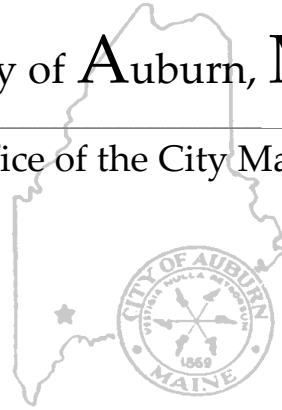


City of Auburn, Maine

Office of the City Manager



TO: Mayor and City Council
FROM: Howard Kroll, City Manager
RE: Weekly Report
DATE: Week Ending August 7, 2015

Auburn Public Library

- The presentation done by Luis Carlos Montalvan and his service dog Tuesday was excellent and very well received. Luis was most gracious and stayed until everyone had their book(s) signed. We couldn't have done it without a great deal of community support including Veterans for Peace, Kiwanis, and three personal donations to supplement our programming budget. We also received great support from the local media. Please tune into WCSH's "207" next week (probably Monday or Wednesday) to see the story that they are producing on Luis' and Tuesday's visit.
- We concluded our Rec Dept. summer reading program with a final sharing of books and the distribution of gift books. Summer reading participants have been coming in to trade their reading logs. The percentage of customers completing the program is very gratifying.
- The Library participated in the City's and Police Department's National Night Out on Tues., 8/4. The crowd was great. We had coloring pages for the young ones and free paperbacks for adults. We also distributed our Fall children's program schedule.
- We are in the midst of completing our Fall schedule. We have some very interesting programs coming up for all ages. We are again working with the Camden Conference for an adult series. We were one of the initial libraries that they reached out to for local programming and the local response has been most gratifying. This year the Conference, which is held in February, will be focusing on current issues and events in Africa.
- Upcoming programs include:
 - KIDS! Free Family Magic Show with Conjuring Carroll – Mon., 8/10 at 6 p.m. We will start to wind down our summer reading program with a fun and entertaining magic show with our very favorite magician, Conjuring Carroll. Please join us.
 - "Tell Your Story" with the Volunteer Scribes Program – Thurs., 8/13, at 1:30 p.m. Imagine you are living with Alzheimer's disease and want your life story written while there is still time to do so. If this sounds like you or someone you know, then be sure to attend the "Volunteer Scribes Information Session." Presented by the Alzheimer's Association, Maine Chapter, the Volunteer Scribes program features trained, supervised and dedicated Bates College students who interview and write the life stories of those living with dementia. There is no cost to this program and participation is completely private, confidential and fun! Learn more about this

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fascinating program by attending this important information session. Advance registration is recommended by calling the Alzheimer's Association at 772-0115 or the Auburn Public Library. Walk-ins are also welcome.

City Clerk

- Absentee ballot applications became available on Monday, August 3, 2015
- Validated approximately 200 signatures on Candidate nomination petitions
- Sue attended the Maine Town and City Clerks' Associations Executive Board meeting on Wednesday, 8/5/2015
- Issued 6 birth certificates, 26 death certificates, 13 marriage certificates, 5 marriage licenses, and 9 disposition permits
- Issued 7 garage sale permits
- Received 5 business license permits (renewals)
- Worked on draft agenda for the 8/17/2015 Council Meeting

