



City Council Workshop & Meeting
May 6, 2019
Agenda

5:30 P.M. City Council Workshop

- A. Proposed Marijuana Ordinance (Part 4) – Phil Crowell and Eric Cousens (20 minutes)
- B. Budget Discussion
 - a. Public Works – Dan Goyette
 - b. Fire Department – Bob Chase
 - c. Recreation, Arena, Turf Facility - Peter Crichton

7:00 P.M. City Council Meeting - Roll call votes will begin with Councilor Hayes

Pledge of Allegiance

- I. **Consent Items** - All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 1. **Order 49-0506019***
Confirming the date for the Special Municipal Referendum Election (new high school construction) to be held on June 11, 2019 in conjunction with the School Budget Validation Referendum Election.
- II. **Minutes**
 - April 16, 2019 Regular Council Meeting
 - April 22, 2019 Special Council Meeting
 - April 24, 2019 Special Council Meeting
 - April 29, 2019 Special Council Meeting
- III. **Communications, Presentations and Recognitions**
Proclamation and Recognition – Central Maine Community College’s Lady Mustangs
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business** - None
- VI. **New Business**

1. **Order 50-05062019**
Approving the request to waive the business licensing fees for the Auburn Suburban Baseball and Softball, a non-profit organization for the 2019 season.
2. **Order 51-05062019**
Adopting the FFY2018 CDBG Action Plan. *Public hearing and vote.*
3. **Order 52-05062019**
Approving TIF #24 (Gracelawn). *Public hearing and vote.*
4. **Order 53-05062019**
Appointing Adam S. Boss to the Conservation Commission with a term expiration of 6/1/2022.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
1. **Order 54-05062019**
Appointing Alfreda Fournier to the Age Friendly Community Committee with a term expiration of 6/1/2020.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
2. **Order 55-05062019**
Appointing Sally Gagnon to the Age Friendly Community Committee with a term expiration of 6/1/2020.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
3. **Order 56-05062019**
Appointing Diane Vincent to the Age Friendly Community Committee with a term expiration of 6/1/2020.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
4. **Order 57-05062019**
Appointing Cynthia Larrabee to the Age Friendly Community Committee with a term expiration of 6/1/2021.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
5. **Order 58-05062019**
Appointing Dana Morrell to the Age Friendly Community Committee with a term expiration of 6/1/2021.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
6. **Order 59-05062019**
Appointing Mamie Ney to the Age Friendly Community Committee with a term expiration of 6/1/2021.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
7. **Order 60-05062019**
Appointing Larry Pelletier to the Age Friendly Community Committee with a term expiration of 6/1/2021.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).
8. **Order 61-05062019**

Appointing Jan Biron to the Age Friendly Community Committee with a term expiration of 6/1/2022.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

9. Order 62-05062019

Appointing Belinda Gerry to the Age Friendly Community Committee with a term expiration of 6/1/2022.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

10. Order 63-05062019

Appointing Leroy Walker, Sr. to the Age Friendly Community Committee with a term expiration of 6/1/2022.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

11. Order 64-05062019

Appointing Frank Pippen to the Age Friendly Community Committee with a term expiration of 6/1/2022.
Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

VII. Reports

- a. Mayor's Report
- b. City Councilors' Reports
- c. City Manager Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

1. Executive Session, poverty abatement, pursuant to 36 MRSA Sec. 841 with possible action to follow.
2. Executive Session, poverty abatement, pursuant to 36 MRSA Sec. 841 with possible action to follow.
3. Executive Session, economic development (AIP), pursuant to 1 MRSA, Sec 405(6)(C)
4. Executive Session, personnel matter, pursuant to 1 MRSA Sec. 405(6)(A).
5. Executive Session, labor negotiations, pursuant to 1 MRSA Sec. 405(6)(D).

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop Meeting Date: May 6, 2019

Author: Phil Crowell, Assistant City Manager

Subject: Adult Use and Medical Marijuana Business Ordinance

Information: The marijuana workgroup has been meeting regularly since the City Council meeting on February 5, 2018 to consider local impacts relating to adult use and medical marijuana businesses.

The workgroup has completed their work and is presenting to the council the proposed ordinance change. The proposed ordinances have been presented to the Planning Board and a public hearing has been held. The Planning Board has made recommendations for changes and some of these have been incorporated to this draft. Three workshops have been held with the city council to discuss the marijuana business ordinance, changes to the zoning ordinance and the odor ordinance. At this workshop we will discuss changes to the setbacks for existing medical marijuana cultivation sites which may want to transfer to an adult use cultivation business and answer any questions the council may have before the first reading.

We are proposing the city council hold the public hearing and first reading at the May 20, 2019 meeting to determine if the City of Auburn will “opt-in” to allow marijuana businesses as outlined in state statute. If the council is in favor of “opting-in”, the city council will need to adopt the proposed ordinance with any recommended changes by council. Although the ordinance will become effective upon adoption, the adult use applications will not be received until a conditional license is approved by the State of Maine. While the “Marijuana Legalization Act” has already been approved, the rulemaking has yet to be completed. It is reported that rulemaking may have their work completed by Spring of 2020.

City Budgetary Impacts: New revenue and new expenses will occur with the adoption of this ordinance. The estimated financials were reviewed at the April 11, 2019 workshop meeting.

Staff Recommended Action: If the city council votes to “opt-in” to allow marijuana businesses – staff recommends the city council approve the new and amended ordinances.

Previous Meetings and History: December 5, 2016, January 23, 2017, February 5, 2018, June 4, 2018, and November 19, 2018. Presented to the City Council during the March 18, 2019, April 1, 2019 and April 16, 2019 workshop.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Crowell".

Attachments:

Updated Adult Use and Medical Marijuana Business Ordinance – see changes starting at the bottom of page 11.

CITY OF AUBURN

**Adult Use and Medical Marijuana Businesses
Ordinance**

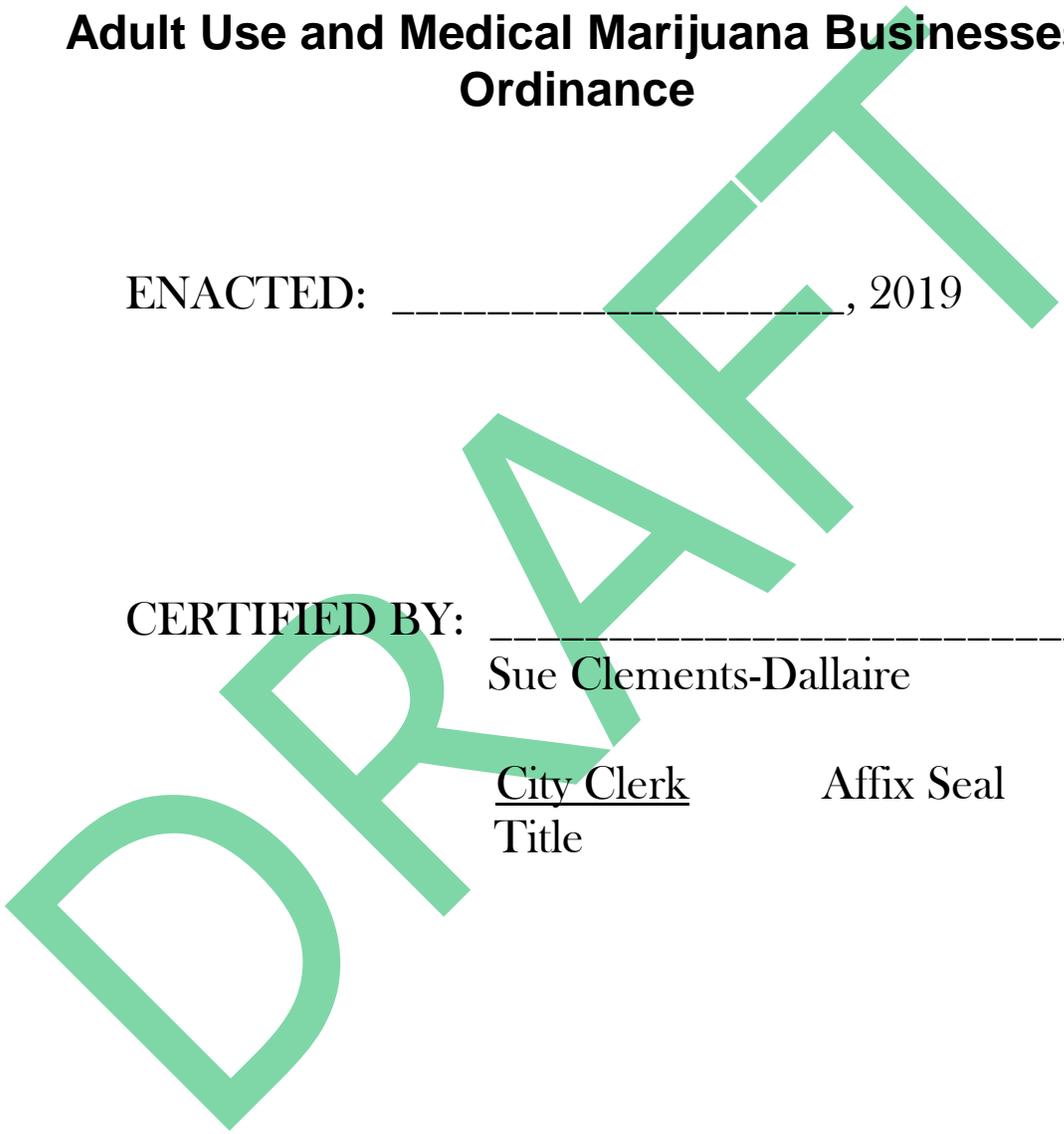
ENACTED: _____, 2019

CERTIFIED BY: _____

Sue Clements-Dallaire

City Clerk
Title

Affix Seal



City of Auburn
Chapter 14 – Business Licenses and Permits
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Adult Use and Medical Marijuana Businesses Ordinance
Chapter 14 – Business Licenses and Permits

14-650 Title:

This ordinance shall be known and cited as the “City of Auburn Adult Use and Medical Marijuana Businesses Ordinance” and will be referred to hereinafter as “this Ordinance”. This Ordinance limits all subject Adult Use and Medical Marijuana Businesses to the zoning districts specified under the Auburn Zoning Ordinance, prescribes definitions of Adult Use and Medical Marijuana Businesses, and provides for permitting/licensing and regulation of Adult Use and Medical Marijuana Businesses, and provides performance standards for Adult Use and Medical Marijuana Businesses.

14-651 Authority and Applicability:

WHEREAS, implementing a system for the regulation of stores, dispensaries, cultivation, manufacturing, and testing for the production and sale of marijuana, is a complex function with significant administrative demands on the City of Auburn; and

WHEREAS, ensuring that possession and use of Adult Use and Medical Marijuana is limited to persons who are 21 years of age or older, except in the case of minors in possession of a medical marijuana patient card, is necessary to protect those who have not yet reached adulthood from the effects of irresponsible use of marijuana; and

WHEREAS, the City of Auburn believes that any production, processing, or selling of Adult Use and Medical Marijuana should be conducted in a safe and fair manner for the health, safety, and welfare of the community, which includes complying with provisions of all applicable laws and ordinances relating to adult use and medical use of marijuana throughout the City of Auburn; and

NOW THEREFORE, this Ordinance is adopted pursuant to the Marijuana Legalization Act, 28-B M.R.S. §101 et seq.; the Maine Medical Use of Marijuana Act, 22 M.R.S. §2421 et seq.; and the City’s home rule authority under Article VIII, Part 2, Section 1 of the Maine Constitution 30-A M.R.S. §3001 et seq., and 30-A M.R.S. §4301 et seq.

14-652 Purpose:

It is the purpose of this Ordinance to regulate Adult Use and Medical Marijuana Businesses in order to promote the health, safety, and general welfare of the citizens of Auburn, and to establish reasonable and uniform regulations for the appropriate location of Adult Use and Medical Marijuana Businesses in Auburn.

Persons or entities wishing to establish an Adult Use or a Medical Marijuana Business within the City of Auburn shall first obtain a license from the Auburn City Council (hereinafter “the City Council”) and shall be subject to the provisions of this Ordinance. This Ordinance may not be construed to limit any privileges or rights of a qualifying patient, primary caregiver, registered or otherwise, or registered dispensary under the Maine Medical Use of Marijuana Act.

14-653 Conflict with Other Ordinances; State Law:

Whenever a provision of this Ordinance conflicts with or is inconsistent with other provisions of this Ordinance, or of any other ordinance, regulation or standard, the more restrictive provision shall apply. Nothing herein is intended to conflict with State law; whenever a provision of this Ordinance conflicts with State law the more restrictive provision shall apply. All applicants and licensees shall comply with all applicable State laws.

14-654 Effective Date:

The effective date of this Ordinance, and the business licensing thereunder, shall be the date of adoption by the City Council.

14-655 Validity and Severability:

Should any section or provision of this Ordinance be declared by any court to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

14-656 Definitions:

Adult Use Cultivation facility: a facility licensed under this ordinance to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to sell adult use marijuana to Adult Use Products Manufacturing Facilities, to Adult Use Marijuana Stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to Adult Use Marijuana Stores.

Adult Use Marijuana Nursery Cultivation Facility: a facility licensed under this ordinance to cultivate not more than 1,000 SF of plant canopy pursuant to 28-B M.R.S. §501.

Adult Use Marijuana Store: a facility licensed under this ordinance to purchase adult use marijuana, immature marijuana plants and seedlings from an Adult Use Cultivation Facility, to purchase adult use marijuana and adult use marijuana products from an Adult Use Products Manufacturing Facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

Adult Use Marijuana Testing Facility: a facility licensed under this ordinance to develop, research and test adult use marijuana, adult use marijuana products and other substances.

Adult Use Products Manufacturing Facility: a facility licensed under this ordinance to purchase adult use marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package adult use marijuana and adult use marijuana products; and to sell adult use marijuana and adult use marijuana products to marijuana stores and to other products manufacturing facilities.

Cultivation or Cultivate: the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana for use or sale.

Harvested Marijuana: the plant material harvested from a mature marijuana plant, except the stalks, leaves and roots of the plant that are not used for a qualifying patient's medical use. "Harvested marijuana" includes marijuana concentrate and marijuana products.

Immature marijuana plant: a marijuana plant that is not a mature marijuana plant or a seedling.

Manufacture or Manufacturing: the production, blending, infusing, compounding or other preparation of marijuana concentrate and marijuana products, including, but not limited to, marijuana extraction or preparation by means of chemical synthesis.

"Marijuana" means the leaves, stems, flowers and seeds of a marijuana plant, whether growing or not.

Marijuana Business: Medical Marijuana Cultivation Facility, Medical Marijuana Manufacturing Facility, Medical Marijuana Testing Facility, Registered Dispensary, Registered Caregiver Retail Store, Adult Use Marijuana Cultivation Facility, Adult Use Marijuana Products Manufacturing Facility, Adult Use Testing Facility, or Adult Use Marijuana Store licensed under this Ordinance.

Medical Marijuana Cultivation Facility: a facility licensed under this ordinance to cultivate, prepare and package medical marijuana at a location that is not the residence of the Registered Caregiver or Qualifying Patient.

Medical Marijuana Manufacturing Facility: a registered tier 1 or tier 2 manufacturing facility or a person authorized to engage in marijuana extraction under section 2423-F.

Medical Marijuana Testing Facility: a public or private laboratory that:

- A. Is authorized in accordance with 22 M.R.S. §2423-A, subsection 10 to analyze contaminants in and the potency and cannabinoid profile of samples; and
- B. Is accredited pursuant to standard ISO/IEC 17025 of the International Organization for Standardization by a 3rd-party accrediting body or is certified, registered or accredited by an organization approved by the State of Maine.

Medical Use: the acquisition, possession, cultivation, manufacture, use, delivery, transfer or transportation of marijuana or paraphernalia relating to the administration of marijuana to treat or alleviate a qualifying patient's medical diagnosis or symptoms for which a medical provider has provided the qualifying patient a written certification under this chapter.

Plant Canopy: the total surface area within the licensed premises of an Adult Use Marijuana Cultivation Facility that is authorized for use at any time by the cultivation facility licensee to cultivate mature marijuana plants. The surface area of the plant canopy must be calculated in square feet and measured using the outside boundaries of the area and must include all of the area within the boundaries. If the surface area of the plant canopy consists of non-contiguous areas, each component area must be separated by identifiable boundaries. If a tiered or shelving system is used by the cultivation facility licensee, the surface area of each tier or shelf must be included in calculating the area of the plant canopy. Calculation of the area of the plant canopy may not include the areas within the licensed premises of a cultivation facility that are used by the licensee to cultivate immature marijuana plants and seedlings and that are not used by the licensee at any time to cultivate mature marijuana plants.

Qualifying patient: a person who has been a resident of the State for at least 30 days and who possesses a valid written certification regarding medical use of marijuana in accordance with section 2423-B.

Registered caregiver: a person or an assistant of that person that provides care for a qualifying patient and who is registered by the State of Maine pursuant to 22 M.R.S. § 2425-A.

Registered Caregiver Retail Store: a facility licensed to sell harvested marijuana to qualifying patients for the patients' medical use.

Registered Dispensary: an entity registered under 22 M.R.S. § 2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses marijuana or related supplies and educational materials to qualifying patients and the caregivers of those patients.

Testing or test: the research and analysis of marijuana, marijuana products or other substances for contaminants, safety or potency.

14-657 License Required:

No person may establish, operate or maintain a Marijuana Business without first obtaining a license from the City Council.

It is a violation of this Ordinance for any person to operate a Marijuana Business without a valid Marijuana Business license issued by the City pursuant to this Ordinance.

Pursuant to 28-B M.R.S. § 402, an applicant seeking to operate an Adult Use Marijuana Business may not submit an application for a license unless the applicant has been issued a conditional license by the State of Maine to operate the Adult Use Marijuana Business.

Marijuana Business Licenses shall be administered on a first come, first served basis based upon the date the application is deemed complete.

Registered Caregivers operating out of their residence shall apply for and obtain a permit for a home occupation in accordance with Article IX of the Auburn Zoning Ordinance and shall comply with all standards set forth in the article. Registered Caregivers who cultivate medical marijuana only for themselves and/or members of their household are exempt from this requirement and are not required to obtain a permit or license.

The cultivation, manufacturing, testing or sale of adult use marijuana from a residence is prohibited, unless it is for personal use in accordance with 28-A M.R.S. § 1502. Home cultivation of adult use marijuana for personal use is exempt from the licensing requirements of this Ordinance. Provided, however, that outdoor cultivation of adult use marijuana for personal use is prohibited, unless the residence is located in an agricultural zoning district.

14-658 Application Procedure:

- A. An application for a license must be made on a form provided by the City.
- B. All applicants must be qualified according to the provisions of this Ordinance. Applicants shall provide sufficient information to demonstrate that they meet all qualifications and standards established in this Ordinance.
- C. Application to establish a Marijuana Business
 - 1. If the applicant who wishes to operate a Marijuana Business is a single individual, this person must sign the application for a license. If the applicant who wishes to operate a Marijuana Business is more than one individual, each person who has an interest in the business must sign the application for a license as applicant. Each applicant must be qualified under the following section and each applicant shall be considered a licensee if a license is granted.
 - 2. The completed application for a Marijuana Business license shall contain the following information and shall be accompanied by the following documents:
 - a. If the applicant is an individual: The individual shall state their legal name and any aliases, and submit proof that they are at least twenty-one (21) years of age.
 - b. If the applicant is a partnership: The partnership shall state its complete name, and the names of all partners, whether the partnership is general or limited, submit a copy of the partnership agreement, if any, and submit proof that all partners are at least twenty-one (21) years of age.

