



# City of Auburn, Maine

*"Maine's City of Opportunity"*

---

Office of the City Clerk

## **Appointment Committee Meeting Agenda**

Wednesday, June 24, 2015

5:30 P.M.

Conference Room 204

1. Acceptance of 4/29/2015 Minutes
2. Review of Board and Committee Applications
  - a. Nominations

*The Committee may enter into Executive Session to discuss applications, pursuant to 1 M.R.S.A. §405(6)(A).*

3. Adjournment

**Appointment Committee Meeting Minutes**  
**Wednesday, April 29, 2015**  
**5:30 P.M.**  
**Conference Room 204**

Present: Councilor Tizz Crowley, Councilor Adam Lee, and Sue Clements-Dallaire, City Clerk.  
Councilor David Young was absent.

Councilor Leroy Walker also attended the meeting as a member of the public.

1. Acceptance of 2/18/2015 Minutes

Motion was made by Councilor Crowley and seconded by Councilor Lee to accept the minutes of 2/18/2015. Passage 2-0.

2. Review of Board and Committee Applications

Motion was made by Councilor Crowley and seconded by Councilor Lee to enter into executive session pursuant to 1 M.R.S.A. §405(6)(A), passage 2-0, time 6:01 P.M.

Motion was made by Councilor Lee and seconded by Councilor Crowley to end the executive session. Passage 2-0, time 6:28 P.M.

Motion was made by Councilor Crowley and seconded by Councilor Lee on the following nominations;

Robert Gardner, Cable TV Advisory Board (new appointment), term expiration 1/1/2017  
Robert Sevigny, Cable TV Advisory Board (new appointment), term expiration 1/1/2017  
Charles Sheehan, Auburn Sewerage District (new appointment), term expiration 3/1/2019  
Linda Snyder, Ethics Committee (re-appointment), term expiration 1/1/2018  
Jeffrey "Pete" Preble, Conservation Commission, term expiration 6/1/2016  
Maurice Keene, Conservation Commission, term expiration 6/1/2017  
Ben Fletcher, Conservation Commission, term expiration 6/1/2017  
Nichole White-Matson, Conservation Commission, term expiration 6/1/2018  
Tizz E.H. Crowley, Conservation Commission, term expiration 6/1/2018

Passage 2-0.

The application process will begin again the week of May 4, 2015 to fill the remaining vacant seats and to include the Forest Board vacancies. June 8, 2015 will be the deadline for those applications to be submitted, and the Appointment Committee will meet again on June 24, 2015 at 5:30 P.M. at Auburn Hall in Conference Room 204.

Adjournment – Motion was made by Councilor Lee and seconded by Councilor Crowley to adjourn. Both in favor, time 6:30 P.M.

## Press Release for Immediate Distribution

Date: 6/12/2015

Contact Person:

Sue Clements-Dallaire, City Clerk  
City of Auburn  
60 Court St., Suite 150  
Auburn, Maine 04210  
Phone: (207) 333-6601 ext. 1126  
Fax: (207) 333-6623  
Email: [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)

---

There is still time to submit an application to fill one of the vacant board and committee seats listed below. If you would like to make a difference in your community, this would be a wonderful opportunity for you to do just that. The deadline to submit applications to the Auburn City Clerk is 4:30 P.M. on Monday, June 15, 2015. Applications are available in the City Clerk's office or by visiting our website at <https://www.auburnmaine.gov/Pages/Government/Current-Vacancies>. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension 1126 or [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- Conservation Commission (this is a new committee with 2 remaining positions to fill, both with term expirations of 6/1/2016)
- Finance Committee (1 vacancy, alternate member with a term expiration of 12/1/2015)
- Forest Board (4 vacancies – 10/1/2016, 10/1/2017, and two with term expirations of 10/01/2018)
- Poland-Auburn Economic Development Committee (1 vacancy, term expiration to be determined)

## Press Release for Immediate Distribution

Date: 5/15/2015

Contact Person:

Sue Clements-Dallaire, City Clerk  
City of Auburn  
60 Court St., Suite 150  
Auburn, Maine 04210  
Phone: (207) 333-6601 ext. 1126  
Fax: (207) 333-6623  
Email: [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)

