



### Conservation Commission Agenda

**Meeting Date:** March 15, 2016, 6:00 PM

- I.** Approve Minutes of February 16, 2016 meeting
  
- II.** Sub Committee Reports
  - a. Parks Committee
  - b. LACFB Update
  
- III.** Open for Public Comments
  
- IV.** Old Business Items
  - a. Lynne Richard – Lake Auburn Watershed Protection Commission
  - b. Updates on Project Canopy and TD Bank Grant Applications
  - c. Woodlot Ordinance – Transportation & Environment Committee meeting March 16, 2016
  - d. Barker Mill Dam Relicensing – Economic Committee meeting March 17, 2016
  
- V.** New Business Items
  - a. Priority Projects
  
- VI.** Other
  - a. Policies and Procedures Update
  - b. Annual Report Update
  - c. Miscellaneous Correspondence
  
- VII.** Adjourn

The Conservation Commission meets the third Tuesday of each Month in Auburn City Hall at 6:00 PM.  
The Lewiston Auburn Community Forest Board meets the third Thursday of each month at 7:00 PM.  
The Parks Subcommittee meets on the last Wednesday of the month in Auburn City Hall at 6:30 PM.

City of Auburn  
Conservation Commission  
Meeting Minutes  
February 16, 2016 - 6:00 pm

Chairman Pete Preble brought the meeting to order.

Members Present: Tizz Crowley; Maurice Keene; Pete Preble, Chair; Bob Sipe (arrived at 6:25), Jordan Tate, Nichole White-Matson

Others Present: Tony Beaulieu, City Engineer

1. Minutes

ACTION: Motion made by Jordan Tate seconded by Maurice Keene to accept the minutes of 1-28-16 as presented. The motion was unanimously approved.

2. Subcommittee Reports

Parks Subcommittee – None

There has not been a Parks Subcommittee meeting since the last Conservation Commission meeting. Their next meeting is 2-24-16. Tizz Crowley said the new recreation director was invited to the meeting and welcomed anyone who may like to come meet her.

LACFB Update - None

There has not been an LACFB meeting since the last Conservation Commission meeting. Their next meeting is 2/18/16.

3. Public Comments: None

4. Old Business

Ordinance Action By Council

Tony Beaulieu said his understanding is after tomorrow's Transportation & Environment Committee meeting there will be recommendations and then it will be forwarded to the City Council for approval. It was suggested that the Conservation Commission members be present at tomorrow's meeting to demonstrate they are interested in working with them and to hopefully move the revisions forward. Tony will confirm whether or not the ordinance is being discussed tomorrow and will email the Conservation Commission. Tizz Crowley recommended copies of the draft ordinance be forwarded to them. Pete Preble will email Dave Griswold to let him know about the meeting as well.

Status of Project Canopy and TD Bank Grant Applications

Tony Beaulieu said they received approval from Jan Santere to move forward on the Project Canopy grant and an RFP is currently being put together for a consultant. As discussed last month, Tizz Crowley requested a press release be put out announcing the good work that the

City of Auburn, and Public Services if work was done by them, has done in creating a grant, that they were successful, and that an RFP will be coming.

NEXT STEPS: Tony will request the city manager's office put a press release together.

#### Woodlot Ordinance

Under Section 7 – Prohibition. The reference to see Section 7 below was not corrected yet.

NEXT STEPS: Pete Preble will make sure Section 7 in the woodlot ordinance is corrected.

#### Parks Subcommittee Ordinance

Tizz Crowley said the Parks Subcommittee would like the Conservation Commission to take action on the Parks Advisory Board ordinance and briefly reviewed it. She said that they removed any reference to recreation and updated the duties. They established a firm advisory board reporting to the Conservation Commission focusing on needs and works of parks, cemeteries, and open spaces. She said they also demonstrated that there is a need, interest, and lots of work to be done and would like approval for the Parks Advisory Board to be extended another 3 months.

It was noted that the ordinance as written states that the board should be appointed by the Conservation Commission but does not specifically say that this proposed advisory board reports to the Conservation Commission.

It was also pointed out that under Established; Membership there is a conflict; that under (b) it says the ex-officio member will be the city manager or his/her designee and under (d) it says the ex-officio will be the director of parks or his/her designee. They will delete (d) and add "The city shall provide minutes of the meeting" to (b) and renumber that section.

