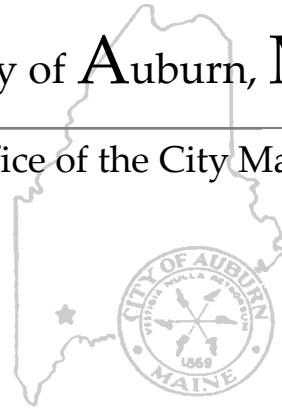


City of Auburn, Maine

Office of the City Manager



TO: Mayor and City Council
FROM: Clinton Deschene, City Manager
RE: Weekly Report
DATE: October 18, 2013

Assessing

- All of the staff is in the field working on the quarterly property reviews for the month of October. To date we have inspected and loaded 942 properties.

Auburn Public Library

- Staff from Children's Services attended a workshop on creating effective storytimes in Portland as members of the Central Maine Library District.
- Director Mamie Ney attended a strategic planning workshop for the Maine French Heritage Language Program.
- Donna Wallace, Teen Librarian and Media Lab coordinator, was the staff guest at the monthly Board of Trustees meeting on Weds., Oct. 16th.
- The Library will host a Teen College Night on Mon. Oct. 21st, from 5:30 pm to 7:30 pm. This is being held in collaboration with College for ME Androscoggin.
- The Fall Book Festival continues. Mark Scott Ricketts will speak about his book, "A Flatlander's Guide to Maine," at 2 pm on Tues., Oct. 22nd. Temple Shalom Rabbi Hillel Katzir will talk about his new book, "The Evolving Covenant: Jewish History and Why it Matters," on Thurs., Oct. 24th, at 6:30 pm.
- With the increased popularity of local authors, Asst. Dir. Suzanne Sullivan has created a shelving area to showcase local talent.
- Weekly noontime yoga sessions with lead by our development director Jim Wilkins continue. Jim has recently received his professional yoga instruction designation. There is no charge for these sessions.
- "Let's Pretend" is a very successful program for young children. The session on Oct. 11th was attended by more than 50 children and adults.
- The Library will have a book sale on Saturday, Nov. 2nd, from 9 am to noon.
- The winner of the inaugural Maine Readers' Choice Award is Wiley Cash for his debut novel, "A Land More Kind than Home." The Library participated in this program during the summer. Mamie Ney assisted in the presentation of the award at the Bangor Book Festival on Oct. 4th.
- 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.

City Clerk

- Alison attended Voter Registration and Title 21-A training on October 15th and 16th in Portland.
- Staff went to the Sarah Frye and Bolster Heights nursing homes to conduct absentee voting on Friday.
- 150 absentee ballots have been issued. Of those 42 have been returned, or have voted in person.
- We are still working on filling the election worker positions. We are in need of Republican Election Clerks. We've reached out to the chair of the Republican committee to try to fill those slots.

Engineering and Public Works

- Pavement markings were laid out for Hotel, Manley, Turner, Elm and Main Streets.
- Helm Bridge – Footings were poured and all the in water work has been completed.
- S. Main St – Surface paving has been completed as well as the curb installation. The contractor is currently prepping the sidewalk for paving.
- Continuation of prepping for the auction, parts room is turning parts no longer needed, vehicles that are going to auction are getting the parts that go to them put with the vehicle, obsolete parts are being boxed and palletized for delivery to the auction site. This process will greatly enhance the organization of the parts room.
- Maintenance/routine on city equipment (vehicles) – to functional and stable condition for upcoming winter season
- Grade Gravel Roads ongoing
- Ditching and culvert work being done
- Maintaining Ball fields ongoing
- Paving/hot patching work
- Recycling operations ongoing
- Mowing/Weeding around the City
- Basin cleaning around the City
- Banner preparation and installation
- Arborist operations ongoing

Fire

- The AFD hosted a photo journalist for three days who was working on a project to profile the Fire Service in Central and Southern Maine. He shot over 3,300 photographs here in Auburn, Lewiston, Poland, Freeport and Portland. His final project, highlighting the Auburn FD will be shown both nationally and internationally through his web site. We will have a bank of very impressive photographs to use for own benefit as well. This is great exposure for our department and our city.
- It is Fire Prevention Month and we are having our annual **Open House** this weekend -- on **Saturday, October 19, 2013, from 12:00 p.m. to 4:00 p.m. at Central Station, 550 Minot Avenue.** The open house is aimed at teaching families fire safety and prevention practices and having fun! The Open House offers:
 - Free Pizza and drinks, courtesy of Papa Gino's and Pepsi
 - Bounce house, goodie bags, and a fire helmet for children

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- Opportunity to use a fire hose
- Free raffle items/door prizes including a fire extinguisher, emergency ladder for homes, and movie tickets
- Fire prevention tips and literature

Everyone is invited. We would love to see you there.

