



City Council Workshop & Meeting
April 1, 2019
Agenda

5:30 P.M. City Council Workshop

- A. Lewiston Auburn Water Pollution Control Authority (LAWPCA) – Mac Richardson (15 minutes)
- B. FY 20 Capital Improvement Plan (Part 1) – Peter Crichton (40 minutes)
- C. Proposed Marijuana Ordinance (Part 2) – Phil Crowell (20 minutes)
- D. Senior Center Project Programming – Marc Gosselin and Sabrina Best (15 minutes)

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

Pledge of Allegiance

- I. **Consent Items** - All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 1. **Order 44-04012019***
Setting the date for the School Budget Validation Referendum Election for June 11, 2019.
- II. **Minutes**
 - March 18, 2019 Regular Council Meeting
 - March 25, 2019 Special Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Recognition – Edward Little High School Girls Ski Team 2019 Class A Alpine Skiing State Champions
 - Communication – Maine Waste to Energy Update (John King, Executive Director)
 - Communication – City Manager’s Office Update (City Manager, Peter Crichton)
- 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. 2019 FFY CDBG/HOME Budget – Public Comment

1. Resolve 05-04012019

Granting permission to the Auburn Water District to issue its bonds in the amount of up to \$400,000 to finance the Alum treatment for Lake Auburn.

VII. Reports

a. Mayor's Report

- Announce the date for the next regular Council meeting due to the holiday (April 16, 2019)

b. City Councilors' Reports

c. City Manager Report

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

IX. Executive Session

1. Executive Session, Legal consultation on rights and responsibilities, pursuant to 1 MRSA Sec. 405(6)(E).
2. Executive Session, Economic Development (Intermodal Facility), pursuant to 1 MRSA Sec. 405(6)(C).
3. Executive Session, Economic Development (Auburn Industrial Park), pursuant to 1 MRSA Sec. 405(6)(C).

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: LAWPCA - Suspension of Compost Operations at the Penley Corner Road Facility

Information: At the Lewiston Auburn Water Pollution Control Authority's (LAWPCA) October Board meeting, the Board decided to suspend operations at the Penley Corner Road Compost Facility and they are working with the Maine DEP and the City on a closure plan.

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Memo from Clayton (Mac) Richardson

Memorandum

To: Peter Crichton, Auburn City Manager

From: Clayton (Mac) Richardson, P.E. Superintendent LAWPCA

Date: March 27, 2019

Subject: Suspension of Compost Operations at the Penley Corner Road Facility

At the Authority's October 2018 Board meeting, the Board decided to suspend operations at the Compost Facility. The decision was based upon a number of factors including the notice of violation that had been issued to the Authority as a result of nitrate testing of the groundwater at the site which has shown levels of nitrate in excess of the Maine drinking water standard of 10 mg/L. Although the Authority has been working to resolve this matter for several years, the decision to shut down operations at the site was deemed to be the most prudent action going forward to resolve this matter. Other factors which influenced the decision include that the Authority no longer needs to utilize the compost facility to manage the biosolids generated at the wastewater treatment plant in Lewiston. Upon starting up our anaerobic digesters in 2013, we have seen a reduction in the solids produced at the treatment plant of approximately 50%, and thus essentially all of the material now generated can be applied to forage crops with our cooperating and licensed farmers. This alternative means of beneficial use is less costly to the rate payers of Lewiston and Auburn. That being the case, over the last few years, the majority of biosolids that have been composted at our facility came from other Maine wastewater treatment facilities. An economic analysis of that operation showed that for the last five years, the composting operation was slightly revenue negative for the Authority in four of those years. That is to say, expenditures were slightly greater than the revenue derived from tipping fees and compost sales. In addition, we received word from the company that was managing the receipt of solids from those other facilities that they would not be willing to continue to supply biosolids from those Maine facilities to us and asked us to consider accepting material from treatment plants outside the State of Maine.

At the present time we are working with the Maine DEP to develop a closure plan and an updated sampling and analytical plan which we expect to be in force until such time as the nitrate concentration at the site returns to a level below 10 mg/L. I hasten to add that we have no indication that groundwater with elevated nitrate concentrations has moved beyond the boundaries of the 118 acre farm site.

We have started to work with Eric Cousens and the Auburn Planning Department on a closure plan that will meet the City's needs and requirements. In discussions with the Maine DEP, we

have determined that the biofilter (the source of the groundwater nitrate) will be decommissioned and filled in to approximate the original grade (ground surface) at the site. We have removed (or will very soon complete the removal) all of the compost and amendment material (wood sawdust and shavings) from the site and we anticipate maintaining the grounds and buildings in working order until such time as the future use of the facility can be determined. The Authority's near term plan for both the "home farm" site and the Libson Farm site across Penley corner Road is to keep both properties in active production of forage crops and utilize both sites for application of our class B (anaerobically digested) biosolids.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: Capital Improvement Plan

Information: Discussion of the Manager's proposed Capital Improvement Plan for FY 20.

City Budgetary Impacts: There are no budgetary impacts at this time. These will be discussed further during the budget process.

Staff Recommended Action: Review and discussion only.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments:

FY 2019-2020

PROPOSED CIP

City of Auburn, Maine



**CITY OF AUBURN
CAPITAL IMPROVEMENT PLAN
FY 19-20 Only**

Page #	Description	Operating	Manager's Recommended Operating	Bonds	Manager's Recommended Bonding	Other	Manager's Recommended Other
	<u>AUBURN-LEWISTON AIRPORT</u>						
1	Runway Maintenance - Runway 04/22 (FAA/MDOT 95% eligible)			\$ 200,000	\$ 200,000		
2	Construct New Fuel Farm Small Tractor			\$ 400,000	\$ 400,000	\$ 30,500	\$ 30,500
	TOTAL AUBURN-LEWISTON AIRPORT	\$ -		\$ 600,000	\$ 600,000	\$ 30,500	\$ 30,500
	<u>CITY CLERK</u>						
3	Record Restoration				\$ -	\$ 100,000	\$ 20,000
	TOTAL CITY CLERK	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 20,000
	<u>ECONOMIC AND COMMUNITY DEVELOPMENT</u>						
	<u>Economic Development & Planning</u>						
4	New Auburn Village Center Revitalization			\$ 200,000	\$ 200,000	\$ 300,000	\$ 300,000
5	Dangerous Building Demolition			\$ 200,000	\$ 100,000		
6	Comprehensive Plan Property Acquisiton Program			\$ 400,000	\$ 100,000		
7	Great Falls Plaza Vision			\$ 500,000	\$ 200,000		
8	Downtown Parking and Walkability					\$ 270,000	\$ 270,000
	<u>Electrical</u>						
9	Main Street Underground Electrical Replacement	\$ 6,000	\$ 6,000				
10	Special Event-Portable Electrical Equipment	\$ 6,000	\$ 6,000				
11	Installation of Split System Heat Pump-Electrical Shop	\$ 7,000	\$ 7,000				
12	Municipal Roadway Lighting Inventory	\$ 25,000	\$ 25,000				
13	Traffic Signal preemption upgrades	\$ 5,000	\$ 5,000		\$ -		
14	LED Upgrade to City walking paths and Industrial Park Lighting	\$ 10,000	\$ 10,000				
	TOTAL ECONOMIC AND COMMUNITY DEVELOPMENT	\$ 59,000	\$ 59,000	\$ 1,300,000	\$ 600,000	\$ 570,000	\$ 570,000
	<u>FACILITIES</u>						
15	Public Works Roof Replacement Phase II			\$ 225,000	\$ 225,000		
16	Central Fire Boiler Replacement			\$ 50,000	\$ 50,000		
17	Public Works Life Safety/ Code Compliance Corrections Central Fire Life Safety/ Code Compliance Corrections					\$ 50,000 \$ 25,000	\$ 50,000
18	Auburn Hall					\$ 33,000	\$ 33,000
19	Auburn Hall-Police Station Improvements			\$ 150,000	\$ 150,000		
	TOTAL FACILITIES	\$ -	\$ -	\$ 425,000	\$ 425,000	\$ 108,000	\$ 83,000

**CITY OF AUBURN
CAPITAL IMPROVEMENT PLAN
FY 19-20 Only**

Page #	Description	Operating	Manager's Recommended Operating	Bonds	Manager's Recommended Bonding	Other	Manager's Recommended Other
	FINANCE						
20	Assessing Vehicle					\$ 5,000	\$ 5,000
	TOTAL FINANCE	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
	FIRE & EMS						
	Fire						
21	Apparatus Replacement			\$ 650,000	\$ 200,000		
22	Exhaust Management (South Auburn Station)					\$ 25,000	\$ 25,000
		\$ -	\$ -	\$ 650,000	\$ 200,000	\$ 25,000	\$ 25,000
	EMS						
23	Video Intubation equipment					\$ 10,000	\$ 10,000
24	Cardiac monitors					\$ 30,000	\$ 30,000
		\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
	TOTAL FIRE AND EMS	\$ -	\$ -	\$ 650,000	\$ 200,000	\$ 65,000	\$ 65,000
	LATC (Auburn's share)						
	Bus Replacement			\$ 50,000	\$ 50,000		
	TOTAL LATC	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -
	LA911 (Auburn's share)						
25	Radio Replacement Project			\$ 2,050,000	\$ 2,050,000		
26	Mobile & Portable Radios - Police and Fire			\$ 735,000	\$ 735,000		
28	Station Alerting & Fire Alarm Box Control			\$ 62,500	\$ 62,500		
29	Radio System Connectivity			\$ 45,000	\$ 45,000		
	TOTAL LA911	\$ -	\$ -	\$ 2,892,500	\$ 2,892,500	\$ -	\$ -
	MUSEUM LA						
30	Capital Campaign					\$ 30,000	\$ 30,000
	TOTAL MUSEUM LA	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
	POLICE						
31	Vehicle Replacement			\$ 240,000	\$ 192,000		
32	Firearms Replacement			\$ 70,800	\$ 70,800		
33	Radar/Message Sign Trailer					\$ 25,000	\$ 25,000
	TOTAL POLICE	\$ -	\$ -	\$ 310,800	\$ 262,800	\$ 25,000	\$ 25,000

**CITY OF AUBURN
CAPITAL IMPROVEMENT PLAN
FY 19-20 Only**

Page #	Description	Operating	Manager's Recommended Operating	Bonds	Manager's Recommended Bonding	Other	Manager's Recommended Other
	<u>PUBLIC SERVICES</u>						
	Engineering						
	Pavement Resurfacing			\$ 1,000,000	\$ -		
34	Reclamation/Resurfacing			\$ 2,400,000	\$ 700,000		
35	Reconstruction			\$ 2,600,000	\$ 750,000		
36	Major Drainage			\$ 500,000	\$ 500,000		
37	MDOT Match			\$ 750,000	\$ 750,000		
38	Sidewalks			\$ 250,000	\$ 50,000		
	Bridge Maintenance			\$ 100,000	\$ -		
	Total Engineering	\$ -	\$ -	\$ 7,600,000	\$ 2,750,000	\$ -	\$ -
	Public Works						
39	Replace 7 yard plow trucks (plowing/sanding and roadway maintenance)			\$ 418,000			
	Replace 12 yard plow trucks (plowing/sanding and roadway maintenance)			\$ 464,000	\$ 440,000		
	Replace Street Sweeper (sand and debris removal from roadways)			\$ 235,000	\$ -		
	Portable Lift System			\$ 63,000	\$ -		
41	Replace One Ton Trucks (parks and roadway maintenance)			\$ 67,000	\$ 67,000		
42	Hot Box Pavement Reclaimer			\$ 46,000	\$ 46,000		
	Replace tracked excavator (drainage/roadway maintenance)			\$ 225,000	\$ -		
	Replace multi-use tractor (sidewalk maintenance and mowing)			\$ 175,000	\$ -		
43	Slope Mower			\$ 33,000	\$ 33,000		
	Trench Box			\$ 21,000	\$ -		
44	Replace catch basin cleaning/storm drain flushing truck (VacAll)			\$ 405,000	\$ 45,000		
	Sidewalk Plow Equipment			\$ 28,000			
	Replace trailer mounted sign			\$ 16,000	\$ -		
	Total Pulic Works	\$ -	\$ -	\$ 2,196,000	\$ 631,000	\$ -	\$ -
	TOTAL PUBLIC SERVICES	\$ -	\$ -	\$ 9,796,000	\$ 3,381,000	\$ -	\$ -
	<u>RECREATION AND SPORTS FACILITIES</u>						
45	Union St. Park/Chestnut Park Upgrades (B-Ball Courts, Playground, Parking, Storage)			\$ 60,000	\$ 60,000		
	Municipal Beach (Non-swimming updates)			\$ 25,000	\$ -		
	Tot Lot Upgrades (Roof, playground, rental hall)			\$ 50,000	\$ -		
	Tables and Chairs	\$ 10,000	\$ -				
46	Department Re-Brand (Signs, Gyms, Floors, etc)					\$ 15,000	\$ 15,000
47	Pettengill Baseball Field Renovation			\$ 90,000	\$ 90,000		

**CITY OF AUBURN
CAPITAL IMPROVEMENT PLAN
FY 19-20 Only**

Page #	Description	Operating	Manager's Recommended Operating	Bonds	Manager's Recommended Bonding	Other	Manager's Recommended Other
48	Fitness Room Equipment					\$ 25,000	\$ 25,000
	Dog Park			\$ 20,000	\$ -		
	Senior CC Phase III					\$ 100,000	\$ 25,000
49	Scissor Lift	\$ 14,000	\$ 14,000				
50	Rubberized Flooring	\$ 11,000	\$ 11,000				
51	Portable Stage			\$ 180,000	\$ 180,000		
52	Event Lighting Rink #1	\$ 15,000	\$ 15,000				
53	Rink #2-Removal and Reinstallation	\$ 30,000	\$ 30,000				
	TOTAL RECREATION AND SPORTS FACILITIES	\$ 80,000	\$ 70,000	\$ 425,000	\$ 330,000	\$ 140,000	\$ 65,000
	EDUCATION (See attached list)			\$ 1,700,000	\$ 700,000		
	CONTINGENCY				\$ 58,700		
	TOTAL CIP	\$ 139,000	\$ 129,000	\$ 18,149,300	\$ 9,500,000	\$ 1,073,500	\$ 893,500

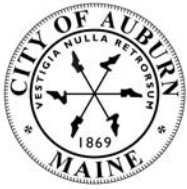
TOTAL AMOUNT TO BE BONDED FY20 \$ 9,500,000

OTHER:

Unallocated	\$ 283,500
EMS Capital Reserve	\$ 40,000
CDBG	\$ 135,000
TIF	\$ 435,000
	\$ 893,500

OPERATING:

General Fund	\$ 129,000
	\$ 129,000



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Reconstruction of Runway 17/35 and Resurfacing of Runway 4-22

Project Purpose: Deteriorated Structure

Department: Auburn-Lewiston Airport

Project Description: Reconstruction (including base and subbase) of Runway 17-35 and resurfacing and grooving of Runway 4-22 . Bring Taxiway B and Taxiway J into current FAA standard by eliminating improper entry to Runway 17/35. Bring Runway Safety Areas for Runway 4 and 22 to current FAA standard. Replace threshold and edge lighting with new, including LED where possible.

