



**City Council Workshop & Meeting
October 1, 2018
Agenda**

5:30 P.M. Workshop

- A. General Assistance Appendices – Holli Olivier (10 minutes)
- B. Proposed amendment to the Planning Board Ordinance – Eric Cousens (15 minutes)
- C. Agriculture Commission Discussion – Council Open Discussion

The workshop may continue after the regular meeting adjourns if more time is needed.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Fournier

- I. **Consent Items** - None
- II. **Minutes** – September 17, 2018 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - **Recognition** – Auburn Book Project Winner, Katherine Garcia (Author & Illustrator of The Great Challenge)
 - **Presentation** – Summer Block Party’s Make-A-Wish Fundraiser
 - **Communication** – Parks and Recreation Advisory Board Update (Dana Staples, Chair)
 - **Communication** – Public Works Update – Dan Goyette, Director
- 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**
 - 1. **Resolve 11-09172018**
Supporting the Mayor’s Ad Hoc Committee on Agriculture and Resource Protection (MAG-ARP).
 - 2. **Order 79-09172018**
Appointing a City Councilor to serve on the Mayor’s Ad Hoc Committee on Agriculture and Resource Protection (MAG-ARP).
- VI. **New Business** - None

VII. Reports

A. Mayor's Report

B. City Councilors' Reports

C. City Manager Report

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

IX. Executive Session

1. Personnel matter, pursuant to 1 M.R.S.A. Sec. 405 (6)(A)
2. Economic Development (development opportunities from the Mayor's trip to China), pursuant to 1 M.R.S.A. Sec. 405 (6)(C)
3. Contemplated litigation, pursuant to 1 M.R.S.A. Sec. 405 (6)(E)
4. Economic Development, regarding a real estate matter - pursuant to 1 M.R.S.A. Sec. 405 (6)(C)

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: 10/1/2018

Author: Holli Olivier, Director – Health & Social Services

Subject: Adoption of Appendices for General Assistance, Effective 10/01/2018 through 9/30/2019

Information: I'm seeking the approval of the new General Assistance Appendix A (the GA overall maximums), Appendix B (the food maximums), and Appendix C (Lewiston / Auburn MSA Rental Maximums) the housing accordance to Ordinance 24-23 in Chapter 24. Once the appendices A – C are adopted, they will replace the FY 17/18 maximums for those appendices.

These maximums are established as a matter of State law based on certain federal and HUD fair market values. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22, M.R.S.A. §4305(4).

****By adopting the new appendices A – C, the program will be in compliance for the 70% reimbursement from the State****

City Budgetary Impacts: The overall maximums (Appendix A) is an average increase of \$28.60 per household per month. The food maximums (Appendix B) is an average increase of \$1.38 per household per month. The housing maximums (Appendix C) is an average increase of \$21.40 per household per month.

Staff Recommended Action: Approval of the changes to the General Assistance Appendices A – C as required by State statute and ordinance. First reading: 10/15/2018. Second reading: 11/5/2018.

Previous Meetings and History: This is a yearly approval needed by council when changes are made to the appendices.

City Manager Comments: I concur with the recommendation.

Signature: 

Attachments:

Appendix A, Overall Maximums
Appendix B, Food Maximums
Appendix C, Housing Maximums
Adoption form for 18-19

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

APPENDIX A – GA OVERALL MAXIMUMS

Effective 10/01/2018 – 9/30/2019

TOTAL NUMBER IN HOUSEHOLD:	1	2	3	4	5+
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461

****Add \$75 for each additional person**

APPENDIX B – FOOD MAXIMUMS

Effective 10/01/2018 – 9/30/2019

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

****For each additional person add \$144 per month.**

APPENDIX C – HOUSING MAXIMUMS

Effective 10/01/2018 – 9/30/2019

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349

**GENERAL ASSISTANCE ORDINANCE
APPENDICES A-C
2018-2019**

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2018—September 30, 2019. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Author: Sue Clements-Dallaire, City Clerk

Subject: Proposed amendment to the Planning Board Ordinance

Information: It has been a challenge to recruit Board and Committee members as well as Election workers over the past several years. Recently we have run into a few different scenarios where the current Planning Board ordinance (under membership) has proven to be too restrictive.