---

The City of Auburn is now accepting applications for the Boards and Committees listed below. The deadline to submit applications to the City Clerk is 4:30 P.M. on Monday, June 15, 2015. Applications are available in the City Clerk's office or by visiting our website at <https://www.auburnmaine.gov/Pages/Government/Current-Vacancies>. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension 1126 or [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- Conservation Commission (this is a new committee with 2 remaining positions to fill, both with term expirations of 6/1/2016)
- Finance Committee (1 vacancy, alternate member with a term expiration of 12/1/2015)
- Forest Board (4 vacancies – 10/1/2016, 10/1/2017, and two with term expirations of 10/01/2018)
- Poland-Auburn Economic Development Committee (1 vacancy, term expiration to be determined)

## Susan Clements-Dallaire

---

**From:** Paul Fraser  
**Sent:** Friday, June 12, 2015 11:34 AM  
**To:** Susan Clements-Dallaire  
**Subject:** There is still time .....

There is still time to submit an application to fill one of the vacant board and committee seats listed below. If you would like to make a difference in your community, this would be a wonderful opportunity for you to do just that. The deadline to submit applications to the City Clerk is 4:30 P.M. on Monday, June 15, 2015. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension 1126 or [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- Conservation Commission (this is a new committee with 2 remaining positions to fill, both with term expirations of 6/1/2016)
- Finance Committee (1 vacancy, alternate member with a term expiration of 12/1/2015)
- Forest Board (4 vacancies – 10/1/2016, 10/1/2017, and two with term expirations of 10/01/2018)
- Poland-Auburn Economic Development Committee (1 vacancy, term expiration to be determined)

[Click here for an application.](#)

[Click Here to Unsubscribe](#)

## Susan Clements-Dallaire

---

**From:** Paul Fraser  
**Sent:** Wednesday, June 03, 2015 11:39 AM  
**To:** Susan Clements-Dallaire  
**Subject:** WE WANT YOU!

### WE WANT YOU!

- o Are you familiar with real estate and personal property?
- o Do you have a background or knowledge in the fields of assessing, appraising, real estate or lending?
- o Are you willing to attend one night of training through the Maine Association of Assessing Officers at no cost to you?
- o Are you looking for an opportunity to serve your community?

If you've answered yes to these questions, then WE WANT YOU! The City of Auburn is now accepting applications for the Board of Assessment Review. We currently have 5 vacancies to fill. We are looking for two full members, both with term expirations of 10/01/2019, and three alternate members with term expirations of 10/01/2015, 10/01/2016, and 10/01/2017.

The deadline to submit applications to the City Clerk is 4:30 P.M. on Monday, June 15, 2015. Applications are available in the City Clerk's office or by visiting our website at <https://www.auburnmaine.gov/Pages/Government/Current-Vacancies>. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension 1126 or email [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

[Click Here to Unsubscribe](#)

## Susan Clements-Dallaire

---

**From:** Paul Fraser  
**Sent:** Friday, May 15, 2015 9:55 AM  
**To:** Susan Clements-Dallaire  
**Subject:** Looking for Volunteers Willing to Serve on a Board or Committee of the City

The City of Auburn is now accepting applications for the Boards and Committees listed below. The deadline to submit applications to the City Clerk is 4:30 P.M. on Monday, June 15, 2015. Applications are available in the City Clerk's office or by visiting our website at <https://www.auburnmaine.gov/Pages/Government/Current-Vacancies>. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension 1126 or email [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- Conservation Commission (this is a new committee with 2 remaining positions to fill, both with term expirations of 6/1/2016)
- Finance Committee (1 vacancy, as an alternate member with a term expiration of 12/1/2015)
- Forest Board (4 vacancies – 10/1/2016, 10/1/2017, and two with term expirations of 10/01/2018)
- Poland-Auburn Economic Development Committee (1 vacancy, term expiration to be determined)

[Click Here to Unsubscribe](#)

