



City of Auburn, Maine

60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

BOARD/COMMITTEE/WG MEETING AGENDA

Appointment Committee

April 16, 2025 | 4:00 PM

Auburn Hall, Room 204 – 60 Court St

1. Call to Order – Select Chair
2. Accept minutes from March 10, 2025
3. Open Session
4. Consider applications received for the following:

Board/Committee	Seats Available	Applications received by deadline
Housing Authority	1 (unexpired term ending 10/1/29)	Choukri Mahamoud, Craig Phillips
Zoning Board of Appeals	3 (2 terms ending 5/1/25, 1 associate member, 1 member; 1 member vacancy ending 5/1/25)	Evan Cyr*
Water District Board of Trustees	1 (unexpired term ending 3/1/26)	Andrew Titus, David Lyon
Board of Assessment Review	3 alternate member seats	No applications received.
* = Current member, applying for new term		

The Appointment Committee may enter Executive Session to discuss applications pursuant to 1 M.R.S.A. §405(6)(A).

5. Other business – Next meeting May TBD, for June 1 term expirations
6. Adjourn

Appointment Committee Meeting
March 10, 2025

Meeting moved to Council Chambers due to Conference Room 204 being occupied

Present: Councilors Gerry, Platz, Whiting and City Clerk, Emily Carrington

Councilor Platz appointed as Chair and opened meeting at 4:00pm.

Motion to approve minutes made by Councilor Whiting, seconded by Councilor Gerry.

Approved minutes 3-0.

No public present.

Executive session entered at 4:04pm on motion of Councilor Gerry, seconded by Councilor Whiting, pursuant to 1 M.R.S.A. §405(6)(A) to discuss applications.

Motion passed by unanimous consent to come out of executive session at 4:11pm.

Motion to nominate Bilal Hussein to the Planning Board, Associate Member, for a term ending 1/1/26 by Councilor Gerry, seconded by Councilor Whiting. Motion passed 3-0.

Motion to nominate Elisabeth Collier to the Board of Assessment Review by Councilor Whiting, seconded by Councilor Gerry. Motion passed 3-0.

Next meeting will be in April, TBD. The City Clerk will confirm a date and time by email.

Motion to adjourn at 4:14pm by unanimous consent, 3-0.

Respectfully submitted,

Emily F. Carrington, City Clerk

MS Choukri Siyad Mahamoud

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Status

Name	MS Choukri Siyad Mahamoud
Application Date	3/21/2025
Expiration Date	6/21/2025
Board Member	Choukri Siyad Mahamoud
Status	Validated

Board	Vacancies	Status	Actions
Auburn Housing Authority	2	Pending	<input type="checkbox"/>

Basic Information

Name
MS Choukri Siyad Mahamoud

Please describe why you wish to serve on the Committee/Board.
I wish to serve on the Committee/Board because I am deeply committed to making a meaningful impact in our community. I bring both lived experience and professional expertise in areas such as community engagement, health education, and nonprofit leadership. Serving on this board would allow me to contribute to important decisions that shape our shared future, while also amplifying the voices of underserved populations—especially immigrant women and families.

Are you presently serving on a City board or committee? If so, which one(s)?
No

Have you completed FOAA Training?
No

What is your ward?
1

Contact Information

Address
43 Damy Dr Apt 77,
Auburn, ME 04210

Yes, I am a resident
Yes

Email
choukrimahamoud6@gmail.com

Cell Phone
[\(207\) 344-4597](tel:(207)344-4597)

Additional Information

Notes

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Choukri Mahamoud
Choukrimahamoud6@gmail.com

43 Damy Dr, Apt 77
Auburn, ME 04210

207-344-4597

Capacity to keep under controls different factors. Adapting my style of conversation to different types of situations and people. Capacity to be focused on global picture despite to pursue little details. Capability to identify critical factors to prioritize. Professional with Extensive hands-on experience in Administration. Proficiency is my top priority! I'm a team player with excellent human relations and people skills. I have excellent problem-solving ability and work well under pressure. I have an ability to work in a fast space environment, independently or as a team member.

