City Council Meeting and Workshop
August 17, 2015
Agenda

5:30 P.M. Workshop

A. Community Gardens – Reine Mynahan (90 minutes)
B. Neighborhood Revitilization Plan – Reine Mynahan and Mark Eyerman (30 minutes)

Workshop discussion may carryover to the meeting under Communications if more time is needed.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Gerry

Pledge of Allegiance

I. Consent Items – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

II. Minutes – August 3, 2015 Regular Council Meeting

III. Communications, Presentations and Recognitions

- Proclamation – 80th Anniversary of the Social Security Act

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 61-08172015
Authorizing the City Manager to purchase property at 14 Newbury Street.

2. Order 62-08172015
Authorizing the discontinuance of Glenn Street.

3. Order 63-08172015
Confirming the City Manager's appointment of Denis D'Auteuil as Assistant City Manager.

4. Resolve 06-08172015
Authorizing the City Manager to request a quote from Androscoggin County for the provision of dispatch services under the fee-for-service program currently offered to other Androscoggin County Municipalities.

VII. Executive Session

- Discussion on a real estate matter pursuant to 1 M.R.S.A. §405 (6)(C) ***with possible action to follow.***
- Discussion on an economic development matter pursuant to 1 M.R.S.A. §405 (6)(C) ***with possible action to follow.***

VIII. Reports

Mayor's Report

City Councilors' Reports

City Manager Report

IX. 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.*

X. Adjournment

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 of personnel issues
B. Discussion or consideration by a school board of suspension of expulsion
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. Labor contracts
E. Contemplated litigation
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 in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

City Council
Information Sheet

City of Auburn

Council Workshop or Meeting Date: 8/17/2015

Author: Reine Mynahan, Community Development Director

Subject: Community Gardens

Information: St. Mary's Nutrition Center (NC) has been consulting with City of Auburn staff to assist with the establishment of a community garden program for the target areas. Kirsten Walters and Sherri Blumenthal will present their findings and recommendations to create a sustainable program that can be replicated in other areas of the City. In order to proceed with this project, NC is requesting a minimum ten year dedication of the city-owned lot at 61 Webster Street.

Advantages: Converts a vacant lot into a place where neighbors can gather to socialize, share knowledge and skills while growing their own food for a healthier diet.

Disadvantages: Ties up a city-owned property for 10 years.

City Budgetary Impacts: Construction of first garden is already funded in FY2015 Community Development Program.

Staff Recommended Action: Approval for City Manager to sign Memorandum of Understanding with St. Mary's Nutrition Center.

Previous Meetings and History: A grant from Harvard Pilgrim for $5,000 was awarded to the City to cover a portion of the construction costs. This was presented at the 8/3/2015 Council Workshop with Council direction for further discussion at the 8/17/2015 Council workshop.

Attachments: Community Gardens Project Proposal and Recommendations, Draft Order

Community Gardens in Auburn, Maine
Project Proposal and Recommendations

Compiled by and submitted by: St. Mary's Nutrition Center
July 2015

EXECUTIVE SUMMARY

This report provides background and recommendations for the creation of three community gardens in the target neighborhoods of Downtown, Union Street and New Auburn over 5 years as prioritized in the 2015-2019 Consolidated Plan for the City of Auburn, ME and Lewiston Community Development Block Grant (CDBG) and the City of Auburn Comprehensive Plan. Research for, and compilation of, this report was executed by staff from the St. Mary's Nutrition Center, the Community Development Department of the City of Auburn and the National Park Service's Rivers Trails & Conservation Assistance Program.

Methods of analysis included research into other existing community garden projects across the country, meetings with key stakeholders and future partners, and investigation of potential garden sites as well as community outreach in the three CDBG target neighborhoods.

Findings from the report indicate that a promising site for a community garden currently exists in each target neighborhood as does community interest and support for garden program(s) to provide residents the opportunity to grow food for themselves and their families. The strongest option for the first site to be developed is located at vacant lot 250-331 61 Webster Street in the Union Street neighborhood. Interest from community stakeholders exists at a variety of levels to advocate for the project and leadership capacity and sufficient funding through CDBG as well as small grants are in place to launch the project as early as August of 2015.

The following recommendations highlight the structure, staffing, start-up sustaining costs, and the role the City and partners can play to ensure the success and sustainability of the project.

City Support

The City of Auburn can best support the Community Gardens in Auburn project by agreeing to:

- Grant permission to transform the vacant lot 250-331 at 61 Webster Street in the Union Street neighborhood into a community garden beginning August of 2015
- Formalize an agreement with the St. Mary's Nutrition Center to retain the site as a community garden for a minimum of two 5 year terms *(see Appendix H for details)*
- Continue to provide access to City owned lots for the development of future garden sites
- Continue to prioritize community gardens as part of the City Consolidated Plan
- Provide personnel support in the following ways:
    - Serve as an advisor for project design and development and jointly pursue fundraising efforts for the project as needed through the department of Economic and Community Development
    - Support the installation and access to water at garden sites - *approximately 4 hours with additional hours needed to establish a point of access*
    - Provide materials delivery through the Department of Public Services if and when staff capacity exists - *approximately 5 hours annually*
    - Further program awareness about the project to Auburn residents through the Recreation Department - *approximately 3 hours annually*

- Approve City owned lots for garden sites - *approximately 2 hours annually*

Approximate Total City Hours: 42 -46 hours annually

Management

- The Community Gardens in Auburn project would be managed by a Coordinating Team of invested stakeholders
- The Coordinating Team would inform and oversee both new garden creation as well as the operations of existing garden sites including the administration of a gardener program for community members, the hiring and management of seasonal staff and regular fundraising and advocacy
- Lead members of the Team would include personnel from the St. Mary's Nutrition Center and the City of Auburn
- Supporting members of the Team would include personnel and volunteers from the University of Maine Cooperative Extension's Master Gardeners' Program, the Androscoggin Land Trust and the National Park Service's Rivers Trails & Conservation Assistance Program (through 2016)
- The St. Mary's Nutrition Center will spearhead project design and development, community engagement and staff support
- The St. Mary's Nutrition Center and the City of Auburn will jointly pursue fundraising opportunities to support the garden project

Programming

- A Community Garden Program would be established to provide residents with access to individual and family plots at a garden site in their neighborhood to grow food for themselves
- Residents would commit to a simple use agreement and pay a nominal fee to be a community gardener and cultivate the plot for the season
- Educational opportunities would be provided to support community gardeners in building foundational knowledge and skills
- Basic tools and resources would be provided
- Each garden site would have a Garden Champion to support programming and over time a volunteer steering committee will be developed where possible to make decisions for each site

Staff

- The Coordinating Team would hire a part-time seasonal staff, a Garden Program Coordinator, to manage programmatic aspects of the community garden program
- Payment and work-space for the staff will be administered by the St. Mary's Nutrition Center

Costs

For a costs breakdown please see Appendix G

- Start-up and Construction Costs including Staff: $26,000
    - The establishment of the first garden site and the launch of the program will come primarily from 2015-2016 CDBG funding
- Annual Sustaining Costs for one garden including Staff: $10,700
    - Annual Staff Costs broken out: $8500

INTRODUCTION

Meeting the Goals of the Consolidated Plan

This past year, while developing the goals and strategies to guide the City of Auburn in the next five years for the Community Development Block Grant (CDBG) and the HOME Investment Partnerships program, the Auburn Citizen's Advisory Committee included the establishment of community gardens as a priority. Prior to the completion of the strategic plan, preliminary research conducted by Bates College students in the Downtown, New Auburn and Union Street neighborhoods indicated desire among residents in all three neighborhoods to use public lands for community gardens (favored by Downtown 92.9%; New Auburn 81.82%; and Union Street 85.1%). As such, the final CDBG strategy includes a 5 year output of a total of three gardens in the three neighborhoods as a means to "provide opportunities for growing fresh healthy foods" for underserved people in the community.

Partnership and Role of the St. Mary's Nutrition Center

In order to achieve the garden goals outlined in the 2015-2019 Consolidated Plan, the Community Development Department of the City of Auburn engaged St. Mary's Nutrition Center (NC) in 2014 to provide technical assistance for project development, including community engagement and implementation.

Founded by St. Mary's Health System, the St. Mary's Nutrition Center (NC) promotes community health through organizing, advocacy and education, works to build a sustainable regional food system by involving those affected by inadequate food access as partners and supports area farms as an essential piece of the local economy. The NC is home to a food pantry, cooking and nutrition education programs for people of all ages, and Lots to Gardens, which uses urban gardens to create access to local food, empower youth, and build community. Over the last 15 years the NC has helped transform more than a dozen vacant lots in Lewiston into thriving community gardens whereby 120 households of limited income build self-reliance and grow food to meet their nutritional needs.

This experience, coupled with the NC's success at cultivating strong and long-standing relationships, has positioned it to successfully support the creation of community gardens in Auburn and over the course of the project the NC has committed to lend its expertise in the following ways:

- Assess community readiness
- Research other community garden models
- Assist with site selection, assessment, and soil testing
- Identify and cultivate potential partnerships and stakeholders
- Develop and execute community outreach strategies to foster project buy-in

- ➢ Research and support project design including goals, objectives, outcomes and systems for management
- ➢ Develop preliminary garden designs and planning, including materials assessment, layout, cultivation plan, and maintenance plan
- ➢ Compile a report with recommendations for the City of Auburn regarding the viability and structure of a community garden project
- ➢ Provide other technical assistance and project staff support as needed

Assisting the Nutrition Center in its technical assistance role has been a staff member from the National Park Service's Rivers Trails & Conservation Assistance Program- which supports community-led natural resource conservation and outdoor recreation projects. The group of individuals from these two organizations along with the Community Development department have served as a "Planning Team" for the project and will continue to be referred to as such throughout the course of this document.

Benefits of Community Gardens

Members of the Auburn Citizen's Advisory Committee recognized the importance of community gardens. This recognition may have come from personal experience or from the wealth of available data which point to the wide array of benefits community gardens can offer a City and its inhabitants including improving the food access and overall health of those most vulnerable. Below are just a few examples of the Municipal benefits of community gardens compiled by Gardening Matters, a community garden advocacy and support organization based out of the "other" Twin Cities of Minneapolis and St. Paul Minnesota (gardeningmatters.org). For the full list of benefits and research citations please *see Appendix A*.

<u>Economic & Municipal Benefits</u>

- ➢ Community gardens have been shown to increase property values in the immediate vicinity where they are located. In Milwaukee, properties within 250 feet of gardens experienced an increase of $24.77 with every foot.
- ➢ Been and Voicu estimate that New York's gross tax benefit generated by all community gardens over a 20-year period amounts to about $563 million.
- ➢ Developing and maintaining garden space is less expensive than parkland area, in part because gardens require little land and 80% of cost is in labor.
- ➢ Community garden programs provide employment, education, and entrepreneurship opportunities for a wide variety of people.
- ➢ While vacant lots can be magnets for litter and criminal activity, community gardens are observed and managed by the gardeners, resulting in a cleaner space and more active local community.

<u>Crime Prevention</u>

- ➢ Community gardens increase neighborhood surveillance or "eyes on the street," often deterring crime.

- In a study of violent and property crimes around public housing buildings in Chicago, buildings with a high level of vegetation that doesn't obscure view had 52% fewer crimes than those with no landscaping.
- Community gardening is recognized by many police departments as an effective community crime prevention strategy. In Philadelphia, burglaries and thefts in one precinct dropped by 90% after police helped residents clean up vacant lots and plant gardens.

Healthy Eating and Living

- Community gardens allow families and individuals without land of their own the opportunity to produce food, and provide a place for gardeners to share knowledge and skills.
- Gardeners save significant amounts of money on produce. One project estimated that community gardeners saved between $75 and $380 in food costs every season
- People who garden (or who live with someone who gardens) tend to eat more fruits and vegetables on a daily basis. In a survey in Flint, Michigan, while only 17.8% of respondents from non-gardening households ate fruits and vegetables at least 5 times a day, that number rose to 32.4% in households with a gardener.
- Studies have shown that community gardeners and their children eat healthier, more nutrient rich diets than do non-gardening families.

The Role a Municipality Can Play

There are many ways a municipality can support a community garden project within their City limits. Often times the greatest support is needed in establishing the garden(s). Municipalities can get a garden “off the ground” through:

- purchasing or “leasing” viable garden sites
- setting up watering systems for irrigation
- providing in-kind or fiscal support for necessary infrastructure as a one time capital expense
- providing insurance liability

Additional Municipal support can be granted in the form of advocacy and relationship building. City administrators can make a point of being kept abreast of how community gardens are doing, speak on behalf of community members to other City officials as needed and help validate a community garden project by supporting the development of City ordinances (if they do not already exist) that specifically address role and function of gardens in the community. A municipality might also choose to contract with another organization to administer community gardens in the City.

Should a municipality want to have greater influence ensuring the sustainability of a community garden project they can also provide organizational leadership and administrative support through their parks and recreation or public works departments as many other municipalities have done with great success. For more detailed information on a municipality’s role in community garden organization please *see Appendix B*.

PROCESS AND METHODOLOGY

Research

Planning team members researched already existing and successful community garden models in Maine and states across the country leading up to the design for an Auburn Community Garden. Research included conversations with more than a dozen different program personnel across the country along with data collection from published program start-up manuals and best practice guides. Information gathered from this research has been vital in determining key pieces necessary for a successful community garden program for Auburn including the role of a municipality, staffing needs, start up and operating costs and community engagement and sustainability strategies.

Site Analysis

In keeping with the target areas outlined in the 2015-2019 Consolidated Plan for the City of Auburn, members of the planning team identified, visited and assessed potential community garden sites in the three target neighborhoods of Downtown, New Auburn and Union Street. Sites included City owned lots which previously held buildings as well as schools and local housing complexes. Locations were assessed using a set of criteria outlined by planning team members and used by other similar community garden projects. Please see Appendix C for detailed criteria for choosing a garden site. The goal was to identify at least one site for each of the three neighborhoods, highlight strengths, possibilities and challenges and rank them according to most promising. Additionally, the planning team met with staff from the Planning Department to review potential sites and the program design as a whole. Input from the Planning Department will continue to help inform how gardens can complement and support other planning and community development priorities. Recommended sites for the Auburn Community Garden Program are discussed in further detail in the Project Proposal Section of the Report.

Community Outreach

Community outreach was conducted in tandem with inquiry into existing programs as a form of local, community-based research. The goal of community outreach was two-fold. It aimed to assess the degree of interest for a garden program in the community at-large and in the three target neighborhoods. The degree of community interest would help planning team members compile a list of potential gardeners, volunteers and supporters; determine the capacity of the community to “own” the project and support its sustainability; and highlight where best to create the first garden. Community outreach was also a means to “plant the seed” for the project in people’s mind and cultivate excitement from the very onset.

To accomplish the initial phases of community outreach, the planning team developed an outreach strategy and created and disseminated a brochure envisioning the future of a community garden program in Auburn. Please *see Appendix C* for a sample of the outreach brochure. Members also canvassed each target neighborhood, spoke with community members and collected information from prospective gardeners and volunteers. Additional outreach and community engagement strategies would continue as the project unfolds and a site is developed. These strategies are discussed in greater detail in the Project Proposal Section.

Partnership Development

The sustainability and success of projects such as these hinge on the creation and maintenance of strong relationships. As such, planning team members worked to identify potential project champions within the community and through local businesses and agencies that would be willing to provide resources in the form of leadership, advocacy and materials to support the community garden project. Relationship building is an on-going process, however, a number of key partnerships have already been established including strong interest from the Androscoggin Land Trust; agreement from the Public Works Department to provide material transportation on a seasonal basis if and when staff capacity is available; a commitment from the Auburn Water District to establish seasonal water service through the use of already existing infrastructure and for a reasonable cost at the recommended garden site of 61 Webster Street, *please see Appendix D*; commitment from the former PAL coordinator to help with organizing prospective community gardeners in the neighborhood including hosting meetings; and interest from the Cooperative Extension's Master Gardener Volunteer program to include this project as part of an incoming staff person's work-plan. Planning team members will continue to strengthen these and other partnerships as the project unfolds.

Fundraising

Providing the foundation for the Community Gardens in Auburn project is $20,000 of CDBG funding for critical capital and personnel costs needed to construct the first garden and support a successful garden program. Additionally, in April of 2015 the City of Auburn was awarded a Community Garden Grant for $5000 from Harvard Pilgrim Foundation through their Healthy Food Fund. This grant not only provided an additional infusion of seed money for the project but helped establish a relationship with a potential future funder with a newly re-developed strategic mission centered on healthy food access and a focus on community gardens. Lastly, $1000 in start-up funds to help will be awarded through the National Park Service in order to help establish the garden.

PROJECT PROPOSAL AND RECOMMENDATIONS

Purpose

As stated in the 2015-2019 Consolidated Plan for the City of Auburn and Lewiston Community Development Block Grant (CDBG) the goal of the Community Gardens in Auburn project is to create and establish at least three distinct community gardens in the three underserved neighborhoods of Union Street, Downtown, and New Auburn over the course of five years in order to "provide opportunities for growing fresh healthy foods…" for community members, with particular emphasis on those at risk for food-insecurity. The project will also serve to enhance community interaction and involvement, improve the quality of life of residents and support the beautification of the City.

Scope

The Community Gardens in Auburn Project will include the creation of three gardens in the three distinct neighborhoods of Union Street, Downtown and New Auburn over the course of 5 years. The initial phase will involve the development of just one site in one of the three target neighborhoods. If the development of the initial site is successful and methods for sustaining this site are in place, an additional site in one of the other targeted neighborhoods will be developed. Following the successful establishment of the second site the third would be pursued in the remaining target neighborhood. The preliminary scope of the project assumes a minimum area of about 3,000 square feet (0.07 acre) and a maximum size of 6,000 square feet with approximately 20 plots averaging 40 square feet (4ftx10ft) each.

Programming

A Community Garden Program would be developed to provide residents with access to individual and family plots at a garden site in the neighborhood to grow food and engage with their neighbors and build community. Residents would commit to a simple use agreement and pay a nominal fee to become a community gardener and cultivate the plot for the season. Educational opportunities would be provided to support community gardeners in building foundational knowledge and skills for growing, storing and, when possible, preparing the food they grow. Basic tools and resources would also be provided. The Community Garden Program would encompass all garden sites and serve as a unifying element to the different neighborhood gardens. Each garden however, would possess characteristics and a culture unique to the neighborhood in which it is located.

Basic Elements

Land, Infrastructure, People, and Systems make up the basic elements of a community garden project; complemented by educational and support programming. The table below outlines these basic elements and what have been identified as corresponding core components and recommendations for the Community Gardens in Auburn Project.

The table is meant to be an overview of the general “parts” of a garden program and is not meant to describe how the project will work or discuss the start-up and operational costs. Details around a proposed model for project leadership, staffing, operations and costs, as well as recommendations for specific garden sites are discussed following the table in this section of the report.

Project Element	Core Component	Recommendations
Land	Environment	➢ Situated in a visible and moderately trafficked section of a neighborhood to help attract positive attention and interest and minimize vandalism ➢ Located in an area where interest in a garden has been expressed ➢ Receives 6-8 hours sunlight
	Directionality and Slope	➢ South facing ➢ Flat, little to no slope
	Soil Quality	➢ Free of serious contaminants or large or un-moveable debris ➢ Adequate drainage
Infrastructure	Water	➢ Water access in the form of on-site spigot and hose and ability for gardeners to access water during gardening season
	Bed Design	➢ Raised garden beds made of wood or other material to contain and organize garden
	Compost	➢ Nutrient-rich contaminant-free compost delivered at onset and thereafter as needed
	Plants	➢ Seeds and seedlings donated annually and given to gardeners
	Mulch	➢ Leaves to provide protection and insulation to garden beds
	Tools	➢ Tools such as digging forks, shovels, hoes, hand tools, buckets, wheel barrow
	Shed	➢ Shed to house tools and other materials
	Compost Bins	➢ Areas to house and break-down plant matter and garden debris
	Fencing	➢ Sturdy, sustainable fence to protect and demarcate gardens

People	Gardeners	➢ At least 12-15 committed adult individual or family representatives for each garden site
	Partners	➢ Area agencies, businesses and individuals willing to donate time, energy and/or resources to help the creation and development of garden sites and support gardeners in caring for plots
	Leadership	➢ An established organization that can provide an infusion of energy and resources to support the initial establishment of a garden ➢ An organization or group of individuals to provide administrative and maintenance support on a seasonal basis ➢ An organization or group of individuals to support the regular needs of gardeners and provide troubleshooting support
Systems	Plot Designation	➢ Separate garden plots to be cultivated by individuals and families
	Shared Spaces	➢ Shared spaces such as pathways, a perennial flower bed for aesthetics, and gathering spaces to build community and cared for collectively
	Communication	➢ Communication among gardeners, partners & leaders at the onset of the season and throughout the season
	Participation & Accountability	➢ Application and use-agreements ➢ Collection of annual dues
	Site Preparation	➢ Site preparation in the Spring and putting the garden “to rest” in the Fall
	Resource Distribution	➢ Procurement and distribution of seeds and seedlings to gardeners ➢ Access to tools and materials for bed enhancement such as trellises
	Resource & Space Management	➢ A system for managing and maintaining ○ tools ○ structures ○ caring for shared spaces ○ financial resources

Management and Coordination

The planning team has determined that a collaborative approach to the coordination of the Community Gardens in Auburn Project would be the best leadership structure for both implementing and sustaining the project long-term. This collaborative approach would take the form of a Coordinating Team made up of invested community partners. The Coordinating Team would inform and oversee both new garden creation as well as the operations of existing garden sites including the administration of a gardener program for community members, the hiring and management of seasonal staff and regular fundraising and advocacy. Lead members of the Team would include personnel from the St. Mary's Nutrition Center and the City of Auburn. Supporting members of the Team would include personnel and volunteers from the University of Maine Cooperative Extension's Master Gardeners' Program, the Androscoggin Land Trust and the National Park Service's Rivers Trails & Conservation Assistance Program (through 2016). Other entities would be invited to participate as they are identified and become engaged.

To support the programmatic elements of the project the Coordinating Team would hire a part-time seasonal staff person as a Garden Program Coordinator. The Garden Program Coordinator would be responsible for providing administrative oversight, facilitating communication among gardeners, recruiting and overseeing volunteers and volunteer workdays and coordinating all activities necessary to maintain successful and resilient gardens. Having staff regularly "on the ground" is of particular importance in communities with limited resources and added stressors which compound the ability to successfully self-organize. A consistent person helps provide continuity, structure and support even as people pass through the program. It is recommended, though not critical, that this person already be a resident of Auburn and if possible from the community in which one of the garden sites is located. The St. Mary's Nutrition Center would support the hiring process and training needs of this person and provide a work space.

Roles and responsibilities for the Coordinating Team would be disbursed among team members and the Garden Program Coordinator with support from site-specific Garden Champions (discussed in more detail below). A proposal for annual roles and responsibilities for each team member is outlined below. The following roles and responsibilities however, don't reflect the few months during the Summer and Fall of 2015 which will be variable as the first garden site gets off the ground and the Coordinating Team is formed.

Coordinating Team Member	Roles and Responsibilities	Department or Personnel	Time Commitment
City of Auburn	Provide advisory support for project development and implementation with a focus on site selection, infrastructure creation, community engagement, and strategic planning in the face of other new or ongoing City projects	Department of Economic and Community Development	Year-round; Quarterly meetings, email and phone conversations as needed; 12-16 hours total disbursed among departments
	Support and approve the establishment of new garden sites through the allotment of vacant City properties and the one-time infusion of capital and resources when available	City Council	Annually; 2 hours
	Jointly lead fundraising activities such as grant writing and donation gathering	Department of Economic and Community Development	Year-round; 16 hours total
	Deliver essential materials to garden sites when and if staff capacity permits	Public Services Department	Seasonal, May - October; 5 hours total
	Facilitate the sharing of information about community gardens among interested Auburn residents through regular announcement channels such as web-site, bulletins, e-blasts	Recreation Department	Seasonal, March - October; 3 hours total
	Support water access at garden sites, including the installation of water access points	Auburn Water District	Seasonal May, 4 hours; Per case basis for new access points
		TOTAL TIME	**42 - 46 hours**
St. Mary's Nutrition Center	Lead Coordinating Team and provide advisory support for project development and implementation with a focus on site selection, community engagement, relationship building, project fundraising and the programmatic aspects of the garden	Food Access and Garden Education Personnel with	Year-round; Quarterly meetings, email and phone conversations as needed; 16-20 hours total

	Conduct fundraising activities such as grant writing and donation gathering	oversight from Director	Year-round; average of 1-2 hours a month; 16 hours total
	Oversee the recruitment, hiring, training and regular support of seasonal staff to provide on the ground project support and administration. Staff would be housed at the Nutrition Center		Seasonal; March - November; approximately 3 hours a week; 108 hours total
	Support community outreach and engagement for the project and as each new site is developed		Seasonal; March – November; 15 hours total
	Oversee site selection, assessment and the development of recommendations for new garden locations		As new garden site opportunities arise; 15 hours total
	Develop preliminary garden designs and planning, including materials assessment, layout, cultivation plan, and maintenance plan for each new site		As new garden site opportunities arise; 20 hours total
	Facilitate construction of necessary infrastructure and access to essential resources such as water		As new garden site opportunities arise; 10 hours total
	Coordinate procurement and delivery of materials		Seasonal March - November; 5 hours total
		TOTAL TIME	**200-210 hours**
	Coordinate programmatic aspect of community garden program including community outreach and engagement, program administration and organizing volunteers and volunteer activities Coordinate maintenance of garden grounds	**Seasonal Garden Program Coordinator**	Seasonal mid-March to mid-October; 10-18 hours a week depending on number of garden sites
		TOTAL TIME	**280 – 500 hours**

Androscoggin Land Trust	Provide advisory support for project development and implementation with a focus on site selection, community engagement, project fundraising and engaging stakeholders and constituents particular to ALT	Land Steward Program	Year-round; Quarterly meetings, email and phone conversations as needed; 12-16 hours total
	Support fundraising activities such as grant writing and donation gathering		Year-round; 4-6 hours total
	Reach out and advocate for community garden program through existing outreach mechanisms and Land Steward Program		Year round; average of 2 hours a month
	Support the coordination of volunteers and volunteer activities		Seasonal, March - November; 2-4 hours a month
		TOTAL TIME	**58-82 hours**
University of Maine Cooperative Extension	Provide advisory support for project development and implementation with a focus on site selection and assessment, garden design and planning and volunteer and community gardener engagement	Master Gardener Program	Year-round; Quarterly meetings, email and phone conversations as needed; 12-16 hours total
	Support fundraising activities such as grant writing and donation gathering		Year-round; 4-6 hours total
	Coordinate and place Master Gardener volunteers to provide regular on-the ground support for community gardeners		Seasonal, April - October; 4-6 hours a week depending on number of sites and disbursed to different volunteers
	Support the coordination of volunteers and volunteer activities		Seasonal, March - November; 2-4 hours a month
		TOTAL TIME	**150- 225 hours**

Community Outreach and Engagement

The success and sustainability of community garden programs depend on community buy-in and support. The strategy of the newly formed Coordinating Team will be to continue to include interested and active community members in relevant pieces of the planning, development, and creation of each new garden site. This will include opportunities to provide insight into garden design and layout, participate in work days to help build and maintain the garden and celebrate successes community through annual garden celebrations. Those community members who are actively participating in the programmatic pieces of the garden project, such as cultivating a garden plot, will be offered opportunities to evaluate the program and provide feedback. The Coordinating Team would seek to cultivate and encourage a Garden Champion at each garden site to support the Garden Program Coordinator and increase community engagement at the particular site. When sufficient energy and engagement exists each garden site would have a volunteer steering committee to help make decisions for the garden site.