This is a proposed amendment to the Planning Board ordinance under sec. 2-466 – Membership.

Currently the ordinance states: *Members of the planning board shall be residents of the city and shall not be officers or employees of the city.*

The proposed amendment would add language that is more specific: *Members of the planning board shall be residents of the city and shall not be officers or permanent full or part time employees of the city.*

This would allow residents that are short term, seasonal/temporary employees to serve on the Planning Board. It will also allow Planning Board members to work for the city in a short term, seasonal/temporary capacity. An example would be as an Election worker who would typically work two days a year.

City Budgetary Impacts: None

Staff Recommended Action: Discussion and consideration.

Previous Meetings and History: None

City Manager Comments: I concur with the recommendation.

Signature:

A handwritten signature in black ink that reads "Phillip Crowell Jr." in a cursive script.

Attachments:

Sec. 2-466. - Membership: appointment, removal, terms, vacancies.

- (a) There shall be a planning board of seven regular and two associate members. Members of the planning board shall be residents of the city and shall not be officers or **permanant full or part time** employees of the city. Persons appointed by the city council to serve on other boards, agencies, panels, and or commissions shall not serve concurrently on the planning board. Members shall serve without compensation.
- (b) Regular members of the planning board shall be appointed by the city council for terms of three years. Such terms shall be staggered so that the term of not more than three members shall expire in any calendar year. Incumbent members of the planning board shall serve for the balance of their terms and thereafter until their successors are appointed.
- (c) The city council shall appoint two associate members for a term of three years each. Such terms shall be staggered so that the terms of not more than one associate member, expires in any calendar year. Associate members may participate in deliberations of the planning board but shall not vote unless temporarily acting on behalf of a regular member who is absent or has been recused.
- (d) Permanent vacancies on the planning board shall be filled by the city council for the unexpired term of the former member.
- (e) Any member of the planning board may be removed for cause by the city council at any time; provided, however, that before removal such members shall be given an opportunity to be heard in his own defense at a public hearing before the city council.
- (f) The planning board may appoint a high school student advisory representative who is a high school student residing in Auburn for a one year term. The student advisory representative may participate in deliberations of the planning board but shall not be entitled to vote.

(Ord. of 5-7-1979; Ord. No. 02-04012013, att. A, 4-16-2013; Ord. No. 01-01202015, att., 2-9-2015)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Author: Sue Clements-Dallaire, City Clerk

Subject: Agriculture Commission Discussion

Information: At the 9/17/2018 City Council meeting, Councilors requested that this item be placed on tonight's workshop agenda for further discussion.

City Budgetary Impacts: None

Staff Recommended Action: Discussion

Previous Meetings and History: Council workshop presentation by the Ag Study Ad Hoc Committee on 7/16/2018, Council workshop presentation by the Mayor for his proposed Agriculture Ad Hoc Committee on 9/10/2018, Resolve supporting the Mayor's Ad Hoc Committee on Agriculture and Resource Protection (MAG – ARP) on the 9/17/2018 agenda which was postponed to the 10/1/2018 City Council meeting.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in black ink that reads "Phillip Crowell Jr." in a cursive script.

Attachments: None

IN COUNCIL REGULAR MEETING SEPTEMBER 17, 2018 VOL. 35 PAGE 170

City Manager, Peter Crichton, called the meeting to order at 7:03 P.M. in the Council Chambers of Auburn Hall. Mayor Levesque had an excused absence. All Councilors were present.

Motion was made by Councilor Walker and seconded by Councilor Lasagna to elect Councilor David Young to serve as Mayor Pro Tempore to preside over the meeting in the temporary absence of the Mayor.

Motion was made by Councilor Young and seconded by Councilor Lasagna to elect Councilor Andy Titus to serve as Mayor Pro Tempore to preside over the meeting in the temporary absence of the Mayor.

Motion to elect Councilor Young failed 3-4 (Councilors Gerry, Lasagna, Titus, and Young opposed).

Passage of motion to elect Councilor Titus 4-3 (Councilors Hayes, Walker, and Fournier opposed).

Mayor Pro Tempore Titus let the assembly in the salute to the flag.