EXPERIENCE

Founder & Executive Director Empowered Immigrant Women Unite Lewiston, Maine July 2013 up now

- Founded and led Empowered Immigrant Women Unite, an organization dedicated to supporting and empowering immigrant women.
- Developed and implemented programs to provide resources, education, and advocacy for immigrant women in the community.
- Managed organizational operations, including budgeting, fundraising, and program development.

Title III Director Waterville, Maine March 2023 – June 2023

- Directed Title III programs, overseeing program implementation, budget management, and compliance with regulatory requirements.
- Developed monitoring and evaluation plans to assess program outcomes and ensure accountability.
- Conducted regular evaluations to measure program effectiveness and identify areas for improvement.
- Collaborated with internal and external stakeholders to gather feedback and input for program enhancement.

Finance Manager ProsperityME, Portland, Maine Jun. 2022 – Dec. 2022

- Oversaw financial operations for the Emergency Rental Relief (ERA) program for Cumberland County, managing a budget of \$4 million.
- Supervised staff accountant and ensured compliance with federal and state regulations.
- Maintained accurate accounting records and submitted monthly reports for the State.

Accountant Lewiston Housing Authority, Maine Feb. 2021 – May 2022

- Managed accounts receivable and accounts payable, maintained ledger, and analyzed and reported variances to Controller.
- Provided financial analysis support to Property Managers and trained new Controller.

Housing Specialist Lewiston Housing Authority, Maine Apr. 2021 – May 2021

- Calculated and drafted new contracts and rent adjustments for the Housing Choice Voucher program.
- Conducted orientations for program participants to educate them on HUD and LHA policies.
Intake and Customer Service Lewiston Housing Authority, Maine Feb. 2021 – Mar. 2021
- Provided assistance to Section 8 housing participants, collaborating with central management and property managers.

Lead Administrator, Djibouti, May 2008-October 2015

Technital Djibouti S.a.r.L, Djibouti

- Handling HR issues
- Help expatriate to accommodate and teach the country's laws, customs, and expectations.
- Direct contact with local Authorities and Government Departments for HR issues (VISA issues, job permits issuing and renewals, etc) and business issues (Patent renewal, invoices, payments of credit, etc..
- Provided multiples levels of administrative including preparing local and expatriate contract
- Translations in Somali, French and English
- Implement financial policies and procedures
- Reconcile the general accounting book
- Prepare and reconcile general bank statements
- Establish and maintain supplier accounts
- Data enter into the internal system
- Prepare income statements and balance sheets
- Assist the annual auditor for preparing official balance

Education

Certificate in Business Administration, May 2008-CMCC

A.A.S Business Administration and Management, December 2018-CMCC

Bachelor Applied Science/Business Administration August 2020-UMA

Master Business Administration May 2023-UMO

Training

BDO training

- Nuts & Bolts of Hud Accounting, Budgeting, and reporting, August 2021
University of Djibouti
- Seminar/training in Finance and Accounting, 2011

Competencies

- Languages

Fluent in French and Somali, Educated in English

- Computer Skills

Familiar with Word, Excel, Power Point, Microsoft outlook, Internet Browsers, QuickBooks, HAB, Avidxchange,

Craig Phillips

City of Auburn ME | Generated 3/25/2025 @ 9:35 am by OnBoardGOV - Powered by ClerkBase

Status

Name Craig Phillips
Application Date 3/18/2025
Expiration Date 6/18/2025
Board Member [Craig Phillips](#)
Status Validated

Board	Vacancies	Status	Actions
Auburn Housing Authority	2	Pending	<input type="checkbox"/>

Basic Information

Name
Craig Phillips

Please describe why you wish to serve on the Committee/Board.
I am interested in promoting access to affordable housing in Auburn.

What do you hope to accomplish?
To support and advance the mission of the Auburn Housing Authority.

