

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 July 25, 2014

CDBG

- The Community Development Department is seeking volunteers for the Citizen's Advisory Committee. The Committee will assist the City in setting priorities for the new Consolidated Plan. The membership composition is based on the requirements established by the City Council in the Citizen Participation Plan with at least 1 person of minority race or ethnic background, 3 representatives who represent community or faith based organizations and one who represents the interests of homeless persons, and 12-15 persons from target areas who may be residents, landlords, or small business owners. Volunteer forms may be obtained on the City's website.
- A closing was held on the sale of 26 Cook Street.
- A Purchase & Sale Agreement was signed for the sale of 108 Second Street.
- The City received only one proposal for the consulting services to produce a new Consolidated Plan. The consulting firm is Planning Decisions at a price of \$34,000. The cost to produce the plan will be shared with Lewiston Community Development.
- The Curb Appeal project at 178 Main Street is now underway.
- Negotiations have begun for acquisition of 14 Second Street, a 3-unit building that is targeted for demolition. The property will be added to the land area for development of a river walk in New Auburn.
- An agreement on price has been reached for the acquisition of 132 Hampshire Street. There will be a substantial renovation to the building and it will then be sold to a qualified homebuyer.

ICT

- Worked with Engineering staff to create an overlay map showing the potential for using the gravel pit across from the Public Works building as the site of a new high school. We used scaled images of Falmouth High School's building and athletic fields to show the site potential. We also mapped the CMCC and St. Dominic buildings and athletic fields and the city-owned ball fields next to public works to provide a broader view of the area.
- Created a new Online mapping application for public works staff to use while investigating utilities for Digsafe.
- Completed modifications to applications for public works data collection based on input from our stormwater compliance consultant.

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- The loss of our internet connection on Wednesday evening was apparently triggered by the switch-over to the generator. Our web content filtering appliance had inadvertently been plugged into an outlet that was not protected by a Un-interruptible Power Supply (UPS). The return to the mains at 1830 damaged the appliance, causing it to fail. Since it sits in-line with our internet connection, its failure blocked all incoming and out-going web traffic, including email. The appliance will be replaced, and will be protected by a UPS. Electronic equipment is always at risk when power fluctuates, which is why we advise staff to turn OFF their computers during the switch-overs. Customers are asked to wait, until the power stabilizes and staff re-start their computers. A PC in the Police Department failed at the same time on Wednesday, but the cause of failure is still being investigated.
- Three computers were configured and delivered to Public Works on 7/18. Another is prepped and ready for delivery. These are part of our upgrade to Windows 7/8. Our Work Orders database application, Lucity, cannot be upgraded to the newest release until all client PC are running Windows 7.
- The elevator access controller has been upgraded by the vendor, who is still working on configuring it to operate with our older prox cards. Access to the 3rd floor (Police) is being denied to some officers, but we deemed that to be safer than releasing the block to all. This way, some officers are inconvenienced, but security is maintained.

Public Services

- Finished installation of curb at Mt. Auburn and Park Avenue intersection
- Began construction on Park Avenue between the school and Lake Street
- Mill Street- gravel shoulders remain
- Whitney Street- structures being adjusted and granite curb installed. Phase three starts next week, Reed Street to Center Street
- Holbrook Road- Installing new gravel
- Turner Street Sidewalks- preconstruction meeting and project layout
- Pavement Management- ongoing
- Stormwater compliance- ongoing
- Parks Maintenance (at several locations)
- Infield Groomer Setup
- Ball Field Prep
- Hot Patching around the city
- Maintenance – repair of city equipment
- MSDS updates - ongoing
- Mowing around the city
- Cleaning catch basins
- Drainage project(s)
- Repairing shoulder(s)
- Grading gravel roads
- Dig safe markings on-going
- Permits; excavation (private/right-of-way), fill, drive opening, pole permits etc.
- Toolbox Talk - Hand-Arm Vibration
- Graffiti removal
- District inspections
- Replace culvert(s)

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- Mill Street- shoulder gravel remaining

Recreation

- Registrations continued for Youth Football, Falcons Football Camp, and Eddies Football Camp.
- Summer Soccer Camp concluded.
- Falcons Football Camp began.
- Youth Golf Lessons continued and will conclude on Friday.
- Youth Football equipment issue will take place on Sunday, July 27th.
- Track & Field practices and meets continued.
- Adult Softball games continued.
- Summer Day Camp continued.
- Planning for Fall programming continued.
- Plans were finalized for the 3rd annual Box Car Drive-in Movie which will take place on August 15th.
- Staff worked on website updates, press releases, news items and e-alerts.