I. Consent Items

1. Order 75-09172018*

Designating Assistant City Manager, Phillip Crowell as the official voting delegate to the Maine Municipal Association Annual Business Meeting to be held on October 3, 2018.

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

Passage 7-0.

II. Minutes - September 10, 2018 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the September 10, 2018 Regular City Council meeting. Passage 7-0.

III. Communications, Presentations and Recognitions

Communication – City Assessor, Karen Scammon provided the Council and public with an overview on the Board of Assessment Review

IV. Open Session

Joe Gray, Sopers Mill Road, Karen Bolduc, Sopers Mill Road, and Kathy Shaw, Sopers Mill Road all commented on the Ag Study and the Mayor's Ad Hoc Study Committee and the proposed Mayor's Ad Hoc Committee on Agriculture and Resource Protection.

V. Unfinished Business - None

VI. New Business

1. Order 76-09172018

Approving the Liquor License Mike's Runway Diner located at 80 Airport Drive, Auburn, Maine. Public hearing.

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

Public hearing – no one from the public spoke.

Passage 7-0.

2. Order 77-09172018

Amending Order 122-12182017 previously adopted by the City Council on 12/18/2017 regarding the discontinuance of Troy Street.

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

Eric Cousens provided an update regarding the change.

Public comment – no one from the public spoke.

Passage 7-0.

3. Order 78-09172018

Authorizing the City Manager to sign the Minot Avenue Credit Enhancement Agreement assignment.

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

Passage 7-0.

4. Resolve 11-09172018

Supporting the Mayor's Ad Hoc Committee on Agriculture and Resource Protection (MAG-ARP).

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

Motion by Councilor Gerry to amend by replacing the resolve supporting the Mayor's Ad hoc Committee on Agriculture and Natural Resource Protection with an order that the Auburn City Council hereby establishes the Agriculture and Natural Resource Protection Committee and defining the purpose and membership of the committee.

Point of order was made by Mayor Pro Tempore Titus that what Councilor Gerry is proposing is not an amendment but rather a replacement to the resolve by replacing a Mayor's Ad Hoc Committee with a Council Committee. He added that the Mayor has the right to create an Ad Hoc Committee. He also pointed out that the Council should not be voting on an order just presented during the same meeting without having an opportunity to review and discuss it.

Motion by Councilor Fournier and seconded by Councilor Lasagna to postpone until the next meeting (October 1, 2018). Passage 4-3 (Councilors Titus, Walker and Young opposed).

5. Order 79-09172018

Appointing a City Councilor to serve on the Mayor's Ad Hoc Committee on Agriculture and Resource Protection (MAG-ARP).

Motion was made by Councilor Gerry and seconded by Councilor Young to postpone this item until the next meeting (October 1, 2018). Passage 6-1 (Councilor Walker opposed).

Dan Herrick, 470 Hatch Road commented on the Ag Study Ad Hoc committee and the proposed Mayors Ad Hoc Committee on Agriculture and Resource Protection.

6. Resolve 12-09172018

Supporting the Creation of the Strategic Plan and to allow the City Manager to move forward with the strategic planning process.

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

Motion was made by Councilor Walker that the Council is side by side with the City Manager regarding having primary responsibility before implementing any plan moving forward. He later withdrew his motion.

Motion was made by Councilor Fournier and seconded by Councilor Walker to amend by adding to the last paragraph of the resolve "**And be it further resolved that under the direction and approval of the City Council the City Manager shall move forward with the strategic planning.**

Passage on the amendment 7-0.

Motion was made by Councilor Hayes and seconded by Councilor Fournier to amend the seventh paragraph "**Whereas, the Council will vote on each committee and it's membership, the charge for each committee, and receive a report back from each committee**".

Passage on the amendment 7-0.

Public comment – no one from the public spoke.

Passage of Resolve 12-09172018 as amended 7-0.

VII. Reports

Councilor Gerry – reported that the Age Friendly Committee will be tomorrow at 5:30 PM at the Senior Center at Pettengill Park, and there will be a Hot Dog Social on September 29th at noon and the event is free of charge.

Councilor Lasagna – reported on the Citizens Advisory Committee meeting that was held earlier this afternoon and the hockey game that she attended over the weekend at the Norway Savings Bank Arena where the Twin City Thunder hockey team was playing adding that there were around 700 people in attendance.

