



City Council Meeting and Workshop

September 16, 2013

Agenda

5:30 P.M. Workshop

- A. Firearm Discharge Committee – Phil Crowell (15 minutes)
- B. General Assistance Appendices Changes – Dot Meagher (10 minutes)
- C. General Assistance Ordinance Changes – Dot Meagher (10 minutes)
- D. Auto graveyard/Junkyard permits update – Eric Cousens (15 minutes)
- E. Ice Arena updates – Josh MacDonald (40 minutes)

7:00 P.M. City Council Meeting

Pledge of Allegiance

Selection of a Mayor Pro Tempore

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

1. Order 76-09162013

Setting the time to open the polls for the November 5, 2013 election for 7:00 A.M.

II. Minutes

- September 3, 2013 Regular Council Meeting

III. Reports

Mayor's Report

City Councilors' Reports

Finance Director, Jill Eastman – August 2013 Monthly Finance Report

IV. Communications, Presentations and Recognitions

- Proclamation – Fire Officer Cadet Pawel Gatarczyk

- V. 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*. Time limit for open sessions, by ordinance, is 45 minutes.

VI. Unfinished Business - None

VII. New Business

1. Ordinance 11-09162013

Amending the Code of Ordinances Chapter 52, Article 5, Stopping, Standing and Parking, Division I Generally Sec. 52-181 Parking in City owned-lots. First reading.

2. Order 77-09162013

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Adopting the addendum to the City of Auburn's Joint Purchasing and Procurement Policy that was adopted by City Council on January 2, 2013.

3. Order 78-09162013

Appointing Charles Morrison to the L/A Cable TV Advisory Board with a term expiration of January 1, 2015 as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

4. Order 79-09162013

Appointing Michael Dixon to the Zoning Board of Appeals as a full member with a term expiration of October 1, 2016 as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

5. Order 80-09162013

Appointing Judith Webber to the Auburn Housing Authority with a term expiration of October 1, 2018 as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

6. Order 81-09162013

Appointing Robert Bowyer to the Planning Board with a term expiration of January 1, 2016 as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

7. Order 82-09162013

Appointing Ann Parker to the Community Development Block Grant (CDBG) Loan Committee with a term expiration of October 1, 2016 as nominated by the Appointment Committee. Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).

VIII. Executive Session

- Discussion or consideration of an economic development matter, pursuant to 1 M.R.S.A. §405(6)(C).

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

X. Adjournment

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

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion

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- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: September 16, 2013

Item A

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

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☒ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☒ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Firearms Discharge Committee

Information: As directed by the mayor, included is proposed language for a firearm discharge committee. The current committee was established numerous years ago and when any concerns came before the council the committee would be called together to review the request. The language being presented establishes the committee including the terms, appointments, qualifications and duties. Also included in the materials are proposed changes to the ordinance establishing zones and new definition for a firearm which meets the term as defined in state statute.

Financial: N/A

Action Requested at this Meeting: Discussion

Previous Meetings and History: Previous meeting authorizing the police chief to meet with the existing committee and propose language for a committee and to include ordinance changes relating to the discharge of a firearm.

Attachments: Proposed language for discharging a firearm, Current Ordinance, Firearm Discharge Committee and Title 17A definition for firearm.

**Agenda items are not limited to these categories.*

Proposed Discharge of Firearm

Firearms

For purposes of promoting and protecting the health, safety and general welfare of residents and visitors of the City of Auburn, all lands and areas within the city are hereby divided into two zones in which the discharge of firearms is prohibited, as provided hereafter. The boundaries of said zones are hereby created and established and are shown on a map entitled "Firearms Discharge Zones in the City of Auburn," on file in the office of the City Clerk, which map, with all explanatory data thereon, shall be deemed to accompany, be and is hereby made a part of this chapter. The boundaries of said zones shall be changed only by Council order approving a new or amended map.

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

FIREARM

Any weapon, whether loaded or unloaded, which will expel a projectile by the action of an explosive, and includes any such weapon commonly referred to as a "pellet gun," "pistol," "revolver," "rifle," "gun" or "shotgun."

B. Firearms Discharge Prohibited - Zone No. 1. In Zone No. 1, no person shall fire or discharge or cause to be fired or discharged any firearm, as defined herein, except as authorized under Subsection D herein or under the following conditions: The firing or discharge of pellet guns, rifles or pistols of no greater than .22 caliber or shotguns shall be permitted for the sole purpose of providing for the protection of livestock or crops from predators or vermin; provided, however, that no firearm may be discharged or fired within 300 feet of any dwelling or public way.

C. Firearms Discharge Prohibited - Zone No. 2. In Zone No. 2, no person, except the owner of a parcel of land located in such zone, or any third party having expressed or written permission from such owner, and his or her tenant, if any, shall fire or discharge or cause to be fired or discharged any firearm, as defined herein, except as authorized under Subsection D herein, and only under the following conditions:

- (1) The firing or discharge of firearms of any caliber shall be permitted for the protection of livestock or crops from predators or vermin.
- (2) No firearm of any caliber shall be fired or discharged within 300 feet of any dwelling or public way.
- (3) No firearms except pellet guns, rifles or pistols of no greater than .22 caliber, or shotguns, shall be fired or discharged within 600 feet of any dwelling or public way, provided that the owner of a dwelling or person with written permission may discharge any firearm within 600 feet of that dwelling, if the permission given so allows, and provided that the firearm is not discharged within 600 feet of a public way.
- (4) Where the property is occupied by a tenant, written permission under this section must be obtained from both the owner and the tenant.

(5) All written permissions required under this section shall be carried by the permittee at all times while exercising the rights granted hereunder.

D. Exceptions. The preceding sections shall not apply to the firing or discharge of firearms at any military exercise or review nor to any military personnel or law enforcement officers in the performance of their duties or authorized training nor to any citizen in the lawful defense of his or her person, family or property nor to any person engaged in rifle, gun or handgun target practice at any approved shooting range or gallery.

Current Language

Sec. 32-6. Discharge of firearms.

(a)

Purpose and intent. The purpose of this section is to regulate the discharge of firearms within the city in order to promote and enhance the safety and welfare of its inhabitants. It is intended to protect the rights of landowners and the interests of persons who use firearms in work and recreation.

(b)

Discharge prohibited in certain areas. No person shall fire or discharge any gun, revolver, pistol, air-operated or gas-operated gun or firearm of any description within the area as designated by the map attached to the ordinance from which this section is derived, except in cases where such act is expressly permitted by state law. A copy of such map is on file in the city clerk's office.

(c)

Exceptions. The provisions of this section shall not apply to officers charged with the enforcement of law; to persons discharging firearms in the defense of person or property; to the discharge of firearms in duly authorized rifle ranges, pistol ranges, target ranges or shooting galleries; to the discharge of firearms during military exercises; to the discharge of firearms by members of veterans' organizations and other similar organizations in connection with public ceremonies; or to the discharge of blank cartridges for theatrical purposes or for signal purposes in athletic contests or sporting events.

(d)

Enforcement. Police officers of the city shall have the authority to enforce this section.

(e)

Shooting nuisance dogs or wild animals. Except in emergency circumstances under which a property owner is permitted by state law to kill dogs or wild animals found in the act of attacking or worrying that person's domestic animals or destroying that person's property, no person shall discharge firearms within the city limits for the purpose of shooting such nuisance dogs or wild animals without first notifying the

police department of his/her intention to do so and of the approximate time and place where the shooting is to occur. In the emergency circumstances described in this subsection (e), any person shooting a dog or wild animal shall notify the police department immediately following such shooting.

(Code 1967, § 27-1.13)

State law reference— *Requirement for adoption of municipal ordinances regarding discharge of firearms and bows and arrows, 30-A M.R.S.A. § 3007.*

Firearms Discharge Committee

Members				
Representation	Name	Term Expires	Zone	License
Ward 1	Weiss, Susan	2016	2	No
Ward 2	Trafton, Barbara	2015	1	No
Ward 3	Cousens, Eric	2015	1	Yes
Ward 4	Jordan, Michael	2016	2	Yes
Ward 5	Damien, Steve	2015	2	Yes
At-Large	Gagne, Harvey	2014	2	Yes
At-Large	Davis, Scott	2016	1	Yes
Police Chief	Crowell, Phillip	N/A	N/A	N/A

Firearms Discharge Committee

There is hereby created a Firearms Discharge Committee. The Committee shall be appointed and have the duties as follows:

A. Appointment and composition. The Committee shall consist of no more than seven (7) members nor fewer than five (5) members appointed by the City Council for terms of three years each or until a successor is appointed representing each of the five (5) wards and two (2) at-large seats. Terms of appointment to the Committee shall be staggered to ensure that the terms of members are as nearly divided as possible to ensure that 1/3 of the terms expire in each year. Members of the Committee shall serve without compensation. The Police Chief in the City of Auburn or the Chief's designee shall be an ex officio member of the Committee and shall call upon the expertise of the city departments as may be necessary to assist the Committee in its work.

B. Qualifications. At least 1/3 of the appointed members of the Committee shall be residents of Zone Number 2 as defined in xx of this chapter. At least 1/3 of the appointed members of the Committee shall, at the time of their appointment, hold a valid hunter's license issued by the State of Maine.

C. Duties. The Committee shall:

(1) Meet the first Monday in May annually for the purpose of selecting a Committee Chair and thereafter meet as needed at the discretion of the Chair.

(2) Make recommendations to the Auburn City Council annually, prior to June 30, regarding necessary changes in the location of the boundary between Zone 1 and Zone 2 described and recommend any ordinance amendments or other Council action regulating the use of firearms the Committee shall deem necessary to protect the public safety within the City of Auburn.

Title 17-A Maine Revised Statute

"Firearm" means any weapon, whether loaded or unloaded, which is designed to expel a projectile by the action of an explosive and includes any such weapon commonly referred to as a pistol, revolver, rifle, gun, machine gun or shotgun. Any weapon which can be made into a firearm by the insertion of a firing pin, or other similar thing, or by repair, is a firearm. [1983, c. 219, (AMD) .]



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: September 16, 2013

Item B

Author: Dorothy Meagher

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☒ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: General Assistance maximums for FY 13-14

Information: I'm seeking the have the FY 13-14 appendices A-F, approved by council for the upcoming fiscal year to reflect the new overall maximums, electric maximums and rental maximum levels for heated and unheated rents. These levels were developed by MMA using the 13-14 HUD Fair Market Rent values.

Financial: The new Appendix A overall maximum assistance is an increase of 9% over FY 12-13, the effective date for this appendix is July 1, 2013 to June 30, 2014. The new Appendix C for rental assistance, increased by 9% over last year which runs from October 1 to October 1, 2014. The new Appendix D Utilities is an increase of 8% over last year's figures. This appendix also runs from October 1st to September 30th. Other appendices B- Food Maximum, E-Heating Fuel and F-Personal Care & Household Supplies have not changed.

Action Requested at this Meeting: Approval of the increase to the General Assistance Appendices.

Previous Meetings and History: This is a yearly approval needed by council.

Attachments:

GA Maximums Summary Sheet
Appendix A GA Overall Maximum
Appendix B Food Maximums
Appendix C GA Housing Maximums
Appendix D-F Utilities, Personal Care & Household Supplies

*Agenda items are not limited to these categories.

GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendix A* are effective from **July 1, 2013 to June 30, 2014**. The maximums found in *Appendices B, C, D, E, and F* are effective from **October 1, 2013 to September 30, 2014**.

APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
	529	626	818	1031	1094	1162

NOTE: For each additional person add \$75 per month.

(The applicable figures from Appendix A, *once adopted*, should be inserted here.)

APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	46.51	200
2	85.35	367
3	122.33	526
4	155.35	668
5	184.42	793
6	221.40	952
7	244.65	1,052
8	279.53	1,202

NOTE: For each additional person add \$150 per month.

APPENDIX C - HOUSING MAXIMUMS

Number of Bedrooms	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	\$ 89	\$ 381	\$ 111	\$ 476
1	\$103	\$ 445	\$ 132	\$ 566
2	\$ 139	\$ 597	\$ 174	\$ 750
3	\$ 178	\$ 766	\$ 221	\$ 952
4	\$ 180	\$ 774	\$233	\$1,003

(The applicable figures from Appendix C, *once adopted*, should be inserted here.)

FOR MUNICIPAL USE ONLY

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is ***not automatically*** entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses ***excluding*** electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses ***excluding*** heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$82.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY

GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	579	669	845	1,061	1,223
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	576	576	690	874	1,056
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	529	626	818	1,031	1,094
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	750	888	1,148	1,444	1,546
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	936	939	1,123	1,635	1,779
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	623	731	941	1,244	1,483

Appendix A
Effective: 07/01/13-06/30/14

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	742	742	887	1,117	1,533
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	678	704	891	1,191	1,233

***Note:** Add \$68 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	506	539	644	840	929
Franklin County	555	585	711	856	1,217
Hancock County	594	683	842	1,116	1,146
Kennebec County	507	587	750	952	1,015
Knox County	698	709	865	1,110	1,259
Lincoln County	649	717	904	1,126	1,208
Oxford County	543	602	726	979	1,268
Piscataquis County	564	641	791	1,004	1,073
Somerset County	573	600	715	972	988
Waldo County	633	677	815	1,014	1,078
Washington County	544	585	697	863	1,045

*** Please Note:** Add \$68 for each additional person.

Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. Through October 1, 2013, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	46.51	200
2	85.35	367
3	122.33	526
4	155.35	668
5	184.42	793
6	221.40	952
7	244.65	1,052
8	279.53	1,202

Note: For each additional person add \$150 per month.

GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)**

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		82	353	106	455
1		82	353	107	460
2		93	401	130	558
3		120	514	166	714
4		124	535	181	777
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		95	408	117	505
1		97	418	121	520
2		114	491	144	620
3		135	579	181	779
4		206	887	263	1,129
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		105	451	124	533
1		117	503	140	602
2		145	622	180	775
3		197	845	240	1,031
4		197	845	241	1,035
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		83	359	106	454
1		94	404	123	527
2		123	529	159	682
3		159	685	200	862
4		159	682	212	911

Non-Metropolitan FMR Areas

<u>Knox County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	128	552	150	647	
1	128	552	150	643	
2	150	645	186	798	
3	197	846	240	1,032	
4	209	899	252	1,083	
<u>Lincoln County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	119	513	132	568	
1	124	535	145	622	
2	159	684	195	837	
3	200	862	244	1,048	
4	207	889	260	1,118	
<u>Oxford County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	89	382	114	490	
1	101	434	120	516	
2	113	487	153	657	
3	161	693	209	900	
4	216	928	274	1,179	
<u>Piscataquis County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	96	413	111	479	
1	103	441	125	539	
2	123	527	154	663	
3	157	675	196	844	
4	157	675	205	881	
<u>Somerset County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	94	405	122	523	
1	94	405	126	542	
2	107	459	151	650	
3	164	703	209	899	
4	164	703	209	899	

Non-Metropolitan FMR Areas

<u>Waldo County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		116	497	128	552
1		119	510	136	583
2		139	597	162	698
3		174	749	217	935
4		176	758	230	987
<u>Washington County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		93	402	108	463
1		95	410	118	507
2		108	465	141	607
3		134	575	182	782
4		163	703	222	954

Metropolitan FMR Areas

<u>Bangor HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		100	432	123	527
1		113	487	142	610
2		145	625	181	778
3		183	789	227	975
4		210	904	263	1,133
<u>Penobscot County HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		99	424	114	491
1		99	424	114	491
2		100	429	131	565
3		136	587	172	741
4		155	668	214	919
<u>Lewiston/Auburn MSA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		89	381	111	476
1		103	445	132	566
2		139	597	174	750
3		178	766	221	952
4		180	774	233	1,003

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>	<u>Heated</u>
Bedrooms	Weekly Monthly	Weekly Monthly
0	142 611	154 666
1	166 715	183 788
2	214 922	238 1023
3	271 1165	300 1292
4	274 1180	318 1367
<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>	<u>Heated</u>
Bedrooms	Weekly Monthly	Weekly Monthly
0	170 729	182 784
1	170 729	182 784
2	191 823	221 949
3	289 1241	318 1368
4	300 1289	343 1473
<u>Cumberland County HMFA</u>	<u>Unheated</u>	<u>Heated</u>
Bedrooms	Weekly Monthly	Weekly Monthly
0	111 479	124 534
1	131 563	148 636
2	167 720	119 821
3	228 982	259 1115
4	271 1167	308 1326
<u>Sagadahoc County HMFA</u>	<u>Unheated</u>	<u>Heated</u>
Bedrooms	Weekly Monthly	Weekly Monthly
0	140 603	153 658
1	140 603	153 658
2	155 667	179 768
3	186 798	228 976
4	271 1167	314 1351
<u>York County HMFA</u>	<u>Unheated</u>	<u>Heated</u>
Bedrooms	Weekly Monthly	Weekly Monthly
0	126 541	139 596
1	126 541	147 633
2	156 672	188 810
3	216 928	259 1,114
4	216 928	266 1,143

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is ***not automatically*** entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households Without Electric Hot Water:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses ***excluding*** electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households With Electrically Heated Hot Water:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses ***excluding*** heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$82.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: 9/16/13

Item C

Author: Dorothy Meagher

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☒ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Ordinance Change

Information: Social Service / General Assistance ordinance

Sec. 30-2 Definitions:

Eligible person means a person who is qualified to receive general assistance according to the standards of eligibility set forth in this chapter. "Eligible person" does not include a person, who is a fugitive from justice as defined in Title 15, § 201, sub. 4.

Household means an individual or a group of individuals who share a dwelling unit. When an applicant shares a dwelling unit with one or more individuals, even when a landlord-tenant relationship may exist between individuals residing in the dwelling unit, eligible applicants may receive assistance for no more than their pro rata share of the actual costs of the shared basic needs of that household according to the maximum levels of assistance established in this chapter. The pro rata share is calculated by dividing the maximum level of assistance available to the entire household by the total of number of household members. The income of household members not legally liable or otherwise responsible for supporting the household shall be considered as available to the applicant only when there is pooling of income. The City shall presume pooling of income unless the applicant proves otherwise.

Income means any form of income in cash or in kind received by the household, including net remuneration for services performed, cash received on either secured or unsecured credit, any payments received as an annuity, retirement or disability benefits, veterans' pensions, workers' compensation, unemployment benefits, benefits under any state or federal categorical assistance program, supplemental security income, social security and any other payments from governmental sources unless specifically prohibited by any law or regulation, support payments, income from pension or trust funds, household income from any other source including relatives or unrelated household members and any benefit received pursuant to Title 36, chapter 907 and Title 36, section 5219-11 For repeat applicants, it also includes unverified expenditures or misspent money from the 30-day period prior to application. The following items shall not be considered as income or assets which must be liquidated for the purposes of deriving income:

- (1) Real or personal income-producing property, tools of trade, or governmental entitlement specifically treated as exempt by state or federal law;

*Agenda items are not limited to these categories.

- (2) Actual work-related expenses, whether itemized or by standard deduction, such as taxes, retirement funds contributions, union dues, transportation costs to and from work, special equipment costs and child care expenses; or
- (3) Earned income of children below the age of 18 years who are full-time students and who are not working full-time.

Sec. 30-68 Use of Resources:

(F) An applicant who is found to be ineligible for unemployment compensation benefits because of a finding of fraud by the Department of Labor pursuant to Title 26, § 1051 subsection 1 is ineligible to receive general assistance to replace the forfeited unemployment compensation benefits for the duration of the forfeiture established by the Department of Labor.

Sec. 30-97 Determination of income.

- (8) *Lump sum income.* A lump sum payment as defined in this chapter and received by a household prior to the date of application for general assistance will be considered as income available to the household, with the exception of any required payments (i.e., any third-party payment which is required as a condition of receiving the lump sum payment, or any payments of bills earmarked for the purpose for which the lump sum payment was made) and any amount of the lump sum payment which the applicant can document was spent on basic necessities as described in this subsection. In the case where a lump sum payment was received by a household at any time prior to the date of application for general assistance, the administrator will assess the need for prorating an applicant's eligibility for general assistance according to the following criteria:
- a. Identify the date the lump sum payment was received.
 - b. Subtract from the lump sum payment all required payments.
 - c. Subtract from the lump sum any amount the applicant can demonstrate was spent on basic necessities, including all basic necessities provided by general assistance, provided in this chapter; any reasonable payment of funeral or burial expenses for a family member; any reasonable travel costs related to the illness or death of a family member, repair or replacement of essentials lost due to fire, flood or other natural disaster; or repair or purchase of a motor vehicle essential for employment, education, training or other day-to-day living necessities.
 - d. Add to the remainder all income received by the household between the date of receipt of the lump sum payment and the date of application for general assistance.

City Council
Workshop Information Sheet

City of Auburn

e. The period of proration is then determined by dividing the remainder of the lump sum payment by the verified actual monthly amounts for all the household's basic necessities.

The dividend remaining after following these guidelines represents the number of months from the receipt of the lump sum payment during which an income level equivalent to the actual expenditure for basic necessities as defined by general assistance for the household will be deemed available to that household. The prorated sum for each month must be considered available to the household for 12 months from the date of application or during the period of proration, whichever is less.

Financial: none

Action Requested at this Meeting:

Previous Meetings and History: None

Attachments:

Part 00 for GA

**Agenda items are not limited to these categories.*

PART NN

Sec. NN-1. Adults with intellectual disabilities waiver rate methodology.

The Department of Health and Human Services shall continue to review the rate methodology for reimbursement under Chapter 101, MaineCare Benefits Manual, Chapter III, Section 21: Allowances for Home and Community Benefits for Members with Intellectual Disabilities or Autistic Disorder and Section 29: Support Benefits for Adults with Intellectual Disabilities or Autistic Disorder. The department shall report on its recommended reimbursement levels to the Joint Standing Committee on Appropriations and Financial Affairs and the Joint Standing Committee on Health and Human Services no later than January 15, 2014. The report must include data that demonstrates how the new methodology ensures adequate resources to care for individuals with extraordinarily high medical needs.

PART OO

Sec. OO-1. 22 MRSA §3104-A, sub-§1, ¶¶B and C, as enacted by PL 2011, c. 380, Pt. KK, §1, are amended to read:

B. A victim of domestic violence; ~~or~~

C. Experiencing other hardship, such as time necessary to obtain proper work documentation, as defined by the department by rule. Rules adopted by the department under this paragraph are routine technical rules as defined by Title 5, chapter 375, subchapter 2-A; or

Sec. OO-2. 22 MRSA §3104-A, sub-§1, ¶D is enacted to read:

D. Unemployed but has obtained proper work documentation, as defined by the department by rule. Rules adopted by the department under this paragraph are routine technical rules as defined by Title 5, chapter 375, subchapter 2-A.