## Susan Clements-Dallaire

---

**From:** L A [lma602000@yahoo.com]  
**Sent:** Monday, June 15, 2015 1:42 PM  
**To:** Susan Clements-Dallaire  
**Subject:** Re: application for Economic Development Committee

Thank You for notifying me of my error in selection from the application process. Could I be considered for the Poland-Auburn Economic Development Committee? I did not see that specific vacancy on the application but that is what I am most interested in at this time.  
Thank You,

Linda Wooten  
33 Holly St  
Auburn, ME 04210

On Monday, June 15, 2015 9:07 AM, Susan Clements-Dallaire <[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)> wrote:

Hello, Ms. Wooten,

Currently, there are no open positions for the Auburn Housing Authority or the Community Development Block Grant Loan Committee. At this time, we are filling positions for the Board of Assessment Review, Conservation Commission, Finance Committee, Poland-Auburn Economic Development Committee, and the Forest Board. In October, there will be vacancies to fill on those Committees so we will probably start accepting applications for those sometime in August or September. You can submit your applications at that time.

Please contact me if you have any questions.

Thank you,  
Sue

---

**From:** L A [mailto:[lma602000@yahoo.com](mailto:lma602000@yahoo.com)]  
**Sent:** Sunday, June 14, 2015 5:10 PM  
**To:** Susan Clements-Dallaire  
**Subject:** application for Economic Development Committee



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: June 14, 2015

Last name: Wooten First name: Linda Middle initial: M

Residence address: 33 Holly Street Ward: 2

City: Auburn State: Maine Zip code: 04210

Home phone: 207-376-5261 Work phone: 207-871-7771, ext.220 Cell phone: \_\_\_\_\_

Email address: LMA602000@yahoo.com

Current occupation: Customer Service, Landlord

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): Human Services, Job Development, Customer Service

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee                | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority       | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review     | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel                   | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board                 | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District                 | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals        |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I'm interested in a strong economy either by the creation of jobs or the building of new business.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). strengthen our economy and the citizens of Auburn.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
NO

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? Auburn City Website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

Signature: Linda Wooten Digitally signed by Linda Wooten  
DN: cn=Linda Wooten, o=, email=022000@yahoo.com c=US  
Date: 2015.06.14 12:28:44 -0400 Date: 6/14/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

<b>FOR OFFICE USE ONLY</b>	
DATE APPLICATION RECEIVED:	_____
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: June 14, 2015

Last name: Wooten First name: Linda Middle initial: M

Residence address: 33 Holly St. Ward: 2

City: Auburn State: Maine Zip code: 04210

Home phone: 207-376-5261 Work phone: 871-7771, ext. 220 Cell phone: \_\_\_\_\_

Email address: LMA602000@yahoo.com

Current occupation: Customer Service Representative and landlord

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): Associate Degree/Human Services, Justice Studies, Legal Studies, Job Development

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |  |   |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee                     | <input type="checkbox"/> Airport Board                                |
| <input checked="" type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review          | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee                 | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel                        | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board                      | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District                      | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals             |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). In light of the housing issue and homeless issue in Portland, I'm seriously concerned for the future of Auburn with maintaining affordable housing.  
I would like to be considered to be part of the board to prevent unaffordable housing and or attract jobs to better equip the people of Auburn for future opportunities and to keep young people and families looking at Auburn as a great place to live.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Keep Auburn an affordable and productive place to live.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
I've only served on political committees. Executive, State, Rules and Procedures, Town and County committees.

Dates served (if known)? 2012-2014

How did you learn of this vacancy? From the Auburn City Website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

Signature: Linda Wooten Digitally signed by Linda Wooten  
DN: cn=Linda Wooten, o=, email=lw02200@auburn.com, c=US  
Date: 2015.06.14 17:00:44 -0400 Date: 6/14/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: June 14, 2015

Last name: Wooten First name: Linda Middle initial: M

Residence address: 33 Holly St. Ward: 2

City: Auburn State: Maine Zip code: 04210

Home phone: 207-376-5261 Work phone: 871-7771, ext. 220 Cell phone: \_\_\_\_\_

Email address: LMA602000@yahoo.com

Current occupation: Customer Service Representative and landlord

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): Assocate Degree/Human Services, Justice Studies, Legal Studies, Job Development

