



City Council Meeting and Workshop

March 4, 2013

Agenda

5:30 P.M. Workshop

- A. Proposal of an ordinance to make Auburn parks, beaches, and trails tobacco free-Dot Meagher (15 Minutes)
- B. Zoning map amendment – Eric Cousens (15 minutes)
- C. Mass Gatherings/Special Events – Phil Crowell (15 minutes)
- D. Update on PAL (Police Activities League) Center – Phil Crowell (15 minutes)
- E. Parks & Recreation Advisory Board Ordinance Amendment – Ravi Sharma (15 minutes)

7:00 P.M. City Council Meeting

Pledge of Allegiance

- 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.

II. Minutes

February 19, 2013

III. Reports

Mayor's Report

Committee Reports

- **Transportation**
 - Androscoggin Transportation Resource Center – Mayor LaBonte
 - Lewiston Auburn Transit – Councilor Gerry
 - Airport, Railroad – Councilor Hayes
 - Bike-Ped Committee – Councilor Shea
- **Housing**
 - Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry
- **Economic Development**
 - L-A Economic Growth Council, Auburn Business Development Corp. – Councilor Shea
- **Education**
 - Auburn School Committee – Councilor Young
 - Auburn Public Library – Councilor LaFontaine
 - Great Falls TV – Councilor Young and Councilor Shea
- **Environmental Services**
 - Auburn Water District, Auburn Sewerage District – Councilor Crowley
 - Mid-Maine Waste Action Corp. – Councilor Walker
- **Recreation**
 - Recreation Advisory Board – Councilor Walker

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- **Public Safety**
 - **LA 911 – Councilor Walker**

City Councilors' Reports

City Manager's Report

IV. Communications, Presentations and Recognitions

- 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

VII. New Business

1. Order 15-03042013

Approving the consolidation to one voting place (Auburn Hall) for the June 11, 2013 School Budget Election. Public hearing.

VIII. Executive Session

- 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. Future Agenda/Workshop Items

XI. 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
- 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

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- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph 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: March 4, 2013

Item A

Author: Lewiston-Auburn Public Health Committee

Subject: Lewiston- Auburn Public Health Committee (LAPHC) recommends a tobacco-free parks and recreation area ordinance for the City of Auburn.

Information: Tobacco use is the number one cause of preventable death in the United States and secondhand smoke contains many harmful chemicals and cancer-causing agents. Nonsmokers who are exposed to secondhand smoke increase their risk of developing heart disease by 25-30% and for developing lung cancer by 20-30%. Secondhand smoke also poses a significant health risk in outdoor settings. Research finds that smoking within 20 feet of non-smokers can cause harmful levels of exposure that can be as high outdoors as they are indoors.

To protect residents from secondhand smoke while enjoying outdoor activities, we propose the City of Auburn make city-owned parks and recreation areas tobacco-free. With the adoption of the proposed ordinance, the City of Auburn will be compliant with State Parks, beaches and historical sites.

Financial: N/A

Action Requested at this Meeting: Discussion and possible future action

Previous Meetings and History: Presented to the City Council on May 4, 2009 recommending a tobacco-free ordinance.

Attachments:

- Proposed City of Auburn Tobacco Ordinance
- LAPHC recommendation to the Council
- Letter of Support from the Maine Public Health Association
- Letter of Support from the Lewiston-Auburn Public Health Committee
- Letter of Support from the City of Auburn Parks and Recreation Department
- Letter of Support from the Breath Easy Coalition
- Letter of Support from the Brenda Joly – Auburn Resident
- Letter of Support from the Brenda Joly – Auburn Resident

“Lewiston Auburn Public Health Committee Recommendations”

AN ORDINANCE PERTAINING TO PARKS AND RECREATION

THE CITY OF AUBURN HEREBY ORDAINS:

Chapter 34 of the Code of Ordinances of the City of Auburn, Maine are hereby amended as follows:

CHAPTER 34

Parks, Recreation, and Cultural Affairs

34 – XX. Tobacco.

(a) No person shall use tobacco on city-owned athletic fields, city-owned parks, city-owned playgrounds, city-owned trails, city-owned beaches, or Androscoggin Land Trust properties; including but not limited to Festival Plaza, Auburn Riverwalk, and Mount Apatite.

- i. The City of Auburn specifically restricts the use of any tobacco product, including, but not limited to: cigarettes, cigars, and all smokeless tobacco products and electronic nicotine delivery devices.

(b) Tobacco use on all school grounds is prohibited by state law at all times.

(c) Tobacco use at city-owned indoor facilities and outside exterior at least 20 feet from entryways, windows, vents and doorways, and not in any location that allows smoke to circulate back into the building is prohibited by state law at all times.

Notifications:

The park and recreation staff or their representatives will have the authority to notify offenders about the policy and have the authority to ask persons to leave if uncooperative. Notifications will follow the norms and procedures of other ordinances. The park and recreation department shall place signs at the beginning and end point of any city trail as well as in such other locations that the parks and recreation department deems necessary to notify the public of this ordinance.

Enforcement/Penalties:

Any person who violates any provision of this article shall be guilty of an infraction, punishable by the following fine schedule and said fines shall be recovered for use by the City:

1. A fine of \$50.00 for a first violation
2. A fine of \$100.00 for a second violation of this article within one year.
3. A fine of \$150.00 for each additional violation of this article within one year.

Recommendation to the Auburn City Council Regarding
Auburn Parks and Recreation Tobacco Ordinance March 2012

The Lewiston Auburn Public Health Committee was assembled with a mission to “*create public health partnerships that promote physical and mental health and prevent disease, injury, and disability.*” The LAPHC consists of residents from both cities and representatives from key organizations in the twin cities. These include the two school departments, the two area hospitals, the Maine Center for Disease Control and Prevention, social service organizations, community health coalitions, code enforcement, and law enforcement.

Tobacco use is the number one cause of preventable death in the United States and secondhand smoke contains many harmful chemicals and cancer-causing agents. Approximately 20% of Maine adults are smokers, and here in Androscoggin County nearly 22% of adults smoke. According to recent data from the 2011 Maine Integrated Youth Health Survey (MIYHS), 14.9% of high school students in our county have tried cigarettes and almost 15.4% have tried cigars, cigarillos, or little cigars.

Tobacco policies are one of the most effective and sustainable ways of promoting positive health behavior. Adults and older youth are some of the most influential people in a child’s life and a tobacco-free policy will create an environment where positive, healthy role-modeling for youth will take place. A tobacco-free policy would also reduce the amount of litter on the town fields, as well as prevent possible fire hazards caused by improper disposal of cigarette butts.

In 2009, the City of Lewiston approved a tobacco prohibition ordinance on any city-owned athletic fields during any city or school event and prohibited all tobacco products on all city owned playgrounds, aquatic parks, skateparks and basketball courts. Additionally, the city has had a no-tobacco-use policy in place for years (date of approval is uncertain) prohibiting its use by the public or its employees within 25 feet of any municipal building or in any city structure or vehicle.

Over 80 communities across Maine have policies that meet minimum tobacco-free policy criteria developed by the Partnership for a Tobacco-Free Maine, including Portland, Lisbon, Sabattus and Poland. In Portland, tobacco use is prohibited in all city parks, athletic fields, and playgrounds. In the town of Lisbon, tobacco use is restricted in all town-owned vehicles, and in or at any of the facilities owned, leased, managed or used by the town of Lisbon Recreation Department. Currently, the City of Auburn has a tobacco policy that prohibits employees and the public to smoke in any municipal building or work vehicle, thereby building on Maine’s tobacco laws which prohibits smoking in all workplaces as well as in all indoor public places.

Given the tobacco-related health risks and the benefits of limiting litter and fire hazards, by prohibiting tobacco use we recommend:

- The City of Auburn’s Parks and Recreation Department should adopt a tobacco-free policy for all city owned athletic fields, parks, playgrounds, trails and beaches at all times.
 - o This policy will increase health protections for park users, including youth.
 - o This policy will make Auburn a more attractive destination to tourists and other visitors because of the tobacco free environments and the cleaner appearance of our public spaces.
 - o The policy should include wording restricting the use of any tobacco product, including but not limited to: cigarettes, cigars, and all smokeless tobacco products and electronic nicotine delivery devices.
- The LAPHC would like the policy to focus on good health and quality of life rather than targeting tobacco users.
- The LAPHC would like to see a strong educational component to the policy. The policy would encourage the inclusion of service providers in the tobacco education effort rather than act as a penalty for anyone who violates the ordinance. For instance, the policy could include a one-year penalty grace period where

violators are provided with educational materials rather than a fine. This example would also maintain good community relations and reduce the number tobacco users who feel that they are being targeted by this policy as a way for the city to generate revenue.

- o Healthy Androscoggin can provide free materials which can be used for educating the public about the policy, such as tobacco-free exterior signs and talking point cards to explain the policy and quitting resources (please see attached examples). Healthy Androscoggin would also be available to do presentations about the policy, the dangers of secondhand smoke and quitting resources.
- The LAPHC is sensitive to vulnerable populations who are more likely to use tobacco, which is a serious addiction.

Examples of free materials to educate people about the new tobacco-free parks and recreational area ordinance:

- Tobacco-Free Area metal sign (16"x26"):



- Tobacco-Free Area talking point cards (business card size):





**MPHA 2012/2013
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*Tina Pettingill, MPH
Executive Director*

February 15, 2013

Dear Mayor Deschene and members of the Auburn City Council:

My name is Tina Pettingill, the Executive Director of the Maine Public Health Association (MPHA). We are an organization which represents 400 public health professionals and students across the State committed to creating an environment which sustains and improves the health and well-being of Maine residents. Our diverse membership has a common interest in the promotion and protection of the public's health. I am writing today on behalf of our members to urge you to adopt a 100% tobacco-free outdoor spaces ordinance for all public parks, trails and beaches in Auburn.

Reliable and credible sources such as our nation's highest medical official, the U.S. Surgeon General, as well as Stanford University researchers and Repace & Associates have published reports warning about the dangers of secondhand smoke in outdoor settings. **This research proves that drifting secondhand smoke can indeed pose a significant health risk for nonsmokers sitting or standing near smokers outdoors.** Conclusions from researchers include that smokers need to be at least 20 feet away from non-smokers in order to avoid concentrations of secondhand smoke and that contaminant levels can be as high in outdoor settings as in indoor settings. This is revealing and enlightening information as we know that there is no safe level of exposure to secondhand smoke- a toxin that is more deadly than arsenic, asbestos or lead.

The reason this type of policy change works is simple- this is what the vast majority of Maine people want. **Surveys consistently demonstrate that over 75% of Mainers support smoke-free environments including restaurants, bars, homes, workplaces, parks and beaches.**

In addition to Maine people wanting this type policy, smoke-free parks ordinances have proven to be self-enforcing. The University of Minnesota did a large-scale survey of 257 parks directors that had smoke-free policies in 2004 and found that:

- 74% reported no problems with policy violators;
- 88% reported no changes in park usage and for those reporting a change in park use following the policy, 71% reported an increase in usage;
- In addition, 58% of park directors reported less litter in park areas.

This same study reveals that enforcement was an area of worry for nearly all park directors without a policy. However, in communities with a policy, few park directors

actually experienced compliance problems and **99% of park directors with policies would recommend such a policy to other communities.**

Successful implementation of this type of ordinance relies on everyone working together. Education, signage and community and patron awareness are the keys to success, as is the passage of an ordinance itself. When people understand that an ordinance is in place, via signage and community messaging, compliance rates are high. In cases where they don't comply, The American Lung Association of California reminds us that "part of what makes these laws self-enforcing is that they are enforceable if needed. They are real laws with penalties and consequences for violation."

On behalf of the Board, staff, 400 members of the Maine Public Health Association and the more than 80% of Auburn residents who do not use tobacco, I thank you for your thoughtful consideration of a tobacco-free outdoor spaces ordinance. This ordinance will protect our parks, people, pets and wildlife; it will be self-enforcing and put Auburn in line with State parks, beaches and historical sites... a win-win for everyone involved.

Feel free to contact me with any questions at mainepha@gmail.com or 730.1040. Thank you for your time.

A handwritten signature in cursive script that reads "Kristina Pettingill".

Kristina Pettingill, MPH
Executive Director

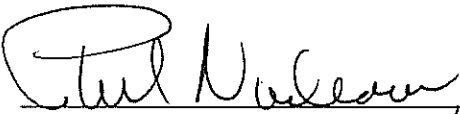
**LEWISTON-AUBURN PUBLIC HEALTH COMMITTEE (LAPHC)
LETTER OF SUPPORT
TO THE MAYOR AND CITY COUNCIL FOR
THE CITY OF AUBURN:
AUBURN PARKS AND RECREATION TOBACCO ORDINANCE
FOR THE CITY OF AUBURN**

March 4, 2013

The LAPHC appreciates the invitation to discuss its tobacco-free ordinance recommendations for the City of Auburn with the Mayor and Council for the City of Auburn. The following is a summary regarding the LAPHC's recommendations of the tobacco ordinance which has been submitted to the Auburn City Council for their consideration on March 4, 2013:

- The policy recommendation is not intended to be a boiler plate recommendation but a set of policy statements that are consistent with the best practices employed by some 80 Maine communities who have endorsed tobacco-free areas in and around a variety of public open-space areas in their communities
- The LAPHC would like to policy to focus on good health and quality of life rather than tobacco users
- The LAPHC recommendation focuses on education before enforcement for a period of time following the enactment of the ordinance
- The LAPHC recommendation also provides a link to organization "Healthy Androscoggin" which will offer support in the form of materials and staffing to help with educational efforts and to conduct outreach to vulnerable populations

The LAPHC greatly appreciates the opportunity to speak with the Mayor and Council and stands ready to work with Auburn residents if and when the city chooses to pursue the introduction of outdoor tobacco-free areas in the City of Auburn.


