



# City Council Meeting and Workshop

## February 19, 2013

### Agenda

#### 5:30 P.M. Workshop

- A. Consolidating the Voting Location for Local Elections - Sue Clements-Dallaire (5-10 minutes)
- B. Use of Tabulating Machines for the June Election–Sue Clements-Dallaire & Clint Deschene (5-10 minutes)
- C. General Assistance Budget – Dot Meagher (20 minutes)
- D. City Council Code of Conduct-Clint Deschene (15 minutes)
- E. City Manager Work Plan 2013 – Clint Deschene (30 minutes)
- F. Consent calendar – Clint Deschene (5 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.

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

##### II. Minutes

- January 31, 2013 Special Council Meeting
- February 4, 2013 Regular Council Meeting

##### III. Reports

**Mayor's Report**

**City Councilors' Reports**

**City Manager's Report**

**Finance Director, Jill Eastman**

- January 2013 Monthly Finance Report

##### 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-1<sup>st</sup> Place winners of the American Lung Association's 2013 Fight for Air Stair Climb in Boston.

# Auburn City Council Meeting & Workshop

February 19, 2013

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



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** February 19, 2013

**Item** A

**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 + per election by consolidating.

**Action Requested at this Meeting:** Discussion with request for a public hearing and action on 3/4/2013.

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

**Attachments:** 21-A §631-A

## 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).

*Data for this page extracted on 10/16/2012 08:26:59.*

**The Revisor's Office cannot provide legal advice or  
interpretation of Maine law to the public.  
If you need legal advice, please consult a qualified attorney.**

**Office of the Revisor of Statutes**  
**7 State House Station**  
**State House Room 108**  
**Augusta, Maine 04333-0007**



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** February 19, 2013

**Item** B

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

**Subject:** Use of tabulating machines for the June 11, 2013 election

**Information:** Historically, tabulating machines have not been used for School Budget Elections. We have printed paper ballots in house and have hand counted them. There was some discussion after last year's School Budget Election to consider using tabulating machines rather than hand count. The cost of using a tabulating machine for the School Budget Election was not included in the budget for FY13.

**Financial:** Approximate cost of \$1175 to use a tabulating machine.  
\$500 to program the machines (two machines, one for the polling place and a spare)  
\$590 ballots (.27 per ballot, 2,000 plus S & H)  
\$85 Maintenance contract Jan 1 through June 30

**Action Requested at this Meeting:** Seeking direction from the Council

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

**Attachments:** None



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** 02/19/2013

**Item** C

**Author:** Dorothy Meagher

**Subject:** Request for emergency funds to supplement the General Assistance allocation budget

**Information:** As identified in Title 22, Part 5, Chapter 1161 of the Maine Statutes;

General Assistance program means a service administered by a municipality for the immediate aid of persons who are unable to provide the basic necessities essential to maintain themselves or their families.

With the changes in State regulations and programs, the burden has fallen on municipalities for assisting our poor. This year we have already taken in 790 applications as of January 31, 2013 compared to 630 last year at this time. More households have been found eligible due to lost of wages, unemployment benefits, TANF timed out and the increase in housing cost.

Since July 1<sup>st</sup> we have assisted a total of:

*24 unduplicated households who have timed out on TANF for a total of \$16,982*

*35 unemployed households (these are individuals who have exhausted their unemployment and are employable with a total of \$23,577.*

*57 households pending disability with the Social Security office for \$53,618*

This is an example of the clients we see in our office. As a result we have exhausted our line items for rental assistance and electricity for this fiscal year. I'm asking your approval to allocate additional money for the support of the poor.

**Financial:** I am requesting an additional \$2,000 for electricity, and \$50,000 for rental assistance to cover us to the end of this fiscal year.

**Action Requested at this Meeting:**

**Previous Meetings and History:** None

**Attachments:**

- General Assistance Audit result 10/01/2010
- General Assistance Audit result 01/20/2012
- Summary of GA Expenditures from 07/01/2012 to 01/31/2013



*Integrated Access  
and Support Services*

*An Office of the  
Department of Health and Human Services*

*John E. Baldacci, Governor*

*Brenda M. Harvey, Commissioner*

Department of Health and Human Services  
Integrated Access and Support Services  
442 Civic Center Drive  
# 11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 287-2826; Toll-Free: 1-800-442-6003  
Fax: (207) 287-3455; TTY: 1-800-606-0215

October 1, 2010

Dorothy Meagher  
Town of Auburn  
60 Court Street  
Auburn, ME 04210

Dear Dot:

This is in reference to the General Assistance audit conducted in Auburn on October 1, 2010.

The review indicates that your program for the town of Auburn is in compliance with the General Assistance statutes and the Department of Health and Human Services' General Assistance policy.

If this office can be of any assistance to you, please call 1-800-442-6003.

Sincerely Yours,

Gerard R. Biron  
Field Examiner II  
General Assistance Program



Office for Family Independence  
442 Civic Center Drive  
# 11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 287-2826  
Toll Free: 1-800-442-6003  
Fax (207) 287-3455; TTY: 1-800-606-0215

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January 20, 2012

Dorothy Meagher  
Town of Auburn  
60 Court Street  
Auburn, ME 04210

Dear Dorothy:

This letter is to acknowledge receipt of the mail in review for the town of Auburn.

The review indicates that your program for the town of Auburn is in compliance with the General Assistance statutes and the Department of Health and Human Services' General Assistance policy.

If this office can be of any assistance to you, please call 1-800-442-6003.

Sincerely Yours,

Gerard R. Biron  
Field Examiner II  
General Assistance Program



## GA Expenditures

Date Range July 2012 through January 2013

**ASSISTED:** 155 Cases            332 Individuals

**DENIED:** 158 Cases            322 Individuals

CATEGORY ASSISTED	CASES	INDIVIDUALS
Career Center	5	8
Deceased	2	2
Education Classes	1	4
Employed	27	71
ESL Classes	1	3
Medical	8	16
Mental Health	3	8
Signed In	5	18
Social Security	3	4
SSA Recipient	4	12
SSDI	7	15
SSI Granted	4	10
SSI Hearing	11	18
SSI Pending 1	28	46
SSI Pending 2	17	23
TANF Pending	4	9
TANF Recipient	8	27
TANF Timed Out	24	90
Unemployed	31	65
Unemployment Pending	5	14
Veteran Bennefits	4	7
Workfare	36	61

ACCOUNT #	NAME	Period Expenditures	Emergency Assistance	Trust Fund Payments	Expenditures To Date
10331262 628034	All Other Needs	\$37.00	\$0.00	\$0.00	\$37.00
10331262 628030	Burials/Cremations	\$1,687.00	\$0.00	\$0.00	\$1,687.00
10331262 628029	Dental				
10331262 628034	Diapers/Baby Supplies	\$690.74	\$0.00	\$0.00	\$690.74
10331262 628028	Electric Service (non heating)	\$3,421.81	\$949.58	\$661.64	\$5,033.03
10331262 628032	Food	\$934.39	\$0.00	\$168.97	\$1,103.36
10331262 628031	Heating (all types)	\$1,508.12	\$1,309.57	\$6,841.30	\$9,658.99
10331262 628034	Household/Personal	\$1,543.07	\$19.41	\$14.75	\$1,577.23
10331262 628033	Housing	\$75,510.93	\$776.00	\$155.00	\$76,441.93
10331262 628029	Medical Services	\$250.68	\$0.00	\$0.00	\$250.68
10331262 628029	Prescriptions	\$2,142.95	\$0.00	\$75.00	\$2,217.95
10331262 628031	Propane Gas (non heating)				
10331262 628033	Temporary Housing				
		<b>\$87,726.69</b>	<b>\$3,054.56</b>	<b>\$7,916.66</b>	<b>\$98,697.91</b>



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** February 19, 2013

**Item** D

**Author:** Clint Deschene, City Manager

**Subject:** City Council Code of Conduct

**Information:** The Council agreed to developing a Council Code of Conduct to better prepare the City for Council transition and training. One work plan item the City is working on for future Council's is an orientation process that is implemented from a written plan. One component of the orientation is have a clear understand of Council Conduct. This document meets that need.

**Financial:** None

**Action Requested at this Meeting:** Review and comment on document.

**Previous Meetings and History:**

**Attachments:**

Code of Conduct prepared by Dan Stockford

## **CITY COUNCIL CODE OF CONDUCT CITY OF AUBURN, MAINE**

### **INTRODUCTION**

The City Council serves an essential role as the governing body of the City of Auburn. The City Council of the City of Auburn is committed to serving the public interest and common good of the City and its residents, and Councilors are expected to act accordingly. In order to foster reasonable, effective, and cooperative governance of the City, Councilors shall adhere to the following Code.

Council members are expected to support and demonstrate the following values:

- Respect for their fellow councilors, citizens of Auburn and City staff;
- Open mindedness;
- Careful consideration of all matters that come before the Council and participation in constructive debate and deliberations;
- Appropriate demeanor and polite oral and written communications;
- Integrity and commitment to the best interest of the City and its inhabitants;
- Acceptance and support for decisions and actions taken by the Council, whether or not an individual Councilor voted with the majority.

The City of Auburn Charter provides that the City Council is comprised of the Mayor and seven City Councilors. For purposes of this Code of Conduct, the terms “Council” and “Councilor” shall include the Mayor unless specified otherwise.

### **INTERACTIONS WITH THE PUBLIC**

Councilors shall treat members of the public with courtesy, respect, and professionalism and shall not demonstrate bias against, nor favor, any member of the public.

To ensure clear and effective communication, Councilors shall:

- Clearly distinguish between their personal positions and the official position of the Council and City when dealing with members of the public;
- Defer to the City Manager or the Mayor to speak on behalf of the City or the Council when speaking as a body; and
- Not disclose information received, or statements made, in executive session.

### **INTERACTIONS WITH CITY STAFF**

The Council’s role is to establish City policies, ordinances and priorities as the City’s governing body. It is City staff’s duty to provide relevant information to the Council and to implement the Council’s decisions. Actions by staff in providing information to the Council or in implementing Council decisions should not be construed as constituting disagreement with, or disparagement of, any Councilor who held a minority

position on a particular issue. Staff may not be instructed or influenced by any individual Councilor acting separate from the Council as a whole.