Site Recommendations

As suggested by the 2015-2019 Consolidated Plan for the City of Auburn and Lewiston Community Development Block Grant, three distinct sites in three neighborhoods have been identified, investigated and recommended for future community garden locations. Of the three neighborhood sites the lot 250-331 at 61 Webster Street in the Union Street neighborhood has been recommended above all as the best suited site *at this time* to be developed. Sites were chosen using set criteria regularly employed by entities seeking to establish garden sites. To review the criteria please *see Appendix E*. Attributes along with possible challenges for each potential sites are listed in table form below. Two potential sites have been identified for the Union Street and Downtown neighborhoods while only one site has been identified for the New Auburn neighborhood thus far. Of the potential sites to be converted into community gardens the planning team recommends the vacant City lot of 61 Webster Street to be developed first. The number and variety of positive attributes for this site are main factors. Please *see Appendix F* for locations identified on City Map.

Neighborhood	Recommended Sites	Positive Attributes	Potential Challenges
Union Street	A. 61 Webster Street	➢ Located in a high visibility neighborhood in proximity to low-income housing complexes, Head Start and the PAL community center which already has a program garden ➢ Site large enough to accommodate more than 20 gardeners ➢ Flat slope and driveway cut into sidewalk for ease of delivery truck ➢ Water access point has been identified and Water District has made initial commitment to re-activate water access ➢ Initial outreach in the community shows strong interest among neighbors	➢ Proximity to a concentration of children could result in vandalism though the high visibility of the location often thwarts this
	B. 325 Turner Street	➢ Located in high visibility area somewhat close to other key features of 62 Webster Street	➢ Turner Street is a busy street which may create noise pollution ➢ Garden would need to be set back from road; less visibility
Downtown	C. Newbury Street Riverfront Green	➢ Beautiful site with views of the river ➢ Could be easily integrated into a multi-use space along a river walkway/park, coordinating with current City plans for the area ➢ Initial outreach shows a number of very interested, long-standing community members	➢ Set back from a sidewalk or visible road could lead to vandalism ➢ Large number of ground hogs would need to put fence down below ground to keep out
	D. 178-184 Main Street	➢ Attractive site along the river and Riverwalk ➢ Directly next to low-income housing complex ➢ Retaining wall creates a boundary	➢ High development area means site could be lost ➢ Access from Main Street difficult, stairs would need to be built ➢ Extreme slope of land means it would need to be graded or terraced which would be costly

New Auburn	E. Walton School; green space adjacent to track and high school lacrosse field	➢ Attractive site in a peaceful setting ➢ Large enough to accommodate 15-20 gardeners ➢ Flat slope and ease of access for vehicles ➢ Fenced in on two sides helping reduce the cost of fencing ➢ Walton school has a school garden nearby which could result in program overlap	➢ Immediate neighborhood consists of many single family homes with yards potentially diminishing the need for a community garden space for direct neighbors ➢ Trees on one side may create too much shade ➢ Somewhat hidden which could increase ease of vandalism

Timeline

The timeline of the project would begin with the initial steps of construction for the first garden site on Webster Street in the Union Street neighborhood immediately upon City approval. The next several months would focus on development of the Coordinating Team, building community investment for the garden and preparing to complete the construction and establishment of the Webster Street garden site. The Spring through Summer of 2016 would see the first complete growing season and fully operational garden program at the Webster Street garden. Development of the second site in either the New Auburn or Downtown neighborhood would begin in the Spring through Fall of 2016 and follow a similar timeline to the establishment of the first site with a complete growing season and fully operational garden program at the second site occurring in Spring through Fall of 2017. The third site would experience a full growing season and garden program Spring through Fall of 2018. The end goal would be to have all three garden sites simultaneously in cultivation with robust garden programs Spring through Fall of 2019, the final year of the Consolidated Plan.

The timeline table below outlines the activities for roughly the first year of the project including the planning and coordination and the outreach and development for two garden sites.

Timeframe	Planning & Coordination Activities	1st Garden Site - Outreach and Development Activities	2nd Garden Site- Outreach and Development Activities
Summer - Fall 2015 (August - October)	- Receive approval for garden site - Establish Coordinating Team and host first meeting - Contract with interim Program Coordinator	- Begin construction of first neighborhood site including fence and raised bed installation - Continue community outreach to build interest and engagement - Engage residents in development and design of site - Plant fall crops in newly created raised beds - Host Harvest Kick-off at Garden Site	
Fall 2015 - Winter 2016 (November - February)	- Recruit, hire and train seasonal staff - Fundraise for garden project - Hold Coordinating Team Meeting	- Evaluate initial garden development - Conduct community outreach - Build initial base of community gardeners - Schedule work days for the spring - Identify and fulfill equipment needs	
Spring - Summer 2016 (March - June)	- Hold Coordinating Team Meeting - Encourage expansion of Coordinating Team	- Conduct community outreach - Build base of community gardeners - Hold Community Gardener Meeting - Continue construction of garden infrastructure - Secure and coordinate delivery of materials	- Revisit best site for 2nd garden and confirm its potential - Develop and present proposal to City for approval to use site as garden - Conduct community outreach in immediate neighborhood surrounding garden

		- Arrange for water to be turned on - Hold volunteer work days - Assign plots and complete intake process with community gardeners - Obtain and distribute seeds and seedlings - Assist gardeners in planting plots	
Summer - Fall 2016 (July - October)	- Hold Coordinating Team Meeting - Fundraise for project	- Strengthen base of community gardeners - Hold regular times for community gardeners to receive support around garden maintenance - Hold volunteer workdays as needed	- Engage residents in design and development of site - Develop list of material and infrastructure needs - Begin construction of first neighborhood site including fence and raised bed installation
Fall 2016 - Winter 2017 (November - February)	- Hold Coordinating Team Meeting - Fundraise for project - Evaluate project success thus far	- Close garden activities for the season - Receive feedback from community gardeners - Arrange for water to be turned off	- Evaluate initial garden development - Conduct community outreach - Build initial base of community gardeners - Schedule work days for the spring - Identify and fulfill equipment needs

Costs

Project costs have been determined in a two-fold manner. These include a Construction Budget that covers the “start-up costs” or rather, the capital costs to establish the first garden as well as the initial infusion of funds to create a foundation for a solid and sustainable program. Additionally, costs for expanding and maintaining the program have been included. The annual costs to sustain gardens after they are established are reflected in the Annual Program Budget The budget package also includes a four year budget projection to show the proposed timeline and resource needed to build three and sustain the three gardens sequentially. Please *see Appendix G* for details.

Looking to the Future

The Community Gardens in Auburn project has great potential to enhance the health and quality of life of some of the City’s most vulnerable residents while simultaneously increasing civic engagement and beautifying its neighborhoods. The strength and sustainability of the project lies in the leadership and support from committed stakeholders including the City of Auburn. As cited earlier in this report, there are a myriad of ways a municipality can help a community garden project grow and thrive. One of the most crucial roles a municipality can play is to make available City owned land, particularly those parcels that would otherwise be left in disuse and contribute to blight in a neighborhood. Setting aside this land for a lengthy amount of time, or in permanence, helps build confidence in the community that they can truly invest in the space, makes sure the time and resources devoted to building the garden are used to the fullest potential and allows for real positive transformation in a neighborhood to occur. One of the best ways to ensure this land is set aside in an appropriate fashion is to come to an agreement between a municipality and the leading body of the community garden project. Such an agreement has been drafted for the City of Auburn regarding the vacant lot at 61 Webster Street in the Union Street neighborhood and is available to review as *Appendix H* in this report. Additionally, a municipality can support the allocation of funds or participate in fundraising efforts to provide critical on the ground leadership and staff capacity to organize a community garden program. This is of particular importance in communities with limited resources and added stressors which compound the ability to successfully self-organize. Finally, a simple but far-reaching role of a City is to serve as knowledgeable advocate, connecting the garden efforts to other quality of life priorities as well as building awareness among stakeholders and community gardeners about the transformative power and lasting value of community gardens.

Appendix A

Multiple Benefits

Of Community Gardening

Carbon Footprint

• Food in the United States travels an average of 1300 miles from farm to fork, changes hands half a dozen times, and consumes 10 calories of fossil-fuel energy to produce a single calorie of modern supermarket food (Kloppenburg, Hendrickson and Stevenson, 1996, p. 33, 42; Pollan, 2008). Producing food locally greatly reduces the greenhouse gas emissions related to transportation of food.

• Fruits and vegetables sold in supermarkets spend as many as 7 to 14 days in transit. During this time, almost 50% of the transported food is lost to spoilage. Locally grown food reduces or eliminates this transit time, helping to greatly reduce waste (Community Food Security Coalition, 2003, p. 4).

Municipal Benefits

Community Gardens are an economic benefit to local governments:

• Community gardens have been shown to increase property values in the immediate vicinity where they are located. In Milwaukee, properties within 250 feet of gardens experienced an increase of $24.77 with every foot and the average garden was estimated to add approximately $9,000 a year to the city tax revenue (Bremer et al, 2003, p. 20; Chicago, 2003, p. 10; Sherer, 2006).

• Been and Voicu estimate that New York's "gross tax benefit generated by all community gardens over a 20-year period amounts to about $563 million. Under the scenario in which the local government would have fully subsidized the garden provision [which is rarely the case], the city's total investment would have amounted to about $83.5 million. Thus, the estimated net tax benefit would be, in the aggregate, about $480 million or, per garden over $750,000" (2006, p. 28).

• Developing and maintaining garden space is less expensive than parkland area, in part because gardens require little land and 80% of their cost is in labor (Saylor, 2005).

• Community gardens provide a place to retreat from the noise and commotion of urban environments, and have been shown to attract small businesses looking to relocate (Sherer, 2006).

• Community garden programs provide employment, education, and entrepreneurship opportunities for a wide variety of people, including students, recent immigrants, and homeless people (Community Food Security Coalition, 2003),

• While vacant lots can be magnets for litter and criminal activity, community gardens are observed and managed by the gardeners, resulting in a cleaner space and more active local community. All of this often comes at little or no cost to the city (Schmelzkopf, 1995).

Food Production

Community gardens allow families and individuals without land of their own the opportunity to produce food, and provide a place for gardeners to share knowledge and skills.

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Food Production (continued)

• Gardeners save significant amounts of money on produce. One project estimated that community gardeners saved between $75 and $380 in food costs every season (adjusted for inflation from 1994 to 2011) (Hlubik et al. 1994; Armstrong, 2000).

• Local agriculture conserves resources by shortening the commodity chain, saving on fuel-demanding transportation and packaging (Bremer et al, 2003, p.23)

• From 1978-1989, $8.9 million worth of produce was grown in Milwaukee community gardens (Bremer et al, 2003, p.22, 56).

• In 1999, the fifteen New York gardens organized as the City Farms program of the organization "Just Food" grew close to 11,000 pounds of fresh vegetables and fruits. Nearly 50 percent was donated to nearby soup kitchens and food pantries (Just Food 1999 Summary Report, as cited by Englander, 2001, p. 14).

Health Benefits

• Community gardens provide access to fresh, traditional produce and nutritionally rich foods in low-income neighborhoods, where nutritious food is much less available than in other areas. "A study of all food stores in three low-income zip codes in Detroit found that only 19%, or fewer than one in five stores, carried a minimal 'healthy food basket' [of] products based on the food pyramid" (Pothukuchi 2003).

• Studies (like the one conducted by Lackey and Associates) have shown that community gardeners and their children eat healthier, more nutrient rich diets than do non-gardening families (Bremer et al, 2003, p.54).

• People who garden (or who live with someone who gardens) tend to eat more fruits and vegetables on a daily basis. In a survey in Flint, Michigan, while only 17.8% of respondents from non-gardening households ate fruits and vegetables at least 5 times a day, that number rose to 32.4% in households with a gardener. The same study showed that gardeners also tend to eat one more serving of fruits or vegetables per day than non-gardeners (Alaimo et al., 2008).

• Increasing the consumption of organic local produce reduces exposure to chemical fertilizers and pesticides. Local food can also "be eaten fresh, without the preservatives that are typically added to produce that is shipped long distances" (Bremer et al, 2003,p. 54).

• Multiple studies have shown that natural areas such as community gardens grant a variety of mental health benefits. Being in natural places fosters recovery from mental fatigue, improves outlook and life satisfaction, helps us to cope with and recover from stress, improves our ability to recover from illness and injury, restores concentration, and improves productivity (Maller et al., 2005).

• Simply viewing plants has been shown to reduce fear, anger, blood pressure, and muscle tension (Relf, 1992 p. 161; Ulrich, 1979; Ulrich, 1986).

Exercise

• Gardens can be areas for recreation and exercise. According to the American Journal of Preventive Medicine, the "creation of or enhanced access to places for physical activity combined with informational outreach" produced a 48.4% increase in frequency of physical activity in addition to a 5.1 percent median increase in aerobic capacity, reduced body fat, weight loss, improved flexibility and an increase in perceived energy (as referenced in Sherer, 2006).

• Gardening is considered a moderate to heavy intensity physical activity, and has been linked to significant beneficial changes in total cholesterol, HDL cholesterol, and systolic blood pressure (Armstrong, 2000).

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Exercise (Continued)

• Besides being a great way to exercise, gardening motivates people to stay active longer than other activities. In one study, participants spent significantly more time gardening (225 minutes/week) than doing other leading forms of exercise, such as walking (160 minutes/week) and biking (170 minutes/week) (Caspersen et al., 1991).

Crime Prevention

Community gardens offer a focal point for community organizing, and can lead to community-based efforts to deal with other social concerns.

• Community gardens give youth a safe place to interact with peers and can involve them in beneficial activities (Sherer, 2006).

• Community gardens increase neighborhood surveillance or "eyes on the street", often deterring crime (Kuo & Sullivan, 2001b).

• In a study of violent and property crimes around public housing buildings in Chicago, buildings with a high level of vegetation that doesn't obscure view (such as most garden plants) had 52% fewer crimes than those with no landscaping. Buildings with medium levels of this type of vegetation had 42% fewer crimes (Kuo & Sullivan, 2001).

• Scientific studies show that crime decreases in neighborhoods as the amount of green space increases, and that vegetation has been seen to alleviate mental fatigue, one of the precursors to violent behavior (Kuo and Sullivan, 2001).

• Community gardening is recognized by many police departments as an effective community crime prevention strategy. In Philadelphia, burglaries and thefts in one precinct dropped by 90 percent after police helped residents clean up vacant lots and plant gardens. ("Healing America's cities" p. 5-6, as cited in Englander, 2001).

The Urban Ecosystem

Gardens help to improve the health of the city ecosystem in several ways:

• Community gardens add beauty to the community and heighten people's awareness and appreciation for living things. In a Chicago survey, this was the #1 reason given for the importance of community gardens, mentioned by 14.3% of respondents, while 83% of respondents felt that the garden has enhanced the beauty of the community (Chicago, 2003, p. 34).

• A 1995 Regional Plan Association poll of individuals nationwide found that the major components of a satisfactory quality of life are safe streets and access to greenery and open spaces. In another survey, owners of small companies ranked recreation, parks, and open space as their highest priority in choosing a new location for a business (Sherer, 2006, p.5).

• Urban green spaces are unevenly distributed and access is extremely limited near low-income neighborhoods populated by minorities, including recent immigrants. For example, in "Los Angeles, white neighborhoods enjoy 31.8 acres of park space for every 1,000 people, compared with 1.7 acres in African-America neighborhoods and 0.6 in Latino neighborhoods" (Sherer, 2006, p.6).

• Filter rainwater and help to keep lakes, rivers, and groundwater clean ("Plants and the micro-organisms with which they symbiotically coexist help to clean and filter water as it percolates through the soil") (Bremer et al, 2003, p. 50).

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Urban Ecosystem (continued)

• Reduce soil erosion and runoff, which lessens flooding and saves the city money (Bremer et al, 2003, p. 50, 56; Sherer, 2006; tpl, 2004).

• Restore oxygen to the air and help reduce air pollution through the gas exchange systems of leaves and soils (Chicago, 2003 p. 14; Sherer, 2006).

Youth Education

Community gardens can serve as an outdoor classroom where youth can learn valuable skills, like those involving practical math, communication, responsibility and cooperation. They also provide the opportunity to learn about the importance of community, stewardship and environmental responsibility.

• When combined with science education, gardening can be a form of experiential learning that is more effective than traditional classroom learning. In a study of Hispanic and African American middle school students in Los Angeles, students who participated in a science class with a school garden project showed dramatically improved science-processing skills when compared to those in a traditional science class (Blair, 2009 p. 19).

• In California, the San Francisco League of Urban Gardeners has a program in Alemany, a community with an unemployment rate of 84%, which employs 20-25 local youth during the school year and about 60 during the summer. They are trained in gardening, landscaping, habitat restoration, work skills and leadership development (Feenstra et al, 1999 p.40).

Cultural Opportunities

• Community gardens offer unique opportunities to establish relationships within and across physical and social barriers. (Bremer et al, 2003; Tranel & Handlin, 2004). In places like the Twin Cities, where there are large communities of first and second generation immigrants, community gardens have provided a space for: Inter-generational exposure to cultural traditions; Cultural exchange with other gardeners; Access to non-English speaking communities

• In gardens across New York that are supported by the city's community garden association, GreenThumb, there are gardeners from 45 different countries and many regions of the U.S.

• A recent study found that, compared to residents living near barren areas, those closer to green common spaces are more likely to use them and more likely to interact with neighbors as a result (Kuo et al, 1998, p.26).

• Community gardens are great places to host social and cultural events, helping to strengthen local communities (Krasny & Saldivar-Tanaka, 2004).

Horticultural Therapy

• Exposure to green space reduces stress and increases a sense of wellness and belonging (Bremer et al, 2003, p. 55).

• "A ten percent increase in nearby greenspace was found to decrease a person's health complaints in an amount equivalent to a five year reduction in that person's age" (Sherer, 2006, p. 16).

• In Brentwood California, the Vets Garden employs 35 patients, many of whom have not been able to hold down a job since the Vietnam War. Since the garden program started, inpatient stays have been significantly reduced and the gardeners have been making progress at faster rates and are better able to "participate more fully in the world and move on to jobs outside the hospital". Employment opportunities such as gardening and landscaping throughout the city have become available to Vet gardeners and several program participants have even gone back to school. (Feenstra et al, 1999, p. 52).

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Cultivating Community Gardens

The Role of Local Government in Creating Healthy, Livable Neighborhoods

Local government leaders are in a unique position to promote healthy eating and active living in their communities by supporting community gardens. Community gardens are places where neighbors can gather to cultivate plants, vegetables and fruits. Such gardens can improve nutrition, physical activity, community engagement, safety and economic vitality for a neighborhood and its residents.

Barriers, such as liability expenses, code restrictions and a lack of resources, which often make it difficult for communities to establish or maintain gardens in their neighborhoods, can be overcome with local government engagement.

This brochure offers case studies, best management practices, resources and tools for policymakers to develop creative, cost-effective solutions that reduce barriers and facilitate the creation of community garden programs. To read more about these case studies and the resources footnoted in this factsheet, visit:

■ **www.lgc.org/healthycommunities**

Gardens benefit communities

Community garden programs with the following characteristics have the greatest potential to strengthen communities [4]:

- Provide an open space for community gatherings and family events.
- Include neighbors of various ages, races and ethnic backgrounds.
- Offer educational opportunities and vocational skills for youths.
- Target or include lower-income residents.
- Enable gardeners to sell their produce through a local farmer's market.
- Build in a method to encourage the donation of surplus produce to food shelters.

Unhealthy communities bear greater costs

Sixty-five percent of adults in the U.S. are overweight or obese [1], and more than 33% of children and adolescents are obese or at risk for becoming obese [2]. For adults, the potential health consequences of obesity include cardiovascular disease, hypertension, type 2 diabetes, osteoporosis and some cancers. Obese children are at a greater risk than normal-weight children for developing type 2 diabetes, hypertension, high cholesterol, sleep apnea and orthopedic problems.

In addition to the potential health consequences, obesity creates a substantial economic burden for the U.S. The direct and indirect health costs associated with obesity are estimated at $117 billion per year, nationwide, in the form of worker absenteeism, health care premiums, co-payments and out-of-pocket expenses [3].

Nutrition: Food security and access

Limited access to healthy foods, such as fruits and vegetables, is a major barrier to healthy eating. Low-income, underserved communities are at the highest risk for obesity because they often lack supermarkets, leaving convenience stores or fast-food chains as the main source of meals [5]. Expensive fruits and vegetables may also be cost-prohibitive for low-income families.

Community gardens provide residents of underserved communities the opportunity to grow their own fruits and vegetables, increasing access and affordability.

Physical activity

The U.S. Surgeon General, along with the U.S. Centers for Disease Control and Prevention and the American College of Sports Medicine, recommends getting a minimum of 30 minutes of moderate-intensity physical activity on most days of the week for adults and 60 minutes of moderately or vigorously intense activity most days of the week for children and adolescents. Unfortunately, nearly 40% of adults and 23% of children do not get any free-time physical activity [6].

Gardening is a recommended form of moderate physical activity. Community gardening can encourage more active lifestyles by providing children and adults the opportunity to exercise by stretching, bending, walking, digging and lifting tools and plants.

Environment and Education

Creating more open space

Most urban areas in America do not meet local or state requirements for open space and parks per capita, particularly minority communities that have fewer resources to obtain and retain open space. For instance, in Los Angeles, neighborhoods with 75% or more white residents boast 31.8 acres of park space for every 1,000 people, compared with 1.7 acres in African-American neighborhoods and 0.6 acres in Latino neighborhoods [7].

Community gardens are an inexpensive way for cities to mitigate this disparity and recapture unused land for the purpose of beautification. A neglected vacant lot can be transformed into a garden where people of all ages can grow food together and strengthen community ties.

Educational opportunities

Hands-on exposure to community gardens can teach children about the sources of fresh produce, demonstrate community stewardship and introduce the importance of environmental sustainability. Gardens are also great places for children to learn math, business and communication skills through applied activities and interaction. Integrating environment-based education into academic programs improves reading, math, science and social studies test scores and reduces discipline problems in the classroom [8].

Environmental Benefits

- Green vegetation can reflect as much as 20% to 25% of radiation from the sun, thus reducing the heat island effect in cities and cooling the climate in urban areas [9].
- In the United States, a meal travels about 13,000 miles, on average, before reaching your plate [10]. Eating locally produced foods reduces fuel consumption, carbon dioxide emissions, and a variety of other negative environmental consequences associated with the transportation of foods.
- Garden soil is an absorbent substance that reduces runoff from the rain and helps minimize surface erosion.
- Gardens reduce pollutants in our air by absorbing carbon dioxide.
- Small open spaces in urban areas provide crucial corridors for retaining native wildlife and supporting migratory species [11].

Costs and Benefits

Property values and tax revenues

Green space adds property value to neighborhoods by beautifying spaces and creating more attractive places for people to walk and enjoy life outdoors. People are willing to pay more to live in places with these amenities. In New York, neighborhoods surrounding a community garden saw a 9.4% increase in property values within the first five years of its opening [12].

Community services

Community gardens can be integrated into broader community projects such as after-school programs for children, activities for the elderly and resources for food banks and homeless shelters. In Seattle, the city's P-Patch Program works with the not-for-profit P-Patch Trust to supply between 7 to 10 tons of produce to Seattle food banks each year through their well-developed community garden network.

Community pride and ownership

The safety and vitality of a healthy community relies heavily upon the invested pride and ownership that residents have for their neighborhood. Community gardens offer a focal point for neighborhood organizing, and can lead to community-based efforts to deal with other social concerns. They give youth a safe place to interact with peers, while involving them in beneficial activities [7]. Community gardens can increase safety by providing more eyes on the street [13]. Communities that develop semi-public spaces where people can become actively engaged in their community have significantly lower crime rates than neighborhoods where these amenities do not exist [14].

Community gardens are affordable

The annual cost of most community gardens are minimal because residents, rather than city employees, are responsible for maintaining the gardens. Cities can help establish community gardens by identifying and purchasing viable sites for gardens, providing water for irrigation, necessary infrastructure as a one-time capital expense, and insurance liability to relieve small nonprofits or community members of this burden.

Some cities provide organizational structure for community gardens through their parks and recreation departments as a strategy for long-term survival. For example, the Burlington Area Community Garden in Vermont is a partnership between the city's parks department and the nonprofit Friends of Burlington Gardens. The city provides administrative, office and staff support and in-kind equipment contributions. It oversees eight community gardens at a total annual cost of $40,000, which is partially offset by $17,000 in garden revenue each year.

www.enjoyburlington.com/Programs/CommunityGardens.cfm and www.burlingtongardens.org

Gardening in San Diego schools

In San Diego, students at Rosa Parks Elementary School enjoy the benefits of a community garden right on their school's campus. The school is located in the City Heights neighborhood where residents are predominately Latino, African-American and Southeast Asian, and 55% of families earn incomes below the federal poverty level.

The teachers use the school's community garden to take students outside the classroom and offer interactive instruction on health and nutrition, science, mathematics, ecology and agriculture.

Food policy council sows seeds for improved health and nutrition

In Oregon, the Portland/Multnomah Food Policy Council was developed in 2002 by the City of Portland and Multnomah County.

Housed in Portland's Office of Sustainable Development, the Food Policy Council provides research and recommendations to the city on institutional food practices, citizen food awareness, hunger and food access, land use policies, business and economic issues and environmental impacts on the food system.

How Local Governments Can Help

Through a variety of policies and partnerships, local and state government can promote healthier communities by improving residents' access to fresh fruits and vegetables and designing environments that encourage active living. The following items are resources local leaders can reference when working to establish community gardens in their neighborhoods:

Create a municipal community garden program.

In Seattle, the P-Patch Community Garden Program, in the city's parks and recreation department, protects the longevity of community gardens by acquiring land with open space funds. This program currently has more than 54 operating gardens throughout Seattle. The not-for-profit P-Patch Trust works with the program to acquire, build, preserve and protect the gardens. The Trust also provides advocacy, outreach and educational programs for gardeners.

www.seattle.gov/neighborhoods/ppatch
(206) 684-0264, p-patch.don@seattle.gov

www.ppatchtrust.org
(425) 329-1601, ppatch.trust@ppatchtrust.org

Create a municipally funded not-for-profit organization to support community gardens.

NeighborSpace, a nonprofit organization funded through and operating in the city of Chicago, the Chicago Parks District and the Cook County Forest Preserve District, acquires property to preserve land for community gardens. NeighborSpace acts as a land trust for community gardens and accepts liability for the site. Since 1996, it has acquired more than 50 sites for preservation as community garden space.

http://neighbor-space.org
(312) 431-9406, info@neighbor-space.org

Include community gardens in your general / comprehensive plan.

In California, Berkeley's general plan states that the city will "encourage and support community gardens as important open space resources that build communities and provide a local food source" in the open space element. The general plan lists action steps, which include pursuing community gardens in specific new developments and high-density areas.

www.ci.berkeley.ca.us/planning/landuse/plans/generalPlan/openSpace.html
(510) 981-7410

Allow zoning for community gardens.

Boston established a specific community garden category that can be zoned as a sub-district within an open space zoning district. Identifying prime locations for community gardens aids in their creation and emphasizes the importance of this use to the city.

www.cityofboston.gov/bra/pdf/ZoningCode/Article33.pdf
Jeff Hampton, senior zoning planner, (617) 918-4308, jeffrey.hampton.bra@cityofboston.gov

Create a community garden committee.

San Francisco has a community gardens policy committee that works to implement the community garden objectives established in the city's general plan. The objectives currently include expanding community garden opportunities throughout the city by establishing policies and implementing garden standards. The Recreation and Park Commission considers the committee's recommendations.

www.parks.sfgov.org/site/recpark_index.asp?id=27041
Margaret McArthur, recreation and park commission liaison, (415) 831-2750, margaret.mcarthur@sfgov.org

Provide an easily accessible inventory of all vacant public/private lots and open space.

