



City Council Meeting and Workshop

September 21, 2015

Agenda

5:30 P.M. Workshop

- A. General Assistance Maximum changes – Dot Meagher (15 minutes)
- B. LAEGC (Lewiston Auburn Economic Growth Council) Request for Funding - John Holden (30 minutes)
- C. Great Falls TV Interlocal Agreement – Denis D’Auteuil (45 minutes)

Workshop discussion may carryover to the meeting under Communications if more time is needed.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Crowley

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 1. **Order 68-09212015***
Confirming Chief Crowell’s appointment of Charity G. Klinger as a Constable without firearm for the Auburn Police Department.
- II. **Minutes**
 - September 8, 2015 Regular Council Meeting
 - September 14, 2015 Special Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Polish Fire Cadet Recognition
 - Auburn Fire Department Promotions
 - Sophia Carson - Auburn Book Project Winner
 - Auburn’s Drug Abuse Awareness Campaign
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business - None**
- VI. **New Business**
 1. **Order 69-09212015**

Auburn City Council Meeting & Workshop

September 21, 2015

Approving the Lewiston Auburn Economic Growth Council's (LAEGC) request for funding in the amount of \$20,000 towards a grant opportunity to support the marketing plans to attract new business and investment to LA Maine.

2. Order 70-09212015

Adopting the Community Development Block Grant Amendments as presented by the Community Development Director.

3. Order 71-09212015

Authorizing the Community Development Director to execute and deliver a conditional commitment letter and execute all loan documents necessary to complete the transaction under which the City will lend \$250,000 to Auburn Housing Development Corporation, whose source shall be HOME Investment Partnership Program Funds, to be used exclusively for construction financing for the development of an affordable housing project located at 62 Spring Street in Auburn.

4. Order 72-09212015

Adopting the Neighborhood Revitalization Strategy for the Downtown New Auburn and Union Street areas.

5. Order 73-09212015

Approving the Board and Committee appointments as nominated by the Appointment Committee.

6. Order 74-09212015

Authorizing the City Manager to purchase the property located at 351 Main Street for \$50,000 and to cause the demolition and stabilization of the site as soon as possible after the purchase.

VII. Executive Session

- Discussion on a poverty tax abatement pursuant to 36 M.R.S.A. Sec. 841(2) with possible action to follow.

VIII. Reports

Mayor's Report

City Councilors' Reports

City Manager Report

Finance Director, Jill Eastman – August 2015 Monthly Finance Report

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

X. Adjournment

Auburn City Council Meeting & Workshop

September 21, 2015

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

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 9-21-2015

Author: Dorothy Meagher

Subject: Adoption of Appendices for General Assistant

Information: I'm seeking the approval of the new appendices A, C and D for the period of October 1, 2015 to September 30, 2016. The municipal officers must approve / adopt the new Overall Maximums (Appendix A), Housing Maximums (Appendix C) and Electric Maximums (Appendix D) in accordance to Ordinance 24-23 in Chapter 24. Once the appendices are adopted they will replace the FY 14-15 maximums, the maximum levels are established as a matter of state law based on certain federal and HUD values.

These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A §4305 (4).

Advantages: By adopting the new appendices A, C and D the program will be in compliance for reimbursement from the State.

Disadvantages: By not approving the appendices, the program can be penalized and lose the State reimbursement which is now 70% of the expenditures.

City Budgetary Impacts: Over all the increase is 1.3% for Appendix A and C. Appendix D is an increase of \$4 for a household of 1 with electric heated hot water.

Staff Recommended Action: Approval of the increase to the General Assistance Appendices A, C and D as required by state statute and ordinance.

Previous Meetings and History: This is a yearly approval needed by council when any changes are done to the appendices.

Attachments:

Appendix A, Overall Maximums
Appendix C, Rental Maximums
Appendix D, Utilities
Adoption form for 15-16

GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	628	734	916	1,141	1,326
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	590	618	733	1,025	1,185
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	549	650	849	1,070	1,136
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	803	956	1,181	1,563	1,641
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	958	964	1,245	1,684	1,833
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	638	773	1,025	1,466	1,747

Appendix A

Effective: 10/01/15-09/30/16

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	762	810	960	1,245	1,579
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	695	796	1,009	1,370	1,418

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	603	620	747	946	1,036
Franklin County	630	658	780	971	1,382
Hancock County	647	733	933	1,228	1,246
Kennebec County	570	659	843	1,057	1,126
Knox County	736	741	913	1,170	1,298
Lincoln County	666	739	932	1,161	1,245
Oxford County	567	618	758	1,023	1,324
Piscataquis County	578	659	814	1,033	1,105
Somerset County	659	690	821	1,117	1,121
Waldo County	649	737	873	1,189	1,265
Washington County	572	629	749	955	1,158

* Please Note: Add \$75 for each additional person.

GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)**

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		108	464	128	550
1		108	464	130	561
2		127	546	158	679
3		164	705	202	868
4		176	758	223	957
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		114	491	134	577
1		114	491	139	599
2		135	579	166	712
3		170	730	208	893
4		257	1,104	303	1,303
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		112	480	136	584
1		124	534	154	663
2		161	691	198	851
3		218	937	263	1,133
4		218	937	264	1,136
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		94	403	118	507
1		107	460	137	589
2		140	601	177	761
3		178	766	224	962
4		181	778	236	1,016

Non-Metropolitan FMR Areas

<u>Knox County</u>					
	<u>Unheated</u>		<u>Heated</u>		
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	132	569	157	673	
1	132	569	157	673	
2	156	671	193	831	
3	204	879	250	1,075	
4	221	950	276	1,188	
<u>Lincoln County</u>					
	<u>Unheated</u>		<u>Heated</u>		
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	119	513	141	607	
1	126	540	156	669	
2	160	690	198	850	
3	202	870	248	1,066	
4	209	897	264	1,135	
<u>Oxford County</u>					
	<u>Unheated</u>		<u>Heated</u>		
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	93	400	117	504	
1	101	420	128	549	
2	120	516	157	676	
3	170	732	216	928	
4	227	976	282	1,214	
<u>Piscataquis County</u>					
	<u>Unheated</u>		<u>Heated</u>		
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	103	443	115	496	
1	115	493	128	552	
2	142	613	158	681	
3	184	792	202	870	
4	192	827	211	906	
<u>Somerset County</u>					
	<u>Unheated</u>		<u>Heated</u>		
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	120	517	141	606	
1	121	519	147	631	
2	143	615	175	753	
3	202	869	241	1,038	
4	202	869	241	1,038	

Non-Metropolitan FMR Areas

<u>Waldo County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	116	497	137	590	
1	125	538	155	667	
2	147	631	184	791	
3	209	898	254	1,094	
4	213	917	269	1,155	

<u>Washington County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	94	405	118	509	
1	100	430	130	559	
2	118	507	155	667	
3	154	664	200	860	
4	188	810	244	1,048	

Metropolitan FMR Areas

<u>Bangor HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	107	461	131	565	
1	124	535	154	664	
2	157	674	194	834	
3	198	850	243	1,046	
4	227	978	283	1,216	

<u>Penobscot County HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	99	427	123	531	
1	99	427	127	548	
2	114	491	151	651	
3	171	734	216	930	
4	195	837	250	1,075	

<u>Lewiston/Auburn MSA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	89	382	113	486	
1	105	451	135	580	
2	141	607	178	767	
3	181	779	227	975	
4	183	788	239	1,026	

Metropolitan FMR Areas

<u>Portland HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	148	636	172	740	
1	176	757	206	886	
2	218	939	256	1,099	
3	296	1,272	341	1,468	
4	301	1,293	356	1,531	
<u>York/Kittery/S. Berwick HMFA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	186	798	210	902	
1	186	798	210	902	
2	233	1,003	270	1,163	
3	324	1,393	370	1,589	
4	345	1,485	401	1,723	
<u>Cumberland County HMFA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	111	471	134	575	
1	133	574	163	703	
2	182	783	219	943	
3	273	1,175	319	1,371	
4	325	1,399	381	1,637	
<u>Sagadahoc County HMFA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	138	603	163	702	
1	142	611	172	740	
2	167	718	204	878	
3	222	954	267	1,150	
4	286	1,231	342	1,469	
<u>York County HMFA</u>					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	126	541	148	637	
1	139	597	169	726	
2	178	767	216	927	
3	251	1,079	297	1,275	
4	251	1,079	304	1,308	

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

GENERAL ASSISTANCE ORDINANCE

APPENDICES A-D

2015-2016

The Municipality of Auburn adopts the MMA Model Ordinance GA Appendices (A, C, and D) for the period of Oct. 1, 2015—September 30, 2016. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

Tizz Crowley

(Signature)

Robert P. Hayes

(Signature)

Mary LaFontaine

(Signature)

Adam R. Lee

(Signature)

Leroy Walker

(Signature)

Belinda Gerry

(Signature)

David C. Young

(Signature)



City Council Information Sheet

City of Auburn

Council Meeting Date: 9/21/2015

Order 69-09212015

Author: Sue Clements-Dallaire

Subject: Funding Request from LAEGC (Lewiston Auburn Economic Growth Council)

Information: LAEGC is requesting additional funds to provide cash match to the Maine International Trade Center (MITC) Foreign Direct Investment (FDI) Program. This is a one-time grant that provides direct cash to support business development marketing. LAEGC is asking both Lewiston and Auburn to contribute \$20,000 towards this grant opportunity that will support the marketing plans to attract new business and investment to LA Maine.

Advantages:

Disadvantages:

City Budgetary Impacts: \$20,000

Staff Recommended Action:

Previous Meetings and History: John Holden presented this item at the 9/8/2015 Council Meeting.

Attachments:

Letter from John Holden

Order 69-09212015



August 28, 2015

Ed Barrett, City Administrator

City of Lewiston

Howard Kroll, City Manager

City of Auburn

This letter is to outline our request for additional funds to provide cash match to the Maine International Trade Center (MITC) Foreign Direct Investment (FDI) Program. I have briefed Council three times previously (March and twice in April) on this one-time grant that provides direct cash to support business development marketing (a very unique grant and opportunity).

First, allow me to give a bullet point update on LAEGC activities since I last met with Council.

- We have closed two loans in the past two months and are in the process of considering or working on applications for four others
- We are working on four new business investment leads, coordinating with City Staff
- We continue to reach out to the existing business community; are assisting with some current expansions and connecting business to other opportunities or contacts.
- We have launched our Blackstone Accelerates Growth entrepreneurship program with the following events planned
 - LA Maine Developers Boot Camp, Sept 28, 29.
 - September 9, 2015; Launch Intro & Input Session
 - November 12 Entrepreneur Leadership Networking Program
 - Note that this event and general date will become the LAEGC “annual dinner”
 - In regards to annual dinner, I would propose that LAEGC take on the nomination process to solicit and recommend one economic development award from each city, coordinated with City Staff and with approval of Council. Secondly, perhaps a dual city award as well, if and when warranted.

However, the focus of this letter, and subsequent discussion at your upcoming Workshop, is the MITC FDI grant and how we can use it to deliver on our Scope of Services and encourage new business and investment in LA.

This grant will help us expand efforts currently underway. LAEGC has engaged, through our existing networks with business in Atlantic Canada. Our approach is to identify communities, organizations, and “networks,” for the purpose of identifying potential new market opportunities for our existing business and possible new business investment opportunities. To that end, I have met with a company in Fredericton that is considering their first US expansion. I have also met a company who will be re-kindling past talks with a local company (as a value added supplier). Lastly, through our networks, we have another local business now in contact with three possible contract opportunities.

Lewiston Auburn Economic Growth Council

415 Lisbon Street, Suite 400, Lewiston, ME, Telephone (207)784-0161, Fax (207)786-4412

As I have informed you previously, I am asking each City to contribute \$20,000 towards this grant opportunity that will support our marketing plans to attract new business and investment to LA Maine. The RFP can be found at:

<http://www.investinmaine.net/wp-content/uploads/2014/12/Invest-in-Maine-Regional-Reimbursement-Program.pdf>

This is a one-time EDA grant to MITC that is being “sub-granted” to support regional FDI initiatives. Awardees in the first round of grants included the Kennebec Regional Development Authority (aka, “First Park”), Midcoast Regional Redevelopment Authority (aka, MRRA at Brunswick Landing), and Greater Portland (a coalition of cities and towns around Portland).

I have begun to outline our proposal in anticipation of submitting an application. The focus of our marketing will be on foreign markets, starting “next door” in Quebec and the Maritimes. This funding will be used over a 27-month time period (last quarter of 2015, full calendar years 2016, 2017). LAEGC will commit \$20,000 in cash match from our existing FY2016 budget. These are funds budgeted to redesign of our brand and website, as well as additional collateral material. We will then dedicate \$17,500 of our marketing budget over the balance of our FY2016, FY2017, FY2018 budgets towards cash match. In addition we are estimating 2,160 hours of in-kind match from LAEGC to this effort over the term of the grant program.

Presented at right is a **DRAFT** budget for the grant submission. This may be revised as we gather more details on events and other direct expenses, but is generally the overall budget.

Overall, our FDI application will focus on the following targeted audiences, markets, and sectors to complement MITC’s Invest in Maine program and the FDI initiatives of the other regional grant awardees. We will be focused on the following markets and sectors:

LA Maine Foreign Direct Investment Budget				
Invest in Maine Regional Program				
Direct Expenditures Budget				
Activity	Total	LAEGC	City	MITC
<u>Collateral Material, Branding</u>				
LAGEC	\$15,000	\$15,000		
Chamber	\$20,000			
Regional Brand	\$10,000	\$5,000		
Subtotal	\$45,000	\$20,000	\$0	\$0
<u>Direct Outreach</u>				
Atlantic Canada	\$42,500	\$5,000	\$10,000	\$7,500
Quebec	\$42,500	\$5,000	\$10,000	\$7,500
Balance of Canada	\$32,500	\$2,500	\$10,000	\$5,000
Europe	\$20,000	\$2,500	\$5,000	\$10,000
Hong Kong, China	\$15,000	\$2,500	\$5,000	\$5,000
Subtotal	\$152,500	\$17,500	\$40,000	\$35,000
<u>Consultant</u>				\$15,000
Total	\$197,500	\$37,500	\$40,000	\$50,000

Markets:

- Canada, specifically Quebec and Atlantic Canada
- Europe, interconnected with MITC and other regional Invest in Maine partners.
 - We are working closely with a private partner, Aizoon, Inc. to leverage their connections and introductions including upcoming visits by an Italian manufacturing company and a tour by a number of Italian entrepreneurs.
- Hong Kong; China
 - As a result recent public relations and social media outreach by LAEGC and the Chamber, LA was visited by Steve Barclay, director of the Hong Kong Economic and Trade Office in New York, during his recent visit in Maine. We will explore his eagerness to engage our community as a potential market.
 - Hong Kong offers an entry into the Chinese market. In addition, recent investments by Miracle Enterprise, which will partner with Central Maine Medical Center on a five-star “medical tourism facility” in Auburn, will open up additional avenues for our outreach. We will explore how to make those connections as these investors begin to establish their facility and programs in Auburn.

Sectors (to be further refined in the coming weeks):

- Food and Food Distribution
- Heavy (bulk) logistics, transportation, materials
- Manufacturing
- Health Care Products—manufacturing

The City funds will complement the MITC (grant) funds and be used for direct marketing expenses. This includes costs of networking events and travel. We will do very limited advertising, but we intend to develop a collateral piece that can be used on FDI and domestic business development marketing. We also anticipate contracting with a business consultant to generate “qualified leads” of companies that we will meet with. A qualified lead will be one that has serious intention about a US investment, partnership, or expansion.

I am confident we can submit a very compelling application. The matching funds are critical to the success of our application.

I look forward to discussing this with you at the upcoming Workshops and your input.



John Holden, President

jholden@economicgrowth.org

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 69-09212015

ORDERED, that the City Council hereby authorizes funding LAEGC in the amount of \$20,000 to provide cash match to the Maine International Trade Center (MITC) Foreign Direct Investment (FDI) Program which will support marketing plans to attract new business and investment to LA Maine.



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 9/21/2015

Author: Denis D'Auteuil

Subject: Great Falls TV Inter-Local Agreement

Information: City staff will present the latest draft of the Inter-Local Agreement between the cities of Auburn and Lewiston regarding Great Falls TV (GFTV). On June 1, 2015 a City Council Workshop was held on a proposal to change the current structure of Great Falls TV. Since the meeting on June 1, 2015 both cities have been developing the agreement that is being presented. On June 15, 2015 both cities have also been notified by our current tenant that GFTV must move from their current location at Central Maine Community College. Staff will provide an overview of the plans that involve moving GFTV staff and equipment to Auburn City Hall.

Advantages:

- This agreement would establish the first Inter-Local Agreement since the original creation of GFTV.
- Provides a better management structure for the GFTV personnel and operations.
- Maintains GFTV as a PEG (public, educational, and government) Cable TV station.
- Ensures equitable broadcasting opportunities for both cities.

Disadvantages:

- The cities have been notified that we must move GFTV from their current location at Central Maine Community College.
- Estimated costs for the move are approximately from GFTV are approximately \$6,500.
- Additional opportunity costs are associated with the move to Auburn City Hall as Public Services staff will be handling the majority of the labor involved.

City Budgetary Impacts: None

Staff Recommended Action: Approve the City Manager to execute the agreement.

Previous Meetings and History:

- June 1st, 2015 City Council Workshop

Attachments:

1. Draft Auburn-Lewiston Local Cable TV Inter-local Agreement
2. Letter from Central Maine Community College
3. Current Auburn Cable Advisory Board Ordinance
4. Current Lewiston Cable Advisory Board Ordinance

**The City of Auburn & the City of Lewiston
Auburn-Lewiston Local Cable TV Operations
Interlocal Agreement
DRAFT**

This Agreement is made and entered into as of this _____ day of _____, 201() by and between the Cities of Lewiston and Auburn, both political subdivisions of the State of Maine, in accordance with Chapter 115 of Title 30-A of the Maine Revised Statutes.

WHEREAS the Auburn-Lewiston Cable TV Committee, a group of concerned citizens and elected/appointed officials representing a wide variety of community interests, assembled for the purpose of articulating a community vision for its public, educational and government (PEG) cable television programming has successfully operated our community PEG station with distinction for some fifteen years;

WHEREAS the Lewiston and Auburn City Councils now believe the time has arrived to address the commitment by both cities to memorialize the operations of the Great Falls TV local PEG cable station through the joint approval of an interlocal agreement, as stipulated in the Cable Television Ordinance approved by the Lewiston City Council on December 17, 1996;

WHEREAS the joint budgeting process has revealed administrative issues which must be addressed so that the staffing, operations, financial obligations and the administrative oversight of Great Falls TV are properly addressed to better ensure the long term stability and sustainability of our community PEG channel for years to come;

WHEREAS the Cities of Lewiston and Auburn agree to formally authorize the assignment of all personnel and financial administration to the City of Auburn; to have the City of Auburn integrate Great Falls TV into its municipal operations; to agree that the Cities of Lewiston and Auburn will equally share all assets owned and/or purchased by Great Falls TV; to continue to carry out the Cities' joint interest in maintaining Great Falls TV as a PEG cable station, which includes ensuring that the operational duties of Great Falls TV employees are consistent with the mission of a PEG cable station; and to assign responsibility to oversee the administration and operations of Great Falls TV to the City of Auburn subject to the programming and franchise agreement authority of the Auburn-Lewiston Cable TV Committee;

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCILS OF THE CITY OF LEWISTON AND AUBURN THAT the city formally approve the creation of the Auburn-Lewiston Cable TV Committee; to assign the responsibilities for general programming and day-to-day broadcast management to the Auburn-Lewiston Cable TV Committee; and to agree that all Great Fall TV staff be formally hired as City of Auburn employees and that human resources, supervisory and financial responsibility for Great Falls TV staff and general operations be assigned to the City of Auburn in accordance with the following:

For purposes of this Agreement, the following words and phrases shall have the meanings ascribed to them by this section:

- (1) "Committee" means the Auburn-Lewiston Cable TV Committee.
- (2) "Organization" means the Great Falls TV PEG (public, educations, government) local cable system.

(3) "Franchising Authority" means the authority granted to the cities of Lewiston and Auburn through any cable TV franchise agreement approved by the cities of Auburn and Lewiston.

(4) "Franchise Agreement" means any municipally approved contract with a cable TV operator to provide cable TV services in a specific municipality.

A. CREATION OF THE LEWISTON-AUBURN CABLE TV COMMITTEE

(1) **The Committee:** The Auburn-Lewiston Cable TV Committee is hereby created. All appointments shall be as follows:

(2) **Terms and other conditions:**

- One (1) City Councilor or Mayor from each city shall be appointed by each city's Mayor to serve two (2) year terms (to correspond with Mayor/City Council elections), and may be reappointed to an unlimited number of consecutive terms; and
- in Auburn, three (3) Committee members shall be nominated by the Mayor, appointed by each City Council, and serve no more than three (3) two (2) year terms;
- in Lewiston, the City Administrator shall appoint one (1) staff member who shall serve at the pleasure of the City Administrator, and the Mayor shall nominate two additional members who shall be appointed by the City Council and serve no more than three (3) two (2) year terms; and
- all actions of the Auburn-Lewiston Cable TV Committee will require no less than five (5) affirmative votes

(3) **Special voting conditions:** When a matter before the Committee only affects cable customers in one city, no less than three (3) members representing the city involved all vote in the affirmative for passage.

(4) **By-Laws:** The Committee's By-Laws will be crafted and submitted by the Committee for approval by both City Councils within ninety (90) days of final approval of this Agreement. The By-Laws shall include language which shall require language to cover the following:

- Any applicable Committee responsibilities contained within this Agreement
- Priority programming areas for broadcast: Public, education and government (PEG).
- Ensuring that policy is created to provide equitable content broadcasting opportunities for both cities
- Quorum will require no less than four (4) members in attendance and no more than one (1) member may call in via telephone or videoconference if fewer than four (4) members are physically in attendance
- Grievance procedures for citizens who submit programming content
- Establishing a monthly meeting schedule
- Meeting posting requirements
- Committee term and member vacancy language
- Voting requirements

- Email voting prohibition
- Attendance conditions and non-attendance notification requirements
- Web page posting of all policies, agendas and meeting minutes
- By-laws amendment requirements
- Franchise agreement complaint handling

B. COMMITTEE DUTIES AND POWERS.

(1) **Duties.** The duties of the Committee shall be:

(a) To create broadcast and programming policy and to oversee the programming, technical operations/management, and cable TV broadcast and internet operations of Great Falls TV and to oversee and manage existing cable television franchise(s) issued by the franchising authorities of Auburn and Lewiston and any future franchise agreement enacted by the franchising authority;

(b) To monitor and annually submit a budget for its next fiscal year itemizing expenses of operations, maintenance and repairs, planned capital improvements, and current and future indebtedness no later than January 31st of each year. The budget will be submitted to both the Auburn Manager and Lewiston City Administrator and will include details as to present assets, accounts receivables and payables, and other liabilities as the Cities of Lewiston and Auburn may reasonably require. The Committee will also estimate all anticipated revenues for the upcoming fiscal year;

(b) To assign to the Committee all responsibility to oversee the necessary regulations of franchised cable television operators, including but not limited to, rate regulations, rate setting procedures, procedures to ensure only properly established rates as stipulated in the franchise agreement are being charged customers, consumer protection regulations, and such other regulations as the Committee deems necessary to perform its duties;

(c) Within the limitations of this chapter, the Committee shall recommend to the Lewiston City Administrator and/or the Auburn City Manager the imposition of penalties for violation of any franchise agreement provision;

(d) To establish procedures for hearing and disposing of all customer complaints concerning cable television service provided by the franchised cable television operator;

(e) Except for powers expressly reserved to the franchising authority and to the municipal officers of Auburn and Lewiston, to perform within the geographic jurisdiction of the franchising authority all functions now or hereafter granted to local franchising authorities under the Federal Act and FCC regulations;

(f) To perform such other duties delegated to the Committee by mutual agreement of the Auburn and Lewiston City Councils; and

(g) To conduct the business of the Committee in accordance with the By-Laws enclosed within this Agreement.

(2) **Delegation.** Except for the approval of a final Committee budget; imposing and/or collecting franchise fee violation fines; the signing of all contracts; pursuing legal action associated with any Organization activity; establishing what revenues shall be created or dedicated to support Committee operations; and those items expressly reserved in the franchise agreement to the franchising authority or the enclosed Committee By-Laws, all powers of the franchising authority under state and federal law and under the franchising authority's existing cable television franchise agreement are hereby delegated to the Committee.

