



**City Council Workshop & Meeting  
October 21, 2019  
Agenda**

**5:30 P.M. City Council Workshop**

- A. Character-Based Code - Newcastle – Build Maine (30 minutes)
- B. Executive Session-Economic development (Auburn Industrial Park), pursuant to 1 M.R.S.A. §405(6)(C) – Michael Chammings (20 minutes)
- C. Presentation and Open City Council Discussion (40 minutes)
  - a. State Farming Requirements
  - b. Staff Concept - 40% Annual Income or 40% Auburn Median Household Income
  - c. Character-Based Code

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

**Pledge of Allegiance**

- I. **Consent Items** - None
- II. **Minutes** – October 7, 2019
- III. **Communications, Presentations and Recognitions**
  - **Proclamation** – Extra Mile Day
  - **Presentation** – Bates College Agriculture & Natural Resources Survey (Francis Eanes, Ph.D. Visiting Assistant Professor Environmental Studies Department Bates College)
- 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. **Ordinance 13-10212019**  
Amending Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits, Appendices A, B, C and H, effective 10/01/2019 to 9/30/2020. Public hearing and first reading.
  - 2. **Order 115-10212019**

Re-appointing Arthur Wing to the Auburn Housing Authority with a term expiration of 10/01/2024 as nominated by the Appointment Committee on 10/15/2019.

**3. Order 116-10212019**

Re-appointing Nikki Chabot to the CDBG Loan Committee with a term expiration of 10/01/2022 as nominated by the Appointment Committee on 10/15/2019.

**4. Order 117-10212019**

Re-appointing Ann Parker to the CDBG Loan Committee with a term expiration of 10/01/2022 as nominated by the Appointment Committee on 10/15/2019.

**5. Order 118-10212019**

Re-appointing Paula Curtis-Everett to the Parks & Recreation Advisory Board with a term expiration of 10/01/2021 as nominated by the Appointment Committee on 10/15/2019.

**6. Order 119-10212019**

Re-appointing Tim Cogle to the Parks & Recreation Advisory Board with a term expiration of 10/01/2021 as nominated by the Appointment Committee on 10/15/2019.

**7. Order 120-10212019**

Re-appointing Michael Thurston to the Parks & Recreation Advisory Board with a term expiration of 10/01/2021 as nominated by the Appointment Committee on 10/15/2019.

**8. Order 121-10212019**

Appointing Dennis Connolly, Sr. to the Recycling Ad-hoc Committee for a six-month term (which may be extended to 12 months) as nominated by the Appointment Committee on 10/15/2019.

**9. Order 122-10212019**

Appointing Rebecca Lloyd to the Recycling Ad-hoc Committee for a six-month term (which may be extended to 12 months) as nominated by the Appointment Committee on 10/15/2019.

**10. Order 123-10212019**

Re-appointing Michael Mathieu to the Zoning Board of Appeals as full member with a term expiration of 10/01/2022 as nominated by the Appointment Committee on 10/15/2019.

**11. Order 124-10212019**

Appointing Cindy Russo to the Zoning Board of Appeals as an associate member with a term expiration of 10/01/2022 as nominated by the Appointment Committee on 10/15/2019.

**12. Order 125-10212019**

Appointing Kelsey Earle to serve on the Lewiston Auburn Transit Committee (LATC) for a three year term.

**13. Ordinance 14-10212019**

Adopting the Proposed Zoning Map Amendment (965 Minot Avenue). First reading.

**14. Order 126-10212019**

Authorizing the City Manager or his designee to execute the land transfers required to complete the previously approved New Auburn Village Center Revitalization Project.

**15. Order 127-10072019**

Authorizing the City Clerk to waive the \$100 business license fee for Edward Little High School Music Association's Craft and Vendor Fair.

**16. Order 128-10072019**

Authorizing the City Manager or his designee to execute the sales/purchase agreement for Norway Savings Bank Arena (NSBA).

**VII. Reports**

**a. Mayor's Report**

**b. City Councilors' Reports**

**c. City Manager Report**

**d. Finance Director, Jill Eastman – September 2019 Monthly 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** - None

**X. Adjournment**



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Workshop**

**Author:** Peter Crichton, City Manager

**Subject:** Consultant presentation of a Character (Form) Based Code encompassing the Town of Newcastle.

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**Information:** Kara Wilbur from, Principle Group, will share information about the work they did with the Town of Newcastle (as part of the Maine Design Workshop and Rhumbline Maps team), to produce both a Comprehensive Plan and Character Code, beginning in 2014. The code is a 400-page document, rich in graphics. She will review the concepts in the document, goals of the project, the process and outcomes.

**Background:** The first draft of the Comprehensive Plan was circulated in December 2016, and finally approved by voters in June 2018 with a 2-1 margin. At the November vote, 2018 residents voted against the character code through referendum (612-488, Newcastle's total population is 1,700 souls). The Comprehensive Plan was submitted to the State for review but was withdrawn by the Town due to the failed Character Code. The plan and code are not yet certified by the State or adopted by the town at this time. In April 2019, Newcastle Selectmen began discussing the code and plan updates to again work on implementation issues.

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** None.

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**Previous Meetings and History:** None

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

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**Attachments:**

- a. A 6-page snap-shot summary of the Town of Newcastle Comprehensive Plan Table of Contents, and Character Code Table of Contents, District Map, and examples of District Standards.
- b. Newspaper article, Wiscasset Newspaper, from 2017 during process toward town approval.



# NEWCASTLE COMPREHENSIVE PLAN



JUNE 2018

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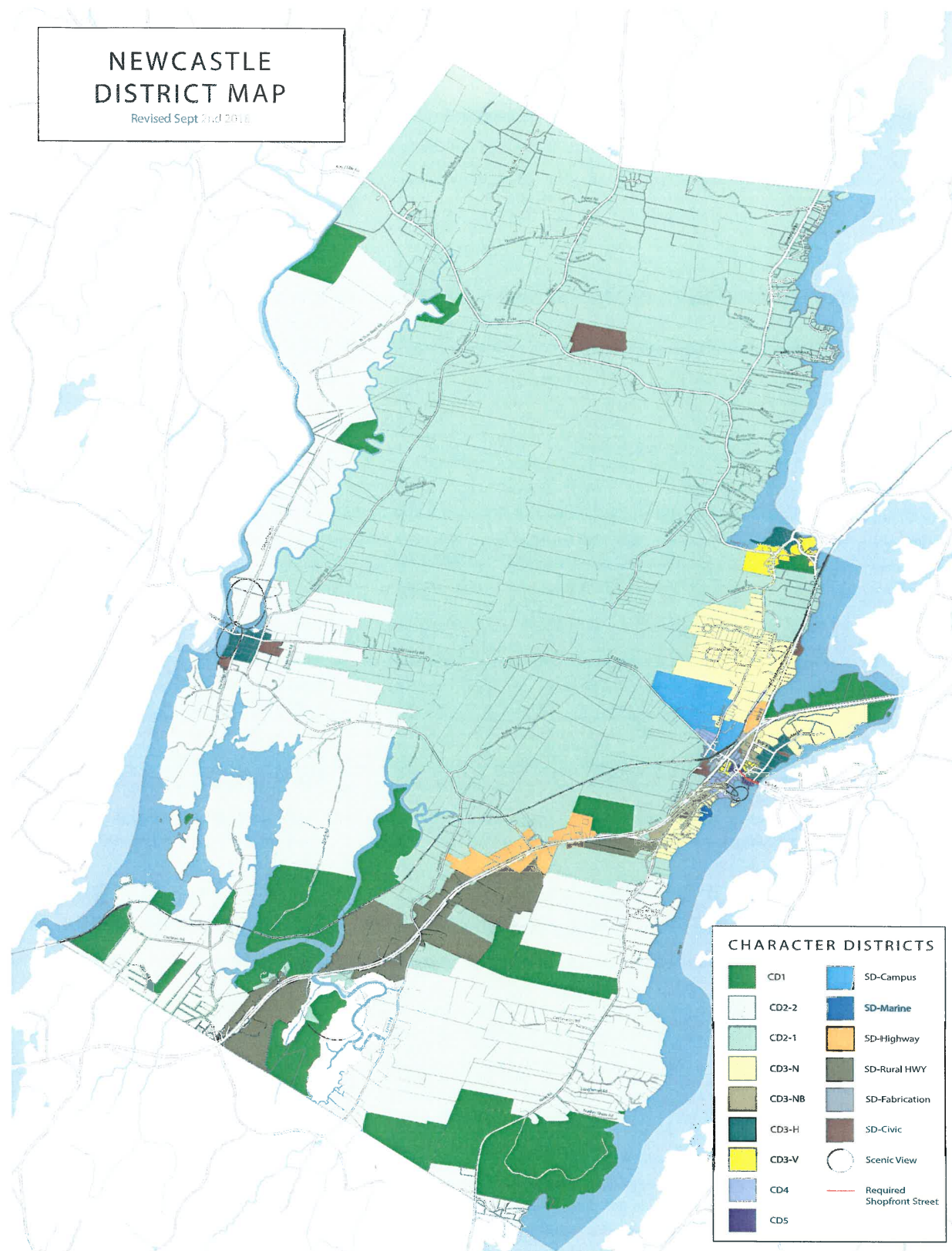
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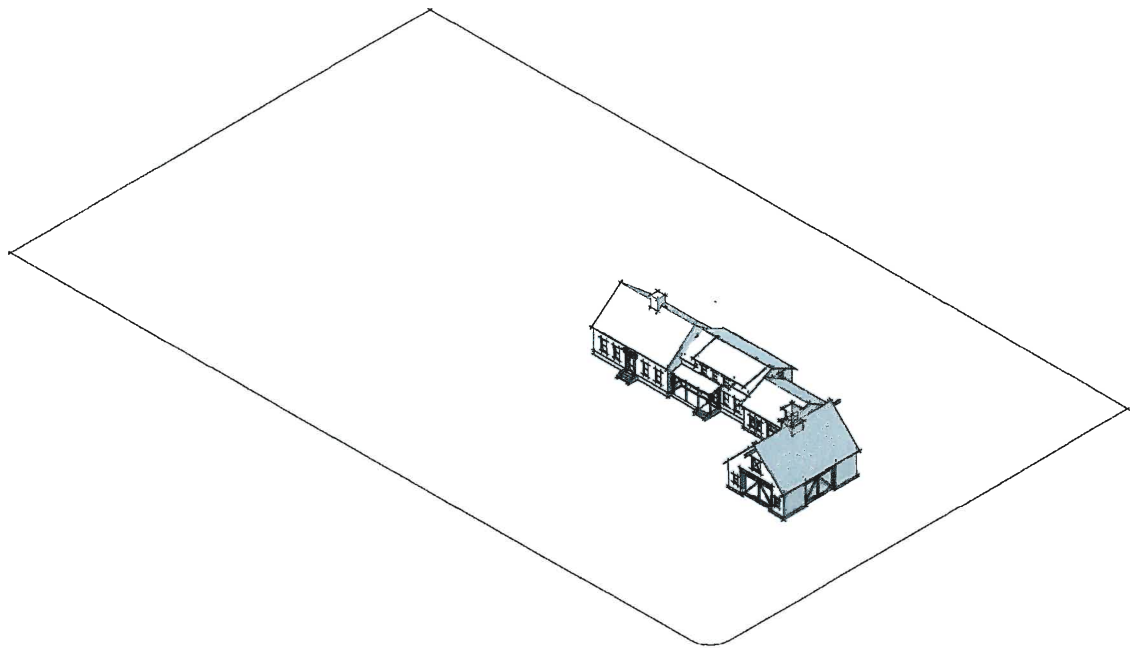
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EXHIBIT 1.1 DISTRICT MAP



2. RURAL 2-ACRE (CD2-2)



a. DESCRIPTION

The CD2-2 character district consists of forested lands, fields, rivers and streams with houses interspersed on lots ranging in size from 2 acres to 100 plus acres. Development flows along the rivers, and smaller rural town-owned roads with houses generally close to the road but sometimes set far back. Typical buildings include houses, farmhouses, agricultural buildings, cabins, and are frequently separated from the thoroughfare by natural features.

b. PURPOSE

- 1. To provide the community with a predictable outcome from development and redevelopment.
- 2. To protect and enhance rural character.
- 3. To provide opportunities for activities and development that support rural character, including agricultural uses, agrotourism, rural-based businesses, and residential uses.

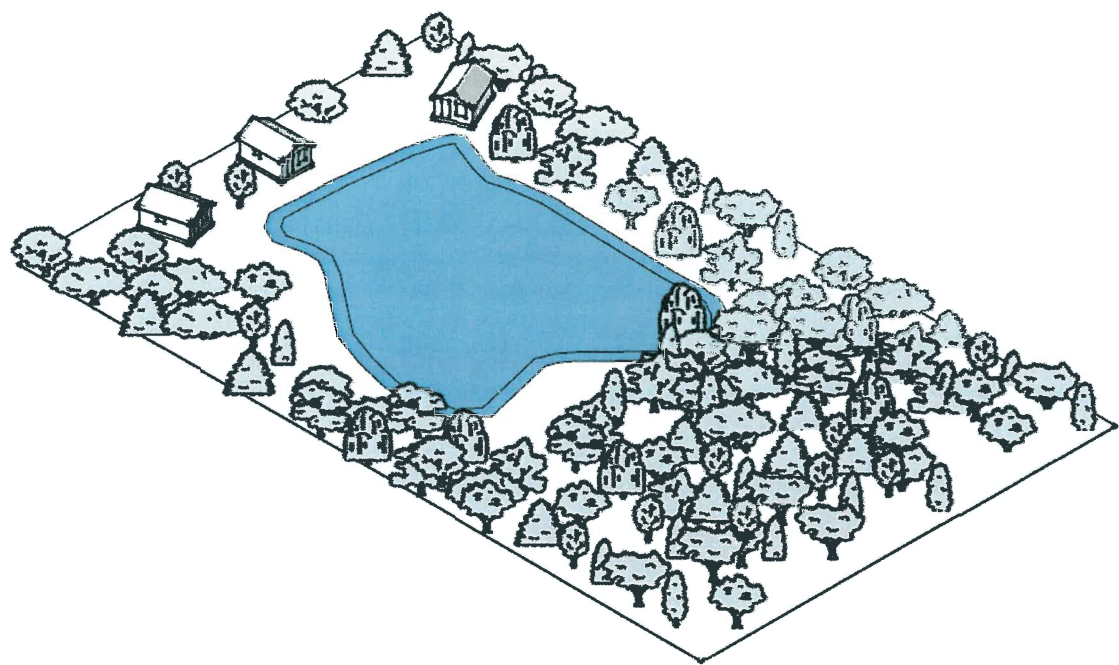
c. LOT DIMENSIONS

Width	100 ft min
Depth	n/a
Lot Area	2 acre min

d. PRIMARY BUILDING PLACEMENT

Primary Front Setback	20 ft min
Secondary Front Setback	20 ft min
Side Setback	15 ft min
Rear Setback	15 ft min
Frontage Zone Setback	20 ft

1. CONSERVATION DISTRICT (CD1)



a. DESCRIPTION	
The CD1 Conservation Character District contains lots of record that are entirely held in conservation. No lot of record that is partially held in conservation may be included in the CD1 Conservation Character District.	
b. PURPOSE	
1. To identify areas permanently protected from development by law, conservation easement or fee, ownership by land trust, or other similar means.	
2. To reinforce areas permanently protected for recreational use or resource protection.	
c. BUILDING TYPES	
Informal Buildings	●
Civic Building	●
d. ACCESSORY BUILDING TYPES	
none	
e. BUILDING GROUPS	
none	
f. STANDARDS	
Frontage Zone Setback	20 ft
● Permitted	
○ Permitted by special permit	





**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 16, 2019

**Subject:** Executive Session

**Information:** Economic development (Auburn Industrial Park), 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 21, 2019

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** Presentation and Open discussion

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**Information:** There will be a presentation and open discussion to talk about alternative concepts in respect to the Agricultural Zone. This will cover State farming Requirements, Staff Concept (40% annual income or 40% Auburn median household income), and Character-Based Code.

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** Presentation and open discussion.

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

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I concur with the recommendation. Signature:

*Phillip Crowell Jr.*

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**Attachments:**



**IN COUNCIL REGULAR MEETING OCTOBER 7, 2019 VOL. 35 PAGE 91**

Mayor Levesque called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

**Pledge of Allegiance**

**I. Consent Items - None**

**II. Minutes – September 16, 2019 Regular Council Meeting**

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the September 16, 2019 Regular Council Meeting. Passage 7-0.

**III. Communications, Presentations and Recognitions**

Make a Wish Presentation – A \$94,000 check was presented to the Make-A-Wish foundation. The Mayor thanked Jimbo Marston (Uncle Andy's Digest), Mac's Grill and others for their efforts with the Summer Block Party fundraiser event.

**IV. Open Session**

Peter Rubens, Chair of Grow LA River Working Group provided the Council with an update on the many things they are working on.

Larry (Laurier) Morrisette, talked about government corruption.

**V. Unfinished Business**

**1. Order 111-09162019**

Approving the renewal of the Auto Graveyard/Junkyard permit for Morris Auto Parts located at 940 Washington St. N.

Motion was made by Councilor Fournier and seconded by Councilor Hayes to postpone this item until the November 4<sup>th</sup> meeting. Passage 6-1 (Councilor Walker opposed).

Don St. Germain, owner of Morris Auto Parts spoke.

**VI. New Business**

**1. Order 114-10072019**

Authorizing the City Clerk to waive the \$100 business license fee for Saint Dominic Academy's Annual Holiday Festival.

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

Public comment – no one from the public spoke.

Passage 7-0.

**2. Resolve 10-10072019**

Supporting the Feeding Auburn Initiative Microgrants Program.

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

Public comment – no one from the public spoke.

Passage 7-0.

## VII. Reports

**Mayor Levesque** – ran a TV ad for Alumni weekend (Come Home, Auburn – ELHS Alumni Weekend 2019) scheduled for November 1, 2, 3, 2019 to wind up the sesquicentennial celebration. The ad should run within the next week and a half. For more information, people can visit the website at [www.auburn150.com](http://www.auburn150.com).

**Councilor Young** – no report

**Councilor Walker** – reported that November 2<sup>nd</sup> at 10:00 AM there will be a Bell Tower presentation in the new Anniversary Park. Also, on that same date at 1:00 PM, there will be a ribbon cutting at the new Senior Center.

**Councilor Fournier** – provided Council and the public with an update on the recent School Committee meeting and she handed out to Councilors a comparison chart which compares Auburn with 23 other schools and measures various items (MEA scores, enrollment, economically disadvantaged students, reading proficiency, math proficiency, absences, per pupil spending, and more).

**Councilor Titus** – provided Council and the public with an update on the County Budget Committee meeting, and the Auburn Water and Sewer District meetings.

**Councilor Hayes** – commented on a newspaper article that was in the paper a few weeks ago in respect to federal money that has come into the airport, adding that activity will begin around the end of the month.

**Councilor Lasagna** – announced that absentee voting has begun, and the ELHS Building Committee meeting will be held on Tuesday, October 15<sup>th</sup> here at Auburn Hall. The sub-committees will meet at 530 and the Building Committee meeting will begin at 7:00 PM.

**Councilor Gerry** – reported that the Lewiston Auburn Transit Committee (LATC) will meet this Wednesday at 12:30 PM at AVCOG. On Wednesday, there will be a Parks and Recreation Advisory Board meeting at Auburn Hall at 6:30 PM. The First Auburn Seniors will be meeting on October 16<sup>th</sup>.

**City Manager** – reported that the Strategic Plan Report will be presented on October 29<sup>th</sup> at the Hilton from 7:30 AM to 9:00 AM. He welcomed Kelsey Earle who has joined the City



Manager's Office as Executive Assistant. He commented on the CSO item and noted that all departments are busy and he wanted to thank the Mayor and Council for their support.

**Councilor Titus** added that there is a candidate forum scheduled to be held at the Auburn Public Library on Tuesday, October 15<sup>th</sup> from 6:00 PM to 7:30 PM.

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

Council continued the workshop discussion on the Ag Zone.

**IX. Executive Session** – Personnel matter (City Manager's review), pursuant to 1 M.R.S.A. Sec. 405(6)(A)

Motion was made by Councilor Fournier and seconded by Councilor Walker to enter into executive session.

Passage 7-0. Time in 9:00 PM.

Council was declared out of executive session at 9:30 PM.

**X. Adjournment**

Motion was made by Councilor Fournier and seconded by Councilor Lasagna to adjourn. All were in favor, the meeting adjourned at 9:30 PM.

A TRUE COPY

ATTEST *Susan Clements-Dallaire*

Susan Clements-Dallaire, City Clerk

OFFICE OF THE MAYOR  
CITY OF AUBURN



PROCLAMATION  
EXTRA MILE DAY

WHEREAS, Auburn, Maine is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Auburn, Maine is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Auburn, Maine, is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift-up fellow members of their community; and

WHEREAS, Auburn, Maine acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2019.