- A fire at Maine Oxy highlighted the need for rapid response of well trained firefighters as a fire in an Acetylene filling rack caused some concern. This fire was quickly contained and extinguished with no injuries, but serves as a reminder of the many hazards we are tasked with responding to and handling and the potential impact a serious incident at a facility such as this might have on our community.
- Prevention - October is National Fire Prevention Month. For the week of October 10 to October 16, instead of life safety inspections firefighters conducted 3 fire drills at city schools, 3 fire education classes at the elementary schools involving 138 students, 3 tours of the fire station by elementary schools, and attended 3 fire prevention public relations events hosted by city businesses.
- Emergency Responses - For the week of October 10 to October 16, we responded to 62 calls for service. These include, but are not limited to 1 highway vehicle fire, 43 emergency medical calls, and 4 hazardous condition calls. There were no mutual aid calls during this period.

Health and Social Services

- Tammy Thatcher put in 3 hours covering the phones in the clerk's office this week.
- The office has taken advantage of the quiet time this week by purging old reports.
- We received a new appendix for our food allotment which will go into effect 11/01/13

Human Resources

- Chris Mumau and Deb Grimmig assisted the Lewiston and Auburn Fire Departments with the Physical Agility Test for approximately 50 candidates. Candidates who passed the PAT will be placed on the certified list and are eligible for openings in either city. The next step in the process will be interviews. Both departments expect openings over the next six months.
- Deb Grimmig participated on the interview panel for the position of Operations Manager with the Public Services Team. Other members of the interview panel included Denis D'Auteuil and Dan Goyette.

ICT

- Attended a conference on Municipal and Government website trends with respect to content and transparency.
- Replaced cabling and keyboard at the switchboard to improve ergonomics.
- Delivered aerial photographs to Maine State Office of GIS

Ice Arena

- CONSTRUCTION UPDATE:
 - Front Exterior Framing is Finalized, exterior doors have been installed, awaiting completion of Siding and Sign installation
 - Rink 1 Bleachers are complete
 - Rink 2 Bleachers are being installed
 - Ice Cube Installation is moving forward.
 - Flooring installation begins Friday 10/18/2013.
 - Life Safety equipment continues to be a priority for occupancy.
 - Interior Walls, electrical, mechanical and plumbing work continue
 - Rink 1 Boards and Glass are installed
 - Transition plan is being finalized for commissioning of the system for early November.
- Continued to establish relationships within the community and attend client meetings focused on sponsorship/advertising and partnerships. Several contracts are pending, awaiting execution, and several proposals are out for review.
 - To date:
 - \$180,600 in annual sponsorships has been secured. (including naming rights)
 - \$25,000 in contracts pending, \$10,000 in proposals under review.
- Conversations have begun for those interested in concessions operation, the development of an REFI for concessions and lounge services is being finalized and should be released 10/11/13
- We are actively looking for a Gaming vendor to provide arcade and entertainment games.
- Cabling, Telecomm, and data contracts are being executed for technological needs of the facility. Phones and Data drops provided by New England Communications
- A beta version of the Arena website has been launched and is being built out as the buildings construction continues and information becomes available. The Arena website can be seen at www.Norwaysavingsbankarena.com. Updates are occurring daily.
- Lists of needs for Office Furniture, Copier, and Arena Supplies have developed and many items have been planned for or have been ordered.

Police

- This week the police department responded to 478 calls for service. There were 18 physical arrests made. A total of 122 traffic stops were conducted, resulting in 27 citations. During this reporting period, officers responded to 21 motor vehicle crashes; 19 of which required a report. The most reportable crashes occurred along Center St and Minot Ave w/four crashes each; while Court St had two crashes; all other listed roads had just one crash each.
- The police department completed our memorandum of understanding with the school department and we have accepted the COPS Hiring Grant. This was a huge success for the City of Auburn. Of the nineteen communities who applied for this grant, Auburn scored the highest for identified need. Only four communities were selected. We look forward to leveraging these resources to enhance our presence in our schools and redeploy staff to focus on traffic enforcement.

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- Auburn Police detectives and patrol officers assisted DEA and MDEA with the execution of an arrest warrant on David Goyette. Mr. Goyette is being federally charged with Conspiracy to distribute/possess with the intent to distribute 500 grams or more of cocaine and 28 grams or more of cocaine base in violation of Title 21 U.S.C Section 846, 841(a)(1), and 841(b)(1)(b).
- The Auburn Police Department has been working closely with DEA and MDEA regarding the investigation of Mr. Goyette. Auburn Police Department's Off. Matt Elie who is currently assigned as a HIDTA Task Force Officer to DEA lead the investigation. This investigation has been ongoing for over a year in the PAL Center neighborhood. Mr. Goyette was identified by both DEA and MDEA has the largest trafficker of illegal drugs in the greater Auburn/Lewiston area.
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Recreation

- The 7-8 grade football program will play their seventh regular season game against Lewiston on Saturday.
- The 5-6 grade football program will compete in the first round of playoffs against Brunswick and Gardiner on Saturday.
- The 3-4 grade football program will compete in the end of season Jamboree on Sunday.
- Planning for winter programming continued throughout the week.
- Staff attended a Winter Festival meeting on Wednesday.
- Staff attended an Advisory Board meeting on Wednesday.
- The First Auburn Seniors celebrated Wednesday with their annual Halloween parade and meal. Members dress up in costumes and perform a "parade" to spooky Halloween music.
- Heating system work began on Thursday with repairs of steam traps.

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- The Alternative Sentencing Program through the Androscoggin County Sheriff's Department is set to begin on Friday.