



# City Council Meeting and Workshop

## May 4, 2015

### Agenda

#### 5:30 P.M. Workshop

- A. Tactical Urbanism – Eric Cousens (15 minutes)
- B. Lower Barker Dam Relicensing – Eric Cousens (10 minutes)  
Executive Session, pursuant to 1 MRSA Section 406 (6) (C) – 15 minutes
- C. Executive Session - Discussion regarding a real estate matter, pursuant to 1 MRSA Section 406 (6) (C) with possible action to follow.

*After each workshop item is presented, the public will be given an opportunity to comment.*

#### 7:00 P.M. City Council Meeting - Roll call votes will begin with Councilor Walker

#### Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (\*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda. **None**

#### II. Minutes

- April 21, 2015 Regular Council Meeting

#### Communications, Presentations and Recognitions

- Proclamation – Bike to Work Day
- Odyssey of the Mind (Auburn teams)

- V. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

#### VI. Unfinished Business - None

#### VII. New Business

1. **Resolve 02-05042015**  
Supporting the formation of a joint committee with the City of Auburn and Town of Poland.
2. **Resolve 03-05042015**  
Approving the striping changes for downtown streets and use of Festival Plaza for programming that may include food trucks for the Tactical New Urbanism trial period.
3. **Order 33-05042015**  
Adoption the CDBG (Community Development Block Grant) Consolidated Plan and Budget.
4. **Order 34-05042015**

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Authorizing the Acting City Manager to execute the Tree Nursery Lease Agreement.

## 5. Order 35-05042015

Appointing Board and Committee Members as nominated by the Appointment Committee.  
*Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(A).*

## VIII. Executive Session

## IX. Reports

Mayors Report

City Councilors' Reports

City Manager's Report

Committee Reports

- **Transportation**
  - **Lewiston Auburn Transit – Councilor Gerry**
  - **Airport, Railroad – Councilor Hayes**
  - **Bike-Ped Committee – Councilor Lee**
- **Housing**
  - **Citizens Advisory Committee – Councilor Lee**
  - **Auburn Housing Authority – Councilor Gerry**
- **Economic Development**
  - **L-A Economic Growth Council, Auburn Business Development Corporation – Councilor Lee**
- **Education**
  - **Auburn School Committee – Councilor LaFontaine**
  - **Auburn Public Library – Councilor LaFontaine**
  - **Great Falls TV – Councilor Young**
- **Environmental Services**
  - **Auburn Water District, Auburn Sewerage District – Councilor Crowley**
  - **Mid-Maine Waste Action Corporation – Councilor Walker**
- **Recreation**
  - **Recreation and Special Events Advisory Board – Councilor Crowley**
- **Public Safety**
  - **LA 911 – Councilor Walker**

X. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

## XI. Adjournment

**Executive Session:** On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

# Auburn City Council Meeting & Workshop

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A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

(1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;

(2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;

(3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and

(4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.

This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

(1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 5/4/15

**Resolve** 03-05042015

**Author:** Eric Cousens, Deputy Director of Planning and Development

**Subject:** Tactical Urbanism – Court and Main Streets

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**Information:** On May 20 and 21, A “Build Maine” Conference will present ways to build economically stronger, more successful towns and cities in Maine through strategic, high impact investments. The Conference is sponsored by the Congress for New Urbanism, Smart Growth Maine, the Municipal Association (MMA), and the Maine Real Estate & Development Association (MEREDA). Planning Professionals involved in the conference and representing the Congress for New Urbanism are interested in creating tactical events in Auburn that publically illustrate some of the principles of New Urbanism, promote complete and vibrant streets and encourage downtown redevelopment.

City Staff has been discussing these proposals and meeting internally to consider issues with the timing, safety, public notice, technical capacity and the feasibility of implementing these tactical New Urbanist projects during the week of May 20-21<sup>st</sup>. We presented some options to the Council on April 21<sup>st</sup> and the Council generally supported staff investigating some of them further for this meeting. We have since been in discussion with Maine DOT and will likely not have a final answer from them in time for action on May 4<sup>th</sup> regarding adding on-street parking to Court Street and transitioning to three lanes with a center turning lane.

We are asking that the Council approve the use of Festival Plaza for programming that will increase pedestrian activity during the Build Maine event and may include food trucks and sidewalk café space; Along the one-way section of Main Street, potential additional parking and use some parking areas as tactical urbanism demonstration space or sidewalk café space and to allow staff to engage further with businesses and residents to gauge support for on-street parking along Court while we continue to pursue the MDOT approval of the Court Street Striping changes.

Depending on feedback from Maine DOT we may ask the Council to vote on allowing a Court Street Road Diet, as depicted on the attached street plan.

**Advantages:** Promote downtown development and activity during the Build Maine Event and encourage it for the future. Calming traffic, creating parking and using parking as a buffer between traffic and pedestrians is critical to the success of our downtown.

**Disadvantages:** Investing time into this takes away from other items, but this is a very worthwhile effort.

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**City Budgetary Impacts:** None at this point, beyond what is already budgeted. Build Maine will work on much of this at no cost and staff has a small budget for downtown programming related to economic development. Striping costs will be the same or slightly different than what is already planned for the area. The timing of the striping is the only potential increase, if it cannot be completed as part of an existing trip to complete striping work in Auburn and requires a separate mobilization there could be an increased cost of \$2,000. We would make every attempt to either include it in an existing trip or get our \$2,000 worth of striping by adding work to cover the mobilization charge.

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**Staff Recommended Action:** Allow the Build Maine demonstration on Main Street and Festival Plaza and allow staff to engage further with businesses and residents to gauge support for on-street parking along Court while we continue to pursue the MDOT approval of the Court Street Striping changes.

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**Previous Meetings and History:** April 21, 2015 Communications.

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**Attachments:** Court Street Road Diet Sketch, Traffic Counts Screen Shot, Historical Articles regarding the removal of on-street parking along Court Street.

# Court Street Road Diet



## INSTALLATION DETAILS

Install: Wednesday, May 20th, 10:00 PM  
Take Down: Friday, May 22nd, 7:00 PM

Parking Lane: Request that City Hall employees and Courthouse employees to park their cars on the street Thursday morning.

Turn Arrows: Determine number and location of required center turn arrows. Consider applying sharrow stencils to travel lanes. Pre-make with traffic tape stencils.

## MARKETING

Press Release: Published May 13  
Signage: Auburn Highway Signs

## INSTALL TEAM

Auburn Public Works  
Bates Students  
Public Works Staff from other communities  
Bike Coalition of Maine  
Build Maine participants  
DOT

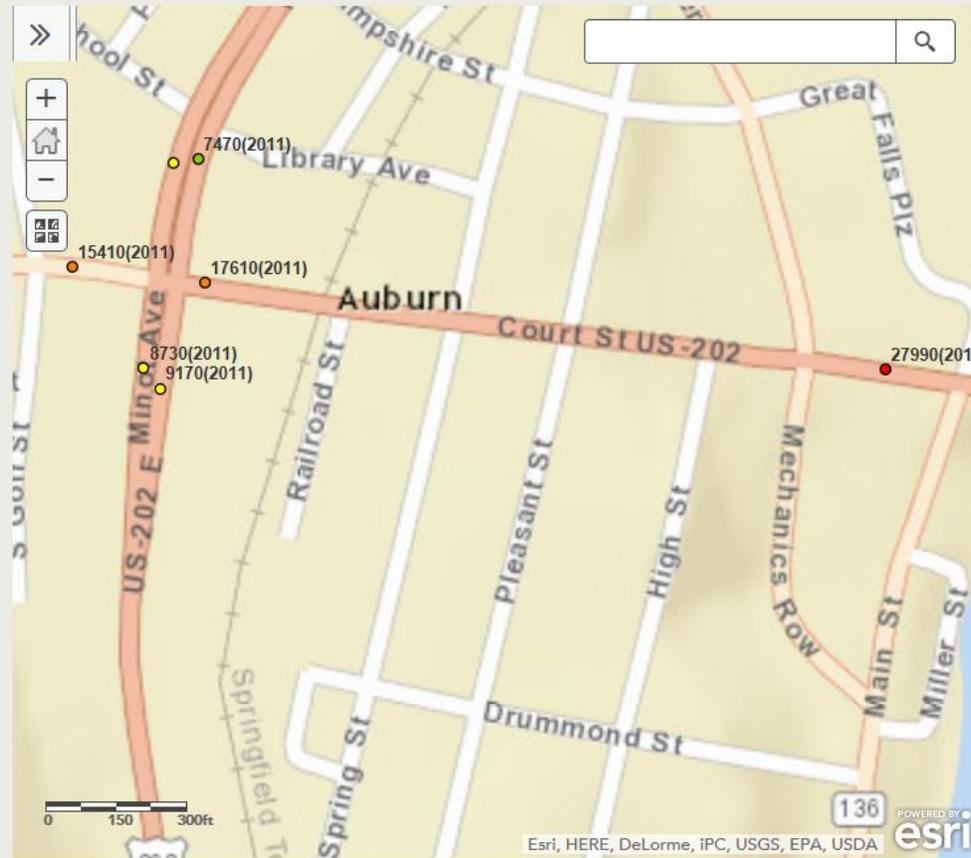
- Traffic Counts
- Turning Movement Counts
- Vehicle Classification
- High Crash Locations
- MaineDOT Construction Projects Map

- Notify Me
- Document Center
- Agendas & Minutes

Home > Programs > ATRC > Traffic Data > Traffic Counts

## Traffic Counts

### Maine Traffic Counts 2011 - 2013



[View larger map](#)

**AADT:** Average Annual Daily Traffic. AADT is the total number of vehicles you would expect to go by this location in a day as a total of both directions (assuming the road allows traffic in both directions.)

**“Auburn Traffic Plan to Mean Removal of 22 Parking Meters (Lewiston Daily Journal – May 9, 1951)**

Twenty two parking meters must be removed under the parking ban ordered by the Auburn City Council on the north side of Court Street between North Bridge and the railroad crossing near Minot Avenue. This number was determined yesterday by Police Chief Alton E. Savage who was instructed by Council to put into effect the traffic control experiment, a compromise offshoot of the abandoned rotary system.

Police started yesterday to paint crosswalks in the downtown area. Savage said this work will be completed before the new experiment will be put into effect. He expects to start the trial plan this week end.

A similar ban imposed in Lewiston between Chapel Alley and the bridge means that no parking will be allowed on the north sides of Main Street in Lewiston and Court Street in Auburn from the B. Peck department store to the railroad crossing near Minot Avenue. Lewiston must remove 13 parking meters.

Such a parking ban was recommended by the State Highway Commission as a method of relieving traffic congestion. Auburn’s control experiment also prohibits left turns from Court Street between Spring Street and the bridge. City Manager Bernal B. Allen said he has received several protests from persons who do not approve of the new traffic control experiment.” (Lewiston Daily Journal – May 9, 1951)

**Merchants Oppose Changes in Auburn Traffic System (Lewiston Daily Journal - May 17, 1960)**

The proposed elimination of the rotary traffic in Auburn and banning parking on Court Street was bitterly opposed last night by merchants along the area to be affected by such a change. The opposition was expressed at a public hearing on ordinances to return Court Street to two-way traffic and to abandon the present

rotary system. The opposition was led by Maurice T. Plummer an official of the Cushman-Hollis Co. and a former Auburn councilman.

The main objection voiced by numerous spokesmen was that the change in the traffic pattern and elimination of parking in the downtown section of Court Street would seriously hurt business in that area. The opinion was expressed that it would be better to keep the present system, even though it is slower, than to eliminate Court Street parking and ruin business...the merchants wanted nothing to do with the new plan feeling that the “two minutes saved in getting through town” is not worth the cost of loss of business.

A lot of discussion centered around the Minot Avenue and Court Street intersection where it is proposed to remove parking meters from the north side of Court Street to give another free lane for traffic. Michael Shapiro of Mac’s Variety Store at Minot Avenue and Court Street felt that parking should not be eliminated in that area, that by taking trucks off the route much of the problem would be solved...Shapiro and Charles C. Creighton stated the peak traffic period at this intersection lasts only from 3:45pm to 4:10pm.

Auburn merchants were unanimously agreed that the bottleneck is not on Court Street but is in Lewiston. They declared that Court Street is now feeding onto the North Bridge all of the traffic it can carry and that the traffic is backing up into Auburn from Lewiston.

James G. Bouchles, Court Street merchant, said he had observed the Court Street traffic daily and that it is only bad between 4 and 5:30, that no other problems exist during other parts of the day. By the new plan he said he could see “nothing but a detriment” to downtown business. George A. Russell of Court Street said that Auburn merchants depend on the so-called fringe shoppers and that to

prohibit parking on the section of Court Street from Main to Turner Street would drive away even this type of shopping. He mentioned the number of cars making short stops and using the available metered parking spaces on this section of Court Street. Engineer Rocco Mancini of the Edwards & Kelley firm, said this type of parking only further impedes the flow of traffic. "Is it worth it to have more traffic through Auburn two minutes faster, I don't think it is" declared Attorney Frank Linnell. "I feel the first obligation of the Auburn City Council is to the citizens of Auburn."

Norman B. Callahan, Court Street restaurant proprietor, said he didn't want to see a speed up of traffic in the downtown section of Court Street...mention was also made of the hazard to pedestrians through a speed-up in traffic onto North Bridge. Cecil A. Briggs, Auburn druggist...felt that the price of speeding up Court Street traffic be "destroying the merchants is too high". George A. Russell inquired, "**Do we want a business area or a superhighway?**" Engineer Mancini said the purpose of a street is to move traffic, not for storage (parking) of vehicles, and that Court Street is the arterial highway of Auburn.

Recent Note/Commentary: The "rotary system" referred to was instituted in the early 1950s. Traffic headed west from Lewiston over the bridge into Auburn turned right onto (then) North Main Street (today's entrance road into Great Falls Plaza) then left onto Franklin Street (which no longer exists), then left onto Turner Street and right heading west onto and up Court Street. Court Street heading east towards bridge was converted to a one-way, two-lane street between Turner Street and the North Bridge. This "rotary system" was eliminated when the 1960 "new plan" was implemented; and this marked the slow death of Downtown Auburn as a traditional street-level retail & mercantile place of business. The merchants knew exactly what the future consequences of the 1960 'new plan' would be; their downtown businesses were doomed. Here we are 55 years later.

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### RESOLVE 03-05042015 (Option 1)

WHEREAS, The Build Maine Conference is an opportunity to showcase the latest in downtown development planning and take advantage of the thoughts and ideas of national experts that are in town for the conference and interested in doing a promotional project;

WHEREAS, the Auburn City Council is committed to improving and revitalizing our downtown and promoting complete streets for historic preservation, economic vitality, quality of life and increased property values;

THEREFORE RESOLVED, the Auburn City Council encourages the Build Maine staff and City staff to collaborate on programming and tactical urbanism projects for festival Plaza and along Main Street that includes food trucks, outdoor café and retail space for local businesses and food trucks during the Build Maine Event on May 20-21.

BE IT FURTHER RESOLVED, that the Council order Staff to complete the Court Street Road Diet to restore parking along Court Street and a three lane section between Turner Street and the Railroad Tracks as depicted on the street plans.

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### RESOLVE 03-05042014 (Option 2)

WHEREAS, The Build Maine Conference is an opportunity to showcase the latest in downtown development planning and take advantage of the thoughts and ideas of national experts that are in town for the conference and interested in doing a promotional project;

WHEREAS, the Auburn City Council is committed to improving and revitalizing our downtown and promoting complete streets for historic preservation, economic vitality, quality of life and increased property values;

THEREFORE RESOLVED, the Auburn City Council encourages the Build Maine staff and City staff to collaborate on programming and tactical urbanism projects for festival Plaza and along Main Street that includes food trucks, outdoor café and retail space for local businesses and food trucks during the Build Maine Event on May 20-21.

FURTHER RESOLVED to allow staff to engage further with businesses and residents to gauge support for on-street parking along Court Street while we continue to explore the MDOT approval of the Court Street Striping changes.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 5/4/15

**Order**

**Author:** Eric Cousens, Deputy Director of Planning and Development

**Subject:** Barker Mill Dam Relicensing Study Plan Comments with potential Executive Session

**Information:** The Barker Mill Dam uses the Little Androscoggin River to generate power. Hydropower has an impact on river flows, the environment and recreational opportunities and the FERC relicensing process takes those impacts into consideration. The Draft Study Plan is out for comments and will help FERC determine what studies are appropriate for the project to fund as part of the relicensing process. We only get a chance to comment on a license renewal every 30 to 50 years so it is important that we advocate for compatibility and even contribution to accomplishing community goals in exchange for using the public's river for private power generating revenues. Staff recommends that we ask for the Owner to assess recreational access including fishing and viewing improvements and future potential demand, a white water potential study at varied flows and a review of public and private benefits of the facility. We have been engaged with other stakeholders including the Androscoggin Land Trust, American Whitewater, Maine DEP, National Park Service, Trout Unlimited, Maine IF&W, we have encouraged/helped the applicant to host past meetings in LA and at the Barker Mill Housing building and promoted the goals of the New Auburn Master Plan and our comments on the study plan are due on May 5<sup>th</sup>. There is a strong interest in recreation within the project boundaries and the New Auburn Master Plan Identifies increased river access as Recreation Goal # 1.

**Advantages:** The facility can support local goals and be a profitable private asset while retaining it's historic character.

**Disadvantages:** KEI uses the public river to generate electricity that they sell for profit. We may not realize all future recreational and economic benefit if we do not participate in the FERC relicensing process. We also need to be reasonable in requests that the project can afford if we want the facility to remain a part of the landscape in Auburn.

**City Budgetary Impacts:** None at this point. May help fund community goals and support economic revitalization of the area in some ways over time.

**Staff Recommended Action:** Suggest any changes before we submit comments on behalf of the City that are consistent with the New Auburn Master Plan and Comprehensive Plan and supported by other stakeholders engaged in the process.

**Previous Meetings and History:** Discussed prior to Pre Application Document Comments last year.

**Attachments:** Draft Comments on the Study Plan, New Auburn Master Plan Recreation Excerpt

UNITED STATES OF AMERICA  
FEDERAL ENERGY REGULATORY COMMISSION

KEI (Maine) Power Management (III) LLC

Lower Barker Hydroelectric Project  
(FERC No. 2808)

CITY OF AUBURN, MAINE COMMENTS IN RESPONSE TO THE  
PROPOSED STUDY PLAN FOR THE LOWER BARKER HYDROELECTRIC PROJECT,  
FERC PROJECT NO. 2808

The City of Auburn submits these comments to FERC in response to the Proposed Study Plan for the Lower Barker Hydroelectric Project operated by KEI (Maine) Power Management (III) LLC (“KEI”). Our organization has previously submitted comments and study requests (Accession No. 20140716-5115) asking the licensee to study the impact of its hydroelectric operations on the recreational opportunities available to low income residents of the adjacent Census Tract 105, partly within the project area, and in relation to local comprehensive plans and State, Federal and municipal investment in recreational access as part of revitalization of the area.

The New Auburn Master Plan, which is part of the adopted Comprehensive Plan for the City of Auburn, clearly identified needed improvements in the area of the Lower Barker Project, including improved water access to the river and access along the shores. The lack of access to the Little Androscoggin River is seen as a major concern, and water levels near Little Andy Park make paddling access difficult if not impossible during the summer and fall season. This challenge has been documented in past studies. The New Auburn Master Plan outlines the need to establish a riverfront open space district to promote development of a greenbelt along the Androscoggin and Little Androscoggin Rivers with trails, parks and public access points (pg 11.) The plan further identifies Recreation Objective 1 as: Establish a greenbelt and increase riverfront access (Pg23).

The City of Auburn is committed to improving the economic outlook for the neighborhood and its residents. At the time of the PAD Comments a major economic development/land use study for the New Auburn village area was underway, and that study is now complete. Based on that plan’s recommendations, the City has approved the design of a signature waterfront park and new street extending from the confluence of the “Big” Androscoggin River to the downstream portion of the Barker Mill Project that will also serve as a downstream water access opportunity. Access to the river, both visually and for recreation has been central to the City’s planning effort. In addition, a State Recreation Trails Grant award will create a trail connection from the Lower Barker Mill Dam down the hill to the intersection of Mill and Main Streets.

We submit these comments to address the deficiencies in the Licensee’s Proposed Study Plan and respectfully request that the Licensee revise its study plan to adequately address the concerns raised by The City of Auburn and other stakeholders expressing an interest in recreational access in the project boundary and on waters impacted by project operations.

## General Comments

FERC is required by Section 4(e) of the Federal Power Act to give “equal consideration to the purposes of energy conservation, the protection, mitigation of damage to, and enhancement of, fish and wildlife (including related spawning grounds and habitat), the protection of recreational opportunities, and the preservation of other aspects of environmental quality.” The Act requires FERC to balance the Licensee's interest in generating power through the use of a public resource with the public interest in protecting natural resources, providing recreational opportunities, aesthetics, and other factors. Absent thorough study of these impacts by the Licensee, FERC will be unable to conduct an adequate NEPA review, calling into question its ability to relicense the project.

The City of Auburn filed comments with FERC requesting that the Licensee conduct or modify proposed studies:

1. Conduct a Controlled Whitewater Flow Study in the bypass reach below Lower Barker Dam in order to provide FERC with information on: 1) Whether relicensing the Lower Barker Project is in the public interest; 2) Impacts of diverting the flow of the Little Androscoggin River on ecological and recreational values below the Lower Barker Dam; 3) Adequacy of public access for recreational boating in the natural river channel; 4) Economic impact of project operations; and, 5) Protection, Mitigation and Enhancement measures for impacts of project operations on recreational values. The Licensee is expected to develop a study plan and complete studies that will enable FERC to complete its NEPA review of the project impacts and alternatives to protect, mitigate, and enhance environmental quality.
2. Extend the proposed shoreline and in-stream recreational assessment for River access in the bypass reach and below the bypass reach to the Little Andy Park, which is the first downstream takeout on public property below the dam. With diverted flows required for the operation of the dam it is likely that the bypass reach will only support seasonal flows and longer term opportunity for paddling within summer months will be immediately downstream of the bypass reach and extending the few hundred feet to Little Andy Park. If flows will continue to be impacted by the Dam, a Study of in stream alterations to determine potential for a whitewater play area below the by-pass reach as part of mitigation is also requested.
3. Assessment of bank fishing, improved portages and river access opportunities along the Barker Mill Trail along the Barker Mill Dam Impoundment.
4. In addition the City requests a study of public and private benefits associated with the dam and the facility's limited generating capacity. The Dam splits a roughly 6800' section of the Little Androscoggin River between the Upper Barker Mill Dam and the confluence with the Androscoggin River into two segments. If fish passage, recreational facilities and additional minimum flows are required to mitigate the negative impacts of the facility, then we currently lack the information to consider if decommissioning of the Lower Barker Mill Dam would be in the best interest of all parties involved.

In response to the numerous comments and concerns about inadequacy of the Licensee's methodology for studying the whitewater boating potential in and below the project boundary, the Licensee now proposes to modify its study plan as follows:

Based on the comments and feedback received during the Lower Barker Study Plan on March 20, 2015, we have revised the proposed Recreation Needs Study to better address the request to conduct an on-water assessment of potential whitewater and flatwater opportunities in the bypass reach. We propose to take an iterative approach wherein a preliminary on-land assessment/scouting exercise will be conducted under a 500 cfs flow in the spring, followed by an on-water assessment of three flows (300 cfs, 500 cfs, and 660 cfs) in the fall.

The City of Auburn credits the Licensee for its revision to the study plan and its recognition that an on-water assessment is prudent as part of the study process. The Licensee should clarify that it intends to follow the methods described by *Whittaker et. al.*, utilizing scientifically accepted methods approved by FERC and followed in dozens of other whitewater boating studies in hydropower relicensing projects, as specifically described in the American Whitewater Study Plan Comments (Accession No. 20150423-5128) and to clarify that it will extend the proposed shoreline and in-stream assessment to below the bypass reach to the Little Andy Park.

The Licensee has attempted to rely in large part on the Form 80 Process for recreational assessment/documentation which is grossly inadequate and does not consider future potential. The Licensee should further be required to assess existing opportunities and future growth potential for bank fishing, improved portages and river access opportunities along the Barker Mill Trail adjacent to the Barker Mill Dam Impoundment.

At the conclusion of the requested studies, when adequate information is available we further wish to reserve the right to request a review of the available information to study public and private benefits associated with the dam and the facility's limited generating capacity.

We look forward to working with the Licensee throughout the studies, will assist in any way we can and are committed to assisting the Licensee in order to provide FERC with sufficient information on which to complete its NEPA analysis of the Lower Barker Hydroelectric Project and how the facility can coexist and compliment local, State and Federal revitalization efforts and investment.

### Conclusion

The City of Auburn submits these comments to FERC as part of the record for the Lower Barker Hydroelectric Project relicensing, and requests that the Licensee revise its proposed study plans to address the concerns raised. Thank you for considering these comments.

Respectfully submitted this \_\_\_\_\_ day of April, 2015

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Howard Kroll, Auburn City Manager  
60 Court Street  
City of Auburn, Maine 04210

UNITED STATES OF AMERICA  
BEFORE THE  
FEDERAL ENERGY REGULATORY COMMISSION

Lower Barker Hydroelectric Project KEI (Maine) Power Management (III) LLC	FERC Project No. 2808
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CERTIFICATE OF SERVICE

Pursuant to Rule 2010 of the Commission's Rules of Practice and Procedure, I hereby certify that I have this day caused the foregoing City of Auburn's Comments in Response to KEI (Maine) Power Management (III) LLC Proposed Study Plan for the Lower Barker Hydroelectric Project of (P-2808) to be served upon each person designated on the official service list compiled by the Secretary in this proceeding.

Dated this \_\_\_ day of April 2015.

## C.6 Recreation

*New Auburn's greenbelt reaches across the urban portion of the community from the Little Androscoggin River to Riverside Drive. An interconnecting network of trails links the open space in designated areas. Community members are engaged in preserving and maintaining open space and trail networks and work closely with property owners to ensure safe, respectful use of the land.*

*The public enjoys greater access to the river with established trails and parks along the riverfront as well as designated boat launches and swimming areas. The Barker Mill Trail has been expanded and a new trailhead kiosk informs users of area recreational amenities and links to the New Auburn greenbelt.*

*There are a number of formal recreational facilities in New Auburn including the Little League Field, Boys and Girls Club, Raymond Park, and school playgrounds and sports fields. New Auburn residents work closely with the City and community recreation organizations to maintain these properties.*

**Objective 1:** Establish a greenbelt and increase riverfront access

### *Strategies:*

A. Work with the Androscoggin Land Trust and other conservation/recreation organizations to **support the purchase of conservation and/or recreation easements** in New Auburn with a priority on establishing a "greenbelt" around the InTown and UpTown portions of community – Mill to Riverside, Little Andy, Androscoggin (see Table 3).

**Table 3: Priority Recreation/Conservation Connections (Map 2, page 20)**

- Barker Mill Trail along Little Androscoggin River
- Broad Street/Sherwood Forest connection
- A Second Street riverfront corridor from Mill St./Main St. to Broad St.
- An east/west trail corridor connection between Riverside Dr. and So Main St.
- Barker Mill Trail connection to Moulton/West Pitch Park

B. Encourage LA Trails' efforts to create a trail system, where feasible, within the "greenbelt" linking the open spaces to the sidewalk network and major destinations such as schools and the business district (see Map 2, page 20).

- i. Support efforts to develop a trail connection between the Barker Mill Trail and Moulton/West Pitch Park through the establishment of a pedestrian bridge across the Little Androscoggin River.

- C. Support organizations such as the Androscoggin Land Trust and LA Trails in their efforts to **develop and maintain boat launches and other riverfront recreational amenities.**

**Objective 2:** Provide community-wide recreational opportunities.

*Strategies:*

**A. Support development and maintenance of community recreational facilities.**

- i. Work with the Parks and Recreation Department to maintain and upgrade existing recreational facilities.
- ii. Encourage residents to take part in local upkeep and maintenance efforts to restore community-initiated recreational facilities such as the tennis courts at Sherwood Heights.
- iii. Ensure that the neighborhood has a formal seat on the Parks Advisory Board to help oversee the ongoing maintenance of community recreational facilities and identify future community recreation projects.
- iv. Support the City's development of a South Auburn recreational feasibility plan.
  - a. Ensure that the Walton School fields are maintained as community recreation space.

## **C.7 Economic Development**

*New Auburn supports economic development through continued efforts to promote and enhance New Auburn Business Districts (see Section C.3 New Auburn Business Districts) and the establishment of industrial/business parks within the Rural/Rowe's Corner area.*

*To ensure the potential for increased economic development in the Rural/Rowe's Corner portion of New Auburn, the City has placed most of the area into agricultural or industrial districts as a means of holding the land until such a time as business and/or industrial development becomes feasible. The City continues to pursue opportunities for attracting large-scale industrial and business developments that can support the necessary extension of public sewer and water services in this area. Efforts to increase access are supported by the development of a connector road that links the industrial area to Washington Street/Rodman Road and a possible future turnpike interchange.*

**Objective 1:** Support the expansion of necessary infrastructure.

*Strategies:*



## City Council Information Sheet

City of Auburn

**Council Meeting Date:** 05/04/2015

**Subject:** Executive Session

**Information:** Discussion regarding a real estate matter, pursuant to 1 M.R.S.A. Section 405(6)(C).

**Executive Session:** On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.

This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

## IN COUNCIL REGULAR MEETING APRIL 21, 2015 VOL. 34 PAGE 123

Mayor LaBonté called the meeting to order at 7:15 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor LaFontaine had an excused absence. All other Councilors were present.

### I. Consent Items

- No Consent items

### II. Minutes

- April 6, 2015 Regular Council Meeting

Motion was made by Councilor Hayes and seconded by Councilor Walker to accept the minutes of April 6, 2015 as presented. Passage 6-0.

### II. Communications, Presentations and Recognitions

- Blue Star Flag Presentation – Chief Frank Roma introduced the program.
  - Mayor LaBonté presented Brian Martin, Auburn Fire Fighter and EMT, with a certificate and blue star flag. On April 27<sup>th</sup>, Brian will be deploying to the Middle East with his unit the 439<sup>th</sup> Aero-Medical Evacuation Squadron in support of Operation Freedom Sentinel.
  - Mayor LaBonté presented Scott and Nancy O'Brien, parents of Chris O'Brien, with a certificate and blue star flag. Chris is currently a Specialist serving with Bravo Company One 505<sup>th</sup> Parachute Infantry Regiment, Third Brigade, Combat Team of the 82<sup>nd</sup> Airborne Division in Iraq.
- Proposed Tactical New Urbanist Projects – Eric Cousens – moved to workshop

### IV. Open Session – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

**Larry P. Morrisette**, 46 High Street spoke about Child Abuse and Child Abuse Awareness month in Maine.

**Dr. Susan Stanford**, 33 Goff Street spoke about her taxes and the impact it will have on her if they are raised.

### V. Unfinished Business

#### 1. Ordinance 11-04062015

Adopting the proposed ordinance language to Chapter 2, Administration, Article VI, Finance, Division I, Generally, Sec. 2-487, Bond Authorization. Public hearing and second reading.

## IN COUNCIL REGULAR MEETING APRIL 21, 2015 VOL. 34 PAGE 124

Motion was made by Councilor Lee and seconded by Councilor Gerry. Public hearing - no one from the public spoke. Passage 6-0. A roll call vote was taken.

### VII. New Business – No new business

### VIII. Reports

**Mayor's Report** – Commented on the City of Auburn taking a position in support on the Passenger railway. The Mayor had an opportunity to meet with Francois Robello, the lead developer of the proposed project, along with residents in the Province of Quebec and the Montreal business community that have a strong interest in seeing the Montreal to Boston connection made. Last week he met with Howard, Dick Trafton and John Holden to talk about the Lewiston/Auburn Railroad Company to discuss the role the railroad company could have in passenger rail service. He also commented on the meeting with Poland Officials around Economic Development. There is interest with the Poland Selectman to have a joint committee to talk about shared interests.

**Councilor Walker** – Announced that United New Auburn Association has a meeting at Rolly's Diner on Tuesday, April 28<sup>th</sup> and on May 2<sup>nd</sup>, at 1:00 PM there will be an egg hunt at Walton School; the Neighborhood Watch meeting is 6:00 PM, Thursday, April 23<sup>rd</sup> at the Tailgate Gourmet.

**Councilor Hayes** – Commented on the Airport Meeting being held at 8:30 AM, Wednesday, April 22 at Lewiston City Hall.

**Councilor Crowley** – Commented on Auburn Sewer and Water District meetings. In her Ward 1 she discussed General Assistance program not being available for certain groups of people. Dates to watch, Thursday, April 23<sup>rd</sup> is take your daughter or son to work day; Thursday there will be regular visiting hours from 5-7 at the Library; April is Autism Awareness Month; Friday, April 24<sup>th</sup> the Recreation Advisory Committee and City Council will be having a groundbreaking ceremony at noon at Pettengill Park for the Ingersoll Turf Facility; Saturday, April 25<sup>th</sup> the community take back medicine program at Bedard Medical; Saturday, May 2<sup>nd</sup> there will be a May Day celebration at Walton Elementary from 1-3; Sunday, May 3<sup>rd</sup> is the Empty Bowl Supper at the Unitarian Universalist Church, on the corner of Pleasant and Elm Street. Councilor Crowley commented on cable television and Great Falls TV, data and income levels that she requested for all of Auburn, and calls and e-mail regarding the budget.

**Councilor Young** – No report

**City Manager Report** – The City Manager wanted to thank Auburn, Superintendent of Schools, Katy Grondin for organizing the community conversation that took place Thursday at the Middle School, commented on budget process, Airport Board meeting taking place April 22<sup>nd</sup>, wanted to remind the public that the Auburn School Board would be holding their budget meeting on April 22<sup>nd</sup> at 7 pm and the City Council and public are invited to attend. Commented on downtown Auburn Transportation Center, groundbreaking at Ingersoll, next Monday a City Council Workshop will be held to discuss Public Service, Police and Fire Departments. The City Manager wanted to congratulate Detective Jason Moore of the Auburn Police Department for

**IN COUNCIL REGULAR MEETING APRIL 21, 2015 VOL. 34 PAGE 125**

testifying in Washington, DC regarding the increase of IRS scams with the elderly. Assistant City Manager informed that on May 6<sup>th</sup> the City will be going through an audit with DEP concerning the MS4 Program Permit and that spring cleanup will begin May 4<sup>th</sup> and will run for 2 weeks.

**Councilor Lee** – Wanted to give out a shout to the Auburn Middle School live Tweeters

**Finance Director** – March 2015 Monthly Finance Report

Motion was made by Councilor Young and seconded by Councilor Gerry to accept and place on file the March 2015 Monthly Finance report. Passage 6-0.

**IX. Open Session** – Members of the public are invited to speak to the Council about any6 issue directly related to City business which is *not on this agenda*.

No one spoke.

**X. Adjournment** – Motion was made by Councilor Young and seconded by Councilor Crowley to adjourn. All were in favor and the meeting adjourned at 8:38 PM.

A True Copy.

ATTEST

  
Alison F. Pepin, Deputy City Clerk

# CITY OF AUBURN



## PROCLAMATION

### Proclaiming May 15, 2015 Bike to Work Day in Lewiston and Auburn

**Whereas**, the bicycle is an economical, healthy, convenient, fun, and environmentally sound form of transportation and an excellent tool for recreation and enjoyment of Lewiston and Auburn's scenic beauty; and

**Whereas**, creating a bicycle-friendly community has been shown to improve citizen's health, well-being, and quality of life, growing the economies of Lewiston and Auburn, attracting tourism dollars, improving traffic safety, supporting student learning outcomes, and reducing pollution, congestion, and wear and tear on our streets, roads, and bridges; and

**Whereas**, Lewiston and Auburn have adopted a city-wide Complete Streets Policy to ensure that future decisions about our transportation system accommodate all users, with a special focus on bicyclists and pedestrians

**Whereas**, Bike to Work Day raises public awareness among Lewiston and Auburn commuters and their employers regarding the cost-effective, healthy, and fun option of commuting to work; and

**Whereas**, the Lewiston Auburn Bicycle Pedestrian Committee, Bicycle Coalition of Maine, Healthy Androscoggin, LA Trails, local schools, police departments, and hospitals are promoting greater public awareness of the on and off road trails available for use and bicycle operation and safety education in an effort to reduce collisions, injuries, and fatalities; and

**Now, therefore**, I, Jonathan P. LaBonté, Mayor of the City of Auburn, do hereby proclaim May 15<sup>th</sup>, 2015 as Bike to Work Day. All residents, commuters, businesses, and service organizations are encouraged to participate by simply "biking to work."

IN WITNESS WHEREOF, I have hereunto

Set my hand and caused the Seal of the

City of Auburn, Maine

to be fixed this 4th day of May 2015.

Mayor Jonathan P. LaBonté

# AUBURN MIDDLE & HIGH SCHOOL ODYSSEY OF THE MIND WORLD FINALS

Michigan State University

May 2015

On Saturday March 28, 2015, the Auburn Middle School and Edward Little High School Odyssey of the Mind Teams were both awarded first place for their problem and division at the state tournament in Sanford!

Odyssey of the Mind is an international educational program where teams of children that range from kindergarten through college use creativity to solve a particular problem. The teams work all year solving their problems, which range from building technical, mechanical devices, to creating and performing their own creative interpretation of a literary classic. They then compete against teams of the same division at the local, state, and if they are lucky, World level, which includes the participation of roughly 25 countries. It's truly an extraordinary experience and an honor to attend World Finals!

The teams have been invited to attend the World Finals in Michigan and are seeking any assistance you can provide.

## How Can You Help???

All Donations are Tax Deductible!!!

Please send donations to:

Auburn School Department  
c/o Jude Cyr  
60 Court Street  
Auburn, ME 04210

**Make Checks payable to:  
Auburn Educational Foundation  
For: Odyssey of the Mind**

Or go to: [auburneducationalfoundation.org](http://auburneducationalfoundation.org)



The high school team's problem was to design, build, and operate trains that traveled on and were guided by tracks. While they traveled between stations, the trains overcame a list of chosen obstacles. The theme of the performance incorporated the train's experiences on the track and included a humorous conductor. During the victory lap, a flag was displayed on one of the trains.



The middle school team created and presented a humorous silent movie with creatively displayed subtitles, a team created director, movie critic, and villain character that committed three acts of villainy. The movie experience included a team designed and built musical instrument that played throughout the movie and a trailer that previewed before the movie.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 4 May 15

**Resolve** 02-05042015

**Author:** Howard Kroll

**Subject: RESOLVE - Expressing Support for the Initiative to Evaluate and Improve the Joint Economic Development Efforts of the City of Auburn and Town of Poland.**

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**Information:** Mayor, Council members and staff met with Town of Poland officials during a joint conference of the two communities to pursue shared vision for economic development in the adjacent properties that border each as well as support for the creative economy in its broadest sense and a desire to pursue policies that enhance the region's ability to attract creative and talented individuals to Poland and Auburn as a means to foster economic growth and investment. From the conference a mutual understanding that both communities need to get together and discuss our strengths and weaknesses and how we can work together.

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**Advantages:** Working with our neighboring community on similar issues such as economic development, etc

**Disadvantages:** None-

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** Approve the resolve and direct City Manager on his staff's role during this process. NO staff is appointed just to be there for support.

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**Previous Meetings and History:** NONE

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**Attachments:**

Resolve 02-05042015

**City Council  
Information Sheet**

**City of Auburn**

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City Manager or Assistant City Manager signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam R. Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### RESOLVE 02-05042015

#### **Expressing Support for the Initiative to Evaluate and Improve the Joint Economic Development Efforts of the City of Auburn and Town of Poland.**

Whereas, concerns have been raised regarding the lack of focus of the two municipalities' economic development efforts and the extent to which they need to reflect the changing nature of the national and regional economy; and

Whereas, interest arose during a joint conference of the two communities to pursue shared vision for economic development in the adjacent properties that border each as well as support for the creative economy in its broadest sense and a desire to pursue policies that enhance the region's ability to attract creative and talented individuals to Poland and Auburn as a means to foster economic growth and investment; and

Whereas, there remains a strong commitment to the legacy of Poland and Auburn as a manufacturing and transportation hubs and support for strengthening targeted efforts in those areas; and

Whereas, there has been a demand among local elected officials in both communities for enhancing their role in the economic development process, including regular discussion between peers on either side of the border, and how that role should be balanced with the involvement of other stakeholders, in order to maintain a high level of involvement from the private sector in Poland and Auburn; and

Whereas, these issues, along with the numerous public and private organizations that are involved in economic development in this region, have raised concerns regarding our overall lack of a joint economic development strategy and the extent to which the various agencies, including the respective municipal governments, are coordinating their efforts around areas of joint interest; and

Whereas, there is a desire to develop a focused economic development structure for Poland and Auburn; improve communication and coordination between the organizations and principals involved in providing economic development support services; and strengthen the knowledge and involvement of municipal elected officials from both municipalities; and

Whereas, there shall be 3 members from each municipality, Auburn members will consist of one City Councilor and two Auburn residents who are either LAEGC or ABDC Board members appointed by the Mayor;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUBURN AND THE BOARD OF SELECTMEN OF THE TOWN OF POLAND THAT**

We support the effort to review, debate, and implement the economic development structure not currently in place in Poland and Auburn with the goal of implementing a broadly based, widely supported and focused joint economic development strategy, sustaining broadly based input from partners and businesses, increasing the knowledge and involvement of municipal elected officials in economic development efforts, and better coordinating and focusing the

efforts and resources of the communities and private sector partners on the areas identified as key to the economic future of the communities.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 5/4/15

**Resolve** 03-05042015

**Author:** Eric Cousens, Deputy Director of Planning and Development

**Subject:** Tactical Urbanism – Court and Main Streets

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**Information:** On May 20 and 21, A “Build Maine” Conference will present ways to build economically stronger, more successful towns and cities in Maine through strategic, high impact investments. The Conference is sponsored by the Congress for New Urbanism, Smart Growth Maine, the Municipal Association (MMA), and the Maine Real Estate & Development Association (MEREDA). Planning Professionals involved in the conference and representing the Congress for New Urbanism are interested in creating tactical events in Auburn that publically illustrate some of the principles of New Urbanism, promote complete and vibrant streets and encourage downtown redevelopment.

City Staff has been discussing these proposals and meeting internally to consider issues with the timing, safety, public notice, technical capacity and the feasibility of implementing these tactical New Urbanist projects during the week of May 20-21<sup>st</sup>. We presented some options to the Council on April 21<sup>st</sup> and the Council generally supported staff investigating some of them further for this meeting. We have since been in discussion with Maine DOT and will likely not have a final answer from them in time for action on May 4<sup>th</sup> regarding adding on-street parking to Court Street and transitioning to three lanes with a center turning lane.

We are asking that the Council approve the use of Festival Plaza for programming that will increase pedestrian activity during the Build Maine event and may include food trucks and sidewalk café space; Along the one-way section of Main Street, potential additional parking and use some parking areas as tactical urbanism demonstration space or sidewalk café space and to allow staff to engage further with businesses and residents to gauge support for on-street parking along Court while we continue to pursue the MDOT approval of the Court Street Striping changes.

Depending on feedback from Maine DOT we may ask the Council to vote on allowing a Court Street Road Diet, as depicted on the attached street plan.

**Advantages:** Promote downtown development and activity during the Build Maine Event and encourage it for the future. Calming traffic, creating parking and using parking as a buffer between traffic and pedestrians is critical to the success of our downtown.

**Disadvantages:** Investing time into this takes away from other items, but this is a very worthwhile effort.

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**City Budgetary Impacts:** None at this point, beyond what is already budgeted. Build Maine will work on much of this at no cost and staff has a small budget for downtown programming related to economic development. Striping costs will be the same or slightly different than what is already planned for the area. The timing of the striping is the only potential increase, if it cannot be completed as part of an existing trip to complete striping work in Auburn and requires a separate mobilization there could be an increased cost of \$2,000. We would make every attempt to either include it in an existing trip or get our \$2,000 worth of striping by adding work to cover the mobilization charge.

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**Staff Recommended Action:** Allow the Build Maine demonstration on Main Street and Festival Plaza and allow staff to engage further with businesses and residents to gauge support for on-street parking along Court while we continue to pursue the MDOT approval of the Court Street Striping changes.

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**Previous Meetings and History:** April 21, 2015 Communications.

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**Attachments:** Court Street Road Diet Sketch, Traffic Counts Screen Shot, Historical Articles regarding the removal of on-street parking along Court Street.

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### RESOLVE 03-05042015 (Option 1)

WHEREAS, The Build Maine Conference is an opportunity to showcase the latest in downtown development planning and take advantage of the thoughts and ideas of national experts that are in town for the conference and interested in doing a promotional project;

WHEREAS, the Auburn City Council is committed to improving and revitalizing our downtown and promoting complete streets for historic preservation, economic vitality, quality of life and increased property values;

THEREFORE RESOLVED, the Auburn City Council encourages the Build Maine staff and City staff to collaborate on programming and tactical urbanism projects for festival Plaza and along Main Street that includes food trucks, outdoor café and retail space for local businesses and food trucks during the Build Maine Event on May 20-21.