Administering the day-to-day functions of the City is the responsibility of the City Manager. Councilors must respect the distinction between their role in voting to establish policies and ordinances, and the City Manager's role in executing those policies and ordinances, administering the operation of City departments, and overseeing the work of City employees. As such, Councilors shall:

- Not issue directives to City staff;
- Make all requests for information through the City Manager;
- In their official capacity, interact with City staff solely through the City Manager, as required by Section 7.1(B) of the City Charter, which states that “[t]he Mayor and Councilors shall direct administrative functions of the City solely through the City Manager.”
- Avoid confusion over whether a Councilor is acting in an official or private capacity when interacting with City staff, and acknowledge the impropriety of dealing with staff members outside of the prescribed role of the Council.

It is important for all Councilors to recognize that any conduct or behavior that intrudes on the direction and supervision responsibilities of the City Manager relative to City employees interferes with the efficient operation of City government and must be avoided.

#### **INTERACTIONS WITH FELLOW COUNCILORS**

The Council's role is as a governing body. With the exception of the Mayor's specific duties under Section 3.3 of the City Charter, no Councilor has any individual authority outside of the governing process by which the Council acts as a whole in its official capacity. As individuals, when not acting in their corporate collective capacity as the City Council, individual Councilors may exercise and are limited to the same rights as other citizens. Although Councilors are free to advocate for their position during the decision-making process, the decisions of the Council are binding on the City. Councilors must put aside disagreements and accept the will of the Council once a decision is made.

Councilors' communications with each other shall:

- Be civil;
- Not contain personal attacks or criticism; and
- Not discourage free and open debate and exchange of ideas.

#### **CONCLUSION**

Councilors must recognize the trust and responsibility granted to them by the City of Auburn, and shall endeavor to repay that trust through earnest contribution to effective City governance. To effectively achieve this goal, Councilors must abide by this Code of Conduct and, above all, be guided by the overarching principle of respect for others. Repeated or serious failure to comply with this Code of Conduct may be met with official reprimand or censure as approved by a majority of the Council.



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** February 19, 2013

**Item** E

**Author:** Clint Deschene, City Manager

**Subject:** City Manager Work Plan, Calendar Year 2013

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**Information:** Pursuant to Council Goal setting the City Manager will present annual priorities of the City. This is not an all inclusive list but identifies and reinforces the Council's policy objectives.

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**Financial:** None as a policy, individual items with the plan may have financial components but approval does not fund.

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**Action Requested at this Meeting:** Review the plan and provide comments for later approval as a consent calendar item.

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

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**Attachments:**  
2013 Work Plan

# City of Auburn

## City Manager Work Plan 2013

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### CREATE AN AUBURN SPECIFIC ECONOMIC DEVELOPMENT PLAN

**Coordination Area / Staff:** Economic Development: Clint Deschene, Howard Kroll, Roland Miller, Eric Cousens

**Description:** Design a shared vision of Economic Development, considering ABDC, LAEGC, and AVCOG to focus on small business and industrial growth for Auburn.

**Steps:**

**Date:**

- |  |                  |
|--|------------------|
| 1. Review existing plans and determine success and failures. | July, 2013       |
| a. Foreign Trade Zone  |                  |
| b. 2 Industrial Parks  |                  |
| c. Intermodal Plan   |                  |
| 2. Review Department Structure                               | Spring to Summer |
| 3. Port Authority, review process.                           | April, 2013      |

## COMMUNITY SAFETY

**Coordination Area / Staff:** Public Safety (All Departments)

**Description:** Community Safety extends to staff and the City as a whole. The Council has indicated a desire to address or approach the City's direction for the next fiscal year in addressing the safety of Auburn.

**Steps:**

1. Staff will address budget with safety objectives.
2. Safety Team will review approaches to expand.
3. Citizen Engagement Goal will highlight safety.

**Date:**

May 2013  
June 2013  
See below.

## CITIZEN ENGAGEMENT PROCES

**Coordination Area / Staff:**

City Manager, Executive Coordinators (Kroll, Crowell, Bogart, & D'Auteuil)

**Description:**

Generate a map of potential neighborhoods in the City and begin regional sessions to obtain input on needs. A key area to concentrate on in the process is policing. Then later have a second meeting to share progress and gather input on performance.

**Steps:**

1. Generate Maps.
2. Post meetings and locations.
3. Hold meetings.
4. Draft plans by area.
5. Conduct follow up meetings.

**Date:**

May 1, 2013  
June 2013  
June & July, 2013  
August, 2013  
2014

## ICE ARENA IMPLEMENTATION

**Coordination Area / Staff:**

Clint Deschene, Denis D'Auteuil, Ravi Sharma, Roland Miller, New Director

**Description:** The approved lease agreement for a two sheet arena requires many coordinated efforts of construction, hiring, planning, and operation.

**Steps:**

1. Determine Construction Schedule
2. Present an operation schedule and plan
3. Recruit a director.
4. Develop schedules, contracts, operational planning, and fundraising.
5. Present regular reports to Council and Community

**Date:**

Pending Developer  
March 2013  
May 2013  
Summer 2013  
Monthly



## DEVELOP A COUNCILOR ORIENTATION PROGRAM

**Coordination Area / Staff:**

All Staff.

**Description:** The City Council of Auburn needs a program for annual review of duties and City functions. The review will include information on the role of the City Council, but will also include information on City Departments, training opportunities, City ordinances, policies, charter, etc. This process should also be coordinated with Lewiston in all areas possible.

**Steps:**

**Date: *Delayed per Council***

- |  |                  |
|--|------------------|
| 1. Manager compiles basic information for the program.       | May 2013         |
| 2. Departmental meeting with staff to organize and delegate. | June 2013        |
| a. Include roles of staff and Council.                       |                  |
| b. Indicate Hiring process and structure.                    |                  |
| c. List Unions.  |                  |
| 3. Staff meeting to compile and review final product.        | July 2013        |
| 4. Present and implement with Council.                       | August 2013      |
| 5. Implement.  | Nov. & Dec. 2013 |

## COUNCIL REQUESTED REPORTS AND COMMUNICATIONS

**Coordination Area / Staff:**

Clint Deschene

**Description:** The City Council has identified 3 areas for more information and regular or more detailed reporting. The areas are financial reports, labor negotiations, and policy tracking.

**Steps:**

**Date:**

- |  |           |
|--|-----------|
| 1. Add narratives to the monthly financial reports keying on trends.                             | Monthly   |
| 2. Include Policy implementations to the manager report to track progress on important projects. | Monthly   |
| 3. Provide quarterly reports on union negotiations or as needed.                                 | Quarterly |

## NEW ELHS PLANNING PROCESS

**Coordination Area / Staff:**

Clint Deschene, Mayor Labonte, Katy Grondin.

**Description:** The School continues research into a new ELHS. The research and direction is still undergoing debate and until complete specific steps and plans are uncertain. The following steps will help lead the project to a definitive plan and schedule.

**Steps:**

**Date:**

- |   |           |
|---|-----------|
| 1. Work with School on bonding options and process.                       | Spring    |
| 2. Research all viable options and present to Committee.                  | On-going. |
| 3. Work toward a City vote on a Council and School Committee agreed plan. |           |

## 2013 BUDGET

**Staff:**

Clint Deschene, Jill Eastman, Department Heads, Council

**Description:** Working with the Council, create an informative engaged budget process.

**Steps:**

**Date:**

- |  |                              |
|--|------------------------------|
| 1. Staff requests submitted                                  | January 2013                 |
| 2. Manager reviews with staff.                               | February                     |
| 3. Manager meets individually with Council on CIP and Budget | March                        |
| 4. Budget presented to Council.                              | March                        |
| 5. Council review process.                                   | March & April                |
| 6. Council adopts budget. (pending State budget)             | Late April or May.           |
| 7. School Budget reviewed by Council.                        | May 4 <sup>th</sup> , 2013   |
| 8. School Validation Vote                                    | June 11 <sup>th</sup> , 2013 |



## ADDENDUM

1. L-A Forest Board Ordinance
  - a. Submission by the board for Council review by summer 2013.
2. Transportation Station.
  - a. Project coordinated with LATC and will
3. New Fire Chief and Matrix Implementation. Review Rescue Delivery structure.
  - a. On-going.
4. Recreation Facilities Plan
  - a. Under Review by staff with fields currently contracted to Wright-Pierce.
5. Recycling
  - a. Consider options during budget.
6. Volunteer Committee/Group
  - a. May evolve from Citizen Engagement Task.
7. Ward Redistricting
  - a. Pending State process.
8. Meeting with Lewiston City Council
  - a. On-going.
9. Joint Meetings with School Committee
  - a. On-going.
10. City Councilor "Tours" or Departmental Meeting (November 2013)
  - a. Part of Orientation.
11. Discussions of Charter Review. (More than a year?)

*Note, some of the above items are part of the Comprehensive Plan.*

The above goals will be reported to the City Council during the Manager's report as significant progress or changes occur. The City Manager will provide a six month progress report and a one-year recap. It is fully understood that the Manager will work toward the items but not all will be completed to be successful. It is also understood that the ability to complete these items is affected by additional items that arise during the normal course of business.



# City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** February 19, 2013

**Item** F

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

**Subject:** Consent calendar items

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**Information:** The City Manager will review the consent calendar items.

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**Financial:** N/A

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**Action Requested at this Meeting:** Review

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

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**Attachments:** N/A



## City Council Agenda Information Sheet

City of Auburn

**Council Meeting Date:** February 19, 2013

**Order** 13-02192013\*

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

**Subject:** Transfer of Forfeiture Asset – Leon Payne

**Information:** In September 2012, an Auburn police officer working patrol observed a vehicle with Alabama registration plates operating erratically on Turner St. The officer conducted a motor vehicle stop on Chestnut St. The officer identified the operator and confirmed that he didn't possess a license to operate a motor vehicle in the State of Maine. In addition, the subject had three sets of bail conditions. One of the conditions prohibited the operator from using or possessing illegal drugs or alcohol as well as the condition that he not drive unless duly licensed and was subject to random search and testing of his person and residence.