Both changes will be made before the next Conservation Commission meeting for a formal vote.

**ACTION TAKEN:** Maurice Keene seconded by Bob Sipe moved to encourage the Parks Subcommittee to move forward. The vote was unanimously approved.

Bob Sipe pointed out that the minutes of 1/28/16 states that the recreation director is attending the Parks Subcommittee meeting on 2/24/16. He said she was invited but had not yet accepted the invitation. **ACTION TAKEN:** Jordan Tate seconded by Maurice Keene moved to amend the minutes of 1/28/16 under New Business to read that the recreation director was invited to attend the Parks Subcommittee meeting. The vote was unanimously approved.

#### Parks Subcommittee Web Site Recommendations

**ACTION TAKEN:** Bob Sipe seconded by Maurice Keene moved to recommend the web site changes as presented. The vote was unanimously approved.

NEXT STEPS: Pete Preble will forward the web site recommendations to Tony Beaulieu to forward to the city manager.

#### Barker Mill Dam – River Day

There was discussion on the status of River Day. No one is aware of any plans. It was suggested that unless someone else is working on it to not have a River Day in 2016 due to insufficient time and resources to plan it correctly and that it be put on the calendar for 2017. Concern was expressed about how it would affect the relicensing of the dam. All agreed that they never received any further direction on what to focus on or what work to do after the discussion with the Mayor at the December 8 meeting and that they should reach out to him to clarify what they should be doing to push the relicensing favorably.

NEXT STEP: Tony Beaulieu was asked to find out what the charge is for the Conservation Commission for the Barker Mill Dam River Day.

There was discussion about how it is not clear to whom and how the Conservation Commission is suppose to communicate. ACTION TAKEN: Maurice Keene seconded by Bob Sipe moved to request clarification on what conduit and to whom the Conservation Commission should communicate any requests or recommendations? The vote was unanimously approved.

NEXT STEPS: Pete Preble will contact the assistant city manager for clarification on how and to whom they should be communicating.

#### 5. New Business

##### Partnering Opportunities

A list of people/organizations the Conservation Commission may want to reach out to for potential partnering opportunities was suggested i.e. Lake Auburn Watershed Protection Commission, Androscoggin Land Trust, YMCA, Recreation Director, and Area State Parks. Since they discuss watershed often and the Lake Auburn Watershed Protection Commission is working on a land management document they all agreed to invite Lynn Richards to the March meeting. Tizz Crowley also suggested they let Lynn know they have an interest so she can add them to the communication distribution.

NEXT STEPS: Pete will contact Lynn Richards from the Water Department and invite her to the March Conservation Commission meeting and ask her to include them on the distribution list for any communication.

##### Annual Report

An annual report needs to be submitted 30 days after the end of the fiscal year which would be July 30.

### Policy & Procedure Document

The policy & procedure document needs to get finished. The Planning Board is the only one that is close to done. It was suggested to use The Planning Board document as a guide. Pete Preble has an electronic version of it.

NEXT STEPS: Pete will email the electronic version of the Planning Board document.

It was suggested to divide the group in half to work on the annual report and policy and procedure document. Tizz Crowley, Bob Sipe and Pete Preble will work on the policy and procedure document. Maurice Keene, Jordan Tate, and Nichole White-Matson will work on the annual report

### Appointment Terms

There are several people whose terms expire June 1. Appointments should be open by March 1.

It was suggested that if the ordinance and/or policy does not include that the current member should automatically stay in the position until it is filled, that it be added.

### 6. Other

#### Meeting Times

The next meeting is March 15 at 6:00 p.m.

### 7. Adjourn

ACTION: Tizz Crowley seconded by Jordan Tate moved to adjourn the meeting. The motion was unanimously approved.

Submitted by:

Tammy Thatcher

**Lewiston Auburn Community Forest Board Minutes  
February 18, 2016  
Lewiston Public Works Conference Room**



DRAFT

**Members present:** Rick Shea, Dave Griswold,, Jordan Tate, Zam Zam  
Mohammud, Chuck LaFean, John Butler, Steve Murch (Lewiston City Arborist), Rick Hersom  
(Auburn City Arborist)

Excused: Jay Braunscheidel

Guests: Dana Nickles

**Meeting called to order at 7:02p.m.**

**Approval of Draft Minutes:**  
January 2016

**Public Session**

No input received.