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |  |   |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee                     | <input type="checkbox"/> Airport Board                                |
| <input checked="" type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review          | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee                 | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel                        | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board                      | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District                      | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals             |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). In light of the housing issue and homeless issue in Portland, I'm seriously concerned for the future of Auburn with maintaining affordable housing.  
I would like to be considered to be part of the board to prevent unaffordable housing and or attract jobs to better equip the people of Auburn for future opportunities and to keep young people and families looking at Auburn as a great place to live.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Keep Auburn an affordable and productive place to live.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
I've only served on political committees. Executive, State, Rules and Procedures, Town and County committees.

Dates served (if known)? 2012-2014

How did you learn of this vacancy? From the Auburn City Website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

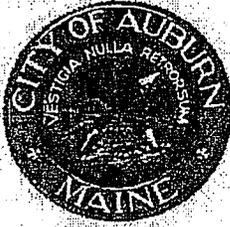
Signature: Linda Wooten Digitally signed by Linda Wooten  
DN: cn=Linda Wooten, o=City of Auburn, ou=City of Auburn, email=lwooten@auburnmaine.gov, c=US  
Date: 2015.06.14 17:00:44 -0400 Date: 6/14/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 6.8.2015

Last name: Griswold First name: David Middle initial: D.

Residence address: 199 Gamage Avenue Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 207-783-4833 Work phone: 207-897-1315 Cell phone: \_\_\_\_\_

Email address: dave.griswold@versoco.com

Current occupation: Professional Forester / Fiber Certification Coordinator

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): see attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee            | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority   | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee        | <input checked="" type="checkbox"/> Community Forest Board            |
| <input type="checkbox"/> Ethics Panel               | <input type="checkbox"/> I/A Transit Committee                        |
| <input type="checkbox"/> Planning Board             | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District             | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals    |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). see attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). see attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
Yes, Community Forest Board

Dates served (if known)? 2001 to present

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
School Committee 3 years, 2 as chair 1993-6 (?)

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? My term expired 9-2012. I have been serving on an interim basis waiting to be reappointed.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

Signature:  Date: 6.8.2015  
MAINE LICENSED FORESTER # 370

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>6/8/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____
Page 2 of 2	

## **Board & Committee Appointment Application**

Supporting information for:

**David D. Griswold**

**Application for the Lewiston-Auburn Community Forest Board**

December 28, 2012

Revised June 8, 2015

### **Education and Experience:**

#### **Education:**

BA Bowdoin College, 1974, Biology and Government majors

BS University of Maine, 1977, Forestry major

#### **Professional Experience:**

Maine Licensed Forester #370, 1977-present

1974 to present: Employed by International Paper/Verso Paper Corp. Responsibilities including Wood Procurement, Chain of Custody administration, Forest Certification Landowner Assistance Program, Field Forestry, Logging and Wood Yard Operations, Human Resources.

Maine Sustainable Forestry Initiative (SFI) executive committee, 2000-present (education chair and treasurer)

Project Learning Tree Steering Committee, 2007-2012

Maine Tree Farm Committee, 2008-2011, 2015

#### **Community Service:**

Auburn resident since 1988, 199 Gamage Ave.