Sec. OO-3. 22 MRSA §3762, sub-§3, ¶B, as amended by PL 2011, c. 380, Pt. KK, §4, is further amended to read:

B. The department may use funds, insofar as resources permit, provided under and in accordance with the United States Social Security Act or state funds appropriated for this purpose or a combination of state and federal funds to provide assistance to families under this chapter. In addition to assistance for families described in this subsection, funds must be expended for the following purposes:

- (1) To continue the pass-through of the first \$50 per month of current child support collections and the exclusion of the \$50 pass-through from the budget tests and benefit calculations;
- (2) To provide financial assistance to noncitizens legally admitted to the United States who are receiving assistance under this subsection as of July 1, 2011. Recipients of assistance under this subparagraph are limited to the categories of noncitizens who would be eligible for the TANF programs but for their status as aliens under PRWORA. Eligibility for the TANF program for these categories of noncitizens must be determined using the criteria applicable to other recipients of

assistance from the TANF program. Any household receiving assistance as of July 1, 2011 may continue to receive assistance, as long as that household remains eligible, without regard to interruptions in coverage or gaps in eligibility for service. A noncitizen legally admitted to the United States who is neither receiving assistance on July 1, 2011 nor has an application pending for assistance on July 1, 2011 that is later approved is not eligible for financial assistance through a state-funded program unless that noncitizen is:

(a) Elderly or disabled, as described under the laws governing supplemental security income in 42 United States Code, Sections 1381 to 1383f (2010);

(b) A victim of domestic violence; ~~or~~

(c) Experiencing other hardship, such as time necessary to obtain proper work documentation, as defined by the department by rule. Rules adopted by the department under this division are routine technical rules as defined by Title 5, chapter 375, subchapter 2-A; or

(d) Unemployed but has obtained proper work documentation, as defined by the department by rule. Rules adopted by the department under this division are routine technical rules as defined by Title 5, chapter 375, subchapter 2-A;

(3) To provide benefits to certain 2-parent families whose deprivation is based on physical or mental incapacity;

(4) To provide an assistance program for needy children, 19 to 21 years of age, who are in full-time attendance in secondary school. The program is operated for those individuals who qualify for TANF under the United States Social Security Act, except that they fail to meet the age requirement, and is also operated for the parent or caretaker relative of those individuals. Except for the age requirement, all provisions of TANF, including the standard of need and the amount of assistance, apply to the program established pursuant to this subparagraph;

(5) To provide assistance for a pregnant woman who is otherwise eligible for assistance under this chapter, except that she has no dependents under 19 years of age. An individual is eligible for the monthly benefit for one eligible person if the medically substantiated expected date of the birth of her child is not more than 90 days following the date the benefit is received;

(6) To provide a special housing allowance for TANF families whose shelter expenses for rent, mortgage or similar payments, homeowners insurance and property taxes equal or exceed 75% of their monthly income. The special housing allowance is limited to \$100 per month for each family. For purposes of this subparagraph, "monthly income" means the total of the TANF monthly benefit and all income countable under the TANF program, plus child support received by the family, excluding the \$50 pass-through payment;

(7) In determining benefit levels for TANF recipients who have earnings from employment, the department shall disregard from monthly earnings the following:

- (a) One hundred and eight dollars;
 - (b) Fifty percent of the remaining earnings that are less than the federal poverty level; and
 - (c) All actual child care costs necessary for work, except that the department may limit the child care disregard to \$175 per month per child or \$200 per month per child under 2 years of age or with special needs;
- (8) In cases when the TANF recipient has no child care cost, the monthly TANF benefit is the maximum payment level or the difference between the countable earnings and the standard of need established by rule adopted by the department, whichever is lower;
- (9) In cases when the TANF recipient has child care costs, the department shall determine a total benefit package, including TANF cash assistance, determined in accordance with subparagraph (7) and additional child care assistance, as provided by rule, necessary to cover the TANF recipient's actual child care costs up to the maximum amount specified in section 3782-A, subsection 5. The benefit amount must be paid as provided in this subparagraph.
- (a) Before the first month in which child care assistance is available to an ASPIRE-TANF recipient under this paragraph and periodically thereafter, the department shall notify the recipient of the total benefit package and the following options of the recipient: to receive the total benefit package directly; or to have the department pay the recipient's child care assistance directly to the designated child care provider for the recipient and pay the balance of the total benefit package to the recipient.
 - (b) If an ASPIRE-TANF recipient notifies the department that the recipient chooses to receive the child care assistance directly, the department shall pay the total benefit package to the recipient.
 - (c) If an ASPIRE-TANF recipient does not respond or notifies the department of the choice to have the child care assistance paid directly to the child care provider from the total benefit package, the department shall pay the child care assistance directly to the designated child care provider for the recipient. The department shall pay the balance of the total benefit package to the recipient;
- (10) Child care assistance under this paragraph must be paid by the department in a prompt manner that permits an ASPIRE-TANF recipient to access child care necessary for work; and
- (11) The department shall adopt rules pursuant to Title 5, chapter 375 to implement this subsection. Rules adopted pursuant to this subparagraph are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

Sec. OO-4. 22 MRSA §4301, sub-§3, as enacted by PL 1983, c. 577, §1, is amended to read:

3. Eligible person. "Eligible person" means a person who is qualified to receive general assistance from a municipality according to standards of eligibility determined by the municipal officers whether or not that person has applied for general assistance. "Eligible person" does not include a person who is a fugitive from justice as defined in Title 15, section 201, subsection 4.

Sec. OO-5. 22 MRSA §4301, sub-§6, as amended by PL 1991, c. 622, Pt. M, §20, is further amended to read:

6. Household. "Household" means an individual or a group of individuals who share a dwelling unit. When an applicant shares a dwelling unit with one or more individuals, even when a landlord-tenant relationship may exist between individuals residing in the dwelling unit, eligible applicants may receive assistance for no more than their pro rata share of the actual costs of the shared basic needs of that household according to the maximum levels of assistance established in the municipal ordinance. The pro rata share is calculated by dividing the maximum level of assistance available to the entire household by the total number of household members. The income of household members not legally liable for supporting the household is considered available to the applicant only when there is a pooling of income.

Sec. OO-6. 22 MRSA §4301, sub-§7, as amended by PL 2003, c. 510, Pt. C, §6, is further amended to read:

7. Income. "Income" means any form of income in cash or in kind received by the household, including net remuneration for services performed, cash received on either secured or unsecured credit, any payments received as an annuity, retirement or disability benefits, veterans' pensions, workers' compensation, unemployment benefits, benefits under any state or federal categorical assistance program, supplemental security income, social security and any other payments from governmental sources, unless specifically prohibited by any law or regulation, court ordered support payments, income from pension or trust funds ~~and~~ household income from any other source, including relatives or unrelated household members and any benefit received pursuant to Title 36, chapter 907 and Title 36, section 5219-II, unless used for basic necessities as defined in section 4301, subsection 1.

The following items are not available within the meaning of this subsection and subsection 10:

- A. Real or personal income-producing property, tools of trade, governmental entitlement specifically treated as exempt assets by state or federal law;
- B. Actual work-related expenses, whether itemized or by standard deduction, such as taxes, retirement fund contributions, union dues, transportation costs to and from work, special equipment costs and child care expenses; or
- C. Earned income of children below the age of 18 years who are full-time students and who are not working full time.

In determining need, the period of time used as a basis for the calculation is the 30-day period commencing on the date of the application. This prospective calculation does not disqualify an applicant who has exhausted income to purchase basic necessities if that income does not exceed the income standards established by the municipality.

Notwithstanding this prospective calculation, if any applicant or recipient receives a lump sum payment prior or subsequent to applying for assistance, that payment must be prorated over future months. The period of proration is determined by disregarding any portion of the lump sum payment that the applicant or recipient has spent to purchase basic necessities, including but not limited to: all basic necessities provided by general assistance; reasonable payment of funeral or burial expenses for a family member; reasonable travel costs related to the illness or death of a family member; repair or replacement of essentials lost due to fire, flood or other natural disaster; repair or purchase of a motor vehicle essential for employment, education, training or other day-to-day living necessities; repayments of loans or credit, the proceeds of which can be verified as having been spent on basic necessities; and payment of bills earmarked for the purpose for which the lump sum is paid. All income received by the household between the receipt of the lump sum payment and the application for assistance is added to the remainder of the lump sum. The period of proration is then determined by dividing the remainder of the lump sum payment by the ~~greater of the~~ verified actual monthly amounts for all of the household's basic necessities ~~or 150% of the applicable federal poverty guidelines.~~ That dividend represents the period of proration determined by the administrator to commence on the date of receipt of the lump sum payment. The prorated sum for each month must be considered available to the household for 12 months from the date of application or during the period of proration, whichever is less.

Sec. OO-7. 22 MRS §4305, sub-§3-D is enacted to read:

3-D. Maximum level of assistance for fiscal years 2013-14 and 2014-15.
Notwithstanding subsection 3-A or 3-B, the aggregate maximum level of assistance for fiscal years 2013-14 and 2014-15 must be set as follows:

A. The aggregate maximum level of assistance for fiscal year 2013-14 must be the amount that is the greater of:

- (1) Ninety percent of 110% of the United States Department of Housing and Urban Development fair market rent for federal fiscal year 2013; and
- (2) The amount achieved by increasing the maximum level of assistance for fiscal year 2012-13 by 90% of the increase in the federal poverty level from 2012 to 2013.

B. The aggregate maximum level of assistance for fiscal year 2014-15 must be the amount that is the greater of:

- (1) Ninety percent of 110% of the United States Department of Housing and Urban Development fair market rent for federal fiscal year 2014; and
- (2) The amount achieved by increasing the maximum level of assistance for fiscal year 2013-14 by 90% of the increase in the federal poverty level from 2013 to 2014.

For the purposes of this subsection, "federal poverty level" means that measure defined by the federal Department of Health and Human Services and updated annually in the Federal Register under authority of 42 United States Code, Section 9902(2). For the purposes of this subsection, fair market rent is calculated in the same manner as in subsection 3-B.

Sec. OO-8. 22 MRSA §4309, sub-§4, as enacted by PL 1991, c. 528, Pt. SS, §3 and affected by Pt. RRR and enacted by c. 591, Pt. SS, §3, is amended to read:

4. Eligibility of minors who are parents. ~~—A—~~ An otherwise eligible person under the age of 18 who has never married and who has a dependent child or is pregnant is eligible only if that person and child reside in a dwelling maintained by a parent or other adult relative as that parent's or relative's own home or in a foster home, maternity home or other adult-supervised supportive living arrangement unless:

- A. The person has no living parent or the whereabouts of both parents are unknown;
- B. No parent will permit the person to live in the parent's home;
- C. The department determines that the physical or emotional health or safety of the person or dependent child would be jeopardized if that person and dependent child lived with a parent;
- D. The individual has lived apart from both parents for a period of at least one year before the birth of any dependent child; or
- E. The department determines, in accordance with rules adopted pursuant to this section, which must be in accordance with federal regulations, that there is good cause to waive this requirement.

For the purposes of this subsection, "parent" includes legal guardian.

Sec. OO-9. 22 MRSA §4310, first ¶, as amended by PL 1991, c. 9, Pt. U, §7, is further amended to read:

Whenever an eligible person becomes an applicant for general assistance states to the administrator that the applicant is in an emergency situation and requires immediate assistance to meet basic necessities, the overseer shall, pending verification, issue to the applicant either personally or by mail, as soon as possible but in no event later than 24 hours after application, sufficient benefits to provide the basic necessities needed immediately by the applicant, ~~provided that~~ as long as the following conditions are met.

Sec. OO-10. 22 MRSA §4311, sub-§1-C is enacted to read:

1-C. Indian tribe reimbursement. The department shall reimburse each Indian tribe for the costs of a portion of the direct costs of paying benefits through its general assistance program if the department finds that the Indian tribe was in compliance with all requirements of this chapter during the fiscal year for which those benefits are sought.

The amount of reimbursement must be calculated for each fiscal year by adding 10% of all general assistance granted up to the threshold amount to 100% of all general assistance granted above the threshold amount.

For the purposes of this subsection, "Indian tribe" has the same meaning as in section 411, subsection 8-A. For purposes of this subsection, "threshold amount" means 0.0003 of the Indian tribe's most recent state valuation, as determined by the State Tax Assessor in the statement filed as provided in Title 36, section 381, relative to the year for which reimbursement is being issued.

Sec. OO-11. 22 MRSA §4311, sub-§2, as amended by PL 1991, c. 9, Pt. U, §9, is further amended to read:

2. Submission of reports. Municipalities shall submit reports as follows.

A. For purposes of this section, those municipalities that received reimbursement at 90% during the previous fiscal year of the State and those municipalities that expect to receive reimbursement at 90% during the current fiscal year of the State must submit monthly reports on forms provided by the department.

B. Those municipalities that did not receive reimbursement at 90% during the previous fiscal year and do not expect to receive reimbursement at 90% for the current fiscal year must submit quarterly or semiannual reports on forms provided by the department.

Indian tribes must submit monthly reports on forms provided by the department.

Sec. OO-12. 22 MRSA §4317, as amended by PL 1993, c. 410, Pt. AAA, §11, is further amended by adding at the end a new paragraph to read:

An applicant who is found to be ineligible for unemployment compensation benefits because of a finding of fraud by the Department of Labor pursuant to Title 26, section 1051, subsection 1 is ineligible to receive general assistance to replace the forfeited unemployment compensation benefits for the duration of the forfeiture established by the Department of Labor.

Sec. OO-13. 36 MRSA §6216, 2nd ¶, as amended by PL 1989, c. 614, is further amended to read:

Benefits received under this chapter may not be included as income for purposes of any state or municipally administered public benefit program ~~but~~ except for general assistance under Title 22, chapter 1161, unless used for basic necessities as defined in Title 22, section 4301, subsection 1. Benefits received under this chapter may be considered for purposes of determining eligibility for abatement under section 841, subsection 2.

Sec. OO-14. Funding limit for legal noncitizens with work documentation but not yet employed. Funding for noncitizens legally admitted to the United States who are eligible for a hardship exception under the Maine Revised Statutes, Title 22, section 3104-A, subsection 1, paragraph D or Title 22, section 3762, subsection 3, paragraph B, subparagraph (2), division (d) is limited to \$261,384 until June 30, 2015. If the funding limit is met prior to June 30, 2015, legal noncitizens with work documentation are no longer eligible for the hardship exception under Title 22, section 3104-A, subsection 1, paragraph D or Title 22, section 3762, subsection 3, paragraph B, subparagraph (2), division (d).

PART PP

Sec. PP-1. Department of Health and Human Services; intravenous sedation dental services. The Department of Health and Human Services shall pursue an appropriate setting to provide intravenous sedation dental services in the Portland area in order to minimize the time required to access those services from the southern part of the State.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: September 16, 2013

Item D

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☒ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Automobile Graveyard/Junkyard permits renewals

Information: This is an annual renewal of currently existing Automobile Graveyard/Junkyards in Auburn. Applications and payments have been received in the City Clerk's Office. A public hearing and Council approval is required. Originally the Public Hearing was going to be scheduled to tonight's meeting but has been delayed to the October 7th meeting instead. These facilities have been inspected by the Code Enforcement office.

M&P Auto, 227 Merrow Road

Buck's Auto, 249 Merrow Road

Morris Auto Mart, 940 Washington St. N

Randy's Auto Parts, 899 Broad Street

Polerized New England Company, LLC (formerly Maine Metal Recycling), 522 Washington St. N

Isadore T. Miller Co., a Division of Schnitzer NE, 78 & 80 Old Hotel Road

Financial: N/A

Action Requested at this Meeting: Workshop discussion on 9/3/2013, further workshop discussion today with a public hearing and action tentatively planned for 10/07/13.

Previous Meetings and History: Annual renewal

Attachments:

Applications

Inspection Memo from Eric Cousens

30-A §3754-A

Memo – 2013 Junkyard License Ordinance and License Questions

*Agenda items are not limited to these categories.

SEP 03 2013

APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Androscoggin Maine

I/We Albert J. Bazinet Jr. hereby
make application for a permit to establish, operate or maintain an Automobile Graveyard
and/or Junkyard at the following described location and in accordance with the provisions
of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 227 Merrow Rd
Auburn, ME
2. Is this application made by or for a company, partnership, corporation, individual?
3. Is this property leased? NO Property owned by Albert Bazinet
address: 81 Dawes Ave, Auburn
4. How is "yard" screened? Fence? (type) V Height 8' Trees?(type) _____
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 400 feet.
6. Can junk be seen from any part of highway? Yes _____ No ✓
7. Was Junkyard Law, Requirements and Fees explained to you? Yes ✓ No _____
8. Is any portion of this "yard" on public property? Yes _____ No ✓
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes _____ No ✓
10. When was "yard" established? 1978 By whom? Albert Bazinet
11. When was last permit issued? 2012 To whom? M&P Auto Inc.

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)
(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: JH Bagina For: MAP Auto Inc.
Name of Company, Corporation, Partnership, Individual

Address: 227 Merrow Rd. Auburn, ME

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

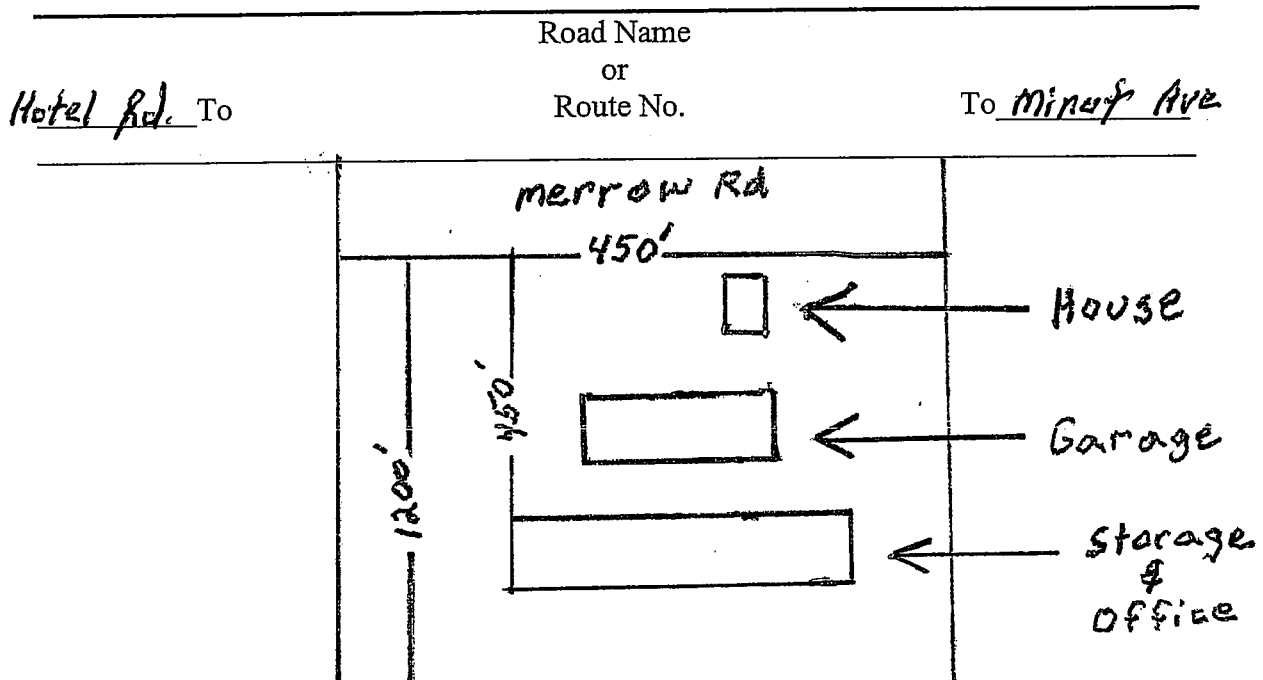
Tax Map No. _____

Circle Correct Direction N _____
E _____

Lot No. _____

W _____
S _____

Zone _____



APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Androscoggin Maine

I/We Guck's Auto hereby
make application for a permit to establish, operate or maintain an Automobile Graveyard
and/or Junkyard at the following described location and in accordance with the provisions
of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard
249 Morrow Rd Auburn ME 04810
2. Is this application made by or for a company, partnership, corporation, individual?
3. Is this property leased? _____ Property owned by Guck LLC
address: 249 Morrow Rd Auburn ME 04810
4. How is "yard" screened? Fence? (type) Wood Height Trees? (type) _____
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 300 feet.
6. Can junk be seen from any part of highway? Yes _____ No ✓
7. Was Junkyard Law, Requirements and Fees explained to you? Yes ✓ No _____
8. Is any portion of this "yard" on public property? Yes _____ No ✓
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes _____ No ✓
10. When was "yard" established? _____ By whom? Beroly's
11. When was last permit issued? 10-22-12 To whom? Guck's Auto

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)

(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: Yung Bueck For: Buck's Auto
Name of Company, Corporation, Partnership, Individual

Address: 249 Horton Rd Auburn ME 04210

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. _____

Circle Correct Direction

N _____

E _____

W _____

S _____

Lot No. _____

Zone _____

	Road Name	
	or	
_____ To	Route No.	To _____

APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Maine
I/we DON ST GERMAIN DBA MORRIS AUTO PARTS SALES hereby
make application for a permit to establish, operate or maintain an Automobile Graveyard
and/or Junkyard at the following described location and in accordance with the provisions
of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 940 W ASHINGTON ST NO.
2. Is this application made by or for a company, partnership, corporation, individual?
3. Is this property leased? NO Property owned by DON ST GERMAIN
address: 940 W ASHINGTON ST NO
4. How is "yard" screened? Fence? (type) WOOD Height 8 Trees? (type) _____
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 50' feet.
6. Can junk be seen from any part of highway? Yes _____ No X
7. Was Junkyard Law, Requirements and Fees explained to you? Yes X No _____
8. Is any portion of this "yard" on public property? Yes _____ No X
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes _____ No X
10. When was "yard" established? 1938 By whom? MORRIS AUTO PARTS
11. When was last permit issued? 2012 To whom? SAME

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)
(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by [Signature] For: Doan DBA M... [Signature]
Name of Company, Corporation, Partnership, Individual

Address: 940 W 1st St, [Signature]

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

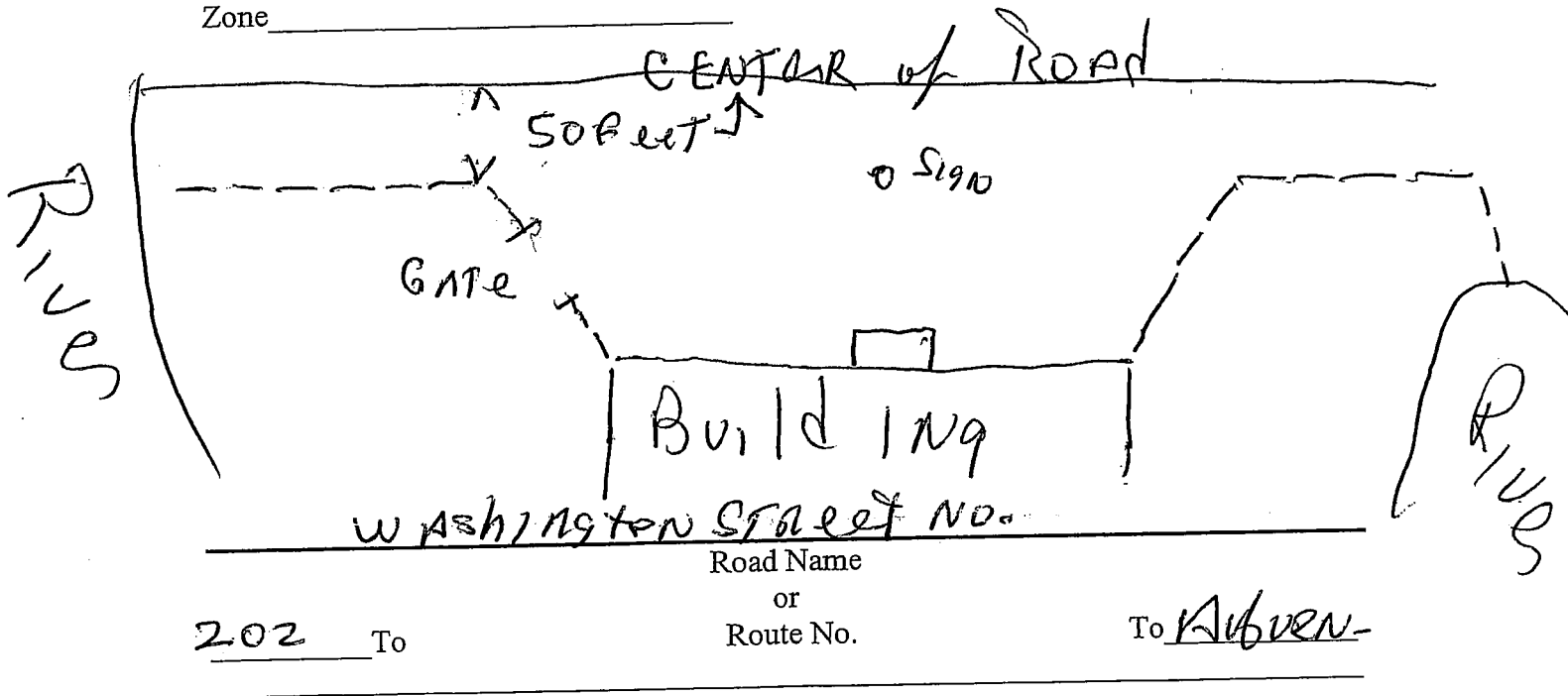
Tax Map No. _____

Circle Correct Direction N _____
E _____

Lot No. _____

W _____
S _____

Zone _____



AUG 2, 9 2013

APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Androscoggin Maine

I/We Randy's Auto Parts Inc. hereby
make application for a permit to establish, operate or maintain an Automobile
Graveyard and/or Junkyard at the following described location and in accordance with
the provisions of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard PID 182-001
899 BROAD STREET AUBURN, ME 04210
2. Is this application made by or for a company, partnership, corporation,
individual?
3. Is this property leased? NO
Property owned by ERNEST & RONALD LEVASSEUR
address: 899 BROAD STREET AUBURN, ME
4. How is "yard" screened? Fence? (type) Wood Height 6-8 Trees? (type) FIR
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 300 feet.
6. Can junk be seen from any part of highway? Yes _____ No X
7. Was Junkyard Law, Requirements and Fees explained to you? Yes X No _____
8. Is any portion of this "yard" on public property? Yes _____ No X
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes _____ No X
10. When was "yard" established? 1980 By whom? TWIN TOWN RENDERING
11. When was last permit issued? 2012 To whom? Randy's Auto Parts Inc.