- c. If the applicant is a corporation: The corporation shall state its complete name, the date of its incorporation, evidence that the corporation is in good standing under State law, the names and capacity of all officers, directors and principal stockholders, the name of the registered corporate agent, the address of the registered office for service of process, and submit proof that all officers, directors and principal stockholders are at least twenty-one (21) years of age.
- d. If the applicant is a limited liability company (LLC): The LLC shall state its complete name, the date of its establishment, evidence that the LLC is in good standing under State law, the names and capacity of all members, a copy of its operating agreement, if any, the address of its registered office for service of process, and submit proof that all members are at least twenty-one (21) years of age.
- e. If the applicant intends to operate the Marijuana Business under a name other than that of the applicant, they must state the Marijuana Business' name and submit the required registration documents.
- f. If the applicant, an officer, member or employee has been convicted of criminal activity under State and/or federal law, they must list the specified criminal activity involved, and the date, place, and jurisdiction of each conviction.
- g. If the applicant has had a previous license under this Ordinance or other similar Marijuana Business license applications in another town, city or state denied, suspended or revoked, they must list the name and location of the Marijuana Business for which the license was denied, suspended or revoked, as well as the date of the denial, suspension or revocation, and they must list whether the applicant has been a partner in a partnership or an officer, director, or principal stockholder of a corporation that is permitted/licensed under this Ordinance, whose license has previously been denied, suspended or revoked, listing the name and location of the Marijuana Business for which the permit was denied, suspended, or revoked as well as the date of denial, suspension or revocation.
- h. If the applicant holds any other permits/licenses under this Ordinance or other similar Marijuana Business license from another town, city, or state the applicant shall provide the names and locations of such other permitted/licensed businesses.
- i. The type of Marijuana Business for which the applicant is seeking a license.
- j. The location of the proposed Marijuana Business, including a legal description of the property, street address, and telephone number.
- k. Sufficient documentation demonstrating possession or entitlement to possession of the proposed licensed premises of the Marijuana Business

pursuant to a lease, rental agreement, purchase and sale agreement or other arrangement for possession of the premises or by virtue of ownership of the premises.

- l. The applicant's mailing address and residential address.
 - m. Recent passport-style photograph(s) of the applicant(s).
 - n. The applicant's driver's license.
 - o. A sketch showing the configuration of the subject premises, including building footprint, interior layout with floorspace to be occupied by the business, and parking plan. The sketch must be drawn to scale with marked dimensions.
 - p. A copy of a City Tax Map depicting: the subject property lines and the property lines of other properties containing any existing Marijuana Businesses within one thousand (1,000) feet of the subject property; and the property lines of any public or preexisting private school within seven hundred and fifty (750) feet of the subject property, measured in accordance with Section 14-659.
3. All applications for a Marijuana Business license shall be kept confidential by the City .
4. All applicants, including all individuals, officers, directors, managers, members, and partners, for any Adult Use Marijuana Business license, excepting Adult Use Marijuana Testing Facilities, must be residents of the State, as defined in 28-B M.R.S. §102, and a majority of shares, partnership interests, and membership interests, or other equity interests in corporate applicants must be held or owned by persons who are residents.

All applicants, including all individuals, officers, directors, managers, members, and partners, for any Medical Marijuana Business license must be residents of the State, as defined in 22 M.R.S. §2422.

5. If an applicant is a person, the applicant must be a resident as that term is defined in the application. If the applicant is a corporation, partnership, or limited liability company, every officer, director, and managing partner must be a person who is a resident, and a majority of shares, partnership interests, and membership interests, or other equity interests must be held or owned by persons who are residents. This residency requirement does not apply to applicants for testing facility licenses.

E. Application and License Fees

All applications must be submitted with a \$500 fee. If an application is approved, the following license fees must be paid before the City will issue a license:

Marijuana Store: Annual Operation License Fee: \$5,000

Marijuana Manufacturing Facility: Annual Operation License Fee: \$2,500

Marijuana Testing Facility: Annual Operation License Fee: \$2,500

Adult Use Marijuana Cultivation:

Tier 1: 0 to 500 SF of plant canopy: Annual Permit/Licensing Fee: \$1,000.

Tier 2: 501-2,000 SF of mature plant canopy: Annual License Fee: \$1,500.

Tier 3: 2,001-7,000 SF of mature plant canopy: Annual License Fee: \$2,500.

Tier 4: greater than 7,000SF of mature plant canopy: Annual License Fee: \$5,000.

Medical Marijuana Cultivation: Annual Operation License Fee: \$1,000

Adult Use Marijuana Nursery Cultivation: Annual License Fee: \$1,000 (Plant canopies of individual Nursery Cultivations are permanently capped at 1,000 SF.)

Renewal applicants for Adult Use Marijuana Cultivation licenses may seek an increase to a higher tier if they comply with the requirements in this section.

Applicants for Adult Use Marijuana Cultivation licenses may not hold more than three (3) such licenses or a total combined plant canopy in excess of 30,000 SF.

14-659 Standards for License:

A. General

1. All Marijuana Businesses shall comply with applicable state and local laws and regulations.
2. Marijuana Businesses shall only be located within the zoning districts permitted in the Auburn Zoning Ordinance.
3. Marijuana Businesses may not be located on property within seven hundred and fifty (750) feet of the property line of a preexisting public or private school (K-12). For the purposes of this Ordinance, "school" includes a public school, private school, or public preschool program as defined in 20-A M.R.S. §1, or any other educational facility that serves children from prekindergarten to grade 12.

Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the school property line and the property line of the parcel of land on which the Marijuana Business is located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front

door of the Marijuana Business to the property line of the school. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

4. Marijuana Businesses may not be located on property within one thousand (1,000) feet of the property line of a parcel containing one or more Marijuana Businesses. Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the property lines of the parcels of land on which the Marijuana Businesses are located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front door of each of the Marijuana Businesses. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

Notwithstanding the foregoing, more than one Marijuana Businesses may be located on the same parcel, provided all state and local requirements are met.

Adult Use and Medical Marijuana Cultivation Facilities and Adult Use and Medical Marijuana Manufacturing Facilities operating within the industrial zoning district are exempt from this setback requirement.

This setback requirement does not apply to properties with more than one Marijuana Business that are subdivided, as long as the Marijuana Business(es) located on the property were operating with City approval prior to December 13, 2018.

5. No outside cultivation or storage of marijuana, marijuana products, or related supplies is permitted, except that outdoor cultivation of marijuana in the Agricultural District is permitted.
6. Pursuant to 22 M.R.S. §2429-D(3), Registered Caregiver Retail Stores, Registered Dispensaries, Medical Marijuana Testing Facilities, and Medical Marijuana Manufacturing Facilities that were operating with City approval prior to December 13, 2018, are grandfathered in their current location and current use and shall be treated as legally non-conforming uses in accordance with Article III of the Auburn Zoning Ordinance if their location or use is not in conformance with this ordinance or applicable zoning ordinances, provided, however, that said Marijuana Businesses shall apply for and obtain a license.

Notwithstanding Section 60-79(4) of the Auburn Zoning Ordinance, the holder of a license for a Medical Marijuana Cultivation Facility that complies with all applicable provisions of this Ordinance and the Auburn Zoning Ordinance, may exchange their license for an Adult Use Cultivation Facility license in the same location, provided they meet all requirements and standards to operate an Adult

Use Cultivation Facility, with the exception of the required setbacks between facilities and schools. Said holder must file an application and pay a \$500 fee.

Notwithstanding Section 60-79(4) of the Auburn Zoning Ordinance, the holder of a license for a Registered Caregiver Retail Store that complies with all applicable provisions of this Ordinance and the Auburn Zoning Ordinance may exchange their license for an Adult Use Marijuana Store license in the same location, provided they meet all requirements and standards to operate an Adult Use Marijuana Store. Said holder must file an application and pay a \$500 fee.

7. All Adult Use Marijuana Stores and Registered Caregiver Retail Stores must be operated from permanent locations, which may utilize telephone and internet orders as long as the buyer pays for and picks up such orders in the store on the day the order is made, an exception is made for Registered Caregiver Retail Stores whereas it may be a necessity for the business to deliver medical marijuana to a patient. These deliveries will be made by the business and no contracted/paid delivery service will be authorized. Delivery must be made directly to the Qualified Patient and proper identification is verified.
8. Adult Use Marijuana Stores and Registered Caregiver Retail Stores may not use vending machines for sales, may not have "drive-through" or "drive-up" window-serviced sales, and may not have internet-based sales with credit/debit card payment and delivery by USPS, UPS, FedEx, DHL, or any other global or local delivery service or courier.
9. Security measures at all Marijuana Business premises shall include, at a minimum, the following:
 - a. Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week, with thirty (30) day video storage, to monitor all entrances, along with the interior and exterior of the premises, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring at the premises; and
 - b. Door and window combination video and motion detector intrusion system with audible alarm and smart phone monitoring, maintained in good working condition; and
 - c. A locking safe permanently affixed to the premises that is suitable for storage of all marijuana, marijuana products, and cash stored overnight on the licensed premises; and
 - d. Exterior lighting that illuminates the exterior walls of the licensed premises during dusk to dawn, that is either constantly on or activated by motion detectors, and complies with applicable provisions of the lighting performance standards in the City of Auburn Zoning Ordinance; and

- e. Deadbolt locks on all exterior doors and any other exterior access points, excepting windows which shall have locks and bars; and
- f. Methods to ensure that no person under the age of twenty-one (21) shall have access to marijuana and marijuana products.

11. Ventilation

All Marijuana Businesses are required to be in compliance with the Odor Nuisance Control and Abatement Performance Standards in the City's Zoning Ordinance, and all Marijuana Cultivation facilities shall have odor mitigation systems and a plan.

12. Operating Plan

Marijuana Businesses which cultivate, test, and/or manufacture are required to submit an operation plan that at a minimum addresses the following:

- a. wastewater; and
- b. disposal of waste

13. Required Notices

There shall be posted in a conspicuous location inside each Marijuana Store, at least one legible sign containing the following information:

On-site consumption of marijuana is illegal; Open and public consumption of marijuana in the State of Maine is illegal; The use of marijuana or marijuana products may impair a person's ability to drive a car or operate machinery; No one under the age of twenty-one (21) may purchase marijuana or marijuana products, except a minor with medical marijuana card; Loitering prohibited.

14. Signs

All signs used by and all marketing and advertising conducted by or on behalf of the marijuana business may not involve advertising or marketing that has a high likelihood of reaching persons under 21 years of age or that is specifically designed to appeal particularly to persons under 21 years of age. The signs, marketing, or advertising is prohibited from making any health or physical benefit claims. All signage shall meet the City's Sign Ordinance and may use an image or images of the marijuana plant or plants, or parts thereof, as long as they do not exceed 20% of the sign face, but there shall be no pictorial representations of other marijuana products, by-products, or paraphernalia associated with the use or distribution of retail marijuana.

The exterior of all Marijuana Stores shall display a 1' x 1' image of any universal symbol for Medical or adopted by the State's Department of Administration and Financial Services.

B. Right of Access/Background Check/Inspection

Every Marijuana Business shall allow law enforcement officers and the Auburn Code Enforcement Officer ("CEO") to enter the premises at reasonable times for the purpose of checking compliance with all applicable State laws and this Ordinance. Every owner and employee of a Marijuana Business applying for a license, shall contact the Auburn Police Department for the purposes of fingerprinting and criminal background checking, and all premises managers for Marijuana Businesses shall submit emergency contact information to the Lewiston – Auburn 911 Communication Center.

Due to fire, explosion, and other hazards inherent in Marijuana Cultivation, Testing, and Manufacturing facilities, including, but not limited to, heavy electrical loads, hot lighting fixtures, CO² enrichment, extraction solvents (acetone, butane, propane, ethanol, heptane, isopropanol, CO², etc.), high-pressure extraction methods (CO², etc.), and flammable contents, the owners of all such facilities shall agree to be inspected annually by the Auburn Fire Department and have a Knox Box installed at the structure's exterior entrance for emergency access. Knox Boxes shall be obtained and installed in coordination with the Auburn Fire Department.

C. Indemnification

By accepting a license issued pursuant to this Ordinance, the licensee waives and releases the City, its officers, elected officials, employees, attorneys, and agents from any liability for injuries, damages, or liabilities of any kind that result from any arrest or prosecution of any Marijuana Business owners, operators, employees, clients, or customers for a violation of local, State or federal laws, rules, or regulations.

By accepting a license issued pursuant to this Ordinance, the permittee/licensee agrees to indemnify, defend, and hold harmless the City, its officers, elected officials, employees, attorneys, agents, and insurers against all liability, claims, and demands on account of any injury, loss or damage, including without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever arising out of or in any manner connected with the operation of a permitted/licensed Marijuana Business.

D. State Law

In the event the State of Maine adopts any additional or stricter law or regulation governing the sale, cultivation, manufacture, distribution, or testing of Marijuana or Marijuana products, the additional or stricter regulation shall control the establishment or operation of any Marijuana Business in Auburn.

Compliance with all applicable State laws and regulation shall be deemed an additional requirement for issuance or denial of any license under this Ordinance, and noncompliance with State laws or regulations shall be grounds for revocation or suspension of any license issued hereunder.

14-660 Enforcement

A. Violations

1. Any violation of this Ordinance, including failure to comply with any condition, may be enforced in accordance with 30-A M.R.S. §4452. Every day a violation exists constitutes a separate violation.
2. Commencement of any Marijuana Business without a City license for same shall be a violation of this Ordinance. Any party committing such a violation shall immediately cease operations, whether of a construction, renovation, or business nature, upon notification by the Code Enforcement Officer (CEO). Upon such CEO notification, the City can pursue fines and/or penalties under 30-A M.R.S. §4452.

B. Law Enforcement Officer (“LEO”) and Code Enforcement

Law enforcement officers and the CEO may at any reasonable time conduct on-site inspections to insure compliance with all applicable laws and conditions attached to license approvals, and shall investigate all complaints of alleged violations of the Ordinance.

1. If the LEO or CEO finds that any provision of this Ordinance is being violated, they shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it, including but not limited to, discontinuance of illegal use of land, buildings, or structures, or work being done, removal of illegal buildings or structures, and abatement or mitigation of violations. A copy of such notices shall be submitted to the City Council and be maintained as a permanent record.
2. The LEO or CEO shall keep a complete record of all essential transactions of the LEO or CEO, including Marijuana license applications submitted, permits/licenses granted or denied, training certifications, revocation actions, revocation of permits/licenses, appeals, court actions, violations investigated, violations found, and fees collected.

C. Legal Actions

When the above notification and/or inspection actions do not result in the voluntary correction or abatement of the violation by the subject Marijuana Business, the

City Council, upon receiving written notification from the LEO or CEO, may institute any and all actions and proceedings, either legal or equitable, including injunctions of violations and the impositions of penalties and/or fines in order to enforce the provisions of this Ordinance.

The City Council, or their authorized agent, are hereby authorized to enter into administrative consent agreements for the purpose of eliminating violations of this Ordinance and recovering fines without court action.

D. Penalties/Fines

Any person, including but not limited to, a Marijuana Business owner, a property owner where such business is located, or any agent or contractor for same, who orders or conducts any activity in violation of this Ordinance, or fails to comply with any of its requirements, shall be penalized in accordance with 30-A M.R.S. §4452.

14-661 Training:

A. Individuals who sell marijuana and marijuana products, pursuant to a Marijuana Store business license, must complete responsible marijuana vendor sales practices training, if and when such training is available. This training may be completed on-line and an employee must be certified within 30 days of employment.

B. Recordkeeping.

Marijuana Store licensees shall maintain on the licensed premises, written records of the vendor training programs completed by individuals who sell marijuana and marijuana products and shall produce those records upon request by the CEO or LEO with the Auburn Police Department.

C. Failure to comply with the training requirements.

Failure to meet the training requirement imposed by §14-661 may result in the denial/revocation of a Marijuana Business license.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: FY 20 Budget Presentations

Information: There will be a brief presentation of the proposed FY 20 operations and Capital Improvement Plan budgets on the following departments:

- a. Public Works
 - b. Fire Department
 - c. Recreation, Arena, Turf Facility
-

City Budgetary Impacts: To be determined.

Staff Recommended Action: After presentation, staff will be available for questions and discussion.

Previous Meetings and History: Annual review and discussion.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Cochran".

Attachments:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Order: 49-05062019

Author: Sue Clements-Dallaire, City Clerk

Subject: Confirming June 11, 2019 as the date for the Special Municipal Referendum Election for the new high school construction project.

Information: This is to confirm June 11, 2019 as the date for the Special Municipal Referendum Election for the new high school construction project which will be held in conjunction with the School Budget Validation Referendum Election. Polls will be open from 7:00 AM until 8:00 PM.

There is a cost savings to hold this election at the same time as the School Budget Validation Referendum election. Council voted to approve the ballot questions at the 4/29/2019 Special Council meeting.

City Budgetary Impacts: There is a cost savings of approximately \$6,500 by holding this election on the same date as the State Election.

Staff Recommended Action: Recommend passage of this order.

Previous Meetings and History: Council approved the ballot questions at the 4/29/2019 Council meeting.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Caulton".

Attachments: Order 49-05062019

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 49-05062019

ORDERED, that the City Council hereby confirms June 11, 2019 as the date for the Special Municipal Referendum Election for the new high school construction project which will be held in conjunction with the School Budget Validation Referendum Election. Polls will be open from 7:00 AM until 8:00 PM.

IN COUNCIL REGULAR MEETING APRIL 16, 2019 VOL. 35 PAGE 36

Motion was made by Councilor Hayes and seconded by Councilor Walker to nominate Councilor Titus to serve as mayor pro tempore in the temporary absence of Mayor Levesque. There were no other nominations. Passage 7-0.

Mayor Pro Tem Titus called the meeting to order at 7:08 PM and led the assembly to the salute to the flag. Mayor Levesque had an excused absence. All Councilors were present.

I. Consent Items

II. Minutes - April 1, 2019 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the April 1, 2019 Regular Council Meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

- Communication – A petition for the street discontinuance of Butler Hill Road was included in the Council packets to acknowledge receipt of the petition.

IV. Open Session

The following spoke on the proposed marijuana ordinance.

- John Morrison, Lewiston resident, and Auburn business owner (Port City Relief, Riverside Drive).
- Mark Barnett, 125 Granite Street, Portland business owner and a registered caregiver.
- Kyle Pepin, 41 Roy Avenue, owner of W & KP Services located at 217 Riverside Drive, also a caregiver.
- DJ Searles, 554 Washington Street.
- John Engler, 8 Cushman Place, and owner of High Sail Cannabis.
- Amanda Melknick, Portland resident and owner of Maine Cannabis Consultants.
- Jack Champlin, Bridgeton resident and business owner located at 23 Manley Road.
- Jim Katz, Arundel resident, and licensed caregiver at 23 Manley Road.
- TJ Thayer, owns property at 1400 Hotel Road (Thayer Corporation Building).

V. Unfinished Business - None

VI. New Business - None

VII. Reports

Councilor Young – no report

Councilor Walker – no report

Councilor Fournier – reported on the Auburn Public Library Board of Trustees meeting, and constituent concerns regarding the proposed 1200 seat auditorium included in the plan for the new high school. She also read an email from constituent, Ann Dumont on the

proposed high school who would like to see two questions (options) on the referendum ballot, not just one.

Councilor Gerry – reported that she is also getting comments from constituents regarding the referendum on the proposed high school.

Councilor Lasagna – reported that the Strategic Planning Committee will be meeting on Tuesday, April 23rd at 8:00 AM. She reported that she has also been receiving a lot of email and correspondence on whether we have one or two options on the referendum ballot for the new high school. Friday is the Great Falls forum at the Lewiston library.

Councilor Hayes – reported on the suggested RFP at the Airport to see if there was an interest for a developer utilizing part of the airport property and provided information on that topic. Regarding the proposed new high school, he commented that there have been a number of meetings and the public has been invited and encouraged to attend. A comment that they are hearing is that \$15 million toward a new high school is a lot of money, but he reminded everyone that a few years ago, the city thought they may have to bear the entire cost of a new high school alone, however, we decided to hold off and fortunately made it to the top of the list for state funding for a new high school and \$15 million for a \$122 million dollar facility is another way of looking at this.

Councilor Titus – reported on the LATC meeting he attended, the Auburn Sewer District Board of Trustees meeting, and noted that the Water District Board of Trustees will be meeting tomorrow at 4PM at the district. Last, he provided some historical information for the City going back to 2009.

