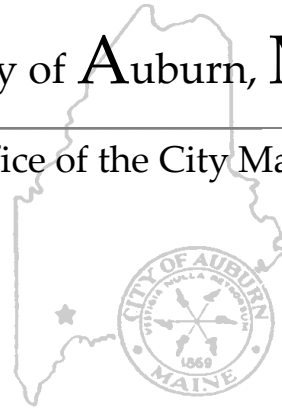


City of Auburn, Maine

Office of the City Manager



TO: Mayor and City Council
FROM: Clinton Deschene, City Manager
RE: Weekly Report
DATE: Weeks Ending April 25 and May 2, 2014

Auburn Public Library

- School vacation week has been quite busy here at the Library with programs for all ages. Our Children's Room Earth Day celebration had 66 attendees. There was a nice picture of the event in the newspaper.
- The board and staff are continuing to work with Martha Dudman of Gary Friedman & Associates to strengthen our fundraising efforts.
- Our Spring book sale is happening on Sat., May 3rd, from 9 a.m. to 4 p.m. Please join us for some wonderful book-buying opportunities.
- While we provide unique programming with authors, crafts, and more, we have a wide array on on-going programs, such as the Tuesday morning computer help program with our volunteer Maureen Goff. On Tuesday, Apr. 29th, at 2 p.m. we will hold another session of our Foreign Policy Discussion Group ("Threat Assessment"). Teen are welcome to attend our stress reliever program on Friday (a movie). Children can come to our monthly read-to-a-dog program on Thursday.
- The Library is in the process of assessing our building and equipment in order to stay on top of necessary repairs and to plan for future maintenance. The Library building is in excellent shape. We will be working on the planned reconditioning the exterior of the old section over the next several months.
- Our Spring book sale is Saturday, May 3rd, from 9 a.m. to 4 p.m. Many good books at bargain prices are available.
- The Library has been awarded a "The World in Your Library" program from the Maine Humanities Council which will provide support for a special foreign policy series, bringing foreign policy experts to the Library for presentations and discussions. Only six libraries in Maine were chosen for this program.
- The Library participated in "Maine Law Day," which allows libraries across Maine to partner with local lawyers to speak with library customers about the challenges that arise when an individual is faced with a legal problem. Volunteer lawyers provide information on how to access civil legal resources and will be available for a brief consultation for attendees. Our thanks to Michael T. Bigos of Berman & Simmons for spending time at APL.
- The Library will again be working with the Rec Department this summer to read to the campers on Monday mornings.

Weekly Report

Weeks Ending April 25 and May 2, 2014

- The adult, teen, and children's summer reading programs are just about in place. This year's theme for children is "Fizz, Boom, Read," a science-oriented program.
- Marty Gagnon continues to work on our seed bank, which provides customers the opportunity to share seeds and to try their hand at growing different types of plants. Marty is working with a local Master Gardener to set up a container garden exhibit on the library grounds. We recently received generous seed donations from Pinetree Garden Seeds in New Gloucester and Allen, Sterling & Lothrop in Falmouth.
- Suzanne Sullivan and Marty Gagnon have recently revised our reference section, removing outdated materials, especially in the medical section. "Weeding" is an ongoing process in a library to ensure that the information we provide to customers is current and reliable. Books that are removed from the shelves are repurposed or recycled.
- April was a celebration of volunteers. During the month we recorded nearly 200 hours of volunteer time on behalf of the Library.
- Our Family Place Play and Learn sessions are complete. We had 111 parents/caregivers/children in attendance for four weekly programs. We had representatives from Center Street Dental, St. Mary's Nutrition Center, and Head Start visit with us to make parents aware of good parenting practices and programs that might be available to them.
- Our Children's Room associate Heather Runnels has been hired to coordinate APL/LPL's BookReach program, which sends volunteers out to local daycare centers to read to children. Heather will continue with us as a part-time associate.
- Mamie Ney is participating in the Chamber of Commerce/YPLAA's "Y-Not?" two-week scavenger hunt to learn more about our community's business, government, non-profit, and educational resources. Participants are encouraged to come to the local libraries to get library cards and to do research about our community.
- In conjunction with L/A Senior College, June Speer will present a program at the Library on Tues., May 6th, at 2 p.m. about crossing the Atlantic on the Queen Mary II.
- In cooperation with community partners such as TD Bank and Skelton, Taintor, and Abbott, the Auburn Public Library is proud to launch the Business Intelligence Series. This six-week program is focused around building, maintaining, and growing your business profits and features workshops by leading business professionals. Week one speakers include Kurk Lalemand of Next Level Business Coaching, Robert Westhoven of TD Bank, and Rebecca Webber of Skelton, Taintor, and Abbott. The first session, "Creating a Business Canvas," is scheduled for Thurs., May 8th, at 5:30 p.m.
- Upcoming programs include our regular children's storytimes, a teen parent support group, and Thursdays with Techies.

