

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoint the following named persons to serve documents as Civilian Process Servers (employees and volunteers) on behalf of the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn for 2022. Constable Process Servers (Private) are not an agent or employee of the city or entitled to hold himself/herself out as such and is not authorized to carry a firearm in the performance of his/her duties, and that his/her authority to act as a constable is limited to private employment as a process server.

John Banville	Employee	Civilian Process Server	Without Firearm	Re-appointment
Anna Brown	Employee	Civilian Process Server	Without Firearm	Re-appointment
Maegan Kyllonen	Employee	Civilian Process Server	Without Firearm	Re-appointment
Kenneth Edgerly	Volunteer	Civilian Process Server	Without Firearm	Re-appointment
Glenn Garry	Volunteer	Civilian Process Server	Without Firearm	Re-appointment
Harry Gorman	Private	Constable Process Server	Without Firearm	Re-appointment
David O'Connell	Employee	Civilian Process Server	Without Firearm	Re-appointment

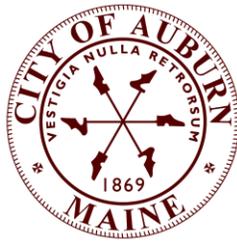
Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 02-01032022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Bryan Bachelder as the Local Sealer of Weights and Measures with a term expiration of December 31, 2022.

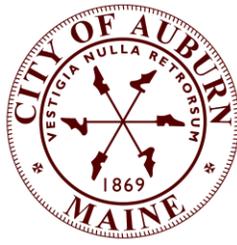
Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 03-01032022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes changing the second regular meeting of the City Council from Monday, January 24, 2022 to Tuesday, January 18, 2022.

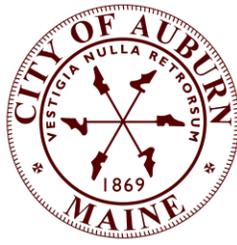
Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 04-01032022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby sets the time for opening the polls for 2022 elections to be 7:00 AM.

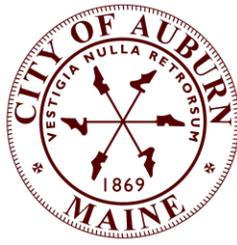
Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council direct staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council on the following four amendments:

- a. **Gracelawn area**; 148 acres from Agriculture and Resource Protection to Commercial Development District (CDD). Approximately, 37 acres are not shown as CDD in approved FLU mapping, but the council did approve utilizing the Auburn Lake Watershed Study. In that study they suggested moving the watershed boundary out and a result from that, we are suggesting moving the proposed CDD boundary out to match the new watershed boundary another 37 +/- acres as intended.
- b. **Washington Street Area**; 716 acres from General Business to Commercial Formed Based Code Gateway Development District. Approximately 9.63 acres were not included in the FLU mapping. But approved in the order by the council for the approval of the specific lot PID 199-052.
- c. **Court Street/City Core of Urban Residential Area**; 1,687.41 acres of Urban Residential to Traditional Neighborhood Development District Areas.
- d. **Subsurface Wastewater Disposal in the Lake Auburn Watershed**; Maintain a requirement for a minimum depth of 36 inches above the limiting factor/constraining layer (groundwater or bedrock), while allowing the use of State-approved alternative septic system and leach field designs that meet statewide standards.

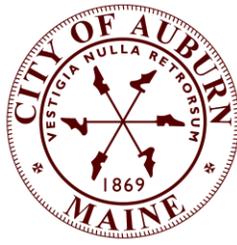
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# City Council Order

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Amended to prioritize bullets A, B, and C, and reviewing bullet D (Subsurface Wastewater Disposal in the Lake Auburn Watershed) last.

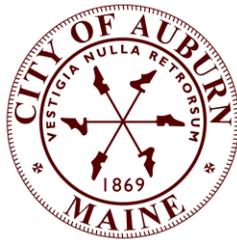
Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 06-01032022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby amends the Board and Committee Appointment Policy as attached.

Passage on 1/3/2022 6-0 (Councilor Hawes absent).

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**Phillip L. Crowell, Jr.**, City Manager

**ORDER: 06-01032022 (ATTACHEMENT)**

**CITY OF AUBURN  
BOARD AND COMMITTEE APPOINTMENT POLICY**

The Mayor shall appoint a three member committee hereinafter called the “Appointment Committee”. The Appointment Committee shall review all applications to boards or committees assigned per attachment “Committees of the City of Auburn”; the Committees may interview applicants, including incumbents, for vacancies on all City boards, commissions and committees.

The Appointment Committee may review term expirations and propose appointments as frequently as necessary. The Clerk shall notify the various boards, commissions, and committees of the upcoming expirations and any current vacancies., ~~the Mayor, the City Manager and the City Council members of the upcoming expirations and any current vacancies periodically, but not less than once per year.~~

Incumbents will receive notification from the Clerk reminding them of the expiration of their term and letting them know they need to reapply. Additionally, the Clerk shall post on the City website a notice of vacancy for at least 30 14 days. However, if a term becomes vacant due to a resignation, death, residency, disqualification, or other sudden vacancy, the committee may shorten or eliminate the ~~30-14~~ day posting. The Clerk will also notify all alternate members so that they may apply-submit a letter of interest for full membership, if interested.

A notice shall be placed on the City’s website. The Clerk may create an email group of neighborhood group contacts, Chamber, contacts and other interested individuals to which the advertisement may be sent.

Applications shall only be accepted during the posted period and must be postmarked no later than the deadline. Emails are acceptable and must be time stamped in advance of the deadline. Incumbents must reapply-submit a notice of interest each time. All new applicants are required to send a completed application form and it is recommended that they also send a resume and a cover letter to apply.

The Clerk shall notify the staff person to the board, commission, or committee in question, so that he/she can also have a conversation with any incumbents to let them know their term is expiring.

All boards, commissions, and committees will be provided with a brief description of that board’s duties and the qualifications for appointment will be in the header, notebooks containing the ordinances/by-laws pertaining to each board, commission, or committee, and a list of the incumbents on all boards.

The Appointment Committee meetings are considered a Public Meeting. The date and time of the meeting will be posted on the City website at least 2 days prior to the meeting. All City

Councilors will receive copies of the applications to review at least ~~one week~~two days prior to the Appointment Committee meeting. During the Appointment Committee meetings, the Committee may enter into Executive Session to review applications.

The Appointment Committee may vote by hand or by consensus on the nominee for each vacancy. If the Appointment Committee does not agree on a nominee, a vacancy may be re-advertised or presented to the City Council.

Within two business days after the nominations are completed, the Clerk shall notify the employees who staff the boards, commission, or committees, to let them know who is being nominated or that a position is being re-advertised. Also on that day, the Clerk shall notify applicants who are being nominated. Nominees shall be told when their appointment is going to the full Council agenda. Appointments will appear under the consent agenda and enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the ~~Agenda~~agenda under new business with possible Executive Session if needed. ~~Nominees will be asked to attend the meeting.~~

Except for legal retention purposes, resumes will not be kept for future vacancies, ~~once interviews have been held~~. The process shall start fresh each time, ensuring that resumes are current and received from applicants qualified to fill the positions.

The Clerk shall prepare the order for the Council meeting, noting the names, board to which members are being appointed and the term expiration date. ~~At the meeting, the Mayor shall ask the new board members to stand and introduce themselves, once the order has passed.~~

Within two business days, after the Council appointments are passed, the Clerk shall notify each new member, congratulating them, advising them of the expiration date of their term, telling them who the staff person is and letting them know they must be sworn in before their first meeting. A copy of the notification shall be sent to the staff person for that committee along with the new member's resume.

The website shall provide a complete list of all the board and committee members currently serving, ~~date of end of term, and date of original appointment.~~

All appointments in this policy are those subject to the approval of the City Council. ~~Appointments of the Mayor as conferred in Charter are subject to this process or processes.~~

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### **Alternate Member**

An alternate member shall participate in all meetings with the same rights as a full member, except they shall not have the right to vote. The right to vote shall only be conferred by a vote of full members present to fill an absence, temporarily vacated seat, or to replace a member who has removed themselves due a conflict of interest. Alternate members shall be appointed to voting rights on a rotating basis, so as to preserve fairness. The purpose of alternate members is to sustain a full voting board and to educate new interested persons before becoming

a full member. It is the intent but not mandate of the Council to promote Alternate Members to full membership before accepting new members to a board or committee.

### **Reports and Vacancies**

A vacancy on any appointive board, commission, or committee of the city shall exist upon the occurrence of any of the following events:

- (a) Death of a member.
- (b) Resignation of a member.
- (c) Moving by a member of the member's place of residence from the City of Auburn. When a member moves from the City of Auburn, the vacancy shall occur immediately and the member shall not serve at any further meetings.
- (d) Failure of a member to attend more than three (3) consecutive meetings or absence from five (5) meetings during the preceding twelve-month period.

### **Reporting actions and vacancies.**

The chairman of each board or commission of the city shall certify or cause the secretary of the board or commission to certify to the city council each month the actions of said board or commission, together with the record of absences of members. In such report, the chairman or secretary of each such board or commission shall notify the city council of any vacancy occurring on such board or commission. In the event that a vacancy occurs, the board or commission may, by majority vote of its membership, exclusive of the member affected, recommend to the city council that the attendance provision be waived for cause, in which case no vacancy shall exist until the city council disapproves the recommendation.

### **Removal from Office**

An official or officials who are alleged to have caused grounds for removal from office are subject to the "Policy for Removal of Officials Appointed to Boards, Commissions and Committees" approved as part of this policy.

**POLICY FOR REMOVAL OF OFFICIALS APPOINTED TO BOARDS,  
COMMISSIONS AND COMMITTEES**

1. Purpose. The purpose of this policy is to have in place a process for the removal of officials appointed to boards, commissions and committees
  2. Authority. The City Council exercises its authority to remove officials under Title 30-A, section 2601 which allows the removal for cause after notice and hearing.
  3. Cause. All grounds constituting cause cannot be detailed. However, the following are examples of conduct which may result in removal for cause:
    - A. More than three consecutive absences or five absences within a calendar year, unexcused by the Board, Commission or Committee by majority vote. This subsection may not be used unless the records of the Board, Commission or Committee reflect the facts constituting grounds. Nothing in this subsection shall be interpreted to prevent an official from requesting a leave of absence from the Council for unusual circumstances. Unusual circumstances could include, but not be limited to, illness of the official or an immediate family member; temporary relocation for employment, military duty or educational reasons; and increased temporary child care responsibilities. In making the decision whether or not to grant a leave of absence, the Council shall balance the needs of the City and the Board, Commission or Committee with the needs of the official.
    - B. Inappropriate public conduct or conduct to other officials related to the office held. Examples include but are not limited to verbal abuse to other officials or members of the public, or obstruction of meetings of the Board, Commission or Committee.
    - C. Impairment by alcoholic beverages or drugs at Board, Commission or Committee functions.
    - D. Indictment or conviction (1) for a Class C or higher Crime, or (2) for a Class D or lower crime or a civil violation, directly or indirectly affecting the office held. Examples of Class D or lower crimes or civil violations affecting the office held would be shoplifting a compact disk where the office involved the handling of money; or violations of a protected resource where the Board, Commission or Committee deals with that resource. These provisions apply even when the conduct leading to the indictment or conviction has taken place outside the City of Auburn or State of Maine.
    - E. Other reasons related to the good of the Committee, the City or the office held.
1. Removal procedure.

- A. Separation of roles. While a City Councilor sitting in a removal proceeding may be aware of the facts and circumstances leading to the proceeding, the City Council recognizes that no individual Councilor may prejudge the proceedings. Therefore, in a proceeding to remove an appointed official, the facts and circumstances shall be investigated by the City Manager or the City Manager's designee (hereinafter "the City Manager"), rather than an individual Councilor. Should allegations be brought to an individual Councilor, which the individual Councilor believes may be cause for removal, the individual Councilor shall turn the facts and circumstances over to the City Manager, and refer further inquiries to the City Manager. Inquiries to other Councilors shall be turned over to the City Manager. No Councilor shall participate in any removal hearing if that Councilor has an interest, a conflict, or is disqualified, under the Rules of Order and Procedure for Auburn City Council.
- B. Investigation. The City Manager shall investigate the allegations as soon as reasonably possible. If the City Manager determines the allegations create probable grounds for removal, the City Manager shall notify the official in writing that the City Manager is contemplating a recommendation to the City Council that the official be removed, outlining the City Manager's reasons. The City Manager shall provide the official a reasonable amount of time to provide the official's position on the allegations, before the City Manager finalizes the recommendation to the City Council.
- C. Hearing. If the City Manager recommends removal, the City Council shall schedule a hearing on the official's removal. The hearing shall be scheduled at a time which will allow the City Manager and the official an adequate opportunity to prepare their presentations to the City Council. At the hearing, the City Manager shall present the City's case with the official's case following. The presentations may include witnesses and exhibits, including documents. The City Manager and the officials shall provide each other a list of witnesses and exhibits at least seven days before the hearing date unless another time is agreed upon. Each party shall be allowed to ask questions of the other party's witnesses. Evidence will be admissible if it is evidence which would be relied upon by persons in the conduct of serious affairs. This means, for example, that hearsay evidence will not be excluded, and that the procedure will be conducted according to the principles of fair play rather than of strict rules of evidence.
- D. Confidentiality. The hearing shall be conducted in open session unless the Council determines public discussion could reasonably be expected to cause damage to the official's reputation or the official's

right to privacy would be violated. If the Council makes that determination, all related materials will be confidential until a final, non-appealable decision. Regardless of the Council's decision on public discussion, the official may request in writing that the hearing be conducted in open session, and that all related materials be public.

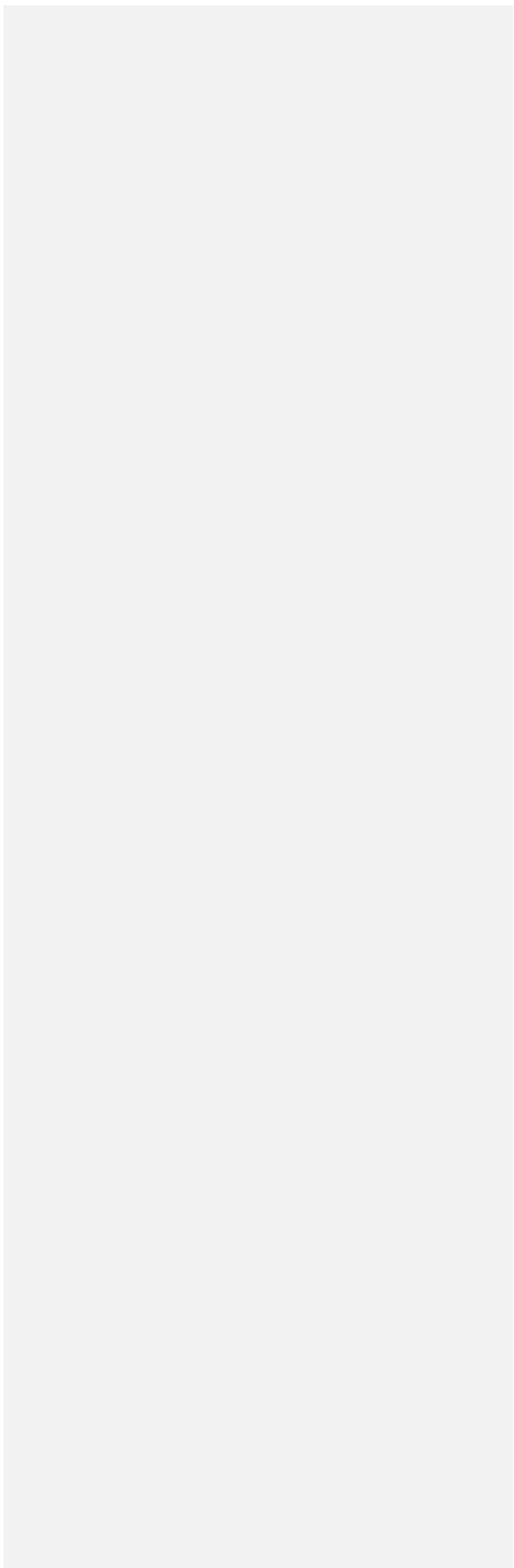
Even if the hearing is conducted in open session, it is not a public hearing. Stated differently, the only persons presenting testimony or evidence will be those persons selected by the City Manager or official. The general public will not be invited to testify at the hearing.

- E. Decision. After the City Council hears the evidence, it shall issue a written decision of those present and voting. The written decision shall state the facts and conclusions upon which the City Council relies in making its decision. If the written decision removes the official from office, the written decision shall become public as soon as it is a final, non-appealable, decision. The vote on the written decision shall be by majority vote.