The operator of the motor vehicle was arrested. While being searched pursuant to arrest the officer found wads of money in all four pants pockets of the operator. The operator thought he had approximately \$4,000.00. The officer counted \$6,823.00 in US Currency. A search of the vehicle yielded a small amount of marijuana.

Once the operator was released to the custody of the Androscoggin County Jail the officer went to the operators address on Bearce St. in the City of Auburn to conduct a search pursuant to his bail conditions. The officer located another \$4,420 in US Currency. In addition, drug trafficking paraphernalia was found. The K-9 alerted on a digital scale which had white a powdery substance on it. A chemical field test of the residue from the scale resulted in a positive test for the presence of cocaine. A total of **\$11,243.00** is being sought for forfeiture.

**Financial:** The State of Maine, Office of the Attorney General, seeks to transfer \$11,243 in U.S. currency to the Auburn Police Department.

**Action Requested at this Meeting:** Vote to accept transfer of \$11,243.00 in U.S. Currency.

**Previous Meetings and History:** Designation of federal asset forfeiture funds requires that funds must to be used for law enforcement services. The Auburn Police Department utilizes forfeited funds for crime prevention, drug enforcement and our K-9 program.

**Attachments:**

- Memo to City Manager Deschene from Chief Crowell 2/12/13
- City Council Order 13-02192013\*
- Acceptance document to be signed by City Clerk



# Auburn Police Department



## Memorandum

Phillip L. Crowell  
Chief of Police

Jason D. Moen  
Deputy Chief

Rita P. Beaudry  
Executive Assistant

**To:** Clinton Deschene, City Manager  
**From:** Phillip L. Crowell, Jr., Chief of Police  
**Date:** February 12, 2013  
**Re:** Criminal Forfeiture Funds

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The Auburn Police Department seeks to accept the following Criminal forfeited assets:

- **District Court Criminal Docket No. CR-12-1139 – Leon Payne \$11,243.00**

In September 2012, an Auburn police officer working patrol observed a vehicle with Alabama registration plates operating erratically on Turner St. The officer conducted a motor vehicle stop on Chestnut St. The officer identified the operator and confirmed that he didn't possess a license to operate a motor vehicle in the State of Maine. In addition, the subject had three sets of bail conditions. The first two sets had the standard conditions while the third set prohibited the operator from using or possessing illegal drugs or alcohol as well as the condition that he not drive unless duly licensed and was subject to random search and testing of his person and residence.

The operator of the motor vehicle was arrested. While being searched pursuant to arrest the officer found wads of money in all four pants pockets of the operator. The operator thought he had approximately \$4,000.00. The officer counted \$6,823.00 in US Currency. A search of the vehicle yielded a small amount of marijuana. A Lewiston Police Department K-9 responded to the scene and conducted a "sniff" of the vehicle and the money. Prior to instructing the K-9 to start the "sniff", the K-9 jumped up and alerted on the bag of money seized.

Once the operator was released to the custody of the Androscoggin County Jail the officer went to the operators address on Bearce St. in the City of Auburn to conduct a search pursuant to his bail conditions. The operator's girlfriend was present during the search. The officer found a wad of money in a box of food. According to the officer the girlfriend was surprised to see the money. She told the officer that she thought there was approximately \$2,000.00. The officer counted the money and found there to be \$4,420 in US Currency. In addition, drug trafficking paraphernalia was found. The K-9 alerted on a digital scale which had white a powdery substance on it. A chemical field test of the residue from the scale resulted in a positive test for the presence of cocaine. A total of **\$11,243.00** is being sought for forfeiture.

It should be noted that the operator that was arrested had been arrested recently two other times. Each time he was in possession of approximately \$3,000.00 in US Currency. This subject has been and is currently being investigated for drug trafficking.





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 13-02192013

ORDERED, that the municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of Defendant(s) in Rem (Travis St. Pierre), or any portion thereof (\$3,032.00 U.S. Currency) on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Auburn, Maine does hereby approve of the transfer of the Defendant(s) in Rem (Leon Payne), or any portion thereof (\$11,243.00 U.S. Currency), pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about February 19, 2013.

JANET T. MILLS  
ATTORNEY GENERAL



REGIONAL OFFICES  
84 HARLOW ST. 2ND FLOOR  
BANGOR, MAINE 04401  
TEL: (207) 941-3070  
FAX: (207) 942-3075

415 CONGRESS ST., STE. 301  
PORTLAND, MAINE 04101  
TEL: (207) 882-0260  
FAX: (207) 882-0259

14 ACCESS HIGHWAY, STE. 1  
CARIBOU, MAINE 04736  
TEL: (207) 496-3792  
FAX: (207) 496-3291

TEL: (207) 626-8800  
TTY USERS CALL MAINE RELAY 711

STATE OF MAINE  
OFFICE OF THE ATTORNEY GENERAL  
6 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-006

January 9, 2013

Chief Philip Crowell, Jr.  
Auburn Police Department  
60 Court Street  
Auburn, ME 04210

RE: State of Maine vs. Leon Payne  
Androscoggin County Superior Court Doc. No. CR-12-1139 - **Criminal Forfeiture**  
Required Vote of Municipal Officers/Approval of Transfer of Forfeiture Assets

Dear Chief Crowell:

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**

B. Under Rules issued by the Department of the Attorney General, a public vote must be made on each forfeiture "approval" and a "continuing resolution" of approval cannot be accepted;

C. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) *In Rem* will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) *In Rem* are in fact ordered forfeited and, if the Attorney General and the Court agree to a transfer of all or part of the Defendant(s) *In Rem* to a Department, Agency, County or Municipality based upon the "*substantial contribution*" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) *In Rem* or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law

enforcement agency involved are **cautioned** that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "David Fisher for". The signature is written in a cursive style.

David Fisher  
Assistant Attorney General

Enclosure

STATE OF MAINE  
Androscoggin, ss

SUPERIOR COURT  
Criminal Action  
Docket No. CR-12-1139

State of Maine	}	
	}	
v.	}	Municipality of Auburn
	}	Approval of Transfer
Leon Payne	}	15 M.R.S.A. §5824(3) & §5822(4)(A)
Defendant;	}	
	}	
And	}	
	}	
\$11,243.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, or any portion thereof, on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Auburn, Maine does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about

Dated: \_\_\_\_\_

\_\_\_\_\_  
Municipal Officer  
Auburn, Maine  
(Impress municipal legislative body seal here)



## City Council Agenda Information Sheet

City of Auburn

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**Council Meeting Date:** February 19, 2013

**Order** 14-02192013\*

**Author:** Clint Deschene, City Manager

**Subject:** Goal Setting Review

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**Information:** Although a goal setting is a workshop I want to start the process that the Council approves the notes of this meeting as a consent calendar item. This sets a positive tone of the Council's approval of policy directions consider and adopted at this meeting.

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**Financial:** None

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**Action Requested at this Meeting:** Approval

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**Previous Meetings and History:** January 5, 2013 Goal Setting Meeting

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**Attachments:**

Goal Setting Notes

**City of Auburn Planning Session  
January 5, 2013 Meeting Highlights**

**Attendees**

Clint Deschene, Howard Kroll, Belinda Gerry, Bob Hayes, David Young, Josh Shea, Mary Lafontaine, Tizz Crowley, Jonathan LaBonte, and Carole Martin, facilitator; Scott Taylor, observer

**Getting Grounded - Meeting Overview**

As we enter the New Year, it is important to spend some time together thinking big about what we want for the City of Auburn. If we can hold a big picture vision of what it is we hope our city can “look like”, we have a shared focus.

No topic is off-limits today, if you have an off the wall idea share it if only to spur conversation; we are in workshop mode. Clint and Howard are in input mode and will be active participants in the conversation.

A few **ground rules** to help keep us on track:

- Listen Deeply
- Keep an open mind
- Give benefit of the doubt
- Think big and long-term
- One conversation – no sidebars

An **opening exercise** to help us think big: ***If money was no object, what is the one thing you would invest in for Auburn’s future?*** Responses:

- The Auburn bypass connecting Center Street to 95
- Beautiful, inviting gateway from the turnpike exit to Court Street
- Buy the entire turnpike and expand access from the turnpike to Turner and beyond
- The largest high tech incubator/coop space in New England
- The best school system in the state
- The best school system – including facilities – in the country
- Full implementation of the comprehensive plan
- Transitional learning center at old EL campus for couch surfing teens to live and work and learn and a place where other students could use to learn as well
- Develop and implement a center of excellence for lifelong learning which provides education, training, enrichment – free opportunities for all Auburn residents regardless of age of socioeconomic position

**Setting the Stage: Our Shared Vision and Goals for Auburn**

The intent here is to think big and long-term – as in, *it is 2023 – ten years from today. What does Auburn “look like”? If I am a child or a resident of Auburn, what do I see and why am I happy and proud to live here?*

***Our shared vision – 10 years from today...***

...Auburn is a cohesive place – whether you’re a tourist or a resident, you know what the city has to offer. While neighborhoods are distinct and each has unique things to offer – interesting restaurants and small shops, walkable safe streets and natural places to use and explore – as a city, Auburn feels like a close-knit community. Our population is bigger than it was 10 years ago and continues to grow – people

are moving here because there are jobs and residents are taking ownership for what they want their neighborhoods to be like – including proud display of our history and heritage. They are also moving here because there is an inhabited downtown – people living, working and playing. Our local government is respected for its competence and focus and is held up as a great example of municipal leadership that played a vital role in the City’s transformation.

