

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 June 6, 2014

Auburn Public Library

- The Library received from the Central Maine Federal Credit Union a \$500 grant to purchase gift books for our summer reading program participants. These books will be given to those who successfully complete our reading challenge. It is a wonderful reward for a job well done and offers the children the opportunity to have their own special book.
- A collection of photographs by Cally Peaco is currently on display in the Androscoggin Community Room through July 17th. There will be a public reception on Tues., 6/10, from 4 to 7 p.m.
- Asst. Director Suzanne Sullivan has been attending Minerva Users Council meetings to discuss the implementation of the upcoming system improvements. Minerva is a shared library system that brings together nearly 60 libraries of all types from across the State. It provides access to other libraries' collections to supplement our own through interlibrary loan.
- The weekly knitting group will be on hiatus for the summer. Our last meeting is scheduled for Mon., 6/9, at 5 p.m. The meetings will begin again shortly after school starts in September.
- This is our last week of preparation before our summer reading programs kick off. However, we still have a full schedule of events. On Mon., 6/9, there will be a Sweet Peas storytime at 10:30 a.m. The Genealogy Detectives will be available to assist with family research in the History Room at 10:30 a.m. on Tuesday. The eruption of Mount Saint Helens is the focus of the Primetime Adventure series on that same day at 2 p.m. Thursday with Techies will happen at 2 p.m. on the 12th. Chess lessons will also be given that day at 9:30 a.m. Safe Voices will be at the Library at 3 p.m. to provide support for teens with relationship concerns. Finally, on that day, the Young Scientists Club will meet at 3:30 p.m. No programs are scheduled for Fri., 6/13, in order to set up for the summer reading events on Mon., 6/16.
- Marty Gagnon, Adult Services Manager, has planned a quilting discussion series for the Fall based on the Kentucky Quilts Project's "Why Quilts Matter."
- Congratulations to our staff members who are recent graduates. June Roberts-Sherman, a member of our children's staff, graduated from Central Maine Community College's graphic design program. Will Chapman, a member of the reference staff, received his B.A. in library

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science from the University of Maine at Augusta. Josh Barnhard is receiving his diploma from Edward Little High School.

- Follow the Library on Facebook or link to our website at www.auburnpubliclibrary.org for more information about all of our programs, new books, and more library news.

CDBG

- Reine Mynahan and Phil Crowell, Auburn Police Chief, met to talk about a youth study to be paid for with Community Development funds.
- Reine participated in a webinar about the Lead Hazard Control Grant and attended a meeting to talk about roles and match funds.
- Reine arranged for an appraisal of 132 Hampshire Street.
- Reine met with a new member of the Community Development Loan Committee to provide an orientation.

ICT

- Participated in a conference call with Lewiston and the team that is working on a proposal for Planimetric Mapping updates through the state-contracted services. These updates will allow Auburn use the recent orthophotography images to update our GIS mapping layers to reflect changes to our buildings and other infrastructure from 2006 through 2013. Currently, we working with our staff and the contract team to prioritize which features should be collected, and to determine which of a number of collection methods will give Auburn the greatest return on investment.
- Created a series of scaled engineering maps for Turner Street.
- Completed requested updates to maps created for CDBG last week, showing the Lead Target Areas for both Lewiston and Auburn.
- Attended the first meeting of the re-formed Maine GeoLibrary Board's Geospatial Data Workgroup, at the U.S. Geological Survey offices in Augusta. Auburn was invited to join this workgroup, which represents a cross section of State, County, Local and private GIS users. The group's primary function is to evaluate the priorities laid out in the GeoLibrary Board's Strategic Plan, provide guidance on priorities, and help determine an outline for implementation of geospatial initiatives.
- Worked on updates to the City Clerk's Election Database. This database provides the ability to tally and print reports of election results on election night. This year, due to redistricting of state and county districts, and in particular the addition of a second county district within Auburn, the underlying setup structure for this program requires a substantial renovation. During the renovation process we are also developing tools and documentation to streamline the process for the future.
- Worked with School Department Technology staff, and coordinated with Lewiston MIS staff, to develop the scope and schedule of a much needed network infrastructure upgrade. The changes will be planned to have the minimum impact on staff, probably on weekends or evenings.
- Deployment of the new Kaspersky Endpoint Security anti-malware software will begin next week. A few small departments will be selected as prototypes. As we refine the process, it will be rolled out on a larger scale. As Kaspersky software does not play well with other anti-malware programs, a big obstacle to overcome will be the removal of Microsoft Security Essentials from each PC prior to the install of Kaspersky. The plan is to have all client PCs protected by the end of June. An outside vendor, API Technologies, is assisting with the

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deployment. API will also be assisting with the upcoming implementation of a web filter, which will protect our resources from web-based malware attacks.

Public Services

- Sweeping (streets/sidewalks)
- Parks Maintenance (at several locations) - Ball Field Prep
- Hot Patching around the city
- Maintenance – Repair of city equipment
- Electrical Department (Bucket Truck Inspection)
- Recycling operations ongoing
- Mowing at several locations throughout the City
- Cleaning catch basins
- Dig Safe Markings On-going
- Grading gravel roads
- Permits; excavation (private/right-of-way), fill, drive opening, pole permits etc.
- Toolbox Talk – Head Protection
- Toolbox Talk – Digging around utility lines
- Crew Respirator Training
- Mill Street- Driveway aprons, filling behind curb and shoulders
- Whitney Street- Raising basins to grade, stump removal and structure adjustments
- Holbrook Road- Box culvert has been fabricated
- Ongoing stormwater compliance

Recreation

- Registrations continued for Summer Day Camp, Golf Lessons, and Track & Field.
- Registrations opened for Summer Soccer Camp.
- Spring Running continued.
- Spring Soccer continued.
- Youth Lacrosse practices and games continued.
- Youth Tee Ball practices and games continued.
- Adult softball games continued.
- Planning for Summer programming continued.
- Planning for Wednesdays in the park continued.
- Staff reviewed applications and conducted interviews for summer day camp positions.
- Staff worked on website updates, news items and e-alerts.