(3) **Powers.** To enable the Committee to perform its duties but subject to the limitations in this Agreement, the Committee shall have the following powers:

- (a) To advise the City of Auburn with respect to approving, implementing and enforcing the Committee's operating and capital budget; contracts; personnel hiring, firing and regulation; and all other legal obligations;
- (b) To work with the Auburn City Manager and the Lewiston City Manager in those instances where the Committee has requested assistance of those offices;
- (c) Negotiate new franchise agreements and/or amendments to existing franchise agreements;
- (d) To consult with the City of Auburn on the hiring of regular full time or part time staff;

C. APPORTIONMENT OF CITY REVENUES & CONTRACTS.

(1) All revenues authorized in a franchise agreement or collected through any revenue generating activity of the Committee shall be apportioned and/or authorized by a mutual vote of both City Councils to the Committee for all Organization expenses as follows:

- (a) All fees collected by both cities through a franchise agreement shall be aggregated and apportioned to the Committee as follows:
 - i. The total franchise fees collected by each city will be assessed based on a fixed cable TV franchise fee of no less than 2.5%. In the event that either city elects to establish a franchise fee of greater than 2.5%, that city shall have the authority to dedicate any portion of those revenues to any general fund purpose.
 - ii. Revenues to the Organization shall be based as a percentage of each municipalities previous fiscal year's 2.5% franchise fee collections plus the percentage of each prior fiscal year's city-wide viewership multiplied by forty percent (40%) of the total contribution-----

Example:

- TOTAL FRANCHISE FEE FOR BOTH CITIES: \$285,000
- Auburn total franchise fee: \$135,000 – 47.37%

- Lewiston total franchise fee: \$150,000 – 52.63%
100.00%

TOTAL VIEWERSHIP FOR BOTH CITIES: 13,981

- Auburn viewership: 5,790 – 41.42%
- Lewiston viewership: 8,191 – 58.58%
100.00%

APPORTIONED FRANCHISE FEE CONTRIBUTION FOR CITIES:

- Lewiston: $52.63\% + 58.58\% \div 2 = 55.60\% \times \$285,000 = \$158,460 \times 40\% = \$63,384$
- Auburn: $47.37\% + 41.42\% \div 2 = 44.40\% \times \$285,000 = \$126,540 \times 40\% = \$50,616$

- iii. Any additional fees that are collected through a franchise agreement may be appropriated by a City Council to the Committee and must be expended in accordance with the specified purpose identified in the franchise agreement; and
- iv. any Great Falls TV revenues not specified in a franchise agreement must first be authorized by an affirmative vote of the Committee and approved by an affirmative vote of both City Councils; and
- v. revenues may be assigned to reserve accounts by mutual agreement of both City Councils but all yearend unexpended revenues shall be returned to each city's general fund balance in accordance with the apportioning language in item (i) of this Section (alternative---designated to a Great Falls TV reserve for replacement account); and
- vi. the Committee may request any additional funding as it deems appropriate as part of its budget request.

D. CONTRACTS

All contracts with other persons, corporations and governmental bodies or agencies thereof, including contracts to lease the use of buildings, facilities, operations and all other business or legal obligations shall be managed and authorized by the City of Auburn.

E. DISPOSAL OF SURPLUS PROPERTY

When the Committee determines that any Organization assets/equipment are no longer necessary to the accomplishment of the purposes of the organization, it may dispose of the same, subject to any restrictions which may be imposed by mutual agreement of the City Councils upon such terms as they consider advisable. Any proposed disposal of assets/equipment with a value in excess of one thousand dollars (\$1,000) shall be first approved by both City Councils.

F. RELOCATION OF BORADCAST FACILITIES & STAFFING

Any action to relocate any portion of Great Falls TV broadcasting or studio operations from the existing Central Maine Community College site must receive the approval of both City Councils.

G. PROPERTY TAX EXEMPT

The real and personal property of Organization will be exempt from taxation.

H. TERMINATION AND MODIFICATION

Organization will remain in existence for an indefinite term and until terminated by a majority vote of the Auburn and Lewiston City Councils. This agreement may also be modified by a majority vote of both City Councils.

In the event that either municipal body shall vote to modify or terminate this agreement, notice shall be provided in writing and submitted to the City Clerk of the other municipality and to the Chairperson of the Committee. If termination is approved by a majority vote of both City Councils, the Committee shall meet and vote on a termination plan within seven (7) calendar days of the date of approval from the last City Council termination vote.

Termination of operations shall occur no later than forty-five (45) calendar days following the last City Council termination vote. A plan to liquidate all assets will be developed by the Auburn City Manager and the Lewiston City Administrator will be submitted to both City Councils no later than thirty (30) calendar days following termination of operations.

Approval to dissolve all Organization assets/equipment must be approved by a mutual vote of both City Councils. All approvals shall require that the Cities of Lewiston and Auburn mutually agree to share equally the lifetime contingent liabilities associated with Organization operations.

June 15, 2015

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

Edward Barrett
City Administrator
City of Lewiston
27 Pine Street
Lewiston, ME 04240


Gentlemen:

We have noted with interest the Cities' discussions on moving Great Falls TV out of Central Maine Community College and into Auburn Hall. Such a move does coincide with the College's increasing need to recover the space that Great Falls occupies. While it has always been our intention to be as cooperative as possible with the Cities in meeting the cable television needs of the communities, the growing educational needs of the College require us to reconsider all of our space utilization.

As you know, our current facility lease expires June 30, 2015. We noted that in your earlier discussions regarding the move you had intended to move the facility to Auburn Hall by that date. We do not have an immediate need for Great Falls TV to move by that date, but we are enthusiastic about talking to you about how a mutually satisfactory date might be arrived at. If the Cities are unable to move quickly, we would at least like to discuss what a longer-term date might look like.

We have enjoyed having Great Falls TV as a guest on our campus, but it is becoming increasingly obvious that moving them to Auburn Hall is in our mutual best interest. Please let me know whether you believe it would be productive for us to meet on this issue.

Cordially,


Scott E. Knapp, Ed.D.
President

Sec. 50-19. - Purpose and scope of article.

This article provides for city regulation and use of the cable television system, including its construction, operation and maintenance in, along, upon, across, over and under the streets, alleys, public ways and public places now laid out or dedicated and all extensions thereof and additions thereto in the city, including poles, wires, cables, underground conduits, manholes, conductors and fixtures necessary for a cable television system, and provides conditions accompanying the grant of a franchise and providing for the city's regulation of cable television system operation.

(Ord. of 12-16-1996(1), § 1.1)

Sec. 50-20. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Cable television company and company mean any person owning, controlling, operating, managing or leasing a cable television system within the city.

Cable television system means any facility that, in whole or in part, receives directly or indirectly over the air and amplifies or otherwise modifies signals transmitting programs broadcast by one or more television or radio stations, or originates its own signals produced through any of its community access channels, and distributes such signals by wire or cable to subscribing members of the public who pay for such services. The term does not include any such facility that serves fewer than 50 subscribers or that serves only the residents of one or more apartment dwellings under common ownership, control or management and commercial establishments located on the premises of the apartment dwellings.

City means the City of Auburn, organized and existing under the laws of the state, and the area within its territorial limits.

(Ord. of 12-16-1996(1), § 1.2)

Sec. 50-21. - Cable television advisory board.

- (a) Authorized. The municipal officers are hereby authorized to establish a cable television advisory board and to enter into an interlocal agreement with the City of Lewiston and other municipalities served by the cable system serving the city for the purpose of establishing a cable television advisory board.
- (b) Membership. The municipal officers are hereby authorized to appoint up to six volunteer members to the cable television advisory board for the city. In addition, the city manager or his designee shall be an advisory member to the board.
- (c) Duties. The cable television advisory board shall have the following duties:
 - (1) Propose such rules and regulations as it may deem necessary for monitoring the operation of the cable television system, such rules and regulations being subject to the approval of the municipal officers. All such rules and regulations shall not be in conflict with those that have been or may be adopted by the Federal Communications Commission for the operation of such systems, but may, unless expressly preempted, be more detailed, more restrictive, or more strict than applicable Federal Communications Commission regulations.
 - (2) Make recommendations to the city and the cable television company concerning educational and local interest programming.
 - (3) Resolve complaints, disputes or disagreements between subscribers and the company.

- (4) Advise and review the preparation of specifications for bids or requests for proposals for cable television franchises, and invite bids or issue requests for proposals for such franchises. Before issuing a request for proposals or soliciting bids, the cable television advisory board shall determine any special local needs or interests, whether by actively seeking to determine those needs or interests or by allowing a period for public comment on a proposed request for proposals. Upon receipt of bids or proposals, it shall study the bids or proposals and make recommendations on the awarding of a franchise, such recommendations being subject to the approval of the municipal officers.
- (5) Oversee and administer the use and operation of local public, educational and governmental access facilities.

(Ord. of 12-16-1996(1), § 1.7; Ord. of 4-28-1997)

Sec. 50-22. - Franchise—Required.

No person shall install, maintain or operate within the city or any of its public streets or other public areas any equipment or facilities for the operation of a cable television system unless a franchise agreement authorizing the use of the public streets or areas has first been obtained pursuant to the provisions of this article and unless the franchise agreement is in full force and effect.

(Ord. of 12-16-1996(1), § 1.3)

Sec. 50-23. - Same—Granting of application; revocation of.

- (a) Authority to grant franchise. The municipal officers of the city may contract on such terms, conditions and fees as are in the best interest of the city and its residents with one or more cable television companies for the operation of a cable television system within the city, including the granting of nonexclusive franchise agreements for the operation thereof for a period not to exceed 15 years.
- (b) Application fee. Applicants for a franchise agreement, including applicants for renewal of a franchise agreement, shall pay a reasonable fee to the city to defray the cost of public notices, advertising and other expenses relating to or incurred by the city in acting upon such applications. The amount of the fee is to be determined by the municipal officers.
- (c) Contents of application. The application shall be filed with the city clerk and shall contain such information as the city may require, including, but not limited to a general description of the applicant's proposed operation, a schedule of proposed charges, a statement detailing its previous two fiscal years, an estimated ten-year financial projection of its proposed system and its proposed annual city franchise fee or the basis for the fee, and a statement detailing the prior operational experience of the applicant in both cable television and microwave service, including that of its officers, management and staff to be associated with the proposed operation.
- (d) Public comment. Prior to issuing a request for proposals to any cable television company for franchise agreements or renewals, the city shall hold a public hearing or conduct some other process to determine any special local needs or interests with respect to cable television service and shall allow for a period of public comment on the request for proposals.
- (e) Applications to be public records. Franchise agreement applications, including renewal applications, and any submittals in response to a request for proposals or solicitation of bids and related documents, are public records. Upon the filing of such documents, the city shall provide reasonable notice to the public that such documents are open to public inspection during reasonable hours.
- (f) Revocation of agreement. A franchise agreement may be revoked by the municipal officers for good and sufficient cause after due notice to the company and a public hearing thereon, with the sole right to appeal to the county superior court pursuant to Rule 80B of the Maine Rules of Civil Procedure.

(Ord. of 12-16-1996(1), § 1.4)

Sec. 50-24. - Same—Review of qualifications of applicant; public hearing.

Before authorizing the issuance of any franchise agreement under this article, including renewals, and approvals of any transfers of ownership, property or rights under franchise agreements, the municipal officers shall review the applicant's character and financial and technical qualifications and the adequacy and feasibility of its qualifications to operate a cable television system within the city, and shall conduct a public hearing thereon with at least seven days' advertised notice prior to the public hearing. Such public hearing shall provide a reasonable opportunity for public input on the proposed franchise agreement, renewal or transfer.

(Ord. of 12-16-1996(1), § 1.5)

Sec. 50-25. - Performance bond and insurance coverage.

- (a) Upon the execution of any franchise agreement under this article, the cable television company shall file a surety company performance bond in the amount and in such form as is acceptable to the city.
- (b) The city, in making this determination, may rely upon the advice of the municipal officers, the city manager, the city attorney and/or other appropriate city officials. The amount of the bond shall not be less than the estimated cost of performing any work specified in the franchise agreement and shall include the cost of dismantling the cable television system. The bond shall be conditioned upon the faithful performance of the contract and full compliance with any laws, ordinances or regulations governing such franchise agreements.
- (c) When the cable television company has completed construction of the system as set forth in the franchise agreement, and provided that the cable television company is otherwise in compliance with the terms of the franchise agreement, the municipal officers shall permit the company to reduce the bond to an amount sufficient to cover the cost of dismantling the system.
- (d) The cable television company shall also, upon execution of any such franchise contract, provide evidence of such public liability, copyright infringement and other insurance coverage as the municipal officers may require.
- (e) The municipal officers may opt to provide for a cash security fund in lieu of a performance bond and appropriately condition the security fund.

(Ord. of 12-16-1996(1), § 1.6)

Sec. 50-26. - Contents of franchise agreement.

Each franchise agreement between the city and any cable television company shall contain, but is not limited to, the following provisions:

- (1) A statement of the areas to be served by the cable television company;
- (2) A line extension policy;
- (3) A provision for renewal, the term of which may not exceed 15 years;
- (4) Procedures for the investigation and resolution of subscriber complaints by the cable television company;
- (5) An agreement to comply with the requirements of 30-A M.R.S.A. § 3010 regarding consumer rights and protection and any amendments thereto;
- (6) Any other terms and conditions that are in the best interest of the city; and

- (7) A provision for access to, and facilities to make use of, one or more local public, educational and government access channels.

(Ord. of 12-16-1996(1), § 1.8)

Sec. 50-27. - Powers and duties of city officers.

- (a) The municipal officers of the city shall, either directly or through their designees:
 - (1) Adopt such ordinances, rules and regulations as they may deem necessary for regulating the operation of a cable television system.
 - (2) Make recommendations to the cable television company concerning educational and local interest programming.
 - (3) Resolve complaints, disputes or disagreements between subscribers and the company.
 - (4) Conduct public hearings and issue such appropriate orders as they may deem necessary to enforce the provisions of this article and any regulations, rules and orders and franchise agreements, including the revocation of franchise agreements and the assessment of penalties for violations, as well as to correct any deficiencies in the operation of the system. The municipal officers' decisions and findings shall be final and binding upon all parties, including the company, except that such decision or finding may be appealed to the county superior court pursuant to Rule 80B of the Maine Rules of Civil Procedure.
- (b) All such ordinances, regulations, rules and orders of the municipal officers shall not be in conflict with those that have been or may be adopted by the Federal Communications Commission for the operation of such systems, except that, unless expressly preempted, such ordinances, regulations, rules and orders may be more detailed, more strict or more restrictive than applicable Federal Communications Commission regulations.
- (c) As part of the city's enforcement authority, the municipal officers have the authority to bring legal action for damages, penalties and injunctive relief. The city shall be entitled to recover its costs, including reasonable attorney's fees, incurred in the enforcement of this article, the provisions of a franchise agreement, or any local rules or regulations adopted pursuant to this article.

(Ord. of 12-16-1996(1), § 1.9)

Sec. 50-28. - Compliance with applicable regulations.

Cable television companies shall at all times comply with all applicable federal, state and local laws, statutes, rules, regulations, ordinances, codes and orders.

(Ord. of 12-16-1996(1), § 1.10)

Chapter 24

CABLE TELEVISION*

Article I. In General

- Sec. 24-1. Establishment and purpose.
- Sec. 24-2. Definitions.
- Sec. 24-3. Franchise required.
- Sec. 24-4. Franchise contract.
- Sec. 24-5. Public hearing.
- Sec. 24-6. Performance bond and insurance coverage.
- Secs. 24-7--24-19. Reserved.

Article II. Board Created

- Sec. 24-20. Cable television advisory board.
- Secs. 24-21--24-29. Reserved.

Article III. Operations

- Sec. 24-30. Franchise contract contents.
- Sec. 24-31. Rules, regulations and procedures.
- Sec. 24-32. Compliance with all laws.
- Sec. 24-33. Severability.

***Cross references:** Administration, ch. 2; buildings and building regulations, ch. 18; businesses, ch. 22; streets and sidewalks, ch. 66; utilities, ch. 74; zoning and land use code, app. A.

CABLE TELEVISION

ARTICLE I. IN GENERAL

Sec. 24-1. Establishment and purpose.

This chapter is an ordinance providing for city regulation and use of the cable television system including its construction, operation and maintenance in, along, upon, across, over and under the streets, alleys, public ways and public places now laid out or dedicated, and all extensions thereof and additions thereto in the city, including poles, wires, cables, underground conduits, manholes, conductors and fixtures necessary for a cable television system and to provide conditions accompanying the grant of a franchise and providing for the city's regulating of cable television system operation.

(Ord. No. 96-17, 12-17-96)

Sec. 24-2. Definitions.

For purposes of this chapter, the following definitions shall apply unless the context clearly implies otherwise:

Cable television company or *company* means any person, firm or corporation owning, controlling, operating, managing or leasing a cable television system within the city.

Cable television system means any facility that, in whole or in part, receives directly or indirectly over the air, and amplifies or otherwise modifies signals transmitting programs broadcast by one or more television or radio stations, or originates its own signal or signals produced through any of its community access channels, and distributes such signals by wire or cable to subscribing members of the public who pay for such services. The term does not include any such facility that serves fewer than 50 subscribers or that serves only the residents of one or more apartment dwellings under common ownership, control or management, and commercial establishments located on the premises of the apartment dwellings.

City shall mean the City of Lewiston organized and existing under the laws of the State of Maine and the area within its territorial limits.

(Ord. No. 96-17, 12-17-96)

Cross references: Definitions and rules of construction, § 1-2.

Sec. 24-3. Franchise required.

No person, firm or corporation shall install, maintain or operate within the city or any of its public streets or other public areas any equipment or facilities for the operation of a cable television system unless a franchise agreement authorizing the use of said public streets or areas has first been obtained pursuant to the provisions of this chapter and unless said franchise agreement is in full force and effect.

(Ord. No. 96-17, 12-17-96)

Sec. 24-4. Franchise contract.

The municipal officers of the city may contract on such terms, conditions and fees as are in the best interest of the municipality and its residents with one or more cable television companies for the operation of a cable television system within the city, including the granting of

CABLE TELEVISION

nonexclusive franchise agreements for the operation thereof for a period not to exceed 15 years.

Applicants for a franchise agreement, including applicants for renewal of a franchise agreement, shall pay a reasonable fee to the city to defray the cost of public notices, advertising and other expenses relating to, or incurred by the city in acting upon, such applications. The amount of said fee is to be determined by the municipal officers.

The application shall be filed with the city clerk and shall contain such information as the city may require, including but not limited to a general description of the applicant's proposed operation, a schedule of proposed changes, a statement detailing its previous two fiscal years, an estimated ten-year financial projection of its proposed system and its proposed annual city franchise fee or the basis for same, and a statement detailing the prior operational experience of the applicant in both cable television and microwave service including that of its officers, management and staff to be associated with the proposed operation.

Prior to issuing a request for proposals to any cable television company or companies for franchise agreements or renewals, the city shall hold a public hearing or conduct some other process to determine any special local needs or interests with respect to cable television service and shall allow for a period of public comment on the request for proposals.

Franchise agreement applications, including renewal applications, and any submittals in response to a request for proposals or solicitation of bids and related documents, are public records. Upon the filing of such documents, the city shall provide reasonable notice to the public that such documents are open to public inspection during reasonable hours.

A franchise agreement may be revoked by the municipal officers for good and sufficient cause after due notice to the company and a public hearing thereon; with the sole right to appeal to the Androscoggin County Superior Court pursuant to Rule 80B of the Maine Rules of Civil Procedure.

(Ord. No. 96-17, 12-17-96)

Sec. 24-5. Public hearing.

Before authorizing the issuance of any such franchise agreement, including renewals, and approvals of any transfers of ownership, property or rights under franchise agreements, the municipal officers shall review the applicant's character, financial and technical qualifications and the adequacy and feasibility of its qualifications to operate a cable television system within the city, and shall conduct a public hearing thereon with at least seven days advertised notice prior to said public hearing. Such public hearing shall provide a reasonable opportunity for public input on the proposed franchise agreement, renewal or transfer.

(Ord. No. 96-17, 12-17-96)

Sec. 24-6. Performance bond and insurance coverage.

Upon the execution of any such franchise agreement, the cable television company shall file a surety company performance bond in the amount and in such form as is acceptable to the city.

The city, in making this determination, may rely upon the advice of the municipal officers, city administrator, city attorney and/or other appropriate city officials. The amount of

CABLE TELEVISION

said bond shall not be less than the estimated cost of performing any work specified in the franchise agreement and shall include the cost of dismantling the cable television system. Said bond shall be conditioned upon the faithful performance of said contract and full compliance with any laws, ordinances or regulations governing said franchise agreements.

When the cable television company has completed construction of the system as set forth in the franchise agreement and provided that the cable television company is otherwise in compliance with the terms of the franchise agreement, the municipal officers shall permit the company to reduce said bond to an amount sufficient to cover the cost of dismantling the system.

The cable television company shall also, upon execution of any such franchise contract, provide evidence of such public liability, copyright infringement and other insurance coverage as the municipal officers may require.

The municipal officers may opt to provide for a cash security fund in lieu of a performance bond and appropriately condition the security fund.

(Ord. No. 96-17, 12-17-96)

Secs. 24-7--24-19. Reserved.

ARTICLE II. BOARD CREATED

Sec. 24-20. Cable television advisory board.

- (a) *Establishment.* The municipal officers are hereby authorized to establish a cable television advisory board and to enter into an interlocal agreement with the City of Auburn and other municipalities served by the cable system(s) serving Lewiston for the purpose of establishing a cable television advisory board.
- (b) *Membership.* The municipal officers are hereby authorized to appoint up to ten volunteer members to the cable television advisory board for the city. In addition, the city administrator, or his/her designee, shall be an advisory member to the board.
- (c) *Duties of the board.* The cable television advisory board shall have the following duties:
 - (1) To propose such rules and regulations as it may deem necessary for monitoring the operation of the cable television system, said rules and regulations being subject to the approval of the municipal officers. All such rules and regulations shall not be in conflict with those that have been or may be adopted by the Federal Communications Commission for the operation of such systems, but may, unless expressly preempted, be more detailed, more restrictive, or more strict than applicable FCC regulations.
 - (2) To make recommendations to the city and the cable television company concerning educational and local interest programming.
 - (3) To resolve complaints, disputes, or disagreements between subscribers and the company.
 - (4) To prepare specifications for bids or requests for proposals for cable television franchises and invite bids or issue requests for proposals for said franchises. Before issuing a request for proposals or soliciting bids, the cable television

CABLE TELEVISION

advisory board shall determine any special local needs or interests, whether by actively seeking to determine those needs or interests or by allowing a period for public comment on a proposed request for proposals. Upon receipt of bids or proposals, it shall study same and make recommendations on the awarding of a franchise, said recommendations being subject to the approval of the municipal officers.

- (5) To oversee and administer the use and operation of local public, educational and governmental access facilities.

(Ord. No. 96-17, 12-17-96)

Secs. 24-21--24-29. Reserved.

ARTICLE III. OPERATIONS

Sec. 24-30. Franchise contract contents.

Each franchise agreement between the city and any cable television company shall contain, but is not limited to, the following provisions:

- (1) A statement of the area or areas to be served by the cable television company;
- (2) A line extension policy;
- (3) A provision for renewal, the term of which may not exceed 15 years;
- (4) Procedures for the investigation and resolution of subscriber complaints by the cable television company;
- (5) An agreement to comply with the requirements of 30-A M.R.S.A. § 3010 regarding consumer rights and protection and any amendments thereto;
- (6) Any other terms and conditions that are in the best interest of the city; and
- (7) A provision for access to, and facilities to make use of, one or more local public, educational and governmental access channels.

(Ord. No. 96-17, 12-17-96)

Sec. 24-31. Rules, regulations and procedures.

The municipal officers of the city shall, either directly or through their designees:

- (1) Adopt such ordinance rules and regulations as they may deem necessary for regulating the operation of a cable television system;
- (2) Make recommendations to the cable television company concerning educational and local interest programming;
- (3) Resolve complaints, disputes, or disagreements between subscribers and the company;
- (4) Conduct public hearings and issue such appropriate orders as it may deem necessary to enforce the provisions of this chapter and any regulations, rules and

CABLE TELEVISION

orders and franchise agreements, including the revocation of franchise agreements and the assessment of penalties for violations, as well as to correct any deficiencies in the operation of the system. The municipal officers' decisions and findings shall be final and binding upon all parties including the company, except such decision or finding may be appealed to the Androscoggin County Superior Court pursuant to Rule 80B of the Maine Rules of Civil Procedure;

- (5) All such ordinances, regulations, rules and orders of the municipal officers shall not be in conflict with those that have been or may be adopted by the Federal Communications Commission for the operation of such systems, except that unless expressly preempted, such ordinances, regulations, rules and orders may be more detailed, more strict or more restrictive than applicable FCC regulations; and
- (6) As part of its enforcement authority, the municipal officers have the authority to bring legal action for damages, penalties and for injunctive relief. The city shall be entitled to recover its costs, including reasonable attorneys fees, incurred in the enforcement of this chapter, the provisions of the franchise agreement, or any local rules or regulations adopted pursuant to this chapter.

(Ord. No. 96-17, 12-17-96)

Sec. 24-32. Compliance with all laws.

Cable television companies shall at all times comply with all applicable federal, state and local laws, statutes, rules, regulations, ordinances, codes and orders.

(Ord. No. 96-17, 12-17-96)

Sec. 24-33. Severability.

Should any section of this chapter be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this chapter.

(Ord. No. 96-17, 12-17-96)



City Council Information Sheet

City of Auburn

Council Meeting Date: September 21, 2015

Order 68-09212015

Author: Phillip L. Crowell, Jr., Chief of Police

Subject: Confirm a process server constable without firearm.

Information: Auburn ordinance requires a private civilian seeking to serve civil process be appointed as a constable without a firearm.

Advantages: This person acts on behalf of a private agency and has liability insurance for serving civil documents.

Disadvantages: None.

City Budgetary Impacts: N/A

Staff Recommended Action: Appoint Charity G. Klinger listed on the attached memo.

Previous Meetings and History: See City Ordinance Article II Section 26-25

Attachments:

- Memo from Chief
- Order 68-09212015



Auburn Police Department



Memorandum

Phillip L. Crowell
Chief of Police

Jason D. Moen
Deputy Chief

Rita P. Beaudry
Executive Assistant

To: Honorable Mayor Jonathan LaBonte and Members of the City Council
From: Phillip L. Crowell, Jr., Chief of Police
Date: September 11, 2015
Re: CONSTABLE 2015

We request the following named person be appointed to serve documents as a Constable on behalf of the Auburn Police Department for 2015:

Charity G. Klinger Civil Process Only Without Firearm Appointment

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 68-09212015

ORDERED, that the following civilian be appointed as a process server constable without a firearm:

Charity G. Klinger	Constable	Without Firearm	Appointment
--------------------	-----------	-----------------	-------------

IN COUNCIL REGULAR MEETING SEPTEMBER 8, 2015 VOL. 34 PAGE 169

Mayor LaBonté called the meeting to order at 7:09 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Lee had an excused absence. All other councilors were present.

I. Consent Items

1. Order 64-09082015*

Approving the temporary sign request for Saint Dominic's Academy.

2. Order 65-09082015*

Setting the date for the election amending the School Budget for November 3, 2015.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes to approve the two consent items as presented. Passage 6-0.