BE IT FURTHER RESOLVED, that the Council order Staff to complete the Court Street Road Diet to restore parking along Court Street and a three lane section between Turner Street and the Railroad Tracks as depicted on the street plans.

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### RESOLVE 03-05042014 (Option 2)

WHEREAS, The Build Maine Conference is an opportunity to showcase the latest in downtown development planning and take advantage of the thoughts and ideas of national experts that are in town for the conference and interested in doing a promotional project;

WHEREAS, the Auburn City Council is committed to improving and revitalizing our downtown and promoting complete streets for historic preservation, economic vitality, quality of life and increased property values;

THEREFORE RESOLVED, the Auburn City Council encourages the Build Maine staff and City staff to collaborate on programming and tactical urbanism projects for festival Plaza and along Main Street that includes food trucks, outdoor café and retail space for local businesses and food trucks during the Build Maine Event on May 20-21.

FURTHER RESOLVED to allow staff to engage further with businesses and residents to gauge support for on-street parking along Court Street while we continue to explore the MDOT approval of the Court Street Striping changes.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** May 4, 2015      **Order** 33-05042015

**Author:** Reine Mynahan, Community Development Director

**Subject:** 2015-2019 Consolidated Plan and Annual Action Plan

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### Information:

Attached is the document will be submitted to the U. S. Department of Housing and Urban Development. It incorporates the City of Auburn's Consolidated Plan for both Community Development Block Grant and HOME Investment Partnerships Programs, and the City of Lewiston's HOME Investment Partnerships Program. When the document is submitted, the City of Lewiston's Community Development Program will automatically be uploaded with this document. The City of Lewiston approved their Consolidated Plan in April, and the Annual Action Plan will be adopted on May 5<sup>th</sup>.

I have made several changes to the Consolidated Plan and Annual Action Plan. Listed below are those changes:

- 1) Increase outputs for the Transitioning out of Poverty strategy from 400 to 1,000. When I estimated the number of people who could be served, I didn't know what proposals we may receive that are associated with the strategy. Based on the funding we will provide this year, the estimate of persons to be assisted is 221. The 5-year goal would have been achieved in the second year of this plan. It seemed logical to adjust the goal to cover the 5-year period.
- 2) Eliminated the Union Street lighting project from the plan and placed those funds in the sidewalk project account. Both projects will have the benefit of a year of planning. The play structure in Union Street Park remains in the budget.
- 3) When I began budget preparation I thought we would have awarded a contract for the Shoe-Maker Alley project; however, that will not be the case. The amount of funds allocated to this project, \$15,500, will be carried over into this year's program.
- 4) \$10,000 was added for project underwriting/due diligence by Economic Development on projects funded through the program.

I have included a new Community Development Block Grant Program budget with three categories. The first column of numbers is the budget that was presented on March 23<sup>rd</sup>. The second column includes the revisions listed above. The third column, option 2, includes \$25,000 for recreation scholarships. If you approve the Consolidated Plan/Annual Action Plan as presented, you would be approving the budget in column 2.

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**Advantages:** The Citizens Advisory Committee has become a very informed group about housing and social issues that affect the City of Auburn. The process for developing the Consolidated Plan has been through an extensive citizen participation effort that helped to identify pressing issues. Their recommendations are to target federal resources in a manner that addresses these issues.

**Disadvantages:** none

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**City Budgetary Impacts:** Adoption of the Consolidated Plan is required to continue receiving these federal funds. Through these funds there is leveraging of other dollars and stretching of local tax dollars.

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**Staff Recommended Action:** Accept recommendations of the Citizens Advisory Committee as presented.

**Previous Meetings and History:** March 9, March 23, April 6, 2015

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**Attachments:** 1-Year Budget Community Development Block Grant  
5-Year Estimates  
2015-2019 Consolidated Plan and Annual Action Plan  
Community Development Block Grant Program FFY2015 Budget  
Order 33-05042015



**City of Auburn  
Community Development Block Grant  
Federal Fiscal Year 2015**

	3/23/2015		
	Proposed	Revised	
	FY 2015	FY2015	
	<u>Budget</u>	<u>Budget</u>	<u>Option 2</u>
<b>Planning and Administration</b>			
General Administration	\$100,000	\$100,000	\$100,000
Project Delivery Costs/Housing	\$80,000	\$80,000	\$80,000
Goods and Services	\$28,200	\$28,200	\$28,200
<b>Support Fair Housing</b>	\$2,000	\$2,000	\$2,000
<b>Sub Total</b>	<u>\$210,200</u>	<u>\$210,200</u>	<u>\$210,200</u>
<b>Promote Jobs and Development</b>			
Small Business/Commercial Loan Program	\$80,000	\$90,000	\$90,000
<b>Sub Total</b>	<u>\$80,000</u>	<u>\$90,000</u>	<u>\$90,000</u>
<b>Prevent Deterioration of Housing Stock</b>			
Rehabilitation Loan Program	\$247,666	\$247,666	\$247,666
Lead Testing/Clearance/Training	\$5,000	\$5,000	\$5,000
Community Concepts Weatherization	\$24,900	\$24,900	\$24,900
Code Enforcement	\$81,000	\$81,000	\$81,000
<b>Sub Total</b>	<u>\$358,566</u>	<u>\$358,566</u>	<u>\$358,566</u>
<b>Improve Parks and Establish Community Gardens</b>			
New Auburn River Trail	\$35,000	\$35,000	\$35,000
Union Street Lighting/Play Structure	\$180,000	\$46,000	\$46,000
Community Garden	\$20,000	\$20,000	\$20,000
<b>Sub Total</b>	<u>\$235,000</u>	<u>\$101,000</u>	<u>\$101,000</u>
<b>Make Neighborhood Streets Safer and More Walkable</b>			
Shoe-Maker Alley Improvements	\$15,500	\$15,500	\$15,500
Sidewalk Project	\$65,636	\$189,636	\$164,636
<b>Sub Total</b>	<u>\$81,136</u>	<u>\$205,136</u>	<u>\$180,136</u>
<b>Support People in their Efforts to Transition Out of Poverty</b>			
Androscoggin Head Start/Family Advocacy	\$8,500	\$8,500	\$8,500
Auburn Recreation Department & Scholarships	\$0	\$0	\$25,000
Literacy Volunteers of Androscoggin County/Adult Literacy	\$8,635	\$8,635	\$8,635
Auburn Police Department/Work with ME	\$33,750	\$33,750	\$33,750
Community Concepts/Bridges out of Poverty	\$9,115	\$9,115	\$9,115
<b>Prevent Homelessness</b>			
Safe Voices / Social Services	\$11,000	\$11,000	\$11,000
Tedford Housing & Support Services for Homeless	\$7,000	\$7,000	\$7,000
<b>Sub Total</b>	<u>\$78,000</u>	<u>\$78,000</u>	<u>\$103,000</u>
<b>Total Budget</b>	<u>\$1,042,902</u>	<u>\$1,042,902</u>	<u>\$1,042,902</u>

## 2015-19 Consolidated Plan Outputs/Estimated Cost

	<u>Annual</u>	<u>5 Years</u>
<b><u>Estimated CDBG</u></b>		
New Grant	\$505,000	
Program Income	\$250,000	
Total	\$755,000	
Administration and Oversight	-\$108,000	
New Funds	\$647,000	\$3,235,000
Prior Year Carryover		\$245,000
Available for Activities		<b>\$3,480,000</b>
<b>Public Service Cap 15% of Budget</b>	<b>\$109,500</b>	
<b><u>Estimated HOME</u></b>		
New Grant	\$170,000	
Program Income	\$62,000	
Total	\$232,000	
Administration and Oversight	-\$28,000	
New Funds	\$204,000	\$1,020,000
Consolidated Plan		-\$20,000
Prior Year Carryover		\$305,000
Available for Activities		<b>\$1,305,000</b>

5-year ProductionAnnual Cost5-year Cost**CDBG****HOME**

**High Priority A: Transition out of Poverty**

5 year output: 400 youth and adults gain work ready skills      400 people  
 Social Services budget \$60,000      \$60,000      \$300,000      \$300,000

**High Priority B: Prevent Deterioration of Housing Stock**

5 year output: 130 owner and rental units rehabilitated to achieve health and safety standards, 100 made lead safe

<b>GREEN AND HEALTHY HOMES/OWNERS</b>	70 units				
<b>CCI Weatherization Grant/Dept of Energy Match 50%</b>		\$24,900	\$124,500	\$124,500	
6 units per year @ \$4,150					
<b>Spot Rehab</b> - Health and Safety Repairs					
8 units per year @ \$7,000		\$56,000	\$280,000	\$280,000	
<b>Homeowner Rehab/Owners</b>					
4 units per year @\$20,000 owner occupied/low income	20 units	\$80,000	\$320,000		\$320,000
<b>Residential Rehab/Curb Appeal/Multi-Family</b>	40 units	\$80,000	\$400,000	\$400,000	
4 loans/grants per year @ \$20,000 (2 unit average)					
<b>Lead Match</b> @ \$1,100 per unit/3 years/Landlords	100 units	\$36,666	\$110,000	\$110,000	
<b>CODE ENFORCEMENT/LANDLORDS/RENTERS</b>					
<b>5-year output: 500 buildings inspected/125 improved privately and 45 improved publicly</b>					
<b>Salaries</b>	500 properties	\$80,000	\$400,000	\$400,000	
<b>Spot Rehab</b> - Health and Safety/Code Enforcement Repairs					
15 loans per year @ \$5,000 (3-unit average)	45 units	\$75,000	\$375,000	\$375,000	
<b>Administration of Housing Programs</b>		\$100,000	\$500,000	\$305,000	\$195,000

5-year ProductionAnnual Cost5-year CostCDBGHOME

**High Priority C: Promote Jobs and Development**

5 year output: 20 businesses assisted

2 Commercial loans per year @ \$25,000	10	\$50,000	\$250,000	\$250,000	
2 Small Business loans per year @ \$15,000	10	\$30,000	\$150,000	\$150,000	
Total	20 businesses				

**High Priority D: Neighborhood Streets Safer and More Walkable**

5 year output: 3,000 linear feet of improved streetscapes

(both sides of the street)

Sidewalks/lighting/landscaping

\$350 lf/3,000 feet = \$1,050,000	3,000 lf	50% share CDBG and City/each \$105,000	\$525,000	\$525,000	
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**Medium Priority A: Prevent Homelessness**

5 year output: 200 homeless assisted with connection to employment/job training

5 year output: 125 gain access to housing with Security Deposit assistance

Case Management/3 non-profits @ \$6,000	200 people	\$18,000	\$90,000	\$90,000	
Security Deposit/average \$750	125 households	\$18,750	\$93,750		\$93,750

**Medium Priority B: Increase Owner Occupancy**

outcome: 25 renters to purchase a home

\$15,000 each buyer

25 households	\$75,000	\$375,000		\$375,000	
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**5-year Production****Annual Cost****5-year Cost****CDBG****HOME**

**Medium Priority C: Improve Parks**

5 year output: 2 City Parks

Union Street/play structure and lighting Union Street Gully	1 park upgrade		\$175,000	\$175,000	
New Auburn River Promenade/park design services	1 new park		\$35,000	\$35,000	
Community gardens/1 in each target area	3 gardens	\$20,000	\$60,000	\$60,000	

**Low Priority A: Fair Housing and Increase Housing Choice**5 year output: 4 landlord and tenant workshops/  
4 fair housing poster contests

4 workshops \$2,000 \$10,000 \$10,000

Analysis of Impediments to Fair Housing 1 study \$20,000 \$20,000

**Low Priority B: New Housing Construction**

5 year output: 60 new affordable rental units

Spring Street Project (31 units)			\$150,000	\$150,000	
Rental set-aside for new project			\$150,000	\$150,000	

**Five Year Estimated Expenses****\$3,589,500 \$1,303,750****Five Year Projected Budget****\$3,480,000 \$1,305,000**

City of Auburn  
Auburn Consortium  
2015-19 Consolidated Plan  
and 2015 Annual Action Plan

# Executive Summary

## ES-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

This is the 2015-2019 Consolidated Plan for the City of Auburn and City of Lewiston Community Development Block Grant (CDBG) Programs and HOME Investment Partnerships (HOME) Program. Each City administers its own CDBG program, and Auburn administers the HOME program for both cities (an arrangement referred to as a consortium).

The mission of the CDBG and HOME programs in Auburn is to make the city a better place to live.

The City of Auburn receives roughly \$500,000 dollars per year from the Community Development Block Grant (CDBG) program, and \$170,000 dollars a year from the HOME program. In addition, there are funds that come into these programs each year from the repayment of loans made in prior years, or from funds otherwise reprogrammed. The City of Auburn CDBG program has emphasized providing loans rather than grants in past years. As a result of following this practice over many years, Auburn now benefits from a steady flow of payments, even in years when federal allocations are cut. This year, for example, the total of CDBG and HOME funds available to Auburn is projected to be nearly \$1 million.

The national purpose of the CDBG program is "... the development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities principally for persons of low and moderate income." The national purpose of the HOME program is "to create affordable housing for low-income households."

CDBG funds are spent in a "target area" in the community in which there is a high proportion of low and moderate income people. The uses of the funds are limited to housing improvements, infrastructure improvements, job creation, and social services. So long as the national test is met, there is considerable flexibility in the use of the funds, although social service spending has a cap of 15% of available program funds.

While \$1 million may seem a lot of money, it goes quickly when spent on construction projects, such as housing and roads and sidewalks. For this reason, the strategic plan identifies supporting activities that the City Council in Auburn could take in the coming five years to complement and leverage CDBG spending. The leverage need not be money; city code and policy changes can also have a beneficial impact on housing conditions in Auburn.

### 2. Summary of the objectives and outcomes identified in the Plan

The City of Auburn's strategic plan has 8 high priorities and 1 low priority goals.

1. The high priority goals are to:

- A. Support People in their Efforts to Transition Out of Poverty
- B. Prevent Deterioration of Housing Stock
- C. Promote Jobs and Development
- D. Make Neighborhood Streets Safer and More Walkable
- E. Prevent Homelessness
- F. Increase Owner Occupancy
- G. Improve Parks and Establish Community Gardens
- H. Support Construction of New Affordable Housing Units

2. The low priority goal is:

- A. Support Fair Housing

For the complete summary of the City of Auburn's Strategic Plan, go to Section SP-05 Strategic Plan Overview.

### 3. Evaluation of past performance

Below is an assessment of the accomplishments against the goals identified in the City of Auburn 2010-2014 Consolidated Plan. Accomplishments at the end of the fourth year should be at approximately 80% of the production goal.

Activity:	5 Year Objectives	Ongoing Total	Percentage of Goal Met
a. owner and rental units rehabilitated	280	302	107%
b. owner and rental units made lead safe *	80	197	246%
c. buyers assisted to purchase home	35	11	31%
d. new units of affordable family rental housing (HOME)	40	28	70%
e. 10 units of supportive rental housing of the homeless (HOME)	10	6	60%
f. 75 owners assisted to heat their homes	75	82	109%
g. Homeless or at-risk of homelessness assisted with security deposits (HOME)	100	89	89%
h. Total	620	715	115%

**Table 1 - Goal: Quality Affordable Housing/Auburn**

#### Goal: Quality Affordable Housing/Auburn

Conclusion: Most on the objectives are on target to be achieved except for homebuyer assistance and supportive housing. We have marketed the Homebuyer Program, however, the population that we are able to assist have been hesitant to purchase a home. Over all, Auburn has achieved 115% of its combined objectives after year 4. Auburn has made sufficient progress towards achieving its affordable housing objective.

<b>Activity:</b>	<b>5 Year Objectives</b>	<b>Ongoing Total</b>	<b>Percentage of Goal Met</b>
a. owner units rehabilitated	20	4	20%
b. buyers assisted to purchase home	10	0	0%
c. new units of affordable family rental housing (HOME)	40	53	133%
d. 10 units of supportive rental housing of the homeless (HOME)	10	10	100%
e. Homeless or at-risk of homelessness assisted with security deposits (HOME)	100	37	37%
f. Total	180	104	57%

**Table 2 - Goal: Quality Affordable Housing/Lewiston**

**Goal: Quality Affordable Housing/Lewiston**

Conclusion: The emphasis on Lewiston’s productivity has been primarily in the development of rental housing. Other objectives are somewhat behind. Recently the Cities of Auburn and Lewiston signed an amendment to the Consortium Agreement that transfers responsibility to work on the Homebuyer and Homeowner Rehabilitation Programs from Lewiston to Auburn. This change should increase capacity to undertake HOME projects in Lewiston.

<b>Activity:</b>	<b>5 Year Objectives</b>	<b>Ongoing Total</b>	<b>Percentage of Goal Met</b>
a. Improved streetscapes/ sidewalks & landscaping	10,000 Lf	7,115 Lf	71%
b. Building exteriors improved	50 Bldgs.	15 Bldgs.	30%
c. Substandard housing demolished	15 units	20 units	133%

**Table 3 - Goal: Attractive Neighborhoods/Auburn**

**Goal: Attractive Neighborhoods/Auburn**

Conclusion: With the infusion of stimulus funds, Auburn has made substantial progress in meeting its five year objectives for improved sidewalks and building demolitions. The only activity that is behind schedule is improving building exteriors.

<b>Activity:</b>	<b>5 Year Objectives</b>	<b>Ongoing Total</b>	<b>Percentage of Goal Met</b>
a. Business exteriors improved	10 Bldgs.	0	0%
b. Business assistance loans	2	3	150%

**Table 4 - Goal: Economic Opportunity/Auburn**

**Goal: Economic Opportunity/Auburn**

Conclusion: The City met its goal for business assistance, but has not made progress on building exteriors. The demand for exterior improvements has been on the housing side.

<b>Activity:</b>	<b>5 Year Objectives</b>	<b>Ongoing Total</b>	<b>Percentage of Goal Met</b>
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a. Children, Youth & Families/Households	1,500	1,034	69%
b. Individuals	600	1,582	264%
c. Homeless Individuals	400	466	117%
d. Neighborhood Community Building Initiative	1	1	100%
e. Total	2,501	3,586	143%

**Table 5 - Goal: High Quality of Life/Auburn**

**Goal: High Quality of Life/Auburn**

Conclusion: The City has exceeded its objectives for individuals and homeless, and has made sufficient progress with children, youth & families. With completion of the PAL Center, the neighborhood community building initiative is complete.

**4. Summary of citizen participation process and consultation process**

This strategic plan was developed by the Auburn Citizen’s Advisory Committee, which met 10 times between September, 2014, and February, 2015.

In addition to participating as a member of the committee, all Auburn citizens were invited to attend the committee meetings, each of which included time for public comment. Agendas were posted on the City’s website a week before the meeting. Neighborhood meetings were held in the target areas to ask about the most important needs facing the community, and an in-person neighborhood survey was conducted in the target areas by Bates College students. Results of the neighborhood meetings and the survey were presented to the committee and helped to inform the priority needs and goals.

As part of the Consolidated Plan process, the City of Auburn and the City of Lewiston surveyed local providers and agencies about the needs of the community as a whole and specifically the needs of youth, families, the elderly, and people transitioning to employment. A consultation meeting with the Lewiston-Auburn Alliance for Services to the Homeless (LAASH) also informed the needs and priorities of the Consolidated Plan.

In addition to the Social Service and Homelessness Consultations, meetings of the Auburn CAC included presentations to the CAC about community needs by a number of providers and agencies.

**5. Summary of public comments**

One person commented at the April 6th public hearing. Camille Parish of 42 Lake Street stated that she was thankful for the inclusion of community gardens in the Community Development Program.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

none

## The Process

### PR-05 Lead & Responsible Agencies - 91.200(b)

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUBURN	
CDBG Administrator	AUBURN	City of Auburn Community Development Department
HOPWA Administrator		
HOME Administrator	AUBURN	City of Auburn Community Development Department
HOPWA-C Administrator		

**Table 6 – Responsible Agencies**

### Narrative

#### Consolidated Plan Public Contact Information

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(f) Fax 207-333-6626

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

As part of the Consolidated Plan process, the City of Auburn and the City of Lewiston surveyed local providers and agencies about the needs of the community as a whole and specifically the needs of youth, families, the elderly, and people transitioning to employment. Fifty agency representatives participated in the Social Service Consultation Survey (see Table 2, below). The survey results were presented at a joint meeting of the Lewiston and Auburn Citizen's Advisory Committees (CACs).

In addition to the Social Service Consultation Survey, meetings of the Auburn CAC included presentations to the CAC about community needs by a number of providers and agencies, including:

- Presentation by the Auburn Housing Authority on housing assistance and the needs of public housing residents
- Presentation by the Neighborhood Housing League, a local organization that empowers residents to get involved in advocating for fair, safe and affordable housing, on the needs of low-income renters
- Presentation by the Green and Healthy Homes Initiative, which is working to create healthy, safe (including lead-free), energy efficient, and sustainable homes
- Presentation by Auburn Code Enforcement on the condition of housing
- Presentation by a local banker on the challenges of purchasing multi-unit properties
- Presentation by Auburn Economic Development on the City's economic development and infrastructure efforts.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The Maine State Housing Authority works with homeless service providers and other organizations toward a shared goal of preventing and eliminating homelessness in Maine. Collaborative efforts include the Continuum of Care (COC) a group of service providers serving a particular geographic area who work together to develop programs that address homelessness. Lewiston and Auburn are part of the Maine Balance of State Continuum of Care.

Locally, providers who address the continuum of homeless services for the area collaborate through the Lewiston-Auburn Alliance for Services to the Homeless (LAASH). LAASH works to improve access to services and housing for persons who are homeless or at risk, shares information and strengthens cooperation among local agencies and homeless providers, identifies gaps in services, increases public awareness about homeless issues, and seeks funding to service the homeless and at-risk. The group meets monthly to focus on local homeless issues and provide a forum for educating its members. Auburn and Lewiston Community Development staff participate in LAASH, and a consultation meeting with LAASH informed the needs and priorities of the Consolidated Plan. For a list of the agencies who participated in the December 3, 2014 homelessness consultation.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

**Table 7 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	ANDROSCOGGIN HEAD START & CHILD CARE
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
2	<b>Agency/Group/Organization</b>	COMMUNITY CONCEPTS, INC.
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
3	<b>Agency/Group/Organization</b>	Catholic Charities
	<b>Agency/Group/Organization Type</b>	Faith based social services
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Homelessness
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey Homelessness Consultation
4	<b>Agency/Group/Organization</b>	Museum LA
	<b>Agency/Group/Organization Type</b>	Local history
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
5	<b>Agency/Group/Organization</b>	AMERICAN RED CROSS (UNITED VALLEY CHAPTER)
	<b>Agency/Group/Organization Type</b>	Services-Health

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
6	<b>Agency/Group/Organization</b>	THE VISIBLE COMMUNITY
	<b>Agency/Group/Organization Type</b>	Downtown
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
7	<b>Agency/Group/Organization</b>	Lewiston Adult Education
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey Homelessness Consultation
8	<b>Agency/Group/Organization</b>	City of Lewiston - General Assistance
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey Homelessness Consultation
9	<b>Agency/Group/Organization</b>	TREE STREET YOUTH
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey

10	<b>Agency/Group/Organization</b>	Restorative Justice Institute of Maine
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
11	<b>Agency/Group/Organization</b>	Healthy Androscoggin
	<b>Agency/Group/Organization Type</b>	Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
12	<b>Agency/Group/Organization</b>	USm Lewiston Auburn College
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
13	<b>Agency/Group/Organization</b>	NEW BEGINNINGS, INC.
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey Homelessness Consultation
14	<b>Agency/Group/Organization</b>	Maine People's Alliance
	<b>Agency/Group/Organization Type</b>	grassroots organizing
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
15	<b>Agency/Group/Organization</b>	City of Auburn Recreation Dept
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
16	<b>Agency/Group/Organization</b>	Lewiston Career Center
	<b>Agency/Group/Organization Type</b>	Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
17	<b>Agency/Group/Organization</b>	CMMC
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
18	<b>Agency/Group/Organization</b>	Center for Women's Wisdom
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
19	<b>Agency/Group/Organization</b>	Tedford Housing
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation SurveyHomelessness Consultation
20	<b>Agency/Group/Organization</b>	TRI-COUNTY MENTAL HEALTH SERVICES
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation SurveyHomelessness Consultation
21	<b>Agency/Group/Organization</b>	Seniors Plus
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
22	<b>Agency/Group/Organization</b>	Learning Works
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
23	<b>Agency/Group/Organization</b>	SAFE VOICES
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey Homelessness Consultation
24	<b>Agency/Group/Organization</b>	WESTERN MAINE COMMUNITY ACTION
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
25	<b>Agency/Group/Organization</b>	Horn of Africa Aid and Rehabilitation Action Network
	<b>Agency/Group/Organization Type</b>	Immigrant
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
26	<b>Agency/Group/Organization</b>	ADVOCATES FOR CHILDREN
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
27	<b>Agency/Group/Organization</b>	YWCA OF CENTRAL MAINE
	<b>Agency/Group/Organization Type</b>	women
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Social Service Consultation Survey
28	<b>Agency/Group/Organization</b>	United Way of Androscoggin County
	<b>Agency/Group/Organization Type</b>	United Way
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homelessness Consultation
29	<b>Agency/Group/Organization</b>	Sexual Assault Prevention and Response Services
	<b>Agency/Group/Organization Type</b>	Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homelessness Consultation
30	<b>Agency/Group/Organization</b>	Preble Street Veterans Housing Services
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homelessness Consultation
31	<b>Agency/Group/Organization</b>	City of Auburn Social Services
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Homelessness Consultation

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		
Lewiston Auburn 10-Year Plan to End Homelessness	City of Auburn and City of Lewiston	The strategic plan incorporates the goals articulated in the plan where appropriate and relevant
Analysis of the Impediments to Fair Housing Choice	City of Auburn and City of Lewiston	The strategic plan incorporates the goals articulated in the plan where appropriate and relevant
New Auburn Master Plan	City of Auburn	The strategic plan incorporates the goals articulated in the plan where appropriate and relevant
Auburn Comprehensive Plan	City of Auburn	The strategic plan incorporates the goals articulated in the plan where appropriate and relevant

**Table 8 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The Cities of Auburn and Lewiston have formed a consortium to qualify for HOME Investment Partnerships Program funds whereby the grant is shared by both cities. The 3-year HOME Consortium plan includes a consultation process with Maine State Housing Authority.

Lewiston and Auburn Community Development staff both participate in the Lewiston-Auburn Alliance for Services to the Homeless (LAASH), which meets monthly.

As part of the process to develop the 2015-2019 Consolidated Plan, the Auburn and Lewiston Citizens Advisory Committees held a joint meeting to discuss the results of the Social Service Consultation Survey and common goals and to consider opportunities to coordinate social service programs as appropriate. Auburn and Lewiston Community Development staff work closely on both the development and implementation of the plan.

**PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)**

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	<p>Non-targeted/broad community</p> <p>A public meeting was held on March 25, 2015 with the Auburn City Council to review the draft Annual Action Plan.</p>	City Council and several Citizens Advisory Committee Members	The City Council had a number of concerns, mostly budget related.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	Non-targeted/broad community  Newspaper notice on March 25, 2015 announced the availability of the draft Consolidated Plan and Annual Action Plan, the beginning of the 30 day comment period, and the announcement of the public hearing. A second notice was public on April 2nd. The comment period expired April 25th.	1) Budget now includes funds to cover costs of due diligence for CDBG funded projects; 2) referred to Auburn Housing Authority; 3) CAC member indicated he could tell the houses on his street that were owned by absentee landlords due to disinvestment. CAC members agreed owner occupancy is important ; 4) HUD requires reporting under fixed parameters ie rental units rehabilitated; 5) addressed in New Affordable Housing strategy; and 6) economic development vision is promoted in strategies for sidewalks, housing and parks.	Comment received by Mayor Labonte 1) Paying for Economic Development staff; 2) Homeless should be a priority for housing vouchers; 3)sustainable owner occupancy rate; 4) change bench-marks on Rehab program to dollars; 5) pursue mixed-income level in neighborhoods; and 6) economic development vision not in the Consolidated Plan.		

**Table 9 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

HUD has identified four housing problems facing low income households:

- 1) lacking complete kitchen (substandard housing)
- 2) lacking complete plumbing facilities (substandard housing)
- 3) having more than 1 person per room (overcrowded)
- 4) paying more than 30% of gross income towards housing costs (cost burdened).

Severe housing problems as defined by HUD include having more than 1.5 persons per room (severe overcrowding) and paying more than 50% of gross income towards housing costs (severely cost burdened).

The following tables indicate that housing cost burden and severe housing cost burden are the greatest housing problem among extremely low (0-30% Household Area Median Family Income, or HAMFI), very low (>30-50% HAMFI), low (>50-80% HAMFI), and moderate income (>80-100% HAMFI) households in Auburn and Lewiston.

Households who pay more than 30% of their income for housing may have difficulty affording food, clothing, transportation and medical care.

Note that many of the data tables, provided by HUD, present combined household data for Auburn and Lewiston.

## NA-10 Housing Needs Assessment - 24 CFR 91.405, 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Demographics	Base Year: 2000	Most Recent Year: 2010	% Change
Population	58,893	59,963	2%
Households	25,085	25,188	0%
Median Income	\$0.00	\$0.00	

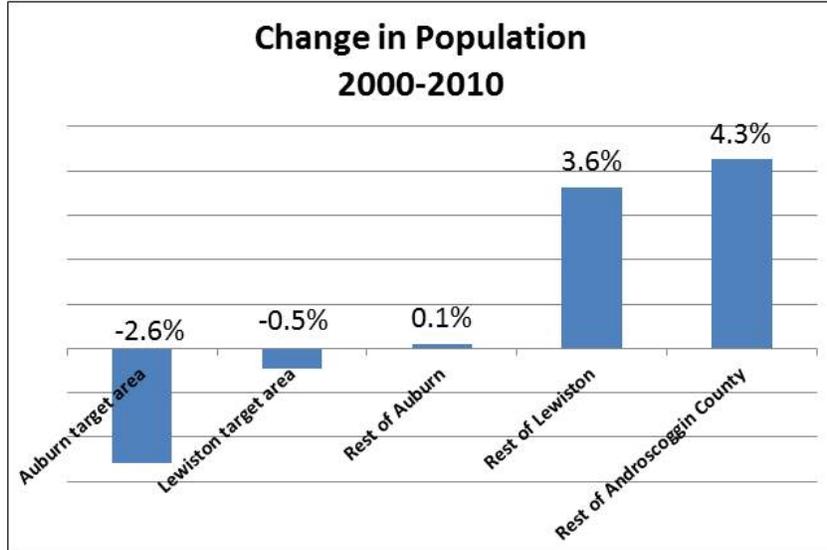
**Table 10 - Housing Needs Assessment Demographics**

**Data Source:** 2000 Census (Base Year), 2006-2010 ACS (Most Recent Year)

#### Text 1

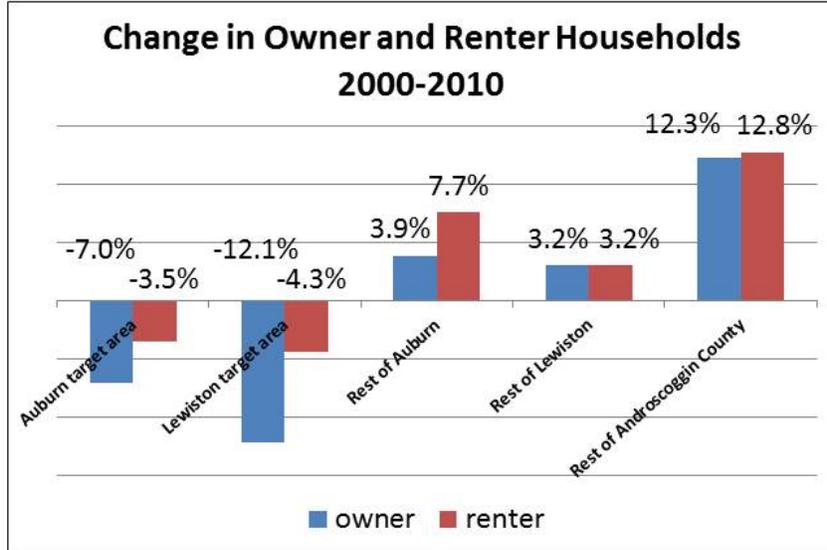
From 2000-2010, the Auburn and Lewiston target areas lost population while the remainder of the cities and Androscoggin County saw their populations increase.

The population decrease in the Lewiston target area was less than in the Auburn target area because downtown Lewiston has benefited from an influx of New Mainers. According to the 2013 Fair Housing Report, since 2001, approximately 4,000 immigrants (referred to as New Mainers) have moved to Auburn and Lewiston. "This new population is not evenly distributed; of the Black/African American population in Lewiston and Auburn (combined), 61% live in the target area."



Source: US Census 2000 and 2010

In particular, Auburn and Lewiston target areas have lost owner households.



Source: US Census 2000 and 2010

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	3,395	3,295	4,155	2,675	11,660
Small Family Households *	975	955	1,220	1,015	6,270
Large Family Households *	140	45	190	145	540
Household contains at least one person 62-74 years of age	560	510	755	530	1,770
Household contains at least one person age 75 or older	550	830	765	280	774
Households with one or more children 6 years old or younger *	665	594	385	440	925
* the highest income category for these family types is >80% HAMFI					

**Table 11 - Total Households Table**

Data Source: 2006-2010 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	184	25	0	0	209	0	10	25	0	35
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	25	40	15	10	90	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	115	85	10	4	214	0	0	0	0	0
Housing cost burden greater than 50% of income (and none of the above problems)	1,350	640	70	20	2,080	400	675	405	240	1,720
Housing cost burden greater than 30% of income (and none of the above problems)	530	725	1,005	85	2,345	40	255	555	580	1,430

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Zero/negative Income (and none of the above problems)	125	0	0	0	125	60	0	0	0	60

**Table 12 – Housing Problems Table**

Data 2006-2010 CHAS

Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	1,670	790	95	29	2,584	400	685	435	240	1,760
Having none of four housing problems	1,105	1,355	2,120	1,020	5,600	45	470	1,500	1,380	3,395
Household has negative income, but none of the other housing problems	125	0	0	0	125	60	0	0	0	60

**Table 13 – Housing Problems 2**

Data 2006-2010 CHAS

Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	840	545	370	1,755	75	295	315	685
Large Related	110	35	25	170	15	0	90	105
Elderly	465	365	175	1,005	260	410	315	985

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Other	774	565	525	1,864	90	215	230	535
Total need by income	2,189	1,510	1,095	4,794	440	920	950	2,310

**Table 14 – Cost Burden > 30%**

Data 2006-2010 CHAS  
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	630	150	35	815	75	250	150	475
Large Related	90	10	0	100	15	0	25	40
Elderly	170	155	30	355	230	225	65	520
Other	670	335	10	1,015	80	195	165	440
Total need by income	1,560	650	75	2,285	400	670	405	1,475

**Table 15 – Cost Burden > 50%**

Data 2006-2010 CHAS  
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Single family households	145	65	25	14	249	0	0	0	0	0
Multiple, unrelated family households	4	60	0	0	64	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	149	125	25	14	313	0	0	0	0	0

**Table 16 – Crowding Information - 1/2**

Data 2006-2010 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

**Table 17 – Crowding Information – 2/2**

Data Source  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

One-third of households in Auburn and Lewiston are single persons (47% of renters) and their median income is half that of the average household (source: US Census)

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

From July 1, 2013 to June 30, 2014 the non-profit Safe Voices provided shelter to 184 survivors of domestic violence in need of housing assistance.

Estimates of housing needs for the number of families that contain persons with disabilities are available in CHAS Table 6 produced from the 2008-2010 American Community Survey at:  
[http://www.huduser.org/portal/datasets/cp/chas/data\\_download\\_chas.html](http://www.huduser.org/portal/datasets/cp/chas/data_download_chas.html)

**What are the most common housing problems?**

The most common housing problem facing extremely low to moderate income households in Auburn and Lewiston is cost burden.

Approximately one-third of extremely low to moderate income households have a housing cost burden greater than 30% of their income. Another one-third (primarily extremely low and very low income households) have a housing cost burden of greater than 50% of their income.

**Are any populations/household types more affected than others by these problems?**

More renter households than owner households are affected by housing cost burden.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Life in crisis leads to some typical characteristics of family life in poverty:

- Live in the moment – no sense of future
- Jobs for “survival,” not for “career”
- Lack of order and organization
- Matriarchal structure
- Future implications of present actions rarely considered

(Source: *Bridges Out of Poverty*, pp. 53-55)

Sometimes a life crisis among the poor results in homelessness.

At the December 3, 2014 homelessness consultation, agencies described the *many causes* of homelessness – domestic violence, health crisis, loss of job, fire, -- but *common solutions* to all --

1. Decent affordable housing to move to
2. In cases of intergenerational poverty – literacy, life skills help.

Despite the common need, services are very fragmented, and some ideas agencies recommended for solutions include:

- Connect homeless to range of services, through case managers who can individualize recovery program
- Mentoring (Bridges Out of Poverty model) and life skills training
- Local Housing Authorities setting aside vouchers for homeless
- Comprehensive approach funded by foundation and local match
- Life in poverty is a life in perpetual crisis.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

When housing cost burden is high, an unexpected financial hardship can lead to homelessness.

Approximately one-third of extremely low to moderate income households have a housing cost burden greater than 30% of their income. Another one-third (primarily extremely low and very low income households) have a housing cost burden of greater than 50% of their income.

## NA-15 Disproportionately Greater Need: Housing Problems - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

HUD has identified four housing problems facing low income households:

- 1) lacking complete kitchen (substandard housing)
- 2) lacking complete plumbing facilities (substandard housing)
- 3) having more than 1 person per room (overcrowded)
- 4) paying more than 30% of gross income towards housing costs (cost burdened).

A disproportionately greater need exists when the members of racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole.

The tables below suggest that for households with housing problems, among 0-30% of AMI, American Indian Alaska Native and Hispanic households may have a disproportionately greater need; and among 30-50% AMI, 50-80% AMI, and 80-100% AMI, Asian households may have a disproportionately greater need.

However, the household numbers for the racial or ethnic groups identified as having a disproportionately greater need are small (between 10-50 households), so the margins of error are likely to be high. The data should be interpreted with caution.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,040	620	210
White	2,385	465	190
Black / African American	290	130	0
Asian	75	20	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Hispanic	20	0	0

**Table 18 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2006-2010 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,265	1,045	0
White	1,995	835	0
Black / African American	90	49	0
Asian	50	10	0
American Indian, Alaska Native	15	50	0
Pacific Islander	0	0	0
Hispanic	20	55	0

**Table 19 - Disproportionally Greater Need 30 - 50% AMI**

Data Source: 2006-2010 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,935	2,375	0
White	1,720	2,035	0
Black / African American	25	130	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Asian	19	0	0
American Indian, Alaska Native	0	60	0
Pacific Islander	0	0	0
Hispanic	0	15	0

**Table 20 - Disproportionally Greater Need 50 - 80% AMI**

Data Source: 2006-2010 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	720	1,845	0
White	625	1,735	0
Black / African American	15	35	0
Asian	10	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	0	0

**Table 21 - Disproportionally Greater Need 80 - 100% AMI**

Data Source: 2006-2010 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

## NA-20 Disproportionately Greater Need: Severe Housing Problems - 91.405, 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

HUD has identified four housing problems facing low income households:

- 1) lacking complete kitchen (substandard housing)
- 2) lacking complete plumbing facilities (substandard housing)
- 3) having more than 1 person per room (overcrowded)
- 4) paying more than 30% of gross income towards housing costs (cost burdened).

Severe housing problems as defined by HUD include having more than 1.5 persons per room (severe overcrowding) and paying more than 50% of gross income towards housing costs (severely cost burdened).

The following tables suggest that for households with severe housing problems, among 0-30% of AMI, Hispanic households may have a disproportionately greater need; among 30-50% AMI, Black/African American and Asian households may have a disproportionately greater need, and among 80-100% AMI, Asian households may have a disproportionately greater need.

However, the household numbers for the racial or ethnic groups identified as having a disproportionately greater need are small (less than 100 households) relative to the categories as a whole, so the margins of error are likely to be high. The data should be interpreted with caution.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,380	1,285	210
White	1,880	970	190
Black / African American	230	190	0
Asian	55	45	0
American Indian, Alaska Native	0	10	0
Pacific Islander	0	0	0

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Hispanic	20	0	0

**Table 22 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2006-2010 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 30%-50% of Area Median Income

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	1,260	2,050	0
White	1,065	1,765	0
Black / African American	90	49	0
Asian	40	20	0
American Indian, Alaska Native	0	65	0
Pacific Islander	0	0	0
Hispanic	20	55	0

**Table 23 – Severe Housing Problems 30 - 50% AMI**

Data Source: 2006-2010 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	525	3,785	0
White	465	3,280	0
Black / African American	25	130	0

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Asian	0	19	0
American Indian, Alaska Native	0	60	0
Pacific Islander	0	0	0
Hispanic	0	15	0

**Table 24 – Severe Housing Problems 50 - 80% AMI**

Data Source: 2006-2010 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 80%-100% of Area Median Income

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	130	2,435	0
White	120	2,245	0
Black / African American	0	50	0
Asian	10	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	0	0

**Table 25 – Severe Housing Problems 80 - 100% AMI**

Data Source: 2006-2010 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**NA-25 Disproportionately Greater Need: Housing Cost Burdens - 91.405, 91.205 (b)(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

**Introduction**

The most common housing problem facing extremely low to moderate income households in Auburn and Lewiston is cost burden.

The following tables suggest that Asian households may have a higher rate of housing cost burden.

However, the household numbers for the racial or ethnic groups identified as having a disproportionately greater need are small relative to the categories as a whole, so the margins of error are likely to be high. The data should be interpreted with caution.

**Housing Cost Burden**

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	15,290	4,995	3,830	240
White	13,795	4,375	3,265	190
Black / African American	460	195	140	40
Asian	35	55	105	0
American Indian, Alaska Native	155	35	0	0
Pacific Islander	0	0	0	0
Hispanic	185	10	40	0

**Table 26 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2006-2010 CHAS

## **NA-30 Disproportionately Greater Need: Discussion - 91.205 (b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

There are several income categories in which the data suggest that a racial or ethnic group may have a disproportionately greater need. However, the household numbers for the racial or ethnic groups identified as having a disproportionately greater need are small (between 10-105 households) relative to the categories as a whole, so the margins of error are likely to be high. The data should be interpreted with caution.

## NA-35 Public Housing - 91.405, 91.205 (b)

### Introduction

The following HUD data is based on information provided to HUD by the Auburn Housing Authority.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	173	579	1	577	0	0	0

Table 27 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	14,924	11,511	6,120	11,526	0	0	
Average length of stay	0	0	5	3	4	3	0	0	
Average Household size	0	0	2	2	4	2	0	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	61	91	0	91	0	0
# of Disabled Families	0	0	50	293	0	292	0	0
# of Families requesting accessibility features	0	0	173	579	1	577	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 28 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

### Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	142	544	1	542	0	0	0
Black/African American	0	0	30	30	0	30	0	0	0
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	1	4	0	4	0	0	0
Pacific Islander	0	0	0	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 29 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

### Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	3	0	3	0	0	0
Not Hispanic	0	0	173	576	1	574	0	0	0
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 30 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

The need for accessible units appears to be met adequately, particularly with the fully accessible units in the newer (LIHTC) buildings.

**What are the number and type of families on the waiting lists for public housing and section 8 tenant-based rental assistance? Based on the information above, and any other information available to the jurisdiction, what are the most immediate needs of residents of public housing and Housing Choice voucher holders?**

Wait lists for both Lewiston and Auburn Housing Authorities are long. Auburn reports more than 600 households on the waiting lists for both Housing Choice Vouchers and public housing units (with some duplication of the lists); Lewiston reports several hundred families on the list, even though it has been closed for two years.

Auburn Housing Authority describes the most immediate needs of public housing residents and Housing Choice Voucher holders as access to education/training and good paying jobs.

## **NA-40 Homeless Needs Assessment - 91.405, 91.205 (c)**

### **Introduction:**

The 2009 Lewiston Auburn 10-Year Plan to End Homelessness describes a homeless population that is largely invisible. “There are about 100 people homeless on any given night in the two cities. They come from a larger group of over 1,300 who are homeless in any given year in the two communities. But these homeless are not visible to the general public. They are hidden in apartments, where they move from one friend’s couch to another; or in available shelters; or in cars or campgrounds in the summer.”