Councilor Hayes – reported that Mike's Diner had ribbon cutting at the AL Airport, and he also commented that he also attended the hockey game over the weekend at the Norway Savings Bank Arena.

Councilor Titus – reported that tomorrow at 4:00 PM there is a Sewer District Trustees meeting and on Wednesday the Water District Trustees will hold their meeting, also at 4:00 PM. He reported on the Audit Committee meeting that was held last Friday, and the Androscoggin County Budget Committee meeting which was held last Wednesday. Their next meeting is scheduled for Wednesday, 9/26 at 6:00 PM.

Councilor Fournier – reported that the Board of Trustees will be meeting tomorrow at 7:30 PM, the School Committee will be meeting on Wednesday evening, the Parade Committee will meet on the 27th at 3:00 PM in room 204. The Library's Annual meeting will be held that evening around 5:00 or 6:00 PM – she did not have the exact time written down.

Councilor Walker – reported that the United New Auburn Association will be meeting at Rolly's Diner on the 25th of this month at 6:00 PM, a representative from the LA Museum will be speaking. The Neighborhood Watch Group will be meeting at the Sixth Street Congregational Church on the 27th at 6:30 PM. He also reported that all Neighborhood Watch Groups will be meeting on the 29th of September followed by the Hot Dog Social from Noon to 2:00 PM. Last, he reminded everyone that tomorrow at 5:30 PM the Age Friendly committee will be meeting at the Senior Community Center.

Councilor Young – reported that he attended the funeral of his sister-in-law, Alice Keene over the weekend adding that for a number of years, she was the hot lunch lady at the Auburn Middle School. He also reported on the Open House that was held at Pioneer Plastics.

City Manager – talked about the name change that took place a few years ago where the Public Works Department was renamed Public Services. He added that the city ordinance still refers to the department as Public Works and if there were no objections from the Council, he would like to go back to the original name as referenced in the code. There were no objections from the Council. He reported that the Auburn Connections for September is out and encouraged everyone to take a look at it. He reminded everyone of the New Year Celebration coming up, more information can be found at www.auburn150.com. He noted that there is a stakeholders meeting for LATC Thursday at 10:00 AM at AVCOG. He wanted to give a shout out to The Dempsey Challenge that will be taking September 29th and 30th. He commented on the hockey game that was held over the weekend at the arena with the Twin City Thunder and added that there will be a report to the Council in November on the arena and where we are at and what we are doing.

VIII. **Open Session** – No one from the public spoke.

IX. **Executive Session** - None

Councilor Walker commented that he was notified by a resident that lives next to Walton School who complained that he is dissatisfied with how the School Department and the City maintains their grounds adding that we need to take more pride in the maintenance they do.

X. **Adjournment** - Motion was made by Councilor Fournier and seconded by Councilor Walker to adjourn. Council voted unanimously in favor, and the meeting adjourned at 8:45 PM.

A TRUE COPY

ATTEST

Susan Clements-Dallaire

Susan Clements-Dallaire, City Clerk

The Great Challenge



Written and Illustrated by Katharine Garcia

Katharine Garcia, currently a seventh grader at Auburn Middle School, participated in the Auburn Book Project during her sixth grade experience at East Auburn Community School, and is the recipient of the 2018 Auburn Book Award.

The Auburn Book Project, open to Auburn's grade six students, is designed to promote young authors' work and creativity while simulating the world of book publishing. Students write and illustrate original books while preparing layouts and "book dummies" during the brainstorming stage, followed by revisions and editing while adhering to project guidelines, meeting deadlines, and finally submitting their handmade books to the contest. A team of judges with representatives from libraries and bookstores, along with art and literacy specialists, determine the finalists and ultimately one winning entry. The winning book is published by Curry Printing in Auburn, and copies are presented to all Auburn elementary school libraries and the Auburn Public Library. Katharine's book titled "*The Great Challenge*" depicts a young boy, named Orgam, who is seeking the love and respect of his family. The King of Japan has recently died and everyone wants to know who will replace him. Orgam decides to prove to himself, and to others, that he is worthy of their respect.