Are you presently serving on a City board or committee? If so, which one(s)?
No

Have you completed FOAA Training?
No

What is your ward?
1

Contact Information

Address
192 field ave
Auburn, ME 04210

Yes, I am a resident
Yes

Email
craig.fieldavenue@gmail.com

Phone
[2074029336](tel:2074029336)

Cell Phone
[2074029336](tel:2074029336)

Additional Information

Notes

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Craig Phillips

192 Field Avenue, Auburn, Maine
402.9336
craig.fieldavenue@gmail.com

Experience

- Executive Director, Tedford Housing.
Brunswick, Maine
October, 2011 to January, 2020
- Executive Director, Common Ties Mental Health
Lewiston, Maine
January, 1987 to April, 2011
- Planning Associate and Program Manager
Maine Department of Mental Health
1977 to 1987

Education

- University of Maine at Orono
Bachelor Degree in Political Science
1971 to 1975

Skills and Abilities

- Self-directed
- Problem solver
- Calm under pressure
- A team player
- Excellent interpersonal and communication skills
- Manage multiple tasks and projects simultaneously
- Respected, dependable and trustworthy
- Manage and direct professional staff
- Coordinate meetings and agendas
- Develop and implement strategic plans
- Develop and manage agency budgets
- Develop and coordinate health and human service programs
- Oversee and direct human resources program
- Provide training on such topics as health and safety, new employee orientation
- Negotiate contracts with independent contractors
- Manage funding contracts with state and local partners

- Communicate and coordinate with community partners on matters of mutual of mutual interest.
- Interact with program beneficiaries and volunteers
- Engage in conflict resolution

**Community
and
Leadership**

Graduate of Leadership Maine-Nu class

Past member and President of the Auburn Lewiston
Kiwanis Club

Evan Cyr

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Status

Name Evan Cyr
Application Date 4/2/2025
Expiration Date 7/2/2025
Board Member [Evan Cyr](#)
Status Validated

Board	Vacancies	Status	Actions
Zoning Board of Appeals ::Member	1	Pending	<input type="checkbox"/>

Basic Information

Name
Evan Cyr

Please describe why you wish to serve on the Committee/Board.
I would like to be involved in enforcement of local zoning ordinance while providing residents a fair opportunity to seek relief from ordinance when appropriate.

What do you hope to accomplish?
I hope to promote fidelity in enforcement of local zoning ordiance.

Are you presently serving on a City board or committee? If so, which one(s)?
Lake Auburn Watershed Protection Commission

Have you completed FOAA Training?
Yes

What is your ward?
2

Contact Information

Address
122 Granite St
122 Granite St
Auburn, ME 04210

Yes, I am a resident
Yes

Email
egcyr@hotmail.com

Cell Phone
[207-991-1159](tel:207-991-1159)

Additional Information

Notes

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Evan G. Cyr

122Granite St.
Auburn, ME 04210

Phone: (207) 991-1159
Email: egcyr@hotmail.com

Professional Summary

Experienced municipal planning and land use policy specialist with over 15 years of expertise in zoning regulations, adjudicatory analysis, and community engagement. Skilled at interpreting zoning ordinances, evaluating variance requests, and addressing applicant requests with fairness and precision. Skilled in balancing regulatory compliance with practical solutions to address community needs, leveraging a collaborative approach to decision-making. Proven success resolving sensitive matters through collaborative decision-making and clear communication. Committed to upholding the integrity of zoning processes, ethical governance, and fostering transparency in public processes.

Areas of Expertise

-Zoning Regulations	-Land Use Planning	-Environmental Awareness in Planning
-State and Local Land Use Law	-Community Engagement	-Judicial and Adjudicatory Analysis
-Urban Design	-Conflict Resolution	-GIS and Mapping
-Public Policy	-Economic Development	-Transportation Planning
-Process Management	-Stakeholder Collaboration	-Ethical Decision-Making

Pertinent Governmental Experience

Commissioner - LAWPC 2020 – 2023, 2024 – Present

Lake Auburn Watershed Commission

- Elected Chair: One Term
- Elected Vice Chair: One Term
- Implementation of Rules of Order
- Create and enforce legal policy and zoning solutions to protect the public drinking water supply in compliance with State and Federal laws.
- Utilize data and information collectives to provide guidance and feedback to local municipalities and other stakeholders.
- Provide oversight of public education initiatives around and access or use of land within the watershed.
- Provide policy direction and directives to Auburn Water District regarding the Lake Auburn Watershed.