**2016-2020 Strategic Plan**

Final draft was reviewed and was adopted unanimously on a motion by Butler, seconded by Murch. See attachment. Strategic Plan is a working document and may be updated as needed.

**Conservation Commission Report**

Commission is working on improving communications with Council and Staff. Commission is also working on page for City website, with focus on Parks.

**Auburn Public Woodlot Ordinance**

LACFB draft was approved by Auburn Conservation Commission, with minor changes concerning revenue distribution, at its meeting on January 28. Next step is review by the Auburn City Council Transportation and Environment Committee on March 16.

**Tree City USA**

Discussions focused on steps needed to complete Lewiston and Auburn applications for 2015.

Ideas for Arbor week activities included:

- Attendance at State event
- Hanging Arbor Week banner in prominent location
- Event at Nursery

- Information table at City Halls and Libraries with display of TCUSA flags and handouts.

### **Auburn Street Tree Inventory**

Project Canopy grant is for \$15,000. A \$5,000 match will purchase 4 tablets to be used for ongoing data collection in the field. A bid package is about to go out to qualified vendors. Rick will follow up on an inquiry from Joe Morrison of Open Tree Map. Rick and Steve will compare notes on data collected in Lewiston. Work needs to be completed by the end of June.

### **Old Business**

**None**

### **New Business**

Discussion raised issue about the best way to get minutes, as well as other appropriate information and links on the cities websites.

**The meeting adjourned at 8:05.**

Next meeting tentatively scheduled for March 17 at Auburn Hall Room 204.



**Lewiston – Auburn  
Community  
Forest  
Board**

**2016 –2020  
Strategic Plan**



### LA Community Forest Board 2016

Name	Address	Telephone	E-Mail	Position	Term
Griswold, David	199 Gamage Avenue, Auburn 04210	783-4833 577-1720	<a href="mailto:dave.griswold@versoco.com">dave.griswold@versoco.com</a>	Board Member	Sec. A 10/2018
Rick Shea	17 Rita Ave. Lewiston, ME 04240	782-7018 402-7305	<a href="mailto:leftyrick@aol.com">leftyrick@aol.com</a>	Board Member	Chairman L 1/2018
Gary Wadsworth	296 Gracelawn Road Auburn 04210	333-6670	<a href="mailto:gwadsworth@auburnmaine.gov">gwadsworth@auburnmaine.gov</a>	Public Work Ex Officio	A
John T. Butler	20 Ware St. Lewiston, ME 04240	784-2076	<a href="mailto:jbutler@butlerbros.com">jbutler@butlerbros.com</a>	Board Member	L 1/2017
Zam Zam Mohamud	66 Tall Pines Drive Apt. 4	795-0003 376-6602	<a href="mailto:krabji202@aol.com">krabji202@aol.com</a>	Board Member	L 1/2017
Paul Madore	805 Sabattus St Lewiston, ME 04240	754-8572	<a href="mailto:megrc@myfairpoint.net">megrc@myfairpoint.net</a>	Officio Planning Board	L
Braunscheidel, Jay	34 Holly Street Auburn, 04210	632-5854 786-0279	<a href="mailto:jbranscheidel@gmail.com">jbranscheidel@gmail.com</a>	Board Member	A 10/2018
Dan Bilodeau	207 N. Auburn Rd. Auburn, ME 04240	782-5962	<a href="mailto:anotherdanbilodeau@gmail.com">anotherdanbilodeau@gmail.com</a>	Friend	A
Murch, Steve	103 Adams Street, Lewiston 04240	513-3003 x3443	<a href="mailto:smurch@lewistonmaine.gov">smurch@lewistonmaine.gov</a>	Lew Arborist	L
Charles Lafean	86 Orchard St. Auburn, ME 04210	347-5000 712-1563	<a href="mailto:clafean@gmail.com">clafean@gmail.com</a>	Board Member	A 10/18
Denis D'Auteuil	Auburn City Hall	333-6601 ext 1221	<a href="mailto:dadauteuil@auburnmaine.gov">dadauteuil@auburnmaine.gov</a>	Auburn City Hall	A
Jordan Tate	96 Coachman Ave Auburn	782-0913 513-2375	<a href="mailto:jtate@une.edu">jtate@une.edu</a>	Board Member	A

### Mission Statement

The Community Forest Board of Lewiston - Auburn seeks to enhance the quality of life for all citizens in the twin cities by improving and preserving their community forests. This mission is carried out by three efforts: to educate citizens of all ages about trees and trees' contributions to the common life of the communities; to encourage both public policies and private practices which protect forest resources, to facilitate long-term planning and funding for comprehensive care of natural environments within our Twin Cities.

