

# City of Auburn, Maine

## Office of the City Manager



**TO:** Mayor and City Council  
**FROM:** Clinton Deschene, City Manager  
**RE:** Weekly Report  
**DATE:** Weeks Ending January 31 and February 7, 2014

### Assessing

- Brian Sloan worked on his permit inspections and the loading of foreclosure deeds.
- Karen Scammon worked on permit inspections, property abatement reviews and taking waterfront photographs of properties on Taylor Pond.
- I proofed the deed transfer information that has been entered into our CAMA system from April to July 2013. I also worked on revisions for my budget presentation.

### Auburn Public Library

- The Library has been nominated to participate in the Social Security's express delivery model for New England. With Social Security Express people can access SSA services at partnering sites such as libraries. Special links will be placed on the public computers which will allow access SSA information directly and determine what level of service needed, as there are two levels of account access.
- The Library is partnering with Museum L/A to present a series of programs called "America's Music." The program uses documentary files and test to engage the public in a study of some of America's most enduring popular music.
- The Library participated in the Winter Festival with a special story time with crafts and a family movie. There wasn't sufficient snow to make snowmen on the front lawn. Mamie Anthoine Ney was a member of the Rec Department's committee.
- The Library, thanks to Asst. Director Suzanne Sullivan, is revisiting its disaster preparedness. Suzanne is in the process of completing a disaster response kit which would help minimize damage to the collection and the building, especially in the case of a water issue.
- Children's Services is getting ready to launch its Bedtime Math pilot program next week. All needed materials have been prepared and marketing is underway.
- Both the afternoon and evening sessions of homework help for teens are under way.
- WordPress and email marketing classes for entrepreneurs are going strong.
- The BestBuy tech support program is starting on Feb. 6<sup>th</sup>. BestBuy employees will be here from 2 to 3 p.m. each Thursday to answer questions that people have about their electronic devices: laptops, tablets, e-readers, smartphones, etc.
- "Downton Abbey" fever has come to the Library. Please check out the display near the Library Avenue entrance.

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- Advice for purchasing a computer will be available each Friday in February at 10:30 a.m. Please call the Library at 333-6640 x 4 to register for this class designed to give you confidence in making this important technology purchase.
- Mamie Ney's six-month employment review is underway and will be completed at the February trustees' meeting.
- Mamie Ney serves on the Maine Readers' Choice Award committee. The committee has just selected its shortlist for the 2014 award. In conjunction with this Mamie recently taped an episode of "What Are You Reading" with Bill Wood, which is shown on Lake Region Community Television and Time Warner's local channel. Please check the award's website for the more book information at [www.mainereaderschoiceaward.org](http://www.mainereaderschoiceaward.org).
- 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.
- The Library urge Maine income tax filers to support all Maine Public Libraries by donating via the Maine Income Tax form using Maine's Schedule CP Charitable Contributions and Purchase of Park Passes form. All contributions make an impact locally and state-wide. Last year's contributions helped expand the State Library's audio and ebook collection. APL relies heavily on this collection to supplement what we offer. Please be generous.
- The Library was closed on Weds., 2/5, due to inclement weather.
- The Library will be hosting a Maine InfoNet meeting for local librarians on Mon., Feb. 10<sup>th</sup>. Maine InfoNet is a collaborative of academic, public, school, and special libraries that provides leadership in resource sharing, promotes cost effective solutions for quality library information services, and supports the cultural, educational, and economic development of Maine. <http://www.maineinfonet.org/about/>
- The Library will host children from Minot on Tues., 2/11, as part of our annual school tours program.
- Join City of Auburn Economic Development Specialist, Alan S. Manoian, for a compelling and provocative "visual-presentation journey" along the streets, sidewalks, squares, parks, parking lots, plazas, and riverfronts of Downtown Auburn. "An Economic Transfiguration of Place" will be held on Thurs., 2/13, from 5:30 to 7:30 p.m. in the Androscoggin Community Room. In connection with this event, the bells recently removed from St. Louis Church will be on display at the Library as part of an effort to purchase the bells for local preservation.
- The Library will be closed for Presidents' Day on Mon., 2/17.
- 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.

## City Clerk

- Nomination petitions for the June 10, 2014 Primary Election have started coming in.
- Received notification that the Democratic caucus will take place on Sunday, March 2, 2014. No other details have been provided at this time.
- Sue Clements-Dallaire attended the Networking Day Planning Committee Meeting on Thursday, January 30, 2014 in Augusta.
- Issued 42 death certificates, 8 birth certificates, 1 marriage certificate, 2 marriage licenses, 6 disposition permits, 4 Taxi Driver permits, and received 6 business license renewal applications.

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**CDBG**

- The Cities of Auburn and Lewiston will be raising awareness of Fair Housing laws to educate on housing discrimination based on age, race, sex, familial status, religion, ancestry, and disability, all defined as protected classes. The committee who is coordinating fair housing activities, the Auburn-Lewiston Fair Housing Alliance, will be sponsoring a poster contest in the month of February for 8<sup>th</sup> graders of the twin cities with winning art being used in a calendar.
- Reine Mynahan hosted a meeting with local housing providers to talk about progress in the offering of Sharia-compliant financing for home mortgages to the Muslim community. Community Concepts, Inc. is proceeding with its due diligence towards being able to offer a financing product for home ownership. The meeting was attended by the Executive Directors of Auburn and Lewiston Housing Authorities, Community Concepts, City of Lewiston Community Development staff, and attorney for CCI.
- Three Curb Appeal projects are now complete. The Community Development contribution was \$28,104 in grant funds and a \$10,000 loan. Customers contributed \$44,514 in Curb Appeal match, and \$23,715 towards interior improvements.