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)
(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: Ronald Swanson For: Randy's Auto Parts
PRESIDENT Name of Company, Corporation, Partnership, Individual

Address: P.O. Box 1243 Auburn, ME (899 Broad St)
7829589

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. _____

Circle Correct
Direction

N _____
E _____
W _____
S _____

Lot No. _____

Zone _____

Road Name		
or		
_____ To	Route No.	To _____

BROAD STREET

Road Name

or

Route No.

To

To

XXXXXXXXXX
FENCE

XXXXXXXXXX
TREES
8' FENCE

50 X 80
Buildin

300'
ENTRANCE
INTO THE
YARD

XXXXXXXXXX
8' FENCE
XXXXXXXXXX
TREES

12 X 12
Buildin

LARGE TREES
XXXXXXXXXX

FENCE



Prolerized New England Company, LLC

69 Rover Street, PO Box 490905 Everett, MA 02149
Phone (617) 389-8300 Fax (617) 389-0173

SEP 05 2013

Fed Ex 8030 0284 9257

To: Ms. Susan Clements-Dallaire
City Clerk
City of Auburn
60 Court Street
Auburn, ME 04210

Date: September 3, 2013

Re: Automotive Graveyard and/or Junkyard Permit Renewals
522 Washington Street, North and 79-80 Old Hotel Road
Auburn, ME 04210

Copies	Date	Document
1	9/3/2013	Application for Automotive Graveyard and/or Junkyard Permit (522 Washington Street)
1	9/3/2013	Check 2923 \$100 (Application Fee - 522 Washington Street, North)
1	9/3/2013	Application for Automotive Graveyard and/or Junkyard Permit (79-80 Old Hotel Road)
1	9/3/2013	Check 2924 \$100 (Application Fee - 79-80 Old Hotel Road)

Notes:

Please find the renewal applications attached for the above referenced facilities.

Please do not hesitate to contact me at (781) 706-7003 if you have any questions.

From:


Keri Fitzpatrick-Beck
Regional Environmental Manager

C: Maine State Police, 42 State House Station, 45 Commerce Drive, Augusta, ME 04333-0042 (regular mail)
Maine DOT, Right of Way Division, 16 State House Station, Child Street, Augusta, ME 04333-0016 (regular mail)

APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Androscoggin Maine

I/We Prolerized New England Company, LLC hereby
make application for a permit to establish, operate or maintain an Automobile Graveyard
and/or Junkyard at the following described location and in accordance with the provisions
of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 522 Washington St. North
2. Is this application made by or for a company, partnership, corporation, individual?
3. Is this property leased? No Property owned by Prolerized New England Co.
address: PO Box 1478, Auburn, ME 04211 or 69 Rover Street Everett, MA 02149
4. How is "yard" screened? ☒ Fence? (type) Metal Height 8' Trees? (type) Mix
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 150 feet.
6. Can junk be seen from any part of highway? Yes _____ No ☒
7. Was Junkyard Law, Requirements and Fees explained to you? Yes ☒ No _____
8. Is any portion of this "yard" on public property? Yes _____ No ☒
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes _____ No ☒
10. When was "yard" established? 1986 By whom? Maine Metals Recycling Inc.
11. When was last permit issued? 2012 To whom? Prolerized New England Co.

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)
(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: Jim Costa For: Proterized New England Company
Name of Company, Corporation, Partnership, Individual

Address: 69 Rover Street Everett, MA 02149

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. 189

Circle Correct Direction

N

E

W

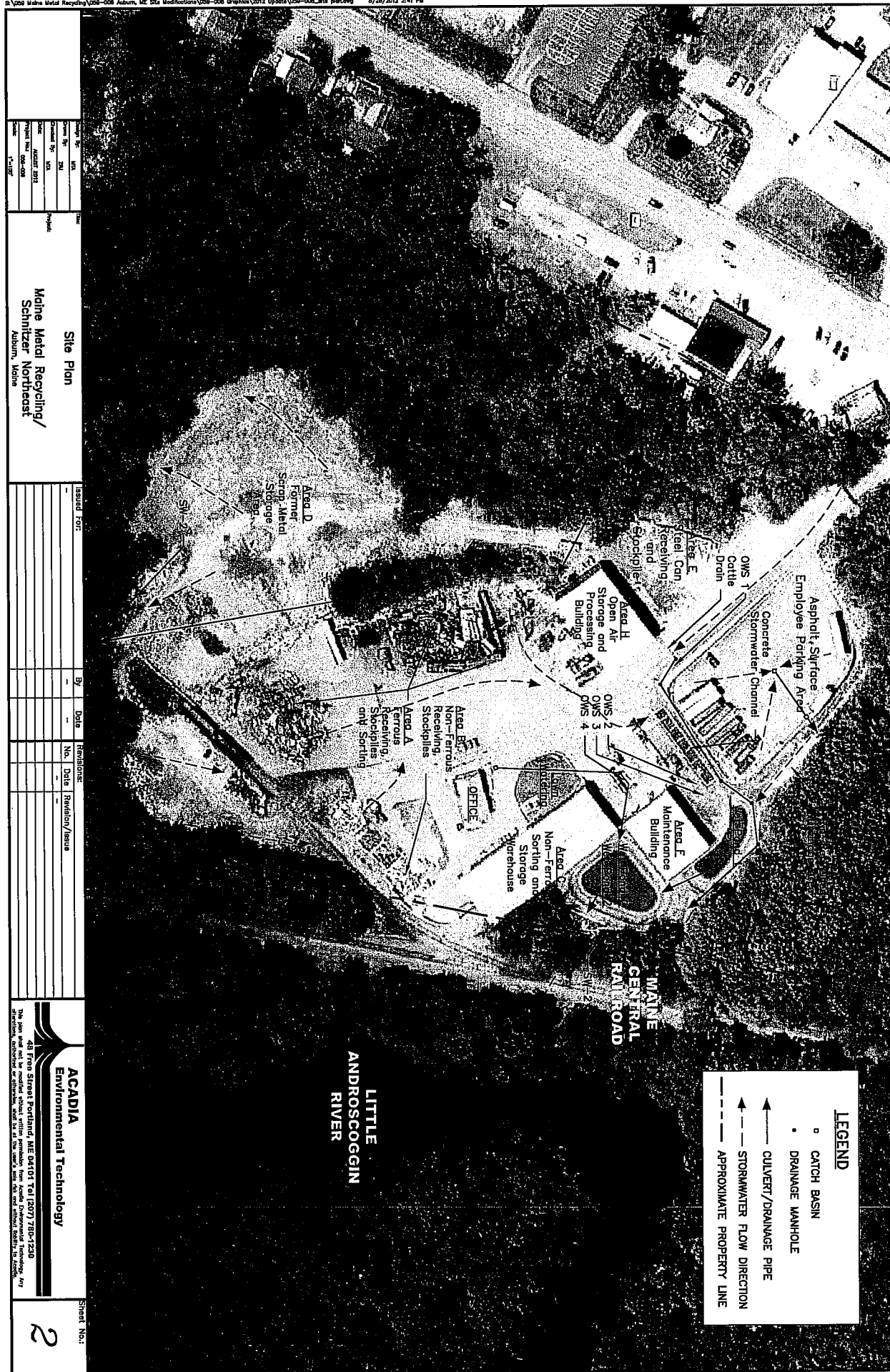
S

Lot No. 024

Zone GB9

(see attached Site Plan)

<hr/>		
	Road Name	
	or	
<u> </u> To	Route No.	To <u> </u>
<hr/>		



LEGEND

- CATCH BASIN
- DRAINAGE MANHOLE
- CULVERT/DRAINAGE PIPE
- STORMWATER FLOW DIRECTION
- APPROXIMATE PROPERTY LINE

Site Plan

**Maine Metal Recycling/
Schnitzer Northeast
Athol, Maine**

Design by:	MTA
Drawn by:	ZHU
Checked by:	MTA
Date:	AUGUST 2012
Project No:	006-008
Scale:	1"=100'

[illegible]

ACADIA
Environmental Technology

48 Free Street, Portland, ME 04101 Tel (207) 780-1230

This job will not be modified without written permission from Acadia Environmental Technology. Any alteration, cancellation or change to the contract will be the client's responsibility and will be charged accordingly to the client.

Sheet No.

2

APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

To the City Auburn County Androscoggin Maine

I/We Isadore T. Miller hereby
make application for a permit to establish, operate or maintain an Automobile Graveyard
and/or Junkyard at the following described location and in accordance with the provisions
of Title 30-A MRSA Sections 3751-3760

Answer all questions in full.

1. Give location of Automobile Graveyard and/or Junkyard 79 + 80 Old Hotel Road, Auburn, ME
2. Is this application made by or for a company, partnership, corporation individual?
3. Is this property leased? N Property owned by Isadore T. Miller
address: PO Box 1478 Auburn, ME or 69 Rover Street, Everett, MA 02149
4. How is "yard" screened? ☒ Fence? (type) Wood Height 6' Trees? (type) Red Pines
Embankment: _____ Gully? _____ Hill? _____ Other? _____
5. How far is edge of "yard" from center of highway? 200 feet.
6. Can junk be seen from any part of highway? Yes _____ No X
7. Was Junkyard Law, Requirements and Fees explained to you? Yes X No _____
8. Is any portion of this "yard" on public property? Yes _____ No X
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing
Beach, School, Church or Cemetery? Yes X No _____
10. When was "yard" established? 1930 By whom? Barker Family
11. When was last permit issued? 2012 To whom? Isadore T. Miller

1 copy of application to City
1 copy of application to Applicant
1 copy of application to State Police, Augusta
1 copy of application to Dept. of Transportation, Augusta (Right of Way Division)
(over)

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner, individual, partnership, company or corporation to make this application and to receive the permit under the law.

Signed by: Jim Cistan For: Isadore T. Miller
Name of Company, Corporation, Partnership, Individual

Address: 69 Rover Street Everett, MA 02149

Make complete sketch of "yard". Show footage all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to center of highway. Fill in Route Number or Local Road Name. Name of nearest City/Town in each direction. Distance from nearest intersection, bridge or other known reference point.

Tax Map No. 079

Circle Correct Direction

N

E

W

S

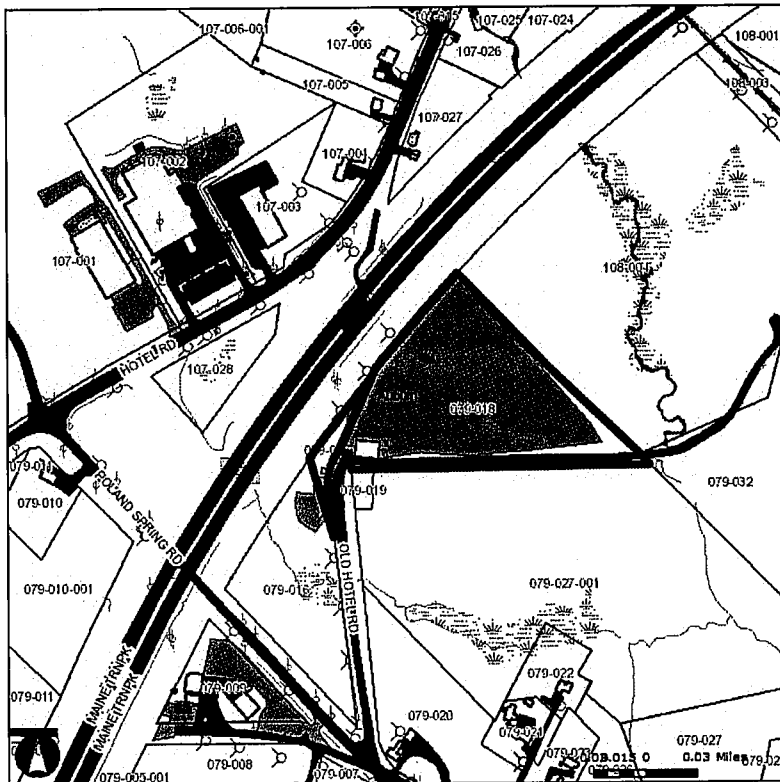
Lot No. 017 + 018

Zone I3

(see attached map)
property is vacant
no buildings

<hr/>		
	Road Name	
	or	
<hr/> To	Route No.	To <hr/>
<hr/>		

Map



079-017 (1)

Parcel IDs (1)

Parcel IDs (1)

OBJECTID	OBJECTID_1	MAP	LOT	SUBLOT	PID	CHANGED	ParcelID	Loc	NBC	Webpro	AccountNumber	UserAccount	Number	AltStreet	StreetName	LocCity	CondoUnit	Owner1	Owne	
880	981	079	017	000	079017000	Null	079-017	80 OLD HOTEL RD	R3	WebPro Summary Page	238		079017000	80	Null	OLD HOTEL RD	Null	Null	MILLER ISADORE T CO INC	Null

079-018 (1)

Parcel IDs (1)

Parcel IDs (1)

OBJECTID	OBJECTID_1	MAP	LOT	SUBLOT	PID	CHANGED	ParcelID	Loc	NBC	Webpro	AccountNumber	UserAccount	Number	AltStreet	StreetName	LocCity	CondoUnit	Owner1	Owne	
155	966	079	018	000	079018000	Null	079-018	79 OLD HOTEL RD	I3	WebPro Summary Page	239		079018000	79	Null	OLD HOTEL RD	Null	Null	MILLER ISADORE T CO INC	C/O SCHNI STEEL

City of Auburn, Maine

"Maine's City of Opportunity"

Office of Planning & Permitting

To: Mayor and City Council

From: Eric J. Cousens, Director of Planning and Permitting

Re: 2012-2013 Junkyard License Inspections

Date: September 11, 2013

The City Clerk requested that this office inspect all of the licensed junkyards prior to the Councils consideration of their license renewals. Inspections were completed on September 9, 2013 and found the following:

Maine Metal Recycling - 522 Washington St. N - No concerns. Schnitzer continues to make upgrades to organize traffic flow and treat stormwater.

Isadore T. Miller - 79 & 80 Old Hotel Rd. - No Concerns. Site is cleaned and no longer being heavily used.

Randy's Auto Parts - 899 Broad St. - No concerns. The junkyard area is approximately 600' from the railroad tracks and the separated from the river. The fill added to the north of the existing building was done with appropriate permits to accommodate a new garage/warehouse building.

M & P Auto, Inc. - 227 Merrow Rd. - No Concerns.

Morris Auto Mart - 940 Washington ST. N - The inspection revealed that there are some operational violations and some substantial improvements from last year. The operator is storing vehicles within the floodplain and within 100' of inland waters that still contain batteries and fluids which is a violation of MRSA 30-A, 3754-A, 5B. The screening fence is also damaged and needs repairs. The property owner has agreed to remedy the violations over the next few weeks. Staff recommends that the Council either A) Issue the license temporarily for 30 days, pending another inspection or; B) Not issue the license at this time and reschedule a new hearing in approximately 30 days.

The operator has made substantial improvements to his waste oil storage facilities and now has secondary containment around each tank. In the event of a flood he could now keep his tanks from floating by keeping the containment area free from flood waters.

As we discussed last year most of the property is located within the floodplain and much of it floods almost annually. The establishment of a new junkyard in this area would be prohibited, but the existing use was established in about 1938, prior to standards regulating the location of junkyards. Because of the flooding and proximity to the Little Androscoggin River the site was

considered for acquisition by the EPA almost 20 years ago but another site in Massachusetts was chosen. The owner would still consider any proposals like that if an entity wanted to buy out the junkyard portion of the business and would continue only the towing operation at a new location. This should be investigated further for a long-term solution.

Buck's Auto -249 Merrow Rd. – No concerns. Mostly storage of construction equipment and materials.

30-A §3754-A. LIMITATIONS ON GRAVEYARD, AUTOMOBILE RECYCLING BUSINESS AND JUNKYARD PERMITS

30-A §3754-A. LIMITATIONS ON GRAVEYARD, AUTOMOBILE RECYCLING BUSINESS AND JUNKYARD PERMITS

1. Highways; Interstate System and Primary System. A permit may not be granted for an automobile graveyard or junkyard within 1,000 feet of the right-of-way of any highway incorporated in both the Interstate System and Primary System or within 600 feet of the right-of-way of any other highway, except for:

A. Those automobile graveyards or junkyards that are kept entirely screened from ordinary view from the highway at all times by natural objects, plantings or fences. Screening required by this paragraph must be:

- (1) At a height, density and depth sufficient to accomplish complete screening from ordinary view;
- (2) Well constructed and properly maintained at a minimum height of 6 feet;
- (3) Placed outside of the highway right-of-way; and
- (4) Acceptable to the municipal officers or county commissioners; and [2003 , c. 312 , §9 (NEW) .]

B. Those automobile graveyards or junkyards located within areas that have been zoned for industrial use and located more than 600 feet but less than 1,000 feet from the right-of-way of any highway incorporated in both the Interstate System and Primary System. [2003 , c. 312 , §9 (NEW) .]

[2003 , c. 312 , §9 (NEW) .]

2. Limitation on new permits. A permit may not be granted for an automobile graveyard or junkyard established after October 3, 1973 and located within 100 feet of any highway.

[2003 , c. 312 , §9 (NEW) .]

3. Public facilities. A new permit may not be granted for an automobile graveyard or junkyard that is:

A. Located within 300 feet of a public building, public park, public playground, public bathing beach, school, church or cemetery; and [2003 , c. 312 , §9 (NEW) .]

B. Within ordinary view from a facility under paragraph A. [2003 , c. 312 , §9 (NEW) .]

[2003 , c. 312 , §9 (NEW) .]

4. Public and private water supplies. A permit may not be granted for an automobile graveyard, junkyard or automobile recycling business that handles junk, scrap metal, vehicles or other solid waste within 300 feet of a well that serves as a public or private water supply. This prohibition does not include a private well that serves only the automobile graveyard, junkyard, automobile recycling business or the owner's or operator's abutting residence. This prohibition does not apply to wells installed after an automobile graveyard, junkyard or automobile recycling business has already received a permit under section 3753.

Automobile graveyards, junkyards and automobile recycling businesses operating under the terms of permits issued prior to the effective date of this subsection and handling junk, scrap metal, vehicles or other solid waste within 300 feet of wells that serve as public or private water supplies may continue to operate in those locations under the terms of those permits. Municipal officers or county commissioners may renew a permit allowing the continued handling of junk, scrap metal, vehicles or other solid waste within 300 feet of a well serving as a public or private water supply as long as no further encroachment toward the well occurs. The municipal officers or county commissioners may not renew a permit if there is substantial, credible evidence that the permitted activities have caused contamination of the well.

[2005 , c. 424 , §3 (AMD) .]

5. Operating standards. All automobile graveyards and junkyards permitted pursuant to section 3753 are required to comply with the following standards:

A. All fluids, including, but not limited to, engine lubricant, transmission fluid, brake fluid, power steering fluid, hydraulic fluid, engine coolant, gasoline, diesel fuel and oil, must be properly handled in such a manner that they do not leak, flow or discharge into or onto the ground or into a body of water; [2005, c. 247, §1 (AMD); 2005, c. 247, §7 (AFF).]

B. A vehicle containing fluids may not be stored or dismantled:

(1) Within 100 feet of any body of water or freshwater wetland, as defined by Title 38, section 436-A, subsection 5;

(2) Within the 100-year floodplain; or

(3) Over a mapped sand and gravel aquifer; [2003, c. 312, §9 (NEW).]

C. Junk, scrap metal, vehicles or other solid wastes may not be placed or deposited, directly or indirectly, into the inland waters or tidal waters of the State or on the ice of inland waters or tidal waters or on the banks of inland waters or tidal waters in such a manner that they may fall or be washed into these waters; [2005, c. 247, §2 (AMD); 2005, c. 247, §7 (AFF).]

D. Junkyard and automobile graveyard owners must demonstrate at the time of licensing that the facility or facilities for which they seek permits are, or are part of, a viable business entity and the facility or facilities are actively engaged in the business of salvaging, recycling, dismantling, processing, repairing or rebuilding junk or vehicles for the purpose of sale or trade; [2005, c. 683, Pt. A, §51 (RPR).]

E. A log must be maintained of all motor vehicles handled that includes the date each vehicle was acquired, a copy of the vehicle's title or bill of sale and the date or dates upon which all fluids, refrigerant, batteries and mercury switches were removed; [2005, c. 247, §3 (NEW); 2005, c. 247, §7 (AFF).]

F. All fluids, refrigerant, batteries and mercury switches must be removed from motor vehicles that lack engines or other parts that render the vehicles incapable of being driven under their own motor power or that are otherwise incapable of being driven under their own motor power, appliances and other items within 180 days of acquisition. Motor vehicles, appliances and other items acquired by and on the premises of a junkyard or automobile graveyard prior to October 1, 2005 must have all fluids, refrigerant, batteries and mercury switches removed by January 1, 2007. Fluids required to be removed under this paragraph must be removed to the greatest extent practicable; [2005, c. 247, §3 (NEW); 2005, c. 247, §7 (AFF).]

G. Storage, recycling or disposal of all fluids, refrigerant, batteries and mercury switches must comply with all applicable federal and state laws, rules and regulations; and [2005, c. 247, §3 (NEW); 2005, c. 247, §7 (AFF).]