- 5. Resignation. If the official elects to resign at any stage of this process, the process shall terminate, and any pending investigation or hearing under this process shall cease.

Boards & Committees of the City of Auburn – see Appendix

## **COMMITTEES & BOARDS OF THE CITY OF AUBURN**



## APPENDIX

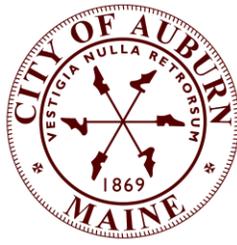
### COMMITTEES & BOARDS OF THE CITY OF AUBURN

#### **Board Name**

911 Committee  
Age-Friendly Community Committee  
Agriculture Committee  
Androscoggin County Budget Committee  
Androscoggin Transportation Resource Center (ATRC)  
Androscoggin Valley Council of Governments (AVCOG)  
Appointment Committee  
Auburn Business Development Corp (ABDC)  
Auburn Housing Authority  
Auburn & Lewiston Municipal Airport  
Auburn Public Library Board of Trustees  
Auburn Sewer District Board of Trustees  
Auburn Water District Board of Trustees  
Audit Committee  
~~Cable TV Advisory Board~~  
Citizen's Advisory Committee (CAC)  
City Council  
Community Development Block Grant (CDBG) Loan Committee  
Complete Streets Committee  
Conservation Commission

- Community Forest Subcommittee
- Parks Subcommittee

Ethics Panel  
Lewiston-Auburn Railroad Company (LARC)  
L/A Transit Committee (LATC)  
L/A Water pollution Control Authority  
Maine Waste-to-Energy  
Parks & Recreation Advisory Board  
Planning Board  
Registration Appeals Board  
Regulatory Advisory Board  
School Committee



**ORDER 07-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Brian Dubois to the Planning Board as a full member with a term expiration of 1-1-2025.

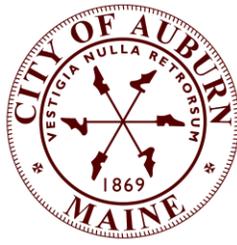
Passage on 1/18/2022 7-0.

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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 08-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED, ORDERED,** that the City Council hereby appoints Toni Ferraro to the Planning Board as a full member with a term expiration of 1-1-2024.

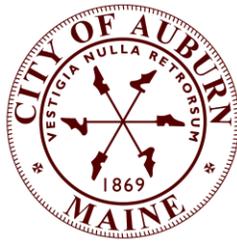
Passage on 1/18/2022 5-2 (Councilors Gerry and Whiting opposed).

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 09-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Joshua Daigle to the Planning Board as an associate member with a term expiration of 1-1-2023.

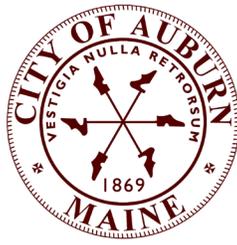
Passage on 1/18/2022 5-2 (Councilors Gerry and Whiting opposed).

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 10-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Kathy Shaw to the Regulatory Advisory Board with a term expiration of 6-1-2022.

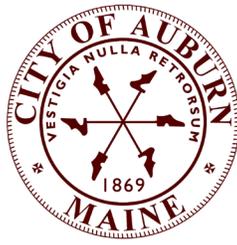
Passage on 1/18/2022 7-0.

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**ORDER 11-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints James Timoney to the Auburn-Lewiston Airport Board with a term expiration of 1-1-2023.

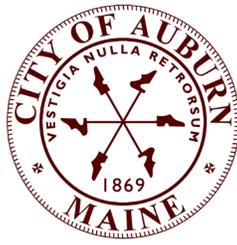
Passage on 1/18/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 12-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Patricia Madore to the 9-1-1 Committee with a term expiration of 1-1-2024.

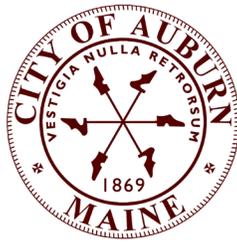
Passage on 1/18/2022 7-0.

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**ORDER 13-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Jennifer Kimble to the Auburn Housing Authority Board of Commissioners with a term expiration of 10-01-2025.

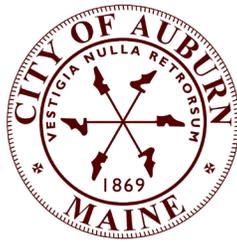
Passage on 1/18/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 14-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Tina Eugley to the Age Friendly Committee with a term expiration of 6-1-2023.

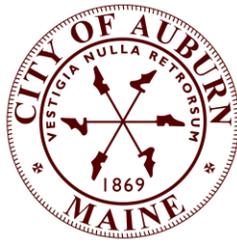
Passage on 1/18/2022 7-0.

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**ORDER 15-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Pam Rousseau to the Agriculture Committee with a term expiration of 4-1-2024.

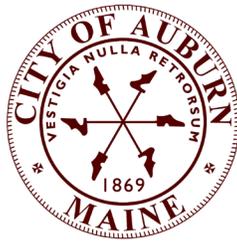
Passage on 1/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 16-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints David Gonyea to the Public Safety Building Ad hoc Committee.

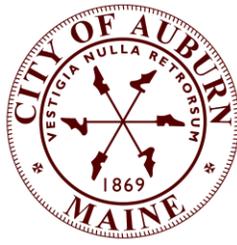
Passage on 1/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 17-01182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby adopts the revised CDBG-CV budget as recommended by the Business & Community Development Office.

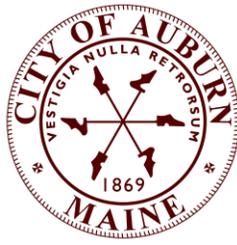
Passage on 1/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby adopts the following policy for holding remote meetings pursuant to 1 M.R.S.A. § 403-B.

### Auburn City Council Remote Meeting Policy

**1. Attendance.**

Council members are expected to be physically present for council meetings except when the mayor determines an emergency or urgent issue that requires the entire council to meet remotely. In such circumstances, the council members will participate in the meeting remotely through telephonic or video conferencing.

**2. Notice.**

Notice of all council meetings shall include the means by which members of the public may access the meeting remotely, if applicable. Copies of the agenda, together with relevant supporting documents, shall be made available to members of the public to the same extent as customarily available.

**3. Voting.**

During a remote meeting, all members are present for the purposes of a quorum and voting. Votes taken during meetings using remote methods shall be taken by a roll call vote that can be heard (if using telephonic conferencing) or seen and heard (if using video conferencing) by members of the council and by members of the public.

**4. Remote Public Participation.**

Members of the public shall be afforded a meaningful opportunity to attend and participate in council meetings by remote methods when a remote meeting is called. Members of the public shall be restricted to remote participation only when there is an emergency or urgent issue that requires the council to meet remotely under Section 1 of this policy. Reasonable accommodations may be provided when necessary to provide access to individuals with disabilities.

**5. Remote methods.**

As used in this policy, "remote methods" means telephonic, or video technology allowing simultaneous reception of information and may also include other means necessary to provide reasonable accommodations to individuals with disabilities. Remote participation by council members cannot be by text-only means such as email, text messages, or chat functions.

Legal Reference: 1 M.R.S.A. § 403-B and 1 M.R.S.A. § 406

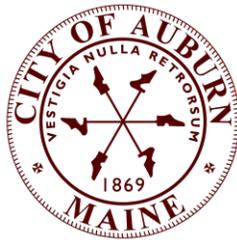
Passage on 1/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 19-02072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council appoint a Representative (City Manager) and designate an Alternate (Assistant City Manager) to vote on behalf of the City of Auburn at the Maine Service Centers Coalition business meetings.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk      Date

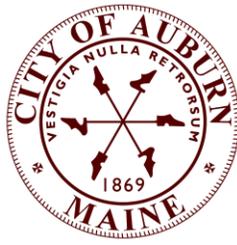
Passage on 2/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 20-02072022**

# City Council Order

## IN CITY COUNCIL

ORDERED, that the City Council hereby grants the City Manager or his designee the authority to negotiate and execute a purchase and sale agreement for the property located at 424 Mt. Auburn Avenue.

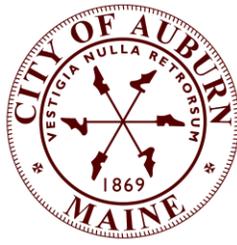
Passage on 2/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 21-02072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council hereby approves the allocation of \$565,000.00 from the American Rescue Plan Act (ARPA) funding to support the premium pay and retention efforts for Municipal employees.

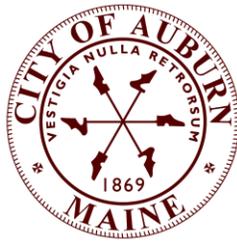
Passage on 2/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 22-02072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council hereby approves the allocation of \$350,000.00 from the American Rescue Plan Act (ARPA) funding to support the replacement and upgrade of software's/ platforms including Energov, Patriot and record digitizing.

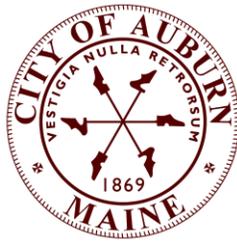
Passage on 2/7/2022 6-0-1 (Councilor Staples abstained).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 22-02072022**

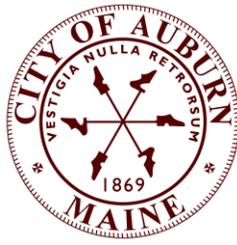
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 23-02072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council hereby approves the allocation of \$150,000.00 from the American Rescue Plan Act (ARPA) funding to support water and sewer studies and implementation stemming from studies.

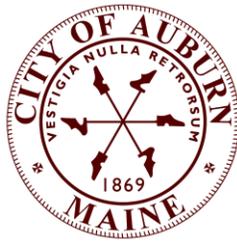
Passage on 2/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 24-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council hereby confirms Chief Moen's appointment of Timothy Robinson as a Constable with firearm for the Auburn Police Department.

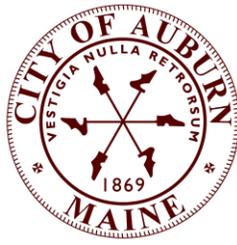
Passage on 2/22/2022 6-0 (Councilor Morin absent).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 25-02072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council hereby approves the allocation of \$250,000.00 from the American Rescue Plan Act (ARPA) funding to support the Evaluation and analysis of transportation efforts throughout the City and regionally.

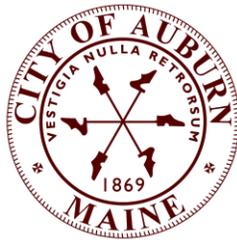
Passage on 2/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 25-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Kathy Shaw to the Regulatory Advisory Board with a term expiration of 6-1-2022.

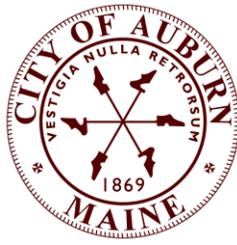
Passage on 2/22/2022 6-0 (Councilor Morin absent).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 26-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Paul Jacques to the Planning Board as an associate member with a term expiration of 1-1-2023.

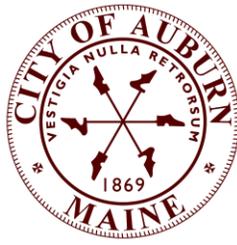
Passage on 2/22/2022 6-0 (Councilor Morin absent).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 27-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Stephen Ness to the Auburn Sewer District with a term expiration of 3-1-2026.

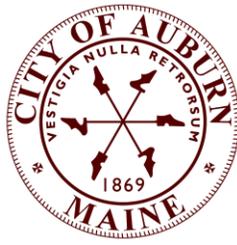
Passage on 2/22/2022 6-0 (Councilor Morin absent).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 28-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Eric Gould to the Auburn Water District Board of Trustees with a term expiration of 3-1-2026.

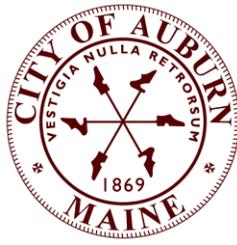
Passage of order 28-02222022 4-3 (there was a tie vote 3-3 with Councilors Gerry, Whiting, and Walker opposed, and in accordance with the City Charter, Article III, Section 3.3, the Mayor voted to break the tie vote and voted in support).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 28-02222022**

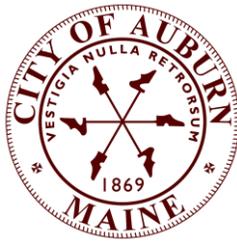
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 29-02222022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Dan Bilodeau to the Auburn Water District Board of Trustees with a term expiration of 3-1-2026.

Passage on 2/22/2022 6-0 (Councilor Morin absent).

**Richard Whiting**, Ward One

**Joseph Morin**, Ward Four

**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two

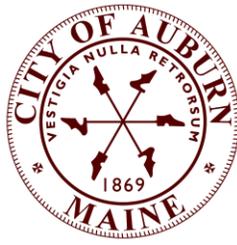
**Leroy G. Walker**, Ward Five

**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three

**Dana Staples**, At Large

**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## City Council Order

### Amending the #6 Proctor & Gamble (Tambrands II) Municipal Development Tax Increment Financing Development Program

**WHEREAS**, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as the Tambrands II Tax Increment Financing District (the "District") and to adopt a development program for the District (the "Development Program"); and

**WHEREAS**, on November 6, 2000 the Auburn City Council designated the District and adopted a Development Program for the District (the "Original Development Program"), which received the approval from the Maine Department of Economic and Community Development (the "Department"); and

**WHEREAS**, the City desires to adopt the First Amendment to the District and Development Program (the "First Amendment") to continue to achieve the District's original goals by revising the percentage of taxes paid on captured assessed value allocated to Tambrands Inc. ("the Company") in the Credit Enhancement Agreement; and

**WHEREAS**, the City Council has held a public hearing on February 21, 2022, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of amending the Original Development Program and Credit Enhancement Agreement in accordance with the requirements of 30-A M.R.S.A. § 5226; and

**WHEREAS**, the City Council has considered the comments provided at the public hearing, both for and against the adoption of the First Amendment, if any; and

**WHEREAS**, it is expected that approval will be sought and obtained from the Department, approving the First Amendment; and

### **NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF AUBURN, MAINE:**

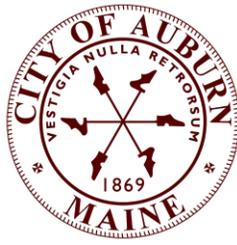
**Section 1.** The proposed First Amendment will contribute to the economic growth or well-being of the City or to the betterment of the health, welfare or safety of the inhabitants of the City. Pursuant to Title 30-A M.R.S.A. Section 5226(5), this First Amendment does not result in the District being out of compliance with any of the conditions of 30-A M.R.S.A. Section 5223(3) which include the percentage of area the District that is suitable for commercial use or other allowable uses, the acreage caps for single TIF districts and for all TIF districts in the City, and the total TIF district valuation cap. The City Council has considered any evidence presented regarding potential substantial detriments to a party's existing business and determined that any adverse economic

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

effect of the proposed First Amendment on a party's existing business is outweighed by the contribution made by the First Amendment to the economic growth or well-being of the City or to the betterment of the health, welfare or safety of the inhabitants of the City.

**Section 2.** Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City Council hereby amends the Tambrands II Municipal Development Tax Increment Financing Development Program and adopts the First Amendment, all as more particularly described in the First Amendment presented to the City Council herewith. Such First Amendment is hereby incorporated by reference into this vote as the Development Program for the District.

**Section 3.** The City Manager, or his duly appointed representative, is hereby authorized, empowered and directed to submit the proposed First Amendment to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. § 5226(2). In addition, the City Manager, or his duly appointed representative is hereby authorized, empowered, and directed to execute the amended Credit Enhancement Agreement on terms that are consistent with the First Amendment.

**Section 4.** The foregoing adoption of the First Amendment shall automatically become final and shall take full force and effect upon receipt by the City of approval of adoption of the First Amendment by the Department, without requirement of any further action by the City, the City Council, or any other party.

**Section 5.** The City Manager, or his duly appointed representative, is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the documents adopting the First Amendment as he may deem reasonably necessary or convenient in order to facilitate the process for review and approval of the First Amendment by the Department, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Council in adopting the First Amendment.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk

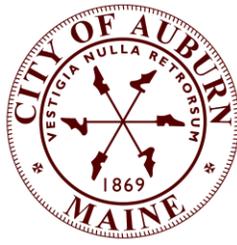
Date

Public hearing and passage on 2/22/2022 6-0  
(Councilor Morin absent).