City Manager – reported that today is kickoff for Earth Day in Auburn, he reminded everyone that the CMCC dinner is scheduled for tomorrow night at the Ramada at 5:00 PM, he provided an update on the Memorial Day Parade update, the Fire Department is initiating a Sound the Alarm Program assisting with installing with smoke alarms beginning in the New Auburn area, the FY 20 budget presentations continue, and he provided an update on the LAWPCA meeting.

Assistant City Manager – provided an update on the Strategic Plan meetings.

Finance Director, Jill Eastman – March 2019 Monthly Finance Reports

Motion was made by Councilor Fournier and seconded by Councilor Walker to accept and place on file the Finance report for March 2019. Passage 7-0.

VIII. Open Session

Larry Pelletier, 129 Second Street noted that May 17th is Edward Little High School's yearly Community Service Day. Eleven students will be working with him picking up trash. He also reported that Tambrands will be shutting down the plant to provide Community Service. This is something they do annual and several employees will be assisting with clean up in the City and along the river.

IN COUNCIL REGULAR MEETING APRIL 16, 2019 VOL. 35 PAGE 38

- IX. Executive Sessions** - Economic Development (Auburn Industrial Park), pursuant to 1 MRSA Sec. 405(6)(C). The executive session was not needed at this time.
- X. Adjournment** - Motion was made by Councilor Fournier and seconded by Councilor Walker to adjourn. All were in favor and the meeting adjourned at 8:18 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING APRIL 22, 2019 VOL. 35 PAGE 39

Motion was made by Councilor Lasagna and seconded by Councilor Fournier to nominate Councilor Titus to serve as Mayor Pro Tempore in the temporary absence of Mayor Levesque. There were no other nominations. Passage 7-0.

Mayor Pro Tem Titus called the meeting to order at 9:25 PM and led the assembly to the salute of the flag. Mayor Levesque had an excused absence. All Councilors were present.

I. New Business

1. Order 45-04222019

Approving the third non-binding advisory question to be included on the school budget validation referendum ballot as proposed by the School Department.

Motion was made by Councilor Lasagna and seconded by Councilor Fournier for passage.

Passage 7-0.

II. Adjournment - Motion was made by Councilor Walker and seconded by Councilor Fournier to adjourn. All were in favor and the meeting adjourned at 9:30 PM.

A TRUE COPY

ATTEST



Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING APRIL 24, 2019 VOL. 35 PAGE 40

Mayor Levesque called the meeting to order at 7:22 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. New Business

1. Order 46-04242019

Approving the new high school construction project and authorizing general obligation bonds and a tax levy therefor (State subsidy & local share). First reading.

Motion was made by Councilor Titus and seconded by Councilor Fournier for passage.

Public comment – no one from the public spoke.

Passage 7-0. A roll call vote was taken.

2. Order 47-04242019

Authorizing additional costs for the new high school construction project and authorizing general obligation bonds and a tax levy therefor (local share). First reading.

Motion was made by Councilor Titus and seconded by Councilor Fournier for passage.

Public comment – no one from the public spoke.

Passage 5-1-1 (Councilor Walker opposed. Councilor Hayes abstained). A roll call vote was taken.

II. Adjournment - Motion was made by Councilor Lasagna and seconded by Councilor Fournier to adjourn. All were in favor and the meeting adjourned at 7:40 PM.

A TRUE COPY

ATTEST 

Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING APRIL 29, 2019 VOL. 35 PAGE 41

Mayor Levesque called the meeting to order at 5:30 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Hayes had an excused absence, all other Councilors were present.

I. Unfinished Business

1. Order 46-04242019

Approving the new high school construction project and authorizing general obligation bonds and a tax levy therefor (State subsidy & local share). Public hearing and second reading.

Motion was made by Councilor Titus and seconded by Councilor Lasagna for passage.

Public hearing – no one from the public spoke.

Passage 6-0. A roll call vote was taken.

2. Order 47-04242019

Authorizing additional costs for the new high school construction project and authorizing general obligation bonds and a tax levy therefor (local share). Public hearing and second reading.

Motion was made by Councilor Titus and seconded by Councilor Young for passage.

Public hearing – no one from the public spoke.

Passage 6-0. A roll call vote was taken.

II. New Business

1. Order 48-04292019

Approving the questions for a municipal referendum election with respect to the new high school construction project and general obligation bonds therefor.

Motion was made by Councilor Lasagna and seconded by Councilor Titus for passage.

Public comment – no one from the public spoke.

Motion was made by Councilor Lasagna and seconded by Councilor Titus to amend the Supplemental Project Description under question two by changing from “a 6-8 lane track” to “from 6 to 8 lanes”.

Passage on amendment 6-0.

Motion was made by Councilor Titus and seconded by Councilor Fournier to amend question two by changing from “*up to \$1,585,418 of other School Department capital improvement funds, grants and donations*” to “*up to \$1,000,000 of other School Department capital improvement funds and \$585,418 in grants and donations*”.

Passage of amendment 6-0.

Passage of Order 48-04292019 as amended 5-1 (Councilor Gerry opposed).

- III. Executive Session** – Economic development, pursuant to 1 M.R.S.A. sec. 405(6)(C). Motion was made by Councilor Fournier and seconded by Councilor Walker to enter into executive session.

Passage 6-0, time in 6:20 PM.

Council was declared out of executive session at 6:40 PM.

- IV. Adjournment** – Motion was made by Councilor Titus and seconded by Councilor Fournier to adjourn. All were in favor and the meeting adjourned at 6:40 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk

OFFICE OF THE MAYOR
CITY OF AUBURN



PROCLAMATION

LET IT BE KNOWN, The Central Maine Lady Mustangs captured their second USCAA National title in three years beating Villa Maria College 85-78 in Uniontown, PA.; and

WHEREAS, The Mustangs finished the year with a record of 28-2; and

WHEREAS, through eight seasons at Central Maine Community College, Andrew Morong has led the Lady Mustangs to an overall record of 235-42 and a Yankee Conference record of 126-11. During his tenure, CM has seen 17 All-Americans, 12 Academic All-Americans, 20 All-Conference selections, 3 Conference Player of the Year selections, 7 Yankee Conference Tournament MVP's, and most impressively, 32 Academic All-Conference selections; and

WHEREAS, the Lady Mustangs define what it means to be a 'student athlete' and act as a positive role model for young athletes throughout Auburn and represent with distinction Central Maine Community College and the City of Auburn wherever they go; and

NOW THEREFORE, I Jason Levesque, Mayor of the City of Auburn, would like to congratulate the Central Maine Lady Mustangs on their second USCAA National title.

IN WITNESS WHEREOF, I have
hereunto set my hand and caused the
Seal of the City of Auburn, Maine
to be fixed this 6th day of May, 2019

Mayor Jason Levesque



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Order: 50-05062019

Author: Kelsey Earle, License Specialist

Subject: Fee Waiver Request by Auburn Suburban Baseball & Softball

Information: The Auburn Suburban Baseball & Softball, a non-profit group (previously known as New Auburn Little League and Suburban Little League) providing athletic programs for children between the ages of 6 and 15 living in the City of Auburn, is requesting the food service fee of \$150.00 be waived for the concession stand located 4 Mount Apatite Road for the 2019 season.

Sec. 14-31. Fees; waiver. The fees for business licenses shall be paid by the owner or his agent in accordance with the business fee schedule established by the City Council. The City Council is the only authority allowed to waive fees prescribed by ordinance. An application for waiver of any fees must be presented in writing to the city clerk to be brought to the City Council at its next available meeting.

City Budgetary Impacts: \$150.00

Staff Recommended Action: Consider waiving the fee.

Previous Meetings and History: Fees have been waived in the past.

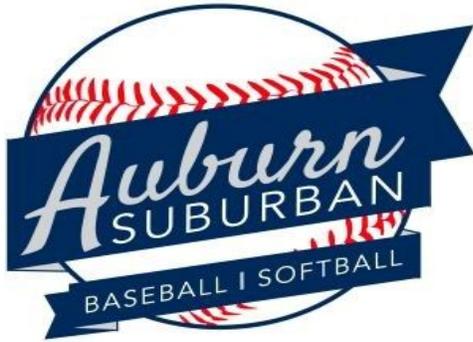
City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Caulton".

Attachments:

- Letter from Auburn Suburban Baseball & Softball
- Order 50-05062019



PO Box 1615 Auburn Me 04211-1615

City of Auburn
60 Court Street
Auburn, Me 04210

Dear Honorable Mayor and Members of the Council,

On behalf of Auburn Suburban Baseball & Softball, I would like to respectfully request a waiver of the \$150.00 licensing fee for operation of the concession stand during the 2019 season, which runs from April 27, 2019 through July 27, 2019.

Auburn Suburban is a non-profit organization serving over 500 youth through competitive baseball and softball teams. Funds raised by The Snack Shack, a volunteer run concessions stand, are vital to the success of our organization. Money raised throughout the season help pay for facility and field maintenance as well as the purchase of equipment, uniforms and items designed to ensure the safety of our players and families.

I greatly appreciate your support of Auburn Suburban and consideration in waiving our licensing fees this season.

Sincerely,

A handwritten signature in black ink that reads "KAho".

Kelly Aho
Board Member_Concessions
207.577.1844



CITY OF AUBURN
BUSINESS LICENSE APPLICATION

NEW RENEWAL Expires: _____

Auburn Suburban
Business Name: **Baseball & Softball**

Office of the City Clerk
60 Court St, Auburn, ME 04210
207.333.6600
www.auburnmaine.gov
Kelsey Earle - License Specialist - kearle@auburnmaine.gov
Please Note: All real estate and personal property taxes related to the business must be current before a license can be issued.

Please check the boxes for all licenses you are applying for:

There is a late fee of \$25.00 for renewals that are 30-45 days late, \$50.00 for more than 46 days late, and \$100.00 for reoccurring

Food Service Establishments:

*FSE Mobile Food distribution Unit.....
Not to be located less than 200 ft from nearest food service establishment. Please include a letter from property owner authorizing use of location.

- 3 Month \$100
- 6 Month \$125
- 12 Month \$150

*FSE Serving Malt, Vinous & Spirituous Liquor (FSE Class I)..... Sq ft: Fee:

- 1-2999 \$500
- 3000-5999 \$600
- 6000+ \$700

Public hearing required for new license- \$100 fee
Background check must also be included.

*FSE Serving Malt and/or Vinous.....

- Sq ft: Fee:
- 1-2999 \$300
 - 3000-5999 \$400
 - 6000+ \$500

Public hearing required for new license- \$100 fee
Background check must also be included.

*FSE with Sit Down (On/Off), no Alcohol.....

- Sq ft: Fee:
- 1-2999 \$150
 - 3000-5999 \$200
 - 6000+ \$250

*Bottle Club/BYOB.....

- Sq ft: Fee:
- 1-2999 \$150
 - 3000-5999 \$200
 - 6000+ \$250

Public hearing required for new license- \$100 fee
Background check must also be included.

*Temp FSE (Per event max 7days) \$60

*All above licenses: include copy of floor plan, menu/draft menu, certified food handler certificate and a copy of all State licenses applicable.

FSE Off Premise/Retailer-Malt Liquor/Table Wine.....

- Sq ft: Fee:
- 1-2999 \$150
 - 3000-5999 \$200
 - 6000+ \$250

FSE Prepackaged Only

- Sq ft: Fee:
- 1-2999 \$150
 - 3000-5999 \$200
 - 6000+ \$250

Other Business Licenses Applying for:

*Special Amusement \$125

Public hearing required for new license- \$100 fee

Please fill out supplemental questionnaire (pg 4).

*Pawnshop/Pawn Broker \$100

*Secondhand Dealer \$85

*Massage Establishment/Therapist..... \$150

State license #: _____

Massage: Please also include 2 copies of a passport size photograph taken within 30 days of application date (annually), copy of current State license and copy of government issued identification.

*Tattoo Artist..... \$150

*Above licenses: Each applicant for a license shall provide a copy of a criminal background check (to include all present and former names) dated not more than 3 days prior to submission of application. You can do it yourself on-line here: <http://www5.informe.org/online/pcr/>

Bowling Alley (fee per lane)..... \$85

of lanes: _____

Roller Skating Rink.....

Partial Kitchen: \$60

Full kitchen: \$120

Coin-Op Devices (fee per device).....

\$50 per device up to 10 devices/\$30 per device 10 or more

of devices: _____

(Please provide list of devices)

Motion Picture Theater (fee per screen)..... \$50

of screens: _____

Juke Box (each)..... \$30

of boxes: _____

Lodging House..... # of rooms: _____

10 rms or less: \$75

More than 10: \$150

Pool Hall (fee per table)..... \$50

of tables: _____

Seating: _____ Occupancy load: _____

LICENSING FEE(S) TOTAL DUE: \$ 150

NAME OF BUSINESS: Auburn Suburban Baseball & Softball BUSINESS ADDRESS: 4 Mt Apatite Rd, Auburn Me

BUSINESS MAILING ADDRESS: PO Box 1615, Auburn Me 04211-0615

OWNER'S NAME (LOCAL/ONSITE): _____ DOB: _____ PHONE: _____

OWNER'S ADDRESS: _____ MAILING ADDRESS: _____

PREFERRED EMAIL: _____

MANAGER'S NAME: Kelly Aho PHONE #: 207-577-1844 DOB: 03/03/1980

PREFERRED CONTACT NAME: same PHONE #: _____

EMAIL ADDRESS: kjaho@icloud.com

DESCRIPTION OF BUSINESS: Non-profit youth sports organization concession stand. Serving light food items and beverages to players and families

TYPE OF PREVIOUS BUSINESS AT ADDRESS (IF KNOWN): _____

FORM OF BUSINESS ORGANIZATION: Corporation Partnership Sole Proprietorship LLC Other

(If a corporation, must include a copy of corporate papers for new licenses)

If a Corporation, Partnership or LLC, complete the following information of each owner (additional names may be listed on an attached sheet):

Name	<i>Print Clearly</i> Address Previous 5 years	Birth Date	% of Stock	Title

OWNER OF BUILDING/UNIT: _____ PHONE # _____

OWNER'S ADDRESS: _____

HOURS OF OPERATION: Mon: 5p-8p Tues: 5p-8p Wed: 5p-8p Thurs: 5p-8p
Fri: _____ Sat: 8a-4p Sun: _____

Has applicant(s) and/or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States, within the past 5 years? Yes No (If yes, complete the following)

Name: _____ Date of conviction: _____

Offense: _____ Location: _____

Disposition: _____

Include additional pages if needed.

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

Chapter 14-Business Licenses & Permits-Article II Sec.14-34 Certification from City Officials
Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer.

There is a 14 day review period after receipt of a **completed** application. Incomplete applications will not be reviewed for approval and will be returned for completion. A business must not operate until approved by the required departments. Final approval and issuance of license will be from the City Clerk's Office.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

*****READ CAREFULLY BEFORE SIGNING*****

I, Kelly Aho, Owner/Operator of the business, hereby authorize the release of any
(Print name)
 criminal history record information to the City Clerk's Office or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant Signature:  **Date:** 4/19/19

FOR OFFICE USE ONLY

REPORT OF INSPECTING OFFICERS:

Approved Denied FIRE INSPECTOR _____
 Approved Denied CODE ENFORCEMENT OFFICER _____
 Approved Denied POLICE _____
 Approved Denied FINANCE _____

Comments:

Application date: _____	License issued on: _____
Fees paid: License fee(s) _____	Public hearing fee _____ Background fee _____ Late fee _____
Total amount paid = \$ _____	



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Order: 51-05062019

Author: Zachary Lenhert

Subject: FFY2019 Annual Action Plan – Community Development Block Grant and HOME Budget

Information: Attached is the Community Development Program budget for FFY2019. The proposed budget for is \$1,224,099 for Community Development Block Grant and \$954,957 for HOME Investment Partnerships Program funds. The budget is based on allocations that HUD has released for FFY2019. This budget will implement the fifth and final year of strategies and outcomes of the 2015-2019 Consolidated Plan.

City Budgetary Impacts: The salaries in this budget include partial funding for the Deputy Director of Economic and Community Development and the Code Enforcement Officer.

Staff Recommended Action: City Council approves the budget as presented.

Previous Meetings and History: March 18, 2019 – Council Workshop
April 1, 2019 – Public Comment Period

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Caulton".

Attachments: FFY2019 CDBG Budget Outline
FFY2019 HOME Budget Outline
FFY2019 CDBG/HOME Budget and Action Plan

**City of Auburn
Community Development Block Grant
Federal Fiscal Year 2019**

	Final FFY 2018 Budget	Approved FFY 2018 Amendment	Staff & CAC Recommended FFY 2019 Budget
Planning and Administration			
General Administration	\$130,000		\$120,000
Goods and Services	\$12,100		\$12,100
Support Fair Housing and Increase Housing Choice			
Fair Housing	\$4,000		\$2,000
Sub Total	\$146,100		\$134,100
Promote Jobs and Development			
STAR Business Loan Program	\$150,000		\$100,000
Sub Total	\$150,000		\$100,000
Prevent Deterioration of Housing Stock			
Project Delivery Costs/Housing	\$93,000		\$93,000
Rehabilitation Loan Program:	\$183,388	-\$200,000	\$135,019
Lead Testing/Clearance/Training	\$5,000	(excess program	\$5,000
Community Concepts Weatherization	\$53,950	income & carryover)	
Code Enforcement	\$50,000		\$50,000
Sub Total	\$385,338		\$283,019
Improve Parks and Establish Community Gardens			
St Mary's Nutrition Center	\$8,220		\$8,000
Community Garden Construction	\$7,000		\$21,980
Sub Total	\$15,220		\$29,980
Make Neighborhood Streets Safer and More Walkable			
Hampshire Street Reconstruction	\$55,177		
Chestnut Street Pedestrian Improvements	\$135,000	-\$50,000	\$50,000
Downtown Walkability Projects	\$135,000	-\$50,000	\$135,000
Neighborhood Challenge Grant	\$45,515		\$30,000
Sub Total	\$370,692		\$215,000
Improve the Quality of Life for Senior Citizens			
Senior Center		\$300,000	\$350,000
Catholic Charities of Maine			\$5,000
Seniors Plus			\$5,000
Sub Total			\$360,000
Support People in their Efforts to Transition Out of Poverty			
Androscoggin Head Start/Family Advocacy	\$10,000		\$10,000
Auburn Recreation Department & Scholarships	\$15,000		\$18,000
Literacy Volunteers of Androscoggin County/Adult Literacy	\$8,895		\$8,895
Auburn Police Department/Work with ME	\$47,090		\$47,105
Pine Tree Society/Career Development Services	\$5,000		
Community Concepts, Inc./CPPC	\$12,500		
Prevent Homelessness			
Safe Voices / Social Services	\$11,000		\$11,000
Tedford Housing & Support Services for Homeless	\$7,000		\$7,000
Sub Total	\$116,485		\$102,000
Total Budget	\$1,183,835		\$1,224,099

City of Auburn
HOME Investment Partnerships Program
Federal Fiscal Year 2019

AUBURN BUDGET	FFY2018 Budget	Staff & CAC Remmended FFY2019 Budget
<u>PROGRAM ADMINISTRATION</u>		
General Administration	\$24,000	\$26,400
Project Delivery Costs	\$30,000	\$33,000
Goods and Services	\$2,500	\$2,750
Sub Total	\$56,500	\$62,150
<u>INCREASE OWNER OCCUPANCY</u>		
Homebuyer Assistance	\$20,000	\$40,000
Special CHDO Project	\$105,912	\$190,000
Subtotal	\$125,912	\$230,000
<u>PREVENT DETERIORATION OF HOUSING STOCK</u>		
Homeowner Rehabilitation	\$129,929	\$337,807
<u>PREVENT HOMELESSNESS</u>		
Security Deposits	\$20,000	\$25,000
Staying Home Rental Assistance (new program)	\$71,615	\$80,000
Subtotal	\$91,615	\$105,000
<u>SUPPORT CONSTRUCTION OF NEW AFFORDABLE HOUSING UNITS</u>		
62 Spring Street Rental Set-Aside/Budget	\$250,000	\$0
477 Minot Avenue	\$110,000	\$110,000
48 Hampshire Street/Troy Street	\$110,000	\$110,000
Sub Total	\$470,000	\$220,000
TOTAL BUDGET	\$873,956	\$954,957

FFY 2019
DRAFT ACTION PLAN and BUDGET
COMMUNITY DEVELOPMENT BLOCK GRANT/HOME PROGRAM

The City of Auburn is preparing to submit its 2019 Action Plan with request of funding to the U. S. Department of Housing and Urban Development (HUD). The Action Plan describes the fourth-year budget and proposed activities for the Community Development Block Grant and HOME Investment Partnerships Programs to carry out the goals and objectives of the Consolidated Plan.