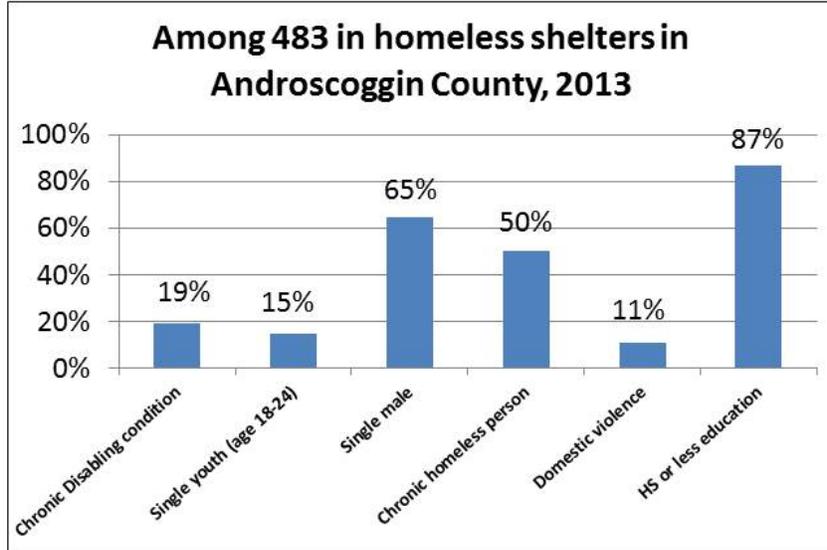
The plan goes on to describe a need that goes beyond housing. “The homelessness problem in Lewiston and Auburn is not, in the first place, primarily a problem of a lack of housing. Compared to other communities in Maine, there are more rents available at lower costs here. Instead, homelessness is a problem of insufficient income and resources, a lack of life skills, and health problems (primarily mental health and substance abuse). Sometime it is a combination. A fundamental underlying problem is the lack of good-paying jobs in the region, and the lack of attitudinal and work skills among homeless people to qualify for and hold such jobs.”

From January 1, 2013 to January 1, 2014, there were 483 people in homeless shelters in Androscoggin County (source: Maine State Housing Authority). This number does not include the many more “invisible” homeless as described in the plan above. It also does not include any shelters that do not receive funding from the Maine State Housing Authority and so are not required to report.

65% were adult male individuals. Half (50%) could be described as chronically homeless, including persons who had been homeless for a year or more, or who had been homeless 4 times in the past three years. 15% were individual youth between the ages of 18-24.

In terms of length of stay in 2013, just over half (52%) were homeless for one week or less. Another 19% were homeless for more than one week, but less than a month. 12% were homeless for one to three months, 7% for more than three months but less than a year, and 9% for one year or longer.

In addition to those counted at shelters, the 2014 Unstably Housed Report found that during the annual Point-in-Time survey (conducted Jan 29, 2014), 52 unstably housed persons were encountered in Androscoggin County. Unstably housed persons do not meet the HUD definition of homeless (meaning they are sleeping in a shelter or in a place not meant for human habitation such as a car or a park) but would include those living in somebody else’s home because of economic hardship, notified of eviction, living in a hotel, or leaving a health-care or mental health care facility.



Source: Maine State Housing Authority

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

Among the 483 people in homeless shelters in Androscoggin County in 2013, 80 were households (not individuals) and included 49 children. 30 out of 483 were veterans.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Among the 483 people in homeless shelters in Androscoggin County in 2013, 3 (< 1%) were American Indian or Alaska Native, 69 (14%) were Black or African American, 410 (85%) were White, and 1 (<1%) was other multi-racial.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The 2009 Lewiston Auburn 10-Year Plan to End Homelessness describes a homeless population that is largely invisible. In addition to the 483 people in homeless shelters in Androscoggin County in 2013, hundreds more are hidden from public view: in apartments, where they move from one friend's couch to another; or in cars or campgrounds in the summer.

## **NA-45 Non-Homeless Special Needs Assessment - 91.405, 91.205 (b,d)**

### **Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

Many poor have a disability. Odds are 3.5 times greater to live in poverty if you have a disability.

- *35% of 18-64 year-olds in Androscoggin County with a disability live under poverty*
- *10% of those 18-64 in Androscoggin without disability live under poverty.*

*Source: US Census 2009-2013 ACS*

Among disabilities, mobility and cognitive issues are most common (source: US Census 2009-2013 ACS)

As the Lewiston Auburn population ages in next 5 years, disability will become an even larger issue. Incidence of disability increase with age (source: US Census 2009-2013 ACS).

### **Discussion:**

HUD defines non-homeless special needs populations to include the elderly, persons with a disability, and persons with a drug or alcohol addiction. There are approximately 57 subsidized housing units in Auburn for persons with a disability, and 91 in Lewiston (source: Maine Housing, 2013).

There are many people under poverty who are not of working age or healthy enough to work who could be supported by other programs. However, this Consolidated Plan focuses on people under poverty who do not have a disability.

## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

Need for more "green space" in Auburn target areas, including parks, playgrounds, and community gardens.

### **How were these needs determined?**

Neighborhood meetings and individual resident interviews conducted by Bates College students as part of the Consolidated Plan process.

### **Describe the jurisdiction's need for Public Improvements:**

Pedestrian safety as a major concern, including the need for sidewalk repairs and improvements, trees and benches on the streets, and better street lighting. There is also concern about vehicles driving too fast on streets.

### **How were these needs determined?**

Neighborhood meetings and individual resident interviews conducted by Bates College students as part of the Consolidated Plan process.

### **Describe the jurisdiction's need for Public Services:**

A survey of Auburn and Lewiston social service providers conducted as part of the consolidated plan process had more than 50 responses. Providers described community challenges including

- Need for safe, affordable housing
- Limited reliable, accessible public transportation
- Lack of livable wage job opportunities
- Need for safe, affordable childcare
- Need for strong education system at all levels
- Food insecurity.

Providers also identified challenges for specific groups.

Youth need safe places and activities, stable home environments, hope and aspirations and positive influences, and a flexible education system including alternative high school and affordable higher education opportunities.

Parents need life skills and parenting skills, community support, and coordinated services.

Elderly residents need to be able to stay in their homes, access to activities and community engagement, and to feel valued.

Providers also identified some of the keys to economic success. As a community, we need to ensure people have affordable child care, transportation, affordable housing, food, health care, and transitional support. Individuals need:

- Work-ready skills (communication, professionalism, “soft skills”)
- Job training
- Life skills (financial literacy, time management)
- “Meet people where they are at”
- Empowerment and hope.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The housing stock in Auburn and Lewiston is old; half was built prior to WW II. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor condition. Many units are energy inefficient, and lead paint hazards are a problem.

Despite lower rent levels, low incomes mean that too many households pay too much of their incomes for rent.

Note that many of the data tables below, provided by HUD, present combined household data for Auburn and Lewiston.

**MA-10 Housing Market Analysis: Number of Housing Units - 91.410,  
91.210(a)&(b)(2)**

**Introduction**

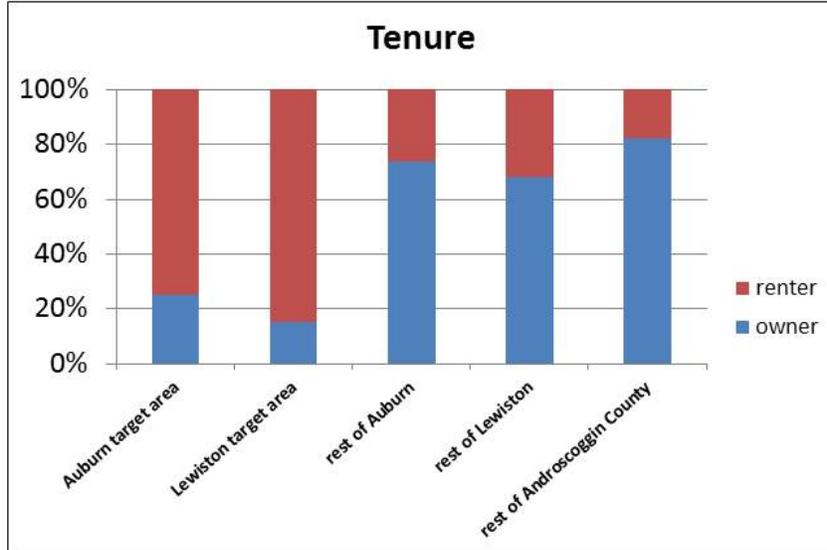
**All residential properties by number of units**

<b>Property Type</b>	<b>Number</b>	<b>%</b>
1-unit detached structure	13,216	48%
1-unit, attached structure	683	2%
2-4 units	6,825	25%
5-19 units	4,415	16%
20 or more units	1,538	6%
Mobile Home, boat, RV, van, etc	938	3%
<b>Total</b>	<b>27,615</b>	<b>100%</b>

**Table 31 – Residential Properties by Unit Number**

Data Source: 2006-2010 ACS

Lewiston and Auburn target neighborhoods have a higher proportion of rental units compared to the rest of the jurisdiction and the rest of the county.



Source: US Census 2008-2012 ACS 5-year Estimates

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	19	0%	607	5%
1 bedroom	478	3%	3,554	32%
2 bedrooms	3,096	22%	4,322	39%
3 or more bedrooms	10,483	74%	2,629	24%
<b>Total</b>	<b>14,076</b>	<b>99%</b>	<b>11,112</b>	<b>100%</b>

Table 32 – Unit Size by Tenure

Data Source: 2006-2010 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

There are approximately 4,260 subsidized housing units in Lewiston and Auburn (source: Maine Housing, 2013)

Disabled Units: 57 Auburn, 91 Lewiston  
Family Units: 218 Auburn, 1,111 Lewiston  
Housing Choice Vouchers: 543 Auburn, 983 Lewiston  
Senior Units: 473 Auburn, 659 Lewiston  
Special Needs Units: 51 Auburn, 74 Lewiston  
Total: 1,342 Auburn, 2,918 Lewiston

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

No units are expected to be lost from the affordable housing inventory for any reason.

**Does the availability of housing units meet the needs of the population?**

Both Auburn and Lewiston Housing Authorities report long wait lists for subsidized units and vouchers.

## MA-15 Housing Market Analysis: Cost of Housing - 91.410, 91.210(a)

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2010	% Change
Median Home Value	0	0	0%
Median Contract Rent	0	0	0%

Table 33 – Cost of Housing

Data Source: 2000 Census (Base Year), 2006-2010 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	4,505	40.5%
\$500-999	6,295	56.7%
\$1,000-1,499	223	2.0%
\$1,500-1,999	18	0.2%
\$2,000 or more	71	0.6%
<b>Total</b>	<b>11,112</b>	<b>100.0%</b>

Table 34 - Rent Paid

Data Source: 2006-2010 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	1,185	No Data
50% HAMFI	2,770	430
80% HAMFI	7,400	2,095
100% HAMFI	No Data	3,930
<b>Total</b>	<b>11,355</b>	<b>6,455</b>

Table 35 – Housing Affordability

Data Source: 2006-2010 CHAS

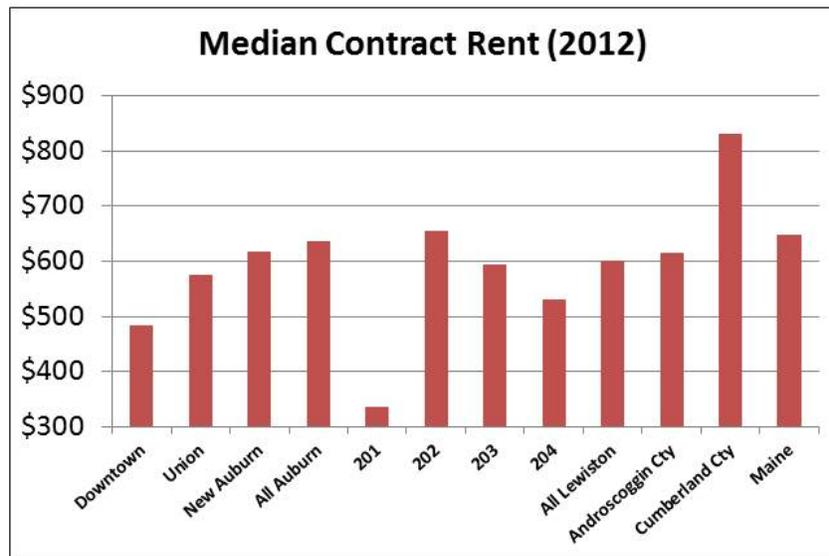
### Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	534	632	826	1,041	1,105
High HOME Rent	534	632	822	940	1,029
Low HOME Rent	505	540	648	749	836

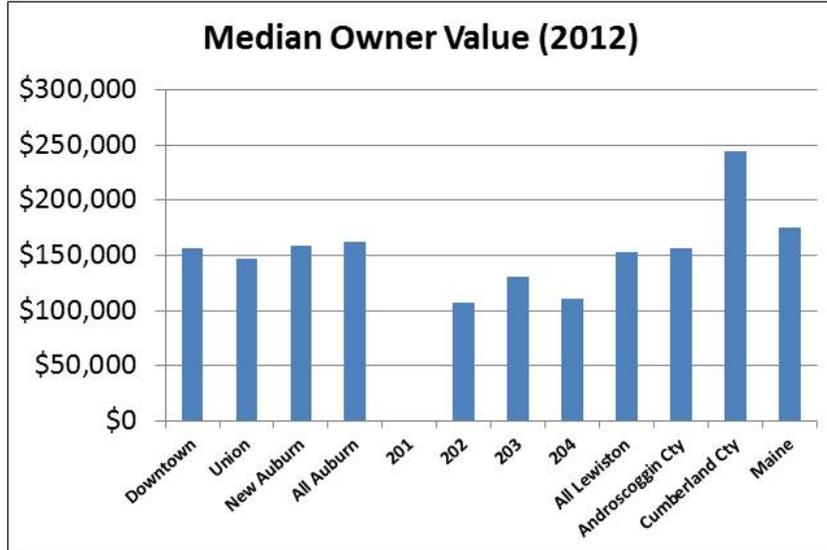
Table 36 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Rents and home values are relatively lower in the target areas, and lower in Auburn and Lewiston than in neighboring Cumberland County.

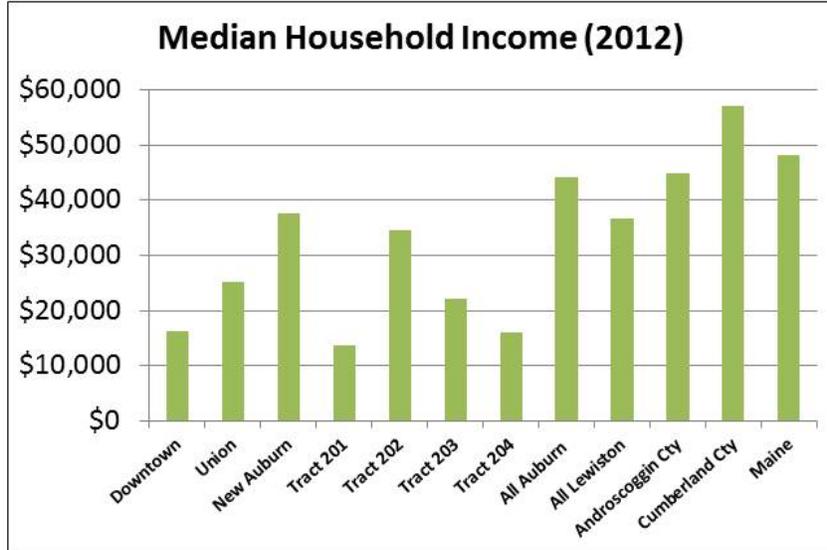


Source: US Census 2008-2012 ACS 5-year Estimates



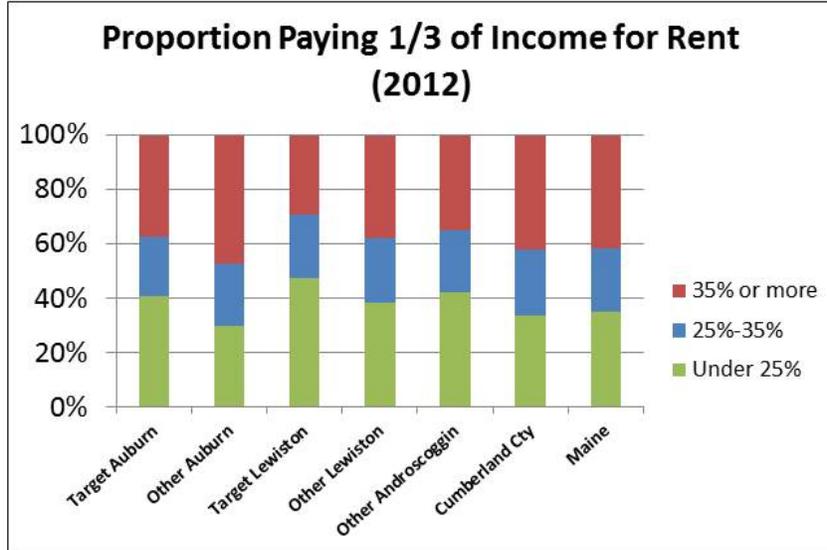
Source: US Census 2008-2012 ACS 5-year Estimates

Yet despite lower rent levels, they are still hard for residents to afford. The reason is that incomes are lower, so that too many households pay too much of their incomes for rent.



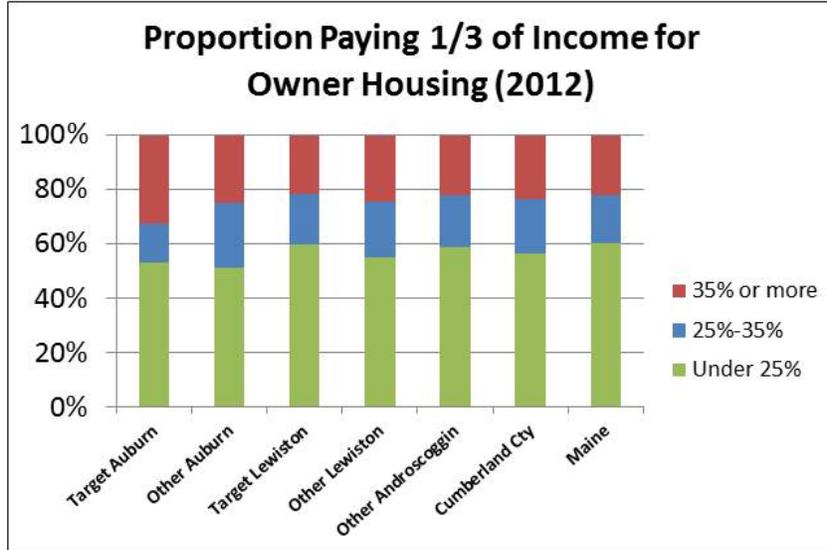
Source: US Census 2008-2012 ACS 5-year Estimates

The rental picture is complex: 1/3 of renter households are paying too much for rent in target areas, but even more paying too much outside target areas. This is likely because of voucher programs, which help more households in the target areas.



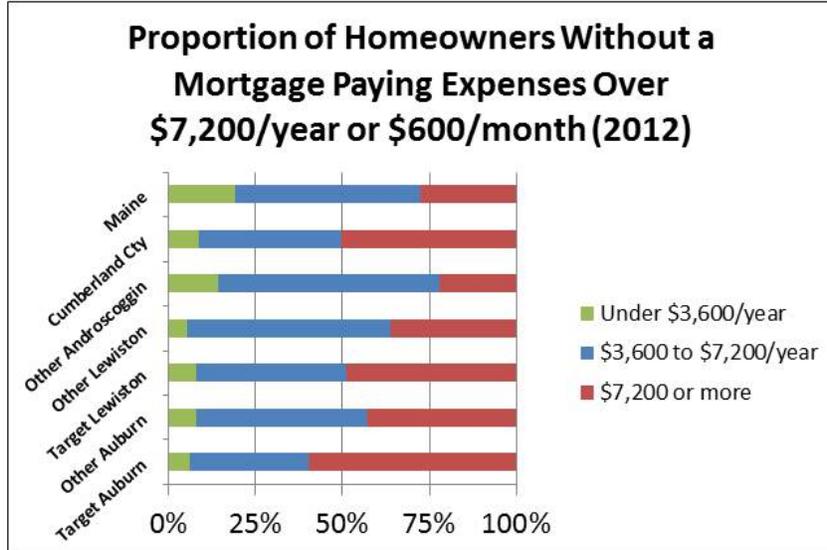
Source: US Census 2008-2012 ACS 5-year Estimates

In terms of owners, it's a different picture, with more affordability problems in the target areas.



Source: US Census 2008-2012 ACS 5-year Estimates

Almost ½ of owner households (without mortgage) pay \$600+/month for expenses (including utilities, heat, taxes) in target areas. The high costs of heating old houses is likely a factor.



Source: US Census 2008-2012 ACS 5-year Estimates

## Discussion

Rent levels in Auburn and Lewiston target areas are relatively low. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor condition. Many units are energy inefficient, and lead paint hazards are a problem.

Despite lower rent levels, low incomes mean that too many households pay too much of their incomes for rent.

## **MA-20 Housing Market Analysis: Condition of Housing - 91.410, 91.210(a)**

### **Introduction**

Most of housing in the Auburn and Lewiston target areas was built before W.W. II.

### **Describe the jurisdiction's definition for "substandard condition" and "substandard condition but suitable for rehabilitation":**

Auburn's definitions for substandard condition and substandard condition but suitable for rehabilitation are:

**Substandard Condition** – a building that is structurally unsafe; unstable; unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property.

**Substandard Condition but Suitable for Rehabilitation** – a building that is substandard by definition with conditions that can be corrected in an economical manner with development costs that will not exceed its potential market value. All buildings rehabilitated through the Community Development Department will meet Housing Standards and all applicable codes.

The City of Lewiston has adopted the International Property Maintenance Code (PMC). Section 108 in the Code entitled "Unsafe Structures and Equipment" addresses several components under the Section 108.1.5 1-11 Dangerous structure or premises. City Code apply the PMC to assess the condition and make the determination of whether the structure can be rehabilitated. This is done on a case by case basis.

**Condemned Vacant Abandoned Properties** – Properties that have been deemed by Code Enforcement to be uninhabitable.

**Condemned and now under renovation:** Properties that were once condemned and thought to be uninhabitable were purchased by a private investor and are undergoing a total "gut" rehabilitation under the supervision of a Code Enforcement Officer.

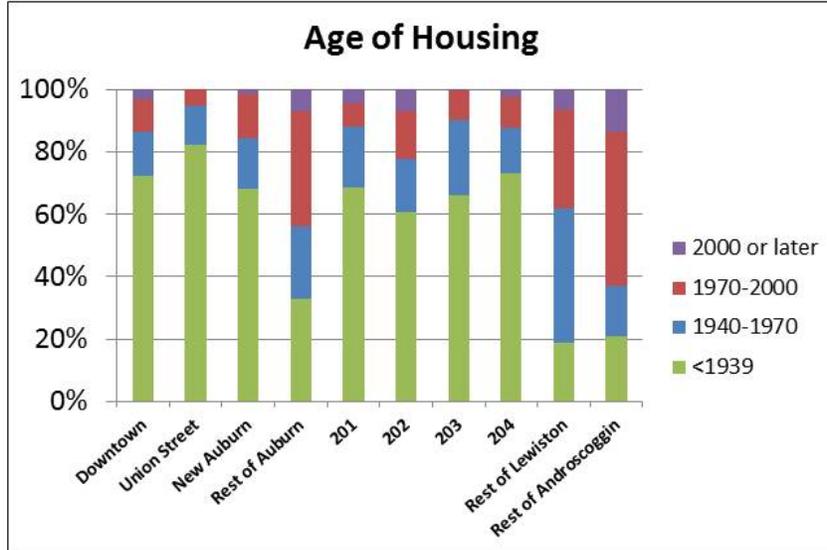
**Demolished:** Properties that were vacant and/or abandoned were condemned as unfit for habitation and/or considered a dangerous structure. The City Council formerly condemns the buildings through a public hearing process and orders their demolition. If the property owner does not comply with the order, the city demolishes the structure and places a tax lien on the property to recoup the expense. If the special lien remains unpaid after 18 months, the City tax acquires the properties under most circumstances.

## Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,451	32%	4,501	41%
With two selected Conditions	20	0%	389	4%
With three selected Conditions	0	0%	78	1%
With four selected Conditions	0	0%	0	0%
No selected Conditions	9,605	68%	6,144	55%
<b>Total</b>	<b>14,076</b>	<b>100%</b>	<b>11,112</b>	<b>101%</b>

**Table 37 - Condition of Units**

Data Source: 2006-2010 ACS



Source: US Census 2008-2012 ACS 5-year Estimates

Condemned/ Vacant/Abandoned/Residential Buildings and Demolished by Property Type in the Downtown Census Tracts 201-204						
Property Type	Condemned/Vacant/ Abandoned		Condemned/ Under Renovations		Demolished	
	Buildings	Units	Buildings	Units	Buildings	Units
Single Family	12	12	4	4	8	8
2-4 units	13	33	13	40	28	90
5-9 units	1	8	4	27	8	76
10-16 units	-	-	-	-	3	32
17-27 units	-	-	-	-	-	-
18-45 units	-	-	-	-	-	-
<b>Totals</b>	<b>27</b>	<b>53</b>	<b>21</b>	<b>71</b>	<b>49</b>	<b>206</b>

## Lewiston Condemned/Demolished Properties

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	807	6%	135	1%
1980-1999	2,688	19%	1,374	12%
1950-1979	5,786	41%	2,995	27%
Before 1950	4,795	34%	6,608	59%
<b>Total</b>	<b>14,076</b>	<b>100%</b>	<b>11,112</b>	<b>99%</b>

**Table 38 – Year Unit Built**

Data Source: 2006-2010 CHAS

### Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	10,581	75%	9,603	86%
Housing Units build before 1980 with children present	6,750	48%	3,705	33%

**Table 39 – Risk of Lead-Based Paint**

Data Source: 2006-2010 ACS (Total Units) 2006-2010 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	309	32	341
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 40 - Vacant Units**

**Alternate Data Source Name:**

City of Auburn, Code Enforcement Vacant Buildings

**Data Source Comments:**

### **Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.**

The housing stock in Auburn and Lewiston is old; half was built prior to WW II. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor condition. Many units are energy inefficient, and lead paint hazards are a problem.

### **Estimate the number of housing units within the jurisdiction that are occupied by low or moderate income families that contain lead-based paint hazards. 91.205(e), 91.405**

Lead poisoning is the leading health risk for children in Auburn and Lewiston. The two cities have lead poisoning rates three times as high as the rest of the state.

From 2003-2012, among children under 6 years old, 171 Auburn children and 507 Lewiston children were poisoned by lead.

Several factors combine to put children Auburn and Lewiston at higher risk for lead poisoning: higher than average percentages of children under 5, a lower lead screening rate, a large proportion of pre-1950 housing, a higher proportion of multi-unit apartment buildings, and lower median household incomes.

In 2014, the Cities of Lewiston and Auburn received a \$3.4 million Lead-Based Paint Hazard Control Grant Program from HUD to make homes with low and very low income families lead safe.

The Lewiston Auburn Public Health Committee is currently considering the adoption of a strategic lead plan to reduce childhood lead poisoning through improved resource coordination and increased enforcement, outreach and blood testing.

## MA-25 Public And Assisted Housing - 91.410, 91.210(b)

### Introduction

The following HUD data is based on information provided to HUD by the Auburn Housing Authority.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	0	177	590	8	582	0	0	0
# of accessible units									
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 41 – Total Number of Units by Program Type**

Data Source: PIC (PIH Information Center)

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

#### Auburn Public Housing Developments

- Lake Auburn Townhouse
- Auburn HA Family Development
- Merrill Estates
- Auburn Esplanade
- Lincoln School Apartments
- Broadview Acres
- Roak Block

The score for Auburn public housing as a whole is 95.

**Public Housing Condition**

Public Housing Development	Average Inspection Score
Blake Street Towers (Lewiston)	99
Hillview/Rosedale/Lafayette/Park/Whipple/Ash Streets (Lewiston)	88
Meadowview Park (Lewiston)	95

**Table 42 - Public Housing Condition**

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

Auburn Housing Authority completed a green physical needs assessment last year and works from that document to help determine work items to be paid for through the Capital Fund grant program. The Housing Authority is replacing roofs at Broadview Acres and refrigerators at Family Development. They are doing some minor landscaping work at Family Development & Broadview Acres. The Housing Authority is re-bidding the roof replacement for Merrill Estates as bids received were well over budget. They plan to begin phase I of sidewalk replacements at Family Development, and will be enclosing electric meters there.

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

Two of Auburn Housing Authority's seven commissioners are residents of different elderly housing developments, and a third is a former resident of Family Development who operates a family business & is now an Auburn home owner. The interests of lower income persons and minorities are well-represented in the composition of the Auburn Housing Authority's board. They continue to hold several board meetings each year in the community rooms of different housing developments to reach out to the residents who might not otherwise attend, thus offering them easier opportunities for participation in the governing process.

## MA-30 Homeless Facilities and Services - 91.410, 91.210(c)

### Introduction

The following table presents the homeless facilities and services in Auburn and Lewiston, combined.

### Facilities Targeted to Homeless Persons

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	47	0	0	10	0
Households with Only Adults	10	0	0	6	0
Chronically Homeless Households	0	0	5	0	0
Veterans	0	0	0	0	20
Unaccompanied Youth	12	0	32	0	0

**Table 43 - Facilities Targeted to Homeless Persons**

Data Source Comments:

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

The Lewiston Auburn 10 Year Plan to End Homelessness identified difficulty locating assistance and navigating services (including for health, mental health, employment, and housing) as a problem for homeless persons, particularly for families and domestic violence survivors.

Homeless service providers describe the challenge of keeping people housed, and the need for case management to help with jobs, budgets and basic needs. For persons without a mental health or disability diagnosis, supportive services can be difficult to access unless there is a crisis.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

Tedford Housing provides permanent supportive housing for individuals who have a disability and are experiencing homelessness at Franklin Apartments, Auburn. There are 6 1-bedroom units.

Tedford Housing provides permanent housing for homeless households with on-site supportive, case management services at Blake Street Family Apartments. There are 10 units including 1,2, and 3 bedrooms, and 2 mobility accessible units.

## **MA-35 Special Needs Facilities and Services - 91.410, 91.210(d)**

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

The Lewiston Auburn Alliance for Homeless Services (LAASH) calls for a “housing first” strategy that finds permanent housing for people as a first step towards making a better future. At the December 3, 2014 homelessness consultation, agencies recommended the following:

- Connect homeless to range of services, through case managers who can individualize recovery program
- Mentoring (Bridges Out of Poverty model) and life skills training
- Local Housing Authorities setting aside vouchers for homeless

Tedford Housing currently provides 16 units of supportive housing in Auburn and Lewiston. There is a need for additional supportive housing for chronically homeless.

## **MA-40 Barriers to Affordable Housing - 91.410, 91.210(e)**

### **Describe any negative effects of public policies on affordable housing and residential investment**

The 2013 Analysis of the Impediments to Fair Housing Choice identifies the lack of investment as a major impediment in Auburn and Lewiston. “The combination of relatively modest rents, relatively old rental stock, and relatively high vacancy rate, leads to a situation where landlords do not invest in maintaining their properties, deterioration occurs, and fires happen. In addition, it is expensive for landlords to bring older buildings up to code, especially for tenants with disabilities.”

The 2005 Fair Housing Analysis for Auburn identified the lack of a rehab building code as an impediment. The 2013 report noted that the City of Auburn uses the Maine Uniform Building and Energy Code, which does allow some rehab variation. The Auburn Citizens Advisory Committee felt that it is still not flexible enough.

Appropriate supportive services can enable the elderly and the disabled to remain independent and can place families on the path to economic self-sufficiency. To facilitate the provision of appropriate supportive services, Lewiston Housing Authority intends to designate Meadowview Apartments as housing for the elderly and Blake Street Towers as a mixed population development.

## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

Auburn's target areas have higher rates of unemployment, lower levels of education, and lower incomes than the rest of the City.

A presentation to the CAC from the Lewiston Career Center as part of the consolidated planning process emphasized barriers to employment. Children are graduating without work skills, and Auburn has one of the lowest levels for continuing education. Maine is heading for a labor shortage of 3,000 people per year, and there are plenty of jobs available for the unemployed. But generational poverty and a lack of post-secondary education are barriers, also people want perfect working conditions/no shift or weekend work, and there can be a lack of motivation for students.

Things that can be done to help change these barriers:

- Work Ready Program; teaching interpersonal skills, planning and organization, dependability, reliability professionalism, etc.
- Training/Education; multiple community agencies are helping in the process to educate and train potential employees
- Changing the mindset of the unemployed that there is a benefit to be working and not collecting unemployment; learning a new skill, work experience, money, doing something and meeting new people.
- Match people to their skills

Note that many of the data tables below, provided by HUD, present combined household data for Auburn and Lewiston.

## Economic Development Market Analysis

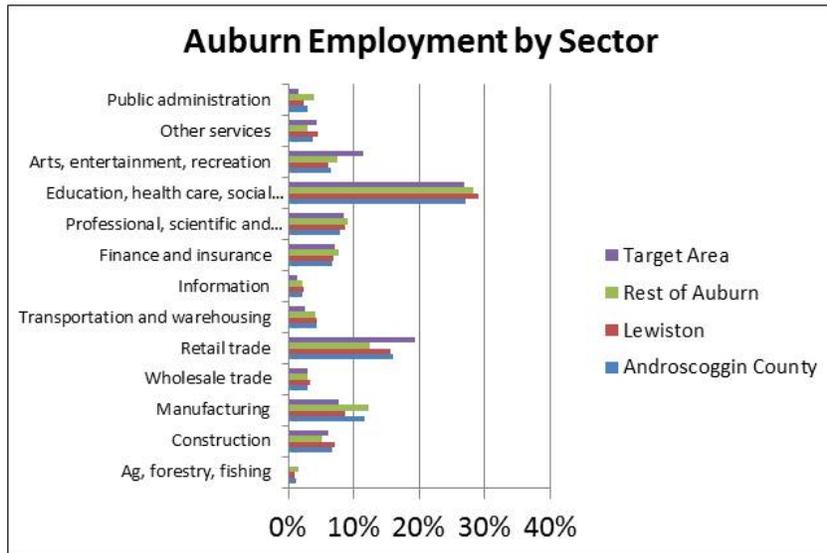
### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	51	12	1	0	-1
Arts, Entertainment, Accommodations	869	1,404	10	10	0

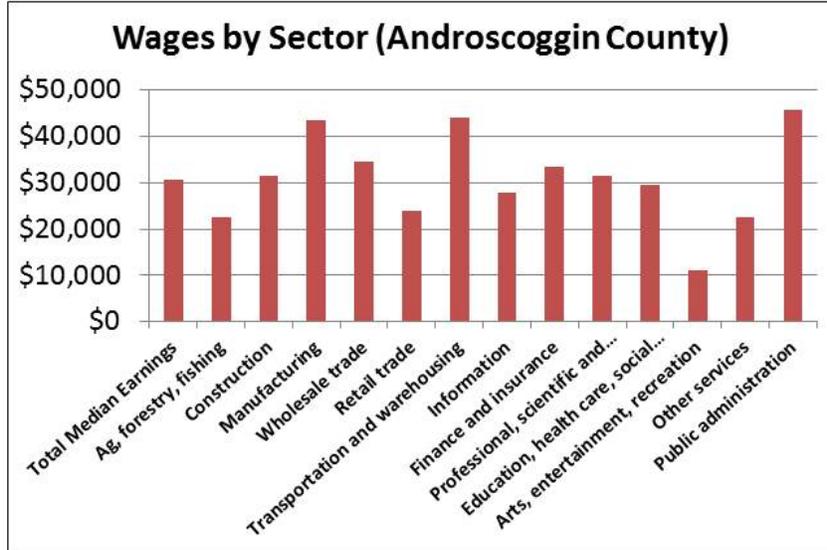
Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Construction	437	672	5	5	0
Education and Health Care Services	2,289	1,921	26	14	-12
Finance, Insurance, and Real Estate	664	696	7	5	-2
Information	154	115	2	1	-1
Manufacturing	1,233	2,259	14	17	3
Other Services	270	517	3	4	1
Professional, Scientific, Management Services	627	908	7	7	0
Public Administration	45	12	1	0	-1
Retail Trade	1,466	3,464	17	26	9
Transportation and Warehousing	390	905	4	7	3
Wholesale Trade	360	591	4	4	0
Total	8,855	13,476	--	--	--

**Table 44 - Business Activity**

**Data** 2006-2010 ACS (Workers), 2010 Longitudinal Employer-Household Dynamics (Jobs)  
**Source:**



Source: US Census 2008-2012 ACS 5-year Estimates



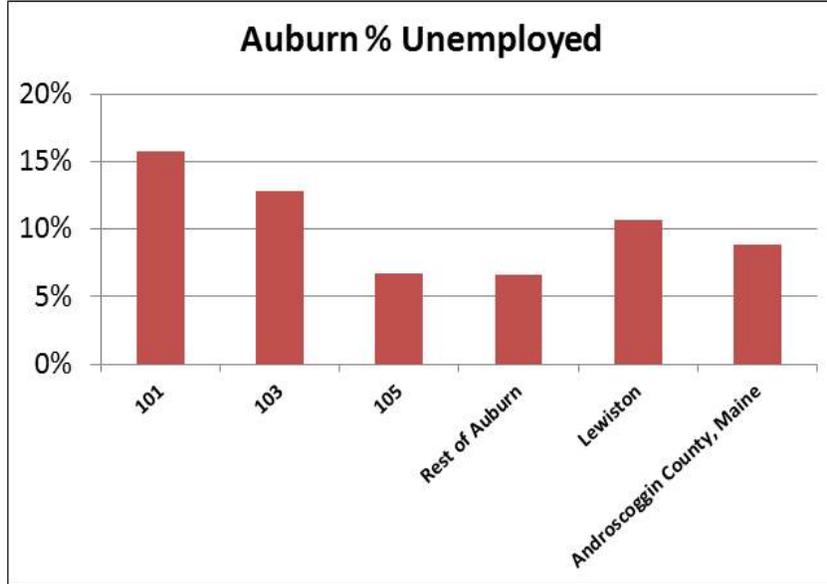
Source: US Census 2008-2012 ACS 5-year Estimates

### Labor Force

Total Population in the Civilian Labor Force	12,340
Civilian Employed Population 16 years and over	11,366
Unemployment Rate	7.89
Unemployment Rate for Ages 16-24	42.35
Unemployment Rate for Ages 25-65	3.29

Table 45 - Labor Force

Data Source: 2006-2010 ACS



Source: US Census 2008-2012 ACS 5-year Estimates

Occupations by Sector	Number of People
Management, business and financial	2,468
Farming, fisheries and forestry occupations	500
Service	1,098
Sales and office	2,123
Construction, extraction, maintenance and repair	814
Production, transportation and material moving	480

Table 46 – Occupations by Sector

Data Source: 2006-2010 ACS

### Travel Time

Travel Time	Number	Percentage
< 30 Minutes	8,292	76%

<b>Travel Time</b>	<b>Number</b>	<b>Percentage</b>
30-59 Minutes	2,224	20%
60 or More Minutes	336	3%
<b>Total</b>	<b>10,852</b>	<b>100%</b>

**Table 47 - Travel Time**

Data Source: 2006-2010 ACS

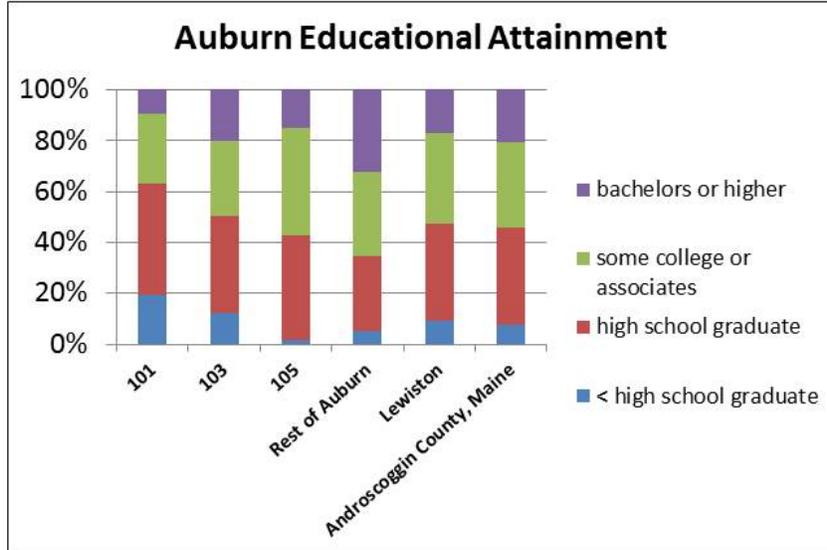
**Education:**

Educational Attainment by Employment Status (Population 16 and Older)

<b>Educational Attainment</b>	<b>In Labor Force</b>		<b>Not in Labor Force</b>
	<b>Civilian Employed</b>	<b>Unemployed</b>	
Less than high school graduate	313	32	553
High school graduate (includes equivalency)	3,062	181	1,128
Some college or Associate's degree	3,071	146	583
Bachelor's degree or higher	3,172	62	413

**Table 48 - Educational Attainment by Employment Status**

Data Source: 2006-2010 ACS



Source: US Census 2008-2012 ACS 5-year Estimates

### Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	9	29	31	203	369
9th to 12th grade, no diploma	276	188	128	319	505
High school graduate, GED, or alternative	604	876	1,237	2,260	1,582
Some college, no degree	828	552	840	1,221	437
Associate's degree	53	282	351	620	171
Bachelor's degree	120	884	542	1,013	230
Graduate or professional degree	0	60	462	698	219

Table 49 - Educational Attainment by Age

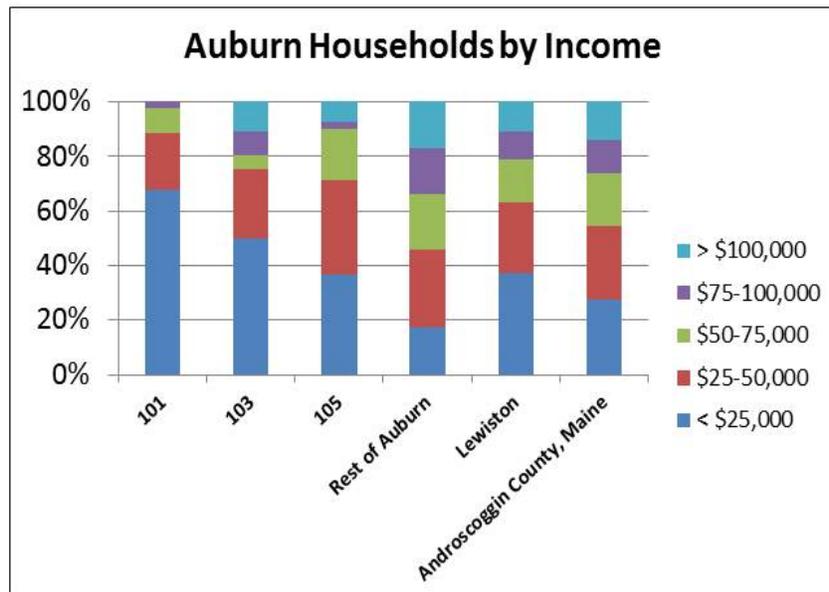
Data Source: 2006-2010 ACS

## Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,321
High school graduate (includes equivalency)	27,140
Some college or Associate's degree	31,466
Bachelor's degree	40,132
Graduate or professional degree	55,531

**Table 50 – Median Earnings in the Past 12 Months**

Data Source: 2006-2010 ACS



Source: US Census 2008-2012 ACS 5-year Estimates

## **Discussion**

The 2010 Auburn Comprehensive Plan describes the economy as diverse. “Economic development programs and projects seek to retain existing businesses and to attract new high quality firms to the area. They also are designed to support ventures that link education and the workforce to existing and new business ventures, in order to promote excellent employment opportunities.” Specific to the downtown, “the City promotes local small scale retail, service, and office investment in the downtown in order to support a vibrant urban environment and provide amenities that serve downtown residents and workers.”

## **MA-50 Needs and Market Analysis Discussion**

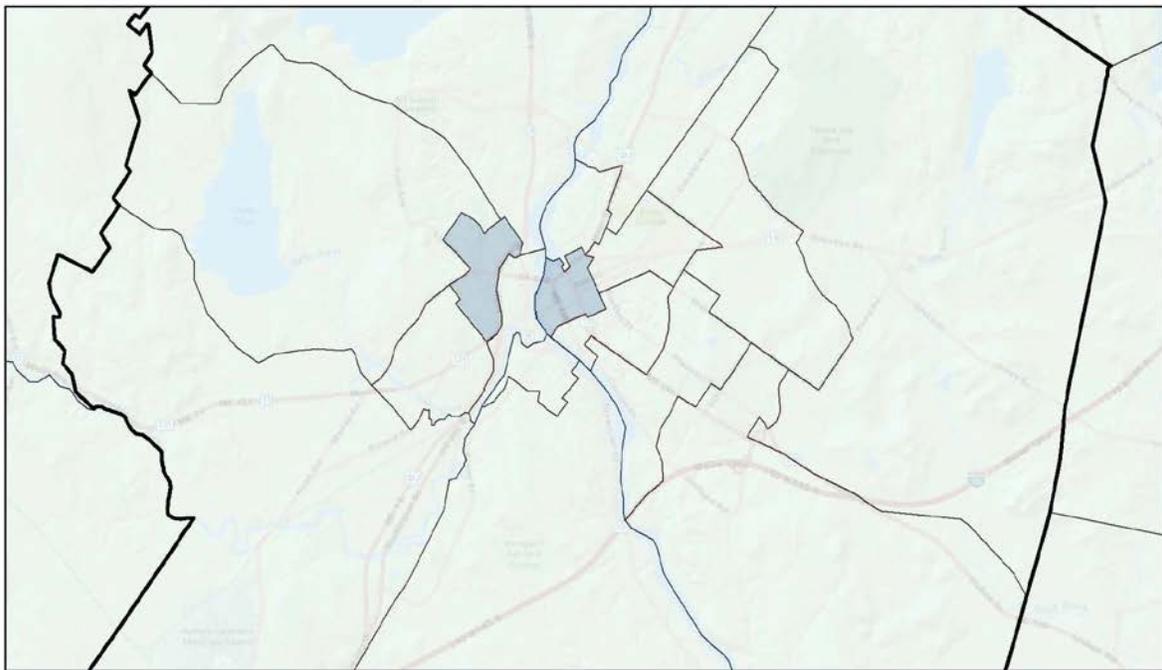
**Are there areas where households with multiple housing problems are concentrated?  
(include a definition of "concentration")**

The 2013 Analysis of Impediments to Fair Housing Choice describes how starting in 2001, approximately 4,000 immigrants, many from Somalia, moved to Lewiston Auburn, relocating from their initial placement elsewhere in the United States. "This new population is not evenly distributed; of the Black/African American population in Lewiston Auburn (combined), 61% live in the Lewiston target area. There are considerable cultural and language barriers between New Mainers and landlords in both cities, especially Lewiston. As tenants, many New Mainers lack information about their rights and responsibilities, and landlords can exploit language barriers."