OASIS NYC, the Open Accessible Space Information System Cooperative, is a collaborative of federal, state, city, nonprofit and private organizations that provide online maps of all open space in New York City to help enhance the stewardship of open space. The USDA Forest Service and Natural Resources Conservation Service were founding partners and funders, and local and state departments provide data and information services.

www.oasisnyc.net
Matthew H. Arnn, USDA Forest Service NE area regional landscape architect, (212) 542-7134, marnn@fs.fed.us

Read more at www.lgc.org/healthycommunities

The Local Government Commission is a nonprofit, membership organization that provides inspiration, technical assistance and networking opportunity to local elected officials and other dedicated community leaders working to create healthy, walkable and resource-efficient communities. To join or learn more about the LGC: **www.lgc.org**

Leadership for Healthy Communities is a national partnership initiative supported by the Robert Wood Johnson Foundation to help state and local leaders create and promote places, policies and programs that enable active living and healthy eating. **www.leadershipforhealthycommunities.org**

Local Government Commission
1303 J St., Suite 250
Sacramento, CA 95814-2936
(916) 448-1198 • www.lgc.org

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photo credits: Bill Maynard, Alex Mandel

Appendix C

Get Involved!

Please contact staff at the St. Mary's Nutrition Center if you:

* Would like to learn more about this project
* Think you would like a community garden in your neighborhood
* Would like to support this project in getting off the ground
* Are interested in having a plot in a future community garden
* Have resources, knowledge or expertise to share

207 513 3848 **nutritioncenter@stmarysmaine.com**

Founded by St. Mary's Health System, the St. Mary's Nutrition Center (NC) promotes community health through organizing, advocacy and education. The NC works to build a sustainable regional food system by involving those affected by inadequate food access as partners and supporting area farms as an essential piece of the local economy. The Nutrition Center is home to a food pantry, cooking and nutrition education programs for people of all ages, and *Lots to Gardens,* which uses urban gardens to create access to local food, empower youth, and build community.

With over fifteen years supporting community gardens and food access programs in Lewiston the NC is excited to partner with the City of Auburn to bring gardens to our neighbor City across the river.

St. Mary's Regional Medical Center Nutrition Center of Maine

City of Auburn Maine 1869

COMMUNITY GARDENS

IN THE CITY OF AUBURN, ME

207 513 3848

nutritioncenter@stmarysmaine.com

How Would *You* Grow?

Would you like to see a community garden in your neighborhood in Auburn?

Would you like to have a place to grow food for yourself and your family, a place where you can get your hands in the dirt and see the fruits of your labor come to life?

Juicy red tomatoes, plump green summer squash, tall golden sunflowers waving in the wind; a quiet space to watch people and listen to the birds.

What would you plant?

Who would you meet?

Hard to imagine.... Or is it?!

"What I like about the garden? I get free food and it's relaxing. And I love experimenting with different things.—Kirk Jones, community gardener with Lots to Gardens

Brenda Akers, Community Gardener with the Lots to Gardens Program at the St. Mary's Nutrition Center

So Many Benefits

Community gardens can....

* Build unlikely friendships
* Foster community identity & spirit
* Reduce crime
* Grow food for people who need it
* Teach children to wonder & explore
* Be a sanctuary within urban life
* Help people eat healthy & exercise
* Create beauty & bounty

A Project in the Works

The City of Auburn, with help from the St. Mary's Nutrition Center in Lewiston, is researching whether a community garden project could grow and thrive in Auburn. The garden would be a place where people in the neighborhood could have a plot to grow food for themselves and their family, meet their neighbors and build community. Although the project would start with just one garden in one neighborhood the hope would be, that with enough community support, there would be gardens in different neighborhoods across Auburn.

Right now, staff from the Nutrition Center are talking to community members to see who is interested in having a garden in their neighborhood and who might like to have a plot in the garden to grow food. Most of all we are looking for leaders and organizers—people who want to help see this project bear fruit -literally and figuratively! If this person is you, or if you would like to learn more about the project then turn the page to get involved!

Appendix D

(207) 784-6469

FAX (207) 784-6460

AUBURN WATER DISTRICT

MEMBER MAINE WATER UTILITIES ASSOCIATION

268 COURT ST. - P.O. BOX 414

AUBURN, MAINE 04212-0414

June 5, 2015

Bridgette Bartlett
Community Gardens Project
P.O. Box 7291
Lewiston, Maine 04243

Subject: Seasonal Water Service at 61 Webster Street, Confirmation of Cost Estimate

Dear Ms. Bartlett:

Following up on some of our recent discussions, please let this letter confirm our estimate of $500 for establishing seasonal water service at 61 Webster Street. We understand you plan to create a community garden at this location and will require seasonal water for irrigation.

It is difficult to develop a detailed estimated based on anticipated materials. We want to work with you to be as cost-effective as possible, so I want to touch briefly upon the basis for our estimate. 61 Webster used to be a residence that was served by public water. As such, much of the needed infrastructure should be available for re-use as a new water service. We intend to re-use the existing "tap", service pipe, and isolation valve (curb stop). Additionally, you won't have to purchase a new water meter as we should be able to credit your account considering we can re-use a meter that was previously assigned to that parcel.

The $500 is based on our crew excavating to connect to the existing service line and running new pipe to bring availability of service up to ground level. We believe we have salvaged a structure that can be used as a "meter-pit". There wont be any charge for this structure as it was a salvaged item. The $500 will cover labor, excavation and miscellaneous fittings or adapters to allow for seasonal service.

So we should be able to get seasonal water established for the $500 estimate. That will include an isolation valve so you can activate service as needed. Please note that you will likely need to secure assistance for the installation of what we would consider the "private" portion of the work. That would include the installation of any specialized hose-connections or on-site irrigation system. Again – we will just have water available at the edge of the property right-of-way line.

I briefed the incoming Superintendent, Sid Hazelton, so he is fully aware of the project.

Sincerely,

John B. Storer, P.E.
Superintendent, Auburn Water & Sewerage Districts

Appendix E

Criteria for choosing garden location

	Criteria	Details/ notes
Crucial:	Recieves 6+ hours of sunlight	Keep in mind shade at different times of year and what surroundings might look like in future. Nearby buildings, Potential for new constructions, trees with leaves, growing height of trees.
	Access to water	Possible to install if not currently installed
	Long-term access to space	Not slated for redevelopment, minimum 5 year commitment-preferably more
	Visible area	People can see, appreciate, keep an eye on
	Community support in area	
	Space for at least 10-12 gardeners	
Recommended:	Residential area	Near where there are people who want to garden, where people can see from their windows
	Near potential partners/supporting organizations	
	On public, not private land	Could be on private land with long term lease
	Accessible by truck for deliveries of compost/mulch	
	Garden visibly improves the area	
	Some parking available	
Other considerations:	Soil Quality/ Contamination	but added precautions/expense
	Slope	Terreced gardens are possible but may significantly increase costs
	Drainage	Does water collect there? when does it dry out in the spring? Does it flood in heavy rain?
	Current use of the area	garden prevents kids from continuing to play ball, garden more likely to get vandelized.
	Utility easements	
	Setback requirements with adjacent properties	
	Any additional considerations?	

This map was created by Auburn's ICT Department. 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.

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Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Appendix G

Webster Street Garden Construction Budget
July 2015-June 2016

EXPENSES	**Expense Total**
Garden Construction	***17000***
Site development	
Lead Test	50
Site grading, hardscaping	900
Water Access	700
Fence (6ft black vinal-coated chainlink, with 2 gates)	7000
Signage, bulletin board	750
Perimeter flower garden materials, bench	850
Growing Space	
Raised Garden Beds (wood and materials 20 beds)	1300
Compost/Soil/Mulch and delivery (50 yards)	2250
Seeds/seedlings	500
Equipment and Infrastructure	
Compost bins	500
Shed construction material (labor in-kind)	1000
Garden Tools and materials	1200
Personnel and Volunteer support	
Garden Program Coordinator (10 hrs/week, Aug-Oct 2015, mid-March-June 2016)	4000
Consultant Services	
Nutrition Center support services	5000
Total Expenses	**26000**

Income sources	
Harvard Pilgrim Health Care Foundation grant	5000
National Park Service grant	1000
CDBG allocation	20000
	26000

Summary of Committed In-kind Support	
Nutrition Center - staff time, office, computer, printing, truck use	5120
National Park Service Rivers Trails & Conservation Assistance	13000
Coordinating Team members time	6500
	24620

Notes: This budget reflects retail costs for the construction expenses. Effort will be made to secure in-kind support, donations and sponsor support to reduce the expense. For example, we will pursue donations of lumber and site supplies (seedlings, soil, mulch), partnerships for in-kind/volunteer labor for shed and garden bed construction, as well as conduct a simple community campaign aiming to get some garden tools donated. Any savings will be applied to planning and/or construction expenses for a second garden site.
Additional in-kind support will be provided by the Nutrition Center, National Park Service and other coordinating group members for planning and implementation. In addition to staff time, the Nutrition Center will also provide occupancy (office space, computer/IT and printing) as well as truck use for the Garden Program Coordinator in-kind.

Appendix G

Auburn Community Gardens - Annual Program Budget
Annual period January-December

Annual Costs to Sustain One Garden	**Total**
Garden Materials and Supplies	***1950***
Raised Bed repair, upkeep	250
Compost/Soil/Mulch/Soil amendments and delivery	400
Seeds/seedlings/flowers	500
Water	400
Materials (twine, stakes) and tool replacement	400
Outreach and Engagment - printing, copying	***250***
Personnel and Volunteer support	***8500***
Garden Program Coordinator (10 hrs/week, mid-March to Mid-Oct)	4200
Garden Champion Stipend	300
Nutrition Center consulting	4000
Total Expenses	**10700**

Annual Costs to Sustain Two Gardens	**Total**
Garden Materials and Supplies	3900
Outreach and Engagement	325
Personnel and Volunteer support	
Garden Program Coordinator (14 hrs/week, mid-March to Mid-Oct)	5880
Garden Champion Stipend	600
Nutrition Center consulting	4000
Total Expenses	**14705**

Annual Costs to Sustain Three Gardens	**Total**
Garden Materials and Supplies	5850
Outreach and Engagement	375
Personnel and Volunteer support	
Garden Program Coordinator (18 hrs/week, mid-March to Mid-Oct)	7560
Garden Champion Stipend	900
Nutrition Center consulting	4000
Total Expenses	**18685**

Please see notes in construction budget re: Nutrition Center in-kind staff support and additional in-kind support.

Appendix G

Auburn Community Garden Program - 4 year budget projection

	FY 2016	FY2017		FY2018	FY2019	
EXPENSES	Jul 15 - Jun 16	Jul 16 - Jun 17		Jul 17 - Jun	Jul 18 - Jun 19	
	Construct #1	*Maintain #1*	*Construct #2*	*Maintain 1&2*	*Maintain 1&2*	*Construct #3*
Garden Construction/Maintenance	***16650***	***1950***	***16650***	***3900***	***3900***	***16650***
Site development						
Lead Test	50		50			50
Site grading, hardscaping	900		900			900
Water Access/Service	700	400	700	800	800	700
Fence (6ft black vinal-coated chainlink, with 2 gates)	7000		7000			7000
Signage, bulletin board	750		750			750
Perimeter flower garden materials, bench	850		850			850
Growing Space						
Raised Garden Beds (wood and materials 20 beds)	1200	250	1200	500	500	1200
Compost/Soil/Mulch and delivery (50 yards)	2000	400	2000	800	800	2000
Seeds/seedlings	500	500	500	1000	1000	500
Equipment and Infrastructure						
Compost bins	500		500			500
Shed construction material (labor in-kind)	1000		1000			1000
Garden Tools and materials	1200	400	1200	800	800	1200
Outreach and Engagment - printing, copying	***250***	**125**	**200**	**325**	**125**	**250**
Personnel and Volunteer support	***4100***	***3140***	***3040***	***6480***	***5900***	***2360***
Garden Program Coordinator (July to mid-Oct, mid-March to June; 1 garden=10 hrs/wk, 2 gardens=14 hrs/wk, 3 gardens=18hrs/wk)	4000	2940	2940	5880	5300	2260
Garden Champion Stipend	100	200	100	600	600	100
Consultant Services - Nutrition Center Support Services	**5000**	**2000**	**2000**	**4000**	**2000**	**2000**
SubTotal Expenses	***26000***	***7215***	***21890***	***14705***	***11925***	***21260***
Annual Totals	**26000**		**29105**	**14705**		**33185**
					Total	**102995**
					CDBG	60000
					Secured	6000
					Balance	*36995*

Appendix G

Income sources	**FY 2016**
Harvard Pilgrim Health Care Foundation grant	5000
National Park Service grant	1000
CDBG allocation	20000
	26000

Summary of Committed In-kind Support	**FY 2016**
Nutrition Center - staff time, office, computer, printing	5120
National Park Service Rivers Trails & Conservation Assistance	13000
Coordinating Team members time	6500
	24620

Notes

Projected in-kind support from the Nutrition Center and Coordinating Team will continue in future years at similar levels.

Appendix H

MEMORANDUM OF UNDERSTANDING
St. Mary's Nutrition Center
City of Auburn - Community Garden at lot 250-331
61 Webster Street, Auburn, Maine

This document shall represent a mutual understanding of a legal agreement between the City of Auburn (hereafter referred to as "the City") and the St. Mary's Nutrition Center, part of St. Mary's Regional Medical Center (hereafter referred to as "NC").

SCOPE
The scope of this project involves the NC leading the coordination of construction, operation and maintenance of a community garden at the former house lot 250-331 of 61 Webster Street, Auburn Maine as part of the 2015-2019 Consolidated Plan for the City of Auburn and Lewiston Community Development Block Grant (CDBG), which lists as a priority the creation and establishment of at least three distinct community gardens in the three underserved neighborhoods of Union Street, Downtown, and New Auburn.

The scope of this project shall also include the installation of a fence for security, the installation of water access in the form of spigot using an already existing "tap" service pipe and isolation valve (curb stop), the installation of a garden sign, the construction of a shed to store tools and equipment, the construction of compost bins to store plant debris, the construction of raised garden beds for individual and family garden plots and the creation of a perennial flower bed along the perimeter of the garden. All work and actions shall meet all requirements of local, state, and federal regulations and codes.

COORDINATION
The development and implementation of the community garden at 61 Webster Street will be jointly managed by a Coordinating Team (hereafter referred to as "the Team") with the NC serving as lead coordinator and other invested community stakeholders serving as supporting members. Additionally, the Team will include representatives from the Economic and Community Development departments of the City of Auburn. Representatives will provide guidance and approval for decisions throughout the project, as well as participate in quarterly Team meetings and periodic conversations as needed to execute different stages of the project.

COMMUNICATION
Both the City and the NC shall designate a primary and secondary contact person to act as representatives throughout the project. All communications, documents, etc. shall be coordinated through these individuals during regular Team meetings and scheduled conversations outside of these meetings. Until otherwise stated, the primary contact person on behalf of the City shall be the Community Development Director and the primary contact person from the NC will be the Executive Director. Secondary contact people will be designated at a future time.

DRAFT

Appendix H

PLANS

The size of the garden will be approximately 39'X100' and provide at minimum 20 garden plots (roughly 10'X4')

1) The Team, along with community input, shall produce plans and specifications for the garden at 61 Webster Street including but not limited to:
    a) A site plan identifying and locating project components.
    b) Sufficient details and specifications to illustrate methods of construction, the location of the tool shed and all component materials of fencing and grading.
2) City departments, through participation in the Team, shall approve plans and specifications for a garden at 61 Webster Street
    a) The Team shall provide all plan information, product and performance specifications as needed by the City.
    b) The City shall review documents for compliance with departmental standards and provide feedback and suggest corrections or additional data.
    c) Corrections/additional data requested by the City shall be provided by the Team and resubmitted for another review and final approval.

PERMITS

1) The City shall inform the NC which improvements, if any, require permits or licensing.
2) If the City determines that permits are required, the NC with support from the Team will obtain necessary permits required for construction, demolition, or reconstruction

CONSTRUCTION

1) All construction plans will be coordinated and approved by City representatives serving as members of the Team prior to construction taking place.
2) The NC will coordinate with the Auburn Water District to re-establish water in that area from existing equipment and coordinate seasonal activation and de-activation of the access point each year.

OWNERSHIP/MAINTENANCE

Lot 250-331 will remain City owned. Responsibility for operations and maintenance for the community garden at 61 Webster Street will be jointly held by the Team

1) Maintenance will be executed in large part by community volunteers and residents, with limited additional support from the Public Services Department if and when capacity permits.
2) Team representatives from the City will help to ensure maintenance practices are being followed.

LIABILITY

The City, as owner of the lot and any improvements and infrastructure contained or built upon it, will maintain liability for the lot's use as a community garden.

DRAFT

Appendix H

PARAMETERS OF USE

This document acknowledges that the former house lot at 61 Webster Street will be designated for use as a community garden space with leadership being provided by the NC with support from the Team.

The NC commits to ensuring that the space will be used for the purposes of a community garden and uses ancillary thereto and no other, and work to provide opportunities for individuals and families to grow food in distinct plots and support them in this activity through a community garden program that is supported by the Team as well as additional volunteers.

TERM, RENEWAL, AND ASSIGNMENT

The term of use for the lot at 61 Webster Street as a community garden space, and uses ancillary thereto and no other, will be 5 years from the day this document is signed. This MOU will automatically renew for an additional term of 5 years on the same terms and conditions unless the NC or the City provides written notice of its intent to terminate before the end of the term. This agreement is not assignable without express written consent of the other party.

TERMINATION

Both the NC and the City reserve the right to terminate this agreement in the middle of the term at any time after completion of the first 5-year term (*enter date*).

1) Termination Request- Request for termination shall be submitted in writing to the other party involved in this agreement
    a) Should the NC terminate this agreement, either:
        i) The Team will decommission the garden and remove all equipment, supplies and structure from the garden area within (180) days from the date of request for termination, OR
        ii) Another member of the Team will be allowed to enter into an agreement with the City to maintain and coordinate the garden.
    b) Should the City terminate this agreement, the City agrees to facilitate transition of the garden and infrastructure investments to another lot within the City of Auburn, deemed suitable by the Team, within (180) days from the date of request for termination.
2) During the 180 day termination period, the Team has the option to continue use of space as agreed upon in this document without interference from the terminating party.
3) Once the terms of the Termination Request have been agreed upon, the City and the NC will draft a document evidencing termination of use of 61 Webster Street as a community garden space in recordable form.

The undersigned do hereby agree to the terms and conditions of this agreement as stated herein:

DRAFT

Appendix H

Concur: _____ Date:

Howard Kroll
City of Auburn, ME
City Manager

Concur: _____ Date:

Elizabeth Keene
VP of Mission Integration
St. Mary's Health System

DRAFT

ST. MARY'S NUTRITION CENTER

August 12, 2015

Dear Mayor and Honorable Council Members,

This follow-up report provides a simple overview of the potential sites for community gardens in Auburn and the criteria used to evaluate and make recommendations. Each site review includes maps showing the location and a summary recommendation. Also included is a breakdown of the "positives and challenges" of the sites with greatest potential for community gardens. In addition to those included in the original report, this addendum reviews the two sites proposed by the Mayor and Council members during the presentation on Monday, August 3rd.

The three locations that are recommended as potential community garden sites include:

- Lot 221-064 at 88 Newbury Street in the Downtown neighborhood,
- A parcel at lot 221-914 at 92 Mary Carroll Street at the E. Walton Elementary School in the New Auburn neighborhood, and
- Lot 250-331 at 61 Webster Street in the Union Street Neighborhood.

The two additional sites that were identified for further investigation include the grounds at the Police Athletic League (PAL) Center and the Boys and Girls Club. Based on additional review, the Planning Team does not recommend these as viable options, primarily because there isn't land available that is suitable for community gardens and the existing spaces are designated for other uses that benefit the community, particularly youth.

The presentation to City Council on Monday August 17th will include additional information and final conclusions from the Planning Team including a community outreach update, a review of the budget in more detail as well as a discussion of the timeline and next steps. For additional information between the time of the submission of this document and the presentation on August 17th, please contact Sherie Blumenthal at sblumenthal@stmarysmaine.com or call 207 513 3848.

We look forward to the discussion on the 17th.

208 Bates Street, PO Box 7291 • Lewiston, ME 04243 • (207) 513-3848

88 Newbury Street Lot 221-064 Downtown

Summary

A spacious and attractive river-front location, 88 Newbury Street (PID # 221-064) has great potential to serve as a site for a community garden. Although there are some unknowns (listed below), visits to the site show it has adequate sunlight and drainage, is easily accessible by foot and is situated along a future section of the Riverwalk Trail connecting downtown to New Auburn. This accessibility to both Downtown and New Auburn is also a strength. Prior to developing a community garden at this site, however, the Community Garden Planning Team would coordinate with the City's Planning and Development Department future efforts for the Riverwalk Trail, New Auburn Greenway and any recreational activity being planned along the Little Androscoggin. Any area devoted to the community garden would be planned to leave space for any future trail and allow future access to the river. A community garden could complement other goals and anticipated uses, but this would need to be determined by the City and community input. Until that plan is further developed, efforts to create a community garden at that location would likely be premature and possibly result in the need to move or alter the size of the garden at some point in the future. The Community Garden Planning Team would be excited to partner with the City to envision the future of 88 Newbury Street.

Criteria	Details	Postives	Challenges
LAND	**Slope**	Relatively flat	
	Drainage	Unknown; appeared to be dry upon visits	Potentially high moisture due to proximity to river
	Soil quality	Unknown	Unknown
LOCATION	**Accessibility**	Yes by foot for Downtown and New Auburn	May be difficult to find adequate public parking
	Visibility		Not very visible from the road, not lit at night
	Sun exposure	Sufficient	Some shade depending on exact location of garden
	Size, number of plots	Several options, could fit at minimum 20 plots	To be determined
RESOURCES	**Water access**	Unknown	Unknown
	Existing infrastructure	None	None
COMMUNITY	**Interest**	Positive initial response	
	Other current site uses	Unknown	
	Nearby gathering places		None identified
	Supportive organizations		None identified
	Neighborhood improvement	Has potential to greatly improve immediate neighborhood	
	Potential for Vandalism		High: partially hidden from the street and apartments

Criteria	Details	Postives	Challenges
OTHER FACTORS	**Start up Costs**	Don't foresee site needs beyond normal start-up	
	Greenway Plans	Could be a good fit and complement New Auburn Greenway development; opportunities for coordinated outreach and planning	Timing - should be coordinated and so not a strong option for 1st year

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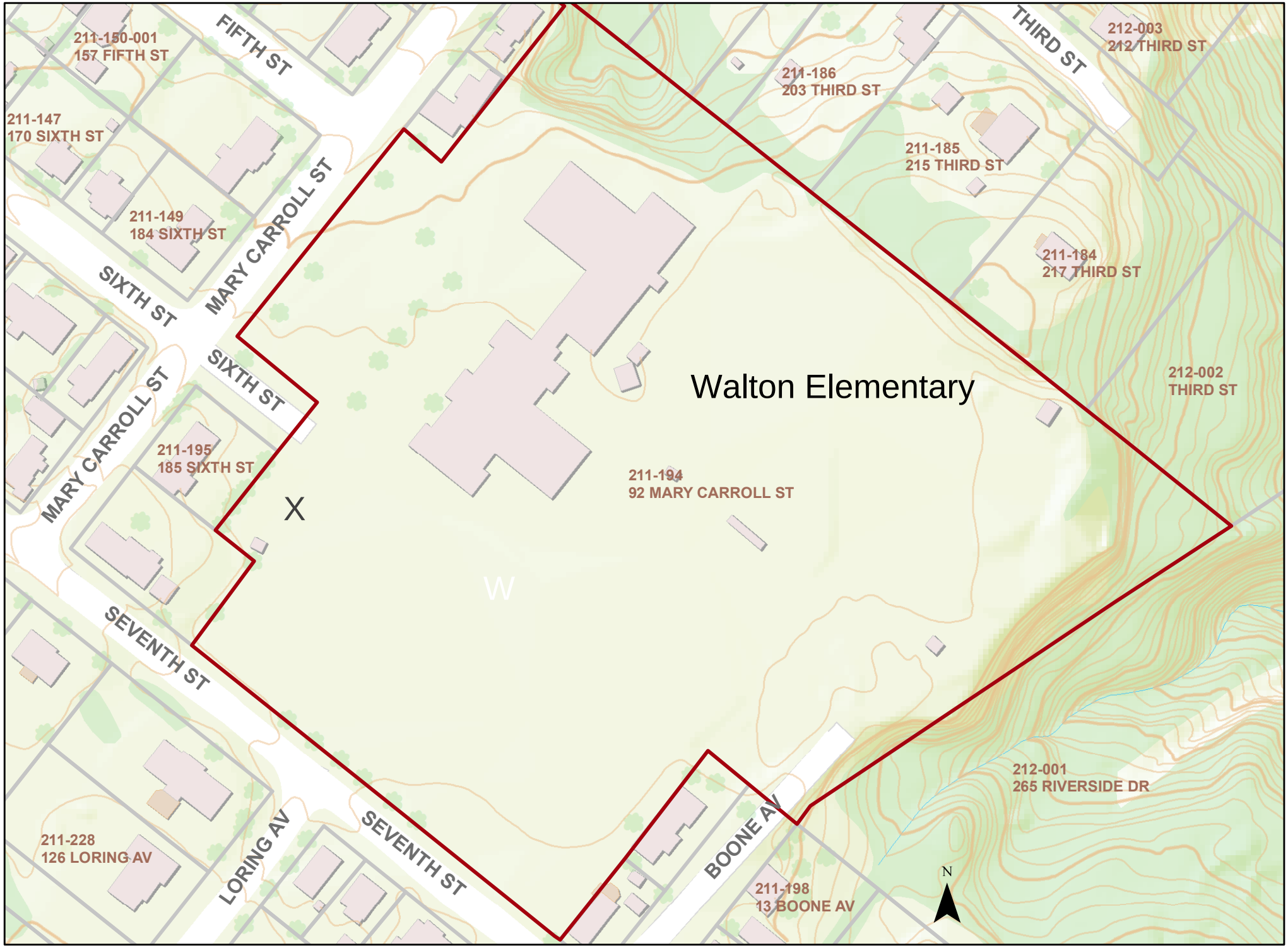
Walton Elementary School Lot 221-914 New Auburn
92 Mary Carroll Street

Summary

The green space adjacent to the walking track and lacrosse field at the Walton Elementary School could serve as a very good location for a Community Garden. The site is flat and easily accessible. Existing chain-link fence could provide a head start on and reduce costs for foundational infrastructure. The site however, has a few potential drawbacks: the location is not central in the New Auburn community and is in a neighborhood with a number of houses that already have private green space. These factors could reduce immediate neighborhood demand and transformative power in the neighborhood. Additionally, although there is an apartment building directly behind the site, the location is still hidden enough and traffic is likely infrequent enough that evening vandalism could occur. Finally, because it is located on school property there would be additional considerations for gaining permission for the site and assessing school security issues.

