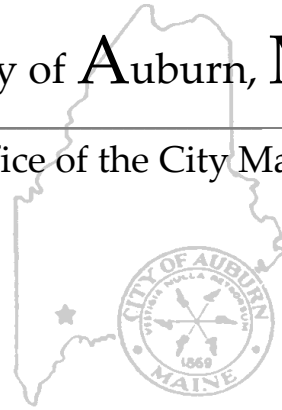


# City of Auburn, Maine

## Office of the City Manager



**TO:** Mayor and City Council  
**FROM:** Howard Kroll, City Manager  
**RE:** Weekly Report  
**DATE:** Week Ending July 10, 2015

### **Auburn Public Library**

- We will be holding a book sale on Sat., 7/18, from 9 a.m. until Noon. We had a lot of very good donations lately.
- Our new website will officially launch on Fri., 7/10. It may take some time for the pages to repopulate properly between the old and the new. Feedback from the testing period has been very positive.
- The Library has started its new fiscal year.
- Sarah Cunningham, our bookkeeper, attended a Chamber of Commerce workshop on the new credit card rules/procedures for merchants that will go into effect on October 1<sup>st</sup>. We will be changing our procedures to reflect these updates.
- The Library supported the Café's application for a beer/wine license which the City Council has approved. The two staffs will work on proper signage to indicate that alcohol cannot be brought into the library proper and to make sure all rules are enforced properly. The Café is changing its name to Café LA.
- There was a meeting of the APL/LPL joint board subcommittee on Mon., 7/6. The meeting focused on identifying each library's assets to begin a better shared strategic planning process.
- The summer reading programs are going well. The Library sends volunteer readers and staff to the Red Department's summer camps each week for a storytime and to leave books for the children to read during the week. We appreciate this opportunity to connect with the kids and to make sure they're reading over the summer.
- Fall program planning has begun. There are some great programs and collaborations being formed.
- 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.

### **Fire**

- DC Allen performed a final C of O inspection at the new Hartt Transportation Office Building. The C of O for the remainder of the building will be performed in the near future as that part is still under construction.

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- FPO O'Connell and DC Allen did a license inspection at Backwoods BBQ and a life safety inspection at the Academy House.
- BC Flanagan performed inspections of vendor's sites and the launch site for the Liberty Festival.
- Crews performed stand by functions during the fireworks presentation at the Liberty Festival.
- Crews assisted one patient who was injured by the illegal use of consumer fireworks by another person at the Liberty Festival. APD is investigating and the Maine Fire Marshals' Office was notified of the fireworks injury.
- Crews continue to provide ongoing training for our 3 new hires with different areas covered each day. This being their last week of specialized training, they will graduate on 7/10 and begin regular assignments on 7/12.
- Lt. John Gravel has initiated the annual rope rescue refresher training with all crews.
- For the week of July 2<sup>nd</sup> to July 8<sup>th</sup>, we responded to 88 calls for service. These include, but are not limited to: 2 Fire Calls (1 HVAC motor and 1 woods), 4 Fire Alarms, 60 Emergency Medical calls, 5 Motor Vehicle Accidents, 3 with injuries, 10 service calls, and 3 Hazardous Condition calls. We provided no mutual aid and received no mutual aid assist during this period. We provided 3 EMS Mutual Aid assists during this period.

**Health and Social Services**

- Our expenditures have gone down due to the lower numbers for unemployment. We still have a large number of applicants who are pending disability with the Social Security office.
- Workfare for FY 15 was 721 hours completed for the FY 15 for a value of \$5,770 based on \$8 an hour.

**End of year expenditures for General Assistance:**

FY 15	FY 14	FY 13
\$99,614	\$139,370	\$154,302

**IT**

- Our summer interns have successfully completed scanning and georegistration of Auburn's aerial photo archive. The digital photos will soon become available to city staff who require them for research. The interns have also completed an initial survey of available land use and zoning data, for baseline mapping of agricultural areas. We have completed several data layers which will be documented and added to our GIS database.
- Staff updated ArcGIS license server to 10.3, and expanded our available license pool with additional licenses available through our Enterprise License Agreement. We also sent a license provisioning file to AWSO, (also part of the Enterprise License Agreement) to allow them to expand the number of computers using GIS.
- Staff worked with LAEGC to obtain and convert the site/lot plan for the Auburn Enterprise Center business park into a GIS layer. We then created a map of the lots.