Location: Auburn Lewiston Airport

Justification: The airport pavement condition standard is determined by assigning a pavement condition index number (PCN) to pavement during inspection. The PCN assignment is accomplished by the Maine DOT. Runway 17-35 has surpassed the normal degradation curve and lasted several extra years, however the PCN in 2016 was 72 down from 80 in 2012. Pavement fails faster the older it is, so by 2020 the runway will be at the optimum time to reconstruct and not cause aircraft damage from poor pavement. Resurfacing Runway 4-22 will delay the reconstruction of that runway for up to 10 years but still provide an opportunity to modernize the pavement and make the runway safer overall. Other included improvements will serve the community by enhancing safety and gaining FAA ability to approve continued growth in other areas of the airport.



Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$8,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000,000

Cost breakdown and funding source(s)

The City Portion of this project is \$200,000. The City Manager is recommending funding with bond proceeds in FY 20. Total Funding below:

FAA Grant - \$7,600,000, City of Auburn-\$ 200,000, City of Lewiston -\$200,000.



City of Auburn, Maine FY2020 Capital Improvement Program Project Description Worksheet

Fiscal Year: 2020

Priority: Very High

Project Title: Construction of New Fuel Storage Facility (Fuel Farm)

Project Purpose: Federal Mandate

Department: Auburn-Lewiston Airport

Project Description: Site, design, permit and construct airport fuel farm in a new, safer location on airport property. Fuel Farm will include two 25,000 gallon above ground storage vessels with proper filters and plumbing to facilitate ease of upload and download in properly constructed secondary containment.

Location: Auburn Lewiston Airport

Justification: Maine statute 38 section 564 requires replacement of underground fuel storage tanks 10 years after their warranty expires even if there are no known problems with the tank system. Both of the underground tanks use to store and dispense aviation fuels at the airport will attain that milestone in April 2021. To facilitate the removal of the current tanks without a break in fuel provision at the airport, a new properly placed fuel storage facility will be constructed. Installing larger capacity vessels will enable airport to better maintain wholesale fuel costs, enabling the fueling concession to be competitive with other purveyors.



Useful Life: 30+ Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000

Cost breakdown and funding source(s)

The City Manager is recommending funding of \$400,000 with bond proceeds in FY20.

Total Funding - \$800,000

City of Auburn - \$400,000

City of Lewiston - \$400,000



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Record Restoration

Project Purpose: State Mandate

Department: City Clerk

Project Description: Restore historic City records as required by the State.

Location: Auburn Hall

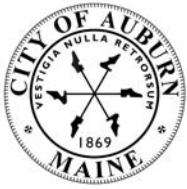
Justification:

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0	\$600,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$20,000 with Unallocated Bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: New Auburn Village Center Plan (NAVCP) Implementation (2020)

Project Purpose: Implementation of Comp Plan

Department: Planning & Permitting-Electrical Divisi



Project Description: CIP Funding for the New Auburn Village Center Plan (2020) will be used to continue the construction of the Riverway Road, sidewalks, street lights and the greenway trail. Specifically 2020 funding is needed to construct the St. Louis Bell Tower and to complete the removal of a portion of Rolly's Garage (City owned portion at rear) that was promised in exchange for Ken Blais to allow passage of the trail between the garage and the Little Androscoggin River.

Location: See Map

Justification: Major construction budgeted for the current year and this will continue progress on the project. Bell Tower: \$200K minus brick sales; Garage removal and repair to close up rear wall: \$80k; Complete Trail connection to S. Main Street: \$180k; Contingency: \$40k. \$200k can be repurposed from TIF funds returned by Community Concepts.

Useful Life: 30+ Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$500,000	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$700,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$500,000, \$200,00 with bond proceeds in FY 20 and \$300,000 with TIF funds.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Dangerous Buildings Demolition

Project Purpose: Increased Safety

Department: Economic and Community Developm

Project Description: Funding to remove dangerous structures and lien the property in the amount of demolition costs to eliminate the hazard but also take ownership of the parcel or recoup expenses. This could be for a dangerous building that the Council chooses to purchase, tax acquire, one that is determined to meet Dangerous Building Statute requirements and is condemned by the Council or one that meets other strategic plans of the Council. Each individual case will be brought to the Council unless there is an imminent and immediate threat to public safety then the fund may cover costs to do the minimum necessary to eliminate the threat.

Location: Various

Justification: To be prepared to act on eliminating hazards or other Council approved building removals. Photo of previously removed building.



Useful Life: 30+ Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$100,000 with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2020

Priority: High

Project Title: Comprehensive Plan Implementation

Project Purpose: Implementation of Comp Plan

Department: Economic and Community Developm

Project Description: Comprehensive Plan Implementation. To move projects identified in the comprehensive plan forward. This could include funding property acquisition, grant matching or individual high priority planning or construction projects as needed. All projects will be brought to the Council for individual approvals.

Location: Various

Justification: The public decision making process is slow and this disadvantages the City as compared to the private sector in taking advantage of opportunities to purchase available properties or obtain grants when they are offered. Funding this item creates access to funding for the Council to access when a grant is available or when property is offered for sale at a favorable price. Could also be used to acquire key redevelopment properties and implement Strategic Plan items if that was the goal of the Council.

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$400,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$100,000 with bond proceeds in FY 20.



City of Auburn, Maine
FY2020 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2020

Priority: Medium

Project Title: Strategic Plan Implementation

Project Purpose: Capital Planning

Department: Economic and Community Developm

Project Description: Implementation of the Strategic Plan.

Location: Various

Justification:

Useful Life: 30 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$200,000 with bond proceeds if FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Downtown Parking and Walkability

Project Purpose: Street Improvement

Department: Economic and Community Developm

Project Description: This project will create new parking and street improvements targeted to key downtown locations including the general area surrounding the Auburn Public Library and Court Street (downtown sections)

Location:

Justification: Redevelopment opportunities in the Auburn Public Library area and Downtown Auburn has prompted renewed interest and public demand for new parking and better walkability

Useful Life: 30+ Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$270,000	\$0	\$0	\$0	\$0	\$0	\$0	\$270,000

Cost breakdown and funding source(s)

The City Manager is recommending funding in FY 20, \$135,000 from TIF Funds and \$135,000 from CDBG Funds.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Underground electrical repairs - Main Street

Project Purpose: Deteriorated Structure

Department: Planning & Permitting-Electrical Divisi

Project Description: Repair and replacement of underground electrical conduits and sidewalk repair

Location: Main Street

Justification: A project was scheduled this past November to replace wiring for street lighting and receptacles for special functions. The project was stopped due to broken underground conduits. In order to make repairs to the conduit system the collapsing sidewalks will require excavation as well. The work area is from Festival Plaza to Main street.

Useful Life: 25 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine FY2020 Capital Improvement Program Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Special Event - Electrical Equipment

Project Purpose: Improve efficiency

Department: Planning & Permitting-Electrical Divisi

Project Description: The city has embarked on a new wave of downtown vitalization beginning with the 150th Year celebration. The additional electrical equipment will provide a portable power source for special events around Festival Plaza and new Auburn.

Location: Festival Plaza

Justification: During the New Year's celebration, the Div. borrowed electrical distribution equipment from local contractors. It is not efficient to depend on outside entities for electrical equipment for special events. The city will most likely have parallel functions during which time we would not have access to borrowed equipment.

Useful Life: 25 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Installation of Split System Heat Pump

Project Purpose: Improve efficiency

Department: Planning & Permitting-Electrical Divisi

Project Description: Installation of an efficient heat / cooling heat pump for the electrical building.

Location: Electrical Building

Justification: The heat pump will replace electric heat in the second-floor office area. Additionally, this will provide for cooling in the summer months. Currently half of the office space is heated by natural gas and the remaining is resistance heat.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine

FY2020 Capital Improvement Program

Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Municipal Roadway Lighting Inventory

Project Purpose: New Operation

Department: Planning & Permitting-Electrical Divisi

Project Description: Purchase of roadway lighting equipment (fixtures, fuses, bracket arms etc.) for the newly acquired CMP street lighting system throughout the city. These items will be stocked for emergency replacement and additions to the new roadway lighting system. The inventory will also be utilized on existing walkway and park areas for repair and conversion to LED luminaries.

Location: All Street Light Locations

Justification: These items will be necessary for emergency repair and future maintenance of the system. Additionally, new lighting requests will be funded thru this CIP.

Useful Life: 25 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$25,000	\$10,000	\$5,000	\$5,000	\$5,000	\$0	\$0	\$50,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Traffic Signal Preemption Upgrades

Project Purpose: Replace worn-out equipment

Department: Planning & Permitting-Electrical Divisi

Project Description: Traffic signal preemption is equipment that allows Police and Fire units to gain the right of way at traffic signal installations in Auburn. Due to layoffs and deferred maintenance the system needs repairs and maintenance at various locations.

Location: All Signal Locations

Justification: Due to layoffs and deferred maintenance the system needs repairs and maintenance at various locations. Without funding both police and fire have delays in response to emergency calls at busy intersections.

Useful Life: 15 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Medium

Project Title: Walking paths & Industrial Park Lighting

Project Purpose: Improve efficiency

Department: Planning & Permitting-Electrical Divisi

Project Description: Retrofit existing municipally owned roadway fixtures within city owned industrial parks and walking paths.

Location: Various

Justification: Reduction in energy and maintenance costs and improve area lighting.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$30,000

Cost breakdown and funding source(s)

The City Manager recommends funding in the FY20 Operating Budget.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Public Services/ Highway Garage Roof Replacement Phase II

Project Purpose: Deteriorated Structure

Department: Facilities

Project Description: Replace Phase II of the existing roof system on the Public Services Facility. The entire new roof system was professionally designed and put out to bid. Phase I was completed in 2018.

Location: Woodbury Brackett Municipal Building

Justification: The existing EPDM roof system is over 25 years old and has reached the end of its useful life. Roof leaks are becoming more prevalent. Sections of the insulation below are buckling.

Useful Life: 25 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$225,000	\$0	\$0	\$0	\$0	\$0	\$0	\$225,000

Cost breakdown and funding source(s)

Phase I of this project was funded with bonds in FY 18 for \$ 100,000 and has been completed. The City Manager is recommending funding Phase II with Bonds of \$225,000 in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Central Fire Boiler Replacement

Project Purpose: Replace worn-out equipment

Department: Facilities

Project Description: Central Fire's heating plant is served by (2) Boilers that were installed in 2003. One has cracked sections and is leaking.

Location: Cental Fire Station

Justification: Due to the extensive repairs needed, replacement is recommended. The facility is currently operating on one boiler. Due to the use of this facility redundancy is critical. This unit will be replaced with a high efficiency boiler, that will also reduce energy usage and operating costs as a result.



Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000

Cost breakdown and funding source(s)

The City Manager is recommending funding this in FY 20 with Bonds.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Life Safety/Code Compliance Corrections Phase I

Project Purpose: Increased Safety

Department: Facilities

Project Description: Modify and Repair existing conditions that pose a life safety hazard to building occupants.

Location: Woodbury Brackett Municipal Building

Justification: Numerous deficiencies have been identified throughout the facility that require attention. Including but not limited to, fire safety code , fall protection, egress issues and ADA limitations.

Useful Life: 25 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$50,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$125,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with unallocated bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Auburn Hall

Project Purpose: Capital Planning

Department: Facilities

Project Description: Repair and replace equipment, finishes, flooring and elements of the building.

Location: Auburn Hall

Justification: The rehab to Auburn Hall is over ten years old, elements of the building are due for repair/ replacement, including but not limited to; Flooring, Lighting, Mechanical System and Granite Finishes/Features.

Useful Life: 15 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$33,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0	\$0	\$193,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with unallocated bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: FY 20 PD Police Station Improvements

Project Purpose: Deteriorated Structure

Department: Facilities

Project Description: In FY 19 the request for these improvements was \$200,000, of which \$100,000 was funded. After reviewing what will be required to renovate and expand the locker rooms , adding toilet and shower facilities, we are requesting \$150,000 be budgeted this year so that we can complete this work.

Location: Auburn Hall

Justification: See above

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20. Last year we funded Phase I and this request will complete the project.



City of Auburn, Maine
FY2020 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: New Vehicle

Project Purpose: New vehicle

Department: Assessing

Project Description: Purchase a second vehicle for the Assessing Department of 3. Current vehicle is a 2005 Hyndia standard shift.

Location: Auburn Hall

Justification: Allow staff to go out on inspections of properties as required

Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000

Cost breakdown and funding source(s)

The City Manager recommends funding \$5,000 from unallocated bond proceeds of prior years. This will pay to repaint one of the police departments vehicles that they were going to trade in.



City of Auburn, Maine FY2020 Capital Improvement Program Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Fire Engine Replacement

Project Purpose: Equipment Replacement

Department: Fire

Project Description: Purchase of Fire Engine with increased rural firefighting capabilities.

Location: Cental Fire Station

Justification: Projected life span for structural apparatus serving in a front-line capacity is approximately 12 years. Experience has shown that beyond that point, mechanical issues develop, and electrical issues worsen. Engine 3 has reached this life expectancy. Repair costs went from \$27,224 in 2016 to \$54,524 in FY 18, which includes over \$30,000 in engine work. Additionally, Engine 1 which is 1987 Fire Engine that was being used in a reserve status, had a catastrophic engine failure. Loosing this reserve engine has left us without apparatus to protect the city if other apparatus needed repairs. Replacing this apparatus now will allow us to move Engine 3 into reserve status, extending its life to the city and meeting our needs for a reserve apparatus and increasing our capabilities in rural parts of the city.



Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$650,000	\$0	\$0	\$0	\$0	\$0	\$0	\$650,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$200,000 with bonds in the FY 2020 and the balance of \$ 450,000 in FY 2021.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2020

Priority: Very High

Project Title: Air Cleaning/exhaust management system

Project Purpose: Increased Safety

Department: Fire

Project Description: Add air cleaning systems to South Main Street Fire Station

Location: South Main St Fire Station

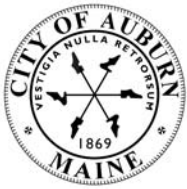
Justification: Based on the close quarters the existing system is in effective at keeping diesel exhaust from fire trucks from entering living spaces within the station. The new system is designed to clean the air by filtering out the diesel exhaust, which is a leading cause of firefighter cancers.

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$25,000 with unallocated bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Video Intubation Equipment

Project Purpose: State Mandate

Department: Fire

Project Description: This equipment is a video aid for the insertion of advanced airways for patients who need breathing support. Each ambulance will be equipped with a video intubation unit.

Location: All Fire Stations

Justification: This will become required equipment for EMS services in the future.

Useful Life: 10 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$10,000 from the EMS Capital Reserve account.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Cardiac Monitor

Project Purpose: Present Equipment obsolete

Department: EMS Transport

Project Description: Lifepac 12 Cardiac monitor replacement

Location: Cental Fire Station

Justification: Cardiac monitors allow EMS providers to monitor and document a patients heart function and are required equipment for our EMS organization. As with any technology, it eventually becomes outdated. This monitor is no longer supported and there is a limited inventory of parts available for repairs. This technology has been upgraded to include increased capabilities that are now required by our protocols. This will be the first of a three year replacement schedule to replace all of the Lifepac 12 monitors with the new Lifepac 15 monitors.



Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$30,000	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$90,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$30,000 from the EMS Capital Reserve account.

