

# City of Auburn, Maine

## Office of the City Manager



**TO:** Mayor and City Council  
**FROM:** Clinton Deschene, City Manager  
**RE:** Weekly Report  
**DATE:** Week Ending October 3, 2014

### Auburn Public Library

- The Auburn Public Library held its annual meeting of the corporators on Thurs., 9/25. Retiring trustees were Connie Bedette, Stella Gammaitoni, and Richard Trafton. We appreciate their many years of service and dedication to the Library. Newly elected trustees are Barbara Trafton and Susan Weiss. A newly elected corporator is Michael Malloy. Annual reports were given and proposed bylaw changes were accepted by the corporators. Guest speaker Monica Wood talked about the value of libraries and the writing of her memoir, “When We Were the Kennedys.”
- The Library in collaboration with the Lewiston Public Library had an exhibit table at the Dempsey Challenge for the weekend. APL was responsible for Saturday and approximately 225 folks stopped by the table to make beaded bracelets and learn more about our programs, including College Night and the upcoming Halloween Costume Swap. “Reading Is My Superpower” bookmarks, designed by staff member June Roberts-Sherman, were distributed along with programming calendars.
- The annual L/A Film Forum is underway, featuring an indie-style movie each month with a short discussion at the film’s conclusion. The first session was held on Mon., 9/29. The next program is scheduled for Tues., Oct. 28<sup>th</sup>. We will be showing “Betting the Farm,” the story of a group of Maine dairy farmers who--dropped by their national milk company--are suddenly confronted with the real possibility of losing their farms.
- The Library is participating in the Androscoggin Adult Literacy Resource Fair at the Lewiston Public Library on Fri., 10/3. The fair will feature local organizations that support building skills for reading and writing along with computer, health, and financial literacy. APL will be emphasizing resources available for computer, health, and financial literacy.
- Suzanne Sullivan and Mamie Ney have been invited by Cengage Learning/Thorndike Press to make a presentation to their staff in Waterville on Fri., 10/10, about the challenges facing libraries and how a library builds a great collection. Valerie Osborne, Maine State Library’s Northeastern District Consultant, will also be presenting.
- New programs coming up include “Teens! Books & Cookies Book Club” on Fri., 10/10, at 4 p.m. Teens will together to share what we’ve been reading. This book group will meet in The Library Cafe's back room (opposite the Conference Room) and is just for teens, ages 12-18. And yes, there will be cookies, thanks to The Library Café. “Meditation Class:” After a busy work week, what better way to regain focus and relaxation than the practice of

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meditation? Join Adam Hill on Sat., 10/11, for an hour long meditation session and rejuvenate your mind and body for the week ahead. This program is for adults.

- “Teens! APL College Night” will be held on Thurs., 10/16, from 5:30 to 7:30 p.m. For teens and their parents, this event will feature admissions representatives from Bates College, CMMC College of Nursing & Health Professions, Kaplan University, Central Maine Community College, USM LAC, Thomas College, Maine College of Art, University of New England, and University of Maine at Orono. The evening will begin at 5:30 with a panel discussion facilitated by Joan Macri of College for ME Androscoggin, followed by a brief Q&A session. After that, in a college fair format, each admissions rep will be available with specific information about their college and programs. Please register online or call the Library. Registration is requested so that we have enough materials. For more information, please call the Reference Desk at 333-6640, ext. 4.
- The Library will host a Halloween Costume swap on Sat., 10/18, from 1 to 3 p.m. Parents are encouraged to drop off “swap-able” costumes at the Library through Fri., 10/17. A ticket will be given for each costume contributed. On the 18<sup>th</sup>, participants can then turn in their tickets for a “new-to-you” costume. Those who do not have costumes to swap can come at 2:30 and purchase a costume for a \$5.00 contribution, which will support children’s programming. Please note: Once costumes have been entered into the swap, they cannot be returned. Also, the Library cannot guarantee that a suitable costume will be available for each participant.
- Follow the Library on Facebook or link to our website at [www.auburnpubliclibrary.org](http://www.auburnpubliclibrary.org) for more information about all of our programs, new books, and more library news. You may also stop by the Library to pick up a printed copy of our various programming calendars.

**City Clerk**

- Met with the Appointment Committee on 9/26
- Completed Audio Proofing for the AVS ballot 10/1
- A total of 261 absentee ballots have been requested as of 8:30 AM 10/2/2014 – we are still waiting for the ballots to come in
- From 9/25 -10/02 we issued;
  - 3 birth certificates
  - 44 death certificates
  - 8 marriage certificates
  - 2 marriage licenses
  - 6 garage sale permits
  - 10 burial permits
- Received 2 business license applications (renewals)
- Issued 23 business licenses - 17 renewals and 6 new
- Submitted State Vital share for August

**CDBG**

- Wonderful news. The City of Lewiston has been awarded a Lead Hazard Control Grant by the U. S. Department of Housing and Urban Development for \$3.4 million. Half of the housing units to be improved will be in the City of Auburn. Needless to say, abatement contractors are very happy—this will mean an economic boost with 3 years of additional work hours for their employees.