Steve Nelson, vice-chair
for Marcia Miller
Chair
Lewiston-Auburn Public Health Committee



To: Mayor LaBonté and the Auburn City Council
From: Ravi Sharma, Parks & Recreation Director
Subject: Proposed Tobacco Ordinance
Date: February 19, 2013

Mayor and Council;

The parks and recreation department supports the proposed ordinance amendment recommended by the Lewiston Auburn Public Health Committee which seeks to prohibit all tobacco usage on city-owned property.

Should you have any questions please do not hesitate to contact me at 333-6601 ext. 2102 or rsharma@auburnmaine.gov

Sincerely,

Ravi Sharma
City of Auburn
Parks & Recreation Director



Dear Auburn Mayor and City Council Members,

Thank you for considering a tobacco-free ordinance for your parks and recreational areas. Tobacco use continues to be the leading cause of preventable disease and death and the US Surgeon General has repeatedly stated that there is no risk-free level of exposure to secondhand tobacco smoke. Ordinances and policies that restrict tobacco use in outdoor settings are quickly becoming the norm across Maine and the Nation as they create safer and healthier municipal environments.

Tobacco-free ordinances do not require anyone to quit using tobacco products, simply to refrain from use in the parks. Secondhand smoke poses a significant health risk in outdoor settings. Research finds that smoking within 20-feet of nonsmokers can cause harmful levels of exposure that can be as high outside as they are inside. Children, those with cardiovascular health and breathing issues, and the elderly are especially vulnerable to the effects of secondhand smoke. This ordinance will ensure that those members of the community are able to enjoy Auburn's recreational areas without concern for secondhand smoke.

Similarly implemented ordinances have repeatedly shown that these policies are largely self-enforcing. The majority of Maine residents do not smoke and 90% of Maine adults believe that people should be protected from secondhand smoke. Maine has laws prohibiting smoking in indoor workplaces, public places, state parks and beaches and other locations, this ordinance would put Auburn parks and recreational sites in line with other environments where the public is protected from these harmful toxins. Since tobacco-free areas are becoming ever more present in Maine, high compliance can be expected for this ordinance with adequate signage and education.

Adopting a tobacco-free parks and recreational areas ordinance will reduce exposure to secondhand smoke, support those who are trying to quit, reduce tobacco related litter and help to change the social norm around tobacco use.

Sincerely,

Sarah Mayberry, Program Director
Breathe Easy Coalition of Maine

Brenda Joly, PhD, MPH
167 Pond View Drive
Auburn, ME 04210
207-312-5110

February 20, 2013

Dear Members of the Committee:

I understand that the Committee will be considering a proposal to ban tobacco use in all public parks.

As a parent of two young boys and resident of Auburn, I am writing to express my support for the proposed tobacco ordinance that would allow all city-owned athletic fields, parks, playgrounds, trails and beaches to be tobacco-free.

We go to city-owned parks, like Mount Apatite, to play with our kids, to participate in sports, or to relax and enjoy the outdoors. Creating tobacco-free parks is a way for the City of Auburn to make outdoor spaces even more conducive to healthy living. By passing this ordinance the City of Auburn is taking an important step to encourage healthy behaviors and make parks a place where people (especially children) can expect to be free from secondhand smoke.

The Surgeon General reports, "*there is no risk-free level of exposure to secondhand smoke.*" If only 22% of Androscoggin County smokes, why do 78% of non-smokers want to be exposed to the dangers of secondhand smoke? With this proposed tobacco ordinance we can protect residents and parks can become a welcoming place for healthy recreation.

I urge the Committee to vote to ban tobacco use in parks and support a healthier environment for all.

Sincerely,

A handwritten signature in black ink that reads "Brenda Joly". The signature is written in a cursive, flowing style.

Brenda Joly, PhD, MPH
Auburn Resident

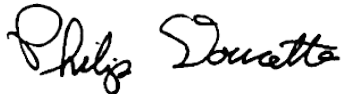
February 19, 2013

Dear Auburn City Council Members:

I am writing this letter in support of the ordinance proposed by the Lewiston Auburn Public Health Committee that all city owned parks, trails, beaches, etc., become tobacco free. As a parent of two small children who really enjoy spending their summer days outside, it is very discouraging to arrive at a beach and find that we have to deal with people smoking nearby. Thankfully, most of our fellow citizens are courteous enough to find an area that is somewhat removed from the majority of the beach goers, but it doesn't take much of a summer breeze to blow that smoke back onto those of us who were planning to have a smoke free day. Not only that, but it is kind of a downer when you have to pick out the cigarette butts from your sandcastles because some people think the beach is their personal ashtray.

I ask you to please adopt this ordinance and help make Auburn a healthier place. It really is a step in the right direction and truly feel that many years from now we will look back in amazement that it took so long to make are public areas a place of smoke-free enjoyment.

Sincerely,

A handwritten signature in black ink that reads "Philip Doucette". The signature is written in a cursive, slightly slanted style.

Philip J. Doucette
Alderwood Road, Auburn



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: March 4, 2013

Item B

Author: Eric Cousens, City Planner/Director of Planning and Permitting

Subject: Proposal to amend the City Of Auburn Zoning Map in the area of Blanchard Road, Turner Road, Hathaway Street, Stone Road and a portion of Oak Hill Road from Low Density Country Residential (LDCR) to Low Density Rural Residential (LDRR) pursuant to Chapter 60, Article XVII, Division 2 of the Ordinances of the City of Auburn as shown on the attached map.

Information: At the February 12, 2013 Planning Board meeting, the Board accepted input from the public and discussed the proposed amendment in detail. During the discussion and public hearing, the Board was made aware that stand-alone commercial greenhouses and slaughter houses were two use groups that are currently allowed that would not be permitted under the LDRR zoning district. That change could limit potential agricultural operations at the northern corner of Turner and Blanchard Roads. It should be noted that either use is currently allowed and would continue to be allowed after a change from LDCR to LDRR if it was accessory to or part of the operation of a farm, nursery or other permitted use. The Board voted 7/0 to forward a favorable recommendation on a modified version of this proposal as shown on the attached map titled "Planning Board Recommended Map Change Area." The attached map also shows the Lake Auburn Watershed boundaries. The Planning Board recommended that the change exclude the agriculturally used land at the corner of Blanchard and Turner Roads and the land to the north, on the east side of Turner Road. The Board found that the proposal meets the requirements of the City's Comprehensive Plan with the amendment.

Minutes from the Planning Board meeting will be available soon. Staff recommends approval of the Planning Board Recommended change and will be available explain the process and to answer any questions.

Financial: None

Action Requested at this Meeting: None.

Previous Meetings and History: Planning Board Meeting February 12, 2013

Attachments:

- Planning Board staff report dated February 12, 2013
- Uses allowed in the LDCR zoning district vs. LDRR zoning district
- Zoning Map showing petitioned area, staff recommended area and PB recommended areas.
- Minutes to the February 12, 2013 meeting to follow

City of Auburn, Maine

"Maine's City of Opportunity"

Office of Planning & Permitting

Planning Board Report

To: Auburn Planning Board

From: Eric J. Cousens, City Planner

Re: Public hearing for a recommendation to the City Council on a proposal to amend the City Of Auburn Zoning Map in the area of Blanchard Road, Turner Road, Hathaway Street, Stone Road and a portion of Oak Hill Road from Low Density Country Residential (LDCR) to Low Density Rural Residential (LDRR).

Date: February 12, 2013 Planning Board Meeting

PROPOSAL

The City of Auburn has received a petition from at least twenty-five (25) registered voters to amend the zoning map in the area of Blanchard Road. The proposed changes include a strip of land 450' deep from the centerline of and parallel to Blanchard Road on the parcels at 16 Blanchard Road (PID # 367-035), 2527 Turner Road (PID 345-025), 117 Blanchard Road (PID# 345-024), 96 Blanchard Road (PID# 345-016), 120 Blanchard Road (PID# 345-017), 145 Blanchard Road (PID# 345-023), 170 Blanchard Road (PID# 345-018), 48 Hathaway Street (PID# 345-032-001).

It is staff's opinion that the proposal is consistent with the comprehensive plan and would correct some existing nonconformities for parcels along Blanchard Road. Based on the Comprehensive plan, staff recommends that the Planning Board consider applying the change to a larger area to include the existing areas within the LDCR zoning district along Turner Road, Hathaway Street, Stone Road and a portion of Oak Hill Road. The areas shown in dark green with red outlines on the attached map show the difference between the "petitioned map change area" and the "comp plan and staff recommended map change area." Public notice has been sent to property owners within 500' of the larger area to ensure that the Board has input from any one affected by either change.

I was told by some residents that the area under petition was already zoned Rural Residence in the past (essentially the same as the proposed LDRR) and wanted to provide the history of those changes for the Boards' discussion. Much of the area (750' strip along Rt. 4) was in the RR District on the 1967-68 zoning maps with additional area added in 1984. In 1985 there is a limited record of zoning amendments in the Planning Board Minutes but none appear to include the Rt.4 and Blanchard Road area that we are currently discussing. The Council minutes, however, do include discussion on the Rt. 4 and North Auburn area. It is my

understanding, based on the file review and discussions with staff from that period, that the Council unveiled its own zoning plan for much of the City without review and recommendation by the Planning Board as required by ordinance. The council then passed a large scale map amendment including many new LDCR zoning districts in formerly agricultural areas, some of which were owned by Councilors and their families. In a landmark zoning case, the Inhabitants of the City of Auburn sued the Auburn City Council for acting inconsistently with the City's Comprehensive Plan. When the Inhabitants prevailed, many of the changes were deemed illegal and reversed. The court decision came out shortly before an election and the Council composition changed substantially that year. It appears that the LDCR zone was considered consistent with the Comprehensive Plan in some residential areas at that time and remained in place in much of the area that we are currently discussing.

The City's Comprehensive Plan illustrates the subject area as "Residential – Low Density" as shown on the future land use map.

Page 102, Auburn Comprehensive Plan: 2. CATEGORY: LIMITED GROWTH AREAS, TYPE A: DEVELOPMENT AREAS, DESIGNATION: RESIDENTIAL

Low Density Residential Development District (LDRD)

Objective – Allow for low density residential development (primarily detached single family homes) on the fringe of the built up area where public services can be reasonably provided, but where public sewerage is not available and is not likely to be available in the foreseeable future (see Figure 2.3).

Allowed Uses – The allowed uses in the Low Density Residential Development District should be similar to the uses currently allowed in the existing Rural Residential District, including single and two-family homes and town-house style units.

Development Standards – The residential density in the Low Density Residential Development District should be one unit per acre. The development standards should be similar to the standards for the existing Rural Residential District, except for the lot width/frontage requirement. The current frontage requirements along existing public roads should be maintained, including the provision for larger frontage in areas currently zoned Very Low Density Country Residential. The frontage standards should allow lot widths of as little as 125-150 feet for lots that front on a new internal street, and for back lots with as little as 50 feet of frontage on an internal street. The standards should allow the size of individual lots to be reduced and the lots clustered to allow a portion of a development to be preserved as open space, provided that adequate provisions can be made for on-site sewage disposal and water supply and the overall density requirement is met.

The LDRD zoning district conforms to the "Residential – Low Density" classification. Much of the area along Rt. 4 is already in the RR zoning district as can be seen on the attached map.

Staff recommends that the Board consider expanding the amended area to include the area outlined in red on the attached map and currently zoned LDCR.

Based on the Comprehensive Plan and Future Land Use Map, staff is supportive of the proposal whether the or not the Board sees fit to expand upon the petitioned area.

II. PLANNING FINDINGS / CONSIDERATIONS:

Staff has evaluated the proposed rezoning and suggests the following findings:

- A. The City's Future Land Use Map shows the area as "Residential – Low Density". The Low Density Rural Residential zoning designation is consistent with the future land use map.

III. RECOMMENDATION:

Staff recommends that the Planning Board forward a favorable recommendation to the City Council to rezone the property in the area of Blanchard Road, Turner Road, Hathaway Street, Stone Road and a portion of Oak Hill Road from Low Density Country Residential (LDCR) to Low Density Rural Residential (LDRR) as outlined on the attached map, pursuant to Chapter 60, Article XVII, Division 2 of the Ordinances of the City of Auburn and based on the above findings.