***In order to achieve this vision, what are the top goals we must focus on in 2013?***

- Focus on economic development by:
  - Creating an Auburn-specific economic development plan specifically designed to support the achievement of our shared vision, factoring in AVCOG and Auburn Business Development Corp. and the growth council – and focusing on small business and industry growth. To achieve this, steps include:
    - Reviewing all existing plans utilizing clearly established criteria – asking for each what has been accomplished, what hasn’t and why? Also, examining funding allocations and governance structures. Examples of unconnected piece parts for review: intermodal plan, Foreign Trade Zone, two industrial park plans.
    - Review current economic development department structure and make adjustments, as needed, for the department to be structured to accomplish what needs to be done to achieve focused growth toward our vision.
    - Consider such possibilities as creating a port authority to focus on industrial growth.
- Focus on community safety by:
  - Convening the community through forums to discuss neighborhood safety and educating residents about the opportunities and duty to self-police and report; help establish neighborhood priorities and to increase familiarity amongst residents. This approach will have many long-term advantages to supporting change and improvement in the city – including aligning resources with community-driven priorities, some of which are included in the comprehensive plan.
- Undertake a targeted public awareness campaign, focusing on all the City has to offer, including services and programs.

Other potential priorities for 2013 include:

- Exploring grant opportunities for additional financial support to achieve our priorities
- Re-represent PUD residential recreation
- Ensure protection of Lake Auburn
- Beautification and accessibility of City corridors
- Quality of life promotions – what we’re doing
- In conjunction with the school system, public education on a shift in approach to mass customized learning
- Better understand the existing, tangible relationship with Lewiston – contractual agreements, shared services, etc – and consider the implications
- Create a system to build goals into workshops – and not do this kind of work on Saturdays
- Adoption of street structure plan with teeth
- Identify neighborhoods with pre-existing identities to promote and build upon

- Create a budget that meets councilors' needs
- A realistic plan for promoting the ice arena
- Create a qr code system to promote historic sites
- Make changes without undue tax burden
- Reinstate police station availability to transients

**From here to there – structuring our meetings and improving communication to support the achievement of our shared vision and goals**

***The following changes and action steps were agreed to by all:***

- “We” before “I” – using the shared vision as the focus for making decisions about structuring meetings and time utilization. Methods for accomplishing this include:
  - Reporting only key topics, with advance content review by the mayor
  - Supporting agreed-upon decisions even if you disagree
  - Continuing to have themes to meetings and seek councilor input in advance
  - Remembering that council meetings are intentionally focused on budget, policy and ordinance-related matters; workshops focus on vision and method for accomplishing it
  - Utilizing a consent agenda; councilors will file reports in the same fashion as the city manager and only items in need of clarification/discussion will be discussed during meetings
  - Revising the ordinance that defines meeting structure to ensure that it aligns with and supports focusing on big picture priorities
- Investigate the viability of having councilors conduct their own “TV shows” to provide updates and public announcements
- Councilor role for each committee will be clarified by sending out a list to all councilors of what each role entails
- In committee meetings, all councilors are free to speak their own opinions so long as they remember to clearly delineate when they are speaking in their formal councilor capacity and when they are speaking as a resident – *first and foremost*, they speak from their councilor role
- City Manager and Staff will not be called out or queried about tasks and the status of task completion at Council Meetings; doing so undermines the credibility of staff and their positions and thereby reduces the trust citizens have in the system. If a councilor missteps and does this, it is the mayor’s responsibility to intercede and redirect. Further, City Manager will increase communication with councilors about progress.
- All reports should be filed using the shared vision as the context – and how what is included in the report aligns with the shared vision.
- After workshop discussions, when an issue is being voted on, a 1-2 sentence description of the issue will be stated prior to vote – this enables residents to more meaningfully follow proceedings.
- Councilor packets will be created by Clint in time for Thursday distribution by 4:30– he commits to striving for a Wednesday at midnight distribution.

**Next Steps**

- Carole will create meeting highlights
- Clint will create a work plan
- Input on information sheets should be sent to Clint
- Suggestions for agenda items tied to goals should be sent to Clint



**What worked about today?**

- Connecting as a group – we should do it every 4-6months
- Being offsite
- Having a set agenda and advance homework
- Open discussion
- Good connections and new perspectives
- Our commitment to a vision
- Outside facilitation that allowed for treating city employees and councilors the same
- All seemed comfortable engaging – and it reinforces our vision
- Being together and learning about priorities
- Venting – sharing points of view and getting to know Howard
- The weather!

**Today would have been better if...**

- Leroy was here
- We were able to engage in conflict more deeply – having the press here makes that harder
- More and hotter coffee
- The goals discussion got in the weeds at one point – staying entirely on track
- We'd had this earlier in our tenure
- There was a better shared understanding of the comprehensive plan

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 14-02192013**

ORDERED that the City Council hereby approves the Goal Setting Notes from 1-5-2013 Planning Session Meeting.

**IN COUNCIL SPECIAL MEETING JANUARY 31, 2013 VOL. 33 PAGE 94**

Mayor LaBonte called the meeting to order at 6:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Crowley was absent, Councilor LaFontaine arrived during the Executive Session, and all other Councilors were present.

**I. Executive Session** – Discussion on the Ice Arena contract, pursuant to 1 M.R.S.A §405(6)(C).

Motion was made by Councilor Hayes and seconded by Councilor Walker.  
Passage 5-0, 6:04 P.M.

The Mayor declared Council out of Executive Session at 7:14 P.M.

**II. New Business**

**1. Order 12-01312013** Approving the design and updated budget for the double sheet Ice Arena.

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

Public comment –

Dan D'Autueil, Maine Gladiators, questioned the Ice Arena budget that was provided. Joe Gray, Sopers Mill Road, Auburn, commented on the delay in getting the Ice Arena budget information, and he had questions and comments about the budget.

Claire Barclay, 62 Winter Street, Auburn, hockey parent since 1980 and was on the Board for Auburn Youth Hockey. She commented on Ingersoll Arena and how it has supported itself and feels dual sheet Ice Arena will also support itself.

Andy Titus, Lamplighter Circle, Auburn had questions on the Ice Arena Budget.

Joe Gray, Sopers Mill Road, Auburn questioned the estimated ice time difference from the original presentation.

City Manager Deschene addressed all of the questions.

Motion was made by Councilor Shea and seconded by Councilor Walker to postpone this item to the 2/4/2013 Council meeting as Unfinished Business. Passage 6-0.

**IX. Adjournment**

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to adjourn. Passage 6-0, 7:45 P.M.

A True Copy.

ATTEST   
Susan Clements-Dallaire, City Clerk

## **IN COUNCIL REGULAR MEETING FEBRUARY 4, 2013 VOL. 33 PAGE 95**

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

### **I. Consent Items\* - None**

### **II. Minutes**

Motion was made by Councilor LaFontaine and seconded by Councilor Young to approve the minutes of the January 22, 2013. Passage 7-0.

### **III. Reports**

**Mayor's Report** – reported.

#### **Committee Reports**

Councilor Crowley submitted a written report and reported on additional items that were not included in her written report, Councilor Walker submitted a written report, and Councilor Hayes reported on the Airport Board.

**City Councilors' Reports** – Councilor Crowley submitted a written report.

**City Manager's Report** – City Manager Deschene submitted a written report and reported on an additional item.

### **IV. Communications, Presentations and Recognitions**

- Portrait presentation – Former Mayor John Jenkins
- Swear in and Badge pinning ceremony – Auburn Police Department
  - Patrol Officer Thomas J. Ellis
  - Patrol Officer Mitchel Morse
  - Patrol Officer John Chamberlain

Mayor LaBonté also recognized Officer Scott Laliberte who is being deployed to Afghanistan and presented Mrs. Laliberte with a bouquet of flowers on behalf of the Auburn Police Department.

- Proclamation – George E. Roy. Mr. Roy was unable to attend tonight's meeting. The presentation will be postponed until the February 19, 2013 Council meeting.

### **V. Open Session**

- Renee Cote, Dawes Avenue, Auburn spoke regarding the U.S. Constitutional Amendment on Campaign Finance. Ms. Cote submitted her written remarks to be included in the record of this meeting.
- Bob Stone, 12 Harrison Circle, Auburn spoke on the U.S. Constitutional Amendment on Campaign Finance.

## IN COUNCIL REGULAR MEETING FEBRUARY 4, 2013 VOL. 33 PAGE 96

- John Turner, 46 Rubellite Lane, Auburn and the recipient of a key to both Lewiston and Auburn spoke regarding the U.S. Constitutional Amendment on Campaign Finance and the importance of corporate businesses in Auburn.

### VI. Unfinished Business

1. **Order 12-01312013** Approving the design and updated budget for the double sheet Ice Arena.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes to enter into Executive Session, pursuant to 1 M.R.S.A. §405(6)(C). Passage 7-0, 7:36 P.M.

The Mayor declared Council out of Executive Session at 8:14 P.M.

Motion was made by Councilor LaFontaine and Seconded by Councilor Walker to approve Order 12-01312013.

Public Hearing – Joe Gray, Sopers Mill Road, Auburn commented that he did not understand comments made by Councilor Hayes regarding the management budget and wanted an explanation. He commented on the roads being horrible, taxes are horrible and everyone sees the Ice Arena as a money loser. We are in need of a new school and will also need a new fire station. He commented that everything but the budget on this has changed. He asked why we have not heard from LAEGC if this is an Economic Development tool. He asked for answers.

Motion was made by Councilor Shea and Seconded by Councilor Walker to amend the order by deleting “and updated budget” and changing the word “approves” to “accepts”.

Passage of the amendment 6-1 (Councilor Gerry opposed).

Passage of the order as amended 6-1 (Councilor Gerry opposed).

### VII. New Business - None

### VIII. Executive Session

**IX. Open Session** – Joe Gray, Sopers Mill Road, Auburn apologized about earlier comments made because he didn't understand what the vote was about. He also commented that he was still waiting for answers on the athletic fields, the cost of the facilitator at the meeting held a few weeks ago, he would like to know the answers to the questions the Finance Director provided to Councilor Crowley. He also asked where he could get budget information on LAEGC, ABDC, Railroad Commission, and the Airport. He would also like to know how the Chamber of Commerce is integrated.