II. Minutes – August 17, 2015 Regular Council Meeting

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to accept the minutes of August 17, 2015 as presented. Passage 6-0.

III. Communications, Presentations and Recognitions

- LAEGC (Lewiston Auburn Economic Growth Council) Presentation – John Holden
- Presentation to the Mayor and City Council by Chief of Police Phil Crowell for the support they've given over the years to the PAL Center.

IV. Open Session

Richard Valcourt 29 Marian Drive thanked the Council for work on Broad Street. He commented that the project was complete and looks nice. He asked who decision was it to place 14 parking spaces in the middle of the hill between 6th and 8th Streets and why were they put there. He said that he would appreciate a response to the questions.

Olga Dolgicer, 123 Pleasant Street and owner of the Munroe Inn commented that she has a good rapport with everyone at City Hall, she said that she is pleased with progress of the downtown area, and she spoke about property taxes and commented that the tax roll and the prices attached to the property did not make sense to her. They are higher than what the property is. She wondered where those prices came from. She said she would rather use her own money than use special funds or grants but would like to receive a tax abatement for the property she is investing in. She invested almost \$200,000 in her property which was billed at almost \$200,000 more than what she paid for the property 3 months earlier. She would like to see tax abatements offered. She talked about her experience renovating her house. She commented that code enforcement is strict. She went on to say that city staff is very capable and they do their best to address the issues, and she would like Council to look into a way to adopt a code for historic downtown which allows the department the flexibility to work with her more. She said she opened about 5 work permits and none have closed. They all have problems. She understands that ordinances are involved, but she would like to see this looked into.

Dan Herrick, 470 Hatch Road, noted that the Council will be changing soon and he wasn't sure if it will be better or worse. He said that he hears people commenting about taxes increasing and stated that this Council has done nothing to decrease taxes. He asked what this Council done in the last 4 years to help lessen the burden of taxes. He thanked the Police Department for setting up patrol in front of one of the schools on Minot Avenue. He thinks an article should be written informing citizens on where the money for the traffic stops go. People think the Auburn is making a lot of money on these traffic stops. He asked the Council what has been done on the agricultural resource zone. Meetings have been held but nothing has been done. He said the same about tax acquired properties stating "we're stagnant". He talked about the \$40,000,000 investment coming in to Auburn and stated that it sounds great but no particulars were given and based on his past experience, anytime you invest, it costs taxpayers a lot of money. He brought up his property at 240 Hatch Road and the zoning/permitting issues with that property. He then went on to talk about how City staff does not get back to constituents when they call the City with a complaint or concern but did go on to say that Public Services, Assessing, the Tax Office, and the Police Department do get back to constituents.

Joe Gray, Sopers Mill Road, stated that he agreed with the owner of the Munroe Inn who spoke about code enforcement being restrictive. He went on to comment on Great Falls TV stating that they've lost their lease and have to move. He said it is time to bring this out to the public and get it resolved. He noted that a few things that have come up that Great Falls could help with. One would be marketing the city. They could do a public service announcement to discuss the school budget, and to inform the public about where the traffic stop fines go. He commented that we can use Great Falls TV more than we currently do. They are underutilized.

V. Unfinished Business - None

VI. New Business

1. Order 66-09082015

Authorizing the City Manager to sign a memorandum of understanding between the City and St. Mary's Nutrition Center dedicating 61 Webster Street as a community garden.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes authorizing the City Manager to sign a memorandum of understanding between the City and St. Mary's Nutrition Center dedicating 61 Webster Street as a community garden.

Bob Stone, 12 Harrison Circle spoke in support of the proposal and stated that he thinks it is a great proposal and a worthy project.

Andy Titus, 24 Rubellite Lane, spoke in favor of the project itself but questioned if we could spend time looking into other site options.

Bridget Bartlett, works with the St. Mary's Nutritional Center in Community Gardens noted that many people ask why there aren't any community gardens in Auburn. She said she would encourage Council to think of the long term benefits of this project. It will add value to the community.

Lynn Holland, Education Assistant for the Cooperative Extension of the University of Maine. She commented that with Community Gardens, you grow more than food, you grow community.

Dan Herrick, 470 Hatch Road stated that he doesn't mind Community Gardens but noted that the cost we are putting into this is ludicrous. He asked if any farmers in the area have been contacted to help with this project. He said he would be willing to deliver all of the loom and compost and would be willing to till every year to get this started. He said he would build a garden free of charge. He said people would be willing to help, including him but \$26,000 to spend on a garden did not make sense to him.

Kirsten Walter, Director of St. Mary's Nutrition Center addressed the comments about the cost of the project.

Deb Charest, Androscoggin Land Trust, said they support the project and will be partnering with them and will do whatever they can to help.

Grady Burns 25 Hillsdale Street said he was thrilled to hear about this project and is excited to see an investment like this in this neighborhood.

Ken Estes said he lives in the neighborhood and was excited to hear about the project. He said he would like to take Mr. Herrick up on his offer to do some "free stuff", and went on to say that grants are available to offset the cost. He commented that it shouldn't be a free ride and if we can the people involved to invest in the initial set up and get people involved based on their interest, the cost can go away.

Julie Isbill, resident of Brunswick who works for the National Park Service, a community assistance program. This group applied for assistance with this project. They are in support this project stating that Community gardens are just as important as parks and trails, and rivers.

Joe Gray, Sopers Mill Road, said he was not going to speak but commented that he was irritated when Mr. Herrick made a good faith offer that was taken as a joke and smirked at. He said it hasn't been taken into account the schools community garden, Auburn Housing community gardens and we can expand on what we currently have and we certainly do not have to spend \$25,000 for a small plot. This proposal is a good idea but has not been whittled down properly. He would like to see more of a grass roots effort and not have it imposed on him.

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

VII. Executive Session

- Discussion on a real estate matter (comprehensive plan/property acquisition) pursuant to 1 M.R.S.A. §405 (6)(C).

Motion by Councilor Lafontaine, second by Councilor Walker to enter into executive session to discuss a real estate matter pursuant to 1 M.R.S.A. §405 (6)(C).

Passage 5-1 (Crowley opposed). Time 8:43 PM.

Council was declared out of executive session at 9:04 PM.

- Discussion on a real estate matter (1 Minot Avenue) pursuant to 1 M.R.S.A. §405 (6)(C). *This item will be taken up at the September 14, 2015 meeting.*
- Discussion on a real estate matter (review of a proposed lease for a crematorium at Oak Hill Cemetery) pursuant to 1 M.R.S.A. §405 (6)(C).

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to enter into executive session to discuss a real estate matter pursuant to 1 M.R.S.A. §405 (6)(C).

Passage 4-0 (Councilors Crowley and Gerry were not in the room during this vote). Time 9:04 PM.

Council was declared out of executive session at 9:25 PM.

VIII. Reports

Finance Director, Jill Eastman – July 2015 Monthly Finance Report.

Motion was made by Councilor Crowley and seconded by Councilor Hayes to accept and place on file the July 2015 monthly finance report. Passage 5-0 (Councilor LaFontaine was not present during this vote).

Mayor's Report – Mayor LaBonté spoke on the substance abuse and drug trafficking issues in Auburn. Within the next few weeks we will be rolling out a public awareness campaign.

City Councilors' Reports

Councilor Young – submitted a written report which was included in the packet.

Councilor Crowley – reported back on the Auburn Sewerage District meeting of 8/18/2015. They submitted the 15 year Clean Water master plan to the Maine DEP, the board approved a new collection policy and procedure for delinquent accounts, they discussed the request from the Auburn City Clerk regarding information sharing, and she provided a sewer tip of the month on sewer rats. She also reported back on the 8/19/2015 Auburn Water District meeting. Their financial position remains stable, they approved a new collection policy and procedure for delinquent accounts, there was a presentation by Western Sampson Engineers on groundwater investigation work, measuring of the lake was held at the end of August and the lake continues to have good water quality numbers and the algae remains low, and they also discussed the request from the Auburn City Clerk regarding information sharing. Written reports were provided and have been placed on file. She also went over her ward 1 report, she thanked Councilor Walker and Peter and Jasmine (Recreation staff) for the work and success of the movies in the Park series, thank you to those who contributed to the success of the Red Table Picnic event, congratulations to Community Little Theater for reaching their 75th jubilee, dates to watch September 9th is the Recreation and Special Events Advisory

Committee meeting, the upcoming Greek Festival in September, September 18th there is an open house and tours of the Foss Mansion, a parade on September 19th. She reported that we are looking for Republicans to work the November 3rd election. She also reached out to Ward 1 residents who would like to come forward to consider declaring themselves as a write in candidate for the Ward 1 School Committee seat. Ward 1 School Committee does not have a candidate running in the November 3rd election. Without a winning write in candidate, it will result in a Special Election. She also discussed visiting hours at the Library.

Councilor Walker submitted a written report which was included in the packet. He also thanked the City Manager for allowing them to do the movies in the parks series, and he reported that the Marshall's Popcorn truck was on display and was also in the Balloon Festival parade.

Councilor Gerry – noted that the LATC (Lewiston Auburn Transit Committee) would be meeting on Thursday at 12:30 PM (time change) in the Community Room at Auburn Hall rather than AVCOG.

Councilor Hayes – no report.

City Manager's Report – on Thursday the Fire Department will host an Ice Cream Social, following that there will be a fundraiser at Margaritas for the PAL Center, Friday is the 14th anniversary of 9/11. A memorial will be held at the Fire Department. Walton School will also have an assembly that same morning.

IX. Open Session

Timothy Goss, 176 Val View Drive suggested that the reports be posted on the website rather than reading them at the Council meeting. He also commented that at the previous Council meeting, he came forward with a concern and the very next day the project manager followed up with him on his concern and he had all of the information he was looking for. He stated that during the first open session, the former City Councilor made the comment that Council and City staff doesn't do anything. Mr. Goss said he disagreed with that comment.

X. Adjournment - Motion was made by Councilor Walker and seconded by Councilor Gerry to adjourn. All were in favor and the meeting adjourned at 9:56 P.M.

A True Copy.

ATTEST *Susan Clements Dallaire*
Susan Clements-Dallaire, City Clerk

IN COUNCIL SPECIAL MEETING SEPTEMBER 14, 2015 VOL. 34 PAGE 174

Mayor LaBonté called the meeting to order at 5:30 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. New Business

1. Order 67-09142015

Approving the sale of city owned property at One Minot Avenue to Miracle Enterprise, LLC for \$500,000 and authorizing the City Manager to execute all documents necessary to complete this transaction.

Motion was made by Councilor LaFontaine and seconded by Councilor Lee to approve the sale of city owned property at One Minot Avenue to Miracle Enterprise, LLC for \$500,000 and authorizing the City Manager to execute all documents necessary to complete this transaction.

Public comment: David Sawicki, State Representative and resident of Auburn spoke in favor of the sale of this property.

Passage 7-0.

III. Adjournment

The meeting adjourned at 5:45 PM and was followed by a workshop of the City Council.

A True Copy.

ATTEST 
Susan Clements-Dallaire, City Clerk

OFFICE OF THE MAYOR AND CITY COUNCIL

CITY OF AUBURN



PROCLAMATION

Recognizing Cadet Officer Mateusz Cizewski of the Main School of the Fire Service located in Warsaw Poland for his internship with the Auburn Fire Department

WHEREAS, Cadet Officer Cizewski of the Main Fire School of Warsaw Poland, through a highly competitive process, has earned the opportunity to intern with the Auburn Fire Department for the month of September, 2015 as sponsored by the International Fire and Rescue Network;

WHEREAS, Cadet Officer Cizewski has shown a willingness and desire to participate in the activities of the Auburn Fire Department and learn about and experience the culture and customs of the City of Auburn and the State of Maine and;

WHEREAS, Cadet Officer Cizewski will be visiting with the fire departments in Poland, Lewiston, Portland and Boston Massachusetts as a part of his internship and exposure to the fire service in these United States of America, and;

WHEREAS, Cadet Officer Cizewski is one of five other such Cadet Officers interning in fire departments in the states of Colorado, , Illinois, Florida and Texas, and;

WHEREAS, Cadet Officer Cizewski is only the third such Cadet Officer to be offered an internship by a fire department in the State of Maine and the New England region;

NOW, THEREFORE, the Auburn City Council, on behalf of the Citizens of the City of Auburn herewith recognizes and welcomes Cadet Officer Norbert Cizewski to the City of Auburn and the State of Maine!

IN WITNESS WHEREOF, I have hereunto

Set my hand and caused the Seal of the

City of Auburn, Maine

to be fixed this 21st day of September, 2015

Mayor Jonathan P. LaBonté

From: [Frank Roma](#)
To: [Susan Clements-Dallaire](#)
Subject: Promotion/ Swearing in Ceremony
Date: Monday, September 14, 2015 4:13:59 PM

New Hire Swearing In:

Gavin Smith. Firefighter Paramedic
John Monahan. Firefighter Paramedic
Eric Michaud. Firefighter Paramedic

Promotions:

Jake Verill. Firefighter to Lieutenant
Julian Beale. Firefighter to Lieutenant
Mike Scott. Lieutenant to Captain
Don Flanagan. Captain to Battalion Chief

Frank L. Roma
Fire Chief
Auburn Fire Department

Sophia Carson, currently a seventh grader at Auburn Middle School, participated in the Auburn Book Project during her sixth grade experience at Walton School, and is the recipient of the 2015 Auburn Book Award for her submission, a book in manga genre entitled *Immobile*. The twelve year old lives in Auburn with her parents, Diane and Christopher Carson, her brother Eric, and three cats, one dog, a flock of chickens and a nasty rooster! Her hobbies include acting, playing guitar, drawing, and singing. She played the feature role of "Ursula" this past summer in CLT's youth presentation of *The Little Mermaid*, and is a member of the school's chorus and drama club, band, track, and ski team. She also enjoys dance class at the Dance Center.

An avid reader since she can remember, reading out loud everyday gave her a broad bank of literary experience with hundreds of books and authors. It was when she attended a Japanese Immersion Camp in Minnesota for two summers that she became interested in anime, and manga. ("A style of Japanese comic books and graphic novels, typically aimed at adults as well as children.") One of her Minnesota teachers was an amazing artist and shared her sketch notebook, which inspired Sophia to experiment with anime drawings. When the Auburn Book Project became available to her, she decided to create a manga book. She likes to draw characters and get to know them through the drawing process, and then the story is revealed to her. As she has plot ideas, she writes them down on her "idea papers," which soon flood her work area as the story develops. She hopes her reading audience, "will enjoy her book, which one reads from back to front in Japanese style, and take away the message that even though you think something is evil, if you can get a broader picture, there may be a lot more to it."

Sophia has not established a career path at this time, but likes to stay busy and creative, and wants to explore the arts in the near future. Her book will be available for purchase at the Auburn Book Project Celebration, on October 3, 2015 in the Maggie Trafton Room at the Auburn Public Library. Awards will be presented to all 2015 finalist at 11:00 AM, followed by refreshments and a book signing. Other finalists sharing their books and receiving writing awards for their submissions are:

Allie Annear for *Be You*

Samantha Poirier for *The Fence Between Us*

Deven Egge for *Friend of the Fury*

Michelle Cowie for *A House or a Home*

Saraphin Bechard for *A Life With Fairies*

Luke Josephson for *Mutant Mayhem*

Ryan Messina for *Ninja Cat*

Ema Lamontagne for *The Selfish Princess*

Naomi Taylor for *A Travel Through Time*

Megan Verrill for *Within*

Diane Webster for *Wolf of the Stars*

Additional program information about Auburn Book Project:

Program description:

This project was designed to promote student writing by implementing "writing strategies and effective writing tools" as outlined in the Common Core. The project simulates the world of publishing books from submission of work to the promotion of the book with book signings. Student authors incorporated the writing process, computer technology, art instruction and an awareness of the market place as they prepared an original edited piece of writing with original illustrations, in accordance with publication guidelines. Beyond that, all participants had a chance to exercise their creativity in the development of an original story and artwork, which was then bound into a hand-made book.



City Council Information Sheet

City of Auburn

Council Meeting Date: September 21, 2015

Author: Phillip L. Crowell, Jr., Chief of Police

Subject: *“Heroin Initiative – Auburn’s Drug Abuse Campaign / Be a Hero in Your Community.”*

Information: The State of Maine is realizing a high increase in the number of heroin related drug use, overdoses and deaths. The cities of Auburn and Lewiston are situated in the corridor where drug traffickers pass through to move and sell large quantities of drugs.

In an effort to curb the current trends of demand for drugs within our community and the state, the Auburn Police Department will launch the *“Heroin Initiative – Auburn’s Drug Abuse Campaign / Be a Hero in Your Community.”* APD will be hosting four community forums during the week of September 21, 2015 as well as a *“Drug Take Back”* event.

Community forums are being scheduled as follows:

September 21	7:00pm	Presentation to City Council / Mayor to Launch HERO Initiative
September 22	2:00-400pm	Workplace forum for Supervisors & Business Leaders
September 22	6:00pm	Community Forum - Community Little Theatre
September 23	6:00pm	Community Forum - Lake Auburn Neighborhood Watch
September 24	6:00pm	Community Forum - New Auburn Neighborhood Watch

September 26 **10:00am-2:00pm** *“Drug Take Back”* – Bedard’s Pharmacy, Minot Avenue

Advantages: To provide information and create dialog within all facets of the community (families, businesses, human resource staffs, neighborhood watch groups, medical personnel, etc.) and to discuss identifying symptoms of use and/or addiction and encourage treatment for those who are addicted in an effort to reduce the incidences of overdoses and deaths.

Disadvantages: None

City Budgetary Impacts: None

Staff Recommended Action: None

Previous Meetings and History: None

Attachments:

- HERO Initiative informational flyer

HERO INITIATIVE

Auburn's Drug Abuse Awareness Campaign | BE A HERO IN YOUR COMMUNITY

Drug overdose is **ON THE RISE** in Maine and across the US.

1 in **15** people who take non-medical prescription pain relievers will try heroin.

Nearly **44,000** people die from drug overdoses each year in the US.

Auburn has had **29** overdoses, resulting in **7** deaths since 2013.

YOU can be part of the solution. Through education, awareness & prevention,

we can make a *real* difference and **SAVE LIVES.**



Drug Overdose Community Forums

Please bring any unwanted/unused/expired medications along to these forums. APD officers will be on-hand to collect and dispose of them.



- | | |
|-------------------------|--|
| Monday, September 21 | Presentation to City Council Mayor to Launch HERO Initiative
7:00pm - Auburn Hall/Council Chambers, 60 Court Street |
| Tuesday, September 22 | Workplace Forum for Supervisors & Business Leaders
2:00 - 4:00pm - Auburn Hall/Council Chambers, 60 Court Street |
| Tuesday, September 22 | Community Forum
6:00pm - Community Little Theater, 30 Academy Street |
| Wednesday, September 23 | Community Forum at Lake Auburn Neighborhood Watch
6:00pm - West Auburn Congregational Church, 811 West Auburn Road |
| Thursday, September 24 | Community Forum at New Auburn Neighborhood Watch
6:00pm - The Tailgate Gourmet, 272 South Main Street |
| Saturday, September 26 | Drug Collection Event [unwanted/unused/expired medications]
10:00 - 2:00pm - Bedard Pharmacy, 359 Minot Avenue |

Each forum will focus on this issue from a **local** perspective and will feature: law enforcement, public health professionals & social service providers; as well as personal stories of struggle, triumph and loss. Attendees will learn about Narcan: what is it? And how is it saving lives? **Please join us.**

For more information visit: www.AuburnPD.com

STATISTICS: National Institute on Drug Abuse | USA Today | HHS.gov (Office of Adolescent Health) | Auburn Police Department

Free Medicine Disposal Day

Saturday, September 26th 10:00 am - 2:00 pm

Farwell Elementary School
110 Farwell Street, Lewiston

Bedard Pharmacy
359 Minot Ave, Auburn

Drive-Thru and drop off your medicines without leaving your vehicle!



Bring your expired, unused, and unwanted medicines including:

- ✓ Prescriptions
- ✓ Over-the-counter
- ✓ Veterinary medications
- ✓ Vitamins
- ✓ Homeopathic treatments

We can't take:
needles/syringes
electronic equipment
items containing mercury

For More Information:
Healthy Androscoggin -- 330-7756
Androscoggin Valley
Council of Governments --783-9186

Sponsors and Partners in Prevention:



Protect the environment ✓ Prevent youth drug abuse ✓ Protect the elderly from drug thefts ✓



City Council Information Sheet

City of Auburn

Council Meeting Date: 9/21/2015

Order 69-09212015

Author: Sue Clements-Dallaire

Subject: Funding Request from LAEGC (Lewiston Auburn Economic Growth Council)

Information: LAEGC is requesting additional funds to provide cash match to the Maine International Trade Center (MITC) Foreign Direct Investment (FDI) Program. This is a one-time grant that provides direct cash to support business development marketing. LAEGC is asking both Lewiston and Auburn to contribute \$20,000 towards this grant opportunity that will support the marketing plans to attract new business and investment to LA Maine.

Advantages:

Disadvantages:

City Budgetary Impacts: \$20,000

Staff Recommended Action:

Previous Meetings and History: John Holden presented this item at the 9/8/2015 Council Meeting.

Attachments:

Letter from John Holden

Order 69-09212015

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 69-09212015

ORDERED, that the City Council hereby authorizes funding LAEGC in the amount of \$20,000 to provide cash match to the Maine International Trade Center (MITC) Foreign Direct Investment (FDI) Program which will support marketing plans to attract new business and investment to LA Maine.



City Council Information Sheet

City of Auburn

Council Workshop Date: September 21, 2015

Order 70-09212015

Author: Reine Mynahan, Community Development Director

Subject: FY2015 Annual Action Plan Program Amendment

Information: In order for the 62 Spring Street project to increase their scoring in the competitive process for the Low Income Housing Tax Credit Program, the developer has requested additional funding from the amount that was reserved in the FY2015 budget for rental development. This amendment is to increase the budget by \$100,000.

If the project is selected for funding, the closing will occur about 9 months after award. By then we will have received program income from the sale of 132 Hampshire Street. I did not project this income in the current budget; therefore, it has not yet been committed to an activity. I propose dedicating this income, \$75,000, to cover the commitment shortfall for this project. The additional \$25,000 will come from the Homebuyer Loan Program.

This amendment will require a public hearing and action by the City Council.

Advantages: Dedicates future income to the development of 62 Spring Street making it possible for the project to be selected for tax credits.

Disadvantages: Reduction in Homebuyer funding may result in fewer applications processed.

City Budgetary Impacts: n/a

Staff Recommended Action: Approval

Previous Meetings and History: n/a

Attachments: HOME Investment Partnerships Program Current Balances (9-30-2015)

**HOME INVESTMENT PARTNERSHIPS PROGRAM
CURRENT BALANCES 9-30-2015**

Homebuyer Program	\$38,209
Reserved \$20,000 for application in process	
Special Project/62 Harvard Street	\$132,381
Homeowner Rehab	\$70,210
Reserved \$63,650 for applications in process	
Security Deposits	\$26,552
Rental Housing	\$150,000
Total	\$417,352

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 70-09212015

ORDERED, that the Auburn City Council hereby approves a program amendment to the FY2015 Annual Action Plan as recommended by Community Development staff.



City Council Information Sheet

City of Auburn

Council Workshop Date: September 21, 2015

Order 71-09212015

Author: Reine Mynahan, Community Development Director

Subject: Authorize Community Development Director to issue a \$250,000 Commitment of HOME funds to 62 Spring Street

Information: The commitment of HOME Investment Partnerships Program funds allocates \$250,000 to the 62 Spring Street project to construct affordable housing units. This will be an interest-free loan with deferred payments. The commitment is subject to all of the requirements prescribed by the HOME Program including that the project will be substantially the same as was proposed in the developer's proposal, subsidy layering analysis, and completion of the environmental review process and release of funds from U. S. Department of Housing and Urban Development.

Advantages: Creates affordable housing for Auburn's low income residents; provide 2,400 square feet of new commercial space and market rate apartments; increases the tax base.

Disadvantages: none

City Budgetary Impacts: Dedicates \$250,000 of HOME funds to the 62 Spring Street project. Reduces the Homebuyer Program account by \$25,000 and dedicates \$75,000 of anticipated program income.

Staff Recommended Action: Approve

Previous Meetings and History: 9-8-2014 TIF Approval and workshop 9-8-2015

Attachments:

City of Auburn, Maine

"Maine's City of Opportunity"

Community Development Program

September __, 2015

Richard S. Whiting, Secretary
Auburn Housing Development Corporation
P.O. Box 3037
Auburn, ME 04212-3037

Dear Rick:

Pursuant to the authorization of the Auburn City Council at its meeting on August 17, 2015, Council Order # _____. I am pleased to provide Auburn Housing Development Corporation, referred to herein as the "Borrower," with this letter of conditional commitment to lend up to \$250,000.00 (the "Loan") in order to facilitate the development of a mixed use Project consisting of 31 units of affordable housing units, 8 market rate rental housing units, and 2,400 square feet of first floor commercial space (the "Project"), to be located at 62 Spring Street in Auburn, Maine (the "Property"). The City's commitment to make the loan is conditioned on and subject to satisfaction of the terms and conditions described below.

Conditional Commitment:

The City will conditionally commit to lend the Borrower an amount up to \$250,000, provided that the Borrower and its partners in the Project maximize the Low Income Housing Tax Credit ("LIHTC") equity, of HUD HOME Program funds (including HOME CHDO funding) available to this Project, subject to the terms and conditions in this letter. This conditional commitment will remain in place for a period of ten (10) months beginning with the date of this letter, and is subject to the Project's substantial conformance to the projections and assumptions identified in the letter and Project Budget of Anew Development, LLC (the "Developer"), dated June 8, 2015. The City reserves the right to reconsider, and adjust this conditional commitment if any significant alterations occur in the Project budget, as determined in the City's sole discretion. The City's final decision to make the Loan will remain subject to the City's analysis of the Project budget based on actual bids received for construction of the Project.