NOW THEREFORE, I, Mayor of (city, state), do hereby proclaim November 1, 2019, to be Extra Mile Day. I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

IN WITNESS WHEREOF, I have hereunto  
set my hand and caused the Seal of the  
City of Auburn, Maine  
to be fixed this 21st day of October, 2019

Mayor Jason Levesque



**CITY COUNCIL  
AGENDA REQUEST FORM**

**Requesting Councilors' Names:** At-Large, City Councilor Belinda Gerry & Ward 1, City Councilor Holly Lasagna

**Summary of Issue:**

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**Recommended Action for Consideration:**

**We are requesting a City Council workshop to be set up for Professor Francie Eanes to present the data from his survey of residents in the AGRPZ. We would also like it to be a Joint Workshop with the Planning Board and Conservation Commission if they'd like to join us and their schedule allows them the time to attend.**

**Existing Policy References (Comp. Plan, etc):**

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*In order for a workshop item to be considered for an upcoming Auburn City Council Workshop agenda, please complete the above and present it at any time to the Mayor and City Manager. Our goal is to have items requested on a workshop agenda within 90 days of the date received.*

**DO NOT WRITE BELOW THIS LINE**

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Date received by City Manager: \_\_\_\_\_

Date received by Mayor: \_\_\_\_\_

Recommended Date for Workshop Discussion: \_\_\_\_\_

Staff Assigned: \_\_\_\_\_



# **Auburn Landowner Perspectives on Housing, Working Landscapes, and the Future of the Ag Zone**

Francis R. Eanes, Ph.D.  
Hermione Zhou  
Bates College

# 1. Goals

To understand:

- Auburn landowners' plans for their land;
- What landowners value most about the Ag Zone; and
- The desirability of future Ag Zone alternatives

To inform:

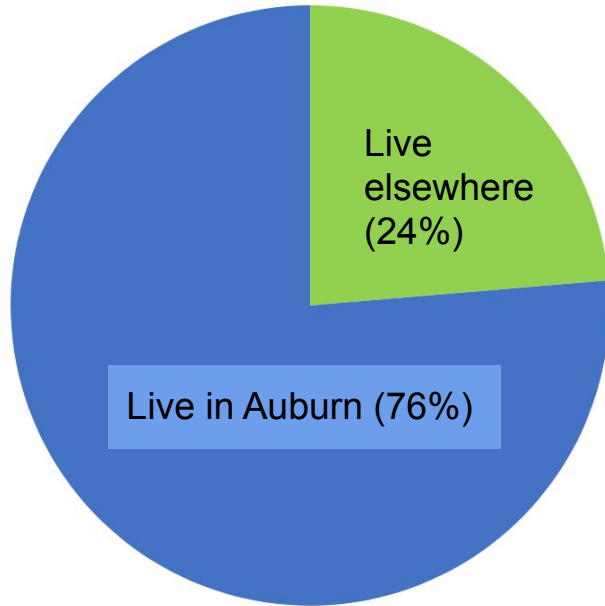
- The **purpose** of the Ag Zone ordinance;
- The future work of the Agricultural Commission; and
- Comprehensive planning in Auburn

# 1. Methods

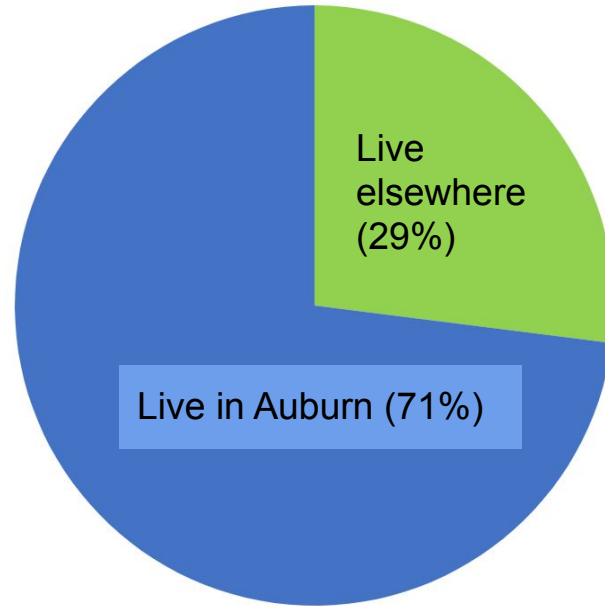
1. Survey design
2. Survey distribution
  - a. 5 waves
  - b. Mailed July 2nd - August 18th
3. Data cleaning & analysis
  - a. **315** responses
  - b. **41%** response rate
  - c. **3%** margin of error



# 1. Demographics: Where landowners live

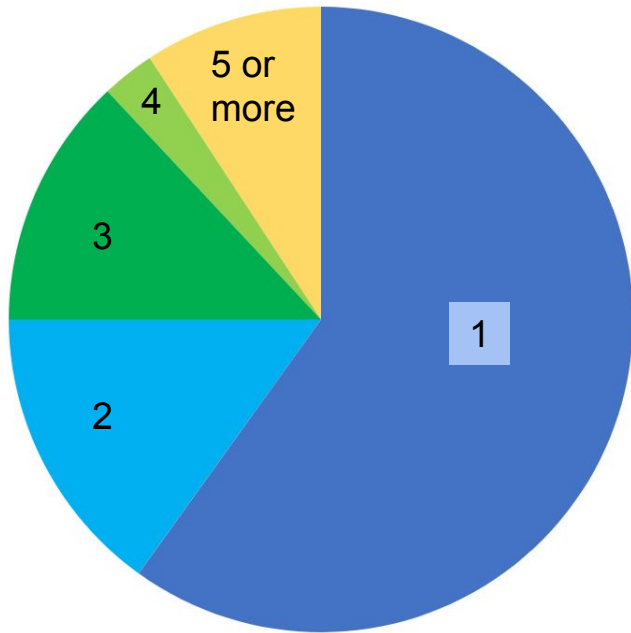


Survey respondents

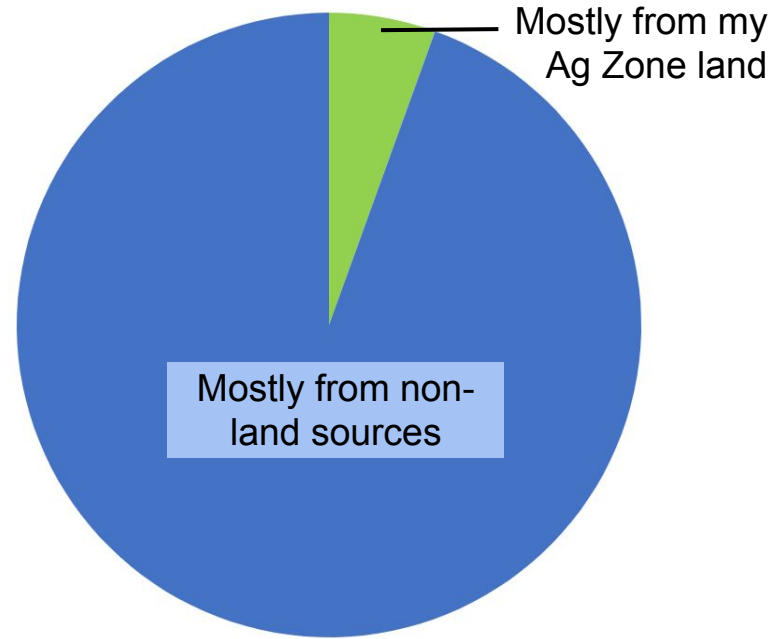


All Ag Zone landowners

# 1. Demographics: Legacy and Income



For how many generations has your land been in your family?



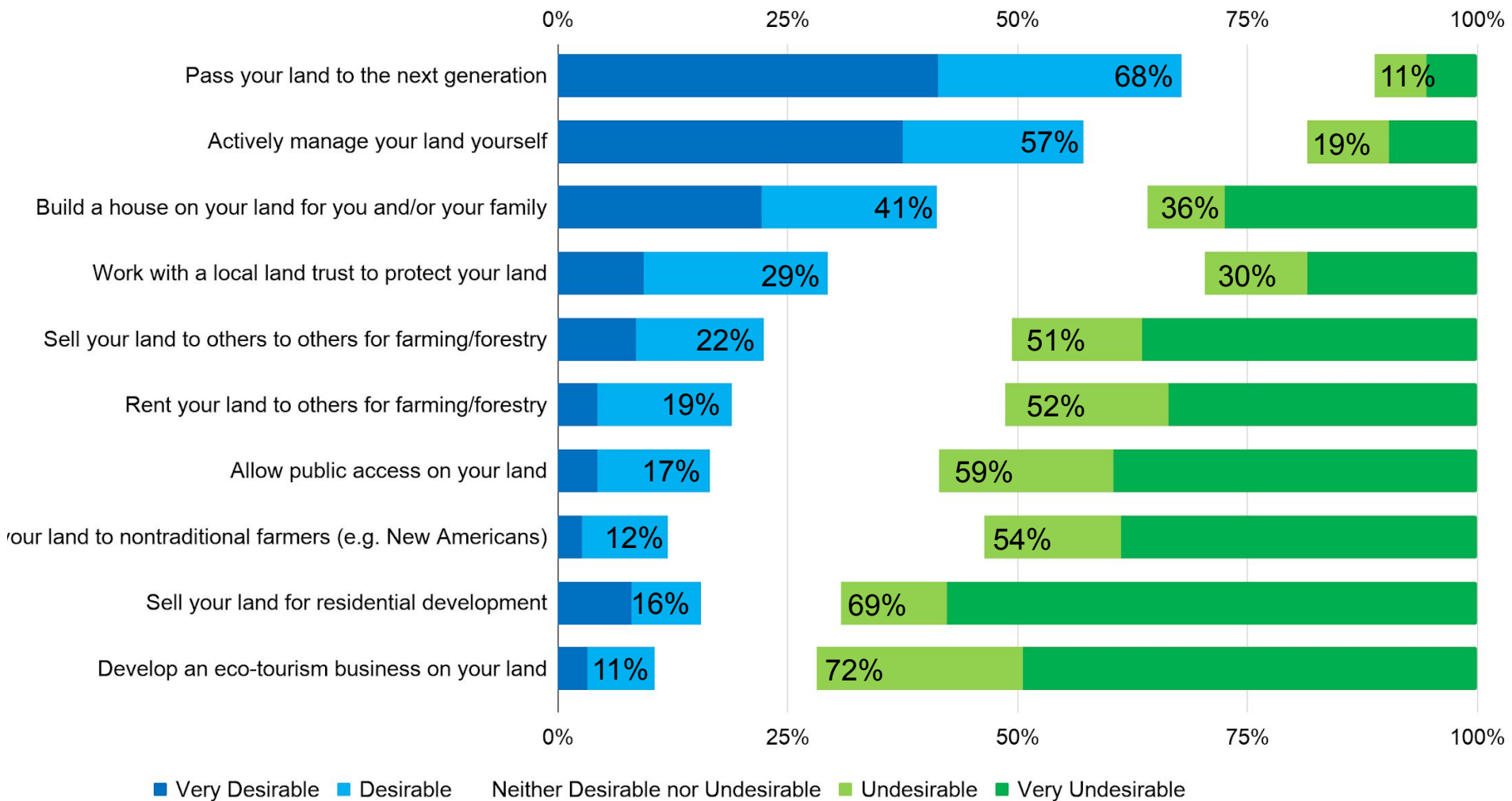
Where does the majority of your household's income come from?

## 2. Landowners' preferences for their own land

Survey question:

*Landowners have options for what to do with their land in the future. **How desirable to you** are the following future uses of your Ag Zone land?*

Scale: ■ Very Desirable ■ Desirable ■ Neither Desirable nor Undesirable ■ Undesirable ■ Very Undesirable

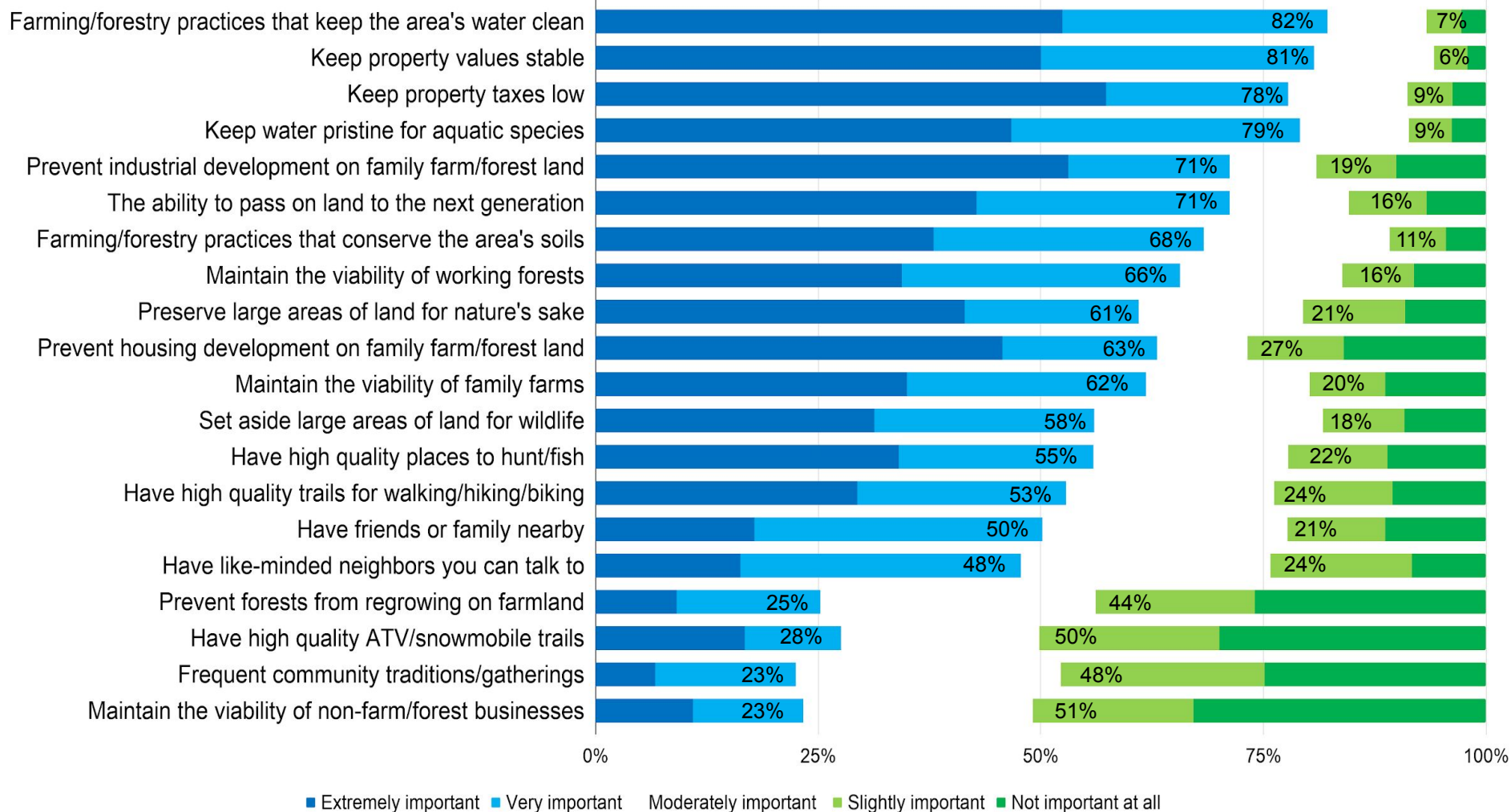


### 3. Landowners' preferences for the Ag Zone as a whole

Survey question:

*Many things make rural communities like those in Auburn's Ag Zone desirable places to live, work, and own land. When you think about the things that make a desirable rural community, **how important to you** are the following characteristics?*

Scale: ■ Extremely important ■ Very important ■ Moderately important ■ Slightly important ■ Not important at all

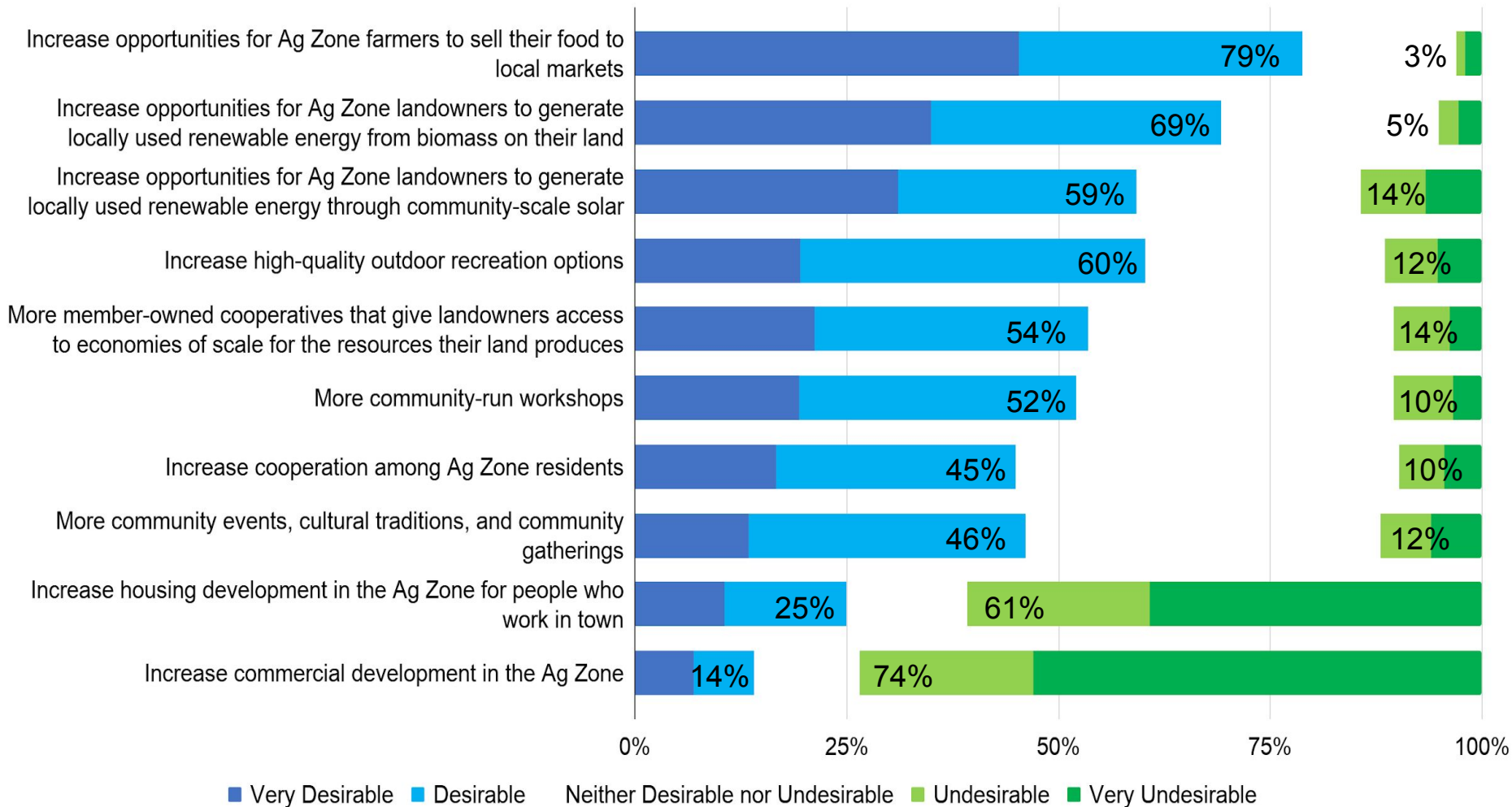


## 4. Landowners' preferences for the future of the Ag Zone

Survey question:

*Actions taken by you, other Ag Zone landowners, the City of Auburn, and other organizations all can influence what Auburn's Ag Zone will look like in the future. As you think about the future of the Ag Zone, how desirable are the following possibilities?*

Scale:    ■ Very Desirable   ■ Desirable   Neither Desirable nor Undesirable   ■ Undesirable   ■ Very Undesirable



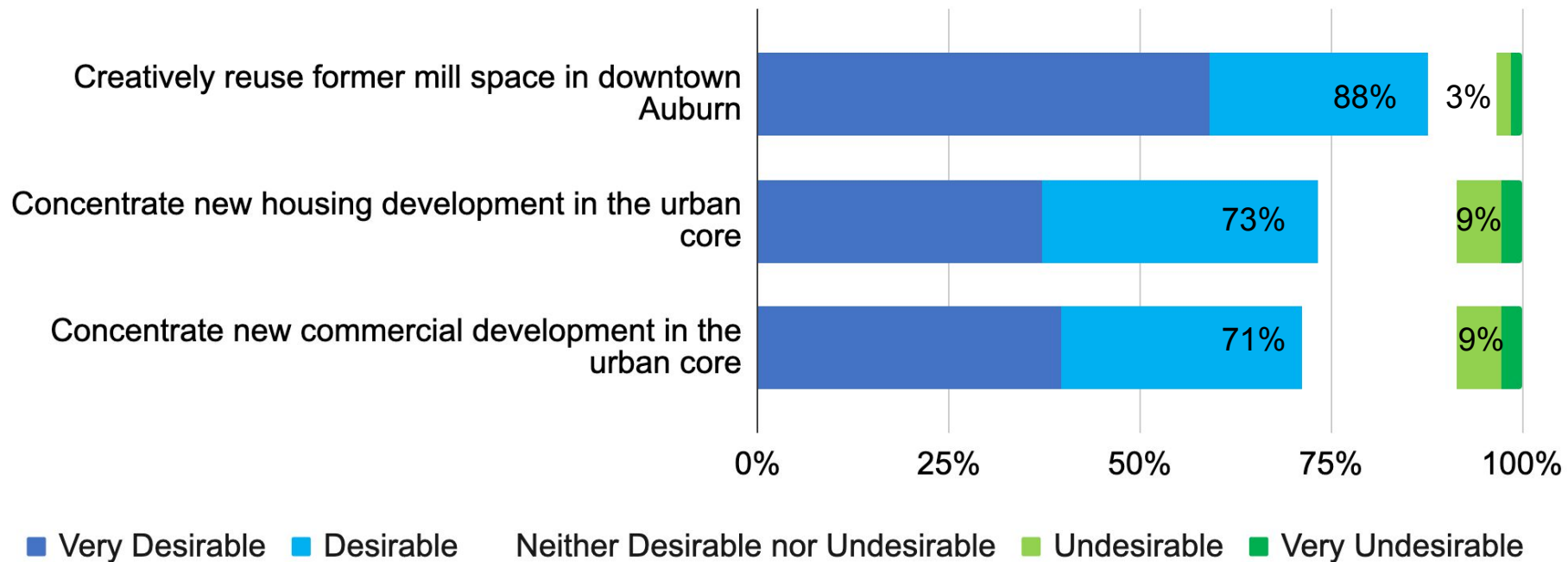


## 4. Landowners' Preferences for the Future of the Ag Zone

Survey question:

*Future changes in Auburn's built-up urban areas can also influence Auburn's Ag Zone. As you think about the future of Auburn's built-up urban areas, **how desirable** are the following possibilities?*

Scale:  Very Desirable  Desirable  Neither Desirable nor Undesirable  Undesirable  Very Undesirable



## 4. Discussion & Conclusions

1. Tensions exist between what individuals want to do with *their land* and what those same individuals want for the Ag Zone *as a whole*.
2. There is significantly more *consensus* than *dissensus* across groups (e.g. whether landowners live in Auburn or elsewhere, are legacy vs. first-generation, own more than 10 acres or less, want to build a house on their land or not, etc.).
3. Although landowners care about housing, there are many additional community and economic characteristics that they say are as important if not more important.