**IN COUNCIL REGULAR MEETING FEBRUARY 4, 2013 VOL. 33 PAGE 97**

**X. Future Agenda/Workshop Items** – Councilor Crowley would like to talk about Councilors being able to speak on various items during meetings now that reports are being submitted in writing.

**XI. Adjournment**

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to adjourn. Passage 7-0, 8:30 P.M.

A True Copy.

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

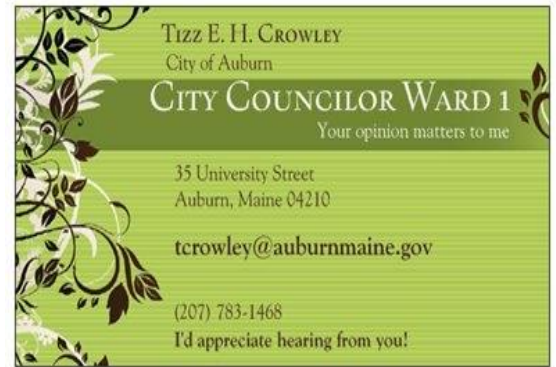
## Auburn Ward 1 Report for Meeting Tuesday 2013.02.19

**Prepared:** Wednesday 2013.02.13

**TO:** Residents of Auburn and the Auburn City Council

**FROM:** Tizz E. H. Crowley- Auburn City Council Ward 1

**Congratulations-** to all the John Murphy Homes employees recognized at their recent Annual Recognition Awards held January 16<sup>th</sup>. A total of 59 members were recognized for their years of service; including Scott Sawyer and Trish Clary (Central Office) and Carol Cook (Harris Road & Mt. Prospect) for twenty-years.



For the first time in JFM history the Margaret Murphy Award was presented to a person outside the JFM family, Senator Olympia Snowe. Senator Snowe has long been a friend and champion of JFM and is a fitting choice for the award. Unfortunately due to the many demands on her schedule as she transitions out of the US Senate and into private life, she was not able to attend the banquet. We will be presenting the award to her later in the year.

**Upcoming events- dates to watch- Wednesday, February 13<sup>th</sup>** the public presentation on the Lake Study and Fish Kill was held at Lewiston City Hall. Recording of the meeting is available.

Kids' Ice Fishing Derby is set for Range Ponds State Park, **February 18<sup>th</sup>**. The "Hooked on Fishing" Kids' Derby runs from 8 a.m. to noon, and all that kids have to do is show up and drop a line in the water. Volunteers from the Sebago Lake Rotary will drill fishing holes through the ice early that morning, and other volunteers will be on hand to bait hooks, mostly with small shiners.

The event is an introduction to ice fishing, organized for children not familiar with the activity. "This is a wonderful opportunity to take your kids out for an enjoyable and educational experience," said Walt Whitcomb, commissioner of the Department of Agriculture, Conservation and Forestry (DACF), which includes the Division of Parks and Public Lands. "Ice fishing is a Maine tradition, and there's no better way for kids to learn how to ice fish than by doing it."

There is no charge for children 12 and under, and the first 500 who pre-register and arrive at the park by 10 a.m. will receive free ice fishing rigs, courtesy of Kittery Trading Post.

Mark your calendar now for the upcoming annual APL Farmer's Market on **February 22nd** from **4:30 - 6:30 PM**. Local vendors will have a variety of offerings such as fruits, vegetables, jams, soaps, homemade treats and more! Come; join us for an evening of fun for the whole family with live music, crafts for kids, garden goodies, animals and more!

**March 4, 2013- to April 3, 2013** is the public comment period for the Community Block Grant budget.

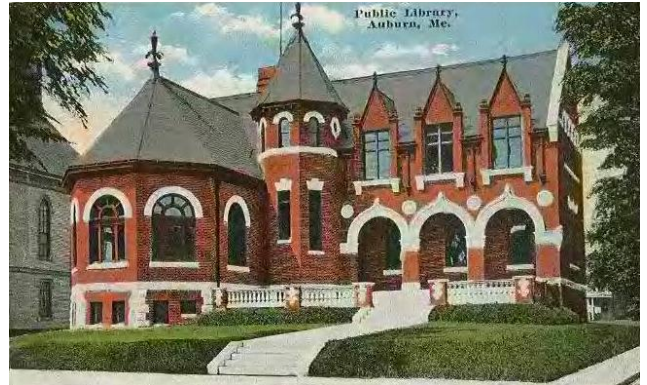
**Saturday, March 16<sup>th</sup>** is "Salute to Dinny Sullivan, Hats Off to Neighborhood Businesses" Day here in Auburn. Please send us the names and email contact information of any Auburn business you feel should hear "Thank you" for your active support of our community. Surely, you know a local owner to recognize.

**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. In the past week we've looked at several things including:

**Book Drop-Off locations at the Auburn Public Library-** The library has two exterior locations for returning books. The first is a stand-alone unit (about the size of a post office mail box) at the Library Ave. entrance. The other is a slot in the building at the Spring Street entrance which opens into a small room.

The “mail box” style is closed the Library Ave. when the Library is open, and when we are closed for extended periods. The reason is because it fills up quickly and, unfortunately, many people then leave their materials lying outside the door where they are exposed to the elements. The return at the Spring Street entrance is never closed because there is sufficient space inside for any foreseeable number of items.

There is a sign on the Library Ave. drop box says that it will be locked over “holiday weekends”, but it obviously wasn’t clear it would also be locked because we had closed at noon on Friday and would be closed on Saturday because of the storm. In the future Library staff will post a different sign under those circumstances to explain that the box is locked if we are going to be closed on a Saturday or Monday that is not a holiday.



**Municipal vehicle Use-** Another item of follow up related to the City policy about allowing municipal vehicles to go home with employees who may live out of town, even 20+ miles away. The policy or procedure for personal use of these vehicles and using municipal vehicles for commuting to work is the authority of the City Manager. During our budget process, I would expect the Council and community to be updated on the current practices and the financial impact of our procedures.

**Swimability Report-** The final report from the consultants just arrived yesterday, Tuesday February 12<sup>th</sup>. I would expect an invitation to a presentation of the report for the community be announced shortly. The news reports were based on a DRAFT version of the report. You can expect my report on the Lake Auburn Watershed Protection Commission’s activities at our next regular meeting.

**Plowing and Sidewalks-** I am confident you will hear from the City Manager updating our experience with this winter’s snow plan. Many councilors, including me, were in regular communications during the storm period. Could we improve- yes, were there some excellent examples of good service- absolutely. Please be constructive in your comments. Remember the City does not conduct business through personal Facebook pages.

**Safety Reminder-** Are your fire hydrants clear of snow and easily visible? I saw the Water and Sewer District crews shoveling out. Please lend hand when the snow is heavy. The home you help may be your own in an emergency. If your hydrant needs a tall location flag installed, please call the District 207-784-6469



**February is Heart Month-** Here's a surprising health tip you might enjoy complying with this week- Chocolate's dark secret. There's no getting around the fact that chocolate is a high fat food. But there is growing evidence that, in small quantities, some kinds of chocolate may actually be good for you. Dark chocolate is naturally rich in flavonoids (or more specifically, flavanols, a sub-class of these antioxidants). These compounds are thought to **lower blood pressure** and help protect against heart disease—among other things. Recent studies conducted both in the U.S. and Europe seem to support chocolate's beneficial effects on the cardiovascular system, encouraging chocolate manufacturers, to develop proprietary methods of processing cocoa beans aimed specifically at preserving flavonoid content.



**Exercise** is another way to promote heart health. An elementary school child now spends less time outdoors than any generation in human history — 50 percent less time than kids did just 20 years ago. Time outside has been replaced by time indoors, and roughly six hours of each day is devoted to various forms of electronic media, such as televisions, computers or video game consoles. In fact, kids today are six times more likely to play a video game than to ride a bike.

Along with this vastly diminished time outdoors, researchers have noticed other serious changes in the lives and minds of our children. In some areas, academic achievement is stagnating or falling, while increasing numbers of children are less able to engage in vigorous or cooperative play, and learning challenges such as Attention Deficit Disorder are rising.

Yet we know that time spent in nature decreases stress and anxiety and improves focus for adults as well as children. The best way to secure the future of park and recreation services is to broaden the base of people who invest effort, energy and resources into their well-being – in other words empowering citizens through involvement with our Parks department . I encourage Auburn residents to share your interests and concerns with the Auburn Parks & Recreation Advisory Board.

Wouldn't it be nice if, in the future, Municipal Financial information became as readily available as the new State of Maine process? **Maine Open Checkbook is now Online.** In order to increase the public's access to information on how Mainer's hard-earned tax dollars are spent, Governor LePage's administration has created a new website: [Maine Open Checkbook](#).

At the Maine Open Checkbook website individuals can search details of state spending, including vendor payments and employee compensation. Next year the state will expand the service to include revenue data and other details related to budget expenses. Future enhancements will include expanded graphs and reports. Details on vendor payments will be uploaded to the website every month and employee compensation, including salary information and benefits, will be updated on an annual basis.

In closing, I'd like to thank the Voters of Ward 1 for providing me with this wonderful opportunity to serve. I am reminded many of us did not have the right to vote 93 years ago. **Susan B. Anthony Day** is a commemorative holiday to celebrate the birth of Anthony and the Women's suffrage in the United States. The day is on **February 15**. It has been historically celebrated since 1920, after 31 of 48 states had ratified the Nineteenth Amendment to the United States Constitution, giving women the right to vote when fully ratified later that year.



# MANAGER'S REPORT

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*February 19, 2013*

## **Twin Rink Ice Arena**

The developer has provided notice to the City that the building and key mechanical components have been ordered. Until these are on a defined schedule the building schedule is still not certain. I am still sharing that the arena will be open for late fall and we should anticipate one surface coming available a month before the second surface.

Staff continues to research management options and renters. My current strategy is to post the position of director and begin reviewing applications in conjunction with other options. Operationally the Ice Arena Director will coordinate with many staff members but will be a direct report of the City Manager's Office.