Criteria	Details	Postives	Challenges
LAND	**Slope**	Flat	
	Drainage	Unknown; appeared to be dry during visit	Unknown
	Soil quality	Unknown	Unknown
LOCATION	**Accessibility**	Very accessible by foot and car	
	Visibility	Somewhat visible	Set back from the road; a person would have to be going to the school or to the track as a destination otherwise it is unlikely that it would be noticed
	Sun exposure	Adequate but not ideal sunlight	Is in complete shade by late afternoon
	Size, number of plots	Approximately 45' X75'; at least 20 plots	
RESOURCES	**Water access**	Unknown but likely considering it is directly behind an apartment building	
	Existing infrastructure	Some existing fence and a shed that belongs to the ELS Athletic Department	Lacrosse Team may not want to share or swap shed which could create challenges for use of space
COMMUNITY	**Interest**	Interest expressed by people in immediate neighborhood	

Criteria	Details	Postives	Challenges
	Other current site uses		Adjacent green space is used for high school lacrosse practice, could create some interference and hazard
COMMUNITY	**Nearby gathering places**	Walton Elementary School; particular athletic and school related functions; playground will attract individuals and families	
	Supportive organizations	Walton Elementary School	
	Neighborhood improvement		Not as needed in this community; there are a number of homes already with garden spaces
	Potential Vandalism	The proximity directly behind an apartment building could help prevent vandalism	Because of moderate visibility it may be more likely to be vandalized in the evening
OTHER FACTORS	**Start up Costs**	Existing chain link fence could help reduce cost of fence.	If water is not accessible from the apartment, could be higher than normal installation
	Current Use and Management of Space	Unknown	Unknown
	Community members accessing School Property		School officials and parents may not be comfortable with other community members using school property to access the garden space while children are out and about



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61 Webster Street

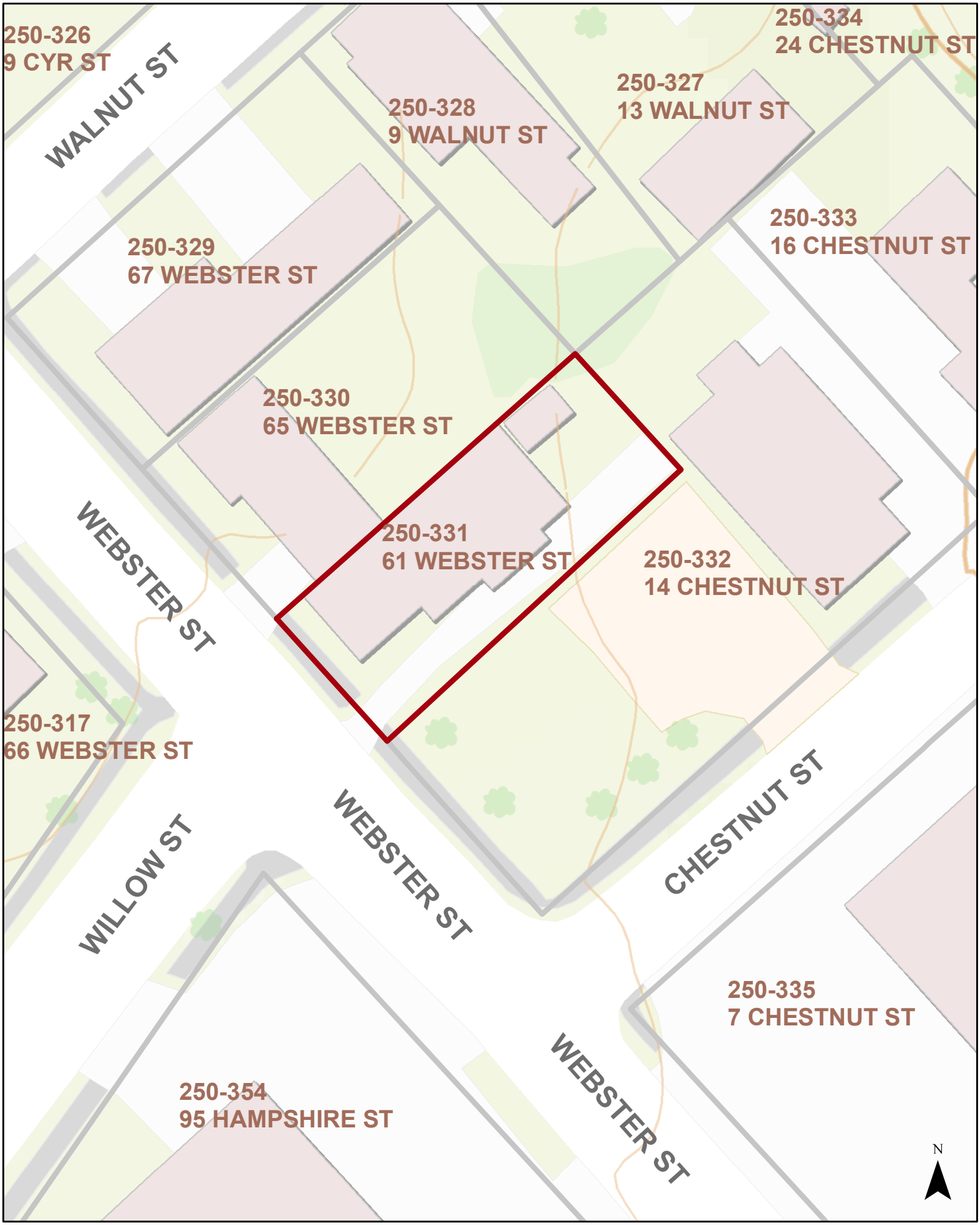
Lot 250-331

Union Street

Summary

The vacant lot 250-331 at 61 Webster Street has a number of attributes that make it a strong potential Community Garden site. Key factors include size, ease of access, visibility and the proximity to Webster School Housing Complex, Head Start and the Police Athletic League (PAL) Center. The site's location among this matrix of existing "community hubs" will likely translate into greater program participation and neighborhood investment from residents, the base for long-term sustainability. PAL Center staff have already committed to support outreach efforts and have offered the Center to be used for garden related events. Regular volunteer involvement through the University of Maine Cooperative Extension's Master Gardener Program at the PAL Center youth garden will help make volunteer cross over easier. Lastly, a community garden at that site has the potential to play a part in transforming the neighborhood, serving as an additional source of pride and a catalyst for engagement.

Criteria	Details	Postives	Challenges
LAND	**Slope**	Flat	
	Drainage	Appears to be adequate upon visits	Unknown
	Soil quality	Unknown	Unknown
LOCATION	**Accessibility**	Very accessible	
	Visibility	Very visible	
	Sun exposure	Good	Some shade in spots during the afternoon
	Size, number of plots	39'X100' - ~24 plots	
RESOURCES	**Water access**	Available, lower than typical installation	
	Existing infrastructure		None
COMMUNITY	**Interest**	Positive community response	
	Other current site uses	None	
	Nearby gathering places	PAL Center, Head Start, Webster School Apartments	
	Supportive organizations	PAL Center	
	Neighborhood improvement	Has the potential to contribute greatly to neighborhood improvement	
	Potential for Vandalism	Relatively low due to it's high visibility and proximitey to housing where "eyes on the street" can help deter vandals	
OTHER FACTORS	**Start up Costs**	Flat landscape, moderate size and accessibility help minimize costs	



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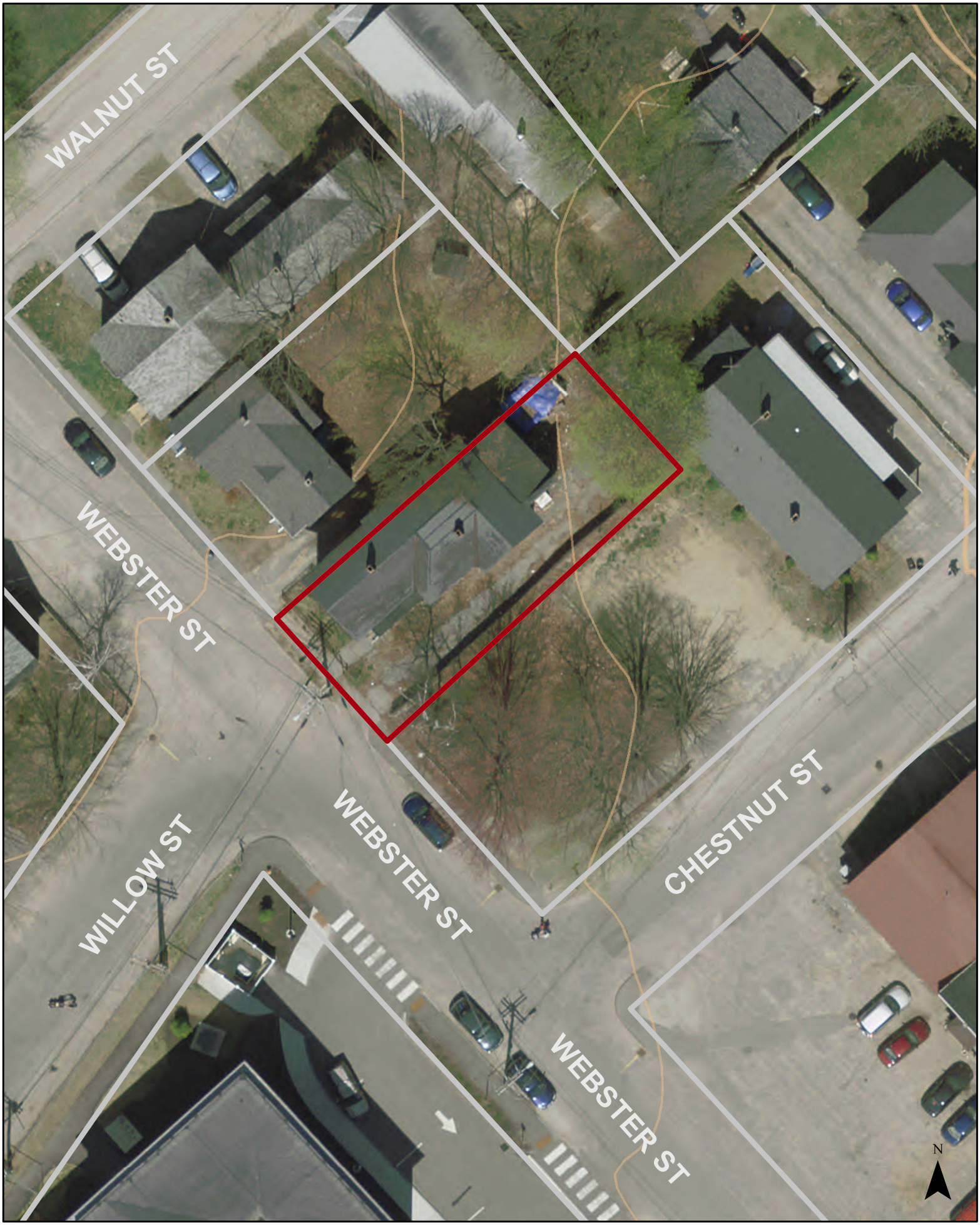

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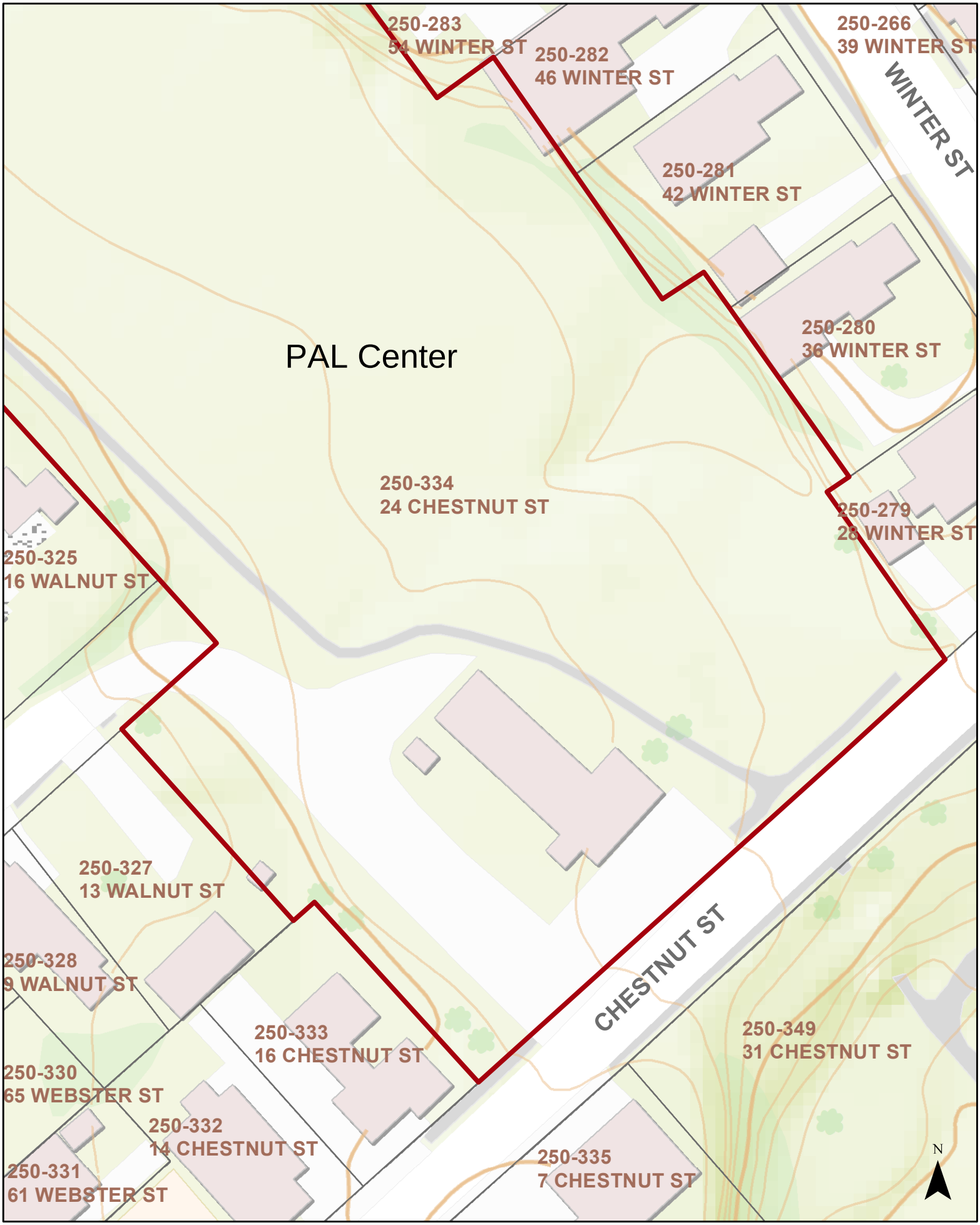
PAL Center **Lot 221-064** **Union Street**

Summary

Upon further investigation, the Planning Team learned that the existing garden site at the PAL Center is used exclusively for the grant funded "Science Through Cooking Program" which is a culinary arts class taught at the PAL Center kitchen for Merrill Hill and Franklin Alternative Schools. The students along with other kids that attend the PAL Center use the produce that is harvested in the twelve beds to cook, eat and learn about the advantages of Farm to Table cooking. Adjacent to the garden and in front of the PAL Center is space designated for parking. On the opposite side of the building from the garden is a playground. Directly behind the PAL center is a large amount of green space that is used by the middle school for football practice; fresh paint had been recently applied to designate the field. Trees had also recently been planted in the small amount of green space between the football field and the back of the playground (which would be too small for a community garden even without trees). Adjacent to the football field and behind a tree-line is a patch of undesignated green space. This space however, is very hilly, not easily seen or accessible. Because of these reasons we do not feel that there is a viable site on PAL Center property at this time for a Community Garden.



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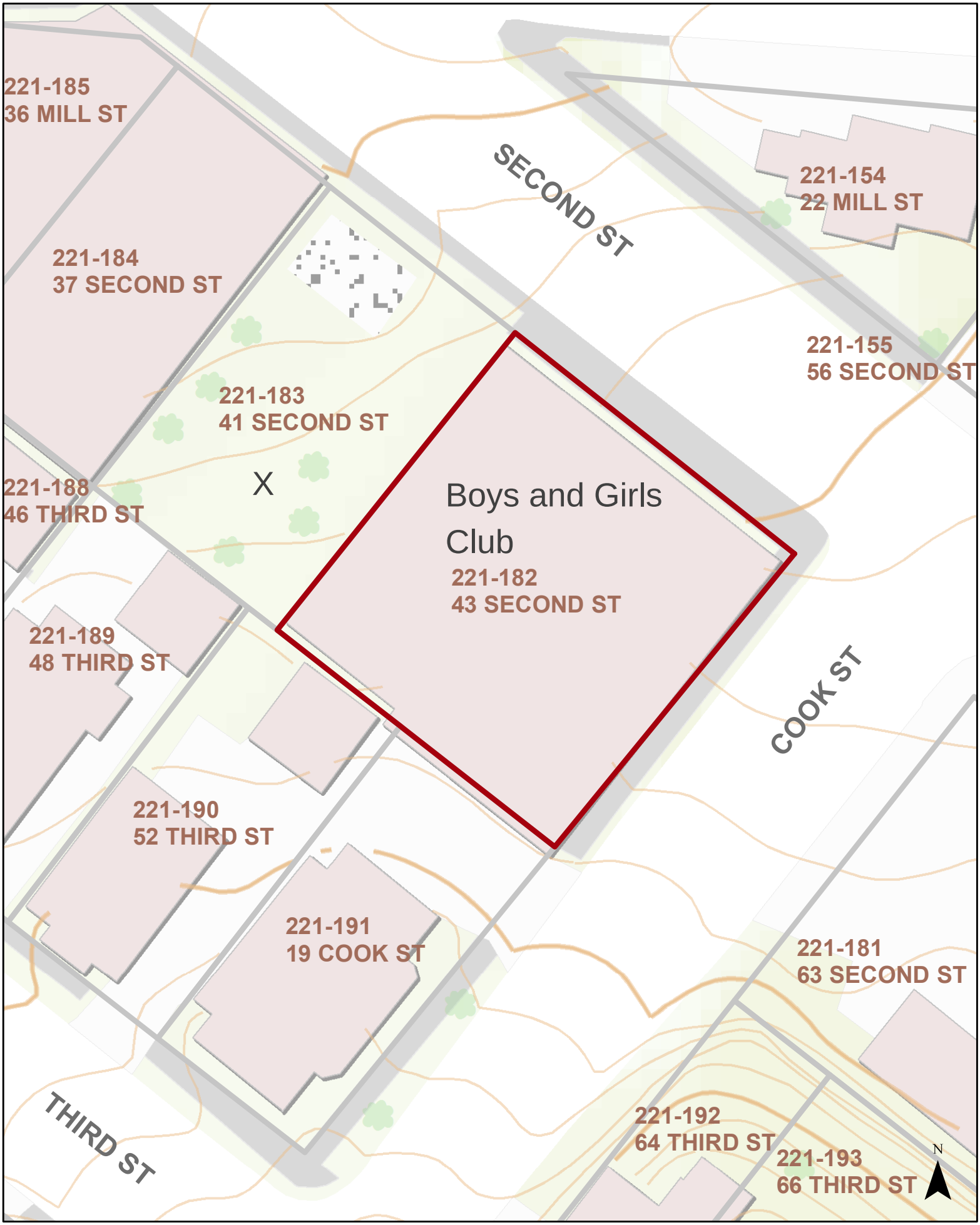
Boys and Girls Club **Lot 221- 183** **New Auburn**
41 Second Street

Summary

Planning Team members visited with a Boys and Girls Club staff member and learned that the lot adjacent to the Center at 41 Second Street is currently in use as a recreation area for children and youth who participate in Club activities. Children were in fact using the space when Team members arrived. Although there have been raised garden beds located in the space before there have only been a few located at the back of the space in order to leave room for children to run freely. For these reasons Team members concluded that this lot would not be suitable for a community garden however, we can foresee in the future connecting the Club to community garden related activities.



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City Council Information Sheet

City of Auburn

Council Workshop Date: August 17, 2015

Author: Eric Cousens, Director of Planning and Development

Subject: Neighborhood Revitalization Plan

Information: Last year the development company of Anew Development LLC, a partnership between Auburn Housing Development Corporation and Ethan Boxer-Macomber, applied for Low Income Housing Tax Credits for the construction of housing at 62 Spring Street. The tax credit application is competitive with points allotted for various priorities of Maine Housing. The application did not score high enough to be selected for tax credits. The developer continues to fine tune the application for the 2015 funding cycle.

Several months ago staff met with the developer to see if there was something the City could do to help. The developer identified several point-scoring items that were missing in their previous application. Having an adopted neighborhood revitalization plan would provide additional points for this project as well as other projects applying for tax credits. The Comprehensive Plan, Consolidated Plan, and other City Council approved plans are not considered a community revitalization plan, and the Adapt Plan is outdated. A new strategy must be pulled together to gain these points.

Some of the Maine Housing requirements for this plan are an assessment of the existing physical structures and infrastructure of the area, detailed policy goals with respect to economic redevelopment, rehabilitation or development of housing, the improvement or expansion of infrastructure, and proposed activities as well as a timetable for implementing the policy goals. All of this is directed towards three city neighborhoods, Downtown, New Auburn and Union Street. Much of the City of Auburn's strategy will be drawn from policies the City has already adopted.

Consultant Mark Eyerman will give a presentation on the community revitalization plan and his findings.

Advantages: Consolidates many of the existing policies that have been adopted by the City in a manner that provides a more competitive advantage for developers seeking Low Income Housing Tax Credits from Maine Housing.

Disadvantages: none

City Budgetary Impacts: n/a

Staff Recommended Action: Adoption of plan

Previous Meetings and History: n/a

Attachments: Neighborhood Revitalization Plan

REVISED DRAFT
August 11, 2015

Neighborhood Revitalization Strategy
Downtown/New Auburn/Union Street Area
Auburn, Maine

Purpose of the Revitalization Strategy

This neighborhood revitalization strategy is intended to organize the City's ongoing activities as well as proposed future activities in the Downtown/New Auburn/Union Street area into a coordinated program that will focus a comprehensive action program on the revitalization area thereby resulting in the improvement of this part of the City. The City has a number of ongoing activities that relate to this area as well as proposals for new initiatives. As part of the City's Consolidated Plan, the City proposes focusing Community Development Block Grant (CDBG) and HOME funded activities on these neighborhoods. The revitalization strategy is designed to build on those ongoing activities and current plans, supplemented by new activities, to bring about a concentrated focus on improving the economic vitality, housing, and infrastructure of the Downtown/New Auburn/Union Street area.

The Neighborhood Revitalization Area

The City of Auburn's designated "Neighborhood Revitalization Area" that is the focus of this revitalization strategy includes the City's three older in-town neighborhoods; the Downtown, the mixed-use portion of New Auburn, and the Union Street neighborhood (see Figure 1). The Neighborhood Revitalization Area encompasses Census Tracts 101, 103, and 105 and is the focus area for Community Development Block Grant and HOME funded activities for the five-year period from 2015 to 2019.

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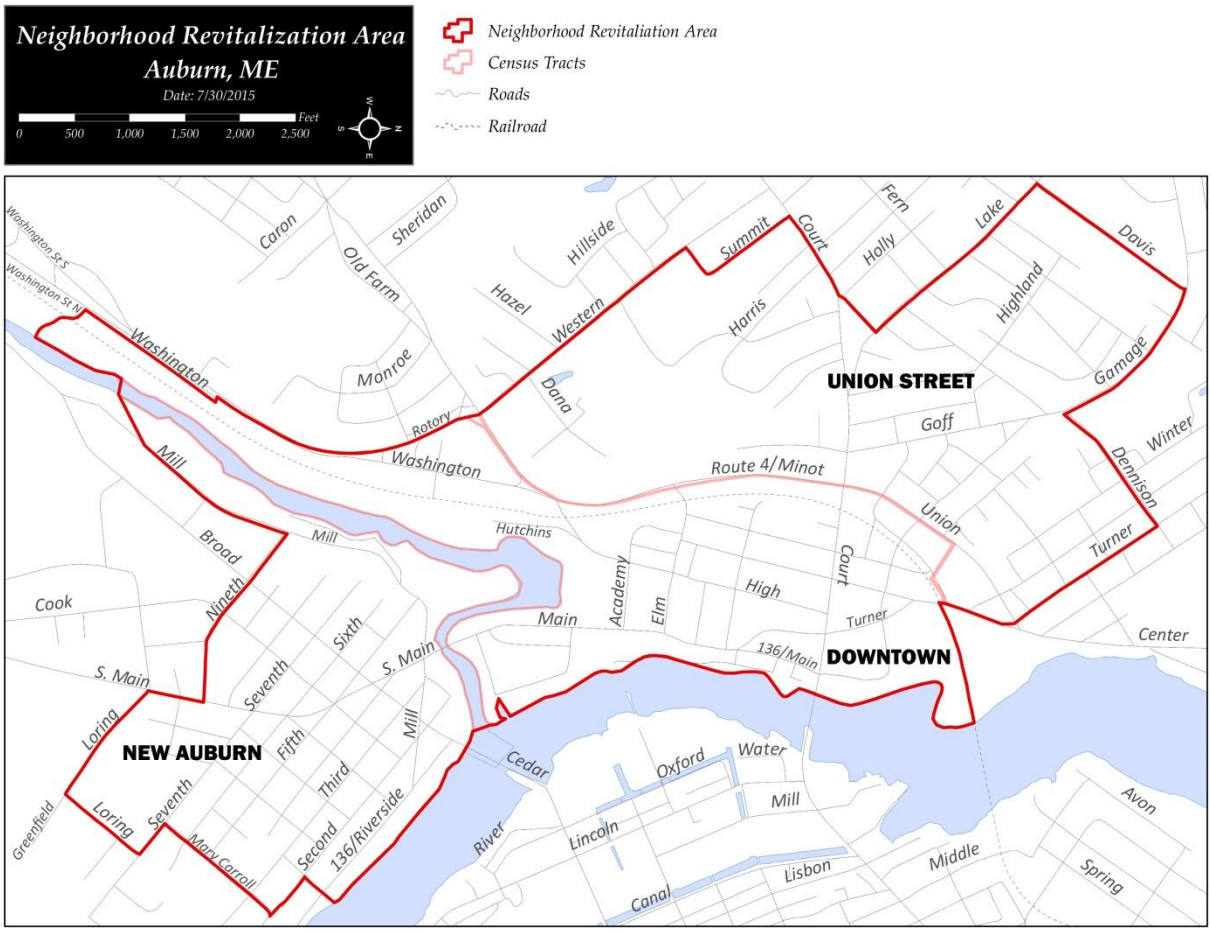
Figure 1
Downtown/New Auburn/Union Street
Neighborhood Revitalization Area



The three intown neighborhoods included in the Neighborhood Revitalization Area have very high proportions of old and substandard housing and of poverty and social problems. They are part of the historic core of the community with significant employment. The continued revitalization of these neighborhoods is important to the overall success of the City in the years ahead. The following provide some basic information about the characteristics of the revitalization area:

- The Neighborhood Revitalization Area has approximately 27% of the City's population but 50% of the people who live in poverty.
- Almost half of the children in the area under 18 are growing up in poverty.
- Almost 75% of the housing units in the area are in buildings that were built before World War II. Many of the units are not properly weatherized, have old electrical and plumbing systems and have difficult access for the elderly or disabled. Many units still have lead paint.
- Only a little more than a quarter of the housing in the area is owner-occupied.
- There is a high percentage of absentee ownership of rental units.
- The Neighborhood Revitalization Area has a higher crime rate than the rest of the City.
- Residents of the neighborhood express concerns about walking at night near dimly lit parks and about the difficulty of walking in the neighborhood in general.
- The Neighborhood Revitalization Area had 3,350 jobs in 2011 but employment has been declining. This has been somewhat offset by an increase in better paying jobs in Downtown.

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Overview of Past Plans and Studies

The City of Auburn has an extensive ongoing planning program. Many of the City's adopted plans and studies deal in part with the Downtown/New Auburn/Union Street area and can provide the basis for the revitalization strategy. But none of these prior efforts provide a comprehensive, holistic program for improving the area. The following sections provide brief overviews of a number of plans and studies that are relevant to the focus area and summarize the key policy recommendations of each plan or study that can be incorporated into the comprehensive neighborhood revitalization strategy.