# Your Views on Auburn's Ag Zone

Dear Auburn Landowner,

Recently, my research students and I sent you a survey in the mail because you own land that is partially or fully in Auburn's Ag Zone. If you have already completed the survey, thank you! If not, this is our last mailing, and we hope you will participate. Hundreds of your fellow Ag Zone landowners have completed the survey so far, and shared with us their thoughts, beliefs, hopes, and concerns about their land and the Ag Zone as a whole. We would like to hear from you and all other Ag Zone landowners so that your perspectives and opinions can be included in the broader community's conversation about the future of the Ag Zone.

There are two ways to take the survey:

1. Turn to the next page, complete the survey, and return it in the pre-stamped, pre-addressed envelope that is enclosed.
2. Take the survey online or on your smartphone by typing in the following web address <https://tinyurl.com/AgZone/> and entering the access code **[number]**.

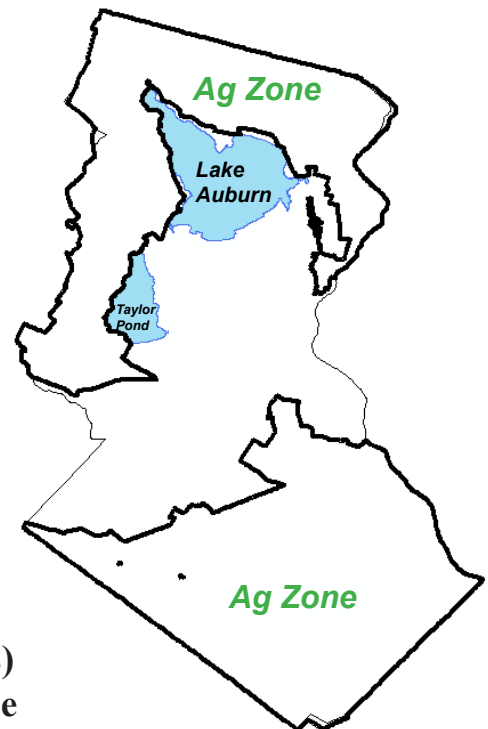
The information you provide is strictly confidential. A summary of survey results will be made available to the public so any interested person or group has a chance to benefit from our work. Once you complete the survey (which should take approximately 12-15 minutes) you will be entered into a random drawing to receive one of three \$50 gift cards. It is crucial for us to hear from YOU. Thank you for your willingness to participate!

If you have any questions, please contact me by email ([feanes@bates.edu](mailto:feanes@bates.edu)) or call my office at (207)-786-8268.

Thank you!



Francis Eanes  
Bates College  
7 Andrews Rd  
Lewiston, ME 04240



# Your Views on Auburn's Ag Zone

Each of the following questions refer to the land that you own in rural Auburn's Agriculture and Resource Protection Zone, hereafter referred to as Auburn's "Ag Zone."

## 1. How many acres do you own in Auburn's Ag Zone?

acres

## 2. How do you use your current Ag Zone land? Please check all land-uses that apply and include the number of acres for each land-use.

- ☐ Grow food for you/your family
- ☐ Use your own wood for heating
- ☐ Row crops  acre(s)
- ☐ Hay/pasture  acre(s)
- ☐ Orchard  acre(s)
- ☐ Livestock (please specify type and quantity)
- ☐ Any other agricultural uses (please specify)
- ☐ Sugarbush  acre(s)
- ☐ Harvestable timber  acre(s)
- ☐ All other forest land  acre(s)
- ☐ Water (wetlands, ponds, etc.)  Acre(s)

## 3. Is your land enrolled in a conservation program or management plan? Please check all that apply.

- ☐ Forest management plan
- ☐ Tree Growth
- ☐ Farm and Open Space
- ☐ Conservation easement (e.g. from a local/state land trust)
- ☐ Conservation Reserve Program (federal USDA/NRCS program)
- ☐ My land is not enrolled in any plan or program
- ☐ Other conservation program or management plan (please describe)

## 4. Do you currently rent/lease any of your Ag Zone land to others?

- ☐ Yes (please state number of rented acres)  acre(s)
- ☐ No

## 5. Landowners have options for what to do with their land in the future. How desirable to you are the following future uses of your Ag Zone land, over the next 10 years?

	Very Undesirable	Undesirable	Neither Desirable nor Undesirable	Desirable	Very Desirable
a. Sell your land for residential development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Build a house on your land for you and/or your family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Actively manage your land yourself (e.g. farming/forestry)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Sell your land to others for farming/forestry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Sell your land to nontraditional farmers (e.g. New Americans)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Rent your land to others for farming/forestry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Keep land in your family by transferring it to the next generation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Allow public access on your land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Develop an eco-tourism/agro-tourism business on your land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Work with a local land trust to protect your land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Your Views on Auburn's Ag Zone

6. Many things make rural communities like those in Auburn's Ag Zone desirable places to live, work, and own land. When you think about the things that make a desirable rural community, how important to you are the following characteristics?

	Not Important At All	Slightly Important	Moderately Important	Very Important	Extremely Important
a. Have friends or family nearby	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Have like-minded neighbors you can talk to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Frequent community traditions/gatherings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. The ability to pass on land to the next generation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Maintain the viability of family farms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Maintain the viability of working forests (e.g. timber, maple syrup, fuel)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Maintain the viability of non-farm/forest businesses (e.g. repair shops, gravel pits, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Prevent forests from regrowing on farmland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Prevent housing development on family farm/forest land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Prevent industrial development on family farm/forest land	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Have high quality places to hunt/fish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Have high quality ATV/snowmobile trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Have high quality trails for walking/hiking/biking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Widespread use of farming/forestry practices that conserve the area's soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Widespread use of farming/forestry practices that keep the area's water clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Keep property taxes low	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Keep property values stable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Set aside large areas of land for wildlife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. Keep lakes, ponds, streams, and wetlands pristine for aquatic species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
t. Preserve large areas of land for nature's sake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Your Views on Auburn's Ag Zone

7. Rural communities all over New England have changed dramatically over time, due to a variety of factors and forces. In your experience, how have the following characteristics changed in Auburn's Ag Zone over the last 50 years?

	I Don't Know	Has greatly decreased	Has slightly decreased	Has stayed the same	Has slightly increased	Has greatly increased
a. The number of friends I have nearby	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. The amount of close family ties to the area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. The number of like-minded neighbors I can talk to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. The frequency of community cultural traditions/gatherings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. The amount of land passed on to the next generation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. The number of viable family farms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. The number of viable working forests (e.g. timber, maple syrup, fuel)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. The number of non-farm/forest businesses that are still viable (e.g. repair shops, gravel pits, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. The amount of farmland that has been grown over by forest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. The amount of farm/forest land developed for housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. The amount of farm/forest land developed for industrial uses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. The amount of high quality places to hunt and fish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. The amount of high quality ATV/snowmobile trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. The amount of high quality trails for walking/hiking/biking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. The frequency of farming/forestry practices that conserve the area's soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. The frequency of farming/forestry practices that keep the area's water clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Property tax	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. Property value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
t. The amount of land set aside for wildlife	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
u. The amount of lakes, ponds, streams, and wetlands kept pristine for aquatic species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. The amount of land preserved for nature's sake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Your Views on Auburn's Ag Zone

8. What is your gender?

9. In what year were you born?

10. What is the highest level of formal education you have attained?

- ☐ Some formal education
 ☐ High school diploma/GED
 ☐ Some college
 ☐ 4-year college degree
 ☐ Graduate/professional degree

11. For how many years have you owned land in Auburn's Ag Zone?

12. For how many generations has your land in Auburn's Ag Zone been in your family, including your own generation?

- ☐ 1
 ☐ 2
 ☐ 3
 ☐ 4
 ☐ 5
 ☐ 6 or more

13. Where does the majority of your household's income come from?

- ☐ Mostly from your land in Auburn's Ag Zone
 ☐ Mostly from sources other than your land in Auburn's Ag Zone

14. Actions taken by you, other Ag Zone residents, the City of Auburn, and other organizations all can influence what Auburn's Ag Zone will look like in the future. As you think about the future of Auburn's Ag Zone, how desirable are the following possibilities?

	Very Undesirable	Undesirable	Neither Desirable nor Undesirable	Desirable	Very Desirable
a. Increase opportunities for Ag Zone farmers to sell their food to local markets (e.g. including hospitals and schools)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Increase opportunities for Ag Zone landowners to generate locally used renewable energy from biomass on their land (e.g. wood, hay)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Increase opportunities for Ag Zone landowners to generate locally used renewable energy through community-scale solar arrays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. More member-owned cooperatives that give landowners access to economies of scale for the resources their land produces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. More community-run workshops (e.g. to share skills, knowledge, or experience)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Increase cooperation among Ag Zone residents (e.g. borrowing tools, sharing labor, bartering with informal economy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. More community events, cultural traditions, and community gatherings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Increase housing development in the Ag Zone for people who work in town	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Increase commercial development in the Ag Zone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Increase high-quality outdoor recreation options	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## Your Views on Auburn's Ag Zone

**15. Future changes in Auburn's built-up urban areas can also influence Auburn's Ag Zone. As you think about the future of Auburn's built-up urban areas, how desirable are the following possibilities?**

	Very Undesirable	Undesirable	Neither Desirable nor Undesirable	Desirable	Very Desirable
a. Creatively reuse former mill space in downtown Auburn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Concentrate new housing development in the urban core	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Concentrate new commercial development in the urban core	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**16. Landowners get land-management advice and information from a variety of source. How much do you trust the following *entities to give you worthwhile advice about how to manage your land?***

	Not at all	A little	Somewhat	A lot	Very much	Not familiar
a. My neighbors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Other Ag Zone Landowners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Androscoggin Land Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Maine Farmland Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Land in Common community land trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Auburn Conservation Commission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Auburn City Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Auburn Planning Board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Lake Auburn Watershed Protection Commission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Androscoggin Valley Soil and Water Conservation District	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. University of Maine Cooperative Extension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Maine Bureau of Agriculture, Food, and Rural Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Maine Farm Bureau	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. MOFGA (Maine Organic Farmers and Gardeners Association)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. NRCS (Natural Resources Conservation Service)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Your Views on Auburn's Ag Zone

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17. If you are open to further discussions with someone from an organization you trust (see previous question) about leasing or selling your land, please list your name and contact information (e-mail, phone number) below.

18. What barriers prevent you from using your Ag Zone land to its fullest potential?

19. How can the City of Auburn, the State of Maine, and/or local organizations best support you in reaching your goals for your Ag Zone land?

Thank you for your time and participation. If you wish, feel free to write any additional comments about your land and/or Auburn's Ag Zone that you would like us to know. If needed, please use the blank page.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** 10/21/2019

**Ordinance:** 13-10152019

**Author:** Holli Olivier, Manager – Health & Social Services

**Subject:** Adoption of Appendices for General Assistance, Effective 10/1/2019 through 9/30/2020

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**Information:** I'm seeking the approval of the new General Assistance Appendix A (the GA overall maximums), Appendix B (the food maximums), Appendix C (Lewiston / Auburn MSA Rental Maximums), and Appendix H (the funeral maximums). Once the appendices A-C and H are adopted, they will replace the FY 18/19 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 and H, the program will be in compliance and receive the 70% reimbursement from the State\*\***

---

**City Budgetary Impacts:** The overall maximums (Appendix A) is an average increase of \$79.00 per household per month. The food maximums (Appendix B) is an average increase approximately \$5.00 per individual per month. The housing maximums (Appendix C) is an average increase of \$71.00 per household per month. And the funeral maximums (Appendix H) in an average increase of \$295.00 per individual.

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**Staff Recommended Action:** Approval of changes to the General Assistance Appendices A-C & H as required by State statute and ordinance. First reading: 10/21/19. Second reading: 11/4/2019.

---

**Previous Meetings and History:** This is a yearly approval needed by council when changes are made to the appendices. This was presented to the City Council at a workshop on October 7, 2019.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

---

**Attachments:** Health & Social Services Budget FY19/20 New Maximums  
Appendix A, Overall Maximums  
Appendix B, Food Maximums  
Appendix C, Housing Maximums  
Appendix H, Funeral Maximums  
Adoption form for 19-20

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

### ORDINANCE 13-10152019

#### **Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits**

**Be it Ordained**, that the City Council hereby amends Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits to incorporate the following maximum levels of assistance to be effective on and after October 1, 2019 through September 30, 2020, as follows:

Sec. 24-23. - Annual adjustment of maximum benefits.

- (a) Each year the Maine Municipal Association provides for the city three appendices providing maximum benefits applicable for the period beginning October 1 and ending September 30 as mandated by state law and based on certain federal values effective on October 1 of each year, as follows:
  - (1) Appendix A, a listing of overall maximum levels of general assistance relating to all Maine municipalities.
  - (2) Appendix B, a listing of maximum levels of assistance for food.
  - (3) Appendix C, a listing of maximum levels for heated and unheated housing.
  - (4) Appendix H, a listing of funeral maximums, including burials and cremations.
- (b) The portion of these annual appendices applicable to the city, as adopted each year by the city council, are made a part of this chapter as though fully set forth herein and a copy thereof is available in the office of the city clerk.

**Editor's note—** The appendices referred to in this section are not codified but are available in the office of the city clerk.

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 10/1/2019 – 9/30/2020

TOTAL NUMBER IN HOUSEHOLD:	1	2	3	4	5
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	725	783	1,007	1,265	1,606

**\*Add \$75.00 for each additional person\***

### Appendix B – Food Maximums

Effective 10/1/2019 – 9/30/2020

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, 2019, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	45.12	194
2	82.56	355
3	118.37	509
4	150.23	646
5	178.60	768
6	214.19	921
7	236.74	1,018
8	270.70	1,164

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

### Appendix C – Rental Maximums

Effective 10/1/2019 – 9/30/2020

<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	133	574	156	671
1	137	591	167	719
2	177	763	216	929

Holly C. Lasagna, Ward One  
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David C. Young, At Large

Jason J. Levesque, Mayor

3	224	965	273	1,174
4	288	1,240	348	1,497

## **APPENDIX H – FUNERAL MAXIMUMS**

Effective 10/01/2019 – 9/30/2020

### **Burial Maximums**

The maximum amount of general assistance granted for the purpose of burial is \$1,475. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- The wholesale cost of a cement liner if the cemetery by-laws require one;
- The opening and closing of the grave site; and
- A lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- Removal of the body from a local residence or institution
- A secured death certificate or obituary
- Embalming
- A minimum casket
- A reasonable cost for transportation
- Other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator

### **Cremation Maximums**

The maximum amount of assistance granted for a cremation shall be \$1,025. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- A cremation lot in the least expensive section of the cemetery
- A reasonable cost for a burial urn not to exceed \$55
- Transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Orders:** 115-10212019 through 124-10212019

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** Board and Committee Appointments

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The Appointment Committee met on October 15, 2019 to review applications and make their nominations for various boards and committees of the City as follows:

**Auburn Housing Authority** – Arthur Wing, re-appointment with a 10/01/2024 term expiration, and Ron Spofford with a term expiration of 10/01/2022.

**CDGB Loan Committee** – Nikki Chabot and Ann Parker, both re-appointments, both with term expirations of 06/01/2010/01/2022.

**Parks & Recreation Advisory Board** – Paula Curtis-Everett, Tim Cogle, and Michael Thursday, all re-appointments and all with term expirations of 10/01/2021.

**Recycling Ad-hoc Committee** – Dennis Connolly, Sr. and Rebecca Lloyd, each with 6 month terms which may be extended to 12 months.

**Zoning Board of Appeals** – Re-appointing Michael Mathieu as full member and appointing Cindy Russo as a new, associate member, both with 10/01/2022 term expirations.

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

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**City Budgetary Impacts:** None

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

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**Previous Meetings and History:** The Appointment Committee met on October 15, 2019 to make their recommendations.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

**Attachments:**

List of applicants

List of vacancies

Applications

Orders 115-10212019 through 124-10212019

## VACANCIES

Age Friendly Community Committee - 2 vacancies - one with a term expiration of 6/1/2021, and one with a term expiration of 6/1/2022

*Representatives from the Auburn Public Library, Area Agency on Aging, Seniors Plus, Lewiston Auburn Transit Committee, Auburn Housing Authority, Community Based Senior Organizations and the Auburn School Department are encouraged to apply to serve on the Age Friendly Community Committee.*

Auburn Housing Authority - 1 vacancy - with a term expiration of 10/01/2024

Board of Assessment Review - 3 vacancies - alternate positions. One with a term expiration of 10/1/2020, and two with term expirations of 10/1/2022

Cable TV Advisory Committee - 2 vacancies - one with term expirations of 6/1/2021, one with a term expiration of 6/1/2020

CDBG Loan Committee - 2 vacancies, both with 10/01/2022 term expirations

Citizens Advisory Committee - Several vacancies, 3 year terms

Ethics Committee - 2 vacancies - two alternate positions both with term expirations of 1/1/2022

Parks & Recreation Advisory Board - 3 vacancies, each with a term expiration of 10/01/2021

Recycling Ad-hoc Committee - 2 vacancies, all with a 6 month term (term may be extended to 12 months)

Sewer District Board of Trustees - 1 vacancy with a term expiration of 3/1/2022

Zoning Board of Appeals - 2 vacancies, 1 full member and 1 associate member position, both with term expirations of 10/01/2022



**Board Committee Applications**  
**October 15, 2019**

Board or Committee	Ward	Last Name	First Name	Address
Age Friendly Community Committee				
Auburn Housing Authority	2	*Wing	Arthur	104 Grandview Avenue
Board of Assessment Review				
Cable TV Advisory Board				
CDBG Loan Committee	3	*Chabot	Nikki	89 Manley Road. Apt. 3
	3	*Parker	Ann	69 Summit Street
Citizen's Advisory Board ( <b>MAYOR APPT</b> )				
Ethics Committee (Mayor/School Committee App)				
Parks & Rec Advisory Board	1	*Cogle	Tim	368 N Auburn Road
	1	*Curtis-Everett	Paula	285 N Auburn Road
	2	*Thurston	Michael	PO Box 3285
Recycling Ad-hoc Committee	2	Aoki	Carissa	95 Shepley St.
	5	Connolly, Sr.	Dennis	37 Gill Street
	2	Lloyd	Rebecca	173 Winter Street
Sewer District Board of Trustees				
Zoning Board of Appeals	3	*Mathieu	Michael	9 Amberley Way
	1	Russo	Cindy	393 Center Street
	5	*Staples	Dana	32 Greenfield Drive

\* Indicates this applicant is seeking re-appointment

\*\* Indicates this person is an associate/alternate member seeking full member status

CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION

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

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

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

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

Dates served (if known)? 2005 - PRESENT

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

TRUSTEE, AUBURN PUBLIC LIBRARY / MEMBER, AUBURN PUBLIC LIBRARY BUILDING COMMITTEE

Dates served (if known)? TRUSTEE 2000 - 2006 / BUILDING COMMITTEE 1999 - 2002

How did you learn of this vacancy? TERM EXPIRING

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

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

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

Signature: [Signature] Date: 9/17/19

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

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9-17-19  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

**Arthur Wing**  
**104 Grandview Avenue**  
**Auburn, Maine 04210**  
**207-577-2839**

### **Education**

- Northeastern University, Boston, Mass
  - 1971 Bachelors of Science – Accounting
- University of Maine, Portland, Maine
  - 1986 Masters of Business Administration
- Massachusetts Chapter of Housing & Redevelopment Certification Program
  - Commissioner Ethics – 4 hour seminar
  - Commissioner Legal – 4 hour seminar
- National Association of Housing & Redevelopment Officials Certification Program
  - Commissioner Fundamentals – 16 hour seminar
  - Commissioner Ethics – 16 hour seminar scheduled Oct 19

Note: This will meet the requirements for National Certification

### **Community Activities**

- April 2005 – Present, Commissioner & Chairperson, Auburn Housing Authority
- Year 2000 – 2006, Trustee and Treasurer, Auburn Public Library
- Year 1999 – 2002, Member, Auburn Public Library Building Committee
- Year 1995 – 1998, Board Member, Child Health Services

### **Employment History**

- Androscoggin Home Care & Hospice , Lewiston, Maine
  - 1971 – 2018, Director of Finance
- 2019 - Retired



City of Auburn  
Board & Committee  
Reappointment Application – Arthur Wing

Briefly describe why you want to serve on this committee:

The Auburn Housing Authority provides access to safe, quality and affordable housing for the residents of the City of Auburn. Commissioners have a responsibility for the management, policy-making and oversight of the housing authority. As a Commissioner, I find these challenges rewarding.

