested line of business that were the responsibility of the buyers and ensure that Bank of America was made whole.

1995 – 2004 Fleet Bank, Vice President Financial System Manager.

Member of finance team on various conversions of acquired companies to fleet systems and insure that a controlled process was in place.

Was the finance representative on all divestitures that occurred and in 2000/2001 was responsible for the overall settlement of the largest divestiture that had occurred which represented over \$13.5 billion and 389 branches.

1988 – 1995 Fleet Bank of Maine, Vice President Accounting Operations

Oversaw the control and settlement areas of a \$3.1 billion bank with 105 branch offices.

Responsible for all accounting policies and procedures, fixed asset accounting, OREO accounting, Put accounting, and teller settlement. During 1988/1991, in charge of the overall accounting operations which included VISA processing and settlement, general ledger processing, accounts payable, and internal payroll department. Responsible for developing standard accounting forms and procedures to be used system wide. During 1991 responsible for consolidation of Maine Savings Bank's and Maine National Bank's accounting operations into Fleet's after those banks were taken over from the FDIC. In 1991 also directed Loan Operations, with 45 additional employees located in Bangor, in implementing correct controls and accounting procedures.

1983 – 1988 Northeast Bank (1983-85) Norstar Bank (1985-88), Vice President & Controller

In 1983 became the Controller of the seven banks that were merged to become the \$700 million Northeast Bank. Responsible for complying with various internal and external reporting requirements. Responsible for integrating all general ledgers into the Norstar accounting system in 1985. Also oversaw the daily funds settlement and wire transfer area of Norstar Bank of Maine.

1975 – 1983 Northeast Bank & Trust Company, Bangor, Maine, V.P., Treasurer & Operations Officer. Directed the \$150 million bank's overall operations which included funds management, general ledger accounting, financial reporting, fixed assets, deposit and loan operations, expense control, accounts payable, teller settlement, branch operations, and human resources.

1973 – 1975 Northeast Bankshare Association, A.V.P. Controller's Division
Oversaw the various accounting functions for four banks with combined assets of approximately \$200 million.

1972 – 1973 Northeast Bankshare Association, Assistant Auditor
Responsible for financial and operational auditing of the four member banks. Supervised various audits. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1970 – 1972 Eastern Trust & Banking Company, Bangor, Maine, Auditor
Responsible for financial and operational auditing of Eastern Trust and three other banks prior to merger. Supervised various audits performed by assistants. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1969 – 1970 Eastern Trust & Banking Company, Bangor, Maine, Assistant Auditor.

1963 – 1969 Eastern Trust & Banking Company, Bangor, Maine, Staff Auditor

EDUCATION

1979	Graduate/High Honors, Bank Administrative Institute, University of Wisconsin, Madison, Wisconsin. Major: Community Bank Management. 1 of 7 out of 390 to receive high honors for the three year program.
Various	Accounting/Business Courses, University of Maine at Orono, U. Maine at Augusta, and Husson College.
Various	Banking/Other Courses: AIB courses, BAI Courses, BAI Auditing School and IBM
1963.	Diploma in Accounting, Beal Business College, Bangor, Maine.

Reason I want to serve on this committee.

I have lived in the City of Auburn since 1983 and take pride in this community. I believe the water quality is excellent and want to ensure that it is maintained. When I moved into Granit Mill Estates Condo Association I volunteered to be the Treasurer because I take pride in working to ensure that this development is run as efficient as possible while maintaining the high standards it has. Now that I am retired I would like to give back to the area and would like to help ensure that the Water District continues to maintain its high standard.

What do I hope to accomplish.

As I have indicated above I hope to ensure that the excellent water quality is maintained and the Water District continues to run as efficient as possible and hopefully bring new ideas as well as being able to learn the current process that is in place today.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: February 22, 2016

Last name: Crowley First name: Tizz Middle initial(s): E.H.

Residence address: 35 University Street Ward: 1

City: Auburn State: Maine Zip code: 04210 Work phone: None Cell phone: None

Home phone: (207) 783-1468 please limit calls to between 10am-10pm

Email address: tizzcrowley@yahoo.com

Current occupation: Retired- from healthcare

Previous occupation (if retired): Medical Group Practice Administrator and Consultant

Educational and/or experience (or attach your resume): See resume attached I have **significant experience with State and Federal regulations, customer service, and financial reporting- all necessary skills for a Water District Trustee. I have served as the Mayor's Representative for 4 years, so have experience in the particular field. As a member of the Conservation Commission water quality and concern for water conservation is a complementary responsibility.**

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewerage District |
| <input type="checkbox"/> XXX Water District | <input type="checkbox"/> Zoning Board of Appeals |

CROWLEY, TIZZ AUBURN WATER DISTRICT APPLICATION page 2

Is this application for a XX new appointment or _____ reappointment or _____ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). _____ **see attached** _____

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). _____ **see attached** _____

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? _____
City of Auburn Conservation Commission; Woman's Literary Union of Androscoggin County Executive Committee _____

Dates served (if known)? **I was appointed in 2015 by both organizations** _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____
Auburn City Council 2011-2015; Auburn Water District 2011-2015 Mayor's Representative; Auburn Sewerage District 2011-2015 Mayor's Representative ; Audit Committee 2011-2012; Recreation & Special Events 2013-2015 as Councilor Representative _Dates served? **Noted**_

How did you learn of this vacancy? **City of Auburn e-alert and I continue to attend the Sewerage District Trustee Meetings** _____

If I was appointed to the Water District, I would hope I might resume my position as Treasurer, but have particular interest in being appointed the Trustee representative on the Lake Auburn Watershed Protection Commission. I would be a strong advocate for the residents of Auburn. This position will be available when the new Trustee is appointed.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: _____ **Tizz E. H. Crowley** _____ Date: **February 22, 2016** _____

Please submit your application to:

Susan Clements-Dallaire, City Clerk 60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov 207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/22/16
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Tizz E. H. Crowley Auburn Water District Board of Trustees application attachment:

Why do you want to serve?

I have enjoyed my time on the Boards of Trustees for the Auburn Water and Sewerage Districts and find working on both is beneficial to the work. Everyone knows I love the Auburn Sewerage District, yet I believe I can make a substantive contribution to the AWD. I bring specific skills and experiences in areas of HR, risk management, and general business administration. I have over 25 years in budget preparation and reporting, fee structure design, and definition and implementation of employment policies. I bring some experience working on this particular board, but not so many years that I can't look at new and different ways of addressing the problem.