FY20 Lewiston Capital Improvement Program Project Description Form

Project Title:	Radio Replacement Project			
Operational Funding Division:	LA911	Project Name:	Radio Replacement	
Est. Total Cost FY20:	4,100,000	Est. Total Cost FY20-FY24:	4,100,000	
City Share FY20:	2,050,000	City Share FY20-FY24:	2,050,000	

Project Description:

FY20 funding will provide for the replacement of the Public Safety Radio System serving the Lewiston - Auburn Police & Fire Departments. Existing radio infrastructure is in year 23 of a 15-20 year life cycle. Replacement parts are no longer made and are difficult to locate. The main radios for each agency are no longer supported by the manufacturer and at times parts can only be purchased from a non-conventional source such as eBay. A new radio system expands technology capabilities to meet current day and future demands of public safety responders in addition to maintaining compliance with FCC requirements.

Consistency with the Comprehensive or Strategic Plans or other related planning documents:

Replacement of the existing radio infrastructure, which links all of the cities' public safety law enforcement and fire responders, as well as partnering police and fire mutual aid agencies, will ensure the basic communication system of mobile and portable radios will continue to operate reliably, safely, and serve both the responders and the communities. LA911 staff has partnered with the Androscoggin County Sheriff, supporting agencies such as the school departments, public works and the A-L Airport to ensure communication compatibility and capability.

Justification for project implementation/construction and segments, if applicable:

The radio network is failing in signal saturation (dead spots) and increased repair time. Motorola no longer manufactures replacement parts for our current radio system. We are experiencing an increase in failed power supplies, which cannot be replaced and must be repaired, often times leading to extended periods of down time and limited capability. Replacement parts for dispatch consoles are being procured via eBay if available.

Future maintenance costs if known, including contracts and special service requirements:

Initial purchase provides for extended warranty options for the life of the equipment which is set at 15 to 20 years. A radio consultant was hired in 2015 to help guide the process to ensure the Center purchases equipment that meets current and future needs, does not over build for our needs, and does not under build for premature obsolescence. The report agrees replacement is overdue. FY19 funding provided for the selection of a radio system consultant and engineer to develop radio equipment specifications.

How were cost estimates obtained and expenditure commitment:

Obtained from established vendors and manufacturer

FUNDING SOURCES						
Source	Amount					
City Operating Budget						
City Bond Issue	2,050,000					
Federal/State Funding	0	Agency:		Approval Received?	Yes	No
Other Agency/Municipality	2,050,000	Agency:	Auburn	Approval Received?	Yes	No
Total Project Costs	4,100,000					
IMPLEMENTATION SCHEDULE (Fiscal Years)						
	2020	2021	2022	2023	2024	Future
Total Project Cost	4,100,000					
Non-City Share	2,050,000					
City Share	2,050,000	0	0	0	0	0

Attach on separate page(s)/sheet additional information (if needed)

FY20 Auburn Capital Improvement Program Project Description Form

Project Title: Radio Replacement Project (Mobile & Portable Radios)

Operational Funding Division: City of Auburn **Project Name:** Radio Replacement

Est. Total Cost FY20:	970,000	Est. Total Cost FY20-FY24:	970,000
City Share FY20:	735,000	City Share FY20-FY24:	735,000

Project Description:

FY20 funding will provide for the replacement of the Public Safety Radio System serving the Lewiston-Auburn Police & Fire Departments. Existing radio infrastructure is in year 23 of a 15-20 year life cycle. Replacement parts are no longer made and are difficult to locate. The main radios for each agency are no longer supported by the manufacturer and at times parts can only be purchased from a non-conventional source such as eBay. A new radio system expands technology capabilities to meet current day and future demands of public safety responders in addition to maintaining compliance with FCC requirements. MOBILE AND PORTABLE RADIO purchase is part of the Radio Replacement Project. Each Community is responsible for the purchase of Mobile and Portable Radios for their respective POLICE & FIRE Departments.

Consistency with the Comprehensive or Strategic Plans or other related planning documents:

Replacement of the existing radio infrastructure, which links all of the cities' public safety law enforcement and fire responders, as well as partnering police and fire mutual aid agencies, will ensure the basic communication system of mobile and portable radios will continue to operate reliably, safely, and serve both the responders and the communities. LA911 staff has partnered with the Androscoggin County Sheriff, supporting agencies such as the school departments, public works and the A-L Airport to ensure communication compatibility and capability.

Justification for project implementation/construction and segments, if applicable:

The radio network is failing in signal saturation (dead spots) and increased repair time. Motorola no longer manufactures replacement parts for our current radio system. We are experiencing an increase in failed power supplies, which cannot be replaced and must be repaired, often times leading to extended periods of down time and limited capability. Replacement parts for dispatch consoles are being procured via eBay if available.

Future maintenance costs if known, including contracts and special service requirements:

Initial purchase provides for extended warranty options for the life of the equipment which is set at 15 to 20 years. A radio consultant was hired in 2015 to help guide the process to ensure the Center purchases equipment that meets current and future needs, does not over build for our needs, and does not under build for premature obsolescence. The report agrees replacement is overdue. FY19 funding provided for the selection of a radio system consultant and engineer to develop radio equipment specifications.

How were cost estimates obtained and expenditure commitment:

Obtained from established vendors and manufacturer. The Auburn & Lewiston Police Departments received a "COPS Office STOP School Violence" Grant in the amount of \$378,481.00 which will provide for the purchase of Portable Radios for the Police Agencies and School Administrators.

FUNDING SOURCES

Source	Amount				
City Operating Budget					
City Bond Issue	735,000				
Federal/State Funding	235,000	Agency:	FEMA	Approval Received?	<u>Yes</u> <u>No</u>
Other Agency/Municipality	0	Agency:		Approval Received?	<u>Yes</u> <u>No</u>
Total Project Costs	970,000				

IMPLEMENTATION SCHEDULE (Fiscal Years)

	2020	2021	2022	2023	2024	Future
Total Project Cost	970,000					
Non-City Share		235,000				

City Share	<u>735,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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Attach on separate page(s)/sheet additional information (if needed)

COPS Grant Police each City	\$135,000
HSG 2018-2019	\$100,000
Total:	\$235,000

**FY20 Lewiston Capital Improvement Program
Project Description Form**

Project Title: LA911 Fire Alarm Box & Station Alerting

Operational Funding Division: LA 911 **Project Name:** Alerting System

Est. Total Cost FY20:	125,000	Est. Total Cost FY20-FY24:	125,000
City Share FY20:	62,500	City Share FY20-FY24:	62,500

Project Description:

This project will replace outdated equipment critical to the receipt of Fire Alarm Boxes in the Cities of Lewiston and Auburn. This project will also replace Fire Station Alerting system for all Fire Stations in Lewiston and Auburn. Project #1: Fire Alarm Box Receiver \$50,000. Project #2: Fire Station Alerting System for all Fire Stations

Consistency with the Comprehensive or Strategic Plans or other related planning documents:

Maintaining essential equipment is critical to the mission of all Public Safety Agencies.

Justification for project implementation/construction and segments, if applicable:

Current equipment requires replacement due to age.

Future maintenance costs if known, including contracts and special service requirements:

The cost of maintenance for the new equipment will be funded as part of the LA911 operational budget.

How were cost estimates obtained and expenditure commitment:

Vendor quotes were obtained for the two projects.

FUNDING SOURCES

Source	Amount				
City Operating Budget					
City Bond Issue	62,500				
Federal/State Funding		Agency:		Approval Received?	<u>Yes</u> <u>No</u>
Other Agency/Municipality	62,500	Agency:	<u>Auburn</u>	Approval Received?	<u>Yes</u> <u>No</u>
Total Project Costs	125,000				

IMPLEMENTATION SCHEDULE (Fiscal Years)

	2020	2021	2022	2023	2024	Future
Total Project Cost	125,000	0	0	0		
Non-City Share	62,500	0	0	0		
City Share	62,500	0	0	0	0	0

Attach on separate page(s)/sheet additional information (if needed)

FY20 Lewiston Capital Improvement Program Project Description Form

Project Title: LA911 Radio System Site Connectivity

Operational Funding Division: LA911 **Project Name:** Radio System Connectivity

Est. Total Cost FY20:	90,000	Est. Total Cost FY20-FY24:	90,000
City Share FY20:	45,000	City Share FY20-FY24:	45,000

Project Description:

This project will complete the connectivity phase of the radio system implementation. There are two remaining projects. Project #1 will establish microwave connectivity between the Lewiston Landfill and Webber Ave Equipment buildings. Project #2 will provide DC power support equipment for the Communications Equipment Shelter funded as a FY19 Capital Project at the Lewiston Landfill site.

Consistency with the Comprehensive or Strategic Plans or other related planning documents:

LA911 began the effort to improve connectivity between radio system transmission sites in FY18. LA911 also began the process of improving the Communication Equipment Buildings in FY18.

Justification for project implementation/construction and segments, if applicable:

Radio system projects have been funded previously in FY18 and FY19

Future maintenance costs if known, including contracts and special service requirements:

The cost of maintenance for the connectivity equipment and communications equipment shelters will be funded as part of the LA911 operational budget.

How were cost estimates obtained and expenditure commitment:

Vendor quotes were obtained for the two projects.

FUNDING SOURCES

Source	Amount				
City Operating Budget					
City Bond Issue	45,000				
Federal/State Funding		Agency:		Approval Received?	Yes No
Other Agency/Municipality	45,000	Agency:	Auburn	Approval Received?	Yes No
Total Project Costs	90,000				

IMPLEMENTATION SCHEDULE (Fiscal Years)

	2020	2021	2022	2023	2024	Future
Total Project Cost	90,000	0	0	0		
Non-City Share	45,000	0	0	0		
City Share	45,000	0	0	0	0	0

Attach on separate page(s)/sheet additional information (if needed)



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Museum L-A Capital Campaign

Project Purpose: Capital Planning

Department: City Manager

Project Description: Year 2 of \$60,000 commitment to Museum L-A for architectural plans for new museum building.

Location: Various

Justification:

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with unallocated bond proceeds from prior years. This is the 2nd year of a 2 year commitment.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: FY 20 1 - CIP - Vehicle Replacement

Project Purpose: Vehicle Replacement

Department: Police

Project Description: Scheduled Vehicle Replacement

Location: Auburn Hall

Justification: Previously the department had established a three year life cycle for the patrol fleet and a five to seven year life cycle for support vehicles. Due to previous budget cuts, the service life of patrol vehicles has been extended to four years. This has increased vehicle repair costs significantly while drastically reducing trade-in value. Make & model changes have required the purchase of new ancillary equipment. The department will trade out a 2011 vehicle, a 2012 vehicle, a 2015 Vehicle and two (2) 2016 vehicles. The department will purchase five new police vehicles.



Useful Life: <5 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$240,000

Cost breakdown and funding source(s)

The City Manager is recommending funding 4 vehicles for \$192,000 with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: FY 20 PD 2 - CIP - Firearm Replacment

Project Purpose: Equipment Replacement

Department: Police

Project Description: Firearm Replacement

Location: Auburn Hall

Justification: Handguns currently used by officers are over ten years old and have reached the end of their service life. The replacement will also require replacement of ancillary equipment (Holsters, Magazine Pouches) which is included in the project budget. The department will purchase 59 firearms.

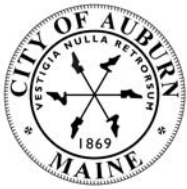
Useful Life: 10 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$70,800	\$0	\$0	\$0	\$0	\$0	\$0	\$70,800

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: FY 20 PD 4 - CIP - Radar/ Message sign Trailer

Project Purpose: New Equipment

Department: Police

Project Description: Purchase of New Radar/Message Sign Trailer

Location: Auburn Hall

Justification: The community's demand for traffic calming efforts continues to grow. Radar/Message Sign trailers play a vital in the department's traffic safety/traffic calming program. The trailer has the capability to display vehicle speeds on a large sign along with programmable safety messages.

Useful Life: 10 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with unallocated bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Reclamation Project

Project Purpose: Street Improvement

Department: Engineering

Project Description: N. River Rd - Bradman to Stetson Rd
 N. River Rd - Stetson to End
 Stetson Road - OL section to N. River
 Penley Corner Road - Riverside to S. Witham

Location: Various

Justification: These road sections have low Pavement Condition Ratings and are in need of repair. They are all good candidates for reclamation, where the existing road base is utilized and the road grade is raised.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$2,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,400,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$700,000 with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

Fiscal Year: 2020

Priority: Very High

Project Title: Reconstruction Project

Project Purpose: Street Improvement

Department: Engineering

Project Description: Holly, Granite and Josslyn St - Court to End
 Fern St - Lake to End
 Haskell St - Court to Lake
 Dunn St - S. Main to Riverside Drive
 Brook Street - 3rd to Riverside Drive

Location: Various

Justification: These streets have low Pavement Condition Ratings and are in need of repair. These sections will require restoration of the road base, closed drainage system, curbing and sidewalks.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$2,600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,600,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$750,000 with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Major Drainage

Project Purpose: Federal Mandate

Department: Engineering

Project Description: This item covers the MS4 Storm water permit regulations and drainage asset management. In addition it would allow us to make repairs to existing systems that were id'd as part of our storm water infrastructure assessment as failing.

Location: Various

Justification: The City of Auburn is required by MDEP to follow storm water regulations and annual reporting. The City is also mapping its storm water infrastructure inventory for future planning.

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: MDOT Match

Project Purpose: Street Improvement

Department: Engineering

Project Description: This would provide the match for the MPI program (\$500,000) which would reconstruct a State Aid Road. The additional \$250,000 is to provide match money for STIP projects.

Location: Various

Justification: This money will provide the matching funds for MDOT's Municipal Partnership Initiative (50/50) and the matching funds for STIP Projects (80/20). Without these funds the state will not contribute the 50% and 80% matches.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$750,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Sidewalks

Project Purpose: Street Improvement

Department: Engineering

Project Description: Repairing and replacing sidewalks. The City is developing a City wide sidewalk condition rating report in order to help determine which sidewalks would be reconstructed outside of a street project.

Location: Various

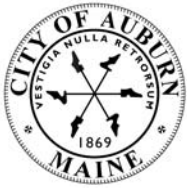
Justification: Sidewalks should be maintained in order to provide pedestrians safe travels throughout the community. We have completed a City wide sidewalk condition analysis and are looking to repair those in the worst condition.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$50,000 with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: (2) 7 Yard Single Axle Dump with plow and wing.

Project Purpose: Equipment Replacement

Department: Public Works

Project Description: These 2 units are used for plowing and sanding/salting in winter months and are used to move material to and from our job sites in the summer months.

Location: Woodbury Brackett Municipal Building

Justification: This would replace two - 7 yard single axle dump trucks with plow and wing. These two 2002's are at the end of their useful life.

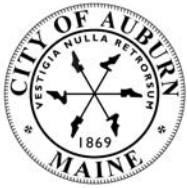
Useful Life: 10 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$418,000	\$0	\$0	\$0	\$0	\$0	\$0	\$418,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$440,000 for dump trucks (configuration to be determined by Public Works) with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Tandem Axle (wheeler) Dump Truck

Project Purpose: Replace worn-out equipment

Department: Public Works

Project Description: These 2 units are used for plowing and sanding/salting in winter months and are used to move material to and from our job sites in the summer months.

Location: Woodbury Brackett Municipal Building

Justification: This would replace 2 - 12 yard tandem axle dump trucks with plow and wing. These two 2006's are at the end of their useful life.