I feel my education, work experience and energy can assist the other Commissioners, the Executive Director and staff to make a difference in the lives of low-income families, the elderly and persons with disabilities. The past few years the City has worked with AHA with the development of Webster School and Vincent Bottling building in New Auburn into fine housing and this year a new development on Spring Street. I enjoyed working on these projects and will be interested on working on new opportunities in the future.

Being a Commissioner with Auburn Housing Authority and making a difference in improving the lives of families is a rewarding experience I wish to continue.

What do you hope to accomplish?

In 2020 Auburn Housing Authority will see the retirement of the Executive Director. The selection of the Executive Director is one of the most important decisions AHA Commissioners will ever make. As Chairperson, I hope to guide and assist the Commissioners with the selection to ensure the Auburn Housing Authority continues to be a mission-driven organization, financially strong and is seen as quality member of Auburn's business community.

There continues to be a significant shortage of housing in our City. The waiting list for housing with AHA is a regular discussion item at our monthly meetings. I am excited to explore and work with staff and the City on new development and/or improvement opportunities for additional housing units in Auburn.

It is the responsibility of the Auburn Housing Authority to implement and administer the various programs designed and funded by the U.S. Department of Housing and Urban Development (HUD). Rules and regulations are updated and changed continuously and as a Commissioner I will continue to increase my knowledge of HUD Programs with educational opportunities offered by New England and National Housing Associations.

I am presently pursuing Commissioner Certification from the National Association of Housing and Redevelopment Officials. The last requirement is scheduled for completion in October 2019.



Arthur Wing <arthurwing17@gmail.com>

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**RE: Auburn Housing Authority**

3 messages

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**Susan Clements-Dallaire** <sdallaire@auburnmaine.gov>  
To: "arthurwing17@gmail.com" <arthurwing17@gmail.com>  
Cc: Richard Whiting <rwhiting@auburnhousing.org>

Fri, Aug 23, 2019 at 2:45 PM

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**From:** Susan Clements-Dallaire  
**Sent:** Friday, August 23, 2019 12:33 PM  
**To:** '(ArthurWing@ahch.org)' <arthurwing@ahch.org>  
**Cc:** Richard Whiting <rwhiting@auburnhousing.org>  
**Subject:** Auburn Housing Authority

Hello,

Your terms on the Auburn Housing Authority is due to expire on 10/01/2019. If you would like to be considered for re-appointment, please submit your application to me no later than 10/7/2019. If you click on the link below, you can either fill out the on-line application or print a hard copy and drop it off in the Clerk's office.

<https://www.auburnmaine.gov/pages/government/boards-and-committees>

Please let me know if you have any questions.

Thank you,

Sue

9/17/19

Hi Sue - My APPLICATION FOR  
RE-APPOINTMENT IS ATTACHED.  
THANK YOU FOR THIS REMINDER  
EMAIL.

Susan Clements-Dallaire

ART

577-2839



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, August 26, 2019 9:37 AM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 08/26/2019

First Name: Nikki

Middle Initial:

Last Name: Chabot

Residence Address: 89 Manley Rd Apt 3

Ward: Ward 3

City: Auburn

Home Phone: 2075774350

Cell Phone: 2075774350

E-mail Address: nchabot90@outlook.com

Current Occupation: Real Estate Agent

Previous Occupation (if retired or no longer working):

Education and/or experience: Associate's in Business Administration, Currently serve on CDBG Loan Committee

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one).: **CDBG Loan Committee**

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I would like to continue to serve on the CDBG Loan committee, as I enjoy volunteering my time and knowledge of the housing industry to my community, as well as making decisions that will positively impact the overall housing quality within the city.

What do you hope to accomplish?: Improve the overall housing conditions in my community.

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

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

Dates served (if known):

How did you learn of this vacancy?: Re-appointment

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Nikki Chabot

Date of Electronic Signature: 8/26/2019



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, August 27, 2019 1:39 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 08/27/2019

First Name: ANN

Middle Initial: M.

Last Name: PARKER

Residence Address: 69 SUMMIT ST.

Ward: Ward 3

City: Auburn

Home Phone: 2077547809

Cell Phone: 2077547809

E-mail Address: amjparker@yahoo.com

Current Occupation: Real Estate Broker

Previous Occupation (if retired or no longer working):

Education and/or experience: High School plus Two Years post graduate. 37 years in Real Estate and Radiology prior to that

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): CDBG Loan Committee

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I have been a member of the Auburn Community for over 40 years and believe in team work for the betterment of all. I have served on the CDBG Loan Committee for many years and like it's mission and the good work we do.

What do you hope to accomplish?: I hope to continue the work we have done for decades and to continue with the programs that benefit individuals as well as the city of Auburn

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

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

Dates served (if known): many years-will have to check....

How did you learn of this vacancy?: Was notified by email of my term being up in October 2019

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: ANN PARKER

Date of Electronic Signature: August 27, 2019

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, September 24, 2019 9:18 AM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 09/24/2019

First Name: Tim

Middle Initial: A

Last Name: Cogle

Residence Address: 368 North Auburn Rd

Ward: Ward 1

City: Auburn

Home Phone: 2073336650

Cell Phone: 2075772185

E-mail Address: tcogle@auburnmaine.gov

Current Occupation: Deputy Chief of Police

Previous Occupation (if retired or no longer working): Patrol Officer

Education and/or experience: Bachelors Degree (University of Southern Maine)

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): **Parks & Recreation Advisory Board**

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): Looking to work with department staff to continue to move the Auburn Rec Dept. forward. The department is on an exciting path and we need community members who will support the department as it continues to evolve and transition to meet the needs of our youth and seniors. Youth sports plays an important roll in many young peoples lives. Organized youth sports and activities can be the difference in the path a child takes. Often times providing opportunities for them that might not otherwise be available.

What do you hope to accomplish?: Expansion of the youth sports facilities. Specifically in-door (365) access to courts and expanded turf facility. I want to see athletic and recreation opportunities available in each of our neighborhoods. Expansion of the Spring Rd trail system, parking and connection to the rest of the city is important and often overlooked

when road projects are being designed and founded. Access, signage an overall promotion of Mt Apatite is also a priority. Auburn should have at least one dog park.

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

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

Dates served (if known): Current

How did you learn of this vacancy?:

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: Timothy Cogle

Date of Electronic Signature: 09/24/2019

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, September 23, 2019 5:38 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 09/23/2019

First Name: Michael

Middle Initial: R

Last Name: Thurston

Residence Address: P.O. Box 3285

Ward: Ward 2

City: Auburn

Home Phone: 241 0414

Cell Phone: 740 7697

E-mail Address: Mthurs1@yahoo.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): Postmaster Augusta Maine

Education and/or experience: High school graduate /35 yrs government service

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one).: Parks & Recreation Advisory Board

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): Continue to serve the citizens of Auburn making the parks and recreation services better for the generations to come

What do you hope to accomplish?: See above

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Yes parks and recreations advisory board

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

Dates served (if known): Presently serving not known starting date

How did you learn of this vacancy?: Same as above

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Michael thurston

Date of Electronic Signature: 09/23/19



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, August 26, 2019 2:45 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 08/26/2019

First Name: Paula

Middle Initial:

Last Name: Curtis-Everett

Residence Address: 285 North Auburn Road

Ward: Ward 1

City: Auburn

Home Phone: 207-784-3183

Cell Phone: NA

E-mail Address: peverett3@roadrunner.com

Current Occupation: Retired registered nurse

Previous Occupation (if retired or no longer working): Registered nurse and health educator

Education and/or experience: School nurse in Auburn and Sabattus, Geriatric nurse / Wellness director Highlands Topsham, Special projects nurse for medical director at CIGNA health company.. Master Gardener, presently a Master Naturalist. I have done programs for ALT ,Auburn

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one).: **Parks & Recreation Advisory Board**

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I am interested in preserving the green space in Auburn as it is beneficial for the use of all people living in Auburn. I think being able to take ones children to Mt. Apatite to look for minerals, snowshoe , ride a bike look at tadpoles is very important to children as well as biking, hiking, skiing and snow mobilize for adults. Sherwood Park, Tot Lot, Pettingill Park, PAL etc. Are all large open spaces important to Auburn?s people. Not to mention the smaller parks in downtown neighborhoods. I think what is being done with Hasty Memorial , the New Senior Center updates and Norway Saving arena is a good start but we can do more to preserve what we have to include open spaces that are safe , well maintained and useable for all.

What do you hope to accomplish?: To preserve , update and maintain the parks we have.

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

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

Dates served (if known):

How did you learn of this vacancy?: I was told my position was ending in November

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Paula Curtis- Everett

Date of Electronic Signature: 08/26/2019





## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: 9/19/19

Last name: Aoki First name: Carissa Middle initial: \_\_\_\_\_

Residence address: 95 Shepley St Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: \_\_\_\_\_ Work phone: 2077536934 Cell phone: 303-7097038

Email address: carissaaoki@gmail.com

Current occupation: college instructor

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): \_\_\_\_\_

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

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

- ☐ Airport Board
- ☐ Audit & Procurement Committee
- ☐ Cable TV Advisory Board
- ☐ Community Forest Board
- ☐ Conservation Commission
- ☐ Finance Committee
- ☐ Parks & Recreation Advisory Board
- ☐ Sewer District
- ☐ Water District
- ☒ Other Recycling Ad Hoc

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I value recycling as a city service, and would like to help identify and think about models that will best allow Auburn to continue offering it in a financially sustainable way.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope the committee will investigate all possible options, and make recommendations based on what's viable for the city. I hope the committee will also be able to understand who recycles and why (or why not), so that a public education campaign can be undertaken to increase both individual and business use of the service.

Dates served (if known)? \_\_\_\_\_

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

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? from another committee member

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

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

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

Signature: [Signature] Date: 9/23/19

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

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9-23-19  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Saturday, September 21, 2019 9:24 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 09/21/2019

First Name: Dennis

Middle Initial: J

Last Name: Connelly Sr.

Residence Address: 37 Gill St

Ward: Ward 5

City: Auburn

Home Phone: 2072126865

Cell Phone: 2072126865

E-mail Address: dennis.connelly@roadrunner.com

Current Occupation: Retired - Volunteer at the Auburn P.D. PAL Center

Previous Occupation (if retired or no longer working): I.T. Professional

Education and/or experience: B.S. - Education, and U/Maine Master Gardener/Master Food Preserver

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): **Recycling**

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I am interested in, and concerned about, current issues surrounded the environment, global warming, pollution, etc. As a Master Gardener and Master Food Preserver I have seen how these issues affect our lives.

What do you hope to accomplish?: To work with other concerned committee members to help address some of these issues, including how even a basic recycling program impacts these topics.

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

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

Dates served (if known): N/A

How did you learn of this vacancy?: I was asked to consider submitting my name.

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Dennis J. Connelly Sr.

Date of Electronic Signature: 09/21/2019



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 7, 2019 8:30 AM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 10/07/2019

First Name: Rebecca

Middle Initial: S.

Last Name: Lloyd

Residence Address: 173 Winter Street

Ward: Ward 2

City: Auburn

Home Phone: n/a

Cell Phone: 207-357-1636

E-mail Address: rebeccastowell.lloyd@gmail.com

Current Occupation: Registered Nurse

Previous Occupation (if retired or no longer working):

Education and/or experience: CMMC College of Nursing, former town employee, lifelong learner

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): **Recycling**

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I feel public service is important and know it is sometimes difficult to recruit people for boards and committees. I worked in the tax office for the Town of Rumford for 10 years.

What do you hope to accomplish?: Because this is an ad-hoc position with limited length of service, I hope to contribute to the study and conversation of the recycling issue facing Auburn. My goal is to help offer a solution that would be cost effective yet continue the city recycling program in some form.

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

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

Dates served (if known):

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

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Rebecca S. Lloyd

Date of Electronic Signature: 10/7/19

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, September 4, 2019 1:43 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 08/29/2019

First Name: Dana

Middle Initial:

Last Name: Staples

Residence Address: 32 Greenfield Drive

Ward: Ward 5

City: Auburn

Home Phone: 2072401671

Cell Phone: 2072401671

E-mail Address: dana.staples@gmail.com

Current Occupation: Conversions Manager

Previous Occupation (if retired or no longer working):

Education and/or experience: Bachelor's in Computer Science, RPI; Master's in Computer Science, USM

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): **Zoning Board of Appeals**

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I would like to continue my work on this committee.

What do you hope to accomplish?: I'm hoping that the zoning board of appeals will continue to correct any issues that would present unreasonable hardships on the people of Auburn while maintaining the integrity of our zoning.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: zoning board of appeals, complete streets, parks and rec advisory board

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: zoning board of appeals, complete streets, parks and rec advisory board

Dates served (if known): I began my volunteering on committees in 2015

How did you learn of this vacancy?: email

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: Dana Staples

Date of Electronic Signature: 9/4/19



## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, September 17, 2019 9:08 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 09/17/2019

First Name: Cindy

Middle Initial: I

Last Name: russo

Residence Address: 393 Center St

Ward: Ward 4

City: auburn

Home Phone: 203-537-2042

Cell Phone: 203-537-2042

E-mail Address: clrusso@snet.net

Current Occupation: hospital administrator

Previous Occupation (if retired or no longer working):

Education and/or experience: MHA

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one): **Zoning Board of Appeals**

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): As a newer member of the community I would like to contribute to ensuring compliance with zoning regulations that have been established

What do you hope to accomplish?: Ensure the integrity of process and structure that has been established for the betterment of the city's future

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

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

Dates served (if known):

How did you learn of this vacancy?: website

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Cindy Russo

Date of Electronic Signature: 9/17/19

## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 7, 2019 12:32 PM  
**To:** Susan Clements-Dallaire  
**Subject:** A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

Date of Application: 10/07/2019

First Name: Michael

Middle Initial: J

Last Name: Mathieu

Residence Address: 9 Amberley Way

Ward: Ward 3

City: Auburn

Home Phone: 2075774041

Cell Phone: 2075774041

E-mail Address: mike@neokraft.com

Current Occupation: V.P. Sales & Marketing

Previous Occupation (if retired or no longer working):

Education and/or experience: 1 year college

Please check which board or committee you are interested in serving on. Individual applications for each board or committee (if you wish to serve on more than one).: Zoning Board of Appeals

This application is for a... (choose one): Reappointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): Re-appointment

What do you hope to accomplish?: Same

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

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

Dates served (if known): 10/2018-10/2019

How did you learn of this vacancy?: Mayor

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.  
By typing your full name below, you are "signing" this electronic application.: Michael J. Mathieu

Date of Electronic Signature: 10/07/19

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

## IN CITY COUNCIL

ORDER 115-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Auburn Housing Authority	10/01/2024	Arthur Wing – re-appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 116-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
CDBG Loan Committee	10/01/2022	Nikki Chabot, re-appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 117-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
CDBG Loan Committee	10/01/2022	Ann Parker, re-appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 118-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Parks & Recreation Advisory Board	10/01/2021	Paula Curtis-Everett, re- appointment



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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 119-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Parks & Recreation Advisory Board	10/01/2021	Tim Cogle, re-appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 120-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Parks & Recreation Advisory Board	10/01/2021	Michael Thurston, re- appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 121-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Recycling Ad-hoc Committee	6 month term which may be extended to 12 months	Dennis Connolly, Sr. – new appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 122-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Recycling Ad-hoc Committee	6 month term which may be extended to 12 months	Rebecca Lloyd – new appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 123-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Zoning Board of Appeals Full Member	10/01/2022	Michael Mathieu, re- appointment

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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 124-10212019

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/15/2019;

Board or Committee	Term Exp. Date	Name
Zoning Board of Appeals Associate Member	10/01/2022	Cindy Russo, new appointment



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Order:** 125-10212019

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** Appointing Kelsey Earle to the Lewiston-Auburn Transit Committee (LATC) for a three-year term.

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**Information:** Passage of this order would be to confirm the appointment of Kelsey Earle, Executive Assistant to City Manager, to the Lewiston-Auburn Transit Committee. The seat was previously held by the former Executive Assistant Jody Durisko.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Recommend passage.

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

I concur with the recommendation. Signature:

A handwritten signature in cursive script, reading "Phillip Crowell Jr.", is written over a horizontal line.

**Attachments:** Order 125-10212019



James Pross, Ward One  
Robert Stone, Ward Two  
Andy Titus, Ward Three  
Adam R. Lee, Ward Four



Leroy Walker, Ward Five  
Grady R. Burns, At Large  
David C. Young, At Large

Jonathan P. LaBonte, Mayor

## **IN CITY COUNCIL**

### **ORDER 125-10212019**

**ORDERED**, that the City Council hereby appoints Kelsey Earle, to the Lewiston-Auburn Transit Committee (LATC) for a three year term ending July 1, 2022.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Ordinance:** 14-10212019

**Author:** Megan Norwood, City Planner II

**Subject:** Proposed Zoning Map Amendment at 965 Minot Avenue

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**Information:** John Petrocelli of Petro's Ace Hardware is requesting a Zoning Map Amendment to PID 217-002 to change a portion of the parcel abutting the rear of PID 207-013 from Suburban Residential (SR) to General Business II (GBII) to expand the commercial zone at his business at 965 Minot Avenue. The purpose of the map amendment is to expand the commercial zone for Petro's to allow yard delivery and loading trucks to exit onto Garfield Road to more safely enter Minot Avenue. The reason the 2.35 acre configuration was requested for the zoning map change is to limit the amount of area of the parent parcel proposed for rezoning to only the space necessary for egress. The Owner also proposes to keep a heavily wooded buffer on each side of the proposed future egress onto Garfield Road.

The Planning Board held a Public Hearing and made a favorable recommendation to City Council at their October 8, 2019 meeting. The Planning Board also recommended changing the leftover triangular shaped portion of the parcel from Suburban Residential to Urban Residential to match the abutting Zoning District as well as updating the Future Land Use Map so the triangular shaped portion of the parcel matches the abutting Future Land Use Designation of Business Expansion Transition (please see attached maps for further clarification).

As discussed in the Staff Report, one of the primary tests associated with a Zoning District change is its conformance with the Comprehensive Plan. The current Comprehensive Plan shows the area proposed for rezoning as low-moderate density residential development which states that new development should be designed to minimize the number of vehicular access points to existing collector or other through roads. The Future Land Use Plan (FLUP) designates the current GBII area as planned commercial development. A small rear expansion of the GBII area would enable Petro's and the neighboring businesses to grow in a more unified way which is the intent of a planned commercial designation in the comprehensive plan.

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**City Budgetary Impacts:** None.

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**Staff Recommended Action:** Staff believes this change will provide an opportunity for expanding the business and could allow for safer vehicular and delivery access on Garfield Road, we recommend the City Council vote in favor of the Planning Boards recommended Zoning Map changes from Suburban Residential to General Business II and Urban Residential, respectively and Future Land Use Map changes from Low-Moderate Density Residential Development to Planned Commercial Development and Business Expansion Transition, respectively (please see attached maps for clarification).

---



**Previous Meetings and History:** We received a request from CC Titus to place this on a CC Workshop, with a copy of a petition. An introduction to the Zoning Map amendment was discussed at the August 19, 2019 City Council Meeting. On September 9, 2019, the Council voted to refer this to the Planning Board. The Planning Board voted in favor of the map amendments at the October 8, 2019 meeting.