This Draft 2019 Action Plan process provides for a 30-day comment period. All comments received by the public will be included in the package that is submitted to the City Council. Oral or written comments may be submitted to Zachary Lenhart, Community Development, 60 Court Street, Auburn, ME 04210, tel. 333-6601 ext. 1336, e-mail zlenhart@auburnmaine.gov Comments may also be made during the public comment period to be held on April 1 during the City Council meeting. A second public hearing is to be held on May 6, 2019. Both meetings will be at 7 pm at Auburn Hall.

2015-2019 CONSOLIDATED PLAN

In 2015 the City of Auburn adopted the 2015-2019 Consolidated Plan. The Consolidated Plan identifies many of the community's issues, establishes priorities, and describes how Community Development resources will address these needs. This Consolidated Plan sets forth goals, objectives, and performance benchmarks for measuring progress, and establishes a framework for assessing the programs and projects Auburn will make available for revitalization.

GOALS OF THE 2015 TO 2019 CONSOLIDATED PLAN

These are what the Auburn Community Development program intends to work towards and the measurable outcomes that will be accomplished in this five-year period:

- Goal 1: Promote Jobs and Development
 - Assist 20 businesses
- Goal 2: Prevent Deterioration of Housing Stock
 - 90 home owner units rehabilitated
 - 100 owner and rental housing made lead safe
 - 40 rental units rehabilitated with exterior improvements
 - 500 target area buildings inspected with 170 units improved
- Goal 3: Improve Parks and Establish Community Gardens
 - 1 park upgraded and 1 newly constructed
 - 3 community gardens
- Goal 4: Make Neighborhood Streets Safer and More Walkable
 - 3,000 linear feet of repaved sidewalks
- Goal 5: Support People in their Efforts to Transition out of Poverty
 - 1,000 persons assisted
- Goal 6: Prevent Homelessness

- 200 homeless persons assisted with case management
- 125 at-risk persons assisted with security deposits
- Goal 7: Increase Owner Occupancy
 - 25 renters assisted to purchase a home
- Goal 8: Support Housing Construction of Affordable Units
 - 60 new affordable rental units
- Goal 9: Support Fair Housing and Increase Housing Choice
 - 4 landlord and tenant fairs
 - 4 Fair Housing poster contests

In March 2019 the City Council approved an amendment to the 2015-2019 Consolidated Plan, adding a tenth goal.

- Goal 10: Improve the quality of life for Senior Citizens
 - 1 Senior Center Expansion

2019 FUNDING

This plan is built on a budget based on previous year funding levels until allocations are announced by HUD. Funding for the Community Development Program is primarily from two sources, Community Development Block Grant and HOME Investment Partnerships Program funds. These are entitlement grants which means the City will receive these each year.

The following is a summary of anticipated resources for the period July 1, 2019 to June 30, 2020. *Congress has approved the FFY2019 Appropriations Bill and HUD anticipates that the Grantee allocations will be announced on or before May 23. HUD advises grantees not to submit the Annual Action Plan until after FFY2019 allocations are announced. An affected grantee may delay submission of its action plan to HUD by up to 60 days after the date allocations are announced. In order not to delay the beginning of its 2019-2020 program year any more than necessary the City of Auburn is following this plan:

- Adhere to normal schedule through May 15, 2018;
- Build the plan on flat funding from previous year allocation. An increase to funding is anticipated and the Citizen Advisory Committee voted to add additional funding for Public Service Agencies to the Auburn Rec Department for more scholarships up to the CAP; Administration of CDBG Program up to the CAP. Additional funds will be used to increase funding for the Housing Rehab Program. Additional funding for HOME Program will be shared with Lewiston and all programs will be proportionally increased.

Community Development Block Grant Funds: The proposed budget for FFY2019 is \$1,224,099 from the following sources of Community Development funds:

Community Development Grant	\$544,099
Anticipated Program Income	\$200,000
Carry Over Funds	\$491,064

Auburn HOME Funds: The proposed budget for FFY2019 is \$954,957 from the following sources of HOME funds:

HOME Grant	\$232,042
Anticipated Program Income	\$54,000
Carry Over Funds	\$664,315

**TENTATIVE SCHEDULE FOR ADOPTION
2018 ACTION PLAN/BUDGET**

Citizens Advisory Committee Review	March 12
City Manager Budget Review	March 12
City Council Budget Review	March 18
30-day Comment Period	March 18 – April 18
1 st Public Comment Period/City Council Meeting	April 1
Final Public Hearing/Adoption of 2018 Action Plan	May 6
<i>Deadline Submission to HUD</i>	<i>Mid May (TBD)</i>

AUBURN COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Source of Funds: U. S. Department of Housing and Urban Development

Program Objective: Development of Viable Urban Communities

- Provide decent housing
- Suitable living environment
- Expand economic opportunities

Eligible Activities

- Acquisition
- Relocation
- Demolition
- Public improvements
- Rehabilitation—commercial and residential
- Public services
- Homeownership assistance
- Lead-based paint reduction
- Fair housing activities
- Planning

70% of expenditures must benefit low-income households

FFY2019 COMMUNITY DEVELOPMENT BUDGET DESCRIPTIONS

STRATEGY: SUPPORT FAIR HOUSING AND INCREASE HOUSING CHOICE

Build a Fair Housing Website Page to disseminate information to landlords and tenants about the rights and responsibilities of each party and the means for assistance in the event of a problem.

1. Fair Housing Proposed Budget: \$2,000

Description: Update the Analysis of Impediments to Fair Housing (AI) and implementation of identified Fair Housing strategies identified in the report.

The Cities of Auburn and Lewiston will be undertaking fair housing activities to raise awareness of Fair Housing Laws. The Analysis of Impediments to Fair Housing Choice Report (AI) completed in 2013 identified activities to be undertaken in first four years. In 2018 the Cities were to begin work on the Fair Housing Assessment Planning Tool (FHP) however HUD has delayed this requirement until 2020. The Cities need to be pro-active and in lieu of the more extensive FHP updating the current AI is advised. The cost can be shared by both Auburn and Lewiston Community Development and the Housing Authorities.

Anticipated Outputs: Update to the 2013 Impediments to Fair Housing Plan and identify Fair Housing Activities to be undertaken in the next 4 years.

STRATEGY: PROMOTE JOBS AND DEVELOPMENT

Assist small businesses to start up, succeed and grow through

- *Loans to support job creation for low-income people anywhere in the City.*

2. Economic Development Programs Proposed Budget: \$100,000

STAR Program (Storefront Traffic Accelerates Revitalization)

Description: Funds will be used to provide loans to businesses and property owners for building renovations in Auburn. This program helps to create jobs and will encourage the redevelopment of vacant storefront properties. Funds will be used to provide forgivable loans to expanding businesses or to business start-ups. Funds can be used for working capital, equipment or inventory purchase, or building improvements. The program will help to create jobs in the community, primarily benefiting low- and moderate-income persons.

Anticipated Outputs: 3 Business Loans

STRATEGY: PREVENT DETERIORATION OF HOUSING STOCK

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate-income households;*
- *Provide matching funds to the 3-year federal grant to reduce childhood lead poisoning;*
- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements.*

3. Rehabilitation Loan Program **Proposed Budget: \$135,019** **Project Delivery Costs: \$93,000**

Description: Funds will be used to provide loans under the Rehabilitation Loan Program to upgrade residential buildings, increase curb appeal, address code violations, weatherize homes, and to provide a loan match to the Lead Hazard Reduction Grant. The Rehabilitation Program helps to maintain and upgrade the quality of housing, particularly in targeted areas and assists low-income property owners and investors to address housing problems. The program also helps to increase or stabilize the tax base, provides an economic stimulus for contractors and suppliers, eliminates lead hazards, and prevents properties from becoming blighting influences in the more densely populated neighborhoods.

The Project delivery costs covers staff salaries, benefits, supplies and equipment to implement the program. This does not count against the Administrative Cap.

Anticipated Outputs: 4 units: health and safety repairs
3 units: with whole house/curb appeal improvements
2 units: with lead paint problems eliminated
4 units: repairs of code enforcement violations

4. Lead Testing and Clearance **Proposed Budget: \$5,000**

Description: Funds will be used to cover the cost of performing lead clearances in buildings that have been rehabilitated with federal funds. These funds will be used only for projects where there are no Lead Grant funds involved. One of the requirements imposed by Title X is that a property that is rehabilitated with federal funds must be lead safe that is documented through a clearance test. These funds pay for the contractor to take samples and have the sample analyzed by a certified lab.

Anticipated Outputs: 15 lead tests

5. Code Enforcement
Proposed Budget: \$50,000

Description: Funds will be used to cover salary costs for a Code Enforcement officer of the City of Auburn. Code enforcement efforts will be directed in three target areas, Downtown, New Auburn and Union Street. The focus of the code enforcement effort is to control vacant and dangerous buildings, nuisance complaints, and to expand code enforcement efforts to improve the overall condition of the housing stock. This will include coordinating building improvements, some of which will come through the City's Rehabilitation Program.

Anticipated Outputs: 100 buildings inspected
25 buildings with health/safety violations repaired/private funds
3 buildings with health and safety violations repaired/public funds

STRATEGY: IMPROVE PARKS AND ESTABLISH COMMUNITY GARDENS

- *Enhance physical infrastructure of key in-town parks;*
- *Improve lighting at Union Street;*
- *Extend the Riverwalk into New Auburn;*
- *Improve walkways to and from parks;*
- *Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.*

6. Community Gardens
Proposed Budget: \$8,000 (2019 growing season)
\$21,980 (Construction of New Garden)

Description: Funds will be used to support a garden coordinator and a neighborhood garden champion for the Webster Street and the Newbury Street gardens for the season beginning in April 2019. Community gardens encourage people to improve their health, stretch their food dollars, learn about growing vegetables, and provide a place where neighbors can meet to engage in a positive way. The garden coordinator will be supervised by St. Mary's Nutrition Center which will be considered an in-kind match. This allocation will count towards the Public Service Cap in the 2019 budget. Infrastructure funds will be used to create a new Community Garden on Whitney St.

Anticipated Output: Support for Webster Street and Newbury Street Gardens and creation of a 3rd community garden.

STRATEGY: MAKE NEIGHBORHOODS STREETS SAFER AND MORE WALKABLE

Provide grants to Neighborhood Organizations and groups for projects that will enhance a neighborhood. The funds will be used for public infrastructure projects. This activity may also meet the previous strategy to improve parks and greenspaces.

7. Neighborhood Challenge Grants Proposed Budget: \$30,000

Description: Funds will be used in increments of \$1,000 up to \$10,000 to provide funding for projects that will enhance neighborhoods. Increased safety, beautification and improved parks are the goals. The budget amount of \$25,000 will be awarded to applicants for projects of \$1,000 or more. One \$10,000 grant may be awarded. City staff will assist the applicants with the development of the projects.

Anticipated Output: dependent on the applications received
Up to 3 - \$10,000 grant
Up to 8 grants of \$1,000 - \$5,000

8. Chestnut Street Traffic Control and Parking Proposed Budget: \$50,000

Description: Chestnut Street is the home to the Auburn Pal Center, the athletic fields directly behind the center and the basketball courts/playground area across the Street known as the gully. It is a pass through for vehicular traffic between Webster and Winter Street. Given the pedestrian/child traffic at the PAL Center and the increased speeding motorists the safety of the pedestrians and children are a great concern. The funds will be used to install a raised crosswalk in front of the PAL Center and a pedestrian friendly access to the "gully". It will also provide additional parking. Timeline for the project is the summer of 2019.

Anticipated Output: 1 improved greenspace/park

9. Downtown Walkability Project Proposed Budget: \$135,000

Description: Reconstruction of Library Avenue to include new curbing, sidewalks, crosswalks and street lights. The goal is to provide safe, comfortable, attractive and convenient access and travel for pedestrians, bicyclists, motorists and transit users of all ages, abilities and preferences in the downtown area. This project will be leveraged with TIF Funds and Public Services Budget.

Anticipated Output: 570 ft. of street reconstruction
800 ft. new sidewalks and curbing
4 new streetlights
13 parking spaces on Library Avenue

STRATEGY: SUPPORT PEOPLE IN THEIR EFFORTS TO TRANSITION OUT OF POVERTY

Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life.

- *Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school*
- *Create youth apprenticeship opportunities with local businesses*

Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training.

**10. Androscoggin Head Start and Child Care
Promise Early Education Extended Care Program
Request: \$10,000
Proposed Budget: \$10,000**

Project Description: Funds would provide social services for families enrolled in head start at Webster School and other sites. Services are available to economically disadvantaged children whose parents are working or in job training. These services assist families in meeting their basic needs, provide parent training, provide information and referrals, develop a strategy to maintain or attain economic independence, and provide crisis intervention. These services facilitate families' efforts to maintain or obtain financial independence from assistance and help children achieve school readiness.

Anticipated Output: 23 Auburn families

**11. Literacy Volunteers of America/Androscoggin
Literacy Services for Adults & Families
Request: \$8,895
Proposed Budget: \$8,895**

Project Description: Funds will be used to help recruit, train and support volunteers to provide tutoring to illiterate adults and families. The Adult Literacy Program provides one-on-one tutoring for reading, writing, and basic math for adults and families in Androscoggin County who are at the lowest two literacy levels. They also offer one-on-one tutoring for English speakers of other languages. The focus is to help adults with low literacy skills and immigrants gain critical reading, writing, and math skills that will help with employability. 90% of their students' primary goal is to obtain a job, pass a job-related test, or participate in career training.

Anticipated Output: 90 Auburn residents

**12. Auburn Police Department
Work with Me
Request: \$90,621
Proposed Budget: \$47,105**

Description: Auburn Police Department will work collaboratively with Auburn School Department, Central Maine Community College, and Community Concepts, Inc. Bridges Out of Poverty initiatives to provide case management for at-risk youth ages 15-19. Funds will be used to cover the program coordinator's salary, student intern and PAL summer intern stipends, and College Mentor Stipends.

Anticipated Output: 40 Auburn youth

**13. Auburn Recreation Department
Recreation Scholarships
Request: \$50,000
Proposed Budget: \$18,000**

Description: Support families who are involved in education or working by providing summer day care for their children. Families will be required to enroll in an education or training program for their children to qualify. Funds will pay for grants to 30 children. Funds will pay for scholarships, approximately \$500 per child.

Anticipated Output: 25 households (40 children)

STRATEGY: PREVENT HOMELESSNESS

Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.

- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*
- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" approaches.*

**14. Safe Voices
Request: \$12,000
Proposed Budget: \$11,000**

Project Description: Funds will be used to pay the shelter worker salaries to provide services to families experiencing domestic violence and homelessness to develop skills for self-sufficiency. The shelter serves women and children who are victims of domestic violence. The shelter is open 24 hours, 365 days each year with day and evening staff.

Their clients are usually forced to leave behind most of their possessions and many lose their jobs when they come to the shelter. The ongoing case management services and connections to community resources help them to increase their income and non-cash benefits for overall housing stability which helps to prevent the reoccurrence of homelessness. The shelter advocate will assist the family by developing self-sufficiency skills, connect them with resources such as work ready training and job skills.

Anticipated Output: 70 Auburn residents

15. **Tedford Housing**
Request: \$7,000
Proposed Budget: \$7,000

Description: Funds will be used to pay for case management services for a supportive housing project in Auburn. Tedford Housing operates a permanent supportive housing for formerly homeless single adults. Services will help these individuals to improve quality of life and remain living independently. Without these services, many formerly homeless families fail to maintain housing. Tenants tend to have been homeless two or more times for an extended period. They typically have a disability and have frequent physical health challenges. Each person will be evaluated and have a plan of care. Additionally, the plan will identify opportunities to move towards a volunteering activity, academic courses or training.

Anticipated Output: 7 formerly chronically homeless persons

STRATEGY: IMPROVE THE QUALITY OF LIFE FOR SENIORS

Focus on helping senior citizens living in the Auburn area get the services and infrastructure needed to continue to live a healthy and productive lives.

- *Expand services for senior citizens*
- *Provide accessible infrastructure that improves the quality of life for seniors*

16. **Catholic Charities of Maine**
Senior Wrap program
Request: \$10,000
Proposed Budget: \$5,000

Description: The Senior Wrap program will provide wrap-around services to fill the gap in services experienced by seniors who are enrolled in the state-funded Independent Support Services (ISS) Program. Often seniors have needs which exceed the scope of ISS. The funds will support a part-time coordinator to help identify and obtain the services needed to meet these additional needs.

Anticipated Output: 35 households

- 17. SeniorsPlus**
Meals on Weals/Education Center
Request: \$10,000
Proposed Budget: \$5,000

Description: SeniorsPlus provides the basic human needs of food and social interaction. The funds would be used to cover staffing costs for the Meals on Wheels program as well as education classes at the Education Center. Besides the basic sustenance of food, these programs provide social interaction which is often the only interaction that some of the seniors have.

Anticipated Output: 228 MOW/233 Ed

- 17. Senior Center Expansion**
Proposed Budget: \$350,000

Description: Funds will be used to complete the expansion of the Senior Center in Pettengill Park. The City of Auburn has multiple senior groups and lacks a center with the capacity to hold them all. An expanded Senior Center will be able to offer more programs to improve the quality of life of seniors.

Anticipated Output: Expanded Senior Center

HOME INVESTMENT PARTNERSHIPS PROGRAM

Source of Funds: U. S. Department of Housing and Urban Development

Objective: Housing

- Expand supply of decent, safe, sanitary and affordable housing
- Strengthen public-private partnerships
- Development of rental housing

Eligible Activities

- Rehabilitation of owner-occupied housing
- Rental housing development
- Homebuyer assistance
- Tenant-based rental assistance

100% of these funds must be spent on housing activities that benefit low-income households

FFY2019 BUDGET DESCRIPTIONS

STRATEGY: INCREASE OWNER OCCUPANCY

- *Make it easier for renters to become homeowners;*
- *Financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn;*
- *Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners.*

1. Homebuyer Assistance

Proposed Budget: \$40,000

Project Description: Funds will be used to provide a 5 to 1 grant for down payment assistance and an interest-free amortized loan to make home purchase affordable for income eligible applicants.

Anticipated Output: 4 households assisted to purchase a home

2. Community Housing Development Organization (CHDO) Project

Proposed Budget: \$190,000

Project Description: HOME requirements are to set-aside 15% of allocation for a CHDO project. A CHDO project is sponsored by an organization that meets HUD

definition of a CHDO. In the past several years Auburn Housing Authority has partnered with Auburn in this capacity. The goal is to increase homeownership or affordable rental opportunities. No specific project has been identified. Staff proposes utilizing these funds to increase homeownership opportunities by purchasing a vacant property, renovation of the property and resale to an income qualified household(s).

Anticipated Output: 1 homewoner assisted

STRATEGY: PREVENT DETERIORATION OF HOUSING STOCK

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households;*
- *Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning;*
- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements.*

3. Homeowner Rehabilitation

PROPOSED BUDGET: \$337,807

PROJECT DESCRIPTION: Funds will be used to provide interest-free amortized loans and forgivable loans for housing improvements of owner-occupied income-eligible households.

Anticipated outcome: 8 households assisted with whole house/curb appeal improvements

STRATEGY: PREVENT HOMELESSNESS

- *Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.*
- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*
- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other “housing first” approaches.*

4. **Tenant Based Rental Assistance/Security Deposit Program**
Proposed Budget: \$25,000
Project Description: Funds will be used to provide interest-free loans to pay the security deposit for income eligible households who are homeless or at risk of homeless and will receive a housing voucher from Auburn Housing Authority.