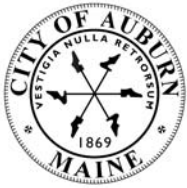


Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$464,000	\$0	\$0	\$0	\$0	\$0	\$0	\$464,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$440,000 for dump trucks (configuration to be determined by Public Works) with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: One Ton Truck

Project Purpose: Equipment Replacement

Department: Public Works

Project Description: 4x4 One Ton Truck geared to plow with dump body.

Location: Woodbury Brackett Municipal Building

Justification: This would replace a 2006 one ton. This would not increase our fleet but just replace an older unit.

Useful Life: 10 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$67,000	\$0	\$0	\$0	\$0	\$0	\$0	\$67,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Hot Box Pavement Reclaimer

Project Purpose: New Equipment

Department: Public Works

Project Description: Hot box reclaimers are designed to heat, reheat, reclaim and recycle asphalt materials and are available in a trailer style mounting. The hot box will allow PS to haul heated asphalt while the thermostat maintains hot mix temperature. Ideal for winter use. Asphalt chunks can be reclaimed via an over-night heater.

Location: Woodbury Brackett Municipal Building

Justification: This is a second unit which will allow PS to have two crews out patching at the same time. This will also allow us to use asphalt at \$75 a ton versus cold patch at \$116 a ton. In addition, hot mix asphalt has a much longer life than cold patch.



Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$46,000	\$0	\$0	\$0	\$0	\$0	\$0	\$46,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Ventrac Mower

Project Purpose: Improve efficiency

Department: Public Works

Project Description: The Ventrac mower has a front mounted mower and is capable of climbing and mowing slopes up to 30%. In addition, the rough cut mower is capable of doing roadside cutting.

Location: Woodbury Brackett Municipal Building

Justification: The Department currently rents a unit, when available, to mow outer Washington St. This allows us to mow with traffic without having to shut down a lane. In addition, this unit would allow us to maintain slopes that the department currently has to weed wack by hand.



Useful Life: 15 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$33,000	\$0	\$0	\$0	\$0	\$0	\$0	\$33,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Vactor Truck

Project Purpose: Vehicle Replacement

Department: Public Works

Project Description: This vehicle cleans all catch basins within the City in order to meet the requirements of the City's MS4 Permit. This vehicle also performs all of the City's hydroexcavation work which is an extremely safe and efficient way to excavate small exploratory holes as well as excavate around utilities.

Location: Woodbury Brackett Municipal Building

Justification: The existing truck is a 2007 Sterling with 7,733 hours. The debris body has developed pin holes significant rust.

Useful Life: 15 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$405,000	\$0	\$0	\$0	\$0	\$0	\$0	\$405,000

Cost breakdown and funding source(s)

The City Manager is recommending funding \$45,000 with bond proceeds in FY20 to replace the tank on the current vactor truck the City owns.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Union Street. Park/Chestnut Field Upgrades

Project Purpose: Equipment Replacement

Department: Recreation & Sports Facilities

Project Phase 1: Renovate Chestnut Field, replace football uprights with new soccer/football goals.

Description: Phase 2: Resurface basketball courts & replace four (4) hoops, field lights, splash pad/ice rink and other play structure upgrades

Location: Various

Justification: Current field conditions are unsafe for Football, Lacrosse and soccer practices due to flooding for an ice rink. Presently, there are no soccer goals which will be supplied in a dual goal (Football/Soccer) design. Basketball courts are cracking and will deteriorate more rapidly if not resurfaced. The four (4) basketball hoops are bent and unsafe after years of usage and abuse. Increase in field lighting will allow for after hours usage for youth football practice in the fall and new adult programming during the summer.

Useful Life: 20 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$60,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$85,000

Cost breakdown and funding source(s)

The City Manager recommends funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Department Re-Branding

Project Purpose: Improve Procedures, records, etc.

Department: Recreation & Sports Facilities

Project Description: With the creation and combination of a new department comes the ability to streamline communication and identity. This includes touch-points with a fresh logo, stationery, signs, marketing material and websites, business premises, vehicles and even how your staff communicate with our user groups.

Location:

Justification: Target audiences, positioning and market share can all change during a product or department lifecycle. Branding needs to be updated to reach our new target audiences.

Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$15,000	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$45,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with Unallocated Bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Pettingil Park baseball Renovation

Project Purpose:

Department: Recreation & Sports Facilities

Project Description: Reevaluate and redesign pettingil baseball park. Insert a new softball field and multi-purpose rectangular field within the current footprint

Location:

Justification: Presently the footprint is in much needed repair and up-keep. An evaluation of the space could provide us an additional softball field to attract more recreational tournaments and a much needed rectangular multi-purpose field.

Useful Life: 15 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0	\$180,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Medium

Project Title: Fitness Room Equipment

Project Purpose:

Department: Recreation & Sports Facilities

Project Description: Purchase fitness equipment for gym at Hasty Memorial Recreation Center to be used by all user groups

Location:

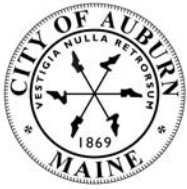
Justification: Goal is to utilize a space that can continue to offer beneficial programming and services for all of user groups.

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with Unallocated Bond proceeds from prior years.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Scissor Lift

Project Purpose: New Equipment

Department: Ingersoll Indoor Turf Facility

Project Description: Lift that is exceptionally mobile, letting operators easily maneuver around tight indoor and outdoor sites with firm, level surfaces

Location:

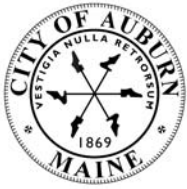
Justification: Will provide staff the ability to adjust netting, install signs and general maintenance of the facility in tight spaces. The use of this lift would be shared across the entire recreation department to include the Norway Savings Bank Arena

Useful Life: Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$14,000	\$0	\$0	\$0	\$0	\$0	\$0	\$14,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with operating funds in FY20.



City of Auburn, Maine
FY2020 Capital Improvement Program
Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Rubberized Flooring

Project Purpose: Increased Safety

Department: Ingersoll Indoor Turf Facility

Project Description: Rubberized cut resistant flooring for outside of the playing surface.

Location:

Justification: Current flooring is tile. Provides safety concerns with users slipping and falling after stepping off the turf.

Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	\$11,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with operating funds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Medium

Project Title: Portable Stage

Project Purpose:

Department: Recreation & Sports Facilities

Project Description: As a result of the 150th celebration, the need to have a portable stage for events is being realized more and more. Main Street in Auburn was designed to be shutdown for events.

Location:

Justification: Having a portable stage, more events can be held throughout the city and events can be held in the Norway Savings Bank Arena. Each time we rent a portable stage the cost will be \$3,000 - \$5,000. When possible, the city can make the stage available for renting.

Useful Life: 20 Yrs



Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with bond proceeds in FY 20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: High

Project Title: Event Lighting (Public Skate)

Project Purpose: New Equipment

Department: Norway Savings Bank Ice Arena

Project Description: Adding theatrical lighting to the arena to include a DMX controlled moving system with a computerized control system in Rink #1 and Rink #2

Location:

Justification: Used to effectively market a tournament program as well as enhancing the fan experience for current events and future events.

Useful Life: 10 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with operating funds in FY20.



City of Auburn, Maine
 FY2020 Capital Improvement Program
 Project Description Worksheet

FiscalYear: 2020

Priority: Very High

Project Title: Rink #2 Removal and Reinstallation

Project Purpose: Scheduled replacement

Department: Norway Savings Bank Ice Arena

Project Description: Removal, repair, re-leveling of the sand based floor in Rink #2. This also, includes the reinstallation of the ice surface after preventive maintenance is completed.

Location:

Justification: Rink #2 has never been taken out since its original installation. A sand based rink should be scheduled to be removed every two (2) to three (3) years for maintenance in order to keep the sand level, prevent erosion and ensure proper care of any contaminated sand under the ice surface. Preventive maintenance is imperative to ensure there is no damage to the sheet and catches small issue before they become large problems with heavy repair costs.

Useful Life: <5 Yrs

Cost FY 2020	Cost FY 2021:	Cost FY 2022:	Cost FY 2023:	Cost FY 2024:	Cost FY 2025:	Cost after 6 years:	Total Cost
\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000

Cost breakdown and funding source(s)

The City Manager is recommending funding with operating funds in FY20.



**City of Auburn
City Council Information Sheet**

Council Workshop Meeting Date: April 1, 2019

Author: Phil Crowell, Assistant City Manager

Subject: Adult Use and Medical Marijuana Business Ordinance

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

The workgroup has completed their work and is presenting to the council the proposed ordinance change. The proposed ordinances have been presented to the Planning Board and a public hearing has been held. The Planning Board has made recommendations for changes and some of these have been incorporated to this draft. This is workshop two to discuss changes to the zoning ordinance, the odor ordinance, as well as the financial impacts.

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

City Budgetary Impacts: New revenue and new expenses will occur with the adoption of this ordinance. The estimated financials will be reviewed at the April 1, 2019 workshop meeting.

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

Previous Meetings and History: December 5, 2016, January 23, 2017, February 5, 2018, June 4, 2018, and November 19, 2018. Presented to the City Council during the 3/18/2019 workshop.

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

Proposed Ordinance Chapter 14 Business License and Permits Article XVIII – Adult Use and Medical Marijuana Businesses

CITY OF AUBURN

**Adult Use and Medical Marijuana Businesses
Ordinance**

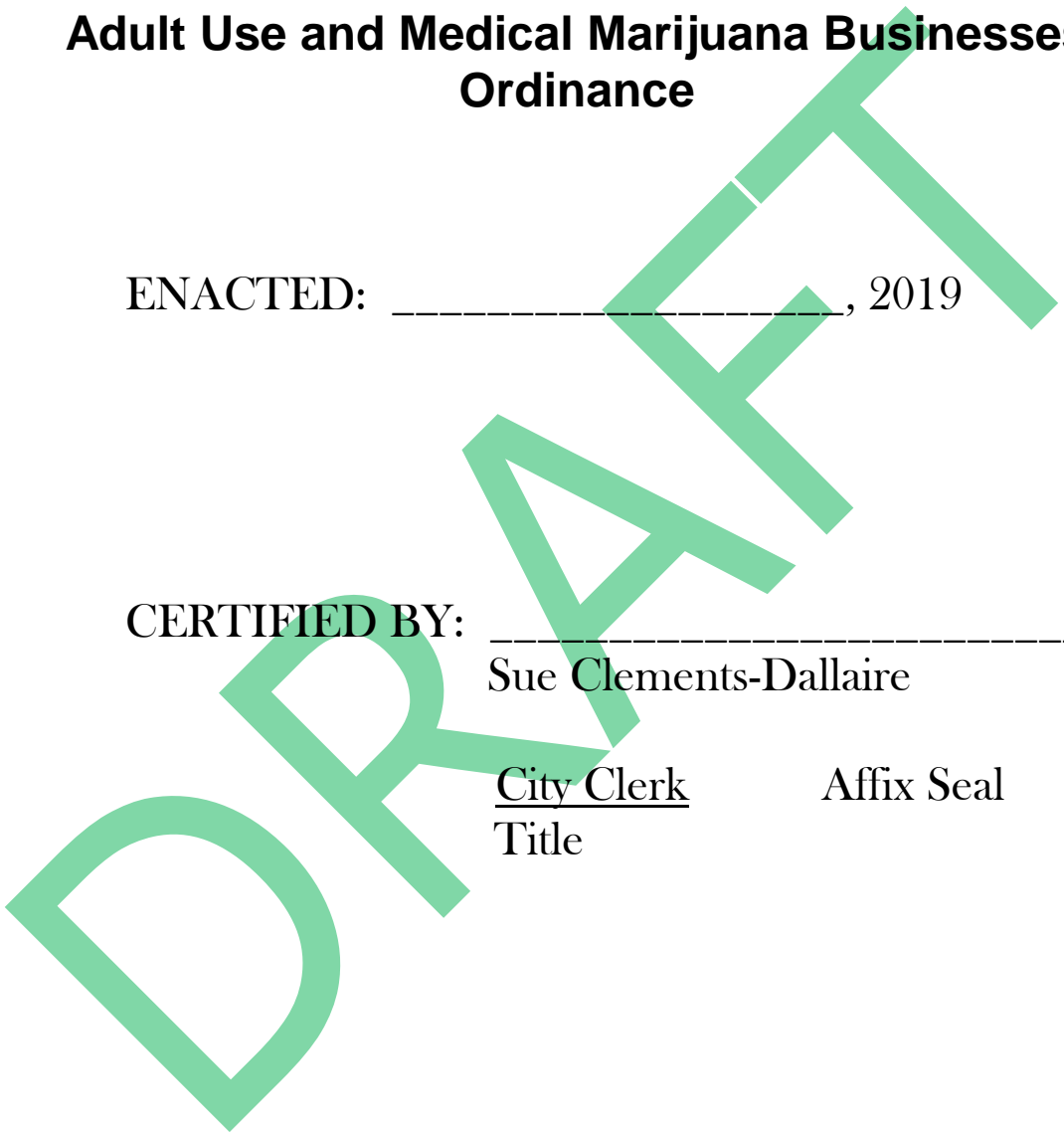
ENACTED: _____, 2019

CERTIFIED BY: _____

Sue Clements-Dallaire

City Clerk
Title

Affix Seal



**City of Auburn
Chapter 14 – Business Licenses and Permits
Table of Contents**

Article XVIII – Adult Use and Medical Marijuana Businesses

14-650	Title	3
14-651	Authority & Applicability	3
14-652	Purposes	3
14-653	Conflicts with other Ordinances	4
14-654	Effective Date	4
14-655	Validity and Severability	4
14-656	Definitions	4
14-657	License Required	6
14-658	Application Procedure	7
14-659	Standards for Permit	10
14-660	Enforcement	14
14-661	Training	15

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

14-650 Title:

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

14-651 Authority and Applicability:

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

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

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

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

14-652 Purpose:

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

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

14-653 Conflict with Other Ordinances; State Law:

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

14-654 Effective Date:

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

14-655 Validity and Severability:

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

14-656 Definitions:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

A. Is authorized in accordance with 22 M.R.S. §2423-A, subsection 10 to analyze contaminants in and the potency and cannabinoid profile of samples; and

B. Is accredited pursuant to standard ISO/IEC 17025 of the International Organization for Standardization by a 3rd-party accrediting body or is certified, registered or accredited by an organization approved by the State of Maine.

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

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

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

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

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

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

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

14-657 License Required:

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

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

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

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

Registered Caregivers operating out of their residence shall apply for and obtain a permit for a home occupation in accordance with Article IX of the Auburn Zoning Ordinance and shall comply with all standards set forth in the article. In addition to the standards for home occupations, Registered Caregiver home occupations shall generate no more than five (5) vehicle trips per week associated with the caregiver operations. Registered Caregivers who cultivate medical marijuana only for themselves and/or members of their household are exempt from this requirement and are not required to obtain a permit or license.