---

**City Manager Comments:**

I concur with the recommendation. Signature:

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

---

**Attachments:**

- October 08, 2019 Planning Board Staff Report
- Petition/Council Agenda Request Form
- Future Land Use Map Changes
- PID #217-002 Changes (Zoomed Out View)
- Current vs. Proposed Zoning Map Changes

**To:** Auburn Planning Board  
**From:** Megan Norwood, City Planner II, Audrey Knight, AICP City Planner  
**Re:** Proposed rezoning of 2.35 acres of land, located generally at 965 Minot Avenue (PID: 217-002), from Suburban Residential to General Business II, extending the existing frontage zoning to the rear of Petro's Ace Hardware.  
**Date:** October 8, 2019



Figure 1: Current Parcel (Petro's Ace Hardware)

**I. PROPOSAL** – John Petrocelli of Petro's Ace Hardware is seeking a Zoning Map amendment to PID 217-002 to change a portion of the parcel abutting the rear of PID 207-013 from Suburban Residential (SR) to General Business II (GBII) to expand the commercial zone at his business at 965 Minot Avenue.

The zoning amendment request would allow yard delivery and loading trucks to exit onto Garfield Road in order to more safely enter Minot Avenue. The configuration of the SR Zoning Map change is designed to limit the amount of area of the parent parcel proposed for rezoning to only the space necessary for egress. Figure 2 shows a small buffer area remaining zoned SR (triangle shaped area).



Figure 2: Area Proposed for Re-Zoning of Subject Parcel 2



Figure 3: Parcel 2 (PID 207-002)

Delivery trucks currently pull into the site, Y-Turn in a very tight space, then exit back onto Minot Avenue. This new egress would enable drive through movement and additional safety. It would also reduce noise from backup alarms, reduce emissions and provide a more efficient design for goods and movement. The lot frontage on Garfield Road would be 100 feet wide, with a proposed access drive of less than 30 feet wide (20-24 feet is required). Mr. Petrocelli proposes to keep a heavily wooded buffer on each side. A paved apron at the exit to Garfield Road would likely be reclaim.

## II. ZONING AND COMPREHENSIVE PLAN MAP AMENDMENTS

### DIVISION 2.

#### A. Amendment to the Zoning Ordinance or Zoning Map

##### Sec. 60-1445. - Purpose.

Amendments to the zoning ordinance, including the zoning map, may be initiated by the Planning Board on its own initiative or **upon request by the City Council** or by a petition signed by not less than 25 registered voters of the city. (Ord. of 9-21-2009, § 8.1A)

John Petrocelli provided a petition to CC Titus and asked to place this on the City Council Workshop. At the August 19, 2019 meeting, the Council asked the Planning Board to hold a public hearing and provide a recommendation to the Council. The next step after the Planning Board process will be for the Council to hold a workshop (if desired), two readings and a public hearing for public adoption or denial.

#### B. Comprehensive Plan

One of the primary tests associated with a Zoning District change is its conformance with the Comprehensive Plan. The current Comprehensive Plan shows the subject area that is proposed for rezoning as “**Low-Moderate Density Residential Development**” (the hatched area below) which states:

*“new development should be designed to minimize the number of vehicular access points to existing collector or other through roads.”*

The Future Land Use Plan Map designates the **General Business II** zoning district area along Minot Avenue as “**Planned Commercial Development**” (the pink area below):

*“new development, redevelopment, and substantial expansions should be subject to an enhanced set of development and design standards to assure that this area evolves as an attractive gateway. These standards should establish a landscaped buffer strip along the street, limit the types of activities that can occur between the front of the building and the street, and screen all service and storage visibility from the street.”*



Figure 4: Future Land Use Map of Minot Avenue





*Figure 5: Future Land Use Map of Minot Avenue corridor*



*Figure 6: Existing Zoning District Pattern along Minot Avenue corridor*

It is important to note that the Future Land Use Plan is not a Zoning Map. It is intended to show, in a general sense, the desired pattern of future land use and development. Often in the planning process the existing land use dictates that a zoning pattern remain, despite the future land use map, or the desired long-term vision for an area. In this case the light purple area in figure 6 is Industrial Zoning which reflects the large area occupied by American Cement and the Trucking repair services that were in place prior to the adoption of the Future Land Use Map. The red area in figure 6 is the General Business II zoning district. Petro's Ace Hardware and the Backwoods Snow Boards & Skateboards retail stores occupy the corner of Garfield Road and Minot Avenue, and are currently owned by brothers. This small rear expansion of the GBII zoning district would enable these two businesses to consolidate parking, pedestrian, auto, delivery and truck circulation into a more unified development as they expand and redevelop, which is the intent of the planned commercial designation in the comprehensive plan.

Because this is a map change of 2.35 acres from residential to commercially zoned land, consideration of neighboring residential impacts is of primary consideration. The applicant purchased parcel 217-002 and therefore can appropriately screen, retain and distance activity from future potential homes. The hardware store does not operate evening hours, closing at 5pm. While the zoning pattern may outlast this business, the configuration could allow the eventual use of the Garfield Road driveway to become an entrance to residential development, and an overall better integration of commercial and residential activity if designed well.

Garfield Road, opposite the proposed rezoning, is also zoned GBII and designated Planned Commercial Development. Four of the adjacent residential homes along Minot Avenue are also zoned GBII, three

remain in residential use, with a live/work business “Quiltessentials” occupying the corner of Amherst Street and Minot Avenue. Urban and Suburban Residential zoning and use extends behind and past Rafnell Street, before returning to commercial zoning along Minot Avenue.

### **C. Zoning Amendment Process**

#### **Sec. 60-1446. - Proposal made in writing.**

Each proposal to change the zoning map shall be made in writing and shall explicitly state the nature, extent, location and purpose of the map change proposed and shall be accompanied by a black line print of a diagram drawn to scale showing and stating clearly the dimensions in feet, the area, metes and bounds of the land proposed for a change and a sketch or other explicit identification of the general location and relationship of such land to some major neighborhood or other recognizable geographic segment of the city. Petitions shall be filed not less than 30 days prior to a regularly scheduled meeting.

(Ord. of 9-21-2009, § 8.1B)

#### **Sec. 60-1447. - Change of text.**

Each proposal to change any zoning ordinance text (other than a change of zoning district name or zoning boundary description) shall include the wording then current, the words of change, the wording if so amended and a statement of the reasons for such change, showing how such change would affect the public health, safety, convenience and welfare.

(Ord. of 9-21-2009, § 8.1C)

#### **Sec. 60-1448. - Submittal of completed petition.**

Within 45 days of submittal of a completed petition to amend the Zoning Ordinance text or map, the planning board shall hold a public hearing thereon.

(Ord. of 9-21-2009, § 8.1D)

#### **DEPARTMENT REVIEW –**

- a. Police – There have been 2 accidents on Minot Avenue near the intersection since 2016, which is not of concern at this time.
- b. Auburn Water and Sewer – No comments.
- c. Fire Department – No comments.
- d. Engineering – No comments.
- e. Public Services – No comments.
- f. Economic and Community Development – Staff believes this change provides an opportunity for orderly expansion of the business and could allow safer vehicular and delivery access by not concentrating all traffic to Minot Avenue.

The small isolated triangle currently mapped to be left in the SR zone, may be more appropriately zoned to the neighboring Urban Residential zone.


**III. PLANNING BOARD ACTION** – This proposal requires the Planning Board to make a recommendation of the proposed Zoning District change to the City Council in accordance with Section 60-1445. Where this is a change to the Zoning District map and not the Zoning Ordinance language, the Planning Board does not have to review a change of text in accordance 60-1447.

**IV. STAFF RECOMMENDATIONS** – Staff recommends the Planning Board find that the proposed zone change allows the business and property to more easily implement the intent of the comprehensive plan to promote well planned and designed commercial frontage. A change from



Suburban Residential zoning to General Business II while expanding commercial development into a residentially designated area would not appear to compromise future residential development and may serve to reduce some noise and emissions currently produced by the existing circulation configuration. As the applicant proposes to provide an extensive buffer on all sides of residential land, including the triangle remainder, the proposed change could provide long-term protection that currently does not exist.

*Suggested Motion:* I make a motion to recommend approval to the City Council to change the Zoning District for the 2.35 acres delineated by the applicant, otherwise known as a portion of PID 217-002, from Suburban Residential to General Business II, and further recommend amending the General Plan Land Use Map to Planned Commercial Development. The Planning Board further recommends changing the zoning and future land use classification of the remainder triangular portion of parcel 217-002 to Urban Residential and Low-Moderate Density Residential respectively.



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Megan Norwood  
City Planner II

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Audrey Knight, AICP  
City Planner

**CITY COUNCIL  
AGENDA REQUEST FORM**

Requesting Councilor's Name: Andrew Titus. Ward 3

Supporting Councilor Name: \_\_\_\_\_

*Belinda Perry, At Large*

**Summary of Issue:**

Petro's Ace Hardware and owner John Petrocelli Jr. is asking that a section of the land they own behind their business at 965 Minot Ave, be re-zoned to General Business II. This land borders Garfield Rd. (100ft frontage). The plan is to build an "exit" road for delivery trucks to leave his property via Garfield Rd.

**Recommended Action for Consideration:**

Because this section of Minot Ave. in front of his store is very busy, this change would allow delivery trucks leaving his business to turn onto Garfield Rd. The trucks would then use the traffic stop sign on Garfield Rd. to enter Minot Ave. This will make it safer for traffic on Minot Ave, as well as the truck drivers leaving the business's yard behind Petro's Ace Hardware.

*In order for a workshop item to be considered for an upcoming Auburn City Council Workshop agenda, please complete the above and present it at any time to the Mayor and City Manager. Our goal is to have items requested on a workshop agenda within 90 days of the date received.*

**DO NOT WRITE BELOW THIS LINE**

\_\_\_\_\_

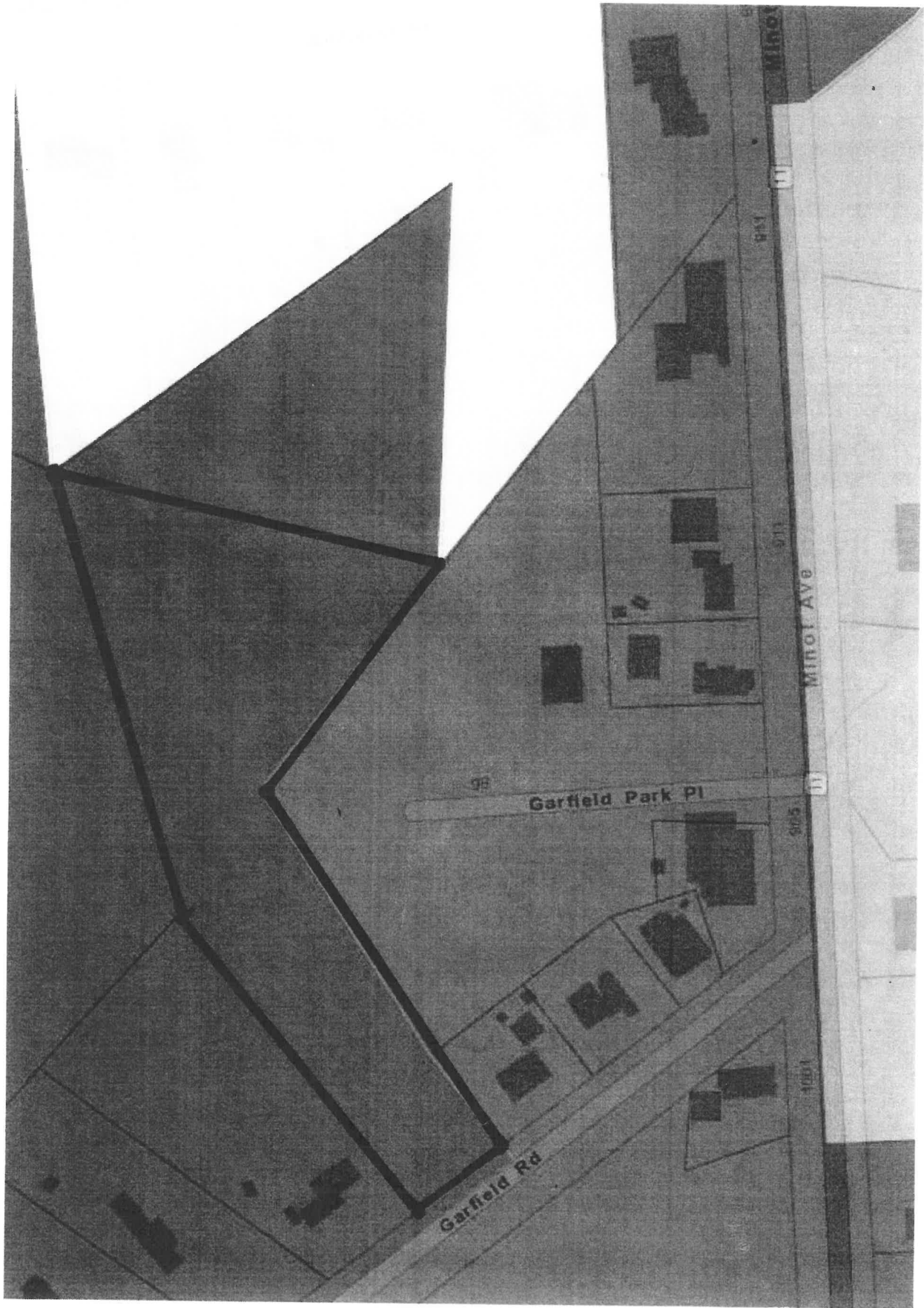
Date received by City Manager: \_\_\_\_\_

Date received by Mayor: \_\_\_\_\_

Recommended Date for Workshop Discussion: \_\_\_\_\_

Staff Assigned: \_\_\_\_\_

Proposed Minot Avenue and Garfield Road Zoning Map Amendment – Petro's Ace Hardware



# REZONING PETITION

We, the undersigned registered voters of the City of Auburn, do herein petition the City of Auburn to amend the City of Auburn Zoning Map and the Future Land Use Map in the area of 951 Minot Avenue (PID# ), 965 Minot Avenue (PID), and PID 217-002 to expand the General Business II Zoning District as shown on the attached map.

Print	Address	Sign
John MILLER	134 STEVENS MILL RD	John Miller
SARAH MILLER	134 STEVENS MILL RD	Sarah Miller
Robert Thomas	138 Everett Rd. Auburn	Robert Thomas
Paul R. Hurd	470 Hahly Rd	Paul R. Hurd
Sean Collier	23 Anita Ave	Sean Collier
Jon DeLoe	10 Corbett AVE	Jon DeLoe
Steven Day	34 Dillingham Hill Rd	Steven Day
Bruce Clark	81 Sunset Ave	Bruce Clark
MARK MACE	16 TOWNE ST	Mark Mace
Michael Bigne	33 Brimblewood Rd, Auburn ME 04210	Michael Bigne
John Santin	457 Stevens Mill Rd A	John Santin
Josh Wright	32 Houghton St	Josh Wright
Dave Ducharme	56 Longbow Ct	Dave Ducharme
Carolyn Fletcher	130 Riverside Ave.	Carolyn Fletcher
Michael Gravel	1611 4th Ave	Michael Gravel
Cynthia St. Hilaire	219 Poland Rd	Cynthia St. Hilaire
Michael J. To	227 Cook St	Michael J. To
Stephen Doughty	15 W. WAREHAM RD	Stephen Doughty
KEVIN L LANDRY	290 Manley Rd. Auburn	Kevin L Landry
Jon Shaw	134 FAIRWAY Rd	Jon Shaw
Dwayne Sanborn	64 Poland RD	Dwayne Sanborn
Gareth Sanborn	101 Valview Drive Auburn, ME	Gareth Sanborn
Scott Thebeau	101 Valview Dr. Auburn, ME	Scott Thebeau
Scott Demers	40 Sumner St Auburn Me.	Scott Demers
Emily Cupermeade	918 Danville Corner Rd Auburn	Emily Cupermeade
Kevin Joly	200 STEVENS MILL RD. Auburn	Kevin Joly
Theresa Sterling	167 Pond View Dr.	Theresa Sterling
Seth Sterling	323 Minot Ave	Seth Sterling
FRANK GRANT	174 Monroe St	Frank Grant
GORDON SWEET	1724 MINOT AVE	Gordon Sweet
Kevin Landell	72 DAVIS AVE AUBURN	Kevin Landell
	496 Poland Rd	

# REZONING PETITION

We, the undersigned registered voters of the City of Auburn, do herein petition the City of Auburn to amend the City of Auburn Zoning Map and the Future Land Use Map in the area of 951 Minot Avenue (PID# ), 965 Minot Avenue (PID), and PID 217-002 to expand the General Business II Zoning District as shown on the attached map.

Print	Address	Sign
Cameron Ivers	25 Carson Street, Auburn, ME	Cameron Ivers
Daryl LaMotte	34 West Waterman Rd	Daryl LaMotte
Reggie Boufford	57 PRESIDENTIAL WAY	Reggie Boufford
Jon Krumm	37 Carson St	Jon Krumm
Leann Giguere	17 ARBASTIA ST Auburn, ME	Leann Giguere
Sabrina Turcotte	88 Cleveland Ave Auburn, Me	Sabrina Turcotte
Roger Bussiere	393 Center St #57	Roger Bussiere
GEORGE BOUGHLES	506 PARK AVE - AUBURN	George Boughles
REGAN FUTTER	674 LAKE ST. AUBURN, ME, USA	Regan Fitter
PARLENE LEMIEUX	4 CONCORD PL AUBURN, ME	Parlene Lemieux
Cameron McIntosh	87 West Bates St. Auburn, ME	Cameron McIntosh
MIKE MORIN	137 7TH ST. AUBURN, ME	Mike Morin
DREW SALANGE	153 SUMMIT DR AUBURN, ME	Drew Salange
BILL CAMPBELL	176 WILKINSON RD	Bill Campbell
Leann Giguere	10 Cornell Ave Auburn	Leann Giguere
Pete Norrington	227 MELLOW RD.	Pete Norrington
Douglas Gleason	583 <del>WILKINSON</del> Hotel Rd	Douglas Gleason
Daniel Motson	446 Mellow Road	Daniel Motson
Amanda Morin	413 Dunn St.	Amanda Morin
PETER GARCIA	201 WEST SHORE RD	Peter Garcia
Leigh St. Pierre	521 Perkins Ridge Rd	Leigh St. Pierre
Leigh St. Pierre	521 Perkins Ridge Rd	Leigh St. Pierre
Charles Silva	217 <del>WILKINSON</del> ST	Charles Silva
Rick Hafner	307 MELLOW RD	Rick Hafner
Patrick Francoeur	147 Broadview Ave	Patrick Francoeur
STEPHEN BILLEY	33 MOORE BROOK RD AUB	Stephen Billey
Michael O'Donnell	57 Pinnacle Drive Auburn ME 04210	Michael O'Donnell
James Whitmore	37 RAFAEL ST Auburn, ME 04210	James Whitmore
Jeremy Marchessault	24 Pinnacle Dr Auburn, ME 04210	Jeremy Marchessault
Richard Wing	285 Carfield Rd Auburn, ME	Richard Wing
Scott Eaton	328 Cook St Auburn, ME	Scott Eaton
Michael Lyford	100 TAFT AVE AUBURN, ME	Michael Lyford



City of Auburn  
City Council Information Sheet

**Council Workshop or Meeting Date:** August 19, 2019

**Author:** Eric J. Cousens, Deputy Director and Michael Chammings, Director of Economic and Community Development

**Subject:** Proposed Zoning Map Amendment at 965 Minot Avenue

**Information:** There are a few ways to initiate a zoning amendment. The ordinance states: Amendments to the zoning ordinance, including the zoning map, may be initiated by the planning board on its own initiative or upon request by the city council or by a petition signed by not less than 25 registered voters of the city.

We have been working with John Petrocelli to discuss a change that would expand the commercial zone at his business (attached), and he has chosen to collect more than enough signatures to show support and to ask the Council to formally initiate the change.

We received a request from CC Titus to place this on a CC Workshop, with a copy of a petition. We are asking the Council to provide feedback and if it seems that there is support to give this formal consideration we will schedule it for the next Council meeting. The Process from there would be for the Council to ask the Planning Board to hold a Public Hearing and then provide a recommendation to the Council. Next the Council would hold a workshop(if desired), 2 readings and a Public Hearing for final adoption or denial.

Staff believes this change will provide an opportunity for expanding the business and could allow for safer vehicular and delivery access on Garfield Road.

**City Budgetary Impacts:** None.

**Staff Recommended Action:** Consider the proposal and tell staff to schedule for a vote to initiate consideration of the proposed zoning amendment.

**Previous Meetings and History:** None

**City Manager Comments:**

I concur with the recommendation. Signature: \_\_\_\_\_

**Attachments:** Petition and Council Agenda Request Form.

**CITY COUNCIL  
AGENDA REQUEST FORM**

Requesting Councilor's Name: Andrew Titus, Ward 3

Supporting Councilor Name: Brenda Perry, At Large

**Summary of Issue:**

Petro's Ace Hardware and owner John Petrocelli Jr. is asking that a section of the land they own behind their business at 965 Minot Ave, be re-zoned to General Business II. This land borders Garfield Rd. (100ft frontage). The plan is to build an "exit" road for delivery trucks to leave his property via Garfield Rd.

**Recommended Action for Consideration:**

Because this section of Minot Ave. in front of his store is very busy, this change would allow delivery trucks leaving his business to turn onto Garfield Rd. The trucks would then use the traffic stop sign on Garfield Rd. to enter Minot Ave. This will make it safer for traffic on Minot Ave, as well as the truck drivers leaving the business's yard behind Petro's Ace Hardware.