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- The Bates College students have begun canvassing the three target areas doing field survey work.

### Fire

- New quint apparatus, "Truck 1" arrived on October 1<sup>st</sup>. Crews will be training with factory representatives this week in the operations of this apparatus.
- Two of the new ambulances, Rescue 3 & Rescue 2, are set for beginning operations on October 14<sup>th</sup>. During the next two weeks, crews will be training with familiarity and operations of these new vehicles.
- Crews continue to work diligently to prepare the apparatus and equipment necessary to initiate the department's ambulance service, which is scheduled to start up at 7:00 AM on October 14<sup>th</sup>.
- Cadet Janek returned to his native country of Poland on Monday 9/29.
- Preparations for Fire Prevention Month continue, The Fire Planner has been busy scheduling events for Fire Safety presentations at schools and day care centers. Additionally, she has been busy preparing educational handouts for the children. The entire Fire Prevention office has also been preparing the Auburn Fire Department "Open House" to be held on October 19<sup>th</sup> at AFD Central Station.
- DC Allen and FPO O'Connell attended a training seminar in South Portland on 10/1/14. The training was on investigation of fatal fires and fire involving firefighter injuries and deaths. The program was sponsored by the Maine Chapter of the "International Association of Arson Investigators".
- Biannual picking for personnel assignments was conducted on 10/1/14. This will set the staffing positions for AFD personnel for the next two year cycle.
- For the week of September 25 to October 1, we responded to 61 calls for service. These include, but are not limited to: 4 fire alarm calls, 3 fire calls, 44 Emergency Medical calls, 3 Motor Vehicle Accidents, 2 with injuries, 2 Hazardous Conditions and 5 service calls. No mutual aid was given or received during this time period.

### Health and Social Services

- Health & Social Service rental budget for the first quarter is 22% which is just about where it should be. Our medical expenditures are over budget due to the number of people losing their Maine Care. The burial line item is also over expenditure due to the 3 request we have already had this year.
- Dot Meagher will be attending the MMA Conference on Wednesday and Thursday this week.

### Human Resources

- The Public Services Department has undertaken a huge effort to become accredited by the American Public Works Association. An entire section is devoted to human resources and a couple of more to emergency management and safety. I participate regularly on the Accreditation Team meetings. This week, I drafted the procedures for the administering the applicant and employee substance abuse testing program. Ray Lussier, Safety Coordinator has been working with the Team to review and update the safety related standards.
- I met with members of I.A.F.F. Local 797 to begin drafting a substance abuse testing program for firefighters.
- I will be attending the MMA Convention this week.

## ICT

- Developed a detailed rollout plan for unveiling the new Public GIS Portal. The plan includes a press release and public notification through a number of channels, as well as public information sessions.
- Created a collection of commonly-requested .pdf maps. For example; maps of Auburn's political districts, the Firearms Restriction Zone, or the School Districts. The .pdf maps will be linked into our new Public GIS Portal and will be available for download by the public.
- Provided several key staff GIS users with access and training for the new, internal, Online GIS Platform. These staff members will be beta testing the maps and applications and providing feedback prior to the full rollout.
- Signed off on the installation phase of the new MUNIS module, Tyler Content Management (TCM). TCM is a document management solution integrated into the MUNIS software.
- Replaced a Tax Counter PC with a more capable Windows 7 PC. We've also purchased two replacement registration printers. These impact printers get a lot of hours on them, churning through thousands of vehicle registrations every year.
- Replaced 3 PCs at Public Works. This brings all Lucity users up to Windows 7, which means we can upgrade to the newest release of Lucity.

## Police

- The department handled 508 calls for service this week. Officers conducted 96 motor vehicle stops and 19 field interviews. Officers responded to 30 motor vehicle crashes.
- The New Auburn Neighborhood Watch group met at the Tailgate Gourmet. More than 25 people attended. Much discussion centered around recent burglaries. It was shared that a couple of suspects have been identified.
- The department held our annual firearms training for all sworn staff. Mandatory qualifications were completed and review of department policy was conducted. The firearms instructors did a great job.
- The fall session of our Citizens Police Academy began on Monday. This class has 16 participants – a 33% increase from our 2013 fall session.