H. All fluids, refrigerant, batteries and mercury switches must be removed from motor vehicles, appliances and other items before crushing or shredding. Fluids required to be removed under this paragraph must be removed to the greatest extent practicable. [2005, c. 247, §3 (NEW); 2005, c. 247, §7 (AFF).]

[2005, c. 683, Pt. A, §51 (AMD).]

6. Rules. A permit, other than a limited-term permit as described in this section, may not be granted for an automobile graveyard or automobile recycling business that is not in compliance with all applicable provisions of the automobile dealer or recycler licensing provisions of Title 29-A, chapter 9. Municipal

officers or county commissioners may award a limited-term permit conditioned upon an automobile graveyard's or automobile recycling business's demonstrating compliance with the provisions of Title 29-A, chapter 9 within 90 calendar days of the issuance of the municipal or county limited-term permit.

[2003, c. 312, §9 (NEW) .]

6-A. Relationship to state storm water requirements. After October 30, 2005, municipal officers or county commissioners may reject an application for an automobile graveyard or automobile recycling business if the applicant has not demonstrated that:

A. A notice of intent has been filed with the Department of Environmental Protection to comply with the general permit provisions for storm water discharges; or [2005, c. 247, §4 (NEW); 2005, c. 247, §7 (AFF) .]

B. The Department of Environmental Protection has determined that a storm water discharge permit is not required. [2005, c. 247, §4 (NEW); 2005, c. 247, §7 (AFF) .]

[2005, c. 247, §4 (NEW); 2005, c. 247, §7 (AFF) .]

7. Local ordinances. This subchapter may not be construed to limit a municipality's home rule authority to enact ordinances with respect to automobile graveyards, automobile recycling businesses and junkyards that the municipality determines reasonable, including, but not limited to, ordinances concerning:

A. Compliance with state and federal solid waste and hazardous waste regulations; [2003, c. 312, §9 (NEW) .]

B. Fire and traffic safety; [2003, c. 312, §9 (NEW) .]

C. Levels of noise that can be heard outside the premises; [2003, c. 312, §9 (NEW) .]

D. Distance from existing residential or institutional uses; [2003, c. 312, §9 (NEW) .]

E. The effect on groundwater and surface water, as long as municipal ordinances on groundwater are no less stringent than or inconsistent with rules adopted by the Department of Environmental Protection; and [2003, c. 312, §9 (NEW) .]

F. Best management practices for automobile graveyards, junkyards and automobile recycling businesses developed by the Department of Environmental Protection. [2003, c. 312, §9 (NEW) .]

Municipal officers or county commissioners shall consider compliance with these local ordinances in deciding whether to grant or deny a permit for any automobile graveyard, automobile recycling business or junkyard and in attaching conditions of approval to a permit.

[2003, c. 312, §9 (NEW) .]

8. Applicability. Municipalities may apply local ordinances adopted previously under subsection 7 pertaining to automobile graveyards and junkyards to an automobile recycling business without amending those ordinances to include automobile recycling businesses. A municipality must provide notice of its intent to apply these ordinances at the time an application for an automobile recycling business permit is filed.

[2003, c. 312, §9 (NEW) .]

9. Right of entry. Municipal officers or their designees may, to carry out the provisions of this subchapter or to determine compliance with any laws, ordinances, license or permit approvals, decisions or conditions:

A. Enter any automobile graveyard, junkyard or automobile recycling business property and inspect all outside areas, equipment and activities at reasonable hours for compliance with the laws or ordinances set forth in accordance with this subchapter; and [2003, c. 312, §9 (NEW) .]

B. Enter any building on the property with the consent of the owner, occupant or agent to inspect the building and activities within the building for compliance with the laws or ordinances set forth in accordance with this subchapter. [2003, c. 312, §9 (NEW) .]

A municipal officer's or designee's entry onto property under this subsection is not a trespass.

[2003, c. 312, §9 (NEW) .]

10. Standard for permit. The municipal officers or county commissioners may issue a permit to an automobile graveyard or junkyard if that automobile graveyard or junkyard meets the operating standards set forth in subsection 5.

[2005, c. 424, §5 (NEW) .]

For purposes of revocation or suspension of a permit pursuant to section 3758-A, subsection 5, each of the standards set forth in this section is a condition of a permit. [2005, c. 424, §6 (NEW) .]

SECTION HISTORY

2003, c. 312, §9 (NEW). 2005, c. 247, §§1-4 (AMD). 2005, c. 247, §7 (AFF). 2005, c. 424, §§3-6 (AMD). 2005, c. 683, §A51 (AMD).

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City of Auburn, Maine

"Maine's City of Opportunity"

Office of Planning & Permitting

To: Mayor and City Council

From: Eric J. Cousens, Director of Planning and Permitting

Re: 2013 Junkyard License Ordinance and Licensing Questions

Date: September 11, 2013

General overview of available regulatory tools

The City of Auburn regulates Junkyards and Automobile Graveyards through zoning and licensing. The zoning ordinance limits new facilities to the Industrial zoning district and is an optional tool for the City. Licensing is based on State Law and is mandated by the State. Zoning and site plan review is very effective in controlling the location of new facilities, but not as useful in setting operational standards. Licensing can be very effective in setting operational standards and inspecting for compliance at least annually. Local licensing authority is based on the following:

(From Maine Municipal Association Code Enforcement Manual) Title 30-A M.R.S.A. §§ 3753-3755-A impose an obligation on municipalities to license "junkyards" and "automobile graveyards" each year and "automobile recycling businesses" every five years. Section 3758 provides that the State Police and local and county law enforcement officers "shall enforce" this law; the "municipal officers or their designee" "may" also enforce it. In addition, 29-A M.R.S.A. § 106 provides that the State Police and county sheriff's office shall "expeditiously enforce" automobile graveyard laws. The reality, however, is that municipalities assume primary responsibility for enforcing this law because with a large geographic territory to cover and limited staff, neither the State Police nor the county sheriffs give enforcement of the automobile graveyard and junkyard law a very high priority. Although the law does not expressly name the CEO as being responsible for enforcement, generally the municipal officers will delegate their enforcement responsibilities to him or her. This must be done in writing. (See Appendix 7 for sample delegation language.) Otherwise the CEO's authority to take enforcement action could be successfully challenged.

Although the above-cited Maine law and regulation details a number of review standards, municipalities are expressly authorized to enact more stringent regulation by ordinance. The term "automobile graveyard" is defined to mean a "yard, field or other area used to store 3 or more unserviceable, discarded, worn-out or junked motor vehicles . . . or parts of such vehicles". The Maine Supreme Court has held that, for the purposes of the definition of "automobile graveyard," the word "unserviceable" means "not ready for use or not presently useable." *Town of Pownal v. Emerson*, 639 A.2d 619 (ME 1994).

If there are operational concerns we may be able to adopt additional standards to address them, however, locational concerns are already strictly regulated and are very effective in controlling the location of new facilities.

Mayor Labonte questions from workshop:

1. Aesthetics-Some facilities operate at a higher standard than others. What are the buffering requirements?

Per State Law, A permit may not be granted for an automobile graveyard or junkyard within 1,000 feet of the right-of-way of any highway incorporated in both the Interstate System and Primary System or within 600 feet of the right-of-way of any other highway, except for:

A. Those automobile graveyards or junkyards that are kept entirely screened from ordinary view from the highway at all times by natural objects, plantings or fences. Screening required by this paragraph must be:

- (1) At a height, density and depth sufficient to accomplish complete screening from ordinary view;
- (2) Well constructed and properly maintained at a minimum height of 6 feet;
- (3) Placed outside of the highway right-of-way; and
- (4) Acceptable to the municipal officers or county commissioners; and [2003, c. 312, §9 (NEW).]

The above section gives substantial deference to the municipal officers to require additional screening of junkyards by ordinance if there is a logical public reason to do so. Applying that to existing facilities and how long it will take to require additional improvements would need to be reviewed by municipal counsel.

Councilor Crowley questions from workshop:

1. Does a local Code Enforcement Officer(CEO) review only local ordinance requirements or do they also inspect for State requirements?

Local CEOs in Auburn are expected to be familiar with and look for compliance with both local and state requirements. That said, actual enforcement authority for the storage and disposal of oil and other liquid or hazardous wastes such as antifreeze, batteries, mercury switches, tires, etc. are regulated by Maine DEP as the State representative of the EPA. Violations of those standards are referred directly to Maine DEP for enforcement. Solid Waste disposal and storage rules are also violated at some junkyards and those violations are referred to Maine DEP. City and DEP Staff also schedule joint inspections as needed to address overlapping issues.

2. Can we increase fees to cover costs of inspections?

Yes, as long as those fees are logically connected to actual inspection and licensing costs incurred by the City. The current fees do not cover our costs for administering the licensing and inspection programs. An estimate of time for the program would total about four-six staff hours per license per year if there are no complaints throughout the year. That would include accepting and processing the application, a CEO inspection, a Fire Prevention Officer (FPO) inspection, paper reviews by other departments (with a possible APD inspection), writing a written report to the Council and preparing information sheets, and attending a workshop and public hearing for the licenses as a group. Total costs including wages and benefits are in the \$150-\$300 range depending on the license. If there are problems at a particular site then the inspection costs throughout the year could be substantially higher, however, trying to apply those costs to a license for all facilities would be unfair. There is also a repealed State Law that charged a higher fee based on proximity to highways and regulation regarding proximity to public facilities like schools, beaches, etc.

3. Are there regulations for proximity to water or groundwater pollution?

Yes. Based on experiences in Auburn, there is also more time spent inspecting facilities that are

close to natural resources. Some of that is directly related to the resources and some is operations. If the Council wanted to focus inspection efforts based on public risk to health and safety related to public resources, you could consider a fee and inspection schedule that accounts for proximity to public resources and the heightened concern for public impacts associated with them. The increased inspections would require additional inspection time and increase costs.

Public notices are also required and can be accounted for as a separate fee. We have a reimbursement fee of \$100 for public notices for Planning Board projects. If a project is posted individually it can easily cost approximately \$100 for the abutters notice and newspaper advertising. If we have multiple projects for an individual meeting (which is often outside of City control) then combined ads cost less on average than individual ads.

4. Questions from last year went unanswered and it would be nice to “close the loop.”

It was my understanding that we answered last years' questions and left the discussion open to amending standards and fees if the Council wished. I intended to identify the meetings and verify the questions by watching the videos, however, this report is due and I have not had that opportunity. Staff would greatly appreciate that if there are remaining questions that we be made aware of which ones still exist and the few hours of time for researching last years' videos could be used to accomplish other Council objectives.

Councilor Gerry questions from workshop:

1. Is there a setback from water?

Yes, 100 feet for the storage of vehicles with any fluids.

2. Could meeting the setback have prevented the accident and fire at the junkyard on Washington Street last year?

I don't believe so. The storage of fuels and oil at that property was in the flood plain as well as within 100' of the Little Androscoggin River. The storage area has been relocated to the main structure and a secondary containment area has been added around all tanks. The storage area is regulated by Maine DEP and is still within a 100 year floodplain. We are also working with the owner to make sure all fluids are drained before vehicles are stored in the flood prone area. The accident last year was unfortunate but preventable. Smoking is now prohibited in the area surrounding the fuel storage tanks.

Councilor Hayes questions from workshop:

1. Can we require that fuel and oil be stored outside of the floodplain?

For new facilities yes. I have a call in to Maine DEP to see if it is required for existing facilities. At a minimum they may be able to require that storage be elevated or protected by a containment wall similar to what exists not, but high enough to be above flood elevations.

Please let me know if there are any additional questions.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: September 16th, 2013

Item E

Author: Joshua MacDonald, Ice Arena General Manager

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☒ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Council Update on progress of Ice Arena

Information:

The purpose of this session is to provide the Council with an update as to progress and milestones of the construction and planning process for the Dual Surface Ice Arena being built on Turner Street, Auburn. Staff has been hard at work coordinating final design changes with the Contractor and Developer for maximizing operational procedures and functionality for its use of the facility.

Staff has worked to develop a draft departmental Mission statement and Vision/Purpose statement for which will be the backbone for the development of future Operational Procedures, (standard operational procedures, safety and emergency operational procedures)

Construction is well underway; timelines and procedures are in place for the opening of the new facility. Staff in conjunction with the General Contractor are developing the transitional process and scheduling for the decommissioning of Ingersoll Arena as an ice arena as to not affect the overall operation of ice rentals within the community. Our resident partners/tenants have been very cooperative and understanding of the timelines and adjustments necessary for the transition and opening.

Staff has worked closely with its partners on ice availability, schedules, rental agreements and programming commitments for the transitional year as it moves forward for FY14 budget understanding. The transitional year budget has been refined to coordinate the operation of Ingersoll Arena as an ice facility from July 1, 2013 until decommissioned after opening the new facility. Understanding the commitments, utilities, and staffing needs for appropriately assessing the needs of both facilities has been a challenge as the opening date for the facility has been a moving target. The transitional year budget (draft) has been developed for FY14, based upon calculations from earlier assumptions (Utility requirements), staffing needs, rental agreements, scheduled ice times and advertisement revenues.

As we move forward with scheduling Arena events and ice rentals, staff is coordinating with partners on special events, ceremonies and recognition events for "A Season to Remember". Many local area high schools, youth programs, and businesses are being contacted to coordinate games, events and ceremonial activities around the opening of the new facility. We are actively seeking local, state and regional events to promote the opening of this new facility.

**Agenda items are not limited to these categories.*

City Council
Workshop Information Sheet

City of Auburn

Financial: Proposed (updated) Transitional Year Budget

Action Requested at this Meeting: none

Previous Meetings and History:

Attachments:

Departmental Mission-Vision Statement

Construction Timeline/Transitional Plan (September-December)

Transitional Year Budget Plan (Ingersoll and Dual Surface Arena)

Events Planning Memo

**Agenda items are not limited to these categories.*

Mission:

The “Auburn Ice Arena” is designed to serve the region through opportunities for skating activities. The Arena shall provide exceptional, year round, affordable ice skating opportunities in a safe, healthy, community based skating environment. We shall provide for a comfortable, well designed, skating and events center that serves as a community gathering place: focused primarily on ice related recreational activities and its viewership.

Vision/Purpose:

“Serving Our Community Thru Skating “

In the spirit of community; through teamwork, safety, and sportsmanship, We shall seek a high quality level of programming and facilities to teach and support the sports of ice hockey, figure skating and other ice related activities for people of all ages.

The Arena shall provide safe, stable and reliable recreational skating opportunities to area residents, with regularly scheduled recreational skating, shinny hockey and “stick & puck” time that is open to all.

In addition to its commitment to the community, the arena shall support multiple local user groups including the Twin City Titans Youth Hockey Association, Maine Gladiators Youth Hockey, Edward Little High School Hockey, St. Dominics Academy Hockey, Poland-Gray/New Gloucester High School Hockey, Leavitt Area High School Hockey, Southern Maine Middle School Hockey League, City of Auburn Parks and Recreation programs, and multiple other local, regional and national user groups. Auburn Ice Arena shall operate as a year round facility. Ice time and programming shall be scheduled to maximize the directive of the mission statement and provide a balance among the many regional skating interests. The Arena shall strive to be the premier ice surfaces in the state and New England.

**City Council
Workshop Information Sheet**

City of Auburn

**Agenda items are not limited to these categories.*

CONSTRUCTION OVERVIEW (90 days)

SEPTEMBER Week 1

Start Warm Floor placement on Rink 2 (Sept 4th)

Drywall finishing in Rink 2

SEPTEMBER Week 2

Pour Concrete Slab for Rink 1 (wet set anchors for boards) Sept 12th

SEPTEMBER Week 3

Electrical/Telcomm and Data in of Locker Rooms and Mezzanine

Final Paint and Touch up of walls and block in Rink 1

Start Cold Floor placement on Rink 2

SEPTEMBER Week 4

Front Entry buildout

Exterior Doors and Windows are Installed

OCTOBER Week 1

Install Boards and Glass in Rink 1

Install Bleachers Rink 1 and Rink 2

Finalized building envelope and doors

Fine Grade Rink 2

Install Security System

OCTOBER Week 2

Pressure Test Chillers Rink 1

Turn on Chillers Rink 1

Stairwells For Mezzanine level erected and concrete poured

Finalize Mezzanine buildout and office spaces

OCTOBER Week 3

Paint and build Ice Rink 1 (Test Ice)

Finalize Transitional Plan for Boards and Glass movement from Ingersoll to New Arena

OCTOBER Week 4

Test Run for Rink 1 (build and maintain ice)

NOVEMBER

Obtain Temporary Occupancy (meeting Life Safety and Fire Marshall requirements)

Pressure Test for Rink 2

Shut down Ingersoll Arena ice plant

Transition boards and glass from Ingersoll to new Arena

MID NOVEMBER:

Develop punch list for completion

Build Ice Rink 2

LATE NOVEMBER:

Finalize punch list

EARLY DECEMBER:

Final Occupancy Permit Issued, Punch list adjusted

Beginning of Ceremonial High School Games, Banner Ceremonies, special events.



City of Auburn Ingersoll

Fiscal Year 2014
Proposed 3.18.2013

Projected Revenues and Expenses for FY14 INGERSOLL ARENA AND DUAL SURFACE

Actual expenses may vary according to changing circumstances

	Ingersoll Budgeted <i>FY14</i>	Dual Surface Budgeted <i>FY14</i>	Dept. Request
Total Revenues	\$ 58,550.00	\$ 1,124,700.00	\$ 1,183,250
Total Expenses	\$ 250,510.90	\$ 921,070.00	\$ 1,171,581
Profit (Loss)	\$ (191,960.90)	\$ 203,630.00	\$ 11,669
		\$ 11,669.10	

	<i>Maturity</i>	<i>Issued Amount</i>	<i>Interest</i>	Dept. Request
Debt Service				
Sold 10/30/08	09/01/18	\$ 700,000	\$ 19,163	\$ 89,163
Sold 10/29/09		\$ 45,000	\$ 1,097	\$ 5,597
		\$ 745,000	\$ 20,260	\$ 94,760

	Budgeted <i>FY14</i>	Dual Surface Budgeted <i>FY14</i>	Dept. Projection
Ingersoll Arena Revenue Summary			
<u>Revenues</u>			
Concession	\$ 5,000	\$ 70,000.00	\$ 75,000
Sign Advertisements	\$ -	\$ 225,000.00	\$ 225,000
Ice Rental Income	\$ 45,000	\$ 787,500.00	\$ 832,500
Public Skate	\$ 2,000	\$ 10,500.00	\$ 12,500
Skating Instruction	\$ 2,500	\$ 7,500.00	\$ 10,000
Shinny Hockey	\$ 1,500	\$ 12,500.00	\$ 14,000
Pro Shop	\$ 2,300	\$ 7,200.00	\$ 9,500
Programs		\$ 4,500.00	\$ 4,500
Investment Income	\$ 250	\$ -	\$ 250
	\$ 58,550.00	\$ 1,124,700.00	\$ 1,183,250
		\$ 1,183,250.00	

Line Item Narrative

Projected Revenues and Expenses: The Ingersoll and the Dual Surface Ice Arena operate as an Enterprise Account so therefore is self-supporting and funded by its own revenue generation. Calculations and conservative Projections based upon current rental agreements, requested ice time, internal and external programming and activities. Expansion of seasonal use and other programming is not included at this time. Expenses are on a very conservative projection with staffing needed to run the facility at peak capacity



City of Auburn Ingersoll

Fiscal Year 2014
Proposed 3.18.2013

Line Items

Ingersoll Arena	Projected Ingersoll FY14	Projected Auburn Ice Arena FY14	1,171,581 Dept. Request
Ingersoll Arena Expense Summary			
<u>Expenses</u>			
Regular Salaries		\$ 195,672.00	\$ 195,672
Part-time Salaries	\$ 3,500.00	\$ 92,959.00	\$ 96,459
Temporary Assistance		\$ -	\$ -
Overtime Salaries		\$ 7,176.00	\$ 7,176
Uniform Allowance		\$ 2,500.00	\$ 2,500
Health Insurance		\$ 77,996.00	\$ 77,996
FICA/Medicare		\$ 15,518.00	\$ 15,518
ICMA Retirement		\$ 13,185.00	\$ 13,185
Cafeteria Plan		\$ 4,525.00	\$ 4,525
Advertising		\$ 10,000.00	\$ 10,000
Professional Services		\$ 2,500.00	\$ 2,500
Repairs - Buildings		\$ 2,500.00	\$ 2,500
Repairs - Vehicles		\$ 1,000.00	\$ 1,000
Repairs - Equipment		\$ 5,000.00	\$ 5,000
Repairs - Maintenance Contracts		\$ 2,824.00	\$ 2,824
Training & Tuition		\$ 2,500.00	\$ 2,500
Travel - Mileage Reimbursement		\$ 1,500.00	\$ 1,500
Travel - Seminar Costs		\$ -	\$ -
Subscriptions & Dues	\$ 75.00	\$ 2,850.00	\$ 2,925
Insurance Premiums	\$ 1,800.00	\$ 7,500.00	\$ 9,300
Office Supplies	\$ -	\$ 1,500.00	\$ 1,500
Other Supplies - Operating	\$ 1,000.00	\$ 6,250.00	\$ 7,250
Other Supplies - Safety	\$ -	\$ 250.00	\$ 250
Other Supplies - Concessions	\$ 2,250.00	\$ 22,750.00	\$ 25,000
Other Supplies - Pro Shop	\$ -	\$ -	\$ -
Other Supplies - Programs	\$ -	\$ 500.00	\$ 500
Communications - Telephone	\$ 500.00	\$ 2,500.00	\$ 3,000
Utilities - Water & Sewer	\$ 2,297.00	\$ 12,000.00	\$ 14,297
Utilities - Electricity	\$ 34,000.00	\$ 156,000.00	\$ 190,000
Utilities - Natural Gas	\$ 7,500.00	\$ 46,115.00	\$ 53,615
Propane & Bottled Gas	\$ 3,500.00	\$ 9,000.00	\$ 12,500
Security Monitoring	\$ -	\$ 1,500.00	\$ 1,500
Depreciation Expense	\$ 99,328.90	\$ 200,000.00	\$ 299,329
Debt Service Principle and Interest	\$ 94,760.00	\$ -	\$ 94,760
Rent Payment	\$ -	\$ -	\$ -
Capital - General	\$ -	\$ -	\$ -
Capital Bldg Improv.	\$ -	\$ -	\$ -
Capital - Small Tools	\$ -	\$ -	\$ -
Machinery and Equipment	\$ -	\$ 15,000.00	\$ 15,000



Transfer Out

City of Auburn Ingersoll

Fiscal Year 2014
Proposed 3.18.2013

\$	-	\$	-	\$	-
				\$	-
<u>\$</u>	<u>250,510.90</u>	\$	921,070.00	\$	1,171,581
		\$	1,171,580.90		

City of Auburn, Maine

"Maine's City of Opportunity"

Auburn Ice Arena

TO: Honorable Mayor and City Council, City of Auburn

FROM: Josh MacDonald, Arena Manager

DATE: 9/6/2013

SUBJECT: Ice Arena Events Planning Committee

With the opening of the new Ice Arena approaching, I have been working with our local partners and tenants for the coordination of events, activities and ceremonies surrounding the soft opening and Grand Opening of the facility. The idea of building events surrounding "A Season to Remember" has been proposed for the opportunity to celebrate not only the opening of the new facility, but to honor and represent the historical past of Ingersoll Arena and its meaning and significance to youth hockey within the community and region.