*In order for a workshop item to be considered for an upcoming Auburn City Council Workshop agenda, please complete the above and present it at any time to the Mayor and City Manager. Our goal is to have items requested on a workshop agenda within 90 days of the date received.*

**DO NOT WRITE BELOW THIS LINE**

\_\_\_\_\_

Date received by City Manager: \_\_\_\_\_

Date received by Mayor: \_\_\_\_\_

Recommended Date for Workshop Discussion: \_\_\_\_\_

Staff Assigned: \_\_\_\_\_



# REZONING PETITION

We, the undersigned registered voters of the City of Auburn, do herein petition the City of Auburn to amend the City of Auburn Zoning Map and the Future Land Use Map in the area of 951 Minot Avenue (PID# ), 965 Minot Avenue (PID), and PID 217-002 to expand the General Business II Zoning District as shown on the attached map.

Print	Address	Signature
John Miller	134 STEVENS MILL RD	John Miller
SARAH MILLER	134 STEVENS MILL RD	Sarah Miller
Robert Thomas	138 Everett Rd. Auburn	Robert Thomas
David R. Hume	47: Habley Rd	David R. Hume
Sean Coakley	23 Anita Ave	Sean Coakley
Don DeJoy	10 CORNELL AVE	Don DeJoy
Steven Day	34 Dillingham Hill Rd	Steven Day
Bruce Clark	81 Sunset Ave	Bruce Clark
YARK MACIE	16 TOLLIN-EST	Yark Macie
Michael Bogue	33 Bramblewood Rd, Auburn ME	Michael Bogue
John Santin	457 Stevens Mill Rd A	John Santin
Josh Wright	32 Houghton St	Josh Wright
Dave Ducharme	56 Longbow Ct	Dave Ducharme
Carolyn Fletcher	130 Riverside Ave	Carolyn Fletcher
Theresa L. Lyle	1611 Lyle Rd	Theresa L. Lyle
M. Grace Gubel	219 Poland Rd	M. Grace Gubel
Cynthia St. Hilaire	227 Carl St	Cynthia St. Hilaire
Mikaela J. M.	55 W. Waverley Rd	Mikaela J. M.
Stephen Doughty	290 Maulay Rd. Auburn	Stephen Doughty
KEVIN L. LANDER	134 FAIRWAY RD	Kevin L. Lander
Joan Shaw	64 Poland Rd	Joan Shaw
Wayne Sanborn	101 Valview Drive Auburn, ME	Wayne Sanborn
Garet Sanborn	101 Valview Dr. Auburn, ME	Garet Sanborn
Scott Thebeau	40 Sumner St Auburn Me.	Scott Thebeau
Scott Demers	918 Dunville Corner Rd Auburn	Scott Demers
Erin C. Clark	217 Stevens Mill Rd. Auburn	Erin C. Clark
Jim Joly	167 Ford View Dr	Jim Joly
Harold Stenning	321 Hillway Dr	Harold Stenning
Sally Sterling	174 Monroe St	Sally Sterling
FRANK GRANT	1724 Minot Ave	Frank Grant
GORDON SWEET	72 DAVIS AVE AUBURN	Gordon Sweet
John L. Lander	106 Poland Rd	John L. Lander

# REZONING PETITION

We, the undersigned registered voters of the City of Auburn, do herein petition the City of Auburn to amend the City of Auburn Zoning Map and the Future Land Use Map in the area of 951 Minot Avenue (PID# ), 965 Minot Avenue (PID), and PID 217-002 to expand the General Business II Zoning District as shown on the attached map.

Print	Address	Sign
Cameron Ivers	25 Carson Street, Auburn, ME	<i>[Signature]</i>
Daryl LaMotte	34 West Waterman Rd	<i>[Signature]</i>
Reggie Boufford	57 President Trill Way	<i>[Signature]</i>
Jon Krumer	37 Carson St.	<i>[Signature]</i>
Leann Goss	17 The Garden St Auburn, ME	<i>[Signature]</i>
Sebrina Turlette	88 Cleveland Ave Auburn, ME	<i>[Signature]</i>
Reggie Bission	393 Carter St #01	<i>[Signature]</i>
GEORGE BAXTER	506 PARK AVE - AUBURN	<i>[Signature]</i>
PEGAN FOTTER	674 LAKE ST. AUBURN ME, USA	<i>[Signature]</i>
DAVID L. LITTLE	411 ...	<i>[Signature]</i>
Cameron McEnash	87 West Bates St. Auburn ME	<i>[Signature]</i>
MIKE MORIN	137 ... ST. AUBURN ME	<i>[Signature]</i>
DREW S. SARGENT	153 ... ST. AUBURN ME	<i>[Signature]</i>
BILL CAMPBELL	176 WYTHAM ST	<i>[Signature]</i>
Logan Cigane	10 ... Ave Auburn	<i>[Signature]</i>
John ...	227 ... RD	<i>[Signature]</i>
Douglas Steenson	583 ... Hotel Rd	<i>[Signature]</i>
Daniel Motion	446 ... Rd	<i>[Signature]</i>
Thomas ...	413 ... St.	<i>[Signature]</i>
PETER GARCIA	201 WEST SHORE RD	<i>[Signature]</i>
Leigh St Pierre	1012 ... Perkins Ridge Rd	<i>[Signature]</i>
John ...	31 ... Rd	<i>[Signature]</i>
Charles ...	44 ... Rd	<i>[Signature]</i>
Rick HAFNER	307 ... Rd	<i>[Signature]</i>
Patrick Francour	147 ... Ave	<i>[Signature]</i>
STEPHEN BILLEY	33 ... Rd	<i>[Signature]</i>
Michel O'Donnell	57 ... Drive Auburn ME 04210	<i>[Signature]</i>
James Whitmore	37 ... St Auburn ME 04210	<i>[Signature]</i>
Johnny ...	24 ... Ave Auburn ME 04210	<i>[Signature]</i>
Richard ...	285 ... Rd Auburn, ME	<i>[Signature]</i>
Scott ...	228 ... St Auburn ME	<i>[Signature]</i>
Michael ...	100 TAFT AVE AUBURN, ME	<i>[Signature]</i>

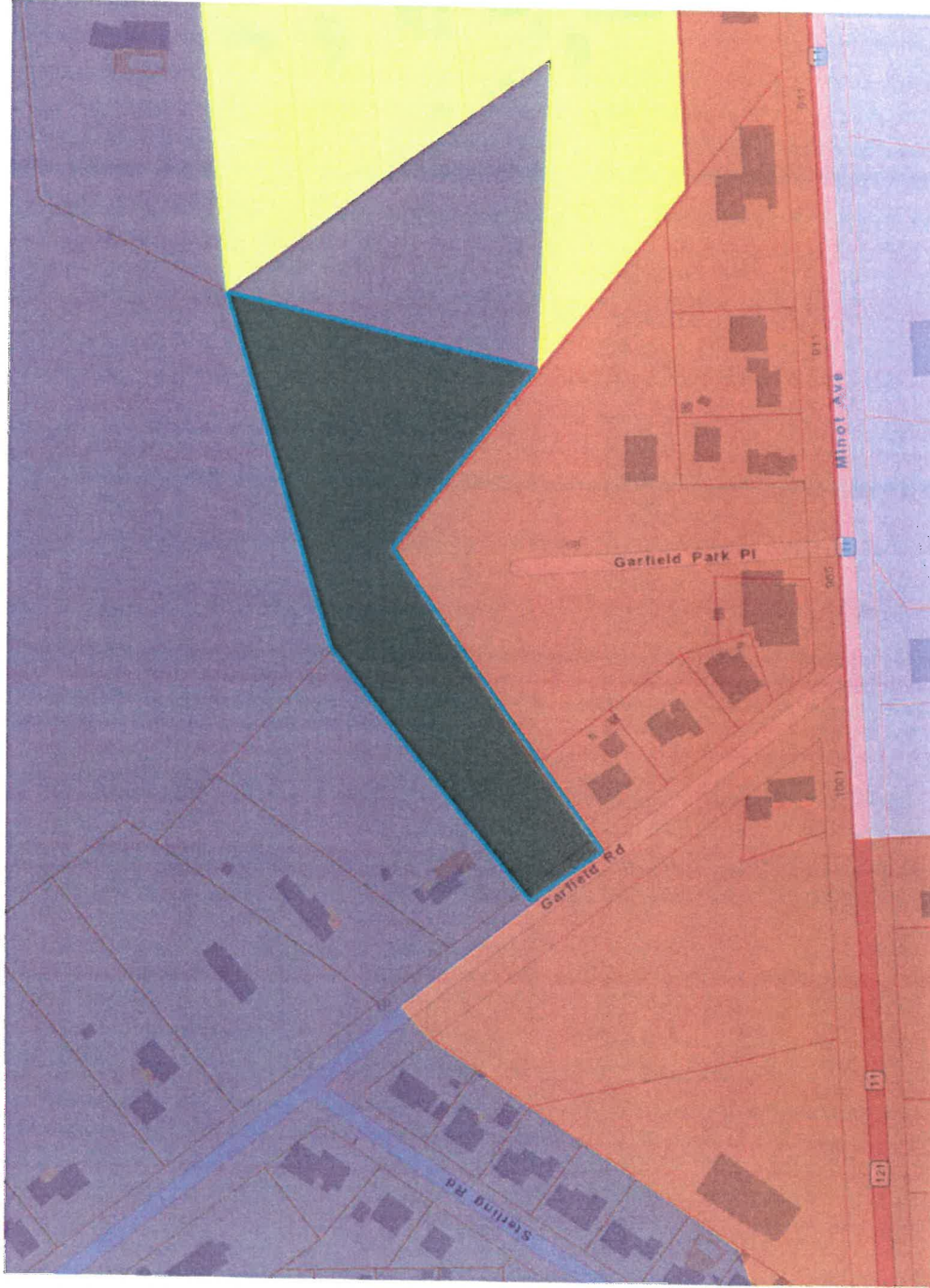
Measurement



| Acres

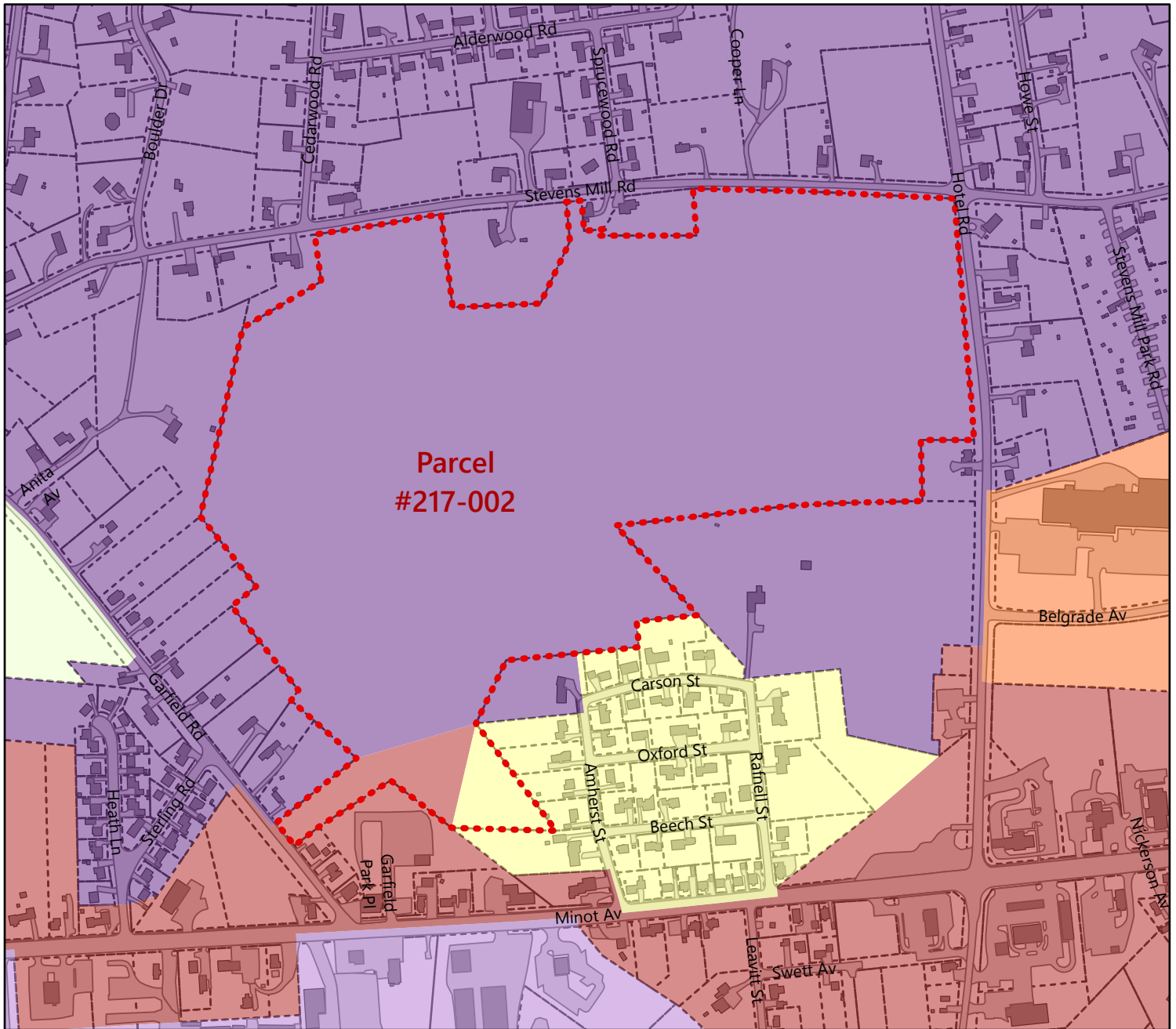
Measurement Result

2.35 Acres



Press CTRL to enable window





- AG - Agriculture and Resource Protection
- GB - General Business
- GB II - General Business II
- ID - Industrial
- SR - Suburban Residential
- UR - Urban Residential



0 250 500 Feet  
1 inch equals 500 feet

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

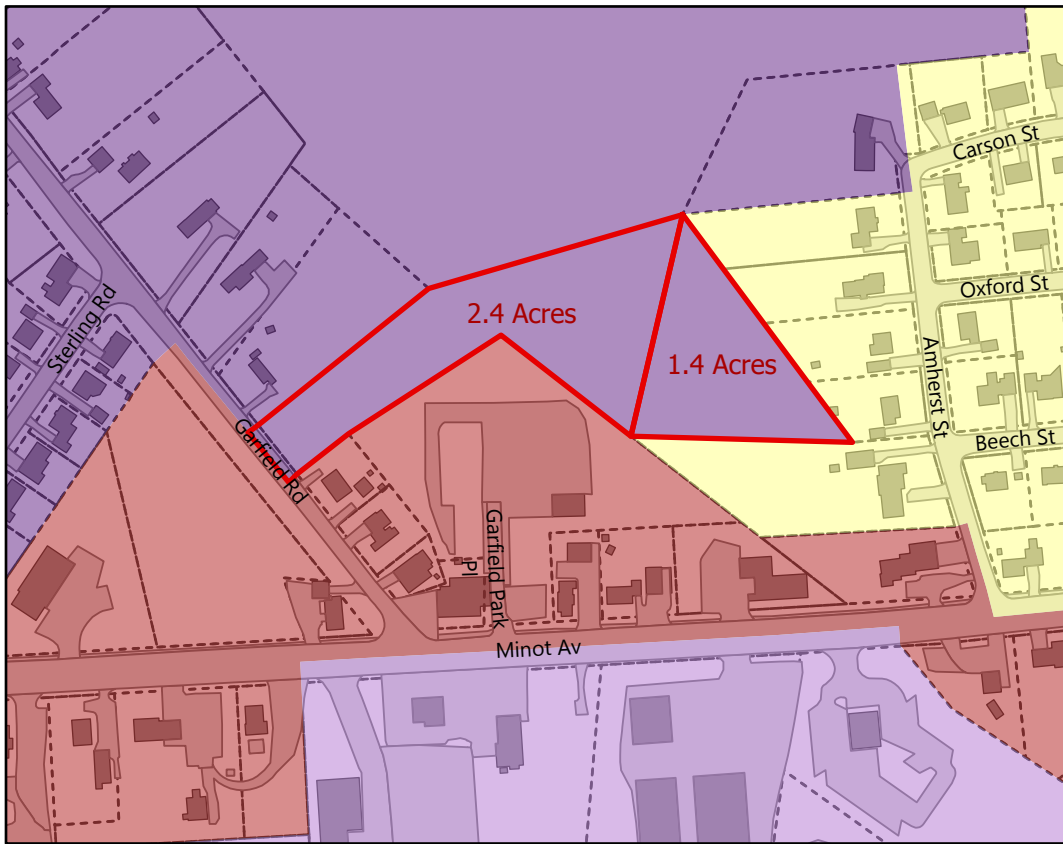
## IN CITY COUNCIL

### ORDINANCE 14-10212019

**Be it Ordained**, that the City Council hereby adopts the proposed amendment to the Official Zoning Map to rezone a 2.4 Acre portion of PID 217-002 from Suburban Residential to General Business II and a 1.4 Acre portion from Suburban Residential to Urban Residential (as attached).

**Be it Ordained**, that the City Council hereby adopts the proposed amendment to the Future Land Use Map to rezone a 2.4 Acre portion of PID 217-002 from Low-Moderate Density Residential Development to Planned Commercial Development and a 1.4 Acre portion of PID 217-002 from Low-Moderate Density Residential to Business Expansion Transition (as attached).

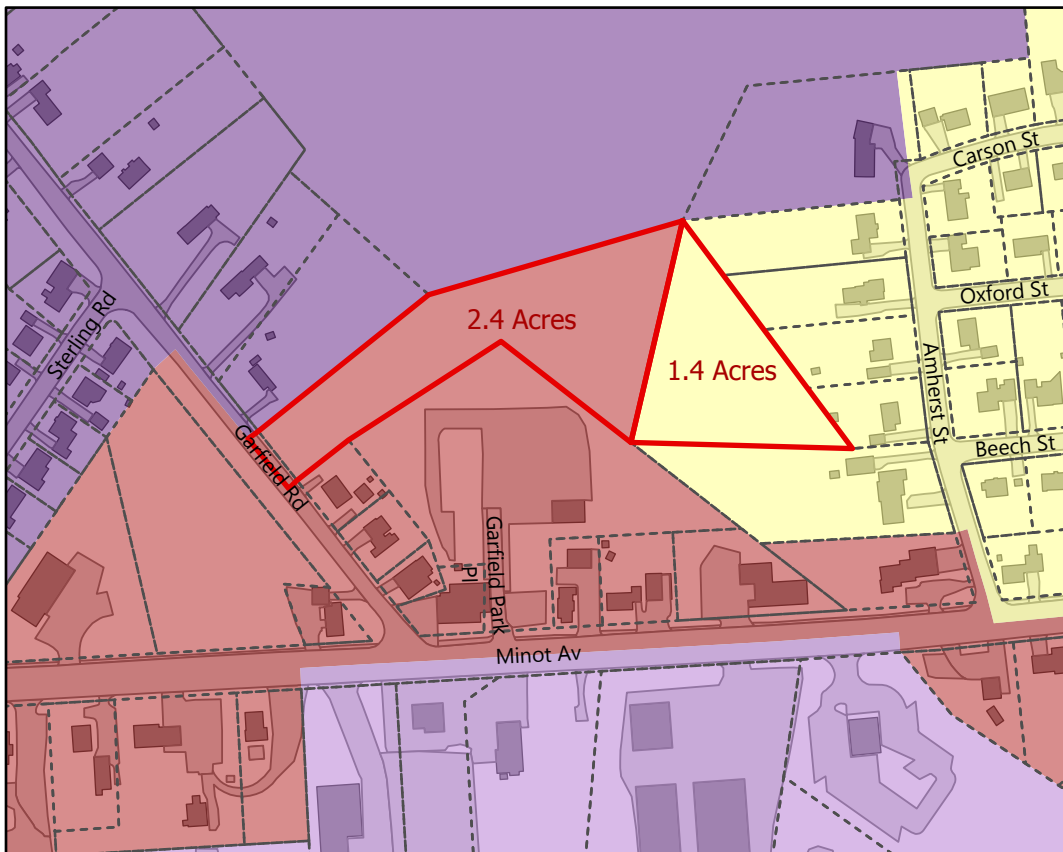




Current Zoning



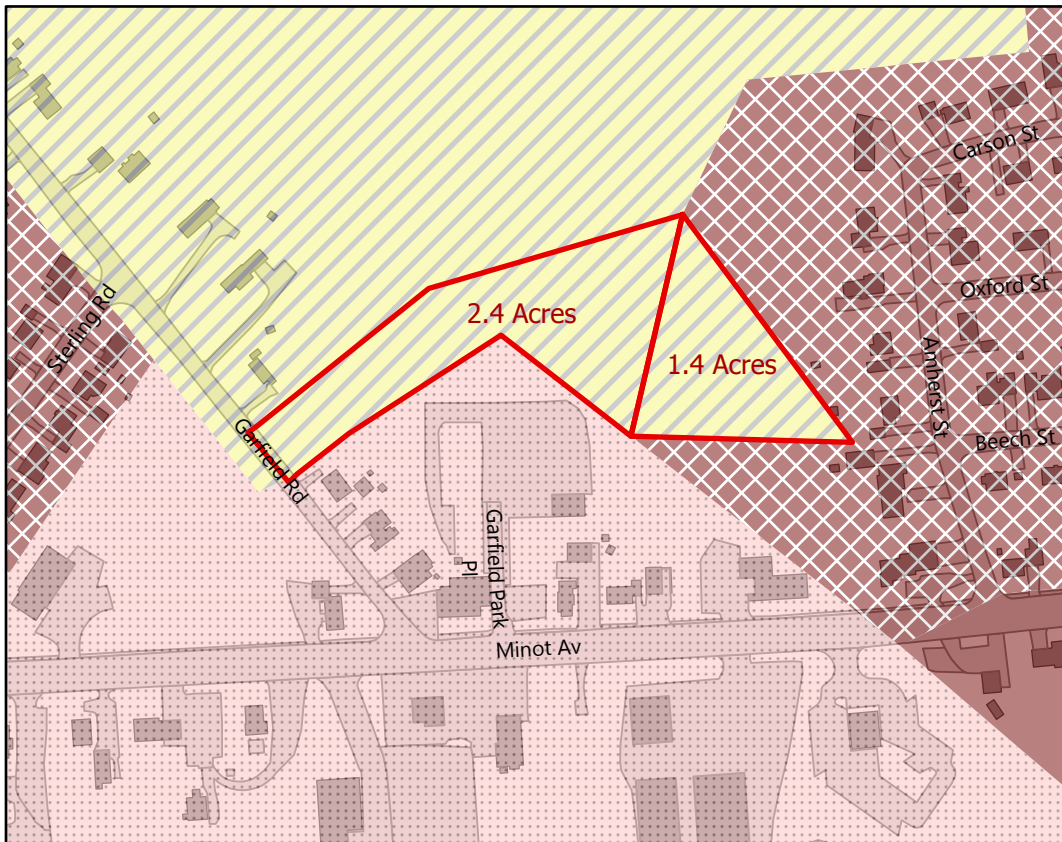
- GB II - General Business II
- ID - Industrial
- SR - Suburban Residential
- UR - Urban Residential
- 954 Minot - Proposed Changes