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 30-02222022**

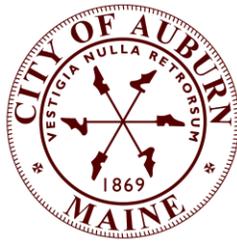
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 31-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Jonathan LaBonté to the Lewiston-Auburn Railroad Company from April 2022 to April 2025.

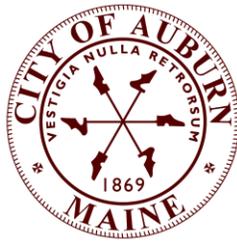
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 32-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council hereby authorizes Jason Levesque to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company.

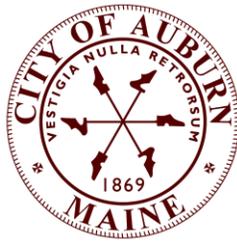
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 33-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the request by American Lung Association in Maine to waive the Police Department detail fee of \$1040.00 for Trek Across Maine taking place June 17<sup>th</sup> and June 18<sup>th</sup>.

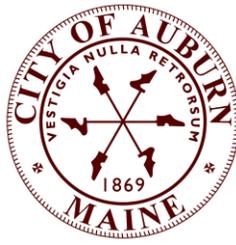
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

### **ORDER, AUTHORIZING LOANS OF UP TO \$1,298,488 THROUGH THE STATE SCHOOL REVOLVING RENOVATION FUND**

**WHEREAS**, the City desires to obtain one or more loans through the Maine Municipal Bond Bank’s (the “Bond Bank”) School Revolving Renovation Fund (“SRRF”) under the Maine School Facilities Finance Program to finance renovations and improvements to the Regional Education Treatment Center/SOS, Auburn Middle School and Walton Elementary School; and

**WHEREAS**, the City expects to enter into one or more loan agreements with the Bond Bank in an aggregate amount not to exceed \$1,298,488, provided, however, that the City anticipates that 67.05% of said loan or loans (estimated to be \$870,636) will be forgiven and that the City will be obligated to repay the 32.95% balance of said loan or loans (estimated to be \$463,386);

**NOW, THEREFORE, BE IT ORDERED BY THE AUBURN CITY COUNCIL**, pursuant to Section 5772 of Title 30-A of the Maine Revised Statutes, as amended, the Auburn City Charter and all amendments thereof, and all other authority thereto enabling, and following a public hearing duly called and held as required by Article 8, Section 8.13 of the City Charter:

THAT the Finance Director / City Treasurer are hereby authorized to borrow an amount not to exceed \$1,298,488, of which 67.05% (estimated to be \$870,636) is expected to be forgiven and 32.95% (estimated to be \$463,386) is expected to be repaid under the terms of the SRRF program (the “SRRF Loans”), and to evidence the amount of such SRRF Loans to be repaid under the SRRF program through the issuance of the City’s general obligation bonds (anticipated to be an amount not to exceed \$463,386), the proceeds of which are hereby appropriated to fund the costs of the following school renovations and improvements (including costs of issuance, capitalized interest, and any other costs related or ancillary thereto) (referred to as the “Projects”):

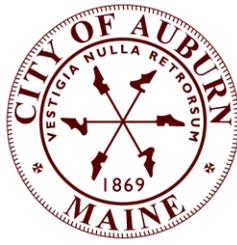
<b>Amount</b>	<b>Description</b>
\$1,000,000	Regional Education Treatment Center/SOS – ADA Compliance - Elevator/Bathrooms Renovations and Improvements
\$83,430	Auburn Middle School – Window Replacement and Improvements
\$215,058	Franklin School – Window and Door Replacement and Improvements

THAT the bonds shall be issued as authorized hereunder and shall be signed by the Finance Director / City Treasurer, attested by the City Clerk under the seal of the City.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

THAT the bonds may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the Finance Director / City Treasurer.

THAT the bonds authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director / City Treasurer.

THAT the Finance Director / City Treasurer is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town such loan agreements, contracts, and other agreements, documents and certificates as may be necessary or appropriate as determined and approved by the Finance Director / City Treasurer in connection with the financing of the Projects (the "Financing Documents"), which Financing Documents shall be in such form and contain such terms and conditions, not inconsistent herewith, including the usual and customary terms as is required by the Bond Bank under its SRRF program, as may be approved by the Finance Director / City Treasurer such approval to be conclusively evidenced by her execution thereof.

THAT the Finance Director / City Treasurer and Clerk be, and hereby are authorized and empowered in the name of the City and on its behalf to do or cause to be done all such other acts and things as may be necessary or desirable in order to complete the SRRF Loan and to effect the issuance, sale and delivery of the bonds hereinabove authorized.

THAT a tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year.

THAT if the Finance Director / City Treasurer or Clerk are for any reason unavailable to complete the SRRF Loan and to approve and execute the bonds or any of the Financing Documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.

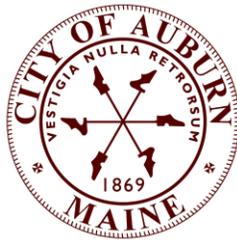
THAT if any of the officers or officials of the City who have signed or sealed the bonds shall cease to be such officers or officials before the bonds so signed and sealed shall have been actually authenticated or delivered by the City, such bonds nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such bonds had not ceased to be such officer or official; and also any such bonds may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such bonds, shall be the proper officers and officials of the City, although at the nominal date of such bonds any such person shall not have been such officer or official.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 34-03072022**

## City Council Order

THAT the authority to issue the bonds authorized hereunder shall automatically expire 2 years from the date this Order is approved.

A public notice providing a general summary of the proposed borrowing was published the same on March 5, 2022, in the Lewiston Sun-Journal, a daily newspaper published in Androscoggin County.

A public hearing was held on March 21, 2022.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk

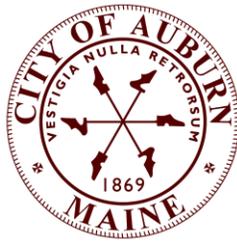
Passage of first reading on 3/7/2022, 7-0.  
Public hearing and passage of second reading  
on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED,**

**Approving the TIF #26 North River Road Apartments Municipal Development Tax Increment Financing Development Program**

**WHEREAS**, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as the TIF #26 North River Road Apartments Municipal Tax Increment Financing District ("the District") and to adopt a development program for the District (the "Development Program"); and

**WHEREAS**, there is a need to provide continuing employment opportunities for the citizens of the City and the surrounding region; to improve and broaden the tax base of the City; and to improve the general economy of the City, the surrounding region and the State of Maine; and

**WHEREAS**, adopting and implementing the District and the Development Program will help to improve and broaden the tax base in the City and improve the economy of the City and the State of Maine; and

**WHEREAS**, the City has held a public hearing on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. §5226, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City; and

**WHEREAS**, the City desires to designate the District and to adopt the Development Program for the District; and

**WHEREAS**, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development ("DECD"), approving the designation of the District and the adoption of the Development Program; and

**NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF AUBURN, MAINE:**

**Section 1.** The City hereby finds and determines that:

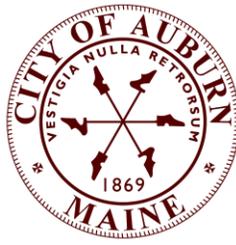
(a) At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is in need of rehabilitation, redevelopment or conservation or is suitable for

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

commercial uses as defined in 30-A M.R.S.A. §5223(3); and

(b) The total area of the District does not exceed two percent (2%) of the total acreage of the City, and the total area of all development districts within the City (including the District). does not exceed five percent (5%) of the total acreage of the City; and

(c) The aggregate original assessed value of the District plus the original assessed value of all other existing tax increment financing districts in the City does not exceed five percent (5%) of the total value of taxable property within the City as of April 1, 2021; and

(d) The City Council has considered all evidence presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined

that any such adverse economic effect on or detriment to any existing business is outweighed by the contribution expected to be made through the District and the adoption of the Development Program. The projects and improvements described in the Development Program will contribute to the economic growth and well-being of the City and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City, including employment opportunities, a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

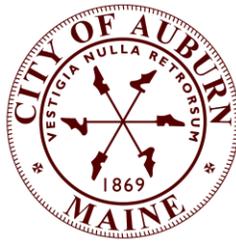
**Section 2.** Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City hereby designates the District and adopts the Development Program all as more particularly described in the Development Program presented to the City Council and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

**Section 3.** Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of increased assessed value to be retained in the District as captured assessed value and the term for which it will be retained is hereby established as set forth in the Development Program.

**Section 4.** The City Manager be, and hereby is, authorized, empowered and directed to submit the designation of the District and the Development Program to DECO for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

**Section 5.** The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon receipt by the City of approval of the designation of the District and adoption of the Development Program by DECO, without requirement of any further action by the City, the City Council, or any other party.

**Section 6.** The City Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions and corrections to the Development Program or to the



## City Council Order

scope, cost or description of the public improvements to be financed with tax increment revenues generated by the District as described in the Development Program, and to the exhibits to the Development Program, as the City Manager deems reasonably necessary or convenient, necessary in order to facilitate the process for review and approval of the District or the Development Program by DECD, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

**Section 7.** This Order shall take effect immediately upon adoption.

Approved March 7, 2022, by the City Council, at a meeting duly convened and conducted in Auburn, Maine.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk      Date

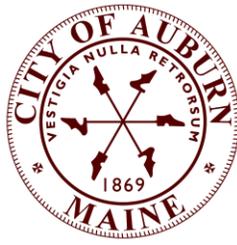
Public hearing and passage on 3/7/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager

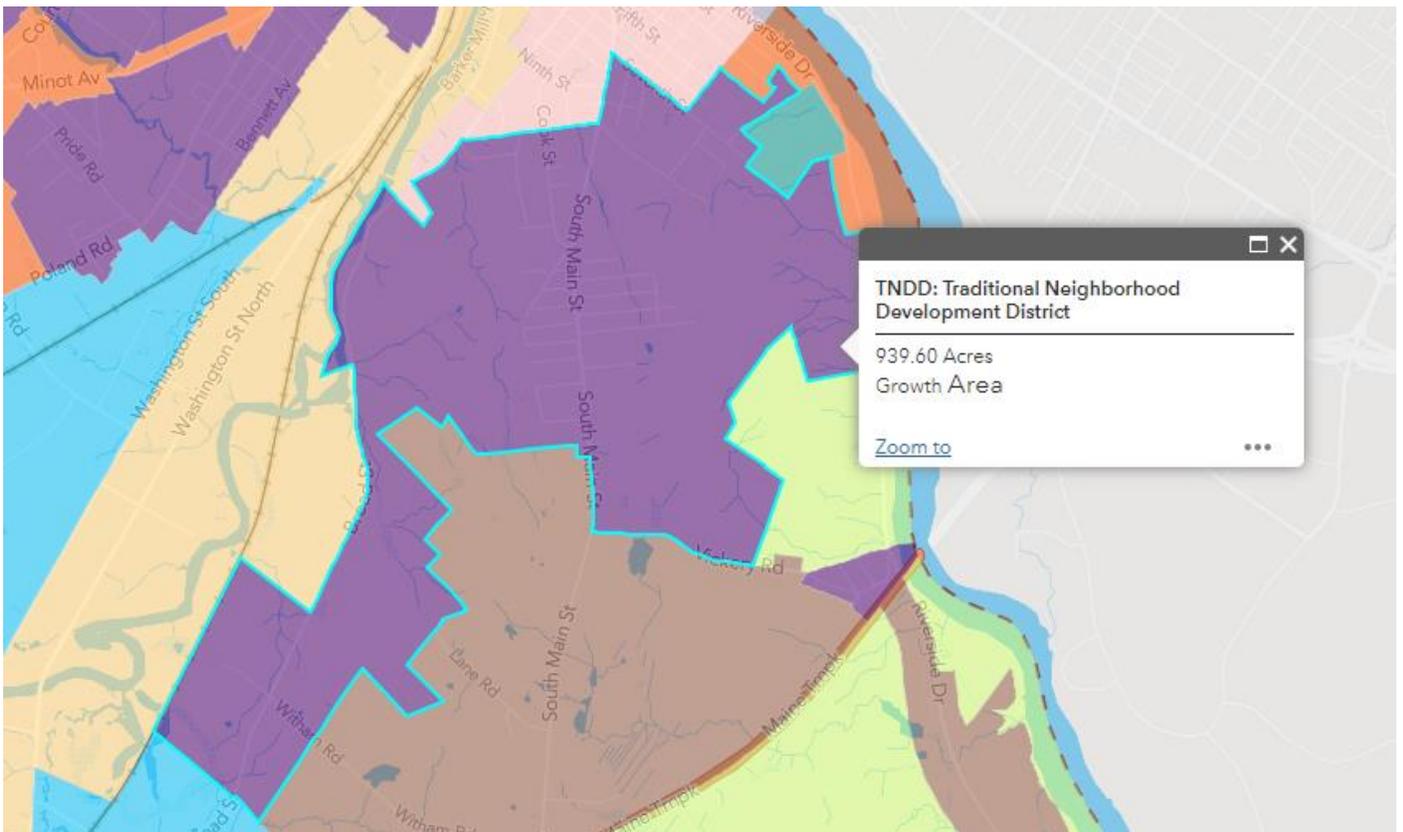


# City Council Order

## IN CITY COUNCIL

**ORDERED**, That the City Council direct staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council on the following four amendments:

- a. **New Auburn and Broad Street Traditional Neighborhood District Form Based Code Expansion**

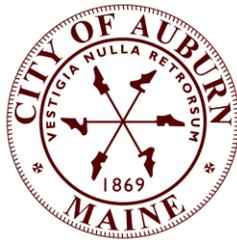


Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the New Auburn Urban Residential Areas and to Broad Street as outlined on the adjacent Map. The area includes 936 acres within a designated Growth Area.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Jason J. Levesque**, Mayor

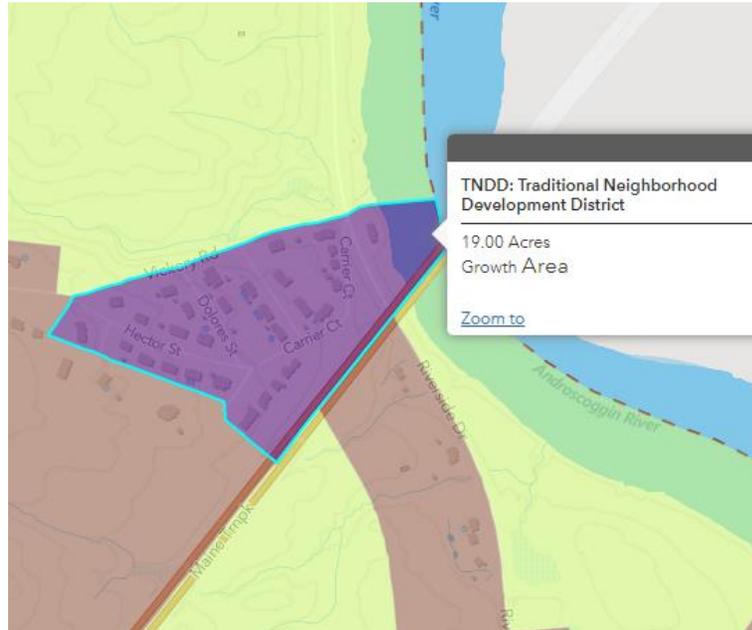
**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## **b. Vickery Road Traditional Neighborhood District Form Based Code Expansion**

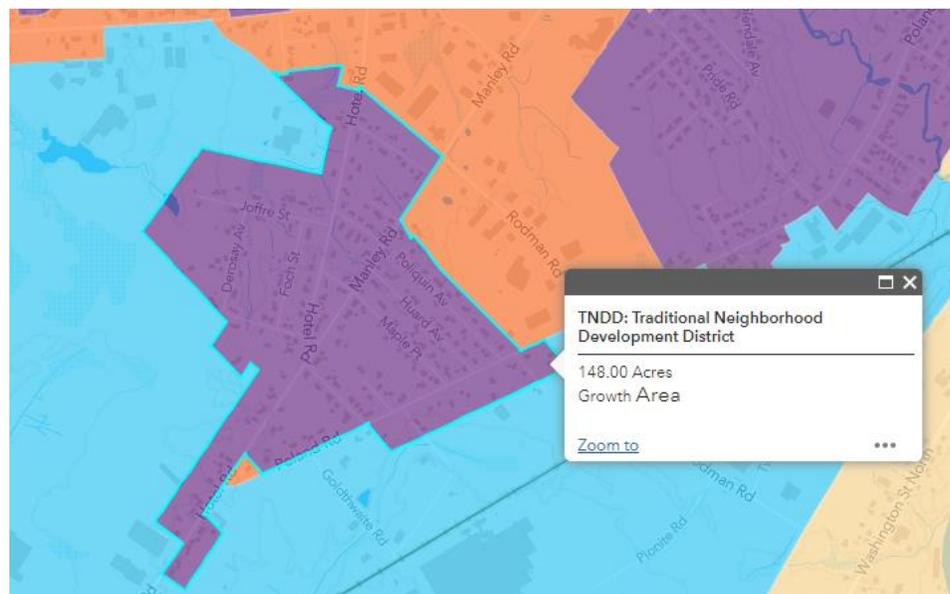
Initiate consideration of the Comprehensive Plan recommendation to expand T.4.2 Traditional Downtown Neighborhood to the Vickery area as outlined on the adjacent Map. The area includes 19 acres within a designated Growth Area.



the  
Road

## **c. Poland/Manley/Hotel Road Traditional Neighborhood District Form Based Code Expansion**

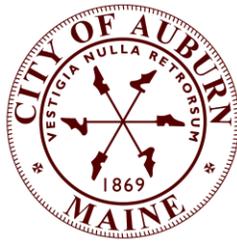
Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Poland/Manley/Hotel Road Residential area as outlined on the adjacent Map. The area includes 148 acres within a designated Growth Area.