Many of our partner tenants have a long and celebrated history for their programs, and this opening provides an opportunity for our facility and our community to celebrate their accomplishments, their history and their future of ice hockey in the community. The opening of the new facility will provide opportunity for community events not just surrounding hockey or skating and I feel that a proper celebration and schedule of events is necessary.

With the timing unknown for the final rental at Ingersoll, to the first rental at the new facility, I recommend the development of a committee of community based individuals to assist in the creation and promotion of events surrounding the soft opening and a grand opening "ribbon cutting" ceremony to celebrate the closing of Ingersoll Arena as an ice hockey facility and the opening of the new Arena.

I look forward to the discussion and direction provided during our workshop on September 16th, 2013.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order 76-09162013*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☒ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Setting the time for opening the polls for the November 5, 2013 State Referendum/Municipal Election

Information: State law requires the Municipal Officers to set the time to open the polls for each election. It is recommended that the polls open at 7:00 A.M. in Auburn for the November 5, 2013 Election. All 5 polls will be open for voting.

Financial: N/A

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: N/A

Attachments: Order 76-09162013

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Jonathan LaBonte, Mayor

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

IN CITY COUNCIL

ORDER 76-09162013

ORDERED, that the City Council hereby sets the time for opening the polls at 7:00 A.M. for the November 5, 2013 State Referendum/Municipal Election.

IN COUNCIL REGULAR MEETING SEPTEMBER 3, 2013 VOL. 33 PAGE 171

Mayor LaBonte 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.

A motion was made by Councilor LaFontaine and seconded by Councilor Gerry to add to the agenda a request from the Holy Trinity Greek Orthodox Church to place temporary signs for the Greek festival as item #6 under New Business, and to add as #7 under New Business authorization to auction off City surplus property. Passage 6-1 (Councilor Crowley opposed).

I. Consent Items* - None

II. Minutes

- August 19, 2013 Regular Council Meeting

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry to approve the minutes of the August 19, 2013 Council Meeting. Passage 7-0.

III. Reports

Mayor's Report – the Mayor reported

Committee Reports

- **Transportation**
 - **Androscoggin Transportation Resource Center** – Mayor LaBonte reported
 - **Lewiston Auburn Transit** – no report
 - **Airport, Railroad** – no report
 - **Bike-Ped Committee** – no report
- **Housing**
 - **Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority** – Councilor Gerry reported on the Neighborhood Stabilization Program
- **Economic Development**
 - **L-A Economic Growth Council, Auburn Business Development Corporation** – Mayor LaBonté reported
- **Education**
 - **Auburn School Committee** – Councilor Young reported
 - **Auburn Public Library** – Councilor LaFontaine reported
 - **Great Falls TV** – no report
- **Environmental Services**
 - **Auburn Water District, Auburn Sewerage District** – Councilor Crowley reported
 - **Mid-Maine Waste Action Corp.** – no report
- **Recreation**
 - **Recreation Advisory Board** – Mayor LaBonté reported
- **Public Safety**
 - **LA 911** – Councilor Walker reported

City Councilors' Reports – Councilor Hayes reported and Councilor Crowley submitted a written report

Finance Director, Jill Eastman – July Finance Report

Motion was made by Councilor Young and seconded by Councilor LaFontaine to accept and place on file the July finance report. Passage 7-0.

IV. Communications, Presentations and Recognitions - None

V. Open Session

Andy Titus, 17 Lamplighter Circle
Dan Herrick, 470 Hatch Road
Joe Gray, Sopers Mill Road

VI. Unfinished Business

1. Order 69-08192013

Authorizing the issuance and sale of the City's general obligation bonds in the amount of \$5,900,000 (second reading).

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry.

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking Engineering's Major Drainage for \$60,000. Motion failed 3-4 (Councilors Gerry, Hayes, LaFontaine, and Shea opposed).

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking ICT's Network Security for \$40,000. Passage 4-3, (Councilors Hayes, LaFontaine, and Young opposed).

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking the Parks and Recreation's Holder Tractor for \$165,000. Motion failed 3-4 (Councilors Gerry, Hayes, LaFontaine, and Shea opposed).

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking Planning & Code's Municipal Street Light Purchase for \$750,000. Motion failed 2-4-1 (Councilors Gerry, Hayes, LaFontaine, and Young opposed and Councilor Shea abstained).

IN COUNCIL REGULAR MEETING SEPTEMBER 3, 2013 VOL. 33 PAGE 173

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking Planning & Code's Traffic Signal Pole Replacement for \$10,736. Passage 4-3 (Councilors Shea, LaFontaine, and Hayes opposed).

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking Public Works Heavy Equipment-Dump Trucks for \$320,000. Motion failed 3-4 (Councilors Gerry, Hayes, LaFontaine, and Young opposed).

Motion was made by Councilor Walker and seconded by Councilor Crowley to amend by striking Public Works Vehicles for \$38,000. Passage 4-3, (Councilors Gerry, LaFontaine, and Young opposed).

Passage of the order as amended, 7-0.

2. Ordinance 10-08192013

Approving the proposed ordinance on the regulation of Synthetic drugs (second reading).

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes.

Public comment – no one from the public spoke.

Passage 5-2 (Councilors Shea and Crowley opposed).

VII. New Business

3. Order 70-09032013

Authorizing the Community Development Director to submit a request for an exemption to the Department of Housing and Urban Development regulations of the Community Development Block grant program on behalf of Councilor Leroy Walker.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry.

Public comment – no one from the public spoke.

Passage 6-0-1 (Councilor Walker abstained).

4. Order 71-09032013

Adopting the Analysis of the Impediments to Fair Housing Choice as recommended by the Community Development Staff.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry.

IN COUNCIL REGULAR MEETING SEPTEMBER 3, 2013 VOL. 33 PAGE 174

Public comment – no one from the public spoke.

Passage 6-1 (Councilor Crowley opposed).

5. Order 72-09032013

Casting votes for members of the Androscoggin County Budget Committee.
Council may enter into Executive Session, pursuant to 1 M.R.S.A. Section 405(6)(A).

Motion was made by Councilor Crowley and seconded by Councilor Walker to vote as follows;

District 5, Tizz Crowley and Andrew Titus;

District 6, Stanwood Gray and Robert Hayes.

Passage 7-0.

6. Order 74-09032013

Approving the request from the Holy Trinity Greek Orthodox Church to place temporary signs advertising the Greek Festival.

Motion was made by Councilor LaFontaine and seconded by Councilor Walker approving the temporary sign placement for 2013, 2014, 2015, 2016, and 2017.

Passage 7-0.

7. Order 75-09032013

Authorizing the Finance Director to move forward with the auction of City surplus property.

Motion was made by Councilor Lafontaine and seconded by Councilor Hayes.

Public comment – Andy Titus, 17 Lamplighter Circle, and Joe Gray, Sopers Mill Road.

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

Discussion on a Poverty Abatement, pursuant to 36 M.R.S.A. Sec. 841 (2) with possible action to follow.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes to enter into Executive Session. Passage 7-0, 8:48 P.M.

The Mayor declared Council out of Executive Session at 8:58 P.M.

IN COUNCIL REGULAR MEETING SEPTEMBER 3, 2013 VOL. 33 PAGE 175

Motion was made by Councilor Shea and seconded by Councilor Crowley to deny the Poverty Abatement. Passage 6-0-1 (Councilor LaFontaine abstained).

X. Adjournment

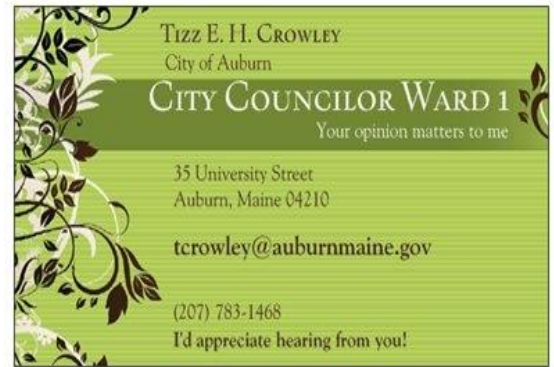
Motion was made by Councilor Walker and seconded by Councilor LaFontaine to adjourn. Passage 7-0, 8:59 P.M.

A True Copy.

ATTEST *Susan Clements Dallaire*
Susan Clements-Dallaire, City Clerk

Auburn Ward 1 Report for Meeting Monday 2013.09.16

Prepared: Wednesday 2013.09.11
TO: Residents of Auburn and the Auburn City Council
FROM: Tizz E. H. Crowley- Auburn City Council Ward 1



“Thank you”- Talk about fun, thank you to the members of **Holy Trinity Greek Orthodox Church** for the wonderful Greek Festival the entire community enjoyed. I loved the food, the music, and the company. Lucky me, I got to attend two of the three evenings with family and friends. Have you considered opening a Greek Pastry Shoppe? Auburn would welcome the addition. Once a year “Everyone is Greek” so **Ευχαριστώ!**

Thank you to the **City of Auburn** for opening **Lake Grove Park** last Sunday for Grandparents Day and the Lake Auburn Half-Marathon. It was a gorgeous day at the park- a perfect place to enjoy the sunny weather and the nice picnic facilities. I only wish the park would remain open every weekend so the community could enjoy Lake Grove Park during great fall weekends.

Congratulations to the **United New Auburn Association (UNAA)** for a successful Pig Roast and Community Day. The food was delicious, the many, many prizes appreciated, and the farm animal petting zoo funny to watch. Thank you to the many volunteers, especially **the Boys & Girls Club**, for a nice afternoon.

Be proud of the new addition- The September 9, 2013, ribbon cutting at the Lewiston-Auburn Water Pollution Control Authority (LAWPCA) represented cutting-edge, cost-saving achievement in technology. **LAWPCA celebrated the start of operations for its anaerobic digestion facilities.** The project’s anaerobic digesters with methane gas powered electricity generation are the first to be used for a publicly owned wastewater treatment facility in the State of Maine and represent a new wave of technology both nationally and internationally In Auburn-Lewiston about 12 million gallons of sewage need to be treated daily. Around the country, about 500 sewage treatment facilities have adopted what's known as anaerobic digesters to help with the process. That's where micro-organisms are used to break down biodegradable waste. I attend the ground breaking ceremony in November 2011, the morning after election to office. I’m very proud to be at the opening. Waste to watts benefits Auburn.



Thank you to the **Auburn Fire Department** for Auburn’s 911 Remembrance Ceremony. The AFD hosted a community remembrance ceremony on the 12th anniversary of the attacks on America. Thank you to all City staff who were a part of the program and took time to remember. In Auburn, WE WILL NEVER FORGET!

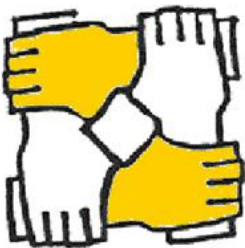


September 8th - 14th was National DSP Week. Senator Susan Collins was a co-sponsor of S.RES. 208 that declared the week “**National Direct Support Professionals Week**”. Congratulations to the dedicated employees of **John F. Murphy Homes** and other direct support providers. Your daily work makes such a difference. Thank you.

Dates to watch-

Tuesday, September 17th - Bureau of Insurance to hold **Informational Sessions** regarding the Federal Health Care Reform Law (ACA): The Maine Bureau of Insurance session will 5:00 p.m. at the Commons within Saint Dominic's 7-12 school campus, located at 121 Gracelawn Road in Auburn.

Tuesday, September 17th - the first **Community Conversation** will be held at Edward Little High School starting at 6:00pm. These meetings are meant to engage the diverse viewpoints of our citizens where the focus will be: to create an agenda of shared priorities for the Auburn community and to help Auburn become stronger and more cohesive with engaged and well-informed participation in trusted decision-making. Because the City of Auburn is continually striving to better our services, we encourage you to attend one or more of our Community Conversations. There will be a "social hour" from 6:00pm to 6:30pm and the meeting will follow.

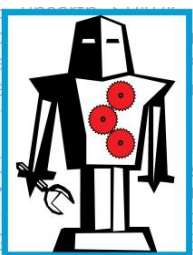


Friday, September 20th please join us for a delicious and dynamic evening! Come to an **International Potluck & Film Screening** in Celebration of **National Welcoming Week** from 5:00-7:00pm at the Lewiston Public Library. We will start the evening with an international potluck including highlights from the area's many ethnic groups. If possible, please bring a dish that represents your own ethnic or regional background!

After eating, we will watch a short documentary. This event coincides with events held in 20+ other states that highlight the contributions of immigrants and refugees to American communities. Learn more at <http://www.welcomingweek.org>

Saturday, September 21 is the Greater Androscoggin Humane Society "**Strut your Mutt**" **Pet Festival** from 8 AM to noon. This annual event has lots of fun and activities, especially for dog owners. The program will be in Auburn. The community is invited to attend. For more information call 783-2311. Registration fee applies for the races.

Tuesday, September 24 there will be a **Community Conversation** session at **Park Avenue Elementary School**. Residents, especially those in the Park Avenue and Lake Street areas, are encouraged to attend. This series of seven meetings are held at seven different locations around the City—at least one in each ward. These public meetings are led by a different, dynamic individual from the community, and attendees include citizens, City Staff, and appropriate Councilors. At every meeting, the group is asked: ***What do we need to do to improve your Auburn?***



Saturday, September 28th will be a fun day at Museum LA. Back for its second year, the **Lewiston-Auburn Mini Maker Faire** is a family-friendly showcase of invention, innovation and creativity. Makers range from tech enthusiasts to crafters, educators, tinkerers, hobbyists, engineers, artists, students, and commercial exhibitors. This community-based learning event, which was attended by more than 800 in its first year in Maine, looks to everyone to become a Maker. It's a smaller version of the World's Largest DIY (Do-It-Yourself) festival and

celebration of the Maker movement - showcases all kinds of incredible projects and inventions.

Saturday, September 28th - The **Great Falls Yoga Festival** is coming at the Ironhorse Court and at the Dempsey Center – both located on lower Bates Street in Lewiston, Maine. The Great Falls Yoga Festival is a community event celebrating and highlighting the talents of local, state and regional yoga teachers, healers, and artists.

Everyone is invited to participate; whether you are a beginner and curious about the benefits of yoga and meditation or have been practicing for years and living a more peaceful life as a result, this festival is for you! FMI-www.greatfallsyogafestival.org All proceeds **benefit** the YWCA of Central Maine and **the Auburn Public Library**.

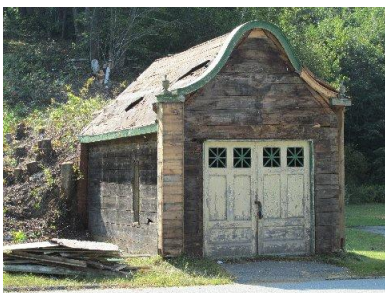
October 1st - is the **Kick-Off Day** for a month of community programs and activities promoting **Breast Cancer Awareness** and education. The Twin Cities of Auburn and Lewiston are united in this endeavor. Watch for the community calendar, but plan to attend the kick-off on **Tuesday, October 1st at 3:30pm** when Mayor LaBonte and Mayor Macdonald issue a joint proclamation.



Tuesday, October 1st – a **Community Conversion** will be held at the **Danville Grange** from 6-8pm. All Auburn residents are welcome to join our friends in Danville... one of my favorite places!

Visiting Hours- Regular visiting hours continue this month. I hope to see members of the community on **Thursday, September 26th** from 5-7 PM or on **Tuesday, October 8th** from 2-4 PM. Both sessions are at the Auburn Public Library. Thank you to the various people who came this week and asked questions and expressed concerns about services in Auburn. I have forwarded these requests to the city manager and appropriate staff.

Information provided to residents this period: As a Councilor I get calls and questions from Auburn residents. Helping to find the answers is one of my favorite parts of serving on the Council. Since our last meeting we've looked at several things including:



... The **Crypt at Oak Hill Cemetery**. Only last Friday, September 6th did I find out the City planned to demolish the building in three business days. Since the project was first discussed over a year ago, several community members have expressed a strong desire to save the front of the building. It is unique and may have historical significance. The wide boards on the sides may have value for re-use. It looks like there isn't sufficient time to develop a counter plan. No one expects the City to spend money to save the front, but a sufficient notice period might have found other option. Take a last look when you enjoy Saturday's cemetery tour.

... **Winter Fest Plans**. The City Manager has confirmed staff is working on Winter Fest, but no meeting dates have been posted. I encourage any Auburn resident or organization who would like to participate in the planning and implementation of this winter event contact me or the City Manager. Winter is just a few months away. Auburn has lots to offer at free or low costs- let's highlight this to the community.

... **Parking complaints.** City staff is working on a response. I have heard from residents who do not like to see municipal vehicles parked in “No Parking” zones and disrupt traffic flow. Residents also continue to express dissatisfaction with the lack of parking in the Turner Street neighborhoods. Parking was eliminated on both sides of the street over a year ago. No neighborhood input was sought before the decision was implemented. There has been an expectation that Turner Street fog lines would be re-stripped to allow parking on one side of the road. Another resident complained about the high frequency of vehicles parked in fire lanes and not seeing enforcement to ticket or tow the car. This is a reminder to all- for the safety of everyone, do not park or “wait” in a fire lane.

... **Proposed ordinance limit feeding of wild animals.** It’s a pleasure to work with neighbors to find a solution for the risk when people feed wild animals such as squirrels and raccoons. These creatures do a lot of damage. People should not leave out food for wild creatures. I expect the City Council will likely see a proposed ordinance change similar to one that Bangor adopted to protect people and property from this nuisance.

Public Health Committee- Tim Cowan, MSPH, Director of MaineHealth presented data from Health Index Initiative Health of Androscoggin County. We’ve identified several areas to focus resources for the greatest impact on Auburn and Androscoggin County- Diabetes, immunizations, substance abuse, smoking, obesity, and cancer mortality.

Safety Reminder- [Mainers Urged to Take Steps to Avoid Rabies](#) *World Rabies Day is September 28*

September 28 is World Rabies Day, and this month events are planned across the state to remind Mainers about ways to protect themselves and their pets from rabies infection. This year, activities will include a school poster contest and educational tables at community events through early October. "In light of the recent rabid fox in Cumberland County, this is a great opportunity to ask questions about how to protect yourself and your pets from rabies," said Dr. Sheila Pinette, Director of the Maine Center for Disease Control.

Rabies is a preventable viral disease of mammals, but 50,000 people die from rabies worldwide each year. The virus is spread when infected animals bite or scratch a person or another animal. The virus can also be spread if saliva or tissue from the brain or spinal cord of a rabid animal touches broken skin or gets into the mouth, nose or eyes of a person or another animal.



All mammals are susceptible to rabies, but a few wildlife species are important reservoirs for the disease, including raccoons, skunks, bats, and foxes. "While wildlife are more likely to be rabid than are domestic animals in the United States, domestic animals can be infected when they are bitten by wild animals," said Dr. Stephen Sears, State Epidemiologist.

Pet owners can take important steps to protect their pets from rabies.

- Keep rabies vaccinations up to date for all dogs, cats, and ferrets;
- Keep your pet on your property and under direct supervision when outdoors;
- Call animal control to remove stray animals from your neighborhood since these animals may be unvaccinated or ill;
- If your pet is bitten or scratched by another animal, call your veterinarian to find out if it needs medical attention;
- Report all animal bites to the town in which the bite occurred.

Back to School Safety Tips

School is now in session. With all the children, adults, bicycles and motor vehicles traveling to and from school, the need for safety is paramount. I'd like to remind you of the following back to school safety tips:

Crossing Guards/Safety Patrols

The City of Auburn employs 8 adult crossing guards. By state statute the crossing guards have the authority to stop traffic at marked school crossings. Failure to obey a school crossing guard could result in a traffic citation being issued.

The adult crossing guards are there to help children safely cross the streets. Motorists should be courteous and patient at these locations and work with the guards and patrols to make for a safer environment.

Schools Pick-up/Drop-off Areas

There is a lot of congestion before and after school. Here is a list of violations that occur around the schools that could result in a parking ticket:

- No parking within 20 feet of an intersection or crosswalk
- No parking within 4 feet of a driveway
- No parking within 5 feet of a curbside mailbox
- No parking in bus loading zones
- No parking where the curb is painted yellow
- No parking if a sign designates no parking
- No parking, unless authorized, in school parking lots
- No driving into school parking lots to drop off or pick up children

Other Rules of the Road Reminders

Speeding in posted 15 miles per hour school zones when children are present may result in a traffic citation depending on a motorists speed through the school zone.

At an intersection controlled by a traffic light where there is a posted sign that indicates no right turn on red may result in a traffic citation if violated.

Failure to stop for a school bus could result in a traffic citation.

The above traffic laws are in effect for the safety of children. While traveling in school areas please slow down; be observant; and be courteous and patient. The Auburn Police Department will have officers patrolling the Auburn Schools again this school year. For questions, contact the Auburn Police Department at 333-6650.

In closing, I will look for you at the many **THINK PINK** programs in October. Enjoy the beautiful September fall.



BREAST CANCER AWARENESS MONTH

October 2013

**AUBURN- LEWISTON
UNITED IN PINK!**

The Twin Cities invite you to participate in Breast Cancer Awareness Month. A full community calendar of activities and events is planned. We hope your organization will join the growing list of participants.

Do you have a project, event, or program planned for October? Could we wrap it in a pink ribbon and add an important message?

For more information please contact Tizz Crowley at tcrowley@auburnmaine.gov or call Howard Kroll at 333-6600 ext 1221.

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Clinton Deschene, City Manager

FROM: Jill Eastman, Finance Director

REF: August 2013 Financial Report

DATE: September 9, 2013

The following is a discussion regarding the significant variances found in the City's August 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 second month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 16.66% 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.

Balance Sheet

The following are significant variances from July:

- A. Cash has decreased by \$6,822,164. This is due to the debt service payments that were due in August and September. Due to the late commitment of taxes this year the revenue collection is down from last year. As of today, tax payments have been coming in steadily since the bills went out.
- B. Taxes Receivable-Current and Deferred Revenue have both increased due to the tax commitment being posted in August. These two accounts are directly related to each other.

Revenues

Revenues, for the City, collected through August 31st were \$2,038,751, or 3.9%, of the budget, which is lower than last year at this time by 4.03%. The accounts listed below are noteworthy.

- A. Excise taxes of \$594,555-up \$18,108 over last year.
- B. State Revenue Sharing for the month of August is 20.76% or \$342,494. The city received \$111,311 this month compared to \$182,759 FY13, \$166,162 FY12, \$192,680 FY11, and \$264,796 FY10. Percentage of budget this year is 1.38% less than last year at the end of August.
- C. Property Taxes for August are \$252,606 as compared to \$2,074,728 last year. This is because of the commitment being 3 weeks later this year than last year.

Expenditures

City expenditures through August 31st were \$8,657,022, or 23.95%, of the budget as compared to last year at \$5,551,164, or 15.25%. Noteworthy variances are:

- A. Debt Service is at \$4,708,560 or 74.48%. Last year these payments weren't posted until September.
- B. County Tax is at \$0. Last year County tax was \$2,006,244 or 100%. Due to a timing difference, this year the check was cut in early September.

Investments

This section contains an investment schedule as of August 31st with a comparison to July 31st. Currently the City's funds are earning an average interest rate of .22%, which is the same as last July.