Fire

- FPO O'Connell and DC Allen met with contractors to discuss options for smoke detection in the ventilation system of the East Auburn School.
- FPO O'Connell and DC Allen did a final C of O inspection at Hartt Transportation Systems new terminal building on First Flight Drive.
- Chief Roma, FPO O'Connell, BC Richard, Sheri Buck and Sarah Hulbert attended the announcement of the plans for "The Barn" building on Minot Avenue. Fire Prevention will be proactive with fire safety concerns for the construction period and will be working closely with other city and state departments and with the developers.
- Inmates from ACJ assisted AFD with floor refinishing and painting at Engine 5 Station this week.
- Central Station crews hosted an introduction to firefighting program for a group of Special Education students from Edward Little High School.
- Central Station crews assisted the Army Reserve Transportation Unit with training on vehicle recovery in difficult and combat situations. AFD assisted with setting up a mud pit for their training and provided safety for their training.
- AFD personnel attended open water boat and rescue training this past week. Training took place at Taylor Pond.
- Crews also attended training in providing care and assistance with chronic respiratory conditions.
- For the week of July 30th to August 5th, we responded to 87 calls for service. These include, but are not limited to: 1 Off Road vehicle fire, 58 Emergency Medical calls, 5 Motor Vehicle Accidents, 3 with injuries, 2 Fire Alarms, 11 service calls, 2 Good Intent calls and 7 Hazardous Condition calls. We provided 1 mutual aid assist to Minot for Vehicle Extrication and received no mutual aid responses during this period. We provided 2 EMS Mutual Aid assists during this period and UAS provided 1 ambulance response due to call volume.

Human Resources

- The City Manager's Office and the Human Resources Department are coordinating new employee orientation, safety training and work assignments for four Edward Little Students working in the "Bridges to Work" Program. This is a collaborative effort between the Auburn School Department and the City to provide real work experience to students who

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are enrolled in the Vocational Program and who will be taking college level classes over the next two years. The students receive a regular wage, plus additional set aside for every hour worked into a dedicated account to be used toward college credit, books and similar college expenses. This week they have been doing clean-up along the RiverWalk and some projects at Auburn Hall. Over the next few weeks, they will be assigned to other facilities.

- Ray Lussier, Safety Coordinator, participated on the Police Department Accident Review Board, which reviews motor vehicle accidents involving police vehicles.
- The City Safety Team met and discussed implementing a more effective accident review process. The Team will revise the current policy for review by the Department manager group before final implementation.

IT

- Rosemary Mosher attended a GIS conference at the Department of Homeland Security in DC. The focus was on expanding the use of GIS tools in emergency management.
- The Lucity software, used by Public Services and other departments to track work orders, inventory and vehicle maintenance, was upgraded to the most current release this week. The user interface looks very similar, but the behind-the-scenes software that runs it has been updated. This will allow us to set up Dashboard interfaces to make it easier for staff to use. Most of the client PC have been upgraded, but there are still a few stragglers that I'll update next week. A training session has been scheduled for Sept. 1 and 2, to update staff and roll out the new functionality.
- An XP machine in the GA office was replaced with a Windows 7 PC. We're also rolling out new PCs in Tax, Assessing, Police and Economic Development. We will shortly be putting out an RFP for new PCs.

Planning

- Maine DEP has announced that they will fund \$95,000 worth of cleanup efforts at the Giasson Property at 250 Hackett Road. This has been a long time coming and city staff will need to be available as a liason between DEP and the property owner during the clean up. The occupant of the structure has been reluctantly willing to work with City staff but has not been as cooperative with the state. The clean-up will complete the removal of hazardous materials including approximately 5000-7000 tv sets and computer monitors, oil and gas tanks and a collapsed structure filled with electronics and other equipment.
- There will be a Planning Board meeting on August 11th to discuss adaptive re-use of historic and culturally significant structures and to consider the creation of an additional zoning district to allow moderate density residential development in some new areas of the City.
- Doug Greene is working to coordinate the Barker Mill Trail Grant and construction with the penstock improvements at the hydro facility. The penstock is still leaking and we have confirmed that the work can be done without impacting the trail.
- Court Street lane adjustments have been modeled and we will be discussing the report soon. We have missed the 2015 implementation window and will continue the discussion to see what can be tested in the spring.
- Zack has spent time recently checking on the known vacant buildings in Auburn. When Zack started combining the different departments' lists in 2013 we were keeping track of about 65 properties. In the following months many more properties were added to the list and in 2014 reached almost 140 properties. Since then, many properties have finally made it through the foreclosure process and are being occupied again or are on the market for

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sale. Many of these buildings appear to have been bought by investors who made improvements and then sold. At this time, the number of known vacant buildings is 85. Most of these properties are single family homes.