CDBG

- The steering committee of the Green and Healthy Homes Initiative met to review progress made with the Compact and to determine next steps in its effort towards promoting healthier homes for families in Auburn and Lewiston. Educating Auburn officials was viewed as a high priority. Bates College has identified a thesis student who wants to focus on GHHI.
- The Lead subcommittee of GHHI met with a member of the Auburn and Lewiston Superintendent of School office to talk about increasing testing for lead poisoned children. The committee will be working with the Superintendents offices towards pre-kindergarten screening as part of the registration process.

Weekly Report
Weeks Ending April 25 and May 2, 2014

- The Lead Grant Notice of Fund Availability is tied up in a legal process, so it has not yet been released. Department of Housing and Urban Development is still trying to determine how they will incorporate priority points in the application. Once released, the consultant will advise which application he feels we will be more competitive in requesting, the Lead Hazard Control Grant which includes a Healthy Housing component or the Lead Reduction Demonstration Grant. Committee members will start working on commitment letters from partners.
- The Auburn Lewiston Fair Housing Committee finalized the Fair Housing Poster Contest with a Recognition Event held at the YWCA on April 15. Fifty plus people were in attendance including students from Auburn and Lewiston Middle Schools, parents, teachers and committee members. Pizza and dessert were served, all students received Certificates of Participation and the finalists received prizes. The Grand prize winner received an IPAD along with a framed poster, 2 - 2nd place winners received IPOD's and 10 finalists received \$20 Gift Cards to Flagship Cinemas. All finalists received 2015 Calendars featuring the winning posters. Congratulations to all the students who participated! The event was a means of celebrating National Fair Housing Month and raising awareness in the communities. The posters were created focusing on this year's theme of "Won't You Be My Neighbor". A framed copy of the winning poster is located in the Community Development Office.
- Interest in the Commercial Rehab Program has been strong. Several Downtown projects are in the planning stages for building renovations.
- The Community Development Loan Committee reviewed four applications, three of which were approved and one tabled for more information.
- Several months ago the Analysis of Impediments to Fair Housing Choice report was submitted to the Department of Housing and Urban Development. We recently heard that additional information was requested. The committee is preparing for its response.
- Hal Barter has been working on a project that was completed 2 years ago in resolving issues on weatherization improvements.

ICT

- Presented "Municipal GIS Options for Emergency Response" at the Maine Partners in Emergency Preparedness Conference in Augusta. Auburn participated as part of a 3-member GIS panel including FEMA and the Maine GeoLibrary Board.
- Set up bid tabulation for the RFPs on the SAN project and purchase of PCs.
- Moved email and data contents of the Fire Prevention account to the new Fire Planner account.
- Added user Alan Gray, and configured him for the Public Works Work Orders and DigSafe notifications.
- The department, with the help of the OSDBA group at Tyler, worked through a significant MUNIS outage. Service was restored in about two hours.
- Assisted the 911 Communications Center with the porting of phone lines onto the City PRI trunk. Two of their outside administrative lines, 784-7331 and 784-6421, have now been added to the existing trunk, which will result in a cost-savings to the 911 Communications Center.
- Assisted Code Enforcement in resolving a corrupted database in the State Inspection Forms program.
- Developed a plan for refurbishing and upgrading some (otherwise) obsolete PC for re-use.