Associate Member, Zoning Board of Appeals 2014 – Present

City of Auburn, ME

- Staff training on Zoning Board of Appeals.
- Stay apprised of Planning Board decisions, local zoning ordinance, and State laws pertaining to the work of the Zoning Board.

Member of Planning Board 2012 – 2024

City of Auburn, ME

- Elected Chair of Planning Board: Three terms
- Elected Vice Chair of Planning Board: Three Terms
- Creation and implementation of new Form Based Code zoning ordinances to address housing inequity and promote traditional neighborhood growth patterns – 2014 through 2024
- Development of zoning changes to the AGRP zoning ordinances – 2018
- Draft and implementation of zoning changes and updates to the AGRP zoning ordinances – 2023
- Development of zoning changes and updates to the Lake Auburn Watershed Overlay District to increase protections of lake water quality and prolong the AWD's federal waiver of filtration for Lake Auburn – 2013 – 2023
- Development of Medical and Adult Use Marijuana Ordinances
- Development of changes to the City's Odor Ordinance
- Creation of Auburn's Adaptive Reuse Ordinances
- Creation and implementation of commercial solar ordinance
- Implementation of the 2010 and 2021 Update of the Comprehensive Plan through development of new ordinances and zoning regulations. Example: Form Based Code 2014 - 2024
- Create legal policy solutions to problems that meet municipal and other stakeholder objectives.
- Provide direction and feedback to City Council on land use, economic growth, future development, and zoning law.

- Draft and revise zoning ordinances at the municipal level in accordance with State and Federal law or guidelines.
- Work with members of the public and community to explain or resolve sensitive or controversial topics and issues
- Review and provide feedback of the Capital Improvement Plan and budget for the City Council.

Education

Administration Leadership	Endicott College	2017	Beverly, MA
CAS Education Leadership	University of New England	2015	Biddeford, ME
MA Secondary Education,	University of Maine	2005	Orono, ME
BA Anthropology	University of Maine	2005	Orono, ME

Pertinant Certifications and Trainings

MMA – Planning Board Legal Issues Training
MMA – Freedom of Access Act (FOAA) Training
City of Auburn Legal Overview Training (Sally Daggett)

Professional References

Doug Greene	City Planner & Planning Professional (Retired)	(207) 232-8694
Peter Bingham	Deputy Director – Econ. & Comm. Dev. Town of Cumberland	(207) 751-4193
Camille Parish	Chairperson Lake Auburn Watershed Commission	(207) 713-0202
Joshua Nagine	City Councilor – City of Lewiston Former Planning Board Member City of Lewiston, Maine	(207) 842-2125

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CERTIFICATE OF COMPLETION
FREEDOM OF ACCESS ACT
Training Required by 1 M.R.S.A. § 412

I, Evan Cyr, hereby certify that I have met the training
(*Name of official or public access officer*)

requirements set forth in 1 M.R.S.A. § 412 on 12/6/2024
(*Date of training*)

by completing the following training:

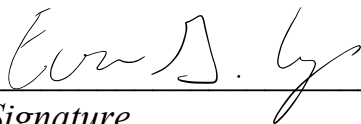
☒ A thorough review of all the information made available on the
Frequently Asked Questions portion of the State website,
www.maine.gov/foaa/faq.

☐ Another training course that includes this information, identified as follows:

(*Title of Course*)

(*Name of Course Provider*)

Dated this 6th day of December, 20 24.


Signature Evan Cyr

Printed Name

Elected/Appointed Office or Position

Note: A public access officer or an official subject to this section shall complete the training not later than the 120th day after the date the official assumes the person's duties as an official or the person is designated as a public access officer.