Anticipated Outcome: 33 households

5. **Tenant Based Rental Assistance/Staying Home Rental Assistance Program**
Proposed Budget: \$80,000
Project Description: Funds will be used to provide rental subsidies to income qualified renters who have been identified by the Auburn School Department at risk of homelessness due to housing affordability issues. Tenants will contribute a fixed percent of their income towards the rent. The subsidy payment will not exceed 12 months. Participants will be encouraged to apply for the Section 8 Voucher Program and participate in the Bridges Out of Poverty Program.

Anticipated Outcome: 8 households

STRATEGY: SUPPORT NEW HOUSING CONSTRUCTION

Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.

6. **Development of Rental Housing**
Proposed Budget: \$220,000

Project Description: \$110,000 of HOME funds has been committed to the development of the 477 Minot Avenue workforce housing project. 2 units which will remain subject to HOME restrictions for 30 years. The \$6.3 million project will produce a total of 36 low income housing units.

\$110,000 of HOME Funds has been committed to the 41 Hampshire Street/Troy Street workforce development housing project. 2 units which will remain subject to HOME restrictions for 30 years. The \$9.6 million project will produce a total of 53 residential of which 42 will be low income housing units and 11 market rate units.

Anticipated Outcome: 4 HOME units

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 51-05062019

Title: 2019 Action Plan of the Community Development Block Grant, HOME Investment Partnerships Program, and Urban Development Action Grant

ORDERED, that the City Council hereby approves the FFY2019 CDBG and HOME Action Plan and Budget as recommended by the City Manager, the Citizen Advisory Committee and the staff of the Economic and Community Development Department.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Order: 52-05062019

Author: Brett Sawyer, Economic Development Specialist

Subject: TIF District 24-Gracelawn Apartment Complex

Information: The Economic Development Office has been working with the Developer of Gracelawn Apartments to solve the pedestrian traffic concern on Turner Street. The development of the apartment complex will create additional pedestrian traffic in the area and will require sidewalks to be built. The proposed sidewalk on Turner St. would connect the mall area sidewalk system to future planned sidewalks on Gracelawn Road. This project supports City walkability goals and is supported by the Complete Street Committee.

The creation of the TIF district will make it possible to build the sidewalk while the apartment complex is being built with tax shift funds that would be lost to the State and County. The Developer of the complex would finance the project and be repaid utilizing a CEA. The Developer is only entitled to CEA repayment after completion of the sidewalk per the TIF agreement. Additional TIF funds would be generated for future repaving of Turner Street and Joline Drive.

City Budgetary Impacts: No impact to General Fund

Staff Recommended Action: Motion to approve the order

Previous Meetings and History:

Proposed TIF 24 Gracelawn Apartment Workshop- March 4, 2019

Proposed TIF 24 Gracelawn Apartment Executive Session- January 28, 2019

TIF workshop- December 3, 2018

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Caulton".

Attachment(s):

Municipal Development and Tax Increment Financing District Application, Draft Council Order

**ECONOMIC DEVELOPMENT
AUBURN, MAINE**

*An Application for a Municipal Development and Tax Increment Financing District
Development Program*

**GRACELAWN APARTMENT MUNICIPAL DEVELOPMENT
AND TAX INCREMENT FINANCING DISTRICT DEVELOPMENT PROGRAM
(District #24)**

Presented to:

City of Auburn, City Council

DATED: May 6, 2019

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EXHIBITS:

- A-1 Map Showing TIF District Location within Municipality**
- A-2 Map Showing TIF District Boundary**
- B Statutory Requirements & Thresholds**
- C Assessor’s Certification of Original Assessed Value**
- D-1 Captured Assessed Values Projections & TIF Revenue Projections**
- D-2 Projected Tax Shift Effect**
- E Public Hearing Notice**
- F Public Hearing Minutes**
- G City Council Order**

I. Introduction

A. Gracelawn Apartments

Millbran, LLC, (the “Developer”) has received approval for a Subdivision to construct four buildings designed to provide twelve (12) dwellings each. The 48-unit complex would consist of four buildings of twelve, one- and two-bedroom rental residences. The homes would occupy buildings roughly totaling 46,080 square feet, in four, 3-story buildings.

The area provides walkable access to a wide variety of retail, entertainment, restaurants, fitness facilities, medical offices and the nearby Auburn Mall. Saint Mary’s Workmed is directly across from the project site and Gracelawn Memorial Park is adjacent along both Gracelawn Road and Turner Street. Auburn Plaza, a large commercial complex, backs onto Turner Street across from the project site.

Based on the initial planning, the Developer estimates that the development within the District will result in an approximately \$2,500,000 investment of new construction within the City.

B. Designation of the TIF District

The City hereby designates the Gracelawn Apartment Complex Tax Increment Financing District (#24) (the "District" or "TIF District"). The District is shown on Exhibit A and consists of 2.92 acres identified on City Tax Maps as Map 290, Lot 011. The District will exist for a total of twenty-four (24) years beginning on July 1, 2020, and is more fully described below in this Development Program. The City plans to capture fifty-one percent (51%) of the increased assessed value of taxable real property located within the District and will use the property taxes paid on such captured value (the “TIF Revenues”) to fund the credit enhancement agreement described herein and projects described in detail in Table 1 herein.

II. Development Program Narrative

A. The Development Program

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "TIF Statute"). The City's designation of the District combined with the adoption of this development program (the “Development Program”) create a single municipal TIF district in order to capture the value of the real property improvements made in the District, and enable the use of taxes paid on increased assessed value in the District ("TIF Revenues") to ensure the economic viability of the Facility slated for construction. The Development Program will run for the same twenty-four (24) year period as the District designation, starting with fiscal year 2020-2021, July 1, 2020, ending June 30, 2043.

Under this Development Program the City will capture fifty-one percent (51%) of the taxes paid on increased assessed value in the District. During term of the District, the City will intend to reimburse one hundred percent (100%) of the TIF Revenues to the Developer pursuant to a credit enhancement agreement (the "Credit Enhancement Agreement") until the City of Auburn has repaid the Developer the actual cost of building the sidewalks on Turner Street, including any accrued interest the Developer incurs on financing it obtains in order to complete the sidewalk project, up to an overall maximum developer reimbursement over the District term of \$300,000. The Developer must submit to the City proof of its actual costs for building the sidewalks. Once the Developer has been repaid, one hundred percent (100%) of the TIF Revenues will be available for municipal tax increment financing project costs. In addition, payments to the Developer under the Credit Enhancement Agreement will be triggered by a determination by the City Engineer that such sidewalk project is complete. If no such determination of project completeness has been made within three years of the effective date of the Credit Enhancement Agreement, the City will have no payment obligations under the Credit Enhancement Agreement.

In designating the District and adopting this Development Program, the City can accomplish the following goals:

- Ensure construction of a highly desirable apartment project;
- Maintain existing tax revenues;
- Provide for facilities outlined in the Development Program; and
- Enjoy enhanced future tax revenues generated by the Facility.

The City's designation of the TIF District and pursuit of this Development Program constitute a good and valid public purpose pursuant to Chapter 206 of Title 30-A because it represents a substantial necessary City infrastructure improvement and contributing to property taxes. In addition, by creating the District, the City will "shelter" the increase in municipal valuation that the Project will bring about. This tax shift benefit will mitigate the adverse effect that the District's increased assessed property value would have on the City's share of state aid to education, municipal revenue sharing and its county tax assessment. An estimate of the tax shift benefit is shown as Exhibit D-2 attached hereto.

B. The Project Costs

1. Municipal Project Costs

The City plans to invest in municipal infrastructure. The City plans to use its portion of the TIF Revenues to undertake several projects that will enhance the exposure and viability of the City as a vibrant place to locate a business, to visit, and to work. The City's Project Costs will cover capital or municipal debt to fund the items listed in Table 1 below.

TABLE 1

City of Auburn’s Project Costs

Note: The TIF Revenues from this District are not intended to fully fund each of the projects listed below. The total project cost estimates for the projects listed below may well exceed the projected TIF Revenues from this District.

Project	Cost Estimate	Statutory Citation
<u>Road and Intersection Improvements:</u> Design, construction and engineering related to street construction and improvements, including but not limited improvement projects on to Turner St. and Joline Dr.	\$338,000	30-A M.R.S. § 5225 (1)(A); (1)(B)(1)
<u>Professional Service Costs:</u> Professional service costs related to the District including, but not limited to, licensing, architectural, planning, engineering and legal expenses.	\$20,000	30-A M.R.S. § 5225(1)(A)(4)
TOTAL	\$358,000	

2. Developer's Use of TIF Revenue

Reimbursement to the Developer of one hundred percent (100%) of the TIF Revenues (until repayment of the actual cost of sidewalk, including any accrued interest the Developer incurs on financing for such sidewalk, is complete) up to an overall maximum reimbursement over the District’s term of \$300,000 will provide a source of revenue to support the capital infrastructure project in proximity to the District (and/or obtain financing to do so).

C. Operational Components

1. Public Facilities

See Table 1 for a description of public facilities.

2. Commercial Improvements Financed Through Development Program

The City will enter into a credit enhancement agreement with Millbran, LLC, to support the commercial improvements in the District by providing reimbursement for the Turner Street sidewalk improvement project costs.

3. Relocation of Displaced Persons

Not applicable.

4. Transportation Improvements

See Table 1 for a description of any transportation improvements.

5. Environmental Controls

The improvements made under this Development Program will meet or exceed all federal, state and local environmental laws, regulations and ordinances and will comply with all applicable land use requirements for the City.

6. Plan of Operation

During the term of the District, the City Council or its designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District.

D. Improvements to the Public Infrastructure

Please see Table 1 for a list of public infrastructure improvements contemplated by the District.

III. Physical Description

This Article III addresses the conditions for approval contained in 30-A M.R.S.A. § 5223(3). The proposed 2.92-acre District is shown in Exhibit A-1 and Exhibit A-2. The statutory threshold limits addressing the conditions for approval mandated by 30-A M.R.S.A. § 5223(3) are set forth in Exhibit B.

IV. Financial Plan

The Original Assessed Value of the property in the District was two hundred sixty-two thousand six hundred dollars (\$262,600) as of March 31, 2019 (April 1, 2018) as shown in the Assessor's Certificate at Exhibit C. In the event of a revaluation of taxable property within the City, the Captured Assessed Value of this District may be adjusted in proportion to the change in taxable assessed property valued within the District in the year of the revaluation.

A Development Program Fund shall be established by the City consisting of a Project Cost Account and a Sinking Fund. Upon each payment of property taxes for property located inside the District, the City will deposit into a development program fund (the "Gracelawn Apartment Development Program Fund" or "Development Program Fund") fifty-one percent (51%) of the property tax payments on increased assessed value of District property, also referred to as TIF Revenues. The Development Program Fund is pledged to and charged with the payment of the project costs in the manner provided in 30-A M.R.S.A. § 5227(3). The Development Program Fund Project Cost Account shall consist of and be separated into separate subaccounts: a Developer Project Cost Subaccount (a "Developer Project Cost Subaccount") and the City Project Cost Subaccount (the "City Project Cost Subaccount"). The Developer Project Cost Subaccount will be pledged to and charged with the payment of amounts due to the Developer under a

credit enhancement agreement entered into by the City and the Developer. Upon receipt of each payment of property tax from the Developer on District property, the City shall deposit into the Developer's Project Cost Subaccount one hundred percent (100%) of the TIF Revenues, until the total cumulative amount of TIF revenues so deposited during the district term compensate the Developer for the actual cost of sidewalks built on Turner St. including any accrued interest the Developer incurs up to a total maximum amount of \$300,000, at which point no further deposits shall be made into the Developer Project Cost Subaccount. The amounts in the Developer Project Cost Subaccount shall be used and applied solely to fund the payments to the Developer under its Credit Enhancement Agreement. The City shall deposit the balance of the TIF Revenues in the City Project Cost Subaccount.

All funds deposited into the City Project Cost Subaccount will be used to pay or costs of the public facilities, improvements, and programs described in Table 1 hereof. All funds deposited into the Developer Project Coast Subaccount will be used to make payments pursuant to the credit enhancement agreement.

A. Financial Data

Estimates of the increased assessed property values of the District and the anticipated TIF Revenues generated by the District are shown in Exhibit D-1. The current and future developers owning or leasing properties located within the District will pay for and/or finance improvements located in the District through private sources.

The statutory requirements and thresholds for approval required by Section 5223(3) of Title 30-A in the TIF Statute are set forth in Exhibit B.

B. Tax Shifts

In accordance with the TIF Statute, the table set forth in Exhibit D-2 identifies the tax shift benefits that the City estimates will result during the term of the District.

C. Public Indebtedness

Though it is not anticipated at this time, the City reserves the right to issue municipal bonds in order to pay for capital improvements to pay for capital improvements in the Development Program. Any municipal bond issued for such project would require the City approval process as normally required for municipal indebtedness.

D. Certification of Original Assessed Value

The Original Assessed Value of the District was two hundred sixty-two thousand six hundred dollars (\$262,600) as of March 31, 2019 (April 1, 2018). This assessed value is wholly attributable to taxable real property value. Certification by the City's Tax Assessor of the original assessed value of the District is set forth in Exhibit C.

V. Municipal Approvals

A. Notice of Public Hearing

Attached as Exhibit E hereto is a copy of the Notice of Public Hearing regarding the designation of the District and the adoption of the Development Program for the District, published in a newspaper of general circulation in the City, on a date at least ten (10) days prior to the public hearing. The public hearing on the Development Program was held on **May 6, 2019**, in accordance with the requirements of 30-A M.R.S.A. § 5226(1).

B. Minutes of Public Hearing

The Auburn City Clerk has provided an attested copy of the minutes of the **May 6, 2019** public hearing before the Auburn City Council, a copy of which is contained in Exhibit F. This exhibit also provides a record of the vote of the Council on the designation of the District and the adoption of the Development Program.

C. Order and Authorizing Vote

A copy of the City Council Order posted for the Public Hearing and approved by the Auburn City Council is provided in Exhibit G, attested by the City Clerk.

TIF #24

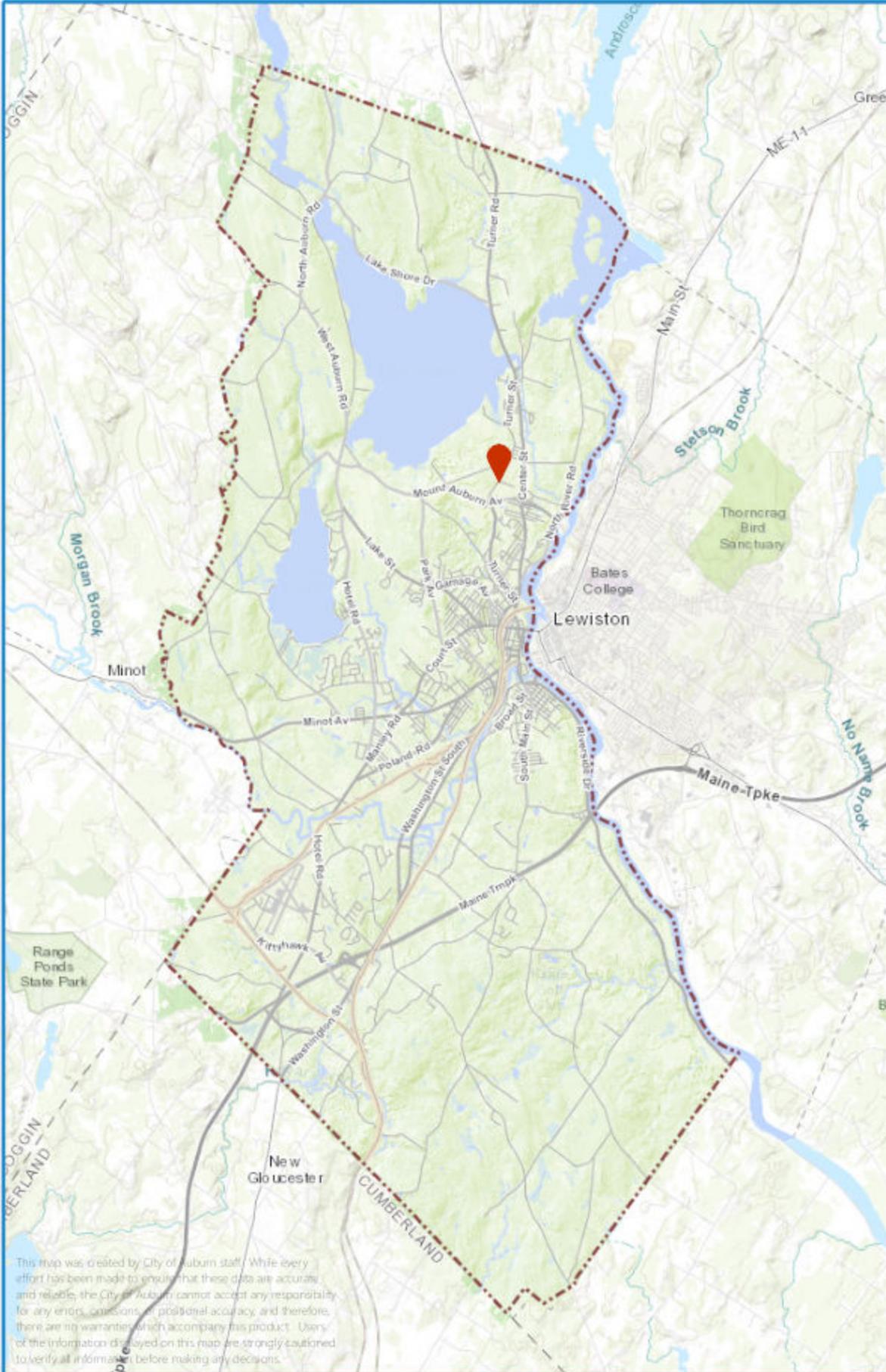
Gracelawn Apartments Municipal TIF District

EXHIBIT A-1



**60 Court Street
Auburn, Maine
207.333.6601**

 TIF 24



0 2 Miles

This map was created by City of Auburn staff. While every effort has been made to ensure that these data are accurate and reliable, the City of Auburn cannot accept any responsibility for any errors, omissions, or positional accuracy, and therefore, there are no warranties which accompany this product. Users of the information displayed on this map are strongly cautioned to verify all information before making any decisions.