## **Ordinances establishing Lewiston Auburn Community Forest Board**

### **Lewiston Community Forest Ordinance Adopted 2013**

#### **Sec. 78-52. Lewiston-Auburn Community Forest Board.**

**(a.)**

**Statement of purpose.** The existence of the Lewiston-Auburn Community Forest Board is formally recognized. The Board shall develop and implement a community forest program which promotes the economic, environmental, and esthetic values of the community forest.

**(b.)Members.** The Board shall consist of nine members appointed by the respective mayors.

**(c)Qualifications of members.** Members must be residents of Lewiston or Auburn, or own property in either city, and be interested in developing and preserving a healthy community forest. There shall be a minimum of four members from each city although five members shall constitute a quorum and may act regardless of whether there are vacant positions on the Board. When members of the Board are acting as a Board of Appeals, a quorum shall require the participation of at least two (2) members from each city.

**(d)Ex officio members.** There shall be six (6) ex officio members of the Board consisting of the Director (or Superintendent) of the Parks Department in Auburn and the Public Works Director in Lewiston, a member of each city's Planning Board or planning staff to be chosen by the respective Mayors, and the Municipal Arborist from each city. The Board may adopt a by-law regarding the election of associate members of the Board who may participate in the affairs of the Board, but they will not be eligible to vote except in the absence of a regular member of the Board.

**(e)Members' terms of office.** Each member shall serve for a term of three (3) years and may be reappointed by their respective mayors. Members currently serving may complete their current terms of office and may be reappointed for additional three-year terms. Terms of office will continue to be staggered to provide for continuity in the Board's program and activities.

**(f)Vacancies.** When vacancies occur, the Board shall take appropriate steps to recruit applicants to fill the vacant positions. Members appointed to fill vacant positions on the Board shall serve out the terms of the persons they are replacing.

**(g)Compensation.** Members of the Board shall serve without compensation.

**(h)Duties and responsibilities.** The Board shall:

- (1) Develop a plan for and provide advice to city staff and agencies regarding the management of the community forest including the anticipated impact of proposed development;**
- (2) Raise community awareness regarding the importance of the community forest;**
- (3) Raise funds to establish a community forest trust fund;**
- (4) Hear appeals filed pursuant to this ordinance;**
- (5) Adopt by-laws to govern the internal affairs of the Board; and**
- (6) Perform such other functions as are permitted by this ordinance.**

(i.) Administration. The Board shall elect a Chair, Vice Chair, Secretary, and Treasurer. Except for the Chair, the officers shall serve for renewable one-year terms. The Chair shall be elected for a renewable two-year term. The Board may allow the duties of the Secretary and Treasurer to be performed by the same person.

#### Auburn Maine Code of Ordinance

#### See Article 5 Boards, Commissions and Committees

#### Division 5 Conservation Commission

- Sec. 2-482. - Committees.

(a)

Establishment: The chairperson may appoint special committees for purposes and terms approved by the conservation commission.

(b)

Lewiston-Auburn Community Forest Board: The Lewiston-Auburn Community Forest Board will be a standing subcommittee of the Auburn Conservation Commission. The purpose of the community forest board is to plan for and provide advice to city staff and the conservation commission regarding the management of the community forest. The conservation commission shall designate two members to serve on the Lewiston-Auburn Community Forest Board. The Lewiston-Auburn Community Forest Board shall develop and implement a community forest program that enhances, preserves, protects, and maintains the community forest. Primary activities are to:

- (1) Advocate for the community forest;
- (2) Develop a plan for and provide advice on the management of the public sector portion of the community forest;
- (3) Educate the communities about the community forest and how to care for it;
- (4) Raise funds, including grants, and establish a community forest trust;
- (5) Develop and advise on policy changes for approval by the city councils;
- (6) Advise and consult on community forest issues and projects;
- (7) Communicate and coordinate with city staff, planning boards, and other community programs to avoid duplications of efforts and to combine resources to meet goals.