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

14-658 Application Procedure:

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

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

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

- l. The applicant's mailing address and residential address.
 - m. Recent passport-style photograph(s) of the applicant(s).
 - n. The applicant's driver's license.
 - o. A sketch showing the configuration of the subject premises, including building footprint, interior layout with floorspace to be occupied by the business, and parking plan. The sketch must be drawn to scale with marked dimensions.
 - p. A copy of a City Tax Map depicting: the subject property lines and the property lines of other properties containing any existing Marijuana Businesses within one thousand (1,000) feet of the subject property; and the property lines of any public or preexisting private school within seven hundred and fifty (750) feet of the subject property, measured in accordance with Section 14-659.
3. All applications for a Marijuana Business license shall be kept confidential by the City .
 4. All applicants, including all individuals, officers, directors, managers, members, and partners, for any Marijuana Business license, must be residents of the State, as defined in 28-B M.R.S. §102, and a majority of shares, partnership interests, and membership interests, or other equity interests in corporate applicants must be held or owned by persons who are residents. This residency requirement does not apply to applicants for Adult Use Marijuana Testing Facility licenses.
 5. If an applicant is a person, the applicant must be a resident as that term is defined in the application. If the applicant is a corporation, partnership, or limited liability company, every officer, director, and managing partner must be a person who is a resident, and a majority of shares, partnership interests, and membership interests, or other equity interests must be held or owned by persons who are residents. This residency requirement does not apply to applicants for testing facility licenses.

E. Application and License Fees

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

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

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

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

Adult Use Marijuana Cultivation:

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

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

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

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

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

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

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

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

14-659 Standards for License:

A. General

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

Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the school property line and the property line of the parcel of land on which the Marijuana Business is located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front door of the Marijuana Business to the property line of the school. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

4. Marijuana Businesses may not be located on property within one thousand (1,000) feet of the property line of a parcel containing one or more Marijuana

Businesses. Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the property lines of the parcels of land on which the Marijuana Businesses are located. If the Marijuana Business is located within a commercial subdivision, the required setback shall be measured from the front door of each of the Marijuana Businesses. Presence of a town, city, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section.

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

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

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

5. No outside cultivation or storage of marijuana, marijuana products, or related supplies is permitted, except that outdoor cultivation of marijuana in the Agricultural District is permitted.
6. Pursuant to 22 M.R.S. §2429-D(3), Registered Caregiver Retail Stores, Registered Dispensaries, Medical Marijuana Testing Facilities, and Medical Marijuana Manufacturing Facilities that were operating with City approval prior to December 13, 2018, are grandfathered in their current location and current use and shall be treated as legally non-conforming uses if their location or use is not in conformance with this ordinance or applicable zoning ordinances, provided, however, that said Marijuana Businesses shall apply for and obtain a license. The holder of a license for a Registered Caregiver Retail Store that complies with all applicable provisions of this Ordinance and the Auburn Zoning Ordinance may exchange their license for an Adult Use Marijuana Store license in the same location, provided they meet all requirements and standards to operate an Adult Use Marijuana Store. Said holder must file an application and pay a \$500 fee.
7. All Adult Use Marijuana Stores and Registered Caregiver Retail Stores must be operated from permanent locations, which may utilize telephone and internet orders as long as the buyer pays for and picks up such orders in the store on the day the order is made, an exception is made for Registered Caregiver Retail Stores whereas it may be a necessity for the business to deliver medical marijuana to a patient. These deliveries will be made by the business and no contracted/paid delivery service will be authorized. Delivery must be made directly to the Qualified Patient and proper identification is verified.

8. Adult Use Marijuana Stores and Registered Caregiver Retail Stores may not use vending machines for sales, may not have "drive-through" or "drive-up" window-serviced sales, and may not have internet-based sales with credit/debit card payment and delivery by USPS, UPS, FedEx, DHL, or any other global or local delivery service or courier.
9. Security measures at all Marijuana Business premises shall include, at a minimum, the following:
 - a. Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week, with thirty (30) day video storage, to monitor all entrances, along with the interior and exterior of the premises, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring at the premises; and
 - b. Door and window combination video and motion detector intrusion system with audible alarm and smart phone monitoring, maintained in good working condition; and
 - c. A locking safe permanently affixed to the premises that is suitable for storage of all marijuana, marijuana products, and cash stored overnight on the licensed premises; and
 - d. Exterior lighting that illuminates the exterior walls of the licensed premises during dusk to dawn, that is either constantly on or activated by motion detectors, and complies with applicable provisions of the lighting performance standards in the City of Auburn Zoning Ordinance; and
 - e. Deadbolt locks on all exterior doors and any other exterior access points, excepting windows which shall have locks and bars; and
 - f. Methods to ensure that no person under the age of twenty-one (21) shall have access to marijuana and marijuana products.

11. Ventilation

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

12. Operating Plan

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

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

13. Required Notices

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

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

14. Signs

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

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

B. Right of Access/Background Check/Inspection

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

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

at the structure's exterior entrance for emergency access. Knox Boxes shall be obtained and installed in coordination with the Auburn Fire Department.

C. Indemnification

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

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

D. State Law

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

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

14-660 Enforcement

A. Violations

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

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

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

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

C. Legal Actions

When the above notification and/or inspection actions do not result in the voluntary correction or abatement of the violation by the subject Marijuana Business, the City Council, upon receiving written notification from the LEO or CEO, may institute any and all actions and proceedings, either legal or equitable, including injunctions of violations and the impositions of penalties and/or fines in order to enforce the provisions of this Ordinance.

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

D. Penalties/Fines

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

14-661 Training:

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

B. Recordkeeping.

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

C. Failure to comply with the training requirements.

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

DRAFT

DIVISION 12. - GENERAL BUSINESS DISTRICT

Sec. 60-498. - Purpose.

This district is intended to include commercial uses serving both the city and the region, together with normal accessory uses compatible with a cohesive and attractive shopping and office area.

(Ord. of 9-21-2009, § 3.62A)

Sec. 60-499. - Use regulation.

(a) *Permitted uses.* The following uses are permitted:

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 9 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Wholesale bakeries.
- (12) Retail laundries and dry cleaners, but not plants.
- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Warehouses, wholesale offices, salesrooms and showrooms.
- (18) Restaurants, bars, dining rooms or lunchrooms, but not to include drive-in and carry-out restaurants.
- (19) Halls, private clubs and lodges, bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (20) Animal hospitals and pet shops, but no kennels.
- (21) Business equipment repair and business services.
- (22) Radio and television studios.
- (23) Printing shops, but not publishing plants.
- (24) Retail, service, office and commercial uses similar to the foregoing.
- (25) Carwashes.
- (26) Accessory uses, building and structures.

- (27) Shelters for abused persons.
- (28) Greenhouses and lawn maintenance services.
- (29) Temporary outdoor places of amusement.
- (30) Churches and temples.

(31) Adult Use and Medical Marijuana Stores subject to the requirements of Chapter 11, Article 14 of the City of Auburn Ordinances.

(32) Marijuana Cultivation accessory to a licensed retail store on the same property.

SECTION BREAK

DIVISION 13. - MINOT AVENUE (GBII)

Sec. 60-524. - Purpose.

This district is intended to allow commercial development to locate along the Minot Avenue corridor which is most compatible with local scale business. The corridor is also an arterial which requires that good sound access management design is incorporated into the uses consistent with the access management ordinance.

(Ord. of 9-21-2009, § 3.63A)

Sec. 60-525. - Use regulation.

(a) *Permitted uses.* The following uses are permitted:

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 9 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Retail bakeries.
- (12) Retail laundries and dry cleaners.

- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Restaurants, dining rooms or lunchrooms.
- (18) Bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (19) Animal hospitals and pet shops, but not kennels.
- (20) Business equipment repair and business services.
- (21) Radio and television studios.
- (22) Printing shops, but not publishing plants.
- (23) Carwashes.
- (24) Accessory uses, buildings and structures.
- (25) Greenhouses.
- (26) Seasonal outdoor places of amusement.
- (27) Churches and temples.
- (28) Shelters for abused persons.
- (29) Adult Use and Medical Marijuana Stores subject to the requirements of Chapter 11, Article 14 of the City of Auburn Ordinances.
- (30) Marijuana Cultivation accessory to a licensed retail store on the same property.

SECTION BREAK

DIVISION 15. - INDUSTRIAL DISTRICT

Sec. 60-577. - Purpose.

This district is intended to provide for those manufacturing, processing, transportation and storage uses which should be separated from other uses by reason of characteristics which may conflict with other uses. The exclusion of residential and commercial uses is intended to promote the economic welfare of the city by reserving especially suited areas for industry.

(Ord. of 9-21-2009, § 3.71A)

Sec. 60-578. - Use regulations.

- (a) *Permitted uses.* The following uses are permitted, provided that the use proposed will not be noxious, offensive or detrimental to the neighborhood or to the city by reason of danger of fire or explosion; pollution of waterways or groundwater; vibration; emission of corrosive, toxic or

unhealthful fumes, gas, smoke, soot obnoxious dust, disagreeable odors, offensive noises or other objectionable characteristics:

- (1) Farming of field crops, row crops, orchards and truck gardens.
- (2) Plant and tree nurseries, wholesale nurseries, landscape services and greenhouses; on-premises sales permitted.
- (3) Farm dwellings on premises actively farmed.
- (4) Financial institutions.
- (5) Office buildings.
- (6) Post offices.
- (7) Telephone exchanges or telephone business offices.
- (8) Public transportation passenger stations.
- (9) Churches or temples.
- (10) Municipal uses buildings.
- (11) Airports.
- (12) Wholesale businesses, warehouses, trucking terminals and similar nonprocessing storage and distribution uses, except bulk storage of chemicals, petroleum products and other flammable, explosive or noxious material.
- (13) Manufacture, compounding, processing or packaging of foods and food products, except uses approved by resolution of the city council allowing review and recommendation of the planning board in the same manner as a special exception.
- (14) Manufacture, compounding or assembling of articles using the following prepared materials: bone or shell, cellophane, fur, glass, leather, plastics, precious or semi-precious metals or stones, rubber textiles or cloth products, tobacco, or wood, bark or wood products.
- (15) Manufacture of ceramic products, brick and cinder blocks.
- (16) Manufacture or assembling from prepared material of the following: musical instruments, clocks or watches, toys or novelties, electrical devices, light sheet metal products, office equipment.
- (17) Building material sales yard and contractor's equipment storage yard and plant.
- (18) Research, experimental or testing laboratories.
- (19) Lumber yard, including planning, milling and other processing.
- (20) Ice manufacturing and storage plant.
- (21) Beverage bottling plants.
- (22) Public utilities uses, such as electric substations, storage of material and trucks, repair facilities, offices and electric generating plants.
- (23) Accessory uses and buildings, including but not limited to:
 - a. Retail sales of products manufactured on premises.
 - b. Dwellings used as living quarters for caretakers or watchmen and their families.
 - c. Storage boxes or space trailers as defined in section 60-666(12) used for the storage of nonhazardous material by the commercial or industrial use which occupies the property.
- (24) Training schools.

(25) Uses similar to those in this subsection (a) and not elsewhere named in the following subsections, provided that the use will not be noxious.

(26) Any new or existing building proposed as a complex of three or more business and/or offices provided that they are approved by the planning board as a subdivision under division 4 of article XVI of this chapter.

(27) Adult Use and Medical Marijuana Cultivation, Manufacturing and Testing Facilities subject to the requirements of Chapter 11, Article 14 of the City of Auburn Ordinances. Retail sales of products manufactured on the premises and products accessory to the industry are allowable with required license.

(b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter; upon determination that such a use will not unduly disturb or harmfully influence other uses in the areas adjoining:

(1) Uses similar to those found in subsection (a) of this section and not elsewhere named in the following subsection; that in the determination of the municipal officer charged with enforcement do not meet the requirements subsection (a) of this section.

(2) Automobile filling stations.

(3) Automobile and marine repair and service stations, automobile and marine paint and body repair shops.

(4) Restaurants and diners, including drive-in and carry-out restaurants.

(5) Retail food stores.

(6) Microwave, radio, radar, television or radio-telephone transmitting or broadcasting towers, including studios or offices for such transmitting or broadcasting, provided that:

a. Every such tower shall be installed in a location and manner that ensures its safe operation and the safety of surrounding residents, building occupants, land uses and properties.

b. In no case shall such tower be located less than 1½ times its height from the nearest property line.

(7) Motels and hotels.

(8) Automobile scrap yards.

(9) Off-street parking accessory, to a permitted use whether or not located on the same lot.

(10) Outdoor advertising.

(11) Junkyard.

(12) Airplane manufacture or assembly.

(13) Alcohol, methanol, or ethanol manufacture.

(14) Automobile or automotive manufacture or assembly.

(15) Brewery or distillery.

(16) Manufacture, or bulk storage of chemicals, petroleum products and other flammable, explosive or noxious materials.

(17) Machinery and machine tool manufacture.

(18) Metal fabrication plant.

(19) Municipal incinerator or sewage treatment plant.

(20) Manufacture of cosmetics, toiletries and pharmaceuticals.

- (21) Asphalt batching plant.
- (22) Grain processing and storage.
- (23) Concrete or cement products manufacture.
- (24) Coal distillation and derivation of coal products.
- (25) Iron or steel foundry.
- (26) Meat products manufacture.
- (27) Packinghouse, including meat and poultry canning and curing, processing or freezing.
- (28) Plastic and pyroxylin manufacture.
- (29) Uses similar to the uses of this section and not elsewhere named in the following subsections.
- (30) Accessory uses building and structures, including but not limited to:
 - a. Retail sales of products manufactured on the premises and products accessory to the industry.
 - b. A single dwelling unit for security personnel. Such dwelling unit shall be located in the principal building.
- (31) Hospital.
- (32) Automobile and marine sales lots and agencies.
- (33) Child day care centers over 5,000 square feet (building area).
- (34) Outpatient addiction treatment clinics.
- (35) Any new building of 10,000 square feet or more or any existing building which proposes a use permitted under subsection (a) of this section which will occupy an area of 10,000 square feet or more.
- (36) Adaptive reuse of structures of community significance.

SECTION BREAK

DIVISION 2. - AGRICULTURE AND RESOURCE PROTECTION DISTRICT

Sec. 60-144. - Purpose.

The purposes of this district are to allow for conservation of natural resources and open space land, and to encourage agricultural, forestry, and certain types of recreational uses. It is declared to be in the public interest that these areas should be protected and conserved because of their natural, aesthetic and scenic value, the need to retain and preserve open space lands, their economic contribution to the city, and primarily because these areas are so remote from existing centers of development that any added uncontrolled growth could result in an economic burden on the city and its inhabitants. This section shall be construed so as to effectuate the purposes outline here and to prevent any attempt to establish uses which are inconsistent with these purposes or any attempt to evade the provisions of this division.

(Ord. of 9-21-2009, § 3.31A)

Sec. 60-145. - Use regulations.

(a) *Permitted uses.* The following uses are permitted:

- (1) One-family detached dwellings, including manufactured housing subject to all the design standards, except the siting requirements of section 60-173, as set forth in article XII of this chapter, accessory to farming operations subject to the following restrictions:
 - a. No certificate of occupancy shall be issued for any such farm residence until the barns, livestock pens, silos, or other such buildings or structures which are to be erected in connection with the proposed agricultural use as shown on the plans and specifications presented to the municipal officer charged with enforcement are substantially completed.
 - b. In no case shall any farm residence constructed under the provisions of this section after the effective date of the amended ordinance from which this section is derived continue to be occupied as a residence if the principal agricultural use has been abandoned or reduced in scope below the minimum requirements as shown on the plans and specifications presented to the municipal officer charged with enforcement.
 - c. Any residence constructed under this article shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this article.
- (2) Buildings, equipment and machinery accessory to the principal use including, but not limited to: barns silos, storage buildings and farm automobile garages.
- (3) Forest products raised for harvest.
- (4) Field crop farms.
- (5) Row crop farms.
- (6) Orchard farms.
- (7) Truck gardens.
- (8) Plant and tree nurseries.
- (9) Greenhouses.
- (10) Handling, storage and sale of agriculture produce and processed agricultural products derived from produce grown on the premises.
- (11) Livestock operations including poultry farms, cattle farms, dairy farms, stud farms, hog farms, sheep ranches, other animal farms, including farms for raising fur-bearing animals.
- (12) Wayside stands.
- (13) Two-family dwellings which are created from the conversion of a one-family dwelling structure which was constructed prior to 1900.
- (14) Adult Use and Medical Marijuana Cultivation, but not retail sales of any kind.
- (15) Marijuana Manufacturing accessory to a licensed cultivation site.