Respectfully submitted,



Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of August 2013, July 2013, and June 2013 (unaudited)

	UNAUDITED Aug 31 2013	UNAUDITED July 31 2013	Increase (Decrease)	UNAUDITED JUNE 30 2013
ASSETS				
CASH	\$ 1,270,170	\$ 8,092,334	\$ (6,822,164)	\$ 11,225,627
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	773,253	839,829	(66,575)	1,115,890
TAXES RECEIVABLE-CURRENT	40,724,287	73,146	40,651,141	89,723
DELINQUENT TAXES	670,317	542,467	127,850	543,772
TAX LIENS	1,116,799	1,237,332	(120,533)	1,391,484
NET DUE TO/FROM OTHER FUNDS	4,633,101	3,493,808	1,139,293	1,817,784
TOTAL ASSETS	\$ 49,187,926	\$ 14,278,914	\$ 34,909,012	\$ 16,184,280
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (145,633)	\$ (117,963)	\$ (27,670)	\$ (529,178)
PAYROLL LIABILITIES	275,249	(100,738)	375,987	(93,082)
ACCRUED PAYROLL	(413,929)	(809,465)	395,536	(1,047,863)
STATE FEES PAYABLE	(29,838)	(44,895)	15,057	(31)
ESCROWED AMOUNTS	(41,865)	(41,865)	-	(41,865)
DEFERRED REVENUE	(42,152,027)	(1,686,318)	(40,465,709)	(1,858,354)
TOTAL LIABILITIES	\$ (42,508,043)	\$ (2,801,244)	\$ (39,706,798)	\$ (3,570,373)
FUND BALANCE - UNASSIGNED	\$ (5,588,931)	\$ (10,386,716)	\$ 4,797,785	\$ (11,522,954)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	776,017
FUND BALANCE - RESTRICTED	(1,866,970)	(1,866,970)	-	(1,866,970)
TOTAL FUND BALANCE	\$ (6,679,884)	\$ (11,477,669)	\$ 4,797,785	\$ (12,613,907)
TOTAL LIABILITIES AND FUND BALANCE	\$ (49,187,926)	\$ (14,278,914)	\$ (34,909,013)	\$ (16,184,280)

**CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH August 31, 2013 VS August 31, 2012**

REVENUE SOURCE	FY 2014 BUDGET	ACTUAL REVENUES THRU AUG 2013	% OF BUDGET	FY 2013 BUDGET	ACTUAL REVENUES THRU AUG 2012	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 42,844,641	\$ 252,606	0.59%	\$ 42,121,141	\$ 2,074,728	4.93%	\$ (1,822,122)
PRIOR YEAR REVENUE	\$ -	\$ 217,927		\$ -	\$ 183,081		\$ 34,846
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 482,575	\$ 371,573	77.00%	\$ 514,584	\$ 377,161	73.29%	\$ (5,588)
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,068,500	\$ 594,555	19.38%	\$ 3,018,500	\$ 576,447	19.10%	\$ 18,108
PENALTIES & INTEREST	\$ 140,000	\$ 13,748	9.82%	\$ 140,000	\$ 11,145	7.96%	\$ 2,603
TOTAL TAXES	\$ 46,535,716	\$ 1,450,408	3.12%	\$ 45,794,225	\$ 3,222,562	7.04%	\$ (1,772,154)
LICENSES AND PERMITS							
BUSINESS	\$ 47,300	\$ 7,110	15.03%	\$ 39,900	\$ 3,970	9.95%	\$ 3,140
NON-BUSINESS	\$ 338,300	\$ 93,733	27.71%	\$ 260,700	\$ 99,150	38.03%	\$ (5,417)
TOTAL LICENSES	\$ 385,600	\$ 100,843	26.15%	\$ 300,600	\$ 103,120	34.30%	\$ (2,277)
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 440,000	\$ -	0.00%	\$ 378,000	\$ 114,011	30.16%	\$ (114,011)
STATE REVENUE SHARING	\$ 1,649,470	\$ 342,494	20.76%	\$ 2,400,000	\$ 531,341	22.14%	\$ (188,847)
WELFARE REIMBURSEMENT	\$ 53,000	\$ -	0.00%	\$ 53,083	\$ 11,131	20.97%	\$ (11,131)
OTHER STATE AID	\$ 22,000	\$ -	0.00%	\$ 21,000	\$ 18,054	85.97%	\$ (18,054)
CITY OF LEWISTON	\$ 155,000	\$ -	0.00%	\$ 158,362	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,319,470	\$ 342,494	14.77%	\$ 3,010,445	\$ 674,537	22.41%	\$ (332,043)
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 140,240	\$ 13,570	9.68%	\$ 130,955	\$ 21,223	16.21%	\$ (7,653)
PUBLIC SAFETY	\$ 366,152	\$ 19,317	5.28%	\$ 263,102	\$ 7,944	3.02%	\$ 11,373
EMS AGREEMENT	\$ 100,000	\$ 16,667	16.67%	\$ 100,000	\$ -	0.00%	\$ 16,667
TOTAL CHARGE FOR SERVICES	\$ 606,392	\$ 49,554	8.17%	\$ 494,057	\$ 29,167	5.90%	\$ 20,387
FINES							
PARKING TICKETS & MISC FINES	\$ 40,000	\$ 3,240	8.10%	\$ 45,000	\$ 4,089	9.09%	\$ (849)
MISCELLANEOUS							
INVESTMENT INCOME	\$ 20,000	\$ 63	0.32%	\$ 30,000	\$ 5,565	18.55%	\$ (5,502)
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 122,000	\$ -	0.00%	\$ 122,000	\$ -	0.00%	\$ -
UNCLASSIFIED	\$ 17,500	\$ 37,223	212.70%	\$ 5,150	\$ 2,196	42.64%	\$ 35,027
SALE OF RECYCLABLES	\$ 4,800	\$ -	0.00%	\$ -	\$ -		\$ -
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 10,478		\$ -	\$ 10,682		\$ (204)
SALE OF PROPERTY	\$ 20,000	\$ 6,760	33.80%	\$ 20,000	\$ 15,391	76.96%	\$ (8,631)
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ 43,275	\$ -	0.00%	\$ -
MMWAC HOST FEES	\$ 204,000	\$ 33,651	16.50%	\$ 197,400	\$ 33,378	16.91%	\$ 273
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ 20	0.00%	\$ (20)
TRANSFER IN: TIF	\$ 520,000	\$ -	0.00%	\$ 324,212	\$ -	0.00%	\$ -
ENERGY EFFICIENCY	\$ 2,000	\$ 279	13.96%	\$ 2,000	\$ 437	21.85%	\$ (158)
CDBG	\$ 58,000	\$ -	0.00%	\$ 8,000	\$ 667	8.34%	\$ (667)
UTILITY REIMBURSEMENT	\$ 37,500	\$ 3,757	10.02%	\$ 37,500	\$ 3,033	8.09%	\$ 724
CITY FUND BALANCE CONTRIBUTION	\$ 1,350,000	\$ -	0.00%	\$ 1,350,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,357,800	\$ 92,212	3.91%	\$ 2,141,537	\$ 71,369	3.33%	\$ 20,843
TOTAL GENERAL FUND REVENUES	\$ 52,244,978	\$ 2,038,751	3.90%	\$ 51,785,864	\$ 4,104,844	7.93%	\$ (2,066,093)
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 17,942,071	\$ 1,581,335	8.81%	\$ 17,942,071	\$ 1,469,854	8.19%	\$ 111,481
EDUCATION	\$ 1,358,724	\$ 30,340	2.23%	\$ 1,358,724	\$ 32,390	2.38%	\$ (2,051)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 855,251	\$ -	0.00%	\$ 855,251	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 20,156,046	\$ 1,611,674	8.00%	\$ 20,156,046	\$ 1,502,244	7.45%	\$ 109,430
GRAND TOTAL REVENUES	\$ 72,401,024	\$ 3,650,425	5.04%	\$ 71,941,910	\$ 5,607,088	7.79%	\$ (1,956,663)

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH August 31, 2013 VS August 31, 2012

DEPARTMENT	FY 2014 BUDGET	Unaudited EXP THRU AUG 2013	% OF BUDGET	FY 2013 BUDGET	Unaudited EXP THRU AUG 2012	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 71,079	\$ 11,376	16.00%	\$ 99,690	\$ 27,165	27.25%	\$ (15,789)
CITY MANAGER	\$ 238,903	\$ 36,518	15.29%	\$ 343,296	\$ 40,889	11.91%	\$ (4,371)
ECONOMIC DEVELOPMENT	\$ 318,933	\$ 83,893	26.30%	\$ -	\$ -		\$ 83,893
ASSESSING SERVICES	\$ 172,277	\$ 26,349	15.29%	\$ 183,801	\$ 25,149	13.68%	\$ 1,200
CITY CLERK	\$ 162,045	\$ 21,772	13.44%	\$ 150,676	\$ 17,775	11.80%	\$ 3,997
FINANCIAL SERVICES	\$ 405,976	\$ 59,498	14.66%	\$ 419,539	\$ 53,827	12.83%	\$ 5,671
HUMAN RESOURCES	\$ 139,566	\$ 19,126	13.70%	\$ 137,836	\$ 19,421	14.09%	\$ (295)
INFORMATION COMMUNICATION TECHNOLOGY	\$ 395,350	\$ 79,899	20.21%	\$ 386,632	\$ 23,679	6.12%	\$ 56,220
LEGAL SERVICES	\$ 100,000	\$ -	0.00%	\$ 85,000	\$ 1,631	1.92%	\$ (1,631)
TOTAL ADMINISTRATION	\$ 2,004,129	\$ 338,431	16.89%	\$ 1,806,470	\$ 209,536	11.60%	\$ 128,895
COMMUNITY SERVICES							
ENGINEERING	\$ 280,188	\$ 37,436	13.36%	\$ 320,370	\$ 47,717	14.89%	\$ (10,281)
COMMUNITY PROGRAMS	\$ -	\$ -		\$ 14,050	\$ 9,450	67.26%	\$ (9,450)
PLANNING & PERMITTING	\$ 775,230	\$ 110,521	14.26%	\$ 776,532	\$ 108,389	13.96%	\$ 2,132
PARKS AND RECREATION	\$ 567,334	\$ 85,600	15.09%	\$ 602,191	\$ 89,325	14.83%	\$ (3,725)
HEALTH & SOCIAL SERVICES	\$ 189,539	\$ 36,921	19.48%	\$ 176,567	\$ 34,222	19.38%	\$ 2,699
PUBLIC LIBRARY	\$ 946,737	\$ 157,717	16.66%	\$ 968,292	\$ 163,761	16.91%	\$ (6,044)
TOTAL COMMUNITY SERVICES	\$ 2,759,028	\$ 428,195	15.52%	\$ 2,858,002	\$ 452,864	15.85%	\$ (24,669)
FISCAL SERVICES							
DEBT SERVICE	\$ 6,321,584	\$ 4,708,560	74.48%	\$ 6,682,797	\$ -	0.00%	\$ 4,708,560
PROPERTY	\$ 715,667	\$ 178,642	24.96%	\$ 699,114	\$ 183,382	26.23%	\$ (4,740)
WORKERS COMPENSATION	\$ 431,446	\$ -	0.00%	\$ 415,000	\$ -	0.00%	\$ -
WAGES & BENEFITS	\$ 4,397,585	\$ 844,522	19.20%	\$ 4,602,545	\$ 703,982	15.30%	\$ 140,540
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 333,818	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 12,241,571	\$ 5,731,724	46.82%	\$ 12,733,274	\$ 887,364	6.97%	\$ 4,844,360
PUBLIC SAFETY							
FIRE DEPARTMENT	\$ 4,024,789	\$ 618,338	15.36%	\$ 3,904,344	\$ 581,240	14.89%	\$ 37,098
POLICE DEPARTMENT	\$ 3,589,583	\$ 487,788	13.59%	\$ 3,439,583	\$ 447,086	13.00%	\$ 40,702
TOTAL PUBLIC SAFETY	\$ 7,614,372	\$ 1,106,126	14.53%	\$ 7,343,927	\$ 1,028,326	14.00%	\$ 77,800
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 4,730,432	\$ 566,743	11.98%	\$ 4,617,744	\$ 507,440	10.99%	\$ 59,303
WATER AND SEWER	\$ 558,835	\$ 135,231	24.20%	\$ 558,835	\$ 135,251	24.20%	\$ (20)
TOTAL PUBLIC WORKS	\$ 5,289,267	\$ 701,974	13.27%	\$ 5,176,579	\$ 642,691	12.42%	\$ 59,283
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 52,500	50.00%	\$ 105,000	\$ 26,250	25.00%	\$ 26,250
E911 COMMUNICATION CENTER	\$ 1,036,409	\$ 260,725	25.16%	\$ 1,035,381	\$ 258,733	24.99%	\$ 1,992
LATC-PUBLIC TRANSIT	\$ 235,496	\$ -	0.00%	\$ 235,548	\$ -	0.00%	\$ -
LAEGC-ECONOMIC COUNCIL	\$ -	\$ -		\$ 160,687	\$ -	0.00%	\$ -
COMMUNITY LITTLE THEATER	\$ -	\$ -		\$ 20,160	\$ -	0.00%	\$ -
TAX SHARING	\$ 270,000	\$ 37,347	13.83%	\$ 289,000	\$ 39,156	13.55%	\$ (1,809)
TOTAL INTERGOVERNMENTAL	\$ 1,646,905	\$ 350,572	21.29%	\$ 1,845,776	\$ 324,139	17.56%	\$ 26,433
COUNTY TAX	\$ 2,029,513	\$ -	0.00%	\$ 2,006,244	\$ 2,006,244	100.00%	\$ (2,006,244)
TIF (10108058-580000)	\$ 2,555,723	\$ -	0.00%	\$ 2,619,142	\$ -	0.00%	\$ -
OVERLAY	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TOTAL CITY DEPARTMENTS	\$ 36,140,508	\$ 8,657,022	23.95%	\$ 36,389,414	\$ 5,551,164	15.25%	\$ 3,105,858
EDUCATION DEPARTMENT	\$ 37,128,028	\$ 1,058,868	2.85%	\$ 34,705,246	\$ 934,403	2.69%	\$ 124,465
TOTAL GENERAL FUND EXPENDITURES	\$ 73,268,536	\$ 9,715,890	13.26%	\$ 71,094,660	\$ 6,485,567	9.12%	\$ 3,230,323

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS Of August 31, 2013**

INVESTMENT	FUND	BALANCE	BALANCE July 31, 2013	INTEREST RATE	WEIGHTED AVG YIELD
BANKNORTH MNY MKT	24-1242924 GENERAL FUND	\$ 55,337.13	\$ 55,327.73	0.20%	
BANKNORTH MNY MKT	24-1745910 GF-WORKERS COMP	\$ 49,246.39	\$ 49,242.21	0.10%	
BANKNORTH MNY MKT	24-1745944 GF-UNEMPLOYMENT	\$ 66,906.25	\$ 66,894.89	0.20%	
BANKNORTH CD	7033 GF-UNEMPLOYMENT	\$ 102,404.84	\$ 102,404.84	2.64%	
BANKNORTH MNY MKT	24-1809302 SPECIAL REVENUE	\$ 52,561.41	\$ 52,552.48	0.20%	
BANKNORTH MNY MKT	24-1745902 SR-PERMIT PARKING	\$ 198,006.81	\$ 197,973.18	0.20%	
BANKNORTH MNY MKT	24-1745895 SR-TIF	\$ 1,117,904.27	\$ 1,117,714.41	0.20%	
BANKNORTH MNY MKT	24-1746819 CAPITAL PROJECTS	\$ 5,899,579.30	\$ 10,897,810.36	0.20%	
BANKNORTH MNY MKT	24-1745928 ICE ARENA	\$ 249,311.95	\$ 249,269.61	0.10%	
GRAND TOTAL		\$ 7,791,258.35	\$ 12,789,189.71		0.22%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Clinton Deschene, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for August 31, 2013



Attached you will find a Statement of Net Assets and a Statement of Activities for the Ingersoll Arena and the Twin Sheet Arena as of August 31, 2013.

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets.

Current Assets:

As of the end of August 2013 the total current assets were \$329,075. These consisted of cash and cash equivalents of \$249,297, accounts receivable of \$36,575 and an interfund receivable is a \$43,203, which means that the General Fund owes the arena \$43,203, so net cash available to the arena is \$292,500 at the end of August.

The accounts receivable of \$36,575, consists of the following outstanding invoices for ice time that has been billed to various organizations. There are also current invoice that were billed in August for sign advertisement at the new twin sheet arena. At the end of August the outstanding accounts were categorized as follows: \$17,750 that are current, \$18,825 that are over 120 days past due. The past due invoices are broken down as follows:

Auburn Youth Hockey: \$18,395 – the original balance was \$51,195, and the Youth Hockey Organization entered into a payment agreement and has paid a total of \$32,800 towards this outstanding balance to date.

Twin City Titans: \$430 – 2 hours of ice time from the fall of 2012.

Noncurrent Assets:

Noncurrent assets are the building, equipment and any building and land improvements, less depreciation. The total value of noncurrent assets as of August 31, 2013 were \$630,402.

Liabilities:

The arena liabilities as of August 31, 2013, consisted of \$289 of accounts payable, which is for an invoice that we had received, but had not processed as of the end of the month.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Ingersoll Arena through August 2013, are \$45,168 and revenues for the new Twin Sheet Arena were \$52,000. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Ingersoll Arena through August 2013, were \$41,722 and for the Twin Sheet Arena were \$10,872. These expenses include personnel costs, supplies, utilities, repairs and maintenance.

As of August 2013 the arenas have operating gains of \$3,446 and \$41,128 respectively.

Non-operating revenue and expenses consist of interest income and debt service payments. The interest income to date is \$567 and debt service expense to date is \$82,801.

As of August 31, 2013 the arenas have a combined decrease in net assets of \$37,660.

CITY OF AUBURN, MAINE
Statement of Net Assets
Proprietary Funds
August 31, 2013

Business-type Activities - Enterprise Funds

Combined

ASSETS

Current assets:

Cash and cash equivalents	\$ 249,297
Interfund receivables	43,203
Accounts receivable	36,575

Total current assets	329,075
----------------------	---------

Noncurrent assets:

Capital assets:

Buildings	672,279
Equipment	826,911
Land improvements	18,584
Less accumulated depreciation	(887,372)

Total noncurrent assets	630,402
-------------------------	---------

Total assets	959,477
--------------	---------

LIABILITIES

Accounts payable	289
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Total liabilities	289
-------------------	-----

NET ASSETS

Invested in capital assets	630,402
----------------------------	---------

Unrestricted	328,786
--------------	---------

Total net assets	\$ 959,188
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CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Proprietary Funds
Business-type Activities - Enterprise Funds
Statement of Activities
August 31, 2013

	Ingersoll Ice Arena	Twin Sheet Arena	Total
Operating revenues:			
Charges for services	\$ 45,168	\$ 52,000	\$ 97,168
Operating expenses:			
Personnel	23,252	10,872	34,124
Supplies	497	-	497
Utilities	15,842	-	15,842
Repairs and maintenance	1,865	-	1,865
Depreciation	-	-	-
Other expenses	266	-	266
Total operating expenses	41,722	10,872	52,594
Operating gain (loss)	3,446	41,128	44,574
Nonoperating revenue (expense):			
Interest income	567	-	567
Interest expense (debt service)	(82,801)	-	(82,801)
Total nonoperating expense	(82,234)	-	(82,234)
Gain before transfer	(78,788)	41,128	(37,660)
Transfers out	-	-	-
Change in net assets	(78,788)	41,128	(37,660)
Total net assets, July 1	996,848	-	996,848
Total net assets, August 31, 2013	\$ 918,060	\$ 41,128	\$ 959,188

Office of the Mayor and City Council

CITY OF AUBURN



PROCLAMATION

Recognizing Cadet Officer Pawel Gatarczyk of the Main School of the Fire Service located in Warsaw Poland for his internship with the Auburn Fire Department

WHEREAS, Cadet Officer Gatarczyk of the Main Fire School of Warsaw Poland, through a highly competitive process, has earned the opportunity to intern with the Auburn Fire Department for the month of September, 2013 as sponsored by the International Fire and Rescue Network;

WHEREAS, Cadet Officer Gatarczyk has shown a willingness and desire to participate in the activities of the Auburn Fire Department and learn about and experience the culture and customs of the City of Auburn and the State of Maine and;

WHEREAS, Cadet Officer Gatarczyk will be visiting with the fire departments in Poland, Lewiston, Portland and Boston, Massachusetts as a part of his internship and exposure to the fire service in these United States of America, and;

WHEREAS, Cadet Officer Gatarczyk is one of five other such Cadet Officers interning in fire departments in the states of Colorado, Virginia, Illinois and Texas, and;

WHEREAS, Cadet Officer Gatarczyk is the first such Cadet Officer to be offered an internship by a fire department in the State of Maine and the New England region;

NOW, THEREFORE, the Auburn City Council, on behalf of the Citizens of the City of Auburn herewith recognizes and welcomes Cadet Officer Pawel Gatarczyk to the City of Auburn and the State of Maine!

IN WITNESS WHEREOF, I have hereunto

Set my hand and caused the Seal of the

City of Auburn, Maine

to be fixed this 16th day of September, 2013

Mayor Jonathan P. LaBonté



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Ordinance 11-09162013

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

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☒ Budget ☒ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Parking in city-owned lots and Mechanics Row parking garage.

Information: At the direction from the City Council, Chief Crowell proposes changes to the existing Chapter 52 – Article 5 – Stopping, Standing and Parking Division I Generally Sec. 52-181. Parking in city-owned lots as follows:

Effective October 1, 2013 -

(a) All or portions of the following parking lots and streets are designated as permit parking areas:

- (1) Great Falls Plaza parking lot.
- (2) Miller Street parking lot.
- (3) Main Street parking lot.
- (4) Phoenix Block parking lot.
- (5) Mechanics Row parking lot.
- (6) Court Street parking lot.
- (7) Mechanics Row parking garage.
- (8) Troy Street parking lot.
- (9) Pleasant Street

(b) The monthly fee for permit parking shall be in the amount provided in the city fee schedule payable in advance at the location designated by the city manager. All monthly permits must be paid by the tenth of each month. Permit holders will be restricted to park within their designated area. Any permit which has not been paid by the tenth of each month or permitted vehicles not parked within their designated area, the owner will be subject to enforcement provisions set forth in section 52-181 (c).

(c) No car shall be parked in an area restricted to permit parking between the hours of 7:00 am and 6:00 p.m. Monday through Friday, except pursuant to a valid permit which shall be affixed to the front window of the vehicle in question. Any car parked in violation of this section may be towed pursuant to section 52-204 and its owner shall be subject to the enforcement provisions set forth in section 52-203. The fact that a car is parked in a permit parking section without a valid permit displayed shall be prima facie evidence that the car in question has been illegally parked. The person in whose name the car is registered shall be responsible for any such illegally parked vehicle.

(d) Nothing in this section shall be construed as prohibiting the city from restricting parking in permit parking areas during special events or from providing free temporary parking in permit areas.

*Agenda items are not limited to these categories.

City Council Agenda Information Sheet

City of Auburn

(e) Any person parking his vehicle in a space limited to two- or four-hour parking in any city-owned parking lot shall not thereafter park the vehicle in any other parking space in that parking lot during the ensuing 12-hour period other than in a space as to which parking is limited to one hour or less.

(f) No person shall park a vehicle in any city-owned lot between the hours of 12:01 a.m. and 6:00 a.m. from November 15 to April 15, except in spaces designated as winter relief parking areas or approved areas.

(g) No person shall park a vehicle which is not identified with a handicapped registration plate in a parking space in a city-owned lot which is limited to handicapped parking, nor shall any vehicle be parked in a handicapped parking space longer than the time limit applicable to that space.