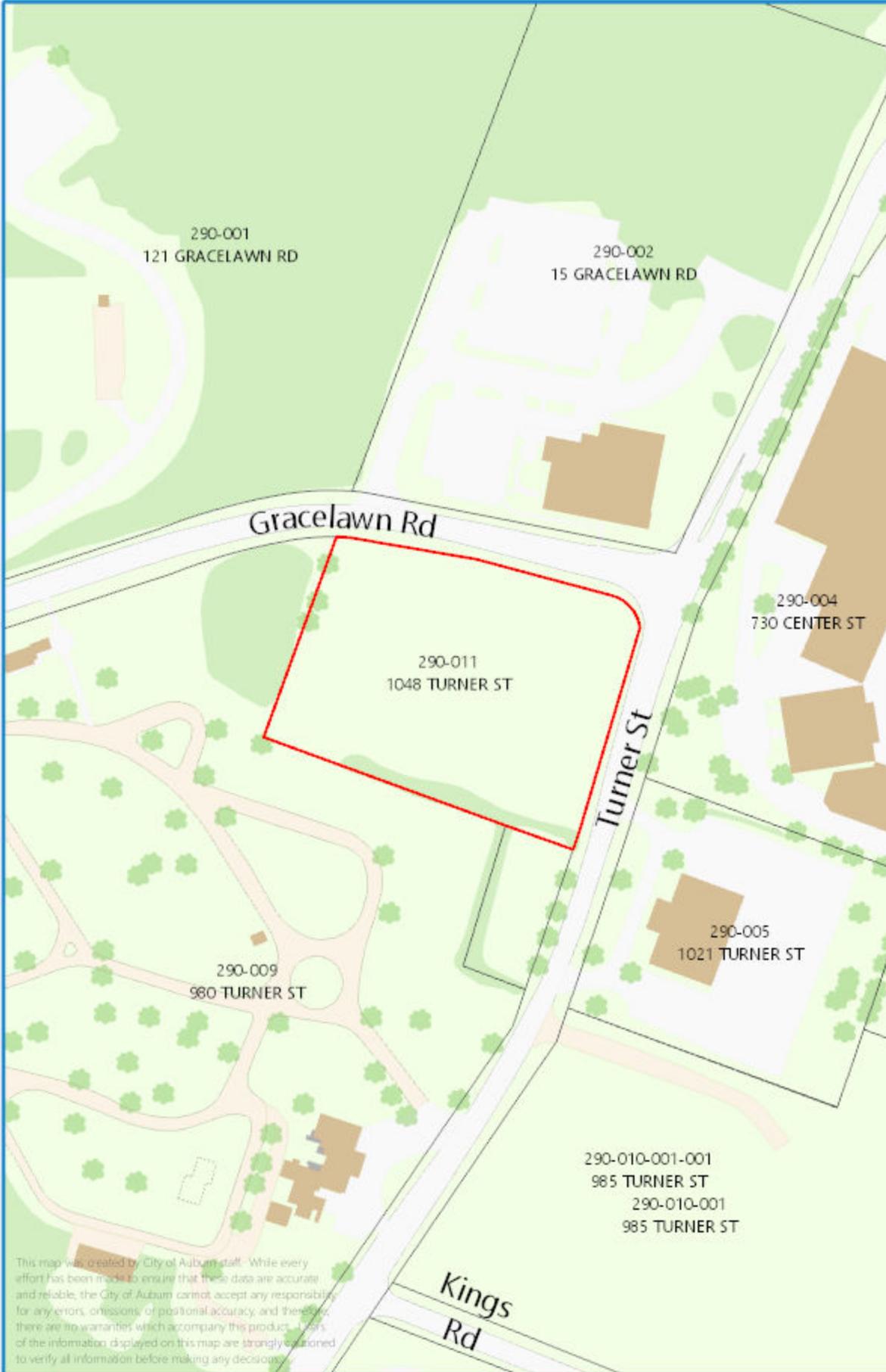
TIF #24

Gracelawn Apartments Municipal TIF District

Exhibit A-2



60 Court Street
Auburn, Maine
207.333.6601



- TIF 24
- Parcel Lines



This map was created by City of Auburn staff. While every effort has been made to ensure that these data are accurate and reliable, the City of Auburn cannot accept any responsibility for any errors, omissions, or positional accuracy and therefore, there are no warranties which accompany this product. Users of the information displayed on this map are strongly cautioned to verify all information before making any decisions.

STATUTORY REQUIREMENTS AND THRESHOLDS
Gracelawn Apartment Complex Municipal TIF District (#24)

SECTION A. Acreage Caps			
1. Total municipal acreage;		41,430	
2. Acreage of proposed Municipal TIF District;		2.92	
3. Downtown-designation ¹ acres in proposed Municipal TIF District;		264.18	
4. Transit-Oriented Development ² acres in proposed Municipal TIF District;		0	
5. Total acreage [=A2-A3-A4] of proposed Municipal TIF District counted toward 2% limit;		2.92	
6. Percentage [=A5÷A1] of total acreage in proposed Municipal TIF District (CANNOT EXCEED 2%).		.007%	
7. Total acreage of all <u>existing/proposed</u> Municipal TIF districts in municipality including Municipal Affordable Housing Development districts: ³ <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>#13 Retail Development/29.67 acres</p> <p>#19 Hartt Transportation Industrial Park/43 acres</p> <p>#9 Mall Area/57.74 acres</p> <p>#14 Mall Revitalization/38.91</p> <p>#18 Norway Savings Bank Arena/8.53 acres</p> <p>#21 477 Minot Ave/3.83</p> <p>#22 Hampshire Street/1.01</p> <p>#23 Memory Care/8.61</p> <p>#24 Gracelawn/2.92</p> </div> <div style="width: 45%;"> <p>#10 Downtown Omnibus/264.18 acres</p> <p>#15 Mall Area Hotel/1.5 acres</p> <p>#6 Proctor & Gamble (Tambrands II)/84 acres</p> <p>#12 Auburn Industrial Park/144 acres</p> <p>#16 Webster School AHTIF/1.4 acres</p> <p>#20 62 Spring Street/.81</p> </div> </div>	Existing	687.19	
		Proposed	2.92
		Total:	690.11
30-A § 5223(3) EXEMPTIONS⁴			
8. Acreage of an <u>existing/proposed</u> Downtown Municipal TIF district;		264.18	
9. Acreage of all <u>existing/proposed</u> Transit-Oriented Development Municipal TIF districts:		0	
10. Acreage of all <u>existing/proposed</u> Community Wind Power Municipal TIF districts:		0	
11. Acreage in all <u>existing/proposed</u> Municipal TIF districts common to ⁵ Pine Tree Development Zones per 30-A § 5250-I (14)(A) excluding any such acreage also factored in Exemptions 8-10 above:		0	
12. Total acreage [=A7-A8-A9-A10-A11] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;		425.93	
13. Percentage of total acreage [=A12÷A1] of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).		1.03%	
14. Real property in proposed Municipal TIF District that is:	ACRES	% [=Acres÷A2]	
a. A blighted area;	0	0	
b. In need of rehabilitation, redevelopment or conservation;	0	0	
c. Suitable for commercial or arts district uses.	2.92	100%	
TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)		100%	

¹ Before final designation, the Commissioner will seek advice from MDOACF and MDOT per 30-A § 5226(2).

² For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.

³ For AH-TIF acreage requirement see 30-A § 5247(3)(B). Alternatively, Section B. must exclude AH-TIF valuation.

⁴ Downtown/TOD overlap nets single acreage/valuation caps exemption.

⁵ PTZ districts approved through December 31, 2008.

STATUTORY REQUIREMENTS AND THRESHOLDS
Gracelawn Apartment Complex Municipal TIF District (#24)

SECTION B. Valuation Cap		
1. Total TAXABLE municipal valuation—use most recent April 1;	\$1,964,417,932	
2. Taxable Original Assessed Value (OAV) of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	\$262,600	
3. Taxable OAV of all existing/proposed Municipal TIF districts in municipality excluding Municipal Affordable Housing Development districts: #10 Downtown Omnibus/\$83,168,800 #13 Retail Development/\$5,425,400 #15 Mall Area Hotel/\$4,900 #18 Norway Savings Bank Arena/\$1,564,100 #6 Proctor & Gamble (Tambrands II)/\$520,900 #9 Mall Area/\$5,956,300 #12 Auburn Industrial Park/\$334,200 #14 Auburn Mall/\$11,328,400 #19 Hartt Transportation Center/\$1,278,600 #20 62 Spring Street/\$474,300 #23 Auburn Memory Care/\$327,100 #24 Gracelawn/\$262,600	Existing	\$110,383,000
	Proposed	\$262,600
	Total:	\$110,645,600
30-A § 5223(3) EXEMPTIONS		
4. Taxable OAV of an <u>existing/proposed</u> Downtown Municipal TIF district;	\$83,168,800	
5. Taxable OAV of all <u>existing/proposed</u> Transit-Oriented Development Municipal TIF districts:	0	
6. Taxable OAV of all <u>existing/proposed</u> Community Wind Power Municipal TIF districts:	0	
7. Taxable OAV of all <u>existing/proposed</u> Single Taxpayer/High Valuation ⁶ Municipal TIF districts:	0	
8. Taxable OAV in all <u>existing/proposed</u> Municipal TIF districts common to Pine Tree Development Zones per 30-A § 5250-I (14)(A) excluding any such OAV also factored in Exemptions 4-7 above:	0	
9. Total taxable OAV [=B3-B4-B5-B6-B7-B8] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;	\$27,476,800	
10. Percentage of total taxable OAV [=B9÷B1] of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).	1.4%	

COMPLETED BY	
NAME :	Shana Cook Mueller
DATE :	4/22/2019

⁶ For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

ASSESSOR'S CERTIFICATE OF ORIGINAL ASSESSED VALUE

CITY OF AUBURN

The undersigned assessor of the City of Auburn, Maine, does hereby certify pursuant to the provisions of Title 30-A M.R.S.A. Section 5227 that the Original Assessed Value of the taxable real property within the boundaries of the proposed Development District #24, the Gracelawn Apartment Complex Municipal Tax Increment Financing District, as described in the Development Program for the District, and as identified on the City of Auburn's Tax Maps as Map 290, Lot 011 was \$262,600 as of March 31, 2019 (April 1, 2018).

This Certificate has been executed as of this 24 day of April 2019.

CITY OF AUBURN ASSESSOR



Karen Scammon, CMA - 3

Original Assessed Value for Individual Tax Map Lot

Tax Map and Lot Number	Acreage	Original Assessed Value as of March 31, 2019 (April 1, 2018)
Map 290, Lot 011	2.92	\$262,600

Exhibit D-1 | Captured Assessed Value & TIF Revenue Projections
City of Auburn - Gracelawn TIF District

Tax Year	TIF Year	Original Assessed Value	Projected Additional Assessed Value	Percent of Value Captured in TIF	Estimated Assessment Ratio	TIF District Projected Captured Assessed Value	Projected Mil Rate 2019: 23.68	Projected Total TIF Revenue	Percentage of CEA	CEA	City-Retained TIF Revenue
2020	1	262,600	1,247,800	51%	100%	\$636,378	23.68	\$15,069	100.0%	\$15,069	\$0
2021	2	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2022	3	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2023	4	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2024	5	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2025	6	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2026	7	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2027	8	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2028	9	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2029	10	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2030	11	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	100.0%	\$27,146	\$0
2031	12	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	49.6%	\$13,469	\$13,678
2032	13	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2033	14	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2034	15	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2035	16	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2036	17	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2037	18	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2038	19	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2039	20	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2040	21	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2041	22	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2042	23	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
2043	24	262,600	2,247,800	51%	100%	\$1,146,378	23.68	\$27,146	0.0%	\$0	\$27,146
24-year total:								\$639,433		\$300,000	\$339,432
24-year average:								\$26,643		\$12,500	\$14,143

Assumptions:

1. The Company's projections assume an increased assessed value of \$1,247,800 in year one and \$2,247,800 in year two. TIF scenario assumes 51% of new assessed value is captured in the TIF District and 100% of the TIF revenues are reimbursed to the Company until Sidewalk construction is paid off.
2. Data sources include the 2019 mil rate and commitment reported by City officials; the State Treasurer's Office Revenue Forecasting Committee Revenue Sharing subsidy projections dated 03/13/19, the Maine Department of Education Preliminary 2019-2020 ED 279 form (adjustments will be made throughout FY 2019) for Auburn Public Schools, and Androscoggin County's FY2019 County Tax assessment.
3. Tax shift losses are comprised of declining subsidies in revenue sharing and state education subsidies, and increasing obligations to pay county taxes and local education costs. Tax shift losses occur a couple of years following the year in which the new assessed value is first recognized in the assessment. No tax shift losses occur when a TIF captures all of the new value.
4. These projections assume that the formulas and general inputs for state subsidies and county taxes do not change over time and they assume that all other values in other communities are static relative to one another except for the new value assessed. The projections are less likely to be accurate farther into the future. The projections also assume the assessment ratio in the City is 100% when new property value arrives, such that the market value of new property is used for assessment purposes.
5. The preceding financial information contains projections and forward-looking statements that are subject to a number of risks and uncertainties, many of which are beyond the Company's control, that could cause the actual results, performance, or achievements of the Company to differ materially from any future results, performances, or achievements expressed or implied by the financial information reported in this projection. The model is not, nor intended to be, an appraisal or guarantee of an assessed value, and there may be positive or negative variations in the actual assessment of the project due to variety of factors, including without limitation the employment of alternative methods of valuation. The financial information presented herein has not been audited or otherwise reviewed by the Company's external accounting firm.

Exhibit D-2 | Projected Tax Shift Effect

City of Auburn - Gracelawn TIF District

Year	State Aid for Education Shift	County Tax Shift	State Revenue Sharing Shift	Total
1	-	-	-	\$0
2	-	-	-	\$0
3	-	\$603	\$1,668	\$2,271
4	\$5,396	\$1,081	\$3,004	\$9,481
5	\$9,721	\$1,081	\$3,004	\$13,806
6	\$9,721	\$1,081	\$3,004	\$13,806
7	\$9,721	\$1,081	\$3,004	\$13,806
8	\$9,721	\$1,081	\$3,004	\$13,806
9	\$9,721	\$1,081	\$3,004	\$13,806
10	\$9,721	\$1,081	\$3,004	\$13,806
11	\$9,721	\$1,081	\$3,004	\$13,806
12	\$9,721	\$1,081	\$3,004	\$13,806
13	\$9,721	\$1,081	\$3,004	\$13,806
14	\$9,721	\$1,081	\$3,004	\$13,806
15	\$9,721	\$1,081	\$3,004	\$13,806
16	\$9,721	\$1,081	\$3,004	\$13,806
17	\$9,721	\$1,081	\$3,004	\$13,806
18	\$9,721	\$1,081	\$3,004	\$13,806
19	\$9,721	\$1,081	\$3,004	\$13,806
20	\$9,721	\$1,081	\$3,004	\$13,806
21	\$9,721	\$1,081	\$3,004	\$13,806
22	\$9,721	\$1,081	\$3,004	\$13,806
23	\$9,721	\$1,081	\$3,004	\$13,806
24	\$9,721	\$1,081	\$3,004	\$13,806
25	\$9,721	\$1,081	\$3,004	\$13,806
26	\$9,721	\$1,081	\$3,004	\$13,806
27	\$9,721	-	-	\$9,721
24 Yr. Totals	\$228,986	\$25,460	\$70,764	\$325,210
24 Yr. Averages	\$9,541	\$1,061	\$2,948	\$12,045

Assumptions:

1. The Company's projections assume an increased assessed value of \$1,247,800 in year one and \$2,247,800 in year two. TIF scenario assumes 51% of new assessed value is captured in the TIF District.
2. Data sources include the 2019 mil rate and commitment reported by City officials; the State Treasurer's Office Revenue Forecasting Committee Revenue Sharing subsidy projections dated 03/13/19, the Maine Department of Education Preliminary 2019-2020 ED 279 form (adjustments will be made throughout FY 2019) for Auburn Public Schools, and Androscoggin County's FY2019 County Tax assessment.
3. Tax shift losses are comprised of declining subsidies in revenue sharing and state education subsidies, and increasing obligations to pay county taxes and local education costs. Tax shift losses occur a couple of years following the year in which the new assessed value is first recognized in the assessment. No tax shift losses occur when a TIF captures all of the new value.
4. These projections assume that the formulas and general inputs for state subsidies and county taxes do not change over time and they assume that all other values in other communities are static relative to one another except for the new value assessed. The projections are less likely to be accurate farther into the future. The projections also assume the assessment ratio in the City is 100% when new property value arrives, such that the market value of new property is used for assessment purposes.
5. The preceding financial information contains projections and forward-looking statements that are subject to a number of risks and uncertainties, many of which are beyond the Company's control, that could cause the actual results, performance, or achievements of the Company to differ materially from any future results, performances, or achievements expressed or implied by the financial information reported in this projection. The model is not, nor intended to be, an appraisal or guarantee of an assessed value, and there may be positive or negative variations in the actual assessment of the project due to variety of factors, including without limitation the employment of alternative methods of valuation. The financial information presented herein has not been audited or otherwise reviewed by the Company's external accounting firm.

EXHIBIT E

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the City of Auburn City Council will hold a public hearing on **May 6, 2019** at **7:00 p.m.** in the Council Chambers at 60 Court Street, Auburn, Maine for the purposes of receiving public comments on the designation of the *Gracelawn Apartment Complex Municipal Development and Tax Increment Financing District* as well as the adoption of the development program for the district to encompass approximately 2.92 acres located at the intersection of Gracelawn Road and Turner Street. The City plans to enter into a credit enhancement agreement with the developer of the project to be located in the District.

The public hearing is proposed pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended. Copies of the proposed Development Program and maps of the proposed district are on file with the City Clerk and may be obtained from and reviewed at the offices of the City Clerk during normal business hours. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at the hearing.

EXHIBIT F
PUBLIC HEARING MINUTES

**CITY OF AUBURN, MAINE
COUNCIL ORDER**

WHEREAS, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as Gracelawn Apartment Complex Municipal Development District ("the District") and to adopt a development program for the District (the "Development Program"); and

WHEREAS, there is a need for development in the City and for the creation of good new jobs in the City; and

WHEREAS, implementation of the Development Program will help to improve and broaden the tax base in the City and improve the economy of the City and the State of Maine; and

WHEREAS, there is a need to encourage the expansion, improvement and continuation of commercial development in the City through the establishment of the District in accordance with Chapter 206 of Title 30-A; and

WHEREAS, the City Council has held a public hearing on **May 6, 2019**, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. § 5226; and

WHEREAS, the City desires to designate the District as a Municipal Development and Tax Increment Financing District, and to adopt a Development Program for the District; and

WHEREAS, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development (the "Department"), approving the designation of the District and the adoption of the Development Program for the District;

NOW THEREFORE BE IT ORDERED AS FOLLOWS:

Section 1. The City Council hereby finds and determines that:

- a. At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is suitable for commercial uses; and
- b. The total area of the District does not exceed two percent (2%) of the total acreage of the City, and the total area of all existing and proposed development districts within the City (including the District) does not exceed five percent (5%) of the total acreage of the City; and
- c. The original assessed value of all existing and proposed tax increment financing districts (including the District) does not exceed five percent (5%) of the total value of equalized taxable property within the City as of April 1, 2018; and
- d. The District and pursuit of the Development Program will make a contribution to the economic growth and well-being of the City of Auburn and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City of Auburn, including a broadened and improved tax base and economic

stimulus, and therefore constitutes a good and valid public purpose. The City has considered all evidence, if any, presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the District and Development Program.

Section 2. 30-A of the Maine Revised Statutes, as amended, the City hereby designates a Municipal Development and Tax Increment Financing District and to promote the completion of the project, designated and described more particularly set forth in the Development Program presented to the City Council and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the increased assessed value to be retained as captured assessed value in the District is set forth in the Development Program.

Section 4. The City Manager be, and hereby is, authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

Section 5. The foregoing designation of the District and the adoption of the Development Program for the District shall become final and shall take full force upon receipt by the City of approval and designation of the District and adoption of the Development Program by the Department.

Section 6. The City Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions to the Development Program for the District and the City Manager deems reasonably necessary or convenient, including revisions to the scope or description of the public improvements, facilities and programs to be financed with a portion of the tax increment revenues generated by the District, in order to facilitate the process for review and approval of the District by the Department, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

Section 7. The City Manager, in the name and on behalf of the City, is hereby authorized and directed to enter into a credit enhancement agreement between the City and the developer of the project to be located in the District, consistent with the description of such agreement in the Development Program.

Section 8. This Order shall take effect immediately upon adoption.

Approved **May 6, 2019**, by the City Council of the City of Auburn, at a meeting duly convened and conducted at Auburn, Maine.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 52-05062019

CITY OF AUBURN, MAINE COUNCIL ORDER

WHEREAS, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as Gracelawn Apartment Complex Municipal Development District ("the District") and to adopt a development program for the District (the "Development Program"); and

WHEREAS, there is a need for development in the City and for the creation of good new jobs in the City; and

WHEREAS, implementation of the Development Program will help to improve and broaden the tax base in the City and improve the economy of the City and the State of Maine; and

WHEREAS, there is a need to encourage the expansion, improvement and continuation of commercial development in the City through the establishment of the District in accordance with Chapter 206 of Title 30-A; and

WHEREAS, the City Council has held a public hearing on **May 6, 2019**, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. § 5226; and

WHEREAS, the City desires to designate the District as a Municipal Development and Tax Increment Financing District, and to adopt a Development Program for the District; and

WHEREAS, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development (the "Department"), approving the designation of the District and the adoption of the Development Program for the District;

NOW THEREFORE BE IT ORDERED AS FOLLOWS:

Section 1. The City Council hereby finds and determines that:

- a. At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is suitable for commercial uses; and

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

- b. The total area of the District does not exceed two percent (2%) of the total acreage of the City, and the total area of all existing and proposed development districts within the City (including the District) does not exceed five percent (5%) of the total acreage of the City; and
- c. The original assessed value of all existing and proposed tax increment financing districts (including the District) does not exceed five percent (5%) of the total value of equalized taxable property within the City as of April 1, 2018; and
- d. The District and pursuit of the Development Program will make a contribution to the economic growth and well-being of the City of Auburn and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City of Auburn, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose. The City has considered all evidence, if any, presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the District and Development Program.