## **Winter Storm "Nemo"**

Many times the anticipation of a large storm such as the one projected, fails to live up to the hype. In this case the hype was all too accurate. Staff is reviewing all costs associated with the storm in the event a disaster is declared that would allow the City to be reimbursed for some costs.

One aspect that will continue to be reviewed was the parking ban. In anticipation of the storm the City announced closure for noon on Friday. This was for 2 reasons: (1) to free up parking in the garage for winter relief and (2) to send the message to the public that it is best to stay off the streets. In hindsight and with the delay of the harshest weather until last afternoon and evening we may have been able to wait. However, waiting would have delayed the notice of the parking ban and early this year residents were clear in at least 6 hours notice if not 12 hours. In the Downtown areas this is difficult for businesses, but staff remains dedicated to working on each storm.

One outcome from this storm is the hopes to have a one page FAQ of winter storms and information residents and businesses need to know.

## **Budget**

Internal meetings between the manager, finance office, and staff are occurring to review every departmental budget. The current timeline to have a manager recommended budget by mid to late March is still on schedule.

In regard to the Governor's proposed budget, staff is keenly aware of impacts, but is being patient to address known impacts. Too many variables exist to develop a City budget in response until more definitive answers exist. The Staff is working in collaboration with Lewiston to find efficiencies and gathering ideas for when the State budget is more firm.

### **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. This will include key dates or milestones between now and the eventual open of the new facility.
2. Economic Development Operational Structure. This will include roles, duties, staff assignments, and agency function in cooperation with the City. I have an aggressive goal to present in workshop this information with financials to consider for February 25<sup>th</sup>, that only provides one week from the date of this update.
3. Outlet Beach report was received on the 12<sup>th</sup> of February. I am preparing an agenda packet to review this in workshop on February 25<sup>th</sup>.

### **Public Items**

Joe Gray presented some items and I have responded to his inquiry. I have shared a lot of information but I am also waiting for some clarification.

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Clinton Deschene, City Manager**

**FROM: Jill Eastman, Finance Director**

**REF: January 2013 Financial Report**

**DATE: February 7, 2013**

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

The City has completed its seventh month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 58.3% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

### **Revenues**

Revenues collected through January 31<sup>st</sup> were \$39,572,109, or 55.01%, of the budget, which is less the same as last year at this time. The accounts listed below are noteworthy.

- A. Excise tax for the month of January is at 58.95%. Dollar wise this is an increase of \$77,608 compared to last January. Our excise revenues for FY13 continue to stay above our projections, even with our \$300,000 increase in estimated revenue for FY13.
- B. State Revenue Sharing for the month of January is 57.65% or \$1,383,572. The city received \$213,297 this month compared to \$227,031 FY12, \$228,520 FY11, \$295,947 FY10, \$262,614 FY09 and \$287,992 FY08.
- C. Property Tax Revenue in January is 55.95% or \$23,568,422 a slight increase from last January of 0.54%.

- D. Business and Non-Business Licenses and Permits are above budget due to Commercial Licenses, Street Openings, Building and Electrical Permits.

**Expenditures**

City expenditures through January 31<sup>st</sup> were \$24,621,415, or 67.66%, of the budget as compared to last year at \$23,946,194, or 66.99%. Noteworthy variances are:

- A. Fiscal Service is at 70.84% of budget for the end of January primarily due to Debt Service at 91.03% and Property at 67.07%. The majority of the Debt Service is paid in the fall, and the City's Property and Casualty Insurance premium is due in 2 installments, one in July and the balance in December.
- B. Health and Social services continues to exceed expectations and is at 75.67% of the total budget at the end of January.

**Investments**

This section contains an investment schedule as of January 31<sup>st</sup>. Currently the City's funds are earning an average interest rate of .22%, which is less than last January.

Respectfully submitted,



Jill M. Eastman  
Finance Director

**CITY OF AUBURN, MAINE**  
**BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND (NOT INCLUDING SCHOOL)**  
**AS OF January 2013, December 2012, and June 2012**

	UNAUDITED Jan 31 2013	UNAUDITED Dec 31 2012	Increase (Decrease)	AUDITED JUNE 30 2012
<b>ASSETS</b>				
CASH	\$ 19,538,463	\$ 20,616,102	\$ (1,077,639)	\$ 15,074,324
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	673,250	673,022	228	1,218,554
TAXES RECEIVABLE-CURRENT	17,109,002	18,286,259	(1,177,257)	107,929
DELINQUENT TAXES	549,031	552,068	(3,037)	486,160
TAX LIENS	664,127	692,247	(28,120)	1,415,461
NET DUE TO/FROM OTHER FUNDS	12,403,544	12,158,375	245,169	470,312
<b>TOTAL ASSETS</b>	<b>\$ 50,937,418</b>	<b>\$ 52,978,073</b>	<b>\$ (2,040,655)</b>	<b>\$ 18,772,740</b>
<b>LIABILITIES &amp; FUND BALANCES</b>				
ACCOUNTS PAYABLE	\$ (896,650)	\$ (881,256)	\$ (15,394)	\$ (670,227)
PAYROLL LIABILITIES	(8,751)	(5,067)	(3,684)	(501)
ACCRUED PAYROLL	9,914	9,914	0	(2,274,075)
STATE FEES PAYABLE	(24,312)	(44,163)	19,851	-
ESCROWED AMOUNTS	(41,865)	(41,865)	(0)	(41,865)
DEFERRED REVENUE	(18,142,335)	(19,350,521)	1,208,186	(1,822,839)
<b>TOTAL LIABILITIES</b>	<b>\$ (19,103,999)</b>	<b>\$ (20,312,958)</b>	<b>\$ 1,208,959</b>	<b>\$ (4,809,507)</b>
FUND BALANCE - UNASSIGNED	\$ (31,047,712)	\$ (31,879,408)	\$ 831,696	\$ (12,378,441)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	684,766
FUND BALANCE - RESTRICTED	(1,561,724)	(1,561,724)	-	(2,269,558)
<b>TOTAL FUND BALANCE</b>	<b>\$ (31,833,419)</b>	<b>\$ (32,665,115)</b>	<b>\$ 831,696</b>	<b>\$ (13,963,233)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ (50,937,418)</b>	<b>\$ (52,978,073)</b>	<b>\$ 2,040,655</b>	<b>\$ (18,772,740)</b>

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

REVENUE SOURCE	FY 2013 BUDGET	ACTUAL REVENUES THRU JAN 2013	% OF BUDGET	FY 2012 BUDGET	ACTUAL REVENUES THRU JAN 2012	% OF BUDGET	VARIANCE
<b>TAXES</b>							
PROPERTY TAX REVENUE-	\$ 42,121,141	\$ 23,568,422	55.95%	\$ 41,053,952	\$ 22,746,087	55.41%	\$ 822,335
PRIOR YEAR REVENUE	\$ -	\$ 761,164		\$ -	\$ 738,161		\$ 23,003
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 514,584	\$ 377,161	73.29%	\$ 488,573	\$ 369,692	75.67%	\$ 7,469
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,018,500	\$ 1,779,403	58.95%	\$ 2,719,000	\$ 1,701,795	62.59%	\$ 77,608
PENALTIES & INTEREST	\$ 140,000	\$ 87,576	62.55%	\$ 140,000	\$ 82,534	58.95%	\$ 5,042
<b>TOTAL TAXES</b>	<b>\$ 45,794,225</b>	<b>\$ 26,573,727</b>	<b>58.03%</b>	<b>\$ 44,401,525</b>	<b>\$ 25,638,269</b>	<b>57.74%</b>	<b>\$ 935,458</b>
<b>LICENSES AND PERMITS</b>							
BUSINESS	\$ 39,900	\$ 39,405	98.76%	\$ 30,000	\$ 35,016	116.72%	\$ 4,389
NON-BUSINESS	\$ 260,700	\$ 208,019	79.79%	\$ 268,400	\$ 196,451	73.19%	\$ 11,568
<b>TOTAL LICENSES</b>	<b>\$ 300,600</b>	<b>\$ 247,424</b>	<b>82.31%</b>	<b>\$ 298,400</b>	<b>\$ 231,467</b>	<b>77.57%</b>	<b>\$ 15,957</b>
<b>INTERGOVERNMENTAL ASSISTANCE</b>							
STATE-LOCAL ROAD ASSISTANCE	\$ 378,000	\$ 228,022	60.32%	\$ 378,000	\$ 230,698	61.03%	\$ (2,676)
STATE REVENUE SHARING	\$ 2,400,000	\$ 1,383,572	57.65%	\$ 2,400,000	\$ 1,485,183	61.88%	\$ (101,611)
WELFARE REIMBURSEMENT	\$ 53,083	\$ 29,644	55.84%	\$ 44,955	\$ 26,573	59.11%	\$ 3,071
OTHER STATE AID	\$ 21,000	\$ 20,742	98.77%	\$ 20,000	\$ 22,615	113.08%	\$ (1,873)
FEMA REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
CITY OF LEWISTON	\$ 158,362	\$ -	0.00%	\$ 158,362	\$ (3,698)	-2.34%	\$ 3,698
<b>TOTAL INTERGOVERNMENTAL ASSISTANCE</b>	<b>\$ 3,010,445</b>	<b>\$ 1,661,979</b>	<b>55.21%</b>	<b>\$ 3,001,317</b>	<b>\$ 1,761,371</b>	<b>58.69%</b>	<b>\$ (99,392)</b>
<b>CHARGE FOR SERVICES</b>							
GENERAL GOVERNMENT	\$ 130,955	\$ 93,877	71.69%	\$ 135,090	\$ 85,041	62.95%	\$ 8,836
PUBLIC SAFETY	\$ 263,102	\$ 70,308	26.72%	\$ 206,545	\$ 44,380	21.49%	\$ 25,928
EMS TRANSPORT	\$ -	\$ -		\$ -	\$ -		\$ -
EMS AGREEMENT	\$ 100,000	\$ 50,000	50.00%	\$ 100,000	\$ 58,100	58.10%	\$ (8,100)
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 494,057</b>	<b>\$ 214,185</b>	<b>43.35%</b>	<b>\$ 441,635</b>	<b>\$ 187,521</b>	<b>42.46%</b>	<b>\$ 26,664</b>
<b>FINES</b>							
PARKING TICKETS & MISC FINES	\$ 45,000	\$ 14,192	31.54%	\$ 55,000	\$ 17,578	31.96%	\$ (3,386)
<b>MISCELLANEOUS</b>							
INVESTMENT INCOME	\$ 30,000	\$ 13,762	45.87%	\$ 60,000	\$ 20,296	33.83%	\$ (6,534)
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 122,000	\$ 121,827	99.86%	\$ 122,000	\$ 121,827	99.86%	\$ 0
UNCLASSIFIED	\$ 5,150	\$ 32,123	623.75%	\$ 7,340	\$ 5,721	77.94%	\$ 26,402
SALE OF RECYCLABLES	\$ -	\$ -		\$ -	\$ 15,097		\$ (15,097)
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 32,038		\$ -	\$ 30,070		\$ 1,968
SALE OF PROPERTY	\$ 20,000	\$ 16,694	83.47%	\$ 20,000	\$ 2,255	11.28%	\$ 14,439
RECREATION PROGRAMS/ARENA	\$ 43,275	\$ -	0.00%	\$ 33,275	\$ 393	1.18%	\$ (393)
MMWAC HOST FEES	\$ 197,400	\$ 117,779	59.66%	\$ 197,400	\$ 116,788	59.16%	\$ 991
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ (20)		\$ 98,318	\$ -	0.00%	\$ (20)
TRANSFER IN: TIF	\$ 324,212	\$ 324,212	100.00%	\$ 324,212	\$ -	0.00%	\$ 324,212
ENERGY EFFICIENCY	\$ 2,000	\$ 858	42.91%	\$ 2,600	\$ 444	17.08%	\$ 414
CDBG	\$ 8,000	\$ 1,334	16.68%	\$ 8,000	\$ 4,669	58.36%	\$ (3,335)
UTILITY REIMBURSEMENT	\$ 37,500	\$ 13,728	36.61%	\$ 37,500	\$ 14,186	37.83%	\$ (458)
CITY FUND BALANCE CONTRIBUTION	\$ 1,350,000	\$ -	0.00%	\$ 1,050,000	\$ -	0.00%	\$ -
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 2,141,537</b>	<b>\$ 674,335</b>	<b>31.49%</b>	<b>\$ 1,962,645</b>	<b>\$ 331,746</b>	<b>16.90%</b>	<b>\$ 342,589</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 51,785,864</b>	<b>\$ 29,385,842</b>	<b>56.74%</b>	<b>\$ 50,160,522</b>	<b>\$ 28,167,952</b>	<b>56.16%</b>	<b>\$ 1,217,890</b>
<b>SCHOOL REVENUES</b>							
EDUCATION SUBSIDY	\$ 17,942,071	\$ 9,938,100	55.39%	\$ 17,942,071	\$ 10,314,378	57.49%	\$ (376,278)
EDUCATION	\$ 1,358,724	\$ 248,167	18.26%	\$ 1,358,724	\$ 215,038	15.83%	\$ 33,129
SCHOOL FUND BALANCE CONTRIBUTION	\$ 855,251	\$ -	0.00%	\$ 855,251	\$ -	0.00%	\$ -
<b>TOTAL SCHOOL</b>	<b>\$ 20,156,046</b>	<b>\$ 10,186,267</b>	<b>50.54%</b>	<b>\$ 20,156,046</b>	<b>\$ 10,529,416</b>	<b>52.24%</b>	<b>\$ (343,149)</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 71,941,910</b>	<b>\$ 39,572,109</b>	<b>55.01%</b>	<b>\$ 70,316,568</b>	<b>\$ 38,697,368</b>	<b>55.03%</b>	<b>\$ 874,741</b>