## Public Services

- Youth Football practices & games (3-6<sup>th</sup> grade) continued. There are a total of 75 players and 9 volunteer coaches in this division this season. Competitors participate in the Mid Coast Youth Football League (MCYFL) which is comprised of teams from: Bath, Brunswick, Gardiner, Lewiston, and Turner. Week six of the season continues on Saturday with Auburn teams competing against opponents from Turner.
- Youth Football practices (7-8<sup>th</sup> grade) continued. There are a total of 39 players and 4 coaches in this division this season. Competitors participate in the Mid Coast Middle School Football League (MCMSFL) which is comprised of teams from: Bath, Brunswick, Mt. Ararat, Gardiner, Lewiston, Oxford Hills, and Turner. Varsity players competed in game five of their season on Wednesday against opponents from Oxford Hills. The JV team will play on Saturday against Portland in a scrimmage game.
- Flag Football (1-2<sup>nd</sup> grade) practices continued. In this program, players are introduced to the game of football. Participants will learn the basics of offense, defense, the line of scrimmage and other key elements of the game. Players practice twice a week and play games on Saturdays for a six-week season. There are a total of 30 players and 3 volunteer coaches

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in this division this season. Week three of games will take place this Saturday at Auburn Suburban Little League field.

- All Youth Football game and practice schedules are available online, and can be found on [www.teamsideline.com/auburnme](http://www.teamsideline.com/auburnme)
- Pickleball has continued to be a big hit as week two of the program started on Tuesday. Pickleball is a tennis styled sport that is played on a badminton sized court indoors or outdoors. The “Pickleball” is a plastic ball with holes that is served, volleyed, and rallied back and forth over a net using a wood paddle. As of Thursday we have had 45 participants, with new members coming in each day of the program. Pickleball will take place every Tuesday and Thursday, 9:00am-11:00am in the Hasty Community Center gymnasium. It will be \$2.00 for Auburn Residents and \$3.00 for Non-Residents.
- Week five of Pee Wee Soccer will take place this Sunday. This program is once again expertly instructed by members of the MPS Portland Phoenix Soccer Club. In this program, players are introduced to the basic techniques of soccer in a fun and positive environment. Emphasis is on learning through fun games and small-sided play. This season, a total of 65 participants are registered for the program.
- The 8<sup>th</sup> Annual Holiday Celebration/Parade of Lights planning process continued. December 3<sup>rd</sup> has been selected as the date for the event this year. Center Street Dental has again been secured as the premier event sponsor. The planning committee for the December 3<sup>rd</sup> annual L/A celebration would like to showcase the community’s multitude of festivities in an effort to make Lewiston-Auburn a holiday destination spot! As such, organizations that wish to submit information pertaining to a December 2014 holiday event will benefit from print and online highlighting of their festivities. Submissions may be submitted to Lewiston’s Community Relations Coordinator Dottie Perham-Whittier via [www.lewistonmaine.gov/holidayla](http://www.lewistonmaine.gov/holidayla). For more information on the parade or to obtain an application, contact Program Leader, Jeremy Gatcomb [jgatcomb@auburnmaine.gov](mailto:jgatcomb@auburnmaine.gov). Currently 11 organizations/groups have committed to take part in this year’s parade.
- Pre-planning for the upcoming youth and adult winter programs continued.
- Lake Street – Contractor continuing to install new storm drain piping.
- Whitney Street – Road surface paving complete, contractor surfacing sidewalks and driveways.
- Hotel Road - Surface paving scheduled for next week.
- Park Ave – Binder course pavement installed for 60% of the roadway. Contractor continuing to install stormdrain piping.
- Minot Avenue Bin Wall - Soil nail installation will be complete this week. Panel installation is ongoing.
- Public Services began Training Tuesdays beginning Tuesday September 30<sup>th</sup> and for the next few Weeks.
  - Training provided to crew was: Plow Hookup, Sidewalk Plow, Tire Chain, Winter Op’s and Dry Run Training
- Cleaning Catch Basin’s: 3’s Run
- City’s Green Space Litter pick-up – Every morning crews scan the downtown area for any litter/debris, clean up cemeteries, trash up when mowing city area green spaces, remove trash on Union Street Bypass, Minot Ave, Washington St
- Ditching; 107 Fairway Drive
- Downtown Maintenance – Main St.
- Drainage: Boulder Drive, placed 40 ft. of pipe, put in a cross culvert

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- Hot Patching: Fern St., Lake St., Davis St., Linden St., Charles St., Belgrade, Minot Ave., Hampshire St., Turner/Hampshire St., Spring St., North River Rd.,
- Install Banner: American Heart Association
- Mowing – Roadside/Parks/Cemeteries: Ash Dump, South End Ash Dump
- Mulching: Chestnut Park
- Prep/Line/Paint/Ballfields:
- Repair Pathway: Pulsifer St.
- Repair Pillars: Seventh St.
- Permits: Invoicing completed for excavation's
- Projects: Softball Field at Pettengill Park
- TD Tree Grant: Preparations have begun; marking out areas, dig-safe markings
- Tree Work: Hydro Excavate Tree Holes (?) Where? Clear Tower Areas, Barton Ave.
- Other: Dig Safe Markings On-going
  1. GIS Work
  2. Remove Band Shell