SECTION BREAK

DIVISION 14. - FORM BASED CODE

Sec. 60-554. - Form based code use and parking matrix.

Key:	
S =	Special exception
P =	Permitted
X =	Prohibited
sp =	Parking space
sf =	Square foot of gross floor space
DU =	Dwelling unit

USE(1)	T-4.1	T-4.2	T-5.1	T-5.2	T-6	PARKING REQUIREMENTS 2)
Residential Type Use						
Single Family	P	P	P			1 sp/DU
Duplex	P	P	P	P	P	1 sp/DU

Townhouse	P	P	P	P	P	1 sp/DU
Multi-Family	P	P	P	P	P	1 sp/DU plus 1 guest space/4 DU
Bed & Breakfast < 4 Rooms	S	P	P	P	P	1 sp/employee plus 1 sp/guest
Bed & Breakfast > 4 Rooms	S	S	P	P	P	1 sp/employee plus 1 sp/guest
Hotel	X	X	S	S	P	½ sp/employee plus 1 sp/room
Elderly/Child Care Facility	S	S	S	S	P	½ sp/employee plus 1 sp/ 8 users
Home Occupation	P	P	P	P	P	Based on Use Type (Ch. 60, Art. IX)
Community Based Residential Facilities	P	P	P	P	P	1 sp/employee plus 1 sp/client
Boarding House/Lodginghouse	P	P	P	S	X	1 sp/guestroom plus
						1 sp/employee
Office/Service Type Use						
Professional Offices	S	S	P	P	P	1 sp/400 sf
Medical and Dental Clinics	S	S	P	P	P	1 sp/400 sf
Personal Services	S		P	P	P	1 sp/400 sf
Retail Type Use						
General Retail	S	S	P	P	P	1 sp/400 sf
Age Restricted Retail (3)	S	S	S	S	S	1 sp/400 sf
Specialty Shops	S	P	P	P	P	1 sp/400

Restaurant up to 30 seats w/16 outdoor	X	S	P	P	P	1 sp/4 seats
Restaurant over 30 seats w/16 outdoor		S	S	P	P	1 sp/4 seats
Halls, Private Clubs, Indoor Amusement	S	S	S	P	P	1 sp/400 sf
Artist Studios, Performing Art Center	S	S	P	P	P	1 sp/400 sf
Civic						
Church or Places of Worship	S	S	P	P	P	1 sp/5 seats
Government Offices	X	X	P	P	P	1 sp/400 sf
Art Galleries	S	P	P	P	P	1 sp/400 sf
Transportation Facilities	X	X	S	S	S	1 sp/400 sf
Adaptive Reuse of Structures of Community Significance	S	S	S	S	S	To be determined by the planning board depending on use(s)

Notes:

- (1) Uses not listed are considered prohibited unless deemed similar by the director of planning or by the planning board through a special exception approval.
- (2) *Parking requirements in T-5.1, T-5.2 and T-6 may be provided by the municipality or private parking resources within 1,000 feet of the principal building, subject to planning board approval.
- (3) Where more than 50% of floor space is devoted to age restricted goods. [This may include licensed Adult Use or Medical Marijuana Stores.](#)

(Ord. No. 04-03072016, 5-16-2016; Ord. No. 05-04032017, § 2, 4-24-2017)

Sec. 60-1038. - Odors.

~~(a) For purposes of this section, the term "odor threshold" is defined as the minimum concentration in air of a gas, vapor, or particulate matter than can be detected by the abutters of the property in question.~~

~~(b) No development in any zone may generate any odor that reaches the odor threshold, measured at the lot line of the enterprise generating the odor.~~

~~(Ord. of 9-21-2009, § 5.6E)~~

(a) Nuisance Control and Abatement

Statutory authority; administration and enforcement; severability.

1. Authorization. This article is adopted pursuant to 30-A M.R.S.A. § 3001 and the City's Home Rule Powers as provided for in Article VII-A of the Maine Constitution and Title 30-A M.R.S.A. §§ 2101 through 2109 and in accordance with the authority of the City to seek judicial remedies in order to protect the inhabitants of the City, the City as a municipal corporation, and individual residents of the City as provided for by the laws of the State of Maine, including, but not limited to 17 M.R.S.A. §§ 2702, 2705 and 2706; 30-A M.R.S.A. § 2002 and at common law.

2. Administration and enforcement. The Code Enforcement Officer of the City of Auburn shall administer and enforce this article.

3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions.

(b) Purpose.

The City finds that because most odorous pollutants have a complex chemical composition and may elicit a broad spectrum of responses by the receptors, special methods must be employed in their measurement and characterization. Although analytical data are more precise and may be useful in identifying a source, it is the human response or the sensory data that is most critical in determining the necessary degree of odor control. Analytical data may be used to specify permissible emission levels from a source, but sensory data must be employed to assess the impact in the surrounding community. The latter is the City's primary concern.

(c) Objectionable odor determination.

An odor will be deemed objectionable and is a public nuisance when any of the following occurs:

1. Creates a public nuisance at common law; or

2. The erection, continuance or use of any building or place for the exercise of trade, employment or manufacture which, by noxious exhalations or offensive smells, become injurious and dangerous to the health, comfort or property of individuals or the public; or
3. All members of a panel consisting of a representative from the Economic and Community Development Department, Police Department and Fire Department shall investigate complaints to determine following concurrent, personal observation, that the odor at the property line of the source based on City Tax Maps or elsewhere in the City is objectionable, taking into account its nature, concentration, location, and duration and are able to identify the source.

(d) Compliance required; applicability.

No odor source, land use, facility, or activity shall be exempt from complying with the odor management standards contained in this article, Chapter 60-1038, Zoning, because of grandfathering or because of being an existing use, facility, or activity at the time the standards were enacted. The odor standards apply to all existing and future odor sources, land uses, facilities, and activities in the City, except as otherwise provided herein.

(e) Observation procedures.

Odor observation shall be undertaken to arrive at a determination that an objectionable odor exists, shall be at or beyond the property line or at or near places where people live or work.

(f) Enforcement.

In the event that the Economic and Community Development Department receives complaints that smells or odors are detectable beyond the property line, the following process shall be used to correct the odor problem:

1. Within seven days of receiving a complaint, the Economic and Community Development Department shall investigate the property to assess the situation and discuss odor compliance with the business operator, including but not limited to asking the business operator what is being done to mitigate odors. If the Economic and Community Development Department detects odor beyond the property lines and/or the operator indicates that odor management provisions installed within the facility are not being followed, the Economic and Community Development Department shall provide verbal notice of violation to the operator and instructions to comply with odor management provisions and require the operator to notify the Economic and Community Development of conformance within 10 days.
2. If complaints persist and/or the Economic and Community Development Department continues to observe an odor issue, the Economic and Community Development Department shall assemble the panel authorized as described above to investigate the complaints. If the Economic and Community Development Department and the panel observe odor issues after the ten-day period as described above, the Economic and Community Development Department shall notify the operator of violation in writing and require notification of conformance within 10 days.

3. If complaints persist and/or the Economic and Community Development Department and the panel continue to observe odor issues after the ten-day period described above, the Code Enforcement Department shall provide a second written notice of violation, assess a citation for a first violation, as specified under Chapter 2. Administration Sec. 2-610. Penalties, and require the operator to prepare an Odor Control Plan that meets the requirements of Article XIII, Environmental Performance Standards of the Zoning Ordinance, and any relevant sections of the NFPA, Chapter 54, Ventilation or Chapter 38 (as applicable), and submit a written report from a mechanical engineer or odor management specialist with recommendations for modification/ improvement of the ventilation system within 45 days and installation of recommendations and notice of compliance within 60 days. [EC1]The City may use contracted staff and peer review escrow fees to review an Odor Control Plan.
4. If the operator has not submitted the required report within 45 days, or if the operator has not submitted evidence of compliance within 60 days as described above, the Economic and Community Development Department shall provide a third written notice of violation and assess a citation for a second violation, as specified under Chapter 2. Administration Sec. 2-610. Penalties.
5. If the operator has not submitted the required report within 60 days as described above or if the operator has not submitted evidence of compliance within 75 days, the Code Enforcement Officer, or their designee, [EC2]shall assess a citation for a third violation, as specified under Chapter 2, Article VIII, 2-610 (Code Enforcement), Chapter 14, Article 11, and or Sec.14-27(Business License), and temporarily suspend the business license, as applicable.
6. If the operator has not submitted the required report within 75 days as described above or if the operator has not submitted evidence of compliance within 90 days, the City Manager shall ask the City Council to permanently revoke the business license, per Sec.14-48, as applicable.[EC3]
7. Upon request of the City Manager, and as directed by Chapter 14, the City Council shall undertake the required process to consider revocation of the business license.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Author: Marc Gosselin and Sabrina Best

Subject: Presentation – Programming information – Senior Community Center

Information:

Presentation will cover the following:

1. Overview of Current Collaborations
 2. Programming Breakdown:
 - a. Recreation
 - b. Co-Sponsored
 - c. Non-Recreation related
 3. Breakdown of Senior Programming within the Greater Auburn area
 4. Future Collaborations
 - a. Recreation Programming
 - b. Co-existing Programming
 - c. Health & Wellness Programming
-

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History:

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Cudde".

Attachments:

PowerPoint presentation will be used during the presentation. A written memorandum on the new Senior Community Center project will be shared to accompany the PowerPoint presentation.

AUBURN SENIOR COMMUNITY CENTER PROGRAMMING

Presented by Auburn Recreation & Sports Facilities Staff



1

OVERVIEW OF CURRENT COLLABORATIONS

- Over the past year the Senior Community Center has been utilized by a variety of partner organizations:
 - Auburn Recreation
 - 1st Auburn Senior Citizen Association
 - Age Friendly Committee
 - Healthy Androscoggin
 - St. Mary's Weight Watchers Support Groups
 - TOPS (weight loss program)
 - Healing Waters Fly Fishing
 - Good Food Council of Lewiston/Auburn

2

PROGRAMMING BREAKDOWN

100% AUBURN RECREATION

Recreation Staff have 100% control of the program
(planning, promoting, organizing, and implementing - start to finish)

TRIPS - Shopping & educational (Market Basket, Kittery Outlets, Maine State Museum, Fryeburg Fair, Casco Bay Wind Symphony)

LUNCH & LEARN - Crafts & educational (Medical Marijuana, Basket Making, Balloon Volleyball)

DROP-IN PROGRAMS – Pickleball, Senior Walking, Crafts, Card games

LINE DANCING/DANCING THROUGH THE DECADES – Rec-funded instructor

3

PROGRAMMING BREAKDOWN

50% AUBURN RECREATION or CO-SPONSORED

Recreation Staff have shared control of the program and are responsible for a portion or select resources towards the event or program (Agreement based, MOU, Joint Use)

1st Auburn Seniors – Recreation provides space at no charge, staff support at meetings and meals; 1st Auburn operates under Board of Directors that does fundraising to help offset expenses (2 meetings per month + Bingo, 1 meal per month)

Age Friendly Committee – Recreation provides space at no charge, staff support when appropriate, access to equipment and resources as needed; Committee-run (2 Meetings a month, various community engagement events like Hot Dog Social, Open House, Thanksgiving Meal)

4

PROGRAMMING BREAKDOWN

0% AUBURN RECREATION

Recreation Staff have 0% control of the program, HOWEVER do provide a space for the program or activity to meet free of charge due to the Senior Related Nature of the activity or organization*

TOPS – Weight loss program for group of senior women

Healing Waters – Program for Veterans

St. Mary's Weight Watcher Support Groups – Support group meetings

* Occasional fee to cover cost of building staff if request for meeting is outside office hours and no staff is on site.

5

SENIOR PROGRAMMING IN GREATER AUBURN

AUBURN

Ist Auburn Seniors
 New Auburn Seniors
 Robin Dow Seniors
 Schooner Estates
 Auburn Housing Authority

GREATER AUBURN AREA

Lewiston Seniors
 Senior Plus
 AARP Senior Programs
 Sabattus
 Lisbon
 Poland
 Local Churches
 Silver Sneakers

6

AUBURN RECREATION WORKPLAN 2019-2020

Health and Wellness Focus

7

PENDING COLLABORATIONS

Healthy Androscoggin for educational sessions – In the process of getting the appropriate data to them (via survey)

USM LA Campus Occupational Therapy Program – Meeting with professors and current students to create a co-sponsored service for Seniors and Students

Senior Fitness – current Recreation Staff is in the process of obtaining their certificate in personal training for Senior age participants

AARP – Free Webinars

Auburn Age Friendly – Senior Fair & various activities and events

8

2019-2020 AUBURN RECREATION PROGRAMS

Drop-in Programs (Pickleball, Dance, Senior Walking, Crafts and Games)

Lunch and Learns ***Enhance***

Webinars and Workshops w/ AARP, Healthy Androscoggin, NRPA ***New***

Trips

Senior Fitness ***New***

Accessible Hikes/Nature Walks ***New***

Cooking Classes ***New***

Occupational Therapy Service w/ USM ***New***

Grandparent and Me ***New***

- Hula Hooping, Pickleball, Balloon Volleyball, Crafting Class, Healthy Eating, Movie Night

9

CO-EXISTING

Recreation focus on providing equal and assessible access to programming and facilities for the 50+ (and community)

Age Friendly promotes people of all ages to actively participate in community activities and treats everyone with respect, regardless of age and addresses the ability to live and age within a community

Various Senior Groups and Organizations offer programs and education for the 50+ population to stay engaged, healthy, and happy within the community

10

WORK TOGETHER VS. COMPETING

SHARED VALUES

All organizations involved are bringing a like-minded focus in achieving positive outcomes for our shared audiences. We all share a common goal to provide better services through partnership, ultimately benefiting our customers and the community.

**“MINE” & “YOURS” =
“OURS”**

**KEEP AN OPEN MIND
ALWAYS EVOLVING**

BEING GOOD ROOMATES

For each project, activity, event, etc., there is a lot of consideration given to making sure all parties involved:

- Have an equitable division of work,
- That the budget is fair and sustainable for all sides,
- And that everyone will receive equal recognition on promotional materials, online, and at the event.

11

QUESTIONS

12



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Order: 44-04012019

Author: Sue Clements-Dallaire, City Clerk

Subject: Setting June 11, 2019 as the date for the School Budget Validation Referendum Election

Information:

Title M.R.S.A. 20-A, Section 2307 requires Municipalities to conduct a School Budget Validation Referendum Election each year.

The date is consistent with previous years, and there is a cost savings when holding this election at the same time as a State election which is normally the second Tuesday in June. It also results in better voter turnout.

City Budgetary Impacts: There is a cost savings of approximately \$1,500 by holding this election on the same date as the State Election.