Lewiston-Auburn Community Forest Board, 2001-present, chair 2003-09

Auburn School Committee, 1993-96, one term as chair

Auburn Community Concert Band, 1990-92, 2006 –present

Auburn Land Lab steering committee, 1997-2005

LAYSA, assistant coach 2001-2006

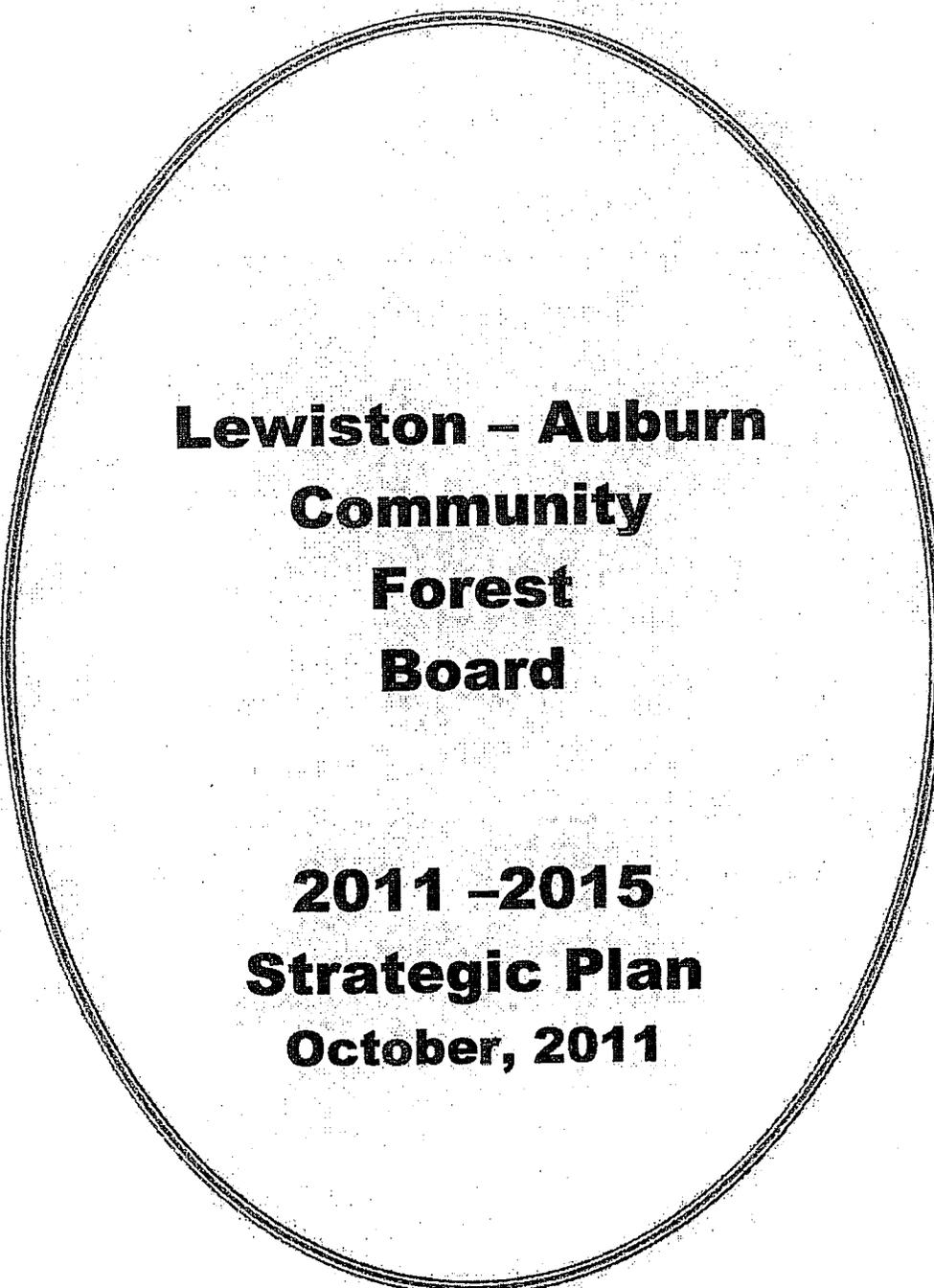
BSA Troop 137, assistant leader 2006-07

**Why do you want to serve?**

I would like to continue to promote the community forest in Auburn and Lewiston as a member of the LACFB. I bring professional qualifications and experience to the board which has struggled to maintain support from the City of Auburn in recent years. The board is on the cusp of real progress now that it is endorsed in Ordinance as a subcommittee of the newly formed Conservation Commission, and has successfully established a tree nursery at LACC. The board has the potential to make significant contributions to the environment, finances and public perceptions of the Twin Cities. I believe that I can contribute to the board's activities and successes in another term.