**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

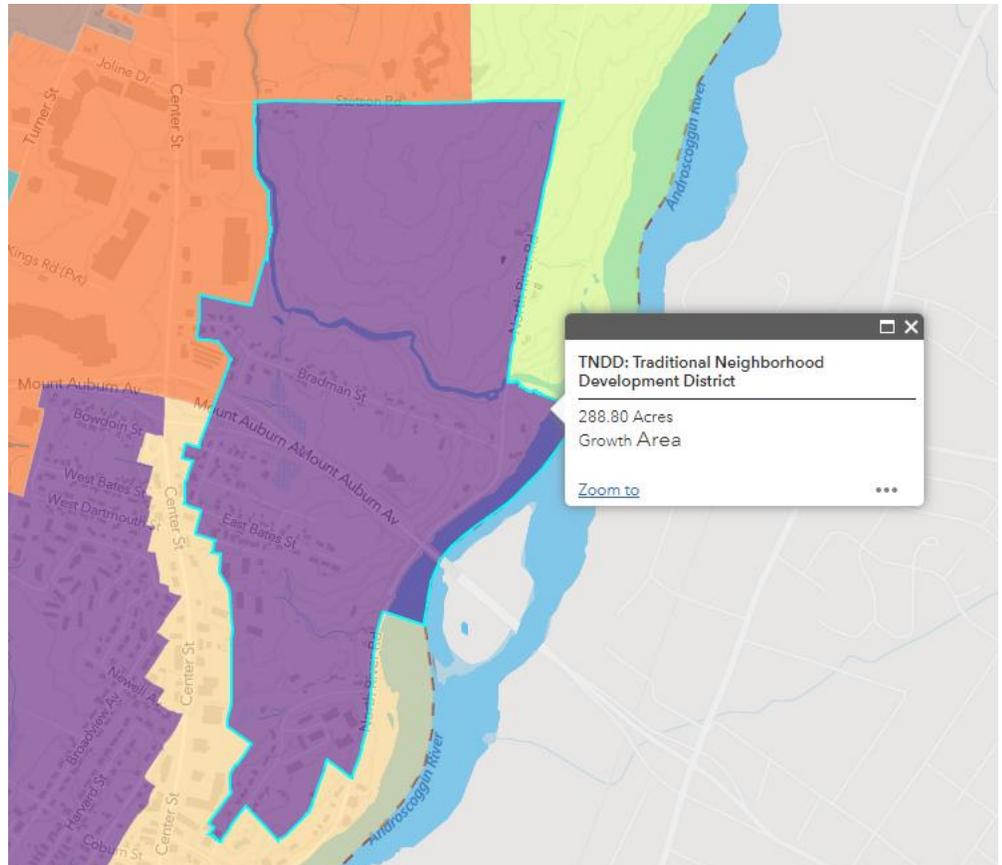
**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

**d. Bates, Bradman, Stetson Traditional Neighborhood District Form Based Code Expansion**

Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Bates, Bradman, Stetson Road Residential area as outlined on the adjacent Map. The area includes 288 acres within a designated Growth Area.

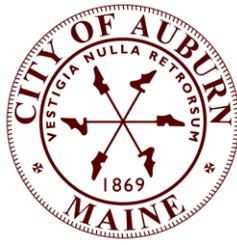


Passage on 3/7/2022, 7-0.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 37-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn Allocate Five Hundred Thousand (\$500,000) dollars of ARPA Funds to relocate and expand the Business and Community Development Department to a location the will better serve our residents and allow for expanded services in response to the impacts of the COVI-19 Pandemic.

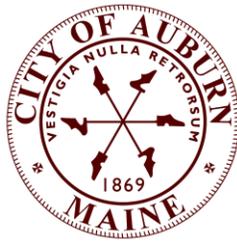
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 38-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City of Auburn allocate Five Hundred Thousand Dollars (\$500,000) of ARPA Funding to create an Economic Development Revolving Loan Pool conforming to the Rules and Guidance provided by the US Treasury Department.

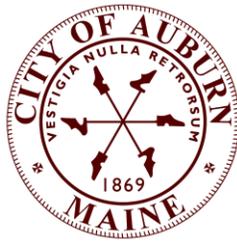
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 39-03072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn reallocate Fifty Thousand Dollars (\$50,000) of the original ARPA Funds (\$250,000) allocated under order 75-07192021 to be used for Maine residents owning rental property in Auburn for the same purposes and benefits.

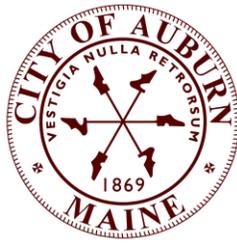
Passage on 3/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 40-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints David Griswold to the Sustainability and Natural Resource Management Board with a term expiration of 4/1/2025.

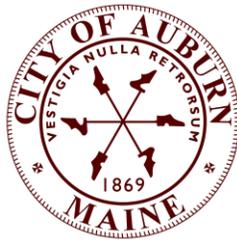
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 40-03212022**

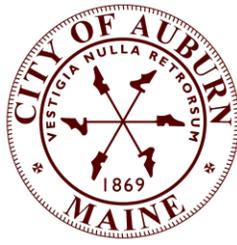
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 41-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Ralph Harder to the Sustainability and Natural Resource Management Board with a term expiration of 4/1/2024.

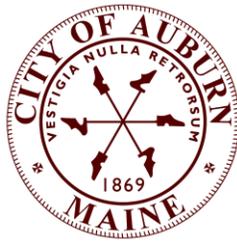
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Ryan Hawes**, Ward Two  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 42-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints William Sylvester to the Sustainability and Natural Resource Management Board with a term expiration of 4/1/2024.

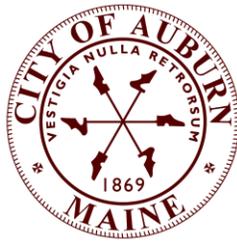
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 43-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Jane Costlow to the Sustainability and Natural Resource Management Board with a term expiration of 4/1/2023.

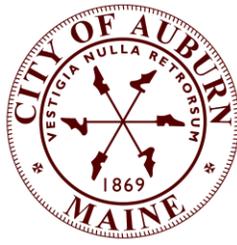
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 43-03212022**

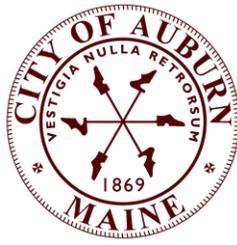
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 44-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Karen Scammon as the City Tax Assessor for a two-year term ending 1/31/2023 as recommended by the City Manager.

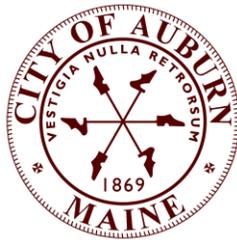
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 45-03212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council allocate \$50,000. of ARPA (American Rescue Plan Act) funds to provide assistance to non-profit organizations who offer outdoor recreational activities and have been negatively impacted by the Covid-19 pandemic.

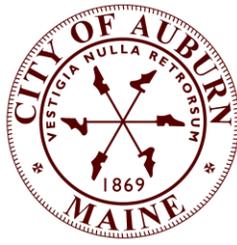
Passage on 3/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 46-03282022**

# City Council Order

## IN CITY COUNCIL

**ORDERED,** That the City Council direct the Planning Board to review the attached proposed text and map amendments to the Court Street/City Core of Urban Residential Area; 1,687.41 acres of Urban Residential to Traditional Neighborhood District Areas; review the T-4.2B District text, hold a Public Hearing and forward a recommendation back to the City Council.

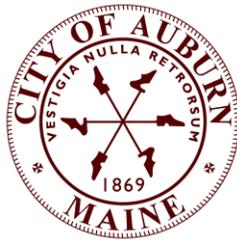
Passage on 5/5/2022 5-2 (Councilors Gerry and Whiting opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 47-04042022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Jennifer Edwards as Local Health Officer with a term expiring 4/4/2025.

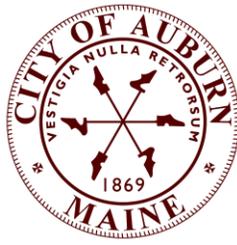
Passage on 4/4/2022, 7-0.

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 48-04042022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Annual Reports to the Maine State Housing Authority for Tax Year April 1, 2021 – March 31, 2022, and authorizes the City Manager to sign the annual reports for Affordable Housing Tax Increment Financing Districts, #16 (Webster School), #21 (477 Minot Ave) and #22 (48 Hampshire Street), as provided by Business and Community Development Staff.

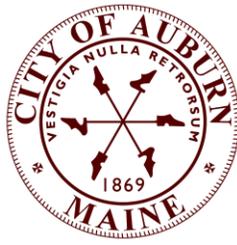
Passage on 4/4/2022, 7-0.

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDER to submit the proposed Charter Amendments to the voters of Auburn at the November 8, 2022 Election.**

**Whereas**, the Auburn City Council held several special meetings to conduct a review of the City Charter section by section in accordance to Sec. 2.8 of Auburn's Charter; and

**Whereas**, the School Committee presented their recommended changes to the City Council at a special meeting held on November 30, 2020; and

**Whereas**, proposed changes that were voted on by the City Council during the process only submitted the Proposed Charter Amendments listed below to the City Attorney for legal review, with proposed additions to the City Charter indicated with an underline, and proposed deletions from the City Charter indicated with a ~~striketrough~~; and

**Now, therefore, be it ordered by the Auburn City Council** as follows:

The Auburn City Council finds that the Proposed Charter Amendment in Section 4.2 does not affect the composition nor voting authority of the School Committee, but is simply designed to ensure that any student representatives are of sufficient capacity to meaningfully participate in the School Committee's work.

The Auburn City Council finds that the Proposed Charter Amendments in Sections 4.7 and 4.9 merely serve to conform the existing Charter language to Maine statutes governing the hiring and firing of the superintendent of schools.

The Auburn City Council finds that the Proposed Charter Amendments to Sections 6.4 and 8.7 simply promote conformity and consistency in references to the Auburn School Committee throughout the Charter.

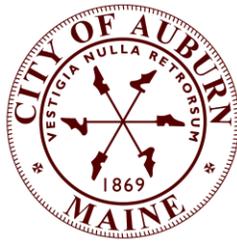
Accordingly, the Auburn City Council concludes that the Proposed Charter Amendments will not alter the general plans, schemes, or structure of the existing Charter language, will not result in a profound or fundamental alteration in the essential character or core operations of Auburn's municipal government, and therefore constitute amendments to the Auburn City Charter which are within the purview of the Auburn City Council, as the municipal officers, to propose for consideration by the voters and that they are not revisions requiring the establishment of a Charter Commission.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

The Auburn City Council therefor orders that the Proposed Charter Amendments be placed on a ballot and submitted to the voters of Auburn at the November 8, 2022 Election and if passed by the voters of Auburn, the Charter Amendments would take effect July 1, 2023.

## Proposed Charter Amendments

### **Sec. 4.2 Composition and compensation.**

The School Committee shall consist of the Mayor, or a City Councilor selected by the Mayor, and seven (7) other members. Five (5) members shall be elected, one (1) from each ward by and from its registered voters. Two (2) members shall be elected at-large by and from the City's registered voters. Members shall hold office for a term of two (2) years or until their successors are elected and qualified except that any candidate whose name does not appear on the printed ballot must receive at least twenty-five (25) valid write-in votes in order to qualify for election to that position. The School Committee may appoint by rule non-voting student representatives to serve with the School Committee. Student members will be secondary students and will serve a one (1) year term.

### **Sec. 4.7. Voting.**

A roll call vote shall be taken on the passage of any order or resolve when requested by any member. Any action by the school committee shall require at least four affirmative votes; however, in the event of a tie the measure fails. ~~Five affirmative votes shall be required to hire or fire the superintendent of schools.~~

### **Sec. 4.9. Superintendent of schools.**

The school committee shall choose a superintendent of schools in accordance with Title 20-A §1051. ~~solely on the basis of executive and administrative qualifications.~~ The superintendent of schools need not be a resident of the city at the time of appointment but shall be a resident of the city during tenure of office unless otherwise approved by the school committee. The School Committee may discharge the superintendent before the expiration of the contract term in accordance with Title 20-A §1052.

### **Sec. 6.4. Powers and duties.**

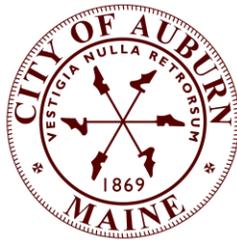
The city manager shall be administrative head of the city government and shall be responsible to the city council for the administration of all departments other than the ~~department of education~~ School Department.

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**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

**Sec. 8.7. Amendments after adoption.**

- A. *Supplemental appropriations.* If during or before the fiscal year the city manager certifies that there are available for appropriation municipal revenues, including those of the ~~department of education~~ School Department, in excess of those estimated in the budget, the city council by resolve may make supplemental appropriations for the year up to the amount of such excess.

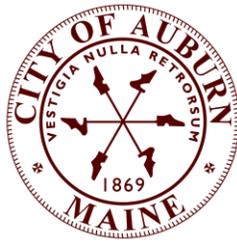
Passage on 8/15/2022 7-0.

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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 50-04042022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that Auburn City Council allocate \$1,650,000. of ARPA (American Rescue Plan Act) funds for the purchase of a fire truck.

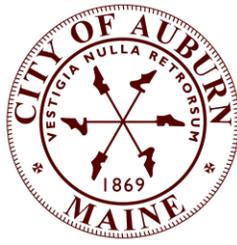
Passage on 4/4/2022, 7-0.

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 51-04042022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council allocate \$3,000,000. of ARPA funds to the Police Activities League (PAL) for the construction of a new center.

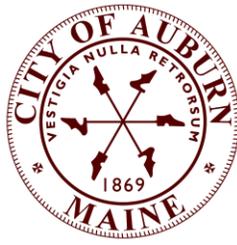
Passage on 4/4/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the following individuals hereby be appointed as Election Clerks for the period of May 1, 2022 through April 30, 2024.

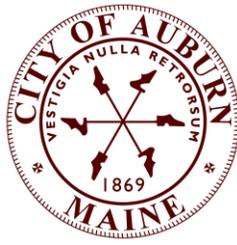
PARTY	LAST NAME	FIRST NAME
R	Amero	Claire
R	Dufour	Louise
R	Galway	Bonnie
D	Berry	Joseph
D	Brodeur	Martha
D	Dieterich	Amy
D	Dufresne	Carmen
D	Frenette	Gerald
D	Kinney	Anne
D	Mailey	Joseph
D	Majerus-Collins	Kiernan Innes
D	Martelli	Stephen
D	McGuckian	Celia
D	Melvin	Karen
D	Pelliccia	Joseph
D	Pelliccia	Patricia
D	Simion	Brian
D	Sprague	Wanda

Passage on 4/19/2022 7-0.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 53-04192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby accepts the transfer of \$1,132 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-21-1689).

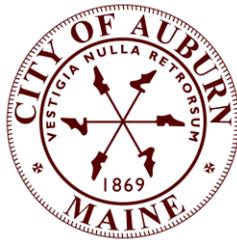
Passage on 4/19/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 54-04192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby adopts the FY 2023 - 2027 (5 year) Capital Improvement Plan, as presented by the City Manager and School Superintendent.

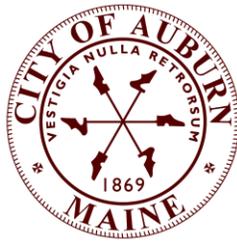
Passage on 4/19/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 55-05022022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that Auburn City Council allocate \$100,000.00 of ARPA (American Rescue Plan Act) funds for the acquisition of the Lake Auburn Community Center property.