Eric Cousens
Director of Planning and Permitting

Uses allowed in the LDCR zoning district vs. LDRR zoning district

The following uses are permitted:		
Permitted Use Designation	Allowed in LDCR	Allowed in LDRR
One-family detached dwellings.	X	X
Two-family dwellings.	X	X
Buildings, equipment and machinery accessory to the principal use including, but not limited to: barns silos, storage buildings and farm automobile garages.	X	X
Forest products raised for harvest.	X	X
Field crop farms.	X	X
Row crop farms.	X	X
Orchard farms.	X	X
Truck gardens.	X	X
Plant and tree nurseries.		X
Greenhouses.		X
Handling, storage and sale of agriculture produce and processed agricultural products derived from produce grown on the premises.	X	X
Livestock operations including poultry farms, cattle farms, dairy farms, stud farms, hog farms, sheep ranches, other animal farms, including farms for raising fur-bearing animals.	X	X
Wayside stands.	X	X
Two-family dwellings which are created from the conversion of a one-family dwelling structure which was constructed prior to 1900.	X	X
Attached single-family dwellings, provided that they are approved by the planning board as part of a planned residential unit development and subdivision, under the provisions of division 10 of article IV and division 4 of article XVII of this chapter.		X
Mobile home parks, subject to the requirements and conditions of section 60-669, mobile home park standards.		X
Licensed veterinarians provided that the lot is of at least three acres.		X
Accessory uses, buildings or structures.		X
Lawn maintenance services.		
Municipal uses and buildings.		X

The following uses are permitted by special exception after approval by the planning board in

Uses allowed in the LDCR zoning district vs. LDRR zoning district

accordance with the provisions of division 3 of article XVII of this chapter:		
Special Exception Use Designation	Allowed in LDCR	Allowed in LDRR
Bed and breakfast.	X	
<p>Sawmills and their customary accessory land uses and buildings incidental to the harvesting of forest products, subject to the following conditions:</p> <p>a. Sawmill and accessory activity shall not be detrimental to the neighborhood or the city by reason of special danger of fire or explosion, pollution of rivers or perennial streams or accumulation of refuse.</p> <p>b. Wood processing operation shall be located no closer than 75 feet from any river or perennial stream, 250 feet from any zoning district boundary or residential dwelling and shall be limited to four persons employed.</p> <p>c. Where natural vegetation is removed, it shall be replaced within six months with other vegetation which will be equally effective in retarding erosion and will preserve natural beauty.</p>	X	
Veterinary hospitals, where operated by licensed veterinarians, including offices and facilities for temporarily boarding animals.	X	
Handling, storage and sale of agricultural services, equipment, and supplies accessory to the farming use.	X	X
Bona fide residences required for farm labor. Any residence constructed for farm labor shall not be converted to nonfarm residential use except by permission of the planning board based upon a finding that the abandonment or reduction in such use resulted from causes beyond the control of the applicant and not from any intention to circumvent the requirements of this division. The findings and the conditions upon which such altered use may be continued shall be made a part of the permanent records.	X	

Uses allowed in the LDCR zoning district vs. LDRR zoning district

<p>Recreational uses of land intended or designed for public use subject to the following conditions:</p> <p>a. No such recreational use shall be expanded or extended so as to occupy additional land area greater than 20 percent of the original area or one acre, whichever is less; or by the construction of a structure or an addition to an existing structure by more than 900 square feet of additional floor space unless the owner or occupant first obtains approval of the planning board in the manner and upon the same terms as approvals of initial recreational uses.</p> <p>b. Any proposed new or expanded recreational use shall be completed on or before the estimated completion date except that the planning board may grant reasonable extension of time where good cause for the failure to complete is shown.</p>	<p>X</p>	<p>X</p>
<p>Any legally nonconforming summer camp or cottage may be rebuilt if destroyed by fire or other casualty, subject to the following conditions:</p> <p>a. Such reconstruction shall comply with all ordinances applicable to new construction. Such reconstruction need not, however, comply with zoning provisions which would otherwise be applicable except for the provisions of article XII of this chapter.</p> <p>b. In cases where no minimum setback is established by division 5 of article XII of this chapter an open yard space of at least ten feet between the building as reconstructed and each of the property lines shall be maintained.</p>	<p>X</p>	
<p>Cemeteries, subject to the following conditions:</p> <p>a. At least 20 acres in area.</p> <p>b. Not located in any environmental overlay district or over any known aquifer.</p>	<p>X</p>	<p>X</p>
<p>Municipal sanitary landfills, subject to the following conditions:</p> <p>a. Not located in any environmental overlay district or over any known aquifer.</p> <p>b. Provisions shall be made to avoid surface water and groundwater pollution.</p> <p>c. Provisions shall be made for frequent covering of deposited wastes with earth to counteract vermin, insects, odors, and windblown debris.</p>	<p>X</p>	

Uses allowed in the LDCR zoning district vs. LDRR zoning district

<p>Radio, radar, television and radio telephone transmitting or broadcasting towers, but not studios or offices for such transmitting or broadcasting, provided that:</p> <p>a. Every such tower shall be installed in a location and manner that ensures its safe operation and the safety of the surrounding residents, building occupants, land uses and properties.</p> <p>b. In no case shall such tower be located less than one and one-half times its height from the nearest property line.</p>	X	X
<p>Wholesale nurseries, subject to the following conditions:</p> <p>a. At least one-half of the area of the lot (up to a maximum of three acres) is in active nursery production in a husband type manner.</p> <p>b. The plants and trees propagated, grown and nurtured in the nursery are used as the primary products by the owner/operator of the landscape service.</p>	X	X
<p>Processing and storage of compost and bulking agents from the municipal wastewater sewerage sludge facilities provided that:</p> <p>a. All compost and amendments are to be stored undercover or screened from the public way and abutting property as determined by the planning board.</p> <p>b. All federal, state and local ordinances and laws relating to the processing and storage of waste are complied with.</p> <p>c. An end-use plan must be filed as part of the planning board process.</p>	X	
<p>Licensed hospice care facility provided that it shall be licensed by the state as a Medicare certificate hospice.</p>	X	
<p>Care homes, lodginghouses and boardinghouses.</p>		X
<p>Child day care centers, provided that:</p> <p>a. They are located on arterial and collector streets as defined in the Auburn Tomorrow Comprehensive Plan.</p> <p>b. They shall not be located closer than 1,000 feet from other established day care centers.</p> <p>c. These standards shall not apply to section 60-52</p>		X

Uses allowed in the LDCR zoning district vs. LDRR zoning district

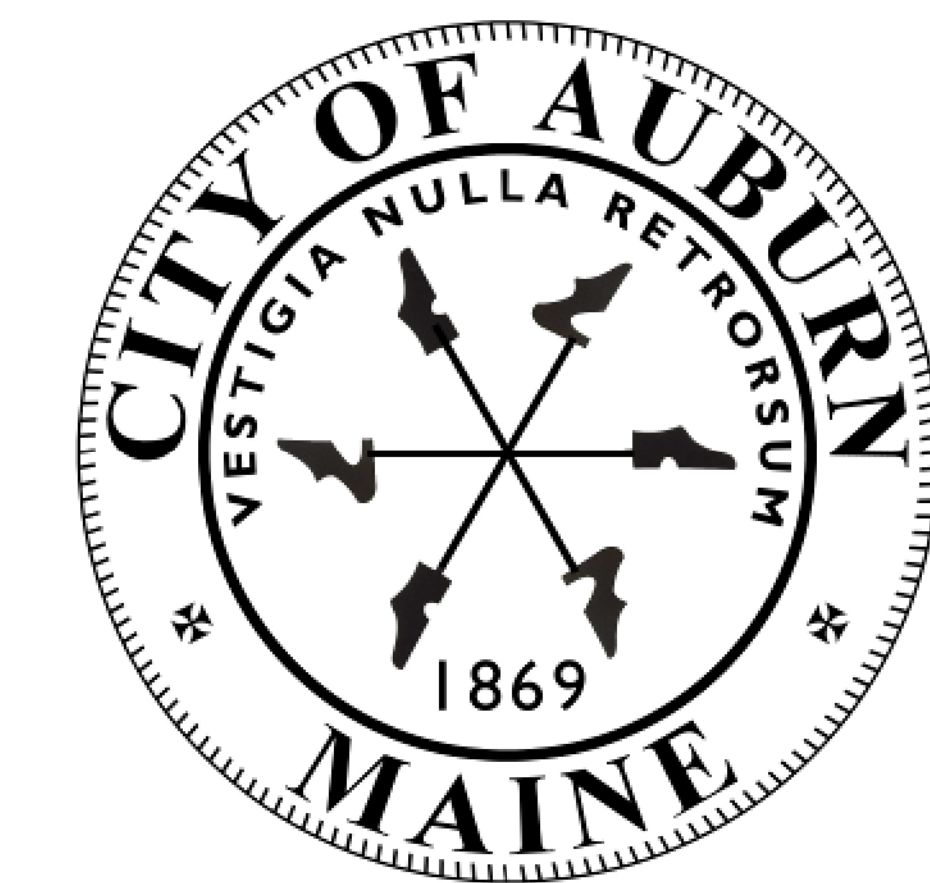
Community-based residential facilities, provided that: a. The minimum distance between any two such facilities shall be 1,500 feet. b. Any such facility shall house no more than eight persons.		X
Licensed kennels provided that there shall be available land area of at least three acres.		X
Training schools.		X
Adult day centers.		X
Landscape services.		X
Schools.		X
Churches or temples.		X
Libraries.		X
Museums.		X

7 §153. FARM; FARM OPERATION OR AGRICULTURAL COMPOSTING OPERATION NOT A NUISANCE

A farm, farm operation or agricultural composting operation may not be considered a public or private nuisance under Title 17, chapter 91 if the farm, farm operation or agricultural composting operation alleged to be a nuisance is in compliance with applicable state and federal laws, rules and regulations and: **§§ 153-153.01 to 153-153.03**

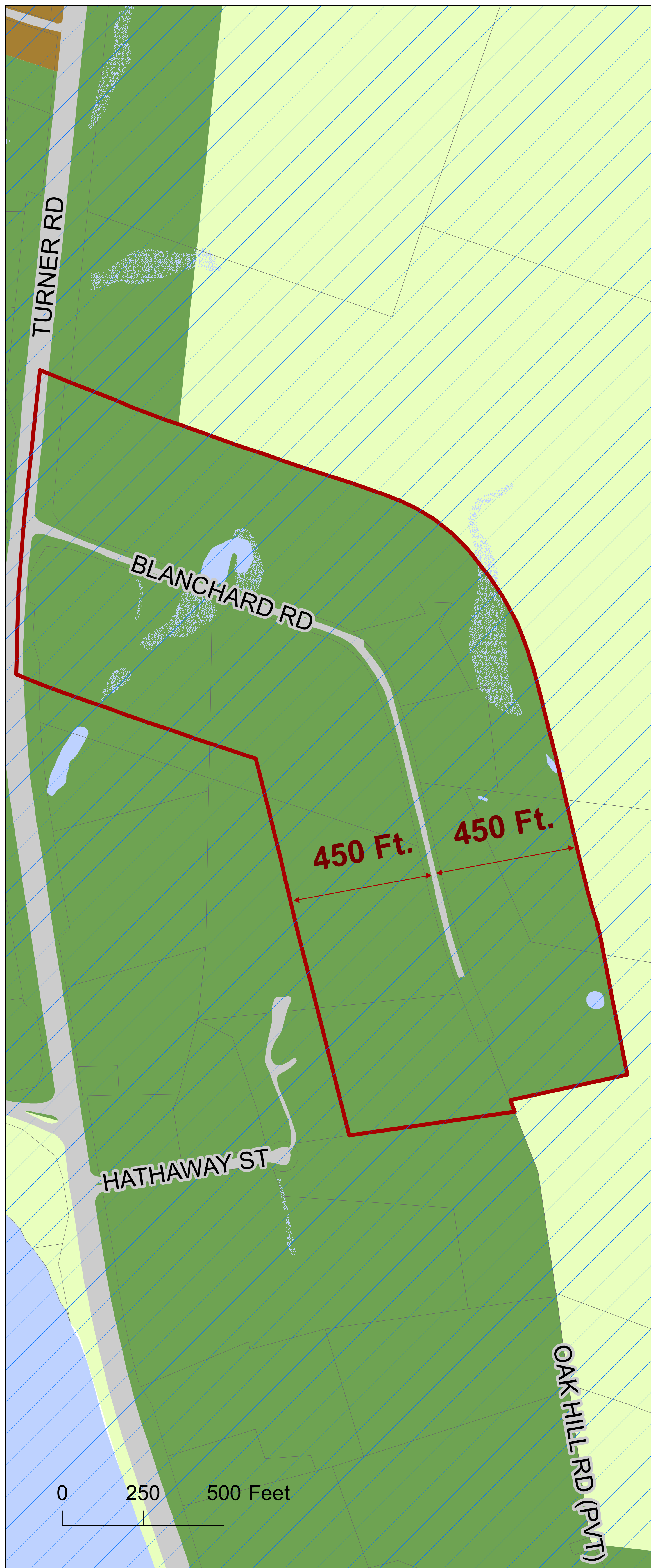
- 1. Farm; farm operation; agricultural composting operation.** The farm, farm operation or agricultural composting operation conforms to best management practices, as determined by the commissioner in accordance with Title 5, chapter 375; **§ 153-153.01**
- 2. Storage or use of farm nutrients; complaints.** For complaints regarding the storage or use of farm nutrients as defined in section 4201, subsection 4, the farm, farm operation or agricultural composting operation has implemented a nutrient management plan developed in accordance with section 4204 and operation of the farm, farm operation or agricultural composting operation is consistent with the nutrient management plan; or **§ 153-153.02**
- 3. Change in land use; occupancy of land.** The farm, farm operation or agricultural composting operation existed before a change in the land use or occupancy of land within one mile of the boundaries of the farm, farm operation or agricultural composting operation as long as, before the change in land use or occupancy, the farm, farm operation or agricultural composting operation would not have been considered a nuisance. This subsection does not apply to a farm, farm operation or agricultural composting operation that materially changes the conditions or nature of the farm, farm operation or agricultural composting operation after a change in the land use or occupancy of land within one mile of the boundaries of the farm, farm operation or agricultural composting operation. Nothing in this subsection affects the applicability of any of the other provisions of this chapter. **§ 153-153.03**