The first responsibility for all, not just the Board of Trustees, is to maintain high quality, safe drinking water. For me, the second responsibility is to the citizens of Auburn to ensure the maximum benefits of having Lake Auburn, without risk to water quality, including recreation, development, and increasing tax revenues opportunities. I believe you can guard and secure the quality and availability of drinking water without placing the resources in a bubble.

What do you hope to accomplish?

I hope to continue the strong and stable financial position of the AWD, while continuing to invest in the infrastructure. As a Board, we need to continue an active fiduciary oversight of finances, assets, and long range planning. I would want to continue to look ahead and be held accountable for the stewardship of the drinking water and good governance of the District.

As a member of the Board, I would continue to work to be an informed ambassador and advocate that helps sustain and increase public and private support for the work of the District. I would also hope to provide regular tips to the public on water conservation... which will save residents money on both water and sewer bills in most situations.

This says it all: The Portland Water District has key points in their Promise and Vision statement. These should also apply to the Auburn Water District and its work. My paraphrasing:

- **Protect public health, safety and the environment by providing the customer with first class water and related services (fire protection, as an example).**
- **Promote an atmosphere that values openness, respect, and fair treatment from the Board of Trustees and throughout the organization.**
- **Maintain the highest standards related to Quality of Life concerns. This means a working environment that values community, provides quality services that enrich our customers and the community's lives.**

From the City of Auburn's Website page for Auburn Water District- John Storer- former Supt of AWD

Specific responsibilities of the Trustees include approving the annual budget, establishing customer rates, and implementing general employment policies.

Serving as the Superintendent, it is helpful to have Board members with diverse and varying backgrounds. I believe it is beneficial to have a few long-standing members, such that there is continuity and institutional knowledge in regards to some long-standing issues.

Although there is nothing specifically listed in the original District Charter, historical practice has tried to accommodate a representative from each of the 5 City Wards.

In my opinion, any citizen of Auburn could serve effectively as a Trustee. The person would just need to devote sufficient time and attention to reviewing monthly reports and data. Related skills as a private business owner, engineer, chemist, fire service, accounting, legal, financial, etc. might provide some valued skills to diversify the Trustee make-up.

TIZZ E.H. CROWLEY, CMPE
35 University Street Auburn, Maine 04210
(207) 783-1468

EMAIL: TizzCrowley@yahoo.com

Work Experience:

Held the highest non-physician executive position in a single specialty organization. Duties and responsibilities included:

- develop and monitor practice policy working as a voting member of the Board of Directors
- serve as liaison between the practice and physicians, staff members, businesses, and community
- initiate and maintain relationships with managed care organizations, referring physicians, and ancillary providers
- develop and direct all managed care activities for the practice including contract negotiations and claims administration
- broad responsibilities for all administrative functions including daily operations of multiple sites, finance, managed care contracting, development of fee schedules, physician compensation and recruitment, analysis of reimbursement rates, oversee coding activities, human resources, medical and business information systems, assessment of provider performance; facilities management including building maintenance and housekeeping, business services, patient accounting
- develop financial policies and oversees their implementation.
- monitor a variety of financial activities, including budgeting, analysis, accounting, billing, payer contracting, and collections
- obtain funds for capital development including construction, renovations, and equipment acquisitions
- responsible for the overall operation of the practice as well as activities that relate to the future growth of the practice (strategic planning and marketing).
- develop, implement, and coordinate policies relating to all aspects of personnel administration including recruitment, salary and benefits administration, labor law compliance and employee relations.
- interpretation of state and federal regulations that relate to health care industry or the practice.
- responsible for adhering to all regulatory, credentialing, and licensing requirements, monitoring compliance activities.

Worked in an integrated delivery system for a single specialty provider based practice. Duties and responsibilities included:

- the profitability, productivity, and efficiency of the practice. In the last completed fiscal year, our practice contributed 14.99% above the budgeted contribution to margin. We were understaffed by at least one FTE provider for the entire year.
- participated in the team of managers for the 160+ provider multi-specialty practice
- represented the largest provider group in the Women=s Health Service Line
- designed and implemented three open house events for the community during the annual Women=s Health fairs. We provided education information, massage, facial services, and henna hand painting, as well as, a AMothers and Children of the World@ art display.
- developed, directed, implemented, and participated in National Midwives Week celebrations where there were daily activities promoting midwifery services and the midwife providers. These were the first ever held in the institution.

Enjoyed my work as a physician coder for a small, hospital-based physician practice. Duties and

responsibilities included:

- coding medical and surgical services for family practice, obstetrics/gynecology, hospitalists, pulmonary, oncology, internal medicine, and pediatrics
 - chart audits for coding and documentation compliance
 - special projects including "lost charges" searches, pricing and reimbursement concerns
 - Very successful in uncovering missing revenue generated by unbilled services
 - education and training for providers regarding billing, documentation and compliance
 - trained other staff in charge entry and basic coding for family practice and pediatrics
 - designing charge forms for capture of services
 - assisted billing staff with patient and insurance questions.
- I received a 'Citation for Excellence' for work with patient statements generation.

Current Employment: **Retired.**

Prior Employment:

Coder Physician Services- *responsible for all coding and charge entry of physician services including family practice (5 providers), obstetrics/gynecology (2-4 providers), internal medicine (1 provider) pediatrics (3 providers), pulmonary (2 providers), oncology (2 providers) and (1) hospitalist.*

2007-2009 Parkview Adventist Medical Center
Physician Practices
Brunswick, Maine

Practice Manager- *responsible for 29 staff - 4 physicians, 4 midwives, 1 nurse practitioner, clinical/clerical staff.*

2004-2007 Central Maine Obstetrics & Gynecology
Lewiston, Maine 04240

Administrator- Chief Executive Officer *responsible for all non-medical aspects of the practice.*

1985- 2005 Bangor Ear, Nose, and Throat Professional Association
Bangor, Maine
Continue to handle any remaining business of the practice since the closure.