(Ord. No. 07-02022015, § 6, 2-17-2015)

## **Lewiston/Auburn Community Forest Board Objectives**

### **Priority Goals**

**Goal 1: Promote and support planting of street trees in the Twin Cities**

**Description and Rationale:** Tree planting should be a core activity for a Community Forest Board. Tree planting engages the public and is visible evidence of an active board. In the past, LACFB has accessed funds for targeted tree planting through Maine Forest Service Project Canopy Grants and CGDB. Grants have been the most significant source of funding for LACFB projects. City governments contributed staff support and in-kind matching to qualify for grants. TD Bank has planted about two hundred trees over the last three years (2013-15). The LACFB has participated in these projects.

#### **Activities:**

1. Apply for any Urban Forestry grants that may become available from the Maine Forestry Service or national organizations.
2. Support 50:50 projects to encourage property owners to plant trees in the right of way.
3. Approach civic organizations to raise funds for targeted projects.
4. Organize volunteers to participate in tree planting projects.
5. Engage city staff and planning boards to facilitate more tree planting in conjunction with projects.

**Goal 2: Continue to develop the Tree Nursery on the land leased from the Lake Auburn Watershed Neighborhood Association at 115 N Auburn Road Auburn, Maine 04210.**

**Description and Rational:** To maintain a healthy urban forest, one of the goals of the LACFB is to create and establish a tree nursery. We hope to do this to provide the LACFB with a supply of trees which can be planted at a low cost and not subject to be cut when crunching the budget lines. Our goal is to grow 300 trees, then once we begin harvesting, continue a rotation, planting saplings and harvesting trees to plant every year. Establishing the LACFB Tree Nursery will provide a future for our community forest. It is estimated that within 5-6 years we could have \$45,000.00 worth of trees which we could be digging and transplanting to city streets and parks. This tree nursery will provide our communities with responsible, long term, sustainable urban and community forest management.

#### **Activities and timeline:**

The Tree Nursery will be overseen and maintained by city staff and LACFB volunteers. All details will be overseen by the Lewiston City Arborist.

1. 2015: (grant year) established nursery, planted trees, watered trees, installed well and electric upgrades, made site improvements, weeded, and monitored site.
2. 2016: continue site upgrades. Plant 150-200 saplings. Grant expires 6/16, regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary.
3. 2017: regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary. Stake trees if necessary. Expand nursery and planting spots if possible, transplant and relocate wild saplings on site to nursery area if possible.
4. 2018: regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary. Stake trees if necessary. Expand nursery and planting spots if possible, transplant and relocate wild saplings on site to nursery area if possible.
5. 2025-30 First trees should be ready to be transferred to street.

### **Goal 3: Participate in the Auburn Street Tree Inventory Grant**

**Description and Rational:** Auburn has received a Project Canopy Grant to conduct a tree inventory for the Urban areas of Auburn.

#### **Activities:**

1. Assist the arborist hired by the city in carrying out the inventory.
2. Learn more about the GIS (Geographic Information System mapping program that will be used for the inventory.)
3. Analyze the Tree Inventory Data to help inform decisions for the future.
4. Learn what steps the tree board would need to conduct an inventory beyond the inner city streets.
5. Keep the tree inventory up to date

### **Goal 4: Create a Public Woodlot Management Ordinance for the City of Auburn**

**Description and Rational:** Auburn has been working on this ordinance in order to regulate the forest management on public lands within the city, including properties used by various individual departments. It should include spelling out such activities such as development of a forest management plan, conducting a harvest, penalties, and harvesting revenues.

#### **Activities:**

1. Working with the Conservation Commission and city employees to write a sample woodlot ordinance.
2. Present to the city council our recommendation

### **3. Established and Ongoing Activities**

**Goal 1: Sponsor an Arbor Week Celebration and maintain Tree City Status for Lewiston and Auburn.**

**Description and Rationale:** By calling attention to Arbor Day LACFB can promote public awareness of the value of the urban forest.

**Activities:**

1. Complete activities and documentation required to qualify Lewiston and Auburn as Tree Cities.
2. Develop and publicize Arbor Week activities.
3. Encourage local media to develop stories on the value of trees and the urban forest.
4. Send a representative to Tree City/Project Canopy Arbor Day activities sponsored by Maine Forest Service.
5. Hang the board's Arbor Day Banner in a prominent location.