The HUD Consolidated Plan (2015)

The City recently prepared its 2015-2019 Consolidated Plan that establishes the community's priorities for the use of HUD Community Development Block Grant and HOME Investment Partnership Funds. The Consolidated Plan proposes focusing the City's efforts on three in-town neighborhoods, Downtown, New Auburn, and the Union Street area. The Plan identifies eight high-priority goals and 1 low-priority goal as follows:

- The high priority goals are to:
  - A. Support people in their efforts to transition out of poverty
  - B. Prevent deterioration of housing stock
  - C. Promote jobs and development
  - D. Make neighborhood streets safer and more walkable
  - E. Prevent homelessness
  - F. Increase owner occupancy
  - G. Improve parks and establish community gardens
  - H. Support construction of new affordable housing units
- The low priority goal is to:
  - A. Support fair housing

The Strategic Plan that is part of the Consolidated Plan lays out a program for achieving each goal. The following elements of the Strategic Plan are relevant to the neighborhood revitalization strategy and should be considered for inclusion:

- High Priority A
  - 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

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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 programs.
- High Priority B
    - 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.
- High Priority C
    - Assist small businesses to start up, succeed, and grow through:
        - Loans and grants to upgrade and adapt buildings in the target area
- High Priority D
    - Provide infrastructure funds on a 50% match of City capital improvement funds for lighting, sidewalks, landscaping improvements in target areas
- High Priority E
    - 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.
- High Priority F
    - 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

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            - 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.
    - High Priority G
        - Enhance physical infrastructure of key in-town parks
            - Improve lighting at Union Street
            - Extend the Riverwalk into New Auburn
            - Improve walkways to and from park
        - Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.
    - High Priority H
        - Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.

The Auburn Downtown Master Plan (1998)

The City developed the Auburn Downtown Master Plan in the late 1990s. The Plan has guided development and public investment in the downtown area for the past fifteen years. Many of the recommendation of the Master Plan have been implemented but there are still a few activities recommended in the Master Plan that need to be pursued. These include:

- The Plan recommended converting the Great Falls School into community cultural center that could expand into a regional center for visual, performing and cultural arts.
- In conjunction with the reuse of the school, the Plan proposed acquiring properties on the opposite side of Academy Street that would allow additional parking to be developed in conjunction with a "forecourt" linking the building to the parking. This forecourt could be become a gathering space as well as a sculpture garden.
- The Plan recommended that the area behind the Main Street buildings be developed as hard surface open space with formal plantings and temporary docks that could be used by a small cruise boat and by a canoe and kayak rental operation.

The 2010 Update of the Comprehensive Plan including the New Auburn Master Plan

The City adopted an update to its Comprehensive Plan in 2010. While the focus of the Plan is primarily citywide, it contains a number of recommendations that are applicable

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to and/or are specific to the Neighborhood Revitalization Area. In addition, the Comprehensive Plan includes a New Auburn Master Plan that contains many recommendations relative to the New Auburn portion of the Neighborhood Revitalization Area. The City has implemented some of the recommendations in the two plans and is in the process of carrying out other proposals. The following recommendations from the Comprehensive Plan and New Auburn Master Plan are relevant to the neighborhood revitalization strategy:

- Continue funding efforts to eliminate the remaining Combined Sewer Overflows (CSOs) (A.3.1.d).
- Implement existing CSO removal projects and make funding for these projects a priority (A.6.1.a).
- Urge the Auburn Sewer District to reallocate funds to support the upgrading of older central sewer lines (B.2.2.b).
- Work with the Androscoggin Land Trust and other conservation organizations to purchase land and/or conservation easements along critical portions of the Androscoggin and Little Androscoggin Rivers (A.3.1.b and A.3.2.c)
- Undertake a comprehensive review of pedestrian access and develop a cost-effective and appropriate pedestrian plan that focuses on sidewalk connectivity in urban areas (C.2.3.d)
- Adopt a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings (D.1.2.c)
- Identify and develop additional recreational and boat access along the Androscoggin and little Androscoggin Rivers (E.1.2.c)
- Improve pedestrian and bicycle access along the Route 4 Corridor including developing safe pedestrian crossings at major intersections, including pedestrian and bicycle facilities in street reconstruction projects and explore a mid-block crossing to connect Pettengill Park and the surrounding neighborhood to Downtown (G.2.1.c)
- Improve Turner Street as a "complete street" providing local vehicle, bicycle, pedestrian and transit access to the downtown and the mall area (G.2.6.b)
- Establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave. (G.2.9.a)
- Extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn
- Study the reconfiguration of traffic flow in New Auburn (G.2.9.d)
- Provide creative parking solutions to meet the needs of downtown neighborhoods and businesses (G.2.9.e)
- Develop a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park (G.2.9.f)

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- Develop a greenbelt bicycle/pedestrian connection from West Pitch Park to Moulton Field and New Auburn(G.2.9.g)
- Improve or reconstruct local residential streets to incorporate design elements that slow traffic and discourage their use by through traffic (G.2.12.a)
- Maintain the older owner-occupied housing stock by continuing to provide financial assistance to qualified property owners to maintain and improve their homes (H.2.1.a)
- Consider adopting a property maintenance code for multifamily housing (H.2.1.b)
- Adopt a renovation code as part of the building code (H.2.1.b)
- Review and revise the City's fire code to provide flexibility in rehabilitating older buildings (H.2.1.b)
- Conduct regular ongoing code enforcement inspections for multifamily housing (H.2.1.b)
- Continue to provide rehabilitation assistance to owners of rental property who provide affordable apartments (H.2.1.b)
- Provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing (H.2.1.b)
- Revise the zoning requirements to allow existing single-family homes in older single-family neighborhoods to be improved and expanded (H.2.2.a)
- Revise the zoning requirements to allow infill development that is in character with the neighborhood in older single-family neighborhoods (H.2.2.a)
- Revise the zoning requirements to allow existing buildings in urban mixed-use neighborhoods to be improved and expanded (H.2.3.a)
- Revise the zoning requirements to allow redevelopment and infill development in urban mixed-use neighborhoods that is in character with the neighborhood (H.2.3.a)
- Revise the zoning requirements in the downtown neighborhood to allow improvement of existing buildings as well as redevelopment and infill development (H.2.4.a)
- Support the continued development of subsidized and other affordable housing (H.2.6.b)
- Encourage the inclusion of affordable units within new housing projects through density bonuses and reduced infrastructure requirements (H.2.6.c)
- Continue to use the Community Development funding to purchase and invest in foreclosed properties (H.2.6.e)
- Establish a traditional downtown business district (I.1.1.a)
- Allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring

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properties (LUP 5)
- Revise the zoning in the downtown and New Auburn neighborhoods as proposed in the Future Land use Plan

The following additional recommendations are drawn from the New Auburn Master Plan and therefore apply only to the New Auburn portion of the Neighborhood Revitalization Area:

- Undertake a New Auburn Village Center District Revitalization Plan (see the discussion of the New Auburn Village Center Study)
- Revise the zoning to establish a village center development district
- Establish a riverfront open space district
- Extend the Main Street streetscape improvements to the Lown Peace Bridge
- Develop a plan for improved traffic flow
- Establish a planned development district in conjunction with the proposed traffic improvements
- Establish and maintain safe pedestrian crossings with well-marked and signed crosswalks
- Install new sidewalks with a focus on connecting residential streets to community destinations (see list in Table 2)
- Narrow the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades
- Install neckdowns where appropriate and ADA compliant ramps at intersections
- Establish a greenbelt around the community including along the rivers

The New Auburn Village Center Study (2014)

The New Auburn Master Plan that was adopted by the City as part of the update of the Comprehensive Plan recommended that the City develop a New Auburn Village Center District Revitalization Plan. In response to this recommendation the City developed the New Auburn Village Study. The Plan contains a vision for the redevelopment of the commercial core of new Auburn involving a major reconfiguration of the street pattern and traffic flow within the area including the creation of larger development sites that can accommodate urban-style redevelopment. The following is a brief summary of the key recommendations:

- Relocate the Lown Peace Bridge to the intersection of Riverside Drive and Mill Street
- Create a "Riverway" or new street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and reduce the extent of the floodplain

- Create an expanded park and "Riverwalk" between the new Riverway and the river
- Close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas
- Revising the zoning to require buildings to be located close to the street and sidewalk in the traditional manner
- Revising the zoning to increase the allowed residential density to up to 18-21 units per acre

The Androscoggin River Greenway Plan (2013)

The new Greenway Plan creates a more well-defined and implementable working plan for the creation of the Androscoggin River Greenway as envisioned in the 1990s. A number of the proposed improvements are located within the Neighborhood Revitalization Area. The following are brief descriptions of the possible improvements:

- Connection from the South Main Street Bridge to the Lown Peace Bridge either via an off-road trail along the river (see discussion of the New Auburn Riverwalk above) or improvements to South Main Street, Mill Street and Broad Street
- Connection from the existing trail in Moulton Park across the Little Androscoggin River to the sidewalk at the Barker Mill and connecting with the Barker Mill Trail along the Little Andy
- Extension of the "complete streets" improvements on Main Street to Court Street
- Improved hand-carry boat access at Little Andy Park in New Auburn

The Athletic Fields Needs Assessment – Phase One (2014)

In 2014, the City conducted Phase One of an assessment of the need for traditional athletic facilities (baseball, football, softball, basketball, soccer, tennis, and track & field). Phase One of the study inventoried the existing facilities serving the community and compared (or benchmarked) the level of service offered in Auburn versus other Maine communities and recreational standards. Phase One does not include any recommendations for improvements; these will be addressed in Phase Two of the project.

Bridging the Gaps (2013)

Bridging the Gaps is a long-range facilities plan for bicycling and walking in Auburn, Lewiston, Lisbon, and Sabattus. The plan primarily provides "engineering" information on various types of facilities, when they are appropriate, and their typical costs. The plan includes a "vision" for potential bicycling facilities in 2035. This includes the Riverwalk trail, the connection from Moulton Park across the Little Andy

to the Barker Mill Trail as well as on-road lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, Turner Street, and Mill Street. It also envisions bike lanes on other streets in the area including Hampshire Street, Spring Street, Elm Street and Mechanics Row. A number of these facilities already exist.

Clean Water Act Master Plan – Fifteen Year Update (2015)

In 1998, the City of Lewiston, the Auburn Sewer District, and the Lewiston Auburn Water Pollution Control Authority developed a Clean Water Act Master Plan to manage the combined sewer overflows (CSOs). In 2000, an agreement was negotiated with the Maine Department of Environmental Protection based on the Master Plan. The Master Plan has been updated at five-year intervals since 2000. The current update is the fifteen year update and documents the progress in reducing CSOs and lays out a continued plan to address this issue.

The Master Plan Update lays out the following planned improvements to the Auburn Sewer District's collection system many of which involve the Neighborhood Revitalization Area. These improvements will be funded through the revenue generated by the rate increase adopted in the fall of 2014. The estimated five-year cost for this program is approximately $2.5 million.

- The closing of CSO #005 Miller Street in 2015 thereby leaving only one remaining CSO
- The removal of the ten remaining public catch basins that are still connected to the sanitary sewer
- The institution of a program to identify and correct sources of inflow and infiltration into the sanitary sewer system. Remediation work will include relining of cracked sewer mains, repair of leaky manholes, and repairs of any remaining sewer defects

If these improvements do not adequately curb wet-weather flows, the district will consider using a potential CSO storage facility along Riverside Street.

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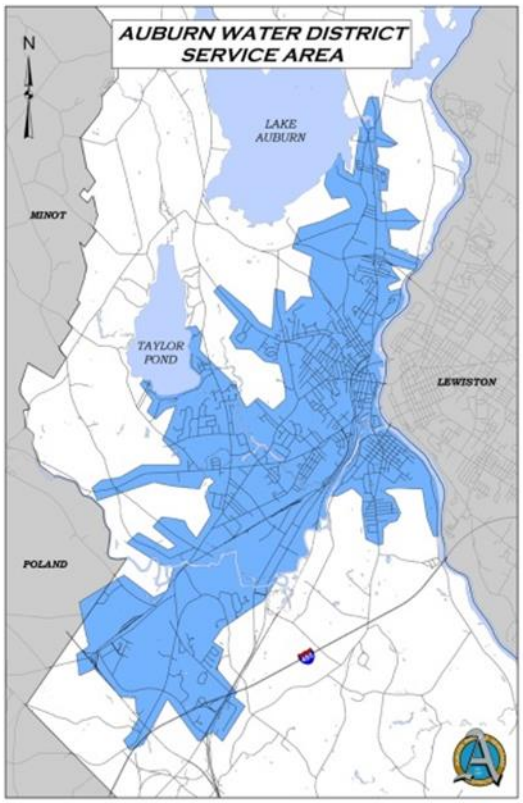
Current Conditions in the Neighborhood

This section provides an overview of the existing conditions in the neighborhood with respect to the infrastructure, housing stock, and historic resources.

Water System

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area is fully served by the public water system. The water system is operated by the Auburn Water District. The Auburn Water District is a quasi-municipal water utility providing public drinking water and fire protection services to the citizens of the City of Auburn. Water comes from Lake Auburn, is treated, and then pumped through a distribution system consisting of approximately 135 miles of water main and 556 fire hydrants. The system also consists of 3 storage reservoirs and a standpipe which provide for a combined storage volume of 7.4 million gallons. The storage capacity allows the system to meet peak system demands while also providing a reserve for fire demands or emergencies.

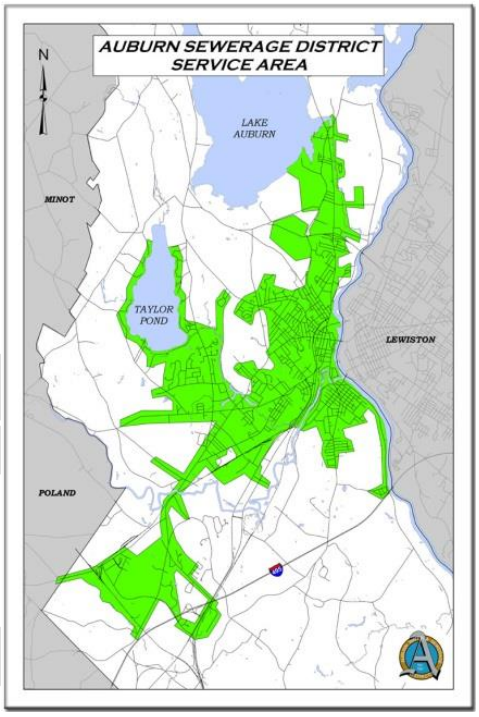


The Neighborhood Revitalization Area is completely served by a network of water mains of various sizes. Many of the mains in the area are quite old. The Water District has a long-range program of replacing and upgrading the water distribution system in this part of the City to provide reliable supply and improve fire protection.

Sewer System

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area is fully served by the City's public sewer system. The sewer system is operated by the Auburn Sewer District. The Auburn Sewerage District is a quasi-municipal utility providing sewer collection services to over 5,300 residential, commercial, and industrial customers located within the City of Auburn. The District operates the sewage collection system in Auburn and conveys the wastes under the Androscoggin River to the Lewiston-Auburn Water Pollution Control Authority (LAWPCA) located on the banks of the

Androscoggin River in Lewiston for treatment.



The Sewer District operates and maintains 23 wastewater pump stations, over 2,000 manholes, and 135 miles of sanitary sewers. Within the Neighborhood Revitalization Area, local sewer collection mains convey the wastewater to several large diameter gravity interceptors that ultimately connect to the siphon pipes that carry the sewage under the river. Many of the sewers in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area are very old and in need of replacement and upgrading. The Sewer District installs new sewers to improve the system and avoid problems with the old mains whenever the City or Water District is doing work on any of the streets in the area.

Stormwater System

Much of the Downtown/New Auburn/Union Street Neighborhood Revitalization Area was previously served by a combined sewer system in which both sewage and stormwater were conveyed in the same pipe. As a result, untreated sewage was discharged to the Androscoggin River through combined sewer overflows (CSOs) during storm periods. The City in conjunction with the Sewer District has undertaken a major program to separate the sewer systems and eliminate the CSOs. Work on this program is almost complete. The City has spent almost $18 million on the CSO mitigation program through 2014. There are still ten public catch basins connected to the system and additional work needs to be done to reduce inflow and infiltration (I&I) into the sewer system. The District anticipates spending approximately $2.3 million over the next five years to reduce I&I.

Pedestrian Facilities

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area has an extensive pedestrian network. Almost all of the streets within the area have sidewalks on both sides of the streets with designated crosswalks along the major routes. In addition, the Riverwalk, a paved pedestrian and bicycle trail runs along the Androscoggin River from behind the Hilton Garden Inn near Great Falls in Downtown to Bonney Park. The path crosses underneath Court Street and continues behind Festival Plaza. Canoe rentals are available here for group reservations in the summer to

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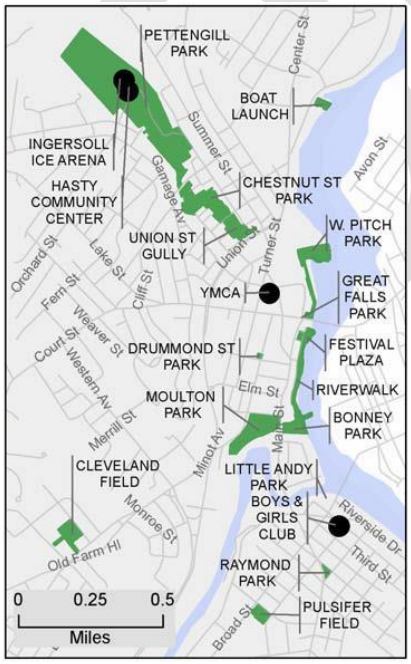
explore the river on the water. The Riverwalk meanders along the Androscoggin River and provides beautiful views of the Twin Cities, gardens, outdoor art, and benches. The trail continues to a T intersection in Bonney Park. In one direction, the path continues across Main Street into Moulton Park while in the other, the path continues across the former railroad trestle into Lewiston's Railroad Park, the site of numerous festivals and events. The condition of the sidewalks throughout the revitalization area varies and the City has been investing in upgrading and replacing the existing sidewalks.

Bicycle Facilities

Other than the Riverwalk discussed above, there are currently limited dedicated bicycle facilities in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The City has recently created marked bicycle lanes on Main Street from Academy Street southerly into New Auburn and continuing on one side of Mill Street and Broad Street to the Bernard Lown Peace Bridge. There are also dedicated bicycle lanes on Elm Street between Main Street and High Street. Bicycle racks and locking posts are available at many of the public buildings in the revitalization area.

Recreation Facilities and Open Space

The Downtown/New Auburn/Union Street Neighborhood Revitalization area contains municipal recreation facilities that serve both city/region-wide needs as well as community/neighborhood needs. The Riverwalk (see Pedestrian Facilities) provides a major riverfront recreational facility along more than a mile of riverfront. Edward Little High School provides both indoor and outdoor facilities that are available for community use. In addition to these two major facilities, the area includes the following recreational and open space areas:



- Bonney Park located between Main Street and the river is the southern terminus of the Riverwalk, the park also has a playscape.
- Chestnut Street Park includes play structures, a multi-use field, and a winter ice skating facility.
- Festival Park is a downtown plaza for outdoor performances and a gathering place for residents with seating areas.
- Little Andy Park is a small riverfront park in New Auburn with a playground and carry-in canoe launch.
- Moulton Park behind the former high school provides open space and play fields.
- Raymond Park is a small triangular park in New Auburn with a large plat structure and benches.

- Union Street Gully includes outdoor basketball and horseshoe pits.

In addition to these municipal facilities, both the YMCA and the Boys and Girls Club facilities are located in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area.

Transit Service

Citylink is Auburn and Lewiston's public transportation provider. Citylink operates five bus routes in Auburn. Service is provided five days a week from 6:00 AM to 7:45 PM generally with one hour headways. More limited service is provided on Saturdays on some of the routes. Four of the five Auburn routes provide service to the Downtown/New Auburn/Union Street area and interconnect at the Auburn Bus Hub located in Great Falls Plaza in Downtown. The routes are designed to target low-income areas, senior housing, compact residential neighborhoods, commercial and retail locations, and some of the industrial parks. Residents of most of the revitalization area have access to one or more of the bus routes enabling them to travel to both downtown Auburn and Lewiston, the region's hospitals in Lewiston, and to most shopping and service areas within the Auburn community.

Housing Stock

There are approximately 3,300 housing units in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The majority of the units (76.7%) are located in multifamily buildings (see Table 1). Almost three-quarters of the units are renter-occupied while the remainder is owner-occupied. The housing stock in the Neighborhood Revitalization Area is very old; three-quarters was built prior to WW II. As a result, many of the units are not properly weatherized, have old electrical and plumbing systems, and have difficult access for the elderly or disabled. Many units still have lead paint. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor conditions.

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Table 1: Auburn Target Area Existing Housing Stock

Total housing units	3,306	*100%*
Single-family units (including mobile homes)	769	*23.3%*
Multi-family units	2,537	*76.7%*
Built 2000 or later	47	*1.4%*
Built 1970-2000	319	*9.6%*
Built 1940-1970	466	*14.1%*
Built 1939 or earlier	2,474	*74.8%*
Total occupied	2,924	*88.4%*
Owner occupied	733	*25.1*
Renter occupied	2,191	*74.9*

Source: US Census, 2012 5-year ACS

According to the Auburn Code Enforcement Office there are approximately 341 vacant dwellings units in abandoned buildings (see Table 2). Most of these units (309) are deemed to be suitable for rehabilitation.

Table 2: Vacant and Suitable for Rehab

Abandoned vacant units	341
Suitable for rehabilitation	309
Not suitable for rehabilitation	32

Source: City of Auburn Code Enforcement

Historic Districts

There are two National Register historic districts within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The Main Street Historic District includes portions of Main Street, Vine Street and Elm Street. The district includes 16 historic residential properties with a mix of nineteenth and early twentieth century residential building styles. The second historic district is the Auburn Commercial Historic District which encompasses the Main Street/Court Street area. The district includes a total of 13 buildings 9 of which are historic.

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Opportunities and Challenges for Neighborhood Improvement

Economic

The City faces a number of issues as it works to improve the economic conditions within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area:

- Downtown's economic role has evolved over the last twenty-five years and is now seeing growth in higher-paying service and professional employment. Creating an environment in the Downtown that supports continued job growth and private reinvestment will be important.
- The commercial area of New Auburn has seen its economic role as a neighborhood commercial center decrease over the past decade or two. New Auburn has the opportunity to develop a new, more diverse economic role but this will require significant investment, both public and private, to enable this area to evolve into a 21st Century village center. This will mean capitalizing on the river frontages, revising the street pattern to address traffic issues, creating opportunities for redevelopment, and providing adequate parking to support more intensive use of this area.
- The older areas around both Downtown and the New Auburn village center have something of a mixed-use character with both residential and non-residential activities. These areas offer the potential for small, local businesses as well as home occupations to grow and prosper with proper support while expanding the range of services available to residents.
- Many of the residents of the Neighborhood Revitalization Area lack the skills and experience to obtain meaningful employment. Improving the employability and job skills of neighborhood residents, especially younger people, will be important to the revitalization of the area.

Housing

The City faces a number of issues with respect to housing within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. A major issue is maintaining and improving the condition of the existing housing stock including:

- Bringing older housing up to contemporary standards. Many of the housing units in the area are located in older buildings that are not energy efficient, have older heating and plumbing systems, and have not been well maintained
- Ensuring that multifamily housing is appropriately maintained. A significant share of the rental housing in the area is owned by absentee landlords who have struggled to maintain their properties
- Supporting homeowners in efforts to maintain their homes. Many of the owners

of owner-occupied properties are elderly and/or have limited incomes making it difficult for them to invest in maintaining and improving their homes

At the same time, the Neighborhood Revitalization Areas is a potentially very desirable area in which to live for a wide range of households. It is close to services, has areas adjacent to the rivers, and has older buildings with character in reasonably intact urban neighborhoods. This creates the potential for reinvestment in new market rate and subsidized housing in the area if the "market" sees improvements in the area.

Infrastructure

The City faces the need for two broad categories of infrastructure investments in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. On one hand, the basic infrastructure serving the area including the water and sewer systems, stormwater system, streets and sidewalks, and lighting are old (very old in some cases) and in need of replacement or improvement. There is still a need to complete the "overboard discharge" abatement program to remove stormwater from the sanitary sewer system and to reduce inflow and infiltration into sewers. On the other hand, the City faces the need to invest in "new infrastructure" that will make the Neighborhood Revitalization Area a more desirable place to live, work, and recreate and that will attract private investment in the area. This includes investments in the street system to improve traffic flow especially in New Auburn and to create "complete streets" that are appropriate for all users including motor vehicles, cyclists, pedestrians, and transit. It may include creative approaches for improving the supply of parking to serve both existing uses as well as redevelopment within the neighborhood. It also includes providing improved facilities for pedestrians and cyclists, improved parks and green spaces including river access, and upgrading lighting so people feel safe in the neighborhood.

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Improvement Elements

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area faces a number of challenges but there are also a number of opportunities for improvement. The primary objective of the neighborhood revitalization strategy is to develop a coordinated, comprehensive plan that organizes and focuses the City's ongoing and future activities in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. This section sets the potential elements for improving the economic conditions within this part of the City, improving and expanding the housing stock, and improving the infrastructure in the neighborhood. This includes activities that are currently underway as well as activities that are planned to be undertaken in the next five years or so assuming that funding is available. The following elements are drawn primarily from existing City plans and programs. In the following section, these program elements are organized into a comprehensive strategy to allow the City to "focus" its activities on this section of the City.

Economic Elements

- The City will use CDBG/Home funds to expand programming for at-risk teenagers that helps them learn work skills, graduate from high school.
- The City will create youth apprenticeship opportunities with local businesses through the Community Development program.
- The City should support retraining programs for people who are displaced through the loss of manufacturing jobs.
- The City will use CDBG/Home funds to assist small businesses to start up, succeed, and grow through loans and grants to upgrade and adapt buildings in the Neighborhood Revitalization Area and consider increasing the size of these loans and grants.
- The City will work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- The City will develop the area behind the Main Street buildings as hard surface open space with formal plantings and temporary docks that could be used by a small cruise boat and by a canoe and kayak rental operation.
- The City will adopt new land use regulations for the Downtown and New Auburn area using a "Form-Based Code" to encourage investment in these parts of the City.
- The City will initiate a "Model Street-Model Block" program in the Downtown and New Auburn neighborhoods to focus City efforts on a block-by-block revitalization approach using a "complete streets" template with a new form based code approach to land use regulation.

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- The City will explore the creation of a whitewater feature in conjunction with the relicensing of the Lower Barker Hydroelectric Project.
- The City will upgrade the lighting in Festival Plaza to improve efficiency and allow better use of this space.
- The City should strongly support the improvement of Edward Little High School to provide a quality education for Auburn's students.

Housing Elements

The housing portion of the Neighborhood Improvement Strategy focuses on two broad areas: 1) improving the quality of the existing housing stock in the neighborhood and 2) supporting the construction of new housing in the area:

Improvements to the Existing Housing Stock

- The City will establish a program to make residents, property owners and business owners in the Neighborhood Revitalization Area aware of the various assistance programs available through the City and other agencies or programs.
- The City will continue to use CDBG/Home funds to provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing in the Neighborhood Revitalization Area that is occupied by low and moderate income households.
- The City will continue to use CDBG/Home funds to provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning including issues related to lead in plumbing.
- The City will continue to use CDBG/Home funds to provide financial assistance to encourage exterior improvements to buildings in the Neighborhood Revitalization Area as well as to make health and safety improvements.
- The City will continue to provide financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn through the Community Development program.
- The City will work to find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership and work with the Auburn Housing Authority to identify potential home buyers.
- The City will continue to use CDBG/Home funds to support code enforcement activities that result in improvements to the housing stock.
- The City will conduct regular ongoing code enforcement inspections for multifamily housing.
- The City will update its codes to facilitate the renovation of older properties including:
    - Adopting a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings

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    - Adopting a renovation code as part of the building code (H.2.1.b)
    - Reviewing and revising the City's fire code to provide flexibility in rehabilitating older buildings (H.2.1.b
    - Considering adopting a property maintenance code for multifamily housing
- The City will provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing.
- The City is in the process of revising its zoning regulations to allow existing single-family homes in older single-family neighborhoods to be improved and expanded and to allow infill development that is in character with the neighborhood in older single-family neighborhoods as well as allowing existing buildings to be improved and expanded.
- The City should consider disposing of tax-acquired property at little or no cost to buyers who will agree to invest in the rehabilitation of the property.
- The City should explore the creation of a "volunteer service program" that will provide assistance to seniors and other qualified households to maintain their homes.