(Code 1967, § 26-4.18; Ord. of 7-12-2004(1), § 4.18)

State law reference— Municipal authority to layout and alter parking places, 23 M.R.S.A. § 2802; parking on public ways, 29-A M.R.S.A. § 2068; enforcement of disability parking restrictions, 29-A M.R.S.A. § 521(9-A).

Financial: Propose an increase in parking permit fee from \$35 per month to \$45 per month.

Action Requested at this Meeting: Review proposed changes to City of Auburn Ordinance Chapter 52 – Article 5 – Stopping, Standing and Parking Division I Generally Sec. 52-181. Parking in city-owned lots and vote to change the ordinance as stated above.

Previous Meetings and History: 8/19/2013 and 9/3/2013 Workshops

Attachments:

- Current City of Auburn Ordinance Chapter 52 – Article 5 – Stopping, Standing and Parking Division I Generally Sec. 52-181. Parking in city-owned lots.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Jonathan LaBonte, Mayor

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

IN CITY COUNCIL

ORDINANCE 11-09162013

ORDERED, that the Code of Ordinances be and hereby is amended as follows:

**TITLE: ORDINANCE – Chapter 52 – Article 5 – Stopping, Standing and Parking Division I Generally
Sec. 52-181. Parking in city-owned lots as follows:**

Effective October 1, 2013 -

(a)

All or portions of the following parking lots and streets are designated as permit parking areas:

(1)

Great Falls Plaza parking lot.

(2)

Miller Street parking lot.

(3)

Main Street parking lot.

(4)

Phoenix Block parking lot.

(5)

Mechanics Row parking lot.

(6)

Court Street parking lot.

(7)

Mechanics Row parking garage.

(8)

Troy Street parking lot.

(9) Pleasant Street

(b)

The monthly fee for permit parking shall be in the amount provided in the city fee schedule payable in advance at the location designated by the city manager. All monthly permits must be paid by the tenth of each month. Permit holders will be restricted to park within their designated area. Any permit which has not been paid by the tenth of each month or permitted vehicles not parked within their designated area, the owner will be subject to enforcement provisions set forth in section 52-181 (c).

(c)

No car shall be parked in an area restricted to permit parking between the hours of 7:00 am and 6:00 p.m. Monday through Friday, except pursuant to a valid permit which shall be affixed to the front window of the vehicle in question. Any car parked in violation of this section may be towed pursuant to section 52-204 and its owner shall be subject to the enforcement provisions set forth in section 52-203. The fact that a car is parked in a permit parking section without a valid permit displayed shall be prima facie evidence that the car in question has been illegally parked. The person in whose name the car is registered shall be responsible for any such illegally parked vehicle.

(d)

Nothing in this section shall be construed as prohibiting the city from restricting parking in permit parking areas during special events or from providing free temporary parking in permit areas.

(e)

Any person parking his vehicle in a space limited to two- or four-hour parking in any city-owned parking lot shall not thereafter park the vehicle in any other parking space in that parking lot during the ensuing 12-hour period other than in a space as to which parking is limited to one hour or less.

(f)

No person shall park a vehicle in any city-owned lot between the hours of 12:01 a.m. and 6:00 a.m. from November 15 to April 15, except in spaces designated as winter relief parking areas or approved areas.

(g)

No person shall park a vehicle which is not identified with a handicapped registration plate in a parking space in a city-owned lot which is limited to handicapped parking, nor shall any vehicle be parked in a handicapped parking space longer than the time limit applicable to that space.

(Code 1967, § 26-4.18; Ord. of 7-12-2004(1), § 4.18)

State law reference— Municipal authority to layout and alter parking places, 23 M.R.S.A. § 2802; parking on public ways, 29-A M.R.S.A. § 2068; enforcement of disability parking restrictions, 29-A M.R.S.A. § 521(9-A).



City Council Agenda Information Sheet

City of Auburn

Council Workshop Date: September 16, 2013

Order 77-09162013

Author: Jill Eastman, Finance Director

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☒ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Addendum to the City's Joint Purchasing and Procurement Policy adopted by Council Jan 2, 2013.

Information: Attached is the Draft addendum that addresses how the City will handle the Sale of Property in the future. This was discussed by the Audit Committee and presented to Council at the workshop on September 3, 2013.

Financial: N/A

Action Requested at this Meeting: Adopt this addendum.

Previous Meetings and History: Council Workshop, September 3, 2013 and Audit Committee meeting on August 23, 2013.

Attachments:

Draft Policy

Order 77-09162013

**Agenda items are not limited to these categories.*

**City Council
Agenda Information Sheet**

City of Auburn

**Agenda items are not limited to these categories.*

Addendum to the City of Auburn's Joint Purchasing and Procurement Policy Adopted by City Council on January 2, 2013

SALE OF PROPERTY: The Finance Director or his/her designee shall be responsible for the sale of all municipal property (real or personal) which is no longer used or has become obsolete, worn out or scrapped.

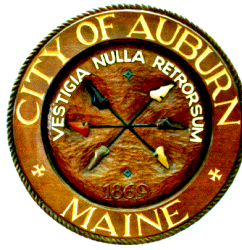
NOTICE: Department heads of all using agencies shall notify the Finance Director or his/her designee, at such times and in such form as he/she may prescribe, reports of all surplus material available in their respective departments.

TRANSFER: The Finance Director shall have the authority to transfer surplus property to other agencies after being offered to other City Departments (including the School Department).

SALE PROCEDURE: All sales which have an estimated dollar value over \$5,000 shall be sold at a public auction or through the formal competitive bid process. Stand alone sales from \$1,000 to \$5,000 shall be supported by price quotations from three (3) competitive sources or adequate explanation justifying the absence of such competition. Sales under \$1,000 and all other sales shall be conducted in the most economical manner and in the best interest of the City. All sales shall be posted to the City's website and an e-alert will be set up for anyone who is interested in such sales, to subscribe to.

DONATION: All items which might be donated to another town, municipality or non-profit organization shall require prior approval of the City Council.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Jonathan LaBonte, Mayor

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

IN CITY COUNCIL

ORDER 77-09162013

ORDERED, that the City Council hereby adopts the addendum to the City's Joint Purchasing and Procurement Policy that addresses the Sale of City Property (attached).



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order See below*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ **Comprehensive Plan** ☐ **Work Plan** ☐ **Budget** ☐ **Ordinance/Charter** ☐ **Other Business*** ☐ **Council Goals****

If Council Goals please specify type: ☐ **Safety ☐ **Economic Development** ☐ **Citizen Engagement**

Subject: Appointment of Board and Committee Members

Information: On 8/29/2013 the Appointment Committee met and nominated the following;

Charles Morrison – L/A Cable TV Advisory Board

Michael Dixon – Zoning Board of Appeals

Judith Webber – Auburn Housing Authority

Robert Bowyer - Planning Board

Ann Parker – Community Development Block Grant (CDBG) Loan Committee

Financial: N/A

Action Requested at this Meeting: Recommend passage of appointments

Previous Meetings and History: N/A

Attachments:

Applications

Memo

*Orders 78-09162013 Charles Morrison – L/A Cable TV Advisory Board

79-09162013 Michael Dixon – Zoning Board of Appeals

80-09162013 Judith Webber – Auburn Housing Authority

81-09162013 Robert Bowyer - Planning Board

82-09162013 Ann Parker – Community Development Block Grant (CDBG) Loan Committee

*Agenda items are not limited to these categories.

MEMO

TO: Clint Deschene, City Manager

FROM: Sue Clements-Dallaire, City Clerk

RE: Boards and Committees - update

On Thursday, August 29th the appointment committee met to review applications and nominate candidates to fill the empty seats on various boards and committees. Councilor Shea was not present however, Councilor LaFontaine did contact him over the phone during the meeting to review the nominations.

The following nominations were made;

1. L/A Cable TV Advisory Board - Charles Morrison*, term expiration Jan/2015 - (3 vacancies, 1 application received).
2. Zoning Board of Appeals – Michael Dixon*, term expiration Oct/2016 - (2 vacancies, 1 application received).
3. Auburn Housing Authority – Judith Webber, term expiration Oct/2018 - (1 vacancy, 3 applications received, 1 disqualified because he is not a resident of Auburn).
4. Planning Board – Robert Bowyer*, term expiration Jan/2016 - (1 vacancy, 2 applications received).
5. Community Development Block Grant (CDBG) Loan Committee – Ann Parker*, term expiration Oct/2016 - (3 vacancies, 1 application received).

*indicates reappointment

We still have the following vacancies to fill;

- Board of Assessment Review – 2 vacancies, both alternate members
- Cable TV Advisory Board – 2 vacancies
- CDBG Loan Committee – 2 vacancies
- Ethics Committee – 1 vacancy, an alternate member appointed by the School Committee.
- Zoning Board of Appeals – 1 vacancy, an associate member.

In addition to posting these vacancies on the website, bulletin board, sending email alerts, and doing a press release, the Committee also talked about posting on our Facebook page, at the Library, and Great Falls TV.

I will be bringing these nominations forward on the 9/16/2013 City Council Agenda to be voted on by Council.

MAR 29 2013

Board & Committee Appointment Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

Application for: ☐ New Appointment ☒ Reappointment (Initial Date Appointed: _____)

Name: Charles Morrison Ward: 2 Years as an Auburn Resident: _____

Mailing Address: 46 Lake St

Physical Address: Same

Phone: 783 2249 Email: cmorrison@androscoffcounty.co

Describe your education and/or experience or attach a resume:

Brief bio attached

Which board or committee would you like to serve on? (One per application)

4A Cable TV Advisory Board

Why do you want to serve (please limit to 150 words or less. Please attach).

To continue to provide assistance with this popular service.

What do you hope to accomplish (please limit to 150 words or less. Please attach).

Bring historical perspective and business acumen to the board

The following are the current committees and boards in Auburn:

- 911 Committee
- Airport Board
- Assessment Review Board
- Auburn Housing Authority
- Auburn Water District
- Auburn Sewer District
- Community Development Loan Committee


- Ethics Panel
- L/A Cable TV Advisory Board
- L/A Community Forest Board
- L/A Transit Committee
- Planning Board*
- Parks & Recreation Advisory Committee
- Zoning Board of Appeals

Incomplete applications and those which list more than one committee will not be considered. Applications are valid for a period of six months. 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.

Application

City of Auburn

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

Signature: 

Date: 3/24/13

*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.

Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600



THE CHAMBER

Chip Morrison has been President of the Androscoggin County Chamber of Commerce since the fall of 1995. Prior to joining the Chamber he was City Manager of Auburn and Commissioner of the state departments of Administration and Labor. He has a bachelor's degree from Carleton College and a master's degree from the University of Michigan. Over the course of his career Chip has won several honors including the State of Maine Public Administrator of the Year, the Ken Curtis Leadership Award from the Maine Development Foundation, the Auburn Citizen of the Year, the Chamber Executive of the Year, and the 2008 MaineBiz nonprofit CEO of the year.

Chip is a resident of Auburn where he lives with his wife Jane. They have two grown children who graduated from Edward Little High School, went on to college and graduate school, and who are now in successful careers in the arts and medicine.

ANDROSCOGGIN COUNTY CHAMBER OF COMMERCE

BUSINESS SERVICE CENTER AT KEYBANK PLAZA

P.O. Box 59 • LEWISTON, ME 04243-0059

TEL. 207-783-2249 • FAX 207-783-4481 • E-MAIL: INFO@ANDROSCOGGINCOUNTY.COM

KEEP ALL OF US WORKING!
Think Local
BEFORE YOU BUY
ANDROSCOGGIN COUNTY CHAMBER OF COMMERCE

Board & Committee Appointment Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

Application for: ☐ New Appointment ☒ Reappointment (Initial Date Appointed: 2004)

Name: Michael S. Dixon Ward: 2 Years as an Auburn Resident: 25

Mailing Address: 126 Everett Rd Aub

Physical Address: "

Phone: 783-7763 Email: msdixon@roadrunner.com

Describe your education and/or experience or attach a resume:

Please see attached ^{resume}, especially bottom of
page 2

Which board or committee would you like to serve on? (One per application)

I am currently the Chairman of ZBA & would be
~~accepted~~ honored to be reappointed to ZBA

Why do you want to serve (please limit to 150 words or less. Please attach).

To continue to meet my civic duty

What do you hope to accomplish (please limit to 150 words or less. Please attach).

To help the City implement its Zoning Ordinance

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ Auburn Housing Authority | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

Incomplete applications and those which list more than one committee will not be considered. Applications are valid for a period of six months. 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.

Application

City of Auburn

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

Signature: _____

Michael S. Dyer

Date: _____

7/9/2013

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

Michael S. Dixon, Ph.D.
CLINICAL PSYCHOLOGIST

126 EVERETT RD
AUBURN, MAINE 04240

TELEPHONE
207 / 783-3052

RESUME

June, 2013

EDUCATION

Undergraduate: Pennsylvania State University
University Park, Pennsylvania
Major: Psychology
Degree: B.A., June, 1969
Graduate: Bowling Green State University
Bowling Green, Ohio
Major: Clinical Psychology
Degree: M.A., June, 1974
Thesis: A Factor Analysis of the Halstead-Reitan Battery
Degree: Ph.D., August, 1977
Dissertation: Right Hemisphere Specialization for Face Recognition:
A Test of an Emotional Versus a Visuospatial Processing
Model

1978 to Present Attended numerous conferences and workshops on a variety of clinical topics in order to gain professional stimulation and remain current with ongoing developments in the field of psychology.

LICENSURE AND PROFESSIONAL AFFILIATIONS

Licensed as a Psychologist by the Maine Board of Examiners of Psychologists
(License #364, first issued February, 1978)
Certified as a School Psychologist by the Maine Department of Education
Member, American Psychological Association
Member, Maine Psychological Association

PROFESSIONAL EXPERIENCE

1981 to Present	Private Practice as a Clinical Psychologist providing a full range of psychological services, including individual, couple, and family therapy; school psychology services; and clinical supervision.
2004 to 2008	Member, Public Education Committee, Maine Psychological Association
1992 to 1993	Member, State Task Force on Certification of School Psychological Service Providers
1980	Delegate, Blaine House Conference on Families
1977 to 1984	Clinical Psychologist, Tri-County Mental Health Services, Lewiston, Maine. Responsibilities included general mental health services to children and families as part of the Children's Services program; school psychology services; specialized and home-based services to families with abuse problems as part of a Family Support Team program; nighttime emergency services; individual and group clinical supervision.
1976 to 1977	Teaching Fellow, Bowling Green State University, Bowling Green, Ohio. Administered an undergraduate mental health paraprofessional training program.
1975 to 1976	Private Practice as a Psychological Examiner, Lewiston, Maine
1974 to 1975	Internship, Tri-County Mental Health Services, Lewiston, Norway, and Rumford, Maine. Provided supervised psychological services in both outpatient and inpatient settings.
1973	Summer Internship, Cincinnati Veterans Administration Hospital Neuropsychology Laboratory

CIVIC AND EXTRAPROFESSIONAL ACTIVITIES

2004 to Present	Member, City of Auburn Zoning Board of Appeals; Chairman since 2009
2002 to Present	Member, Board of Directors, Taylor Pond Association, a citizen's group formed to preserve the water quality of Taylor Pond. Since 2003, have served as the Association's Treasurer and Newsletter Editor.
2007 to 2010	Member, City of Auburn Comprehensive Plan Update Committee
2007 to 2010	Member, City of Auburn Brownfields Committee

2003 to 2007	Coordinator, Twin Cities Community Cleanup, an annual litter cleanup by citizen volunteers in parks and public spaces.
2003 to 2008	Stakeholder, Lewiston-Auburn Storm Water Management Program.
2006 to 2007	Member, Board of Directors, L/A Trails
1999 to 2002	Publicist, North Atlantic Blues Festival
1997 to 2003	Director of Blues and Roots Music, WRBC, Bates College radio station. Organized and produced the WRBC Roots Music Festivals in May, 2002 and 2003.
1989 to 1995	Maine Department of Environmental Protection Volunteer Lake Monitor, Taylor Pond, Auburn, Maine
1994 to 1995	Member, City of Auburn Comprehensive Plan Committee
1987 to 1988	Member, City of Lewiston Zoning Board of Appeals
1986 to 1987	Member, Citizen's Advisory Committee, City of Lewiston Comprehensive Plan and Zoning Ordinance

Board & Committee Appointment Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

Application for: ☒ New Appointment ☐ Reappointment (Initial Date Appointed: _____)

Name: June P. Spear Ward: 1 Years as an Auburn Resident: 34

Mailing Address: 640 West Auburn Road, Auburn 04210

Physical Address: Same

Phone: 782-6341 Email: june.sp@roadrunner.com

Describe your education and/or experience or attach a resume:

BA in Education, minor English, UMass Amherst, MEd;
Birmingham MA State College; AAS, Plant and Soil
Technology, USM. Taught 37 years, Now teaching courses

Which board or committee would you like to serve on? (One per application)

Auburn Housing Authority at USM Senior College

Why do you want to serve (please limit to 150 words or less. Please attach).

What do you hope to accomplish (please limit to 150 words or less. Please attach).

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ <u>Auburn Housing Authority</u> | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

Incomplete applications and those which list more than one committee will not be considered. Applications are valid for a period of six months. 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.

Application

City of Auburn

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

Signature: _____

James P. Spear

Date: _____

7/24/13

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

Why I would like to serve on the Auburn Housing Authority

I would like to serve on this committee to learn more about what resources are available for senior citizens in terms of affordable housing. I am aware of some of the options but would like to know more about availability, requirements for residency in the various units, and generally how this committee operates.

What I Hope to Accomplish

Besides learning more about housing options available for seniors in Auburn, I would like the opportunity to share the information with others. I know our population is aging and many people are finding it necessary to alter their living situations for various reasons. Perhaps there are others in our community who are as uninformed as I am regarding these options and I would like to be able to share whatever I learn with them.

Board & Committee Appointment Application

City of Auburn

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Application for: ☒ New Appointment ☐ Reappointment (Initial Date Appointed: _____)

Name: Judith M. Webber Ward: 1 Years as an Auburn Resident: 55

Mailing Address: 163 Whitney St.

Physical Address: Same

Phone: 784-6069 Email: jwebber26197@roadrunner.com

Describe your education and/or experience or attach a resume:

graduate program
graduated Univ. of Pennsylvania 1955, Univ. of ME 1983
Teacher Auburn School dept - special education - 19 years
currently volunteer Adult Learning Center in Lewiston

Which board or committee would you like to serve on? (One per application)

Auburn Housing Authority

Why do you want to serve (please limit to 150 words or less. Please attach).

I live near two of the Authority's residences & have long been interested in housing for low income & handicapped.

What do you hope to accomplish (please limit to 150 words or less. Please attach).

I have no goals as such -- just want to be a good committee person + help make good decisions, and be a contributing citizen.

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ Auburn Housing Authority | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

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Application

City of Auburn

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

Signature: Junita M. Webber^{*} Date: Aug. 2, 2013

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

* goes by Judy

AUG 05 2013

Board & Committee Appointment Application

City of Auburn

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Application for: ☒ New Appointment ☐ Reappointment (Initial Date Appointed: _____)

Name: A. HAL BARTER Ward: _____ Years as an Auburn Resident: _____

Mailing Address: 28 CARDING MACHINE Rd. RICHMOND MA. 04357

Physical Address: SAME AS ABOVE

Phone: 504-0758 Email: A.HALB@YAHOO.COM

Describe your education and/or experience or attach a resume:

SEE ATTACHED RESUME

Which board or committee would you like to serve on? (One per application)

AUBURN HOUSING AUTHORITY

Why do you want to serve (please limit to 150 words or less. Please attach). PLEASE SEE ATTACHED

What do you hope to accomplish (please limit to 150 words or less. Please attach). PLEASE SEE ATTACHED

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ Auburn Housing Authority | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

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Application

City of Auburn

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

Signature: C. H. Bate Date: 8/5/13

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

Why do you want to serve?

I have always been dedicated to a career of helping others who may be less fortunate and I am committed and have a strong belief in programs that can help people who are in need. I have experience and am familiar with federally funded programs that are directed towards the low income, disabled, elderly and/or families. I feel that I can use my knowledge and experience to help this population to better their lives. At this time I would like to give and do more, but with my current position at the city, time can be an issue. When I saw this position advertised I was interested because it would be a small time sacrifice/commitment that could possibly make a huge impact in a lot of lives.

What do you hope to accomplish?

I do and have always wanted to be a part of something that impacts people in a positive way. I am interested in helping others, and I feel this position would allow me to do this in a more global fashion, impacting more than one individual or family at a time. As a city employee, I am interested in being part of the system of programs that benefit the residents, and having an active role in the system of community resources available to the residents in need.

A. Hal Barter III
28 Carding Machine Rd.
Richmond, ME. 04357
(207) 504-0758

July 9, 2013

To whom it may concern,

I have over thirty years experience in the construction / building science professions and over fifteen years experience in management / supervisory positions.

As my resume will reflect, I have performed on and / or managed both residential and commercial projects from inception to completion. I have owned and operated my own small business completing all facets of construction along with sub-contracting out to larger companies such as Shaw Environmental and Infrastructure to oversee punch list and warranty issues for multi-unit apartment complexes at the Brunswick Naval Air Base.

I have extensive experience / training in the weatherization, environmental and building science fields to include writing specifications for comprehensive projects and conducting bid processes. I was a co-author with the 2005 edition of the Maine State Weatherization Standards and held the position of Chair Person for the Maine State Building Technology Committee. I currently hold a State LEAD Inspectors License and recently attended the 80 hour Maine State certification for weatherization auditors (as a refresher course) after holding this discipline since 2003 when it was a State issued license. I currently volunteer at speaking events to inform the public of the new EPA LEAD rules. I also do volunteer speaking events offering information in weatherization for the home owner, and currently hold a seat as a board member for the Richmond Community and Economic Development Loan Committee

My experiences and education are contributors to my significant project management, customer relations, communication, spec writing, conducting bid processes and estimating skills and abilities. I have strong work ethic, safe work practice, and great attention to detail, which provide a professional appearance and a quality product to the consumer.

Thank you for considering me for the vacant seat on the board of Commissioners with the Auburn Housing Authority. I look forward to hearing from you regarding this matter.

Respectfully:

A. Hal Barter

A. Hal Barter

28 Carding Machine Rd. ~ Richmond, ME. 04357
Home Phone (207) 737-4789 Cell (207) 504-0758

EDUCATION

State of Maine Residential Energy Auditors Training 2009

(HUD) Section 8 HVC; Housing Quality Standards Inspector Certification 2004

State of Maine Residential Energy Auditors Course; State license to perform energy audits (license # RA1211) 2003

Maine Criminal Justice Academy; Law Enforcement Pre-Service Training School (100 hr. course), Conversion Score: 50, 1996

Unity College; Unity Maine, Major: BS Conservation Law Enforcement, 1996-1998

University of Maine at Augusta, Major: Criminal Justice 1998-1999

EMPLOYMENT

Present Employer – City of Auburn

Housing Coordinator / Project Manager. Oversight and management of a \$300,000 + - budget administering 6 loan programs. Managing 30 – 50 residential projects from intake to completion to include underwriting, spec writing, bid processing, budgeting, scheduling, inspections and close-outs.

2005-2007 Westlake Development Corp.

Site Superintendent. Oversight and management of commercial construction projects from ground breaking to completion. Managing approximately 200 contractors (of all trades), architects, engineers as well as working with municipalities for permits and inspections.

2003-2005 Coastal Economic Development Corp.