**What do you hope to accomplish?**

Please reference the attached 2011-2015 LACFB Strategic Plan, which as a board member, I helped develop. This strategic plan is due for revision. The revision will include reference to the tree nursery, work with the Auburn Conservation Commission, and the proposed public woodlots management ordinance to which I was a major contributor.



**Lewiston - Auburn  
Community  
Forest  
Board**

**2011 -2015  
Strategic Plan  
October, 2011**

LA Community Forest Board 2011

Name	Address	Telephone	E-Mail	Position	Term
Griswold, David	199 Gamage Avenue, Auburn 04210	783-4833 897-1315	dave.griswold@versopaper.com	Board Member	A 9/12
Scott Riccio		784-3159	sriccio@northeastchartertour.com	Board Member	A
					A
					A
Rick Shea	17 Rita Ave, Lewiston 04240	782-7018	leftyrick@aol.com	Board Member	L
Doug Boyd		784-7226	Boyd@Mainebucket.com	Board Member	L
				Board Member	L
				Board Member	L
Braunscheidel, Jay	34 Holly Street Auburn, 04210	632-5854 786-0279	jbraunscheidel@fmgmt.com	Chair	At Large 2010
Murch, Steve	103 Willow Street, Lewiston 04240	784-5753	smurch@ci.lewiston.me.us	Lewiston City Arborist, Ex Officio	L
	48 Pettengill Park, Auburn 04210	786-2829 x 2		Ex Officio	A
Herson, Rick	296 Gracelawn Road Auburn 04210	783-1733	rherson@ci.auburn.me.us	Auburn City Arborist, Ex Officio	A
Bruce Damon		212-6151	BDamon@damonmechanical.com	Ex Officio	L

## Board Charter

### Ordinance to Create the Lewiston-Auburn Community Forest Program and Board

#### 1. Statement of creation and establishment

To enhance, preserve and maintain the community forest in Lewiston and Auburn, this policy creates and establishes The Lewiston Auburn Community Forest Board to develop and implement a Community Forest Program. A healthy community forest promotes the economic, environmental and aesthetic values contributing to the quality of life in the Cities.

#### 2. Number of Members

There will be nine voting members on the Board, with a minimum of four members from each city. There will be six ex officio members as defined in 3.

#### 3. Qualifications of members

Members will be residents of Lewiston or Auburn or own land in either city. They will be people who are willing to work and are committed to the a healthy community forest. Six ex officio members shall be each City's Director of Parks/Recreation or their designees, a member of each City's Planning Board; and each city's Arborist.

#### 4. Term of office, succession and provision for staggered terms

Terms of voting members will be three years and may be reappointed by the appropriate mayor. The terms will be staggered to provide for continuity of the Program and the Board's activities. One third of the initial board members will have terms of one, two, or three years to establish the rotation of one third of the membership each year.

#### 5. Provision for vacancies

When vacancies occur, the Board shall advertise and recruit potential new members in order to submit applications to the appropriate Mayor, who shall review the applications and appoint the new member(s).

#### 6. Compensation

All members of the board shall serve without compensation.

#### 7. Scope of responsibility

The terms and provisions of this policy shall apply to all trees, plants and shrubs on public property, including all property owned, leased, or occupied by the City of Auburn or the City of Lewiston. Other property will be dealt with on an advisory and/or educational basis.

#### 8. Duties and responsibilities

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:

- Advocate for the community forest
- Develop a plan for and provide advice on the management of the public sector portion of the community forest.
- Educate the community about the community forest and how to care for it.
- Raise funds, including grants, and establish a Community Forest Trust.
- Develop and advise on policy changes for approval by the City Councils.
- Advise and consult on community forest issues and projects.
- Communicate and coordinate with City staff, Planning Boards, and other community programs to avoid duplication of efforts and to combine resources to meet goals.

#### 9. Operational provisions

The Board shall elect officers: Chair, Vice-Chair, Secretary and Treasurer. Except for the Chair, officers shall have renewable one-year terms. The Chair will have a two-year term and the position will be held alternately by a member from Lewiston and a member from Auburn.