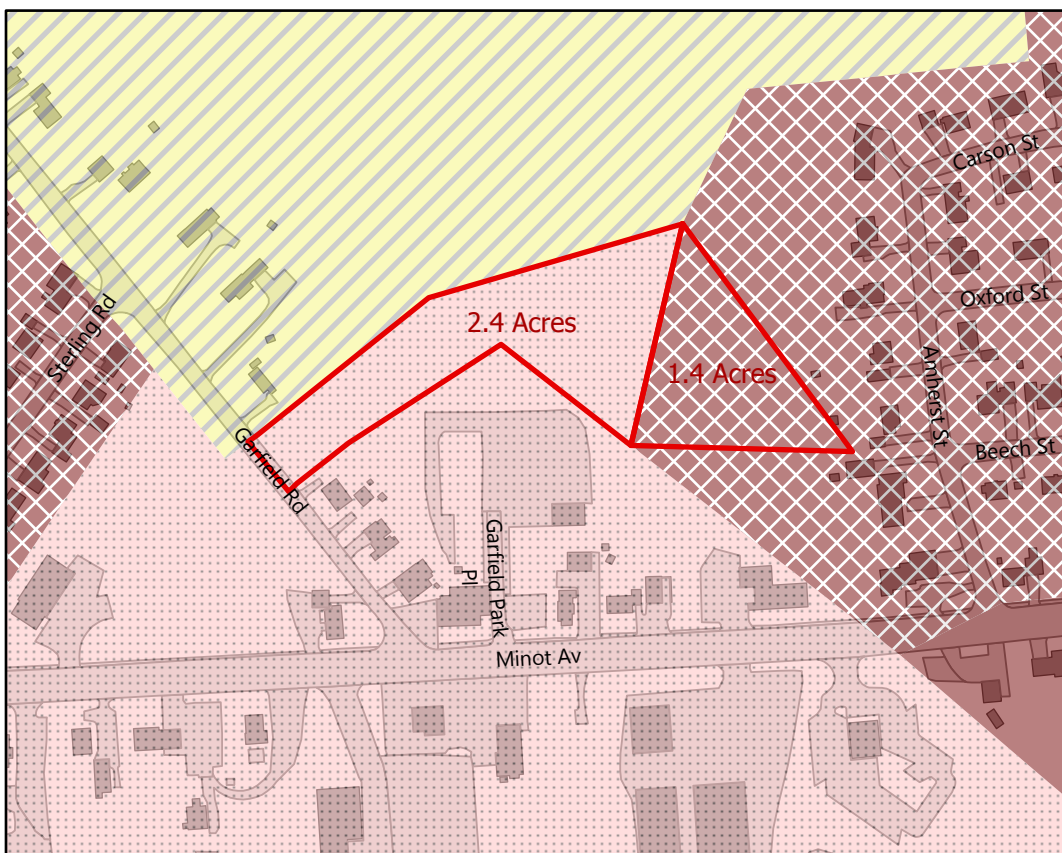
Proposed Zoning

0 150 300 Feet  
1 inch equals 300 feet










Current Future Land Use Map



Proposed Future Land Use Map

-  LMoDRD - Low-Moderate Density Residential Development
-  PCD - Planned Commercial Development
-  GBD - General Business Development
-  BXT - Business Expansion Transition
-  954 Minot - Proposed Changes

0 150 300 Feet  
1 inch equals 300 feet



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Order:** 126-10212019

**Author:** Eric J. Cousens, Deputy Director of Economic and Community Development

**Subject:** New Auburn Village Center Land Swap Agreements

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**Information:** As the Council is aware, the New Auburn Village Center (NAVC) Project has been significant planning effort dating back to its beginnings in the 2009 New Auburn Master Plan, revised in the 2014 NAVC Study of Alternatives and the 2017 Engineering and Design Contract for the final construction documents. Acquisitions and demolitions have occurred over that time using CIP and CDBG Funds. The last few years have appropriated CIP, TIF and Grant funds as part of the annual budgeting process. We have now awarded the construction project to J. Pratt Construction and the work will begin soon. This fall's work will likely be limited to grading the site and the installation of the St Louis Bell Tower. We are at the point where the last remaining land transfers planned for the projects need to be completed and we wanted to provide an update to the Council. There are three remaining exchanges between the City and private property owners that have minimal, if any, overall effect on values of the properties. The reason that we are bringing this back to the Council is that one of the property owners is a City Councilor and we want to ensure transparency and avoid any perceived conflicts. Councilor Leroy Walker owns the property at 41 Broad Street he too wants to make sure that the Council is aware, the process is transparent and that there are no perceived conflicts.

The value of the transfer between the City and Councilor Walker has little to no impact on the assessed value of the parcels. Councilor Walker receives 1,666 square feet of land with a sewer easement that severely limits the development potential but that could allow parking expansions; The City receives a parcel totaling 1,547 square feet that will be used as parking in the overall NAVC Plan.

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**City Budgetary Impacts:** None. Facilitates the larger projects at no additional cost to the City

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**Staff Recommended Action:** We ask that Council acknowledge the transfers being brought to their attention and allow staff to proceed with the transfers to keep the project on schedule.

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**Previous Meetings and History:** Budget and CIP Meetings 2012 - present and, monthly reports and periodic updates to the Council. This was also presented to the City Council at the Workshop held on 10/7/2019.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

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**Attachments:** Plans and deeds.

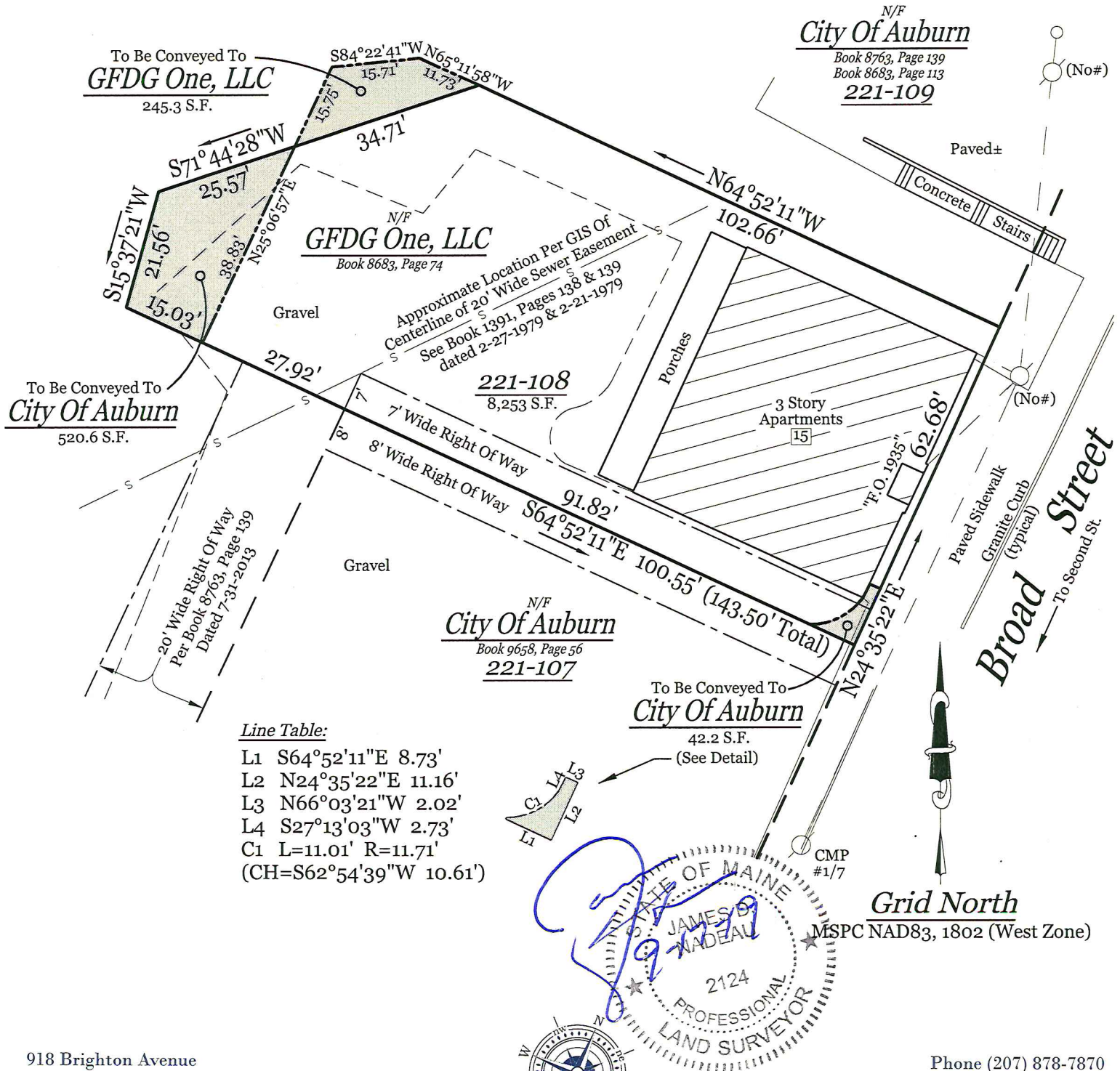
Professional Land Surveyors  
Certified Floodplain Managers

## Exhibit Sketch For Proposed Conveyances With An Abutter

Broad Street, Auburn, Maine

1" = 25' September 17, 2019 Job #2181974S1

*Boundary lines based on a "Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwestern Sideline Of Broad Street, Auburn, Maine", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine. See plan for all notes, references, and additional details. Shaded areas denote proposed conveyances.*





# Nadeau Land Surveys

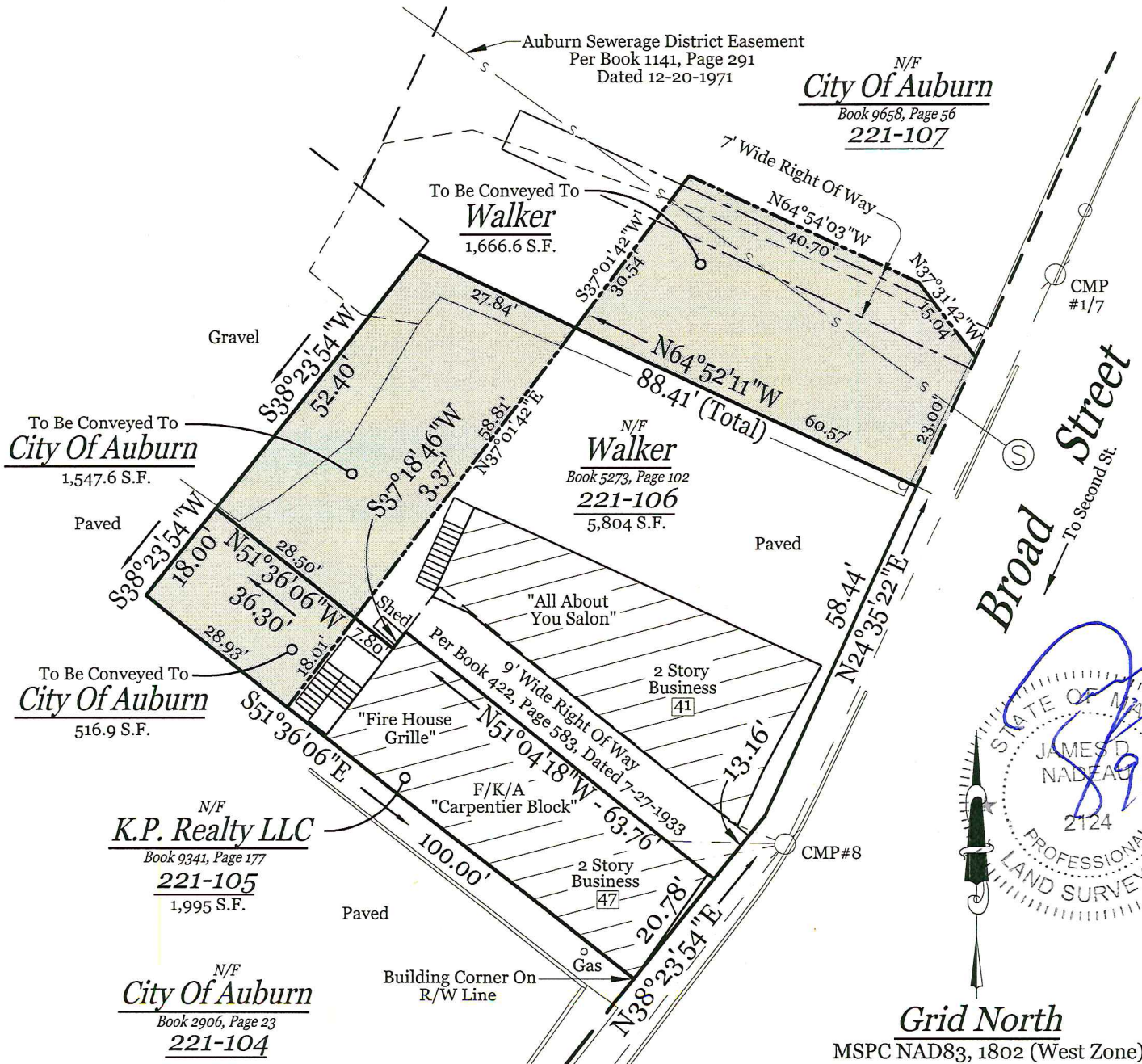
Professional Land Surveyors  
Certified Floodplain Managers

## Exhibit Sketch For Proposed Conveyances With An Abutter

Broad Street, Auburn, Maine

1" = 25' September 17, 2019 Job #2181974S2

Boundary lines based on a "Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwesternly Sideline Of Broad Street, Auburn, Maine", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine. See plan for all notes, references, and additional details. Shaded areas denote proposed conveyances.



# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

City of Auburn

To

GFDG One, LLC

(2181974D1)

A certain lot or parcel of land situated northwesterly of, but not adjacent to, the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning at the easterly corner of the herein described parcel, and the most northerly corner of land described in a deed from Dana W. Miles to GFDG One, LLC (the herein grantee), dated May 29, 2013 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 8683, Page 74, being N64°52'11"W along the northeasterly sideline of land of GFDG One, LLC, a distance of one hundred two and sixty-six hundredths (102.66') feet from the easterly corner of said land of GFDG One, LLC on the apparent northwesterly sideline of Broad Street, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwesterly Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence N65°11'58"W along remaining land of the herein grantor, a distance of eleven and seventy-three hundredths (11.73') feet;

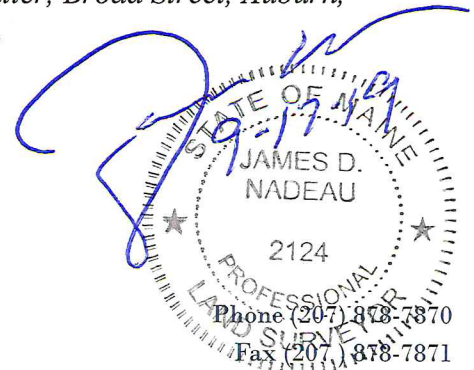
Thence S84°22'41"W continuing along said remaining land of the herein grantor, a distance of fifteen and seventy-one hundredths (15.71') feet;

Thence S25°06'57"W continuing along said remaining land of the herein grantor, a distance of fifteen and seventy-five hundredths (15.75') feet to the southwesterly corner of the herein described parcel on the northwesterly sideline of said land of GFDG One, LLC;

Thence N71°44'28"E along said northwesterly sideline of land of GFDG One, LLC, a distance of thirty-four and seventy-one hundredths (34.71') feet to the Point of Beginning.

Total area of the herein described parcel equals 245.3 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described in a deed from GFDG One, LLC (the herein grantee) to the City of Auburn (the herein grantor), dated May 29, 2013 and recorded in ACRD Book 8683, Page 113, and in a corrective deed dated July 31, 2013 and recorded in ACRD Book 8763, Page 139, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 17, 2019 by Nadeau Land Surveys, Portland, Maine.





# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

**GFDG One, LLC**

To

**City of Auburn**

**(2181974D2)**

A certain lot or parcel of land situated northwesterly of, but not adjacent to, the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning at the westerly corner of the herein described parcel, and the westerly corner of land described in a deed from Dana W. Miles to GFDG One, LLC (the herein grantor), dated May 29, 2013 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 8683, Page 74, being N64°52'11"W along the southwesterly sideline of land of GFDG One, LLC, a distance of one hundred forty-three and fifty hundredths (143.50') feet from the southerly corner of said land of GFDG One, LLC on the apparent northwesterly sideline of Broad Street, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwestern Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence S64°52'11"E along land described in a deed from GFDG One, LLC (the herein grantor) to the City of Auburn (the herein grantee), dated May 29, 2013 and recorded in ACRD Book 8683, Page 113, and in a corrective deed dated July 31, 2013 and recorded in ACRD Book 8763, Page 139, being said southwesterly sideline of land of GFDG One, LLC, a distance of fifteen and three hundredths (15.03') feet;

Thence N25°06'57"E along said remaining land of the herein grantor, a distance of thirty-eight and eighty-three hundredths (38.83') feet to the northeasterly corner of the herein described parcel on the northwesterly sideline of said land of GFDG One, LLC;

Thence S71°44'28"W along said land of the City of Auburn, being said northwesterly sideline of land of GFDG One, LLC, a distance of twenty-five and fifty-seven hundredths (25.57') feet;

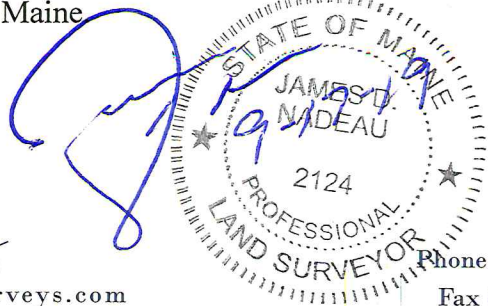
Thence S15°37'21"W continuing along said land of the City of Auburn, being the westerly sideline of land of GFDG One, LLC, a distance of twenty-one and fifty-six hundredths (21.56') feet to the Point of Beginning.

Total area of the herein described parcel equals 520.6 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described in a deed from Dana W. Miles to GFDG One, LLC (the herein grantor), dated May 29, 2013 and recorded in ACRD Book 8683, Page 74, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 17, 2019 by Nadeau Land Surveys, Portland, Maine



www.nadeaulandsurveys.com



918 Brighton Avenue  
Portland, Maine 04102

Phone (207) 878-7870

Fax (207) 878-7871

# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

**GFDG One, LLC**

To

**City of Auburn**

**(2181974D3)**

A certain lot or parcel of land situated on the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning on the apparent northwesterly sideline of Broad Street at the southerly corner of the herein described parcel, the southerly corner of land described in a deed from Dana W. Miles to GFDG One, LLC (the herein grantor), dated May 29, 2013 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 8683, Page 74, and the easterly corner of land described in a deed from Tim Veilleux to the City of Auburn (the herein grantee), dated August 1, 2017 and recorded in ACRD Book 9658, Page 56, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwestern Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence N24°35'22"E along said northwesterly sideline of Broad Street, a distance of eleven and sixteen hundredths (11.16') feet;

Thence N66°03'21"W along remaining land of the herein grantor, a distance of two and two hundredths (2.02') feet to the northerly corner of the herein described parcel;

Thence S27°13'03"W continuing along said remaining land of the herein grantor, a distance of two and seventy-three hundredths (2.73') feet;

Thence southwesterly continuing along said remaining land of the herein grantor, along a non-tangent curve to the right having a radius of eleven and seventy-one hundredths (11.71') feet, an arc length of eleven and one hundredth (11.01') feet to the northeasterly sideline of said City of Auburn, being S62°54'39"W, a distance of ten and sixty-one hundredths (10.61') feet from the previously described point;

Thence S64°52'11"E along said northeasterly sideline of the City of Auburn, a distance of eight and seventy-three hundredths (8.73') feet to the Point of Beginning.