Weekly Report

Weeks Ending April 25 and May 2, 2014

- Prepped server for the configuration of updated access-control software. The new software will be web-based, and thus accessible by multiple staff members. This is an early step in the deployment of access controls in the Fire Stations.
- Took part in MUNIS roles-based security training
- Did presentation at MMA's technology conference on Auburn's progress in using GIS Online (cloud) mapping as a replacement for traditional webGIS, as well as use in mobile mapping and data collection.
- Created three new base maps for use in ArcGIS Online viewers and uploaded them to the ESRI cloud.

Police

- The department handled 722 calls for service this week. Officers conducted 268 motor vehicle stops and 36 field interviews. Officers investigated 96 offenses of which, 9 of which were felonies, generating 27 arrests, 33 criminal. Officers responded to 15 motor vehicle crashes.
- The Bi-Annual Drug Take Back Event was a large success, 301 households accessed our site at Bedards Pharmacy on Minot Avenue, which is a new record. Weights for individual sites have not been tallied, but the expectation is that this event will surpass all of the other take back events.
- Sgt. Barry Schmieks has been working on the department's new Career Development initiative. As a result, to date, 21 officers have received their Intermediate Law Enforcement certification.
- Support Services have been working with Code Enforcement on the cat hoarding issue on Andrea Lane. As a result of a plea agreement on a city ordinance violation, the defendant has relinquished all of her cats and is having the residence completely rehabilitated.

Public Services

- On-going street sweeping
- Prep Ball fields
- Clean basins
- Maintenance – Repair of city equipment
- Banner set up/removal
- Cold patching work around the city
- Recycling operations ongoing
- Sign work
- Street Sweeping
- Count Trash Stops
- Digsafe marking/permit monitoring
- Cemetery Cleanup
- Pavement Manager software evaluation
- Ongoing stormwater compliance
- Construction on Mill Street has started, drainage
- Whitney Street has been surveyed for construction
- Investigation of the structure collapse on Washington Ave NB
- Investigation of sinkhole on Troy Street
- Pavement Management software final data analysis

Weekly Report

Weeks Ending April 25 and May 2, 2014

- Ongoing stormwater compliance
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- Investigation of the structure collapse on Washington Ave NB
- Investigation of sinkhole on Troy Street
- Pavement Management software final data analysis
- On-going street sweeping
- Prep Ball fields
- Clean basins
- Maintenance – Repair of city equipment
- Banner set up/removal
- Cold patching work around the city
- Recycling operations ongoing
- Sign work - repair mailboxes
- Digsafe marking/permit monitoring
- Ongoing stormwater compliance
- Remove snow fence/posts and removal of posted road signs
- Toolbox Talks (safety)

Recreation

- Registrations continued for Summer Day Camp, Spring Soccer, Soccer Camp, Men's Softball and Co-ed Softball (returning teams).
- Registrations opened for Youth track & Field.
- Youth Lacrosse practices continued.
- Practices began for Youth Tee Ball.
- Adult softball practices began.
- MPS soccer camp began.
- Planning for Spring/Summer programming continued.
- Staff reviewed applications for summer day camp positions.
- Staff began interviews for summer day camp positions.
- Staff worked on website updates, news items and e-alerts.
- Registrations continued for Summer Day Camp, Spring Soccer, Spring Running, Track & Field, Men's Softball and Co-ed Softball.
- Youth Lacrosse game schedules were finalized.
- Youth Lacrosse practices continued, 3-6th grade games begin on Sunday.
- Youth Tee Ball practices continued, games begin this Saturday.
- Adult softball practices continued.
- Men's softball game schedules were finalized.
- MPS soccer camp concluded.
- Adult Dodgeball concluded.
- Youth Fishing derby for ages 9-15 will take place this coming Saturday.
- Planning for Spring/Summer programming continued.
- Staff reviewed applications for summer day camp positions.
- Staff worked on website updates, news items and e-alerts.