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- Staff created maps for several city departments, including ward maps for the City Clerk's office (for posting on the City of Auburn Website). We also assisted with an inquiry for parcel information from the Maine Farmland Trust.
- Staff attended the Municipal Broadband Summit in Portland. Several vendors, including Fletcher Kitteridge of GWI, Aaron Paul of Tillson Technologies and Mike Edgecomb of Time-Warner Cable were familiar with the City's ongoing initiative to develop an internet access in the Downtown area. Broadband internet has a pretty track record as a business and residential draw.
- Staff met with Safety Coordinator Ray Lussier to develop a plan for next week's Emergency Action Coordinator meeting.

### Planning

- Information Assistant-Please welcome Shannon Goodell to the Planning and Permitting office. This is a key position serving as the front line for Planning, Code and Economic Development, Assessing and Engineering. Shannon started on July 1<sup>st</sup> and is quickly taking on new responsibilities as our front-line contact person and doing a great job in the process.
- Zack Lenhart is substantially done working for the assessing Department and is back to processing normal housing and property maintenance complaints. Zack has also been gathering information for possible demolition projects for the City. This includes identifying problem buildings, gathering contact information of the owners, and researching deeds and violation history.
- Cristy Bourget has finished serving the Town of Lisbon as of July 1, 2015 as they chose not to fund health inspections in their FY 16 Budget. That service will be turned over to State inspectors and will likely change from annual restaurant and motel inspections to inspections every 2-5 years.
- Narals has closed and the new 207 American Grille has opened at the same location at the corner of Maine and Court Streets. Staff has indicated that they have already seen an increase in business traffic. Stop by and check out Auburn's newest downtown eatery.
- Christian Hill Quarry Consultants held another public Meeting Tuesday and staff attended to understand any outstanding issues with their application to Maine DEP for excavation below the groundwater table. The project is partly an airport safety project and partly a borrow pit. There were some groundwater, noise and vibration concerns raised by neighbors and the consultants and blasting contractor are monitoring seismic events and water quality for data to understand, control or remedy any impacts.
- There will be a Planning Board meeting on July 14th to continue deliberation on the self storage project at 900 Center Street, 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. The applicant for 900 Center Street has made accommodations to minimize impacts on abutting properties in response to Planning Board concerns.
- 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 is in need of repair before we proceed with the grant. You will see scientists out on the Little Androscoggin for much of the summer doing water quality monitoring, mapping fish and macro invertebrate surveys and nighttime eel surveys.

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- Court Street lane adjustments are still being modeled and we should have the updated model within the next week. When we get it there will be a staff meeting to discuss the options and then we will report back to the Council.
- Staff attended the MDEP cleanup pre-bid site walk at 250 Hackett Road (Giasson Junkyard) on July 9th. Bids are due in early August and we should know by the end of August if DEP will fund the clean up.

#### Police

- The department handled 626 calls for service this week. Officers conducted 141 motor vehicle stops and 19 field interviews. Officers investigated 57 offenses of which, 7 of which were felonies, generating 20 arrests, 22 criminal summonses and 11 juvenile arrests. Officers responded to 26 motor vehicle crashes.
- From July 3 to July 5, Officers responded to 35 fireworks complaints throughout the city. 32 complaints were dispatched by the 911 center and 3 were self-initiated by officers. Officers issued two warnings and one citation for violation of the city ordinance regarding fireworks. Along with the municipal ordinance violation, a subject was charged with reckless conduct for setting off firecrackers in a crowd of people, with one person being struck in the leg.