Total area of the herein described parcel equals 42.2 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described in a deed from Dana W. Miles to GFDG One, LLC (the herein grantor), dated May 29, 2013 and recorded in ACRD Book 8683, Page 74, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 17, 2019 by Nadeau Land Surveys, Portland, Maine.



# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

City of Auburn

To

Leroy G. Walker, Sr.

(2181974D4)

A certain lot or parcel of land situated on the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning on the apparent northwesterly sideline of Broad Street at the southerly corner of the herein described parcel, and the easterly corner of land described as Parcel 3 in an Abstract of Divorce Decree between Beverly K. Walker and Leroy G. Walker, Sr. (the herein grantee), dated January 22, 2003 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 5273, Page 102, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwesternly Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence N24°35'22"E along said northwesterly sideline of Broad Street, a distance of twenty-three and no hundredths (23.00') feet;

Thence N37°31'42"W along remaining land of the herein grantor, a distance of fifteen and four hundredths (15.04') feet;

Thence N64°54'03"W continuing along said remaining land of the herein grantor, a distance of forty and seventy hundredths (40.70') feet to the northerly corner of the herein described parcel;

Thence S37°01'42"W continuing along said remaining land of the herein grantor, a distance of thirty and fifty-four hundredths (30.54') feet to the northeasterly sideline of said land of Walker;

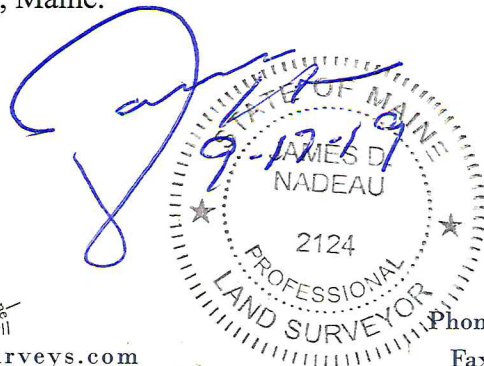
Thence S64°52'11"E along said northeasterly sideline of land of Walker, a distance of sixty and fifty-seven hundredths (60.57') feet to the Point of Beginning.

Total area of the herein described parcel equals 1,666.6 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described in a deed from Tim Veilleux to the City of Auburn (the herein grantor), dated August 1, 2017 and recorded in ACRD Book 9658, Page 56, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 17, 2019 by Nadeau Land Surveys, Portland, Maine.



www.nadeaulandsurveys.com



918 Brighton Avenue  
Portland, Maine 04102

Phone (207) 878-7870  
Fax (207) 878-7871

# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

Leroy G. Walker, Sr.

To

City of Auburn

(2181974D5)

A certain lot or parcel of land situated northwesterly of, but not adjacent to, the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning at the northerly corner of the herein described parcel, and the northerly corner of land described as Parcel 3 in an Abstract of Divorce Decree between Beverly K. Walker and Leroy G. Walker, Sr. (the herein grantor), dated January 22, 2003 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 5273, Page 102, being N64°52'11"W along the northeasterly sideline of said land of Walker, a distance of eighty-eight and forty-one hundredths (88.41') feet from the easterly corner of said land of Walker and the southerly corner of land described in a deed from Tim Veilleux to the City of Auburn (the herein grantee), dated August 1, 2017 and recorded in ACRD Book 9658, Page 56, on the apparent northwesterly sideline of Broad Street, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwesterly Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence S38°23'54"W along tax acquired land of the City of Auburn, as described in a deed from Darlene Sirois to First Federal Savings Bank, dated February 24, 1992 and recorded in ACRD Book 2906, Page 23, a distance of fifty-two and forty hundredths (52.40') feet to the westerly corner of the herein described parcel and said land of Walker, and the northerly corner of land described in a deed from Fire House Grille, LLC to K.P. Realty LLC, dated April 7, 2016 and recorded in ACRD Book 9341, Page 177;

Thence S51°36'06"E along the northeasterly sideline of said land of K.P. Realty LLC, a distance of twenty-eight and fifty hundredths (28.50') feet;

Thence N37°01'42"E along remaining land of the herein grantor, a distance of fifty-eight and eighty-one hundredths (58.81') feet to the southwesterly sideline of land conveyed from Veilleux to the City of Auburn;

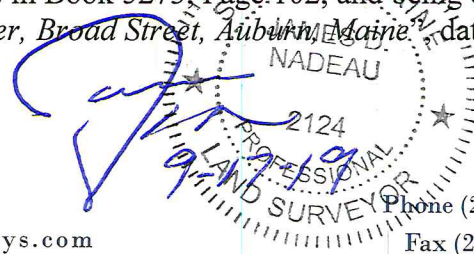
Thence N64°52'11"W along said southwesterly sideline of land conveyed from Veilleux to the City of Auburn, a distance of twenty-seven and eighty-four hundredths (27.84') feet to the Point of Beginning.

Total area of the herein described parcel equals 1,547.6 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described as Parcel 3 in an Abstract of Divorce Decree between Beverly K. Walker and Leroy G. Walker, Sr. (the herein grantor), dated January 22, 2003 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 5273, Page 102, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 17, 2019 by Nadeau Land Surveys, Portland, Maine.



www.nadeaulandsurveys.com



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Portland, Maine 04102

Phone (207) 878-7870  
Fax (207) 878-7871



# Nadeau Land Surveys

Professional Land Surveyors  
Certified Floodplain Managers

Proposed Description For A Deed

K.P. Realty LLC

To

City of Auburn

(2181974D6)

A certain lot or parcel of land situated northwesterly of, but not adjacent to, the northwesterly sideline of Broad Street, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows:

Beginning at the westerly corner of the herein described parcel and land described in a deed from Fire House Grille, LLC to K.P. Realty LLC (the herein grantor), dated April 7, 2016 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 9341, Page 177, being N51°36'06"W along the southwesterly sideline of said land of K.P. Realty LLC, a distance of one hundred and no hundredths (100.00') feet from the southerly corner of said land of K.P. Realty LLC and the easterly corner of tax acquired land of the City of Auburn (the herein grantee), as described in a deed from Darlene Sirois to First Federal Savings Bank, dated February 24, 1992 and recorded in ACRD Book 2906, Page 23, on the apparent northwesterly sideline of Broad Street, and depicted on a plan entitled "*Plan Depicting The Results Of A Boundary Survey Made For The City Of Auburn, Northwesterly Sideline Of Broad Street, Auburn, Maine*", dated February 11, 2019 by Nadeau Land Surveys, Portland, Maine;

Thence S51°36'06"E along said land of the City of Auburn, a distance of twenty-eight and ninety-three hundredths (28.93') feet;

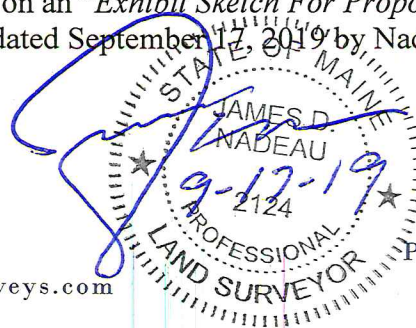
Thence N37°01'42"E along remaining land of the herein grantor, a distance of eighteen and one hundredth (18.01') feet to the southwesterly sideline of land described as Parcel 3 in an Abstract of Divorce Decree between Beverly K. Walker and Leroy G. Walker, Sr., dated January 22, 2003 and recorded in ACRD Book 5273, Page 102;

Thence N51°36'06"W along said southwesterly sideline of land of Walker, a distance of twenty-eight and fifty hundredths (28.50') feet to said land of the City of Auburn;

Thence S38°23'54"W along said land of the City of Auburn, a distance of eighteen and no hundredths (18.00') feet to the Point of Beginning.

Total area of the herein described parcel equals 516.9 square feet. The bearings in this description are based on Grid North, MSPC NAD83, 1802 (West Zone) per said plan.

Meaning and intending to describe a portion of the land described in a deed from Fire House Grille, LLC to K.P. Realty LLC (the herein grantor), dated April 7, 2016 and recorded at the Androscoggin County Registry of Deeds (ACRD) in Book 9341, Page 177, and being depicted on an "*Exhibit Sketch For Proposed Conveyances With An Abutter, Broad Street, Auburn, Maine*", dated September 12, 2019 by Nadeau Land Surveys, Portland, Maine.









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



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

Jason J. Levesque, Mayor

## IN CITY COUNCIL

### ORDER 126-10212019

**Ordered,** that the City Council hereby authorizes the City Manager or his designee to execute the land transfers required to complete the previously approved New Auburn Village Center Revitalization Project as summarized below and shown on the attached plans and descriptions.

City of Auburn to GFD One, LLC: Approximately 245.3 Square feet  
GFD One, LLC to City of Auburn: Approximately 520.6 Square feet  
GFD One, LLC to City of Auburn: Approximately 42.2 Square feet

City of Auburn to Leroy G. Walker, Sr.: Approximately 1,666 Square Feet  
Leroy G. Walker, Sr. to City of Auburn: Approximately 1,547.6 Square Feet

K.P. Realty LLC or their Successor to City of Auburn: Approximately 516.9 Square Feet



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Order:** 127-10212019

**Author:** Sue Clements-Dallaire, City Clerk

**Subject:** Request by Edward Little Music Association to waive the \$100 business license fee for their craft/vendor fair fundraiser

---

**Information:** Edward Little Music Association is requesting the \$100 business license fee for their Craft/vendor fair fundraiser be waived.

The event is scheduled for Saturday, November 16<sup>th</sup> in the ELHS gym from 10:00 AM to 3:00 PM.

All money raised is used to further the music programs at ELHS, as well for college and music based summer camps.

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

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**City Budgetary Impacts:** \$100.00

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**Staff Recommended Action:** Consider waiving the fee.

---

**City Manager Comments:**

I concur with the recommendation. Signature:

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

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**Previous Meetings and History:** Fees have been waived in the past for other non-profit organizations.

---

**Attachments:**

- Letter and application
- Order 127-10212019



**CITY OF AUBURN, MAINE**  
**Flea Market/Craft Fair/Swap Meet/Bazaars**  
**License Application**  
**One Day Event**

PW: OK 10/2  
PO: OK 10/3  
Fire: OK 10/2 exits\*  
Code: OK 10/3  
Tax: no taxes  
2

Application date 10/02/2019 Date & Time of Event Saturday November 16<sup>th</sup> 2019  
Event and/or Location Edward Little Music Association Craft and Vendor Fair  
EL Gym - 77 Harris Street Auburn, Maine 04210  
☐ \$50.00 Up to 25 tables  
☒ \$100.00 Over 25 tables

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

BUSINESS	APPLICANT
Business name <u>Edward Little Music Association</u>	Full name <u>Heather Burgess</u>
Business address <u>77 Harris Street</u>	Maiden name A/K/A _____
City <u>Auburn</u> State <u>ME</u> Zip <u>04210</u>	Date of birth <u>12/16/1981</u>
Mailing address _____	Home address <u>221 South Main St</u>
City _____ State _____ Zip _____	City <u>Auburn</u> State <u>ME</u> Zip <u>04210</u>
Business phone _____	Home phone <u>207-689-3411</u>
Cell phone <u>(207) 740-3737 (Heather Burgess)</u>	Driver's Lic.# & State <u>1292258 - Maine</u>

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

Name \_\_\_\_\_ Date of conviction \_\_\_\_\_  
Offense \_\_\_\_\_ Location \_\_\_\_\_



**October 2nd, 2019**

**City Council**  
60 Court Street  
Auburn, Maine  
04210

**RE: Edward Little Music Association Craft and Vendor Fair**

Dear Members of the Auburn City Council,

Hello, my name is Heather Burgess. I am the Vice President of the Edward Little Music Association. I am writing to you today in regards to a Craft and Vendor Fair that we are currently planning for Saturday November 16th, 2019. We would like to ask the City Council consider waiving the \$100 permit fee. All money that is raised by the Edward Little Music Association is used to further the music programs at Edward Little, as well for college and music based summer camps. Every three years students involved in any of the chorus or bands are offered the opportunity to go on a trip where they are able to prefer and be critiqued. This year is a trip year for the students and in April they will have the opportunity to go to Quebec. Money raised throughout the year and at our November Craft fair will allow us to help students that may not otherwise be able to afford going on the trip, and towards the scholarships.

We would like to ask that you consider waiving the \$100 fee so that money can be used towards helping our students. We would also like to invite you to come on out on November 16th between 10am and 3pm, perhaps find some great unique Christmas gifts, and show support for amazing students!

Sincerely,  
Heather Burgess  
Vice President Edward Little Music Association  
(207)740-3737

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 127-10212019**

**ORDERED**, that the City Council hereby authorizes the City Clerk to waive the \$100.00 Flea Market/Craft Fair business license fee for the Edward Little Music Association's Craft/Vendor Fair fundraiser being held on November 16, 2019.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** October 21, 2019

**Order:** 128-10212019

**Author:** Peter Crichton, City Manager

**Subject:** Order – Authorizing the City Manager or his designee to execute the sales/purchase agreement for NSBA.

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**Information:** This is the order authorizing the City Manager or his designee to sign the sales/purchase agreement not to exceed \$7,000,000, for the acquisition of Norway Savings Bank Arena.

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**City Budgetary Impacts:** The bond authorization was approved on July 15, 2019 outlining the FY 20 and the next 20 years of financial impacts.

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**Staff Recommended Action:** Staff recommends passage.

---

**Previous Meetings and History:** Workshop held on June 24, 2019 and the order was approved on July 1, 2019 with a second reading approval on July 15, 2019.

---

**City Manager Comments:**

I concur with the recommendation. Signature:

A handwritten signature in cursive script, reading "Phillip Crowell Jr.".

---

**Attachments:**

Order 128-10212019

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 128-10212019**

ORDERED, that the City Council hereby authorizes the City Manager or his designee to execute the sales/purchase agreement for Norway Savings Bank Arena (NSBA).

# MONTHLY ACTIVITY REPORT

September 2019  
2020 Fiscal Year



**maine waste**  
to energy

**Member Communities**

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Raymond • Sumner • Sweden • Wales



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Auburn, Maine 04210

(207) 783-8805

Fax (207) 783-9831

[www.midmainewaste.com](http://www.midmainewaste.com)

## **MEMORANDUM**

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

Enclosed please find the unaudited September Activity Report covering the period from September 1 through September 30, 2019.

### **General Summary**

Plant throughput for the month was 4,268 tons processed, or about 142 tons per day and running time throughput was 199 tons per day. Operating Revenues were below Expenses resulting in September having an operating loss of \$792,367 due to the scheduled Fall plant maintenance outage (These figures do not reflect balance sheet expenses). Year-to-date operating loss is \$641,770 compared to projected budget loss of \$574,704 and a \$42,980 operating gain in FY19. Cash and investments totaled \$5,082,229. Cash and investments are down \$100,225 from the start of FY20. The reserve goal established by the Board for FY20 is \$5,900,000 and is now at 86.1% of goal. The balance sheet shows current assets less liabilities at \$4,820,324, which is down \$899,690 from the beginning of the fiscal year.

### **Waste Deliveries/Operations**

A total of 4,189 tons were delivered to the pit for an average of 140 tons per day. 8,017 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	
	FY20 Actual	FY19 Actual	Tons	%
MSW Member	4,691	4,673	18	0.4%
Comm Member	3,590	4,041	(451)	-11.2%
Municipal Non-Member	6,532	6,414	118	1.8%
Gate/Hauler	5,737	4,661	1,076	23.1%
OBW/Res TS	3,673	3,206	467	14.6%
Other	2,224	1,926	298	15.5%
<b>Total</b>	<b>26,447</b>	<b>24,921</b>	<b>1,526</b>	<b>6.1%</b>

#### **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 6.1% above last year. Year-to-date tons processed in the plant are equal to 177 tons per day. Running time year-to-date throughput equaled 195 tons per day. The transfer station processed 3,575 tons during the month from all sources and averaging 162.5 tons per day for the month, (5.5 day receiving week) and 9,064 tons year-to-date. Recyclables totaled 252 tons for the month and 959 tons year-to-date. Prior year and budget comparisons of processing records as follows:

	Prior Year Comparison YTD				Budget Comparison YTD			
	FY20	FY19	Variance		FY20	FY20	Variance	
	Actual	Actual	Tons	%	Actual	Budget	Tons	%
Waste-To-Energy	16,255	17,845	(1,590)	-8.9%	16,255	17,369	(1,114)	-6.4%
Transfer Station	9,064	6,930	2,134	30.8%	9,064	7,869	1,195	15.2%
Recycling	959	762	197	25.9%	959	1,141	(182)	-16.0%
Total	26,278	25,537	741	2.9%	26,278	26,379	(101)	-0.4%

### **Cash Available to Operations**

Cash balances in checking and investments total \$5,082,229 down \$5,316 from the prior month. The following is the status of the reserve goal:

Reserve Status		
	FY 20 Goal	As of 9/30/19
Operating	2,006,000	1,727,958
Capital Improvement	944,000	813,157
20-Year Plan	1,711,000	1,473,846
Rate Stabilization	1,239,000	1,067,268
Total	5,900,000	5,082,229
Total Cash		5,082,229
Surplus or (Deficit)		(817,771)

### **Revenue**

Revenue for the month totaled \$599,690. Major categories of revenue by month include: tipping fees, \$544,642; power contract, \$28,592; recycling, \$16,262; interest, \$9,575; other, \$619. Revenue for the month was \$5,610 above budget projections and \$27,785 above FY19. Year-to-date revenue is \$2,010,152, which is \$80,459 above budget and \$160,168 above FY19.

The table that follows shows detail relative to electrical sales:



	Price per MWhr			Electrical Output MWhr			Electrical Revenue		
	FY19	FY20		FY19	FY20		FY19	FY20	
	Actual	Budget	Actual	Actual	Budget	Actual	Actual	Budget	Actual
Month									
Jul	\$36	\$34	\$32	1,256	1,275	1,362	\$44,985	\$42,775	\$44,078
Aug	\$35	\$30	\$30	1,213	1,275	1,338	\$41,982	\$37,751	\$39,833
Sep	\$29	\$27	\$28	1,255	1,100	1,009	\$35,917	\$29,665	\$28,592
YTD	\$33	\$30	\$30	3,725	3,650	3,709	\$122,885	\$110,191	\$112,503

Total gross kWh for the latest period was 1,491,207 of which 1,008,581 were sold to the grid. Net kWh per ton equaled 236, as compared to 228 for the comparable period in FY19.

### **Expenditures**

Operating expenses in all categories total \$1,392,057 for the month, which is \$94,492 above budget projections, and \$780,404 above last year. Year-to-date expenses are \$2,651,922 which is \$147,525 above budget and \$844,918 above FY19.

### **Investments Status**

As of September 30, MWE's investments totaled \$5,082,229. Table 8 details all of our investments.

### **Capital Expenditures:**

No expenditures were made for the month of September.

cc: Member Municipalities  
Reference No.: 04021

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Peter Crichton, City Manager**

**FROM: Jill Eastman, Finance Director**

**REF: September 10, 2019**

The following is a discussion regarding the significant variances found in the City's September financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its third month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 25.0% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

### **Revenues**

Revenues collected through September 30th, including the school department were \$34,150,612, or 37.86%, of the budget. The municipal revenues including property taxes were \$27,323,006, or 43.54% of the budget which is less than the same period last year by \$38,940. The accounts listed below are noteworthy.

- A. September 15<sup>th</sup> the first installment for real estate taxes were due. The current year tax revenue is at 48.23% as compared to 49.34% last year.
- B. Excise tax for the month of September is at 28.37%. This is an \$70,164 increase from FY 19. Our excise revenues for FY20 are 3.37% above projections as of September 30, 2019.
- C. State Revenue Sharing for the month of September is 28.17% or \$673,279. This is \$265,908 increase from this September to last September.
- D. Homestead Exemption is 79.53% of budget at the end of September. We received 75% of our allotted amount in September and we will receive the balance in June.

## **Expenditures**

City expenditures through September 2019 were \$13,750,589 or 30.06%, of the budget. This is an 1.89% increase over the same period last year. Noteworthy variances are:

- A. IT paid all of their software maintenance fees in September this year, which was earlier than FY 19, The transfer of Capital Reserve for EMS was done earlier this year than last (\$150,000).

## **Investments**

This section contains an investment schedule as of September 30th. Currently the City's funds are earning an average interest rate of 1.89%.

Respectfully submitted,

A handwritten signature in black ink, reading "Jill M Eastman". The signature is written in a cursive, flowing style.

Jill M. Eastman  
Finance Director