Proposed Zoning Amendment

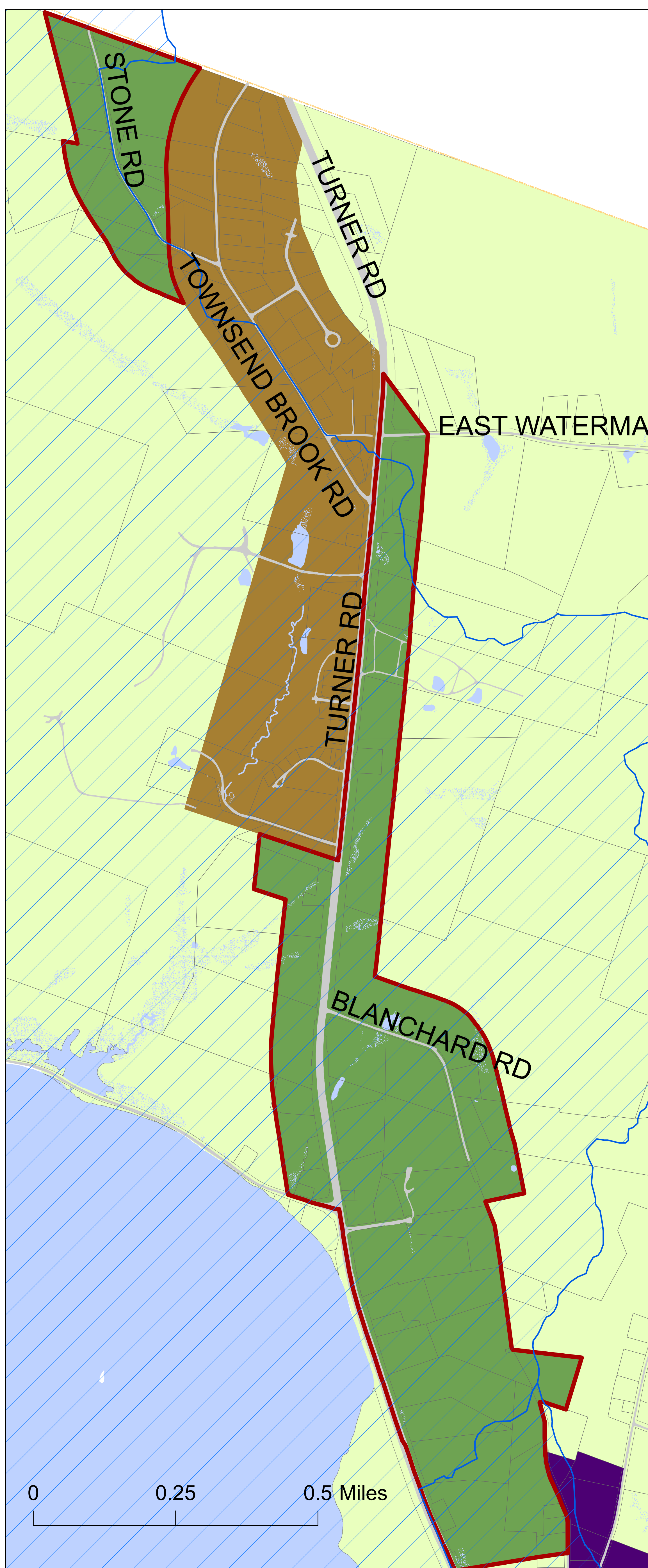


City of Auburn Maine

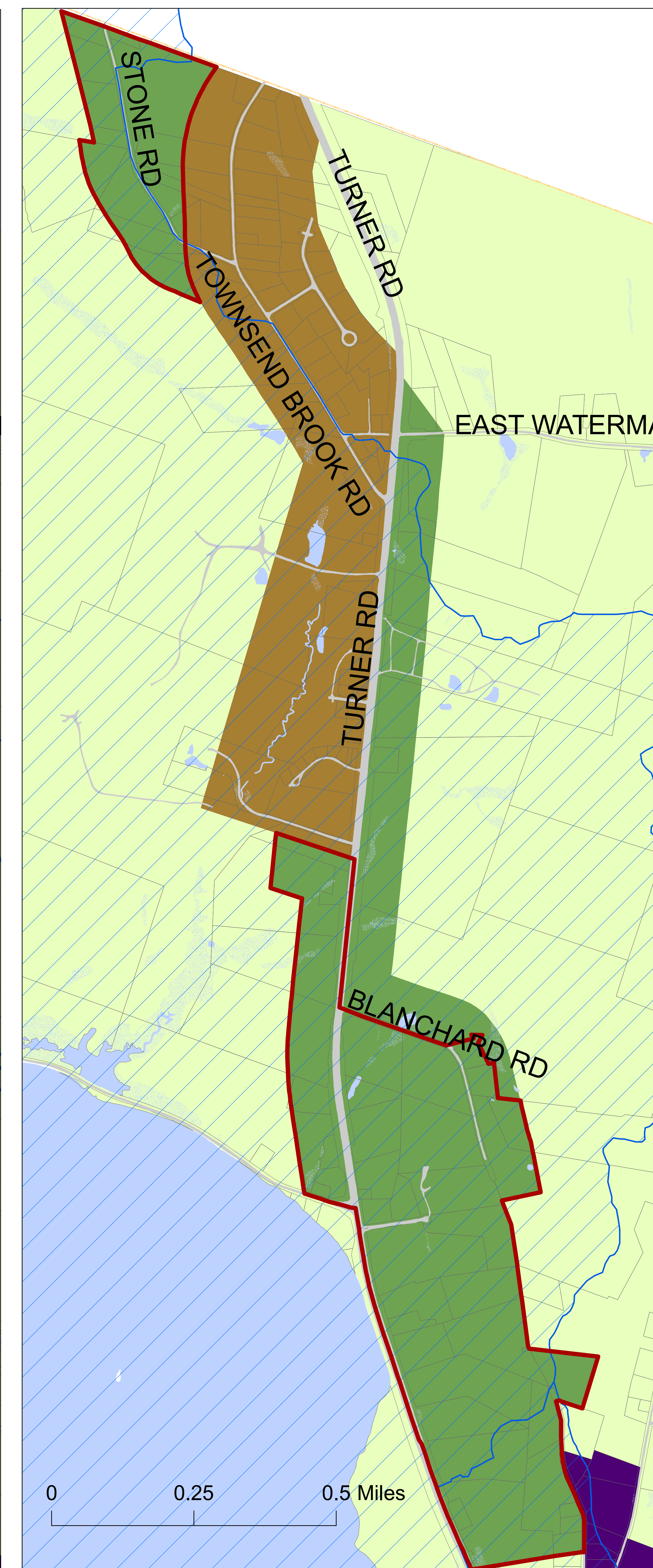
Petitioned Map Change Area



Comp Plan & Staff Recommended
Map Change Area



Planning Board Recommended
Map Change Area



Current Zoning

- AG - Agriculture and Resource Protection
- LDCR - Low Density Country Residential
- RR - Rural Residential
- SR - Suburban Residential
- Proposed Map Change Area
- Lake Auburn Watershed

The data used for this map were derived from Auburn's digital databases. Although we strive to provide the best data we can, the City of Auburn cannot accept any responsibility for any errors, omissions, or positional accuracy, and therefore, there are no warranties which accompany this product. Users of the information displayed on this map are strongly cautioned to verify all information before making any decisions.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: March 4, 2013

Item C

Author: Sue Clements-Dallaire, City Clerk

Subject: Mass Gathering/Special Events Application Process

Information:

In preparation for the upcoming festivals and special events, we met with event coordinators and several city staff members to discuss our plans to implement a new application process with the possibility of a multiyear (3 year) agreement with a three year extension by the City Manager, pending any major changes with the event. In an effort to keep things consistent between Lewiston and Auburn and to simplify the process for organizations who are applying in both communities, we tried to mirror Lewiston's process as much as possible while tailoring it to Auburn's needs and staying in compliance with our Code of Ordinances.

Financial:

Action Requested at this Meeting: Discussion

Previous Meetings and History: A Festival Planning Meeting was held on January 15 and met with the event coordinators and City Staff to discuss our proposed plans.

Attachments:

- Special Event Application
- Charitable Funding Application
- Charitable Funding Policy



CITY OF AUBURN

Special Event Application

(Outdoor events with continued attendance of 1,000 or more persons for 2 or more hours)

Applications must be submitted to the Clerk at least 45 days prior to the event if the gathering is expected to attract up to 5,000 people. Application must be submitted at least 90 days prior to the event if the gathering is expected to attract more than 5,000 people.

Application Date _____

SPONSOR INFORMATION

Name of Sponsoring Organization: _____

Name of Contact Person for Event: _____

Title of Contact Person: _____

Mailing Address: _____

Daytime Telephone: _____ Cell Phone: _____

Email Address: _____

Contact Name and Cell Phone Number DURING the Event: _____

Is your organization incorporated as a non-profit organization? Yes _____ No _____

Non-Profit Number: _____

EVENT INFORMATION

Name of Event: _____

Type of Event (walk, festival, concert, etc.): _____

Date of Event: _____ Rain Date: _____

Times of Event: Start Time including set-up: _____ Ending time including clean up: _____

Actual Event Start Time: _____ Actual Event End Time: _____

Estimated Attendance: _____

Location of Event: _____

Have you held an event at this location within the last 12 months? Yes _____ No _____

If the location is a city park, have you applied for use of the property with the Parks & Recreation Department and has your request been approved?

Yes _____ No _____ Pending _____ Date submitted to the Recreation Department: _____

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Separate fee & application, conditions & restrictions may apply	Banner across Court Street Non-profit groups only, \$100 fee per week, 2 week maximum. First come first serve basis, proof of insurance required.			
Separate fee and permit possible	FOOD – Will food or beverages be sold? If yes, list what types of food or beverages: Note - A food service license may be required and must be submitted 14 days prior to the event.			
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, souvenirs, etc.)? If yes, list what items: Note - A peddler permit may be required and must be submitted 14 days prior to the event.			
N/A	LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe:			
N/A	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?			
N/A	ALCOHOLIC BEVERAGES ARE NOT ALLOWED			
Separate fee and permit required	CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.			
Separate fee and permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.			
N/A	PARADE – Will there be a parade? If yes, describe route: Note – A permit from the Police Department is required.			
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc? If yes, describe route:			
Separate permit required	BURN PERMIT – Will there be any open flame such as a bon fire? If yes, describe activity: Note - A permit from the Fire Department is required.			

N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes:			
Separate fee and permit required	ELECTRICAL POWER/EQUIPMENT – Will electrically powered equipment be utilized, if so, provide a brief description of the equipment and the entity responsible for the installation of the electrical equipment?			
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list:			
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, food service areas, etc.? This is a mandatory requirement for this application and must be included.			
N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan?			
N/A	TOILETS – Please list amount at event and/or nearest location:			
N/A	WASTE DISPOSAL – Please list process and location:			
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location:			
N/A	POTABLE WATER – Please list amount at event and location:			
N/A	FIRST AID FACILITIES – Please list location at event:			
\$ _____	TOTAL FEE AMOUNT INCLUDED – Checks payable to the City of Auburn			

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc. the City requires insurance coverage – general liability. The City of Auburn is to be named as additionally insured in regards to the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received at least 30 days before the event and before permits can be issued. Please have the **City of Auburn** listed as additional insured on the Certificate of Insurance (minimum coverage \$1,000,000 Bodily Injury or Death, per occurrence, and \$300,000 Property Damage, per occurrence). It should contain a clause providing that the policy may not be cancelled by either party except upon not less than 30 days written notice to the City. Please have your insurance company fax a copy to: City Clerk 207-333-6623.

DESCRIPTION OF EVENT – Please describe what will occur during your event

Signature of Applicant: _____

Printed Name: _____

Date Submitted: _____

Please note that you will be contacted by City Staff if you require additional permitting.