**ICT**

- Conducted a second session of training on Powerpoint with excellent staff turnout.
- Configured and delivered a PC to the PAL Center Coordinator.
- Delivered a PC in the Assessing department
- Additional networking configuration has occurred at the Norway Savings Bank Arena.
- Troubleshooting network issues at Edward Little high school. ICT has loaned the school technology department a data switch which has solved the network bottleneck problem.
- Developed specifications for the new GIS server in preparation for its move to Auburn.
- Attended Hazardous Communications training.
- Continuing to prepare for FY15 budget.
- Worked with City Clerk on Ward Redistricting. The state requires that there be no more than a 10% variance in ward population. We developed a GIS mapping template that allowed us to easily tabulate population based on potential ward boundary changes. Using this template, we worked with the City Clerk to identify changes to boundary lines that would allow us to satisfy state population requirements and, where possible, conform to state legislative or county commission boundaries. As the Clerk moves forward in the boundary approval process we can use the template to assess any potential changes. We will also be available to answer any technical questions at the Council hearing.
- Consulted with Police Department crime analyst regarding the use of GIS software for spatial analysis of crimes. Through a discussion of the software capabilities and an exploration of analysis parameters we were able to assist in the development of several possible analysis methodologies. We also discussed the pros and cons of each differing methodology.
- We discovered several weeks ago that all of the City's emails to Microsoft domain names, such as name@Outlook.com, Hotmail.com or Live.com, were being blocked by Microsoft. The stated reason was "namespace mining", a spamming technique. We still don't know why they fingered us for this, but we've been able to convince them that we were not the culprits and the blocks have been lifted.

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- While not all of the questions have been answered yet, the transient problems that were plaguing our network have been mitigated. We loaned the School Department a data switch for EL, and that seems to have (mostly) solved the problem.
- The public-access wireless network at the Norway Savings Bank Arena has now been isolated from the City's network resources, and is running through its own internet access connection. The ice-making and HVAC equipment, which was using that internet access connection while the network infrastructure was set up, was re-assigned, network credentials on the City's network. Traffic from the mechanical equipment draws only a fraction of the resources that the wireless network was drawing, and will not negatively impact our bandwidth.

### Police

- The department handled 440 calls for service this week. Officers conducted 83 motor vehicle stops and 9 field interviews. Officers investigated 93 offenses of which, 7 of which were felonies, generating 23 arrests and 36 criminal summonses. Officers responded to 26 motor vehicle crashes.
- On January 25<sup>th</sup>, our officers were assisted by Lewiston Police, Maine State Police, Androscoggin County Sheriff's and Lisbon Police for a mass arrest incident at Club Texas. Several large scale fights broke out at closing time. Six people were arrested on a variety of charges including assault and disorderly conduct. One of our officers received a minor injury during the incident.
- Detectives and officer arrested a violent felon wanted by the Massachusetts Violent Crimes Task Force at K&R Auto where the subject was working. The subject was wanted a Threat of Murder charge as well as impersonating a Massachusetts State Trooper.
- On 01/25/14 Lt. Cogle along with Larry Sanborn from State Liquor Enforcement met with the owner of Narals and issued him administrative citations for violations that had taken place on New Year's Eve.
- SRO Don Cousins, SRO Tom Poulin, Det. Jason Moore and Det. Nathan Westleigh attended child interviewing skills training in Portland on 01/27/2014.
- Officers Nick Gagnon, Mark Lemos, and Justin Richardson attended Interview and Interrogation training in Skowhegan on 01/28/14 and 01/29/14.
- Sgt. Boulet conducted ten taxicab inspections belonging to City Cab in Lewiston.
- Sgt. Boulet met with Eric Cobb in reference to a proposed 5-K and 10-K that St. Mary's Hospital is proposing for 05/03/14 in Auburn.

### Public Services

- Test borings on Whitney Street
- Design of Whitney Street
- Stormwater compliance
- Detention Pond construction at Arby's
- Continued snow removal at different locations
- Continued sanding/salting of roads/sidewalks as needed
- Recycling as scheduled
- Patched potholes throughout the city
- Continued preparations for Winter Festival: signage, hauling snow, constructing snow playground, and flooding outdoor ice rinks

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- Completed retaining pond at Arby's
- Ongoing stormwater compliance
- Drafted 2014 Reconstruction Project
- Continued snow removal at different locations
- Sanding/salting/plowing of roads/sidewalks during and after storm
- Recycling as scheduled
- Continued patching of potholes throughout the city

### Recreation

- Youth basketball practices & games continued throughout the week.
- Indoor soccer continued throughout the week.
- Women's league basketball games continued throughout the week.
- Men's league basketball games continued throughout the week.
- Staff worked to reschedule basketball games that were previously cancelled due to inclement weather.
- Players in the 3-4<sup>th</sup> grade youth basketball program will have the opportunity to participate in a special mini-game during halftime of the Central Maine Community College basketball games on Wednesday & Thursday. Players will receive a lightshow introduction and get to experience what it's like to be a college basketball player at CMCC!
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- Staff viewed a demonstration of an alternative recreation program registration software.