The City's commitment to make the Loan is further subject to and conditioned upon completion of the environmental review required by 24 CFR Part 58, as well as the following:

1) a determination that a request for release of Project funds will not significantly affect the quality of the human environment and hence, an environmental impact statement will not be undertaken under the National Environmental Policy Act of 1969 (NEPA, 42 USC 4321); and

2) a determination that the Project falls under 24 CFR Part 58.36 Environmental Assessments, and is not of sufficient size, scale, or mass and does not exceed the threshold criteria established for the preparation of an Environmental Impact Statement, nor will the Project have a significant impact on the human environment under the National Environmental Policy Act of 1969 (NEPA, 42 USC 4321).

This conditional commitment will not be valid without a Notice of Removal of Environmental Grant Conditions and authorization from HUD to incur costs and expend funds on this Project.

SUMMARY OF LOAN TERMS

Project Owner:	62 Spring Street, LP
General Partner and Borrower:	Auburn Housing Development Corporation
Developer:	Anew Development, LLC
Loan Amount:	\$250,000.00
Source of Funds:	HOME Investment Partnerships Program funds
Use of Funds:	To be used exclusively for construction of 2 HOME units to be occupied by households that are eligible as low-income families and meet the requirements of 24 C.F.R. § 92.252 and related HOME regulations to qualify as affordable housing, to be located at 62 Spring Street, Auburn, Maine (the "Property") based on the maximization of LIHTC equity raised.
Property Location:	Downtown Community Development Target Area
Project:	The Project is substantially described in the proposal to the City dated July 14, 2014 and subsequently amended in the Developer's letter and budget dated June 8, 2015. The Project will include construction of a 40,000 square foot building with 2,400 square feet of commercial space on the first floor, and 39 units of residential units on the second, third and fourth floors.
HOME Units:	Two (2) HOME Units: one 1-bedroom unit, one 2-bedroom unit. These will be floating units. Rents for these units may not exceed rent limits as required by the HOME program. The Borrower will be required to certify eligibility of tenant income prior to occupancy and annually. The City reserves the right to conduct a review of tenant incomes and rent levels on an annual basis.

Total Units to Benefit Low Income:	Thirty One (31) low income housing units.
Term of Affordability:	The Borrower agrees to maintain the affordability restrictions on the HOME units for 20 calendar years after the Project is initially occupied by tenants. The affordability restrictions will be secured by covenant restrictions and conditions and will survive repayment of City funds.
Loan Term:	Deferred payment loan.
Interest Rate:	Non-interest bearing loan (0%)
Financing Repayment:	No monthly payments are required provided the Project complies with HOME Investment Partnerships Program (“HOME”) regulations and requirements during the affordability period. The loan will be paid in full upon any sale or transfer of title to the Property, or upon any change in the general partner of the Project Owner.
Prepayment Penalty:	None.
Legal Fees:	Borrower agrees to pay any legal expense incurred by the City in connection with pre-closing and post-closing costs including enforcement of the loan or any subsequent modifications to the loan documentation.
Security:	During construction, Borrower’s obligations to the City under the Loan will be secured by a mortgage on the Property which is subordinate to a construction loan from Bangor Savings Bank in an amount not to exceed \$4,200,000, which mortgage shall rank pari passu with a mortgage to the Maine State Housing Authority (“MSHA”) for a loan in an amount not to exceed \$1,240,000. Upon completion of the construction and the Project Owner’s closing on permanent financing for the Project, the City and MSHA shall occupy a first priority security interest on the Property on a pari passu basis, and shall also hold a first priority security interest in all leases and rents arising from and related to the Property.
HOME Program Conditions:	The City’s commitment to lend is subject to the laws, rules and regulations that apply to activities assisted by the HOME Investment Partnership Act (24 CFR Part 92), as authorized by Title II of the Cranston-Gonzalez National Affordable Housing act, also known as the HOME Investment Partnership Act. This commitment is also subject to requirements for compliance for

CHDO capacity requirements, submission of a market assessment that documents an examination of neighborhood market conditions and identifies adequate need for the Project, cost allocation plan, and any of the 2013 HOME Final Rule requirements.

Borrower's Commitment:

The completed Project shall have 2 rental units available to persons earning less than 80% of median income, and shall comply with HOME rent limitations and income targeting of tenants. The City's obligation to lend is conditioned upon the Borrower providing such evidence as reasonably satisfies the City that the Borrower or the Project Owner has obtained additional financing sufficient to complete the development of the Project.

Handicap Accessible Units:

The Project shall have reasonable accommodations for persons with disabilities. Five percent (5%) of the total housing units will meet ADA accessibility standards.

Affirmative Marketing Plan:

The Borrower shall develop an Affirmative Marketing Plan in accordance with the City's Fair Housing and Affirmative Marketing Policy, and shall remain in compliance with the Auburn HOME Consortium Fair Housing and Affirmative Marketing Policy during the duration of the loan.

Disbursement of Funds:

The City's Loan will be disbursed in two installments for construction costs incurred for the Project, in accordance with the terms of a construction loan agreement. The City will disburse \$125,000 at 50% completion of the Project's construction, and \$125,000 at 100% completion of the Project's construction. The Borrower will submit such documentation evidencing payments for construction improvements as the City may reasonably requests, including waivers of mechanic's liens. Requests for payments shall be submitted to and approved by the City.

Inspections:

The City shall have the right to inspect all construction work financed, in whole or in part, with the proceeds of the loan. The City will inform the Borrower and/or contractor of any non-compliance with respect to the construction work, and the corrective action needed. The Borrower agrees that the City shall have no obligation to fund a disbursement request to Borrower, and Borrower shall not fund a disbursement request to the Partnership, until the work is acceptable to the City. The Borrower will take all steps necessary to assure that the City is permitted to examine and inspect the construction work, and all contracts, materials, equipment, payrolls, and conditions of employment pertaining to the work, including all relevant data and records.

Access to Records:

The Borrower agrees to keep or to cause to be kept segregated such records as may be required by the City with respect to the construction work financed, in whole or in part, with the aid of the loan. The Borrower will, at any time during normal business hours, and as often as the City may deem necessary, permit, or cause to be permitted, the City or any agency or duly authorized representative providing funding for the Project, to have full and free access to its books, documents, papers, and records which are duly pertinent to this Project for the purpose of making audits, examinations, excerpts and transcriptions.

Borrower's Responsibility:

The Borrower will indemnify and hold harmless the City, its employees, agents, or invitees from any and all disputes on claims of any nature for damages which may arise from the performance of any duties and responsibilities performed on behalf of the Borrower or the Project Owner or the Developer and from the performance or any construction activity except to the extent such damages are caused by the City's gross negligence or intentional misconduct.

Requirements:

This commitment is subject to compliance with the following conditions:

- a. The general partner of the Partnership shall be a, or wholly owned and controlled by a, qualified community housing development organization pursuant to the HOME Investment Partnership Act.
- b. The Borrower shall provide evidence of a partnership vote or similar corporate action authorizing this borrowing and a legal opinion that the debt is the binding obligation of the partnership within 30 days after construction closing.
- c. Prior to loan closing, the Borrower will provide the City with acceptable construction proposals that document the cost and competitive pricing.
- d. Prior to loan closing, the partnership agreement of the Borrower shall be in a form acceptable to the City.
- e. The minimum of the retainage provided in bid terms and construction documents shall be acceptable to the City.
- f. The Borrower shall pay, or shall cause to be paid, all fees or charges for permits, as may be required by the local regulatory body.
- g. The Borrower shall execute a Loan Agreement satisfactory to the City, and the Borrower's other lenders shall execute an intercreditor agreement reasonably satisfactory to the City.

- h. The City shall disburse loan proceeds upon receipt of disbursement requests from the Borrower for itemized invoices from the general contractor indicating the work activity and percentage of work completed pursuant to the terms of Loan Documents.
- i. The Borrower agrees that a minimum of the retainage, as provided in the bid terms and construction documents approved by the City, on all construction-related invoices shall be withheld from all disbursement requests from Borrower until final acceptance of the Project.
- j. The construction of improvements shall commence by July 2016 and shall be complete by September 2017.
- k. The units shall be constructed in accordance with all applicable property codes.
- l. The Borrower accepts ultimate responsibility for fulfillment of the construction work.
- m. The Borrower shall be required to obtain the City's written approval prior to any partner, corporate officer, or designated representative, initiating any material change in the ownership structure, control, or operation of the Partnership, including, but not limited to 1) merger into or consolidation with any other person, firm, partnership or corporation; 2) selling or transferring any portion of the ownership or partnership interest in the Borrower, except for a transfer of limited partner interest provided the City receives prior written notice of such transfer and the transfer complies with the Partnership's first Amended and Restated Partnership Agreement approved by the City; 3) changing the nature of its business; or 4) distribution, liquidation, dissolution or other disposal of substantially all of the Borrower's assets.
- n. The Borrower shall supervise or cause to be supervised the construction work.
- o. The Borrower shall require that the general contractor keep the Project free of mechanics' liens and provide partial lien waivers.
- p. The Borrower shall pay for all cost overruns and shall not incur additional debt to pay for any such cost overruns without the prior written consent of the City, which consent shall not be unreasonably withheld.
- q. The Project Owner must be and continue to be for the duration of this Loan, a private limited partnership (or other acceptable form of entity) responsible for paying full property taxes on this Project. In the future, if the Project or a portion of the Project changes to non-profit ownership with 501(c)(3) organization status, the City will require the new owner to make payment-in-lieu of taxes in an amount equal to the assessed property taxes. The Borrower will notify any new potential owner of this requirement. This condition will be secured by a covenant that will run with the land.

Compliance with Federal, State and Local Laws and Regulations:

The commitment is subject to the Project's compliance with all applicable federal, state, and local laws, regulations, and ordinances, including, without limitation, all applicable federal, state, and local laws pertaining to land use, environment, the National Environmental Policy Act to the extent applicable, and equal access to public accommodations. If reasonably requested by the City, Borrower's counsel shall provide written opinions regarding these issues.

The Borrower further agrees to and shall comply with all terms and conditions below:

- r. Section 3 Compliance in the Provision of Training, Employment and Business Opportunities: This commitment is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 USC 1701u), as amended, the United States Department of Housing and Urban Development ("HUD") regulations issued pursuant thereto at 24 CFR part 135, and any applicable rules and orders of HUD.
- s. Civil Rights – Borrower shall comply with Title VIII of the Civil Rights Act of 1968 and the Fair Housing Amendments Act of 1988, barring discrimination upon the basis of race, color, religion, creed, sex, handicap, familial status, or national origin in the sale, lease, rental, use, or occupancy of the subject property.
- t. Interest of Members, Officers, or Employees of City of Auburn, Members of the Local Governing Body, or Other Public Officials - No elected or appointed official or employee of the City, and no member of any municipal board or committee which exercises any decision making functions with respect to the Community Development Programs, shall participate in negotiating or shall exercise any influence in the Borrower's awarding or administering any contract in which he has a direct or indirect pecuniary interest as that term is defined by 30-A M.R.S. § 2605.
- u. Equal Employment Opportunity - The Borrower shall require that all contractors comply with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR Part 60).
- v. Energy Efficiency: The construction work shall comply with the standards and policies relating to energy efficiency which are contained in the State of Maine energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163) and HUD's Energy Star Standards. Compliance with MaineHousing energy standards shall be deemed to satisfy this provision.
- w. The Copeland Anti-Kickback Act: The Borrower shall require that the contractor comply with the Copeland Anti-Kickback Act. This Act provides that each contractor shall be prohibited from inducing, by any means, any person employed in the construction, completion or repair of public work, to give up any part of the compensation to which he is otherwise entitled.
- x. Contract Work Hours and Safety Standards Act: The Borrower shall require that the contractor comply with the Contract Work Hours and Safety Standards Act. Each contractor shall be required to compute wages of every mechanic or laborer on the basis of a standard workweek of 40 hours. No laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous

or dangerous to his health and safety as determined under construction, safety and health standards promulgated by the Secretary of Labor.

- y. Fair Housing: The Borrower shall comply with applicable federal and state laws, executive orders and regulations pertaining to fair housing and equal housing opportunity under Title VI of the Civil Rights Act of 1964, as amended, Title VIII of the Civil Rights Act of 1968, as amended, Executive Order 12259 Age Discrimination Act of 1975, as amended, and Maine Human Rights Act.
- z. Lead-Based Paint: The Borrower shall comply with applicable federal and state laws with respect to the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X of the Housing and Community Development Act of 1992, as amended.

Legal Opinions:

Borrower shall provide the City at closing a legal opinion from counsel satisfactory to the City as follows:

- a. Stating that all City Loan Documents have been duly authorized, executed, and delivered by Borrower.
- b. Indicating compliance of the real estate with all laws, ordinances, codes, rules and regulations applicable to the use, occupancy and operation thereof.
- c. Stating that there are no actions, suits, or proceedings pending or threatened against or affecting Borrower or its assets.
- d. That Borrower is duly authorized under the laws of the state of Maine and in good standing, and that the execution of the Loan Documents and the compliance with the obligations of Borrower pursuant to the Loan Documents will not violate any of Borrower's constituent documents, and all Loan Documents will be binding and enforceable against the Borrower.

Title Requirement:

Borrower shall provide the City, prior to loan closing, a commitment from a mortgagee's title insurance policy with respect to the Project from a title insurer acceptable to the City, in the face amount of Two Hundred Fifty Thousand Dollars (\$250,000.00), for a policy in standard ALTA form insuring the City that Borrower holds marketable fee simple title of the 62 Spring Street property in Auburn, Androscoggin County, Maine, and that the mortgage securing the loan will create a valid, enforceable and second priority lien on Borrower's title to such property during construction and a shared first priority lien upon closing the permanent financing MSHA (defined below) loan described below, subject only to such exceptions as the City may approve in writing. The policy shall further contain such endorsements or affirmative insurance as the City in its discretion may require. The cost of the title insurance and any title search required for the issuance of the insurance shall be paid by the Borrower.

Insurance Requirement:

Borrower shall obtain and maintain or cause to be obtained with respect to the Project and any additional property which is to serve as collateral for the loan and its operations such insurance as the City may require including:

“all risks” property insurance on the Project written on a builder’s risk, completed value, non-reporting form and in compliance with any co-insurance clause;

“hazard and comprehensive general liability” insurance on all personal and business assets taken as security for this transaction, in such amounts and for such coverage as shall be satisfactory in all respects to the City.

“flood insurance only if the property is located in a designated flood hazard area or certification that the property is not located in a flood hazard area. If applicable, the Borrower will provide evidence of flood hazard insurance coverage and abide by the regulations of the Flood Disaster Protection Act of 1973.

The insurance policies shall name the City as mortgagee and loss payee and shall be first payable in case of loss to the City pursuant to standard non-contributory mortgage clauses and lender’s loss payable endorsements. The liability insurance policies shall name the City as an additional insured. For the purpose of insurance, the City shall be named as City of Auburn, its successor and assigns.

All insurance referred to in this commitment shall be issued by such insurers as are approved by the City and licensed by the Maine Bureau of Insurance. Policies shall provide for written notice to the City as least thirty (30) days prior to notice of cancellation, non-renewal, modification or expiration. The Borrower shall provide proof of insurance for the duration of the loan. Duplicate originals or certified copies or certificates of the insurance required above, together with proof of payment of premiums, shall be delivered to the City prior to the closing of the loan.

Authority to Act:

Borrower shall provide such evidence of its organization, existence, legal good standing, and authority to enter into the transaction contemplated by this commitment letter as may be required by the City and its counsel.

Miscellaneous:

The Borrower is required to obtain the City’s written approval prior to any corporate officer, or designated representative, initiating any material change in the ownership structure, control, or operation of the Borrower or Project Owner, including, but not limited to 1) merger into or consolidation with any other person, firm, partnership or corporation; 2) selling or transferring any portion of the ownership or capital stock of the Borrower; 3) changing the status of the Project Owner’s general partner as a qualified community housing development organization; or 4) distribution, liquidation, dissolution or other disposal of substantially all of the assets of the Borrower.

The Borrower shall obtain the City’s written consent to the Borrower’s approval of any material change in the ownership structure, control, or operation of the Borrower, including, but not limited to 1) merger into or consolidation with any other person, firm, partnership or corporation; 2) selling or transferring any portion of the ownership or

partnership interest in the Borrower except for a transfer of limited partner interests to and among affiliates of Northern New England Housing Investment Fund provided the City receives prior written notice of such transfer and the transfer complies with the Partnership's First Amended and Restated Partnership Agreement approved by the City; 3) changing the nature of its business; or 4) distribution, liquidation, dissolution or other disposal of the Partnership's assets.

This commitment letter shall not be assigned by the Borrower without the prior written consent of the City.

The transactions contemplated by this letter shall be governed by the laws of the State of Maine.

The City may terminate this commitment to the loan closing if:

- a. the Borrower fails or refuses to comply with any of the terms and conditions set forth herein; or
- b. any adverse change, in the sole opinion of the City, shall occur with respect to the Borrower, any partner of the Borrower, or any other person or entity connected with the loan, any collateral for the loan or other source of repayment of the loan, or the Project, or any adverse change to the Project at any time prior to the loan closing; or
- c. any part of the assets to be pledged as collateral for the loan shall have been taken in condemnation or other like proceeding, or any such proceeding is pending or threatened at the time of loan closing; or
- d. the Borrower, any partner to the Borrower or any other person or entity connected with the loan or any collateral for the loan or other source of repayment shall be insolvent or involved as debtor in any termination; or
- e. the Borrower fails to receive binding written commitments from MSHA, Bangor Savings Bank and the equity investor to receive amounts sufficient to fully fund the Project or fails to close on the Bangor Savings Bank loan;
- f. The Borrower fails to execute any or the City's required Loan Documents in a form reasonably satisfactory to the City.

Such termination shall become effective upon the mailing of notice to the Borrower at the address of the Borrower shown on this commitment letter.

The Borrower agrees that any and all disputes or claims of the Borrower or against the City or its agents arising out of or relating to this commitment letter, the loan, the Loan Documents, any collateral securing the loan or the conduct of the City or its agents, shall be resolved solely by means of binding arbitration conducted by JAMS in Androscoggin County, Maine, in accordance with the JAMS Streamlined Arbitration Rules & Procedures then in effect. The Borrower and the City hereby each irrevocably waive any right to trial by jury in any action, proceeding, or counterclaim, (whether based on

contract, tort, or otherwise) arising out of or relating to this letter, the Loan, the transactions contemplated herein, or any actions of the City or the Borrower in the negotiation, performance, or enforcement hereof.

The terms of the commitment will not be waived or modified except in writing and signed by the parties to this commitment. This commitment shall survive the closing of the loan and will apply to the continuing relationship of City and Borrower.

Unless the loan is closed within ten (10) months of this date, the commitment will expire. Any extension or revision of this commitment will be at the sole option of the City and must be in writing.

If these terms and conditions are satisfactory, please sign and return the enclosed copy of this letter no later than our close of business on September 1, 2015. Unless the City receives a signed copy of this letter by that date, this commitment will expire.

Sincerely,

Reine Mynahan
Community Development Director

ACCEPTANCE OF COMMITMENT LETTER

The undersigned, duly authorized on behalf of Borrower, hereby accepts and agrees to the terms and conditions stated above.

AUBURN HOUSING DEVELOPMENT CORPORATION

By: Richard S. Whiting
Its Secretary

Date: _____

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 71-09212015

ORDERED, that the Community Development Director is hereby authorized to execute and deliver a conditional commitment letter as previously presented to the Council in draft form and a copy of which is attached to this Order and incorporated herein by reference, under which the City will agree to lend Auburn Housing Development Corporation, the amount of \$250,000.00, whose source shall be HOME Investment Partnership Program Funds, to be used exclusively for construction financing for the development of an affordable housing project to be located at 62 Spring Street in Auburn, upon the City's determination that all of the terms and conditions stated in the draft commitment letter have been satisfied; and that the Community Development Director is hereby authorized to execute all loan documents necessary to consummate the transaction stated in the commitment letter.



City Council Information Sheet

City of Auburn

Council Workshop Date: September 21, 2015

Order 72-09212015

Author: Reine Mynahan, Community Development Director

Subject: Neighborhood Revitalization Plan

Information: The draft of the Neighborhood Revitalization Strategy was modified as recommended by the City Council. The changes to the document are highlighted on the attached Overview of Revisions to the Neighborhood Revitalization Strategy prepared by Mark Eyerma of Planning Decisions, Inc.

Advantages: Organizes the City's ongoing activities as well as proposed future activities into a coordinated program to bring about a concentrated focus on improving the economic vitality, housing, and infrastructure of the Downtown, New Auburn and Union Street areas.

Also provides a more competitive advantage for developers seeking Low Income Housing Tax Credits from Maine Housing.

Disadvantages: none

City Budgetary Impacts: n/a

Staff Recommended Action: Adoption of plan

Previous Meetings and History: August 17, 2015

Attachments: Overview of Revisions to the Neighborhood Revitalization Strategy
Neighborhood Revitalization Plan

Overview of Revisions to the Neighborhood Revitalization Strategy

The City Council held a workshop on August 17, 2015 on the August 11th draft of the Neighborhood Revitalization Strategy for the Downtown/New Auburn/Union Street Area. As a result of the feedback from the Mayor, members of the City Council, and the public and additional review by City staff, City staff and consultant made a number of revisions to the draft strategy. The staff/consultant made the following changes to the draft document that are included in the September 1st revised draft:

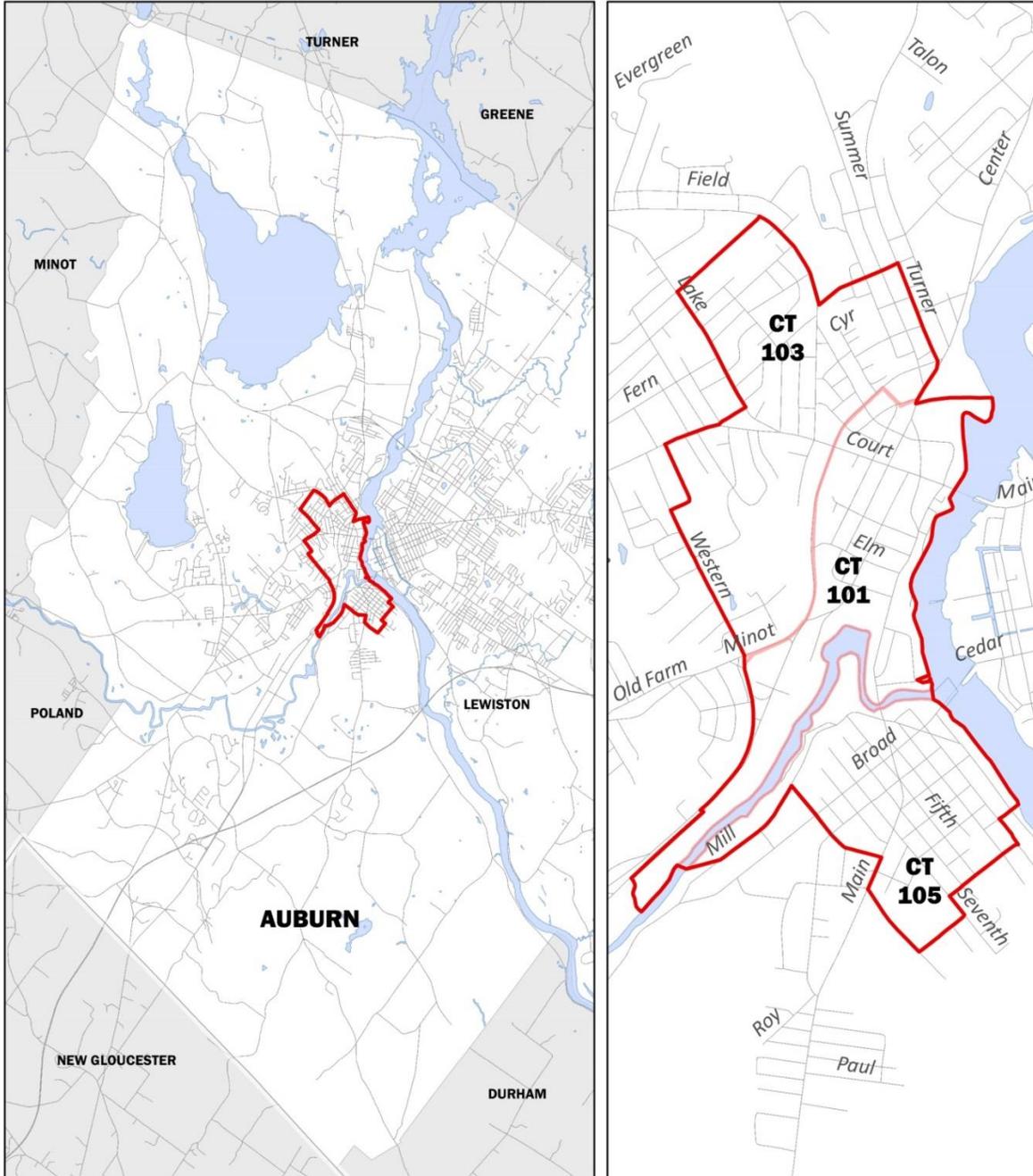
- Added a cover and table of contents to the document since it has evolved into a more formal document with additional sections
- Revised the base map in Figure 1 to add additional street names
- Reformatted sections of the document to make the various sections consistent
- Revised the introductory paragraph in section VI to make it clear that the various projects and activities included in the section are only possible elements of a revitalization strategy based on past plans and studies
- Added a set of four maps that depict the location of some of the possible activities laid out in Section VI to help readers visualize the geographic dispersal of the possible projects
- Added an introductory paragraph in Section VII the actual strategy that explains that the elements of the strategy having vary approval statuses and that the City is acknowledging and accepting elements from prior plans and studies while understanding that many of the activities require additional public involvement and City Council action prior to a decision being made to implement the activity
- Revised the priority of some of the elements in the revitalization strategy including:
 - Moved the item about the reuse of the Great Falls School building to Short Term/High Priority Activities
 - Moved the rezoning of New Auburn Village area to Short Term/High Priority Activities
 - Moved the item about establishing community gardens to Short Term/High Priority Activities
 - Moved the idea of disposing of tax acquired property at little or no cost for redevelopment to Short Term/High Priority Activities
- Deleted the item about supporting retraining programs from the revitalization strategy