Administrator- Chief Administrative Officer *responsible for all non-medical aspects of the practice.*

1983-1985 Maxwell, Roediger, & Knowland, MDPA
Portland, Maine

Administrator- Chief Executive Officer *responsible for all non-medical aspects.*

1977-1983 Kennebec Radiology Professional Association
Augusta, Maine

Principal- Management Consultant *to a variety of medical specialties including radiology, internal medicine, rheumatology, urology, emergency medicine, orthopaedics, and physical therapy.*

1980 – 2005 Hampden, Maine

Medical Industry Marketing Representative- *vertical industry representative for healthcare including small hospitals and physician offices*

1973- 1977 International Business Machines
Portland, Maine

Degree Earned: Baccalaureate University of Maine at Portland-Gorham

Political Science major

Medical Group Management Association Activities: Life Member
 1978-1983, 1991-1994 **New Hampshire MGMA:** Member
 1979-1991 **Maine Medical Practice Management Association:** Charter Member, President (2 terms)
 1979-present **American College of Medical Practice Executives:** Certification 1980 Life Member
 1988-2004 **Otolaryngology Administration Assembly:** President (two terms)
 1989-1992 **Eastern Section MGMA:** Officer/ Committee Work
 1989-1992 **MGMA Membership and Credentials Committee:** Chair 1991-1992
 1991-2004 **Otolaryngology Administration Assembly of New England:** Education Chair (1991-1996)
 2004-2009 **Obstetrics & Gynecology Assembly:** member

Other Health Related Organizations:

1978-1983 **Radiology Business Managers Association:**
 1985-2005 **Association of Otolaryngology Administrators:** National Conference Committees; Speaker
 1991-1995 **Professional Association of Health Care Office Managers:** Member
 1993-1994 American Academy of Otolaryngology- Head & Neck Surgery, Inc. **Practice Expense Study Group**

Civic & Other Public Services:

1973-1976 Board of Directors: **University of Southern Maine Alumni Association**
 1985-1991 Board of Directors: **Breast Diagnostic Center**
 1985-present **St. Joseph Hospital Auxiliary: Life Member-** served on the Board of Directors
 1986-1989 Board of Directors: **Opera League of Maine**
 1986-present **Kennebec Girl Scouts Council:** Life Member / Task Force Chair
 1991-2001 **Greater Bangor Chamber of Commerce:** Member /Committee Work
 1992-1993 **Hampden Academy Project Graduation**
 1987-1989 **Hampden Congregational Junior High Youth Group**
 1988-1992 **Bangor Chapter Order of DeMolay Parents Club**
 1994-present **Eastern Maine Medical Center Auxiliary:** Life Member
 1995-1996 **American Field Service** Host Family /Former Returnee
 2006, 2007 **Bennett Breast Care Center** Fashion Show- model
 2007 Public Service Announcements for **Buddy to Buddy** Campaign
 2011-2015 Auburn City Councilor Ward 1
 2011-2015 Auburn Sewerage District Board of Trustees
 2011-2015 Auburn Water District Board of Trustees – Treasurer 2015
 2015- present Auburn Conservation Commission- current Secretary-Treasurer
 2012- present Woman’s Literary Union- By-Laws Committee Chair, Membership Committee Chair, and Special Events Committee, member of the Executive Committee

Personal Interests: Theater, music, live performances, and all that Maine has to offer.

References Available Upon Request

Katherine Phillips
520 Minot Avenue
Auburn, ME 04210

November 15, 2015

Susan Clements-Dallaire
City Clerk
60 Court Street
Auburn, ME 04210

Dear Ms. Clements-Dallaire:

I wish to apply for the vacant position on the Community Development Block Grant committee. I have enclosed my application and a current copy of my resume for review.

If there are any questions regarding my application please contact me at (207)514-7837.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Katherine Phillips".

Katherine Phillips



**CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION**

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 11/15/2015
 Last name: Phillips First name: Katherine Middle initial: M
 Residence address: 520 Minot Ave. Ward: 3
 City: Auburn State: ME Zip code: 04210
 Home phone: 207-514-7837 Work phone: _____ Cell phone: _____
 Email address: Kathie.phillips95@msn.com
 Current occupation: Manager, Revenue Cycle Operations
 Previous occupation (if retired or no longer working): _____
 Educational and/or experience (or attach your resume): attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I would like to become more involved in the community. I am interested in community development and am also a past recipient of a CDBG loan.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I would like to participate in the process of community development. I would like to expand my knowledge and experience while helping others.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO.

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____

Dates served (if known)? _____

How did you learn of this vacancy? City website.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Kamryn Allen Date: 11/15/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

	FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED:	<u>11/18/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Katherine Phillips
520 Minot Avenue
Auburn, ME 04210
(207) 514-7837
KathiePhillips95@msn.com

SUMMARY

Self-motivated professional offering excellent organization, communication and public relations skills. Strong analytical skills. Creative problem solver with demonstrated ability to handle a variety of tasks while maintaining attention to detail. Seeking a position that will utilize current skills while providing an opportunity for professional growth.

EMPLOYMENT EXPERIENCE

Manager, Revenue Cycle Operations – Central Maine Orthopaedics, PA **September 2015 – present**

Responsible for oversight of revenue cycle for the organization including Billing and Patient Services departments. Collaborate with colleagues to grow market presence and ensure provision of needed services to the population. Responsible for adherence to Federal regulations and participation in Federal programs. Project management of new initiatives to provide additional services to patients and increase business efficiency. Manage daily operations of the departments to ensure best practices for revenue generation while balancing the needs of staff. Responsible for development and management of expense and staffing budgets.

• Supervisor, Revenue Cycle Operations – Central Maine Orthopaedics, PA **August 2013 – September 2015**

Responsible for all operations related to medical billing, coding, prior authorization and accounts receivable for Orthopedic practice of fifteen medical providers. Manage staff of fourteen people based on the priorities of the organization. Responsible for maintaining continued profitability of the organization through: workflow mapping and priority setting, management of staff including hiring, scheduling and performance reviews, staff training and continuing education, implementation of new processes and procedures based on industry changes and needs of the organization, maintaining compliance with Federal standards in billing and coding, project management working collaboratively with other departments in the organization including clinical, marketing and information systems.

• Accounts Receivable Specialist – Central Maine Orthopaedics, PA **October 2012 – August 2013**

Resolved outstanding accounts through communication with insurance companies and patients, interpreted written communications from various payers, resolved denials through claim corrections and appeals, reviewed and corrected claim coding, monitored trends in claims payments and denials, worked with patients to ensure understanding of insurance benefits as well as medical billing practices, negotiated payment options acceptable to both the patient and the organization. Practiced thorough documentation of work for patient charting and claims payment.

- **Business Owner/Operator- Kathie Phillips, CPC- Auburn, ME
August 2004- July 2011**

Provided administrative support to a variety of business professionals, specializing in mental health billing. Achieved positive cash flow for clients by managing entire process of medical billing; pre-certifying patient services with insurance carriers, communication with patients to explain insurance benefits, charge entry and billing, claim follow-up and collections. Identified potential issues with procedure and diagnosis coding to facilitate payment of claims while ensuring compliance with billing regulations. Maintained accurate database of patient information and ensured confidentiality. Additionally, provided general office functions such as mass mailings, scheduling of appointments and meetings and verbal and written communications with consumers and outside vendors such as insurance carriers. Ensure profitability of business by using best practices for time and business management.

