



City Council Workshop  
May 11, 2020  
Agenda

**This City Council workshop will be conducted both in Council Chambers and remotely using “Zoom.”** The meeting will be broadcast as usual on Great Falls TV (cable channel 1302) and on the City of Auburn [YouTube](#) channel.

5:30 P.M. City Council Workshop

- A. Public Art Presentation –Darby Ray and Beckie Conrad
- B. FY21 Final Proposed Budget Update – Peter Crichton
- C. Covid-19 Update – Phil Crowell and Matt Fifield
  - a. Recovery – Marc Gosselin
- D. Executive Sessions
  - a. Legal consultation, pursuant to 1 M.R.S.A. Sec. 405(6)(E)
  - b. Personnel matter, pursuant to 1 M.R.S.A. Sec. 405(6)(A)



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 11, 2020

**Author:** Darby Ray, Beckie Conrad, Sabrina Best

**Subject:** Review of Public Art Grant, Art Piece Recommendation

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**Information:** In January of 2019, the LA Metro Chamber of Commerce and L/A Arts were awarded a \$75,000 Creative Communities = Economic Development Phase 2 Grant from the Maine Arts Commission, with funds to be expended over a three-year period to improve the image of Lewiston/Auburn and to spur economic development through public art installations in each city. After a RFP and interview process that included the Public Art Working Group, City of Auburn Staff, and Mayor the committee is presenting it's final recommendation on the selected piece to the City Council for final approval per the procedure listed in the Public Art Plan.

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**City Budgetary Impacts:** This is a 1:1 matching grant. The Plan does not include a financial commitment from the City. (The MAC grant mentioned above includes in-kind City support for site preparation and artwork installation on City property.)

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**Staff Recommended Action:** Approve Recommended selection

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**Previous Meetings and History:**

Presented Plan at the Nov 18, 2019 Workshop.

Draft Resolve on Public Art Plan at the Dec 2, 2019 Council Meeting – Adopted

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

**Attachments:**

Auburn's Public Art Plan

Update on Public Art Grant

**Public Art Plan for the City of Auburn**  
**Approved by unanimous vote of the City Council, 12/2/19**

**I. Purpose**

In recognition of the value that public art can bring to the cultural, aesthetic, and economic vitality of the community, the Cities of Auburn and Lewiston successfully sought a grant from the Maine Arts Commission to support the development of a Public Art Plan as one piece of "Cultural Plan LA". A Public Art Working Group comprised of citizens of Auburn and Lewiston, including mayoral appointments, artists, educators, and business people, was established to develop this master plan in consultation with City staff from Auburn and Lewiston. The resulting plan outlines recommendations for a basic administrative structure for public art initiatives in L/A.

**II. Mission and Guiding Principles**

The mission of the Public Art Plan is to foster and oversee the commissioning and acquisition of permanent and temporary public art, act as a steward of the City's public art collection, and engage the public in the collection. Public art projects will be accomplished through the direct commissioning of artwork, acquisitions, community partnerships, gifts, and by encouraging public art in private development.

**Guiding Principles**

1. When the City, on its own or through a partnership, builds or makes a significant renovation or addition to a community facility or park, public art should, whenever possible, be part of the project.
2. Public art should grow out of the richness of the community and, in most cases, be commissioned. Artists should be invited to work in the community and with the community to ensure that the work has meaning and resonance.
3. Public art projects should be commissioned through a transparent, competitive process that values both artistic expertise and community input. The policies and procedures adopted by the City will result in the selection of highly qualified artists and will support them in creating their best work. It will follow professional standards in the field.
4. Public art should be of high artistic quality and integrity. The City, developers, and cultural institutions must pay careful attention to the design of new buildings and public spaces downtown and throughout the community, bringing in fresh design thinking as well as complementing the historic fabric of the community. New public art should be of the same design quality as other aspects of the City's built environment and should support the cultural fabric of the community.
5. Public art should be for everyone: the people who live and work in the City; the people who visit for entertainment, culture, shopping, and dining; and even the people who are

just passing through. All should have an opportunity to experience art in public places. Art should invite interaction, contemplation, and discussion.

### **III. Definitions**

#### **Public Art**

Public art includes a variety of accessible, original cultural experiences and/or physical works of art located within a public place that enrich the City by contributing to its uniqueness and stimulating learning, reflection, and conversation. Public art may include permanent or temporary works. Public art should engage the site, its context, and audience. Public art may possess functional as well as aesthetic qualities.

#### **Artwork**

Artwork shall mean works in any style, expression, genre, and media created by an artist as defined herein that may be permanent, temporary, and/or functional. Artwork may be stand-alone and integrated into architecture, landscaping, or other site development if designed by an artist as defined herein. Excluded are gifts of state by foreign governments or by other political jurisdictions of the United States.

#### **Public Place**

- a) A public place is a publicly accessible landscape, structure, or infrastructure-- typically owned or under the jurisdiction of the City. Public places include, but are not limited to, public parks, plazas, streets and boulevards (right-of-way), bridges, stairways, buildings, and water features.
- b) Art within public places contributes to the unique identity of a location and can stimulate discussion and imagination.
- c) Privately owned places can also include public art insofar as the artwork is public facing and designed to engage the public.

#### **Artist**

An artist is an individual who creates original works of art and is typically recognized by professional peers and critics as a professional practitioner of the visual, craft, literary, musical, conceptual, or performing arts, as judged by the quality of that practitioner's body of work and experience. This recognition is demonstrated in the artist resume through credentials such as professional training, an exhibition record, past public art commissions, published work, previous performances, reviews, and recommendations.