David Lyon

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Status

Name	David Lyon
Application Date	4/9/2025
Expiration Date	7/9/2025
Board Member	David Lyon
Status	Validated

Board	Vacancies	Status	Actions
Auburn Water District Board of Trustees ::Member	1	Pending	<input type="checkbox"/>

Basic Information

Name
David Lyon

Please describe why you wish to serve on the Committee/Board.
I love my city, and I am actively looking for ways that I can lend my experience and expertise to benefit my fellow citizens. Delivering dependable and clean water is one of the most important sevicees a City provides. The Trustees of this service must be committed to this fact, and be willing to work together as a team to both mainatin existing services, as well as develop future solutions. It is for these reasons that I would like to serve on this Board.

What do you hope to accomplish?
I hope to serve my city by becoming part of an active, important, and responsible board of Trustees. As my first appointment, I hope to learn as much as possible from current Board members, while also contributing as much as possible to the Board in order accomplish the objectives and tasks that we aree assigned to complete.

Are you presently serving on a City board or committee? If so, which one(s)?
No

Have you completed FOAA Training?
No

What is your ward?
3

Contact Information

Address
476 Court Street
Apt 1
Auburn, ME 04210

Yes, I am a resident
Yes

Email
internetoddjobs@gmail.com

Phone
[2077130484](tel:2077130484)

Business Phone
[2072283729](tel:2072283729)

Additional Information

Notes

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PROFILE

I am currently seeking employment in a career that is fulfilling both to myself and my community.

I have a very diverse set of job skills that I have obtained since 1981. I have worked in the fields of agriculture, residential construction, camping, logistics, event production, education, real estate, and non-profit organization management.

I live in Auburn Maine with my wife Lori. I have three adult children who also reside in Auburn. I currently run a small business that renovates abandoned residential properties and puts them on the market.

I enjoy spending time with my wife, playing disc golf, and playing tourist for a day in the beautiful state of Maine.

CONTACT

PHONE:
207-228-3729

EMAIL:
internetoddjobs@gmail.com

DAVID LYON

MANAGER

EDUCATION

Cairn University-Langhorne Manor, PA

1985-1989

Highest Degree earned--Bachelor of Science

Extra curricular--VP of student government, founder of the student volunteer organization IDEA

WORK EXPERIENCE

Argyle Properties LLC--Manager

2020-Present

Research, purchase, renovate, and sell residential properties in Maine. Responsibilities include general contracting, hiring contractors, managing budgets, communicating with investors, ensuring quality workmanship and preparing the properties for sale.

RGC Holdings LLC--Property Manager

2018-2022

Manage multi-unit properties in Westbrook and Gorham Maine. Responsibilities include collecting rent, making repairs as needed, working with Maine Housing, General Assistance, and Shalom House in order to provide Housing assistance to tenants.

RELEVANT PROFESSIONAL SKILLS

- Manage residential housing projects from beginning to completion
- Lead, mentor, and instruct team members in both personal and professional development
- Develop strong relationships and partnerships for business growth opportunities
- Maintain high standards of quality control to ensure customer satisfaction
- Manage multiple projects simultaneously within established timelines

Andrew Titus

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Status

Name	Andrew Titus
Application Date	4/9/2025
Expiration Date	7/9/2025
Board Member	Andy (Andrew) Titus
Status	Validated

Board	Vacancies	Status	Actions
Auburn Water District Board of Trustees ::Member	1	Pending	<input type="checkbox"/>

Basic Information

Name	Andrew Titus
Please describe why you wish to serve on the Committee/Board.	I was honored to serve on this board before. My experience would be helpful to the district and the City of Auburn
What do you hope to accomplish?	Mostly to insure that our water system remains strong and the ratepayers continue to get a good value.
Are you presently serving on a City board or committee? If so, which one(s)?	Yes. Mayors Ad Hoc Public Safety Building

What is your ward?
3

Additional Information

Notes

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Contact Information

Address	24 Rubellite Ln Auburn, ME 04210
Yes, I am a resident	Yes
Email	atitus001@yahoo.com
Phone	207
Cell Phone	240
Business Phone	1492