

PART II - CODE OF ORDINANCES  
Chapter 2 - ADMINISTRATION  
ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES  
DIVISION 5. Sustainability and Natural Resource Management Board

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***DIVISION 5. SUSTAINABILITY AND NATURAL RESOURCE MANAGEMENT BOARD  
(SNRB)***

**Sec. 2-477. Board established.**

A Board is hereby established pursuant to 30-A M.R.S.A. §§ 3261—3263 to consist of six members, including representatives of the city council, planning board, and four standing working groups on agriculture, conservation, the community forest, and sustainability. The planning board chair and the mayor may either serve on this board or appoint a representative to serve as members of the SNRB for a term of two years. The standing working groups on agriculture, conservation, the community forest, and sustainability shall nominate one representative each for approval by the Council; these members shall serve staggered three-year terms. There shall be one ex officio member of the board, consisting of the city manager or his/her designee.

**Sec. 2-478. Purpose.**

The purpose of the SNRB shall be to advance Auburn's commitment to sustainability by serving as a research, advisory and advocacy group on environmental issues and natural resource management within the City. The SNRB is created with the purpose of improving the relationship and communication between the City Council, existing committees, and staff with the aim of creating more effective organization of city sustainability efforts.

**Sec. 2-479. Qualifications.**

All members of the SNRB shall be selected on the basis of their knowledge of or interest in conservation, environmental science, agriculture, forestry, energy or related fields.

**Sec. 2-480. Powers and duties.**

- (1) SNRB will provide an interface between City leadership (City Council/ Mayor/City Manager), and four standing working groups (Conservation, Community Forest, Agriculture, Sustainability). SNRB will assure communication and coordination among the standing working groups, Council, and city staff.
- (2) SNRB will meet quarterly or as needed to set priorities for the standing working groups, review working group accomplishments, coordinate efforts, provide operating funds approved by the City Council for working group events, publications, etc. and develop brief quarterly updates for the Council. SNRB shall maintain a working relationship with the Planning Board.
- (3) The City shall identify staff to be resources for SNRB . It is not expected that staff attend all meetings, but rather attend or provide advice as needed.
- (4) SNRB may, upon approval by the City Manager or City Council advertise, and in coordination with the working groups, prepare, print and distribute books, maps, charts, plans and pamphlets which it considers necessary, if municipal appropriations provide financial resources to do so;
- (5) SNRB shall coordinate with City Manager any applications for grants from the federal or state governments, or private sources, to carry out the City's commitments to sustainability and responsible natural resource management;

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PART II - CODE OF ORDINANCES

Chapter 2 - ADMINISTRATION

ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES

DIVISION 5. Sustainability and Natural Resource Management Board

- (6) SNRB may recommend to the city council the acceptance of gifts in the municipality's name for any of the commission's purposes;
- (7) SNRB may perform such other functions as are permitted by this Code.

**Sec. 2-481. Officers, meetings and records.**

- (1) SNRB shall appoint a chair and secretary.
- (2) SNRB shall appoint members of the 4 standing working groups. Working group membership will be between 5 and 11 depending on need and volunteer interest.
- (3) Standing working groups shall provide a quarterly report to the SNRB.
- (4) All meetings of the SNRB and standing working groups shall be open to the public, and notice, if required by law, should be provided to the public about such meetings.
- (5) Minutes shall be kept of all meetings. Minutes and agendas will be made public through the City's website.

**Sec. 2-482. Standing Working Groups**

*Establishment:* The SNRB will oversee four standing working groups, each of which will have a distinct focus on agriculture, conservation, the community forest, or sustainability. Goals of the working groups are outlined below.

**Conservation Working Group**

The Conservation Working Group will be a standing working group of the Auburn Sustainability and Natural Resource Management Commission. The purpose of the Conservation Working Group shall be to promote responsible stewardship of the natural environment in Auburn through research, advocacy, and education.

The Conservation Working Group:

- a) Shall seek to coordinate the activities of conservation and recreation bodies organized for similar purposes;
- b) In coordination with the City GIS staff shall keep an index of all open areas within the city, whether publicly or privately owned, including open marshlands, swamps and other wetlands, for the purpose of obtaining information relating to the proper protection, development or use of those open areas. The working group may recommend to the city council or to any Board of the city a program for the better protection, development or use of such open areas, which may include the acquisition of conservation easements.
- c) Shall promote public awareness and appreciation for Auburn's natural environment through a broad education program. This may include organizing events, distributing educational materials, and coordinating with local conservation organizations, both private and public.
- d) Shall support and advise City staff on the sustainable management of Auburn's natural resources, and promote cooperation and information-sharing with regional, state, and federal agencies.
- e) Shall provide advisory opinions and recommendations to the City Council, Planning Board, and other municipal elected or appointed officials on matters pertaining to natural resource management in Auburn.
- f) Shall assist with and coordinate applications for grants from the Federal or State governments, or private sources, to improve conservation assets for the city including parks, trails, and the community forest.