The report recommends that the two cities work together to create a series of workshops for landlords and tenants, including New Mainers, and distribute posters about tenant rights and responsibilities at local schools in local languages. In addition, to help increase the number of mortgages to New Mainer families, the report recommends that the cities work with lenders to identify culturally appropriate home financing products, and advertise them to the community.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income

CPD Maps - Black or African American alone



February 9, 2015

Override 1 BlackAfricanAmericanAlone 6.85-22.6%  
B03002EST4\_PCT  
<6.85%

0 0.75 1.5 3 mi  
0 1 2 4 km  
1:88,123  
Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, Mapbox, © OpenStreetMap contributors, and the GIS User Community

Black or African American alone

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

#### CITY OF AUBURN

##### I. Introduction

This is an overview of the goals and strategies that are proposed to govern the City of Auburn in the coming five years in its spending of funds from the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Programs.

The mission of the CDBG and HOME programs in Auburn is to make the city a better place to live.

The City of Auburn receives roughly \$500,000 dollars per year from the Community Development Block Grant (CDBG) program, and \$170,000 dollars a year from the HOME program. In addition, there are funds that come into these programs each year from the repayment of loans made in prior years, or from funds otherwise reprogrammed. The City of Auburn CDBG program has emphasized providing loans rather than grants in past years. As a result of following this practice over many years, Auburn now benefits from a steady flow of payments, even in years when federal allocations are cut. This year, for example, the total of CDBG and HOME funds available to Auburn is projected to be nearly \$1 million.

The national purpose of the CDBG program is "... the development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities principally for persons of low and moderate income." The national purpose of the HOME program is "to create affordable housing for low-income households."

CDBG funds are spent in a "target area" in the community in which there is a high proportion of low and moderate income people. The uses of the funds are limited to housing improvements, infrastructure improvements, job creation, and social services. So long as the national test is met, there is considerable flexibility in the use of the funds, although social service spending has a cap of 15% of available program funds.

While \$1 million may seem a lot of money, it goes quickly when spent on construction projects, such as housing and roads and sidewalks. For this reason, the strategic plan identifies supporting activities that the City Council in Auburn could take in the coming five years to complement and leverage CDBG spending. The leverage need not be money; city code and policy changes can also have a beneficial impact on housing conditions in Auburn.

This strategic plan was developed by the Auburn Citizen's Advisory Committee, which met 8 times between September, 2014, and January, 2015. The committee is chaired by Councilor Adam Lee, and includes:

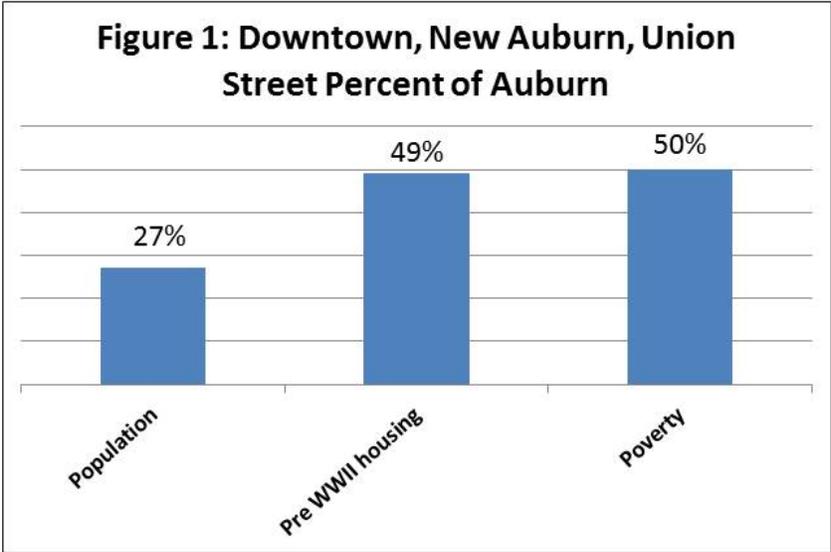
- Rick Whiting, Auburn Housing Authority/Housing Investor
- Mitch Thomas, Franco Center - Arts/Culture
- Larry Pelletier, New Auburn
- Belinda Gerry, New Auburn
- Lisa Aube Cote, New Auburn/Landlord
- Joe Gray, New Auburn/Small business
- Doris Russell, Downtown
- Kelli Flynn Aiken, Downtown
- Judy Webber, Union Street
- Gure Ali, Immigrant Community
- Adam Dow, Union Street/Business community
- Peter Flanders, Investor/Landlord
- Steve Letourneau, Neighborhood Partner /Social Service/Faith-based
- Rob Kilgore, Downtown/Resident
- Tom Poulin, Community Organization (PAL)
- Theresa Smith, Downtown/Small business (Penley House)

## II. Target Area

The target area for Auburn's CDBG program was initially identified by means of a housing conditions survey in 2009. Those areas with a high proportion of houses in need of repair were selected as the targets, including: Downtown, New Auburn, Union Street, Sandy Beach, and Manley Road area.

This year the staff and Citizen's Advisory Committee chose to focus on the three in-town neighborhoods. These neighborhoods have very high proportions of old and substandard housing and of poverty and social problems (see Figure 1). They are also part of the historic core of Auburn, with significant employment, and their success is important to the City's overall success in years ahead.

For these reasons, the target area for Auburn's CDBG program in the coming 2015-2019 period will be Downtown, New Auburn, and Union Street (see Figure 2).



Source: US Census

**Figure 2: Target Area**



### III. Needs, Goals, Strategies, and Outputs

The strategic plan has 8 high priority, and 1 low-priority goals.

**1. The high priority goals are to:**

- A. Support People in their Efforts to Transition Out of Poverty
- B. Prevent Deterioration of Housing Stock
- C. Promote Jobs and Development
- D. Make Neighborhood Streets Safer and More Walkable
- E. Prevent Homelessness
- F. Increase Owner Occupancy
- G. Improve Parks and Establish Community Gardens
- H. Support Construction of New Affordable Housing Units

**2. The low priority goal is to:**

- A. Support Fair Housing

Each is described below.

## **1. High Priority Needs, Goals, and Strategies**

### **High Priority A: Support People in their Efforts to Transition Out of Poverty**

Poverty increased in Auburn during the recent recession, as it did all across the country. But a disturbing trend coming out of the recession is the high proportion of children living in Auburn target areas that are growing up under poverty. Nearly 1 in 2 children under the age of 18 and living in the Auburn target area is growing up under poverty (see Figure 3).

The Citizen's Committee listened to teachers, policemen, economic developers, social service providers, and neighbors, all of whom expressed concern that a large generation of young people was growing up without skills, without adult supports, and without the tools to succeed in the modern economy.

The Committee recognized that this a much larger problem than the Auburn CDBG program can solve. Still they felt that any social services funds that are provided through the program should address the issue of intergenerational poverty by focusing on children, and particularly those that work with the whole family.

All social service providers receiving CDBG funds will move to an outcome-based approach by measuring the impact of their efforts rather than program outputs.

#### CDBG/HOME strategy

1. Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life.

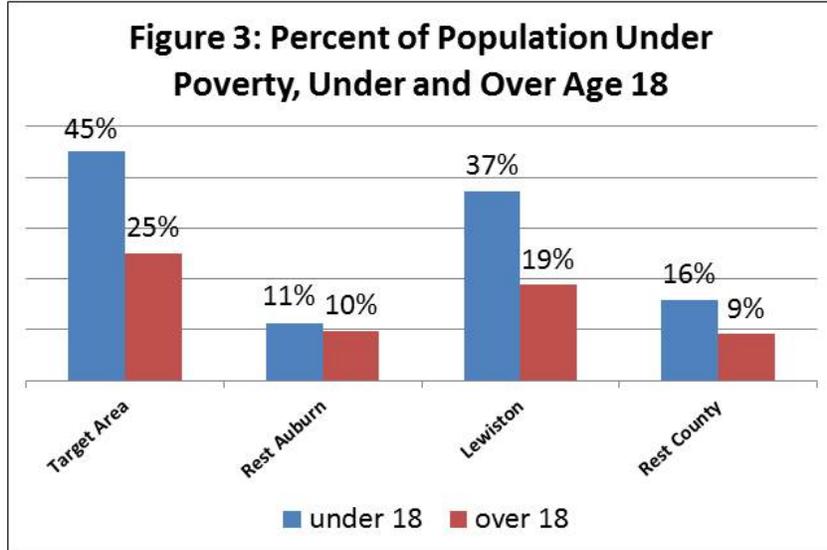
a. Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school

b. Create youth apprenticeship opportunities with local businesses

2. Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training programs.

#### 5-year outputs

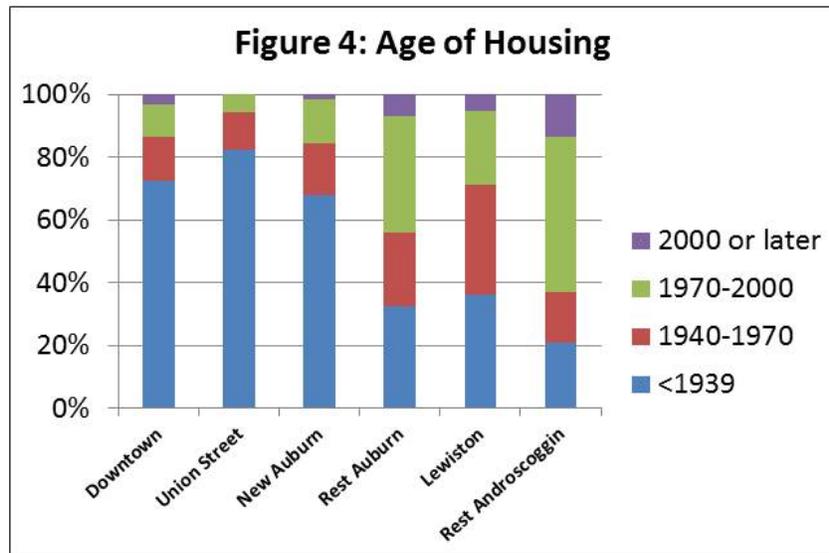
1,000 persons helped to gain work ready or job skills (CDBG)



Source: US Census

**High Priority B: Prevent Deterioration of Housing Stock**

Over half of the housing stock of in-town Auburn was built prior to World War II. When old housing is combined with tenants and owners who have low incomes, the inevitable result is housing deterioration. Many of these housing units are not properly weatherized, have old electrical and plumbing systems, and have difficult access for elderly or disabled.



Source: US Census

In addition, old housing has a greater likelihood of having lead paint. Lead poisoning is the leading health risk for children in Auburn and Lewiston. From 2003 to 2012, 171 Auburn children were poisoned by lead.

This year Lewiston and Auburn received a major grant to reduce childhood lead poisoning.

There is a psychology to neighborhood improvement. When people see their neighbors fixing up their homes and apartments, they are encouraged to do so to. In order to spur this process, a small amount of funds should be available for such high-visibility improvements as painting, clean-up, porch-fixing, etc.

CDBG/HOME strategy

1. Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households
2. Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning
3. Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the *5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston*.

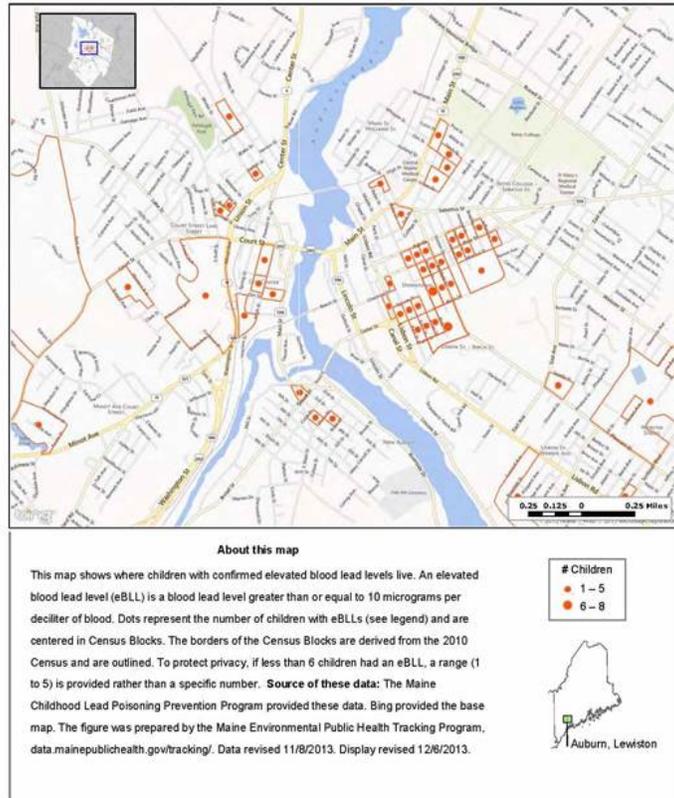
4. Financially support code enforcement activities that result in improvements to the housing stock
5. Provide financial assistance to encourage exterior, as well as health and safety improvements.

5-year outputs

1. 90 homeowner housing units rehabilitated to achieve health and safety standards (CDBG and HOME)
2. 100 homeowner and rental housing units will be made lead safe (CDBG)
3. 40 rental units assisted with visible exterior improvements (CDBG)
4. 500 target area rental buildings inspected by Code Enforcement of which 125 health and safety violations will be corrected with private funds and 45 will be corrected with public funds (CDBG)

**Figure 5: Lead Test Results**

Number of children with an elevated blood lead test, among those screened, age 0-71 months, by Census Block in Auburn and Lewiston, Maine 2008-2012



Source: Maine Childhood Lead Poisoning Prevention Program

**High Priority C: Promote jobs and development**

The target areas of Auburn were home to 3,350 jobs in 2011. This was down 9% since 2002. However, there was significant increase in jobs paying over \$40,000/year in the target area. Lower-paying jobs are contracting – fewer manufacturing, distribution, and construction – but higher paying jobs are growing – such as professional services and medical. Continued success for downtown in attracting high-quality jobs will have beneficial spin-offs to the entire area. The committee recommends increasing the maximum loan amount in the Small Business Program.

#### CDBG/HOME Strategy

1. Assist small businesses to start up, succeed, and grow through:
  - a. Loans and grants to upgrade and adapt buildings in the target area
  - b. Loans to support job creation for low-income people anywhere in the city

#### 5-year outputs

1. 20 businesses assisted (CDBG)

#### **High Priority D: Make Neighborhood Streets Safer and More Walkable**

The target area neighborhoods have a higher rate of crime than the rest of the city (see Figure 6). At neighborhood meetings in New Auburn and Union Street, neighbors expressed their fears about walking at night near dimly lit city parks.

A second safety issue that arose at the meetings, and also in interviews conducted by Bates students, is the difficulty of walking in the area. The combination of through-traffic whizzing by, inadequate snow plowing, bumpy sidewalk surfaces, and infrequent controlled crossings makes walking a problem.

Some of these issues can be solved with better signs and road striping. But actual infrastructure costs money. A thousand feet of sidewalk reconstruction (both sides of the street), along with lights and landscaping, costs about \$350,000.

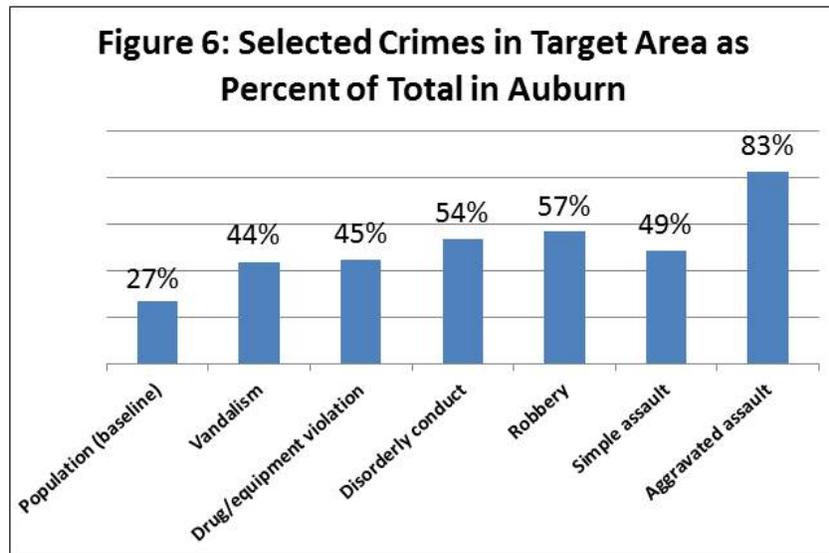
This is a need that requires more resources than CDBG money alone. For this reason, the Committee recommends a cooperative strategy:

#### CDBG/HOME Strategy

1. Provide infrastructure funds on a 50% match of City capital improvement funds for lighting, sidewalks, landscaping improvements in target areas

5-year output

1. 3,000 linear feet of improved streetscapes with repaved sidewalks, lighting, and landscaping (CDBG)



Source: <http://www.auburnmaine.gov/Pages/Government/Police-Crime-Mapping>

**High Priority E: Prevent Homelessness**

Every year, the Maine State Housing Authority counts the number of homeless in shelters or on the street on a given night. In 2013, this survey identified 486 homeless people in Androscoggin County, mostly in Lewiston and Auburn.

However, this is just the tip of the iceberg. There are over 3,300 people living under poverty in Auburn. Many are on the brink of crisis. A survey of low income Maine people in 2014 found that, in the last

year, 46% couldn't pay their utility bill at one point; 39% couldn't pay the full rent that month; 36% experienced having a car break down with no money to fix it; a quarter were forced to move because they couldn't afford their housing (see Figure 7).

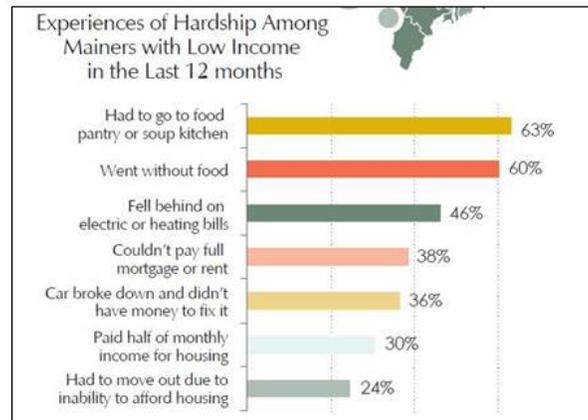
Given this reality, preventing homelessness requires more than additional shelter beds. It requires help for people to get their lives together and to connect with jobs, as is described in the recommendations with regard to poverty above. It also requires helping the individuals and families to find new permanent housing. Without a stable address, it is impossible for people to get to work regularly, to stay healthy, or to plan for the future. This is why the Lewiston Auburn Alliance for Homeless Services (LAASH) calls for a "housing first" strategy that finds permanent housing for people as a first step towards making a better future.

1. Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.
2. Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.
3. As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" approaches.

#### 5-year outputs

1. 200 homeless assisted with case management (CDBG)
2. 125 homeless or at risk of homelessness assisted with security deposits (HOME)

**Figure 7**



Source: Survey of 941 poor people in Maine, Summer of 2014, Maine Equal Justice Partners

### **High Priority F: Increase Owner Occupancy**

About a quarter of the occupied housing units in the Auburn target area (27%) are owner-occupied. This is much less than the ownership rate in the rest of Auburn (69%), or in the rest of Androscoggin County outside of Auburn (76%).

There is nothing wrong with rental housing. Rental housing meets the needs of a mobile population, and is particularly attractive to young people. So rental housing is needed.

But owner housing is also needed. There has to be a balance. Studies have regularly shown that homeowners tend to live in their housing longer; tend to care more about their neighborhood; tend to be more likely to vote and get involved in civic activities; and, obviously, care about the condition of their house and neighboring houses.

Neighbors and city staff report that the hardest code violations to address are those that are caused by properties who are owned by absentees, many of whom live far from Auburn. Figure 8, below, of the Union Street neighborhood shows a strong pattern of absentee ownership. Local ownership of housing in the area needs to increase.

CDBG/HOME Strategy

1. Make it easier for renters to become homeowners

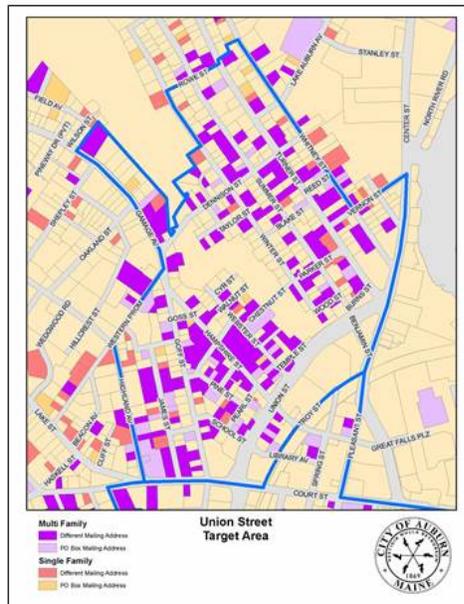
a. Financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn

b. Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners.

5-year outcomes

1. 25 renters assisted to purchase a home (HOME)

**Figure 8: Absentee Residential Ownership in Union Street Neighborhood**



Source: City of Auburn

## High Priority G: Improve Parks and Support Community Gardens

Auburn has important recreational assets in the target area – both along the River and inland (see Figure 9). Two issues came up in the public meetings regarding the downtown parks: first, some are unlit or dimly lit, and do not feel safe to walk through at night; and second, the value of the individual parks could be enhanced if they were connected by bicycle or pedestrian trails.

Bates College students conducted personal interviews of people in the Downtown, New Auburn and Union Street neighborhoods. The survey results demonstrated a desire by all three neighborhoods to use public lands for community gardens (favored by Downtown 92.9%; New Auburn 81.82%; and Union Street 85.1%). Community gardens provide an opportunity for social interaction allowing people to feel a sense of community, embrace their neighborhood, and connect to the environment. Studies have shown that with community gardens in a neighborhood that crime goes down, neighborhood pride goes up, and people come together to talk about things of community interest. More importantly, a small plot can produce nutritious food for a family.

### CDBG Strategy

1. Enhance physical infrastructure of key in-town parks
  - a. Improve lighting at Union Street
  - b. Extend the Riverwalk into New Auburn
  - c. Improve walkways to and from park
2. Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.

### 5-year outputs

1. 2 city parks/1 upgraded and 1 new (CDBG)
2. 3 community gardens (CDBG)

**Figure 9: In-town Parks**



Source: City of Auburn Comprehensive Plan: 2010 Update

### **High Priority H: Support Construction of New Affordable Housing Units**

The majority of the housing in the target area was built before World War II. While rehabilitation is the highest priority for housing in the area, occasionally an opportunity may arise to partner with a developer to build new affordable housing in-town, and such new construction can help to revitalize a portion of a neighborhood, and in the process lead to more investment and more people in-town.

#### CDBG Strategy

Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.

#### 5-year outputs

60 new affordable rental units (HOME)

## 2. Low Priority Needs, Goals, and Strategies

### Low Priority A: Support Fair Housing

In 2013, the cities of Auburn and Lewiston conducted a study of the impediments to fair housing in the area. The study concluded that the major problem facing the rental market was a lack of knowledge of rights and responsibilities, among both landlords and tenants. The major recommendation of the study was to conduct workshops to increase awareness (see Figure 10).

In the homeowner market, the major issue is the difficulty of finding home buyer financing that complies with the needs of the New American population in the region, many of whom are Muslim.

#### CDBG Strategy

Conduct workshops for both landlords and tenants about the right and responsibilities of each party, and the avenues for redress in the event of a problem; sponsor fair housing poster contest in schools

#### 5-year outputs

4 landlord and 4 tenant workshops on housing laws; 4 fair housing poster contests (CDBG)

**Figure 10: Priority Strategies of Fair Housing Plan**

Strategies
<b>1. Landlord workshops:</b> Educate landlords about rights and responsibilities. Focus on established organizations. Include public safety officers, who respond to landlord or tenant complaints. Do event evaluations.
<b>2. Tenant Workshops:</b> Educate tenants about rights and responsibilities. Focus outreach to tenants of recently trained landlords. Target specific groups: New Mainers, young tenants, tenants with disabilities. Include public safety officers. Do event evaluations.

Source: 2013 Analysis of the Impediments to Fair Housing Choice, Lewiston and Auburn

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 51 - Geographic Priority Areas

1	<b>Area Name:</b>	DOWNTOWN TARGET AREA
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	Androscoggin River, Main Street, Minot Avenue, South Goff Street, and Court Street.
	<b>Include specific housing and commercial characteristics of this target area.</b>	Mixed uses with commercial primarily on Main and Court Streets.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	Building improvements, parks and open space.
	<b>What are the opportunities for improvement in this target area?</b>	Commercial and residential rehabilitation programs are available, and funding for sidewalk improvements.
<b>Are there barriers to improvement in this target area?</b>		
2	<b>Area Name:</b>	NEW AUBURN TARGET AREA
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	Androscoggin River, Mary Carroll Street, Seventh Street, and Little Androscoggin River.

	<b>Include specific housing and commercial characteristics of this target area.</b>	Commercial and residential.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	Building improvements and parks/open space.
	<b>What are the opportunities for improvement in this target area?</b>	Commercial and residential rehab programs are available, and funding for park and sidewalk improvements.
	<b>Are there barriers to improvement in this target area?</b>	
<b>3</b>	<b>Area Name:</b>	UNION STREET TARGET AREA
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	Center Street, Vernon Street, Whitney Street, Rowe Street, Winter Street, Gamage Avenue, Western Promenade, Highland Avenue, and Court Street.
	<b>Include specific housing and commercial characteristics of this target area.</b>	Primarily a residential neighborhood with a some commercial buildings along Union Street By-Pass.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	Building improvements, parks and open space.
	<b>What are the opportunities for improvement in this target area?</b>	Commercial and residential rehabilitation, park and sidewalk improvements.
<b>Are there barriers to improvement in this target area?</b>		

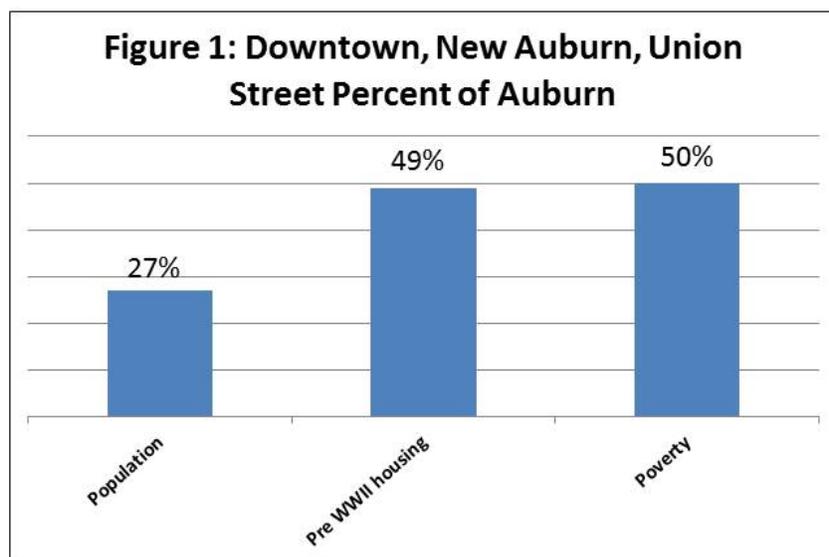
## General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The target area for Auburn’s CDBG program was initially identified by means of a housing conditions survey in 2009. Those areas with a high proportion of houses in need of repair were selected as the targets, including: Downtown, New Auburn, Union Street, Sandy Beach, and Manley Road area.

This Consolidated Plan focuses on the three in-town neighborhoods. These neighborhoods have very high proportions of old and substandard housing and of poverty and social problems (see Figure 1). They are also part of the historic core of Auburn, with significant employment, and their success is important to the City’s overall success in years ahead.

For these reasons, the target area for Auburn’s CDBG program in the coming 2015-2019 period will be Downtown, New Auburn, and Union Street (see Figure 2).



**Fig 1**



## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 52 – Priority Needs Summary

1	<b>Priority Need Name</b>	Anti-poverty/Auburn
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low
	<b>Geographic Areas Affected</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Associated Goals</b>	Anti-poverty/Auburn
	<b>Description</b>	Support people in their efforts to transition out of poverty
	<b>Basis for Relative Priority</b>	<p>Poverty increased in Auburn during the recent recession, as it did all across the country. But a disturbing trend coming out of the recession is the high proportion of children living in Auburn target areas that are growing up under poverty. Nearly 1 in 2 children under the age of 18 and living in the Auburn target area is growing up under poverty. The Citizens Advisory Committee listened to teachers, policemen, economic developers, social service providers, and neighbors, all of whom expressed concern that a large generation of young people was growing up without skills, without adult supports, and without the tools to succeed in the modern economy.</p> <p>The Committee recognized that this a much larger problem than the Auburn CDBG program can solve. Still they felt that any social services funds that are provided through the program should address the issue of intergenerational poverty by focusing on children, and particularly those that work with the <u>whole family</u>.</p> <p>All social service providers receiving CDBG funds will move to an outcome-based approach by measuring the impact of their efforts rather than program outputs.</p>
2	<b>Priority Need Name</b>	Prevent Deterioration of Housing Stock/Auburn
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA
	<b>Associated Goals</b>	Prevent Deterioration of Housing Stock/Auburn
	<b>Description</b>	Prevent deterioration of housing stock
	<b>Basis for Relative Priority</b>	<p>Over half of the housing stock of in-town Auburn was built prior to World War II. When old housing is combined with tenants and owners who have low incomes, the inevitable result is housing deterioration. Many of these housing units are not properly weatherized, have old electrical and plumbing systems, and have difficult access for elderly or disabled.</p> <p>In addition, old housing has a greater likelihood of having lead paint. Lead poisoning is the leading health risk for children in Auburn and Lewiston. From 2003 to 2012, 171 Auburn children were poisoned by lead. This year Lewiston and Auburn received a major grant to reduce childhood lead poisoning.</p> <p>There is a psychology to neighborhood improvement. When people see their neighbors fixing up their homes and apartments, they are encouraged to do so to. In order to spur this process, a small amount of funds should be available for such high-visibility improvements as painting, clean-up, porch-fixing, etc.</p>
<b>3</b>	<b>Priority Need Name</b>	Promote Jobs and Development/Auburn
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Promote Jobs and Development/Auburn

	<b>Description</b>	Promote Jobs and Development
	<b>Basis for Relative Priority</b>	The target areas of Auburn were home to 3,350 jobs in 2011. This was down 9% since 2002. However, there was significant increase in jobs paying over \$40,000/year in the target area. Lower-paying jobs are contracting – fewer manufacturing, distribution, and construction – but higher paying jobs are growing – such as professional services and medical. Continued success for downtown in attracting high-quality jobs will have beneficial spin-offs to the entire area. The committee recommends increasing the maximum loan amount in the Small Business Program.
<b>4</b>	<b>Priority Need Name</b>	Make Neighborhood Streets Safe and Walkable/Auburn
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Make Neighborhood Streets Safe and Walkable/Auburn
	<b>Description</b>	Make neighborhood streets safer and more walkable
	<b>Basis for Relative Priority</b>	<p>The target area neighborhoods have a higher rate of crime than the rest of the city. At neighborhood meetings in New Auburn and Union Street, neighbors expressed their fears about walking at night near dimly lit city parks.</p> <p>A second safety issue that arose at the meetings, and also in interviews conducted by Bates students, is the difficulty of walking in the area. The combination of through-traffic whizzing by, inadequate snow plowing, bumpy sidewalk surfaces, and infrequent controlled crossings makes walking a problem.</p> <p>Some of these issues can be solved with better signs and road striping. But actual infrastructure costs money. A thousand feet of sidewalk reconstruction (both sides of the street), along with lights and landscaping, costs about \$350,000.</p> <p>This is a need that requires more resources than CDBG money alone. For this reason, the Committee recommends a cooperative strategy with the City contributing 50% of the project cost for the construction of sidewalks.</p>

5	<b>Priority Need Name</b>	Prevent Homelessness/Auburn
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Individuals Families with Children Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Prevent Homelessness/Auburn
	<b>Description</b>	Prevent homelessness
	<b>Basis for Relative Priority</b>	<p>Every year, the Maine State Housing Authority counts the number of homeless in shelters or on the street on a given night. In 2013, this survey identified 486 homeless people in Androscoggin County, mostly in Lewiston and Auburn.</p> <p>However, this is just the tip of the iceberg. There are over 3,300 people living under poverty in Auburn. Many are on the brink of crisis. A survey of low income Maine people in 2014 found that, in the last year, 46% couldn't pay their utility bill at one point; 39% couldn't pay the full rent that month; 36% experienced having a car break down with no money to fix it; a quarter were forced to move because they couldn't afford their housing.</p> <p>Given this reality, preventing homelessness requires more than additional shelter beds. It requires help for people to get their lives together and to connect with jobs, as is described in the recommendations with regard to poverty above. It also requires helping the individuals and families to find new permanent housing. Without a stable address, it is impossible for people to get to work regularly, to stay healthy, or to plan for the future. This is why the Lewiston Auburn Alliance for Homeless Services (LAASH) calls for a "housing first" strategy that finds permanent housing for people as a first step towards making a better future.</p>
6	<b>Priority Need Name</b>	Increase Owner Occupancy/Auburn
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Increase Owner Occupancy/Auburn
	<b>Description</b>	Increase owner occupancy
	<b>Basis for Relative Priority</b>	<p>About a quarter of the occupied housing units in the Auburn target area (27%) are owner-occupied. This is much less than the ownership rate in the rest of Auburn (69%), or in the rest of Androscoggin County outside of Auburn (76%).</p> <p>There is nothing wrong with rental housing. Rental housing meets the needs of a mobile population, and is particularly attractive to young people. So rental housing is needed.</p> <p>But owner housing is also needed. There has to be a balance. Studies have regularly shown that homeowners tend to live in their housing longer; tend to care more about their neighborhood; tend to be more likely to vote and get involved in civic activities; and, obviously, care about the condition of their house and neighboring houses.</p> <p>Neighbors and city staff report that the hardest code violations to address are those that are caused by properties who are owned by absentees, many of whom live far from Auburn. Local ownership of housing in the area needs to increase.</p>
7	<b>Priority Need Name</b>	Improve Parks and Community Gardens/Auburn
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	

	<b>Associated Goals</b>	Improve Parks and Community Gardens/Auburn
	<b>Description</b>	Improve Parks and Establish Community Gardens
	<b>Basis for Relative Priority</b>	<p>Auburn has important recreational assets in the target area – both along the River and inland (see Figure 9). Two issues came up in the public meetings regarding the downtown parks: first, some are unlit or dimly lit, and do not feel safe to walk through at night; and second, the value of the individual parks could be enhanced if they were connected by bicycle or pedestrian trails.</p> <p>Bates College students conducted personal interviews of people in the Downtown, New Auburn and Union Street neighborhoods. The survey results demonstrated a desire by all three neighborhoods to use public lands for community gardens (favored by Downtown 92.9%; New Auburn 81.82%; and Union Street 85.1%). Community gardens provide an opportunity for social interaction allowing people to feel a sense of community, embrace their neighborhood, and connect to the environment. Studies have shown that with community gardens in a neighborhood that crime goes down, neighborhood pride goes up, and people come together to talk about things of community interest. More importantly, a small plot can produce nutritious food for a family.</p>
<b>8</b>	<b>Priority Need Name</b>	Support Construction of New Affordable Housing/Aub
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Support Construction of New Affordable Housing/Aub
	<b>Description</b>	Provide financial assistance to developers of high quality affordable mixed income housing in the target areas of Auburn.

	<b>Basis for Relative Priority</b>	The majority of the housing in the target area was built before World War II. While rehabilitation is the highest priority for housing in the area, occasionally an opportunity may arise to partner with a developer to build new affordable housing in-town, and such new construction can help to revitalize a portion of a neighborhood, and in the process lead to more investment and more people in-town.
9	<b>Priority Need Name</b>	Support Fair Housing/Auburn
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Fair Housing/Aub
	<b>Description</b>	Support Fair Housing
	<b>Basis for Relative Priority</b>	In 2013, the cities of Auburn and Lewiston conducted a study of the impediments to fair housing in the area. The study concluded that the major problem facing the rental market was a lack of knowledge of rights and responsibilities, among both landlords and tenants. The major recommendation of the study was to conduct workshops to increase awareness.  In the homeowner market, the major issue is the difficulty of finding home buyer financing that complies with the needs of the New American population in the region, many of whom are Muslim.
10	<b>Priority Need Name</b>	Prevent Homelessness/Lewiston
	<b>Priority Level</b>	High

	<b>Population</b>	Extremely Low Large Families Families with Children Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Prevent Homelessness/Lewiston
	<b>Description</b>	As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" strategies.
	<b>Basis for Relative Priority</b>	
11	<b>Priority Need Name</b>	Improve the Safety & Energy Efficiency/Lewiston
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Improve Safety & Efficiency of Housing/Lewiston
	<b>Description</b>	Provide grants and low-interest loans for the rehabilitation of owner housing that is occupied by low and moderate income households, including energy efficiency, weatherization, and emergency repair for buildings.

	<b>Basis for Relative Priority</b>	
<b>12</b>	<b>Priority Need Name</b>	Create Mixed-Income Neighborhoods/Lewiston
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Create Mixed Income Neighborhoods/Lewiston
	<b>Description</b>	1. Help renters become owners with income qualified down payment and closing costs assistance and continue to require first-time homeowner and landlord classes.  2. Provide financial assistance to developers of high-quality affordable mixed income housing in target areas of Lewiston.
	<b>Basis for Relative Priority</b>	

## SP-30 Influence of Market Conditions - 91.415, 91.215(b)

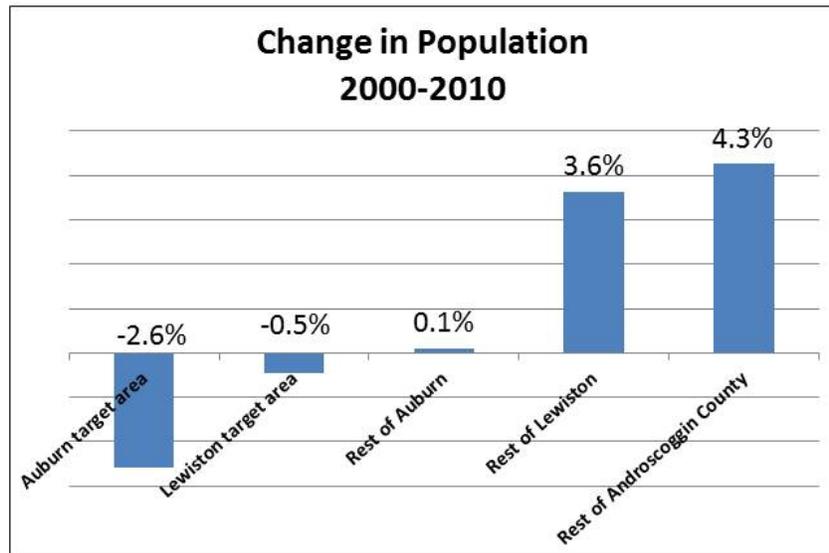
### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	Local market conditions contributed to the establishment of a tenant-based rental assistance program--the Security Deposit Program. Landlords are not willing to negotiate for security deposits. This creates a impossibility for the extremely low income tenant who must produce a security deposit and first month's rent as well as utility deposits. According to the Lewiston-Auburn Alliance for Services to the Homeless (LAASH), people who are homeless or at risk of homelessness have many challenges to secure housing. The membership agreed on a housing first approach to alleviate homelessness in the Lewiston-Auburn area. HOME funds are used to get people housed as quickly as possible giving them access to housing.
TBRA for Non-Homeless Special Needs	Local market conditions contributed to the establishment of a tenant-based rental assistance program--the Security Deposit Program. Landlords are not willing to negotiate for security deposits. This creates an impossible situation for the low income tenant who must produce both a security deposit and first month's rent as well as utilities. According to the Lewiston-Auburn Alliance for Services to the Homeless (LAASH), people who are homeless or at risk of homelessness have many challenges to secure housing. The membership agreed on a housing first approach to alleviate homelessness in the Lewiston-Auburn area. HOME funds are used to get people housed as quickly as possible giving them access to housing.
New Unit Production	The housing stock in Auburn and Lewiston is old; half was built prior to WW II. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor condition, many of which are undesirable rental units. Despite lower rent levels, low incomes mean that too many households pay too much of their incomes for rent and live in poor quality housing.
Rehabilitation	The housing stock in Auburn and Lewiston is old; half was built prior to WW II. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor condition. The City has many units that are vacant, but can be rehabilitated.
Acquisition, including preservation	The housing stock in Auburn and Lewiston is old; half was built prior to WW II and provides many low-cost housing opportunities for low income households. Both Auburn and Lewiston intend to acquire residential buildings to renovate as home ownership units.

**Table 53 – Influence of Market Conditions**

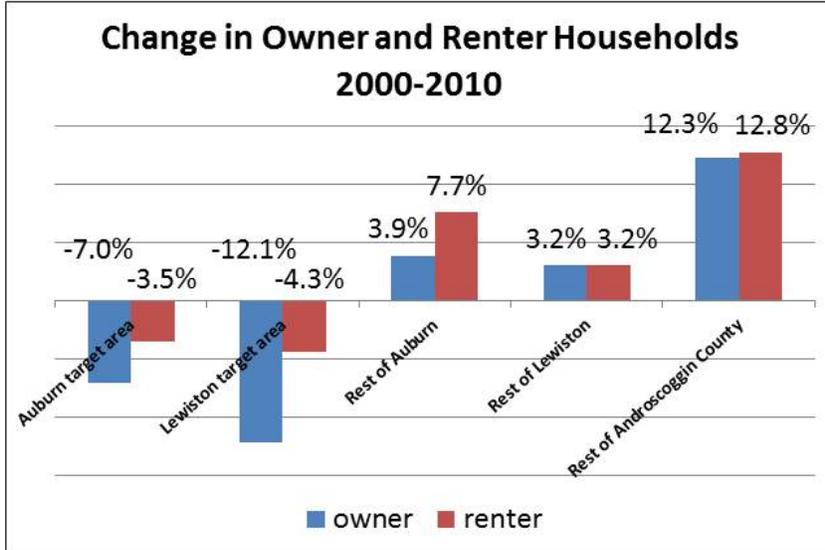
From 2000-2010, the Auburn and Lewiston target areas lost population while the remainder of the cities and Androscoggin County saw their populations increase.

The population decrease in the Lewiston target area was less than in the Auburn target area because downtown Lewiston has benefited from an influx of New Mainers. According to the 2013 Fair Housing Report, since 2001, approximately 4,000 immigrants (referred to as New Mainers) have moved to Auburn and Lewiston. "This new population is not evenly distributed; of the Black/African American population in Lewiston and Auburn (combined), 61% live in the target area."



Source: US Census 2000 and 2010

In particular, Auburn and Lewiston target areas have lost owner households.



Source: US Census 2000 and 2010

**SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)**

**Introduction**

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	521,295	254,750	266,857	1,042,902	2,959,098	Community Development funds will support 6 of the goals. High priority goals are support people in their efforts to transition out of poverty; prevent deterioration of housing stock; promote jobs and development; make neighborhood streets safer and more walkable; prevent homelessness; improve parks and establish community gardens. The low priority goals is support fair housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	332,327	76,000	716,146	1,124,473	1,456,892	HOME funds will support all 4 high priority goals: prevent deterioration of housing stock; prevent homelessness; increase owner occupancy, and support new housing construction.

Table 54 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Community Development funds that leverage additional resources are primarily the public service activities. A limited amount of resources will be leveraged through the Small Business and Commercial Rehab Programs where there is a 25% match. The weatherization program provides a 50% match from Department of Energy funds. The Lead Hazard Control Grant for which Auburn is a subrecipient will provide a 90% grant to the City's 10% CDBG match.