Please return this completed application with diagram and any applicable fee to:

MAIL: City Clerk's Office
 60 Court Street, Suite 150
 Auburn, ME 04210

FAX: 207-333-6623

EMAIL: sdallaire@auburnmaine.gov

PHONE: 207-333-6600

******FOR STAFF USE******

DEPARTMENT COMMENTS AND RECOMMENDATIONS:

DEPARTMENT	APPROVE	DENY	DATE	INITIALS
Sanitarian/Health Inspector				
Code Officer/Land Use & Zoning				
Fire Department				
Police Department				
Public Works Department				
Recreation Department				

COMMENTS/CONDITIONS from any of the above departments:

City Council Public Hearing date, if applicable: _____

License Approved/Denied: _____ Date applicant notified: _____

CITY OF AUBURN
CHARITABLE FUNDING APPLICATION
APPLICATION DEADLINE: MARCH 1

To discuss what is needed in this form, contact the City Clerk, 207-333-6601

Date of Application: _____

LICENSEE: _____ Telephone: _____
(Person or Organization Name)

Address: _____ City: _____ State: _____

Email: _____

If organization: name, address, telephone number of authorized representative.

Is your organization incorporated as a nonprofit organization? _____ YES _____ NO

Nonprofit number: _____

Description of Event _____

Purpose of Event? (i.e. fundraising, profit-making)

Event location: _____ Event dates: _____

Anticipated Attendance (estimate) _____

Admission Fee/Donation? ___ Yes ___ No If Yes, specify amount \$ _____

Describe the economic benefit provided to the City? _____

Are you requesting a cash donation? If yes, How much? _____

Include itemized cost of your event and provide explanation below.

CATEGORY	DESCRIPTION/COST	TOTAL
Personnel (rate, # of hours)		
Supplies (list supply items)		
Equipment (list equipment)		
Other		
Totals		

Other non-city contributions made to this event, please itemize below:

Does your application require any in-kind support from the City relative to city properties, resources, assets or departments? If yes, please have your application reviewed by the applicable City staff to ensure the value of the City’s in-kind support.

If you are seeking in-kind services from the city, you must contact each department to verify that the department will or will not be required to service the event. Please provide details as to level of service and cost of each department’s in-kind services . (Use separate sheet, if necessary.)

DEPARTMENTS	CITY IN-KIND REQUEST	AMOUNT	TOTAL
City Clerk – (207)333- 6601 ext. 1126			
Sanitarian CEO – (207)333-6601 ext. 1162			
Fire– Inspector (207)333-6601 ext. 2088			
Police – Support (207)333- 6601 ext. 2057			

Public Works – (207)333-6601 ext. 2155			
Recreation – (207)333-6601 ext. 2108			
Other			
TOTAL			

Other non-city contributions, please itemize below:

Other information pertinent to your application: _____

IN ADDITION, PLEASE BE SURE TO INCLUDE THE FOLLOWING INFORMATION WITH YOUR APPLICATION IN ORDER TO HAVE YOUR GRANT REQUEST CONSIDERED:

- a. Financial statements from the previous event or fiscal year.
- b. A budget for the upcoming fiscal year or event.
- c. Attach information pertaining to evaluation criteria.
- d. If this event occurred last year, was the event a financial success? If not, why not? (You must attach financial statements to this application.)
- e. If this event occurred last year, describe how the event met your projections and expectations?

DECLARATION

We, the undersigned, declare that we have been authorized to file this report and that to the best of our knowledge, all answers provided in the report, as well as all the information contained in the document and materials attached to it, are true and complete.

Signature: _____ Print name: _____

Title: _____ Date: _____

Phone #: _____ Email: _____

PLEASE ATTACH COPIES OF MARKETING/ADVERTISING/PROMOTIONAL MATERIALS ACKNOWLEDGING THE SUPPORT OF THE MUNICIPALITY FOR THE EVENT, SERVICE, ACTIVITY FOR WHICH FUNDING WAS RECEIVED FROM THE CITY.

TO BE RECEIVED BY THE CITY CLERK NO LATER THAN MARCH 1st

Mail or deliver to clerk's office:

City Clerk
Non-Profit Funding Application
Auburn Hall
60 Court Street
Auburn, Maine 04210

Or email as a pdf file to: sdallaire@auburnmaine.gov

CHARITABLE ORGANIZATION SUPPORT POLICY

PURPOSE

To establish a process for approving the funding of non-profit/charitable funding groups, events, services, and programs that benefit residents in the City of Auburn.

BACKGROUND

It has been the practice of the City of Auburn to allocate funding from the city's General Fund (through individual department budget lines—events such as the July 4th fireworks) and in-kind contributions to support a variety of highly successful and well-attended community-based programs and activities conducted by charitable/non-profit organizations.

In order to ensure a uniform process is followed in the appropriation of city General Funds or in-kind city support requests that are annually submitted to the city, the following guidelines will be followed.

EXEMPT ORGANIZATIONS

For the purposes of this policy, certain organizations/events shall be exempt from the funding limitations articulated in this policy. This exemption shall not be meant to exempt these organizations from providing all required information, by March 1 of each year, required in the form outlined in Appendix A of this policy. Those organizations/events eligible for exemption under this section are:

- The Liberty Festival Committee or 4th of July fireworks funding
- The Great Falls Balloon Festival
- The Dempsey Challenge
- Holiday Parade

A. DEFINITIONS

“Financial assistance” shall mean any municipal grant encompassing all forms of direct cash payments for eligible activities.

“In-kind” shall mean funding any request that requires the utilization of any municipal service, property, program, asset or employee used to support the event/program for which the non-profit is either sponsoring or participating in.

“Non-profit organization” shall mean any non-profit/charitable organization recognized as a tax exempt IRS approved 501.C.3/4 and/or recognized as a legally tax-exempt organization under Maine law.

B. INTRODUCTION

The Charitable Organization Support Policy has been established by the city manager's office to provide guidelines to non-profit organizations that are seeking financial assistance or in-kind assistance with the following:

1. One time start-up funding for a new community event or festival (support will be limited to in-kind support not to exceed \$5,000).
2. Sponsorship funding for established community events or festivals.
3. Funding towards event partnerships between the city or organizations
4. Funding to maintain and/or operate private structures or property that are used to the benefit of the community as a whole.
5. Requests for in-kind support through the use of city equipment, structures, assets, public space, services and staffing

C. CONDITIONS FOR NON-PROFIT SUPPORT CONSIDERATION AND APPROVAL

1. *EVENTS/PROGRAMS/REQUESTS NOT REQUIRING CITY COUNCIL APPROVAL AND NOT REQUIRING A FORMAL APPLICATION UNDER THIS POLICY*

The following non-profit in-kind requests not requiring City Council approval shall be reviewed for possible approval by the City Manager's office and subject to the review and application process required of all participating departments. In all such cases, these requests for in-kind support will not require the filing of the formal application. Eligibility for consideration under this policy section shall not occur if any organization is not eligible as outlined in Section C.4 of this policy, and shall only occur under the following limited conditions:

- a. That the utilization of city property is compliant with existing city policies and ordinances and will not require additional subsidies through the city budget or impact city staffing and resources.
- b. Any utilization of city properties & assets for the support of public meetings for county, state and federal agencies/commissions, local/state/national organizations to which the City of Auburn participates as a member, and state/federal legislative oversight groups.
- c. Waiver of use policies and/or rental and insurance fees in those instances when the event/program benefits the community; can be co-sponsored as a "City of Auburn" event; is consistent with the normal use of the facility; and can be supported with budgeted city staff/resources.
- d. Approval of any City Council approved prior year event which remains substantially similar in scope and did not require any direct city cash payment contribution and/or in-kind assistance.

2. *CITY COUNCIL APPROVAL - APPLICATION ELIGIBILITY*

All non-profit requests which do not fall under Section B.1 of this policy require the filing of an application. The City Council will review applications for municipal nonprofit support after considering the following eligibility criteria. All applications must be submitted no later than March 1 of each fiscal year. The following are the conditions for filing non-profit eligibility:

- a. A not-for-profit organization that meets the definition of "non-profit" as defined in this policy.

- b. Provides a recreation, cultural or community service to a significant proportion of city residents that the city does not otherwise provide.
- c. Has demonstrated revenue-generating capability for the event/program.
- d. If other government or private funding does not exceed fifty percent (50%) and the organization can demonstrate that it has exhausted all other potential avenues of funding for the service or event.
- e. Organizations demonstrate collaboration and cooperation with other local organizations in the sharing of resources.
- f. Organizations that receive any funding are required to acknowledge the support of the municipality through the use of the municipal, web site and tag line on any promotional material for the event, service, activity, etc. The plan for the use of the municipal logo, web site and tag line will be submitted as part of the event application to the City Clerk for his/her review

3. CITY COUNCIL APPROVAL - APPLICATION CONDITIONS

The following are those conditions which qualify for city financial assistance or in-kind support and will require the submission of the formal application.

- a. Start-up funds for a new community event or festival.
 - Start-up funds may be provided, on a ONE TIME basis only, to assist in the initial costs for providing the community with a new community event or festival.
 - Sponsorship funds for established community events or festivals.
 - Sponsorship funds may be given to organizations provided that Council acknowledges that the municipality is obtaining an economic benefit.
 - Depending on the monetary success of the event, Council may determine that the sponsorship funding or portion thereof be repaid or be carried forward to a subsequent year which must be within the city's fiscal year.
- b. Direct cash funding and any in-kind support for organizations that provide a service or engage in a community festival in partnership with the city.
- c. Direct cash funding to maintain and/or operate private structures or properties that are used for the benefit of the community.
 - Funding may be provided to organizations to offset operating costs such as taxes and insurance for private structures and properties if Council acknowledges that those facilities are used for the benefit of the community.

4. CITY COUNCIL WAIVER REQUIRED - NOT ELIGIBLE FOR FINANCIAL ASSISTANCE/IN- KIND SUPPORT

The following will not be eligible for financial assistance/in-kind unless specifically waived by the City Council:

I. TYPES OF ORGANIZATIONS/INDIVIDUALS

- i. Social assistance services that are provided by other government agencies or not-for-profit organizations.
- ii. For-profit organizations
- iii. Organizations with political affiliations
- iv. Organizations serving as funding sources for others, e.g. service clubs.
- v. Faith organizations where services/activities include the promotion and/or required adherence to a faith.
- vi. Organizations receiving greater than 50% funding from senior levels of government.
- vii. Political candidates.

II. TYPES OF REQUESTS

- i. Travel expenses for members of an organization.
- ii. Uniforms
- iii. Individuals
- iv. Programs with legislated mandates of other governments.
- v. Costs for major capital equipment/renovations and financing of deficits.
- vi. Any funding requests from organizations that do not submit the required reporting information for a previous year's grant in accordance with Section C of this policy.
- vii. Incorporation costs or Director's Liability insurance costs
- viii. Any request for the use of tables/chairs or other city assets off-site.
- ix. Under any one of the following conditions: The event involves fund raising supports with no general public purpose; will not be accessible to the general public; benefits the organization only as a fund-raiser; or provides a benefit limited to the participants, clients or membership of the organization.

5. FUNDING LIMITS

Any organization or event in any one fiscal year will be capped at a cash request of \$2,500 and/or in-kind value of \$5,000. Any amount, in total cash and/or in-kind, shall not exceed 25% of the total annual budget of the organization. Council has the authority to increase the maximum funding limits of this section on a case-by-case basis.

6. APPLICATION PROCESS & CONDITIONS

Prior to considering any request for funding or in-kind support (not subject to City Manager's approval under this policy), Council shall require the following from the organization:

- A completed Charitable Funding Application form detailing the requested funding/in-kind support from the city.
- Financial statements which shall include an income and expense statement and a balance sheet (if one is available) from the previous event or fiscal year
- A detailed budget for the upcoming fiscal year or event

Information pertaining to the evaluation criteria:

- The applicant will provide one (1) copy of the application form and any supporting documents to the city. An electronic copy is acceptable.
- The city reserves the right to request supplementary information in support of the application.
- Requests for financial and/or in-kind assistance shall be received by the city no later than March 1 of each calendar year
- If the above information is not submitted by the March 1 deadline, applications will be returned and not considered by Council
- Filing an application does not necessarily guarantee the awarding of any funding to the applicant
- Previous year's funding allocations will not be considered and each application will be reviewed on its own merit
- The city reserves the right to deny or approve any/all requests

All approved applications will be approved for three years unless a substantial change has been identified in the application or financial request. The City Manager has the authority to extend the approval an additional three years if no substantial change has been identified in the application or financial request.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: March 4, 2013

Item D

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

Subject: PAL Center Update

Information: Chief Crowell will provide an update on the progress of the PAL Center located at 24 Chestnut Street. "Open House" is scheduled for Saturday, March 16th from 10:00am to 1:00pm.

Financial: Chief Crowell will provide update.

Action Requested at this Meeting: None

Previous Meetings and History:

Attachments:

- PAL Brochure

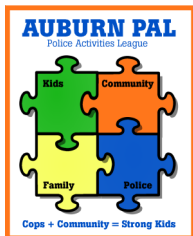
The PAL Story (from www.nationalpal.com)

"It's Better To Build Youth Than Mend Adults."

A little over 70 years ago, six PAL Chapters on the eastern seaboard joined together to form an association to share ideas and resources and compete in several sports. Today, there are over 400 PAL Member Chapters in law enforcement agencies servicing over 700 cities and 1,700 facilities throughout the United States, including the U.S. Virgin Islands, serving more than one million youth, ages 5 to 18.