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

DEPARTMENT	Unaudited			Unaudited			VARIANCE
	FY 2013 REVISED BUDGET	EXP THRU JAN 2013	% OF BUDGET	FY 2012 BUDGET	EXP THRU JAN 2012	% OF BUDGET	
<b>ADMINISTRATION</b>							
MAYOR AND COUNCIL	\$ 99,690	\$ 61,407	61.60%	\$ 99,690	\$ 62,047	62.24%	\$ (640)
CITY MANAGER	\$ 343,296	\$ 155,958	45.43%	\$ 280,915	\$ 229,692	81.77%	\$ (73,734)
ASSESSING SERVICES	\$ 183,801	\$ 97,259	52.92%	\$ 188,906	\$ 105,707	55.96%	\$ (8,448)
CITY CLERK	\$ 150,676	\$ 81,283	53.95%	\$ 137,422	\$ 83,730	60.93%	\$ (2,447)
FINANCIAL SERVICES	\$ 419,539	\$ 234,519	55.90%	\$ 365,023	\$ 233,111	63.86%	\$ 1,408
HUMAN RESOURCES	\$ 137,836	\$ 74,764	54.24%	\$ 137,363	\$ 73,040	53.17%	\$ 1,724
INFORMATION COMMUNICATION TECHNOLOGY	\$ 386,632	\$ 233,772	60.46%	\$ 361,058	\$ 261,471	72.42%	\$ (27,699)
LEGAL SERVICES	\$ 85,000	\$ 14,667	17.26%	\$ 84,284	\$ 59,154	70.18%	\$ (44,487)
CUSTOMER SERVICE	\$ -	\$ -		\$ 2,428	\$ 1,501	61.82%	\$ (1,501)
<b>TOTAL ADMINISTRATION</b>	<b>\$ 1,806,470</b>	<b>\$ 953,629</b>	<b>52.79%</b>	<b>\$ 1,657,089</b>	<b>\$ 1,109,453</b>	<b>66.95%</b>	<b>\$ (155,824)</b>
<b>COMMUNITY SERVICES</b>							
ENGINEERING	\$ 320,370	\$ 176,019	54.94%	\$ 293,612	\$ 167,847	57.17%	\$ 8,172
COMMUNITY PROGRAMS	\$ 14,050	\$ 10,850	77.22%	\$ 12,650	\$ 10,850	85.77%	\$ -
PLANNING & PERMITTING	\$ 776,532	\$ 377,377	48.60%	\$ 727,756	\$ 387,255	53.21%	\$ (9,878)
PARKS AND RECREATION	\$ 602,191	\$ 320,315	53.19%	\$ 615,858	\$ 288,812	46.90%	\$ 31,503
HEALTH & SOCIAL SERVICES	\$ 176,567	\$ 133,603	75.67%	\$ 153,811	\$ 83,853	54.52%	\$ 49,750
PUBLIC LIBRARY	\$ 968,292	\$ 645,528	66.67%	\$ 929,407	\$ 542,154	58.33%	\$ 103,374
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 2,858,002</b>	<b>\$ 1,663,692</b>	<b>58.21%</b>	<b>\$ 2,733,094</b>	<b>\$ 1,480,771</b>	<b>54.18%</b>	<b>\$ 182,921</b>
<b>FISCAL SERVICES</b>							
DEBT SERVICE	\$ 6,682,797	\$ 6,083,464	91.03%	\$ 6,810,550	\$ 6,487,644	95.26%	\$ (404,180)
PROPERTY	\$ 699,114	\$ 468,885	67.07%	\$ 680,137	\$ 448,061	65.88%	\$ 20,824
WORKERS COMPENSATION	\$ 415,000	\$ -	0.00%	\$ 451,890	\$ 219,256	48.52%	\$ (219,256)
WAGES & BENEFITS	\$ 4,602,545	\$ 2,467,329	53.61%	\$ 4,209,929	\$ 2,371,286	56.33%	\$ 96,043
EMERGENCY RESERVE (10108062-670000)	\$ 333,818	\$ -	0.00%	\$ 328,608	\$ -	0.00%	\$ -
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 12,733,274</b>	<b>\$ 9,019,678</b>	<b>70.84%</b>	<b>\$ 12,481,114</b>	<b>\$ 9,526,247</b>	<b>76.33%</b>	<b>\$ (506,569)</b>
<b>PUBLIC SAFETY</b>							
EMERGENCY MGMT AGENCY	\$ -	\$ -		\$ 2,903	\$ -	0.00%	\$ -
FIRE DEPARTMENT	\$ 3,904,344	\$ 2,259,867	57.88%	\$ 3,716,161	\$ 2,053,417	55.26%	\$ 206,450
POLICE DEPARTMENT	\$ 3,439,583	\$ 1,949,382	56.67%	\$ 3,315,380	\$ 1,844,421	55.63%	\$ 104,961
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 7,343,927</b>	<b>\$ 4,209,249</b>	<b>57.32%</b>	<b>\$ 7,034,444</b>	<b>\$ 3,897,838</b>	<b>55.41%</b>	<b>\$ 311,411</b>
<b>PUBLIC WORKS</b>							
PUBLIC WORKS DEPARTMENT	\$ 4,617,744	\$ 2,604,093	56.39%	\$ 4,682,884	\$ 2,113,854	45.14%	\$ 490,239
WATER AND SEWER	\$ 558,835	\$ 418,214	74.84%	\$ 558,835	\$ 418,194	74.83%	\$ 20
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 5,176,579</b>	<b>\$ 3,022,307</b>	<b>58.38%</b>	<b>\$ 5,241,719</b>	<b>\$ 2,532,048</b>	<b>48.31%</b>	<b>\$ 490,259</b>
<b>INTERGOVERNMENTAL PROGRAMS</b>							
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 78,750	75.00%	\$ 106,750	\$ 80,062	75.00%	\$ (1,312)
E911 COMMUNICATION CENTER	\$ 1,035,381	\$ 776,339	74.98%	\$ 968,347	\$ 484,174	50.00%	\$ 292,165
LATC-PUBLIC TRANSIT	\$ 235,548	\$ 176,635	74.99%	\$ 207,779	\$ 155,834	75.00%	\$ 20,801
LAEGC-ECONOMIC COUNCIL	\$ 160,687	\$ 80,343	50.00%	\$ 160,687	\$ 80,343	50.00%	\$ -
COMMUNITY LITTLE THEATER	\$ 20,160	\$ -	0.00%	\$ 20,160	\$ 15,120	75.00%	\$ (15,120)
TAX SHARING	\$ 289,000	\$ 43,602	15.09%	\$ 288,593	\$ 39,602	13.72%	\$ 4,000
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 1,845,776</b>	<b>\$ 1,155,669</b>	<b>62.61%</b>	<b>\$ 1,752,316</b>	<b>\$ 855,135</b>	<b>48.80%</b>	<b>\$ 300,534</b>
<b>COUNTY TAX</b>							
TIF (10108058-580000)	\$ 2,006,244	\$ 2,006,244	100.00%	\$ 1,925,561	\$ 1,925,560	100.00%	\$ 80,684
OVERLAY	\$ -	\$ -		\$ 2,619,142	\$ 2,619,142	100.00%	\$ (28,195)
	\$ -	\$ -		\$ 301,604	\$ -	0.00%	\$ -
							\$ -
<b>TOTAL CITY DEPARTMENTS</b>	<b>\$ 36,389,414</b>	<b>\$ 24,621,415</b>	<b>67.66%</b>	<b>\$ 35,746,083</b>	<b>\$ 23,946,194</b>	<b>66.99%</b>	<b>\$ 675,221</b>
<b>EDUCATION DEPARTMENT</b>	<b>\$ 34,705,246</b>	<b>\$ 14,700,262</b>	<b>42.36%</b>	<b>\$ 34,705,246</b>	<b>\$ 22,499,837</b>	<b>64.83%</b>	<b>\$ (7,799,575)</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 71,094,660</b>	<b>\$ 39,321,677</b>	<b>55.31%</b>	<b>\$ 70,451,329</b>	<b>\$ 46,446,031</b>	<b>65.93%</b>	<b>\$ (7,124,354)</b>