#### 10. Date of passage

**Lewiston and Auburn City Councils in joint session 2-22-2000**

## **Mission Statement**

**Circa 2001**

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 cooperative and comprehensive care of natural environments within our urban life together.

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

### **2011 Priority Goals**

**Goal 1:** Complete Forest Management Plan for Lewiston. Implement both Auburn and Lewiston Management Plans including harvesting activities recommended in the Plans.

**Description and Rationale:** At the beginning of 2011, Public forests in the Twin Cities were not being managed professionally. Although a forest management plan for Auburn woodlots was written in 2009, those plans had not been implemented. Efforts to write a forest management plan for Lewiston woodlots were just beginning. More active forest management of the public forest will improve the productivity of the forest in a sustainable manner, without compromising other values. There is potential to generate revenue during a financially challenging time for both Cities.

#### **Activities:**

1. Gain support of City Officials to implement forest management plans.
2. Working through the Auburn City Manager establish staff support in Auburn needed to develop and administer contracts for consulting forester and harvesting contractor.
3. Gain Support of Auburn School Committee to implement plans for the woodlots under their control.
4. Serve in an advisory capacity to the decision makers concerning forest management plan implementation.
5. Publicize positive impact of management activities including timber harvest

**Goal 2: Bring Community Forest Ordinance approved by LACFB in Decemeber, 2008 to Lewiston and Auburn City Councils for action.**

**Description and Rationale:** The Community Forest Ordinance was developed with great deliberation with the goal of improving the management of the community forest and enhancing quality of life in the Twin Cities.

**Activities:**

1. Gain support of key Councilors, in order to get proposed ordinance on Lewiston and Auburn City Council agendas.
2. Provide background and recommendations to Councils and Managers.

**Goal 3: 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. Tree planting activities have fallen off in the last several years. The City of Lewiston, until FY 2012, budgeted for limited tree planting. The City of Auburn has not done so during the tenure of LACFB. In the past, LACFB has accessed funds for targeted tree planting through Maine Forest Service Project Canopy Grants and CBGB. 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.

**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 4: Partner with appropriate agencies to develop Bates Canal revival project.**

**Description and Rationale:** The Bates Canal revival project is getting under way and is a natural fit for LACFB participation. The Board could make a significant contribution to the project while increasing its' own visibility with the community.

**Activities:**

1. Identify key stakeholders in the project
2. Identify Board representative(s) to participate in the project meetings.

3. Be accepted as a project participant.

### **Established and Ongoing Activities**

**Goal 1:** Sponsor an Arbor Week Celebration and maintain for 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. Publicize the designation of Reading Trees.
4. Encourage to local media to develop stories on the value of trees and the urban forest.
5. Send a representative to Tree City/Project Canopy Arbor Day activities sponsored by Maine Forest Service.
- 6.

**Goal 2:** Conduct workshops for the public.

**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, and awareness of pests and invasive species. Priority topics for business owners and city officials include the positive impact of street trees and the urban forest on quality of life and economic activity.

**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.  
Publicize the events in the local media.

**Goal 4:** The LACFB will encourage public schools and libraries in Lewiston and Auburn to nominate trees on their property to be officially designated as Reading Trees.

**Description and Rationale:** The Reading Tree Program was LACFB's first activity. Relaxing under a tree with a good book can be a wonderful experience. This project hopes to expand on that feeling. Occasionally, area teachers have held classes outdoors in nice weather. By encouraging each school to designate an official reading tree, the board hopes to promote a better understanding and appreciation of trees for students in Lewiston and Auburn.

**Activities**

1. Solicit nominations from area schools for Reading Trees on school property in Lewiston and Auburn.
2. Visit schools and libraries with Reading Trees during Arbor week for education outreach concerning the Community Forest and LACFB.
3. For schools without appropriate trees, solicit donations of appropriate future reading trees, gain permission to plant the trees on school property and organize a tree planting event with students.
4. Publicize Reading Tree activities during Arbor Week.
5. Develop a reading list of books that highlight the importance of trees for school libraries.
6. At City Halls and Libraries, display an exhibit of Reading Tree information, including photos, during Arbor week

**Goal 5:** 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 to reach a broad audience.

## **Years Two to Five Plan**

**Goal 1:** 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. Establish the Community Forest Trust.
2. Solicit donations from area residents, community groups and businesses.