As the success of the PAL concept spread, PAL programs developed in other communities. It is based on the conviction that young people - if they are reached early enough - can develop strong positive attitudes towards police officers in their journey through life toward the goal of maturity and good citizenship. The PAL program brings youth under the supervision and positive influence of a law enforcement agency and expands public awareness about the role of a police officer and the reinforcement of the responsible values and attitudes instilled in young people by their parents.

Studies have shown that if a young person respects a police officer on the ball field, gym or classroom, that youth will likely come to respect the laws that police officers enforce. Such respect is beneficial to the youth, the police officer, the neighborhood and the community as a whole.



Auburn Police Activities League (PAL)

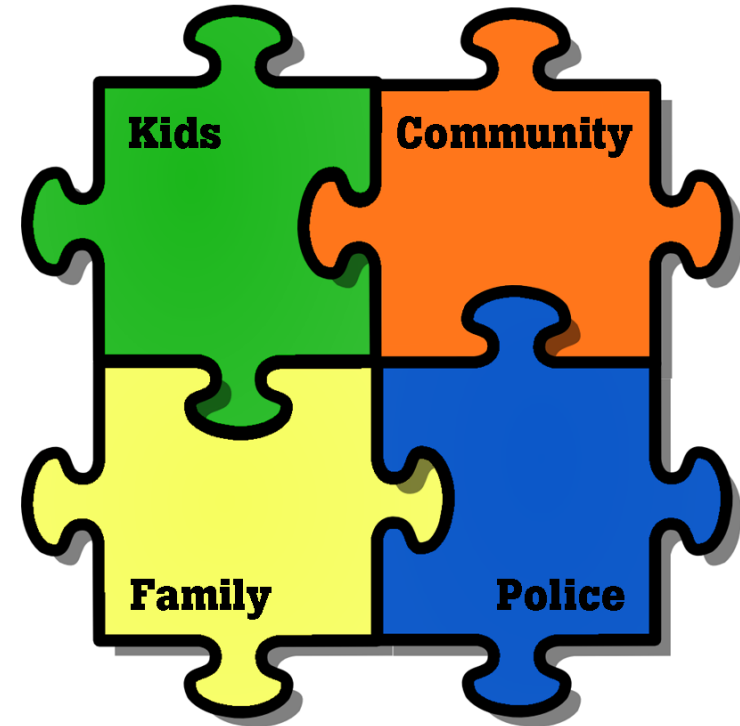
Administrative Office: 60 Court Street | Auburn, Maine 04210

www.auburnpd.com | 207.333.6650

PALCenter@auburnmaine.gov

AUBURN PAL

Police Activities League



Cops + Community = Strong Kids

Auburn PAL Center

24 Chestnut Street | Auburn, Maine 04210

www.auburnpd.com

Why Auburn PAL?



This is the story of Auburn PAL, a story that impacts the youth of our community. As a law enforcement agency, the Auburn Police Department knows that the inner-city area of Auburn is the hub for police calls for service. Four years of crime data showed us that twenty three percent of all crimes committed by youth offenders in Auburn took place within an area of less than half a square mile. Twenty five percent of all police calls for service and twenty eight percent of all youth victims were victimized in this same area.

The numbers tell us this is an area that needs a special focus. In an effort to transform these statistics and provide positive and horizon-broadening experiences for at-risk youth, the Auburn Police Department established the Auburn Police Activities League (PAL).

Auburn's City Council turned over a vacant building at 24 Chestnut Street - right in the heart of the PAL service area - along with 7+ acres of green space, basketball courts and playgrounds to be used by Auburn PAL. The city also dedicated Community Block Development Grant (CDBG) funds to refurbish the building.

Thanks to extraordinary partnerships with businesses, organizations, other city departments and individuals in our community, the building at 24 Chestnut has undergone a complete transformation. PAL Center staff and volunteers will provide activities for kids after school and during the summer.

**The mission of the Auburn Police Activities League is to:
Create an environment that will foster social and academic development of young people by establishing a framework of principles critical to a successful program.**

These principles will include emphasizing learning as the central mission of the program; providing a safe, secure, adult-supervised environment; emphasizing parental involvement; and strong collaboration with local schools and the community.

Become a Member!



The Auburn PAL Center offers FREE membership to Auburn youth in the 4th, 5th and 6th grades. *Please note: applications from youth living within the PAL "service area" will be processed first.*

Programming includes educational and athletic activities like: homework help, tutoring & mentoring, computer room with internet access, games & reading, arts & crafts, sports teams & clinics, gardening & cooking and much more!

While school is in session, our hours of operation will be:

Monday-Friday 3:00-6:00pm

Our summer schedule is to be determined.

Parents/guardians: please note that the Auburn PAL Center is a "drop-in" program, not a day- or evening-care facility. Youth members are FREE TO LEAVE the PAL Center at any time.

Volunteers make our PAL Center thrive! We are seeking adult (and student) volunteers/mentors to assist with all aspects of the PAL Center. All volunteer applicants will be subject to a comprehensive background screening by the Auburn PD.

For more information about Auburn PAL programs, membership, volunteering, or sponsorship, visit: **www.auburnpd.com**; scan the code below with your smart phone; visit the Auburn PD at 60 Court Street; or call 207.333.6650.





City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: March 4, 2013

Item E

Author: Ravi Sharma, Parks & Recreation Director

Subject: Parks & Recreation Advisory Board Ordinance Amendment

Information: In an effort to meet the goals and objectives of Council, the proposed ordinance amendment is focused on fostering more citizen engagement and connecting community stakeholders to the Parks & Recreation Advisory Board. The proposed amendments seek to increase membership, diversity in membership and sharpen the focus of the Board with regard to future master planning.

Financial: N/A

Action Requested at this Meeting: Review and discussion

Previous Meetings and History: N/A

Attachments:

- Proposed ordinance amendment

DIVISION 4. – PARKS AND RECREATION ADVISORY BOARD

- Sec. 2-454. – Established; membership.**
- Sec. 2-455. – Term of members.**
- Sec. 2-456. – Officer; rules of procedure; vacancies.**
- Sec. 2-457. – Duties.**
- Secs. 2-458-2.482. – Reserved**

Sec. 2-454. – Established; membership.

- (a) There shall be a parks and recreation advisory board, which shall be composed of eleven members. All except the two ex-officio members of the board shall be appointed by the city council.
- (b) Of the nine appointed members, there shall be no more than two members from the same ward. A member shall forfeit his membership if he becomes a resident of a ward in which two members of the board already reside. The nine appointed members shall consist of five members, one representing each ward, two at-large, one school committee member and one city councilor.
- (c) Serving as ex officio member shall be the director of parks and recreation and the school department athletic director or his designee. The parks and recreation director shall also serve as secretary of the board.
- (d) Nothing in this article shall preclude the creation of standing subcommittees.

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(Code 1967, §18-3.1)

Sec. 2-455. – Term of members.

All appointed members of the parks and recreation advisory board shall serve staggered two year terms from the date of their appointment and thereafter until their successors are appointed beginning with the effective date of this Code. Members of the board may be appointed to succeed themselves.

(Code 1967, §18-3.3)

Sec. 2-456. – Officers; rules of procedure; vacancies.

The parks and recreation advisory board shall elect a chair, a vice-chair and such other officers as it may require. The board shall develop such rules to govern its meetings and operations as it deems advisable. Upon the death, incapacity or removal from the city of any members, or if any members shall be absent without excuse for three consecutive meetings, the

secretary of the board shall advise the city council that a vacancy exists and request the appointment of a replacement.

(Code 1967, §18-3.4)

Sec. 2-457. – Duties.

The purpose of the parks and recreation board shall be:

- (1) The review of existing programs of the parks and recreation department and the planning of revised, supplementary or new programs to meet the present and future needs of the city with a primary responsibility to advise on the recreation master plan for development and implementation.
- (2) Review annually, a conditions and safety report of all parks and recreation facilities as prepared by staff. This report will be submitted by the parks and recreation director to the city manager by December 1st.
- (3) The investigation of federal, state and private programs for financial assistance and the development of recommendations regarding participation in such programs by the city. The board shall also research and advise the parks and recreation director on other potential grant opportunities to apply for.

(Code 1967, §18-3.2)

Secs. 2-458-2-482. – Reserved.

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Deleted: <#>Developing recommendations for more efficient use of present facilities and personnel.¶

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IN COUNCIL REGULAR MEETING FEBRUARY 19, 2013 VOL. 33 PAGE 98

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. Councilor LaFontaine had an excused absence and all other Councilors were present.

I. Consent Items*

1. **Order 13-02192013*** Accepting the transfer of Forfeiture Asset (Leon Payne).
2. **Order 14-02192013*** Approving the Goal Setting Review notes.

Motion was made by Councilor Crowley to remove item 2 (Order 14-02192013) from the consent calendar and adding it to New Business.

Motion was made by Councilor Young and seconded by Councilor Gerry to approve consent item 1 (Order 13-02192013*). Passage 6-0.

II. Minutes

Motion was made by Councilor Walker and seconded by Councilor Gerry to approve the corrected minutes of the January 31, 2013 Special Council Meeting. Passage 6-0.

Motion was made by Councilor Walker and seconded by Councilor Hayes to approve the minutes of the February 4, 2013 Council Meeting. Passage 6-0.

III. Reports

Mayor's Report – No report.

City Councilors' Reports – Councilors Crowley and Walker submitted written reports.

City Manager's Report – City Manager Deschene submitted a written report and reported on a few additional items.

Finance Director, Jill Eastman – January 2013 Monthly Finance Report

Motion was made by Councilor Crowley and seconded by Councilor Hayes to accept the January 2013 Monthly Report. Passage 6-0.

IV. Communications, Presentations and Recognitions

- Proclamation – George E. Roy
- Recognition – Captain Chip Keene of the Auburn Fire Department and recipient of the 2013 American Red Cross Blood Services Real Heroes Award.
- Recognition – Auburn Fire Department-1st Place winners of the American Lung Association's 2013 Fight for Air Stair Climb in Boston.

V. Open Session

Joe Gray, Sopers Mill Road, Auburn commented on the request for a Police Department vehicle and asked why we were requesting a lighter, ashtray, and cruise control and why were we asking for a two wheel drive instead of a four wheel drive vehicle. He commented on the way the RFP's are written, and on the Police vehicle we have in Virginia that will be for approximately 3 months.

VI. Unfinished Business – None

VII. New Business

3. **Order 14-02192013** Approving the Goal Setting Review notes (removed from consent calendar).

Motion was made by Councilor Crowley and seconded by Councilor Young to accept the notes and place them on file for future reference. Passage 6-0.

VIII. Executive Session - None

IX. Open Session

No one from the public spoke.

Councilor Crowley announced that the Auburn Fire Department would be offering free blood pressure checks February 21st from 5:00 P.M. to 7:00 P.M. at any of the three Fire Stations and on February 28th from 5:00 P.M. to 7:00 P.M. at the Auburn Library. In addition to these dates and times, citizens are always welcome to stop by one of the Fire Stations to have their blood pressure checked if needed.

X. Future Agenda/Workshop Items – None

XI. Adjournment

Motion was made by Councilor Crowley and seconded by Councilor Walker to adjourn. Passage 6-0, 7:31 P.M.

A True Copy.

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

From: David Young
Sent: Wednesday, February 27, 2013 11:20 AM
To: Clint Deschene
Cc: David Young; Roz Walton
Subject: Auburn School Committee Report

Auburn School Department

At our Feb 6th meeting we pass our new mission statement for the Auburn School department. There being some debate on the wording the final state reads:

Empowering life-long learners to succeed in a world yet imagined! A few words being deleted "to be" The words "to be" or not "ti be" be came the question.

You might say the thinking was it would be more noble to delete the words to make a better mission statement.

Programs & course of study at EL is very important to the Auburn School Dept. We are often briefed on the progress of on going retooling of the way teaching methods are changing & programing. Our mission statement is a reminder to us all on how we need to deliver education to Auburn. We have working relationships with local colleges which include Bates College, USM @LA, CMCC & the Regional VS in Lewiston. I am not directly working on the planning of a new EL &/or retooled building but if any of the Auburn City Council have ideas they should be working with the community steering.

http://www.auburnschl.edu/pages/Auburn_School_Department/About_Us/EL_Steering_Committee

Councilor Mary LaFontaine sits on that committee & can report on the planning ytd.

The Auburn School Committe said at our April 6 meeting that they want only one question on the June 11th Ballot. As far as the vote on a new EL High School or a retooled ELHS they might be ready for Nov 2013 but might not be able to make that date.

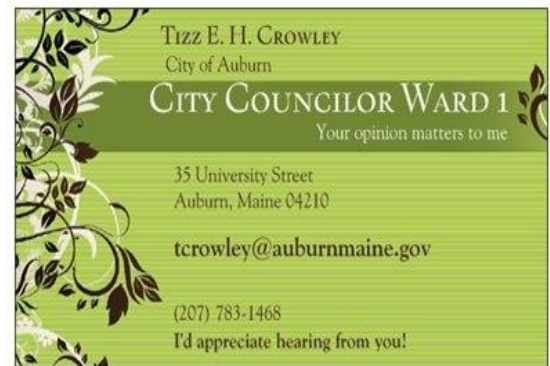
David Colby Young, Ward 4 Auburn City Councilor appointed as a member of the ASC

PS

No report for the Great Falls TV Board. Only to say we still have no new agreement with Time Warner.