Federal HOME funds will leverage private resources primarily through homebuyer activities. Since there are no known projects for rental development, the Auburn Consortium does not anticipate significant match in the coming year. However, in the past, many of the Auburn Consortium rental and homebuyer projects have brought in considerable excess match which will be sufficient to cover the match requirements for many years. The Consortium currently has over \$1.5 million in excess match.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

115 Academy Street is available for construction of affordable rental housing.

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Auburn Community Development	Government	Economic Development Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
City of Lewiston Economic and Community Development	Government	Economic Development Homelessness Ownership Planning Rental neighborhood improvements public facilities public services	
Healthy Androscoggin	Non-profit organizations		Region
AUBURN HOUSING AUTHORITY	PHA	Public Housing Rental	Region
Lewiston Housing Authority	PHA	Rental	Region
MAINE STATE HOUSING AUTHORITY	PHA	Public Housing Rental	State
COMMUNITY CONCEPTS, INC.	Non-profit organizations	Ownership Rental public services	Region
COASTAL ENTERPRISES, INC.	Non-profit organizations	Economic Development Ownership Rental	Region

<b>Responsible Entity</b>	<b>Responsible Entity Type</b>	<b>Role</b>	<b>Geographic Area Served</b>
AUBURN HOUSING DEVELOPMENT CORPORATION	CHDO	Ownership Rental	Region
Androscoggin Valley Council of Governments	Non-profit organizations	Economic Development	Region
Lewiston Auburn Economic Growth Council	Non-profit organizations	Economic Development	Region
Tedford Housing	Non-profit organizations	Homelessness	Region
Lewiston Auburn Alliance for Services to the Homeless	Other	Homelessness	Region
City of Auburn Social Services	Government	Homelessness public services	Region
City of Lewiston - General Assistance	Government	Homelessness public services	Region
Maine Childhood Lead Poisoning Prevention Program	Government	public services	State

**Table 55 - Institutional Delivery Structure**

**Assess of Strengths and Gaps in the Institutional Delivery System**

The 2015-2019 Consolidated Plan includes objectives and strategies that involve a collaboration of non-profit organizations, housing developers, the Auburn Housing Authority and Community Development staff. With many partners involved in multiple initiatives, coordination is especially important.

The Community Development staff will coordinate the majority of activities described in the strategies. Community Development staff consists of three persons who will share the implementation of the activities: Community Development Director, Community Development Coordinator, and Rehabilitation Coordinator.

Community Development staff is committed to establishing and maintaining relationships with organizations and institutions in an attempt to broaden and strengthen the institutional structure. Auburn will continue to look for opportunities to collaborate with local government, non-profit organizations, and private sector including:

## Strengths and Gaps

The strength of the delivery system is that it is well-coordinated. The Auburn Community Development Department, the Auburn Housing Authority, the Lewiston-Auburn Alliance for Services to the Homeless, the Lewiston Community Development Department, the Lewiston Housing Authority, other city departments, and local and regional nonprofit organizations, coordinate closely in the planning and delivery of housing services.

The weakness of the delivery system is that there are not enough resources, among all of the partners, to meet the identified needs. Waiting lists for service through the housing authorities are long.

## Overcoming Gaps

The Cities of Auburn and Lewiston will continue to take part in activities of Lewiston-Auburn Alliance for Services to the Homeless (LAASH), a group who works to improve access to services and housing for persons who are homeless or at risk, shares information and strengthens cooperation among local agencies and homeless providers, identifies gaps in services, and increases public awareness about homeless issues. Through Community Development funding the community now has a 10-Year Plan to End Homelessness.

## Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X		
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X		
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X	X	
Employment and Employment Training	X	X	
Healthcare		X	

Supportive Services			
HIV/AIDS			
Life Skills	X	X	
Mental Health Counseling	X		
Transportation	X		
Other			

**Table 56 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The Lewiston Auburn Alliance for Services to the Homeless (LAASH) works to improve access to services and housing for persons who are homeless or at risk, shares information and strengthens cooperation among local agencies and homeless providers, identifies gaps in services, increases public awareness about homeless issues, and seeks funding to service the homeless and at-risk.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The Lewiston Auburn 10 Year Plan to End Homelessness identified difficulty locating assistance and navigating services (including for health, mental health, employment, and housing) as a problem for homeless persons, particularly for families and domestic violence survivors.

Homeless service providers describe the challenge of keeping people housed, and the need for case management to help with jobs, budgets and basic needs. For persons without a mental health or disability diagnosis, supportive services can be difficult to access unless there is a crisis.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

Preventing homelessness requires help for people to get their lives together and to connect with jobs, as is described in the recommendations with regard to poverty above. It also requires helping the individuals and families to find new permanent housing. Without a stable address, it is impossible for people to get to work regularly, to stay healthy, or to plan for the future. This is why the Lewiston Auburn Alliance for Homeless Services (LAASH) calls for a “housing first” strategy that finds permanent housing for people as a first step towards making a better future.

CDBG/HOME Strategy

1. Help homeless people connect to the job and housing markets through case management services.
2. Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.
3. As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other “housing first” strategies

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Anti-poverty/Auburn	2015	2019	Non-Housing Community Development		Anti-poverty/Auburn	CDBG: \$300,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
2	Prevent Deterioration of Housing Stock/Auburn	2015	2019	Affordable Housing		Prevent Deterioration of Housing Stock/Auburn	CDBG: \$1,689,500 HOME: \$320,000	Rental units rehabilitated: 185 Household Housing Unit  Homeowner Housing Rehabilitated: 90 Household Housing Unit  Housing Code Enforcement/Foreclosed Property Care: 500 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Promote Jobs and Development/Auburn	2015	2019	Non-Housing Community Development		Promote Jobs and Development/Auburn	CDBG: \$400,000	Facade treatment/business building rehabilitation: 10 Business  Businesses assisted: 10 Businesses Assisted
4	Make Neighborhood Streets Safe and Walkable/Auburn	2015	2019	Non-Housing Community Development	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	Make Neighborhood Streets Safe and Walkable/Auburn	CDBG: \$525,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4305 Persons Assisted  Other: 3000 Other
5	Prevent Homelessness/Auburn	2015	2019	Homeless		Prevent Homelessness/Auburn	CDBG: \$90,000 HOME: \$93,750	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted  Homelessness Prevention: 125 Persons Assisted
6	Increase Owner Occupancy/Auburn	2015	2019	Affordable Housing		Increase Owner Occupancy/Auburn	HOME: \$375,000	Direct Financial Assistance to Homebuyers: 25 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Improve Parks and Community Gardens/Auburn	2015	2019	Non-Housing Community Development	DOWNTOWN TARGET AREA NEW AUBURN TARGET AREA UNION STREET TARGET AREA	Improve Parks and Community Gardens/Auburn	CDBG: \$270,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4305 Persons Assisted  Other: 5 Other
8	Support Construction of New Affordable Housing/Aub	2015	2019	Affordable Housing		Support Construction of New Affordable Housing/Aub	HOME: \$300,000	Rental units constructed: 60 Household Housing Unit
9	Fair Housing/Aub	2015	2019	Fair Housing and Housing Choice		Support Fair Housing/Auburn	CDBG: \$8,000	Other: 8 Other
10	Prevent Homelessness/Lewiston	2015	2019	Affordable Housing		Prevent Homelessness/Lewiston	HOME: \$65,000	Tenant-based rental assistance / Rapid Rehousing: 125 Households Assisted
11	Improve Safety & Efficiency of Housing/Lewiston	2015	2019	Affordable Housing		Improve the Safety & Energy Efficiency/Lewiston	HOME: \$535,000	Homeowner Housing Rehabilitated: 30 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Create Mixed Income Neighborhoods/Lewiston	2015	2019	Affordable Housing		Create Mixed-Income Neighborhoods/Lewiston	HOME: \$655,365	Rental units constructed: 50 Household Housing Unit  Direct Financial Assistance to Homebuyers: 15 Households Assisted

Table 57 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Anti-poverty/Auburn
	<b>Goal Description</b>	<p>Support People in their Efforts to Transition Out of Poverty</p> <ol style="list-style-type: none"> <li>1. Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life.               <ol style="list-style-type: none"> <li>a. Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school.</li> <li>b. Create youth apprenticeship opportunities with local businesses.</li> </ol> </li> <li>2. Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training programs.</li> </ol>
2	<b>Goal Name</b>	Prevent Deterioration of Housing Stock/Auburn
	<b>Goal Description</b>	Prevent Deterioration of Housing Stock

3	<b>Goal Name</b>	Promote Jobs and Development/Auburn
	<b>Goal Description</b>	Promote Jobs and Development 1. Assist small businesses to startup, succeed, and grow through: a. Loans and grants to upgrade and adapt buildings in the target areas. b. Loans to support job creation for low-income people anywhere in the City.
4	<b>Goal Name</b>	Make Neighborhood Streets Safe and Walkable/Auburn
	<b>Goal Description</b>	Make Neighborhood Streets Safer and More Walkable
5	<b>Goal Name</b>	Prevent Homelessness/Auburn
	<b>Goal Description</b>	Prevent Homelessness
6	<b>Goal Name</b>	Increase Owner Occupancy/Auburn
	<b>Goal Description</b>	Increase Owner Occupancy
7	<b>Goal Name</b>	Improve Parks and Community Gardens/Auburn
	<b>Goal Description</b>	Improve Parks and Support Community Gardens
8	<b>Goal Name</b>	Support Construction of New Affordable Housing/Aub
	<b>Goal Description</b>	Support Construction of New Affordable Housing Units 1. Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.

9	<b>Goal Name</b>	Fair Housing/Aub
	<b>Goal Description</b>	Support Fair Housing and Increase Housing Choice
10	<b>Goal Name</b>	Prevent Homelessness/Lewiston
	<b>Goal Description</b>	As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" strategies.
11	<b>Goal Name</b>	Improve Safety & Efficiency of Housing/Lewiston
	<b>Goal Description</b>	Provide grants and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households, including energy efficiency, weatherization and emergency repair for buildings. Focus on buildings with 1-4 units, and consider expanding to include larger multi-family buildings. Continue to work to combine multiple funding sources to make the most impact on individual buildings.
12	<b>Goal Name</b>	Create Mixed Income Neighborhoods/Lewiston
	<b>Goal Description</b>	Help renters become owners with income qualified down payment and closing cost assistance and continue to require first-time homeowner and landlord classes.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

**Auburn Rental Housing 60 units**

Extremely Low 44%/26 units

Very Low Income 49%/29 units

Low-Moderate Income 7%/5 units

**Auburn Homebuyer 25 units**

Extremely Low 0 units

Very Low 0 units

Low-Moderate 100%/25 units

**Lewiston Rental Housing 50 Units**

Extremely Low 44%/22 units

Very Low Income 49%/24 units

Low-Moderate Income 7%/4 units

**Lewiston Homebuyer 15 Units**

Extremely Low 0 units

Very Low 0 units

Low-Moderate 100%/15 units

## **SP-50 Public Housing Accessibility and Involvement - 91.415, 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

During the past 5 years, the Cities of Auburn and Lewiston have used its HOME funding to partner with developers using Low Income Housing Tax Credits and McKinney-Vento funds to create new affordable rental units.

Auburn units created: 34

Lewiston units created: 63

### **Activities to Increase Resident Involvements**

Auburn Housing currently has 3 resident commissioners, one more than required under state law, who effectively represent the interests of all residents. In addition, Auburn Housing consults regularly with resident associations and holds board meetings in different housing developments throughout the year.

Lewiston Housing Authority encourages its residents to become more involved in management by promoting resident councils at each of its developments and by used of a Resident Advisory Board as a key element in its agency plan process. In addition, State of Maine statute requires that two Lewiston Housing commissioners be beneficiaries of either the public housing or section 8 program.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

N/A

## **SP-55 Strategic Plan Barriers to Affordable Housing - 91.415, 91.215(h)**

### **Barriers to Affordable Housing**

The 2013 Analysis of the Impediments to Fair Housing Choice identifies the lack of investment as a major impediment in Auburn and Lewiston. The combination of relatively modest rents, relatively old rental stock, and relatively high vacancy rate, leads to a situation where landlords do not invest in maintaining their properties, deterioration occurs, and fires happen. In addition, it is expensive for landlords to bring older buildings up to code, especially for tenants with disabilities.

The 2005 Fair Housing Analysis for Auburn identified the lack of a rehab building code as an impediment. The 2013 report noted that the City of Auburn uses the Maine Uniform Building and Energy Code, which does allow some rehab variation. The Auburn Citizens Advisory Committee<sup>1</sup> felt that it is still not flexible enough.

Appropriate supportive services can enable the elderly and the disabled to remain independent and can place families on the path to economic self-sufficiency. To facilitate the provision of appropriate supportive services, Lewiston Housing Authority intends to designate Meadowview Apartments as housing for the elderly and Blake Street Towers as a mixed population development.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

Several recent city plans recommend a number of policies to promote the development of affordable housing and residential investment. They include:

#### Auburn

- Continue to provide financial assistance to qualified property owners to maintain and improve their homes, with a particular attention to energy efficiency, using Community Development loans and other similar funding sources (City of Auburn Comprehensive Plan – 2010)
- Consider adopting a property maintenance code for multifamily housing that focuses primarily on issues related to public health and safety (City of Auburn Comprehensive Plan - 2010)
- Create flexible zoning provisions such as variable density requirements that allow for the coordinated reuse or rehabilitation of a series of adjacent buildings in order to create expanded housing opportunities (City of Auburn Comprehensive Plan – 2010)

#### Lewiston

- Improve, create and maintain mixed income housing (Strategic Plan for the City of Lewiston, 2010)
- Consider additional incentives to encourage rehab and re-construction of substandard, unsafe properties (Strategic Plan for the City of Lewiston, 2010)

- Create a new loan program using CDBG funds that encourages mixed-use developments in downtown areas (Downtown Neighborhood Action Plan, 2009)
- Use grants or loans to encourage affordable units in apartment rehabilitation or reconstructions (Downtown Neighborhood Action Plan, 2009)
- Develop a formal policy on development of cooperative housing (Downtown Neighborhood Action Plan, 2009)
- Facilitate the replacement of unsafe housing, and commission a scientific, detailed study of downtown housing conditions (too many housing reports are based on assumptions or haphazard inspections) (Downtown Neighborhood Action Plan, 2009)
- Support development of workforce and mixed income housing east of Park Street and development of market rate or mixed income housing west of Park Street.

## **SP-60 Homelessness Strategy - 91.415, 91.215(d)**

Describe how the jurisdiction's strategic plan goals contribute to:

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Preventing homelessness requires more than additional shelter beds. It requires help for people to get their lives together and to connect with jobs, as is described in the recommendations with regard to poverty above. It also requires helping the individuals and families to find new permanent housing. Without a stable address, it is impossible for people to get to work regularly, to stay healthy, or to plan for the future. This is why the Lewiston Auburn Alliance for Homeless Services (LAASH) calls for a “housing first” strategy that finds permanent housing for people as a first step towards making a better future.

#### CDBG/HOME Strategy

- 1 Help homeless people connect to the job and housing markets through case management services.
2. Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.
3. As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other “housing first” strategies.

LAASH works to improve access to services and housing for persons who are homeless or at risk, shares information and strengthens cooperation among local agencies and homeless providers, identifies gaps in services, increases public awareness about homeless issues, and seeks funding to service the homeless and at-risk. By supporting LAASH, the Homelessness Strategy will contribute to the reaching out to homeless persons and assessing their individual need.

### **Addressing the emergency and transitional housing needs of homeless persons**

The Homelessness Strategy will contribute to addressing the emergency and transitional needs of homeless persons by supporting LAASH and its efforts to improve access to services and housing for persons who are homeless or at risk.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals**

**and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The Homelessness Strategy helps homeless persons make the transition to permanent housing and independent living by helping homeless people connect to the job and housing markets through case management services, by supporting LAASH and its efforts to improve access to services and housing for persons who are homeless or at risk, and by providing a City-sponsored Security Deposit Program as well as other “housing first” strategies.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The Homelessness Strategy helps low-income individuals and families avoid becoming homeless by helping homeless people connect to the job and housing markets through case management services, by supporting LAASH and its efforts to improve access to services and housing for persons who are homeless or at risk, and by providing a City-sponsored Security Deposit Program as well as other “housing first” strategies.

## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Over half of the housing stock of in-town Auburn was built prior to World War II. When old housing is combined with tenants and owners who have low incomes, the inevitable result is housing deterioration. Many of these housing units are not properly weatherized, have old electrical and plumbing systems, and have difficult access for elderly or disabled. In addition, old housing has a greater likelihood of having lead paint. Lead poisoning is the leading health risk for children in Auburn and Lewiston. From 2003 to 2012, 171 Auburn children were poisoned by lead.

This year Lewiston and Auburn received a major grant to reduce childhood lead poisoning.

#### CDBG/HOME strategy

1. Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households
2. Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning
3. Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.
4. Financially support code enforcement activities that result in improvements to the housing stock
5. Provide financial assistance to encourage exterior, as well as health and safety improvements.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Auburn and Lewiston target areas have higher proportions of old and substandard housing as well as severe poverty. Pre-1950 housing and lower incomes are both factors that put children at higher risk for lead poisoning.

### **How are the actions listed above integrated into housing policies and procedures?**

The Lewiston Auburn Public Health Committee is currently considering the adoption of the 5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston. The plan will reduce childhood lead poisoning through improved resource coordination and increased enforcement, outreach and blood testing.

## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Poverty increased in Auburn during the recent recession, as it did all across the country. But a disturbing trend coming out of the recession is the high proportion of children living in Auburn target areas that are growing up under poverty. Nearly 1 in 2 children under the age of 18 and living in the Auburn target area is growing up under poverty.

#### CDBG/HOME strategy

1. Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life.
  - a. Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school
  - b. Create youth apprenticeship opportunities with local businesses
2. Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training programs.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The Citizen's Committee listened to teachers, policemen, economic developers, social service providers, and neighbors, all of whom expressed concern that a large generation of young people was growing up without skills, without adult supports, and without the tools to succeed in the modern economy.

The Committee recognized that this a much larger problem than the Auburn CDBG program can solve. Still they felt that any social services funds that are provided through the program should address the issue of intergenerational poverty by focusing on children, and particularly those that work with the whole family.

All social service providers receiving CDBG funds will move to an outcome-based approach by measuring the impact of their efforts rather than program outputs.

## **SP-80 Monitoring - 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Auburn Community Development Department will be responsible for monitoring housing and community development projects and ensuring long-term compliance with program requirements. Progress toward achieving the Consolidated Plan's five-year objectives will be reviewed during the preparation of each annual Action Plan and each annual Consolidated Annual Performance and Evaluation Report (CAPER).

**COMMUNITY DEVELOPMENT:** Monitoring is conducted by Community Development staff and consists of 1) desk monitoring and 2) on-site monitoring. All sub-grants are awarded through a sub-recipient agreement which stipulates requirements of the grant. A monthly/quarterly reporting system is designed to reduce the risk of funding an ineligible activity or having inadequate documentation. With each invoice, sub-recipients are required to submit reports of accomplishments and demographic data on beneficiaries. Sub-recipients are also required to submit time sheets when the grant pays for the cost of employees' salaries. These documents are reviewed prior to payment of invoices. The City will conduct on-site monitoring of half the CDBG sub-recipients in the odd years and half in the even years. For a one-time grant or a first-year grant, the sub-recipient will be monitored prior to the end of the first year. On-site monitoring consists primarily of determining project eligibility and income determinations.

**HOME INVESTMENT PARTNERSHIPS PROGRAM:** Monitoring of the HOME program consists of desk monitoring of files, occupancy monitoring of the Auburn and Lewiston Homebuyer projects, and general monitoring of Auburn and Lewiston rental projects.

**Homebuyer and Homeowner:** Project files for Auburn are monitored by the Director when setting up the activity in IDIS.

**Homebuyer:** Both Auburn and Lewiston homebuyer files are monitored for occupancy every other year. A letter is sent to each homeowner asking that the property financed with HOME funds was being used as their principal residence. Homebuyer monitoring will be repeated in FY2015.

**Rental Monitoring:** Monitoring of rental projects is on a 2 year cycle with City of Lewiston in the odd years (2015) and City of Auburn in the even years (2016). The Lewiston projects are Maple Street Housing, Bates Street Elderly Housing, Birth Hill Elderly Housing, 81 Ash Street Associates, Blake Street Housing, and The Lofts. The Auburn Projects are Vincent Square Apartments, Webster School Apartments, and Franklin School Apartments.

**Affirmative Marketing:** Community Development staff reviews the Affirmative Marketing Plans for rental development projects with 5 or more HOME units. This is done primarily through desk monitoring by having the rental property manager submit list of tenants/demographics, notices of posted vacancies, and an assessment of their efforts, Their affirmative marketing plan is updated every 5 years.

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	521,295	254,750	266,857	1,042,902	2,959,098	Community Development funds will support 6 of the goals. High priority goals are support people in their efforts to transition out of poverty; prevent deterioration of housing stock; promote jobs and development; make neighborhood streets safer and more walkable; prevent homelessness; improve parks and establish community gardens. The low priority goals is support fair housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	332,327	76,000	716,146	1,124,473	1,456,892	HOME funds will support all 4 high priority goals: prevent deterioration of housing stock; prevent homelessness; increase owner occupancy, and support new housing construction.

Table 58 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Community Development funds that leverage additional resources are primarily the public service activities. A limited amount of resources will be leveraged through the Small Business and Commercial Rehab Programs where there is a 25% match. The weatherization program provides a 50% match from Department of Energy funds. The Lead Hazard Control Grant for which Auburn is a subrecipient will provide a 90% grant to the City's 10% CDBG match.

Federal HOME funds will leverage private resources primarily through homebuyer activities. Since there are no known projects for rental

development, the Auburn Consortium does not anticipate significant match in the coming year. However, in the past, many of the Auburn Consortium rental and homebuyer projects have brought in considerable excess match which will be sufficient to cover the match requirements for many years. The Consortium currently has over \$1.5 million in excess match.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

115 Academy Street is available for construction of affordable rental housing.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Anti-poverty/Auburn	2015	2019	Non-Housing Community Development		Anti-poverty/Auburn	CDBG: \$60,000	Public service activities other than Low/Moderate Income Housing Benefit: 221 Persons Assisted
2	Prevent Deterioration of Housing Stock/Auburn	2015	2019	Affordable Housing		Prevent Deterioration of Housing Stock/Auburn	CDBG: \$358,566 HOME: \$80,000	Rental units rehabilitated: 41 Household Housing Unit Homeowner Housing Rehabilitated: 26 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 100 Household Housing Unit
3	Promote Jobs and Development/Auburn	2015	2019	Non-Housing Community Development		Promote Jobs and Development/Auburn	CDBG: \$80,000	Facade treatment/business building rehabilitation: 2 Business Businesses assisted: 2 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Make Neighborhood Streets Safe and Walkable/Auburn	2015	2019	Non-Housing Community Development	DOWNTOWN TARGET AREA	Make Neighborhood Streets Safe and Walkable/Auburn	CDBG: \$180,136	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
5	Prevent Homelessness/Auburn	2015	2019	Homeless		Prevent Homelessness/Auburn	CDBG: \$18,000 HOME: \$18,750	Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 24 Beds
6	Increase Owner Occupancy/Auburn	2015	2019	Affordable Housing		Increase Owner Occupancy/Auburn	HOME: \$207,881	Direct Financial Assistance to Homebuyers: 5 Households Assisted
7	Improve Parks and Community Gardens/Auburn	2015	2019	Non-Housing Community Development		Improve Parks and Community Gardens/Auburn	CDBG: \$101,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4305 Persons Assisted
8	Support Construction of New Affordable Housing/Aub	2015	2019	Affordable Housing		Support Construction of New Affordable Housing/Aub	HOME: \$150,000	
9	Fair Housing/Aub	2015	2019	Fair Housing and Housing Choice		Support Fair Housing/Auburn	CDBG: \$2,000	Other: 2 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Prevent Homelessness/Lewiston	2015	2019	Affordable Housing		Prevent Homelessness/Lewiston	HOME: \$12,838	Housing for Homeless added: 32 Household Housing Unit
11	Improve Safety & Efficiency of Housing/Lewiston	2015	2019	Affordable Housing		Improve the Safety & Energy Efficiency/Lewiston	HOME: \$94,269	Homeowner Housing Rehabilitated: 2 Household Housing Unit
12	Create Mixed Income Neighborhoods/Lewiston	2015	2019	Affordable Housing		Create Mixed-Income Neighborhoods/Lewiston	HOME: \$483,484	Direct Financial Assistance to Homebuyers: 4 Households Assisted

**Table 59 – Goals Summary**

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Projects/Programs were identified by the Citizens Advisory Committee through the planning process for the Consolidated Plan.

#	Project Name
1	Support People in their Efforts to Transition out of Poverty
2	Housing Programs/Auburn
3	Promote Jobs and Development/Auburn
4	Safe and Walkable Streets/Auburn
5	Prevent Homelessness/Auburn
6	Owner Occupancy/Auburn
7	Improve Parks and Support Community Gardens.Auburn
8	Construction of New Affordable Housing/Auburn
9	Fair Housing and Increase Housing Choice/Auburn
10	HOME Administration of HOME Program/Auburn
11	HOME Project Delivery Costs/Auburn
12	Administration of Community Development Program/Auburn

**Table 60 – Project Information**

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	Support People in their Efforts to Transition out of Poverty
	<b>Target Area</b>	
	<b>Goals Supported</b>	Anti-poverty/Auburn
	<b>Needs Addressed</b>	Anti-poverty/Auburn
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	1. Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life. a. Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school. b. Create youth apprenticeship opportunities with local businesses.2. Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training programs.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	221 persons
	<b>Location Description</b>	

	<b>Planned Activities</b>	<p>The Community Development Department released an application for public service funding on February 14, 2015. The RFP was revised to include the new anti-poverety strategy along with the scoring criteria. Applications were received from 10 social service agencies. A subcommittee of the Citizens Advisory Committee ranked the applications and made their selections. Four applications were selected under the antil-poverty category. Budget \$60,000</p> <p>Androscoggin Head Start and Child Care: Provide social services for families enrolled in head start at Webster School. Budget \$8,500</p> <p>Literacy Volunteers of America/Androscoggin: Recruit, train and support volunteers to provide tutoring to illeterate adults and families. Budget \$8,635</p> <p>Auburn Police Department: Implement Work with ME Program. Work with Auburn School Department, Career Center, and local business owners/tradesmen to provide soft skills and job specific skills to at risk and homeless youth. Budget 33,750</p> <p>Community Concepts, Inc.: Implement Bridges out of Poverty Program. Introducde concepts by teaching "Getting Ahead in a Just Getting by World", provide 8 weeks of case manaagement and support to ensure success, recruit and train community memebbers to mentor the graduating individuals. Budget \$9,115</p>
2	<b>Project Name</b>	Housing Programs/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Prevent Deterioration of Housing Stock/Auburn
	<b>Needs Addressed</b>	Prevent Deterioration of Housing Stock/Auburn
	<b>Funding</b>	CDBG: \$438,566 HOME: \$105,000

	<b>Description</b>	1) Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households; 2) Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning; 3) Financially support code enforcement activities that result in improvements to the housing stock; 4) Provide financial assistance to encourage exterior, as well as health and safety improvements; and 5) Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	41 renter units 26 owner units 100 code enforcement inspections
	<b>Location Description</b>	Downtown, New Auburn and Union Street Target Areas City-wide
	<b>Planned Activities</b>	<ul style="list-style-type: none"> <li>• CDBG Salary and fringe benefits for administration of housing programs, Budget \$80,000</li> <li>• HOME Salary and fringe benefits for administration of housing programs, Budget \$25,000</li> <li>• CDBG Rehabilitation Program including lead testing, Budget \$252,666</li> <li>• CDBG Weatherization improvements through subrecipient Community Concepts, Inc., Budget \$24,900</li> <li>• CDBG Code Enforcement activities, Budget \$81,000</li> <li>• HOME Homeowner Rehabilitation, Budget \$80,000</li> </ul>
<b>3</b>	<b>Project Name</b>	Promote Jobs and Development/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Promote Jobs and Development/Auburn
	<b>Needs Addressed</b>	Promote Jobs and Development/Auburn

	<b>Funding</b>	CDBG: \$85,000
	<b>Description</b>	1. Assist small businesses to startup, succeed, and grow through: a) Loans and grants to upgrade and adapt buildings in the target areas; and b) Loans to support job creation for low-income people anywhere in the City.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 businesses
	<b>Location Description</b>	Commercial Rehabilitation: Downtown, New Auburn and Union Street Target Areas. Small Business Program: City-wide
	<b>Planned Activities</b>	Economic development consist of two programs: Small Business and Commercial Rehabilitation Programs. The Commercial Rehabilitation Program helps to create jobs and eliminates blight in target areas by providing businesses with a source of low interest financing to encourage renovations and business development. The Small Business Program creates new employment opportunities for low income households by providing apital for business start-ups. Budget \$85,000, \$5,000 of which is for project underwriting costs to be done by the City's Economic Development Specialist.
<b>4</b>	<b>Project Name</b>	Safe and Walkable Streets/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Make Neighborhood Streets Safe and Walkable/Auburn
	<b>Needs Addressed</b>	Make Neighborhood Streets Safe and Walkable/Auburn
	<b>Funding</b>	CDBG: \$205,136
	<b>Description</b>	1. Provide infrastructure funds on a 50% match of City capital improvement funds for lighting, sidewalks, landscaping improvements in target areas
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,315 (census tract 101)
	<b>Location Description</b>	Downtown Target Area, off from Main Street to downtown parking garage
	<b>Planned Activities</b>	<p>Shoe-maker Alley: The project will enhance pedestrian connectivity and safety for pedestrian-vehicular cross movements behind Auburn Hall, improve lighting and directional/interpretative signage as well as handicap accessibility. Design improvement is underway with in-house staff. The project is ready for bidding. Improvements are expected in the summer of 2015 with construction complete by the spring of 2016. Budget \$15,500, \$500 of which is for CDBG staffing costs.</p> <p>Sidewalk Improvements: Location has not yet been identified. Community Development staff will work with the City's Engineering Department to conduct neighborhood meetings to determine where sidewalk improvement funds should be spent. This sidewalk reservation will be combined with funding from FY2016 and the work completed in the summer of 2016.</p>
5	<b>Project Name</b>	Prevent Homelessness/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Prevent Homelessness/Auburn
	<b>Needs Addressed</b>	Prevent Homelessness/Auburn
	<b>Funding</b>	CDBG: \$18,000 HOME: \$18,750
	<b>Description</b>	1) Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development; 2) Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk; and 3) As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other housing first approaches.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	197 persons
	<b>Location Description</b>	City-Wide
	<b>Planned Activities</b>	<p>The Community Development Department released an application for public service funding on February 14, 2015. The RFP was revised to include the new homeless strategies along with the scoring criteria. Applications were received by 10 social service agencies. A subcommittee of the Citizens Advisory Committee ranked the applications and made their selections. Two applications were selected under the homeless category. Budget \$18,000.</p> <p>Provide security deposit loans for people who are homeless or at risk of homelessness. Budget \$18,750</p>
6	<b>Project Name</b>	Owner Occupancy/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Increase Owner Occupancy/Auburn
	<b>Needs Addressed</b>	Increase Owner Occupancy/Auburn
	<b>Funding</b>	HOME: \$207,881
	<b>Description</b>	<p>1. Make it easier for renters to become homeowners by providing financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn</p> <p>b. Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners</p>
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	6 families

	<b>Location Description</b>	Acquire a single family dwelling and renovate it to meet Auburn's Housing Standards. The property will then be sold to a HOME income qualified family. This project is in partnership with Auburn Housing Development Corporation, a HOME CHDO.  5 households will be assisted with down payment and closing costs to purchase a home.
	<b>Planned Activities</b>	Home will be purchased in July 2015. Renovations on the property will commence in September. The building will be placed back on the market for sale to a qualified buyer in March 2016. Budget is \$132,881.  Provide assistance to persons to purchase a home. The Homebuyer Program makes homeownership affordable to low-income households, opens access to other homebuyer programs, and increases owner occupancy in target areas where properties are most affordable. The program is designed to help families purchase market rate homes. Assistance includes a HOME match of \$2/1 of dollars saved to pay for down payment and closing costs and a \$15,000 interest-free loan to assist with greater affordability, when necessary. Participants also receive credit counseling and homebuyer education to make good decisions. This program is generally coupled with the City's Homeowner Rehabilitation Program. Budget \$75,000
7	<b>Project Name</b>	Improve Parks and Support Community Gardens.Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Parks and Community Gardens/Auburn
	<b>Needs Addressed</b>	Improve Parks and Community Gardens/Auburn
	<b>Funding</b>	CDBG: \$101,000
	<b>Description</b>	1. Enhance physical infrastructure of key in-town parks by a) Improve lighting at Union Street and replace playground equipment; and b) extend the Riverwalk into New Auburn c. Improve walkways to and from park2. Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	New Auburn River Trail, Census Tract 105, 2,000 persons Union Street Play Structure and Community Garden, Census Tract 103, 2,305 persons
	<b>Location Description</b>	New Auburn Target Area Union Street Target Area
	<b>Planned Activities</b>	<p>New Auburn River Trail: This is the final budget to acquire land, demolish buildings, and design a public park for the New Auburn neighborhood. Improvements to build the park will come from other federal sources. A Request for Proposals has been issued and award is expected by the summer of 2015. Project planning and design will be complete in the fall/winter of 2016. An application for other federal funds will be made in the spring of 2016. The project is expected to be under construction in either the fall of 2016 or spring of 2017. Budget \$35,000</p> <p>Union Street Park: Play structures will be installed for preschool and school age children. Budget \$46,000.</p> <p>Community Garden: The Community Development Department is partnering with St. Mary's Nutrition Center in planning for this project. Community gardens provide an opportunity for people to come together to grow their own food and celebrate their community. This will encourage people to improve their health, stretch their food dollars, learn about growing vegetables, and have a place where neighbors can meet to engage in a positive way. Budget \$20,000</p>
8	<b>Project Name</b>	Construction of New Affordable Housing/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Support Construction of New Affordable Housing/Aub
	<b>Needs Addressed</b>	Support Construction of New Affordable Housing/Aub
	<b>Funding</b>	HOME: \$150,000
	<b>Description</b>	Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	site unknown
	<b>Planned Activities</b>	MaineHousing's Qualified Allocation Plan will be released in the fall. The City of Auburn expects one or two applications for development of rental housing will be considered for Low Income Housing Tax Credits. Once tax credits are allocated, the funding reservation will be dedicated to a project.
<b>9</b>	<b>Project Name</b>	Fair Housing and Increase Housing Choice/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	Fair Housing/Aub
	<b>Needs Addressed</b>	Support Fair Housing/Auburn
	<b>Funding</b>	CDBG: \$2,000
	<b>Description</b>	Conduct workshops for both landlords and tenants about the right and responsibilities of each party, and the avenues for redress in the event of a problem; sponsor fair housing poster contest in schools.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 tenant training 1 landlord training
	<b>Location Description</b>	

	<b>Planned Activities</b>	The Cities of Auburn and Lewiston will be undertaking fair housing activities to raise awareness of fair housing laws. Based on the Analysis of Impediments to Fair Housing Choice Report completed in 2013 the Cities have identified the following activities to be undertaken on an annual basis: 1) a series of landlord and tenant workshops. This year's topic will focus on disability rights and policies; 2) school outreach - poster contest for 8th graders with winners being selected for a fair housing calendar; 3) distribution of basic information on tenant housing rights; 4) identify obstacles to Sharia lending and inform New Mainers of housing opportunities. All activities will be done in collaboration with the Cities of Auburn and Lewiston's Community Development Departments and the Auburn and Lewiston Housing Authorities.
<b>10</b>	<b>Project Name</b>	HOME Administration of HOME Program/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: \$28,500
	<b>Description</b>	Administration of HOME Program including sub-recipient monitoring.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
<b>Planned Activities</b>	Salary and fringe benefit costs to administer HOME Program, Budget \$26,000 Goods and services, Budget \$2,500	
<b>11</b>	<b>Project Name</b>	HOME Project Delivery Costs/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	HOME: \$25,000
	<b>Description</b>	Salary and fringe benefits to deliver housing projects. Costs will be charged to specific projects by address.

	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
<b>12</b>	<b>Project Name</b>	Administration of Community Development Program/Auburn
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$128,200
	<b>Description</b>	
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Salary and fringe benefit costs for Program Director, Coordinator and Administrative Assistant, Budget \$100,000 Goods and services, Budget \$28,200

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

City of Auburn: In January 2010 the Auburn City Council adopted the Update to Urban Conditions Study of 1994. The study surveyed the conditions of buildings which indicated 75% of buildings in the target areas were in need of some repair. Blighted areas were established by neighborhoods in which the average score was less than 3.5. These are the locations where Auburn will invest the majority of its Community Development and HOME Investment Partnerships funds, especially for public improvements, housing rehabilitation, homebuyer and commercial assistance. These target areas are where there is the greatest need for public investment. This Action Plan includes public improvement projects in the Downtown Target Area (Shoe-maker Alley), New Auburn Target Area (New Auburn River Trail), and Union IStreet Target Area (Union Street Park and community gardens).

City of Lewiston: The target area encompasses the four Census Tracts listed above. It is a residentially dense area with poverty rates 3-4 times higher than those of the city, county and state rates. The unemployment rate is 17.7% as compared to the City's as a whole at 9.7%. The individual poverty rate is 41.4% as compared to the City's at 16% the County 16%, Maine's at 8.4% and the Nation at 15.1%. The Median Household Income in the target area is \$22,611, again, one-third as much as the City as a whole. The target area has almost double (45.2%) the city's rate of people receiving food stamps; 30% of households are single parent households; and 42% of children living in the target community are living in poverty. The high school graduates only 68% of students, with the state's highest dropout rate. All of the City's HOME Programs are available throughout the City.

There are no minority concentrations in either city.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
DOWNTOWN TARGET AREA	
NEW AUBURN TARGET AREA	
UNION STREET TARGET AREA	

**Table 61 - Geographic Distribution**

## **Rationale for the priorities for allocating investments geographically**

This year the staff and Citizen's Advisory Committee chose to focus on the three in-town neighborhoods. These neighborhoods have very high proportions of old and substandard housing and of poverty and social problems (see Figure 1). They are also part of the historic core of Auburn, with significant employment, and their success is important to the City's overall success in years ahead.

For these reasons, the target area for Auburn's CDBG program in the coming 2015-2019 period will be Downtown, New Auburn, and Union Street.



## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The City of Auburn's 2015-19 Consolidated Plan identified preservation of housing as one of its goals along with the following objectives:

1. Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households.
2. Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning.
3. Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the *5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston*.
4. Financially support code enforcement activities that result in improvements to the housing stock.
5. Provide financial assistance to encourage exterior, as well as health and safety improvements.

A number of programs make funds available to its residents for affordable housing. These include:

**Community Development:** Residential Rehabilitation, and Spot Rehabilitation. Weatherization improvements are available for low- and moderate income households through a partnership with Community Concepts, Inc. The City of Auburn is a subrecipient to a Lead Hazard Control Grant where the focus is to eliminate lead hazards in rental housing.

**HOME Investment Partnerships Program:** Homebuyer, Homeowner Rehabilitation, and Security Deposit.

The HOME Consortium members are the Cities of Auburn and Lewiston, with Auburn as the lead agency. The Cities renewed its Mutual Cooperation Agreement in May 2013 to extend the consortium for another 3 years. The resources from HOME funds are shared between the two cities. Each community operates its own programs; however, program guidelines are approved by the Auburn City Council. The City of Auburn provides oversight and monitoring of projects once they are complete.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

**Table 62 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	57
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	9
Total	72

**Table 63 - One Year Goals for Affordable Housing by Support Type**  
**Discussion**

Auburn

Rental Assistance: 25 security deposit assistance  
 Homeowner Rehabilitation: 4 loans rehabilitation assistance  
 Acquisition of Existing Units: 5 loans homebuyer assistance  
 Lewiston

Rental Assistance: 32 security deposit assistance  
 Homeowner Rehabilitation: 2 loans rehabilitation assistance  
 Acquisition of Existing Units: 4 loans homebuyer assistance

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

Auburn Housing Authority manages 523 public and multi-family housing units within 11 developments. The occupancy rate is currently over 98% in all developments. All PHA units are in good condition and continue to provide decent, safe, and affordable housing to low income individuals and families.

Auburn Housing Authority contributed both financially and embraced the efforts to complete the Analysis of Impediments to Fair Housing Choice. Further, Auburn Housing Authority has committed to supporting the plan by allowing staff to assist with the implementation of the plan.

### **Actions planned during the next year to address the needs to public housing**

Auburn Housing Authority currently has two resident commissioners who effectively represent the interests of all residents. Another commissioner is a former resident who is an immigrant, owns a home, and has earned a master's degree while working and raising a large family. In addition, Auburn Housing Authority consults regularly with tenant organizations and holds board meetings in different housing developments throughout the year. Auburn Housing's affiliate, Auburn Housing Development Corporation, has worked closely with the City of Auburn in a number of different endeavors to assist lower income households with their housing needs.

Some of the planned actions to address needs of Auburn's public housing inventory and its residents include:

- 1) replace dumpster enclosures as needed throughout;
- 2) repair/replace fencing at Family Development and Broadview Acres;
- 3) install hard-wired smoke detectors at Family Development;
- 4) replace stoves at Broadview Acres; and
- 5) agency wide procurement of security cameras/monitoring.

## **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Auburn Housing Authority continues to work closely with the City of Auburn to promote homeownership. Auburn Housing works with Community Development staff and a local non-profit in an effort to foster development of a viable loan product that would enable Muslim households to achieve homeownership.

Auburn Housing Authority continues to offer a savings match to tenants and program participants for home purchase down payments. Auburn Housing Development Corporation, a community housing development organization, has worked with the City for several years to promote homeownership by low income households, and high quality rental housing.

## **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Auburn Housing Authority is designated a “high performer” in both Section 8 and public housing programs by HUD rating systems.

## **Discussion**

**Public Housing:** As of April 2014 the waiting list for public housing was 430 families and individuals. The majority of need is for apartments with one and two bedrooms. Auburn Housing Authority receives 50 new applications per month. The waiting list is 470. During FY2013, 83 public housing units were vacated and re-rented.

**Section 8 Housing Choice Voucher Program:** Auburn Housing Authority's Housing Choice Voucher program provided 590 vouchers; however, due to sequestration, that number dropped to 560. As of April 2014 there were 523 on the waiting list. Because this list was recently purged, the number is lower than it was a year ago. It is anticipated to climb rapidly due to low turnover and underfunding.

**Resident Services:** All public and multi-family housing projects owned by Auburn Housing Authority receive resident services in an effort to help residents achieve stability and success in their lives.



## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

Two supportive housing resources are available for chronically homeless persons. The Cities of Auburn and Lewiston provided HOME funds to assist in creating 6 units for individuals in Auburn and 10 units for homeless families in Lewiston.

Auburn and Lewiston's homeless needs have been addressed through the Maine Balance of State Continuum of Care. Both Cities, however, participate and sponsor the Lewiston-Auburn Alliance for Services to the Homeless (LAASH), a group of local homeless providers who gather monthly to address the gaps in services to the area's homeless. In 2009, through a LAASH collaboration, the Cities paid for consulting services to develop a 10-Year Plan to Eliminate Homelessness.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City supports two agencies in its efforts to reducing and ending homelessness:

- 1) Support services for Tedford Housing and Safe Voices. Tedford Housing is permanent housing for chronically homeless individuals, and Safe Voices is a homeless shelter for victims of domestic violence.
- 2) Assist homeless or at-risk of homelessness gain access to housing through security deposit assistance.

Further, anyone who presents to the City who is at risk of homelessness or is actually homeless can apply for financial assistance through the City's Social Services office. The Director completes an income evaluation and determines if they are eligible. In a 12-month period, the City assisted 82 unduplicated households by paying for all or a portion of their rent, a total of \$103,392 expenditure. The average household rental assistance is \$1,261.

The new homeless strategy of supporting people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development. This is a new effort targeting resources to reduce the incidence of homelessness in this area.

## **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City assists Safe Voices by providing social service funding for shelter staff. The City does not provide resources for transitional housing.

In addition to assistance provided by the City's Social Service office, beds are available at the following shelters: Hope Haven Gospel Mission in Lewiston (families), St. Martin DesPorres in Lewiston (single persons), New Beginnings in Lewiston (youth), and Safe Voices in Auburn (victims of domestic violence). The City is supported by the balance of state's continuum of care.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City funds a non-profit agency who provide social services to families with children who are victims of domestic violence.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City has a security deposit program that assists households who are at risk of homelessness or are already homeless. The program is a joint effort with Auburn Housing Authority, the City's Social Services Department and Community Development.

Auburn Housing Authority has established a preference on their Section 8 waiting list for victims of domestic violence.

The Police Activities League (PAL) provides a diversion program for youth who have been expelled from school. The program is a collaboration of schools and families to work as a team, expand services, and increase the number of youth who stay at home instead of being referred to foster care. The model

includes parents as partners to increase their involvement and strengthen families. There will also be involvement by the School Resource Officer and caseworkers. The program include sstudents who have been suspended from school, are on probation and those at risk of dropping out or who have dropped out. The PAL Center will provide space for students to receive academic assistance to complete their work.

Two new programs in this Action Plan that will help families to avoid become homeless are the pilot project *Bridges out of Poverty* that will target adults, and *Work with Me* that will target youth. Both of these programs are part of Auburn's Anti-poverty strategy to help provide personal and educational skills needed for people to live a healthy and productive life.