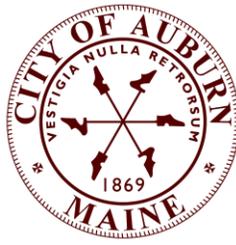
Passage on 5/02/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

### ORDER - AUTHORIZING ISSUANCE OF GENERAL OBLIGATION BONDS AND A TAX LEVY THEREFOR

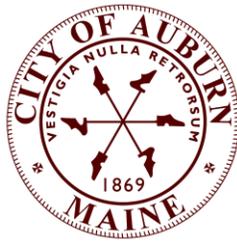
Be It Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter and the requirements of 1 MRS §403-A, that there be and hereby is authorized the issuance and sale of the City’s general obligation bonds and notes in anticipation thereof on either a taxable or a tax-exempt basis in the amount of \$7,100,000, the proceeds of which, including premium, if any, and investment earnings thereon, are hereby appropriated to finance the following capital equipment and capital improvements (including costs of issuance for the bonds), all constituting part of the City’s FY23 Capital Improvement Program:

<b>CAPITAL IMPROVEMENT PLAN</b>		
<b>FY 23 BONDS</b>		
	<b>Description</b>	<b>TOTAL</b>
Econ Dev & Planning	Dangerous Building Demolition	\$ 120,000
Econ Dev & Planning	Downtown Parking and Walkability-Grant Match	\$ 148,000
Facilities	Public Safety Facilities Master Plan	\$ 300,000
Facilities	Auburn Hall Lighting LED/Lighting Control conversion	\$ 60,000
City Wide Vehicles	Police Vehicle Replacement	\$ 165,000
Police	Mobile Printers & Fingerprint Readers	\$ 50,000
Engineering	Reclamation	\$ 1,800,000
Engineering	Reconstruction	\$ 1,200,000
Engineering	Major Drainage	\$ 500,000
Engineering	MDOT Match	\$ 1,100,000
Engineering	Resurfacing	\$ 600,000
Engineering	Sidewalks	\$ 100,000
Engineering	Enhanced Crosswalks	\$ 200,000
Public Works	Replace 12 yard plow trucks	\$ 520,000
Public Works	Replace Street Sweeper	\$ 265,000
Public Works	Portable Flagging Station w/Trailer	\$ 50,000
Public Works	Replace Tractor (Haul)	\$ 75,000
Administration	Contingency	\$ 47,000
<b>TOTAL BOND CIP</b>		<b>\$ 7,300,000</b>

**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

THAT the bonds and notes authorized hereunder shall be signed by the City's Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds and notes may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City's Finance Director.

THAT in order to finance temporarily the projects described above, the Finance Director is authorized to expend up to \$7,100,000 either from available funds of the City or from the proceeds of bond anticipation notes which would be reimbursed or refinanced from bond proceeds.

THAT the bonds and notes authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes authorized hereunder, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order, as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT the authority to issue the bonds or notes authorized hereunder shall automatically expire 2 years from the approval of this Order.

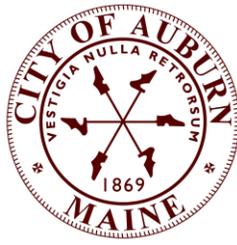
THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 56-05022022**

## City Council Order

A Public Notice describing the general purpose of the borrowing and the terms thereof was published on or before April 16, 2022, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

**First Reading Held May 2, 2022:** Amendment made by Councilor Staples and Seconded by Councilor Gerry to add an additional \$200,000 for Enhanced Crosswalks near the New Edward Little High School. **The addition would increase the Authorization for the Issuance of the General Obligation Bond from \$7,100,000 to \$7,300,000.**

NOTE: Must be approved by roll call vote.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk

Date

Passage of first reading as amended, 6-1 (Councilor Gerry opposed).

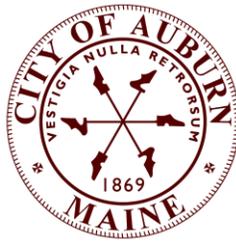
Passage of second reading 6-1 (Councilor Gerry opposed).

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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

### ORDER - Reallocating Unspent Proceeds from the City's General Obligation Bonds

**ORDERED**, WHEREAS, the City of Auburn issued General Obligation Bonds in various amounts for various projects; and

WHEREAS, there remain unspent proceeds of the Bonds borrowed for multiple capital improvements, \$362,600 of which excess proceeds the City Council desires to reappropriate and reallocate to be used for the projects listed below;

FY 23 Unallocated		
	Description	Unallocated Bond Proceeds
Airport	Hangar Door Repair	\$ 75,000
City Clerk	Record Restoration	\$ 50,000
Facilities	Knight House Repairs	\$ 40,000
City Wide Vehicles	Recreation Department Truck	\$ 45,000
Recreation	Side by Side	\$ 15,000
Police	Patrol Rifle Replacement	\$ 17,500
Public Works	Court Street Sidewalk (in front of Auburn Hall)	\$ 70,000
Public Works	Infield Groomer	\$ 32,600
Facilities	Gym Floor - Boys and Girls Club	\$ 50,000
TOTAL UNALLOCATED CIP		\$ 395,100

NOW, THEREFORE, by the City Council of the City of Auburn, be it hereby ORDERED:

THAT the excess proceeds of the Bonds, in the amount of \$362,600 be and hereby are appropriated from the amount borrowed as part of various Bonds to finance the costs of the projects listed above.

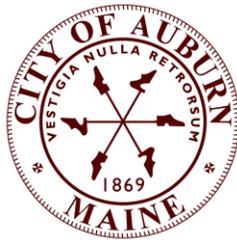
THAT the City's Finance Director / Treasurer be, and hereby is, authorized and empowered in the name and on behalf of the City, to do or cause to be done all such acts and things, and to execute and deliver, all such financing documents, certificates, and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this Order, as may be necessary or desirable.

A Public Notice describing the repurposing of these Bond proceeds borrowed for Various Projects to the list above was published on or before May 2, 2022, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 57-05022022**

## City Council Order

**First Reading Held May 2, 2022:** Amendment made by Councilor Walker and Seconded by Councilor Gerry to add the Gym Floor at the Boy's and Girl's Club for \$50,000. Passed 7/0.

Amendment was made by Councilor Walker and Seconded by Councilor Staples to reduce Police Department rifle replacement by \$17,500. Passed 6-1-0. (Whiting opposed)

**Bond Order Increased from \$362,500 to \$395,100. First reading passed 7-0-0.**

A public hearing was held on May 16, 2022.

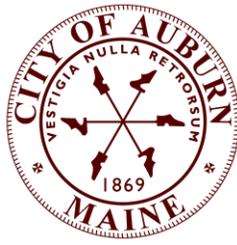
Passage of first reading as amended on 5/2/2022, 7-0.  
Passage of second reading on 5/16/2022, 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER: 58-05022022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Annual Reports to the Maine State Housing Authority for Tax Year April 1, 2021-March 31, 2022, and authorized the City Manager to sign the annual reports for Affordable Housing Tax Increment Financing Districts, #16 (Webster School), #21 (477 Minot Ave) and #22 (48 Hampshire Street), as provided by Business and Community Development Staff.

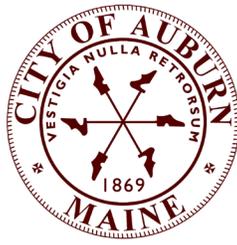
Passage on 5/2/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER:** 59-05022022

# City Council Order

## IN CITY COUNCIL

Ordered that the Auburn City Council hereby authorizes the Auburn School Committee to establish and Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities. These funds shall only be used for its intended purpose.

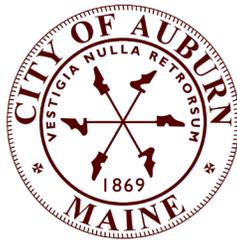
Passage as amended on 5/2/2022, 7-0.

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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER:** 60-05022022

# City Council Order

## IN CITY COUNCIL

**ORDERED, That the City Council direct staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council on the following map amendment:**

- A. Lake Auburn Watershed Zone Change** with the adoption of a zoning change that reduces the housing density in all parts of the Lake Auburn Watershed to one dwelling unit per three acres as recommended in the 2021 comprehensive plan. Considered changes include changing three separate areas of Rural Residential (RR) to Low Country Density Residential (LCDR) for a total of 1038 +/- acres.

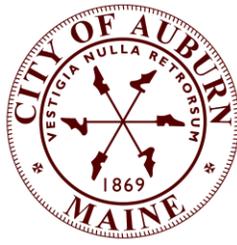
Passage on 5/2/2022 5-2 (Councilors Gerry and Whiting opposed).

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 61-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Clerk to waive the \$200 business license fee for Auburn Suburban Baseball/Softball, located at 4 Mount Apatite Road.

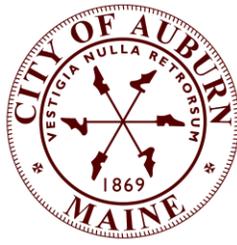
Passage on 5/16/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 62-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the appointment of Sergio Martins as Constable with firearm/arrest powers for the Auburn Police Department.

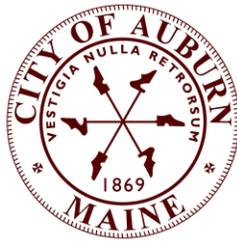
Passage on 5/16/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 63-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby sets the date to hold the School Budget Validation Referendum Election for Tuesday, June 14, 2022.

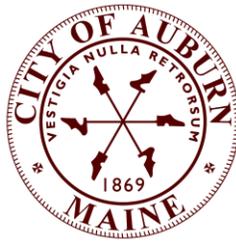
Passage on 5/16/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2022-2023.

1. That \$20,492,295 be authorized to be expended for Regular Instruction;
2. That \$ 12,237,270 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 893,936 be authorized to be expended for Other Instruction;
5. That \$ 3,291,349 be authorized to be expended for Student and Staff Support;
6. That \$ 1,217,269 be authorized to be expended for System Administration;
7. That \$ 2,362,172 be authorized to be expended for School Administration;
8. That \$ 1,824,534 be authorized to be expended for Transportation and Buses;
9. That \$ 5,281,608 be authorized to be expended for Facilities Maintenance;
10. That \$ 7,726,548 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 40,953 be authorized to be expended for All Other Expenditures;
12. That \$ 49,483,622 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$14,867,518 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

***Explanation:*** *The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding*

*Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

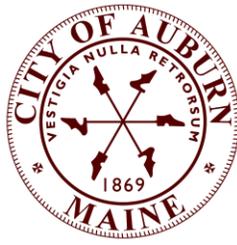
13. That \$894,187 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised

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**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

Statutes, Title 20-A, Section 15690 (2A);

**Explanation:** *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$3,195,978 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978, as required to fund the budget recommended by the School Committee.

The School Committee recommends \$3,195,978, which exceeds the State's Essential Programs and Services allocation model by \$3,195,978. The School Committee gives the following reasons for exceeding the State's Essential Programs and Services funding model:

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

**Explanation:** *The additional local funds are those locally raised funds over and above the city's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for educational programs.*

15. That the school committee be authorized to expend \$55,367,933 for the fiscal year beginning July 1, 2021 and ending June 30, 2022 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$364,157 for Adult Education and raise \$207,192 as the local share, with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

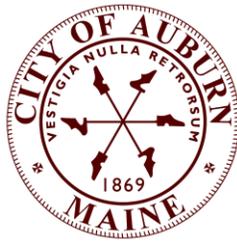
17. That in addition to amounts approved in the preceding articles, the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

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**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.

19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$125,000 from the School Departments unexpended balances at the end of the 2021-2022 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School Department.

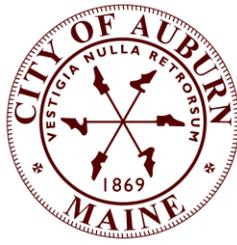
Passage on 5/16/2022 5-2 (Councilors Gerry and Walker opposed).

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 65-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby directs the City Manager to issue a design/build footbridge from Newbury Street to Anniversary Park.

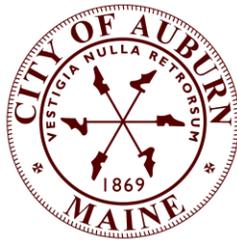
Passage on 5/16/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 66-05162022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the poverty abatement, case # PA 2022-001 in the amount of \$2,349.84.

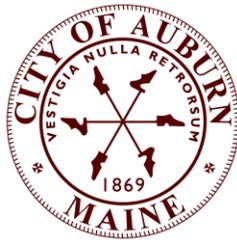
Passage on 5/16/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 67-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby nominates City Manager Phillip L. Crowell, Jr. to Maine Municipal Association's 2022-2024 Legislative Policy Committee.

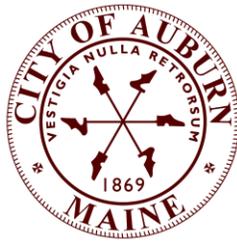
Passage on 6/06/2022 7-0.

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**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 68-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes changing the date of the first regular meeting of the City Council for July from Tuesday, July 5, 2022, to Monday, July 11, 2022.

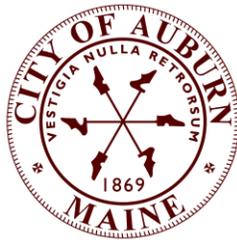
Passage on 6/06/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 69-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints the following to serve as Wardens & Ward Clerks for the June 14, 2022 Election.

Audrey Murphy - Warden  
Christine Sirois – Ward Clerk  
Robert Hayes – Warden  
Bonnie Hayes – Ward Clerk  
Miles Smith – Warden  
Paul Ouellette – Ward Clerk

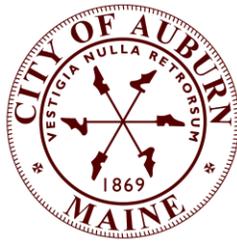
Passage on 6/06/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 70-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Jan Biron to the Age Friendly Community Committee with a term expiration of 6-1-2025.

Passage on 6/06/2022 7-0.

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**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 71-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Belinda Gerry to the Age Friendly Community Committee with a term expiration of 6-1-2025.

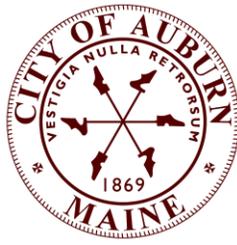
Passage on 6/06/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 72-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Frank Pippin to the Age Friendly Community Committee with a term expiration of 6-1-2025.

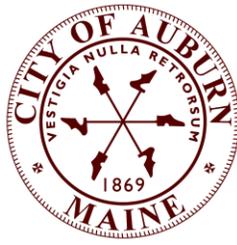
Passage on 6/06/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 73-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Leroy Walker to the Age Friendly Community Committee with a term expiration of 6-1-2025.

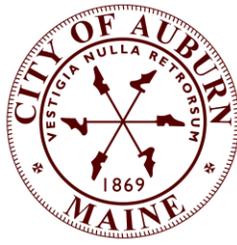
Passage on 6/06/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 74-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Heather Barnett to the Complete Streets Committee with a term expiration of 1-1-2025.

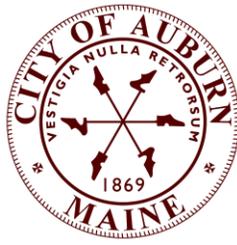
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 75-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Tim MacLeod to the Lewiston Auburn Transit Committee (LATC) with a term expiration of 7-1-2024.

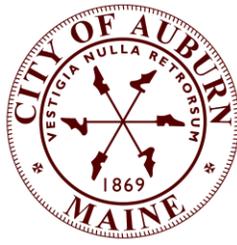
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 76-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Michael Meigs to the Parks & Recreation Advisory Board with a term expiration of 10-1-2023.

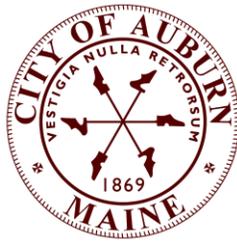
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 77-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Kathy Shaw to the Regulatory Advisory Board with a term expiration of 6-1-2024.

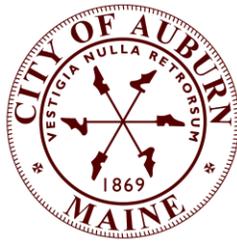
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 78-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Tom Moulin to the Auburn Sewer District Board of Trustees with a term expiration of 3-1-2024.

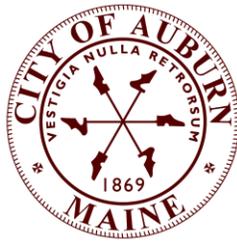
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 79-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Jeff Chute to the Auburn Sewer District Board of Trustees with a term expiration of 3-1-2026.