Staff Recommended Action: Recommend passage of this order.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Order 44-04012019

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



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

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 44-04012019

ORDERED, that the City Council hereby sets the date for the School Budget Validation Referendum Election to be held on Tuesday, June 11, 2019.

IN COUNCIL REGULAR MEETING MARCH 18, 2019 VOL. 35 PAGE 24

Mayor Levesque called the meeting to order at 7:02 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items

1. Order 32-03182019*

Accepting the transfer of \$211.90 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-3838 Jonae Singleton).

2. Order 33-03182019*

Accepting the transfer of one Glock 19 9mm handgun forfeiture to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1751 Wac Maiwan).

3. Order 34-03182019*

Accepting the recommendation of the Tax Collector to grant an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).

Motion was made by Councilor Titus and seconded by Councilor Gerry to remove Order 34-03182019 from the consent agenda and under New Business. Passage 7-0.

Motion was made by Councilor Titus and seconded by Councilor Walker for passage of the other two consent items. Passage 7-0.

II. Minutes

- March 4, 2019 Regular Council Meeting
- March 11, 2019 Special Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the March 4, 2019 Regular Council Meeting. Passage 7-0.

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the March 11, 2019 Special Council Meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

- Communication – Auburn Water District Update (Sid Hazelton, Superintendent provided the update)
- Communications – Economic and Community Development Department Update (Eric Cousens, Deputy Director provided an update)

IV. Open Session

Dan Thayer, Auburn business owner, commented on the proposed marijuana ordinance.

Ernestine Gilbert, 20 Colonial Way, spoke in support of the Senior Center.

Wayne Souza, Auburn resident, commented on people driving around the City adding that part of the reason for that was because there is a lot of boredom and not much to do around here. He said that a Community Center would be a good thing for this area. He said that he has a lot of good ideas that he would like to share.

Jan Biron, 94 Western Avenue, commented on the Senior Center and said that she would like to see the audio/visual equipment included in the Senior Center project. She also provided clarification on Senior Center programming.

Nancy Roy, Colonial Way, commented on the Senior Center and the lack of cooking facilities there.

Tizz Crowley, 35 University Street, commented on the Senior Center and spoke in support of Jan Biron's position on the audio/visual equipment. She said that she likes the idea of a kitchen noting that a kitchen isn't needed for every group.

Grady Burns, 400 Court Street, commented on the proposed Hotel Road project adding that he feels that there is a breakdown of communication between City Staff and the Complete Streets Committee and added that he was disturbed that it appears that the Complete Streets Committee has not been consulted or kept in the loop on this project.

Kathy Shaw commented on the Walton and Sherwood Heights Schools Chili & Chowder Challenge noting that it was a great event and she thanked all that were involved.

Joe Gray, Sopers Mill Road, apologized to Public Works Director, Dan Goyette for comments made at a previous meeting about not responding to an email, when in fact he had responded to the email.

V. Unfinished Business

1. Ordinance 02-03042019

Adopting the Age Friendly Community Committee Ordinance. Second reading.

A motion was made by Councilor Titus and seconded by Councilor Walker for passage.

Public comment – no one from the public spoke.

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

2. Resolve 03-03042019

Supporting the formation of the Mayor's Ad Hoc Committee on Water Quality.

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

Public comment:

Jason Pawlina, 2 Belleflower Drive spoke in support of the resolve.

Frank Koch, 641 N. Auburn Road, spoke in support of the resolve.

Holly Ewing, resident of Greene, Maine (employed by Bates College and has worked on the Lake as a researcher since 2008) commented on the Lake's phosphorus levels stating that it is paramount that watershed protection be at the top of the list even if a filtration plant is built in order to limit phosphorus levels in the Lake.

Evan Cyr, 435 West Auburn Road, spoke in support of the resolve.

Camille Parish, 42 Lake Street, expressed some concerns that she has about the committee (goals and process of membership were mentioned).

Motion was made by Councilor Titus and seconded by Councilor Gerry to amend the resolve by striking the second to the last bullet note that states:

"Undertake an economic analysis to evaluate the cost/benefit of a water filtration plant, including the level of development that might be supported and the cost of additional municipal services to support such development and the extent to which new tax revenues would offset these costs"

Passage of amendment 6-0-1 (Councilor Young abstained).

Motion was made by Councilor Gerry and seconded by Councilor Young to postpone this item until the next regular meeting scheduled for April 1, 2019.

Motion failed 3-4 (Councilors Lasagna, Titus, Fournier, and Walker opposed).

The motion for Resolve 03-03042019 as amended failed 3-4 (Councilors Gerry, Lasagna, Hayes, and Young opposed).

V. New Business

Order 34-03182019

Accepting the recommendation of the Tax Collector to grant an abatement of back taxes, interest, and costs on 226 Turner Street in the amount of \$5,040.24 on the basis of 36 M.R.S. Sec. 841 (3).

This item was removed from the consent agenda and moved to new business.

Motion was made by Councilor Titus and seconded by Councilor Walker for passage with the amended amount (replacing the dollar amount from \$5,040.24 to \$7,694.30).

Passage as amended 7-0.

1. Order 35-03182019

Appointing Nickolaus Charneski to the Citizen's Advisory Committee with a term expiration of 6-30-2019.

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

Passage 7-0.

2. Order 36-03182019

Re-appointing Johnna Flood to the Conservation Commission with a term expiration of 6/1/2022.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

3. Order 37-03182019

Re-appointing Jordan Tate to the Conservation Commission with a term expiration of 6/1/2022.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

4. Order 38-03182019

Appointing Jared Doyle to the Ethics Committee as a full member with a term expiration of 1/1/2022.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

5. Order 39-03182019

Appointing Katie Boss to the Planning Board as an Associate member with a term expiration of 1/1/2020.

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

Passage 7-0.

6. Order 40-03182019

Appointing John Engler to the Planning Board as an Associate member with a term expiration of 1/1/2020.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

7. Order 41-03182019

Re-appointing Robert Cavanagh to the Auburn Sewer District Board of Trustees with a term expiration of 3/1/2023.

IN COUNCIL REGULAR MEETING MARCH 18, 2019 VOL. 35 PAGE 28

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

8. Order 42-03182019

Appointing Charles Sheehan to the Auburn Sewer District Board of Trustees with a term expiration of 3/1/2023.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Passage 7-0.

9. Order 43-03182019

Appointing Jason Pawlina to the Auburn Water District Board of Trustees with a term expiration of 3/1/2023.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

Motion was made by Councilor Titus and seconded by Councilor Lasagna to enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).

Passage 7-0. Time 8:50 PM.

Council was declared out of executive session at 8:57 PM.

Passage of Order 43-03182019 6-1 (Councilor Lasagna opposed).

VII. Reports

Mayor Levesque – reported on the Chili & Chowder Challenge, his trip to Washington DC, and he reported that he will be attending a breakfast hosted by Seniors Plus at the Hilton where Senator Collins will be a guest and will be presented with the Ikaria Award.

Councilor Young – reported on the Great Falls TV Advisory Board meeting that was held last week, and he reported on the meeting where they held the straw poll vote on the new high school where out of 200 people, 11 people were against it and everyone else was in favor.

Councilor Walker – no report

Councilor Fournier – reported on the straw poll vote on the new high school, the fundraising effort, and she encouraged citizens to provide feedback to the school department. She noted that there is a new website for the new high school project at www.newelhs.org. She reported that the School Committee now has the School budget, she attended a 6th grade science fair at Fairview School, the School Task Force group will resume their meetings beginning on March 26, 2019, and she reported on the Auburn Public Library's auction

adding that they are looking for donations, and the next APL meeting will be held at 7:30 AM tomorrow morning.

Councilor Titus – reported that the Auburn Sewer District meeting is scheduled for tomorrow at 4:00 PM at the District and the Auburn Water District will meet at 4:00 PM on Wednesday this week. He thanked the members of the Marijuana Committee and Assistant City Manager Crowell for the work that has been done. He thanked the members of the Age Friendly Committee on their work and would like to see more detail on the Senior Center project. Last, he reported that on March 8th and 9th of this year was the Maine McDonald All-Star and Maine Association of Basketball All-Star banquet and games was held in Bangor where the Joshua Titus Spirit of the Game award was presented to George Kempstra a student that was heavily involved in varsity basketball at Edward Little High School. He was also on the unified basketball team and did a great job there.

Councilor Hayes – reported that 3 Councilors toured the science projects at Fairview School.

Councilor Lasagna – reported that AMS (Auburn Middle School) was having a roundtable discussion on substance abuse disorder. She will provide details at a later meeting.

Councilor Gerry – reported that the Age Friendly Committee is meeting tomorrow at 5:30 PM at the Senior Center.

City Manager – reported on a meeting he attended with HUD officials and others on CDBG funding, he provided an update on the FY 20 budget process and he announced that a Special Council meeting is scheduled for March 25th where there will be a preliminary draft budget presentation and he and the Superintendent of Schools will be presenting their Capital Improvement Plans, and budget schedules will be handed out at that meeting. He provided a brief update on municipal revenue sharing, the upcoming employee recognition event, and he gave recognition to the Assistant City Manager, Phil Crowell for the work he has done on various projects since becoming Assistant City Manager.

Assistant City Manager – reported that the Strategic Plan Investment Sub-committee had a great second meeting, where they broke into groups and did a prioritization exercise adding that it has been a good process and there has been great participation from the community. The Strategic Plan Committee will be meeting again on 3/28/19.

Finance Director, Jill Eastman – February 2019 Monthly Finance Reports

Motion was made by Councilor Titus and seconded by Councilor Walker to accept and place on file the February 2019 Monthly Finance Report. Passage 7-0.

VIII. Open Session – no one from the public spoke.

IX. Executive Session – Discussion on legal rights and responsibilities, pursuant to 1 M.R.S.A. Sec. 405 (6)(E).

IN COUNCIL REGULAR MEETING MARCH 18, 2019 VOL. 35 PAGE 30

Motion was made by Councilor Fournier and seconded by Councilor Walker.

Passage 7-0, time 9:20 PM.

Council was declared out of executive session at 9:38 PM.

- X. Adjournment** - Motion was made by Councilor and seconded by Councilor to adjourn. All were in favor and the meeting adjourned at 9:38 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING MARCH 25, 2019 VOL. 35 PAGE 31

Mayor Levesque called the meeting to order at 5:31 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Young arrived a few minutes late. All other Councilors were present.

I. New Business

1. Resolve 04-03252019

Authorizing the City Manager to provide the Lewiston-Auburn Transit Committee a zero percent interest rate loan not to exceed \$187,500 from the City's General Fund.

Motion was made by Councilor Gerry and seconded by Councilor Walker for passage.

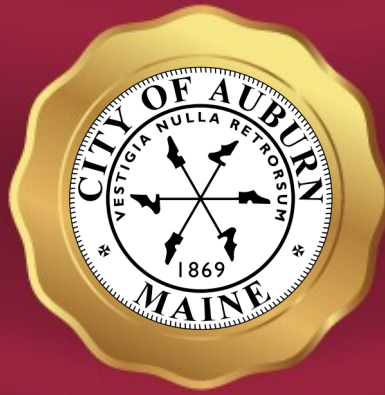
Public comment – no one from the public spoke. Passage 6-0 (Councilor Young was not present for the vote).

II. Adjournment - Motion was made by Councilor Titus and seconded by Councilor Walker to adjourn. All were in favor and the meeting adjourned at 5:32 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk



A PROCLAMATION RECOGNIZING AND CONGRATULATING THE EDWARD LITTLE HIGH SCHOOL GIRLS ALPINE SKI TEAM

WHEREAS, the 2018/2019 Edward Little High School girls alpine ski team placed first in the Kennebec Valley Athletic Conference coming in from third place and 30 points out after the giant slalom race over Mount Blue on their home mountain; and

WHEREAS, competing with 185 skiers and 21 teams from all over Maine, the hard work, dedication, and talent of the team enabled them to cinch the first Girls Alpine Skiing State Class A Championship title since 2004; and

WHEREAS, Coach Jodd Bowles, and Assistant Coach Will McMellion, as well as parents, faculty and the student body at Edward Little High School helped guide the team to victory through their unwavering support; and

WHEREAS, The team has brought honor and pride, not only to themselves, but also to their school, their families and to our community; and

WHEREAS, The City of Auburn wishes to congratulate all of those involved with this outstanding team, including the players, coaches, and parents;

NOW THEREFORE I, Jason Levesque, Mayor of the City of Auburn, do hereby recognize and heartily congratulate the young women of the Edward Little High School Alpine Ski Team on their outstanding accomplishment of winning the Girls Alpine Skiing State Class A 2019 Championship.

IN WITNESS WHEREOF, I have hereunto set my hand
and caused the Great Seal of the City of Auburn,
Maine to be fixed this 1st day of April, 2019.

Mayor Jason Levesque



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Author: Zachary Lenhert

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

Information: As part of the process of adopting the Annual Action Plan a public comment period must be held in accordance with the Citizen Participation Plan. The Annual Action Plan is posted on auburnmaine.gov for review.

A final public hearing will be held in May for adoption by the City Council

City Budgetary Impacts:

Staff Recommended Action: none

Previous Meetings and History: none

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: 2019-2020 ANNUAL ACTION PLAN SCHEDULE



City of Auburn, Maine

Economic & Community Development

Michael Chammings, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

2019-2020

ANNUAL ACTION PLAN SCHEDULE

<u>ACTIVITY</u>	<u>DATE</u>
CDBG Subrecipient Training	TBD
Citizen Action Committee Meeting	November 14, 2018
Council Meeting – Update on Citizen’s Advisory Committee	November 19, 2018
Sub-Recipient Training	December 4, 2018
Issue Request for Proposals	TBD (Mid December)
Review Proposals - Staff	TBD (Mid-Late January)
CAC Meetings – Subcommittee Scoring Public Services	TBD (February)
CAC Meetings – Full Committee	TBD (February)
Budget Review with City Manager	TBD (Early March)
Workshop with City Council	March 18, 2019
Public Notice – Action Plan Available	
Comment Period Begins	March 18, 2019
Comment Period Ends	April 18, 2019
Public Comment Period with City Council	April 1, 2019
Adoption by City Council	May 6, 2019
Submission Deadline to HUD	TBD (Mid May)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Resolve: 05-04012019

Author: Sue Clements-Dallaire, City Clerk

Subject: Auburn Water District Bond Request

Information: The Auburn Water District would like to move forward with an Alum treatment to Lake Auburn during the Summer/Fall of 2019. The project estimate is \$800,000. The Auburn Water District share of the project will be \$400,000. In order to finance the project, they are pursuing a bond and in accordance with their Charter, the issuance of bonds by the Auburn Water District must be approved by the Auburn City Council.

City Budgetary Impacts:

Staff Recommended Action: Passage of Resolve 05-04012019 granting permission to the Auburn Water District to issue its bonds in the amount of up to \$400,000 to finance the Alum treatment for Lake Auburn.

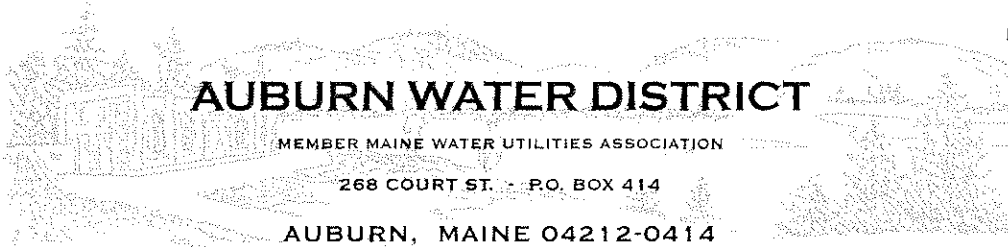
Previous Meetings and History: Discussed at the 3/18/2019 City Council meeting, and again during the 3/25/2019 City Council Workshop.