EDUCATION

Central Maine Community College – Business Administration
January 2010-present

Certificate in Project Management – University of Southern Maine
2015

Certified Professional Coder, American Academy of Professional Coders

Graduate, Androscoggin Leadership Development Institute
2014

Independent Study Course, American Academy of Professional Coders
March 2005- March 2006

Medical Terminology and Anatomy, Auburn Adult Education
December 1998

High School Diploma, State of Connecticut

SKILLS

Proficient in: Microsoft Word, Excel, Outlook and PowerPoint, as well as several database management software programs.

REFERENCES

Available upon request.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 10-21-2015

Last name: Chabot First name: Nikki Middle initial: B

Residence address: 24B Martindale Rd Ward: 4

City: Auburn State: Maine Zip code: 04210

Home phone: n/a Work phone: 333-6001 Cell phone: 577-4350

Email address: nchabot@mainesource.com

Current occupation: Realtor/former office manager at maine source realty

Previous occupation (if retired or no longer working): n/a

Educational and/or experience (or attach your resume): See attached resume

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Conservation Commission

Ethics Panel

Finance Committee

L/A Transit Committee

Planning Board

Poland-Auburn Economic Development Committee

Recreation & Special Events

Sewer District

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). See Attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See Attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? n/a

Have you previously served on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? n/a

How did you learn of this vacancy? City of Auburn website

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Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Nikki Chabot Date: 10-21-2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 10/21/15
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Briefly describe why you want to serve on this committee:

I would like to serve on the Community Development Loan Committee to bring forth the skills I have to offer to help strengthen the Committee as well as the community. While working as the Office Manager for three years at Maine Source Homes & Realty, not only did I assist Bill Turner in personally obtaining a loan from the Committee to strength the appeal of his rental units, but I also assisted directly in managing the rental projects he has throughout Auburn. I've also received, and continue to increase my education on credit analysis, using this knowledge to pre-qualify individuals to purchase homes while serving as Office Manager. I would like to assist in making decisions to improve the conditions of the neighborhoods locally.

What do you hope to accomplish?

I hope to be a part of this Committee to have the chance to personally make a difference in the town that I reside in. I would like to be a part of the decision making that takes place to improve the buildings that are within our neighborhoods, and make affordable housing more so available to those within our community. I hope to use my skills to further the overall knowledge of the Committee, while also gaining skills from others.

NIKKI CHABOT

24B Martindale Road, Auburn, Maine,
04210 | 2075774350 | Nchabot@mainesource.com

SUMMARY

Seeking a local committee/board to serve on to be an active member of my community. I would like to gain knowledge on how different aspects of my community run, and are affected. I would like to be actively involved in improving conditions locally while promoting my services and knowledge of real estate where they may be needed.

CERTIFICATIONS AND SKILLS

Certifications/Licenses/Memberships

- Maine Sales Agent Real Estate License
- National Association of Realtors Member
- Androscoggin Valley Board of Realtors Member
- CPR Certified

Courses Completed/Skills

- Maine Associate Broker Course- The Real Estate Learned Group
- 20 Hour SAFE Class- Mortgage Training Solutions
- Understanding & Maximizing Consumer Credit Scores – Birchwood Credit Services, Inc.
- Completed Introduction to QuickBooks course
- Completed Social Media Marketing course
- 63 WPM
- Proficient in Word, Excel, and PowerPoint

EXPERIENCE

August 2015-
Present

Sales Agent (Realtor), *Maine Source Realty, Auburn, Maine*

- Represent Buyers in seeking out finance, purchasing homes.
- Represent Sellers in sale of home.
- Credit education

April, 2012 –
August, 2015

Office Manager/Sales Agent, *Maine Source Realty, Auburn, Maine*

- Handle daily office duties; scheduling, phones, walk-ins, payments
- Educate and counsel clients on credit

- Draft sales contracts for new modular and pre-existing homes
- Handle rental property repairs, tenants, rents.
- Represent Buyers/Sellers in purchasing or selling homes

January 2011 -
February 2012

Childcare Provider, *YMCA, Auburn, Maine*

- Cared for children ranging from 6 weeks old to school age
- Participated in educational play with children
- Assisted in swim lessons

May 2010 – January
2011

Direct Support Professional, *John F Murphy Homes, Auburn, Maine*

- Cared for individuals with Special Needs
- Assisted in personal hygiene care, bathing, cooking, cleaning
- Taught life skills to individuals

March 2009 – May
2010

Sales Associate, *Amcomm Wireless, Auburn, Maine*

- Trained Employees
- Sold and educated customers on devices and plans
- Handled office duties; scheduling, phones, payments

April 2007 – March
2009

Cashier/Kitchen Help, *Papa Gino's, Auburn, Maine*

- Ran cash register
- Cleaning duties
- Cooked/Served food

September 2005 –
August 2006

Cashier, *Dunkin' Donuts, Auburn, Maine*

- Ran cash register
- Cleaning tasks
- Prepared food

EDUCATION

January 2014-
Present

Currently Enrolled in the Business Administration & Management Program, *Central Maine Community College, Auburn, Maine*

September 2004 –
May 2008

High School Diploma, *Edward Little High School, Auburn, Maine*

REFERENCES

William Turner

Owner

Maine Source Homes & Realty

Auburn, Maine 04210

207-333-6001

Jon Mercier

Designated Broker

Maine Source Homes & Realty

Auburn, Maine 04210

207-577-2365

Kate Hiss

Director

YMCA

Auburn, Maine 04210

Clair Rice

Manager

Helping Hands

Auburn, Maine 04210

207-777-5294

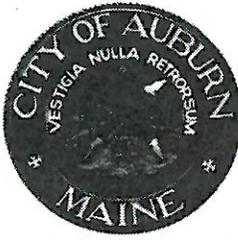
Kaitlynn Hinson

Friend

St. Mary's Medical Center

Lewiston, Maine 04240

207-713-8051



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: _____

Last name: Simpson First name: Kevin Middle initial: A.