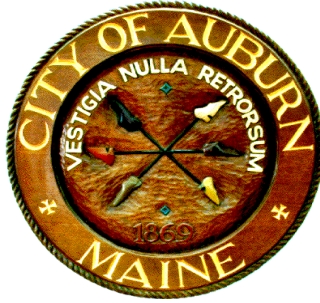


**CITY OF AUBURN, MAINE  
INVESTMENT SCHEDULE  
AS OF January 31, 2013**

INVESTMENT	FUND	BALANCE	BALANCE January 31, 2013	INTEREST RATE	WEIGHTED AVG YIELD
BANKNORTH MNY MKT	24-1242924 GENERAL FUND	\$ 55,272.89	\$ 55,272.89	0.20%	
BANKNORTH MNY MKT	24-1745910 GF-WORKERS COMP	\$ 49,217.79	\$ 49,217.79	0.10%	
BANKNORTH MNY MKT	24-1745944 GF-UNEMPLOYMENT	\$ 66,828.59	\$ 66,828.59	0.20%	
BANKNORTH CD	7033 GF-UNEMPLOYMENT	\$ 102,404.84	\$ 102,404.84	2.64%	
BANKNORTH MNY MKT	24-1809302 SPECIAL REVENUE	\$ 52,491.47	\$ 52,491.47	0.20%	
BANKNORTH MNY MKT	24-1745902 SR-PERMIT PARKING	\$ 197,776.96	\$ 197,776.96	0.20%	
BANKNORTH MNY MKT	24-1745895 SR-TIF	\$ 1,116,606.53	\$ 1,116,606.53	0.20%	
BANKNORTH MNY MKT	24-1746819 CAPITAL PROJECTS	\$ 10,887,008.38	\$ 10,887,008.38	0.20%	
BANKNORTH MNY MKT	24-1745928 ICE ARENA	\$ 249,022.53	\$ 249,022.53	0.10%	
<b>GRAND TOTAL</b>		<b>\$ 12,776,629.98</b>	<b>\$ 12,776,629.98</b>		<b>0.22%</b>

Office of the Mayor and City Council

CITY OF AUBURN



PROCLAMATION

**Recognizing George E. Roy for his many years of Community Involvement and the impact he has made on the youth of Auburn.**

Filed January 24, 2013 by Leroy Walker

*WHEREAS*, George E. Roy has been an active member of the community for over 60 years and;

*WHEREAS*, Mr. Roy has helped Auburn children enjoy the benefits of skating at Ingersoll Arena by purchasing over 100 pairs of skates for those that otherwise could not have participated; and

*WHEREAS*, Mr. Roy generously donated funds and his time to coordinate with the Auburn Recreation Department to transport and teach children how to skate; and

*WHEREAS*, Mr. Roy further donated funds to purchase 80 pairs of ice skates for use at the PAL Center; and

*WHEREAS*, Mr. Roy, without hesitation, donates to help underprivileged kids the opportunity to use our recreational programs and, if needed, food for those in need regardless of age or circumstance; and

*NOW, THEREFORE*, the Auburn City Council, on behalf of the citizens of the City of Auburn herewith recognizes and commends George E. Roy for his unyielding support and dedication to our youth and recreation department and wish him many more years of happiness which include his love of dance, sharing his wonderful sense of humor, visiting family abroad, and an occasional Tootsie Roll.

IN WITNESS WHEREOF, I have hereunto

Set my hand and caused the Seal of the

City of Auburn, Maine

to be fixed this 4<sup>th</sup> day of February 2013.

Mayor Jonathan P. LaBonté

From: Liz Allen  
Sent: Thursday, January 31, 2013 10:34 AM  
To: Frank Roma; Geoff Low  
Cc: Clint Deschene; Sheri Buck  
Subject: Chip Keene

Good morning, gentlemen;

I am honored to let you know that Captain Chip Keene has been selected as the recipient of the 2013 American Red Cross Blood Services Real Heroes Award!!

I just had a brief meeting with Chip and had the privilege of sharing this news with him. ☺

Chip was nominated by the Red Cross Blood Services team for his dedication, enthusiasm and tireless efforts during the two very successful 9/11 blood drives at Auburn's Central Fire Station. The Real Heroes Award Selection Committee met last week and overwhelmingly approved his nomination.

Please mark your calendars for Tuesday, March 12 at 7:30am. Captain Keene will be receiving this well-deserved recognition, along with six other incredible community heroes. The United Valley American Red Cross "Real Heroes Breakfast" will be held at the Ramada Inn in Lewiston. I will be sure to send you 'official' invitations, but I wanted to share this wonderful news with you as soon as possible.

I know how proud you are of your entire team - Chip Keene is a wonderful example of the dedication and outstanding commitment of the Auburn Fire Department.

Congratulations!

~Liz

## Maine's Bravest Brings Home the "Cup"

The Auburn Fire Department's IAFF Local 797 is excited to announce the success of the 2013 stair climbing team (Maine's Bravest). They out-stepped 2<sup>nd</sup> place Portland Fire Department by a mere four seconds to bring home the race's victory cup. Portland has held the title of top steppers for the last two years. This is Auburn's third year competing in this event that takes place at One Boston Place in Boston, Massachusetts. The annual event is a fundraiser for the American Lung Association. Auburn's victory at the stair climb is most exciting. More importantly is the stair climb raised over \$400,000 for the American Lung Association. Thank you for all the support from the community, friends, families, and businesses. Auburn surpassed their team goal of \$3,500.00 and raised \$4,910.00.

This event-often referred to as a vertical road race-consists of firefighters wearing firefighting gear and air packs racing up 41 stories as fast as they can. This is a total of 789 stairs. Beyond raising funds for the American Lung Association which goes toward research and treatment of lung disease, firefighters race for various reasons. Some do it in honor of loved ones who are sick, or who have died from lung disease, some for self gratification, some for bragging rights, other's are driven by the opportunity to bring the "cup" home for a year, then have their team's name inscribed on the cup with previous winners.

This year's event had 435 individual firefighters that broke down into 41 teams from all across New England. Team times are computed by taking the 5 fastest climbers per team and adding them together. The firefighters' wives and girlfriends also competed in this event without the gear against other civilian teams.

Some of the highlights from this year's event are as follows:

1<sup>st</sup> Place: time of 40:22, MAINE'S BRAVEST - AUBURN FIREFIGHTERS  
LOCAL 797

1 7:55 Mark Tripp

2 8:02 Thomas Printup

3 8:04 Scott Pray

4 8:09 Chip Keene

5 8:12 Stephen Coombs

Individual results are as follows:

7:55 Mark Tripp finished 4<sup>th</sup> of 435 and 4<sup>th</sup> in his age group (30-39)

8:02 Thomas Printup finished 7<sup>th</sup> of 435 and placed 1<sup>st</sup> in his age group (20-29)

8:04 Scott Pray finished 8<sup>th</sup> of 435 and placed 1<sup>st</sup> in his age group (40-49)

8:09 Chip Keene finished 9<sup>th</sup> of 435 and placed 2<sup>nd</sup> in his age group (40-49)

8:12 Steve Coombs finished 11<sup>th</sup> of 435 and placed 7<sup>th</sup> in his age group (30-39)

8:39 Mike Lecompte finished 21<sup>st</sup> of 435 and placed 1<sup>st</sup> in his age group (50-over)

9:37 Ryan Demers finished 55<sup>th</sup> of 435

9:58 Joshua Labonte finished 77<sup>th</sup> of 435

9:59 Dan Masselli finished 78<sup>th</sup> of 435

11:03 Justin Carver 132<sup>nd</sup> of 435

11:41 Matthew Fifield 166<sup>th</sup> of 435

12:54 Joshua Harris 222<sup>nd</sup> of 435

The firefighters' wives team finished 7<sup>th</sup> against 47 competing civilian teams. Beryle Martin placed first in her age group with a time of 7:43 and Candace Labonte placed 3<sup>rd</sup> in her age group with the teams fastest time of 7:03.

Auburn looks forward to defending their title at next year's stair climb race and retain the cup. For more information or to donate to the American Lung Association "Climb for Air event"

<http://www.lung.org/pledge-events/ma/boston-climb-fy13/>

<https://www.facebook.com/BostonClimb?ref=ts&fref=ts>