Support for Housing Construction

- The City will use CDBG and HOME funding to provide financial assistance to developers of high-quality affordable mixed income housing in the Neighborhood Revitalization Area.
- The City will revise its zoning standards to encourage the inclusion of affordable units within new housing projects through density bonuses and reduced infrastructure requirements.
- The City will allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring properties.
- The City will revise the zoning in the New Auburn Village area to increase the allowed residential density to up to 18-21 units per acre.

Infrastructure Elements

The infrastructure portion of the Neighborhood Revitalization Strategy addresses two broad needs: 1) updating the existing infrastructure in the area as appropriate and, 2) creating new or expanded infrastructure to improve the area:

Streets and Traffic Improvements

- The City is working with the Maine DOT and ATRC to establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave.

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This project will involve changes at the intersections of Elm Street with both Main Street and Minot Ave., the reconfiguration of Elm Street as a "complete street" with sidewalks and bike lanes on both sides, and the creation of a new crosswalk across Minot Ave. at the Elm Street intersection as well as related changes on surrounding streets to encourage traffic to use Elm Street.

- The City installed "complete street" style improvements on a portion of Main Street between Downtown and New Auburn. The City plans to extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn.
- A major objective of the City has been to encourage the rebirth of the commercial area of New Auburn. A key part of the City's strategy is for improved traffic flow in this part of New Auburn. The City developed a concept for improvements as part of the New Auburn Village Center Plan and is currently moving forward with an engineering study for the proposed "Riverway" or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and to reduce the extent of the floodplain. Following completion of the engineering study, the City will seek to fund the project and move forward with construction.
- In conjunction with the development of the Riverway, the City proposes to close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas to support new activities in this part of New Auburn.
- The New Auburn Village Center Plan also proposes relocating the Lown Peace Bridge downstream to the intersection of Riverside Drive and Mill Street to remove this traffic from the middle of the commercial area. This is a long-term objective.
- The Comprehensive Plan recommends improving or reconstructing local residential streets to incorporate design elements that slow traffic and discourage their use by through traffic. This approach will be used in the Neighborhood Revitalization Area when street work is undertaken.
- The City is working to obtain approval from the MeDOT to revamp Court Street to create a "complete street" with 3 travel lanes and on-street parking. The City anticipates moving forward with this project in the near future if the MeDOT agrees with the concept.
- The City is seeking funding through ATRC for other street improvement projects within the Neighborhood Revitalization Area including:
    - Reconstructing Hampshire Street
    - Resurfacing Broad Street
    - Reconstructing South Main Street from Broad Street to Bolster Street
    - Resurfacing Spring Street from Troy Street to Elm Street

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- As part of a long-range, citywide project, the City is planning to convert existing street lights to LED fixtures to both save energy and provide improved lighting.

Water, Sewers and Stormwater Improvements

- The Auburn Water and Sewer District plans to replace or line a number of aging water mains in the Neighborhood Revitalization Area including:
    - South Main Street from Outer Cook Street to Seventh Street
    - The entire length of Ninth Street
    - Sixth Street from Mill Street to Broad Street
    - Fifth Street from Cook Street to the dead end
    - Fourth Street from South Main Street to Mary Carroll
    - Third Street from Mill Street to Dunn Street
    - Third Street from Roak Street to Mary Carroll
    - Second Street from Mill Street to Dunn Street
    - Seventh Street from South Main Street to Mary Carroll
    - Loring Avenue from South Main Street to Mary Carroll
    - Lake Street from Haskell Street to Davis Street
    - The entire length of Beacon Street
    - Highland Ave. from Court Street to Western Prom
    - Highland Ave. from Western Prom to Shepley Street
    - The entire length of James Street
    - Charles Street from James Street to Goff Street
    - The entire length of Grant Street
    - Willow Street from Goff Street to Webster Street
    - Pine Street from Willow Street to Pearl Street
    - Pearl Street from School Street to Hampshire Street
    - School Street from Union Street to above Pearl Street
    - The entire length of Bearce Street
    - The entire length of Temple Street
    - The entire length of Carroll Street
    - Dennison Street from Gamage Street to Winter Street
    - Spring Street from Hampshire Street to Court Street
    - School Street from Spring Street towards Troy Street
- The Auburn Water and Sewer District replaces old sewers whenever the City or State will be doing a construction project on a street with an old sewer (see street projects below).
- The Auburn Sewer and Water District is in the final phase of its program to eliminate the Combined Sewer Overflows (CSOs) and plans to remove one of the two remaining CSOs and the ten remaining public catch basins connected to the sanitary sewer system. The District also plans to do additional work to reduce

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inflow and infiltration (I&I) into the sewer system. The District anticipates spending approximately $2.3 million over the next five years to reduce I&I.

- The Comprehensive Plan recommends urging the Auburn Sewer District to reallocate funds to support the upgrading of older central sewer lines as the CSO abatement program winds down.

Pedestrian and Bicycle Improvements

- The City is in the process of completing sidewalk and streetscape improvements on Minot Avenue.
- The City has developed a comprehensive plan for providing improved pedestrian and bicycle access including improvements within the Neighborhood Revitalization Area. These improvements include:
    - Improving pedestrian and bicycle access along the Route 4 Corridor including developing safe pedestrian crossings at major intersections, including pedestrian and bicycle facilities in street reconstruction projects and explore a mid-block crossing to connect Pettengill Park and the surrounding neighborhood to Downtown
    - Constructing a sidewalk on the riverside of the street at Great Falls Plaza
    - Constructing a sidewalk on Mill Street in front of the Barker Mill
- The Comprehensive Plan proposes establishing and maintaining safe pedestrian crossings with well-marked and signed crosswalks in New Auburn.
- As part of the project to reconstruct South Main Street, the Comprehensive Plan proposes narrowing the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades.
- The regional pedestrian and bicycle plan, Bridging the Gaps, envisions an interconnected system of bicycle facilities throughout the region. Within the Neighborhood Revitalization Area these facilities include the Riverwalk trail, a new connection from Moulton Park across the Little Andy to the Barker Mill Trail as well as on-road lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, and Mill Street. The Plan also envisions bike lanes on other streets in the area including Hampshire Street, Spring Street, Elm Street, and Mechanics Row. A number of these facilities already exist but the others will need to be developed over time.
- The City should install bicycle facilities such as bike racks and storage in conjunction with public buildings and facilities used by the public and the Downtown and New Auburn commercial areas.

Quality of Life Improvements

- The City intends to continue to use CDBG/Home funds to match City capital improvement funds for lighting, sidewalk, and landscaping improvements in the

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Neighborhood Revitalization Area.

- The Consolidated Plan identifies the following projects to enhance the physical infrastructure of key in-town parks including:
    - Improving the lighting at Union Street
    - Extending the Riverwalk into New Auburn (see pedestrian improvements above)
    - Improving the walkways to and from the intown parks
- Moulton Park is an underutilized facility. The City plans to renovate Moulton Park but the details of this project are still to be determined.
- A missing link in the pedestrian network is the connection from the terminus of the Riverwalk in Moulton Park extending across the Little Andy to the Barker Mill Trail and New Auburn on the other side of the river.
- Making better use of the river frontages in New Auburn is a theme in the Comprehensive Plan, the New Auburn Master Plan and the New Auburn Village Center Plan. The Village Center Plan developed the general concept into a proposal to create an expanded park and "Riverwalk" (New Auburn Greenway) between the new Riverway (see street improvements) and the river. The City is currently in the process of doing the design for this expanded facility that will also improve the flood protection in the commercial area. This facility will provide a bike/ped connection from the South Main Street Bridge to the Lown Peace Bridge as well as providing additional water access. The City will move forward with the development of this facility as funding allows.
- The Comprehensive Plan proposes developing a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park.
- The City will explore establishing community gardens in the Downtown, Union Street and New Auburn target areas as part of the Community Development program.
- The City will work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- The City plans to explore converting the Great Falls School into a community cultural center that could expand into a regional center for visual, performing and cultural arts. In conjunction with the reuse of the school, the City will explore acquiring properties on the opposite side of Academy Street that would allow additional parking to be developed in conjunction with a "forecourt" linking the building to the parking. This forecourt could be become a gathering space as well as a sculpture garden.
- Citylink will explore improvements to its transit service based on the 2015 update of the transit plan when that is completed.
- The City will continue to provide funding to be used to acquire and demolish abandoned buildings that are not suitable for rehabilitation or that are located in in

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the designated transition districts.

- The City plans to undertake a program to improve Greenway signage.
- The City intends to make lighting improvements adjacent to Moulton Field to improve public safety.
- The City anticipates doing renovations to the Main Street Art Wall along the portion of Main Street that links the Downtown and New Auburn.
- The City should support efforts to convert the former St. Louis Church in New Auburn into a community arts and cultural center.

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Coordinated Neighborhood Revitalization Strategy

The Neighborhood Revitalization Strategy takes the economic, housing, and infrastructure elements set out in the previous section and organizes them into a coordinated strategy for improving the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The strategy is organized into three categories:

- Short-Term/High Priority Activities – These are activities that either are ongoing or should be undertaken in the next two years if funding is available
- Mid-Term/Medium Priority Activities – These are activities that should be undertaken within the next five years if funding is available
- Longer-Term/Lower Priority Activities – These are activities that may take longer than five years to complete or that are a low priority for action

Within each of the three categories, the strategy looks at the economic improvement projects, housing activities, and infrastructure improvements that should occur within that timeframe if funding is available.

The Neighborhood Revitalization Strategy is set out in the following table.

Short-Term/High Priority Activities
Economic Improvement Activities
• Use CDBG/Home funds to expand programming for at-risk teenagers that helps them learn work skills, graduate from high school. • Create youth apprenticeship opportunities with local businesses through the Community Development program. • Support retraining programs for people who are displaced through the loss of manufacturing jobs. • Use CDBG/Home funds to assist small businesses to start up, succeed, and grow through loans and grants to upgrade and adapt buildings in the Neighborhood Revitalization Area and consider increasing the size of these loans and grants. • Adopt new land use regulations for the Downtown and New Auburn area using a "Form-Based Code" to encourage investment in these parts of the City. • Initiate a "Model Street-Model Block" program in the Downtown and New Auburn neighborhoods to focus City efforts on a block-by-block revitalization approach using a "complete streets" template with a new form based code approach to land use regulation. • Upgrade the lighting in Festival Plaza to improve efficiency and allow better use of this space.

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Housing Improvement Activities

- Establish a program to make residents, property owners and business owners in the Neighborhood Revitalization Area aware of the various assistance programs available through the City and other agencies or programs.
- Continue to use CDBG/Home funds to provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing in the Neighborhood Revitalization Area that is occupied by low and moderate income households.
- Continue to use CDBG/Home funds to provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning including issues related to lead in plumbing.
- Continue to use CDBG/Home funds to provide financial assistance to encourage exterior improvements to buildings in the Neighborhood Revitalization Area as well as to make health and safety improvements.
- Continue to provide financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn through the Community Development program.
- Work to find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership and work with the Auburn Housing Authority to identify potential home buyers.
- Continue to use CDBG/Home funds to support code enforcement activities that result in improvements to the housing stock.
- Use CDBG and HOME funding to provide financial assistance to developers of high-quality affordable mixed income housing in the Neighborhood Revitalization Area.

Infrastructure Improvements

- Establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave. This project will involve changes at the intersections of Elm Street with both Main Street and Minot Ave., the reconfiguration of Elm Street as a "complete street" with sidewalks and bike lanes on both sides, and the creation of a new crosswalk across Minot Ave. at the Elm Street intersection as well as related changes on surrounding streets to encourage traffic to use Elm Street.
- Complete the engineering study for the proposed "Riverway" or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and to reduce the extent of the floodplain.
- Continue to work with the MeDOT to obtain approval to revamp Court Street to

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create a "complete street" with 3 travel lanes and on-street parking.

- The Auburn Water and Sewer District will abandon 800 feet of the 6" water main in Dennison Street from Gamage Street to Winter Street and transfer services to the 24" main.
- The Auburn Sewer and Water District is will remove one of the two remaining CSOs and the ten remaining public catch basins connected to the sanitary sewer system.
- Complete sidewalk and streetscape improvements on Minot Avenue.
- Continue to use CDBG/Home funds to match City capital improvement funds for lighting, sidewalk, and landscaping improvements in the Neighborhood Revitalization Area.
- Improve the lighting at Union Street in the vicinity of the park.
- Improve the walkways to and from the intown parks.
- Complete the design for the creation an expanded park and "Riverwalk" (New Auburn Greenway) between the new Riverway (see street improvements) and the river.
- Continue to provide funding to be used to acquire and demolish abandoned buildings that are not suitable for rehabilitation or that are located in in the designated transition districts.
- Undertake a program to improve Greenway signage.
- Make lighting improvements adjacent to Moulton Field to improve public safety.

Mid-Term/Medium Priority Activities

Economic Improvement Activities

- Work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.

Housing Improvement Activities

- Conduct regular ongoing code enforcement inspections for multifamily housing.
- Update the City codes to facilitate the renovation of older properties including:
    - Adopting a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings
    - Adopting a renovation code as part of the building code (H.2.1.b)
    - Reviewing and revising the City's fire code to provide flexibility in rehabilitating older buildings (H.2.1.b
    - Considering adopting a property maintenance code for multifamily housing
- Revise the City's zoning standards to encourage the inclusion of affordable units

within new housing projects through density bonuses and reduced infrastructure requirements.

- Allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring properties.
- Revise the zoning in the New Auburn Village area to increase the allowed residential density to up to 18-21 units per acre.

Infrastructure Improvements

- Extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn.
- Following completion of the engineering study for the New Auburn "Riverway", seek funding for the project and move forward with construction.
- In conjunction with the development of the Riverway, close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas to support new activities in this part of New Auburn.
- If the MeDOT agrees with the concept of revamping Court Street as a "complete street", move forward with the project.
- Undertake street improvement projects within the Neighborhood Revitalization Area if funding through ATRC is available including:
    - Reconstructing Hampshire Street
    - Resurfacing Broad Street
    - Reconstructing South Main Street from Broad Street to Bolster Street
    - Resurfacing Spring Street from Troy Street to Elm Street
- As part of a long-range, citywide project, convert existing street lights in the Neighborhood Revitalization Area to LED fixtures to both save energy and provide improved lighting.
- The Auburn Sewer and Water District will undertake a five-year program to reduce inflow and infiltration (I&I) into the sewer system.
- Construct a sidewalk on the riverside of the street at Great Falls Plaza.
- Construct a sidewalk on Mill Street in front of the Barker Mill.
- Develop a new pedestrian/bicycle trail connection from Moulton Park across the Little Andy to the Barker Mill Trail.
- Install bicycle facilities such as bike racks and storage in conjunction with public buildings and facilities used by the public and the Downtown and New Auburn commercial areas.
- Seek funding for the development of the New Auburn Greenway and begin construction as funding allows.
- Explore establishing community gardens in the Downtown, Union Street and New

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Auburn target areas as part of the Community Development program.

- Work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- Citylink will explore improvements to its transit service based on the 2015 update of the transit plan when that is completed.
- Make renovations to the Main Street Art Wall along the portion of Main Street that links the Downtown and New Auburn.
- Support efforts to convert the former St. Louis Church in New Auburn into a community arts and cultural center.

Longer-Term/Lower Priority Activities

Economic Improvement Activities

- Develop the area behind the Main Street buildings as hard surface open space with formal plantings and temporary docks that could be used by a small cruise boat and by a canoe and kayak rental operation.
- Explore the creation of a whitewater feature in conjunction with the relicensing of the Lower Barker Hydroelectric Project.
- Strongly support the improvement of Edward Little High School to provide a quality education for Auburn's students.

Housing Improvement Activities

- Provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing.
- Revise the City's zoning regulations to allow existing single-family homes in older single-family neighborhoods to be improved and expanded and to allow infill development that is in character with the neighborhood in older single-family neighborhoods as well as allowing existing buildings to be improved and expanded.
- Consider disposing of tax-acquired property at little or no cost to buyers who will agree to invest in the rehabilitation of the property.
- Explore the creation of a "volunteer service program" that will provide assistance to seniors and other qualified households to maintain their homes.
- Consider disposing of tax-acquired property at little or no cost to buyers who will agree to invest in the rehabilitation of the property.
- Explore the creation of a "volunteer service program" that will provide assistance to seniors and other qualified households to maintain their homes.

Infrastructure Improvements

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- Study the feasibility of relocating the Lown Peace Bridge downstream to the intersection of Riverside Drive and Mill Street to remove this traffic from the middle of the commercial area.
- When the City improves or reconstructs local residential streets in the Neighborhood Revitalization Area, incorporate design elements that slow traffic and discourage their use by through traffic.
- The Auburn Water and Sewer District plans to replace or line a number of aging water mains in the Neighborhood Revitalization Area including:
    - South Main Street from Outer Cook Street to Seventh Street
    - The entire length of Ninth Street
    - Sixth Street from Mill Street to Broad Street
    - Fifth Street from Cook Street to the dead end
    - Fourth Street from South Main Street to Mary Carroll
    - Third Street from Mill Street to Dunn Street
    - Third Street from Roak Street to Mary Carroll
    - Second Street from Mill Street to Dunn Street
    - Seventh Street from South Main Street to Mary Carroll
    - Loring Avenue from South Main Street to Mary Carroll
    - Lake Street from Haskell Street to Davis Street
    - The entire length of Beacon Street
    - Highland Ave. from Court Street to Western Prom
    - Highland Ave. from Western Prom to Shepley Street
    - The entire length of James Street
    - Charles Street from James Street to Goff Street
    - The entire length of Grant Street
    - Willow Street from Goff Street to Webster Street
    - Pine Street from Willow Street to Pearl Street
    - Pearl Street from School Street to Hampshire Street
    - School Street from Union Street to above Pearl Street
    - The entire length of Bearce Street
    - The entire length of Temple Street
    - The entire length of Carroll Street
    - Spring Street from Hampshire Street to Court Street
    - School Street from Spring Street towards Troy Street
- The Auburn Water and Sewer District will replace old sewers in the Neighborhood Revitalization Area whenever the City or State will be doing a construction project on a street with an old sewer.
- Improve pedestrian and bicycle access along the Route 4 Corridor including developing safe pedestrian crossings at major intersections, including pedestrian

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and bicycle facilities in street reconstruction projects and exploring a mid-block crossing to connect Pettengill Park and the surrounding neighborhood to Downtown.

- Establish and maintain safe pedestrian crossings in New Auburn with well-marked and signed crosswalks.
- As part of the project to reconstruct South Main Street, narrow the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades.
- As part of the regional interconnected system of bicycle facilities establish on-road bicycle lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, and Mill Street as well as on other streets in the area including Hampshire Street, Spring Street, Elm Street, and Mechanics Row.
- Develop a plan for the renovation of Moulton Park.
- Develop a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park.
- Explore converting the Great Falls School into a community cultural center that could expand into a regional center for visual, performing and cultural art.

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Five-Year Benchmarks

The Neighborhood Revitalization Strategy for the Downtown/New Auburn/Union Street Area establishes a comprehensive program for improving the economic conditions, housing conditions and infrastructure within the neighborhoods. While some of the proposed activities will have an immediate impact on the area, others will take years to show a meaningful impact. The following benchmarks have been established to allow the City to assess the progress being made to improve the overall quality of the revitalization area. The benchmarks are based on five year targets – accomplishments by 2020 with annual targets for some activities. The City has looked at establishing a citywide Neighborhood Indicators Project to track changes in the City over time. The following benchmarks could be the start of such a program:

- Economic Improvement Benchmark #1 – The number of jobs in the Neighborhood Revitalization Area increased over the last five years with job growth centered in Downtown. An objective of this strategy is to continue the growth I jobs within this portion of the City. The benchmark is that the number of jobs within the Neighborhood Revitalization Area will increase by 5% by 2020. While this translates into a 1% increase per year, the benchmark recognizes that job growth may occur in an irregular pattern and therefore should be judged on the cumulative impact over the five-year period.

- Economic Improvement Benchmark #2 – The median household income in the three Census Tracts that make up the Neighborhood Revitalization Area is substantially less than the citywide median. An objective of this strategy is to improve the incomes of residents of the area. A way to measure whether this is occurring is by comparing the gap between the citywide median household income and the median income in the three Census Tracts that comprise the revitalization area. The benchmark is that the percent of the citywide median household income in each of the three Census Tracts will be increased by 10% over the next five years (or 2% per year). For example, the Downtown Census Tract 101 has a median household income that is only 37% of the citywide median. There for the five-year target is to increase the Downtown median income to 47% of the citywide median by 2020.

- Housing Improvement Benchmark #1 – An objective of this strategy is to improve the quality of the existing housing within the Neighborhood Revitalization Area through a range of efforts including providing loans for improvements and ongoing code enforcement. The benchmark for this objective is that at least 250 housing units will be rehabilitated by 2020 or an average of 50

units a year. This benchmark is predicated on the City continuing to receive CDBG and HOME funding at at least the current levels.

- Housing Improvement Benchmark #2 – There are still significant issues with lead in the Neighborhood Revitalization Area. This includes both lead paint and lead in older plumbing connections. An objective of this strategy is to reduce the potential for lead poisoning of neighborhood residents especially children. The benchmark for this objective is that at least 100 living units will have lead hazards abated by 2020 or an average of 20 units per year.

- Housing Improvement Benchmark #3 – The Neighborhood Revitalization Area has the potential for the creation of additional housing units both through new construction and through the conversion/rehabilitation of buildings to provide modern living units. The benchmark for this objective is that at least 80 new housing units will be created in the area by 2020.

- Infrastructure Benchmark #1 – Addressing the discharge of untreated sewage to the river as a result of Combined Sewer Overflows (CSOs) has been a major focus of the City and the Auburn Sewer and Water District for the past 15 years. That effort is nearing completion. Completing this effort is an objective of this strategy. The benchmark for this objective is that the District will be able to reduce the wet-weather flows in the sanitary sewer system by 2020 to a level that does not require additional stormwater storage facilities to be constructed.

- Infrastructure Benchmark #2 – Improved pedestrian safety is a concern for residents of the Neighborhood Revitalization Area. Improving pedestrian safety and the ability of residents to easily move about the neighborhoods are objectives of this strategy. The success in achieving this objective is difficult to measure. The benchmark for this objective is that residents of the neighborhoods feel that pedestrian safety and mobility has improved by 2020.

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Public Involvement

This Neighborhood Revitalization Strategy is based primarily on a range of City plans and studies that have been developed over the past five years in most cases. Each of the efforts had extensive public involvement processes which are briefly described below. These prior efforts were augmented by a public process to synthesize the prior work into this strategy.

Past activities

- Consolidated Plan – The Consolidated Plan was developed through an extensive community involvement process. The process was overseen by the Auburn Citizen's Advisory Committee that met ten times. The committee meetings were open to the public and time was provided at each meeting for public comments. The committee held three neighborhood meetings to ask about the most important needs facing the community. Bates College students conducted an in-person neighborhood survey in the target area. The results of the neighborhood meetings and survey were used by the Advisory Committee to establish the priorities set forth in the Consolidated Plan.
- Comprehensive Plan – The preparation of the update of the Comprehensive Plan was overseen by a citizens committee that met over a two-year period. The meetings were open to the public and many residents attended meetings and participated in the process. The committee held five community visioning sessions, a teen visioning session, and conducted an on-line visioning survey to help develop the Vision that guided the preparation of the goals and objectives of the Plan. The committee held a number of workshops to get public feedback on the draft goals and objectives as the Plan was being developed.
- New Auburn Master Plan – The Master Plan for New Auburn was prepared by the New Auburn Master Plan Committee that was comprised of 27 neighborhood residents, business people, and property owners. The committee held a public "kick-off" meeting to identify the issues facing New Auburn. During the development of the Master Plan the committee invited neighborhood residents to its regular meetings and held workshops to review the preliminary recommendations.
- New Auburn Village Center Study – This project was guided by a Steering Committee comprised of stakeholders representing a range of interests in the area, the community at large, and City staff. The committee met 8 times over a year and held three public workshops at various points in the planning process to get feedback from the new Auburn community on the proposals as they were developing.

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Current activities

An internal staff committee assisted by Planning Decisions reviewed the various planning efforts that relate to or potentially impact the Downtown/New Auburn/Union Street area. The relative sections of these documents were extracted and possible elements of a neighborhood revitalization strategy were organized by broad category – economic improvements, housing improvements, and infrastructure improvements. This working document was used as the basis for a community meeting held on August 5, 2015 at Auburn Hall. The meeting was attended by residents of the neighborhoods, business owners, housing developers, two City Councilors, and City staff. At the meeting the possible strategy elements were reviewed and discussed. A number of other activities were identified by the group (see meeting notes). Suggestions were made as to what should be addressed in the strategy such as including benchmarks for measure improvement in the area over time. As a result of the input at the community meeting, a number of activities were added to the strategy and the overall format and contents of the strategy were altered.

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Mayor LaBonté called the meeting to order at 7:08 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor LaFontaine had an excused absence. All other councilors were present.

I. Consent Items

1. Order 57-08032015*

Confirming Chief Crowell's appointment of Paul R. Carpentier as a Constable without a firearm.

2. Order 58-08032015*

Accepting the transfer of Forfeiture Asset (Jaymel Reese).

Motion was made by Councilor Hayes and seconded by Councilor Lee to accept the consent items as presented. Passage 6-0.

II. Minutes - July 20, 2015 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Hayes to accept the minutes of July 20, 2015 as presented. Passage 6-0.

III. Communications, Presentations and Recognitions

- Workshop item C, Petition for Street Discontinuance (Glenn Street) was discussed by Gary Johnson.
- Proclamation – Make A Wish
- Proclamation – Uncle Andy's Digest Night
- Bike – Ped Committee update (Howard Kroll). The 2012 Bike-Ped Committee Resolve #03-192012 lapses at the end of September. The City Manager is recommending extending the committee beyond September of 2015 and making it a permanent committee.

IV. Open Session

- Joseph Roy, owner/operator of a Mobile Food Unit in Auburn – would like us to consider modifying the Mobile Food Distribution Unit ordinance. He would like the ordinance to allow them to park on the streets.
- Andy Titus, 24 Rubelite Lane commented on the Community Gardens workshop presentation. He said his recollection was that Block Grant money was limited and many worthy programs were cut because of limited funding. Now this is coming forward and he would like us to find out where the funding would be coming from before moving forward with this. He also wanted to comment on the Medical Tourism business that was featured in the newspaper. He said he likes what he saw and it looks like a worthwhile project, but he didn't see anything regarding the business aspect of the project. Does the city have any money invested in the project and if so, what will that be? If the old police station is to be used as office space, are we giving it to them or renting to them? Is the building in a TIF district, and if so, will it be a credit enhancement TIF? He also stated that his understanding is that they

have to prove job creation in order to get their green card and he would like to see more on that.