**Goal 2:** Improve LACFB ability to reach the public and City officials through social media.

**Description and Rationale:** LACFB is largely unknown and unrecognized almost a decade after its' formation. A Facebook page will be available to members of the public looking for information on topics and issues important to the L-A community forest.

**Activities:** (Detail to be developed)

1.

**Goal 3:** Develop a long term Urban Forest Tree Plan for Lewiston and Auburn.

**Description and Rationale:** Both Lewiston and Auburn should complete tree inventories of each city. When these inventories are complete LACFB, City Arborists and other stakeholders will be able to identify the outstanding needs of our urban forest. Recommendations can then be developed for steps that can be taken to improve the urban forest.

**Activities:**

1. A planning team will be organized including City Arborists, appropriate city staff and the LACFB members.
2. A list of specific steps will be developed to document the location, variety and maintenance requirements of trees in Lewiston/Auburn.
3. Funding will be obtained through grants and any other appropriate sources

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

The following ideas were discussed by the Board during the 2006 and 2011 strategic planning process. 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. Conduct a tree raffle.
4. Set up a program to sponsor tree plantings on private property.
5. Sponsor a photo contest
6. Label trees of interest throughout the two cities.
7. Develop a booth at the Balloon Festival for education outreach and/or fund raising.
8. Publish a calendar.
9. Explore cost effective sources of trees for planting.

## Conservation Commission Members

Ben Fletcher	Ward 2
Tizz Crowley	Ward 1
Nichole White-Matson	Ward 1
Jeff Preble	Ward 5
Maurice Keene	Ward 1
Vacant	
Vacant	



**CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION**

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: \_\_\_\_\_  
 Last name: SIFE First name: ROBERT Middle initial: F  
 Residence address: 305 LAKE ST Ward: 2  
 City: AUBURN State: ME Zip code: 04210  
 Home phone: 753-1285 Work phone: 441-4136 Cell phone: 441-4136  
 Email address: BOBSIFE@3@GMAIL.COM (BOBSIFE@3@GMAIL.COM)  
 Current occupation: COMPUTER PROGRAMMER  
 Previous occupation (if retired or no longer working): \_\_\_\_\_  
 Educational and/or experience (or attach your resume): \_\_\_\_\_

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee            | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority   | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee        | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel               | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board             | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District             | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals    | <input checked="" type="checkbox"/> <u>CONSERVATION COMMISSION</u>    |

Is this application for a  new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I'm interested in environmental issues and feel I have something to offer the city.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? EMAIL

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

Signature: [Handwritten Signature] Date: 6/17/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

DATE APPLICATION RECEIVED: <u>6/17/15</u>	FOR OFFICE USE ONLY
APPOINTMENT DATE: _____	
TERM EXPIRATION DATE: _____	
OATH DATE: _____	



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 05/12/2015

Last name: Tate First name: Jordan Middle initial: N

Residence address: 96 Coachman Avenue Ward: 1

City: Auburn State: ME Zip code: 04210

Home phone: (207) 782-0913 Work phone: N/A Cell phone: (207) 513-2375

Email address: Jordy0826@msn.com

Current occupation: Marine Conservation Corps

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): University of New England  
Rachel Carson National Wildlife Refuge

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |  |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee                    | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority           | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review         | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee                | <input type="checkbox"/> Community Forest Board        |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee              | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events        | <input type="checkbox"/> Sewer District                |
| <input type="checkbox"/> Water District                     | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I'd like to be involved in local conservation initiatives, helping auburn be more environmentally progressive and create spaces for ~~sea~~ recreation, learning, conservation, etc

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope to be a productive member and inspire other young adults to become involved in local initiatives

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? N/A

Have you previously served on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? N/A

How did you learn of this vacancy? Searching city of Auburn website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

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

Signature: [Signature] Date: 5/12/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 5-14-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_