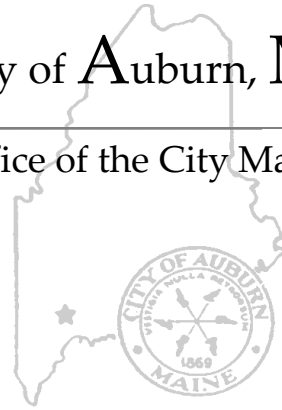


City of Auburn, Maine

Office of the City Manager



TO: Mayor and City Council
FROM: Clinton Deschene, City Manager
RE: Weekly Report
DATE: Week Ending December 20, 2013

Assessing

- Brian Sloan worked on processing the 801 BETR – Business Equipment Tax Reimbursement applications for business personal property and deed transfers for the month of September.
- Karen Scammon and I analyzed land sales and land tables.
- Karen Scammon reviewed deeds and declarations of value for ownership changes.
- I reviewed two commercial appraisals and properties for abatement purposes. I also worked on the department's 2015 budget and started the Sales Analysis Return for the State of Maine Revenue Service.

Auburn Public Library

- The Library will close on Tues., Dec. 24th, at 1 p.m. for the Christmas holiday. Regular hours will resume on Thurs., Dec. 26th.
- On Thurs., Dec. 26th, please join us at 2 p.m. for a free family movie ("A Christmas Story") in the Androscoggin Community Room.
- The final "Navigating the Internet" workshops will be held on Friday, Dec. 20th and Dec. 27th, at 10:30 a.m.
- The Foreign Policy Discussion Group will meet on Mon., Dec. 30th, to talk about Myanmar and Southeast Asia.
- There will be activities for children and teens during vacation. Please check our calendar.
- We recently celebrated John Kelley's 40th anniversary at the Library.
- The entire staff wishes the communities of Auburn, Lewiston, and Minot a happy and safe holiday season.
- 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.

Health and Social Services

- Social Service received a reimbursement check for \$482.85 this week, this brings our total SSI reimbursement to \$4,780.23 for this fiscal year.

ICT

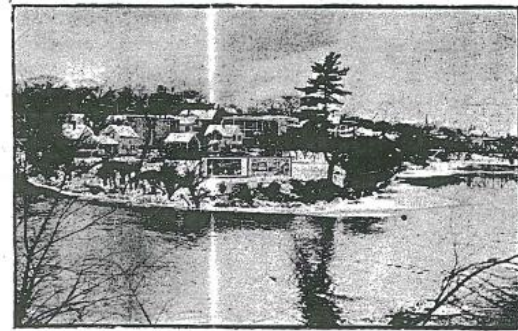
- Successfully completed the MUNIS upgrade. All systems were functioning properly and the City was back open for business on the following day.
- Staff is working on FY15 budget with focus on department programs and descriptions.
- Continually alerting staff to malicious email phishing attempts.

Weekly Report

Week Ending December 20, 2013

Planning

- The Planning Board approved the Lewiston Auburn Water Pollution Control Authority's request to amend their site plan approval to keep the facility operation efficiently by accepting composting material from other municipal facilities. This is necessary because the new anaerobic digester in Lewiston has reduced volumes by about 40%.
- The Planning Board will hold a workshop on January 14th to discuss the technical aspects of Form Based Codes with Economic Development Specialist Alan Manoian. They will also discuss a petition to amend the zoning ordinance to allow a property owner with split residential and agricultural land to transfer their right to build a home in the residential zone into the agricultural portion of the parcel.
- 9 Gamage Avenue is still standing. We are working with the City attorney again to pressure the Owner, Sun Trust Mortgage, one more time before initiating further legal action. We have been pushing for the owner to demolish the structure instead of the City moving forward with demolition because the demo will likely cost the taxpayers of Auburn more than the property will be worth in the end. If this effort does not work we will be asking the Council if they want to give them more time or fund the demolition.
- The New Auburn Transportation and Land Use Steering Committee met on Thursday December 19th address some challenges to redevelopment and site layout options to maximize building area. They are also working to identify solutions and prepare for the next public input meeting to review their work and hear from a larger audience.
- The City Council acted quickly when an opportunity arose to allow for the purchase of a flood prone property at 88 Newbury Street. The parcel will be a great asset for public river access and will help implement a major goal of the Comprehensive and New Auburn Master Plans. It should also be noted that the Auburn City Council deserves credit for implementing a goal first laid out in the City's 1919 plan with this purchase.
- Permit volumes are down slightly from the average of the last 5 Novembers but the strong start to the fiscal year (FY) still places us at about average for the year. We have been discussing many potential smaller projects, two larger projects, and two very large projects with potential developers that seem likely to happen. One or two of the larger projects could really boost the investment numbers for the year.
- Code Cases have been busy and we are working with Hal Barter from the CDBG Office two days a week to apply more resources to target areas and to coordinate code compliance with funding for rehabilitation.
- The Council authorized funding for way finding signage to help people find and navigate our downtown in this year's CIP. We have discussed a joint purchase/RFP process with Lewiston staff and will be pursuing that in January. We hope to find a local vendor that will be competitive for an initial program but also lock in a price for additional signs over the next 5 years to help pursue other funding one sign at a time.
- The draft Comprehensive Plan amendments to prioritize downtown passenger rail over all other options are almost ready. The plan is to request a place on the Council agenda for some time in January to see if we have captured the goals of the Council. Once we know that we have capture the Council goals, we will proceed with the amendment process by scheduling the Planning Board review and public hearing and then come back to the Council for a final approval.



CONFLUENCE OF ANDROSCOGGIN AND LITTLE ANDROSCOGGIN RIVERS.
The Point of Land Would be Developed as a Park.

Weekly Report

Week Ending December 20, 2013

- Vacant Building numbers are continuing to grow and increase staff demands for code compliance. We will be discussing 9 Gamage Ave and others with the Council in the coming weeks. Last year at this time we had about 80 known vacant structures and we are now approaching 140.

Police

- The department handled 497 calls for service this week. Officers conducted 54 motor vehicle stops and 9 field interviews. Officers investigated 56 offenses of which, 10 of which were felonies, generating 18 arrests and 7 criminal summonses. Officers responded to 62 motor vehicle crashes.
- This week's weather brought the first two parking bans of the season which went smoothly. 12 cars were towed in the first storm while 5 were towed in the second storm.
- Detectives are investigating a rash of catalytic converter thefts that have occurred throughout the city in the last month and are investigating several potential leads.

Public Services

- Plowing/sanding/salting of roads and sidewalks
- Restock sand/salt
- Winter plow/chain build and repair
- Recycling operations ongoing
- Maintenance/routine on city equipment (vehicles) – to functional and stable condition for upcoming winter season

Recreation

- Youth basketball practices & games continued throughout the week. Picture day is this coming Saturday.
- Registrations continued for youth indoor soccer & skating instruction session II.
- Staff attended a Winter Festival meeting on Wednesday.
- Women's league basketball games continued throughout the week.
- Men's league basketball games continued throughout the week.
- Boiler replacement continued throughout the week.