The idea for Katherine's book came from her interest in the Japanese art form of origami. After research and practice, she learned how to create the paper folded sculptures featured in her book's illustrations. Her book is dedicated to her sister Natalie for "giving her inspiration." After reviewing the first printed copy, school librarian Kim Beecy states, "A well crafted pourquoi tale! I loved following Orgam's adventures!"

Katharine enjoys swimming, running, soccer, reading, drawing, and spending time outside. She is a member of the AMS soccer team, the LAYSA travel team, and the Twin City Swim Team. Her future plans include running track, writing historical fiction, and exploring work with math applications.

Exceptional book entries which are not selected as finalists are recognized with individual awards. East Auburn's Jillian Dumais received recognition with an art award, Washburn's Emily Bellanceau also received recognition with an art award, and Josiah Goding of Sherwood Heights School received recognition with a writing award, presented at the close of the school year in June.

Authors of the nine finalist books will share their books and receive awards at the Auburn Book Project Awards Celebration from 11:00 am to noon on October 13th at the Auburn Public Library. Those student authors are:

Nicole Agossou for Sisters
Katharine Garcia for The Great Challenge
Brayden Hibbard for Trapped
Micah Joler for Alex Takes On
Madilyn Keep for Dogs on the Loose!
Liam Kovacevich for Egypt
Kaelyn Langlois for The Island
Ellis Slover for A Dog Heading North
Annabeth Treadwell for The Only Dandelion

Katherine's name will be added to the plaque of student authors on view at Auburn Hall, and she will receive a special award sponsored by Maine Family Federal Credit Union and presented by James Moreau. After the awards ceremony, copies of "The Great Challenge" will be available for purchase for \$5 along with a book signing. The public is invited to attend.

Picture:

Katharine Garcia, winner of this year's Auburn Book Project, was given a key to the city by Auburn Mayor Jason J. Levesque at a City Council meeting on October 1. Katharine will be at the Auburn Public Library on Saturday, Oct. 13, to sign copies of her book.

Picture:

Cover of a book by Katharine Garcia titled "The Great Challenge."



The Great Challenge



Written and Illustrated by Katharine Garcia

From: [Sabrina Best](#)
To: [Susan Clements-Dallaire](#)
Cc: [Peter Crichton](#); [Jason Levesque \(Council\)](#)
Subject: Summer Block Party
Date: Thursday, August 16, 2018 3:53:06 PM
Attachments: [image002.png](#)

Hey Sue,

I was hoping to get the Summer Block Party's presentation of the big check to Make A Wish Maine for raising enough funds to grant 10 wishes (2 more than our goal) at the next meeting (sept. 10?)

Sabrina Best, CYSA

Recreation Director, City of Auburn

48 Pettengill Park Rd | Auburn, Maine 04210 | 207.333.6601 X2102

www.auburnrecreation.com



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**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Resolve: 11-09172018

Author: Peter Crichton, City Manager

Subject: City Council Resolve in support of the Mayor's Ad-hoc Group on Agriculture and Natural Resource Protection

Information: This is the City Council's Resolve in support of the Mayor's Ad Hoc Committee on Agriculture and Natural Resource Protection. The purpose of the group is to address the income and minimum land usage requirements in Auburn's current Agriculture Resource Protection Zone.

City Budgetary Impacts: No fiscal impact.

Staff Recommended Action: Support the formation of the Mayor's Ad Hoc Committee.

Previous Meetings and History: Numerous meetings by the Ad Hoc Committee on the Agriculture Resource Protection Zone; Presentation of the Final Report to the City Council. Postponed until 10/1/2018 at the 9/17/2018 City Council meeting.

City Manager Comments: I concur with the recommendation.

Signature: 

Attachments:

Council Resolve

Mayor's Memo of 8/22/18



City of Auburn, Maine

Office of the Mayor

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: City Council, Planning Board, Conservation Board
From: Jason Levesque, Mayor of Auburn
CC: City Manager, City Staff
Date: 8/22/2018
Re: Mayor's Ad Hoc Action Group on Agriculture and Resource Protection

Comments: I am pleased to announce the formation of the Mayor's Ad Hoc Action Group (Committee) on Agriculture and Resource Protection (MAG-ARP). The purpose of this group will be as follows:

"Craft draft ordinances addressing income and minimum land usage requirements in Auburn's current Agriculture Resource Protection Zone, for consideration and action by the Auburn City Council"

MAG-ARP will consist of Mayoral appointees as follows:

1. 1 City Councilor
2. 1 Planning Board member-nominated by Chair of the Planning Board
3. 1 Conservation Committee member-nominated by the Chair of the Conservation Committee
4. 2 Residents working in the Agriculture industry
5. 1 Resident/Landowner in current ARPZ
6. 1 Resident at Large
7. The Mayor or a designee acting as a non-voting Chair.