Residence address: 84 Summer St., Apt 1 Ward: 2

City: Auburn State: Maine Zip code: 04210-5121

Home phone: 784-0232 Work phone: _____ Cell phone: wife's 576-8751

Email address: kajs@myottmail.com

Current occupation: retired

Previous occupation (if retired or no longer working): electronic impositor & others

Educational and/or experience (or attach your resume): _____

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To get back into some community involvement after having had to withdraw from such due to illness in my immediate family.
What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To contribute to careful consideration and sufficient review of cases presented to board.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

How did you learn of this vacancy? Reine Magnan told me of it.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Kevin Simpson Date: 10-07-2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 10/16/15
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Kevin Andre Simpson
84 Summer St Apt 1
Auburn, ME 04210-5121

ISSUED TO STUDENT

ID Number: 2049158
Student Number: XX-XXX-3593
DOB: 4/3/1936

Course	Grade	Rpt	Hours	Course	Grade	Rpt	Hours
Credit Division				Credit Division (cont.)			
<u>Degree Information :</u>				2009-2010: Transfer			
(1) Date Conferred :				Organization : Univ Of Maine - Orono			
Major(s)				CH -001	Chemistry	T	3.00
Non Matric				CH -001	Chem Lab	T	1.00
(2) 'Assoc in Applied Science' Date Conferred : 05/09/2011				ENG-101	College Writing	T	3.00
Major(s)				FRE-101	Beginning French I	T	3.00
Criminal Justice				GEL-1XX	General Elective	T	4.00
Honor(s)				MAT-100	Intermediate Algebra	T	3.00
Phi Theta Kappa				MAT-122	College Algebra	T	3.00
Graduated w/Pres Honors							
1989-1990: Fall Semester							
CPT-120	INTRO COMP APP	A	3.00				
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	3.00	3.00	12.00	3.00	4.000		
Cum Totals:	3.00	3.00	12.00	3.00	4.000		
1989-1990: Spring Semester							
CPT-250	PROG INC	B	3.00				
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	3.00	3.00	9.00	3.00	3.000		
Cum Totals:	6.00	6.00	21.00	6.00	3.500		
2008-2009: Summer Session							
COM-101	Interpersonal Communication	A	3.00				
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	3.00	3.00	12.00	3.00	4.000		
Cum Totals:	9.00	9.00	33.00	9.00	3.660		
2009-2010: Transfer							
Organization : University Of Southern Maine							
GEL-1XX	General Elective	T	3.00				

	AHRS:	EHRS:	QPTS:	QHRS:	GPA:
Curr Totals:	23.00	23.00	0.00	0.00	0.000
Cum Totals:	32.00	32.00	33.00	9.00	3.660

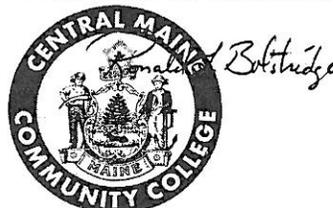
2009-2010: Fall Semester							
CPT-147	Introduction to PC Repair/OS	A	3.00				
CRJ-101	Introduction to Criminal Justice	A	3.00				
LER-100	First-Year Seminar	A	1.00				
PSY-101	Intro to Psychology	A	3.00				

President's Honors							
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	10.00	10.00	40.00	10.00	4.000		
Cum Totals:	42.00	42.00	73.00	19.00	3.840		

2009-2010: Spring Semester							
CPT-235	Introduction to Networking	A	3.00				
CRJ-122	Criminal Law	A	3.00				
CRJ-212	Criminal Investg & Report Writing	A	3.00				
CRJ-220	Police Operations	A	3.00				

	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	12.00	12.00	48.00	12.00	4.000		
Cum Totals:	54.00	54.00	121.00	31.00	3.900		

1250 Turner Street, Auburn, Maine 04210-6498
 Telephone: (207) 755-5292 e-mail: registrar@cmcc.edu / website: www.cmcc.edu FAX: (207) 755-5495
 ACADEMIC TRANSCRIPT IS OFFICIAL WHEN ACCOMPANIED BY THE CMCC SEAL AND AUTHORIZED SIGNATURE



Kevin Andre Simpson
84 Summer St Apt 1
Auburn, ME 04210-5121

ISSUED TO STUDENT

ID Number: 2049158
Student Number: XX-XXX-3593
DOB: 4/3/1936

Course	Grade	Rpt	Hours	Course	Grade	Rpt	Hours
Credit Division (cont.)				Credit Division (cont.)			
2009-2010: Summer Session				2010-2011: Spring Semester			
PHI-111	Intro to Ethics	A	3.00	CRJ-250	Criminalistics	A	3.00
				Subterm Totals :	12.00	12.00	12.00
					48.00	4.0000	
					Criminal Justice		
					President's Honors		
					Good Standing		
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	3.00	3.00	12.00	3.00	4.000		
Cum Totals:	57.00	57.00	133.00	34.00	3.910		
2010-2011: Fall Semester							
CPT-261	Computer Forensics I	A	3.00				
CRJ-110	Introduction to Corrections	A	3.00				
CRJ-201	Civil Liberties	A	3.00				
CRJ-225	Race/Ethnicity Issues in Law Enforc	A	3.00				
	Criminal Justice						
	President's Honors						
	Good Standing						
	AHRS:	EHRS:	QPTS:	QHRS:	GPA:		
Curr Totals:	12.00	12.00	48.00	12.00	4.000		
Cum Totals:	69.00	69.00	181.00	46.00	3.930		
2010-2011: Spring Semester							
Subterm : Full Spring Term							
CPT-225	Advanced PC Repair	A	3.00				
CPT-266	Server Administration	A	3.00				
CPT-271	Network Security	A	3.00				

*** END OF RECORD ***



Kevin Andre Simpson
84 Summer St Apt 1
Auburn, ME 04210-5121

ISSUED TO STUDENT

ID Number: 2049158
Student Number: XX-XXX-3593
DOB: 4/3/1936

Course	Grade	Rpt	Hours
Non-Credit Division			
2009-2010: Spring Semester			
CRJ-001	Evolving Criminal Justice System	P	0.00

President's Honors

Inducted into Phi Theta Kappa

	AHRS:	EHRS:	QPTS:	QHRS:	GPA:
Curr Totals:	0.00	0.00	0.00	0.00	0.000
Cum Totals:	0.00	0.00	0.00	0.00	0.000
Division Totals:	0.00	0.00	0.00	0.00	0.000

*** END OF RECORD ***



Kevin A. Simpson

KEVIN A. SIMPSON
84 Summer Street Apt. 1, Auburn, Maine 04210-5121
(207) 784-0232
jks@exploremaine.com

Objective An interesting position where my skills and aptitudes can be useful

Experience

Geiger Bros. Lewiston, Maine

Digital Press Technician 2007 to 2009

- Created paper profiles and spot color sets
- Set up job, imposition, and cutting-scoring and creasing templates
- Corrected copy and color errors, and made requested changes
- Ran and maintained digital press
- Re-installed software and managed updates and backups