Estimator / Inspector. Duties include estimating job costs of heating system installations, rehabilitation / renovation of company owned and client (preexisting) homes. Charged with the company's property management which included 75 low income rental units, 7 head Start Centers, and 4 office complexes, creating, implementing, supervising & overseeing the company's maintenance program / crew as well as creating work orders and handling proposals for each project and hire, oversee and complete final inspections of all work performed by all trades.

1995-2005 (full time 1999-2003) Bart's Building

Owner / Operator of a small contracting business. Duties include estimating construction costs, time required for completion, time management, record keeping, hiring subcontractors, and supervision of employees. Other duties include physically performing tasks and duties related to the carpentry field.

Subcontractor for;

Starlight Enterprises, maintaining / renovating low income rental units to State and Federal guidelines.

Shaw Environmental & Infrastructure, oversee punch list and warranty issues for multi unit apartment complexes.

Oxford Homes, complete finish-off packages for newly set homes.

SUMMARY OF QUALIFICATIONS

6 years Commercial Construction (4yrs. in management positions)
30 years Residential Construction (15 yrs. filling supervisory / management positions)
20 years Class A License with endorsement X

*Concrete (form to finish)	*Concrete Forms (wood & steel)
*Flooring	*Light Plumbing
*Painting	*Light Electrical
*Blueprints	*Sheetrock
*Cabinetry	*Steel Erection
*Back Hoe	*Bulldozer
*Excavator	*Loader (with attachments)
*Boom Truck	*Carrydeck
*90' Aerial Lift	*Scissor Lift
*Welding	*Lull

SKILLS AND OTHER TRAININGS

Lead Inspector Course 2008
Maine State Licensed Limited Fuel Oil Tank Installer 2005
Chair of Maine State Building Technology Committee (BTC) 2004
Coauthor Maine State Weatherization Standards 2004
Affordable Comfort New England Conference 2003, 2004 & 2008
Shutz Tank in Tank (T.I.T.) Fuel Oil Tank Installation Training 2004
Lead Sampling Technician 2004
Onsite Subsurface Wastewater Disposal System Inspector 2003
Septic Tank Inspector 2003
Appliance Metering Training 2003
Lead Smart Renovator 2003
Safety Observation Training 1999
Welding School 1999
Heavy Equipment Training & Certification 1999
Court Security School 1998
Certified Rescue Diver 1997
Volunteer ride-along with the Maine Warden Service 1996
Maine Hunter Safety Instructor 1995
Cofounder and member of the Non-Traditional / Commuter Student Committee, Unity College 1996-1998
Member of the Alcohol Task Force, Unity College 1996-1998
Volunteer Fire Fighter 1990-1994
Marine Corps Noncommissioned Officers School 1980

A. Hal Barter
28 Carding Machine Rd. ~ Richmond, ME 04357
(207) 504-0578

REFERENCES

Kevin Leonard
Weatherization Director
Community Concepts Inc.
(207 890-2076
(207) 333-6443

Randy Trefethan
17 Patrick Dr.
Westbrook, ME. 04092
(207) 632-6165

Sheriff Bryan Lamoreau
Sheriff, Kennebec County, State of Maine Ret.
Currently Stationed in Afghanistan
(207) 215-7471
btl45acp@yahoo.com

More references are available upon request.

Board & Committee Appointment Application

City of Auburn

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Application for: ☒ New Appointment ☐ Reappointment (Initial Date Appointed: _____)

Name: Johnna Flood Ward: 2 Years as an Auburn Resident: 5

Mailing Address: 11 Dennison ST 3 713-6833

Physical Address: 11 Dennison ST

Phone: 207-713-6833 Email: johnna.flood@yale.edu

Describe your education and/or experience or attach a resume:

Attending Ashford University For
MASTERS in Public Administration

Which board or committee would you like to serve on? (One per application)

Planning Board

Why do you want to serve (please limit to 150 words or less. Please attach).

What do you hope to accomplish (please limit to 150 words or less. Please attach).

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ Auburn Housing Authority | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

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Application

City of Auburn

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

Signature: _____

Date: _____

8/2/13

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

Johnna Flood
11 Dennison St
Auburn, ME 04210

To: City of Auburn,

I would like to serve on the planning board to complete understanding of the board's process. I feel, as being citizen of Auburn, having input in the city that I strive to be successful in is important as person. I have been attending the Ashford of University since 2011 and will be graduating in December of 2013 with a Masters in Public Administration. The education that I have committed to would be asset to planning board. I would like to serve as a member on the planning board to be responsible in my civic duty.

I hope I will accomplished by being in the planning board a sense of civic duty. I would like to accomplish being active and knowledgeable member of the planning board. I feel confident I will be able to pick up the skills I need with my education and work ethic be a valued member of the planning board.

I have been interest in policy and procedures throughout my life. It has led my career to go back to school for Public Administration. I have combined efforts with my sincere interest and my education that I would be important asset to the Planning Board.

This is my true reason to serve and the things I hope to accomplish if I become a member of the planning board.

Thank-you for my consideration for a volunteer for the Planning Board.

 8/2/13

Johnna Flood

Johnna Flood
11 Dennison St
Auburn, ME 04210
Phone 207-713-6833
johnnaflood@yahoo.com

Professional Objective: I am a highly organized, professional individual with interest in working with the public and community. I am self-motivated and strive for excellence in the work environment.

Education:

Ashford University
Master in Public Administration
Current GPA: 4.0

Expected date of graduation 12/13

University of Maine at Orono
Bachelor of Science

5/94

Professional Experience:

Great Falls Marketing Auburn, ME
Sales Agent
Customer Service
Sales and Marketing
Phone and Computer system

8/12-present

Dr Newton Portland, ME
Outbound Sales
Sales and Marketing
Phone and Computer system
Customer Service

4/12-7/12

Fallbrook Woods, Portland, ME
Dining Services Director
Improved dining room services
Developed a Menu based on clientele preference

4/11-12/11

Clover Health Care, Auburn, ME
Clinical Nutritionist

4/05-4/11

Evaluated and assessed nutritional standards
Provide supplements, adaptive equipment, texture, and diet changes.
Implemented a protocol for nutrition in skin integrity

Maine Medical Center, Portland, ME

5/02-4/05

Dietetic Technician

Assessed patients on general, renal, cardiac and oncology units

Calculated and prepared tube feedings.

Provided nutrition education on diabetes, cardiac, and renal diets

Sentry Commons, York, ME

3/00-4/02

Food Service Director

Implemented tools to establish an efficient kitchen

Improved communication in Residents care plan meetings.

Supervised through 3 "deficiency-free" surveys

Certification:

Certified Hospice Volunteer

6/02-6/05

Sanitation Certification

10/09

Professional Meetings:

Safety Policy Meeting

2008 to 2011

Alzheimer disease and Nutrition

2008 to 2011

References available

JUL 23 2013

Board & Committee Appointment Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

Application for: ☐ New Appointment ☒ Reappointment (Initial Date Appointed: 4/1/2010)

Name: ROBERT A. BOWYER Ward: 4 Years as an Auburn Resident: 11

Mailing Address: 15 COUNTRY CLUB DRIVE

Physical Address: SAME

Phone: 207-786-7418 Email: bowyer9771@roadrunner.com

Describe your education and/or experience or attach a resume:

See attached

Which board or committee would you like to serve on? (One per application)

PLANNING BOARD

Why do you want to serve (please limit to 150 words or less. Please attach).

See attached

What do you hope to accomplish (please limit to 150 words or less. Please attach).

See attached

The following are the current committees and boards in Auburn:

- | | |
|---|---|
| <ul style="list-style-type: none">▪ 911 Committee▪ Airport Board▪ Assessment Review Board▪ Auburn Housing Authority▪ Auburn Water District▪ Auburn Sewer District▪ Community Development Loan Committee | <ul style="list-style-type: none">▪ Ethics Panel▪ L/A Cable TV Advisory Board▪ L/A Community Forest Board▪ L/A Transit Committee▪ Planning Board*▪ Parks & Recreation Advisory Committee▪ Zoning Board of Appeals |
|---|---|

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JUL 23 2013

Application

City of Auburn

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

Signature: _____

Robert A. Bowger

Date: _____

July 23, 2013

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*The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

JUL 23 2013

ROBERT A. BOWYER, AICP, CITY PLANNER

15 Country Club Drive, Auburn, Maine 04210 Resident since October 2001
Telephone: 207-786-7418 email: bowyer9771@roadrunner.com

EDUCATION:

Harvard College, B.A. (Government), 1956-
Harvard University, Graduate School of Design, Master in City Planning, 1964

PROFESSIONAL EXPERIENCE:

Town of Lexington, MA. population 30,000 1980 - 2000 Planning Director
supervising staff of up to 5 people in all phases of town planning;
specialized in land use regulations, housing, transportation, central
business district, public facilities, capital improvements programming,
demographic analysis, comprehensive planning

Massachusetts Bay Transportation Authority (regional transit agency) 1977-
1980 concentrating in transportation planning, commuter rail planning,
capital improvements programs and federal grant relations

Town of Burlington, MA., population 22,000 1976 - 1977 Executive Secretary,
chief administrative officer for the Board of Selectmen

City of Cambridge, population 105,000 1968-1976, Director of Planning &
Development supervising staff of as many as 42 people in all phases of city
planning and the administration of grant programs; specialized in
comprehensive planning, central business district planning, capital
improvements programs, school building planning, housing planning, zoning,
transportation planning, construction of public facilities

The Planning Services Groups, Cambridge, MA., 1964 - 1967 Project Planner
responsible for preparation of comprehensive plan and complete revision of
Zoning By-Law for Wellesley, MA.; preparation of School Building Plan and a
comprehensive revision of Zoning Ordinance for Derry, NH; preparation of
capital improvements program for Salem, MA.;

City of Cambridge, MA., 1960 - 1964 Associate Planner, Planning Board
responsible for review of applications to the Board of Zoning Appeals,
drafting amendments to the Zoning Ordinance, transportation studies

PROFESSIONAL AFFILIATIONS:

American Institute of Certified Planners, AICP, the national professional
organization, affiliated with the American Planning Association, for which
there are educational and experience requirements; member since 1986;

American Institute of Planners, AIP, the predecessor organization to APA and
AICP; Full Member, 1969 - 1978; member Board of Directors of New England
Chapter, AIP, 1970 - 1974

American Planning Association, Charter Member, 1978 to present

Massachusetts Association of Planning Directors, MAPD, 1968 - 1976, 1980 -
2000; Chairman, 1972

Maine Association of Planners; 2001 to present

JUL 23 2013

AWARDS:

Massachusetts Chapter, American Planning Association, 2000 Distinguished Leadership/Service Award for a Professional Planner. The Chapter's citation read:

In the course of his over forty years as a practicing planner, Robert Bowyer, AICP, has led by example. He has excelled at translating objectives into regulations and ordinances that really work. His legacy includes contributions in the fields of affordable housing, municipal exactions and alternative transportation. While working for Lexington, Mr. Bowyer authored the innovative Inclusionary Housing Policy and a flexible cluster ordinance that promotes alternative housing types. Under this ordinance proposals are evaluated along impact criteria, not simply by the number of units. Many of the provisions of the Lexington Zoning Bylaw have served as models for other communities. Mr. Bowyer has made planning more effective and his efforts have helped to raise the profile of local planners. The Massachusetts Chapter looks forward to Mr. Bowyer continuing to teach and lead the membership.

PUBLICATIONS:

Books, Reports:

American Planning Association, Planning Advisory Service Report No. 442, "Capital Improvements Programs: Linking Budgeting and Planning", 1993

Citizens Planner Training Collaborative, The Comprehensive (Master) Plan - A primer on the Comprehensive Plan written for members of planning boards throughout Massachusetts, 1996

Articles:

"Regional Commercial Growth Management" in Proceedings of the 1986 National Conference on Suburban Expressways and Beltways. This paper dealt with the relationship between local development policies and zoning and transportation demand management as a means of countering "suburban gridlock".

"Housing Appeals Committee Upholds Permanent Affordability Condition", New England Planning, October, 1992 This article reported on the landmark decision of the State Housing Appeals Committee upholding the Town of Lexington decision requiring the affordability of housing units in perpetuity in comprehensive permits.

"Diversification of Housing Supply to Accommodate Smaller Households: Can Single and Multiple Households Coexist in Suburban Settings?" in Zoning and Planning Law Report, Vol. 23, No. 10, November 2000; co-authored with Erica L. Powers, Esq. The article reported on the growing disparity between the available housing stock (largely single-family houses) in suburbs and the need for housing accommodations for smaller households and the creative approaches Lexington used to build housing units for them.

UNIVERSITY TEACHING EXPERIENCE:

Guest lecturer:

Massachusetts Institute of Technology, Graduate School, Department of Urban Studies and Planning, 1994 - 1998;

University of Rhode Island, Graduate Program in Community Planning, 1993, selected to deliver a lecture at the 30th anniversary of the Program;

JUL 23 2013

University of Massachusetts, Department of Landscape Architecture and Regional Planning, 1992;

Harvard University, Graduate School of Design, 1972 1973

PROFESSIONAL CONFERENCES OR WORKSHOPS:

National Conferences, American Planning Association,

- Washington, D.C., 1992, invited to deliver paper and conduct AICP Training Session on Capital Improvements Programs
- Orlando, Fla. 1995, participated in workshop on training programs for citizen Planning Board members. reported on the experience of the Massachusetts Citizen Planner Training Collaborative.
- New York, NY, 2000, moderator for a workshop on housing "mansionsization"

Conferences, Training Programs in Massachusetts

Delivered papers, conducted workshops or participated in numerous panels for: the New England and Massachusetts Chapters of APA; Massachusetts Association of Planning Directors; Massachusetts Municipal Association; Citizens Housing and Planning Association; Massachusetts Executive Office of Communities and Development, EOCD; Metropolitan Area Planning Council; MAPC; Mass. Federation of Planning & Appeals Boards.

Massachusetts Bar Association, Continuing Legal Education Program, 1997-1999, Instructor in subdivision and zoning

PLANNING AND ZONING LITIGATION

Expert Witness

Qualified as an expert witness on planning and zoning and testified in eight trials in the Land Court, Middlesex Superior Court and Norfolk Superior Court.

1975, 1990-1996

OTHER PROFESSIONAL EXPERIENCE

Selected to participate in the professional exchange program between the American Planning Association and the Royal Town Planning Institute, U.K. 1997 Spent two weeks in Oldham and Bolton, Lancashire, observing British town planning practices and operations.

Member City of Auburn Planning Board, 2010 - 2013, Chair 2012-2013

Member, City of Auburn Comprehensive Plan Revision Committee, 2008 - 2010

OTHER:

USM Lewiston Auburn Senior College, Director, 2004-2012, Vice Chairman, Board of Directors 2008- 2012; Instructor 2009 to present

Elected six times to serve as a Town Meeting Member in Lexington, MA 1969-1980, 2001; Chairman, Town Meeting Members Association, 1975. Lexington has a representative Town Meeting in which voting members are elected for three year terms

JUL 23 2013

Planning Board Application Robert A Bowyer

Why Do You Want to Serve?

As a retired city planner, with more than 40 years of professional experience, it seemed unfortunate to simply reside in Auburn, as I have for 11 years, without contributing to the community. That is why I volunteered to serve on the Comprehensive Plan revision committee and to serve one term on the Planning Board. I continue my membership in the national American Planning Association and follow developments around the country. Coupled with my prior work experience, that permits me to act as a resource for the City's planning staff, that is overextended, and fellow Board members. Auburn need not be bound by "elsewhere" but it helps to be aware of the experience and mistakes of others. That also permits me to remain somewhat involved in my life's work without the pressures of full time employment.

What Do You Hope to Accomplish?

The Planning Board should do more than act on applications for special permits submitted to it. It should be addressing the issues facing the city and the region particularly during this time when permit applications are quiet. The recently completed Comprehensive Plan revision identifies a lengthy list of "implementation tasks" that should be undertaken by the Planning Board.

For example, the Zoning Ordinance is riddled with what I will call "nostalgia" - provisions that addressed a problem years ago but no one can remember what or why. They remain because "that's what we have always done!". I propose that the Board review various provisions of the Ordinance to see if they address current day issues and policy objectives. The demographic profile of Auburn has changed from the 1960s with respect to age composition and household size. What does the Zoning Ordinance say about housing types? and is that adequate for the demographic characteristics of this decade? Provisions should be evaluated to retain what is still applicable and revise what is not.

Board & Committee Appointment Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

Application for: ☐ New Appointment ☒ Reappointment (Initial Date Appointed: years ago)

Name: Ann Parker Ward: 3 Years as an Auburn Resident: 33 yrs.

Mailing Address: 69 Summit St. Auburn, ME 04210

Physical Address: Same

Phone: 754-7809 Email: AMJPARKER@yahoo.com

Describe your education and/or experience or attach a resume:

Have served on various City Committees, including Chairperson of Neighborhood Stabilization Committee, Am a Real Estate Broker in L/A And ~~was~~ graduated from Houlton High School, then Maine

Which board or committee would you like to serve on? (One per application) General med. Center

Re-appointment to CDBG

Why do you want to serve (please limit to 150 words or less. Please attach).

I have always been passionate about the community in which I live and take a special interest in the mission of this Committee.

What do you hope to accomplish (please limit to 150 words or less. Please attach).

Hope to continue with what I have worked on for years on this CDBG Committee

The following are the current committees and boards in Auburn:

- | | |
|--|---|
| ▪ 911 Committee | ▪ Ethics Panel |
| ▪ Airport Board | ▪ L/A Cable TV Advisory Board |
| ▪ Assessment Review Board | ▪ L/A Community Forest Board |
| ▪ Auburn Housing Authority | ▪ L/A Transit Committee |
| ▪ Auburn Water District | ▪ Planning Board* |
| ▪ Auburn Sewer District | ▪ Parks & Recreation Advisory Committee |
| ▪ Community Development Loan Committee | ▪ Zoning Board of Appeals |

Incomplete applications and those which list more than one committee will not be considered. Applications are valid for a period of six months. 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.

Application

City of Auburn

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

Signature: _____

Ann McParker

Date: _____

8/6/2013

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Susan Clements-Dallaire, City Clerk

sdallaire@ci.auburn.me.us

333-6600

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 78-09162013

ORDERED, that the City Council hereby appoints Charles Morrison to the L/A Cable TV Advisory Board with a term expiration of January 1, 2015.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order See below*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ **Comprehensive Plan** ☐ **Work Plan** ☐ **Budget** ☐ **Ordinance/Charter** ☐ **Other Business*** ☐ **Council Goals****

If Council Goals please specify type: ☐ **Safety ☐ **Economic Development** ☐ **Citizen Engagement**

Subject: Appointment of Board and Committee Members

Information: On 8/29/2013 the Appointment Committee met and nominated the following;

Charles Morrison – L/A Cable TV Advisory Board

Michael Dixon – Zoning Board of Appeals

Judith Webber – Auburn Housing Authority

Robert Bowyer - Planning Board

Ann Parker – Community Development Block Grant (CDBG) Loan Committee

Financial: N/A

Action Requested at this Meeting: Recommend passage of appointments

Previous Meetings and History: N/A

Attachments:

Applications

Memo

*Orders 78-09162013 Charles Morrison – L/A Cable TV Advisory Board

79-09162013 Michael Dixon – Zoning Board of Appeals

80-09162013 Judith Webber – Auburn Housing Authority

81-09162013 Robert Bowyer - Planning Board

82-09162013 Ann Parker – Community Development Block Grant (CDBG) Loan Committee

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 79-09162013

ORDERED, that the City Council hereby appoints Michael Dixon to the Zoning Board of Appeals as a full member with a term expiration of October 1, 2016.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order See below*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ **Comprehensive Plan** ☐ **Work Plan** ☐ **Budget** ☐ **Ordinance/Charter** ☐ **Other Business*** ☐ **Council Goals****

**If Council Goals please specify type: ☐ *Safety* ☐ *Economic Development* ☐ *Citizen Engagement*

Subject: Appointment of Board and Committee Members

Information: On 8/29/2013 the Appointment Committee met and nominated the following;

Charles Morrison – L/A Cable TV Advisory Board

Michael Dixon – Zoning Board of Appeals

Judith Webber – Auburn Housing Authority

Robert Bowyer - Planning Board

Ann Parker – Community Development Block Grant (CDBG) Loan Committee

Financial: N/A

Action Requested at this Meeting: Recommend passage of appointments

Previous Meetings and History: N/A

Attachments:

Applications

Memo

*Orders 78-09162013 Charles Morrison – L/A Cable TV Advisory Board

79-09162013 Michael Dixon – Zoning Board of Appeals

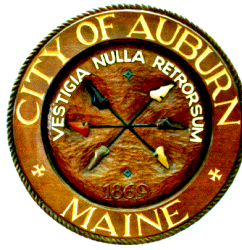
80-09162013 Judith Webber – Auburn Housing Authority

81-09162013 Robert Bowyer - Planning Board

82-09162013 Ann Parker – Community Development Block Grant (CDBG) Loan Committee

**Agenda items are not limited to these categories.*

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 80-09162013

ORDERED, that the City Council hereby appoints Judith Webber to the Auburn Housing Authority with a term expiration of October 1, 2018.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order See below*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Appointment of Board and Committee Members

Information: On 8/29/2013 the Appointment Committee met and nominated the following;

Charles Morrison – L/A Cable TV Advisory Board

Michael Dixon – Zoning Board of Appeals

Judith Webber – Auburn Housing Authority

Robert Bowyer - Planning Board

Ann Parker – Community Development Block Grant (CDBG) Loan Committee

Financial: N/A

Action Requested at this Meeting: Recommend passage of appointments

Previous Meetings and History: N/A

Attachments:

Applications

Memo

*Orders 78-09162013 Charles Morrison – L/A Cable TV Advisory Board

79-09162013 Michael Dixon – Zoning Board of Appeals

80-09162013 Judith Webber – Auburn Housing Authority

81-09162013 Robert Bowyer - Planning Board

82-09162013 Ann Parker – Community Development Block Grant (CDBG) Loan Committee

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 81-09162013

ORDERED, that the City Council hereby appoints Robert Bowyer to the Planning Board with a term expiration of January 1, 2016.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Order See below*

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

☐ Comprehensive Plan ☐ Work Plan ☐ Budget ☐ Ordinance/Charter ☐ Other Business* ☐ Council Goals**

**If Council Goals please specify type: ☐ Safety ☐ Economic Development ☐ Citizen Engagement

Subject: Appointment of Board and Committee Members

Information: On 8/29/2013 the Appointment Committee met and nominated the following;

Charles Morrison – L/A Cable TV Advisory Board

Michael Dixon – Zoning Board of Appeals

Judith Webber – Auburn Housing Authority

Robert Bowyer - Planning Board

Ann Parker – Community Development Block Grant (CDBG) Loan Committee

Financial: N/A

Action Requested at this Meeting: Recommend passage of appointments

Previous Meetings and History: N/A

Attachments:

Applications

Memo

*Orders 78-09162013 Charles Morrison – L/A Cable TV Advisory Board

79-09162013 Michael Dixon – Zoning Board of Appeals

80-09162013 Judith Webber – Auburn Housing Authority

81-09162013 Robert Bowyer - Planning Board

82-09162013 Ann Parker – Community Development Block Grant (CDBG) Loan Committee

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 82-09162013

ORDERED, that the City Council hereby appoints Ann Parker to the Community Development Block Grant (CDBG) Loan Committee with a term expiration of October 1, 2016.



City Council Information Sheet

City of Auburn

Council Meeting Date: September 16, 2013

Subject: Executive Session

Information: Discussion or consideration on an economic development matter, pursuant to 1 M.R.S.A. §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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.