## **Discussion**

The 10-Year Plan to End Homelessness in Lewiston and Auburn has strategies designed to break the pattern of homelessness and prevent homelessness for those at risk due to unforeseen circumstances. It offers a path for the homeless themselves to accept responsibility and move forward. At the same time, it provides a path for the community to create the opportunities that the homeless need to succeed. It includes overall strategies addressing prevention, early intervention, crisis response, transition, and permanent affordable housing. Each strategy has specifications. Each action has a lead agency that is responsible for coordinating implementation, partners that will contribute to implementation, and benchmarks that describe specific steps necessary over time for successful implementation. The City's role will be to provide support for the development of permanent affordable housing.

## **AP-75 Barriers to affordable housing - 91.420, 91.220(j)**

### **Introduction**

Poverty and the City's aged housing stock support the need for safe, affordable housing. The City's primary response to the need for safe affordable housing in the City is funding for preservation and rehabilitation of existing housing stock. The City dedicates both CDBG and HOME funds for housing preservation, namely the Residential Rehab, and Homeowner Rehabilitation. In 2010 the City re-evaluated the conditions which contribute to blight in the City. Every other property was surveyed in the existing target areas and the area expanded to include immediately adjacent blocks. New boundaries were established based on a scoring factor that was marked as the blight threshold. The following indicates the percentage of blight by target areas: New Auburn 63%; Union Street 81%; Downtown 88%; Sandy Beach 59%; and Hotel Road 70%.

A second initiative to promote affordable housing is to support affordable homeownership opportunities. The City provides pre- and post-homebuyer counseling for participants who want to purchase a home, and credit counseling to existing clients who experience credit problems.

Tenants who are at-risk of homelessness can obtain access to rental housing through our Security Deposit Program and rent payment through the City's Social Services Department.

The actions that will be taken to remove barriers to affordable housing include offering programs that increase home ownership opportunities, improve the quality of owner-occupied and rental housing, increase the supply of affordable rental housing, and providing access to rental housing by those at risk of homelessness.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Several years ago, the City adopted a new Existing Buildings Code that makes it more feasible to renovate older buildings that would otherwise have to comply with new building standards. The Community Development Department follows Housing Standards, a preservation standard for residential units.

The City of Auburn's Citizens Advisory Committee has recommended that the City Council consider creating a task force to review current codes and inspection practices with the goal of having more tools to require landlords to maintain their properties and manage their tenants' behavior.

The Citizens Advisory Committee has also recommended that the City of Auburn consider the code processes to make it easier to navigate for people who want to invest in and rehabilitate housing.

Last, The Citizens Advisory Committee recommended that the Lewiston-Auburn Economic Growth Council work with area banks to develop ready financing for investors seeking to purchase and/or upgrade small multi-family buildings in Auburn.

## **Discussion**

The actions that will be taken to remove barriers to affordable housing include offering programs that will increase homeownership opportunities, improve the quality of owner-occupied and rental housing, increase the supply of affordable rental housing, and providing access to rental housing by those at risk of homelessness.

Community Development staff also provides pre- and post-homebuyer counseling to people who want to participate in our Homebuyer Program, and credit counseling to program clients who have cash flow problems.

Last year the City has begun a five-year effort to encourage fair housing through tenant and landlord education.

The Community Development Department is also working with a local non-profit agency to produce a loan product that is acceptable to the Muslim community. This will open doors to home ownership for a large number of households.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The City of Auburn will continue to carry out its Community Development Program in partnership with the other management and delivery entities for housing and community development initiatives. These organizations include the City's Social Services Department, Auburn Housing Authority, and a network of individual non-profit and social service providers.

### **Actions planned to address obstacles to meeting underserved needs**

The City of Auburn's Community Development and HOME budgets address underserved needs of the City. The proposed funding projects will meet underserved needs such as food (Community Gardens), shelter (Safe Voices) home safety (housing rehabilitation and home weatherization) and support for families living in poverty (Androscoggin Head Start & Child Care, Literacy Volunteers, Auburn Police Department Work with ME, and Community Concepts Bridges out of Poverty).

### **Actions planned to foster and maintain affordable housing**

Actions will come primarily from efforts of the Community Development Department through administration of rehab, homebuyer, and security deposit programs. Rental development actions will be initiated by area developers. The City offers the Residential Rehab and Homeowner Rehab Program to undertake whole house improvements that will meet the City's Housing Standards. The City also offers deferred payment loans to low income homeowners who are facing a health and safety housing issue through its Spot Rehab Program--this program assists residents with severe housing issues such as leaking roofs, condemned heating systems, unsafe electrical, and malfunctioning sewerage disposal systems. An amendment to the Spot Rehab Program will be considered this year to offer assistance to owners of rental properties who have received a citation because of code violations.

### **Actions planned to reduce lead-based paint hazards**

Actions will be through a joint 3-year Lead Hazard Control Grant and participation in implementing the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston. The City also offers several programs that reduce the hazards of lead based paint. Both the Residential Rehab and Homeowner Rehab Programs are whole house improvements programs where lead paint problems are eliminated. A clearance is done at the conclusion of each covered project. The City also provides brochures to tenants of buildings that are being improved on how to remain safe

when there is lead paint in a building.

The City of Auburn has joined in an application from the City of Lewiston for Lead Hazard Control Funds to eliminate lead hazards in housing occupied by low-income families. This should result in improvements to 30+ units in FY2015.

### **Actions planned to reduce the number of poverty-level families**

The 2015-19 Consolidated Plan includes an Anti-Poverty Strategy to help people successfully provide for themselves and their families through education and development of employment skills. The City will carry this out by awarding social service grants with partners who will carry out initiatives.

### **Actions planned to develop institutional structure**

Community Development staff is committed to establishing and maintaining relationships with organizations and institutions in an attempt to broaden and strengthen the institutional structure. Auburn will continue to look for opportunities to collaborate with local government, non-profit organizations, and private sector including:

- private lenders, Coastal Enterprise, Inc. and Community Concepts, Inc. – to improve financing resources for home ownership and rehabilitation;
- Auburn Housing Development Corporation, a CHDO -- partner in Auburn's Homebuyer Program;
- private lenders, Androscoggin Valley Council of Governments and Lewiston-Auburn Economic Growth Council – to improve financing resources for commercial and industrial clients;
- non-profit developers and CHDO's – to provide and/or develop affordable housing and support services needed by Auburn residents;
- Auburn Housing Authority and Maine State Housing Authority – to address the housing needs of Auburn's low income renter households and to increase home ownership opportunities for low-income tenants;
- Lewiston-Auburn Alliance for Services to the Homeless and Maine State Housing Authority – for better coordination and advocacy for services needed by the homeless, and implementation of rental assistance to the homeless;
- Healthy Androscoggin, Department of Environmental Protection, Maine Childhood Lead Poisoning

Prevention Program – to deliver a comprehensive lead awareness education and screening program;  
and

- Citizen’s Advisory Committee – to establish priorities and review progress on achieving Consolidated Plan goals.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The strength of the delivery system is that it is well-coordinated. The Auburn Community Development Department, the Auburn Housing Authority, the Lewiston-Auburn Alliance for Services to the Homeless, the Lewiston Community Development Department, the Lewiston Housing Authority, Community Concepts, Healthy Androscoggin, and other city departments, and local and regional nonprofit organizations, coordinate closely in the planning and delivery of housing services. However, there are not enough resources among all of the partners to meet the identified needs. Waiting lists for services at the housing authorities are long.

The Community Development Department has been involved in a local Green and healthy Homes initiative in order to better coordinate housing improvements and bring new resources to the community. That effort led to a successful application for a Lead Hazard Control Grant.

### **Discussion**

The 2015-19 Consolidated Plan identifies prevent deterioration of housing stock as a goal. To ensure there is an adequate supply to meet the needs of Auburn households, the City will focus primarily on maintaining and improving the existing housing stock as safe.

**5 Year Goals Auburn:** 90 owner units and 185 renter units rehabilitated; 500 units inspected; 25 homebuyers assisted; 60 new affordable housing units; 125 tenants assisted with rental assistance

**FY2015 Goals Auburn:** 26 owner units rehabilitated; 5 buyers assisted to purchase a home; and 25 homeless or at-risk of homelessness assisted with security deposits.

**5 Year Goals Lewiston:** 30 owner units rehabilitated; 15 buyers assisted to purchase a home; 50 new affordable rental housing units; 125 homeless or at-risk of homelessness assisted with security deposits

**FY2015 Annual Goals Lewiston:** 2 owner units rehabilitated; 4 buyers assisted to purchase a home; 32 homeless or at-risk of homelessness assisted with security deposits.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	91.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

none

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Homebuyer and Homeowner Rehabilitation projects will be subject to recapture provisions of the HOME on combined HOME assistance, the property must be occupied as a principal residence for the minimum periods of 5 years if HOME assistance is less than \$15,000, 10 years if HOME assistance is between Investment Partnerships Program regulations. Based on combined HOME assistance, the property must be occupied as a principal residence for the minimum periods of 5 years if HOME assistance is less than \$15,000, 10 years if HOME assistance is between \$15,000 and \$40,000, and 15 years if HOME assistance is over \$40,000. The recapture period shall commence when the building acquisition and/or rehabilitation are complete and a project completion certification has been issued for rehabilitation.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Recapture provisions are as follows:

- a) **Voluntary Transfer of Title:** The City shall be repaid the full amount of the balance(s) remaining on the HOME loan(s) if the HOME Borrower voluntarily sells, assigns, or transfer ownership of the property for any reason other than that caused by a financial hardship.
- b) **Involuntary Transfer of Title:** The City shall collect the net proceeds from the sale of the property up to the outstanding balance of the HOME assistance when the HOME Borrower involuntarily relinquishes the property due to a foreclosure, bankruptcy, appointment of a receiver or liquidator, or assignment for the benefit of the HOME Borrower's creditors, or a financial hardship resulting in a short sale. With respect to the financial hardship, the City shall determine if the Borrower has adequately met the requirement for an involuntary transfer. In the event that the net proceeds are insufficient to repay the HOME loan, the City will then forgive part or all of the HOME loan(s). Prior to accepting net proceeds for a financial hardship the City shall assure that the owner has marketed the property for a sufficient period of time, a minimum of 6 months, and there has been no offer that is adequate to satisfy the debt. When there has been adequate effort to market the property

and upon receiving an offer that is insufficient to cover the outstanding debt, the City shall accept whatever amount is remaining from the sale and foregive the remaining unpaid balance.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

none

## **Discussion**

The Consortium offers the Homebuyer Program to assist people with their home purchase. In the past this program had been used in tandem with the Homeowner Rehab Program to assure that the property purchased meets Auburn's Housing Standards. However, the Homebuyer Program is on standby until there has been clarification with respect to the 2013 HOME rule that a property must meet the property standard prior to the commitment of HOME funds.

All programs are available on a first-come first-served basis to applicants whose income is under 80% of area median income. The Homebuyer Program matches an applicant's savings two dollars for each dollar saved. Half of the match is given as a forgivable loan and the other half is an outright grant. Further, an additional \$15,000 interest-free loan is available, if needed to meet the debt-to-income ratios of the program. The Homeowner Rehab Program provides up to \$35,000 as an interest-free loan with no specific match required. Both loan maximum terms are 30 years unless affordability is not achieved, then the term can be 40 years. These loans are approved by the City's respective loan committees.

The Consortium also offers a Security Deposit Program to cover the security deposit cost for tenants. This program is administered in partnership with the Auburn and Lewiston Housing Authorities.

Both Auburn and Lewiston's Action Plan calls for HOME funds to be used for acquisition and rehabilitation. Auburn's project will be a CHDO-sponsored project with partner Auburn Housing Development Corporation. Buildings will be acquired, renovated, then sold to a qualified low-income household.

The Consortium requires that a HOME Agreement be signed by the borrower at the closing. The agreement describes the recapture provision for homebuyer, and homeowner rehab. Rental projects are deferred payment loans which require no payment unless there is a default during the affordability period. The HOME Agreement also specifies other requirements such as affordability restrictions with respect to low-income requirements, rent calculations, specifies HOME units with high and low home rents, income determinations, resident protections, record keeping, monitoring, reporting, affirmative marketing, and outreach. The Agreement also specifies how it will be enforced.

## Appendix - Alternate/Local Data Sources

<b>1</b>	<p><b>Data Source Name</b></p> <p>City of Auburn, Code Enforcement Vacant Buildings</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>Zachery Lehert</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>List of vacant buildings developed by Code Enforcement.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>To monitor vacant buildings</p>
	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>2014</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>Drive-by</p>
	<p><b>Describe the total population from which the sample was taken.</b></p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p>

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam R. Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## **IN CITY COUNCIL**

### **ORDER 33-05042015**

ORDERED, that the Auburn City Council that the 2015-19 Consolidated Plan and 2015 Annual Action Plan be adopted as recommended by Community Development staff.



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 5/4/2015

**Order** 34-05042015

**Author:** Denis D'Auteuil

**Subject:** Tree Nursery Lease Agreement

**Information:** The Lewiston Public Services Department has asked the Auburn Public Services Department to be a partner on a tree nursery project off N. Auburn Rd in Auburn. The land being used for the tree nursery is owned by the Lake Auburn Watershed Neighborhood Association (LAWNA) and the grant will be administered by both cities with support from the Lewiston/Auburn Community Forest Board. Auburn City staff has worked with the City Attorney to draft the attached lease agreement between the both cities and LAWNA. The City of Lewiston has been awarded a grant through Project Canopy to cover costs of building the tree nursery. Each cities match for the grant will be achieved through labor and equipment from each of the city's Public Services Departments.

**Advantages:**

- An estimated 300 trees will be planted, which will yield approximately 150 trees for Auburn projects when harvested
- This project has the potential to yield savings in future budgets and projects

**Disadvantages:**

- This project will not be on city owned land
- Will be 6-8 years before the trees planted in 2015 will be ready for harvesting.

**City Budgetary Impacts:** There are no budget impacts as the grant will pay for materials and saplings to be planted. The grant match for the City of Auburn will be achieved with existing staff and resources in the Public Services budget. The Department's management team will incorporate the projects and maintenance related needs of the tree nursery into the department's existing work plans for the upcoming FY and future years. Future years could yield savings in tree purchases once the trees are at the appropriate harvesting size.

**Staff Recommended Action:** Approve the City Manager to execute the lease agreement between the City of Lewiston, City of Auburn, and the Lake Auburn Watershed Neighborhood Association. Staff fully supports the creation of a tree nursery that will provide a more sustainable approach to maintain the community's forest.

**Previous Meetings and History:**

4/27/2015 City Council Workshop

**Attachments:**

1. Lease agreement
2. Legal Description of tree nursery easement
3. Exhibit B well access
4. Project Canopy grant application

## LEASE

This lease ("Lease") made this [REDACTED] day of April, 2015, by and between the **Lake Auburn Watershed Neighborhood Association** ("LAWNA"), a Maine nonprofit, public benefit corporation with a principal place of business in Auburn, County of Androscoggin, State of Maine, ("LAWNA") and the **City of Lewiston** and the **City of Auburn** (collectively, the "Cities"), municipalities organized under Maine law, which by mutual agreement maintain the Lewiston Auburn Community Forest Board, a conservation board, ("LACFB"). Whereas both LAWNA and the Cities, by and through the LACFB, seek to encourage conservation in and around the Lake Auburn Watershed, the parties agree as follows:

1. **Premises:** LAWNA leases to the Cities a certain right-of-way and property located near Lake Auburn, in Auburn, Maine as described in **Exhibit A** (the "Premises").
2. **Term:** This Lease shall be for a term of **20** years, beginning as of April [REDACTED], 2015.
3. **Use of Premises:** The Cities shall use the Premises for the purposes of planting, maintaining, and removing live trees to be used along rights of way in Auburn and Lewiston ("Use").
4. **Well Access:** As described in **Exhibit A**, the Cities shall also have the right to access and draw water from a well on the property of LAWNA adjacent to the Premises (such well depicted on the diagram in **Exhibit B**) provided that the Cities shall draw water from the well solely for the Use described in Section 3 of this Lease.
5. **Equal Use:**
  - a. The Cities shall Use the Premises equally. The Cities shall equally share the costs associated with planting and maintaining live trees from the Premises, and each City shall have the right to remove an equal number of live trees from the Premises.
  - b. If either City breaches Section 5(a) of this Lease, the Lease shall not terminate. The Cities shall resolve any dispute regarding Section 5(a) amongst themselves through binding arbitration pursuant to Section 14.
6. **Maintenance and Repair:** The Cities shall keep the Premises clean and clear of all litter, repair any damage caused by them to the Premises, and, at the termination of this Lease, shall return the Premises to the condition it was in at the beginning of the Term, unless the Premises cannot be returned to the condition it was in at the beginning of the Term for reasons beyond the control of the Cities.
7. **Hours of Operation:** The Cities shall not access the Premises outside the hours of **8:00 a.m. to 8:00 p.m.**, seven days per week, absent the express written consent of LAWNA.

8. **Assignment:** The Cities may not assign this Lease, nor sublet any part of the Premises without the prior written consent of LAWNA, which consent may be withheld for any reason at the sole discretion of LAWNA.
9. **Insurance:** The Cities shall, upon request of LAWNA, provide proof of worker's compensation insurance coverage in amounts and forms consistent with Maine state law, covering their employees during the term of this Agreement.
10. **Termination:**
  - a. Except as provided in Section 5, LAWNA or the Cities may terminate this lease for cause upon written notice of the breach to the other party, and the breaching party shall have **30** days after receipt of the notice (the "Notice Period") to cure the violation.
  - b. If the breaching party does not cure the violation during the Notice Period, the Lease shall terminate at the end of the Notice Period.
  - c. For a period of **two years** following the termination of this Lease, the Cities shall have a continuing right to maintain and remove trees from the Premises.
11. **Limits of this Lease:** This Lease is meant only to permit the Cities to Use the Premises. The Cities at all times are entities separate and distinct from LAWNA and are solely responsible for the provision of any services as described within this Lease. Nothing in this Lease shall be deemed to create any partnership, joint venture, or other business relationship between LAWNA and the Cities, except as specifically described in this Lease.
12. **Fire and Casualty:** If all or substantially all of the Premises is destroyed or seriously damaged by fire or other casualty, or is taken by eminent domain, then either party may terminate their future obligations under this Lease upon notice to the other party.
13. **Compliance:** Both parties shall comply with all applicable laws and regulations.
14. **Governing Law and Dispute Resolution:** This Lease shall be governed by Maine law. The invalidity of any of the provisions of this Lease shall not affect any of the remaining provisions of this Lease. Any dispute arising out of this Lease shall be resolved by binding arbitration before a single arbitrator, at the office of Brann & Isaacson, 184 Main Street, Lewiston, Maine, under the JAMS Streamlined Arbitration Rules. Upon a demand for arbitration, the parties shall select an arbitrator. If the parties have not selected an arbitrator within **30** days, either party may ask that the Androscoggin County Superior Court appoint the arbitrator. The prevailing party shall be entitled to recover reasonable attorney fees and costs. This Section shall survive the expiration or termination of this Lease.

15. **Notices:** Notices under this Lease shall be effective upon receipt or refusal when delivered in writing to a party in person, by certified mail, return receipt requested, or overnight delivery service with proof of delivery.
16. **Modifications:** This Lease may not be modified or waived except in writing. Any waiver by either party in regards to the terms of this Agreement shall constitute a waiver only of that specific occurrence, and shall not be deemed a waiver of any other covenants, promises, or agreements contained herein.
17. **Successors or Assigns:** All covenants, promises, and agreements contained in this Lease shall be binding upon and shall inure to the benefit of the respective successors or assigns of the parties of this Lease.
18. **Entire Agreement:** This Lease is the complete and entire agreement between the parties.

IN WITNESS WHEREOF, the undersigned, representing that they are duly authorized to act, have caused this instrument to be duly executed this \_\_\_\_\_ day of April 2015.

LAKE AUBURN WATERSHED  
NEIGHBORHOOD ASSOCIATION (LAWNA)

\_\_\_\_\_  
By: \_\_\_\_\_  
Its \_\_\_\_\_

STATE OF MAINE  
\_\_\_\_\_, ss

April \_\_, 2015

Now appeared before me the above named \_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing to be h\_\_ free act and deed in said capacity and the free act and deed of the Lake Auburn Watershed Neighborhood Association.

\_\_\_\_\_  
Notary Public/Attorney at Law  
Print Name: \_\_\_\_\_

CITY OF LEWISTON

\_\_\_\_\_  
By: \_\_\_\_\_  
Its \_\_\_\_\_

CITY OF AUBURN

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

## City of Auburn and City of Lewiston-Tree Nursery Easement

A certain right-of-way and tree nursery easement, situated on the easterly side of North Auburn Road, so-called, in the City of Auburn, County of Androscoggin, and State of Maine, being more particularly bounded and described as follows, to wit:

Beginning at a 5/8 inch rebar, capped "Buker 2397" on the easterly right-of-way line of North Auburn Road, at the northwesterly corner of land now or formerly of Joan Prince and John F. Hutchinson (Book 2702, Page 70), said rebar being one thousand three hundred eighty (1,380) feet, more or less, from the intersection of said North Auburn Road and West Auburn Road;

Thence, from the Point of Beginning, North 19 degrees-18 minutes -58 seconds East, along said easterly right-of-way line of North Auburn Road, a distance of sixteen (16) feet, more or less, to a point;

Thence, South 54 degrees-51 minutes -07 seconds East, through said land of the Grantor herein, a distance of two hundred eighty-five (285) feet, more or less, to a point at the intersection of the last described line and the projection of an interior stonewall, said line being fifteen (15) feet and parallel at all points, from the southerly boundary line of the Grantor herein;

Thence, North 22 degrees-51 minutes -46 seconds East, through said land of the Grantor herein and partially along said interior stonewall, a distance of two hundred thirty-one (231) feet, more or less, to a point on the northerly line of the Grantor herein and the southerly boundary line of land now or formerly of Michael P. Joseph Trust (Book 8057, Page 194);

Thence, South 50 degrees-19 minutes -55 seconds East, along said land now or formerly of Michael P. Joseph Trust, a distance of three hundred thirty (330) feet, more or less, to a point on a stonewall;

Thence, South 47 degrees-27 minutes -10 seconds West, along said stonewall, a distance of two hundred nineteen (219) feet, more or less, to a point on a stonewall on the northerly boundary line of said land now or formerly of Joan Prince and John F. Hutchinson;

Thence, North 54 degrees-51 minutes -07 seconds West, along said land now or formerly of Joan Prince and John F. Hutchinson, a distance of five hundred fifteen (515) feet, more or less, to a 5/8 inch rebar, capped "Buker 2397" and the Point of Beginning.

The above-described easement contains 1.6 acres, more or less.

All bearings are referenced to Magnetic North 2013.

All Book and Pages refer to the Androscoggin County Registry of Deeds.

Meaning and intending to convey a right-of-way and tree nursery easement over a portion, and only a portion, granted to Lake Auburn Watershed Neighborhood Association, by a release deed from Daniel L. Bilodeau, dated December 25, 2012, and recorded in Book 8570 Page 81 on December 26, 2012.

1 MILE ± TO LAKE SHORE DRIVE  
1" IRON PIPE 24" ABOVE GRADE

CITY OF AUBURN  
PARCEL 363-035-002  
NOW OR FORMERLY OF  
MICHAEL P. JOSEPH TRUST  
BOOK 8057, PAGE 194

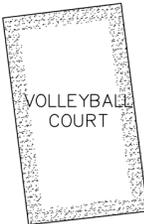
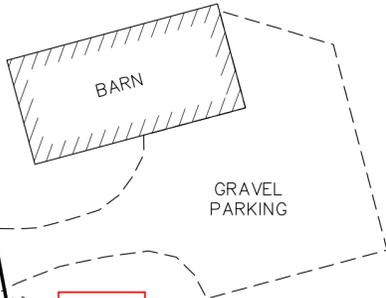
S50°20'59"E  
457.94'

NORTH AUBURN ROAD

275.00'

N19°18'58"E

1.380' ± TO WEST AUBURN ROAD



LAND OF LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION  
BOOK 8570, PAGE 81  
2.53 ACRES

LOW DENSITY RESIDENTIAL DEVELOPMENT (450' FROM CENTERLINE OF NORTH AUBURN ROAD)

AGRICULTURAL/RURAL  
S19°18'58"W  
237.64'

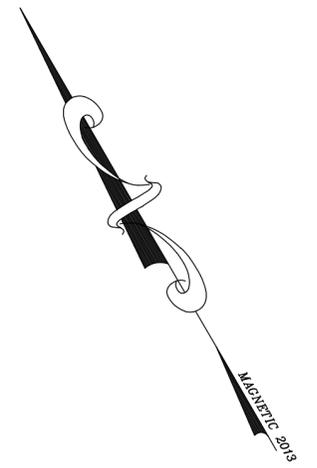
REMAINING LAND OF LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION  
BOOK 8570, PAGE 81

APPROXIMATE SEPTIC EASEMENT TO JOAN PRINCE HUTCHINSON AND JOHN F. HUTCHINSON  
BOOK 7336, PAGE 195

446.33'  
N54°51'07"W

CITY OF AUBURN  
PARCEL 341-035  
NOW OR FORMERLY OF  
JOAN PRINCE HUTCHINSON & JOHN HUTCHINSON  
BOOK 2702, PAGE 70

STONEWALL CONTINUES



NOTES

1. ALL BEARINGS ARE REFERENCED TO MAGNETIC NORTH 2013.
2. OWNER OF RECORD AT TIME OF SURVEY: LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION (LAWNA): BOOK 8570, PAGE 81.
3. TOTAL AREA IN ZONE LOW DENSITY RESIDENTIAL DEVELOPMENT: 2.53 ACRES, MORE OR LESS.
4. ALL BOOK AND PAGES REFER TO THE ANDROSCOGGIN COUNTY REGISTRY OF DEEDS.
5. THIS PLAN SHOWS THE AREA THAT LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION OWNS WITHIN THE LOW DENSITY RESIDENTIAL DEVELOPMENT ZONE. NO ADDITIONAL SURVEY WORK WAS COMPLETED ON THE REMAINING LAND.

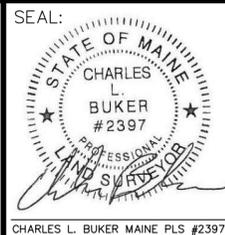
LEGEND

- EXISTING MONUMENT, AS NOTED
- 5/8 REBAR CAPPED, "BUKER 2397", TO BE SET
- ⊕ UTILITY POLE & NUMBER
- ou — OVERHEAD UTILITY LINES
- BOUNDARY LINE
- - - ZONE BOUNDARY LINE
- - - BOUNDARY LINE (NOT SURVEYED)
- - - ABUTTING PROPERTY LINE (APPROXIMATE)

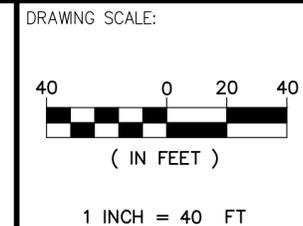
PARTIAL BOUNDARY SURVEY PLAN OF  
**LAND OF LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION**  
NORTH AUBURN ROAD, AUBURN, MAINE

OWNER OF RECORD  
**LAND OF LAKE AUBURN WATERSHED NEIGHBORHOOD ASSOCIATION**  
115 NORTH AUBURN ROAD, AUBURN, MAINE 04210

MLDC NO. 13-150  
PROJ. MGR: CLB  
DRAWN BY: CLB  
CHECKED BY: TJG  
REVISION NO. N/A  
SURVEY DATE: 09-11-2013  
ISSUE DATE: 09-12-2013  
ISSUED FOR: FINAL



REVISION NOTES:  
N/A



**MAIN-LAND**  
DEVELOPMENT  
CONSULTANTS, INC.  
42 CHURCH ST. LIVERMORE FALLS, MAINE  
PH: (207) 897-6752 FAX: (207) 897-5404  
WWW.MAIN-LANDDCI.COM



**2014 PROJECT CANOPY ASSISTANCE  
TREE PLANTING AND MAINTENANCE**  
USDA FOREST SERVICE-URBAN AND COMMUNITY FORESTRY CFDA 10:675

Applicant (Entity Name): City of Lewiston

\*Designated Representative: Steve Murch

Title: City Arborist

Address: 103 Adams Ave  
Lewiston, Me 04243

Phone Number: 513-3003 ext 3443 Email Address: Smurch@lewistonmaine.gov

Applicant's Federal Identification Number: 01-6000030

Previously Received Community Forestry Assistance Funding  Yes  No

Does your community have a comprehensive plan, which includes forestry?  Yes  No

Date certified by Department of Agriculture, Conservation, and Forestry: 1997

**Short Project Title:** LACFB Tree Nursery

**Budget:**  
(Refer to the Project Canopy Planting and Maintenance Grant guidelines)

GRANT REQUEST					LOCAL MATCH	
Tree Species	Dia.	No.	\$/ tree	Total cost	Matching Items	\$ Value
					Trees	
					1 Year Maintenance	
					Mulch, supplies, other materials	
<b>Other Reimbursable Costs</b>			<b>\$ Value</b>			
Labor (pruning, planting, removal)					Volunteer labor, administration, equipment (hourly rate \$     X #hrs     ) =	
Maintenance						
Mulch, supplies, other materials						
SEE APPENDIX A					SEE APPENDIX B	
<b>TOTAL GRANT REQUEST</b>			<b>\$ 7,366.40</b>		<b>TOTAL MATCH (&gt; or = grant request)</b>	<b>\$ 8,050.00</b>

Name of State Senator Nathan L. Libby

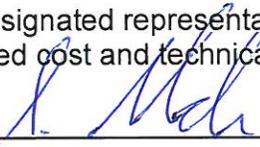
Name of State Representative Margaret R. Rotundo

**Grant applications must include:**

(Refer to the Project Canopy Planting and Maintenance Grant guidelines)

- **Completed Application Form**
- **Narrative**
- **3-Year Maintenance Plan**
- **Project Map**
- **Letters of Support**

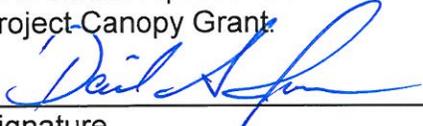
\*As designated representative of said applicant, I hereby agree to implement this project according to the attached cost and technical proposals and to abide by all local ordinances and restrictions that apply.

  
\_\_\_\_\_  
Signature

12/19/14

\_\_\_\_\_  
Date

\*\*As official representative of said applicant, I hereby authorize the project submitted for the proposed Project Canopy Grant.

  
\_\_\_\_\_  
Signature

12/19/14

\_\_\_\_\_  
Date

Please submit proposals in PDF format to the following e-mail: [jan.santerre@maine.gov](mailto:jan.santerre@maine.gov), **no later than 5 PM, December 19, 2014**. Required information for the proposal should not exceed five (5) pages (excluding budget tables), with a print font size of 12 preferred. Note: the proposal submission inbox can accept message up to 10 MB in size. Multiple messages per proposal may be submitted if necessary. Additional information such as maps, tables, and letter of support may be included in addition to the proposal.

\* Designated representative refers to the person authorized by the applicant to submit a grant application, sign documents and take necessary actions to undertake, direct and complete the approved project.

\*\*Official representative refers to the Mayor or Town Board Official for a municipality; a Superintendent or Principal for a school; and the Board Director or President in the case of a non-profit organization.

Note: Amount Eligible for Reimbursement is Limited to \$8,000.

## Project Canopy Community Capacity Checklist



Please rate your community's capacity for urban and community forestry management. Put a check mark next to each capacity component that applies to your community.

1. Inventories and management plans: X  
Community has a tree and forest management plan developed from professionally-based resource assessments and inventories.
2. Professional staff: X  
Community employs or has written agreement with professional forestry staff who possess at least one of the following credentials: degree in forestry or related field, and ISA certified arborist or equivalent professional certification.
3. Tree care ordinance: X  
Community has local ordinances or policies that focus on planting, protecting, and maintaining urban and community trees and forests.
4. Local advisory /advocacy organization: X  
Community has local advocacy/advisory organizations such as active tree boards, commissions, or non-profit organizations that are formalized or chartered to advise and/or advocate for the planting, protection, and maintenance of urban and community trees and forests.

**Narrative:** (1-3 pages)

Applicants are required to submit a narrative with their application containing the following information:

- A brief history of your community downtown tree program including mission and goals for the next several years.
- A description of the project, including what you expect to be developed, produced, performed and/or implemented; a clear and measurable work plan for the project; and a timeline for completion of the process.
- A description of how your project will effectively contribute to Project Canopy and USDA Forest Service goals.
- A description of how this project will enhance your community's capacity for long-term and sustainable urban and community forestry management.

- A.** The City of Lewiston has had a City Arborist for over 20 years. In the year 2000, the Lewiston Auburn Community Forestry Board (LACFB) was established "to enhance, preserve, and maintain the community forest in Lewiston and Auburn". This 9 member board meets monthly to work towards these goals. In addition, our city has been a Tree City USA for 14 years. We have a trained staff which works year round maintaining the health, safety and appearance of the urban forest within the City of Lewiston. Over the past 25 years we have had a productive tree planting program, replanting and replacing trees we had removed as well as planting 50-50 trees for residents in new locations. Funding for these programs had allowed us to plant between 50-250 trees every year. This funding has stopped.

Our goals in the next 5 years involve educating the public about the importance of trees in our Urban Forest, and the role they play in the economic growth and development of our Community. We will continue to prune and remove trees to provide an enjoyable and safe environment for our residents but most importantly we hope to re-establish our tree planting program.

- B.** To maintain a healthy urban forest, one of the goals of the LACFB is to create and establish a tree nursery. We hope to do this to provide the LACFB with a supply of trees which can be planted at a low cost and not subject to be cut when crunching the budget lines. Our goal is to grow 300 trees, then once we begin harvesting, continue a rotation, planting saplings and harvesting trees to plant every year.

We have located a suitable site and the first steps have already been taken. The board has worked to draft a "Tree Nursery Plan" and many volunteer hours have already been spent establishing the nursery layout. Coordinating with volunteers, 30 saplings of native trees have already been transplanted and are growing in the nursery. However, for this project to develop further, we need funding assistance for the purchase of planting stock and various materials necessary for growing, watering, maintaining and harvesting the trees.

With the assistance of Project Canopy, the LACFB will purchase and plant 260 trees. The nursery is located at a former homestead and agriculture area. This area is also used as the Lewiston Auburn Community Center. We have established a power and water supply which has been sufficient for the small number of trees we have already planted. It is not known whether this supply will support the additional number of tree's we will be planting. For that reason, we are preparing to upgrade and purchase materials to improve our power or watering system if necessary. This could include but may not be limited to irrigation hose, irrigation timers, possible well improvement, pump or power upgrades.

Although our Nursery Plan and layout is designed for and would include the future purchase of a tree spade, we have been researching and would like to use tree grow bags which may eliminate this need. Other additional supplies needed for this project would include compost, fertilizer, loam and mulch.

Our match to Project Canopy grant funds will be in the form of "In-Kind" services but could also include LACFB monetary contribution if necessary.

"In Kind" contribution will include but may not be limited to; excavation work, prep work of the field and planting area, equipment and labor hauling loam, mulch and compost, labor digging holes, planting trees, watering trees, mixing planting medium, installing water lines and system, mowing and field maintenance around trees, weeding tree beds.

**C. The LACFB Tree Nursery Project meets several Project Canopy and USDA Forest Service goals.**

Our Tree Nursery Project is a perfect example of accomplishing the Project Canopy vision "that every community will actively and wisely manage its community forest in a sustainable manner". Our nursery will be efficient, economical and by purchasing saplings and helping them grow to a harvestable tree, it will be the most self-sustaining project Project Canopy could ever fund. In short this project is **active, smart and sustainable**.

In addition, the stated goal of this grant program is to "support community efforts to develop and maintain long term community forest programs." Without support from Project Canopy this project will never reach its full potential. However, **with support**, this project could become one of the most **successful long term community forest programs** in the State of Maine by providing two of the State's largest cities with trees that can be planted every year.

Other ways the LACFB Tree Nursery Project meets Project Canopy and USDA Forest Service goals are:

- With community volunteers helping and updates and promotion in the local press we will **stimulate and heighten public awareness of the community forest**, its importance and benefits. This will also lead to increased awareness of the LACFB, Project Canopy and the USDA.
- Creation and management of the tree nursery will be a major accomplishment for the LACFB **strengthening our partnership** with Administrations and City Councils of each community. The credibility this lends our board with those that lead will serve us well in the future when we need support in promoting the importance of community forestry.

**D. A description of how this project will enhance your community's capacity for long-term and sustainable urban and community forest management.**

Currently Lewiston and Auburn are on track for absolutely no long term and sustainable urban forestry. Municipal budgets in Lewiston and Auburn have been tight over the last few years and it is likely things will not improve soon. Funding for the purchase and planting of trees has been eliminated each year and is very unlikely to be included anytime soon. The result obviously is **we are not planting trees**. We are however, removing them on a regular basis. This is not sustainable urban forest management.

Establishing the LACFB Tree Nursery will provide a future for our community forest. It is estimated, depending on the size of saplings we begin with, that we could be digging and transplanting tree's to city streets and parks within 5-6 years. Adjustments to our process will be made as needed and new saplings will be planted as needed to establish a rotation of harvestable trees allowing us to schedule or time our harvests. With the understanding that 2-2 ½" trees average around \$150.00 each at tree nurseries, we estimate by growing 300 trees, we will have \$45,000.00. **That is long term sustainable urban and community forest management!!**

**Three-Year Maintenance Plan:**

*A three-year maintenance plan must be included in your application. The plan should identify individuals and resources responsible for tree maintenance over a three-year period. Only tree maintenance costs during the grant period are eligible for reimbursement or may be used as match.*

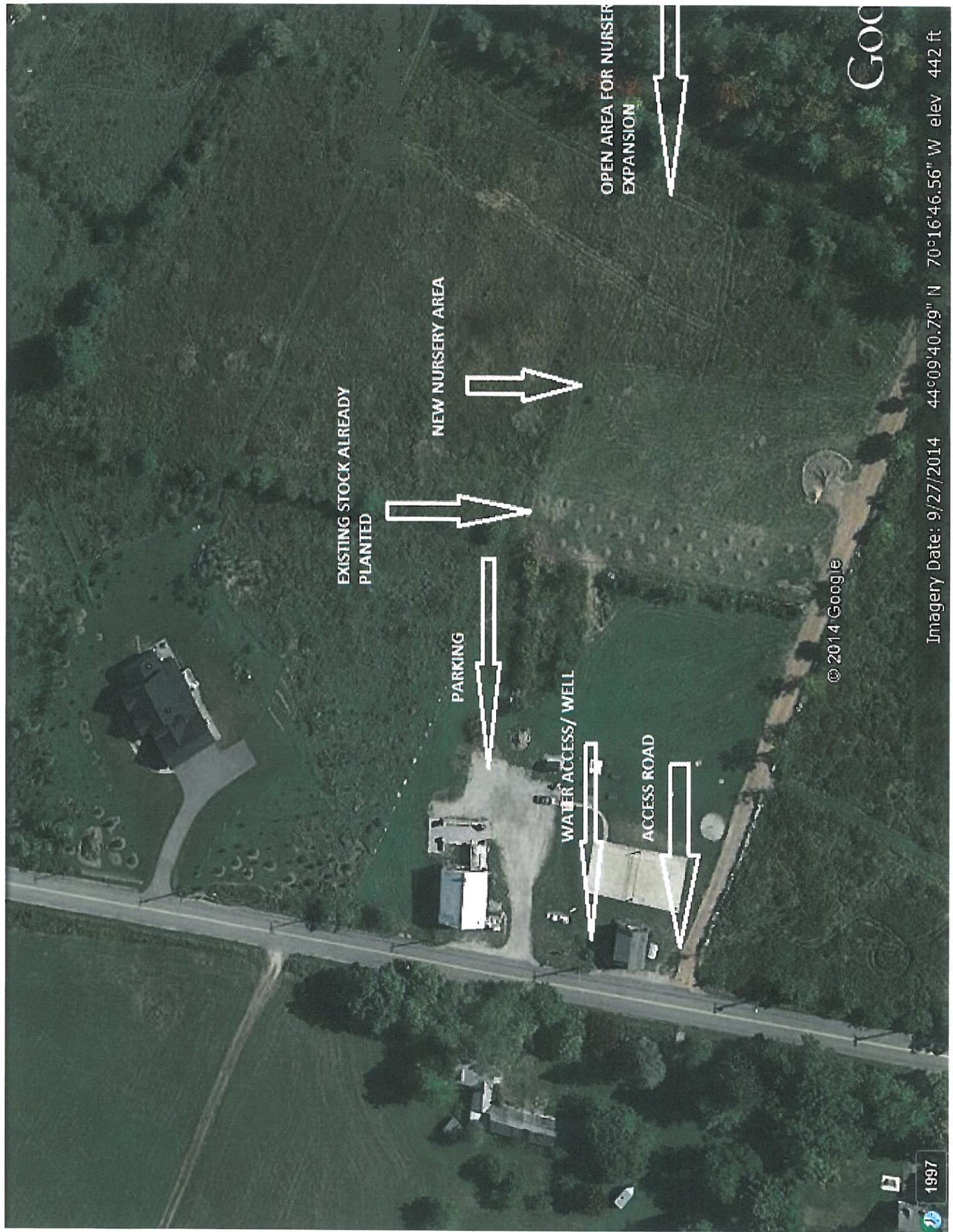
The Tree Nursery will be overseen and maintained by city staff and LACFB volunteers. All details will be overseen by the Lewiston City Arborist.

- 2015: (grant year) establish nursery, plant trees, water trees.
- 2016: regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary.
- 2017: regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary. Stake trees if necessary. Expand nursery and planting spots if possible, transplant and relocate wild saplings on site to nursery area if possible.
- 2018: regular site visits by city staff and LACFB volunteers to check watering system, timers, hoses and look for any vandalism or animal damage. Address any needs, prune trees if necessary, mow grass between trees rows, weed trees if necessary. Stake trees if necessary. Expand nursery and planting spots if possible, transplant and relocate wild saplings on site to nursery area if possible.



**2014 PROJECT CANOPY ASSISTANCE  
TREE PLANTING AND MAINTENANCE**

<b>LOCAL MATCH</b>	<b>VALUE \$</b>
Mulch	\$150.00
LPW Labor	\$2,500.00
LPW Equipment costs	\$1,200.00
volunteer labor	\$4,200.00
<b>TOTAL MATCH:</b>	<b>\$8,050.00</b>



EXISTING STOCK ALREADY PLANTED

NEW NURSERY AREA

OPEN AREA FOR NURSERY EXPANSION

PARKING

WATER ACCESS/ WELL

ACCESS ROAD

© 2014 Google

GOO

1997

Imagery Date: 9/27/2014

44°09'40.79" N 70°16'46.56" W elev 442 ft



## Department of Public Works

David A. Jones, P.E.

Director



December 18, 2014

Jan Ames Santerre, Project Canopy Coordinator  
Maine Forest Service  
22 State House Station  
Augusta, ME 04333

Re: 2014 Project Canopy Tree Planting and Maintenance Grant

Dear Jan,

I am writing in support of the grant proposal being submitted to your office by the City of Lewiston and the Lewiston Auburn Community Forest Board.

The City of Lewiston has made large investments in the landscaping and the urban forest within our city. We understand the important contributions trees make to a community. Their impact on both the economy and quality of life cannot be understated. Project Canopy grants have been a great assistance to the City of Lewiston in the past. Tree planting, educational workshops, a detailed tree inventory, a Forest Management Plan and improved educational and recreational areas are just some of the great projects that would not have been completed if it were not for Project Canopy assistance.

With your assistance we would like to move forward in our development of a tree nursery. Unfortunately our municipal budget is very tight and monies budgeted for the purchase of trees has been eliminated several years in a row. The result of this is we are removing trees every year and not replanting any.

With the help of volunteers like the LACFB and Project Canopy assistance our crews will create a tree nursery which will provide the cities of Lewiston and Auburn with over \$45,000.00 worth of trees in just a few years. Most importantly this project will allow us to be self-supportive in our efforts to maintain a healthy urban forest no longer relying on funding in such a tight municipal budget.

The creation of this tree nursery by City of Lewiston in cooperation with the city of Auburn and the LACFB meets both the spirit and stated goals of Project Canopy and the USFS. This project will not only provide trees but will increase awareness of Project Canopy and the Maine Forest Service and allow us to develop support for future projects within our community. As Director of Public Works, I can assure you this project will have all the support necessary from this Department and the City of Lewiston. I ask that you look favorably on our application and strongly consider this proposal.

Thank you for your consideration,

A handwritten signature in blue ink, appearing to read "David A. Jones", written over a horizontal line.

David A. Jones, P.E.  
Director of Public Works  
City of Lewiston

Jan Ames Santerre  
Project Canopy Coordinator  
Maine Forest Service  
22 State House Station  
Augusta, ME 04333



December 19, 2014

Dear Jan,

Please accept this letter on behalf of the Lewiston Auburn Community Forest Board (LACFB) supporting the City of Lewiston and their 2014 Project Canopy Grant. The Board sees this as a critical project that in just a few short years could lead to a sustainable supply of healthy trees able to be planted in both communities.