Auburn Water District Report for Meeting Monday 2013.03.04

Prepared: Wednesday 2013.02.27
TO: Residents of Auburn and the Auburn City Council
FROM: Tizz E. H. Crowley- Auburn City Council Ward 1
Mayor LaBonte's representative to AWD



Last night, Tuesday February 27th, there was a water main break along Center Street, next to Prompto Oil, located at 224 Center Street. The break is on the City of Lewiston's 24-inch transmission main, it is NOT on our Auburn pipes. Lewiston was notified, mobilized a crew, and had the repair completed before 2am. The fact that the break was on Lewiston had been verified by closing isolation valves and pinpointing the source of the leak.

The Auburn Water District Trustees met on Wednesday, February 20, 2013. From the meeting, I can report on:

Update on UV Plant: The incident at the UV plant, where a sensor failure resulting in flooding of the facilities, resulted in approximately \$70,000 of loss that will be reimbursed by insurance.

2012 Gull Management Report: This report will be available on the AWD website. The EPA and Maine Drinking Water Program set and enforce water quality standards. If the fecal colonies in the lake exceeds EPA standard, the filtration waiver may be revoked. The AWD and LWD share the costs of the Gull Management program. Auburn's share is \$7482.65/month. Since 2006, the highest number of gulls present any given year occurred in 2012. The 2012 season was also unique in that there was a significant increase in gull presence on Lake Auburn in September and early October compared to past years. **Please stop feeding gulls at any parking lot in the city.** Your actions have consequences. There is a correlation between gull presence and bacteria in Lake Auburn. In 2012, two environmental conditions potentially led to an increase in gull presence. The first was the hot dry summer, so Wildlife Services increased their time on the lake. The second environmental condition was the fish die-off in September. The dead fish on the lake surface provided an attractive food buffet. Efforts by WS and AWSD employees were made to remove the dead fish daily. In the future, I would expect an answer to the concern- "have we driven the gulls to Taylor Pond and other locations, therefore just sending the problem elsewhere?"

Other items to note:

Please be watchful of empty homes. The AWD is seeing an increase in the number of leaks in home basements. For many, it is a result of thieves **stealing the copper piping**. Help your neighbors and keep an eye out for unusual activity. Water in the basement is not a pleasant experience.

City of **Lewiston has a hiring freeze** so the shared technician position for UV plan is on hold for now.

The financial reports already show a significant **savings in power costs** as a result on the new contract for services.

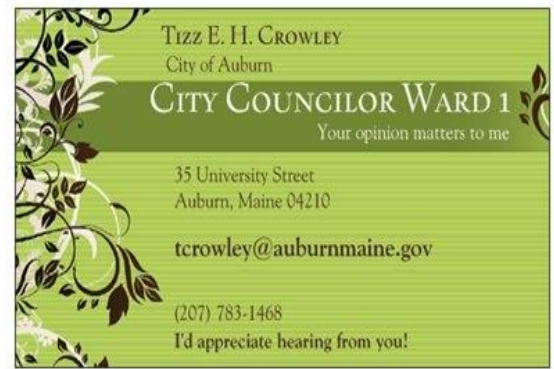
The **license agreements paid to the railroads** have been increasing yearly. It is expected the various agreements will be reviewed before the next budget cycle.

In my capacity as City Councilor I had been asked about the monies paid for fire protection (fire hydrants). The cost of a fire hydrant is \$2500-3000, and then you must keep it maintained and repaired. **The rate for fire protection is set by the PUC. It's a flat 18%** of revenue for AWD. It was also pointed out that the fire protection system is overbuilt initially so to add new development. The new homes and businesses should carry the burden of this and not the water ratepayers.

Auburn Sewer District Report for Meeting Monday 2013.03.04

Prepared: Wednesday 2013.02.27
TO: Residents of Auburn and the Auburn City Council
FROM: Tizz E. H. Crowley- Auburn City Council Ward 1
Mayor LaBonte's representative to ASD

The Auburn Sewer District met Tuesday, February 19, 2013.



Update on Progress of Washington Street: The spot repair of the sewer line near Roy's Steakhouse was delayed twice due to weather. T. Berry services were required to retrieve pieces of broken pipe blocking the flow. With the repair completed, Green Mountain is expected to complete the pipe lining work within the month.

Replace Taylor Pond Pumps: Pump E-6 failed and we had increased problems with E-5, so this work rapidly moved up on the priority list. The pumps were initially installed in the mid 1970's. Work will be completed by District crew.

Lesson from another backup at Auburn Mall Apartments area: This is my neighborhood. The most recent backup provides an important message for all residents. Please be sure to **check your own insurance** (renter or homeowner) **policy** for loss or added costs due to a sewerage backup. Whether you are a renter, home owner, or business, you should be prepared for unexpected costs like the need for housing if your space isn't habitable. This recent event occurred during the blizzard. The other step every resident should consider... **install a backflow prevention device**. This would eliminate the possibility for sewerage to come back into the home. Sewer backup is a messy situation. The property owner is responsible for pipes and flow from the home to the connection of the main, which is usually at the street. And yes, once again, we remind everyone... **wet wipes go in the trash not in the toilet!**

Other items to note:

We are likely looking forward to a **10% sewer rate increase** in January 2014. I will keep the community updated as we move towards the public hearings.

The **purchase of a new pole camera** will be most helpful, and save money, as the District addresses the inflow/infiltration defects found from the smoke testing this past fall.

The Trustees reviewed the cost apportionment for the Lewiston-Auburn Water Pollution Control Authority (LAWPCA). Lewiston had slightly higher flows due to some wet weather and non-bypass days. The data was very favorable to Auburn. In the last four years of apportionment **Auburn hasn't been below 40%**, but this January we were only 38.84% - good news! Our January monthly payment to LAWPCA was \$124,656.16.

Tip of the Month: **As we all know sewage has a very "Bad" odor. But there are ways of controlling the odor from coming into our home and business. This is done by installing "traps" in your plumbing to prevent odors from reaching the building. The purpose of all traps is to "trap" sewer gasses from passing through and entering our homes. When an odor does occur, it usually means that the water has evaporated or leaked out of the trap allowing the gases to creep into our homes.**

Tip: **If you have a drain such as a basement drain that is not used often, chances are that the water in the trap will dry. Pouring water into the drain once in a while will help. This will moisten the trap so the gases cannot get through. Another tip is to pour a small amount of vegetable oil in the trap. The vegetable oil won't evaporate so the trap will stay moist in order to seal out the odors.**

From our friends at Pea Ridge PSD

Auburn Ward 1 Report for Meeting Monday 2013.03.04

Prepared: Wednesday 2013.02.27
TO: Residents of Auburn and the Auburn City Council
FROM: Tizz E. H. Crowley- Auburn City Council Ward 1

“Thank you”- to the Auburn Fire Department for helping with free blood pressure checks this past month. Remember, residents are always welcome to stop by any of the fire stations if you need a quick BP check.

Dates to watch-

March 10-16th Girl Scout Week

March 12th - **Visiting** Hours from 2-4pm at the Auburn Public Library. I'd enjoy hearing your thoughts.

March 16th - Salute to Dinny Sullivan- Hats Off to Neighborhood Businesses Day. See later in report.

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 here's something we addressed:

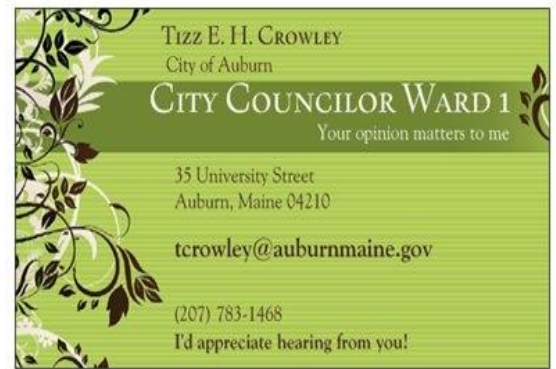
Trash Curbside Rules- The City Ordinances tell us exactly what we must do with trash. No person shall put out waste for collection sooner than 6:00 p.m. on the day preceding the date on which waste is collected by the city in such location, and no person shall allow any waste containers to remain on any street or sidewalk for more than 24 hours after the collection of waste has been completed. Waste must be out for collection no later than 7:00 a.m. of the day on which waste is collected by the city in such location.

No person shall put out waste, including garbage, for collection by the city except in suitable, durable containers covered by a tight fitting cover or securely closed plastic bags designed for trash disposal, which are: (1) Watertight and flytight; (2) Free from sharp edges and not exceeding 30 pounds in weight, including contents; and (3) No larger than 33 gallons in capacity.

Recreation Department- The City of Auburn has added a "**Recreation News**" **Alert Me** category - be sure to [sign up](#) today!

Safety Reminder- Warm weather is coming shortly. Please be aware of the risk of rabies from wild animals. Increasing public awareness about the risks is important to prevent this fatal disease. With the rise in positive rabies in raccoons, fox, and skunks in particular, please keep trash covered and have your animals vaccinated.

March is Women's History Month- Each year, March is designated as National Women's History Month to ensure that the history of American women will be recognized and celebrated in schools, workplaces, and communities throughout the country. The theme for National Women's History Month March 2013 is Women Inspiring Innovation through Imagination: Celebrating Women in Science, Technology, Engineering and Mathematics commonly referred to as STEM.



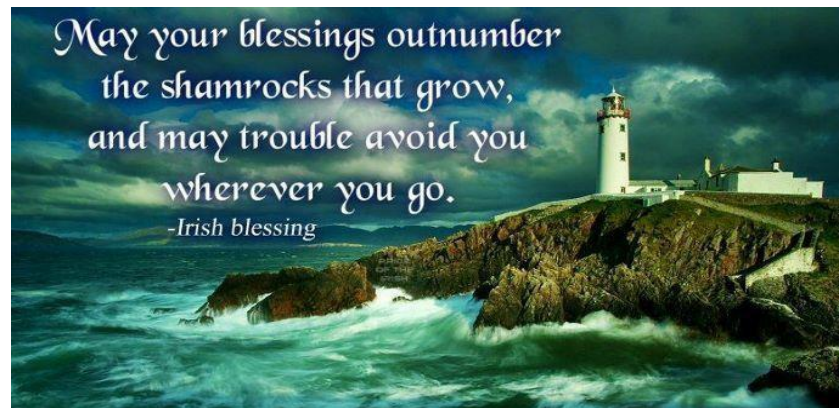
In February 1980 when President Carter issued the first Presidential Proclamation declaring the Week of March 8th 1980 as National Women's History Week. In the same year, Representative Barbara Mikulski, who at the time was in the House of Representatives, and Senator Orrin Hatch co-sponsored a Congressional Resolution for National Women's History Week 1981. This co-sponsorship demonstrated the wide-ranging political support for recognizing, honoring, and celebrating the achievements of American women. In 1987, Congress expanded the week to a month. Every year since, Congress has passed a resolution for Women's History Month, and the President has issued a proclamation.

Military 204,973 Total number of active duty women in the military, as of Nov. 30, 2012. Of that total, 38,378 women were officers, and 164,021 were enlisted. *Source: U.S. Department of Defense, Selected Manual Statistics, annual, and unpublished data.*

Earnings \$37,118 The median annual earnings of women 15 or older who worked year-round, full time in 2011. In comparison, the median annual earnings of men were \$48,202. *Source: Income, Poverty, and Health Insurance Coverage in the United States: 2011, Page 7 & 11.*

0.77 The female-to-male earnings ratio in 2011. The number of men and women with earnings who worked year-round in 2011 was not statistically different from the ratio in 2010. *Source: Income, Poverty, and Health Insurance Coverage in the United States: 2011, Page 12.*

In closing, I'd like to wish everyone a **Happy St. Patrick's Day**. Hope to see you about town on Saturday, March 16th. I'll have something green for you!



SALUTE TO DINNY SULLIVAN
HATS OFF TO NEIGHBORHOOD BUSINESSES!
ON SATURDAY, MARCH 16TH WE TIP OUR HAT TO
YOUR FAVORITE NEIGHBORHOOD BUSINESS!

We salute Dinny Sullivan on Saturday, March 16th with a "Hats Off" to Neighborhood businesses. Mr. Sullivan was a local merchant in New Auburn. He exemplifies the hard work, long hours, and commitment to the local community. We want to tip our hat to neighborhood businesses that are essential to the fabric of life in Auburn. Neighborhood business owners are our friends and neighbors. Often they work daily in the business and yet find time to support many community activities and events. Let's use the holiday to "toast" them one and all.

Who we want to recognize: Small, neighborhood business- corner stores, barber or hair stylists, mechanics, coffee shops and local restaurants, saw sharpeners, music store, florist, pawn shops... TELL US YOUR FAVORITE PLACE!!

How we recognize a neighborhood business: Sign in the window which gives history, owners and staff names or interesting facts. The sign will Tip our Hat and say “thank you”. We will be happy to provide a small sign(s). We want people to stop in and say- “Happy to have you here!” The company will also be noted in the window on Court Street and in all publicity.