**Goal 2: Engage the public in discussion to increase public understanding what the community forest is, and how it can contribute to quality of life in Lewiston-Auburn.**

**Description and Rationale:** If the LACFB is able to educate the general public, the positive impact on the community will be much greater than if the board is working alone. Priority topics for property owners include choosing the right tree for a given location, care of newly planted trees, maintenance of trees; awareness of pests such as the Emerald Ash Borer, Asian Longhorned Beetle and other invasive species.

**Activities:**

Hold one workshop every year. Collaborate with other organizations when practical.

**Goal 3: Support and collaborate with other community groups that offer community forest related events for the general public.**

**Description and Rationale:** Events conducted by trained arborist, foresters or horticulturist can increase the public's knowledge of the value of the community forest, and can provide an opportunity for LACFB to advocate for policies to improve urban forestry practices. Collaboration with other Organizations can increase participation in events.

**Activities:**

1. Collaborate with organizations that conduct community forest related events in the Twin Cities for their members and the

general public where issues concerning the Community Forest can be discussed.

2. Publicize the events in the local media

**Goal 4: Advocate with the local media to publish articles on the Community Forest, including LACFB events and activities, the value of trees in the urban landscape, and the care and maintenance of trees.**

**Description and Rationale:** The Board can promote the improvement of our forest and cities by providing media sources with information and statistics on the condition of the urban forest in Lewiston/Auburn.

**Activities:**

1. Develop press releases to present to the media on appropriate topics.
2. Develop a list of talking points on the value that trees bring to our communities.
3. Contact media sources and promote the Arbor Week event.
4. Display LACFB information at Thorncrag and other appropriate locations to reach a broad audience.

**Goal 5: LACFB will establish a tree trust that can be used to solicit donations to fund tree plantings, and tree related activities.**

**Description and Rational:** The establishment of a Community Forest Trust is listed as one of this board's primary task in the ordinance. This fund will be used to collect private donations to fund tree planting and tree related activities.

**Activities:**

1. Research other Community Forest Trusts to see how they work.
2. Establish the Community Forest Trust.
3. Solicit donations from area residents, community groups and businesses.

**Possible Future Goals    Need to revisit these ideas**

The following ideas were discussed by the Board Depending on the circumstances and resources, these ideas deserve further consideration.

1. Honor champion trees in the cities. These would be the largest, most healthy examples of each species.
2. Sponsor plantings of progeny from historical trees.
3. Set up a program to sponsor tree plantings on private property.
4. Sponsor a photo contest
5. Label trees of interest throughout the two cities.
6. Publish a calendar.

## Jeffrey Preble

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From: Anthony Beaulieu <abeaulieu@auburnmaine.gov>  
Sent: Wednesday, February 17, 2016 2:42 PM  
To: Jeffrey Preble; 'Tizz Crowley' (tizzcrowley@yahoo.com); 'bobsipe03@gmail.com' (bobsipe03@gmail.com); Maurice Keene (MRKN983@yahoo.com) (MRKN983@yahoo.com); 'Jordan Tate' (jtate@une.edu); Nichole White-Matson (nwhitematson@gmail.com)  
Cc: Denis D'Auteuil; Dan Goyette  
Subject: Conservation Commission- Staff Q & A

Regarding questions/comments from Commissioners to staff:

Question. Which Council Committee does Conservation Commission fall under?

Answer. Transportation & Environment

Question. Which ordinances will be discussed at the Council Committee meeting (tonight)?

Answer. The woodlot ordinance may be discussed if time allows. Changes to the Conservation Commission ordinance is not on the agenda.

Comment. A press release should be issued regarding the Tree Inventory Grant.

Reply. The City Manager's office has been made aware of this request.

Question. Are Auburn's Parks & Recreation Departments combining.

Answer. No. There are currently no plans for these departments to combine.

Comment. Website recommendations will be forwarded to the City Manager's office.

Reply. City Manager's office has been made aware.

Question. What is the Conservation Commission's role in the Barker Mill Dam relicensing/River Day?

Answer. The Council Committee for Community and Economic Development has this item on its agenda. The City Council will direct the Conservation Commission in its role with this project as with any project.

Request. Review the City calendar when booking rooms for committee meetings.