Pre-Flight Technician 2004 to 2007

- Determined print readiness of files from customers or archives
- Fixed problematic files if action within minimum charge
- Notified sales representative by e-mail of files' condition and action needed
- Prepared and sent press-ready PDF or postscript files
- Redesigned page sizes, sequence, copy position, and color per coordinator's request
- Worked in Quark Express, Adobe Illustrator, Acrobat with Pitstop, and Microsoft Word

Imposition Technician 1994 to 2004

- Created user controllable and context sensitive printer's marks in postscript code
- Developed a large library of specialized imposition templates
- Designed and maintained database of job information
- Created electronic and film layouts for checking copy position
- Imposed a variety of signature sets for several presses, offset and web

Hood's Mailing and Printing Lewiston, Maine

Graphic Artist 1986 to 1994

- Discussed project specifics with customers
- Designed and output ads, flyers, booklets, and business cards
- Restructured files for greater automation and ease of modification
- Prepared variable data print files in Microsoft Word
- Created layouts and paste-ups in Pagemaker, graphics in Arts & Letters

Education University of Southern Maine Gorham, Maine
Bachelor of Science, Vocational Education 1980

Volunteer Experience

Trinity Jubilee Center Lewiston, Maine
2000 to present

- Pickup food and drink from various donors
- Socialize with clientele in friendly encouraging manner
- Serve food, clean dishes, find ways to help make space healthful and safe

References Available upon request

Dear Human Resources Representative,

As my enclosed resume indicates, I have a diverse recent background in the graphic arts, performing a variety of tasks with many software platforms; including 2 years in pre-flight, where I communicated with customers and technical sales representatives via e-mail, phone, and in person regarding suitability of supplied files and options for achieving optimal results.

I have also taught adult education classes at Central Maine Community College: color separation camerawork in 1975, and halftone photography in 1979. In 1961-1962 I taught art classes for children ages 6-14 at the Norfolk House Centre in Roxbury Massachusetts.

I have a Bachelor of Science degree in Vocational Education from the University of Southern Maine.

The opportunity to discuss my credentials with you would be greatly appreciated. Thank you for your consideration.

Respectfully yours,

A handwritten signature in cursive script that reads "Kevin A. Simpson". The signature is written in dark ink and is positioned above the typed contact information.

Kevin A. Simpson
84 Summer Street Apt. 1
Auburn, Maine 04210-5121
(207) 784-0232
jks@exploremaine.com

KEVIN A. SIMPSON

84 Summer Street
Auburn, Maine 04210
(207) 784-0232

Position Desired

Graphic Artist or whatever position open

EXPERIENCE

May 1991–June 1994

Graphic Artist

Hood's Mailing & Printing, Inc., Lewiston, Maine

Computer and manual paste-up, layout and design. Used the following software: PageMaker, Arts & Letters and Microsoft Word.

June 1986–May 1991

Art Director

Hood's Mailing & Printing, Inc., Lewiston, Maine

Responsible for workflow and training as well as computer and manual paste-up layout and design. Used the following software: PageMaker, Arts & Letters and Microsoft Word.

Nov. 1975–June 1986

Lithographic Cameraperson

Hood's Mailing & Printing, Inc., Lewiston, Maine

Stripper and platemaker.

Fall 1989

Adult Education Instructor

Central Maine Vocational Technical Institute, Auburn, Maine

Created course description, objectives and outline for courses in halftone photography and film negative making.

Sept. 1979–Dec. 1979

Adult Education Instructor: Halftone Photography

Central Maine Vocational Technical Institute, Auburn, Maine

Created course description, objectives and outline for 10-session course. Instruct and assist adult students in theory and practice of halftone photographic procedures.

Feb. 1975–April 1975

Instructor and Consultant:

Color Separation Camera Work

Central Maine Vocational Technical Institute, Auburn, Maine

Prepared lesson plan and taught weekly class. Provided technical consultation to full-time instructor.

Feb. 1968–Oct. 1975

Chief Color Separator

Twin City Printery, Lewiston, Maine

Made color separations and supervised assistants.

Sept. 1967–Feb. 1968

Stripper and Platemaker

Twin City Printery, Lewiston, Maine

June 1967–Sept. 1967

Assistant Supervisor

Boxographics Inc., Dedham, Massachusetts

Controlled workflow in art, engraving, die mounting and camera departments.

ACTIVITIES

1992 – present	First Universalist Church, Auburn Social Action Committee Member
1992 – present	Unitarian Universalist Service Committee Contact Person
1991 – present	Neighbor to Neighbor Contact Person
1988 – 1991	Neighbor to Neighbor Chairperson 1990-1991, Lewiston–Auburn Branch
1981 – 1988	Lewiston–Auburn Coalition Central America — Member
Jan. 1974 – Feb. 1976 AUBURN DEMOCRATIC CITY COMMITTEE Auburn, Maine	CHAIRPERSON Responsible for meetings, fund raising, committee presentation at convention, and publicity for party campaigns.
Jan. 1972 – Dec. 1973 AUBURN DEMOCRATIC CITY COMMITTEE Auburn, Maine	VICE CHAIRMAN Assisted chairman and led Auburn delegation at the state convention.
1970 DEMOCRATIC PARTY	DELEGATE TO STATE CONVENTION (also in '72, '74, '76, '80)
1968 LEWISTON–AUBURN JAYCEES	Was responsible for design and printing of program for 1968 Miss Lewiston–Auburn Pageant. Participated in Leadership Training Program. Spoke before State Jaycee Convention.

PERSONAL DATA

AGE:	58
MARITAL STATUS:	Married, 3 children, ages 34, 32, 31; 1 grandchild, Isaiah F. Rembert, age 3
HEIGHT:	5'8"
WEIGHT:	165 lbs.
HEALTH:	Excellent
SPECIAL INTERESTS:	Art, Music, Poetry, Human Rights Activism, History, Politics, Camping, and Swimming.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 2-16-2016

Last name: McCarthy First name: Heidi Middle initial: L

Residence address: 132 Main St Apt 102 Ward: 4

City: Auburn State: ME Zip code: 04210

Home phone: 207-907-6730 Work phone: 207-353-9333 Cell phone: 207-907-6730

Email address: mccarthyh13@yahoo.com

Current occupation: Music Educator

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): I have been a trustee for the Sewer District for 4 years.

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input checked="" type="checkbox"/> Sewer District | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I believe the Sewer District is doing important work.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I am interested in seeing the CSO separation through to its completion. I am also pleased about the rate at which debt is being eliminated and would like to see that continue.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? _____
Yes, I am currently a sewer trustee.