We want to celebrate that our neighborhood businesses generate a buzz of positive activity, which make them places where people want to be and shop. We hope visitors will “Experience Auburn” as its best. This business helps foster local identity and can build an authenticity that is elusive among today’s big companies

Saturday, March 16th will have events and informal gathering places for neighbors to meet, share and laugh, and celebrate YOU. We appreciate the commitment and leadership you dedicate to making Auburn even better.

This day will give the community the opportunity to “brag” about your favorite. Word of mouth is often more valuable than professional advertising, marketing and PR.

FULL DAY OF EVENTS

YOU’RE INVITED TO JOIN US AT:

(UPDATED MONDAY FEBRUARY 25TH)

8:00 to 11:00- Special breakfast menu. Auburn City Councilors Tizz Crowley and Leroy Walker will be there about 10am with “bits of green” to share. Location to be announced.

10:00 to 1:00 – PAL Open House- Join the Auburn Police Department as we celebrate the grand opening of the Auburn PAL Center! The Auburn Police Activities League (PAL) Center at 24 Chestnut Street will provide after school and summertime activities and programs for at-risk youth, as well as positive interaction with police officers. There are tours and refreshments as we show off our beautiful facility and thank the outstanding community partners who helped make the PAL Center a reality.

10:00 to 10:50 Children’s Story Time at the Auburn Public Library "Tales from Old Ireland" presented by John Henderson of **Hometown History Works** and Memories Made Manifest.

11:00 to 12:00 Let's Go Snack! Healthy Snacking for Kids with 5210. Jana Thompson and her team from **Healthy Androscoggin** will host a healthy snack activity (St. Patrick's Day themed) to educate kids and families on healthier eating.

At **The Library Café (TLC)** - Have your little leprechauns join us after the Auburn Library children’s activities for a free treat. TLC is located on the lower level of the Library with an entrance on Spring St.

11:00 to 12:00 Walking Tour of Irish Auburn. Lead by John Henderson, author of *Androscoggin Irish*, the walk begins at Great Falls Plaza, across from the Hilton Garden Inn, and ends at Sullivan Square in New Auburn.

The Sullivan Square Park decorations are provided by support of the New Auburn Social Club, Rolly’s Diner and the City of Auburn.

11:30 to 3:00 Rolly’s Diner - Join us for a delicious, **traditional corned beef dinner**. Owners Rolande and Ken Blais will be providing a free Pot of Gold dessert with every lunch. Copies of Henderson's book, “Androscoggin Irish,” will be available for signing and purchase.

12:00 to 1:00 Petty Zoo- Meet the babies from **Valley View Farm**. Perfect time for small children to touch and cuddle with small animals.

1:00 to 2:00 at the Auburn Public Library, Annette Vance Dorey will preview her upcoming book, **"Miss Dr. Lucy" and Maine's Pioneering Female Physicians, 1850s–1920**, and tell about the earliest (long–forgotten) female doctors in L–A, including Dr. Lucy O'Connell from an Irish family.

1:00 to 3:00 An Afternoon of Bunco presented by the Woman's Literary Union at the historic Horatio & Ella Foss House 19 Elm Street. Bunco dates back to 18th-century England. During the Victorian Era, Bunco was a popular family game. We will teach you how to play Bunco. The donations support our restoration of the Mansion which is on the National Registry of Historic Places as well as a scholarship fund. Donations of \$5 at the door are much appreciated. There will be a used book sale following the Bunco game. **Pre-registration is required.** RSVP: 753-0931 or denisescammon@gmail.com

1:30 to 3:00 Walking Tour of Irish Lewiston will begin and end at St. Patrick's Church. This tour is also free and lead by John Henderson representing the Androscoggin Historical Society.

4:30 City Wide - "Hats Off" Toast to Neighborhood Businesses - Numerous places throughout the city, including the New Auburn Social Club with Councilor Walker, will raise a glass for Auburn's businesses. A public dinner will follow at the Club- all are welcome.

6:30- 7:30 - Free Concert at Nara's. **Mr. Larry Gowell**, an Auburn native, will perform a lovely evening of music. In addition, his CD's will be available for a donation which half the funds paid will go to the Good Sheppard Food Bank.

11:30 TO 11:59 pm – Last Call at the Fire House Grille. As we close out the day, come and share a laugh while enjoying a good Irish Whiskey or local brewed beer.

There will be a **city-wide "Hats" contest** with a prize from direct from Ireland. In addition to the hat as an entry, participants will have to "Brag" about a neighborhood business. The winner is to be announced 5pm. Submit your photo and brag from any event location or highlighted Auburn business.

There are other activities "in the works". As confirmation by the presenters is received, this schedule will be updated. Zumba classes, church tours, historic homes, and many other fun places.

Questions/Additional information: Contact Auburn City Councilor Tizz Crowley 783-1468 or tcrowley@auburnmaine.gov or Auburn City Councilor Leroy Walker 577-2694 or lwalker@auburnmaine.gov
Additional business recognitions will be posted as participants register.

***Please help us recognize YOUR FAVORITE NEIGHBORHOOD BUSINESS!
Send in the names and information today. Thank you.***

MANAGER'S REPORT

March 4, 2013

Auburn Mall Ice Arena

Since the last report a lot of research continues. The operational implementation plan and construction schedule are still pending. Here are some highlights or progress:

- The City will be posting the Director's position within the next two weeks. The current plan for funding is to operate using the Ingersoll enterprise fund.
- The City continues to work out construction details with the developer:
 - The building is ordered.
 - Construction is expected by mid March; weather is a major impact to the work.
 - The City is reviewing the second sheet also having a concrete floor. Other arenas that keep ice year around point it out as a benefit more than a detractor. (Specifically I spoke with representatives of Haverhill and Exeter.) Savings is estimated at \$98,000.
- The Twin City Titans have been asked partner with the City in a fundraiser for an ice surface, "Zamboni".
- Contract meetings are underway for both ice time and advertising. Staff is also investigating a memorial plaque at Ingersoll for donations and to commemorate gifts to the building.

NEMO BLIZZARD- RECOVERY EFFORTS

City Departments submitted eligible costs associated with the NEMO Blizzard that occurred on the weekend of 8-10 February 2013 to Jill Eastman who spearheaded the effort. Those costs were submitted to Androscoggin County EMA to help the County obtain that event being qualified as a "Snow Disaster Declaration". Through our efforts the City of Auburn helped the County obtain that declaration! The City of Auburn submitted over \$130,000 in costs associated with this storm! The County needed over \$371,572 to meet that threshold. The process now requires FEMA to come to the County and meet with various stakeholders to learn more about the actual event. There are possibilities that there could be more costs that become eligible once we meet with them. Please note that the City of Auburn is going to host FEMA on Tuesday @ 10:00 a.m. so our fellow municipalities can have a professional facility to work in.

Also, Great Job by our Departments in keeping the City safe and operational during that weekend!

Budget

Deadlines are approaching. As of February 27th 80% of departmental reviews has occurred. Staff is still formulating the new material for each department.

Although with minimal to no budget impact some adjustments are occurring to operations. One that was recently shared with staff is the potential of building off from recent collaboration between Parks and Public Works. In order to progress this efficiency the Parks Crew may use PW as a base of operations. Pettengill will still provide storage space and Recreation remains there as well. One other consideration is providing more space for Electrical at what is currently the park's garage.

The efforts to review services with Lewiston are still underway and reports are coming in. The CIP review with Lewiston per Charter will occur next week between the City Managers and at that time the next steps in reviews will be outlined.

Policy Updates

Per City Council request staff and I are working on some issues per Council directive. These include:

1. Ice Arena operational schedule and plan. The goal is to present a complete plan for both and with pending decisions as indicated in the Arena Report it will take more time. Currently the timeframe expected is the end of March.
2. Economic Development Operational Structure. The goal of Feb. 25th was not feasible however; March 11th workshop will have a presentation. This will include most of what is detailed in the 2013 work plan and an organizational plan for City staff.

Joint Agency Review

As part of the FY14 Budget Process, Auburn will be working with the City of Lewiston to review Joint Agency draft budgets starting in the month of March. Staff from both cities will handle the preliminary reviews being held on March 4 and 5. Joint Agency draft budget data will then be presented to the Joint Agency Subcommittee, comprised of Lewiston Councilors Cayer and Butler and Auburn Councilors LaFontaine and Crowley on March 13 and 14. The Joint Agency will evaluate the budgets and present a funding recommendation to their respective Councils in the form of a report. In the event that the City Councils fail to agree on the funding level of any agency, either Council may request that the Committee meet to review the disagreement and make a recommendation for its resolution.

Preliminary Review:

This review process will be conducted by Clint Deschene, Ed Barrett, Jill Eastman and myself.

Monday, March 4th:

1. 8:30-9:30 – Auburn-Lewiston Airport

2. 9:30-10:30 – LA Arts
3. 10:30-11:30 – Great Falls TV

Tuesday, March 5th:

1. 1:00-2:00 – LA Transit Committee
2. 2:00-3:00 – LA 911 Committee
3. 3:00-4:00 – LAEGC

Second Review:

The Joint Agency Subcommittee is comprised of Councilors Cayer, Butler, Crowley, and Lafontaine. Staff will be on hand as well.

Wednesday, March 13th:

1. 5:30 - 6:30 – LA Transit Committee
2. 6:30 - 7:30 – Auburn-Lewiston Airport
3. 7:30 – 8:30 – LAEGC

Thursday, March 14th:

1. 5:30 - 6:30 – LA Arts
2. 6:30 - 7:30 – LA 911 Committee
3. 7:30 – 8:30 – Great Falls TV

Transportation Center Project

City staff is coordinating a meeting with Hannaford Brothers to discuss the status of the proposed transportation center on Spring Street adjacent to their Auburn location. During the meeting we are in hopes to move forward on the project and make it a reality for our citizens who utilize public transportation. This piece of infrastructure is key to our long range plans in bringing further travel and commuting options to our residents. I will keep you updated on the status of this project once information is gathered.

Public Items

Questions arose regarding Police Vehicle use policies and the new Command Vehicle Purchase. The Manager Report on that night addressed the uses and I have communicated with the residents. No unresolved matters at this time.



City Council Agenda Information Sheet

City of Auburn

Council Workshop Date: March 4, 2013

Order 15-03042013

Author: Sue Clements-Dallaire, City Clerk

Subject: Consolidation of voting places for small local only elections

Information: Title 21-A states that municipal officers may, after public notice and hearing held at least 90 days before an election, and subject to the approval of the Secretary of State, consolidate voting places so that more than one voting district votes in the same voting place. We are requesting that the Council approve small local only elections (School Budget Elections and Special Local Elections that are not held at the same time as a Primary or State Referendum Election) be consolidated to one polling place. Past School Budget Elections have been held at Auburn Hall due to the low turnout.

Financial: A savings of approximately \$4,932 by consolidating.

Action Requested at this Meeting: Workshop on 2/19/2013.

Previous Meetings and History: N/A

Attachments:

- 21-A §631-A
- Order 15-03042013

Maine Revised Statutes

- [§631-A PDF](#)
- [§631-A WORD/RTF](#)
- [STATUTE SEARCH](#)
- [CH. 9 CONTENTS](#)
- [TITLE 21-A CONTENTS](#)
- [LIST OF TITLES](#)
- [DISCLAIMER](#)
- [MAINE LAW](#)
- [REVISOR'S OFFICE](#)
- [MAINE LEGISLATURE](#)

§631

**Title 21-A:
ELECTIONS**

§632

**Chapter 9: CONDUCT OF ELECTIONS
Subchapter 1: PREELECTION PROCEDURE
Article 2: LOCAL OFFICIALS' RESPONSIBILITIES**

§631-A. Voting places

1. Establishing suitable voting places. If the municipal officers determine that there is no building within a voting district that is suitable for a voting place, as described in section 627, the municipal officers may, subject to the approval of the Secretary of State, establish a voting place outside the voting district in a suitable building that is as close as possible to the voting district and as convenient as possible to the voters of the voting district.

[2007, c. 455, §28 (NEW) .]

2. Consolidating voting places. The municipal officers may, after public notice and hearing held at least 90 days before an election, and subject to the approval of the Secretary of State, consolidate voting places so that more than one voting district votes in the same voting place. When voting places are consolidated under this process, the voters from the different voting districts may vote in the same or separate guardrail enclosures in the building.

[2007, c. 455, §28 (NEW) .]

3. Change of voting place. If the municipal officers wish to change the location of a voting place, they must apply to the Secretary of State at least 60 days before the next statewide election, unless an emergency exists. The Secretary of State shall design the application form. The Secretary of State must approve the application before the voting place may be changed.

[2011, c. 342, §21 (NEW) .]

SECTION HISTORY

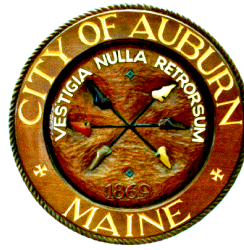
2007, c. 455, §28 (NEW). 2011, c. 342, §21 (AMD).

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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 15-03042013

ORDERED that the City Council hereby approves the consolidation of voting places for the June 11, 2013 School Budget Validation Referendum Election. Voting for all wards for will be held at Auburn Hall for this election.