City Manager Comments:

I concur with the recommendation. Signature:

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

Attachments: Letter from Sid Hazelton to the Auburn City Manager, Peter Crichton, Memo from Auburn Water District Chair, Resolve 05-04012019



Peter Crichton, City Manager
60 Court Street
Auburn, Me. 04210

3/13/2019

Re: Auburn Water District Bond Issuance Request

Dear Mr. Crichton,

In order to improve water quality, the Auburn Water District/Lewiston Water Division are planning to move forward with an Alum treatment to Lake Auburn during the Summer/Fall of 2019. We are currently pursuing a permit from the Maine Department of Environmental Protection, and anticipate having it in hand later this Spring.

The project estimate is \$800,000. The Auburn Water District share of this project will be \$400,000.

We are pursuing a bond to finance the project. In accordance with our Charter, the issuance of bonds by the Auburn Water District must be approved by the City of Auburn.

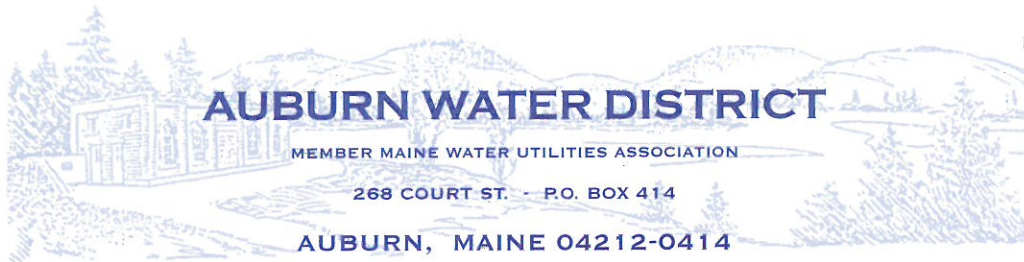
Attached for your consideration is a resolve for permission for the Auburn Water District to issue a bond for Alum Treatment to Lake Auburn in 2019.

Would you please schedule to address this request at your next Council meeting?

Thank you for your consideration.

Sincerely,

Sid Hazelton, P.E.
Auburn Water Superintendent



Memo to: Auburn City Council

3/27/2019

From: Auburn Water District Trustees

Re: Board of Trustees Resolution Authorizing a borrowing in the amount not to exceed \$400,000

Dear Auburn City Councilors,

At the monthly meeting on 3/20/2019 the Trustees of the Auburn Water District voted to authorize a resolution to borrow \$400,000 through the Clean Water State Revolving Fund Program of the Maine Municipal Bond Bank for the purpose of financing an in-lake aluminum sulfate (alum) treatment to Lake Auburn to mitigate algae growth related to excess phosphorus in the water. Formal Trustee approval was necessary as part of the bond procurement process.

In cooperation with our team of Consultants, Academia, and State agencies including the Maine Department of Environmental Protection, Maine Drinking Water Program, Maine Inland Fisheries, and Lake Stewards of Maine, there was consensus that an alum treatment to the lake in 2019 is the most effective strategy for ensuring clean drinking water for the Cities of Auburn and Lewiston into the foreseeable future.

The total cost of the project will be \$800,000; half of which will be funded by the Lewiston Water Division. Repayment of the bond will be the responsibility of the Auburn Water District.

In accordance with the Auburn Water District Charter, issuance of bonds requires permission from the Auburn City Council. A bond permission request was made of the City Council on March 18, 2019. We hope the City will look favorably upon this request at the April 1, 2019 City Council meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "K.C. Geiger". The signature is fluid and cursive, written over a light blue horizontal line.

K.C. Geiger

AWD Trustee President

AUBURN WATER DISTRICT

MEMBER MAINE WATER UTILITIES ASSOCIATION

268 COURT ST. - P.O. BOX 414

AUBURN, MAINE 04212-0414

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

Date: March 22, 2019

Notice of Intent to file a Permit Modification – Aquatic Chemical Application – Lake Auburn

Dear Mrs. Clements-Dallaire,

Please take note that, pursuant to 38 MRSA, Sections 413 and 414-A, Auburn Water District of 268 Court Street intends to file a wastewater discharge permit modification application with the Department of Environmental Protection (DEP). The application is for the discharge of approximately 20 g/m² of aluminum sulfate and sodium aluminate to Lake Auburn in Auburn Maine.

The application will be filed on or about 3/28/19 and will be available for public inspection at DEP's Augusta office during normal business hours. A copy may also be seen at the municipal offices in Auburn.

A request for a public hearing or request that the Board of Environmental Protection assume jurisdiction over this application must be received by the DEP, in writing, no later than 20 days after the application is found acceptable for processing, or 30 days from the date of this notice, whichever is longer. Requests shall state the nature of the issue(s) to be raised. Unless otherwise provided by law, a hearing is discretionary and may be held if the commissioner or the Board finds significant public interest or there is conflicting technical information.

During the time specified above, persons wishing to receive copies of draft permits and supporting documents, when available, may request them from DEP. Persons receiving a draft permit shall have 30 days in which to submit comments or to request a public hearing on the draft.

Public comment will be accepted until a final administrative action is taken to approve, approve with conditions or deny this application. Written public comments or requests for information may be made to the Division of Water Quality Management, Department of Environmental Protection, State House Station #17, Augusta, Maine 04333-0017, Telephone (207) 287-3901.

Sincerely,



Erica Kidd
Watershed Manager, Auburn Water District/Lewiston Water Division

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



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

Jason J. Levesque, Mayor

IN CITY COUNCIL

RESOLVE 05-04012019

TITLE: RESOLVE – PERMISSION FOR AUBURN WATER DISTRICT TO ISSUE BONDS

BE IT RESOLVED, by the Auburn City Council, that in accordance with Section 13 of the Auburn Water District Charter, the Auburn City Council hereby grants permission to the Auburn Water District (the “Water District”) to issue its bonds (and notes in anticipation thereof) (referred to herein as the “Water District Bonds”) in the aggregate principal amount not to exceed \$400,000 to finance an in-lake aluminum sulfate (alum) or other chemical treatment to Lake Auburn to mitigate algae growth related to excess phosphorus in the water, and to the extent funds remain therefore, to finance upgrades to the Water District’s water distribution system, including water main replacement, with other improvements ancillary and related thereto.

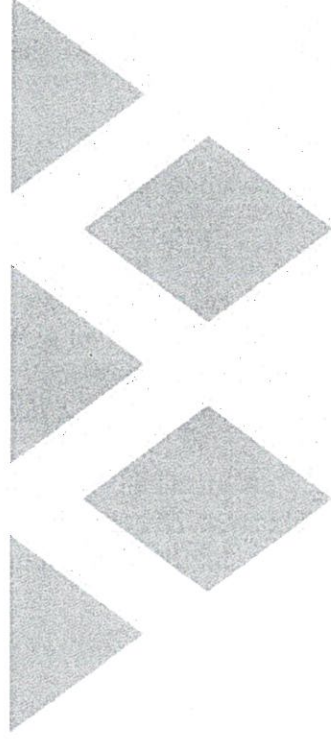
BE IT FURTHER RESOLVED, by the Auburn City Council, that the Water District Bonds shall not constitute any debt or liability of the City or a pledge of the faith and credit of the City, but shall be payable solely by the Water District; and the issuance of the Water District Bonds shall not directly or indirectly or contingently obligate the City to levy or to pledge any form of taxation whatever therefor or to make any appropriation for their payment.

This resolve shall be final immediately upon enactment.

**COUNCILOR
WALKER'S
REPORT**

MONTHLY ACTIVITY REPORT

February 2019
2019 Fiscal Year



maine waste
to energy

Member Communities

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

Maine Waste to Energy

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

www.midmainewaste.com

MEMORANDUM

To: Board of Directors
From: John King, Executive Director
Michael Daily, Finance Director
Subject: February Financial/Activity Report - Unaudited
Date: March 12, 2019

Enclosed please find the unaudited February Activity Report covering the period from February 1 through February 28, 2019.

General Summary

Plant throughput for the month was 5,751 tons processed, or about 205 tons per day and running time throughput was 207 tons per day. Operating Revenues exceeded Expenses resulting in February having an operating profit of \$92,259 (These figures do not reflect balance sheet expenses). Year-to-date operating loss is \$373,690 compared to projected budget gain of \$49,152 and a \$54,402 operating gain in FY18. Cash and investments totaled \$4,850,036. Cash and investments are down \$1,232,499 from the start of FY19. The reserve goal established by the Board for FY19 is \$5,900,000 and is now at 82.2% of goal. The balance sheet shows current assets less liabilities at \$5,496,488, which is down \$899,375 from the beginning of the fiscal year.

Waste Deliveries/Operations

A total of 5,760 tons were delivered to the pit for an average of 206 tons per day. 6,569 tons were received from all sources for the month. Details on deliveries are presented in the following table:

Waste Type	Year-To-Date Tons		Variance	
	FY19 Actual	FY18 Actual	Tons	%
MSW Member	11,403	11,309	94	0.8%
Comm Member	9,534	8,761	773	8.8%
Municipal Non-Member	16,103	14,320	1,783	12.5%
Gate/Hauler	12,301	11,945	356	3.0%
OBW/Res TS	7,238	6,983	255	3.7%
Other	5,582	9,545	(3,963)	-41.5%
Total	62,161	62,863	(702)	-1.1%

MEMBER COMMUNITIES:

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

Waste flows to the plant and transfer station are running 1.1% below last year. Year-to-date tons processed in the plant are equal to 193 tons per day. Running time year-to-date throughput equaled 206 tons per day. The transfer station processed 681 tons during the month from all sources and averaging 31.0 tons per day for the month, (5.5 day receiving week) and 13,817 tons year-to-date. Recyclables totaled 128 tons for the month and 1,785 tons year-to-date. Prior year and budget comparisons of processing records as follows:

	Prior Year Comparison YTD				Budget Comparison YTD			
	FY19	FY18	Variance		FY19	FY19	Variance	
	Actual	Actual	Tons	%	Actual	Budget	Tons	%
Waste-To-Energy	46,885	49,047	(2,162)	-4.4%	46,885	47,662	(777)	-1.6%
Transfer Station	13,817	11,665	2,152	18.4%	13,817	11,987	1,830	15.3%
Recycling	1,785	2,105	(320)	-15.2%	1,785	1,815	(30)	-1.7%
Total	62,487	62,817	(330)	-0.5%	62,487	61,464	1,023	1.7%

Cash Available to Operations

Cash balances in checking and investments total \$4,850,036 down \$76,833 from the prior month. The following is the status of the reserve goal:

Reserve Status		
	FY 19 Goal	As of 2/28/19
Operating	2,006,000	1,649,012
Capital Improvement	944,000	776,006
20-Year Plan	1,711,000	1,406,510
Rate Stabilization	1,239,000	1,018,508
Total	5,900,000	4,850,036

Total Cash	4,850,036
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Surplus or (Deficit)	(1,049,964)
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Revenue

Revenue for the month totaled \$549,933. Major categories of revenue by month include: tipping fees, \$429,393; power contract, \$102,582; recycling, \$9,471; interest, \$7,863; other, \$624. Revenue for the month was \$31,866 above budget projections and \$16,321 below FY18. Year-to-date revenue is \$4,792,437, which is \$104,193 above budget and \$107,432 above FY18.

The table that follows shows detail relative to electrical sales:

Month	Price per MWhr			Electrical Output MWhr			Electrical Revenue		
	FY18	FY19		FY18	FY19		FY18	FY19	
	Actual	Budget	Actual	Actual	Budget	Actual	Actual	Budget	Actual
Jul	\$30	\$38	\$36	1,288	1,300	1,256	\$38,560	\$49,737	\$44,985
Aug	\$29	\$33	\$35	1,259	1,275	1,213	\$36,364	\$41,702	\$41,982
Sep	\$24	\$28	\$29	1,291	1,300	1,255	\$31,372	\$36,840	\$35,917
Oct	\$36	\$37	\$36	1,033	1,100	1,004	\$37,670	\$41,129	\$36,272
Nov	\$30	\$37	\$37	1,357	1,425	1,378	\$41,334	\$53,036	\$51,399
Dec	\$48	\$56	\$55	1,452	1,425	1,536	\$69,776	\$79,156	\$84,047
Jan	\$70	\$82	\$78	1,391	1,450	1,460	\$97,374	\$119,088	\$114,345
Feb	\$70	\$78	\$78	1,412	1,325	1,311	\$98,164	\$103,608	\$102,582
YTD	\$43	\$49	\$49	10,483	10,600	10,413	\$450,614	\$524,296	\$511,530

Total gross kWh for the latest period was 1,843,842 of which 1,310,798 were sold to the grid. Net kWh per ton equaled 228, as compared to 223 for the comparable period in FY18.

Expenditures

Operating expenses in all categories total \$457,674 for the month, which is \$50,828 above budget projections, and \$17,329 above last year. Year-to-date expenses are \$5,166,127 which is \$527,035 above budget and \$535,524 above FY18.

Investments Status

As of February 28, MMWAC's investments totaled \$4,850,036. Table 8 details all of our investments.

Capital Expenditures:

For the month of February \$168,968 was spent on capital projects. The Metal Recovery Project was \$158,683, and the Plant Signage was \$10,285.

cc: Member Municipalities
Reference No.: 03971

Table 1

**MUNICIPAL SOLID WASTE STATISTICS
MWE MEMBER TONS
INCLUDING COMMERCIAL WASTE
02/07/90 - 02/19**

Member Municipalities	3 Year Comparison			Year-To-Date Comparison		Total Tons Since 02/90	%MSW
	07/15-06/16	07/16-06/17	07/17-06/18	07/17-02/18	07/18-02/19		
Auburn	18,133	17,335	16,973	11,096	11,440	549,292	61.53%
Bowdoin	893	765	699	468	435	17,998	2.02%
Buckfield/Sumner	863	879	910	605	633	26,148	2.93%
Lovell/Sweden	727	731	753	534	525	20,276	2.27%
Minot	1,282	1,312	1,325	881	874	28,693	3.21%
Monmouth/Wales	1,656	1,725	1,658	1,106	1,101	43,972	4.93%
New Gloucester	2,343	2,677	2,881	1,922	2,064	61,784	6.92%
Poland	2,092	2,051	2,113	1,383	1,487	83,749	9.38%
Raymond	3,010	3,110	3,194	2,074	2,379	60,762	6.81%
Total	30,997	30,585	30,508	20,070	20,938	892,673	100.00%



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: April 1, 2019

Subject: Executive Session

Information: Legal consultation on rights and responsibilities, pursuant to 1 M.R.S.A. Section 405(6) (E).

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

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

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

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

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

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

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

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

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

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

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



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: April 1, 2019

Subject: Executive Session

Information: Economic Development (Intermodal Facility), 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:

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 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

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

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

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

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

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

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 1, 2019

Subject: Executive Session

Information: Economic Development (Auburn Industrial Park), pursuant to 1 M.R.S.A. Section 405(6) (C).

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 - (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
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- 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.