Section 2. 30-A of the Maine Revised Statutes, as amended, the City hereby designates a Municipal Development and Tax Increment Financing District and to promote the completion of the project, designated and described more particularly set forth in the Development Program presented to the City Council and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the increased assessed value to be retained as captured assessed value in the District is set forth in the Development Program.

Section 4. The City Manager be, and hereby is, authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

Section 5. The foregoing designation of the District and the adoption of the Development Program for the District shall become final and shall take full force upon receipt by the City of approval and designation of the District and adoption of the Development Program by the Department.

Section 6. The City Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions to the Development Program for the District and the City Manager deems reasonably necessary or convenient, including revisions to the scope or

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
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Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

description of the public improvements, facilities and programs to be financed with a portion of the tax increment revenues generated by the District, in order to facilitate the process for review and approval of the District by the Department, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

Section 7. The City Manager, in the name and on behalf of the City, is hereby authorized and directed to enter into a credit enhancement agreement between the City and the developer of the project to be located in the District, consistent with the description of such agreement in the Development Program.

Section 8. This Order shall take effect immediately upon adoption.

Approved **May 6, 2019**, by the City Council of the City of Auburn, at a meeting duly convened and conducted at Auburn, Maine.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Orders: 53-05062019 through 64-05062019

Author: Sue Clements-Dallaire, City Clerk

Subject: Board and Committee Appointments

The Appointment Committee met on April 29, 2019 to review applications and make their nominations for various boards and committees of the City as follows:

Conservation Commission – Appointing Adam S. Boss with term expiration of 6/1/2022.

Age Friendly Community Committee as follows:

Belinda Gerry, Leroy Walker, Sr., Jan Biron, and Frank Pippin – term expirations of 6/1/2022;
Cynthia Larrabee, Dana Morrell, Mamie Ney, and Larry Pelletier – term expirations of 6/1/2021;
Alfreda Fournier, Sally Gagnon, and Diane Vincent – term expirations of 6/1/2020.

Council may enter into executive session pursuant to 1 MRSA Sec. 406(6)(A) to review applications or for further discussion before making appointments.

City Budgetary Impacts: None

Staff Recommended Action: Motion to appoint members as recommended by the Appointment Committee.

Previous Meetings and History: The Appointment Committee met on April 29, 2019 to make their nominations.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

List of applicants
List of vacancies
Applications
Orders 53-05062019 through 64-05062019

VACANCIES

Age Friendly Community Committee - 13 vacancies with 3-year staggered terms.

Board of Assessment Review - 2 vacancies - alternate positions. One with a term expiration of 10/1/2020, and one with a term expiration of 10/1/2022

Cable TV Advisory Committee - 3 vacancies - two with term expirations of 6/1/2021, one with a term expiration of 6/1/2020

Citizens Advisory Committee - Several vacancies, 5-year terms

Conservation Commission - 2 vacancies - one with a term that expires on 6/1/2020, and one with a term expiration of 6/1/2022

Ethics Committee - 3 vacancies - one full member position with a term expiration of 1/1/2021, and two alternate positions both with term expirations of 1/1/2022



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: 3/7/2019

Last name: Boss First name: Adam Middle initial: S

Residence address: 7 Morse Street Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 207-852-0770 Work phone: 786-8319 Cell phone: (same as home)

Email address: a.sam.boss@gmail.com

Current occupation: Assistant Director of Community-Engaged Learning, Bates College

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

Educational and/or experience (or attach your resume): Bangor High School '04, B.A. History, Colby College 2008
Ph.D. History, Brown University, 2015 (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"/> Complete Streets Committee | <input checked="" type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other _____ |

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). Please see attached document

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

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? _____
 No. I was recently involved in the Strategic Planning process on the Growth Sub-Committee.

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 of Auburn Email Newsletter

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: Adam Samuel Boss Date: 3/8/2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u> 3-13-19 </u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

ADAM S. BOSS, Ph.D.

Assistant-Director of Community-Engaged Learning and Research
Harvard Center for Community Partnerships
aboss@bates.edu • 207-786-8319

EDUCATION

Ph.D., History, Brown University, 2015

A.M., History, Brown University, 2009

B.A., History, *magna cum laude*, Colby College, 2008

COMMUNITY ENGAGEMENT EXPERIENCE

- Board Member, Androscoggin Literacy Volunteers (May 2016-Present). The local chapter of the Literacy Volunteers of America, this organization provides literacy tutoring to adults across Androscoggin County
- Board Member, Maine Community Integration (January 2016-Present). This refugee-led organization supports African immigrants and refugees through education, public health, and civic engagement programming
- Board Member, Stanton Bird Club (August 2016-Present). As stewards of the 372-acre Thorncrag Nature Sanctuary in Lewiston, the Stanton Bird Club works to promote conservation, nature education, and recreation in our community
- Public Health Stakeholders Committee (January 2016-Present). This collaborative brings together local healthcare providers and stakeholders to facilitate efforts to improve health outcomes in the community and region
- Member TIP L/A Leadership Program (October 2016-Present). This leadership training and network building program develops and connects emerging leaders in Lewiston-Auburn in order to promote local growth
- Co-organized successful daylong community symposium, "Chaos or Community: Conversations on Criminal Justice Reform in Maine," (April 9, 2016)

ACADEMIC FELLOWSHIPS & AWARDS

- Archambault Award for Teaching Excellence, co-winner with Wanda Henry for jointly taught course, "Evil: The History of an Idea," offered during the Brown University Pre-College Program Summer term, 2015
- Council on Library and Information Resources (CLIR), Mellon Fellowship for Dissertation Research on Original Sources: \$21,000 (2012-2013)
- Cogut Center for the Humanities Graduate Fellowship, (2012-2013): \$20,000 (Declined)
- Peter Green Doctoral Scholar, Brown University Department of History: Fellowship annually awarded to two students for exceptional achievement in the History Department: \$4000 (2011-2012)
- Charles T. Wood Dissertation Grant, Medieval Academy of America: \$2,000 (2011)
- Church Fellowship for Pre-dissertation Research, Brown University: \$ 2,500 (2010)
- Jonathan Barry Research Grant for Senior Honors Thesis Research, Colby College: \$ 1,400 (2007)
- Jack D. Foner Prize, Colby College, 2008 – Awarded to the outstanding senior honors thesis in history. "A City at War: Daily Life and Society in Orléans 1400-1429"
- Senior History Prize, Colby College, 2008 – Awarded to a senior student for outstanding achievements in the history major

PUBLICATIONS

- Review of David Green, *A People's History of the Hundred Years War* (London: Yale University Press, 2014), in *Reviews and Critical Commentary*, April, 2015. Available: <http://councilforeuropeanstudies.org/critcom/the-hundred-years-war-a-peoples-history/>
- "Joan of Arc through the Eyes of Her Contemporaries," in Judith Ferster, ed., *Papers Across the Curriculum* (Upper Saddle River, NJ: Pearson, 2006).

INVITED LECTURES & TALKS

- Invited speaker, Professor Cecilia Gaposhkin's "Joan of Arc" seminar, Dartmouth College (March, 2015)
- Invited Lecturer, Colby College Bi-Centennial Alumni Lecture Series, "Crisis and Community in Medieval France," (March 5, 2013)
- Invited Lecturer, Colby College, "So You Want to Go to Grad School? Perspectives from a History PhD Student" (March 18, 2011)

CONFERENCE PRESENTATIONS

- Co-organizer for session, "The Composite City", 49th International Congress on Medieval Studies, May 8-11, 2014. Presented a paper entitled "Facing the *Forains*: the Refugee Crisis in late medieval Rouen"
- Organizer for session "Crisis and Community in Historical Perspective" at the Council of European Studies Conference, "Crisis and States of Instability," (June 2013). Presented a paper entitled "Outsiders, Crisis, and Community in medieval France"
- "Women of Status but not of Honor": Gender in crisis in fifteenth century France." Presented at 47th International Medieval Congress, Kalamazoo, MI (May, 2012)
- "Information for Salvation: The Uses of Natural Knowledge in the Jesuit Relations." Presented at 126th American Historical Association (AHA) Conference (January 2012)
- "The Meaning of Victory: Social Tension and Civic Identity in Orléans during the Hundred Years War," Presented at the Medieval and Early Modern History Seminar, Brown University (September 2011), and at Fordham University Graduate Conference, "Urban Identities Reconsidered" (Fall 2011)
- "Daily Life in Orléans at the Time of the English Siege," 44th International Medieval Congress, Kalamazoo, MI (Spring 2009)

TEACHING EXPERIENCE

Visiting Lecturer, Brown University Department of History, Spring 2014

Designed and taught a research seminar entitled "Plague, War, Famine and Death: Crisis in the Late Middle Ages"

Summer at Brown 2013–2015

Co-instructor for "A People's History of War". I designed and co-taught this intensive pre-college course on the social and cultural effects of war during the 2013, 2014, and 2015 summer terms

Co-instructor for, "Evil: The History of an Idea." This course, to be offered at Brown in August of 2015, will give students a deeper understanding of shifting cultural and religious concepts about evil

Teaching Assistant Brown University Department of History 2009–2011; 2013

- HI 1280: English History, 1529-1660 – Professor Timothy Harris
- HI 1040: The High Middle Ages –Professor Amy Remensnyder
- HI 1020: Christians, Muslims, and Jews in Medieval Iberia – Professor Remensnyder
- HI 1030: The Early Middle Ages – Professor Remensnyder
- HI 1670: History of Brazil – Professor James Green

Teaching Assistant Harvard University Extension School: Summer Term 2012; 2013

MGMT E-5800 Judgment and Decision Making (23375) – Professor Bruce Hay

EDITORIAL EXPERIENCE

- Editorial Assistant, *Speculum: A Journal of Medieval Studies*, (September 2014–Present), a quarterly publication of Cambridge University Press. In this role, I edit and proof book reviews and articles, and coordinate with our editorial board to assign reviewers books to be evaluated in *Speculum*, widely regarded as the premier journal in medieval studies.
- History Editor, Council of European Studies Online Journal, “CritCom”, (2013–2015). Responsibilities include soliciting and editing book reviews and forum discussions, and editing and formatting content for
- online publication.

RESEARCH ASSISTANTSHIPS

- Research Assistant for Professor Linford Fisher for his study of slavery and servitude in colonial New England during King Philip’s War (Spring 2011–Spring 2012), contributing to publication of “Dangerous Designs: The 1676 Barbados Act to Prohibit New England Slave Importation,” *William and Mary Quarterly* 71 (2014), 99-124.
- Served from 2006–2008 as Research Assistant to Professor Larissa Taylor for her study *Virgin Warrior: The Life and Death of Joan of Arc* (London: Yale University Press, 2009). Responsibilities included extensive translation and paleography work.

ACADEMIC SERVICE

- Media Coordinator, Brown University Department of History, 2014–2015. I currently manage the history department website and social media, and manage publicity for events and courses.
- Co-organizer, “Medieval and Early Modern Captivity: An interdisciplinary symposium”, held at Brown University, February, 2014. I collaborated with John Moreau of the Comparative Literature Department at Brown to organize this day-long event.
- Planning Committee, New England Medieval Studies Consortium (NEMSC) 28th Annual Graduate Student Conference: “Reading Medieval Landscapes”, April, 2011.
- History Departmental Undergraduate Group (DUG) Mentor, 2012-2014.
- Brown University History Graduate Student Association (HGSA), Administrative Coordinator (2009-2011). Responsibilities included conference planning, organizing meetings and language study groups, and orchestrating teaching assistant training and orientations. I also helped to plan and organize successful interdisciplinary graduate student conferences including, “Tension in Society and Scholarship,” (April, 2009), “Body and Society” (April 2010), “Borderlands and Meeting Points” (April, 2011).

LANGUAGES

Read Proficiently: French, Latin, Spanish

Spoken: French, fluently

Sam Boss, Conservation Commission Application Addendum

Briefly describe why you want to serve on this committee?

The abundance of the natural resources in our city was one of the reasons that my wife and I decided to settle here when we moved back to Maine after living and working in Boston for six years. The accessibility of outdoor recreational opportunities, the proximity of farms to the Auburn town center, and the beauty of our water bodies make this a unique and special place to live. As a citizen I feel a responsibility to help protect those resources for future generations. I also have a sense of urgency about the importance of conserving Auburn's natural resources, because I have seen other small towns in Maine sprawl outwards rather than supporting development in the town center, sacrificing both the character of the downtown corridor and the ease of access to natural spaces.

What do you hope to accomplish?

I want to work with other Conservation Commission members and engage other Auburn residents in efforts to find the best way to preserve and protect our distinctive natural resources. At the same time, I want us to be innovative about finding opportunities for economic development that will feature our natural resources, build access to local food, and improve local recreational opportunities, thereby improving the quality of life for Auburn residents. I work well collaboratively and would enjoy working with other members of the Conservation Commission to understand and meet the varied needs of our population.



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: 4/4/2019

Last name: Morrell First name: Dana Middle initial: M

Residence address: 7 Pulsifer Rd Ward: _____

City: Poland State: ME Zip code: 04274

Home phone: _____ Work phone: 513-3740 Cell phone: _____

Email address: dmorrell@seniorsplus.org

Current occupation: Social worker / resource specialist

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

Educational and/or experience (or attach your resume): LSE for 20 yrs. Seniors plus - 27 yrs.

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"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input checked="" type="checkbox"/> Other <u>Age Friendly Communities</u> |

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). Can provide resource and program information as Seniors Plus is the Area Agency on Aging whose goal is to keep older adults home and independent.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To help the City of Auburn make Age Friendly Communities. Safer more independent adults!

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? I have been attending this groups 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: [Signature] Date: April 5, 2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>4.8.19</u>
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: 3/1/19

Last name: WALKER, SR. First name: LEROY Middle initial: G.

Residence address: 41 BROAD STREET Ward: 5

City: AUBURN State: ME Zip code: 04210

Home phone: (207) 577-2694 Work phone: Cell phone: 577-2694

Email address: leroywalker@roadrunner.com

Current occupation: RETIRED

Previous occupation (if retired or no longer working): PARKS SUPT. - City of Auburn

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.

- 9-1-1 Committee
Auburn Housing Authority
Board of Assessment Review
CDBG Loan Committee
Complete Streets Committee
Ethics Panel
L/A Transit Committee
Planning Board
St. Louis Bells Committee
Zoning Board of Appeals

- Airport Board
Audit & Procurement Committee
Cable TV Advisory Board
Community Forest Board
Conservation Commission
Finance Committee
Parks & Recreation Advisory Board
Sewer District
Water District

AGE-FRIENDLY Community Committee

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 BEEN SERVING ON THE ADHOC COMMITTEE SINCE ITS INCEPTION (16 MOS) AND WOULD LIKE TO CONTINUE.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I WOULD LIKE TO SEE A BETTER OPPORTUNITY FOR ELDERLY RESIDENTS TO LIVE IN THEIR HOMES AND HAVE THINGS TO DO.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? YES
CITY COUNCIL, WARD 5

Dates served (if known)? 2011 TO PRESENT

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? ACTIVELY WORKING W/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: [Signature] Date: 3/1/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>3-4-19</u>
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: 1-16-19

Last name: Gagnon First name: Sally Middle initial: M

Residence address: 195 COOK ST. Ward: 5

City: Auburn State: ME. Zip code: 04210

Home phone: 207-284-9657 Work phone: N/A Cell phone: 207-240-6114

Email address: Sallyg195@AOL.com

Current occupation: Retired

Previous occupation (if retired or no longer working): Teacher asst. Auburn ME.

Educational and/or experience (or attach your resume): 2 yrs College

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"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Other <u>Age Friendly</u> |

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 am very involved with the seniors of Auburn, ME. I am in 3 clubs. I wish to listen to the future of seniors in Auburn and know what is going on for us.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope to be involved in the future of the Auburn seniors and in the decisions that are made.

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? Being a member of the senior community, I keep up on all the resources we have.

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: Suey Logan Date: 1-16-19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 10/2/18

Last name: BIRON First name: JAN Middle initial: L.

Residence address: 94 WESTERN AVENUE Ward: 3

City: AUBURN State: MAINE Zip code: 04210

Home phone: (207) 576-1535 Work phone: _____ Cell phone: (207) 576-1535

Email address: janbiron94@gmail.com

Current occupation: RETIRED

Previous occupation (if retired or no longer working): AUBURN REC DEPT.

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.

- 9-1-1 Committee
- Auburn Housing Authority
- Board of Assessment Review
- CDBG Loan Committee
- Complete Streets Committee
- Ethics Panel
- L/A Transit Committee
- Planning Board
- St. Louis Bells Committee
- Zoning Board of Appeals

- Airport Board
- Audit & Procurement Committee
- Cable TV Advisory Board
- Community Forest Board
- Conservation Commission
- Finance Committee
- Parks & Recreation Advisory Board
- Sewer District
- Water District

AGE - FRIENDLY COMMUNITY COMMITTEE

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 MAKE THE AGE-FRIENDLY COMMUNITY GROUP FORWARD TO MAKE AUBURN MORE LIVABLE HEALTHY AND SAFE FOR SENIORS & PEOPLE OF ALL AGES.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). PROVIDE SERVICES TO SENIOR CITIZENS TO HELP THEM TO BE MORE INDEPENDENT AND ABLE TO REMAIN IN THEIR HOMES.

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? NEW COMMITTEE - (AD-HOC)

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: Jan Buron Date: 10/2/18

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
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OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 02 OCT 2018

Last name: Pippin First name: Franklin Middle initial: L

Residence address: 36 WEST DARTMOUTH ST Ward: 1

City: Auburn State: MAINE Zip code: 04210

Home phone: 786-3412 Work phone: _____ Cell phone: 212 8540

Email address: F.pippin@RoadRunner.com

Current occupation: Retired

Previous occupation (if retired or no longer working): WALMART TRANSPORTATION

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

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"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

AGE FRIENDLY

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). ENJOY working with the SENIORS

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). TO help SENIORS ENJOY A HAPPY LIFE STYLE AND A PLACE TO GO.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NONE

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? Being A member OF First Auburn SENIOR CENTER AND heroy WALKER

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: 02 OCT 2018

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 10-2-2018

Last name: NEY First name: MAMIE Middle initial: A

^{Business} Residence address: Auburn Public Library, 49 Spring St. Ward: _____

City: Auburn State: ME Zip code: 04210

Home phone: 207-229-0989 Work phone: 207-333-6640 Cell phone: same as home
_{X2020}

Email address: mmaney@auburnpubliclibrary.org

Current occupation: Library Director

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

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 type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

X Agng Friendly Auburn

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). Connect with library's mission to engage, enlighten and enrich our community.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Connect with seniors in our community with all that the library has to offer and to ensure that the library has the resources that will benefit our seniors.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? 1. ISOM (Birthday Committee)

Dates served (if known)? current

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

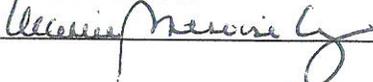
Dates served (if known)? _____

How did you learn of this vacancy? _____

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: 10-2-2018

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 10/2/18
Last name: PELLETIER First name: LARRY Middle initial: B
Residence address: 129 Second St Ward: 5
City: AUBURN State: ME Zip code: 04210
Home phone: _____ Work phone: _____ Cell phone: 319-3018
Email address: concernedcitizen129@gmail.com
Current occupation: _____
Previous occupation (if retired or no longer working): Welding gas distributor
Educational and/or experience (or attach your resume): H.S.D

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 checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input checked="" type="checkbox"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input checked="" type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input checked="" type="checkbox"/> <u>Ageing Friendly Committee</u> |

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). Continued involvement with our community

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Identifying the needs of our senior population and finding what is needed for that group of folks

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

Dates served (if known)? _____

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

school committee 5 yrs.