- Added an item to the strategy about creating a life safety improvements grant and loan program and included it in Short Term/High Priority Activities
- Revised the item in Long Term economic improvements dealing with the riverfront to delete the concept of these facilities being used by a small cruise boat
- Substantially revised the Five Year Benchmarks to reduce the number of benchmarks and to focus them including adding a benchmark addressing increases in property valuation within the revitalization area
- Supplemented the discussion of public involvement in Appendix A by adding a paragraph summarizing the August 17th City Council Workshop and attaching the notes from the August 5th Community Meeting

Neighborhood Revitalization Strategy

Downtown/New Auburn/Union Street Area

AUBURN, ME



REVISED DRAFT
September 1, 2015

Table of Contents

I. Purpose of the Revitalization Strategy	3
II. The Neighborhood Revitalization Area	3
III. Overview of Past Plans and Studies	6
The HUD Consolidated Plan (2015).....	6
The Auburn Downtown Master Plan (1998).....	8
The 2010 Update of the Comprehensive Plan including the New Auburn Master Plan	8
The New Auburn Village Center Study (2014)	11
The Androscoggin River Greenway Plan (2013).....	12
The Athletic Fields Needs Assessment – Phase One (2014)	12
Bridging the Gaps (2013)	12
Clean Water Act Master Plan – Fifteen Year Update (2015).....	13
IV. Current Conditions in the Neighborhood	14
Water System.....	14
Sewer System	14
Stormwater System.....	15
Pedestrian Facilities.....	15
Bicycle Facilities	16
Recreation Facilities and Open Space	16
Transit Service	17
Housing Stock	17
Historic Districts	18
V. Opportunities and Challenges for Neighborhood Improvement	19
Economic.....	19
Housing.....	19
Infrastructure.....	20
VI. Possible Improvement Elements	21
Possible Economic Elements	21
Possible Housing Elements	22
Possible Infrastructure Elements.....	24
VII. Coordinated Neighborhood Revitalization Strategy	31
VIII. Five-Year Benchmarks	39
IX. Public Involvement	41
Past activities	41
Current activities	42
Appendix A	43

Neighborhood Revitalization Strategy Downtown/New Auburn/Union Street Area Auburn, Maine

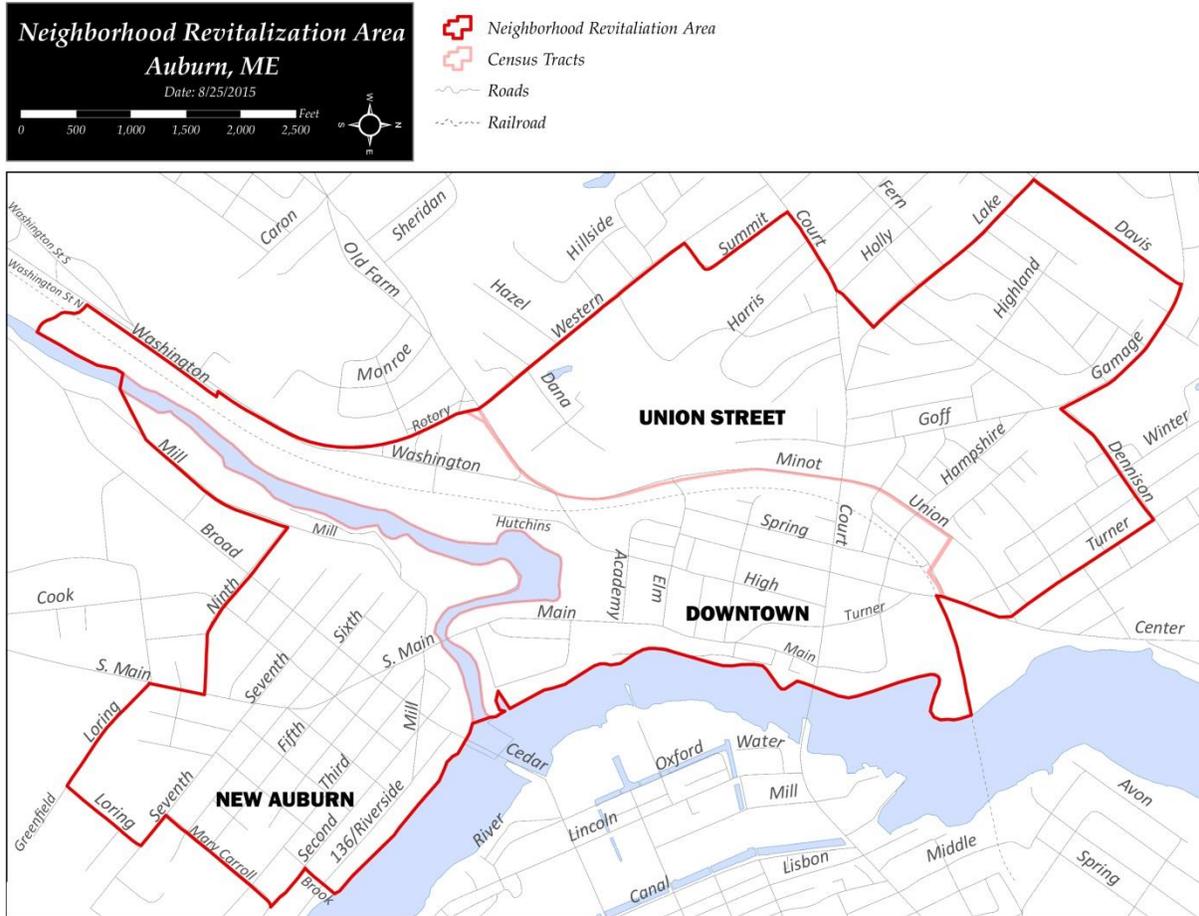
I. Purpose of the Revitalization Strategy

This neighborhood revitalization strategy is intended to organize the City's ongoing activities as well as proposed future activities in the Downtown/New Auburn/Union Street area into a coordinated program that will focus a comprehensive action program on the revitalization area thereby resulting in the improvement of this part of the City. The City has a number of ongoing activities that relate to this area as well as proposals for new initiatives. As part of the City's Consolidated Plan, the City proposes focusing Community Development Block Grant (CDBG) and HOME funded activities on these neighborhoods. The revitalization strategy is designed to build on those ongoing activities and current plans, supplemented by new activities, to bring about a concentrated focus on improving the economic vitality, housing, and infrastructure of the Downtown/New Auburn/Union Street area.

II. The Neighborhood Revitalization Area

The City of Auburn's designated "Neighborhood Revitalization Area" that is the focus of this revitalization strategy includes the City's three older in-town neighborhoods; the Downtown, the mixed-use portion of New Auburn, and the Union Street neighborhood (see Figure 1). The Neighborhood Revitalization Area encompasses Census Tracts 101, 103, and 105 and is the focus area for Community Development Block Grant and HOME funded activities for the five-year period from 2015 to 2019.

Figure 1
Downtown/New Auburn/Union Street
Neighborhood Revitalization Area



The three intown neighborhoods included in the Neighborhood Revitalization Area have very high proportions of old and substandard housing and of poverty and social problems. They are part of the historic core of the community with significant employment. The continued revitalization of these neighborhoods is important to the overall success of the City in the years ahead. The following provide some basic information about the characteristics of the revitalization area:

- The Neighborhood Revitalization Area has approximately 27% of the City's population but 50% of the people who live in poverty.
- Almost half of the children in the area under 18 are growing up in poverty.
- Almost 75% of the housing units in the area are in buildings that were built before World War II. Many of the units are not properly weatherized, have old electrical and plumbing systems and have difficult access for the elderly or disabled. Many units still have lead paint.
- Only a little more than a quarter of the housing in the area is owner-occupied.
- There is a high percentage of absentee ownership of rental units.
- The Neighborhood Revitalization Area has a higher crime rate than the rest of the City.
- Residents of the neighborhood express concerns about walking at night near dimly lit parks and about the difficulty of walking in the neighborhood in general.
- The Neighborhood Revitalization Area had 3,350 jobs in 2011 but employment has been declining. This has been somewhat offset by an increase in better paying jobs in Downtown.

III. Overview of Past Plans and Studies

The City of Auburn has an extensive ongoing planning program. Many of the City's adopted plans and studies deal in part with the Downtown/New Auburn/Union Street area and can provide the basis for the revitalization strategy. But none of these prior efforts provide a comprehensive, holistic program for improving the area. The following sections provide brief overviews of a number of plans and studies that are relevant to the focus area and summarize the key policy recommendations of each plan or study that could be incorporated into the comprehensive neighborhood revitalization strategy.

The HUD Consolidated Plan (2015)

The City recently prepared its 2015-2019 Consolidated Plan that establishes the community's priorities for the use of HUD Community Development Block Grant and HOME Investment Partnership Funds. The Consolidated Plan proposes focusing the City's efforts on three in-town neighborhoods, Downtown, New Auburn, and the Union Street area. The Plan identifies eight high-priority goals and 1 low-priority goal as follows:

- The high priority goals are to:
 - A. Support people in their efforts to transition out of poverty
 - B. Prevent deterioration of housing stock
 - C. Promote jobs and development
 - D. Make neighborhood streets safer and more walkable
 - E. Prevent homelessness
 - F. Increase owner occupancy
 - G. Improve parks and establish community gardens
 - H. Support construction of new affordable housing units
- The low priority goal is to:
 - A. Support fair housing

The Strategic Plan that is part of the Consolidated Plan lays out a program for achieving each goal. The following elements of the Strategic Plan are potentially relevant to the neighborhood revitalization strategy and should be considered for inclusion:

- High Priority A Support people in their efforts to transition out of poverty
 - Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult life
 - Expand programming for at-risk teenagers that helps them

- learn work skills, graduate from high school
 - Create youth apprenticeship opportunities with local businesses
 - Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training programs
 - High Priority B Prevent deterioration of housing stock
 - Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households
 - Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning
 - Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the *5-year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston*
 - Financially support code enforcement activities that result in improvements to the housing stock
 - Provide financial assistance to encourage exterior, as well as health and safety, improvements
 - High Priority C Promote jobs and development
 - Assist small businesses to start up, succeed, and grow through:
 - Loans and grants to upgrade and adapt buildings in the target area
 - High Priority D Make neighborhood streets safer and more walkable
 - Provide infrastructure funds on a 50% match of City capital improvement funds for lighting, sidewalks, landscaping improvements in target areas
 - High Priority E Prevent homelessness
 - Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development
 - High Priority F Increase owner occupancy
 - Make it easier for renters to become homeowners
 - Provide financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn

- Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners
- High Priority G Improve parks and establish community gardens
 - Enhance physical infrastructure of key in-town parks
 - Improve lighting at Union Street
 - Extend the Riverwalk into New Auburn
 - Improve walkways to and from parks
 - Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas
- High Priority H Support construction of new affordable housing units
 - Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn

The Auburn Downtown Master Plan (1998)

The City developed the Auburn Downtown Master Plan in the late 1990s. The Plan has guided development and public investment in the downtown area for the past fifteen years. Many of the recommendation of the Master Plan have been implemented but there are still a few activities recommended in the Master Plan that need to be pursued. These include:

- The Plan recommended converting the Great Falls School into a community cultural center that could expand into a regional center for visual, performing and cultural arts.
- In conjunction with the reuse of the school, the Plan proposed acquiring properties on the opposite side of Academy Street that would allow additional parking to be developed in conjunction with a “forecourt” linking the building to the parking. This forecourt could become a gathering space as well as a sculpture garden.
- The Plan recommended that the area behind the Main Street buildings be developed as hard surface open space with formal plantings and temporary docks that could be used by a small cruise boat and by a canoe and kayak rental operation.

The 2010 Update of the Comprehensive Plan including the New Auburn Master Plan

The City adopted an update to its Comprehensive Plan in 2010. While the focus of the Plan is primarily citywide, it contains a number of recommendations that are applicable

to and/or are specific to the Neighborhood Revitalization Area. In addition, the Comprehensive Plan includes a New Auburn Master Plan that contains many recommendations relative to the New Auburn portion of the Neighborhood Revitalization Area. The City has implemented some of the recommendations in the two plans and is in the process of carrying out other proposals. The following recommendations from the Comprehensive Plan and New Auburn Master Plan are potentially relevant to the neighborhood revitalization strategy:

- Continue funding efforts to eliminate the remaining Combined Sewer Overflows (CSOs) (A.3.1.d)
- Implement existing CSO removal projects and make funding for these projects a priority (A.6.1.a)
- Urge the Auburn Sewer District to reallocate funds to support the upgrading of older central sewer lines (B.2.2.b)
- Work with the Androscoggin Land Trust and other conservation organizations to purchase land and/or conservation easements along critical portions of the Androscoggin and Little Androscoggin Rivers (A.3.1.b and A.3.2.c)
- Undertake a comprehensive review of pedestrian access and develop a cost-effective and appropriate pedestrian plan that focuses on sidewalk connectivity in urban areas (C.2.3.d)
- Adopt a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings (D.1.2.c)
- Identify and develop additional recreational and boat access along the Androscoggin and Little Androscoggin Rivers (E.1.2.c)
- Improve pedestrian and bicycle access along the Route 4 Corridor including developing safe pedestrian crossings at major intersections, including pedestrian and bicycle facilities in street reconstruction projects, and exploring a mid-block crossing to connect Pettengill Park and the surrounding neighborhood to Downtown (G.2.1.c)
- Improve Turner Street as a “complete street” providing local vehicle, bicycle, pedestrian and transit access to the downtown and the mall area (G.2.6.b)
- Establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave. (G.2.9.a)
- Extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn
- Study the reconfiguration of traffic flow in New Auburn (G.2.9.d)
- Provide creative parking solutions to meet the needs of downtown neighborhoods and businesses (G.2.9.e)
- Develop a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park (G.2.9.f)

- Develop a greenbelt bicycle/pedestrian connection from West Pitch Park to Moulton Field and New Auburn(G.2.9.g)
- Improve or reconstruct local residential streets to incorporate design elements that slow traffic and discourage their use by through traffic (G.2.12.a)
- Maintain the older owner-occupied housing stock by continuing to provide financial assistance to qualified property owners to maintain and improve their homes (H.2.1.a)
- Consider adopting a property maintenance code for multifamily housing (H.2.1.b)
- Adopt a renovation code as part of the building code (H.2.1.b)
- Review and revise the City’s fire code to provide flexibility in rehabilitating older buildings (H.2.1.b)
- Conduct regular ongoing code enforcement inspections for multifamily housing (H.2.1.b)
- Continue to provide rehabilitation assistance to owners of rental property who provide affordable apartments (H.2.1.b)
- Provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing (H.2.1.b)
- Revise the zoning requirements to allow existing single-family homes in older single-family neighborhoods to be improved and expanded (H.2.2.a)
- Revise the zoning requirements to allow infill development that is in character with the neighborhood in older single-family neighborhoods (H.2.2.a)
- Revise the zoning requirements to allow existing buildings in urban mixed-use neighborhoods to be improved and expanded (H.2.3.a)
- Revise the zoning requirements to allow redevelopment and infill development in urban mixed-use neighborhoods that is in character with the neighborhood (H.2.3.a)
- Revise the zoning requirements in the downtown neighborhood to allow improvement of existing buildings as well as redevelopment and infill development (H.2.4.a)
- Support the continued development of subsidized and other affordable housing (H.2.6.b)
- Encourage the inclusion of affordable units within new housing projects through density bonuses and reduced infrastructure requirements (H.2.6.c)
- Continue to use the Community Development funding to purchase and invest in foreclosed properties (H.2.6.e)
- Establish a traditional downtown business district (I.1.1.a)
- Allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring

properties (LUP 5)

- Revise the zoning in the downtown and New Auburn neighborhoods as proposed in the Future Land use Plan

The following additional recommendations are drawn from the New Auburn Master Plan and therefore apply only to the New Auburn portion of the Neighborhood Revitalization Area:

- Undertake a New Auburn Village Center District Revitalization Plan (see the discussion of the New Auburn Village Center Study)
- Revise the zoning to establish a village center development district
- Establish a riverfront open space district
- Extend the Main Street streetscape improvements to the Lown Peace Bridge
- Develop a plan for improved traffic flow
- Establish a planned development district in conjunction with the proposed traffic improvements
- Establish and maintain safe pedestrian crossings with well-marked and signed crosswalks
- Install new sidewalks with a focus on connecting residential streets to community destinations (see list in Table 2 in the Master Plan)
- Narrow the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades
- Install neckdowns where appropriate and ADA compliant ramps at intersections
- Establish a greenbelt around the community including along the rivers

The New Auburn Village Center Study (2014)

The New Auburn Master Plan that was adopted by the City as part of the update of the Comprehensive Plan recommended that the City develop a New Auburn Village Center District Revitalization Plan. In response to this recommendation the City developed the New Auburn Village Center Study. The Plan contains a vision for the redevelopment of the commercial core of New Auburn involving a major reconfiguration of the street pattern and traffic flow within the area including the creation of larger development sites that can accommodate urban-style redevelopment. The following is a brief summary of the key recommendations:

- Relocate the Lown Peace Bridge to the intersection of Riverside Drive and Mill Street
- Create a “Riverway” or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and reduce the extent of the floodplain

- Create an expanded park and “Riverwalk” between the new Riverway and the river
- Close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas
- Revise the zoning to require buildings to be located close to the street and sidewalk in the traditional manner
- Revise the zoning to increase the allowed residential density to up to 18-21 units per acre

The Androscoggin River Greenway Plan (2013)

The new Greenway Plan creates a more well-defined and implementable working plan for the creation of the Androscoggin River Greenway as envisioned in the 1990s. A number of the proposed improvements are located within the Neighborhood Revitalization Area. The following are brief descriptions of the possible improvements:

- Connection from the South Main Street Bridge to the Lown Peace Bridge either via an off-road trail along the river (see discussion of the New Auburn Riverwalk above) or improvements to South Main Street, Mill Street and Broad Street
- Connection from the existing trail in Moulton Park across the Little Androscoggin River to the sidewalk at the Barker Mill and connecting with the Barker Mill Trail along the Little Andy
- Extension of the “complete streets” improvements on Main Street to Court Street
- Improved hand-carry boat access at Little Andy Park in New Auburn

The Athletic Fields Needs Assessment – Phase One (2014)

In 2014, the City conducted Phase One of an assessment of the need for traditional athletic facilities (baseball, football, softball, basketball, soccer, tennis, and track & field). Phase One of the study inventoried the existing facilities serving the community and compared (or benchmarked) the level of service offered in Auburn versus other Maine communities and recreational standards. Phase One does not include any recommendations for improvements; these will be addressed in Phase Two of the project.

Bridging the Gaps (2013)

Bridging the Gaps is a long-range facilities plan for bicycling and walking in Auburn, Lewiston, Lisbon, and Sabattus. The plan primarily provides “engineering” information on various types of facilities, when they are appropriate, and their typical costs. The plan includes a “vision” for potential bicycling facilities in 2035. This includes the Riverwalk trail, the connection from Moulton Park across the Little Andy

to the Barker Mill Trail as well as on-road bicycle lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, Turner Street, and Mill Street. It also envisions bike lanes on other streets in the area including Hampshire Street, Spring Street, Elm Street and Mechanics Row. A number of these facilities already exist.

Clean Water Act Master Plan – Fifteen Year Update (2015)

In 1998, the City of Lewiston, the Auburn Sewer District, and the Lewiston Auburn Water Pollution Control Authority developed a Clean Water Act Master Plan to manage the combined sewer overflows (CSOs). In 2000, an agreement was negotiated with the Maine Department of Environmental Protection based on the Master Plan. The Master Plan has been updated at five-year intervals since 2000. The current update is the fifteen year update and documents the progress in reducing CSOs and lays out a continued plan to address this issue.

The Master Plan Update lays out the following planned improvements to the Auburn Sewer District's collection system many of which involve the Neighborhood Revitalization Area. These improvements will be funded through the revenue generated by the sewer rate increase adopted in the fall of 2014. The estimated five-year cost for this program is approximately \$2.5 million.

- The closing of CSO #005 Miller Street in 2015 thereby leaving only one remaining CSO
- The removal of the ten remaining public catch basins that are still connected to the sanitary sewer
- The institution of a program to identify and correct sources of inflow and infiltration into the sanitary sewer system. Remediation work will include relining of cracked sewer mains, repair of leaky manholes, and repairs of any remaining sewer defects

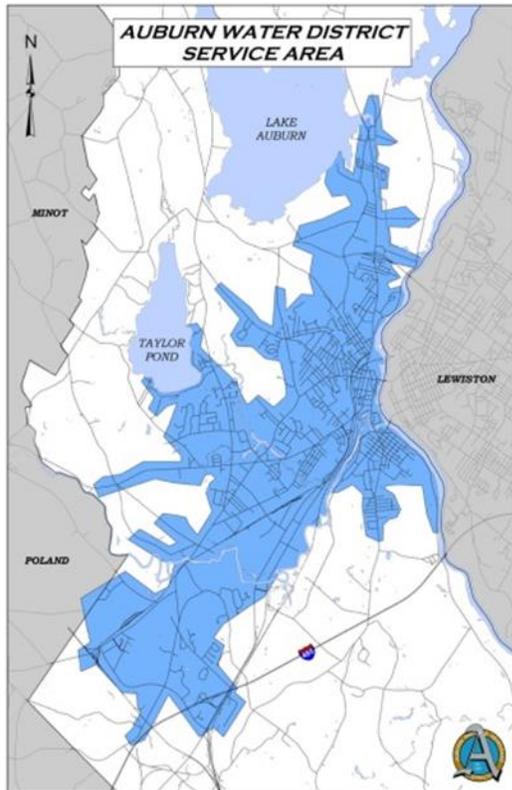
If these improvements do not adequately curb wet-weather flows, the district will consider using a potential CSO storage facility along Riverside Street.

IV. Current Conditions in the Neighborhood

This section provides an overview of the existing conditions in the neighborhood with respect to the infrastructure, housing stock, and historic resources.

Water System

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area is fully served by the public water system. The water system is operated by the Auburn Water District.



The Auburn Water District is a quasi-municipal water utility providing public drinking water and fire protection services to the citizens of the City of Auburn. Water comes from Lake Auburn, is treated, and then pumped through a distribution system consisting of approximately 135 miles of water main and 556 fire hydrants. The system also consists of 3 storage reservoirs and a standpipe which provide for a combined storage volume of 7.4 million gallons. The storage capacity allows the system to meet peak system demands while also providing a reserve for fire demands or emergencies.

The Neighborhood Revitalization Area is completely served by a network of water mains of various sizes. Many of the mains in the area are quite old. The Water District has a long-range program of replacing and

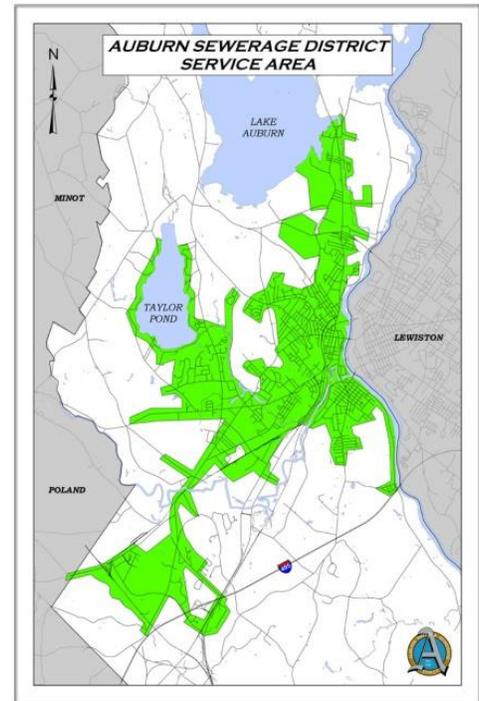
upgrading the water distribution system in this part of the City to provide reliable supply and improve fire protection.

Sewer System

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area is fully served by the City's public sewer system. The sewer system is operated by the Auburn Sewer District. The Auburn Sewerage District is a quasi-municipal utility providing sewer collection services to over 5,300 residential, commercial, and industrial customers located within the City of Auburn. The District operates the sewage collection system in Auburn and conveys the wastes under the Androscoggin River to the Lewiston-Auburn Water Pollution Control Authority (LAWPCA) located on the banks of the

Androscoggin River in Lewiston for treatment.

The Sewer District operates and maintains 23 wastewater pump stations, over 2,000 manholes, and 135 miles of sanitary sewers. Within the Neighborhood Revitalization Area, local sewer collection mains convey the wastewater to several large diameter gravity interceptors that ultimately connect to the siphon pipes that carry the sewage under the river. Many of the sewers in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area are very old and in need of replacement and upgrading. The Sewer District installs new sewers to improve the system and avoid problems with the old mains whenever the City or Water District is doing work on any of the streets in the area.



Stormwater System

Much of the Downtown/New Auburn/Union Street Neighborhood Revitalization Area was previously served by a combined sewer system in which both sewage and stormwater were conveyed in the same pipe. As a result, untreated sewage was discharged to the Androscoggin River through combined sewer overflows (CSOs) during storm periods. The City in conjunction with the Sewer District has undertaken a major program to separate the sewer systems and eliminate the CSOs. Work on this program is almost complete. The City has spent almost \$18 million on the CSO mitigation program through 2014. There are still ten public catch basins connected to the system and additional work needs to be done to reduce inflow and infiltration (I&I) into the sewer system. The District anticipates spending approximately \$2.3 million over the next five years to reduce I&I.