All resident applications must be received no later than September 12th by the Application Committee, who will review and provide recommendations for appointment. Application Committee should forward all applications and their recommendations/notes no later than September 23rd.

Conservation Commission and Planning Board Chairs should make their appointments no later than September 23rd.

I will announce the members of the Committee on or before September 30th.

The process will consist of approximately 4 public meetings over a 60 day period starting October 2nd with future meetings to TBD.

Upon completion of draft ordinances, they will be presented to both Conservation and Planning Boards for further review period which shall not exceed 2 meetings or 60 days at which time they shall forward their recommendations, notes, suggested edits etc... to MAG-ARP which will then present via workshop findings and draft ordinances to the City Council via a workshop presentation.

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

CITY COUNCIL

RESOLVE 11-09172018

Whereas the Mayor has formed an Ad Hoc Committee to address specific recommendations set forth by the Agriculture and Resource Protection Zone Study of 2018.

Whereas the Ad Hoc Committee will have regularly scheduled meetings for a period not to exceed 90 days.

Whereas the Ad Hoc Committee will need to be supported by City Staff in order to accurately and efficiently bring forth proposed changes to ordinances to the City Council for deliberation and possible action, and be provided documents and reports relating to the AG Zone study done for the city, as well as information and reports gained from the recent AG Zone study committee.

It is hereby ordered that the City Manager delegate appropriate staff time and resources to the formation of the Mayors Ad Hoc committee, as well as the ongoing support of the committee once it has been formed, comparable to staff time and resources delegated to past Ad Hoc Committees for a period of time not to exceed 90 days.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Order: 79-09172018

Author: Sue Clements-Dallaire, City Clerk

Subject: Appointing a City Councilor to serve on the Mayor's Ad-hoc Group on Agriculture and Natural Resource Protection (MAG-ARP)

Information: The Mayor's Ad-hoc Group on Agriculture and Natural Resource Protection (MAG-ARP) will consist of Mayoral appointees as follows:

1. 1 City Councilor to be selected by the Council
2. 1 Planning Board member-nominated by Chair of the Planning Board
3. 1 Conservation Committee member- nominated by the Chair of the Conservation Committee
4. 2 Residents working in the Agriculture industry
5. 1 Resident/Landowner in current ARPZ
6. 1 Resident at Large
7. The Mayor or a designee acting as a non-voting Chair.

The City Council is to select 1 City Councilor to serve on this committee as outlined in the attached memo.

City Budgetary Impacts: No fiscal impact.

Staff Recommended Action: Appointing 1 Councilor to the Committee.

Previous Meetings and History: Numerous meetings by the Ad Hoc Committee on the Agriculture Resource Protection Zone; Presentation of the Final Report to the City Council. Postponed until 10/1/2018 at the 9/17/2018 City Council Meeting.

City Manager Comments: I concur with the recommendation.

Signature: 

Attachments:

Mayor's Memo of 8/22/18
Order

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

CITY COUNCIL

ORDER 79-09172018

Ordered, that the City Council hereby appoints Councilor _____ to serve on the Mayor's Ad Hoc Committee on Agriculture and resource Protection (MAG-ARP).



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Subject: Executive Session

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

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

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

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

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

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

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

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

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

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Subject: Executive Session

Information: Economic Development (development opportunities from the Mayor's trip to China), pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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

(1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;

(2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;

(3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and

(4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.

This paragraph does not apply to discussion of a budget or budget proposal;

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

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

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

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

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

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: October 1, 2018

Subject: Executive Session

Information: Contemplated litigation, 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: October 1, 2018

Subject: Executive Session

Information: Economic Development (real estate matter), pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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

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

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

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

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

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

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