Dates served (if known)? ~~nothing on it now~~ 2009-2014

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: Larry Pettit date: 10/2/18

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

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



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: Oct. 2, 2018
 Last name: Larrabee First name: Cynthia Middle initial: A
 Residence address: 11 W. Chestnut St. Ward: NA
 City: Mechanic Falls State: ME Zip code: 04256
 Home phone: 345-9533 Work phone: Retired Cell phone: 240-5983
 Email address: calarrabee2008@yahoo.com
 Current occupation: _____
 Previous occupation (if retired or no longer working): Teacher 45 yrs
 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 type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | <input checked="" type="checkbox"/> Aging Friendly |

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). As president of the First Auburn Seniors I see a need for additional programs & activities to benefit seniors.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope to assist with planning and creating programs to help seniors. Also I would like to see the RSCC area increase & have a workable kitchen.

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

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: Cynthia Larrabee Date: Oct. 2, 2018

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



OCT 04 2018

CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 10-2-18

Last name: VINCENT First name: DIANE Middle initial: J

Residence address: 52 Lake Street Ward: 4

City: Auburn State: MAINE Zip code: 04210

Home phone: 207 784 1828 Work phone: None Cell phone: 754-2652

Email address: ladydimegalink.net

Current occupation: Retired

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

Educational and/or experience (or attach your resume): 12th grade.

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"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Age Friendly Community Committee

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).

helpout the Senior Center and Age Friendly Community Group.

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

Have more things for the Senior.

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

None

Dates served (if known)?

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

None

Dates served (if known)?

How did you learn of this vacancy? Jan Giran Terry Walker, Berdy Belinda

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: _____

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
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CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: April 25 2019

Last name: Fournier First name: Alfreda Middle initial: M.

Residence address: 33 Cherry Vale Circle Ward: 4

City: Auburn State: Maine Zip code: 04210

Home phone: NA Work phone: NA Cell phone: (207) 402-9418

Email address: afournier4@roadrunner.com

Current occupation: Retired - Auburn City Councilor, Auburn School Com
Auburn Public Library Trustee
Community Credit Union Board of Directors

Previous occupation (if retired or no longer working): Elementary Principal +
K-8 special education teacher

Educational and/or experience (or attach your resume): Masters in Education Administration
Bachelor of Science in Elementary Ed
and Learning Disabilities

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"/> Complete Streets Committee | <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"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

age friendly

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). Currently working with existing ad hoc senior committee

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Create an active fulfilling program & location for people to gather of all ages. A welcoming venue.

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

Dates served (if known)? 3 years. Also County Commissioner,

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

Dates served (if known)? Past 5 yrs in all including

How did you learn of this vacancy? through Ad Hoc Senior Com.

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: Alexander J. Bourne Date: April 25, 2019

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
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: 4/29/19
Last name: Gerry First name: Belinde Middle initial: A
Residence address: 143 Mill St Apt 100[#] Ward: 5
City: Auburn State: ME Zip code: 04210
Home phone: 207-784-8458 Work phone: _____ Cell phone: _____
Email address: PoliticsME@Aub.com
Current occupation: City Councilor, Notary
Previous occupation (if retired or no longer working): _____
Educational and/or experience (or attach your resume): GED: some college

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"/> Parks & Recreation Advisory Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

& Age Friendly

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 want to advance the work of the current Age Friendly group has started. I would like to continue to develop or create more program that improve the quality of life for all Auburn Residents especially our Seniors.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I would like to further the work of the current Mayor's Age Friendly committee that they have started as well as to implement some of their recommendations. I want to work towards making Auburn a true Age Friendly community where all can participate regardless of their physical

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? LATC, AUCOB, Age Friendly Committee, CDBG Citizen Advisory Committee and Barker's Tenant Assoc. President Challenges
Dates served (if known)? currently serving

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

Dates served (if known)? currently

How did you learn of this vacancy? At meeting

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: Delinda G. Perry Date: 4/29/19

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
207-333-6601, extension 1126 sdallaire@auburnmaine.gov

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 53-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Conservation Commission	06/01/2022	Adam S. Boss, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 54-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2020	Alfreda Fournier, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 55-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2020	Sally Gagnon, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 56-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2020	Diane Vincent, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 57-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2021	Cynthia Larrabee, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 58-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2021	Dana Morrell, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 59-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2021	Mamie Ney, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 60-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2021	Larry Pelletier, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 61-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2022	Jan Biron, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 62-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2022	Belinda Gerry, new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 63-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2022	Leroy Walker, Sr., new appointment

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

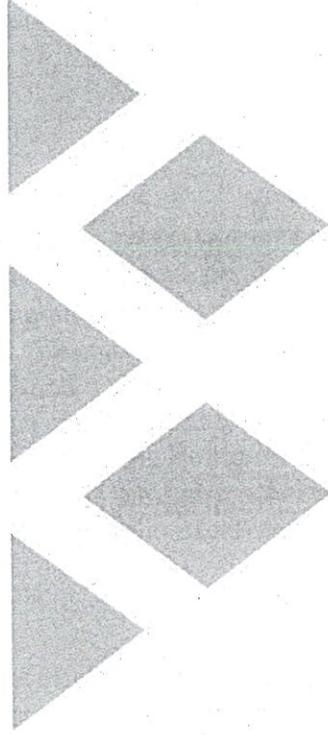
ORDER 64-05062019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 4/29/2019;

Board or Committee	Term Exp. Date	Name
Age Friendly Community Committee	06/01/2022	Frank Pippin, new appointment

MONTHLY ACTIVITY REPORT

March 2019
2019 Fiscal Year



maine waste
to energy

Member Communities

Auburn • Bowdoin • Buckfield • Lovell • Minot • Monmouth • New Gloucester • Poland
Raymond • Sumner • Sweden • Wales

Maine Waste to Energy

110 Goldthwaite Road
Auburn, Maine 04210
(207) 783-8805
Fax (207) 783-9831

www.midmainewaste.com

MEMORANDUM

To: Board of Directors
From: John King, Executive Director 
Michael Daily, Finance Director
Subject: March Financial/Activity Report - Unaudited
Date: April 10, 2019

Enclosed please find the unaudited March Activity Report covering the period from March 1 through March 31, 2019.

General Summary

Plant throughput for the month was 6,144 tons processed, or about 198 tons per day and running time throughput was 202 tons per day. Operating Revenues exceeded Expenses resulting in March having an operating profit of \$92,741 (These figures do not reflect balance sheet expenses). Year-to-date operating loss is \$280,949 compared to projected budget gain of \$153,202 and a \$16,200 operating gain in FY18. Cash and investments totaled \$4,959,993. Cash and investments are down \$1,122,542 from the start of FY19. The reserve goal established by the Board for FY19 is \$5,900,000 and is now at 84.1% of goal. The balance sheet shows current assets less liabilities at \$5,434,614, which is down \$961,249 from the beginning of the fiscal year.

Waste Deliveries/Operations

A total of 5,930 tons were delivered to the pit for an average of 191 tons per day. 7,141 tons were received from all sources for the month. Details on deliveries are presented in the following table:

Waste Type	Year-To-Date Tons		Variance	
	FY19 Actual	FY18 Actual	Tons	%
MSW Member	12,593	12,523	70	0.6%
Comm Member	10,530	9,833	697	7.1%
Municipal Non-Member	17,792	15,887	1,905	12.0%
Gate/Hauler	13,814	13,173	641	4.9%
OBW/Res TS	8,063	7,741	322	4.2%
Other	6,509	11,219	(4,710)	-42.0%
Total	69,301	70,376	(1,075)	-1.5%

MEMBER COMMUNITIES:

AUBURN • BOWDOIN • BUCKFIELD • LOVELL • MINOT • MONMOUTH • NEW GLOUCESTER • POLAND • RAYMOND • SUMNER • SWEDEN • WALES

Waste flows to the plant and transfer station are running 1.5% below last year. Year-to-date tons processed in the plant are equal to 194 tons per day. Running time year-to-date throughput equaled 205 tons per day. The transfer station processed 905 tons during the month from all sources and averaging 38.5 tons per day for the month, (5.5 day receiving week) and 14,721 tons year-to-date. Recyclables totaled 306 tons for the month and 2,091 tons year-to-date. Prior year and budget comparisons of processing records as follows:

	Prior Year Comparison YTD				Budget Comparison YTD			
	FY19	FY18	Variance		FY19	FY19	Variance	
	Actual	Actual	Tons	%	Actual	Budget	Tons	%
Waste-To-Energy	53,029	54,742	(1,713)	-3.1%	53,029	53,914	(885)	-1.6%
Transfer Station	14,721	12,481	2,240	17.9%	14,721	12,530	2,191	17.5%
Recycling	2,091	2,304	(213)	-9.2%	2,091	2,070	21	1.0%
Total	69,841	69,527	314	0.5%	69,841	68,514	1,327	1.9%

Cash Available to Operations

Cash balances in checking and investments total \$4,959,993 up \$109,957 from the prior month. The following is the status of the reserve goal:

Reserve Status		
	FY 19 Goal	As of 3/31/19
Operating	2,006,000	1,686,398
Capital Improvement	944,000	793,599
20-Year Plan	1,711,000	1,438,398
Rate Stabilization	1,239,000	1,041,599
Total	5,900,000	4,959,994
Total Cash		4,959,993
Surplus or (Deficit)		(940,006)

Revenue

Revenue for the month totaled \$575,450. Major categories of revenue by month include: tipping fees, \$464,842; power contract, \$71,262; recycling, \$29,810; interest, \$8,702; other, \$834. Revenue for the month was \$22,926 above budget projections and \$18,985 above FY18. Year-to-date revenue is \$5,367,887, which is \$127,119 above budget and \$126,416 above FY18.

The table that follows shows detail relative to electrical sales:

Month	Price per MWhr			Electrical Output MWhr			Electrical Revenue		
	FY18	FY19		FY18	FY19		FY18	FY19	
	Actual	Budget	Actual	Actual	Budget	Actual	Actual	Budget	Actual
Jul	\$30	\$38	\$36	1,288	1,300	1,256	\$38,560	\$49,737	\$44,985
Aug	\$29	\$33	\$35	1,259	1,275	1,213	\$36,364	\$41,702	\$41,982
Sep	\$24	\$28	\$29	1,291	1,300	1,255	\$31,372	\$36,840	\$35,917
Oct	\$36	\$37	\$36	1,033	1,100	1,004	\$37,670	\$41,129	\$36,272
Nov	\$30	\$37	\$37	1,357	1,425	1,378	\$41,334	\$53,036	\$51,399
Dec	\$48	\$56	\$55	1,452	1,425	1,536	\$69,776	\$79,156	\$84,047
Jan	\$70	\$82	\$78	1,391	1,450	1,460	\$97,374	\$119,088	\$114,345
Feb	\$70	\$78	\$78	1,412	1,325	1,311	\$98,164	\$103,608	\$102,582
Mar	\$45	\$51	\$51	1,337	1,450	1,396	\$59,835	\$73,430	\$71,262
YTD	\$43	\$50	\$49	11,820	12,050	11,809	\$510,449	\$597,726	\$582,792

Total gross kWh for the latest period was 2,004,629 of which 1,396,316 were sold to the grid. Net kWh per ton equaled 227, as compared to 235 for the comparable period in FY18.

Expenditures

Operating expenses in all categories total \$482,710 for the month, which is \$34,235 above budget projections, and \$111,958 below last year. Year-to-date expenses are \$5,648,837 which is \$561,271 above budget and \$423,566 above FY18.

Investments Status

As of March 31, MMWAC's investments totaled \$4,959,993. Table 8 details all of our investments.

Capital Expenditures:

For the month of March \$154,614 was spent on capital projects. The Metal Recovery Project was \$153,388, and the Scalehouse computer was \$1,226.

cc: Member Municipalities
Reference No.: 03979

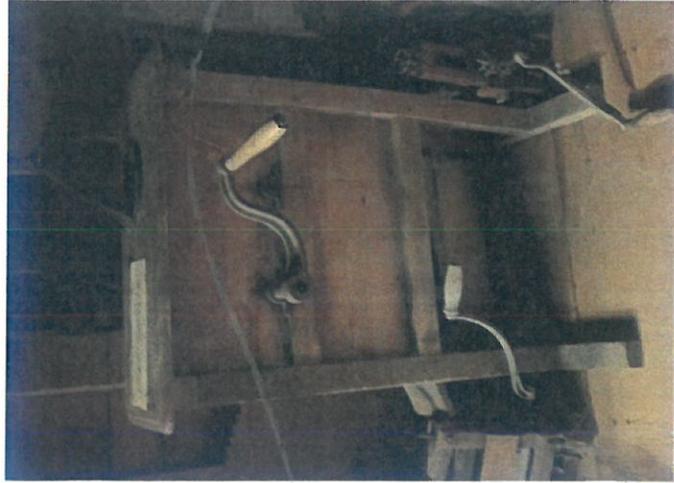
Arrangements

Tours may be arranged by contacting

Androscoggin Historical Society

784-0586

info@androhist.org



CORN SHUCKER



Androscoggin Historical Society is a 501(c)(3) tax-exempt organization



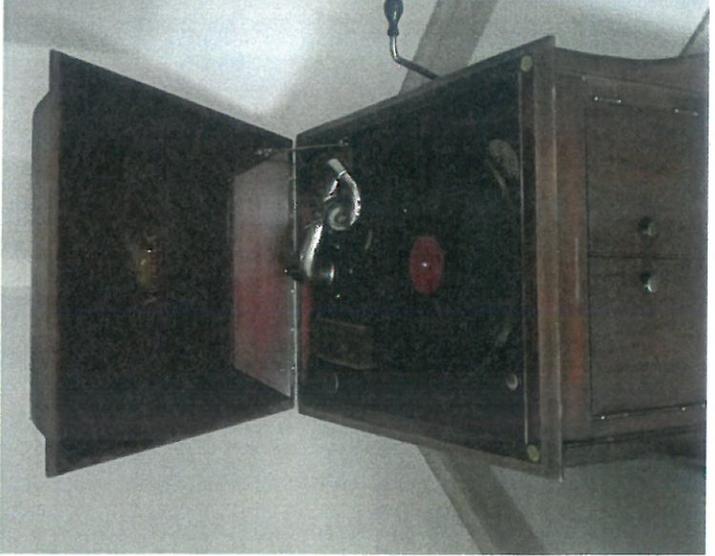
The Knight House was built in 1796, allegedly by Revolutionary War veteran Caleb Lincoln, on a site about 1/2 mile up the river. Over the past 223 years it has been moved five times, attesting to the integrity of the original structure. The house was home to various families until 1967 and the furnishings reflect this span.

The adjoining Downing Shoe Shop predates the Knight House by 6 years and was moved to its present location from Perkins Ridge in 1981. The sparse one-room shop contains tools and equipment used in the manufacture and repair of footwear during the 18th and 19th centuries.

Both buildings are owned by the City of Auburn and leased to the Androscoggin Historical Society, which manages them and underwrites the programming.

2019 Summer Schedule

Friday, May 3rd	10:00 - 2:00	DAR Convention
Saturday, May 25th	12:00 - 4:00	Bates Commencement
Saturday, June 8th	11:00 - 3:00	
Friday, June 21st	11:00 - 3:00	
Thursday, July 4th	11:00 - 3:00	Fourth of July
Saturday, July 20th	11:00 - 3:00	
Friday, August 2nd	11:00 - 3:00	
Saturday, August 17th	11:00 - 3:00	Balloon Festival Children's Program
Saturday, August 31st	11:00 - 3:00	
Saturday, September 28th	12:00 - 4:00	Bates Parent's Weekend
Sunday, October 13th	12:00 - 4:00	Indigenous People's Day



Join the AHS

Please enroll me as a member of the Androscoggin Historical Society,

Name: _____

Address: _____

ZIP: _____

E-mail: _____

Phone (optional): _____

Membership dues are:

- Individual, \$20 a year
- Individual Society, \$55 a year
- Family, \$30 a year
- Family Society, \$80 a year
- Life, \$200

Larger contributions are welcome.

Enclosed is my check for \$ _____

Mail to:

Androscoggin Historical Society
County Building
2 Turner St., Unit 8
Auburn, ME 04210-5978

How AHS resources can be useful to you



The Androscoggin Historical Society has resources for people interested in local history – genealogists, teachers, researchers, or anyone who wants to learn more about their local heritage.

The purposes of the Society are to discover, preserve, and disseminate knowledge about the history of Androscoggin County and Maine.

You are invited to visit our unusual displays and archives, located on the third floor of the Androscoggin County Courthouse at the corner of Turner and Court Streets in Auburn. An elevator is available. Use the Court Street entrance.

Hours are Wednesdays and Thursdays, 1 to 4:30 p.m., and Fridays, 1 to 4 p.m.

Androscoggin Historical Society Programs for 2018 – 2019



The Society recently acquired the West Auburn Schoolhouse to expand our programming and to preserve this historic structure.

The Society will present nine programs during the coming season.

Most of these programs will be presented at the Society's headquarters. There will be a genealogy workshop at the Auburn Public Library.

There is no admission charge for most of these programs although donations are accepted. Details are inside.

For information:

Phone: (207) 784-0586

Email: info@androhist.org

On the Web: www.androhistory.org

Sept. 25: Stealing History
 Author of a novel about thefts of valuable artifacts, William D. Andrews will discuss historical societies as the sites of potential crimes. 7 p.m. AHS

Oct. 23: Unique Antiques
 A pair of Levis sold for \$100,000. Daniel Buck Soules, former appraiser on “Antiques Roadshow,” will speak on what is “in” and what is not. 7 p.m. AHS

Nov. 13: Steamboat Lexington Disaster
 Lin Wright, historian and genealogist, will speak on David Green of Minot and Danville and his death as the result of the disastrous final voyage of the steamboat *Lexington* in 1840. 7 p.m. AHS

Feb. 9: Genealogy Workshop
 Helen Shaw, former president of the Maine Genealogical Society, will talk about “Gravestones: A Reflection of New England History.” 2 p.m. APL



“The Favored Scholar,” one of our collection of plaster statues of Rogers groups.

Feb. 26: The Grange
 Local historian and Grange member Doug Hodgkin will trace the role of this rural community organization. 7 p.m. AHS

Mar. 26: Poland Spring Resort
 Julie Thibodeau, Director of Operations at Poland Spring Preservation Society, will recall the rich history of the resort. 7 p.m. AHS

Apr. 23: 19th Century Maps
 Matthew Edney, Osher Professor in the History of Cartography, Osher Map Library, USM, will talk about 19th century trends in mapping and how Lewiston-Auburn fits in those trends. 7 p.m. AHS

May 18: Period Kitchen Garden
 Participants will work under the tutelage of a master gardener to reproduce a typical mid-19th century medicinal and culinary herb garden at the Society’s Knight House. Small fee for materials. Knight House, Time TBA.

June 4: Growing Up Franco-American
 Stories by Lorraine Masure about how it was *really* like growing up as a first generation American with a rich Franco heritage. AHS Annual Meeting. 5:30 p.m. TBA

AHS - Androscoggin Historical Society headquarters, third floor, County Building, 2 Turner Street, Auburn (elevator available).
 APL - Auburn Public Library, 49 Spring Street, Auburn
 (downstairs Community Room).



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Subject: Executive Session

Information: Poverty Abatement, case # 2019-002, pursuant to 36 M.R.S.A. Section 841 with possible action to follow.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Subject: Executive Session

Information: Poverty Abatement, case # 2019-003, pursuant to 36 M.R.S.A. Section 841 with possible action to follow.



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: May 6, 2019

Subject: Executive Session

Information: Economic development, pursuant to 1 M.R.S.A. Section 405(6) (C).

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2019

Subject: Executive Session

Information: Personnel matter, pursuant to 1 M.R.S.A. Section 405(6) (A).

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: May 6, 2019

Subject: Executive Session

Information: Labor negotiations, pursuant to 1 M.R.S.A. Section 405(6) (D).

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
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 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

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H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.