Dates served (if known)? March 2012-March 2016

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____
Please see above.

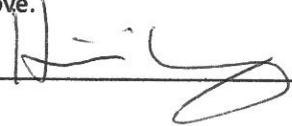
Dates served (if known)? _____

How did you learn of this vacancy? The vacancy is my current seat on the committee.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: 2-16-2016

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/16/16
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____
Page 2 of 2



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: February 22, 2016

Last name: Crowley First name: Tizz Middle initial(s): E.H.

Residence address: 35 University Street Ward: 1

City: Auburn State: Maine Zip code: 04210 Work phone: None Cell phone: None

Home phone: (207) 783-1468 please limit calls to between 10am-10pm

Email address: tizzcrowley@yahoo.com

Current occupation: Retired- from healthcare

Previous occupation (if retired): Medical Group Practice Administrator and Consultant

Educational and/or experience (or attach your resume): See resume attached I have **significant experience with State and Federal regulations, customer service, and financial reporting- all necessary skills for a Sewerage District Trustee. I have served as the Mayor's Representative for 4 years, so have experience in the particular field.**

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input checked="" type="checkbox"/> Sewerage District |
| <input type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a XX new appointment or reappointment or desire to move from an alternate/associate to full member?

CROWLEY, TIZZ AUBURN SEWERAGE DISTRICT APPLICATION page 2

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). see attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). see attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? City of Auburn Conservation Commission; Woman's Literary Union of Androscoggin County Executive Committee

Dates served (if known)? I was appointed in 2015 by both organizations

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Auburn City Council 2011-2015; Auburn Water District 2011-2015 Mayor's Representative; Auburn Sewerage District 2011-2015 Mayor's Representative ; Audit Committee 2011-2012; Recreation & Special Events 2013-2015 as Councilor Representative _Dates served? Noted

How did you learn of this vacancy? City of Auburn e-alert and I continue to attend the Sewerage District Trustee Meetings

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Tizz E. H. Crowley Date: February 22, 2016

I definitely understand the need to have as much diversity as possible on Citizen Committees. I am not sure whose term is ending on the Auburn Sewerage District Board of Trustees. While sewer related services and needs are my strongest passion and interest, if Ms. Heidi McCarthy term is up, and she has expressed a desire to be re-appointed, I would urge the Council to re-appoint her. She has only served 4 years and has been the Treasurer for two terms. She is likely to be elected President if she continues and if she so desires. I would submit another application in a future round.

Please submit your application to:

Susan Clements-Dallaire, City Clerk 60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov 207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 2/22/16
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Tizz E. H. Crowley Auburn Sewerage District attachment:

Why do you want to serve?

I'd like to serve on the Sewer Board because I have enjoyed representing the Mayor and wish to continue in my own position. I would continue providing sewer tips each month that will educate the public. I think I can contribute to the work of the Board as I bring some skills and experience not fully represented in the Board- HR administration, marketing and office management.

The Sewer Board is very customer serve focused which is a core value for me. The District strives to be a good employer and I believe I can make a contribution to this goal. I know that investment in infrastructure is important and I feel I've been listened to and would like to continue to support this need.

What do you hope to accomplish?

Besides representing the residents of Auburn and making sure their interests and needs are heard, I hope to provide information and education to the public that maintain a good sewer system so resources- money, staff, time can be focused on updating the pipes. If we can meet the goal of a mile a pipe a year, it will still take us over 100 years to complete the system.

I also want to assist the District in creating policies and procedures to improve service and be a good and fair employer.

In my career I've been responsible for compliance for a variety of State and Federal regulations. I believe the skills and experience are transferrable to the types of regulation requirements faced by the District regarding major pollutants, water treatment facilities and other toxic issues.

TIZZ E.H. CROWLEY, CMPE
35 University Street Auburn, Maine 04210
(207) 783-1468

EMAIL: TizzCrowley@yahoo.com

Work Experience:

Held the highest non-physician executive position in a single specialty organization. Duties and responsibilities included:

- develop and monitor practice policy working as a voting member of the Board of Directors
- serve as liaison between the practice and physicians, staff members, businesses, and community
- initiate and maintain relationships with managed care organizations, referring physicians, and ancillary providers
- develop and direct all managed care activities for the practice including contract negotiations and claims administration
- broad responsibilities for all administrative functions including daily operations of multiple sites, finance, managed care contracting, development of fee schedules, physician compensation and recruitment, analysis of reimbursement rates, oversee coding activities, human resources, medical and business information systems, assessment of provider performance; facilities management including building maintenance and housekeeping, business services, patient accounting
- develop financial policies and oversees their implementation.
- monitor a variety of financial activities, including budgeting, analysis, accounting, billing, payer contracting, and collections
- obtain funds for capital development including construction, renovations, and equipment acquisitions
- responsible for the overall operation of the practice as well as activities that relate to the future growth of the practice (strategic planning and marketing).
- develop, implement, and coordinate policies relating to all aspects of personnel administration including recruitment, salary and benefits administration, labor law compliance and employee relations.
- interpretation of state and federal regulations that relate to health care industry or the practice.
- responsible for adhering to all regulatory, credentialing, and licensing requirements, monitoring compliance activities.

Worked in an integrated delivery system for a single specialty provider based practice.

Duties and responsibilities included:

- the profitability, productivity, and efficiency of the practice. In the last completed fiscal year, our practice contributed 14.99% above the budgeted contribution to margin. We were understaffed by at least one FTE provider for the entire year.
- participated in the team of managers for the 160+ provider multi-specialty practice
- represented the largest provider group in the Women=s Health Service Line
- designed and implemented three open house events for the community during the annual Women=s Health fairs. We provided education information, massage, facial services, and henna hand painting, as well as, a AMothers and Children of the World@ art display.
- developed, directed, implemented, and participated in National Midwives Week celebrations where there were daily activities promoting midwifery services and the midwife providers. These were the first ever held in the institution.

Enjoyed my work as a physician coder for a small, hospital-based physician practice. Duties and

responsibilities included:

- coding medical and surgical services for family practice, obstetrics/gynecology, hospitalists, pulmonary, oncology, internal medicine, and pediatrics
 - chart audits for coding and documentation compliance
 - special projects including “lost charges” searches, pricing and reimbursement concerns
 - Very successful in uncovering missing revenue generated by unbilled services
 - education and training for providers regarding billing, documentation and compliance
 - trained other staff in charge entry and basic coding for family practice and pediatrics
 - designing charge forms for capture of services
 - assisted billing staff with patient and insurance questions.
- I received a ‘Citation for Excellence’ for work with patient statements generation.