Pedestrian Facilities

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area has an extensive pedestrian network. Almost all of the streets within the area have sidewalks on both sides of the streets with designated crosswalks along the major routes. In addition, the Riverwalk, a paved pedestrian and bicycle trail runs along the Androscoggin River from behind the Hilton Garden Inn near Great Falls in Downtown to Bonney Park. The path crosses underneath Court Street and continues behind Festival Plaza. Canoe rentals are available here for group reservations in the summer to

explore the river on the water. The Riverwalk meanders along the Androscoggin River and provides beautiful views of the Twin Cities, gardens, outdoor art, and benches. The trail continues to a T intersection in Bonney Park. In one direction, the path continues across Main Street into Moulton Park while in the other, the path continues across the former railroad trestle into Lewiston’s Railroad Park, the site of numerous festivals and events. The condition of the sidewalks throughout the revitalization area varies and the City has been investing in upgrading and replacing the existing sidewalks.

Bicycle Facilities

Other than the Riverwalk discussed above, there are currently limited dedicated bicycle facilities in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The City has recently created marked bicycle lanes on Main Street from Academy Street southerly into New Auburn and continuing on one side of Mill Street and Broad Street to the Bernard Lown Peace Bridge. There are also dedicated bicycle lanes on Elm Street between Main Street and High Street. Bicycle racks and locking posts are available at many of the public buildings in the revitalization area.

Recreation Facilities and Open Space

The Downtown/New Auburn/Union Street Neighborhood Revitalization area contains municipal recreation facilities that serve both city/region-wide needs as well as community/neighborhood needs. The Riverwalk (see Pedestrian Facilities) provides a major riverfront recreational facility along more than a mile of riverfront. Edward Little High School provides both indoor and outdoor facilities that are available for community use. In addition to these two major facilities, the area includes the



following recreational and open space areas:

- Bonney Park located between Main Street and the river is the southern terminus of the Riverwalk, the park also has a playscape.
- Chestnut Street Park includes play structures, a multi-use field, and a winter ice skating facility.
- Festival Park is a downtown plaza for outdoor performances and a gathering place for residents with seating areas.
- Little Andy Park is a small riverfront park in New Auburn with a playground and carry-in canoe launch.
- Moulton Park behind the former high school provides open space and play fields.
- Raymond Park is a small triangular park in New Auburn with a large plat structure and benches.

- Union Street Gully includes outdoor basketball and horseshoe pits.

In addition to these municipal facilities, both the YMCA and the Boys and Girls Club facilities are located in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area.

Transit Service

Citylink is Auburn and Lewiston's public transportation provider. Citylink operates five bus routes in Auburn. Service is provided five days a week from 6:00 AM to 7:45 PM generally with one hour headways. More limited service is provided on Saturdays on some of the routes. Four of the five Auburn routes provide service to the Downtown/New Auburn/Union Street area and interconnect at the Auburn Bus Hub located in Great Falls Plaza in Downtown. The routes are designed to target low-income areas, senior housing, compact residential neighborhoods, commercial and retail locations, and some of the industrial parks. Residents of most of the revitalization area have access to one or more of the bus routes enabling them to travel to both downtown Auburn and Lewiston, the region's hospitals in Lewiston, and to most shopping and service areas within the Auburn community.

Housing Stock

There are approximately 3,300 housing units in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The majority of the units (76.7%) are located in multifamily buildings (see Table 1). Almost three-quarters of the units are renter-occupied while the remainder is owner-occupied. The housing stock in the Neighborhood Revitalization Area is very old; three-quarters was built prior to WW II. As a result, many of the units are not properly weatherized, have old electrical and plumbing systems, and have difficult access for the elderly or disabled. Many units still have lead paint. Rent levels are relatively low as well. The combination of low rent levels and high maintenance costs for old buildings leads to issues of housing deterioration and poor conditions.

Table 1: Auburn Target Area Existing Housing Stock

Total housing units	3,306	100%
Single-family units (including mobile homes)	769	23.3%
Multi-family units	2,537	76.7%
Built 2000 or later	47	1.4%
Built 1970-2000	319	9.6%
Built 1940-1970	466	14.1%
Built 1939 or earlier	2,474	74.8%
Total occupied	2,924	88.4%
Owner occupied	733	25.1
Renter occupied	2,191	74.9

Source: US Census, 2012 5-year ACS

According to the Auburn Code Enforcement Office there are approximately 341 vacant dwellings units in abandoned buildings (see Table 2). Most of these units (309) are deemed to be suitable for rehabilitation.

Table 2: Vacant and Suitable for Rehab

Abandoned vacant units	341
Suitable for rehabilitation	309
Not suitable for rehabilitation	32

Source: City of Auburn Code Enforcement

Historic Districts

There are two National Register historic districts within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The Main Street Historic District includes portions of Main Street, Vine Street and Elm Street. The district includes 16 historic residential properties with a mix of nineteenth and early twentieth century residential building styles. The second historic district is the Auburn Commercial Historic District which encompasses the Main Street/Court Street area. The district includes a total of 13 buildings, 9 of which are historic.

V. Opportunities and Challenges for Neighborhood Improvement

Economic

The City faces a number of issues as it works to improve the economic conditions within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area:

- Downtown's economic role has evolved over the last twenty-five years and is now seeing growth in higher-paying service and professional employment. Creating an environment in the Downtown that supports continued job growth and private reinvestment will be important.
- The commercial area of New Auburn has seen its economic role as a neighborhood commercial center decrease over the past decade or two. New Auburn has the opportunity to develop a new, more diverse economic role but this will require significant investment, both public and private, to enable this area to evolve into a 21st Century village center. This will mean capitalizing on the river frontages, revising the street pattern to address traffic issues, creating opportunities for redevelopment, and providing adequate parking to support more intensive use of this area.
- The older areas around both Downtown and the New Auburn village center have something of a mixed-use character with both residential and non-residential activities. These areas offer the potential for small, local businesses as well as home occupations to grow and prosper with proper support while expanding the range of services available to residents.
- Many of the residents of the Neighborhood Revitalization Area lack the skills and experience to obtain meaningful employment. Improving the employability and job skills of neighborhood residents, especially younger people, will be important to the revitalization of the area.

Housing

The City faces a number of issues with respect to housing within the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. A major issue is maintaining and improving the condition of the existing housing stock including:

- Bringing older housing up to contemporary standards. Many of the housing units in the area are located in older buildings that are not energy efficient, have older heating and plumbing systems, and have not been well maintained
- Ensuring that multifamily housing is appropriately maintained. A significant share of the rental housing in the area is owned by absentee landlords who have struggled to maintain their properties

- Supporting homeowners in efforts to maintain their homes. Many of the owners of owner-occupied properties are elderly and/or have limited incomes making it difficult for them to invest in maintaining and improving their homes

At the same time, the Neighborhood Revitalization Areas is a potentially very desirable area in which to live for a wide range of households. It is close to services, has areas adjacent to the rivers, and has older buildings with character in reasonably intact urban neighborhoods. This creates the potential for reinvestment in new market rate and subsidized housing in the area if the “market” sees improvements in the area.

Infrastructure

The City faces the need for two broad categories of infrastructure investments in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. On one hand, the basic infrastructure serving the area including the water and sewer systems, stormwater system, streets and sidewalks, and lighting are old (very old in some cases) and in need of replacement or improvement. There is still a need to complete the “overboard discharge” abatement program to remove stormwater from the sanitary sewer system and to reduce inflow and infiltration into sewers. On the other hand, the City faces the need to invest in “new infrastructure” that will make the Neighborhood Revitalization Area a more desirable place to live, work, and recreate and that will attract private investment in the area. This includes investments in the street system to improve traffic flow especially in New Auburn and to create “complete streets” that are appropriate for all users including motor vehicles, cyclists, pedestrians, and transit. It may include creative approaches for improving the supply of parking to serve both existing uses as well as redevelopment within the neighborhood. It also includes providing improved facilities for pedestrians and cyclists, improved parks and green spaces including river access, and upgrading lighting so people feel safe in the neighborhood.

VI. Possible Improvement Elements

The Downtown/New Auburn/Union Street Neighborhood Revitalization Area faces a number of challenges but there are also a number of opportunities for improvement. The primary objective of the neighborhood revitalization strategy is to develop a coordinated, comprehensive plan that organizes and focuses the City's ongoing and future activities in the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. This section sets out the potential elements for improving the economic conditions within this part of the City, improving and expanding the housing stock, and improving the infrastructure in the neighborhood. This includes activities that are currently underway as well as activities that are identified in various City and regional plans that could be undertaken in the next five years or so assuming that funding is available. The following possible elements of a revitalization strategy for the neighborhoods are drawn primarily from existing City plans and programs. In the following section, program elements drawn from this list of possible activities are organized into a comprehensive strategy to allow the City to "focus" its activities on this section of the City.

Possible Economic Elements

The following activities to improve the economy of the Neighborhood Revitalization Area could be included in the revitalization strategy:

- The City will use CDBG/HOME funds to expand programming for at-risk teenagers that helps them learn work skills, graduate from high school.
- The City will create youth apprenticeship opportunities with local businesses through the Community Development program.
- The City should support retraining programs for people who are displaced through the loss of manufacturing jobs.
- The City will use CDBG/HOME funds to assist small businesses to start up, succeed, and grow through loans and grants to upgrade and adapt buildings in the Neighborhood Revitalization Area and consider increasing the size of these loans and grants.
- The City will work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- The City will develop the area behind the Main Street buildings as hard surface open space with formal plantings and temporary docks that can be used by a small cruise boat and by a canoe and kayak rental operation.
- The City will adopt new land use regulations for the Downtown and New Auburn area using a "Form-Based Code" to encourage investment in these parts of the City.

- The City will initiate a “Model Street-Model Block” program in the Downtown and New Auburn neighborhoods to focus City efforts on a block-by-block revitalization approach using a “complete streets” template with a new form based code approach to land use regulation.
- The City will explore the creation of a whitewater feature in conjunction with the relicensing of the Lower Barker Hydroelectric Project.
- The City will upgrade the lighting in Festival Plaza to improve efficiency and allow better use of this space.
- The City should strongly support the improvement of Edward Little High School to provide a quality education for Auburn’s students.

Possible Housing Elements

The following housing activities could be included in the Neighborhood Revitalization Strategy to focus on two broad areas: 1) improving the quality of the existing housing stock in the neighborhood and 2) supporting the construction of new housing in the area:

Improvements to the Existing Housing Stock

- The City will establish a program to make residents, property owners and business owners in the Neighborhood Revitalization Area aware of the various assistance programs available through the City and other agencies or programs.
- The City will continue to use CDBG/HOME funds to provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing in the Neighborhood Revitalization Area that is occupied by low and moderate income households.
- The City will continue to use CDBG/HOME funds to provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning including issues related to lead in plumbing.
- The City will continue to use CDBG/HOME funds to provide financial assistance to encourage exterior improvements to buildings in the Neighborhood Revitalization Area as well as to make health and safety improvements.
- The City will continue to provide financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn through the Community Development program.
- The City will work to find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership and work with the Auburn Housing Authority to identify potential home buyers.
- The City will continue to use CDBG/HOME funds to support code enforcement activities that result in improvements to the housing stock.
- The City will conduct regular ongoing code enforcement inspections for

multifamily housing.

- The City will update its codes to facilitate the renovation of older properties including:
 - Adopting a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings.
 - Adopting a renovation code as part of the building code.
 - Reviewing and revising the City’s fire code to provide flexibility in rehabilitating older buildings.
 - Considering adopting a property maintenance code for multifamily housing.
- The City will provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing.
- The City is in the process of revising its zoning regulations to allow existing single-family homes in older single-family neighborhoods to be improved and expanded and to allow infill development that is in character with the neighborhood in older single-family neighborhoods as well as allowing existing buildings to be improved and expanded.
- The City should consider disposing of tax-acquired property at little or no cost to buyers who will agree to invest in the rehabilitation of the property.
- The City should explore the creation of a “volunteer service program” that will provide assistance to seniors and other qualified households to maintain their homes.
- The City should consider a life safety improvement grant and loan program to assist property owners when life safety requirements create a hurdle for changing the use of a property or making an investment that will create additional value and thus property taxes over time.

Support for Housing Construction

- The City will use CDBG and HOME funding to provide financial assistance to developers of high-quality affordable mixed income housing in the Neighborhood Revitalization Area.
- The City will revise its zoning standards to encourage the inclusion of affordable units within new housing projects through density bonuses and reduced infrastructure requirements.
- The City will allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring properties.
- The City will revise the zoning in the New Auburn Village area to increase the allowed residential density to up to 18-21 units per acre.

Possible Infrastructure Elements

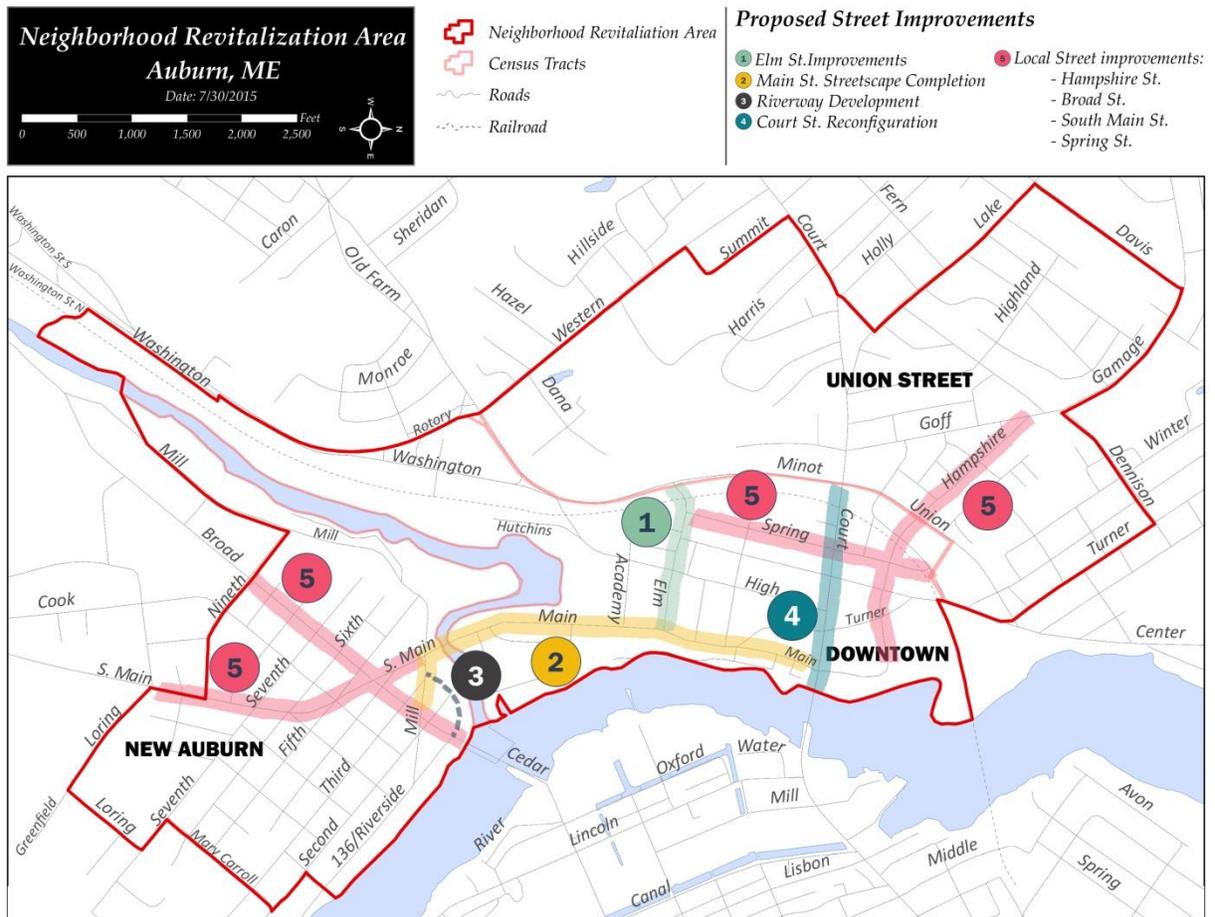
The following infrastructure improvement activities could be included in the Neighborhood Revitalization Strategy to address two broad needs: 1) updating the existing infrastructure in the area as appropriate and, 2) creating new or expanded infrastructure to improve the area:

Streets and Traffic Improvements (see Figure 2)

- The City is working with the Maine DOT and ATRC to establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Avenue. This project will involve changes at the intersections of Elm Street with both Main Street and Minot Avenue, the reconfiguration of Elm Street as a “complete street” with sidewalks and bike lanes on both sides, and the creation of a new crosswalk across Minot Avenue at the Elm Street intersection as well as related changes on surrounding streets to encourage traffic to use Elm Street.
- The City installed “complete street” style improvements on a portion of Main Street between Downtown and New Auburn. The City plans to extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn.
- A major objective of the City has been to encourage the rebirth of the commercial area of New Auburn. A key part of the City’s strategy is for improved traffic flow in this part of New Auburn. The City developed a concept for improvements as part of the New Auburn Village Center Plan and is currently moving forward with an engineering study for the proposed “Riverway” or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and to reduce the extent of the floodplain. Following completion of the engineering study, the City will seek to fund the project and move forward with construction.
- In conjunction with the development of the Riverway, the City proposes to close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas to support new activities in this part of New Auburn.
- The New Auburn Village Center Plan also proposes relocating the Lown Peace Bridge downstream to the intersection of Riverside Drive and Mill Street to remove this traffic from the middle of the commercial area. This is a long-term objective.
- The Comprehensive Plan recommends improving or reconstructing local residential streets to incorporate design elements that slow traffic and discourage their use by through traffic. This approach will be used in the Neighborhood Revitalization Area when street work is undertaken.

- The City is working to obtain approval from the MeDOT to revamp Court Street to create a “complete street” with 3 travel lanes and on-street parking. The City could move forward with this project in the near future if the MeDOT agrees with the concept.
- The City is seeking funding through ATRC for other street improvement projects within the Neighborhood Revitalization Area including:
 - Reconstructing Hampshire Street
 - Resurfacing Broad Street
 - Reconstructing South Main Street from Broad Street to Bolster Street
 - Resurfacing Spring Street from Troy Street to Elm Street
- As part of a long-range, citywide project, the City is planning to convert existing street lights to LED fixtures to both save energy and provide improved lighting.

Figure 2



Water, Sewers and Stormwater Improvements (see Figure 3)

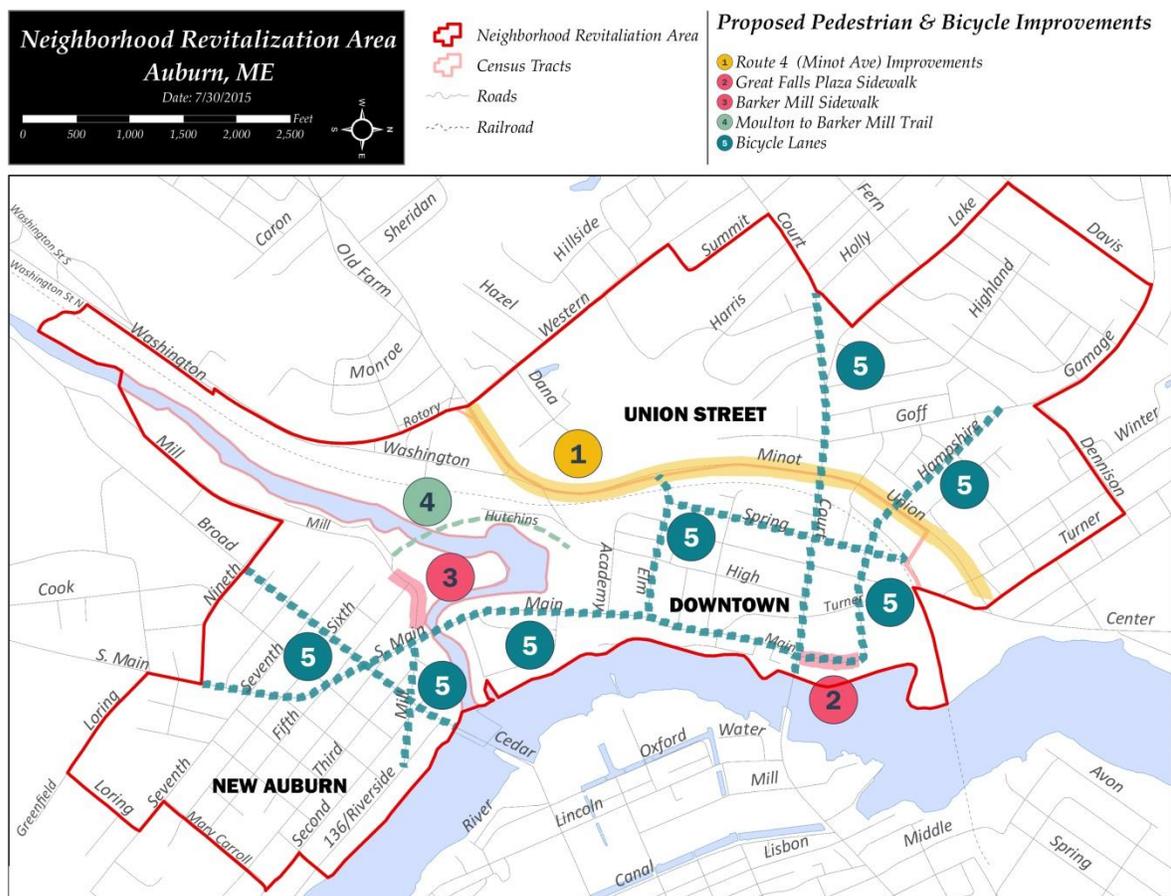
- The Auburn Water and Sewer District plans to replace or line a number of aging water mains in the Neighborhood Revitalization Area including:

- South Main Street from Outer Cook Street to Seventh Street
- The entire length of Ninth Street
- Sixth Street from Mill Street to Broad Street
- Fifth Street from Cook Street to the dead end
- Fourth Street from South Main Street to Mary Carroll
- Third Street from Mill Street to Dunn Street
- Third Street from Roak Street to Mary Carroll
- Second Street from Mill Street to Dunn Street
- Seventh Street from South Main Street to Mary Carroll
- Loring Avenue from South Main Street to Mary Carroll
- Lake Street from Haskell Street to Davis Street
- The entire length of Beacon Street
- Highland Ave. from Court Street to Western Prom
- Highland Ave. from Western Prom to Shepley Street
- The entire length of James Street
- Charles Street from James Street to Goff Street
- The entire length of Grant Street
- Willow Street from Goff Street to Webster Street
- Pine Street from Willow Street to Pearl Street
- Pearl Street from School Street to Hampshire Street
- School Street from Union Street to above Pearl Street
- The entire length of Bearce Street
- The entire length of Temple Street
- The entire length of Carroll Street
- Dennison Street from Gamage Street to Winter Street
- Spring Street from Hampshire Street to Court Street
- School Street from Spring Street towards Troy Street
- The Auburn Water and Sewer District replaces old sewers whenever the City or State will be doing a construction project on a street with an old sewer (see street projects below).
- The Auburn Sewer and Water District is in the final phase of its program to eliminate the Combined Sewer Overflows (CSOs) and plans to remove one of the two remaining CSOs and the ten remaining public catch basins connected to the sanitary sewer system. The District also plans to do additional work to reduce inflow and infiltration (I&I) into the sewer system. The District anticipates spending approximately \$2.3 million over the next five years to reduce I&I.
- The Comprehensive Plan recommends urging the Auburn Sewer District to reallocate funds to support the upgrading of older central sewer lines as the CSO abatement program winds down.

proposes narrowing the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades.

- The regional pedestrian and bicycle plan, Bridging the Gaps, envisions an interconnected system of bicycle facilities throughout the region. Within the Neighborhood Revitalization Area these facilities include the Riverwalk trail, a new connection from Moulton Park across the Little Andy to the Barker Mill Trail as well as on-road lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, and Mill Street. The Plan also envisions bike lanes on other streets in the area including Hampshire Street, Spring Street, Elm Street, and Mechanics Row. A number of these facilities already exist but the others will need to be developed over time.
- The City should install bicycle facilities such as bike racks and storage in conjunction with public buildings and facilities used by the public and in the Downtown and New Auburn commercial areas.