- Joe Gray, Sopers Mill Road, would also like the information Mr. Titus has requested on the Medical Tourism project. He also commented on Mr. Roy's comments on Roving Diners commenting that "the City of Auburn lowers the boom and cancels everybody's fun" adding that "we need to get away from the first thing being no, you can't do it" and get to a "we don't do it that way yet, but here is how we can change it". He stated that "the people who work in this building need to be more accommodating to people who have ideas that are perhaps not traditional because we could be growing Auburn a lot faster if we didn't always look to say no".
- Randy Smith, Lisbon Falls who is also the owner/operator of Pinky D's food truck spoke about food trucks and the ordinances that pertain to them. He said he has been having discussions with Lewiston on their Mobile Food Distribution Unit ordinance stating when proposing ordinance changes, there are a lot of pieces that can be added to make it work for everybody, including the taxpayer, the restaurants, and food truck operators. He said he also worked with the City of Portland when changes were made to their Food Truck ordinance.

V. Unfinished Business

1. Order 56-07202015

Authorizing the reallocation in the amount of $120,000 of unspent proceeds from the City's 2013 General Obligation Bonds to finance repairs to Central Fire Station Apparatus Bay Floors. Second reading.

Motion was made by Councilor Gerry and seconded by Councilor Walker to authorize the reallocation in the amount of $120,000 of unspent proceeds from the City's 2013 General Obligation Bonds to finance repairs to Central Fire Station Apparatus Bay Floors.

Public comment – no one from the public spoke.

Passage 6-0.

VI. New Business

2. Order 59-08032015

Authorizing the City Manager to purchase the property at 204 Minot Avenue for $140,000 for the purpose of improving the Washington Street and Minot Avenue gateway to our community.

Motion was made by Councilor Lee and seconded by Councilor Walker to authorize the City Manager to purchase the property at 204 Minot Avenue for $140,000 for the purpose of improving the Washington Street and Minot Avenue gateway to our Community.

Public comment – Eric Cousens, Deputy Director of Planning and Development spoke, Joe Gray, Sopers Mill Road, and Andy Titus, 24 Rubelite Lane both commented.

Motion failed 0-6. All Councilors present were opposed.

VII. Executive Session

- Discussion on a personnel matter, pursuant to 1 M.R.S.A. §405 (6)(A). ***Possible action to follow.***

Motion was made by Councilor Hayes and seconded by Councilor Walker to enter into executive session pursuant to 1 M.R.S.A. §405 (6)(A). Passage 6-0. Time 8:14 P.M.

Council was declared out of executive session at 9:20 P.M.

Motion was made by Councilor Crowley and seconded by Councilor Walker to move possible action to the end of the agenda after the next open session. Passage 5-0 (Councilor Lee was out of the room at the time of this vote).

VIII. Reports

Finance Director, Jill Eastman – June 2015 Monthly Finance Report (this item was postponed at the July 20, 2015 City Council Meeting).

Motion was made by Councilor Crowley and seconded by Councilor Hayes to accept and place on file the June 2015 monthly finance report. Passage 6-0.

City Councilors' Reports

Councilor Walker submitted a written report which was included in the packet.

Councilor Gerry – commented on the United New Auburn Association meeting. Mayor LaBonté was the guest speaker at the meeting. Councilor Gerry commended him on his presentation.

Councilor Young – commented that the Community Garden presentation in the workshop made him think of his grandfather, George Young who was a farmer in Auburn. He shared a story about his cousins who lived in town visited his grandfather one day and told him that "he was so lucky to be able to eat all of this free food". His grandfather corrected them by stating "it wasn't free, you had to work for it!".

Councilor Crowley – Auburn Recreation Advisory Report – Phil Savignano, a member of the Recreation and Special Events Advisory Board stepped up and spoke on Sports Tourism when the original speaker cancelled. There are great opportunities for Sports Tourism in Auburn. She spoke about the Movies in the Park series which kicked off. She thanked the Public Services crew, the United New Auburn Association, Walton's PTO, and the Women's Literary Union. Box Car Movie Night to be held on Friday, August 14th at Pettengill Park, rain or shine (to be held inside Hasty Armory if it rains), Auburn staff is looking for volunteers to work on the Winter Festival (January 29-31, 2016), the next Recreation Advisory Board meeting will be Wednesday August 12th at City Hall.

The Auburn Water District met wed on July 22nd, their finances remain strong although water sales are down. Fire hydrants are receiving attention. A workplan to inspect and repair

hydrants is currently underway. The Broad Street water main installation was completed July 1st. She also spoke on the water quality of Lake Auburn and the lead and copper tested that was completed as required.

The Auburn Sewerage District met Tuesday July 21st. The Trustees approved a recommendation from Sid Hazelton to enter into a power agreement. Staff and management at Cascade are working on the odor problem. She also provided her sewer tip of the month. Do not pour fats, oils, and grease (FOG) down the kitchen sink, when pulling hair out of tub or shower drains, throw it in trash not the toilet to prevent clogging.

She provided a list of upcoming events happening in the City, encouraged residents to apply to serve on a City Board or Committee – there are several vacancies, and she commented on the Conservation Commission. Their next meeting will be August 18th. A written report was also submitted and placed on file.

Councilor Hayes – reminded everyone that the Airport Board will meet on Thursday night and there will be an upcoming breakfast Railroad meeting at the Hilton Garden Inn in Auburn.

Mayor's Report – Mayor LaBonté thanked Howard Kroll and Denis D'Auteuil for their work in managing last Friday's press announcement stating there are a lot of moving parts around the project (the medical tourism facility) and he spoke briefly about the project.

City Manager's Report – he thanked Roland Miller on his work on the medical tourism project, he reminded everyone about National Night Out at Festival Plaza on Tuesday, and he thanked Public Services and the Recreation staff for their efforts in putting together the first of the Movies in the Park series. He said the bacteria levels were down at the Municipal Outlet Beach and he would like to work with staff to open the beach up for swimming for the remainder of the summer and will continue having the water tested.

The City Clerk reported that the new Ward lines that were adopted in March of 2014 went into effect 7/1/2015 and notifications would be going out to all voters who have been impacted by the change. In addition, Ward 3 and Ward 4 voting places will be reassigned so voters are voting in the appropriate wards. Currently, Ward 3 voters go to Auburn Hall to vote but Auburn Hall is actually in Ward 4 and Ward 4 voters go to Fairview School to vote but Fairview School is actually in Ward 3. Now, Ward 3 voters will vote at Fairview School and Ward 4 voters will vote at Auburn Hall. Notifications will be sent to all Ward 3 and 4 voters notifying them of the change.

Motion was made by Councilor Lee and seconded by Councilor Walker to remove from the table the action of the Executive Session and to authorize the Mayor to sign a contract appointing Howard Kroll as City Manager. This is a 5 year contract with an annual salary of $99,000. Passage 6-0, a roll call vote was taken.

VIII. Adjournment - Motion was made by Councilor Lee and seconded by Councilor Walker to adjourn. All were in favor and the meeting adjourned at 10:00 P.M.

True Copy.

ATTEST Susan Clements-Dallaire

Susan Clements-Dallaire, City Clerk

CITY OF AUBURN

OFFICE OF THE MAYOR

PROCLAMATION

CELEBRATING THE 80TH ANNIVERSARY OF THE SIGNING OF THE SOCIAL SECURITY ACT

WHEREAS: On August 14, 1935, President Franklin D. Roosevelt signed the Social Security Act into law; and

WHEREAS: Social Security is a social insurance program under which workers earn coverage for retirement, survivors, and disability benefits by paying Social Security taxes on their earnings; and

WHEREAS: Social Security serves as vital financial protection for working men and women, children, those with disabilities, and the elderly; and

WHEREAS: The Social Security program is the cornerstone of economic protection on which workers can build a comfortable retirement through pensions, insurance, savings, and other income; and

WHEREAS: Social Security is committed to providing the American public choices for conducting business with the agency. The Social Security website offers online services, applications, and program information for beneficiaries, employers, and the public; and

WHEREAS: *my* Social Security allows people quick, convenient, and secure access to their personal Social Security record. A personal *my* Social Security account is a valuable source of information beginning in employees' working years and continuing throughout the time they receive Social Security benefits; and

WHEREAS: The City of Auburn, Maine recognizes the importance of Social Security benefits to the welfare of 5,410 retired and disabled Auburn citizens and their dependents and survivors and joins the Social Security Administration in celebrating its past and in building its future;

I, THEREFORE, Jonathan P. LaBonté, Mayor of The City of Auburn, Maine, do hereby proclaim that, on Friday, August 14, 2015:

The great City of Auburn, Maine joins the Nation in celebrating the 80th anniversary of the signing of the Social Security Act.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of The City of Auburn, Maine to be affixed at the City Hall this 17th day of August, 2015.

Mayor Jonathan P. LaBonté

STATE OF MAINE
OFFICE OF THE GOVERNOR
1 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0001

Paul R. LePage
GOVERNOR

July 24, 2015

Greetings,

This year marks the 80th anniversary of the signing of the Social Security Act. On August14, 1935, President Franklin Delano Roosevelt signed into law arguably the single most important piece of legislation in American history that has prevented poverty and improved the lives of elderly and disabled Americans for eight decades. When President Roosevelt signed the Social Security Act into law in 1935, he envisioned keeping older Americans out of poverty after a lifetime of work.

Social Security is America's premier program for helping people stay out of poverty and at some point, it touches the life of nearly every American. Since its inception, Social Security has been a precious lifeline to those whose ability to earn an income has been hampered by age, infirmity, or disability. In our country today, two in three elderly beneficiaries still rely on Social Security for half or more of their total income. For one in three, Social Security is virtually all (90% or more) of their income.

Today, the Social Security Administration still keeps to this vision, but on a grander scale – to keep older Americans, people with disabilities, wounded veterans, and the children and spouses of disabled workers out of poverty by providing a financial safety net and, in some cases, the opportunity to regain the ability to provide for themselves.

On average, Social Security retirement benefits replace just 40 percent of a worker's earnings. Workers should think of these benefits as a foundation upon which they can build a secure and comfortable retirement with other sources of income, such as pensions, savings, and investments.

Social Security is critically important for many of our state's most vulnerable citizens. We must be proactive in ensuring that this valuable lifeline remains a strong thread in the fabric of our citizen's financial futures. Today, the Social Security Administration has eight Social Security offices located in communities across the State of Maine and pay over $368 million in monthly benefits to approximately 325,000 eligible beneficiaries.

The State of Maine looks forward to partnering with the Social Security Administration to both recognize this very special milestone in Social Security's history and, at the same time, help educate the citizens of our state about the importance of Social Security benefits.

The State of Maine recognizes the importance of Social Security benefits to the welfare of its citizens and joins the Social Security Administration in celebrating its past and in building its future. The great State of Maine joins the Nation in celebrating the 80th anniversary of the signing of the Social Security Act.

Sincerely,

Paul R. LePage
Governor

PRINTED ON RECYCLED PAPER

PHONE: (207) 287-3531 (Voice)
TTY USERS CALL 711
www.maine.gov
FAX: (207) 287-1034

City Council
Information Sheet

City of Auburn

Council Workshop or Meeting Date: 8/17/2015 **Order** 61-08172015

Author: Denis D'Auteuil

Subject: Purchase of the property at 14 Newbury St.

Information: The property at 14 Newbury St. is being purchased to improve the Newbury neighborhood. Over the past several years City Code Enforcement, Police, and Fire have responded to numerous complaints at this address. The acquisition of this property will improve the safety and aesthetics of this neighborhood.

Advantages:

- The acquisition and demolition of this property will have a positive impact on the Newbury St. neighborhood.
- Purchase and demolition will eliminate repeated calls for service from our Police, Fire, and Code offices.

Disadvantages:

City Budgetary Impacts: Purchase price $21,000

Staff Recommended Action: Authorize the City Manager to complete the purchase of this property and demolish as soon as possible.

Previous Meetings and History:

Attachments:

1. Real Estate Purchase Contract for 14 Newbury
2. Order 61-08172015

COUNTER OFFER/ADDENDUM Loan # {\rtf1\ansi\ansicpg12

THIS IS INTENDED TO BE A LEGALLY BINDING AGREEMENT
READ IT CAREFULLY

FAY SERVICING

440 S. LaSalle, 20th floor
Chicago,IL 60605
Corporate: (312) 291-3704
Fax:

Reference is made to the Real Estate Purchase Contract and receipt for deposit dated July 16, 2015 pertaining to the Real Property known as *14 NEWBURY ST, AUBURN, ME 04210* made between City of Auburn hereafter referred to as "Buyer",
and U.S. Bank National Association, as trustee for U.S "Seller".

Sales price to be $21,000. Sale to close 22 calendar days from date of Seller's signed acceptance on this counter offer addendum, or sooner by written mutual agreement. Buyer agrees to pay $0 per diem if transaction does not close as stated above by no fault of the Seller. If an extension is requested by Buyer a non-refundable deposit will be required. Buyer to complete all inspections within 0 calendar days from Seller's signed acceptance. This offer is subject to final Investor/Seller approval. Seller has/will opened title work/closing order with 1st American Title Co. Seller will pay for owners policy. Buyer(s) agrees to accept title work and pay for Buyers/lender title policy. Earnest deposit to be $1,000.

Standard clauses to be made a permanent part of this contract:

- Buyer's minimum deposit amount to be the greater of 2% of sales price or $2,000.00.
- Buyer(s) agrees to deliverto Seller/Seller's agent signed purchase contract and Addenda within 4 (four) calendar days of Buyer's signature.
- **Seller will not pay for nor credit Buyer(s) for VA, FHA or other loan/financing costs or fees; nor will they pay for or credit any other costs, fees, survey, home warranty plan, inspections or repairs unless otherwise stated and defined above.**
- This contract cannot be extended or assigned without prior written approval from Seller. Seller will not provide financing. Property taxes shall be prorated to day of closing.
- It is understood between Buyer(s) and Seller that this property is being sold in "Where-is, As-is" condition with no Seller representations or warranties, expressed or implied, by the Seller, U.S. Bank National Association, as trustee for U.S, ResNet or the local listing agent.
- Buyer(s) to sign Seller's Addenda to be made part of original contract.
- Seller to advise who will have choice of Title/Escrow/Closing entity once property is under contract.
- In the event of a per diem charge, Buyer authorizes Seller to debit their escrow deposit to cover said charge(s).

Unless this counter offer is accepted by the Buyer(s) by this offer shall be deemed revoked. Seller reserves the right to continue to market said property and accept any contract of Seller's choosing prior to Seller's written acceptance of contract and counter offer/addendum(s).

This transaction is subject to acceptance and execution of the original purchase contract/ sales agreement and this counter offer addendum by U.S. Bank National Association, as trustee for U.S, "Seller".

All other terms and conditions shall remain the same. This counter offer addendum supersedes all other counter offer addenda and the purchase contract/sales agreement. This counter offer addendum is accepted by the Buyer(s) and the Seller, as evidenced by Buyer(s) and Seller's signature hereon. This counter offer addendum shall hereby become part of the above referenced contract between the parties.

Acceptance: Buyer(s) accepts the above counter offer and acknowledges receipt thereof:

Buyer _____ Date 7/21/15

Buyer _____ Date _____

Acceptance: Seller accepts the above counter offer and acknowledges receipt thereof:
U.S. Bank National Association, as trustee for U.S

By: _____ 7-21-15
ROGER VASQUEZ
ATTORNEY IN FACT

PURCHASE AND SALE AGREEMENT

("days" means business days unless otherwise noted, see paragraph 23)

July 15, 2015
Offer Date

_____, _____ Effective Date
Effective Date is defined in Paragraph 23 of this Agreement.

1. PARTIES: This Agreement is made between City of Auburn ("Buyer") and US Bank National Association , as Tr s ee for U.S ("Seller").

2. DESCRIPTION: Subject to the terms and conditions hereinafter set forth, Seller agrees to sell and Buyer agrees to buy ([X] all [ ] part of ; If "part of" see para. 26 for explanation) the property situated in municipality of Auburn, County of Androscoggin, State of Maine, located at 14 Newbury St and described in deed(s) recorded at said County's Registry of Deeds Book(s) 1716, Page(s) 157.

3. FIXTURES: The Buyer and Seller agree that all fixtures, including but not limited to existing storm and screen windows, shades and/or blinds, shutters, curtain rods, built-in appliances, heating sources/syste s including gas and/or kerosene-fired heaters and wood/pellet stoves, sump pump, electrical fixtures, and _____ are included with the sale except for the following: no exceptions.
Seller represents that all mechanical components of fixtures will be operational at the time of closing except: as is condition.

4. PERSON L PROPERTY: The following items of personal property as viewed on _____ are included with the sale at no additional cost, in "as is" condition with no warranties: as is.

7/16/15 $21,000.00

5. PURCHASE PRICE/EARNEST MONEY: For such Deed and conveyance Buyer agrees to pay the total purchase price of $ 50,000.00. Buyer [ ] has delivered; or [ ] will deliver to the Agency within _____ days of the Effective Date, a deposit of earnest money in the amount $ 1,000.00. Buyer agrees that an additional deposit of earnest money in the amount of $_____ will be delivered _____. If Buyer fails to deliver the initial or additional deposit in compliance with the above terms Seller may terminate this Agreement. This right to terminate ends once Buyer has delivered said deposit(s). The remainder of the purchase price shall be paid by wire, certified, cashier's or trust account check upon delivery of the Deed.

This Purchase and Sale Agreement is subject to the following conditions:

6. ESCROW AGENT/ACCEPTANCE: Berkshire Hathaway HomeServices ("Agency") shall hold said earnest money and act as escrow agent until closing; this offer shall be valid until _____ (date) _____ [ ] AM [ ] PM; and, in the event of non-acceptance, this earnest money shall be returned promptly to Buyer.

7. TITLE AND CLOSING: A deed, conveying good and merchantable title in accordance with the Standards of Title adopted by the Maine Bar Association shall be delivered to Buyer and this transaction shall be closed and Buyer shall pay the balance due and execute all necessary papers on August 7, 2015 (closing date) or before, if agreed in writing by both parties. If Seller is unable to convey in accordance with the provisions of this paragraph, then Seller shall have a reasonable time period, not to exceed 30 calendar days, from the time Seller is notified of the defect, unless otherwise agreed to in writing by both Buyer and Seller, to remedy the title. Seller hereby agrees to make a good-faith effort to cure any title defect during such period. If, at the later of the closing date set forth above or the expiration of such reasonable time period, Seller is unable to remedy the title, Buyer may close and accept the deed with the title defect or this Agreement shall become null and void in which case the parties shall be relieved of any further obligations hereunder and any earnest money shall be returned to the Buyer.

8. DEED: The property shall be conveyed by a Quit Claim deed, and shall be free and clear of all encumbrances except covenants, conditions, easements and restrictions of record which do not materially and adversely affect the continued current use of the property.

9. POSSESSION, OCCUPANCY, AND CONDITION: Unless otherwise agreed in writing, possession and occupancy of premises, free of tenants and occupants, shall be given to Buyer immediately at closing. Said premises shall then be broom clean, free of all possessions and debris, and in substantially the same condition as at present, excepting reasonable use and wear. Buyer shall have the right to view the property within 24 hours prior to closing.

10. RISK OF LOSS, DAMAGE, DESTRUCTION AND INSURANCE: Prior to closing, risk of loss, damage, or destruction of premises shall be assumed solely by the Seller. Seller shall keep the premises insured against fire and other extended casualty risks prior to closing. If the premises are damaged or destroyed prior to closing, Buyer may either terminate this Agreement and be refunded the earnest money, or close this transaction and accept the premises "as-is" together with an assignment of the insurance proceeds relating thereto.

11. FUEL/UTILITIES/PRORATIONS: ~~Fuel remaining in tank on day of closing shall be paid by Buyer at cash price as of date of closing of company that last delivered the fuel.~~ Metered utilities such as electricity, water and sewer will be paid through the date of closing by Seller. The following items, where applicable, shall be prorated as of the date of closing: collected rent, association fees, (other) _____ . The day of closing is counted as a Seller day. Real estate taxes shall be prorated as of the date of closing (based on municipality's fiscal year). Seller is responsible for any unpaid taxes for prior years. If the amount of said taxes is not known at the time of closing, they shall be apportioned on the basis of the taxes assessed for the preceding year with a reapportionment as soon as the new tax rate and valuation can be ascertained, which latter provision shall survive closing. Buyer and Seller will each pay their transfer tax as required by State of Maine.

12. DUE DILIGENCE: Neither Seller nor Licensee makes any warranties regarding the condition, permitted use or value of Sellers' real or personal property, or any representations as to compliance with any federal, state or municipal codes, including, but not limited to, fire, life safety, electrical and plumbing. Buyer is encouraged to seek information from professionals regarding any specific issue or concern. This Agreement is subject to the following investigations, with results being satisfactory to Buyer:

TYPE OF INVESTIGATION	YES	NO	FULL RESOLUTION	TYPE OF INVESTIGATION	YES	NO	FULL RESOLUTION
a. General Building (may include any a-z)	___	___	Within _____ days	n. Arsenic Treated Wood	___	___	Within _____ days
b. Sewage Disposal	___	___	Within _____ days	o. Pests	___	___	Within _____ days
c. Coastal shoreland septic	___	___	Within _____ days	p. Code Conformance	___	___	Within _____ days
d. Water Quality	___	___	Within _____ days	q. Insurance	___	___	Within _____ days
e. Water Quantity	___	___	Within _____ days	r. Environmental Scan	___	___	Within _____ days
f. Air Quality	___	___	Within _____ days	s. Lot size/acreage	___	___	Within _____ days
g. Square Footage	___	___	Within _____ days	t. Survey/MLI	___	___	Within _____ days
h. Pool	___	___	Within _____ days	u. Zoning	___	___	Within _____ days
i. Energy Audit	___	___	Within _____ days	v. Registered Farmland	___	___	Within _____ days
j. Chimney	___	___	Within _____ days	w. Habitat Review/Waterfowl	___	___	Within _____ days
k. Smoke/CO detectors	___	___	Within _____ days	x. Flood Plain	___	___	Within _____ days
l. Mold	___	___	Within _____ days	y. Tax Status	___	___	Within _____ days
m. Lead Paint	___	___	Within _____ days	z. Other _____	___	___	Within _____ days

All investigations will be done by persons chosen and paid for by Buyer in Buyer's sole discretion. If the result of any investigation or other condition specified herein is unsatisfactory to Buyer, Buyer will declare the Agreement null and void by notifying Seller in writing within the specified number of days, and any earnest money shall be returned to Buyer. If the result of any investigation or other condition specified herein is unsatisfactory to Buyer in Buyer's sole discretion, and Buyer wishes to pursue remedies other than voiding the Agreement, Buyer must do so to full resolution within the time period set forth above; otherwise this contingency is waived. If Buyer does not notify Seller that an investigation is unsatisfactory within the time period set forth above, this contingency is waived by Buyer. In the absence of investigation(s) mentioned above, Buyer is relying completely upon Buyer's own opinion as to the condition of the property.

13. PROPERTY DISCLOSURE FORM: Buyer acknowledges receipt of Seller's Property Disclosure Form and the information developed by the Maine Center for Disease Control and Prevention regarding arsenic in private water supplies and arsenic in treated wood.

14. FINANCING: This Agreement ☐ is ☐ is not subject to Financing. If subject to Financing:

a. This Agreement is subject to Buyer obtaining a _____ loan of _____ % of the purchase price, at an interest rate not to exceed _____ % and amortized over a period of _____ years. Buyer is under a good faith obligation to seek and obtain financing on these terms.

b. Buyer to provide Seller with letter from lender showing that Buyer has made application for loan specified in (a) and, subject to verification of information, is qualified for the loan requested within _____ days from the Effective Date of the Agreement. If Buyer fails to provide Seller with such letter within said time period, Seller may terminate this Agreement and the earnest money shall be returned to Buyer. This right to terminate ends once Buyer's letter is received.

c. Buyer hereby authorizes, instructs and directs its lender to communicate the status of the Buyer's loan application to Seller, Seller's licensee and Buyer's licensee.

d. After (b) is met, if the lender notifies Buyer that it is unable or unwilling to provide said financing, Buyer is obligated to provide Seller with written documentation of the loan denial. Any failure by Buyer to provide Seller with the loan denial within two days of receipt by Buyer of such notice from lender shall be a default under this Agreement. After notifying Seller, Buyer shall have _____ days to provide Seller with a letter from another lender showing that Buyer has made application for loan specified in (a) and, subject to verification of information, is qualified for the loan requested. If Buyer fails to provide Seller with such letter within said time period, Seller may terminate this Agreement and the earnest money shall be returned to Buyer. This right to terminate ends once Buyer's letter is received.

e. Buyer agrees to pay no more than _____ points. Seller agrees to pay up to $ _____ toward Buyer's actual pre-paids, points and/or closing costs, but no more than allowable by Buyer's lender.

f. Buyer's ability to obtain financing ☐ is ☐ is not subject to the sale of another property. See addendum ☐ Yes ☐ No.

g. Buyer may choose to pay cash instead of obtaining financing. If so, Buyer shall notify Seller in writing including providing proof of funds and the Agreement shall no longer be subject to financing, and Seller's right to terminate pursuant to the provisions of this paragraph shall be void.

15. BROKERAGE DISCLOSURE: Buyer and Seller acknowledge they have been advised of the following relationships:

Lori Hart (000134) of Berkshire Hathaway HomeServices Northeast Real Estate (1063)
Licensee — MLS ID — Agency — MLS ID

is a ☐ Seller Agent ■ Buyer Agent ☐ Disc Dual Agent ■ Transaction Broker

Lori J Hart ( ) of Berkshire Ha haway HomeServices Northeast Real Estate ( )
Licensee — MLS ID — Agency — MLS ID

is a ☐ Seller Agent ☐ Buyer Agent ■ Disc Dual Agent ☐ Transaction Broker

If this transaction involves Disclosed Dual Agency, the Buyer and Seller acknowledge the limited fiduciary duties of the agents and hereby consent to this arrangement. In addition, the Buyer and Seller acknowledge prior receipt and signing of a Disclosed Dual Agency Consent Agreement.

16. DEFAULT/RETURN OF EARNEST MONEY: In the event of default by the Buyer, Seller may employ all legal and equitable remedies, including without limitation, terminat on of this Agreement and forfeiture by Buyer of the earnest money. In the event of a default by Seller, Buyer may employ all legal and equitable remedies, including without limitation, termination of this Agreement and return to Buyer of the earnest money. Agency acting as escrow agent has the option to require written releases from both parties prior to disbursing the earnest money to either Buyer or Seller. In the event that the Agency is made a party to any lawsuit by virtue of acting as escrow agent, Agency shall be entitled to recover reasonable attorney's fees and costs which shall be assessed as court costs in favor of the prevailing party.

17. MEDIATION: Earnest money disputes within the jurisdictional limit of small claims court will be handled in that forum. All other disputes or claims arising out of or relating to this Agreement or the property addressed in this Agreement (other than requests for injunctive relief) shall be submitted to mediation in accordance with generally accepted mediation practices. Buyer and Seller are bound to mediate in good faith and to each pay half of the mediation fees. If a party fails to submit a dispute or claim to mediation prior to initiating litigation (other than requests for injunctive relief), then that party will be liable for the other party's legal fees in any subsequent litigation regarding that same matter in which the party who failed to first submit the dispute or claim to mediation loses in that subsequent litigation. This clause shall survive the closing of the transaction.

18. PRIOR STATEMENTS: Any representations, statements and agreements are not valid unless contained herein. This Agreement completely expresses the obligations of the parties.

19. HEIRS/ASSIGNS: This Agreement shall extend to and be obligatory upon heirs, personal representatives, successors, and assigns of the Seller and the assigns of the Buyer.

20. COUNTERPARTS: This Agreement may be signed on any number of identical counterparts with the same binding effect as if the signatures were on one instrument. Original or faxed or other electronically transmitted signatures are binding.