#### Public Services

- 2015 MPI Project- Broad Street Mill & Overlay. AWSO has completed their water and sewer main work. Milling scheduled to begin August 10<sup>th</sup>.
- 2014 MPI Project- Lake Street (Park Ave to the CUL). Surface pavement on roadway completed. Surface pavement on sidewalks and driveways currently being placed. Punch list remaining.
- 2015 Reclamation Project- Valview Dr, Summer St. (Park Ave to Mount Auburn Ave) Project awarded to Gendron and Gendron. Anticipated start date mid July.
- 2015 Reconstruction Project- Davis Ave, Seventh St and Tyler St. Sidewalk being constructed on Tyler Street. Drainage structures completed on Davis Ave. Drainage structures being installed on Seventh Street.
- Perkins Ridge Road Culvert Replacement- bearing capacity ratios and scour depth have been given to the footing designer.
- Stormwater Management- DEP audit was held on 5/6/2015, waiting for feedback within 45 days.
- Stenciling of catch basins scheduled to take place July 12<sup>th</sup>.
- 2015 Demolition Project- hazardous material removal nearly complete. Low bidder for demo contract: Almighty Waste. Work has started with 181 Manley Road. All 5 buildings should be removed within next two weeks.
- Public Services have completed the Pettengill Park for ribbon cutting that took place Tuesday July, 7<sup>th</sup>
- The basin crew cleaned about 60 basins as required by DEP. Also, the basin crew repaired catch basins on Center Street at and Amberly Way.
- Crews mowed/weeded flower beds in the Downtown Area, Mall Area, Veterans Bridge Area, Evergreen Cemetery, Fitz Cemetery, Turner St. Cemetery, Union St, Old Police Station, Washington St. Area, Festival Plaza, Drummond Park
- The Excavation Technician was busy marking out dig safe's, inspecting both private and street excavations, reviewing and issuing Fill, Drive Opening permits as well as billing and continues GIS work.

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- The basin cleaning crew is working diligently on 15 and 36's run, this week they cleaned approximately 50 basins.
- Last week crews were busy repairing a sink hole on Hampshire St.
- Preparation for continued construction after the holidays.
- Staff have begun prepping bids, as well as pricing on small implement purchases
- One supervisor was on call this past holiday weekend and had two calls; One man hole cover and one work order that had to be addressed.

## Recreation

- July is Park and Recreation Month! Since 1985, Americans have celebrated Park and Recreation Month in July to promote the importance of parks and recreation in health and wellness, conservation and social equity, and to recognize the thousands of park and recreation employees that maintain our nation's local and community parks. This July, celebrate 30 years of Park and Recreation Month by checking out our program offerings at [www.teamsideline.com/auburnme](http://www.teamsideline.com/auburnme)
- The 2015 Wednesdays in the Park schedule has been released. This joint program offers various FREE performances throughout the summer. Be sure to visit the programs & special events section of [www.teamsideline.com/auburnme](http://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 25<sup>th</sup>, Pickleball will take place every Tuesday and Thursday, 8:30am-12:30pm at the Lewiston High School tennis courts on 156 East Avenue.
- Registrations continued for Eddies Youth Football Camp, grades 1-8. This one day camp is instructed by ELHS Varsity Football Head Coach, Dave Sterling and staff and will focus on preparing players for the fall football season through instruction in football fundamentals, skills and techniques.
- 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.
- Registrations continued 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 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.
- 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.

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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.

- Registrations continued for Falcons Football Camp, grades 5-8. This week-long camp is a chance to dust off the cleats and hit the gridiron before the season begins! The camp focuses on football specific conditioning drills, skill and technique development, basic offensive and defensive schemes, as well as football terminology. This program is a great opportunity to prepare for the upcoming football season.
- Registrations continued for July Soccer Camp, ages 3-15. The GPS Portland Phoenix are coming back to Auburn this Summer! International licensed coaching staff and PDL players will work through a curriculum which includes: shooting, dribbling, passing, and control during this week long camp.
- Golf Lessons, ages 8-16, began on Tuesday. Bob Darling, Golf Pro at Fox Ridge Golf Club will teach the fundamentals of golf in this great instructional program. These lessons are designed with a focus on the beginner and intermediate golfer. Don't miss this opportunity to learn more about a sport that will last a lifetime! A total of 7 participants are registered for this program.
- Summer Day Camp, grades Pre K – 8, began on Monday. 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 21<sup>st</sup> 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 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.
- Staff attended a Council meeting on Monday evening.
- A ribbon cutting ceremony was held on Tuesday evening to celebrate the completion of the comprehensive reconstruction of the Pettengill Softball Field as an outdoor athletic & recreation facility.
- Staff attended a Recreation & Special Events Advisory Board meeting on Wednesday evening.
- Planning for upcoming youth and adult programs continued.