Figure 4



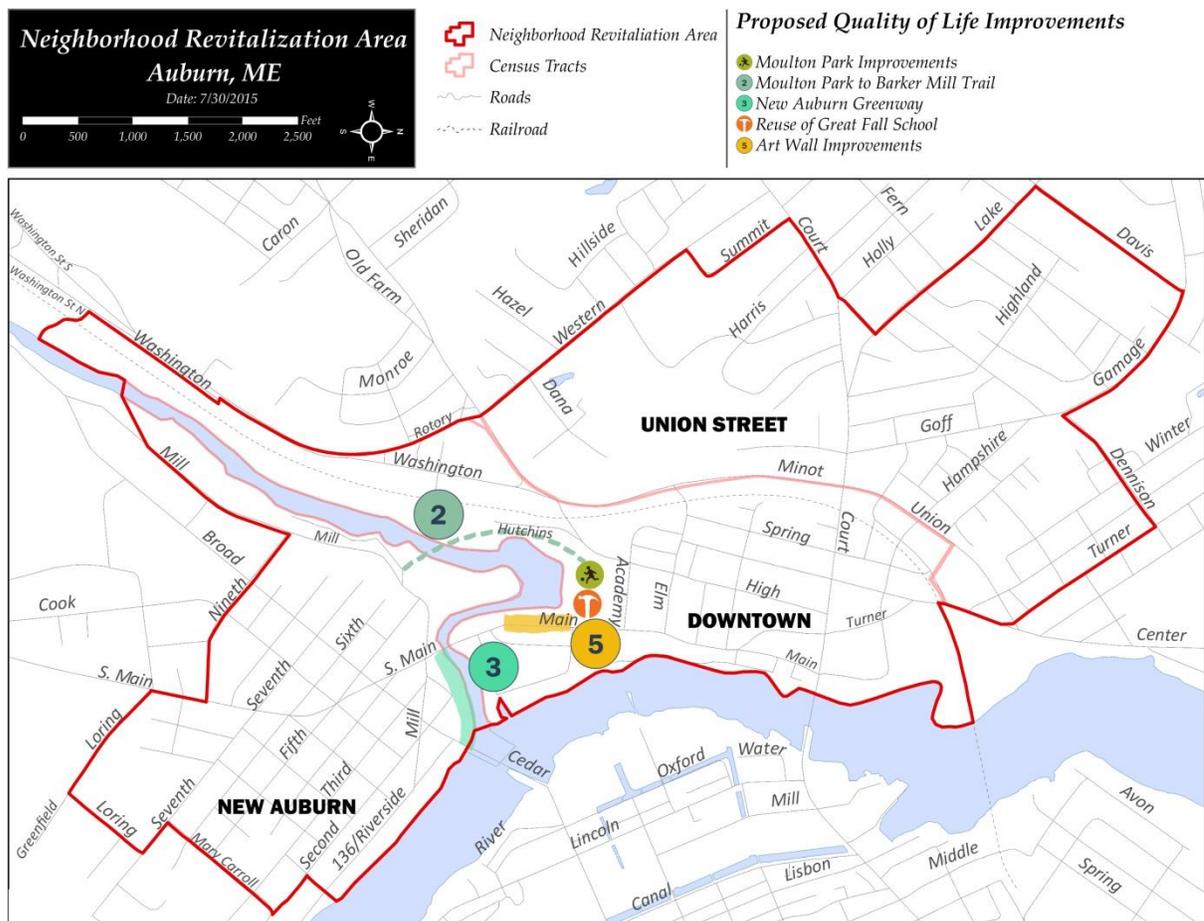
Quality of Life Improvements (see Figure 5)

- The City intends to continue to use CDBG/HOME funds to match City capital improvement funds for lighting, sidewalk, and landscaping improvements in the Neighborhood Revitalization Area.
- The Consolidated Plan identifies the following projects to enhance the physical infrastructure of key in-town parks including:
 - Improving the lighting at Union Street
 - Extending the Riverwalk into New Auburn (see pedestrian improvements above)
 - Improving the walkways to and from the intown parks
- Moulton Park is an underutilized facility. The City plans to renovate Moulton Park but the details of this project are still to be determined.
- A missing link in the pedestrian network is the connection from the terminus of the Riverwalk in Moulton Park extending across the Little Andy to the Barker Mill Trail and New Auburn on the other side of the river.
- Making better use of the river frontages in New Auburn is a theme in the Comprehensive Plan, the New Auburn Master Plan and the New Auburn Village Center Plan. The Village Center Plan developed the general concept into a proposal to create an expanded park and “Riverwalk” (New Auburn Greenway) between the new Riverway (see street improvements) and the river. The City is currently in the process of doing the design for this expanded facility that will also improve the flood protection in the commercial area. This facility will provide a bike/ped connection from the South Main Street Bridge to the Lown Peace Bridge as well as providing additional water access. The City will move forward with the development of this facility as funding allows.
- The Comprehensive Plan proposes developing a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park.
- The City will explore establishing community gardens in the Downtown, Union Street and New Auburn target areas as part of the Community Development program.
- The City will work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- The City plans to explore converting the Great Falls School into a community cultural center that could expand into a regional center for visual, performing and cultural arts. In conjunction with the reuse of the school, the City will explore acquiring properties on the opposite side of Academy Street that would allow additional parking to be developed in conjunction with a “forecourt” linking the building to the parking. This forecourt could be become a gathering space as well as a sculpture garden.
- Citylink will explore improvements to its transit service based on the 2015 update

of the transit plan when that is completed.

- The City will continue to provide funding to be used to acquire and demolish abandoned buildings that are not suitable for rehabilitation or that are located in in the designated transition districts.
- The City plans to undertake a program to improve Greenway signage.
- The City intends to make lighting improvements adjacent to Moulton Field to improve public safety.
- The City anticipates doing renovations to the Main Street Art Wall along the portion of Main Street that links the Downtown and New Auburn.
- The City should support efforts to convert the former St. Louis Church in New Auburn into a community arts and cultural center.

Figure 5



VII. Coordinated Neighborhood Revitalization Strategy

The Neighborhood Revitalization Strategy takes many of the possible economic, housing, and infrastructure elements set out in the previous section and organizes them into a coordinated strategy for improving the Downtown/New Auburn/Union Street Neighborhood Revitalization Area. The status of the various activities varies. Some of the activities are underway or are part of ongoing programs. Some activities are funded through the operating budget or CIP while the funding for others is uncertain and needs to be determined. The City is fully committed to implementing some of the activities in the strategy while others will need further discussion before a decision is made to implement them. In some cases, implementation of activities is dependent on the availability of outside funding and/or the inclusion of funding in future CIPs. By including the following activities in the Neighborhood Revitalization Strategy, the City acknowledges and accepts that many of these activities are drawn from plans and studies that have been previously approved by City Councils but does so with the understanding that the decision to move forward with the implementation of each individual activity will be subject to additional City Council discussion including opportunities for public involvement and Council approval.

The strategy is organized into three categories:

- Short-Term/High Priority Activities – These are activities that either are ongoing or should be undertaken in the next two years if funding is available
- Mid-Term/Medium Priority Activities – These are activities that should be undertaken within the next five years if funding is available
- Longer-Term/Lower Priority Activities – These are activities that may take longer than five years to complete or that are a low priority for action

Within each of the three categories, the strategy looks at the economic improvement projects, housing activities, and infrastructure improvements that should occur within that timeframe if funding is available.

The Neighborhood Revitalization Strategy is set out in the following table.

Short-Term/High Priority Activities

Economic Improvement Activities

- Use CDBG/HOME funds to expand programming for at-risk teenagers that helps them learn work skills, graduate from high school.
- Create youth apprenticeship opportunities with local businesses through the Community Development program.
- Use CDBG/HOME funds to assist small businesses to start up, succeed, and grow through loans and grants to upgrade and adapt buildings in the Neighborhood Revitalization Area and consider increasing the size of these loans and grants.
- Adopt new land use regulations for the Downtown and New Auburn area using a “Form-Based Code” to encourage investment in these parts of the City.
- Initiate a “Model Street-Model Block” program in the Downtown and New Auburn neighborhoods to focus City efforts on a block-by-block revitalization approach using a “complete streets” template with a new form based code approach to land use regulation.
- Upgrade the lighting in Festival Plaza to improve efficiency and allow better use of this space.

Housing Improvement Activities

- Establish a program to make residents, property owners and business owners in the Neighborhood Revitalization Area aware of the various assistance programs available through the City and other agencies or programs.
- Continue to use CDBG/HOME funds to provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing in the Neighborhood Revitalization Area that is occupied by low and moderate income households.
- Continue to use CDBG/HOME funds to provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning including issues related to lead in plumbing.
- Continue to use CDBG/HOME funds to provide financial assistance to encourage exterior improvements to buildings in the Neighborhood Revitalization Area as well as to make health and safety improvements.
- Continue to provide financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn through the Community Development program.

Housing Improvement Activities continued...

- Work to find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership and work with the Auburn Housing Authority to identify potential home buyers.
- Continue to use CDBG/HOME funds to support code enforcement activities that result in improvements to the housing stock.
- Use CDBG and HOME funding to provide financial assistance to developers of high-quality affordable mixed income housing in the Neighborhood Revitalization Area.
- Revise the zoning in the New Auburn Village area to increase the allowed residential density to up to 18-21 units per acre.
- Consider disposing of tax-acquired property at little or no cost to buyers who will agree to invest in the rehabilitation of the property.
- Consider creating a life safety improvement grant and loan program to assist property owners when life safety requirements create a hurdle for changing the use of a property or making an investment that will create additional value and thus property taxes over time.

Infrastructure Improvements

- Establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave. This project will involve changes at the intersections of Elm Street with both Main Street and Minot Ave., the reconfiguration of Elm Street as a “complete street” with sidewalks and bike lanes on both sides, and the creation of a new crosswalk across Minot Ave. at the Elm Street intersection as well as related changes on surrounding streets to encourage traffic to use Elm Street.
- Complete the engineering study for the proposed “Riverway” or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and to reduce the extent of the floodplain.
- Continue to work with the MeDOT to obtain approval to revamp Court Street to create a “complete street” with 3 travel lanes and on-street parking.
- The Auburn Water and Sewer District will abandon 800 feet of the 6” water main in Dennison Street from Gamage Street to Winter Street and transfer services to the 24” main.
- The Auburn Sewer and Water District is will remove one of the two remaining CSOs and the ten remaining public catch basins connected to the sanitary sewer system.
- Complete sidewalk and streetscape improvements on Minot Avenue.

Infrastructure Improvements continued...

- Establish Elm Street as the primary route from Main Street and the downtown neighborhoods to Minot Ave. This project will involve changes at the intersections of Elm Street with both Main Street and Minot Ave., the reconfiguration of Elm Street as a “complete street” with sidewalks and bike lanes on both sides, and the creation of a new crosswalk across Minot Ave. at the Elm Street intersection as well as related changes on surrounding streets to encourage traffic to use Elm Street.
- Complete the engineering study for the proposed “Riverway” or new local street linking Broad Street to Mill Street near South Main Street roughly following the curve of the river to both serve as a street and to reduce the extent of the floodplain.
- Continue to work with the MeDOT to obtain approval to revamp Court Street to create a “complete street” with 3 travel lanes and on-street parking.
- The Auburn Water and Sewer District will abandon 800 feet of the 6” water main in Dennison Street from Gamage Street to Winter Street and transfer services to the 24” main.
- The Auburn Sewer and Water District is will remove one of the two remaining CSOs and the ten remaining public catch basins connected to the sanitary sewer system.
- Complete sidewalk and streetscape improvements on Minot Avenue.
- Continue to use CDBG/HOME funds to match City capital improvement funds for lighting, sidewalk, and landscaping improvements in the Neighborhood Revitalization Area.
- Improve the lighting at Union Street in the vicinity of the park.
- Improve the walkways to and from the intown parks.
- Complete the design for the creation an expanded park and “Riverwalk” (New Auburn Greenway) between the new Riverway (see street improvements) and the river.
- Continue to provide funding to be used to acquire and demolish abandoned buildings that are not suitable for rehabilitation or that are located in in the designated transition districts.
- Undertake a program to improve Greenway signage.
- Make lighting improvements adjacent to Moulton Field to improve public safety.
- Explore establishing community gardens in the Downtown, Union Street and New Auburn target areas as part of the Community Development program.
- Explore converting the Great Falls School into a community cultural center that could expand into a regional center for visual, performing and cultural art.

Mid-Term/Medium Priority Activities

Economic Improvement Activities

- Work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.

Housing Improvement Activities

- Conduct regular ongoing code enforcement inspections for multifamily housing.
- Update the City codes to facilitate the renovation of older properties including:
 - Adopting a renovation code that continues to allow exceptions to new construction standards for the rehabilitation of historic buildings
 - Adopting a renovation code as part of the building code (H.2.1.b)
 - Reviewing and revising the City's fire code to provide flexibility in rehabilitating older buildings (H.2.1.b)
 - Considering adopting a property maintenance code for multifamily housing
- Revise the City's zoning standards to encourage the inclusion of affordable units within new housing projects through density bonuses and reduced infrastructure requirements.
- Allow the reconfiguration of space within existing buildings for residential purposes without consideration of density or lot size limitations as long as there is adequate parking and green space and the reuse protects neighboring properties.

Infrastructure Improvements

- Extend the Main Street streetscape improvements along all of Main Street and Mill Street into New Auburn.
- Following completion of the engineering study for the New Auburn "Riverway", seek funding for the project and move forward with construction.
- In conjunction with the development of the Riverway, close portions of Riverside Drive, Second Street, and Third Street to enhance redevelopment opportunities and create shared parking areas to support new activities in this part of New Auburn.
- If the MeDOT agrees with the concept of revamping Court Street as a "complete street", move forward with the project.

Infrastructure Improvements continued...

- Undertake street improvement projects within the Neighborhood Revitalization Area if funding through ATRC is available including:
 - Reconstructing Hampshire Street
 - Resurfacing Broad Street
 - Reconstructing South Main Street from Broad Street to Bolster Street
 - Resurfacing Spring Street from Troy Street to Elm Street
- As part of a long-range, citywide project, convert existing street lights in the Neighborhood Revitalization Area to LED fixtures to both save energy and provide improved lighting.
- The Auburn Sewer and Water District will undertake a five-year program to reduce inflow and infiltration (I&I) into the sewer system.
- Construct a sidewalk on the riverside of the street at Great Falls Plaza.
- Construct a sidewalk on Mill Street in front of the Barker Mill.
- Develop a new pedestrian/bicycle trail connection from Moulton Park across the Little Andy to the Barker Mill Trail.
- Install bicycle facilities such as bike racks and storage in conjunction with public buildings and facilities used by the public and the Downtown and New Auburn commercial areas.
- Seek funding for the development of the New Auburn Greenway and begin construction as funding allows.
- Work with property owners and developers to provide creative parking solutions to meet the needs of downtown neighborhoods and businesses.
- Citylink will explore improvements to its transit service based on the 2015 update of the transit plan when that is completed.
- Make renovations to the Main Street Art Wall along the portion of Main Street that links the Downtown and New Auburn.
- Support efforts to convert the former St. Louis Church in New Auburn into a community arts and cultural center.

Longer-Term/Lower Priority Activities

Economic Improvement Activities

- Develop the area behind the Main Street buildings as hard surface open space with formal plantings and temporary docks that could be used by a canoe and kayak rental operation.
- Explore the creation of a whitewater feature in conjunction with the relicensing of the Lower Barker Hydroelectric Project.
- Strongly support the improvement of Edward Little High School to provide a quality education for Auburn's students.

Housing Improvement Activities

- Provide funding for people to buy and upgrade small multifamily properties to promote owner-occupied multifamily housing.
- Revise the City's zoning regulations to allow existing single-family homes in older single-family neighborhoods to be improved and expanded and to allow infill development that is in character with the neighborhood in older single-family neighborhoods as well as allowing existing buildings to be improved and expanded.
- Explore the creation of a "volunteer service program" that will provide assistance to seniors and other qualified households to maintain their homes.

Infrastructure Improvements

- Study the feasibility of relocating the Lown Peace Bridge downstream to the intersection of Riverside Drive and Mill Street to remove this traffic from the middle of the commercial area.
- When the City improves or reconstructs local residential streets in the Neighborhood Revitalization Area, incorporate design elements that slow traffic and discourage their use by through traffic.
- The Auburn Water and Sewer District plans to replace or line a number of aging water mains in the Neighborhood Revitalization Area including:
 - South Main Street from Outer Cook Street to Seventh Street
 - The entire length of Ninth Street
 - Sixth Street from Mill Street to Broad Street
 - Fifth Street from Cook Street to the dead end
 - Fourth Street from South Main Street to Mary Carroll
 - Third Street from Mill Street to Dunn Street
 - Third Street from Roak Street to Mary Carroll
 - Second Street from Mill Street to Dunn Street

Infrastructure Improvements continued...

- Seventh Street from South Main Street to Mary Carroll
- Loring Avenue from South Main Street to Mary Carroll
- Lake Street from Haskell Street to Davis Street
- The entire length of Beacon Street
- Highland Ave. from Court Street to Western Prom
- Highland Ave. from Western Prom to Shepley Street
- The entire length of James Street
- Charles Street from James Street to Goff Street
- The entire length of Grant Street
- Willow Street from Goff Street to Webster Street
- Pine Street from Willow Street to Pearl Street
- Pearl Street from School Street to Hampshire Street
- School Street from Union Street to above Pearl Street
- The entire length of Bearce Street
- The entire length of Temple Street
- The entire length of Carroll Street
- Spring Street from Hampshire Street to Court Street
- School Street from Spring Street towards Troy Street
- The Auburn Water and Sewer District will replace old sewers in the Neighborhood Revitalization Area whenever the City or State will be doing a construction project on a street with an old sewer.
- Improve pedestrian and bicycle access along the Route 4 Corridor including developing safe pedestrian crossings at major intersections, including pedestrian and bicycle facilities in street reconstruction projects and exploring a mid-block crossing to connect Pettengill Park and the surrounding neighborhood to Downtown.
- Establish and maintain safe pedestrian crossings in New Auburn with well-marked and signed crosswalks.
- As part of the project to reconstruct South Main Street, narrow the travel lanes on South Main Street and Broad Street to allow the installation of sidewalks and esplanades.
- As part of the regional interconnected system of bicycle facilities establish on-road bicycle lanes on the major streets in the Neighborhood Revitalization Area including Main Street, South Main Street, Broad Street, Court Street, Minot Ave, Union Street, and Mill Street as well as on other streets in the area including Hampshire Street, Spring Street, Elm Street, and Mechanics Row.
- Develop a plan for the renovation of Moulton Park.
- Develop a greenbelt bicycle/pedestrian connection between Pettengill Park and West Pitch Park.

VIII. Five-Year Benchmarks

The Neighborhood Revitalization Strategy for the Downtown/New Auburn/Union Street Area establishes a comprehensive program for improving the economic conditions, housing conditions and infrastructure within the neighborhoods. While some of the proposed activities will have an immediate impact on the area, others will take years to show a meaningful impact. The following benchmarks have been established to allow the City to assess the progress being made to improve the overall quality of the revitalization area. The benchmarks are based on five year targets – accomplishments by 2020 with annual targets for some activities. The City has looked at establishing a citywide Neighborhood Indicators Project to track changes in the City over time. The following benchmarks could be the start of such a program:

- Valuation Benchmark – The total assessed value of all taxable property (real estate and personal property) within the revitalization area increases by at least the same rate year-to-year as the total assessed valuation of all taxable property in the City.
- Economic Improvement Benchmark – The median household income in the three Census Tracts that make up the Neighborhood Revitalization Area is substantially less than the citywide median. An objective of this strategy is to improve the incomes of residents of the area. A way to measure whether this is occurring is by comparing the gap between the citywide median household income and the median income in the three Census Tracts that comprise the revitalization area. The benchmark is that the percent of the citywide median household income in each of the three Census Tracts will be increased by 10% over the next five years (or 2% per year). For example, the Downtown Census Tract 101 has a median household income that is only 37% of the citywide median. There for the five-year target is to increase the Downtown median income to 47% of the citywide median by 2020.
- Housing Improvement Benchmarks – The Neighborhood Revitalization Area has the potential for the creation of additional housing units both through new construction and through the conversion of buildings to provide modern living units. The benchmarks for this objective are that at least 80 new housing units will be created in the area by 2020 and that at least twenty-five percent (25%) of the new units will be “market-rate” units.

- Infrastructure Benchmark – Addressing the discharge of untreated sewage to the river as a result of Combined Sewer Overflows (CSOs) has been a major focus of the City and the Auburn Sewer and Water District for the past 15 years. That effort is nearing completion. Completing this effort is an objective of this strategy. The benchmark for this objective is that the District will be able to reduce the wet-weather flows in the sanitary sewer system by 2020 to a level that does not require additional stormwater storage facilities to be constructed.

IX. Public Involvement

This Neighborhood Revitalization Strategy is based primarily on a range of City plans and studies that have been developed over the past five years in most cases. Each of the efforts had extensive public involvement processes which are briefly described below. These prior efforts were augmented by a public process to synthesize the prior work into this strategy.

Past activities

- Consolidated Plan – The Consolidated Plan was developed through an extensive community involvement process. The process was overseen by the Auburn Citizen’s Advisory Committee that met ten times. The committee meetings were open to the public and time was provided at each meeting for public comments. The committee held two neighborhood meetings to ask about the most important needs facing the community. Bates College students conducted an in-person neighborhood survey in the target area. The results of the neighborhood meetings and survey were used by the Advisory Committee to establish the priorities set forth in the Consolidated Plan.
- Comprehensive Plan – The preparation of the update of the Comprehensive Plan was overseen by a citizens committee that met over a two-year period. The meetings were open to the public and many residents attended meetings and participated in the process. The committee held five community visioning sessions, a teen visioning session, and conducted an on-line visioning survey to help develop the Vision that guided the preparation of the goals and objectives of the Plan. The committee held a number of workshops to get public feedback on the draft goals and objectives as the Plan was being developed.
- New Auburn Master Plan – The Master Plan for New Auburn was prepared by the New Auburn Master Plan Committee that was comprised of 27 neighborhood residents, business people, and property owners. The committee held a public “kick-off” meeting to identify the issues facing New Auburn. During the development of the Master Plan the committee invited neighborhood residents to its regular meetings and held workshops to review the preliminary recommendations.
- New Auburn Village Center Study – This project was guided by a Steering Committee comprised of stakeholders representing a range of interests in the area, the community at large, and City staff. The committee met 8 times over a year and held three public workshops at various points in the planning process to get feedback from the new Auburn community on the proposals as they were developing.

Current activities

An internal staff committee assisted by Planning Decisions reviewed the various planning efforts that relate to or potentially impact the Downtown/New Auburn/Union Street area. The relative sections of these documents were extracted and possible elements of a neighborhood revitalization strategy were organized by broad category – economic improvements, housing improvements, and infrastructure improvements. This working document was used as the basis for a community meeting held on August 5, 2015 at Auburn Hall. The meeting was attended by residents of the neighborhoods, business owners, housing developers, two City Councilors, and City staff. At the meeting the possible strategy elements were reviewed and discussed. A number of other activities were identified by the group (see meeting notes). Suggestions were made as to what should be addressed in the strategy such as including benchmarks for measure improvement in the area over time. As a result of the input at the community meeting, a number of activities were added to the strategy and the overall format and contents of the strategy were altered.

The City Council held a workshop on the draft of the Neighborhood Revitalization Strategy on Monday, August 17, 2015. Mark Eyerman of Planning Decisions presented an overview of the revitalization strategy. Following the presentation the members of the City Council discussed the draft and asked a number of questions about it. An opportunity for public comment on the draft was provided. Following the public input, the Mayor and members of the Council made a number of suggestions/requests for revisions to the draft and asked the staff to consider other benchmarks dealing with valuation to enable progress to be monitored in the future. As a result of the feedback from the workshop, a number of revisions were made to the draft of the strategy.

Appendix A

NEIGHBORHOOD REVITALIZATION PLAN COMMUNITY MEETING RECORD 8-5-2015

ATTENDANCE

Consultant:

Mark Eyerman

Public:

Larry Pelletier, 129 Second Street
Natalie Ray, 111 Taywood Road
Rick Whiting, 24 Beaver Road
Ethan Boxer-Macomber, Portland
John Henderson, 84 Summer Street
Bob Grieshaber, 217 Main Street
Peter & Yvette Cyr, 126 Sixth Street

City Councilors:

Belinda Gerry
Tizz Crowley

City Staff:

Howard Kroll
Denis D'Auteuil
Eric Cousens
Doug Green
Alan Manoian
Reine Mynahan

Mark Eyerman explained the purpose of the Neighborhood Revitalization Plan, and went through each item of the handout *Possible Elements of a Neighborhood Revitalization Strategy for the Downtown, New Auburn and Union Street Area* including an infrastructure strategy, housing strategy, and economic strategy. Mark then opened the meeting for input.

Comments:

- Concern that many of the strategies were funded by the CDBG/HOME Programs
- Consider how private investment can be leveraged to more fully utilize existing buildings
- Balance the money and actions within each target area
- Revise the order of strategies with economic coming first, then housing, then infrastructure
- Prioritize improvements that raise property values/grow property values to create new resources
- Make property owners aware of programs and resources for fixing their properties
- Concern about code issues/unregistered vehicles
- Consider ways to track progress
- Senior programs
- Measure performance/outcomes/could be population growth
- Create grids in target areas/record changes to see where we've been and where we are going
- Education as a component of this plan
- Parking for bicycles
- Keep theater vital/focus on appropriate use of building
- Identify marketable properties that are available
- Strategic planning for vacant properties
- Give tax acquired properties away with condition of building a new home
- New high school is missing in the plan
- Workforce development/collaborate with school/community college/keeping up skill level of residents
- Create volunteer pool for grassroots revitalization/someone to mobilize/bring back pride
- Keep an open mind/St. Louis School as a cultural center
- Parking for bikes/conflict with bikes on the road/reach out to each other
- Some people have a value problem with their property/can't borrow money

Respectfully submitted

Reine Mynahan
Community Development Director

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 72-09212015

ORDERED, that the City Council hereby adopts the Neighborhood Revitalization Strategy for the Downtown, New Auburn and Union Street areas, dated September 1, 2015, as a guide for future revitalization activities within the designated revitalization area.



City Council Information Sheet

City of Auburn

Council Workshop or Meeting Date: 9-21-2015

Order 73-0921015

Author: Sue Clements-Dallaire

Subject: Appointment of Board and Committee Members

Information: On August 7, 2015 we began the application process to fill vacancies on several boards and committees of the city. The deadline for applications to be submitted was September 8, 2015 and the committee met on September 16, 2015. The following nominations were made:

Auburn Housing Authority – Reappointment of Asmo Dol, term expiration of 10/01/2020

CDBG Loan Committee – Reappointment of Greg Whitney and Celia McGukian with term expirations of 10/01/2018, and new appointment of Whitney Blondeau also with a term expiration of 10/01/2018.

Because Councilor Lee was not present for the Appointment Committee meeting and Councilor Young abstained from nominating someone to the Auburn Water District due to a potential conflict, the Committee would like Council to review the Auburn Water District applications to make the appointment.

A recommendation to appoint Charles Lafean with a term expiration of 10/01/2018 will be made to the Conservation Commission to fill one of the vacant Forest Board seats.

The Committee would like to enter into Executive Session to review the applications and to discuss appointments, pursuant to 1 M.R.S.A. Sec. 405 (A).

Advantages: Fills the vacant positions.

Disadvantages: None

City Budgetary Impacts: None

Staff Recommended Action: Recommend making the appointments to fill the vacancies.