Current Employment: **Retired.**

Prior Employment:

Coder Physician Services- *responsible for all coding and charge entry of physician services including family practice (5 providers), obstetrics/gynecology (2-4 providers), internal medicine (1 provider) pediatrics (3 providers), pulmonary (2 providers), oncology (2 providers) and (1) hospitalist.*

2007-2009 Parkview Adventist Medical Center
Physician Practices
Brunswick, Maine

Practice Manager- *responsible for 29 staff - 4 physicians, 4 midwives, 1 nurse practitioner, clinical/clerical staff.*

2004-2007 Central Maine Obstetrics & Gynecology
Lewiston, Maine 04240

Administrator- Chief Executive Officer *responsible for all non-medical aspects of the practice.*

1985- 2005 Bangor Ear, Nose, and Throat Professional Association
Bangor, Maine
Continue to handle any remaining business of the practice since the closure.

Administrator- Chief Administrative Officer *responsible for all non-medical aspects of the practice.*

1983-1985 Maxwell, Roediger, & Knowland, MDPA
Portland, Maine

Administrator- Chief Executive Officer *responsible for all non-medical aspects.*

1977-1983 Kennebec Radiology Professional Association
Augusta, Maine

Principal- Management Consultant *to a variety of medical specialties including radiology, internal medicine, rheumatology, urology, emergency medicine, orthopaedics, and physical therapy.*

1980 – 2005 Hampden, Maine

Medical Industry Marketing Representative- *vertical industry representative for healthcare including small hospitals and physician offices*

1973- 1977 International Business Machines
Portland, Maine

Degree Earned: Baccalaureate University of Maine at Portland-Gorham

Political Science major

Medical Group Management Association Activities: Life Member
 1978-1983, 1991-1994 **New Hampshire MGMA:** Member
 1979-1991 **Maine Medical Practice Management Association:** Charter Member, President (2 terms)
 1979-present **American College of Medical Practice Executives:** Certification 1980 Life Member
 1988-2004 **Otolaryngology Administration Assembly:** President (two terms)
 1989-1992 **Eastern Section MGMA:** Officer/ Committee Work
 1989-1992 **MGMA Membership and Credentials Committee:** Chair 1991-1992
 1991-2004 **Otolaryngology Administration Assembly of New England:** Education Chair (1991-1996)
 2004-2009 **Obstetrics & Gynecology Assembly:** member

Other Health Related Organizations:

1978-1983 **Radiology Business Managers Association:**
 1985-2005 **Association of Otolaryngology Administrators:** National Conference Committees; Speaker
 1991-1995 **Professional Association of Health Care Office Managers:** Member
 1993-1994 American Academy of Otolaryngology- Head & Neck Surgery, Inc. **Practice Expense Study Group**

Civic & Other Public Services:

1973-1976 Board of Directors: **University of Southern Maine Alumni Association**
 1985-1991 Board of Directors: **Breast Diagnostic Center**
 1985-present **St. Joseph Hospital Auxiliary: Life Member-** served on the Board of Directors
 1986-1989 Board of Directors: **Opera League of Maine**
 1986-present **Kennebec Girl Scouts Council:** Life Member / Task Force Chair
 1991-2001 **Greater Bangor Chamber of Commerce:** Member /Committee Work
 1992-1993 **Hampden Academy Project Graduation**
 1987-1989 **Hampden Congregational Junior High Youth Group**
 1988-1992 **Bangor Chapter Order of DeMolay Parents Club**
 1994-present **Eastern Maine Medical Center Auxiliary:** Life Member
 1995-1996 **American Field Service** Host Family /Former Returnee
 2006, 2007 **Bennett Breast Care Center** Fashion Show- model
 2007 Public Service Announcements for **Buddy to Buddy** Campaign
 2011-2015 Auburn City Councilor Ward 1
 2011-2015 Auburn Sewerage District Board of Trustees
 2011-2015 Auburn Water District Board of Trustees – Treasurer 2015
 2015- present Auburn Conservation Commission- current Secretary-Treasurer
 2012- present Woman's Literary Union- By-Laws Committee Chair, Membership Committee Chair, and Special Events Committee, member of the Executive Committee

Personal Interests: Theater, music, live performances, and all that Maine has to offer.

References Available Upon Request



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 2/23/2016

Last name: Lofean First name: Charles Middle Initial: H.

Residence address: 86 Orchard St. Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 207-912-1563 Work phone: 207-347-5000 Cell phone: 207-712-1563

Email address: clafean@gmail.com

Current occupation: Chief Operating Officer

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): BS Communications, MaineMaster Naturalist

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- 9-1-1 Committee
- Airport Board
- Auburn Housing Authority
- Audit & Procurement Committee
- Board of Assessment Review
- Cable TV Advisory Board
- CDBG Loan Committee
- Community Forest Board
- Conservation Commission
- Ethics Panel
- L/A Transit Committee
- Planning Board
- Recreation & Special Events
- Sewer District
- Water District
- Zoning Board of Appeals

Is this application for a new appointment or _____ reappointment or _____ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). The outdoors has always been my "medicine". I am very interested in falsifying the best care of it possible.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I would like to increase public awareness and engagement on issues related to environmental conservation in my own city through education & exposure to our wonderful outdoor resources.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? yes, Community Fitness Board, Parks Subcommittee

Dates served (if known)? Oct/Nov 2015 to present

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____

Dates served (if known)? _____

How did you learn of this vacancy? Email

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Handwritten Signature] Date: 2/23/16

Please submit your application to:

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
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Community & Economic
Development

James Pross
Robert Stone
Grady Burns

- LAEGC-Mayor Labonte and Grady Burns
- CDBG CAC-Grady Burns and Tina Gilbert

Transportation & Environment

Tina Gilbert
Leroy Walker
David Young

- Railroad - Robert Stone
- Airport - Tina Gilbert
- LATC-Tina Gilbert
- MMWAC-Leroy Walker
- Sewerage District-TBD
- Water District-TBD

Finance & Administration

Andy Titus
Robert Stone
Tina Gilbert

- Audit & Procurement-Robert Stone and Andy Titus
- Appointment Committee-Grady Burns, James Pross, and Andy Titus
- AVCOG-Robert Stone, Andy Titus, and Tina Gilbert

Public Safety & Community
Services

Andy Titus
Leroy Walker
David Young

- 9-1-1 Committee-Leroy Walker
- Auburn Public Library-Mayor LaBonte
- Cable TV Advisory Board-David Young
- LA Public Health Committee-David Young
- Recreation Advisory Board-Leroy Walker