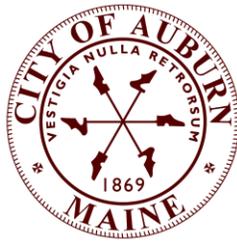
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 81-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby accepts the transfer of \$1,321 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-22-150).

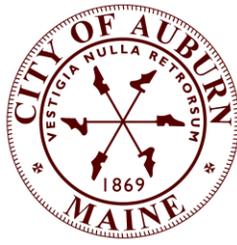
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 82-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby accepts the transfer of \$1,075 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-22-342).

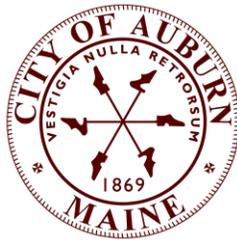
Passage on 6/06/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 84-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn Lewiston Airport is allowed to spend \$32,376 that was originally allocated for the Airport Snow Removal Equipment to the purchase of a Flight Simulator.

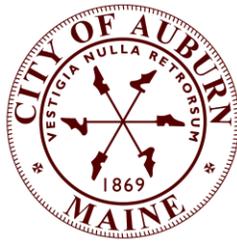
Passage on 6/6/2022 7-0.

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 85-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council, hereby adopts June 19 (Juneteenth) as an official holiday of the City.

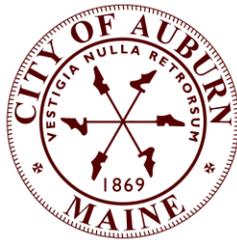
Passage on 6/6/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 86-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes changing the date of the second regular meeting of the City Council for the month of June from Monday, June 20, 2022, to Monday, June 27, 2022.

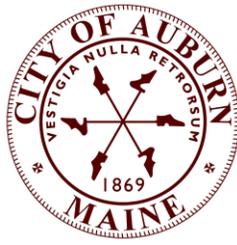
Passage on 6/6/2022 6-1 (Councilor Walker opposed).

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**Phillip L. Crowell, Jr.**, City Manager



**ORDER 87-06062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City Council hereby allocates Three Hundred Thousand Dollars (\$300,000) of ARPA Funding to create small area master plans, ensuring conformance with the ARPA Rules and Guidance.

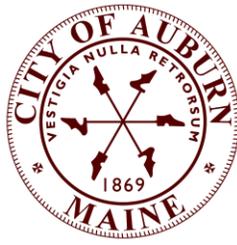
Passage on 6/6/2022 7-0.

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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 11 city-owned properties with the city's contracted real estate broker as identified below:

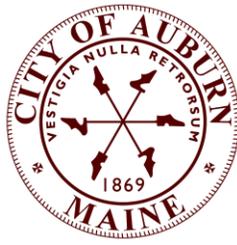
<b>Address</b>	<b>Description</b>
86 Western Ave	Parcel ID: 230-026
192 Winter Street	Parcel ID: 260-022
104 Newbury Street	Parcel ID: 221-067
103 Newbury Street	Parcel ID: 221-058
115 Newbury Street	Parcel ID: 221-055
16 Newbury Street	Parcel ID: 231-035
14 Newbury Street	Parcel ID: 231-034
369 Main Street	Parcel ID: 221-044
351 Main Street	Parcel ID: 221-048
Vickery Road Property	Parcel ID: 183-029
Winter Oak Property	Parcel ID: 191-101

Passage on 6/6/2022 6-1 (Councilor Gerry opposed).

**Richard Whiting**, Ward One  
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**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 89-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby amends Order 68-06062022, previously adopted by the Auburn City Council on 6/6/2022 as follows:

### **ORDER 68-06062022**

**ORDERED**, that the City Council hereby authorizes ~~changing the date of the~~ cancelation of the first regular meeting of the City Council scheduled for ~~July from Tuesday,~~ July 5, 2022, ~~to and~~ scheduling a Special City Council meeting to be held on Monday, July 11, 2022.

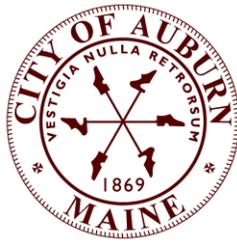
Passage on 6/27/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 90-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council hereby approves the Special Event/Mass Gathering permit for the Liberty Festival to be held July 4, 2022 (rain date July 5, 2022) at Great Falls, Festival Plaza, and surrounding areas.

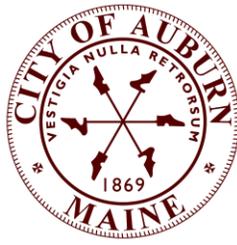
Passage on 6/27/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 91-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Clerk to waive the \$60 business license fee (Temporary Food Service License) as requested by Auburn resident, Beth Woodhead who will be selling whoopie pies to raise funds for Auburn School Department's Odyssey of the Mind.

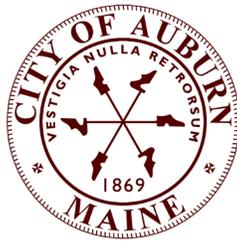
Passage on 6/27/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 92-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City Manager approve and sign the HOME Funds Consortium Agreement for the period commencing on July 1, 2022, and ending June 30, 2025, as presented.

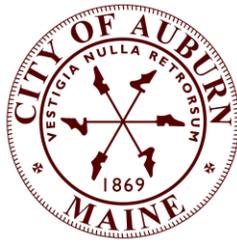
Passage on 6/27/2022, 6-0-1 (Councilor Whiting abstained).

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council directs the City Manager to move forward with the bid process for the upgrades and/or replacements of HVAC systems in our city-owned facilities that have been identified as the four priority initiatives and the \$1,600,000.00 to be funded either with ARPA funds or a bond will be determined at a later date allocate \$1,600,000.00 of American Rescue Plan Act ((ARPA) funds for the upgrades and/or replacements of HVAC systems in our city-owned facilities.

Passage of amendment on 6/27/2022 7-0.

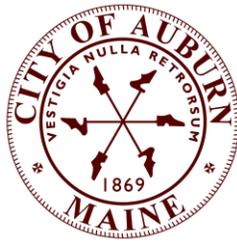
Passage as amended on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 94-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council hereby amends Order 137-12062021 that was previously adopted by the City Council on 12/6/2021 as follows:

### **ORDER 137-12062021**

**ORDERED**, that the City of Auburn City Council allow for the funding allocated to join a consortium with the City of Lewiston and the Auburn Water and Sewer District (AWSD) to stand up a municipal owned fiber network to include additional Cyber security and policy allotments. The City of Auburn will disburse up to \$250,000. from the American Rescue Plan Act (ARPA) funds for the installation of a backbone dark fiber network and/or other cybersecurity or policy software upgrades.

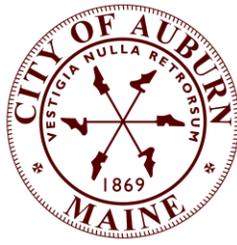
Passage on 6/27/2022 7-0.

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**Holly C. Lasagna**, Ward One  
**Brian S. Carrier**, Ward Four  
**Belinda A. Gerry**, At Large

**Timothy B. MacLeod**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Katherine E. Boss**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 95-06272022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City of Auburn authorizes the allocation of American Rescue Plan Act (ARPA) funds for the purchase and partnership of Oboes and a Rent.Fun kayak rental kiosk, and add an additional \$100,000.00 to purchase additional OpBoxes.

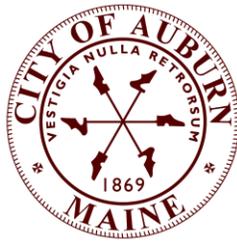
Passage on 6/27/2022, as amended, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 96-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby cast the voting ballot for the Election of MMA Vice President and Executive Committee Members as presented on the ballot.

Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 97-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby officially votes to appoint City Manager Phillip L. Crowell, Jr. to serve on the Maine Municipal Association's 2022-2024 Legislative Policy Committee.

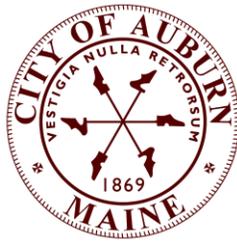
Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 98-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby accepts the transfer of Smith & Wesson M&P 9mm to the Auburn Police Department (Unified Criminal Court Docket No. CR-22-654).

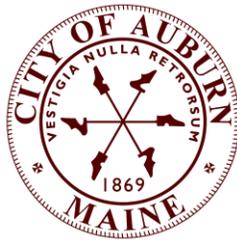
Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Ryan Hawes**, Ward Two  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 99-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby casts their votes for Leroy Walker and Larry Pelletier to serve on the Androscoggin County Budget Committee, representing County Commission District 6 for budget years 2023/2024/2025.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk      Date

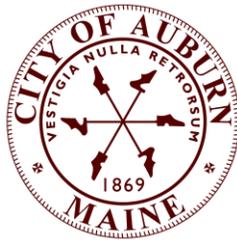
Passage on 7/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 100-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby casts their votes for Phil Crowell and Gordon Bell to serve on the Androscoggin County Budget Committee, representing County Commission District 5 for budget years 2023/2024/2025.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk      Date

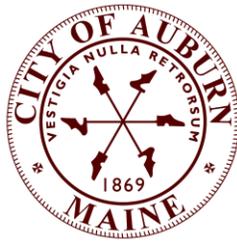
Passage on 7/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 101-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby adopts the Program Year 2022 Annual Action Plan with appendices as recommended by the Business & Community Development Office.

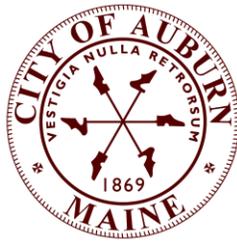
Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 102-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Manager to negotiate and execute the purchase of 121 Mill Street, Auburn Maine, 04210, Auburn Parcel ID 221-041.

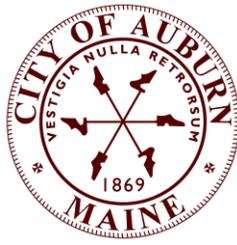
Passage on 7/18/2022, 7-0.

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 103-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Liquor License for The Cheesy Skillet located at 80 Airport Drive, Auburn, ME.

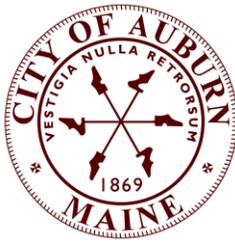
Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 104-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council authorizes the City Manager and/or his designee to execute the final purchase and sale agreement of the Lake Auburn Community Center and land associated with the Community Center, and to approve and/or assume all leases that may be associated with said purchase.

A TRUE COPY

ATTEST \_\_\_\_\_

Susan Clements-Dallaire, City Clerk      Date

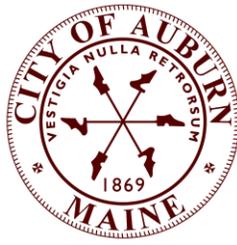
Passage on 7/18/2022 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 105-07182022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorize the City Manager, Phillip L. Crowell, Jr., on behalf of the City of Auburn, to execute the Edward Byrne Justice Assistance Grant Program FY 2022 Local Solicitation – Certifications and Assurances by the Chief Executive of the Applicant Government document to be submitted with the grant application.

Passage on 7/18/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 109-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Liquor License for Make Dough, LLC., Otto, Auburn located at 730 Center Street, Auburn, ME.

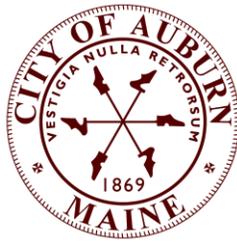
Passage on 8/01/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 110-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby adopts the Auburn-Lewiston Consortium HOME-ARP Plan as recommended by the Business & Community Development Office.

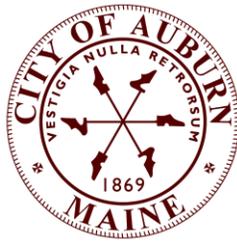
Passage on 8/01/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

### Technical Revision to the #6 Proctor & Gamble (Tambrands II) Municipal Development Tax Increment Financing Development Program

**WHEREAS**, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as the Tambrands II Tax Increment Financing District (the "District") and to adopt a development program for the District (the "Development Program"); and

**WHEREAS**, on November 6, 2000 the Auburn City Council designated the District and adopted a Development Program for the District (the "Original Development Program"), which received the approval from the Maine Department of Economic and Community Development (the "Department"); and

**WHEREAS**, on February 21, 2022 the City adopted the First Amendment to the District and Development Program (the "First Amendment") to continue to achieve the District's original goals by revising the percentage of taxes paid on captured assessed value allocated to Tambrands Inc. ("the Company") in the Credit Enhancement Agreement; and

**WHEREAS**, the Department is requiring the City to provide an updated project cost list stating the cost estimates of the tax increment revenue expenditures from the City's Project Cost Subaccount in order to obtain the Department's approval of the First Amendment to the District; and

**WHEREAS**, the City Council has held a public hearing on August 1, 2022, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City, on the question of submitting a technical revision to the Development Program; and

**WHEREAS**, the City Council has considered the comments provided at the public hearing, both for and against the technical revision to the Development Program, if any; and

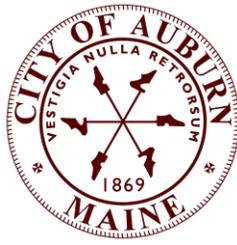
**WHEREAS**, it is expected that approval will be sought and obtained from the Department, approving the technical revisions; and

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

**NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF AUBURN, MAINE:**

**Section 1.** The City Council hereby approves and adopts the proposed technical revision to the Tambrands II Municipal Development Tax Increment Financing Development Program as presented.

**Section 2.** The City Manager, or his duly appointed representative, is hereby authorized, empowered and directed to submit the technical revisions to the Department for review and approval.

Approved August 1, 2022, by the City Council, at a meeting duly convened and conducted at Auburn, Maine.

A TRUE COPY

ATTEST \_\_\_\_\_  
Susan Clements-Dallaire, City Clerk      Date

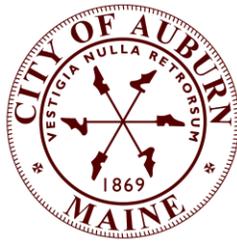
Passage on 8/1/2022 7-0.

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**Richard S. Whiting**, Ward One  
**Joseph R. Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan A. Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana N. Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 113-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 86 Western Ave. Parcel ID 230-026 (city-owned property) by the Economic Development Department.

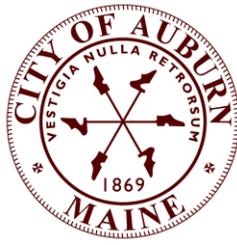
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 114-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 129 Winter Street Parcel ID 260-022 (city-owned property) by the Economic Development Department.

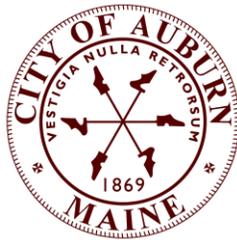
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 115-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City of Auburn authorizes the marketing of 115 Newbury Street Parcel ID 221-055 (city-owned property) by the Economic Development Department.

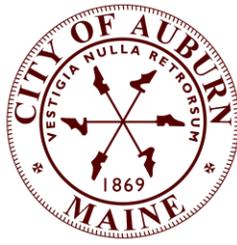
Passage on 8/15/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 116-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, the City of Auburn authorizes the marketing of 103 Newbury Street Parcel ID 221-058 (city-owned property) by the Economic Development Department.

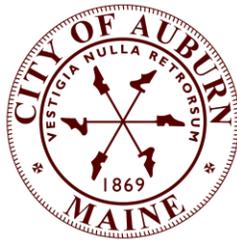
Passage on 8/15/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 117-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 369 Main Street, Parcel ID 221-044 (city-owned property) by the Economic Development Department.

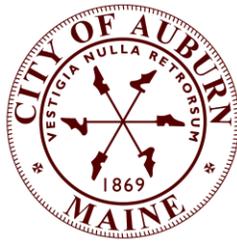
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 118-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 351 Main Street, Parcel ID 221-048 (city-owned property) by the Economic Development Department.

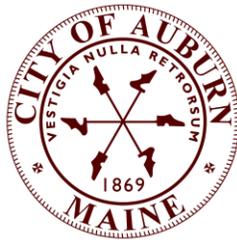
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 119-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of Vickery Road Property, Parcel ID 183-029 (city-owned property) by the Economic Development Department.

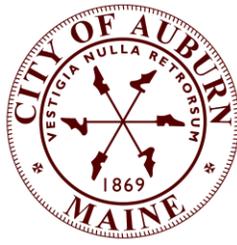
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 120-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of Winter Oak Property, Parcel ID 191-101 (city-owned property) by the Economic Development Department.

