

# MANAGER'S REPORT

---

*August 5, 2013*

## **Naming of Ball Fields**

I discussed with Mr. Colby Dill, American Legion Post #153, about the naming of the baseball field at Pettingill Park. As you know we are working to update the policy to include the new Public Services committee as part of the process. I think we could adjust our policy to have a committee oversee the naming process and requests and then provide a recommendation for the Council to enact by resolve. The action steps that need to occur are getting the committee structure in place with the Mayor, notify the Council of the naming delay and process, present an updated policy for a workshop in September, approve in September, and implement in October. I will continue to update Mr. Dill on the status so we can move forward.

## **School Budget Schedule**

### **Basic Information**

- State Law requires the School Committee to wait 10 days before submitting a new budget. If 14 days for absentee is added this means the earliest a vote could occur is August 20<sup>th</sup>.
- The School Committee must present a new budget within 45 days. The Council has 30 days to call a vote, so the longest is 75 days. This would be October 7<sup>th</sup>.
- Commitment and tax due date. Usually the 15<sup>th</sup> of September is the due date. This means August 15<sup>th</sup> is the date we need to send out bills and with one week lead time that is August 8<sup>th</sup>. Practically speaking the City could force a short process that has a validation vote on August 20<sup>th</sup>. This would require extra effort to publicize.
- Voting Machines are switching June 30<sup>th</sup>. Which means the City will most likely have to hand count. The State is controlling the new machines and we will be trained by August 14<sup>th</sup>. but the State doesn't expect us to use until November.

## Potential Timeline

- 
- |   |                           |
|---|---------------------------|
| 1. Third Try School starts discussions with Committee on: | July 24, 2013 (Wednesday) |
| 2. School Committee adopts revised budget on:             | July 31, 2013 (Wednesday) |
| 3. City Council approves voting date and revised budget:  | Aug 5, 2013 (Monday)      |
| 4. Absentee begins:                                       | Aug 6, 2013 (Tuesday)     |
| 5. Validation vote:                                       | Aug 20, 2013 (Tuesday)    |
| 6. Commitment:  | Aug 21, 2013 (Wednesday)  |

## MEMA Disaster Grant

On July 16<sup>th</sup> we received notice from the State that the City of Auburn has been awarded \$114,036.04. The Federal share is \$85,527.04 (75%) and we expect that payment soon. The State of Maine's share is \$17,105.41 (15%) and we are owed this amount. The City's local share is \$11,403.60 (10%) and we have paid this out during FY13. *Total reimbursement is \$102,632.44.*

I want to thank Derek Boulanger for overseeing this process and all the departments that coordinated their efforts through him in a well organized and planned process.

## Outlet Beach

Auburn Water District is no longer going to perform water quality tests. The results are not improving and the AWD Trustees feel it is becoming burdensome for staff and expensive.

## LRAP (Local Road Assistance Program)

LRAP is revenue we receive from MDOT to help offset the cost of maintaining minor collector roads and other infrastructure in Auburn. In FY14 we are going to receive \$473,451. **This is \$17,406 more than we received in FY13.** The form has been completed by Dan Goyette and returned to MDOT for processing.

## **NOMINATION PAPERS ARE NOW AVAILABLE**

On Monday July 8<sup>th</sup>, candidates began taking out nomination papers for the upcoming 2013 Municipal Election. The deadline to return nomination papers is Thursday August 22<sup>nd</sup>. City Staff have prepared packets of helpful information for the candidates. These packets are being distributed via email or hard copy to each candidate.

These packets include:

- Candidate Guide: Dos and Don'ts of campaign financing with regard to reporting requirements and post-election responsibilities, communication and disclosure statements
- Getting Started Packets: Forms, Instructions and Filing Requirements
- Section of the City Ordinance that covers nominations and elections
- Ethics Ordinance
- Council Code of Conduct
- Quick Tips and Useful Links: Basic election tips and links to FOAA requirements and City Charter/Ordinances
- Last year's meeting schedule
- List of all Boards and Committees
- A link to the State's web page on Forms and Guides for Municipal Candidates

## **AUGUST 1, 2013**

Starting on August 1, 2013 there will be two changes related to Council Workshops and Meetings.

1. The agenda and supporting materials will be projected on the Council Screen during Workshops and Meetings
2. The City Manager will be sitting with Staff (next to the Assistant City Manager) during Workshops and Meetings

### **City/School Department Employee running for City Council**

We have looked at the issue and believe that in the context of the incompatibility of offices provisions of the Charter, school employees are considered city employees. This would preclude an individual from simultaneously serving as both a councilor and an employee of the school department.

Under the Charter, the school department is a department of the City, and thus employment with the school department appears to be city employment. This is confirmed by the fact that the Section 4.8 incompatibility of offices provision that applies to school committee members ("No [school committee] member shall hold any other city office or employment during the term for which the member was elected") is identical to the Section 2.9 provision that applies to councilors ("No councilor shall hold any other city office or employment during the term for which the member was

elected"). In prohibiting school committee members from holding "any other city office or employment," the Charter clearly deems membership on the school committee to be a "city office or employment." If membership on the school committee is a "city office or employment," then employment with the school department necessarily is a "city office or employment" as well.

### **Boat Launch Facility**

Staff has been in communication with Brookfield regarding the sign that was placed. The sign is going to be removed. As far as the flow rates we haven't received Brookfield's protocols. The current flow rate that we are using is 10,000 CF. Once we get something from Brookfield we can change it to 6,500 but only with justification. We look forward to working with Brookfield to keep our citizens safe while using the river for recreation.