Reply. The Conservation Commission will be guaranteed a room in the City building on its scheduled meeting times. As previously agreed with the City Manager's office, staff will provide audio recordings and prepare and distribute meeting minutes.

Request. Provide copies of agenda packets to Commissioners.

Reply. Staff will provide a copy of the meeting agenda (one page) to Commissioners. Any additional documents will be the responsibility of the Commissioners.

Tony Beaulieu, PE  
City Engineer  
City of Auburn  
60 Court Street  
Auburn, ME 04210  
207-333-6601x1140



Jeffrey Preble

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From: Bob Sipe <bobsipe03@gmail.com>  
Sent: Tuesday, February 23, 2016 1:09 PM  
To: Ben Fletcher; Dan Goyette; Jeffrey Preble; Jordan Tate; Maurice Keene; Nichole White-Matson; Tizz Crowley; Tony Beaulieu; Chuck Lefean; Larry Pelletier; Leroy Walker; Misty Edgecomb  
Subject: Just Eat It Documentary Screening in Lewiston Monday, March 7 at 6:30 p.m. Bates College, Lewiston

**The Natural Resources Council of Maine is joining forces with Bates students to host a community screening and discussion of the documentary, "Just Eat It."**

Did you know that 40 percent of the food produced for humans in the U.S. is wasted every year? That's enough to fill the Empire State Building nearly 100 times. Meanwhile, Maine ranks first in New England in terms of food insecurity, including for children, and the State struggles to manage the costs and impact of our municipal solid waste stream, 43 percent of which is organic material.

NRCM's Sustainable Maine project helps individuals, communities, and the State adopt practical, effective measures to conserve and protect Maine's natural resources, now and for future generations. We are committed to helping address the massive food waste problem as it relates to human and environmental health and economic sense.

We will also be joined by We Compost It and members of the NRCM Rising Leadership Team for a discussion of the film and what each of us can do to address the massive problems associated with food waste.

Please join us to see this incredible film and learn what we can do!

**For planning purposes, please RSVP below.**

<https://www.kintera.org/site/apps/ka/rg/register.asp?c=9pLILTPwEbLUH&b=9366249&en=9sLHIUNzeE8JQJ4PCL7KNK0OMKsJUKZNMKokYJ5NEIhLWJ5POJwG>

## Jeffrey Preble

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From: Denis D'Auteuil <ddauteuil@auburnmaine.gov>  
Sent: Thursday, February 18, 2016 4:38 PM  
To: Jeffrey Preble; Howard Kroll; Anthony Beaulieu  
Cc: Nichole White-Matson (nwhitematson@gmail.com); 'Tizz Crowley' (tizzcrowley@yahoo.com); 'bobsipe03@gmail.com' (bobsipe03@gmail.com); 'Jordan Tate' (jtate@une.edu); Maurice Keene (MRKN983@yahoo.com) (MRKN983@yahoo.com)  
Subject: RE: Auburn Website Recommendations

Thank you for sharing. Staff will review the recommendations and we will follow up if we have any questions.

Denis

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From: Jeffrey Preble [<mailto:jeff.preble@wright-pierce.com>]  
Sent: Thursday, February 18, 2016 4:33 PM  
To: Howard Kroll; Denis D'Auteuil; Anthony Beaulieu  
Cc: Nichole White-Matson ([nwhitematson@gmail.com](mailto:nwhitematson@gmail.com)); 'Tizz Crowley' ([tizzcrowley@yahoo.com](mailto:tizzcrowley@yahoo.com)); 'bobsipe03@gmail.com' ([bobsipe03@gmail.com](mailto:bobsipe03@gmail.com)); 'Jordan Tate' ([jtate@une.edu](mailto:jtate@une.edu)); Maurice Keene ([MRKN983@yahoo.com](mailto:MRKN983@yahoo.com)) ([MRKN983@yahoo.com](mailto:MRKN983@yahoo.com))  
Subject: Auburn Website Recommendations

Howard, Denis, Tony,

At our February 16, 2016 Conservation Commission meeting, the Commission passed a motion to pass along the recommendations from the Parks subcommittee on possible ways to improve the City's website as it relates to the City's Parks. Those recommendations are attached for your consideration. The Commission and Parks subcommittee would be happy to answer any questions you have concerning these recommendations. Thanks,

Pete

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