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PART II - CODE OF ORDINANCES

Chapter 2 - ADMINISTRATION

ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES

DIVISION 5. Sustainability and Natural Resource Management Board

- g) Shall undertake any other conservation or environmental activity referred to it by the city council.

**Community Forest Working Group**

The Lewiston-Auburn Community Forest Board will be a standing working group of the Auburn Sustainability and Natural Resource Management Commission. The Community Forest Working Group shall develop and implement a program that promotes the socio-economic, environmental, and esthetic values of the Community Forest.

The Community Forest Working Group:

- a) Shall advocate for Auburn's Community Forest, defined as the sum of street trees, trees associated with public facilities including parks and schools, and public woodlots under the jurisdiction of the City or the School Department.
- b) Shall maintain Auburn's Tree City USA certification which includes Maine Arbor Week Activities.
- c) Shall raise funds and develop grant applications to support the Community Forest.
- d) Shall collaborate and coordinate with public and private organizations including the working groups of the Sustainability & Natural Resources Board, Planning Board and City Council to provide advice, information and policy recommendations.
- e) Shall advise staff concerning the Street Tree Inventory and Public Woodlots Forest Management Plan.
- f) Shall meet jointly with representatives from Lewiston to maintain the Lewiston-Auburn Community Forest Board (LACFB) established and continually operating since 2001. LACFB jointly established and manages the tree nursery on North Auburn Road under an easement for the benefit of both cities.
- g) Shall provide education opportunities to the public to enhance understanding and appreciation of issues related to the Community Forest, including tree planting, tree care, invasive plant and insect issues, and the socio-economic benefits of the Community Forest.

**Natural Products [and Agriculture](#) Working Group**

The Natural Products Working Group will be a standing working group of the Sustainability and Natural Resource Management Board. The purpose of Auburn's Natural Products Working Group shall be to proactively build a stronger natural resource economy in Auburn and to address the ongoing needs of protecting and promoting farms, farmland, woodlots, and natural resources based industries.

The Natural Products Working Group shall:

- a) Work to protect soils of statewide importance
- b) Promote local resource based economies
- c) Undertake education and community outreach to promote local commodities
- d) Provide assistance and contacts for local agricultural and resource based commercial initiatives at the state and federal levels

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PART II - CODE OF ORDINANCES

Chapter 2 - ADMINISTRATION

ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES

DIVISION 5. Sustainability and Natural Resource Management Board

- e) Raise funds and develop grant applications to support the goals of promoting natural products in Auburn.
- f) Review and provide recommendations concerning solar installations in AGRP zoned areas
- ~~f)g)~~ [Promote local food supplies and address local hunger issues.](#)

### **Sustainability Working Group**

The Sustainability Working Group will be a standing working group of the Auburn Sustainability and Natural Resource Management Commission. The mission of the Sustainability Working Group is to assist citizens of Auburn in making Auburn a Sustainable Community in the domains of environment, government operations, and culture.

The Sustainability Working Group:

- a) Through application of existing research and data acquired at the local level shall assist the city in developing policies and actions in sustainability that are aligned with the state's climate focus areas: modernization of buildings, transportation, emission reductions, environmental protection, healthy and resilient communities, investment in climate-ready infrastructure, and engagement of our citizens
- b) Shall assist City staff in identifying and securing grant funding to supplement city budget outlays for sustainability work.
- c) Shall work with the city staff and community partners to develop outcome metrics to measure the effectiveness of sustainability policies and actions. For example: do participation rates for curbside recycling or food composting increase with new recycling/compost bins and a targeted community education program?
- d) Shall collaborate with other community groups, the city and quasi-governmental groups to share resources and avoid duplication of efforts in pursuit of shared sustainability goals.
- e) Shall assist the city in budget planning to fund a Sustainability Manager position overseeing development of an Auburn Climate Action Plan, as well as current/future sustainability initiatives. Assist the city and the Sustainability Manager with the development of the Auburn Climate Action Plan.

### **Sec. 2-482.1. Limits of authority.**

Nothing contained within this section shall supersede the provisions of the Charter or contrary provisions of the Code. No powers and duties which may be exercised by commissions under state statute which are not explicitly provided in this article may be exercised by the Board created herein.