### **IV. Administration**

#### **Public Art Committee (PAC)**

To support the Cities of Auburn and Lewiston in managing inquiries about public art and the vetting, creation, installation, and maintenance of public artworks, a Public Art Committee (PAC) shall be established. The PAC shall ordinarily be comprised of ten members: 2 mayoral appointments--one from each City--and the following to be appointed in accordance with procedures established by the body or organization making the appointments: 2 public school appointments--one from each school district; 2

appointments from Arts and Culture LA; 2 appointments from L/A Arts; and 2 appointments from the LA Metro Chamber of Commerce. The PAC shall convene semi-annually or as needed to consider updates to the Public Art Plan as well as inquiries or requests related to public art. During the Maine Arts Commission implementation grant period (2019-2021), the Public Art Working Group (PAWG) shall function as the PAC.

The PAC shall provide expert advice to the Cities in the following areas:

- a) Public Art Plan policies and procedures
- b) Artist selection review panels and processes for art associated with municipal development projects on City-owned property
- c) Artwork review and approval recommendations for municipal development projects on City-owned property
- d) Artwork review and recommendations for murals on City-owned property
- e) Maintenance and conservation of artwork on City-owned property
- f) Review and recommendations on proposed deaccession of artwork on City-owned property
- g) The incorporation of public-facing, public-engaging artwork in private development, should advice on such artwork be in order

## Update on Public Art Grant for Auburn City Council

Darby Ray, May 7, 2020

### Background

- In February of 2019, the LA Metro Chamber of Commerce and L/A Arts were awarded a \$75,000 Creative Communities = Economic Development Phase 2 Grant from the Maine Arts Commission, with funds to be expended over a three-year period to improve the image of Lewiston/Auburn and to spur economic development through public art installations in each city. A 1:1 match is required for the grant.
- Beckie Conrad, formerly of the Chamber, and Darby Ray of L/A Arts are co-chairing a ten-person Public Art Working Group that includes mayoral appointments, local art teachers, local businesspeople, and local artists and arts organization representatives. The Working Group is charged with overseeing grant implementation.

### Progress

- To date, the Working Group has:
  - Established itself, with appointees as described above. Established Working Group expectations, protocols, and meeting calendar. (February-March 2019)
  - Conducted research to understand the public art landscape (definitions, categories, principles, public art plans, peer communities, examples, funding models, etc.). (March-August)
  - Planned and hosted two public art “lunch and learn” programs to educate community members, elected officials, and city staff about the potential of public art to build community and stimulate economic development. Guest presenters from both Maine and away (September-October 2019)
  - Developed a Public Art Plan providing guiding principles, definitions, and administrative structure for encouraging and overseeing public art projects going forward, and successfully ushered it through official affirmation by both City Councils. (September-December 2019)
  - Developed and distributed a Request for Proposals to Maine-based artists to submit proposals for the creation and installation of a public artwork in each city. (November-January 2020)
  - Established a committee and timeline for reviewing the 11 impressive applications received, and selecting an artist and artwork for each city. The selection committee comprises Working Group members as well as two high school students (one from LHS and one from EL) and a Public Works official from each city. (December-January 2020)
  - Reviewed applications and selected two finalists for each city. (February-March 2020)
  - Hosted finalist presentations, which City staff attended. (April 2020)
  - Selected an artist/artwork for recommended adoption by each City Council. (April 2020)
  - Established a Workgroup marketing committee, led by Beckie Conrad and including marketing staff from LA Arts and the Chamber, to oversee a coordinated PR effort aimed at involving the wider community in the art creation, installation, and celebration process. This committee will work in close consultation with relevant City staff. (May 2020)

### Future Priorities

- Artist/Artwork confirmation by each City Council

- Site and installation preparation plans by each City
- Marketing roll-out, including press releases upon confirmation of each selected artwork, video of artists at work, etc.
- Fundraising for the grant's cash match of \$22,500
- Development of longer-term vision and strategic plan for public art in L/A



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 11, 2020

**Author:** Sue Clements-Dallaire

**Subject:** City Manager's Final Proposed for FY2021 Budget Update

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**Information:** The City Manager will be providing an update on his final proposed FY21 Budget with additional reductions.

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**City Budgetary Impacts:** There is no budgetary impact at this time.

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**Staff Recommended Action:** Receive the City Manager's FY21 final proposed budget.

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**Previous Meetings and History:** Proposed budget was presented on 4-6-2020. Department presentations were made during the 4/9/2020, 4/13/2020, 4/16/2020, 4/23/2020, 4/27/2020 and 5/4/2020.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

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**Attachments:**





**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 11, 2020

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

**Subject:** Covid-19, Transitioning and Recovery Update

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**Information:** Phil Crowell, Matt Fifield, and Marc Gosselin will update the City Council on the Covid-19 pandemic, transitioning and recovery.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Update and discussion

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**Previous Meetings and History:** Staff has been providing regular updates

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**City Manager Comments:**

I concur with the recommendation. Signature:

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

**Attachments:**

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**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 11, 2020

**Subject:** Executive Session

**Information:** Legal consultation, pursuant to 1 M.R.S.A. Section 405(6) (E).

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

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

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

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

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

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

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

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

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

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

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



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** May 11, 2020

**Subject:** Executive Session

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

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

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

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

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