21. SHORELAND ZONE SEPTIC SYSTEM: Seller represents that the property ☐ does ☒ does not contain a septic system within the Shoreland Zone. If the property does contain a septic system located in the Shoreland Zone, Seller agrees to provide certification at closing indicating whether the system has/has not malfunctioned within 180 calendar days prior to closing.

22. NOTICE: Any notice, communication or document delivery requirements hereunder may be satisfied by providing the required notice, communication or documentation to or from the parties or their licensee. Only withdrawals of offers and counteroffers will be effective upon communication, verbally or in writing.

23. EFFECTIVE DATE/BUSINESS DAYS: This Agreement is a binding contract when the last party signing has caused a paper or electronic copy of the fully executed agreement to be delivered to the other party which shall be the Effective Date. Licensee is authorized to fill in the Effective Date on Page 1 hereof. Except as expressly set forth to the contrary, the use of the term "days" in this Agreement, including all addenda made a part hereof, shall mean business days defined as excluding Saturdays, Sundays and any observed Maine State/Federal holidays. Deadlines in this Agreement, including all addenda, expressed as "within x days" shall be counted from the Effective Date, unless another starting date is expressly set forth, beginning with the first day after the Effective Date, or such other established starting date, and ending at 5:00 p.m. Eastern Time on the last day counted. Unless expressly stated to the contrary, deadlines in this Agreement, including all addenda, expressed as a specific date shall end at 5:00 p.m. Eastern Time on such date.

24. CONFIDENTIALITY: Buyer and Seller authorize the disclosure of the information herein to the real estate licensees, attorneys, lenders, appraisers, inspectors, investigators and others involved in the transaction necessary for the purpose of closing this transaction. Buyer and Seller authorize the lender and/or closing agent preparing the closing statement to release a copy of the closing statement to the parties and their licensees prior to, at and after the closing.

25. ADDENDA: Lead Paint - ☒ Yes ☐ No ; Other - ☐ Yes ☐ No Explain: _____

The Property Disclosure Form is not an addendum and not part of this Agreement.

26. OTHER CONDITIONS:

27. GENERAL PROVISIONS:

a. A copy of this Agreement is to be received by all parties and, by signature, receipt of a copy is hereby acknowledged. If not fully understood, contact an attorney. This is a Maine contract and shall be construed according to the laws of Maine.

b. Seller acknowledges that State of Maine law requires buyers of property owned by non-resident sellers to withhold a prepayment of capital gains tax unless a waiver has been obtained by Seller from the State of Maine Revenue Services.

c. Buyer and Seller acknowledge that under Maine law payment of property taxes is the legal responsibility of the person who owns the property on April 1, even if the property is sold before payment is due. If any part of the taxes is not paid when due, the lien will be filed in the name of the owner as of April 1 which could have a negative impact on their credit rating. Buyer and Seller shall agree at closing on their respective obligations regarding actual payment of taxes after closing. Buyer and Seller should make sure they understand their obligations agreed to at closing and what may happen if taxes are not paid as agreed.

d. Buyer acknowledges that Maine law requires continuing interest in the property and any back up offers to be communicated by the listing agent to the Seller.

e. Whenever this Agreement provides for earnest money to be returned or released, agency acting as escrow agent must comply with the Maine Real Estate Commission rules which may require written notices or obtaining written releases from both parties.

Buyer's Mailing address is 40 Court St. Auburn, ME 04210.

7-15-15

BUYER City of Auburn DATE BUYER DATE

Seller accepts the offer and agrees to deliver the above-described property at the price and upon the terms and conditions set forth and agrees to pay agency a commission for services as specified in the listing agreement.

Seller's Mailing address is _____.

7-21-15

SELLER US Bank National Association DATE SELLER as Trustee for U.S DATE

COUNTER-OFFER

Seller agrees to sell on the terms and conditions as detailed herein with the following changes and/or conditions:

The parties acknowledge that until signed by Buyer, Seller's signature constitutes only an offer to sell on the above terms and the offer will expire unless accepted by Buyer's signature with communication of such signature to Seller by (date) _____ (time) _____ AM ____ PM.

SELLER DATE SELLER DATE

The Buyer hereby accepts the counter offer set forth above.

BUYER DATE BUYER DATE

EXTENSION

The closing date of this Agreement is extended until _____.
DATE

SELLER DATE SELLER DATE

BUYER DATE BUYER DATE

REALTOR®

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EQUAL HOUSING OPPORTUNITY

City of Auburn

SELLER'S PROPERTY DISCLOSURE

Under Maine Law, certain information must be made available to buyers prior to or during preparation of an offer. This statement has been prepared to assist prospective buyers in evaluating this property. This disclosure is not a warranty of the condition of the property and is not part of any contract between the Seller and any buyer. The Seller authorizes the Listing Broker in this transaction to disclose the information in this statement to other real estate licensees and to prospective buyers of this property. The Seller agrees to notify the Listing Broker promptly of any changes in the information and this form will be appropriately changed with an amendment date. Inspections are highly recommended.

NOTE: DO NOT LEAVE ANY QUESTIONS BLANK. WRITE N/A (NOT APPLICABLE) OR UNKNOWN IF NEEDED.

PROPERTY LOCATED AT: 14 Newbury St

SECTION I. WATER SUPPLY

TYPE OF SYSTEM: ☑ Public ☐ Private ☐ Seasonal _____ ☐ Unknown
☐ Drilled ☐ Dug ☐ Other _____

MALFUNCTIONS: Are you aware of or have you experienced any malfunctions with the (public/private/other) water system? none noted at city
Pump: ☐ Yes ☐ No ☑ N/A Quantity: ☐ Yes ☐ No ☐ Unknown
Quality: ☐ Yes ☐ No ☑ Unknown
If YES to any question, please explain in the comment section below or with attachment.

WATER TEST: Have you had the water tested? ☐ Yes ☑ No
IF YES: Date of most recent test: _____ Are test results available? ☐ Yes ☑ No
To your knowledge, have any test results ever been reported as unsatisfactory or satisfactory with notation? ☐ Yes ☑ No
IF YES, are test results available? ☐ Yes ☑ No
What steps were taken to remedy the problem? _____

- IF PRIVATE:
  INSTALLATION: Location: Not Applicable
  Installed BY: N/A DATE of Installation: N/A
  What is the source of your information: _____
  USE: Number of Persons currently using system? _____
  Does system supply water for more than one household? ☑ Yes ☐ No ☐ Unknown

COMMENTS: Seller is corporation has never lived in house

SECTION II. WASTE WATER DISPOSAL

TYPE OF SYSTEM: ☑ Public ☐ Private ☐ Quasi-Public _____ ☐ Unknown

- IF PUBLIC OR QUASI-PUBLIC:
  Have you experienced any problems such as line or other malfunctions? ☐ Yes ☑ No
  What steps were taken to remedy the problem? none noted at city hall.
- IF PRIVATE:
  TANK: ☐ Septic Tank ☐ Holding Tank ☐ Cesspool ☐ Other: N/A
  Tank Size: ☐ 500 Gal. ☐ 1000 Gal. ☐ Unknown ☐ Other: N/A
  Tank Type: ☐ Concrete ☐ Metal ☐ Unknown ☐ Other: N/A
  Location: _____ OR ☐ Unknown Date of Installation: N/A
  Date Last Pumped: _____ Name of Company Pumping Tank: _____
  Have you experienced any malfunctions? ☐ Yes ☑ No
  If yes, give the date and describe the problem: _____
  Date of Last Servicing of tank: _____ Name of Company Servicing Tank: _____
  LEACH FIELD: ☐ Yes ☑ No ☐ Unknown
  IF YES: Location: _____
  Date of installation of leach field: _____ Installed by: _____
  Date of Last Servicing of leach field: _____ Name of Company Servicing leach field: _____
  Have you experienced any malfunctions? ☐ Yes ☑ No
  If yes, give the date and describe the problem & what steps were taken to remedy: _____

Does Seller have records of the septic system design indicating the number of bedrooms the system was designed for? ☐ Yes ☑ No
IF YES, is it available? _____
SOURCE OF INFORMATION: city records
COMMENTS: Seller is corporation has never occupied property
IS SYSTEM LOCATED IN A SHORELAND ZONE? ☐ Yes ☑ No ☐ Unknown
Is System located in a Coastal Shoreland Zone? ☐ Yes ☑ No ☐ Unknown

PROPERTY LOCATED AT 14 Newbury St Auburn

SECTION III. HEATING SYSTEM(S)/SOURCES(S)

Heating System(s)/Source(s)	SYSTEM 1	SYSTEM 2	SYSTEM 3	SYSTEM 4
TYPE(S)	None			
Age of system(s)/source(s)				
Name of company that services system(s)/source(s)	All Copper ~~plumb~~	plumbing	stolen from	
Date of most recent service call				
Annual consumption per system/ source (i.e., gallons, kilowatt hours, cord(s))		Property		
Malfunction per system(s)/ source(s) within past 2 years				
Other pertinent information				

Is there an oil supply line? ☐ Yes ☐ No ☑ Unknown Is it buried? ☐ Yes ☐ No ☑ Unknown Is it Sleeved? ☐ Yes ☐ No ☑ Unknown
Chimney(s): ☐ Yes ☐ No If yes, lined: ☐ Yes ☐ No ☑ Unknown Last Cleaned: _____ unable to view
Is more than one heat source vented through one flue? ☐ Yes ☐ No ☑ Unknown Had a chimney fire: ☐ Yes ☐ No ☐ Unknown
Has chimney been inspected? ☐ Yes ☐ No ☑ Unknown; If Yes, when: _____ Power Vent: ☐ Yes ☐ No ☐ Unknown
COMMENTS: _____

SECTION IV. HAZARDOUS MATERIAL

The licensee is disclosing that the Seller is making representations contained herein.

A. UNDERGROUND STORAGE TANKS - Current or previously existing:
Are there now, or have there ever been, any underground storage tanks on your property? ☐ Yes ☐ No ☑ Unknown
IF YES: Are tanks in current use? ☐ Yes ☐ No ☑ Unknown
IF NO above: How long have tank(s) been out of service? _____
What materials are, or were, stored in the tank(s)? _____
Age of tank(s): N/A Size of tank(s): N/A
Location: _____
Have you experienced any problems such as leakage? _____
Are tanks registered with the Dept. of Environmental Protection? ☐ Yes ☐ No ☑ Unknown
If tanks are no longer in use, have tanks been abandoned according to D.E.P.? ☐ Yes ☐ No ☑ Unknown
Comments: _____

B. ASBESTOS - Current or previously existing:
- as insulation on the heating system pipes or duct work? ☐ Yes ☐ No ☑ Unknown
- in the siding? ☐ Yes ☐ No ☑ Unknown
- in the roofing shingles? ☐ Yes ☐ No ☑ Unknown
- in flooring tiles? ☐ Yes ☐ No ☑ Unknown
- other: _____ ☐ Yes ☐ No ☑ Unknown

IF YES: Source of information: None viewed during inspection
COMMENTS: _____

C. RADON/AIR - Current or previously existing:
Has the property been tested? ☐ Yes ☐ No ☑ Unknown
IF YES: Date: _____ By: seller corporation has no records
Results: _____ If applicable, What remedial steps were taken? of testing
Has the property been tested since remedial steps? ☐ Yes ☐ No ☑ Unknown
Are test results available? ☐ Yes ☑ No Results & Comments: _____

D. RADON/WATER - Current or previously existing:
Has the property been tested? seller or corporation ☐ Yes ☐ No ☑ Unknown
IF YES: Date: and has no By: records of property history
Results: _____ If applicable, What remedial steps were taken? _____
Has the property been tested since remedial steps? ☐ Yes ☐ No ☑ Unknown
Are test results available? ☐ Yes ☑ No Results & Comments: _____

E. LEAD-BASED PAINT/PAINT HAZARDS - Current or previously existing: *(Note: Lead-based paint is most commonly found in homes constructed prior to 1978)*
Is there now or has there ever been lead-based paint and/or lead-based paint hazards on the property? ☑ Yes ☐ No ☑ Unknown
☐ Unknown but possible due to age
IF YES, describe location and the basis for the determination: _____
Do you know of any records or reports pertaining to such lead-based paint or lead-based paint hazards? ☐ Yes ☑ No
IF YES, describe: unused ability to inspect property due to [illegible] of property

PROPERTY LOCATED AT 14 Newbury St

F. OTHER HAZARDOUS MATERIALS - Current or previously existing:
TOXIC MATERIAL: ☐ Yes ☐ No ☑ Unknown OTHER:
LANDFILL: ☐ Yes ☐ No ☑ Unknown
RADIOACTIVE MATERIAL: ☐ Yes ☐ No ☑ Unknown

Buyers are encouraged to seek information from professionals regarding any specific issue or concern.

SECTION V. GENERAL INFORMATION

Is the property subject to or have the benefit of any encroachments, easements, rights-of-way, leases, rights of first refusal, life estates, private way, private road/homeowner associations or restrictive covenants? ☐ Yes ☐ No ☐ Unknown

If YES: Explain:
What is your source of information: City

Are there any tax exemption or reduction for this property for any reason including but not limited to: Tree Growth, Open Space and Farmland, Veteran's, Homestead Exemption, Blind, Working Waterfront? ☐ Yes ☑ No ☐ Unknown

If YES: Explain:

- Is this house currently covered by a flood insurance policy? ☐ Yes ☐ No ☑ Unknown
- Leased Equipment (e.g., propane tank, hot water heater, satellite dish): Type:
- Year Principal Structure Built: 1932 What year did Seller acquire property? 2014
- Roof: Year Built - Structure: 1932 Year Shingles/Other Installed: unk
  Water, moisture or leakage: water stains noted in hallway
  Comments:
- Foundation/Basement: Sump Pump: ☐ Yes ☐ No ☑ Unknown Comments:
  Water, moisture or leakage since you owned the property: ☐ Yes ☐ No ☑ Unknown Comments:
  Knowledge of prior water, moisture or leakage: ☐ Yes ☐ No ☑ Unknown Comments:
- Mold: Has the property ever been tested for mold? ☐ Yes ☐ No ☑ Unknown If YES, are test results available? ☐ Yes ☐ No
- Electrical: ☐ Fuses ☑ Circuit Breaker ☐ Other: ☐ Unknown wiring stolen.
- Has all or a portion of the property been surveyed? ☐ Yes ☐ No ☑ Unknown If YES, is the survey available? ☐ Yes ☐ No
- Manufactured Housing: Mobile Home - ☐ Yes ☑ No ☐ Unknown Modular - ☐ Yes ☑ No ☐ Unknown
- KNOWN MATERIAL DEFECTS about Physical Condition and/or value of Property, including those that may have an adverse impact on health/safety: copper plumbing and wiring stolen 1st floor boarded up.

Seller shall be responsible and liable for any failure to provide known information regarding known material defects to the Buyer.

ATTACHMENTS EXPLAINING CURRENT PROBLEMS, PAST REPAIRS OR ADDITIONAL INFORMATION IN ANY SECTION IN DISCLOSURE: ☐ Yes ☐ No

SECTION VI. ADDITIONAL INFORMATION

buyer and agents enter at own risk

As Sellers, we have provided the above information and represent that all information is correct. To the best of our knowledge, all systems and equipment, unless otherwise noted on this form, are in operational condition.

Neither Seller nor any Broker makes any representations as to the applicability of, or compliance with, any codes of any sort, whether state, municipal, federal or any other, including but not limited to fire, life safety, building, electrical or plumbing.

SELLER 7-21-15 DATE

SELLER DATE

I/We have read and received a copy of this disclosure, the arsenic in wood fact sheet, the arsenic in water brochure, and understand that I/we should seek information from qualified professionals if I/we have questions or concerns.

BUYER 7-15-15 DATE

BUYER DATE

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Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Seller's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

possible due to age of building

(ii) X Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the seller (check (i) or (ii) below):

(i) _____ Seller has provided the purchaser with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

_____

(ii) X Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Purchaser's Acknowledgment (initial)

(c) _____ Purchaser has received copies of all information listed above.

(d) _____ Purchaser has received the pamphlet *Protect Your Family from Lead in Your Home*.

(e) Purchaser has (check (i) or (ii) below):

(i) _____ received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or

(ii) _____ waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Agent's Acknowledgment (initial)

(f) _____ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Seller 7-21-15	Date	Seller	Date
Purchaser	Date	Purchaser	Date
Agent Lori Hart	Date	Agent	Date

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 61-08172015

ORDERED, that the City Council hereby authorizes the City Manager to purchase property at 14 Newbury Street for the purchase price of $21,000.

City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: August 17, 2015 **Order** 62-08172015

Author: Gary Johnson

Subject: Order Street Discontinuance – Glenn Street

Information: Glenn Street is a short dead end street off the westerly side of Center Street accepted by the City of Auburn as Glendale Street on April 17, 1950, recorded in the Auburn Council Records, Volume 16, Page 186 and in the Auburn Street Records, Volume 4, Page 19. The record describes the street as being accepted 163 feet in length and 50 feet in width over land reserved for a street by the Auburn Water District, running easterly from the end of Glendale Street as depicted on the plan of "Lakeside" owned by H. A. Garcelon, recorded at the Androscoggin County Registry of Deeds in Vol. 2, Bk. 5, Pg. 177, ACRD, to Center Street. The name was changed to Glenn Street by order of the Auburn City Council on February 19, 1962, recorded in Council Records, Volume 18, Page 262. At one time the street provided access to a house situated about 200 feet west of Center Street. The last known maintenance provided by City was in 1987, when the house and property accessed by the street was ownership other than the Raubeson. By 1988, Richard and Kathleen Raubeson owned all of the property abutting the street. The street no longer served any purpose except access into their automobile dealership, K & R Auto. In 1991, the Raubesons approached the City about having the street discontinued. In preparation for discontinuance, it was determined that title to the underlying fee might be owned by the Auburn Water District who wanted compensation to release their interest. The Auburn Water District conveyed any interest they had in the street to K& R Associates by deed dated July 19, 1993, recorded at the registry in Book, 3084, Page 295. However, the street discontinuance never occurred. The underlying fee to the street and all of the abutting property is now owned by the petitioner, Richard K. Raubeson. Mr. Raubeson has waived any claim for damages resulting from the street discontinuance.

Advantages: Discontinuance eliminates potential future street maintenance costs and allows for development of a self storage facility on previously undeveloped land by eliminating a parcel non-conformance issue.

Disadvantages: None

City Budgetary Impacts: N/A

Staff Recommended Action: Passage of order discontinuing Glenn St

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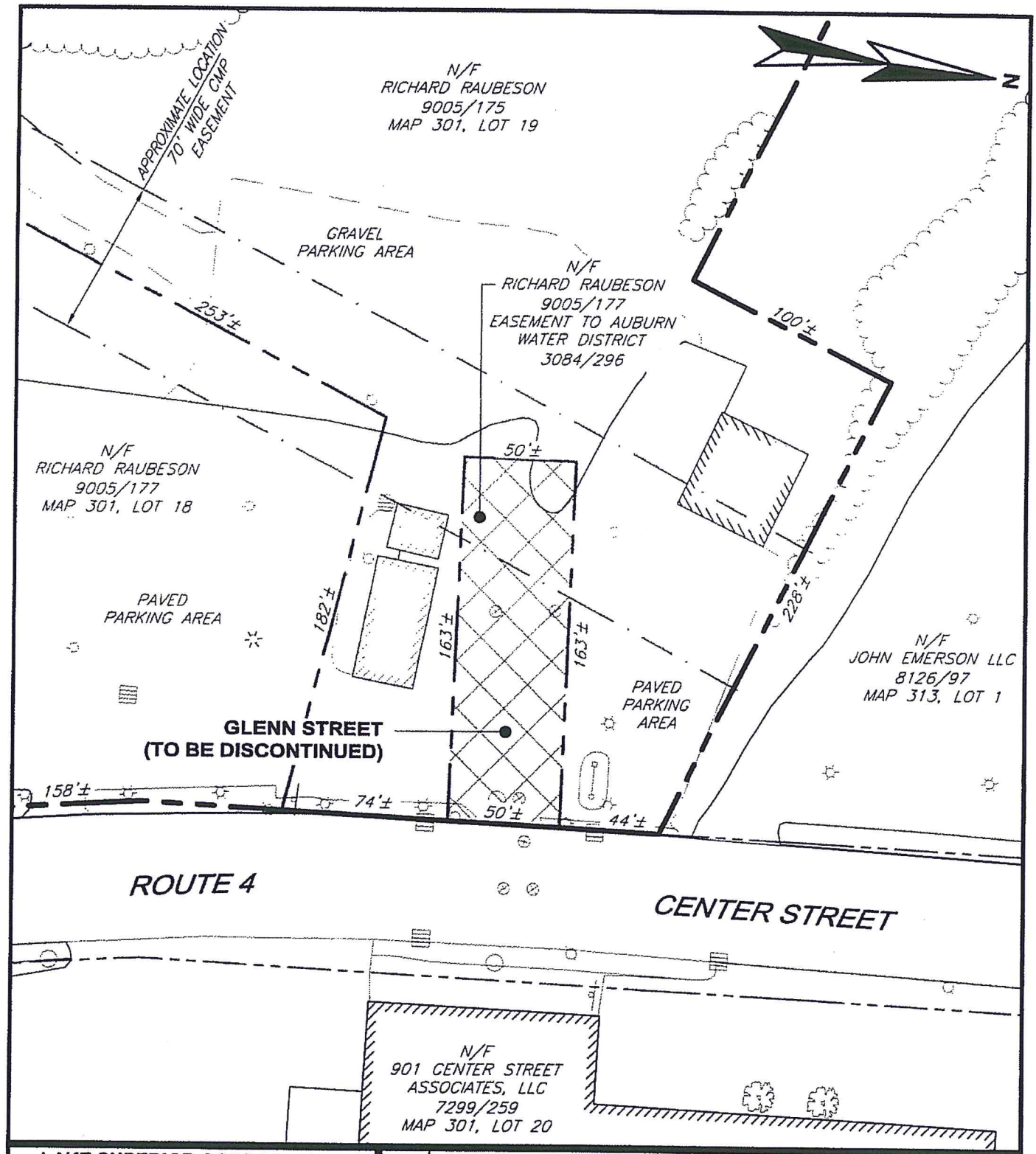
Previous Meetings and History: August 3, 2015 Workshop

Attachments: Order 62-08172015: Discontinuance of Glenn Street
Sketch plan of street to be discontinued.



LAKE SUPERIOR CORPORATION SELF STORAGE FACILITY AUBURN, MAINE	NO.	REVISIONS	APP'D
	1		
	2		
	3		
PROJ NO: 13034A — DATE: JUNE 29, 2015			
WRIGHT-PIERCE Engineering a Better Environment	GLENN STREET DISCONTINUANCE EXHIBIT		FIGURE: 1

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 62-08172015

ORDERED, that the City Council hereby authorizes the discontinuance of Glenn Street and relinquishes all of its interest for highway purposes and all rights of the public in the below described parcel.

A city street known as Glenn Street is no longer of public use and necessity and is hereby discontinued as provided in Title 23 M.R.S.A. § 3026 et sequ:

Description of section discontinued:

> All of Glenn Street as was accepted by the Auburn City Council as Glendale Street on April 17, 1950, recorded in the Auburn City Council Records, Volume 16, Page 186; said street being fifty (50) feet in width and one hundred sixty three (163) feet in length and lying westerly of Center Street; the name of said street being changed to Glenn Street by order of the Auburn City Council on February 19, 1962. Recorded in Auburn City Council Records, Volume 18, Page 262.

Having given best practicable notice to all abutting property owners and the Auburn Planning Board and with no damages being sought none are awarded.

Abutting Property Owners: Richard K. Raubeson

City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 8/17/2015 **Order** 63-08172015

Author: Sue Clements-Dallaire

Subject: Confirming the City Managers appointment of Denis D'Auteuil as Assistant City Manager

Information: Sec. 6.1 of the Auburn City Charter states ***"The city manager shall appoint an assistant city manager who shall be confirmed by a majority vote of the city council".*** Denis D'Auteuil has been the Acting Assistant City Manager for several months and City Manager Howard Kroll is recommending appointing him as the Assistant City Manager of Auburn.

Advantages:

Disadvantages:

City Budgetary Impacts: N/A

Staff Recommended Action: Recommend passage.

Previous Meetings and History: N/A

Attachments: Order 63-08172015

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 63-08172015

ORDERED, that the City Council hereby confirms the City Manager's appointment of Denis D'Auteuil as Assistant City Manager of Auburn.

City Council Information Sheet

City of Auburn

Council Meeting Date: August 20, 2015 **Resolve** 06-08172015

Author: Phillip L. Crowell, Jr., Chief of Police

Subject: County Dispatch

Information: Following presentation by Chief Crowell at the July 20, 2015 City Council meeting, City Council members requested a new resolve be presented for consideration in lieu of resolve that was adopted on April 2, 2012.

Originally, the City of Auburn had four requests to the county commissioners:

1. Provide an explanation of the formula the county used in establishing the fees.
2. Provide an itemization of county's costs in developing and providing dispatch services.
3. Provide a list of municipalities that have accepted the offer, total revenues expected, which services offered.
4. Provide copies of all public records that relate to the county's calculation of fees offered to the other municipalities for dispatch services as well as public records that reflect the costs to the county for developing and providing these dispatch services to other municipalities.

Advantages: After review of documents that were provided by Androscoggin County, we believe that consolidation can produce significant public safety benefits and financial savings.

Disadvantages:

City Budgetary Impacts: Consolidation can produce significant public safety benefits and financial savings.

Staff Recommended Action: Vote to authorize City Manager to request a quote from Androscoggin County for the provision of dispatch services under the fee-for-service program currently offered to other Androscoggin County municipalities.

Previous Meetings and History: July 20, 2015 – Chief Crowell presentation; January 13, 2014; April 2, 2012; March 19, 2012

Attachments:

- Resolve 06-08172015

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
Adam R. Lee, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
David Young, At Large

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

RESOLVE 06-08172015

RESOLVED, that the City Council hereby authorizes the City Manager to request a quote from Androscoggin County for the provision of dispatch services under the fee-for-service program currently offered to other Androscoggin County municipalities.

WHEREAS, the Cities of Auburn and Lewiston have long recognized that consolidation of public safety and emergency dispatch services can produce significant public safety benefits and financial savings;

WHEREAS, the Cities of Auburn and Lewiston have consolidated their dispatch services under the Lewiston Auburn 911 Center;

WHEREAS, dispatch services for remaining municipalities in Androscoggin County are provided by the County;

WHEREAS, the County has refused to further consolidate the dispatch services for the County by allowing the Lewiston Auburn 911 Center to provide such services to the other County municipalities;

WHEREAS, the County purports to continue to provide dispatch services to the remaining municipalities on a per capita fee-for-service basis;

WHEREAS, the per capita fee charged by the County does not fully reflect the cost of services provided;

WHEREAS, the Cities of Auburn and Lewiston are, therefore, subsidizing the County-provided dispatch services for other Androscoggin County municipalities;

WHEREAS, the County has refused to adjust its dispatch service pricing to fully reflect the cost of such services;

WHEREAS, it is in the City of Auburn's best interest to ensure that it is receiving the most cost-effective dispatch services; and

WHEREAS, it is in the City of Auburn's best interest to explore whether it could obtain adequate dispatch services at a reduced cost from the County through participating in its current fee-for-service offering;

NOW, THEREFORE, it is resolved that the City of Auburn City Manager is hereby authorized to request a quote from Androscoggin County for the provision of dispatch services under the fee-for-service program currently offered to other Androscoggin County municipalities.

City Council Information Sheet

City of Auburn

Council Meeting Date: 08/17/2015

Subject: Executive Session with possible action to follow

Information: Discussion regarding a real estate matter, 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 Council Information Sheet

City of Auburn

Council Meeting Date: 08/17/2015

Subject: Executive Session with possible action to follow

Information: Discussion regarding an economic development matter, 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.