- Demolition is complete at 88 Newbury, 33 South Goff and 181 Manley Road and we are processing bills to prepare for reimbursement requests and special tax processing to recoup costs or acquire the land.
- The MEARNG Land Swap is still on hold and no funding is available to respond to the City's questions regarding the real estate report.
- Staff is also working on the Wayfinding signage Installation, Ag District Study, Downtown Auburn Transportation Center, Street Light leasing to ownership project, New Auburn Greenway and Riverway Design RFP, Tax acquired property research and sales, Great Falls School site development, property acquisition and demolition of dangerous buildings and other projects.

Police

- The department handled 707 calls for service this week. Officers conducted 184 motor vehicle stops and 17 field interviews. Officers investigated 87 offenses of which, 7 of which were felonies, generating 24 arrests, 31 criminal summonses and 10 juvenile arrests. Officers responded to 29 motor vehicle crashes.
- The Department's 12th annual National Night out was a huge success. Dunking the Mayor earned \$200 for Pal.
- The Department investigated three drug overdoses this weekend, two of which were heroin overdoses.

Public Services

- 2015 MPI Project- Broad Street Mill & Overlay. Milling from Mill Street to Eighth Street complete. Pavement shimming has been completed from Mill Street to Broad View Estates. Structures are being raised to grade and driveway joints are being cut. Overlay scheduled for August 12th.
- 2014 MPI Project- Lake Street (Park Ave to the CUL). Complete.
- 2015 Reclamation Project- Valview Dr, Summer St. (Park Ave to Mount Auburn Ave) Drainage work on Valview Drive to begin August 7th.
- 2015 Reconstruction Project- Davis Ave, Seventh St and Tyler St. Tyler Street complete.. Drainage structures completed on Davis Ave. Seventh Street drainage, box cut and asphalt base course complete. Curbing being placed next week.
- Perkins Ridge Road Culvert Replacement- Footing are being designed.
- Stormwater Management- DEP audit was held on 5/6/2015, waiting for feedback within 45 days.
- 2015 Demolition Project- complete.
- Crews were working on Maple Point and Joffre repairing driveway aprons
- A beaver issue at Jordan School was investigated and taken care of
- Roadside mowing on 7s as well as at Norway's retention pond
- Parks crew were busy mowing Washington St, Academy, Main St, New Auburn Area, Union St, Old Police Station, Court St, Drummond Park, Miller Cemetery Park, Pettengill Park, Dennison Area, Park Ave.
- Our sign shop was busy repairing old and faded signs around the City as well as replacing ones that were damaged due to accidents or vandalism on Pond Vie, Burns, Whitman

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- Spring, Center, First Flight and Lake St to name a few.
- Crews were busy with cleaning up vandalism around the Riverwalk and other parts of the City
- The Hot Top Patching crew has been out and about the City checking and patching pot holes.
- Public Services crews assisted PD with the National Night Out event both with set up and clean up afterwards.
- The basin crew are working on 13r's run, cleaned @ 80 catch basins.
- Culvert assessment on the South side of Auburn
- Various companies dropped different types of backhoes at Public Works for crews to try out and give feedback to see which company equipment would be best suited for Public Works.
- This week we had 20 work orders complete for APS, PD, 6 State Inspection. We have no 2nd shift this week or welder and we are still waiting on parts # 46 and 49 still waiting. the fuel transfer(Gas) is going according to plan.