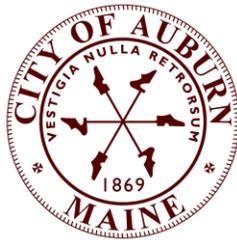
Passage on 8/1/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 121-08012022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby refers for consideration, conduct a public hearing, and recommendation, a zoning text and map amendment to create and apply a new T-4.2B zoning district to the Court Street area (1,687.41 acres) to the Planning Board at its September 13, 2022 meeting.

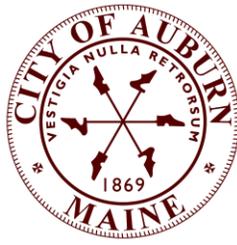
Passage on 8/1/2022, 5-2 (Councilors Gerry and Whiting opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 122-08152022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the liquor license for the September 10, 2022 Riverwalk Blues & Brews Festival event sponsored by the City of Auburn, to be held in the Main Street/Festival Plaza area.

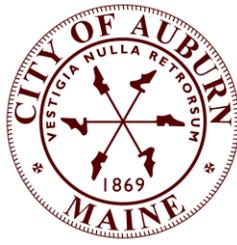
Passage on 8/15/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 123-08152022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Clerk to waive the \$75 business license fee (Peddler License) as requested by Maine Blues Society for the Riverwalk Blues and Brews Festival that is scheduled for September 10, 2022.

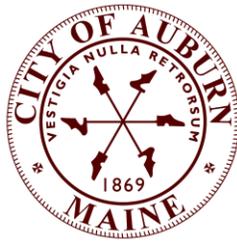
Passage on 8/15/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 124-09062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms Chief Moen's appointment of Corey David as Constable with firearm for the Auburn Police Department.

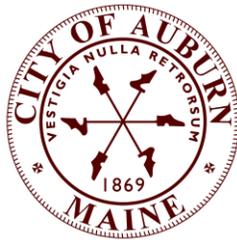
Passage on 9/06/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 125-09062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City of Auburn City Council provide one time relief funding for Auburn residents in direct recognition of the market adjustment made in the spring and summer of 2022. This stabilization effort has resulted in varying tax increases for the residents of Auburn. The Auburn City Council orders the allocation of ~~\$1,500,000.00~~ \$700,000.00 from the American Rescue Plan Act (ARPA) funds for one time relief checks with the terms and conditions outlined in the staff memorandum and associated implementation costs.

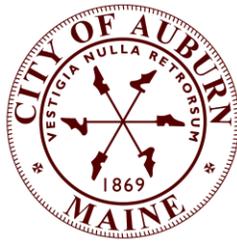
Passage on 10/03/2022 as amended 5-2 (Councilors Gerry and Hawes opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 126-09062022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby authorizes the use of \$225,000 in ARPA funds for the Accessory Dwelling Unit Development (ADUD) Program, contingent on Maine State Housing Authorities awarding of Community Solutions Grant funding.

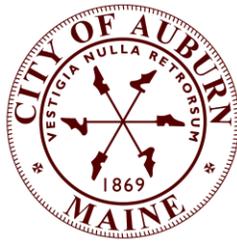
Passage on 9/06/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 127-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the annual renewal request for an Auto Graveyard/Junkyard permit for Isadore T. Miller, located at 78 & 79 Old Hotel Road.

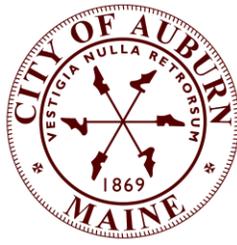
Passage on 9/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 127-09192022**

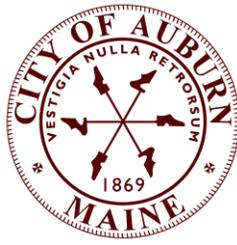
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 128-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the annual renewal request for an Auto Graveyard/Junkyard permit for Prolerized New England Company, LLC., 522 Washington St. North.

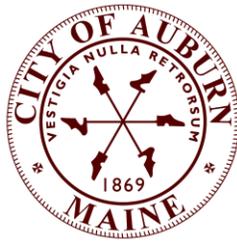
Passage on 9/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 129-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the annual renewal request for an Auto Graveyard/Junkyard permit for Don's No Preference Towing of L/A, Inc., dba Morris Auto Parts, 940 Washington St. North.

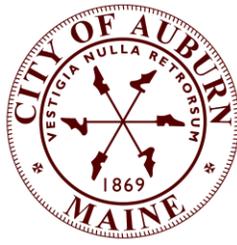
Passage on 9/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 130-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the annual renewal request for an Auto Graveyard/Junkyard permit for Randy's Auto Parts, Inc., 899 Broad Street.

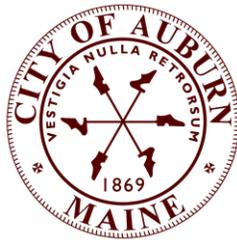
Passage on 9/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 131-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the annual renewal request for an Auto Graveyard/Junkyard permit for M & P Auto, Inc., 227 Merrow Road.

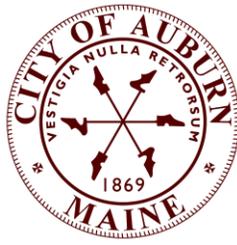
Passage on 9/19/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 131-09192022**

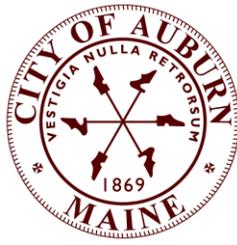
# City Council Order

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**Richard Whiting**, Ward One  
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**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 132-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby amend the PY21 Action Plan to include the Auburn-Lewiston Consortium HOME-ARP Plan as recommended by the Business & Community Development Office.

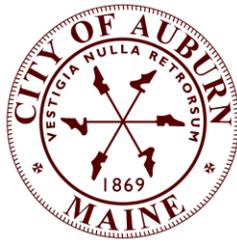
Passage on 09/19/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 132-09192022**

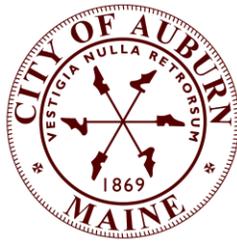
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 133-09192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby directs the City Manager to draft a Request for Proposal (RFP) procuring the solicitation of engineering and/or architectural services as part of the Accessory Dwelling Unit Initiative proposed by Council. This RFP will be drafted and published no later than sixty days from passage of this order. Selected respondent and associated cost will be presented to Council for review, approval, and funding.

Passage on 09/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## **RULES & PROCEDURES GOVERNING OPEN SESSION/PUBLIC COMMENT**

**City Council meetings are conducted to carry on the official business of the City of Auburn.** All meetings of the City Council, except Executive Sessions are open to the public. The public is cordially invited to attend City Council meetings, and to participate in them consistent with the provisions of this policy and with the exception of Council workshops, which are primarily intended for the Council and staff to review and

discuss items prior to their appearance on a regular City Council meeting.

The intent of this policy is to allow a fair and adequate opportunity for the public to be heard, to express opinions and concerns related to the business of the City, and to provide adequate time for the City Council to obtain information and opinions on subjects before it while ensuring that the time allowed for public input does not interfere with the addressing the scheduled agenda.

To carry out these purposes, the following rules and procedures shall govern the public comment period at all Auburn city council meetings:

### **GENERAL OPEN SESSION**

An open session, or public comment period, shall be conducted near the beginning and end of all regular City Council meetings, at which time Auburn residents will have the opportunity to be heard on matters directly relating to City business that ARE NOT included on the regular agenda. Individuals addressing the Council during the public comment period will limit their comments to (3) three minutes. Up to forty-five (45) minutes will be allocated for general public comment periods. If the general public comment period exceeds 45 minutes, the public comment period will be suspended by the Mayor to allow the Council to conduct its business and out of courtesy for those attending the meeting for a specific agenda item and resume during the second open session. The second open session will be made available regardless of the suspension of the first open session, as listed in the agenda. The Council will not engage in dialogue with the public during this time. Questions posed during the public comment period will be followed up upon after the meeting. Individuals requesting further information should leave their contact information with the City Clerk.

Open session will not be conducted at workshops, emergency meetings, or special meetings of the City Council.

### **ADDRESSING SPECIFIC AGENDA ITEMS**

Public comments will be allowed during a meeting on those items requiring a public hearing and on other items appearing on the agenda. These comments should be DIRECTLY related to the specific agenda item being addressed. Public comments will not be taken during workshops unless a request is made to the Mayor by an individual Councilor.

### **RULES GOVERNING OPEN SESSION**

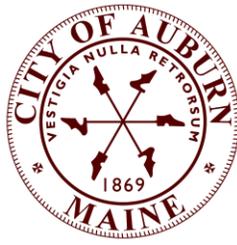
1. Since meetings are broadcast and recorded, persons wishing to speak must use the public podium located to the left side of the audience, and speakers must preface their comments by giving their full name and address.
2. Comments must be limited to issues or concerns DIRECTLY related to Auburn municipal government. Public comment on matters not related to the City business will not be allowed, so as to make sure that

all meetings are carried out in a productive and efficient time and in keeping with the interests of all who attend and participate in a Council meeting.

3. Per state law, found in Title 1, Section 408, complaints or charges from the public about an individual employee will not be permitted. Such comments should be directed to the City Manager for their immediate follow-up and review.
4. Comments related to the following will be ruled out of order by the Mayor:
  - a. Specific situations that are in litigation, including those in which the City is a party (issues of a criminal or legal nature should be addressed with the Auburn Police Department or other criminal justice agency). Individual employees and/or employee groups will not be permitted to discuss matters for which complaint or grievance procedures are provided;
  - b. Personal disputes between the speaker and other private residents not germane to City business; or
  - c. Support for or opposition to any candidate for political office.
5. Individuals will be restricted to speaking once during the general public comment period and once per public comment period for each specific agenda item.
6. Individuals addressing the Council shall direct their remarks exclusively to the Mayor. No person other than the elected officials and the individual at the podium shall be permitted to enter into any discussion, either directly or through members of the Council. The public comment period is an opportunity for residents to express their views on matters relating to City business.
7. As a limited designated public forum, the City Council does not have the right to prohibit disparaging, rude and other remarks of a personal nature. But, because of the potential implications, including personal liability of the speakers, speakers are encouraged to strive to be accurate in their statements and avoid making personal, rude, or provocative remarks.
8. All statements should respect the dignity and seriousness of the proceeding.
9. Persons present at Council meetings shall not interrupt, nor applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting, except for those instances that are listed on the Council Agenda under Public Recognition where the Mayor or a City Councilor are formally recognizing an individual or group for their accomplishments.

#### **FAILURE TO FOLLOW GUIDELINES**

The Mayor will limit commentary that is determined not to be germane to City business or the topic at hand, or which violates any of the guidelines listed above. The Mayor will direct any individual not operating in accord with these guidelines to cease such action or risk being asked to be seated or removed. If such conduct continues, the Mayor will call a recess, request the removal of such person(s) from the Chambers, adjourn the meeting, or take other such appropriate action. Repeated violations by any individual will result in the Mayor revoking that individual's right to speak at future meetings. Should the Mayor fail to take action, any Councilor may move that the Mayor enforce the rules and guidelines and, if denied, request that the Council vote on the motion.



**ORDER 135-10032022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms Chief Moen's appointments of Trevor Gagnon, Noor Shidad, Christopher Ivers, and Timothy Robinson as a Constable with firearm for the Auburn Police Department.

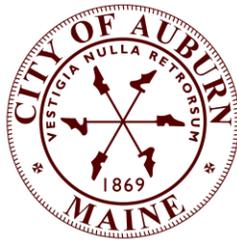
Passage on 10/03/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 136-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the Mayor's appointment of Tara Paradie as alternate member of the Ethics Panel for a three year term ending November 1, 2025.

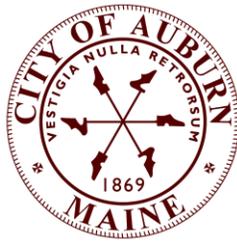
Passage on 10/17/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 137-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Misty Edgecomb to the Parks & Recreation Advisory Board with a 10-1-2024 term expiration.

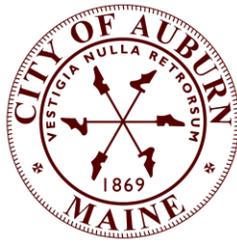
Passage on 10/17/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 138-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Haley Warden to the Parks & Recreation Advisory Board with a 10-1-2024 term expiration.

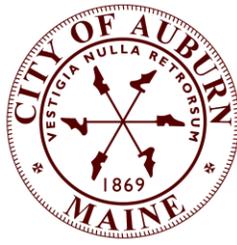
Passage on 10/17/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 139-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Ronald Spofford to the Auburn Housing Authority Board of Trustees with a term expiration of 10/01/2027.

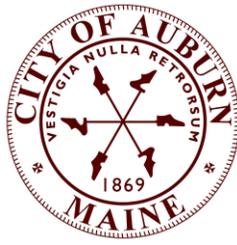
Passage on 10/17/2022, 7-0.

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**Richard Whiting**, Ward One  
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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 140-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints Wesley Mech to the Complete Streets Committee with a term expiration of 01/01/2025.

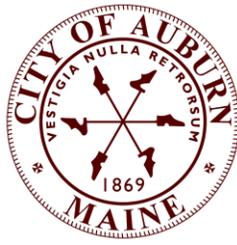
Passage on 10/17/2022, 7-0.

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**Ryan Hawes**, Ward Two  
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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 141-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the following Mayoral appointments to the Ad Hoc Committee to Develop Permit Ready Housing:

Rebecca Gagnon  
Robert Hayes  
Laura Shaw  
Carl Skilling  
Ryan Smith

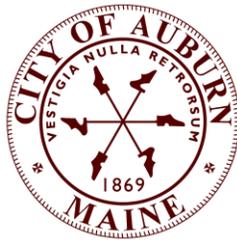
Passage on 10/17/2022, 7-0.

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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 142-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council allocates an additional Two Hundred Thousand Dollars (\$200,000) of ARPA Funds to be added to the Two Hundred Fifty Thousand Dollars (\$250,000) allocated under order 75-07192021 to be used in accordance with the established Sustainable Auburn Match Program guidelines and as they may be amended.

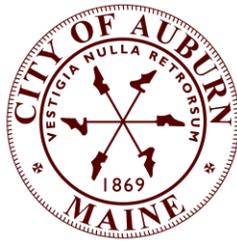
Passage on 10/17/2022, 7-0.

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**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER: 143-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 1865 Hotel Road Parcel ID 187-005(city-owned property) by the Economic Development Department.

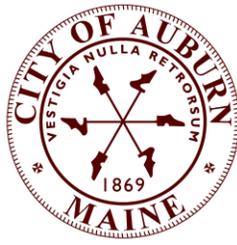
Passage on 10/17/2022, 6-1 (Councilor Gerry opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER: 144-10172022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the marketing of 145 Eastman Lane Parcel ID 079-004 (city-owned property) by the Economic Development Department.

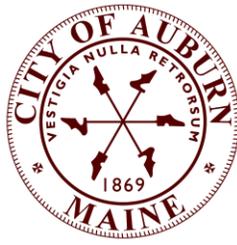
Passage on 10/17/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER: 144-10172022**

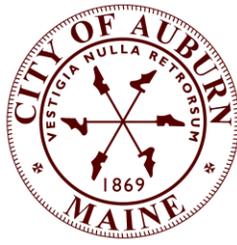
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 145-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby accepts the transfer of \$7,523 and a Smith & Wesson .38 caliber revolver to Auburn Police Department (Unified Criminal Court Docket No. CR-22-1525).

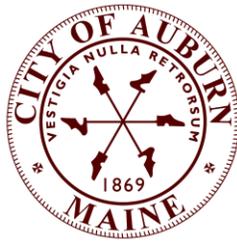
Passage on 11/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 146-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the following appointments to the Mayor's Ad Hoc Committee to Develop Permit Ready Housing as recommended and voted on by the Planning Board:

Toni Ferraro – full member

Brian Dubois – alternate member

Paul Jacques – full member

Motion was made by Councilor Whiting and seconded by Councilor Gerry to amend by appointing Toni Ferraro and Paul Jacques as full members and Brian Dubois as an alternate member. Passage 6-1 (Councilor Walker opposed). Passage as amended 6-1 (Councilor Walker opposed)

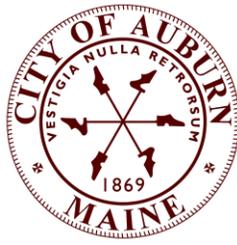
Passage on 11/7/2022, as amended, 6-1 (Councilor Walker opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 147-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoints the following to serve as Wardens & Ward Clerks for the November 8, 2022 Election.