To make this vision a reality we require additional inputs at this critical interim phase. This grant along with locally provided capital and labor would allow us to build on the significant effort to date establishing the nursery and planting its first few dozen trees. By fully utilizing the site at the outset we would be able to develop a sustainable rotation whereby trees leaving the nursery would be replaced so as to maintain annual availability of trees. This grant along with local support would put us on track to make that a reality.

The LACFB stands ready to fully support this effort through contributions of labor as well as capital should that become necessary. Thank you in advance for your consideration of this proposal and please feel free to contact me directly if you have any questions regarding our support for this project.

Sincerely,

Jay Braunscheidel  
Chair, Lewiston-Auburn Community Forest Board  
207-632-5854

## Steve Murch

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**From:** Rick And Marine <leftyrick@aol.com>  
**Sent:** Friday, December 19, 2014 10:35 AM  
**To:** Steve Murch; anotherdanbilodeau@gmail.com; Steve Murch  
**Subject:** letter of support  
**Attachments:** Murch's nursery grant letter of support.pages

December 10, 2014

To the Canopy Grant Application Committee:

This letter is in support of Steve Murch's and the city of Lewiston Canopy Grant application. We have been working hard to create a tree nursery for a few years now. Thanks to last year's Canopy Grant awarded to our group and many hours of volunteer labor, the first thirty trees are in the ground. Now with Lewiston's participation and ideas we have a chance to create the three hundred tree nursery of which Lewiston, Auburn and the Lake Auburn Community Center can be proud.

While the Lake Auburn Community Center has set aside the land and has begun the vision of the tree nursery, this grant will bring this idea into fruition. Listening to Steve's goals for the nursery and having an tree expert such as Steve associated with this activity is very exciting.

Dan Bilodeau  
Trail Boss of LACC

Richard A. Shea  
Treasurer of LACC

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam R. Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### ORDER 34-05042015

ORDERED, that the City Council hereby authorizes the Acting City Manager to execute the Tree Nursery Lease agreement as outlined below:

#### LEASE

This lease ("Lease") made this [REDACTED] day of [REDACTED], 2015, by and between the **Lake Auburn Watershed Neighborhood Association** ("LAWNA"), a Maine nonprofit, public benefit corporation with a principal place of business in Auburn, County of Androscoggin, State of Maine, ("LAWNA") and the **City of Lewiston** and the **City of Auburn** (collectively, the "Cities"), municipalities organized under Maine law, which by mutual agreement maintain the Lewiston Auburn Community Forest Board, a conservation board, ("LACFB"). Whereas both LAWNA and the Cities, by and through the LACFB, seek to encourage conservation in and around the Lake Auburn Watershed, the parties agree as follows:

1. **Premises:** LAWNA leases to the Cities a certain right-of-way and property located near Lake Auburn, in Auburn, Maine as described in **Exhibit A** (the "Premises").
2. **Term:** This Lease shall be for a term of **20** years, beginning as of [REDACTED] [REDACTED], 2015.
3. **Use of Premises:** The Cities shall use the Premises for the purposes of planting, maintaining, and removing live trees to be used along rights of way in Auburn and Lewiston ("Use").
4. **Well Access:** As described in **Exhibit A**, the Cities shall also have the right to access and draw water from a well on the property of LAWNA adjacent to the Premises (such well depicted on the diagram in **Exhibit B**) provided that the Cities shall draw water from the well solely for the Use described in Section 3 of this Lease.
5. **Equal Use:**
  - a. The Cities shall Use the Premises equally. The Cities shall equally share the costs associated with planting and maintaining live trees from the Premises, and each City shall have the right to remove an equal number of live trees from the Premises.
  - b. If either City breaches Section 5(a) of this Lease, the Lease shall not terminate. The Cities shall resolve any dispute regarding Section 5(a) amongst themselves through binding arbitration pursuant to Section 14.
6. **Maintenance and Repair:** The Cities shall keep the Premises clean and clear of all litter, repair any damage caused by them to the Premises, and, at the termination of this Lease, shall return the Premises to the

condition it was in at the beginning of the Term, unless the Premises cannot be returned to the condition it was in at the beginning of the Term for reasons beyond the control of the Cities.

7. **Hours of Operation:** The Cities shall not access the Premises outside the hours of **8:00 a.m. to 8:00 p.m., seven** days per week, absent the express written consent of LAWNA.
8. **Assignment:** The Cities may not assign this Lease, nor sublet any part of the Premises without the prior written consent of LAWNA, which consent may be withheld for any reason at the sole discretion of LAWNA.
9. **Insurance:** The Cities shall, upon request of LAWNA, provide proof of worker's compensation insurance coverage in amounts and forms consistent with Maine state law, covering their employees during the term of this Agreement.
10. **Termination:**
  - a. Except as provided in Section 5, LAWNA or the Cities may terminate this lease for cause upon written notice of the breach to the other party, and the breaching party shall have **30** days after receipt of the notice (the "Notice Period") to cure the violation.
  - b. If the breaching party does not cure the violation during the Notice Period, the Lease shall terminate at the end of the Notice Period.
  - c. For a period of **two years** following the termination of this Lease, the Cities shall have a continuing right to maintain and remove trees from the Premises.
11. **Limits of this Lease:** This Lease is meant only to permit the Cities to Use the Premises. The Cities at all times are entities separate and distinct from LAWNA and are solely responsible for the provision of any services as described within this Lease. Nothing in this Lease shall be deemed to create any partnership, joint venture, or other business relationship between LAWNA and the Cities, except as specifically described in this Lease.
12. **Fire and Casualty:** If all or substantially all of the Premises is destroyed or seriously damaged by fire or other casualty, or is taken by eminent domain, then either party may terminate their future obligations under this Lease upon notice to the other party.
13. **Compliance:** Both parties shall comply with all applicable laws and regulations.
14. **Governing Law and Dispute Resolution:** This Lease shall be governed by Maine law. The invalidity of any of the provisions of this Lease shall not affect any of the remaining provisions of this Lease. Any dispute arising out of this Lease shall be resolved by binding arbitration before a single arbitrator, at the office of Brann & Isaacson, 184 Main Street, Lewiston, Maine, under the JAMS Streamlined Arbitration Rules. Upon a demand for arbitration, the parties shall select an arbitrator. If the parties have not selected an arbitrator within **30** days, either party may ask that the Androscoggin County Superior Court appoint the arbitrator. The prevailing party shall be entitled to recover reasonable attorney fees and costs. This Section shall survive the expiration or termination of this Lease.
15. **Notices:** Notices under this Lease shall be effective upon receipt or refusal when delivered in writing to a party in person, by certified mail, return receipt requested, or overnight delivery service with proof of delivery.

- 16. **Modifications:** This Lease may not be modified or waived except in writing. Any waiver by either party in regards to the terms of this Agreement shall constitute a waiver only of that specific occurrence, and shall not be deemed a waiver of any other covenants, promises, or agreements contained herein.
- 17. **Successors or Assigns:** All covenants, promises, and agreements contained in this Lease shall be binding upon and shall inure to the benefit of the respective successors or assigns of the parties of this Lease.
- 18. **Entire Agreement:** This Lease is the complete and entire agreement between the parties.

IN WITNESS WHEREOF, the undersigned, representing that they are duly authorized to act, have caused this instrument to be duly executed this [redacted] day of [redacted] 2015.

LAKE AUBURN WATERSHED  
NEIGHBORHOOD ASSOCIATION (LAWNA)

\_\_\_\_\_  
By: \_\_\_\_\_  
Its \_\_\_\_\_

STATE OF MAINE  
\_\_\_\_\_, ss

[redacted], 2015

Now appeared before me the above named \_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing to be h\_\_ free act and deed in said capacity and the free act and deed of the Lake Auburn Watershed Neighborhood Association.

\_\_\_\_\_  
Notary Public/Attorney at Law  
Print Name: \_\_\_\_\_

CITY OF LEWISTON

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

CITY OF AUBURN

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_



## City Council Information Sheet

City of Auburn

**Council Workshop or Meeting Date:** 5-4-2015

**Order** 35-05042015

**Author:** Sue Clements-Dallaire

**Subject:** Appointment of Board and Committee Members

**Information:** On March 19, 2015 we began the application process to fill vacancies on several boards and committees of the city. The deadline for applications to be submitted was April 21, 2015. The Appointment Committee met on April 29, 2015 to review applications and make their nominations.

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017) – Did not receive any applications.
- Cable TV Advisory Board (2 vacancies – 1 with a term expiration of 1/1/2016 and 1 with term expiration of 1/1/2017) – Received 2 applications.
- Conservation Commission (this is a new committee with 7 positions to fill - 3 with a term expiration of 6/1/2016, 2 with term expiration of 6/1/2017, and 2 with a term expiration of 6/1/2018) – Received 5 applications.
- Ethics Panel (1 vacancy with a term expiration of 1/1/2018) – Received 4 applications.
- Sewer District (1 vacancy, with a term expiration of 3/1/2019) – Received 2 applications.

**Advantages:** Fills the vacant positions.

**Disadvantages:** No apparent disadvantages.

**City Budgetary Impacts:** None

**Staff Recommended Action:** Recommend making appointments to fill the vacancies.

**Previous Meetings and History:** Appointment Committee met on April 29, 2015

**Attachments:**

List of vacancies

Applications

Order 35-05042015

**Susan Clements-Dallaire**

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**From:** Jennifer Michaelis [jenred823@gmail.com]  
**Sent:** Tuesday, April 21, 2015 9:38 AM  
**To:** Susan Clements-Dallaire  
**Subject:** ethics committee application  
**Attachments:** Ethics Application.pdf; MichaelisResume.pdf

Good morning,

Attached please find my application for the Auburn Ethics Committee, along with my resume.

I have signed the application electronically. Please let me know if you need an actual signature and I will be happy to come in.

Thank you,  
Jennifer Michaelis



**CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION**

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: April 21, 2015

Last name: Michaelis First name: Jennifer Middle initial: S

Residence address: 51 Bellflower Drive Ward: 4

City: Auburn State: Maine Zip code: 04210

Home phone: N/A Work phone: 795-4190 Cell phone: 603-234-7703

Email address: jenred823@gmail.com

Current occupation: High school mathematics teacher; part-time attorney

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): Please see attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |  |  |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee             | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority    | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review  | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee         | <input type="checkbox"/> Community Forest Board        |
| <input type="checkbox"/> Conservation Commission     | <input checked="" type="checkbox"/> Ethics Panel       |
| <input type="checkbox"/> L/A Transit Committee       | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District                |
| <input type="checkbox"/> Water District              | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a X new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). **This is an opportunity to serve my adopted city, in an area I care about (ethics), in a role whose time commitment will allow me to do the job well. It will allow me to meet other civic-minded residents and, eventually to get more involved.**

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). **I hope to learn more about our city government and local issues, to share that knowledge and experiences with my students, and to better understand and explain to our community the types of nuanced ethical issues that come up in our town — always working toward increased government transparency and honesty.**  
Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No.

Dates served (if known)? N/A

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No.

Dates served (if known)? N/A

How did you learn of this vacancy? Sun Journal: article and Twitter feed.

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Jennifer Michaelis (electronically) Date: April 21, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 4-21-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

# Jennifer Michaelis

51 Bellflower Dr. Auburn, ME 04210

jenred823@gmail.com

603-234-7703

## EDUCATION

J.D. May 2009, University of Alabama

Admitted to practice: Alabama State Bar, Maine State Bar

M.A.T. Secondary Mathematics, October 2000, University of North Carolina – Chapel Hill

Professional teaching certificate: Maine, current through 2019

Ph.D. program in Biology, 1996-1997, University of North Carolina – Chapel Hill

B.S. Biomedical Engineering, May 1996, Boston University

## EXPERIENCE

### Associate Attorney

Paradie Sherman Walker & Worden, Lewiston, Maine

March 2014 - present

- Draft complaints, memoranda, and other documents for court filings for vaccine, personal injury, contract, and criminal defense cases.
- Assist partners with research, client meetings, and other assignments.

### Freelance Technical Writer

Primary Client: OnPoint Testing, Lawrenceville, Georgia

January 2010-August 2012

- Worked with company principals to develop and write multimedia materials for the end-users of hardware and software relating to Passive Intermodulation testing of cellular signals/towers. The materials were used in training more than 700 engineers and field technicians; site-specific revisions were often made on demand to meet field requirements.
- Edited copy for general email messages, periodic newsletters, and Web content targeted for diverse audiences, including cellular industry executives, engineers, and tower crews. Consistently met deadlines of only a few hours.

### Secondary Mathematics Teacher

2012-present Lewiston High School, Lewiston, Maine (1248 students, 50% Free/Reduced lunch; 23% English-Language Learners)

2009-2010 Rock Quarry Middle School, Tuscaloosa, Alabama (410 students; 23% F/R lunch)

2005-2006 Collins Hill High School, Suwanee, Georgia (3700 students; 14% F/R lunch)

2006 Gwinnett County Online Campus

2003-2005 Pinkerton Academy, Derry, New Hampshire (3400 students; 9% F/R lunch)

2000-2003 Brookwood High School, Snellville, Georgia (3200 students; 9% F/R lunch)

- Taught all levels of math, including Discrete Mathematics, AP Statistics, and Calculus.
- Rebuilding Lewiston H.S. AP Statistics program after a hiatus of X years; doubled enrollment from year 1 to year 2, and will have approximately 20 students sit for the 2015 exam.
- Integrating appropriate technology tools into instruction, enrichment, and communication.
- Rated “distinguished” or “effective” on all categories of NBPTS-based evaluation protocol.

## CURRICULUM DEVELOPMENT and ALIGNMENT

- **Mathematics Curriculum Facilitator**, Lewiston High School, 2013-14
- **K-12 Curriculum Committee Member**, Lewiston Public Schools, 2013-14
  - Identified and unpacked priority and supporting standards with content colleagues, administration, and curriculum consultants to re-frame LHS math content sequence
- **Team Member**, School-wide Rubric Revision and Alignment, Lewiston High School, 2013

- Collaborated with administration, tech integrator, and cross-content teachers to redesign LHS Technology Proficiency and Oral Presentation rubrics.
- **GCPS Academic Knowledge and Skills Re-Alignment Committee**, 2002-03
  - Revised curricula to meet state and local expectations for a district of 140,000+ students.
  - Wrote instructional, assessment, and benchmark items to reflect revised curricula.
- **Team Leader**, Pre-Calculus and Calculus vertical planning and curriculum mapping, Pinkerton Academy, 2003-05 (coordinated initial efforts of same for Geometry curriculum)

### PROFESSIONAL LEADERSHIP

- **Co-Founder/Organizer**, *EdCamp Western Maine*, Farmington, Maine, February 7, 2015
- **Co-Facilitator**, *Twitter for Professional Learning*, EdCamp Bangor, Bangor, ME, October 2014
- **Co-Facilitator**, *SPHS Personalized Summer Tech PD*, South Portland High School, August 2014
- **Guest Speaker**, *EDU 652: Curriculum & Assessment Design*, University of Southern Maine; March 2014/15
- **Co-Facilitator**, *Twitter for Professional Learning, Using Pinterest As A Teaching Resource, Implementing Interactive Student Notebooks*, Lewiston High School, 2013-14
- **Presenter**, *Teaching with the HoverCam Document Camera*, Lewiston High School, 2013
- **Presenter**, *Designing and Teaching Online Courses*, Pinkerton Academy, 2004
- **High School Representative**, *Lewiston Public Schools Steering Committee*, 2012-present
  - Develop and revise the TEPG/LEPG evaluation programs, including allocating pay-for-performance awards in accordance with existing legislation and compliance requirements of a multi-million dollar grant.
- **Co-Chair**, *Pinkerton Academy Discipline Committee*, 2004-2006.
- **Supervising Teacher**, *University of Alabama pre-service teacher education program*.
  - Hosted and mentored three student teachers and interns, 2009-10.
- **Team Leader**, *Georgia Pay for Performance Incentive Program*, Brookwood High School, 2001-2002. Co-wrote and edited departmental elements for the State proposal and application.

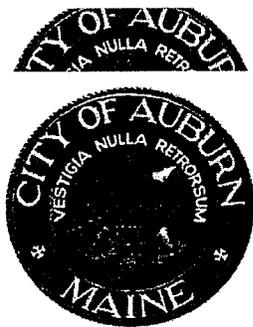
### PROFESSIONAL LEARNING

- **Assessments that Promote Depth and Retention**, Global Math Dept. Webinar, January 2015
- **Designing For Deeper Learning: Performance Assessment**, Stanford Univ. MOOC, 2014-15
- **Using the iPad in MS and HS Mathematics**, MLTI Workshop, October 2014
- **Motivate Students by Integrating Tech into Learning**, Leadership 3.0 Webinar, January 2014

### ADDITIONAL HIGHLIGHTS

- **BrewCUE Maine**: founding member of statewide connected educator PD network, 2014
- **Creative and relentless fundraiser**: Secured grants and donations from various sources to fund dynamic learning initiatives, literacy projects, and a Minecraft pilot program for my classroom..
- **Awardee**: ATOMIM Grant Incentives for Teachers (GIFT) *Using a Document Camera to Create a Multimedia, On-Demand Classroom*, 2013.
- **Peer reviewer**: various chapters. *The Practice of Statistics* (Yates), 2006.
- **Inaugural Participant**: *INSPIRE: Insight into Statistical Practice, Instruction, and Reasoning*, an NSF-funded program for teachers of statistics. Completed a 2-year coursework and research commitment, including work with the Boston VA Medical Center Department of Biostatistics.
- **Active member**: Association of Computer Technology Educators of Maine (ACTEM)

*Additional work history available on request.*



Received  
4-20-15

## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 4/20/15

Last name: Sevigny Middle initial: A

First name: Robert

Residence address: 86 Sixth st.

Ward: 5

City: Auburn State Me:

Zip code: \_\_\_\_\_

Home phone: 207-831-2194 Work phone:

Cell phone: 207-831-2194

Email address:

rsevigny@roadrunner.com

Current occupation: Emergency Vehicle Technician

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): High School grad

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee            | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority   | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee        | <input type="checkbox"/> Community Forest Board                       |
| <input checked="" type="checkbox"/> Ethics Panel    | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board             | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District             | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals    |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To give back to my community

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What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_ Make Auburn a better place.

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Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_ No \_\_\_\_\_

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Dates served (if known)?

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Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_ No \_\_\_\_\_

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Dates served (if known)?

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How did you learn of this vacancy? \_\_\_\_\_ City web site \_\_\_\_\_

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees. Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: \_\_\_\_\_ Robert A Sevigny \_\_\_\_\_ 4/20/15 \_\_\_\_\_

Date: \_\_\_\_\_

Please submit your application to;  
Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
sdallaire@auburnmaine.gov  
207-333-6601, extension 1126



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 4/21/15  
Last name: GRUND First name: DAVID Middle initial: LD.  
Residence address: 12 DAVIS AVE Ward: \_\_\_\_\_  
City: AUBURN State: ME Zip code: 04210  
Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: 207-576-8388  
Email address: DGRUND@ROADRUNNER.COM  
Current occupation: ATTORNEY and GUARDIAN AD LITEM RI District and Probate Courts  
Previous occupation (if retired or no longer working): BERMAN + SIMMONS, LEWISTON, 88-'03  
Educational and/or experience (or attach your resume): BBA - Univ Missouri - '83; JD - Holliston MA UNIV - '87; Clerk, MASS Superior Ct. - '88; BERMAN + SIMMONS '88-'03; Currently self employed  
Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee            | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority   | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee        | <input type="checkbox"/> Community Forest Board                       |
| <input checked="" type="checkbox"/> Ethics Panel    | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board             | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District             | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals    |   |

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). SERVE MY COMMUNITY AND BRING MY SKILLS AND TRAINING TO BEAR UPON ANY ISSUES THAT MAY COME BEFORE THE BOARD.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). SEE ABOVE.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? N/A

Have you previously served on a City or Community Board or Committee? If so, which one(s)? SCHOOL BOARD - 2 TERMS IN THE MID TO LATE '90S

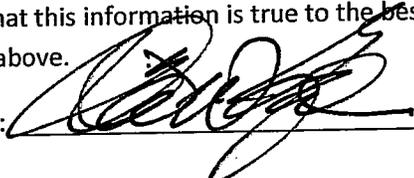
Dates served (if known)? MID TO LATE '90S

How did you learn of this vacancy? NEWSPAPER

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: 4/21/15

Please submit your application to;  
  
Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>4-21-15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Received  
4-9-15



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 01/31/15  
Last name: SNYDER First name: Linda Middle initial: M  
Residence address: 57 Heritage Drive Ward: 1  
City: Auburn State: ME Zip code: 04210  
Home phone: — Work phone: — Cell phone: 740-2247  
Email address: LSnyder@regroupbiz.com  
Current occupation: ment's health worker  
Previous occupation (if retired or no longer working): —

Educational and/or experience (or attach your resume): Master's degree in Adult Education

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- 9-1-1 Committee
- Auburn Housing Authority
- Board of Assessment Review
- CDBG Loan Committee
- Ethics Panel
- Planning Board
- Sewer District
- Zoning Board of Appeals
- Airport Board
- Audit & Procurement Committee
- Cable TV Advisory Board
- Community Forest Board
- L/A Transit Committee
- Recreation and Special Events Advisory Board
- Water District

Is this application for a \_\_\_ new appointment or X reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed) ① I believe in going back to my community ② I've been involved professionally in personnel/ethics issues, and enjoy the challenge of

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). offer some of my extensive expertise and support to the city manager coming to a good conclusion.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_

not presently

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_

Auburn Water District late 80s/early 90s  
Citizens Advisory Board, 5 or so years, 2007-2012(?)  
Dates served (if known)? Ethics Panel → 2014

How did you learn of this vacancy? Reminders from the City Clerk

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Andam Snyder Date: 01/31/05

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 4-9-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered. →

Date: 3/30/2015  
Last name: Mennell First name: Robert Middle initial: C  
Residence address: 43 Ross Oaks Drive Ward: 1  
City: Auburn State: Maine Zip code: 04216  
Home phone: Auburn Work phone: 782-4678 Cell phone: 754-4651  
Email address: gimpaski00@aol.com  
Current occupation: retired  
Previous occupation (if retired or no longer working): Bus Mgr Emergent  
Educational and/or experience (or attach your resume): Master in Pub. Adm

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |  |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee                        | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority               | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review             | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee                    | <input type="checkbox"/> Community Forest Board        |
| <input type="checkbox"/> Conservation Commission                | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee                  | <input type="checkbox"/> Planning Board                |
| <input checked="" type="checkbox"/> Recreation & Special Events | <input checked="" type="checkbox"/> Sewer District     |
| <input checked="" type="checkbox"/> Water District              | <input type="checkbox"/> Zoning Board of Appeals       |

*-only unless there is a vacancy*

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?

Dates served (if known)?

Have you previously served on a City or Community Board or Committee? If so, which one(s)?

*Yes Auburn Sewer District City Council 3 term*

Dates served (if known)?

How did you learn of this vacancy?

*Sue Drinkwater called for to solicit my interest*

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: *[Signature]* Date: 3-30/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 4-2-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

*1/1*



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 4/20/15  
Last name: Sheehan First name: Charles Middle initial: F.  
Residence address: 10 Amethyst Circle Ward: 3  
City: Auburn State: Me. Zip code: 04210  
Home phone: 207-795-4156 Work phone: \_\_\_\_\_ Cell phone: 207-380-0661  
Email address: Charcar11@roadrunner.com  
Current occupation: Retired  
Previous occupation (if retired or no longer working): Operations Manager C.N. Brown Co.  
Educational and/or experience (or attach your resume): B.C. University of Bridgeport 1964

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |  |  |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee             | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority    | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review  | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee         | <input type="checkbox"/> Community Forest Board        |
| <input type="checkbox"/> Conservation Commission     | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee       | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events | <input checked="" type="checkbox"/> Sewer District     |
| <input type="checkbox"/> Water District              | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a  new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? None

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? None

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? Announcement in Local Paper

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: 4/20/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 4-21-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

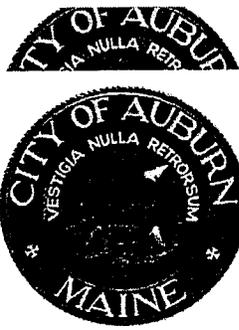
## CHARLES SHEEHAN - Why

I am interested in serving on this committee for two reasons: (1) my experience and (2) the free time to devote to the work.

As Property Manager for CN Brown (Big Apple Stores) for 40 years, I acquired and supervised construction of new sites throughout Maine and NH, and represented the Company at numerous Planning Boards to obtain required permits. That experience provides me with unique understanding of the regulatory functions of local government from the applicants perspective.

As a retiree, I have the time and interest to offer to the District. I would welcome the challenge to be on "the other side of the table" as a board member rather than an applicant.

What to accomplish: learn enough about the issues facing the Sewer District to help create solutions.



Received  
4/20/15

# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 4/20/15  
Last name: Sevigny First name: Robert  
Middle initial: A  
Residence address: 86 Sixth st. Ward: 5  
City: Auburn State Me:  
Zip code:  
Home phone: 207-831-2194 Work phone:  
Cell phone: 207-831-2194  
Email address:  
rsevigny@roadrunner.com

Current occupation: Emergency Vehicle Technician

Previous occupation (if retired or no longer working):

Educational and/or experience (or attach your resume): High School grad

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- 9-1-1 Committee
- Auburn Housing Authority
- Board of Assessment Review
- CDBG Loan Committee
- Ethics Panel
- Planning Board
- Sewer District
- Zoning Board of Appeals
- Airport Board
- Audit & Procurement Committee
- Cable TV Advisory Board
- Community Forest Board
- L/A Transit Committee
- Recreation and Special Events Advisory Board
- Water District

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To give back to my community

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What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_ Make Auburn a better place.

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Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_ No \_\_\_\_\_

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Dates served (if known)?

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Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_ No \_\_\_\_\_

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Dates served (if known)?

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How did you learn of this vacancy? \_\_\_\_\_ City web site \_\_\_\_\_

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees. Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: \_\_\_\_\_ Robert A Sevigny \_\_\_\_\_ 4/20/15 \_\_\_\_\_

Date: \_\_\_\_\_

Please submit your application to;  
Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
sdallaire@auburnmaine.gov  
207-333-6601, extension 1126

## Susan Clements-Dallaire

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**From:** Robert Gardner [bookabook@roadrunner.com]  
**Sent:** Sunday, April 19, 2015 10:17 AM  
**To:** Susan Clements-Dallaire  
**Subject:** RE: City of Auburn - Looking for Volunteers

Hi Sue:

I would be interested in the Cable TV Advisory Board however am in Massachusetts returning to Auburn Tuesday evening, April 21. I will contact you Wednesday to see if it makes sense for me to apply.

Best!

Bob Gardner

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**From:** Susan Clements-Dallaire [mailto:sdallaire@auburnmaine.gov]

**Sent:** Friday, April 17, 2015 9:05 AM

**To:** 'Chip Morrison'; 911Director; 'Art Wing'; 'Bob Cavanagh'; 'Camille Parrish'; 'Craig Saddlemire'; 'Dave Gonyea'; 'Dick Trafton'; 'Ed Desgrosseilliers'; 'Edouard Plourde'; Howard Kroll; 'James Collins'; 'Jennifer Williams'; 'Joe Grube'; 'Joe Kazar'; 'John Holden'; 'John Storer'; Karen Scammon; 'Katy Grondin'; 'KC Geiger'; 'Ken Bellefleur'; 'Mac Richardson'; Mamie Ney (External Forward); 'Mark Adams'; 'Marsha Bennett'; 'Michael Dixon'; 'Michael Marcotte'; 'Paul Landry'; 'Peter Murphy'; 'Phil Larlee'; 'R Thompson'; Reine Mynahan; 'Rick Lanman'; 'Rick Whiting'; 'Sonia Buck'; 'Tina Penney'; 'Tom Kendall'; 'Traverse Fournier'; 'Anne'; 'Bob Cavanagh'; 'Bonnie G'; 'Bonnie R'; 'Carmen D.'; 'Carmen W'; 'Claire A'; 'Connie & Norm'; 'Danielle'; 'Donna Martin'; 'Ed & Sheila'; 'Francois'; 'Gerry & Claudette'; 'Gerry & Pauline'; 'Jackie Bate'; 'Jeanne Varney'; 'Jeannine Pelletier'; 'Joan Mahon'; 'Judy W'; 'June'; 'Louise'; 'Marsha'; 'Paul & Alma'; 'Paula'; 'Pauline L'; 'Robert Gardner'; 'Roger & Joyce'; 'Sheryl & George'; 'Valerie'; 'amjparker@yahoo.com'; 'andrea.westbye@maine.edu'; 'anotherdanbilodeau@gmail.com'; 'asmobdol@listmail.com'; 'bowyer9771@roadrunner.com'; 'brioux@sunjournal.com'; 'cmorrison@androscoggincounty.com'; 'critesw@megalink.net'; 'daniel.philbrick@gmail.com'; 'degen\_eva@hotmail.com'; 'dfpoisson@aol.com'; 'dnberube@roadrunner.com'; 'dstuchiner@gwi.net'; 'Ed Desgrosseilliers'; 'Ed Desgrosseilliers'; 'enm110@gmail.com'; 'evancyr@gmail.com'; 'gagnonjr@roadrunner.com'; 'garyw@prodigy.net'; 'georgiachomas@masiello.com'; 'grkeeper@roadrunner.com'; 'gwhitney@avcog.org'; 'heathbar@roadrunner.com'; 'jazzaria@roadrunner.com'; 'jbraunscheidel@ifmgt.com'; 'jcleveland@cdcorp.org'; 'Jeremiah Bartlett'; 'jharris@lambertcoffin.com'; 'jimwilkins207@gmail.com'; 'joel.simons@yahoo.com'; 'leonardlunt@yahoo.com'; 'lily0619@aol.com'; 'lk-bellefleur7@yahoo.com'; 'lkimble@brannlaw.com'; 'lou1261@gmail.com'; 'Mac Richardson'; 'masoncruz@aol.com'; 'miapoliquin@hotmail.com'; 'momsports40@yahoo.com'; 'msdixon@roadrunner.com'; 'nadhvac@yahoo.com'; 'nancy@greatfallsfcu.com'; 'ninka12@yahoo.com'; 'nmpmorin@roadrunner.com'; Pat Madore; 'phil.savignano@maine.gov'; 'psimonitis@yahoo.com'; 'recyc0924@yahoo.com'; 'rmval@myfairpoint.net'; 'robkilgore@gmail.com'; 'shardlows@yahoo.com'; 'sriccio@northeastchartertour.com'; 'tardifml@teameastern.com'; 'tfournier@greystoneusa.com'; 'tony.newman@cascades.com'; 'trilaterationrhodes@gmail.com'

**Subject:** City of Auburn - Looking for Volunteers

Hello,

The City of Auburn is accepting applications for the Boards and Committees listed below. The deadline to submit applications to the City Clerk is 4:30 P.M. on Tuesday, April 21, 2015. Applications are available in the City Clerk's office or by visiting our website at <https://www.auburnmaine.gov/Pages/Government/Current-Vacancies>. If you have questions regarding serving on a board or committee, please contact the City Clerk, Sue Clements-Dallaire at 333-6601, extension1126 or [sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov).

- **Board of Assessment Review** (5 vacancies - 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- **Cable TV Advisory Board** (2 vacancies - 1 with a term expiration of 1/1/2016 and 1 with term expiration of 1/1/2017)

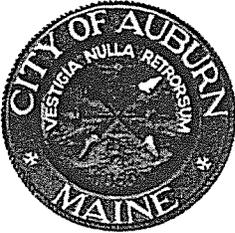
- **Conservation Commission** (this is a new committee with 7 positions to fill - 3 with a term expiration of 6/1/2016, 2 with a term expiration of 6/1/2017, and 2 with a term expiration of 6/1/2018)
- **Ethics Panel** (1 vacancy with a term expiration of 1/1/2018)
- **Sewerage District** (1 vacancy, with a term expiration of 3/1/2019)

Please reach out to anyone you may know who would be interested in serving their community on one of these Boards/Committees.

Thank you!  
Sue

*Sue Clements-Dallaire*

Sue Clements-Dallaire, CCM  
City Clerk & Registrar of Voters  
60 Court Street  
Auburn, ME 04210  
207-333-6601, Extension 1126  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 4/22/15

Last name: Gardner First name: Robert Middle initial: H.

Residence address: 1041 Hotel Rd. Ward: 3

City: Auburn State: ME Zip code: 04210-8955

Home phone: 207-786-0720 Work phone: 5244 Cell phone: cell number

Email address: bookabook@roadrunner.com

Current occupation: Retired (Actively)

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): Development Director MPBN

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Ethics Panel

L/A Transit Committee

Planning Board

Recreation and Special Events Advisory Board

Sewer District

Water District

Zoning Board of Appeals

Is this application for a  new appointment or  reappointment or  desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Opportunity to fill the need for City volunteerism

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Highest standards of Cable TV on behalf of citizens of Auburn, ME.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? Newspaper

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above

Signature: Robert H. Gardner Date: 4/22/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>4-22-15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Received 4-21-15

Application

City of Auburn

We're so happy that you've decided to volunteer for our community! The giving of your time is commendable and very much appreciated. Without people like you coming forward our community would not be as strong, as vibrant, or as great as it is – thank you so much! Please complete the form below and return it to the City Clerk's office. Again, on behalf of all of us at the City of Auburn, I hope your volunteer experience is rewarding, and thank you for being an outstanding citizen!

This is an application for:  New Appointment  Reappointment

Name: Tizz E. H Crowley Ward: 1 Years as an Auburn Resident: 20 yrs

Mailing Address: 35 University Street Auburn, Maine 04210

Physical Address: same as above

Phone: (207) 783-1468 Email: tizzcrowley@yahoo.com

Describe your education and/or experience or attach a resume:

**see attached resume- I have a great deal of expertise with Federal and State regulations. As an administrator I had the responsibility for compliance with natural resource issues. Our main office was located on a stream and we had a great deal of wildlife in our complex. Parks are of particular interest to me as Auburn has abundance that need to be maintained and promoted for local use. Parks were a priority in the community conversations held in the fall 2013. Nothing has been done to address this and I'd like to help.**

Which board or committee would you like to serve on? (One per application)

**Auburn Conservation Commission**

Why do you want to serve (please limit to 150 words or less. Please attach). **See attached**

What do you hope to accomplish (please limit to 150 words or less. Please attach). **See attached**

Incomplete applications and those which list more than one committee will not be considered. Applications are valid for a period of six months. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants.

*I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.*

Signature: Tizz E. H. Crowley Date: April 20, 2015

\*The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve.

**Susan Clements-Dallaire, City Clerk      sdallaire@ci.auburn.me.us      333-6600**

**TIZZ E.H. CROWLEY, CMPE**  
**35 University Street Auburn, Maine 04210**  
**(207) 783-1468**

EMAIL: [TizzCrowley@yahoo.com](mailto:TizzCrowley@yahoo.com)

Work Experience:

Held the highest non-physician executive position in a single specialty organization. Duties and responsibilities included:

- develop and monitor practice policy working as a voting member of the Board of Directors
- serve as liaison between the practice and physicians, staff members, businesses, and community
- initiate and maintain relationships with managed care organizations, referring physicians, and ancillary providers
- develop and direct all managed care activities for the practice including contract negotiations and claims administration
- broad responsibilities for all administrative functions including daily operations of multiple sites, finance, managed care contracting, development of fee schedules, physician compensation and recruitment, analysis of reimbursement rates, oversee coding activities, human resources, medical and business information systems, assessment of provider performance; facilities management including building maintenance and housekeeping, business services, patient accounting
- develop financial policies and oversees their implementation.
- monitor a variety of financial activities, including budgeting, analysis, accounting, billing, payer contracting, and collections
- obtain funds for capital development including construction, renovations, and equipment acquisitions
- responsible for the overall operation of the practice as well as activities that relate to the future growth of the practice (strategic planning and marketing).
- develop, implement, and coordinate policies relating to all aspects of personnel administration including recruitment, salary and benefits administration, labor law compliance and employee relations.
- interpretation of state and federal regulations that relate to health care industry or the practice.
- responsible for adhering to all regulatory, credentialing, and licensing requirements, monitoring compliance activities.

Worked in an integrated delivery system for a single specialty provider based practice.

Duties and responsibilities included:

- the profitability, productivity, and efficiency of the practice. In the last completed fiscal year, our practice contributed 14.99% above the budgeted contribution to margin. We were understaffed by at least one FTE provider for the entire year.
- participated in the team of managers for the 160+ provider multi-specialty practice
- represented the largest provider group in the Women=s Health Service Line
- designed and implemented three open house events for the community during the annual Women=s Health fairs. We provided education information, massage, facial services, and henna hand painting, as well as, a AMothers and Children of the World@ art display.
- developed, directed, implemented, and participated in National Midwives Week celebrations where there were daily activities promoting midwifery services and the midwife providers. These were the first ever held in the institution.

Enjoyed my work as a physician coder for a small, hospital-based physician practice. Duties and

responsibilities included:

-coding medical and surgical services for family practice, obstetrics/gynecology, hospitalists, pulmonary, oncology, internal medicine, and pediatrics

-chart audits for coding and documentation compliance

-special projects including "lost charges" searches, pricing and reimbursement concerns

Very successful in uncovering missing revenue generated by unbilled services

-education and training for providers regarding billing, documentation and compliance

-trained other staff in charge entry and basic coding for family practice and pediatrics

-designing charge forms for capture of services

-assisted billing staff with patient and insurance questions.

I received a 'Citation for Excellence' for work with patient statements generation.

Current Employment:

**Retired.** *Serve as a City Councilor Auburn Ward 1*

Prior Employment:

**Coder Physician Services-** *responsible for all coding and charge entry of physician services including family practice (5 providers), obstetrics/gynecology (2-4 providers), internal medicine (1 provider) pediatrics (3 providers), pulmonary (2 providers), oncology (2 providers) and (1) hospitalist.*

2007-2009 Parkview Adventist Medical Center  
Physician Practices  
Brunswick, Maine

**Practice Manager-** *responsible for 29 staff - 4 physicians, 4 midwives, 1 nurse practitioner, clinical/clerical staff.*

2004-2007 Central Maine Obstetrics & Gynecology  
Lewiston, Maine 04240

**Administrator- Chief Executive Officer** *responsible for all non-medical aspects of the practice.*

1985- 2005 Bangor Ear, Nose, and Throat Professional Association  
Bangor, Maine

Continue to handle any remaining business of the practice since the closure.

**Administrator- Chief Administrative Officer** *responsible for all non-medical aspects of the practice.*

1983-1985 Maxwell, Roediger, & Knowland, MDPA  
Portland, Maine

**Administrator- Chief Executive Officer** *responsible for all non-medical aspects.*

1977-1983 Kennebec Radiology Professional Association  
Augusta, Maine

**Principal- Management Consultant** *to a variety of medical specialties including radiology, internal medicine, rheumatology, urology, emergency medicine, orthopaedics, and physical therapy.*

1980 – 2005 Hampden, Maine

**Medical Industry Marketing Representative-** *vertical industry representative for healthcare including small hospitals and physician offices*

1973- 1977 International Business Machines  
Portland, Maine

Degree Earned: Baccalaureate University of Maine at Portland-Gorham

Political Science major

Medical Group Management Association Activities: Life Member  
 1978-1983, 1991-1994 **New Hampshire MGMA:** Member  
 1979-1991 **Maine Medical Practice Management Association:** Charter Member, President (2 terms)  
 1979-present **American College of Medical Practice Executives:** Certification 1980 Life Member  
 1988-2004 **Otolaryngology Administration Assembly:** President (two terms)  
 1989-1992 **Eastern Section MGMA:** Officer/ Committee Work  
 1989-1992 **MGMA Membership and Credentials Committee:** Chair 1991-1992  
 1991-2004 **Otolaryngology Administration Assembly of New England:** Education Chair (1991-1996)  
 2004-2009 **Obstetrics & Gynecology Assembly:** member

Other Health Related Organizations:

1978-1983 **Radiology Business Managers Association:**  
 1985-2005 **Association of Otolaryngology Administrators:** National Conference Committees; Speaker  
 1991-1995 **Professional Association of Health Care Office Managers:** Member  
 1993-1994 **American Academy of Otolaryngology- Head & Neck Surgery, Inc. Practice Expense Study Group**

Civic & Other Public Services:

1973-1976 **Board of Directors: University of Southern Maine Alumni Association**  
 1985-1991 **Board of Directors: Breast Diagnostic Center**  
 1985-present **St. Joseph Hospital Auxiliary: Life Member-** served on the Board of Directors  
 1986-1989 **Board of Directors: Opera League of Maine**  
 1986-present **Kennebec Girl Scouts Council:** Life Member / Task Force Chair  
 1991-2001 **Greater Bangor Chamber of Commerce:** Member /Committee Work  
 1992-1993 **Hampden Academy Project Graduation**  
 1987-1989 **Hampden Congregational Junior High Youth Group**  
 1988-1992 **Bangor Chapter Order of DeMolay Parents Club**  
 1994-present **Eastern Maine Medical Center Auxiliary:** Life Member  
 1995-1996 **American Field Service Host Family /Former Returnee**  
 2006, 2007 **Bennett Breast Care Center Fashion Show-** model  
 2007 **Public Service Announcements for Buddy to Buddy Campaign**  
 2011-present **Auburn City Councilor Ward 1**  
 2012-present **Woman's Literary Union- ByLaws Committee and Special Events Committee**

Personal Interests: Theater, music, live performances, and all that Maine has to offer.

References Available Upon Request

## **Tizz E. H. Crowley Auburn Conservation Commission attachment:**

### **Why do you want to serve?**

I'd like to serve on the new Auburn Conservation Commission because of the Committee's comprehensive scope of work. Quality of Life in Auburn is a priority for me personally. The Commission should promote good land use planning through a variety of programs, policies, and initiatives. I believe I have the skills and experience to contribute to planning and implementation especially where there are complementary tasks with Recreation Advisory Committee, Water and Sewer Districts needs. I hope to continue working with these groups after my Council terms ends in December 2015. Attending Forest Board meetings, LAWPC sessions and other gatherings I know the importance of implementing highest standards of sustainable forest management for all land in Auburn.

### **What do you hope to accomplish?**

Besides representing the residents of Auburn and making sure their interests and needs are heard, I would work to increase the public's awareness and appreciation of the Auburn's natural, cultural and historical resources; and foster a sense of stewardship among residents and visitors.

One place to review and outline a work plan is the Comprehensive Plan. I would imagine the Conservation Commission would have management responsibilities that include prescribed burning, invasive species control, wildlife inventory, and habitat improvements for endangered and threatened species of plants and animals. Most of these are mentioned in the Comp Plan.

The Recreation Department and the Conservation Commission might work together so Auburn could offer boating, bicycling, canoeing, cultural happenings, festivals, hiking, nature study, picnic shelters, and more. Jointly we could promote leaving life's daily pressures behind and reconnect with nature and your own family at a nearby Auburn Park or open space.

### **This says it all: Community Value... A Sense of Pride**

Well-maintained parks promote community engagement and civic pride. Neighbourhood parks attract and connect individuals of all ages and ethnic backgrounds who share a vision for the betterment of their surroundings. Neglected public spaces can become vital community assets when residents, civic groups, and city leaders come together. Whether transforming vacant lots to community gardens, planning for a future park, or beautifying existing public green spaces; parks provide opportunities for people to take ownership of their community, which improves quality of life.

Parks control urban sprawl and reduce crime, creating safer communities. Research shows that there is less crime in residential areas close to parks, in part because these green spaces are frequent gathering places for community members. The result is stronger community connections that empower residents to look out for one another.

*Source: City Parks Alliance*



**CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION**

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Date: 4/9/15  
Last name: Fletcher First name: Ben Middle initial: A  
Residence address: 10 Grandview Ave. Ward: \_\_\_\_\_  
City: Auburn State: ME Zip code: 04210  
Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: 415.717.9046  
Email address: ben.a.fletcher@gmail.com  
Current occupation: Running Dept. manager/buyer at Lamey Wellehan  
Previous occupation (if retired or no longer working): \_\_\_\_\_  
Educational and/or experience (or attach your resume): resume attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |  |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee                    | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority           | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review         | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee                | <input type="checkbox"/> Community Forest Board        |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee              | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events        | <input type="checkbox"/> Sewer District                |
| <input type="checkbox"/> Water District                     | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a  new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Please see section (A), attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Please see section (B), attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No.

Dates served (if known)? —

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No.