Recreation

- Registrations opened for Pee Wee Soccer, ages 4-7. In this six week program, players will be introduced to the basics of soccer in a fun and positive environment. Emphasis we be on learning through fun games and small-sided play. Other skills such as communication and sportsmanship will also be addressed.
- The Movies in the Park summer movie series is set. These free, family-friendly movie events will take place in various locations around the city. Be sure to visit the programs & special events section of www.teamsideline.com/auburnme for program details, locations and times! The first movie in this series took place last Friday evening with a showing of "Ratatouille" in Festival Plaza.
- The 2015 Wednesdays in the Park schedule is underway. This joint program offers various FREE performances throughout the summer. Be sure to visit the programs & special events section of www.teamsideline.com/auburnme for program details, performance locations and times!
- Want to keep playing pickleball this summer? Auburn Recreation has teamed up with Lewiston Recreation to offer Outdoor Pickleball. Now you can still play when the indoor season is over! Outdoor 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 wooden paddle. Beginning on June 25th, Pickleball will take place every Tuesday and Thursday, 8:30am-12:30pm at the Lewiston High School tennis courts on 156 East Avenue.
- The date is set for the annual Box Car Drive-In Movie sponsored by Pat's Pizza! This event will take place Friday, August 14th at the Pettengill Softball Field starting at 7:45pm. This is a free for all ages event, where kids are encouraged to create their very own cardboard box car to enjoy the movie in style! Prizes will be awarded for the best cars on the lot!
- Registrations continued for Flag Football, grades 1-2. Flag football is a fun game that introduces children to the basics of football. Participants learn the basics of offense, defense, the line of scrimmage, and other key elements of the game. Players will practice twice a week in preparation for games that begin in Early September and run through mid October.
- Practices began for Youth Football, grades 3-6. The Youth Football program is designed to develop the young players' knowledge and skills of the game through instruction in proper

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techniques, fundamentals, conditioning, and terminology. Competitors participate in the Mid Coast Youth Football League (MCYFL) which is comprised of teams from: Bath, Brunswick, Gardiner, Lewiston, and Turner. Teams will have a weekly practice schedule beginning in early August, and a full game schedule which will run through the end of October. At this time, a total of 57 players are registered for the program.

- Registrations continued for Youth Football, grades 7-8. The Youth Football program is designed to further develop the young players' knowledge and skills of the game through instruction in proper techniques, fundamentals, conditioning, terminology, and offensive and defensive schemes. Competitors participate in the Mid Coast Middle School Football League (MCMSFL) which is comprised of teams from: Turner, Oxford Hills, Brunswick, Bath, Mt. Ararat, Lewiston, Gardiner, and Mt. Valley. Teams will have a weekly practice schedule beginning in mid August, and a full game schedule which will run through early November.
- Summer Day Camp, grades Pre K – 8, continued. Each day, the Summer Day Camp offers campers structured activities, games, reading and arts & crafts. One day each week, campers will go on a beach trip, where they will enjoy organized activities and swimming. Additionally, campers will have supplemental excursion days/special events. This season, camp will take place 5 days a week (Monday-Friday), and will begin June 29th and conclude on August 14th for a total of 7 weeks. At this time, 253 children are registered for the program.
- Practice & meets continued for Youth Track & Field, ages 7-14. Coach Tom Menendez is back for his 21st season to guide the athletes through another fun-filled season. Tom brings to the program over 20 years of coaching experience at all levels. This program will provide instruction and training in traditional track & field events such as: sprinting, running, hurdles, relays, high jump, long jump and throwing events. Competition is offered through Maine USA Track & Field meets each Thursday beginning in late June. Five developmental meets will be followed by a division qualifying meet and the state meet in early August. A total of 118 children are registered for the program.
- Adult Summer Basketball playoffs continued. The league is comprised of an A division and B division, with a total of 14 teams, and approximately 140 players registered.
- Adult Softball (Players and Co-ed leagues) continued. A total of 29 Players League teams and approximately 435 players are registered this season. A total of 21 Co-Ed teams and approximately 315 players are registered this season.
- The end of season Track & Field banquet was held on Thursday evening.
- Equipment issue for Youth Football, grades 7-8 was held on Sunday.
- Planning for upcoming youth and adult programs continued.