Audrey Murphy - Warden  
Christine Sirois – Ward Clerk  
Robert Hayes – Warden  
Carl Young – Ward Clerk  
Miles Smith – Warden  
Laura Shaw – Ward Clerk  
Doreen Jordan – Warden  
Stephen Martelli – Ward Clerk

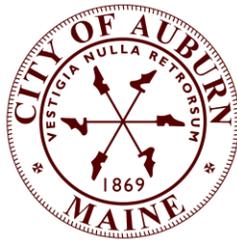
Passage on 11/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 147-11072022**

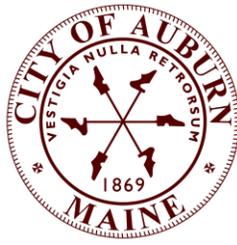
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 148-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby allocates Two Hundred Fifteen Thousand Dollars (\$215,000) of ARPA Funds to create the Downtown Curb Appeal Grant Program which will comply with established program guidelines and meet all ARPA rules, regulations, and guidance.

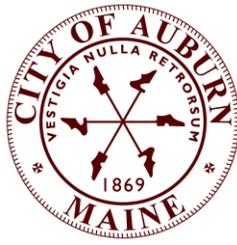
Passage on 11/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 149-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Manager to execute the Collective Bargaining Agreement with the Maine State Employees Association-Service Employees International Union, retroactive to 07/01/2022.

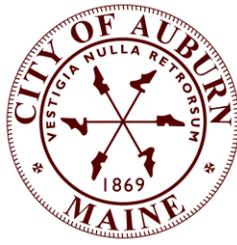
Passage on 11/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 150-11072022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council direct the City Manager to purchase and outfitting of two trailers as part of the Community Outreach and Community Beautification Trailor Program. The City of Auburn will allocate up to \$50,000 from the American Rescue Plan Act (ARPA) funds in support of this initiative.

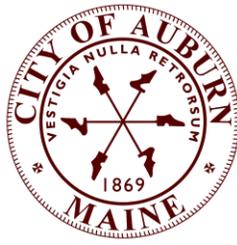
Passage on 11/7/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Resolve

## IN CITY COUNCIL

**Whereas** City of Auburn Council passed resolve 06-09062022.

**Whereas** the City of Auburn Council intended the resolve to begin an ordinance text amendment process that would deliver a Planning Board recommendation back to Council by March 20, 2023, however, actual text to be considered was not included in the resolve.

*Therefore, be it ordered that the City Council directs the Planning Board, after consultation ~~from~~ with the Sustainability and Natural Resource Management Board, to ~~provide an opinion and deliver recommendations~~ conduct a public hearing pursuant to Article XVII, Division 3 of the Zoning Ordinance and report in writing the results of the hearing and recommendations of the Planning Board pursuant to Article XVII, Division 4 of the Zoning Ordinance to the City Council no later than March 20, 2023, on whether or not to eliminate the income standard and the current strip zoning limitations in all areas outside of the Lake Auburn Watershed overlay as an ordinance text amendment, ~~considering~~ as shown on the attached proposed text changes.*

Passage as amended 4-3 (Councilors Gerry, Whiting, and Staples opposed).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager

PART II - CODE OF ORDINANCES  
Chapter 60 - ZONING  
ARTICLE XII. - ENVIRONMENTAL REGULATIONS  
DIVISION 4. LAKE AUBURN WATERSHED OVERLAY DISTRICT

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***DIVISION 4. LAKE AUBURN WATERSHED OVERLAY DISTRICT***

**Sec. 60-950. Purpose.**

The Lake Auburn Watershed District is intended to maintain safe and healthful environmental conditions; prevent and control water pollution; protect spawning ground for fish, aquatic life, bird and other wildlife habitats; control building sites; provide visual and physical points of access to waters and natural beauty; and protect and maintain the present quality and volume of potable water supplied from the Lake Auburn Watershed to the population of the Auburn-Lewiston area.

(Ord. of 9-21-2009, § 5.3A)

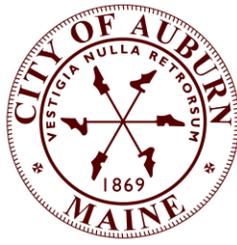
**Sec. 60-951. Boundaries and definitions.**

The Lake Auburn Watershed District is that section of the city in which surface and subsurface waters ultimately flow or drain into Lake Auburn as such section is delineated on a watershed map and survey by the city water district on file in the office of the city water district, the city department of planning and permitting services and the city clerk. The Lake Auburn Watershed District shall be superimposed over underlying districts within such section. Permitted uses in the underlying districts shall continue subject to compliance with the provisions of the Lake Auburn Watershed District.

(Ord. of 9-21-2009, § 5.3B)

**Sec. 60-952. Use and environmental regulations.**

- (a) *Agricultural uses.* All uses of land for chicken farms, cattle farms, horse farms, egg farms, piggeries, sheep farms, stables, crop farming and other agricultural purposes shall be subject to the approval of the city water district. Such approval shall be granted upon a showing that such uses will not cause groundwater contamination or contaminate or disturb the normal course of surface water runoff.
- (b) New Residential dwellings in the agriculture and resource protection zoning district are prohibited in the Lake Auburn Watershed. ~~Notwithstanding subsections 60-145(a)(1), 60-145(b)(18) and 60-146(1)(c), one-family detached dwellings are only permitted in the Lake Auburn Watershed District on parcels containing no less than ten acres, provided that the dwelling is accessory to farming operations and subject to the following restriction: at least 50 percent of the total annual household income of the farm occupants living in the farm residence will be derived from farm uses.~~



**ORDER 152-11212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that Norway Savings Bank Arena is allowed to spend \$35,000 that was originally allocated for RO Water Treatment System to the purchase of a roof to protect the sign on the Arena Building.

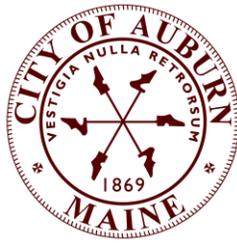
Passage on 11/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 152-11212022**

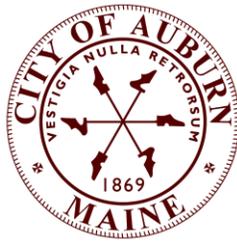
# City Council Order

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 153-11212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Mass Gathering permit for the December 31, 2022 New Year's Eve event sponsored by the City of Auburn.

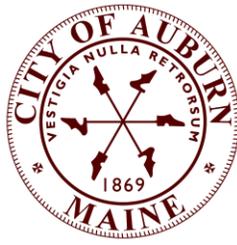
Passage on 11/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 154-11212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the temporary liquor license for an Incorporated Civic Organization for the New Year's Event to be held 12/31/2022.

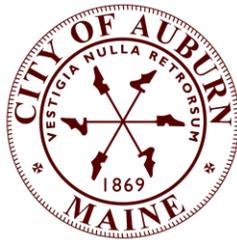
Passage on 11/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 155-11212022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the use of \$150,000 in American Rescue Plan Act (ARPA) funds for the Neighborhood Corner Store Program, which will comply with established program guidelines and meet all ARPA rules, regulations, and guidance.

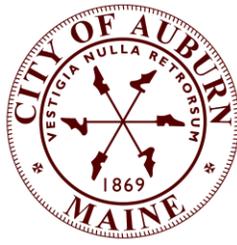
Passage on 11/21/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 156-12052022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby confirms the Mayoral appointment of Scott Berry to the Ad Hoc Committee to Develop Permit Ready Housing:

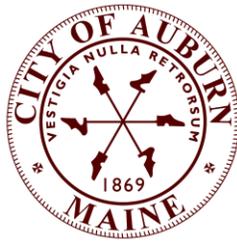
Passage on 12/5/2022, 7-0.

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**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 157-12052022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that that City Council hereby authorizes the use of \$35,000 in ARPA funds for the Auburn Heating Assistance Program, which will comply with established program guidelines and meet all ARPA rules, regulations, and guidance.

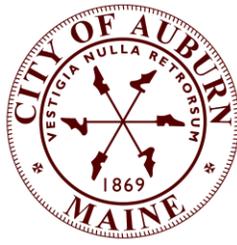
Passage on 12/5/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

### CITY OF AUBURN CITY COUNCIL FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER OF DEMOLITION

#### 110 HAMPSHIRE STREET

On December 5, 2022, at 7:00 p.m., the Auburn City Council held a hearing at 60 Court Street in Auburn, Maine to determine whether the (“Structures”) at 110 Hampshire Street in Auburn, Maine, further described in the deed recorded in the Androscoggin County Registry of Deeds at Book 10028, Page 126 (the “Premises”), are dangerous or nuisances pursuant to 17 M.R.S. § 2851. As such, the Council makes the following findings of fact and conclusions of law, and orders that the Structures be demolished.

#### Findings of Fact

Present at the hearing on this matter for the city was Eric Cousens, Director of Planning & Permitting, and Kris Beaudoin, Code Enforcement Officer. The following individuals appeared on behalf of the owner and/or parties in interest\_\_\_\_\_.

After considering the testimony and evidence presented, the City Council makes the following findings of fact:

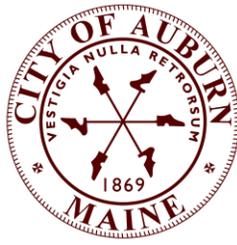
1. The Premises and Structures are owned by Lions Real Estate LLC (the “Owner”). Planning, Permitting & Code Department (“Department”) **Exhibits 1.**
2. Alexandria Savard Owner of Lions Real Estate LLC was served with copies of the Notice of Hearing (“Notice”) on November 17, 2022. **Exhibit 2.**
3. A copy of that Notice was also recorded in the Androscoggin County Registry of Deeds on November 16, 2022. **Exhibit 3.**
4. The Council has accepted and adopts the facts stated in the affidavits and supporting exhibits of Code Enforcement Officers Kris Beaudoin, Cy Wilkinson, and Jennifer Dick. Department **Exhibits 4, 5 and 6.**
5. The Structures are structurally unsafe.
6. The Structures are unfit for human occupancy due to significant structural damage.
7. The Structures constitute a hazard to health and safety because of inadequate maintenance.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City Council Order

8. The Owner have been given the opportunity to remedy the conditions at the Premises but have failed to do so.

### **Conclusions of Law**

Applying the legal standards set forth in 17 M.R.S. § 2851, the Auburn City Council reaches the following conclusions of law:

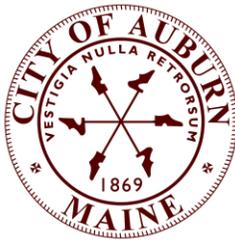
9. The Structures are structurally unsafe and unstable.
10. The Structures are unsanitary.
11. The Structures constitutes a fire hazard.
12. The Structures are unsuitable and improper for human habitation.
13. The Structures are a hazard to health and safety because of inadequate maintenance, dilapidation, obsolescence, or abandonment.
14. The Structures are dangerous to life and property.

Any one of these conclusions would be sufficient to support a finding that the Structures are a nuisance and dangerous buildings, and the Council hereby concludes that the Structure at 110 Hampshire Street is a nuisance and dangerous building within the meaning of 17 M.R.S. § 2851.

### **Order 15-12052022**

Having found that the Structures at 110 Hampshire Street is a nuisance and dangerous buildings within the meaning of 17 M.R.S. § 2851, the Auburn City Council hereby ORDERS:

15. That the Owner, and/or their successors or assigns, demolish the Structures, remove all debris, and stabilize the site within ninety (90) days of service of this Order.
16. That if the Owners, and/or their successors or assigns, fail to comply with this Order in the time frame set forth herein, the City shall have the authority to carry out this Order.
17. That within ninety (90) days after demand by the City, the Owners, and/or their successors or assigns, shall reimburse the City for all expenses it incurs in connection with this proceeding, including, but not limited to, expenses for securing and maintaining the Structure, service and other costs incurred, attorneys' fees, and any and all demolition and clean-up costs.
18. That if the Owners, and/or their successors and assigns, fail to timely reimburse the City for the expenses provided for above, the City shall assess a special tax against the Premises, as provided for in 17 M.R.S. § 2853 and/or recover its costs by means of a collection action.



# City Council Order

*This decision may be appealed to Superior Court under Maine Rule of Civil Procedure 80B.*

I, Susan Clements-Dallaire, City Clerk for the City of Auburn, certify that on December 5, 2022, the Auburn City Council adopted the above Order.

Dated:

\_\_\_\_\_

Susan Clements-Dallaire  
City Clerk

STATE OF MAINE

ANDROSCOGGIN, ss

\_\_\_\_\_, 2022

Before me this day personally appeared Susan Clements-Dallaire who acknowledges the foregoing instrument to be her free act and deed.

\_\_\_\_\_

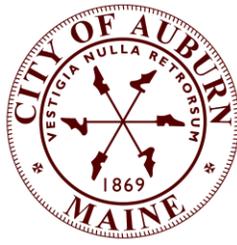
Notary Public/Attorney at Law

Passage on 12/5/2022, 6-1 (Councilor Walker opposed).

**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 159-12052022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby approves the Liquor License for Ryan & Connor Concessions Group, LLC, DBA: Ringers, located at 985 Turner Street.

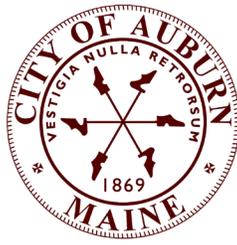
Passage on 12/5/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 160-12052022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the Auburn City Council direct the City Manager to purchase a portable stage of similar size and capabilities as has historically been rented. The City of Auburn will allocate up to \$180,000 from the American Rescue Plan Act (ARPA) funds in support of this initiative.

This item was postponed until 1/17/2023. Motion failed for lack of a second.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 161-12192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Susan Clements-Dallaire as Registrar of Voters with a term expiration of December 31, 2024.

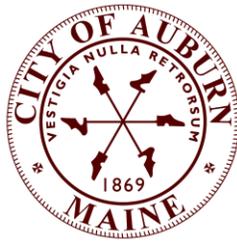
Passage on 12/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

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**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby appoint the following named persons to serve documents as Civilian Process Servers (employees and volunteers) on behalf of the Auburn Police Department and Constable Process Servers without firearm/arrest powers (Private) within the City of Auburn for 2023. Constable Process Servers (Private) are not an agent or employee of the city or entitled to hold himself/herself out as such and is not authorized to carry a firearm in the performance of his/her duties, and that his/her authority to act as a constable is limited to private employment as a process server.

Anna Brown	Employee	Civilian Process Server	Without Firearm	Re-appointment
Maegan Kyllonen	Employee	Civilian Process Server	Without Firearm	Re-appointment
Kenneth Edgerly	Volunteer	Civilian Process Server	Without Firearm	Re-appointment
Glenn Garry	Volunteer	Civilian Process Server	Without Firearm	Re-appointment
Harry Gorman	Private	Constable Process Server	Without Firearm	Re-appointment
David O'Connell	Employee	Civilian Process Server	Without Firearm	Re-appointment

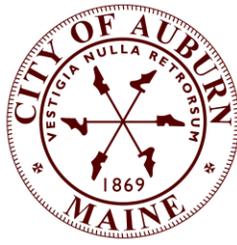
Passage on 12/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 163-12192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby re-appoints Bryan Bachelder as the Local Sealer of Weights and Measures with a term expiration of December 31, 2023.

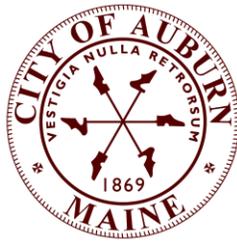
Passage on 12/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 166-12192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Manager to execute a Memorandum of Agreement (MOA) for retention efforts and to reopen Patrol/Detective and Command unit contracts for negotiation no later than February 1, 2023.

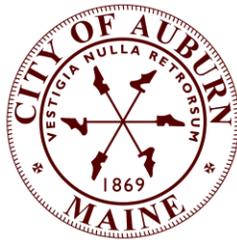
Passage on 12/19/2022, 7-0.

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**ORDER 167-12192022**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby authorizes the City Manager to execute a purchase and sale agreement with Highgate Development, LLC. for the purchase of 15 Academy Street (Auburn Tax Parcel 230-132) and 261 Main Street (Auburn Tax Parcel 231-004) for \$50,000.00.

Passage on 12/19/2022, 6-0-1 (Councilor Milks abstained).

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**Richard Whiting**, Ward One  
**Joseph Morin**, Ward Four  
**Belinda A. Gerry**, At Large

**Ryan Hawes**, Ward Two  
**Leroy G. Walker**, Ward Five  
**Jason J. Levesque**, Mayor

**Stephen G. Milks**, Ward Three  
**Dana Staples**, At Large  
**Phillip L. Crowell, Jr.**, City Manager