Dates served (if known)? —

How did you learn of this vacancy? Through my friend at NRCM (Natural Resource Council of Maine)

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Bern Wetcher Date: 4/9/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 4-21-15  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

# BENJAMIN A. FLETCHER

c: 415.717.9046

e: ben.a.fletcher@gmail.com

---

## EXPERIENCE

- Lamey Wellehan**, Auburn, Maine **Buying/Marketing** (Athletic Department) (2012-Current)
- Was brought onboard to grow all 6 stores' athletic departments
  - Select/buy our product mix while increasing our inventory turn rate, profit margins and overall sales
  - Train our sales employees on product technologies and the culture of athletics
  - Market our athletic departments via social media and community events such as road races, expos, etc.
- Mizuno USA**, Northern California/Northern Nevada **Territory Manager** (sales rep.) (2008-2012)
- Managed 60 rooftops (both running specialty and national sporting goods stores) in NorCal/NorNev
  - Crafted sales goals with sell-in and sell-through initiatives
  - Built close relationships with accounts in order to help grow both their business and mine
  - Worked expos of all sizes from the Chicago and Boston Marathons to local outdoor product events
  - It was all about the relationships, the products, and the numbers!
- Fleet Feet Menlo Park**, Menlo Park, CA **Buyer** (2006-2008)
- Met with sales reps of various footwear and apparel companies such as Mizuno, Brooks, ASICS, etc.
  - Forecasted sales to place future and at-once orders accordingly
  - Managed inventory at approximately a 4.8 turn
  - Selected products to sell in the store
  - Negotiated purchasing plans and costs
  - Kept up to date on new product and market trends
- Fuel MP3**, Auburn, ME **Founder** (2005-2006)
- Built and organized the company/product/marketing plan from scratch
  - Became familiarized with the production process in Asia
  - Ran online and other marketing campaigns
  - Negotiated endorsement deals with Olympians such as Evander Holyfield and Bill Rodgers
  - Established and trademarked the brand name "Fuel"
  - Gained experience in sourcing, product management/development and OEM procedures
  - Able to turn a profit within the very first month of sales
- A.S.O.** (Internship) Taipei, Taiwan **Footwear/Apparel - Marketing/Sales** (2005)
- Learned how footwear/apparel market/production works in Taiwan/China
  - Worked very closely with a sales rep visiting key accounts
  - Shadowed a top tier marketing employee for A.S.O.

## EDUCATION

- National Taiwan Normal University**, Taipei, Taiwan **Mandarin Chinese** (2005-2006)
- Studied all aspects of Mandarin Chinese: Listening, Speaking, Reading and Writing
- University of Maine**, Farmington, ME **Business** (2002-2006)
- 3.68 Cumulative GPA, 3.8 within the concentration of Business
  - Wrote and presented a 100+ page Paper/Power Point about different aspects of business with China
  - Varsity cross country captain (Go Beavers!)
  - 2 time academic All-American (cross country running)
- University of Oregon**, Eugene, OR **Undeclared** (1999-2000)
- Division I Track and Field/Cross Country athletic scholarship (Go Ducks!)

## ADDITIONAL

- Rocky, my 14 year old blind-beagle-street-mutt from Taiwan, loves the deep backwoods of America
- An avid reader of Outside Magazine
- My 3 favorite New England craft beers are as followed: Alchemists' Heady Topper (obviously), Baxter's Stowaway IPA and Night Shift Brewing's Belgian Sours
- Passions include: winter/summer mountain sports, singletrack trails and the health of our environment

- (A) I believe that the conservation of our land, water and air is extremely important in enabling a higher quality of life. While living in San Francisco, I often volunteered my time for Bay Area restoration and cleanup activities. I found it very rewarding and think that helping conserve green spaces in my home town will be even more rewarding.
- (B) I would like to do my part in helping protect our valuable existing outdoor spaces, create new outdoor spaces for different activities, and help to determine which land is suitable for commercial and/or residential development. I believe that if all of the above is handled in a responsible way, it will not only improve current Auburn residents' quality of life, but will also help attract new quality people to our city and potentially bring in out of town tourist dollars as well.

Maurice Keene



### CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 4-17-2015

Last name: ~~H. Keene~~ First name: Maurice Middle initial: R

Residence address: 775 North River Road Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 782-1334 Work phone:            Cell phone:           

Email address: MRKV983@yahoo.com

Current occupation: semi retired genetic, nutritional, management consultant

Previous occupation (if retired or no longer working): Dairy farmer, agricultural consultant

Educational and/or experience (or attach your resume): Ullaine BS plus selected graduate courses

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |  |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee                    | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority           | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review         | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee                | <input type="checkbox"/> Community Forest Board        |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee              | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events        | <input type="checkbox"/> Sewer District                |
| <input type="checkbox"/> Water District                     | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a  new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Note attached sheet

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Note attached sheet

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? yes  
Planning Board

Dates served (if known)? 1960 - 1972

How did you learn of this vacancy? internet

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Maurice Reene Date: 4-17-2015

Please submit your application to;  
  
Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>4/17/2015</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

To the best of my knowledge, I'm the sole remaining person who was actively involved in the final structuring of Auburn's initial city-wide zoning ordinance and many of its following early refinements. The so called "Farm and Forest" provisions were unique in Maine at that time.

I suspect that my familiarity with the philosophical objectives and structural framework would at times be an asset to the commission's thoughtful dialogue.

My later experiences as a trustee of the University of Maine System, service on advisory committees to two former governors and elected leadership roles in multiple state, regional and national professional organizations might also contribute in providing insight relating to many state, regional, national and international perspectives.



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: April 20, 2015

Last name: Preble First name: Jeffrey "Pete" Middle initial: D

Residence address: 25 Hector St Ward: 5

City: Auburn State: ME Zip code: 04210

Home phone: 786-0997 Work phone: 798-3759 Cell phone: 751-6281

Email address:

jeff.preble@wright-pierce.com

Current occupation: civil engineer/project manager at Wright-Pierce In Topsham

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): BS Civil Engineering UMO 1984

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Ethics Panel

L/A Transit Committee

Planning Board

Recreation and Special Events Advisory Board

Sewer District

Water District

\_\_\_\_ Zoning Board of Appeals

**XX Conservation Commission**

Is this application for a   X   new appointment or \_\_\_\_ reappointment or \_\_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).   After 20 years of service on the Sewerage District Board I am looking for a new way to contribute to the community.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).   Hope to use my engineering experience and experience with the Sewer Board to help this new committee. \_\_\_\_\_

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
   Auburn Sewerage District term expired in March 2015 \_\_\_\_\_

Dates served (if known)?   20 years \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? \_\_\_\_\_  
   see above \_\_\_\_\_

Dates served (if known)?   1995 - 2015 \_\_\_\_\_

How did you learn of this vacancy?    website \_\_\_\_\_

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:   Jeffrey Preble   Date:    April 20, 2015 \_\_\_\_\_

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_

APPOINTMENT DATE: \_\_\_\_\_

TERM EXPIRATION DATE: \_\_\_\_\_

OATH DATE: \_\_\_\_\_

## Susan Clements-Dallaire

---

**From:** Nichole White [nwhitematson@gmail.com]  
**Sent:** Wednesday, April 22, 2015 9:11 AM  
**To:** Susan Clements-Dallaire  
**Subject:** Re: Volunteer Application  
**Attachments:** Volunteer Application.pdf; Nichole M White-Matson Resume.doc; Nichole M White-Matson enclosure.doc

Good Morning Susan,

Please find the attached volunteer application, resume and enclosure with the answers to some of the application questions.

Also, will I need to be present at the meeting on 4/29?

Thank you, Nichole

On Tue, Apr 21, 2015 at 8:30 AM, Susan Clements-Dallaire <[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)> wrote:  
Good morning,  
Yes, you can email that to me. Thank you!

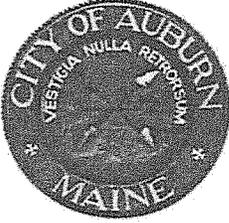
-----Original Message-----

**From:** [nwhitematson@gmail.com](mailto:nwhitematson@gmail.com) [mailto:[nwhitematson@gmail.com](mailto:nwhitematson@gmail.com)]  
**Sent:** Friday, April 17, 2015 4:40 PM  
**To:** Susan Clements-Dallaire  
**Subject:** Volunteer Application

Good Afternoon, can the volunteer application and supporting documentation be emailed to you? Or do you prefer receiving it in person at City Hall.

Thank you,  
Nichole

Sent from my iPhone



**CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION**

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Date: 4/22/15

Last name: White-Matson First name: Nichole Middle initial: M

Residence address: 223 Townsend Brook Road Ward: \_\_\_\_\_

City: Auburn State: ME Zip code: 04210

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: 207-713-1000

Email address: nwhiteatson@gmail.com

Current occupation: Emergency Department Coordinator / Cardiology Tech

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): See resume attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- |   |  |
|---|--|
| <input type="checkbox"/> 9-1-1 Committee                    | <input type="checkbox"/> Airport Board                 |
| <input type="checkbox"/> Auburn Housing Authority           | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review         | <input type="checkbox"/> Cable TV Advisory Board       |
| <input type="checkbox"/> CDBG Loan Committee                | <input type="checkbox"/> Community Forest Board        |
| <input checked="" type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel                  |
| <input type="checkbox"/> L/A Transit Committee              | <input type="checkbox"/> Planning Board                |
| <input type="checkbox"/> Recreation & Special Events        | <input type="checkbox"/> Sewer District                |
| <input type="checkbox"/> Water District                     | <input type="checkbox"/> Zoning Board of Appeals       |

Is this application for a  new appointment or \_\_\_ reappointment or \_\_\_ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). See attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? Email from City of Auburn

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Nichole Mowbray-Matson Date: 4/22/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

Nichole M. White-Matson  
223 Townsend Brook Road  
Auburn, ME 04210  
[nwhitematson@gmail.com](mailto:nwhitematson@gmail.com)  
207-713-1000

### **Professional Summary**

Dedicated and focused individual who excels at prioritizing, completing multiple tasks simultaneously. I am committed to providing high quality results with little supervision. Energetic, organized, and professional.

### **Areas of Expertise**

- Microsoft Office proficiency
- Business writing
- Self-directed
- Time management
- Uphold strict confidentiality
- Strong problem solver
- Resourceful

### **EMPLOYMENT HISTORY**

**St Mary's Regional Medical Center, Campus Avenue, Lewiston, Me.**

December 2001-Current, **Emergency Department Clinical Representative/Cardiopulmonary Tech**

- Coordinate the emergency room physicians, nurses, and patients with the appropriate care within a 30 bed emergency department. I order radiology and laboratory tests via physicians verbal and written orders in our hospital software program. I make referrals and schedule patients with specialists and primary care physicians. Review patient charts for accuracy and prepare them for coding. I help train current and new employees with various computer applications. Work closely with providers in the ER to navigate the various computer systems. I also complete medical and behavioral admissions, and worked closely with the billers and coders for accurate and efficient inpatient and outpatient documentation.

**Mayo Regional Hospital, W. Main Street, Dover-Foxcroft, ME**

July 2013- Current, **Unit Coordinator Emergency Department-Per Diem**

- Coordinate the emergency room providers, nurses and patients with appropriate care within this critical access hospital. Responsible for admitting and transferring patients and working closely with crisis team for proper placement of patients.

**Mechanical Insulation Services, Howes Corner Road Turner, Me.**

April 2001-Dec 2012, Company Sold: **Contracts Administrator-Part-time**

- Administrative task including but not limited to human resources, payroll, bookkeeping and secretarial support to the owner, estimator and office manager.

## **EDUCATION/CERTIFICATIONS/VOLUNTEER**

University of Maine, Masters in Conservation Biology 2017

University of Maine, Machias, Bachelors in Psychology and Community Studies 2015.

Kennebec Valley Community College, Associates Degree in Arts in Liberal Studies focus in Science 2009.

Domestic Violence and Prevention Advocate Volunteer.

Northeast Technical Institute Scarborough, ME-2007

Certified Phlebotomist & EKG Technician

Certified Nursing Assistant / St. Mary's & Auburn Adult Education-2001

Early Intervention Special Education Technician III-2002

Behavioral Specialist I -2003

CPR/First Aid Certified BLS/AED

Nichole M. White Matson

I am a new resident to the city of Auburn and I would like to become an active part of my community. My passion for conservation coupled with my future graduate goal as a Conservation Biologist, I feel that I will make a positive contribution to the conservation efforts in the city of Auburn.

As a member of the conservation committee, I hope to further educate our landowners, general public and end users of the city in the importance of the conservation and preservation of our natural resources. Humans are the dominant ecological force today and nature provides us with the resources, it only makes sense that humans show responsibility in the protection of them. For example, anyone that lives, works or plays in a watershed area has an impact rather negative or positive in the health of the bodies of water within our city.

In reviewing my resume, you will find I have a unique education background and career endeavors. I thoroughly enjoy working with the public and especially sharing my knowledge with them.

Thank you for your consideration and I am confident that I can play a positive role in the conservation efforts for the city of Auburn.

- Board of Assessment Review (5 vacancies – 2 full members, both with term expirations of 10/01/2019 and 3 alternate members with term expirations of 10/1/2015, 10/01/2016, and 10/1/2017)
- Cable TV Advisory Board (2 vacancies – 1 with a term expiration of 1/1/2016 and 1 with term expiration of 1/1/2017)
- Conservation Commission (this is a new committee with 7 positions to fill - 3 with a term expiration of 6/1/2016, 2 with term expiration of 6/1/2017, and 2 with a term expiration of 6/1/2018)
- Ethics Panel (1 vacancy with a term expiration of 1/1/2018)
- Sewer District (1 vacancy, with a term expiration of 3/1/2019)

Tizz E. H. Crowley, Ward One  
Robert Hayes, Ward Two  
Mary Lafontaine, Ward Three  
Adam R. Lee, Ward Four



Leroy Walker, Ward Five  
Belinda Gerry, At Large  
David Young, At Large

Jonathan P. LaBonte, Mayor

## IN CITY COUNCIL

### ORDER 35-05042015

ORDERED, that the City Council hereby makes the follow board and committee appointments with term expirations as noted:

<b>Board or Committee</b>	<b>Term Expiration Date</b>	<b>Name of Person Appointed or Reappointed</b>
Cable TV Advisory Board	1/1/2017	Robert Gardner (new appointment)
Cable TV Advisory Board	1/1/2016	Robert Sevigny (new appointment)
Auburn Sewerage District	3/1/2019	Charles Sheehan (new appointment)
Ethics Committee	1/1/2018	Linda Snyder (re-appointment)
Conservation Commission	6/1/2016	Jeffrey "Pete" Preble
Conservation Commission	6/1/2017	Maurice Keene
Conservation Commission	6/1/2017	Ben Fletcher
Conservation Commission	6/1/2018	Nichole White-Matson
Conservation Commission	6/1/2018	Tizz E.H. Crowley

**MID-MAINE WASTE ACTION CORPORATION  
EXECUTIVE COMMITTEE MEETING**

**Thursday, April 30, 2015; 5:00 P.M.**

Mid-Maine Waste Action Corporation  
Conference Room  
110 Goldthwaite Rd., Auburn

**Agenda**

- 1. Roll Call**
  - There are five (5) members of the Committee and three (3) members constitute a quorum.
- 2. Minutes**
  - Consider approval of the March 17, 2015 minutes
- 3. Monthly Activity Reports**
  - Consider approval of the March 2015 Monthly Activity Report
- 4. Finance**
  - Generic Bank Resolution update
- 5. Legislative**
  - 127<sup>th</sup> Legislature, Solid Waste bills
- 6. Updates**
  - Grain Mill property
  - Public Education vacancy
  - Annual Meeting
  - Other

Portions of the agenda of the Executive Committee meeting may be conducted in Executive Session, when appropriate, and upon a vote of the Committee.

## Mid-Maine Waste Action Corporation

110 Goldthwaite Road  
P.O. Box 1750  
Auburn, Maine 04211-1750  
(207) 783-8805  
Fax (207) 783-9831  
[www.midmainewaste.com](http://www.midmainewaste.com)

### MEMORANDUM

To: Board of Directors  
From: Joseph E. Kazar, Executive Director   
Michael Daily, Finance Director  
Subject: March Financial/Activity Report - Unaudited  
Date: April 17, 2015

Enclosed please find the unaudited March Activity Report covering the period from March 1 through March 31, 2015.

#### General Summary

Plant throughput for the month was 5,471 tons processed, or about 176 tons per day and running time throughput was 204 tons per day. Operating Revenues exceeded Expenses resulting in March having an operating gain of \$42,541 (These figures do not reflect balance sheet expenses). Year-to-date operating gain is \$122,001 compared to a \$273,210 projected budget gain and a gain of \$823,945 in FY14. Cash and investments totaled \$6,128,012. Cash and investments are down \$126,491 from the start of FY15. The reserve goal established by the Board for FY15 is \$5,872,511 and is now at 104.4% of goal. The balance sheet shows current assets less liabilities at \$6,656.271, which is up \$38,571 from the beginning of the fiscal year.

#### Waste Deliveries/Operations

A total of 5,507 tons were delivered to the pit for an average of 178 tons per day. 6,618 tons were received from all sources for the month. Details on deliveries are presented in the following table:

Waste Type	Year-To-Date Tons		Variance	
	FY15 Actual	FY14 Actual	Tons	%
MSW Member	11,799	11,699	100	0.9%
Comm Member	10,797	11,191	(394)	-3.5%
Municipal Non-Member	15,992	15,777	215	1.4%
Gate/Hauler	12,294	12,214	80	0.7%
OBW/Res TS	6,019	5,923	96	1.6%
Other	7,735	7,632	103	1.3%
<b>Total</b>	<b>64,636</b>	<b>64,436</b>	<b>200</b>	<b>0.3%</b>

MEMBER COMMUNITIES:

AUBURN • BOWDOIN • BUCKFIELD • LOVELL • MINOT • MONMOUTH • NEW GLOUCESTER • POLAND • RAYMOND • SUMNER • SWEDEN • WALES

Waste flows to the plant and transfer station are 0.3% above last year. Waste processed in the plant during the month was recorded at 5,471 tons, or an average of 176 tons per day. The monthly running time thruput was 204 tons. Year-to-date tons processed in the plant are equal to 195 tons per day. Running time year-to-date throughput equaled 207 tons per day. The transfer station processed 932 tons during the month from all sources and averaging 38.8 tons per day for the month, (5.5 day receiving week) and 9,586 tons year-to-date. Recyclables totaled 178 tons for the month and 1,864 tons year-to-date. Prior year and budget comparisons of processing records as follows:

	Prior Year Comparison YTD				Budget Comparison YTD			
	FY15	FY14	Variance		FY15	FY15	Variance	
	Actual	Actual	Tons	%	Actual	Budget	Tons	%
Waste-To-Energy	53,295	53,559	(264)	-0.5%	53,295	53,643	(348)	-0.6%
Transfer Station	9,586	9,006	580	6.4%	9,586	8,116	1,470	18.1%
Recycling	1,864	1,871	(7)	-0.4%	1,864	1,726	138	8.0%
Total	64,745	64,436	309	0.5%	64,745	63,485	1,260	2.0%

### Cash Available to Operations

Cash balances in checking and investments total \$6,128,012 up \$46,320 from the prior month. The following is the status of the reserve goal:

Reserve Status		
	FY 15 Goal	As of 3/31/15
Operating	1,996,654	2,083,524
Capital Improvement	939,602	980,482
20-Year Plan	1,703,028	1,777,123
Rate Stabilization	1,233,227	1,286,882
Total	5,872,511	6,128,012
Total Cash		6,128,012
Surplus or (Deficit)		255,501

### Revenue

Revenue for the month totaled \$483,220. Major categories of revenue by month include: tipping fees, \$388,187; power contract, \$79,086; recycling, \$11,625; interest, \$3,872; other, \$450. Revenue for the month was \$40,974 above budget projections and \$21,706 below FY14. Year-to-date revenue is \$4,658,244, which is \$158,532 below budget and \$631,608 below FY14, primarily due to electric revenue declines.

The table that follows shows detail relative to electrical sale:

Month	Price per MWhr			Electrical Output MWhr			Electrical Revenue		
	FY14	FY15		FY14	FY15		FY14	FY15	
	Actual	Budget	Actual	Actual	Budget	Actual	Actual	Budget	Actual
Jul	\$85	\$54	\$35	1,465	1,465	1,421	\$124,723	\$79,223	\$49,759
Aug	\$93	\$38	\$32	1,525	1,525	1,514	\$141,545	\$57,549	\$48,475
Sep	\$83	\$38	\$38	1,518	1,518	1,528	\$126,235	\$57,300	\$58,184
Oct	\$87	\$41	\$34	1,401	1,401	1,256	\$121,927	\$57,347	\$42,871
Nov	\$90	\$49	\$46	1,536	1,536	1,564	\$138,618	\$75,555	\$72,501
Dec	\$93	\$100	\$45	1,488	1,488	1,503	\$138,284	\$149,538	\$67,378
Jan	\$139	\$115	\$67	1,558	1,558	1,422	\$216,906	\$178,901	\$94,846
Feb	\$149	\$130	\$120	1,383	1,383	1,255	\$205,601	\$180,249	\$151,233
Mar	\$120	\$57	\$59	1,222	1,298	1,332	\$146,458	\$74,312	\$79,086
YTD	\$104	\$69	\$52	13,096	13,171	12,796	\$1,360,297	\$909,974	\$664,333

Total gross kWh for the latest period was 1,859,904 of which 1,332,194 were sold to the grid. Net kWh per ton equaled 244, the same as the comparable period in FY14.

### Expenditures

Operating expenses in all categories total \$440,679 for the month, which is \$6,576 above budget projections, and \$11,107 above last year. Year-to-date expenses are \$4,536,243 which is \$7,323 below budget and \$70,336 above FY14.

### Investments Status

As of March 31, MMWAC's investments totaled \$6,128,012. Table 8 details all of our investments.

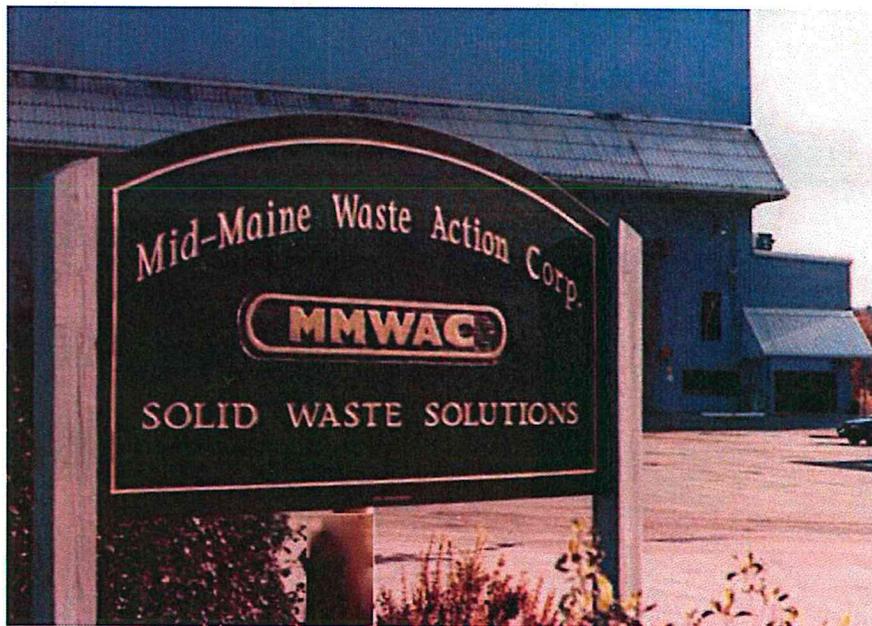
### Capital Expenditures:

There were none for the month of March. Year-to-date expenditures total \$83,809.

cc: Member Municipalities  
Reference No.: 03619

# *Mid-Maine Waste Action Corporation*

## *Informational Brochure*



2015

*110 Goldthwaite Road*

*PO Box 1750*

*Auburn, Maine 04210*

*(207) 783-8805*

*Fax (207) 783-9831*

*[midmainewaste@midmainewaste.com](mailto:midmainewaste@midmainewaste.com)*

*[www.midmainewaste.com](http://www.midmainewaste.com)*

## **MID-MAINE WASTE ACTION CORPORATION (MMWAC) - BACKGROUND**

MMWAC, or the Mid-Maine Waste Action Corporation, is a quasi-governmental organization, created as a not-for-profit corporation by twelve area municipalities in 1986. Those municipalities are: Auburn, Bowdoin, Buckfield, Lovell, Minot, Monmouth, New Gloucester, Poland, Raymond, Sumner, Sweden, and Wales. The Board of Directors of the corporation is composed of representatives of each of the twelve municipalities.

MMWAC was created to own and operate a solid waste system for the benefit of these twelve communities. Upon its creation MMWAC undertook a program that led to the replacement of the pioneering Auburn waste-to-energy facility, which had operated since 1981 using the Conumat technology. That plant was replaced with a 200-ton per day mass-burn incinerator, equipped with a 5-megawatt turbine generator, and advanced air pollution control equipment. The MMWAC plant went into operation in 1992 making it the latest waste-to-energy facility in the State. Air emissions are controlled with an effective combustion system assuring extremely high burnout and destruction of organics, lime slurry scrubbers to neutralize acid gases, a carbon injection system to remove mercury and organics, and a highly efficient baghouse to remove particulates.

This plant employs an energy recovery technology that complies with Maine's policy to encourage the following priority in waste management: waste reduction, waste reuse, recycling, waste-to-energy, and landfilling. The majority of municipal solid waste generated in Maine is processed in one of three different waste-to-energy plants. This is in contrast to the early-1980's and earlier when almost all municipal solid waste in the country was sent to landfills. Waste-to-energy plants were encouraged to reduce the need for landfilling post recyclable solid waste in order to preserve land for higher uses, to reduce the threat of groundwater pollution from the older landfills, and to recover valuable energy from solid waste. In recent times they have been recognized as a net reducer of greenhouse gases.

The MMWAC facility overcame an early history of problems that included equipment malfunctions and insufficient waste supply. Today it has become an industry leader in availability, which is a measure of its ability to operate reliably and at the highest possible capacity. Originally, the plant was projected to achieve an 88% yearly availability, processing 64,000 tons per year of solid waste. The plant has in recent years achieved 95% availability and processes approximately 70,000 tons per year. As reliability was proven year after year, new communities joined with MMWAC as contract customers to provide for their disposal needs. Currently MMWAC services approximately 30 communities. The plant produces its own electricity from the waste that is incinerated and sells excess power to the regional electric grid.

MMWAC also operates a transfer station to efficiently transport construction and demolition waste (C & D) from local businesses and residents, other wastes not appropriate for incineration to secure landfills, and waste exceeding the plant's capacity. This facility can process up to 25,000 tons per year. Lastly, MMWAC operates a recycling center for materials delivered by customers, as well as metal recovered from waste sent to the waste-to-energy process, diverting up to 2,000 tons per year from disposal.

## **THE WASTE-TO-ENERGY PROCESS AT MID-MAINE WASTE ACTION CORPORATION AUBURN, MAINE**

Currently, much of the residential and commercial waste generated within 20-30 miles of the plant is transported to the waste-to-energy plant in Auburn, Maine. The plant is owned and operated by the Mid-Maine Waste Action Corporation (MMWAC), which is jointly owned by twelve towns in this region. The plant also services the solid waste disposal needs of many other towns and businesses in this area.

MMWAC's waste-to-energy plant has two identical process trains, each with a nominal design capacity of 100 tons per day of municipal solid waste. The plant operates 24 hours per day, 7 days per week. The waste-to-energy process converts solid waste into an inert ash residue, which minimizes landfill reliance in the State, and produces electricity from the fuel value of the trash. The enclosed diagram traces the waste-to-energy process.

Trucks are weighed and screened at the scale house before entering a covered "tipping area" (1). This is done to make sure the waste is acceptable for the plant to process, to determine where it came from, and to provide for billing. Trucks unload garbage into a pit (2) large enough to hold approximately 600 tons of solid waste, which is equal to three days' supply for the furnaces.

An overhead crane or "grapple" (2) transfers the garbage into a chute, or "feed hopper" (3) that feeds the furnace. The waste is fed into the furnace by a "ram feeder" (4), which carefully controls the amount of waste introduced. This grapple is also used to remove any unacceptable waste from the plant that has accidentally been dumped into the pit.

Once in the furnace or "combustor" (5), the waste constantly tumbles to assure complete combustion. This tumbling is accomplished by the entire combustor rolling, or "oscillating" within a 210 degree arc causing the trash to tumble some 40 times during the typical one-hour combustion cycle.

Large combustion air fans draw air into the plant from the tipping area and pit, and then into the furnace. This causes a negative pressure inside the pit and tipping area, which prevents odors and dust from escaping. The air is used to maintain the furnace's high temperature, which provides for a very efficient and complete combustion process.

Combustion occurs in the furnace (5) and tranquilization chamber (6) where temperatures are maintained at 1,800-degrees Fahrenheit to destroy odors and organic compounds.

Hot ash residue tumbles to the bottom of the furnace and falls into a water-filled tank where it is "quenched". This area is called the ash extractor (11) and is the beginning of the ash conveyor system (12), which transports the ash residue to a metal scalper, which removes recyclable material. Fly ash is conditioned to eliminate dusting. The combined ash streams are then conveyed to a container for transport to a secure landfill.

The combustion process eliminates about 90% of the refuse volume by reducing it to ash. The remaining ash is sent to a state-of-the-art landfill. The landfill that is used has a multiple liner system, which collects leachate (contaminated liquid runoff) for treatment, preventing it from entering the groundwater below the landfill.

The 1,800-degree combustion gases in the tranquilization chamber (6) flow through several boiler sections where the heat is extracted from it to convert water to steam. The water to steam loop is within numerous parallel boiler tubes. The first section where this occurs is in the radiant section of the waterwall boiler (7), followed by the superheater (8), then the evaporator (9), and finally the economizer (10). The steam that is produced in this process is approximately 750 degrees Fahrenheit and 650 pounds per square inch pressure. This high temperature/high pressure steam flows through a turbine generator where up to 5 megawatts of electric power can be produced. Some of this power is used to run plant machinery, and the remainder is sold to the regional electric grid helping to offset the need for new power plants.

The turbine extracts much of the energy from the steam, which then condenses back into water in a section called the air cooled condenser. This section utilizes large, 12 foot diameter fans, to cool the water in the condenser tubes to optimum temperature and pressure. This section works much like a radiator in an automobile.

After the gases pass through the boiler sections, the temperature has been reduced as energy is transferred to the boiler tubes. This allows the gases to now be cleaned before they are released from the plant.

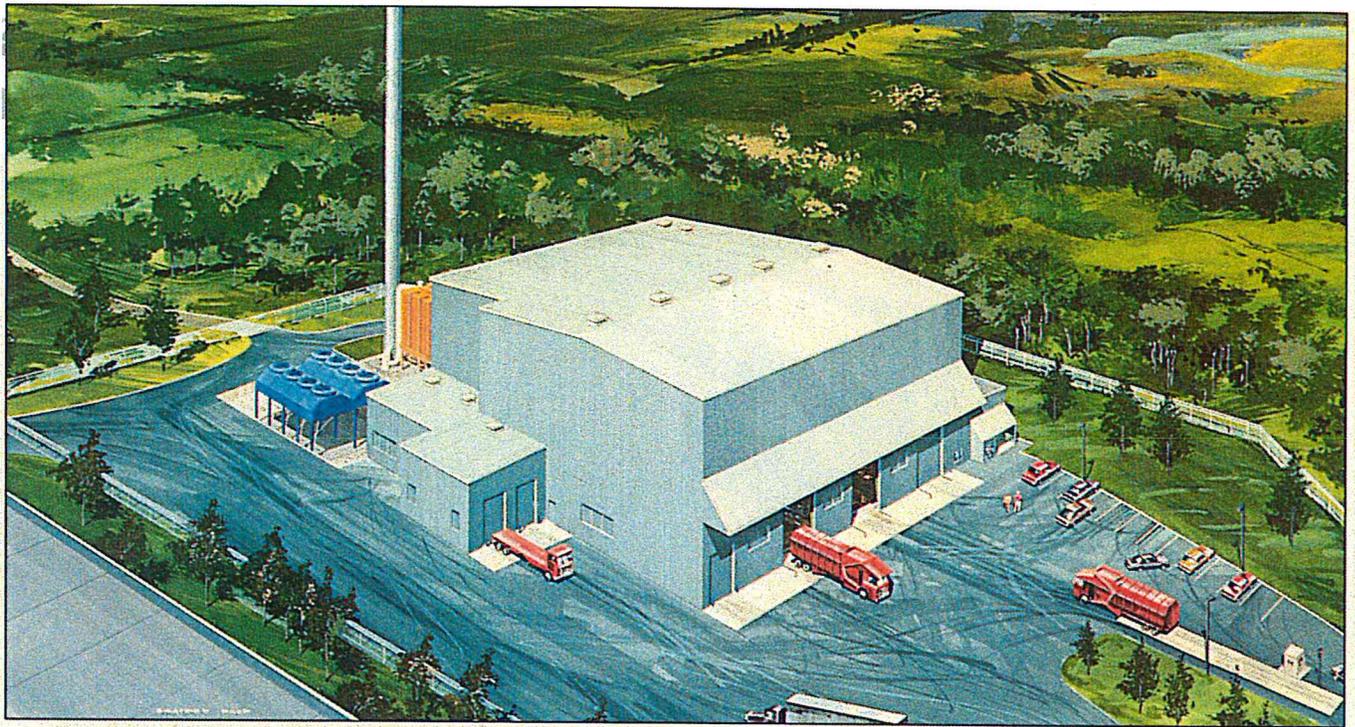
Acid gases are removed by modern equipment called a dry spray scrubber (13), where the gases are sprayed with the lime/water mixture and "scrubbed" clean. Activated carbon (13A) is injected into the scrubber to remove mercury and dioxin. The gases are next drawn through large fabric filters (14), which are not unlike huge vacuum cleaner bags. These bags are located in the "bag house" which contains hundreds of these specially designed fabric filter bags. Particles captured by the filters are collected at the bottom of the unit and are mixed with the furnace ash residue for landfilling.

An induced draft fan (15) then exhausts the cleaned gases to the 213 foot tall stack (16). During relatively dry, warm weather the stack emissions are virtually invisible. During colder or more humid conditions a whitish "plume" is visible which is primarily composed of water vapor from the lime/scrubbing stage.

MMWAC welcomes inquiries concerning its operations and encourages group tours. If you have any questions or would like to arrange for a tour, please call our facility at (207) 783-8805. For more information see [www.midmainewaste.com](http://www.midmainewaste.com).

# MID-MAINE WASTE ACTION CORPORATION

## WASTE - TO - ENERGY FACILITY AUBURN, MAINE



### GENERAL INFORMATION

#### Service Area

Communities throughout the Mid-Maine Region

#### Ownership/Operations

Public by Mid-Maine Waste Action Corporation (MMWAC)

#### Financing

Revenue bonds

#### Schedule

Acceptance August 1992; currently full operation

#### Capacity

Daily 200 tons; Annual 69,000-72,500 tons per year

### ENVIRONMENTAL

#### Air Pollution Control Systems

Spray dryers for acid gas neutralization, carbon injection for mercury removal, and fabric filters for particulates

#### Residue Handling

Quench tanks, ram extractors, vibratory belt, and chain drag conveyors, ash conditioner, and metal scalping

#### Water System

Closed loop with zero process water discharge

### COMBUSTION SYSTEM

#### Technology

Laurent Bouillet oscillating combustors with tranquilization chambers

#### Process Lines

Two at 100 tons per day nominal

#### Boilers

Steaming rate of 50,000 lbs. per hour with 5200°F BTU waste; conditions 650 psig/750°F

#### Waste Handling

Storage pit with 1,000 ton capacity; two pit cranes with average capacity of 1 - 1.5 tons

#### Gas Temperatures

1800°F with 2 second gas residence time

#### Operations

24 hours per day, seven days per week

### ENERGY RECOVERY

#### Type

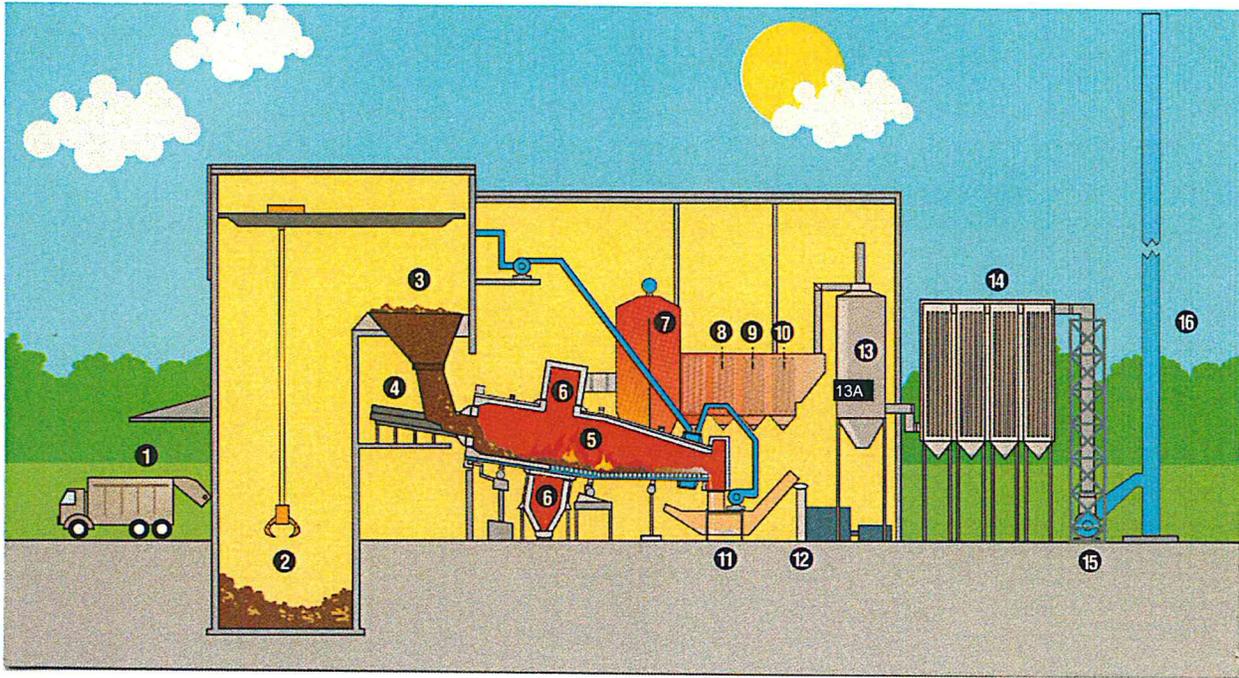
Electricity sold to ISO New England

#### Turbine Generator

3.6 megawatt output

#### Cooling System

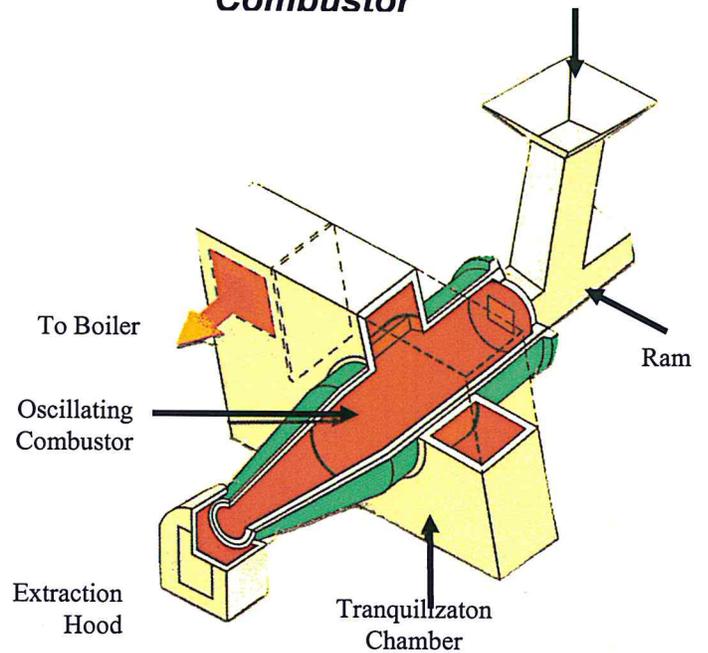
Air cooled finned tube condenser



1. Tipping Area
2. Refuse bunker/crane grapple
3. Feed hopper
4. Ram feeder
5. Combustor
6. Tranquilization chamber
7. Waterwall boiler
8. Superheater
9. Evaporator
10. Economizer
11. Ash extractor
12. Ash conveyer
13. Dry scrubber
- 13A Carbon Injection
14. Fabric filter
15. Induced draft fan
16. Stack
17. Turbine generator (not shown)

**MMWAC Facility  
Solid Waste Solutions  
Auburn, Maine**

***Laurent Bouillet  
Combustor***



**MID-MAINE WASTE ACTION CORPORATION  
BOARD OF DIRECTORS MEETING**

**Thursday, April 30, 2015; 6:00 P.M.**

Mid-Maine Waste Action Corporation  
Conference Room  
110 Goldthwaite Rd., Auburn, ME

**Agenda**

- 1. Roll Call**
  - A minimum of six (6) Directors must be present to constitute a quorum.
- 2. Minutes – June 26, 2014 Meeting**
  - Review and consider approval of the minutes of the Board of Directors meeting
- 3. Monthly Activity Reports**
  - Discuss and consider acceptance of the April 2014 through March 2015 reports
- 4. FY16 Budget**
  - Consider adopting the FY16 Budget
- 5. Investment Policy and Generic Bank Resolution**
  - Review and consider approval of an updated Investment Policy
  - Review and re-ratify the Generic Bank Resolution
- 6. FY14 Audit**
  - Consider accepting the FY14 Audit
- 7. Updates**
  - Labor Agreement, Legislation, PERC/MRC actions, Outage report, Electric income
  - Set Annual Meeting Date
  - Other

Portions of the agenda of the Board of Directors meeting may be conducted in Executive Session, where appropriate, and upon a vote of the Board.

**DRAFT - Minutes of the Board of Directors Meeting  
Thursday, June 26, 2014**

The Board of Directors of the Mid-Maine Waste Action Corporation met on Thursday, June 26, 2014, at Fish Bones Restaurant in Lewiston.

**1. Roll Call**

President Landry called the meeting to order at 6:21 PM. The following Board members were present: Bill Jones, Wally Litchfield, Roy Letourneau, Curtis Lunt, Bradley Plante, Eda Tripp and Don Willard. Also present were MMWAC staff Michael Daily, Joseph Kazar, John King and Marc Vachon.

**2. Minutes of the April 29, 2014 Board Meeting**

Mr. Lunt made a motion which was seconded by Mr. Willard, and approved 8/0 to adopt the minutes.

**3. Monthly Activity Reports**

Ms. Tripp made a motion, seconded by Mr. Lunt and approved 8/0 to accept the April and May 2014 Activity Reports.

**4. Reserve Policy**

Finance Director Daily prepared an estimate of total cash and investments for the fiscal year that will end on June 30 of \$6,238,122. The FY14 Reserve Goal of \$5,872,511 will be met. Executive Director Kazar had noted that electric sales income has dropped significantly since April and is expected to remain well below prior years' revenues throughout FY15. The Executive Committee has recommended that the Board maintain the Reserve Goal at \$5,872,511, to not distribute any surplus due to expected revenue losses in FY15, and to review the situation in one year. Mr. Willard made a motion, seconded by Mr. Plante, and approved 8/0, to keep the Reserve Goal at the FY14 level, to not distribute any additional funds at this time in order to offset expected FY15 deficits and to stabilize member tip fees.

**5. Updates**

Union Negotiations

Negotiations are underway but no agreement has yet been reached.

Juniper Ridge Landfill Permit Amendment Appeal

The Board of Environmental Protection (BEP) held a hearing on April 7 to consider Casella's appeal of DEP's Final Order to allow Casella to dispose of 81,800 tons of municipal solid waste (MSW) for up to two years at the State's Juniper Ridge Landfill, an amount similar to the quantity of Maine MSW that had gone to the closed MERC WTE facility in Biddeford continues. The BEP issued a decision on June 23, 2014 to reaffirm the limit of 81,800 tons per year, but extended the timeframe from March 31, 2016 to March 31, 2018.

#### Insurance Renewal

The Executive Committee has approved renewal of insurance policies as marketed by Clark Insurance for the July 1 renewal of General and Excess Liability/Auto with Acadia, Property and Business Interruption with Starr/Ace, and D&O/Employment Practices/Crime/Fiduciary with Federal/Chubb. The total premium will be approximately \$92,457 as compared to \$93,909 in FY14. There are no significant changes in limits. The Committee selected a \$4M umbrella level and declined the terrorism coverage.

#### Electric Income

Electric income for FY14 was 8.8% higher than in FY13 due to the PURPA contract remaining in effect for the period July through December, and exceptionally high wholesale prices in January through March, followed by low prices the last three months of the fiscal year. For all of FY15 MMWAC's electricity will be sold at wholesale rates which are expected to be sharply lower than in the past. .

#### Other

It was noted that long-time Board member David Corcoran is no longer serving on the Board. His many services are appreciated.

### **6. Election of Officers and Appointment of Committees**

The Executive Committee, acting as the Nominating Committee has recommended the following slate of Officers and Executive Committee assignments for FY15: Mr. Landry as President, Mr. Lunt as Vice-President, Ms. Tripp as Secretary-Treasurer, and Directors Plante and Walker as Executive Committee members. Mr. Willard made a motion, seconded by Mr. Litchfield to move the nominations as proposed. President Landry asked if there were any other nominations. There were none and the motion was approved 8/0.

There being no further business the meeting adjourned at 7:28 P.M. on a motion by Mr. Willard, seconded by Ms. Tripp and approved 8/0.