Previous Meetings and History: N/A

Attachments:

List of vacancies

Applications

Order 73-09212015

Government Current Vacancies

[Home](#) > [Government](#) > Current Vacancies

Current Vacancies

The City of Auburn has several boards and committees that citizens can volunteer to be a member of. Our current and Committee vacancies are listed below:

[Auburn Housing Authority](#) (1 vacancy, term expiration 10/1/2020)

[Auburn Water District](#) (1 vacancy, term expiration 3/1/2018)

[Board of Assessment Review](#) (5 vacancies - 2 full members both with term expirations of 10/1/2019 and 3 alternate positions with term expirations of 10/1/2016, 10/1/2017, and 10/1/2020)

[CDBG \(Community Development Block Grant\) Loan Committee](#) (4 vacancies, 3 with term expirations of 10/1/2018, and 1 with a 10/1/2016 term expiration)

[Finance Committee](#) (1 vacancy, alternate member with a term expiration of 12/1/2015)

[Forest Board](#) (4 vacancies - term expirations of 10/1/2016, 10/1/2017, and two with term expirations of 10/01/2018)

Board and Committee Appointment [Application](#)

We are currently accepting applications for the Boards and Committees listed above. The deadline to submit your application to the City Clerk is 4:30 PM on Tuesday, September 8, 2015. The applications will be reviewed by the Appointment Committee on September 16, 2015 at 6:00 PM in Room 204 of Auburn Hall. The Committee will make their nominations and present them to the City Council for appointment. If you have any questions, please contact the City Clerk, Susan Clements-Dallaire at 333-6601, extension 1126 or via email at sdallaire@auburnmaine.gov.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: August 15, 2015

Last name: Bilodeau First name: Daniel Middle initial: L

Residence address: 207 North Auburn Road Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 207 782-5962 Work phone: 207 650-2398 Cell phone: 650-2398

Email address: anotherdanbilodeau@gmail.com

Current occupation: International Relief Officer (IRO/Pilot) United Airlines, Inc.

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): Attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District | <input checked="" type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I have extensive knowledge in Auburn Water District operations including the rules and regulations of the Lake Auburn watershed. I am available on third Wednesdays and will attend all meetings. I seek appointment to reduce or eliminate staff time to process FOAA requests for watershed information.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). The new policy for ABCs to report to Auburn City government is a good one. I hope to facilitate this transparency between the Water Trustees and the members of the Auburn City Council and City managers. I also hope to help District Superintendent Sid Hazelton carry out his responsibilities to the the Lake Auburn Watershed Protection Commission.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Yes, Auburn Planning Board and the Lewsiton-Auburn Community Forest Board & Comprehensive Plan Update Comm.

Dates served (if known)? 2011-2015 PB; 2013-2015 LACFB; 2009-2012 CPUC

How did you learn of this vacancy? Auburn City Councilor Tizz Crowley reported it & AWD agenda packet

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: August 15, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 8/17/2015
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____
Page 2 of 2

RESUME: Daniel L. Bilodeau

207 N. Auburn Road PO Box 1493

Auburn, Maine 04211-1493

207 650-2398 cell; 207 782-5962 home

E-mail: anotherdanbilodeau@gmail.com

EDUCATION

Fairview, Central, AMS, Walton, Edward Little High School 1985, Auburn, Maine

Bachelor of Science Degree in Aeronautical Science, April 1989

Embry-Riddle Aeronautical University, Daytona Beach, Florida

FAA Aircraft Dispatch Training Program, April 1989

Flight Safety International: SAAB 340B; St. Louis, July 1991

British Aerospace Flight Center: BAE 146-200; Dulles, January 1992

Flight Safety International: PA-31T Cheyenne II; Lakeland, September 1995

SIMCOM:PA-31T Cheyenne II; Orlando, AUGUST 1996

Enrolled in Embry-Riddle College of Independent Studies: Master's of Aeronautical Science

Professional Airline Systems, Inc.: CE-500 Type Rating; Scottsdale, August 1997

United Airlines, November 1997, Houston/Newark: DC-10-10/30 Flight Engineer Certificate; Houston, January 1998

B-737 Flight Officer/ Type Rating; Houston, June 1999

B-777 International Relief Officer/Type Rating; Houston, November 2005

AOPA Foundation: Flight Instructor Gold Seal Renewal Course; Portland, July 2000

American Flyers: Flight Instructor Gold Seal Renewal, July 2002, 2004, 2006, 2008, 2010, 2012, 2014

CERTIFICATES/RATINGS

Airline Transport Pilot Airplane: multi-engine and single-engine land; Type Ratings:CE-500:B-737 ;B-777

FAA Gold Seal Flight Instructor: instrument, multi-engine land and single-engine land and sea

FAA Dispatcher Certificate; Flight Engineer; Turbojet powered

Advanced and instrument ground instructor, current medical-no restrictions

Certified Flight Instructor of the Year 1998, Portland, Maine F.S.D.O.

FLIGHT TIME

Total Time - 18,300	Pilot-in-Command - 8,900	Flight Instructor - 3,238
Multi-Engine -15,730	Turbojet -14,300	Turboprop - 6,410
Flight Engineer - 1000	Instrument - 1,950	Second-in-command - 9,226

EXPERIENCE/Work History

First Officer. IRO & Captain relief, Boeing 777-200, Middle East ; Asia, Mediterranean, Europe, India
Global, polar routes, 207 minute ETOPS, CPDLC, ADS equipped.

Continental/United Airlines, Newark, New Jersey November 2005 to present

First Officer. IRO & First Officer, Boeing 737-300/500/700/800/900, North and South America

Sunset Sticks & Stones, Inc., Garage related projects, wayside stand, residential & watershed consulting,
recreational trail building 1998 to 2012

Continental Airlines, Newark, New Jersey April 99 to November 2005

Second Officer. Flight Engineer, DC-10-10 & -30, North and South America, European markets.

Continental Airlines, Newark, New Jersey November 97 to April 99

Flight Manager. Chief Pilot; Corporate Captain, Cheyenne II (PA31T), all related responsibilities; Training Dir.

American Skiing Company, Newry, Maine November 93 to November 97

CFO/Director of Operations/Chief Pilot/Owner. Part 135 Air taxi & fixed base operator; Flight Instructor.

Bethel Air Service, Inc., Bethel, Maine November 92 to December 97

Flight Officer. Northeast United States; BAE 146-200; SAAB 340B; BE1900C.

Business Express Airlines, Inc. (Delta Connection), Westport, Connecticut Sept 1990 to November 1992

Flight Officer. Line pilot; scheduled and on demand charter-CARGO:CASA-212-200;MU-2B-36.

Murray Aviation, Inc., Ypsilanti, Michigan March 1990 to September 1990

Charter Pilot/Flight Instructor/Line pilot. Flight Instructor; Pilot services; general aviation aircraft.

Hortman Aviation Services, Inc., Northeast Philadelphia, Pennsylvania August 1989 to March 1990

Sunrise Aviation, Inc., Ormond Beach, Florida December 1988 to August 1989

Sunset Construction Inc. Heavy Equipment Operator 1978 to 1989, L/A water & sewer & residential projects

PERSONAL DATA & Interests

Born: May 28, 1966, Lewiston, Maine

Marital Status: Married, two children at Edward Little High School.

Hobbies: Snowmobiling, Trail building, hiking, watershed land use consulting & excavation, also currently...

Lake Auburn Watershed Neighborhood Association (LAWNA), President 2008 to present

Lake Auburn Community Center (LACC), Trail Master, 2012 to Present

Auburn Planning Board member & Lewiston/Auburn Community Forest Board (LACFB) 2011 to 2015

Comprehensive Planning Update Committee, City of Auburn, Maine, 2010

Optimist International, L/A Optimist, Vice President 2008-2010, President 2012-2013, current member.

Perkins Ridge Sno-Travelers (PRST), Trail Master 2009-present

Auburn Flag Project, member and donor support team.

Lake Auburn Watershed Protection Commission/AWD frequent meeting attendee since 2006

Certified in Basic and Advance Erosion Control Practices

Certified Onsite Subsurface Wastewater Disposal System Installer



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: August 15, 2015

Last name: Bilodeau First name: Daniel Middle initial: L

Residence address: 207 North Auburn Road Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 207 782-5962 Work phone: 207 650-2398 Cell phone: 650-2398

Email address: anotherdanbilodeau@gmail.com

Current occupation: IRO/Flight Officer, United Airlines, Inc.; volunteer watershed landuse consultant

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): Attached

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District | <input checked="" type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I have extensive knowledge of AWD/watershed operations since 2005 and would have valuable input, representing City of Auburn concerns and interests. As a volunteer member of the Lake Auburn Community Center and the neighborhood association there would be a benefit to share info with this community.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). The new ABCs policy of reporting to the Auburn City Council is a good one. I would help and mentor this new policy along insuring communication between the governments is enhanced and most importantly insuring transparent communication reaches the citizens of Auburn.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Yes, Auburn Planning Board; Lewiston-Auburn Community Forest Board, Comprehensive Plan Update Committee

Dates served (if known)? PB 2011-2014; LACFB 2012-2015; CPUC 2009-2011

How did you learn of this vacancy? Two Auburn city Councilors & the AWD meeting agenda

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: _____ Date: August 15, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>8/14/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Page 2 of 2

RESUME: Daniel L. Bilodeau

207 N. Auburn Road PO Box 1493

Auburn, Maine 04211-1493

207 650-2398 cell; 207 782-5962 home

E-mail: anotherdanbilodeau@gmail.com

EDUCATION

Fairview, Central, AMS, Walton, Edward Little High School 1985, Auburn, Maine

Bachelor of Science Degree in Aeronautical Science, April 1989

Embry-Riddle Aeronautical University, Daytona Beach, Florida

FAA Aircraft Dispatch Training Program, April 1989

Flight Safety International: SAAB 340B; St. Louis, July 1991

British Aerospace Flight Center: BAE 146-200; Dulles, January 1992

Flight Safety International: PA-31T Cheyenne II; Lakeland, September 1995

SIMCOM:PA-31T Cheyenne II; Orlando, AUGUST 1996

Enrolled in Embry-Riddle College of Independent Studies: Master's of Aeronautical Science

Professional Airline Systems, Inc.: CE-500 Type Rating; Scottsdale, August 1997

United Airlines, November 1997, Houston/Newark: DC-10-10/30 Flight Engineer Certificate; Houston, January 1998

B-737 Flight Officer/ Type Rating; Houston, June 1999

B-777 International Relief Officer/Type Rating; Houston, November 2005

AOPA Foundation: Flight Instructor Gold Seal Renewal Course; Portland, July 2000

American Flyers: Flight Instructor Gold Seal Renewal, July 2002, 2004, 2006, 2008, 2010, 2012, 2014

CERTIFICATES/RATINGS

Airline Transport Pilot Airplane: multi-engine and single-engine land; Type Ratings:CE-500:B-737 ;B-777

FAA Gold Seal Flight Instructor: instrument, multi-engine land and single-engine land and sea

FAA Dispatcher Certificate; Flight Engineer; Turbojet powered

Advanced and instrument ground instructor, current medical-no restrictions

Certified Flight Instructor of the Year 1998, Portland, Maine F.S.D.O.

FLIGHT TIME

Total Time - 18,300	Pilot-in-Command - 8,900	Flight Instructor - 3,238
Multi-Engine -15,730	Turbojet -14,300	Turboprop - 6,410
Flight Engineer - 1000	Instrument - 1,950	Second-in-command - 9,226

EXPERIENCE/Work History

First Officer. IRO& Captain relief, Boeing 777-200, Middle East ; Asia, Mediterranean, Europe, India
Global, polar routes, 207 minute ETOPS, CPDLC, ADS equipped.

Continental/United Airlines, Newark, New Jersey November 2005 to present
First Officer. IRO & First Officer, Boeing 737-300/500/700/800/900, North and South America

Sunset Sticks & Stones, Inc., Garage related projects, wayside stand, residential & watershed consulting,
recreational trail building 1998 to 2012

Continental Airlines, Newark, New Jersey April 99 to November 2005
Second Officer. Flight Engineer, DC-10-10 & -30, North and South America, European markets.

Continental Airlines, Newark, New Jersey November 97 to April 99
Flight Manager. Chief Pilot; Corporate Captain, Cheyenne II (PA31T), all related responsibilities; Training Dir.

American Skiing Company, Newry, Maine November 93 to November 97
CFO/Director of Operations/Chief Pilot/Owner. Part 135 Air taxi & fixed base operator; Flight Instructor.

Bethel Air Service, Inc., Bethel, Maine November 92 to December 97
Flight Officer. Northeast United States; BAE 146-200; SAAB 340B; BE1900C.

Business Express Airlines, Inc. (Delta Connection), Westport, Connecticut Sept 1990 to November 1992
Flight Officer. Line pilot; scheduled and on demand charter-CARGO:CASA-212-200;MU-2B-36.

Murray Aviation, Inc., Ypsilanti, Michigan March 1990 to September 1990
Charter Pilot/Flight Instructor/Line pilot. Flight Instructor; Pilot services; general aviation aircraft.

Hortman Aviation Services, Inc., Northeast Philadelphia, Pennsylvania August 1989 to March 1990

Sunrise Aviation, Inc., Ormond Beach, Florida December 1988 to August 1989

Sunset Construction Inc. Heavy Equipment Operator 1978 to 1989, L/A water & sewer & residential projects

PERSONAL DATA & Interests

Born: May 28, 1966, Lewiston, Maine

Marital Status: Married, two children at Edward Little High School.

Hobbies: Snowmobiling, Trail building, hiking, watershed land use consulting & excavation, also currently...

Lake Auburn Watershed Neighborhood Association (LAWNA), President 2008 to present

Lake Auburn Community Center (LACC), Trail Master, 2012 to Present

Auburn Planning Board member & Lewiston/Auburn Community Forest Board (LACFB) 2011 to 2015

Comprehensive Planning Update Committee, City of Auburn, Maine, 2010

Optimist International, L/A Optimist, Vice President 2008-2010, President 2012-2013, current member.

Perkins Ridge Sno-Travelers (PRST), Trail Master 2009-present

Auburn Flag Project, member and donor support team.

Lake Auburn Watershed Protection Commission/AWD frequent meeting attendee since 2006

Certified in Basic and Advance Erosion Control Practices

Certified Onsite Subsurface Wastewater Disposal System Installer



**CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION**

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 8/14/2015
 Last name: Mcneely First name: Robert Middle initial: C
 Residence address: 413 Royal Oaks Drive Ward: 1
 City: Auburn State: Maine Zip code: 04216
 Home phone: 782-4678 Work phone: same Cell phone: 754-4651
 Email address: gimpsonr04@aol.com
 Current occupation: retired, Bus mgr & sales at Louis Chevrolet
 Previous occupation (if retired or no longer working): 3 term A. Auburn computer, Emerson chev,
 Educational and/or experience (or attach your resume): B.S. education 1971 at UMO & MPA UMO 1975

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input checked="" type="checkbox"/> Sewer District |

Water District

Zoning Board of Appeals

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I previously served on the Sewer District & enjoyed it.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To serve my city.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Auburn Sewer District 3 for

Dates served (if known)? _____

How did you learn of this vacancy? an email from ^{computer} Reindeer Gerry

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Robert C. J. Date: 8/19/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: AUG 19 2015
TERM EXPIRATION DATE: _____
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: August 12, 2015

Last name: Rioux First name: Bruce Middle initial: B

Residence address: 85 Mary Carroll St Ward: 5

City: Auburn State: Maine Zip code: 04210

Home phone: 207 713-4400 Work phone: 207 689-2915 Cell phone: 713-4400

Email address: brrioux@sunjournal.com

Current occupation: Newspaper Advertising Sales

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): 2 years college - Civil Engineering

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input checked="" type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). PREVIOUSLY SERVED ON AWD. ENJOY THE SCIENCE OF WATER AND ENGINEERING OF WATER DISTRIBUTION.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I BELIEVE WE SHOULD USE OUR CLEAN WATER AS AN ECONOMIC SALES TOOL TO ATTRACT BUSINESSES LIKE CASCADES, TAMBRANDS, GE AND Poland Spring.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? AUBURN BUSINESS DEVELOPMENT CORP.

Dates served (if known)? Aub Water 1991 to 2014 ABDC 1985 to present

Have you previously served on a City or Community Board or Committee? If so, which one(s)? YES AUBURN CITY COUNCILOR 1990-91

Dates served (if known)? 1990-91

How did you learn of this vacancy? AWARE OF AWD & AUSD ACTIVITIES

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Handwritten Signature] Date: 8/12/13

Please submit your application to;
Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED: 8/19/2015
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



**CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION**

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: September 4, 2015

Last name: DANICO First name: ROLAND Middle initial: A

Residence address: 39 RUBELLITE LANE Ward: _____

City: AUBURN State: MAINE Zip code: 04210

Home phone: 784-2686 Work phone: _____ Cell phone: 240-5661

Email address: DANSHEIB@AOL.COM

Current occupation: RETIRED

Previous occupation (if retired or no longer working): BANKING (BANK OF AMERICA)

Educational and/or experience (or attach your resume): see attached memo

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|--|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |
| <input checked="" type="checkbox"/> Water District | <input type="checkbox"/> Zoning Board of Appeals |

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). see attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). see attached

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? _____

How did you learn of this vacancy? E-MAIL

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Roland Dennis Date: September 3, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9/3/15
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

ROLAND DANICO

39 Rubellite Lane, Auburn, Maine 04210
(207-784-2686) (207-240-5661 cell)
danshe13@aol.com

SUMMARY

45+ Years of progressive and diverse experience in bank operations and/ or accounting operations management. Retired in 2008. Currently since 2005 have been the Treasurer of Granite Mills Condo Association.

Strong background in designing and implementing new systems for multiple mergers, divestitures and consolidations.,

Extensive background in reviewing, analyzing, and correcting a broad range of operational problems.

Excellent people management skills and able to develop a cohesive team of dedicated individuals.

EXPERIENCE

2004 – 2008 Bank of America, Vice President Finance Change Manager.

Represented finance division on various conversions to ensure that conversion was done in a controlled environment and no issues to financial systems. Oversaw the work on the MBNA consumer card conversion to track and adjust the large outage. Monitored the accounts payable system to track invoices for the divested line of business that were the responsibility of the buyers and ensure that Bank of America was made whole.

1995 – 2004 Fleet Bank, Vice President Financial System Manager.

Member of finance team on various conversions of acquired companies to fleet systems and insure that a controlled process was in place.

Was the finance representative on all divestitures that occurred and in 2000/2001 was responsible for the overall settlement of the largest divestiture that had occurred which represented over \$13.5 billion and 389 branches.

1988 – 1995 Fleet Bank of Maine, Vice President Accounting Operations

Oversaw the control and settlement areas of a \$3.1 billion bank with 105 branch offices. Responsible for all accounting policies and procedures, fixed asset accounting, OREO accounting, Put accounting, and teller settlement. During 1988/1991, in charge of the overall accounting operations which included VISA processing and settlement, general ledger processing, accounts payable, and internal payroll department. Responsible for developing standard accounting forms and procedures to be used system wide. During 1991 responsible for consolidation of Maine Savings Bank's and Maine National Bank's accounting operations into Fleet's after those banks were taken over from the FDIC. In 1991 also directed Loan Operations, with 45 additional employees located in Bangor, in implementing correct controls and accounting procedures.

1983 – 1988 Northeast Bank (1983-85) Norstar Bank (1985-88), Vice President & Controller

In 1983 became the Controller of the seven banks that were merged to become the \$700 million Northeast Bank. Responsible for complying with various internal and external reporting requirements. Responsible for integrating all general ledgers into the Norstar accounting system in 1985. Also oversaw the daily funds settlement and wire transfer area of Norstar Bank of Maine.

1975 – 1983 Northeast Bank & Trust Company, Bangor, Maine, V.P., Treasurer & Operations Officer. Directed the \$150 million bank's overall operations which included funds management, general ledger accounting, financial reporting, fixed assets, deposit and loan operations, expense control, accounts payable, teller settlement, branch operations, and human resources.

1973 – 1975 Northeast Bankshare Association, A.V.P. Controller's Division
Oversaw the various accounting functions for four banks with combined assets of approximately \$200 million.

1972 – 1973 Northeast Bankshare Association, Assistant Auditor
Responsible for financial and operational auditing of the four member banks. Supervised various audits. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1970 – 1972 Eastern Trust & Banking Company, Bangor, Maine, Auditor
Responsible for financial and operational auditing of Eastern Trust and three other banks prior to merger. Supervised various audits performed by assistants. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1969 – 1970 Eastern Trust & Banking Company, Bangor, Maine, Assistant Auditor.

1963 – 1969 Eastern Trust & Banking Company, Bangor, Maine, Staff Auditor

EDUCATION

1979	Graduate/High Honors, Bank Administrative Institute, University of Wisconsin, Madison, Wisconsin. Major: Community Bank Management. 1 of 7 out of 390 to receive high honors for the three year program.
Various	Accounting/Business Courses, University of Maine at Orono, U. Maine at Augusta, and Husson College.
Various	Banking/Other Courses: AIB courses, BAI Courses, BAI Auditing School and IBM
1963.	Diploma in Accounting, Beal Business College, Bangor, Maine.

Reason I want to serve on this committee.

I have lived in the City of Auburn since 1983 and take pride in this community. I believe the water quality is excellent and want to ensure that it is maintained. When I moved into Granit Mill Estates Condo Association I volunteered to be the Treasurer because I take pride in working to ensure that this development is run as efficient as possible while maintaining the high standards it has. Now that I am retired I would like to give back to the area and would like to help ensure that the Water District continues to maintain its high standard.

What do I hope to accomplish.

As I have indicated above I hope to ensure that the excellent water quality is maintained and the Water District continues to run as efficient as possible and hopefully bring new ideas as well as being able to learn the current process that is in place today.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 9/8/15

Last name: White First name: Carrie Middle initial: A

Residence address: 37 Holly St Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: _____ Work phone: 345-3077 Cell phone: (301) 575-4826

Email address: Cwhite74@yahoo.com

Current occupation: Office Manager @ Mechanic Falls Sanitary District

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): B.S. Business Management/Accounting

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Conservation Commission

Ethics Panel

Finance Committee

L/A Transit Committee

Planning Board

Poland-Auburn Economic Development Committee

Recreation & Special Events

Sewer District

Water District

Zoning Board of Appeals

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I am interested in being a member of the board to ensure that the residents of Auburn continue to have easy and affordable access to our most important resource, water.
What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To continue to make sure that the Water Department is run in an efficient, cost-effective way and that all residents continue to receive safe, easy, un-interrupted access to water.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? N/A

Have you previously served on a City or Community Board or Committee? If so, which one(s)? NO

Dates served (if known)? N/A

How did you learn of this vacancy? TIZZ Crowley

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 9/8/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>9/8/15 1:02 PM</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Whitney Blondeau
55 Western Prom
Auburn, Maine 04210
207-402-2054 (cell/home)
whitneyblondeau@yahoo.com

August 3, 2015

Dear Ms. Susan Clements-Dallaire,

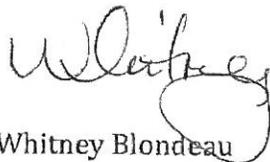
I would like to apply to serve as a member of the CDBG (Community Development Block Grant) Loan Committee in the City of Auburn. To support my application, please find attached my resume and the City of Auburn Board & Committee Appointment Application.

My husband and I have been residents of Auburn since 2010, and I would like to serve on a city committee to be of service to our community. I am collaborative, reliable, organized, and detail-oriented. I have served on numerous educational committees and am comfortable with committee processes.

The CDBG Loan Committee is of particular interest to me. Through committee service, I would like to learn more about Auburn housing issues and contribute to our city. On the City of Auburn website, I have reviewed the CDBG meeting agenda and minutes and appreciate the structure of the committee with its monthly meetings and documentation. With my MBA and other education/experience I have a good understanding of credit and financial analysis, policy, and program guidelines. I believe my membership on this committee would be mutually beneficial.

Thank you for your consideration of my application. Should you need additional information, please feel free to contact me at the above address, phone, or email. I hope to have an opportunity to serve the City of Auburn.

Sincerely,

A handwritten signature in black ink, appearing to read "Whitney Blondeau". The signature is written in a cursive style with a large, looping initial "W".

Whitney Blondeau



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 08/03/15

Last name: Blondeau First name: Whitney Middle initial: _____

Residence address: 55 Western Prom Ward: 3

City: Auburn State: Maine Zip code: 04210

Home phone: 207-402-2054 Work phone: same Cell phone: same

Email address: whitneyblondeau@yahoo.com

Current occupation: Consultant and Educator

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): MBA (resume attached)

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

Water District

Zoning Board of Appeals

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I wish to serve our community by applying my MBA and other experience. I believe I will be a helpful member.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I hope to assist in advancing the progress of our community though my time and service on a city committee. I would like to be more integrated into our city of Auburn by being a committee member.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? no, I am not presently serving

Dates served (if known)? n/a

Have you previously served on a City or Community Board or Committee? If so, which one(s)? n/a

Dates served (if known)? n/a

How did you learn of this vacancy? the City of Auburn website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature:  Date: 8-3-15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 8/3/2015
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

WHITNEY BLONDEAU

55 Western Promenade, Auburn, Maine 04210
Email: whitneyblondeau@yahoo.com Phone: 207-402-2054

EDUCATION

UNIVERSITY OF MISSOURI – KANSAS CITY M.B.A.	Kansas City, Missouri May 2013
UNIVERSITY OF ALABAMA AT BIRMINGHAM Ph.D., Health Education & Health Promotion <i>Dissertation: Quality of Life in the Family Caregivers of Patients with Cystic Fibrosis</i>	Birmingham, Alabama June 2001
UNIVERSITY OF ALABAMA AT BIRMINGHAM B.A., Double Major: English & Social Sciences	Birmingham, Alabama June 1994

EXPERIENCE

MEDICAL VORTEX, LLC OWNER	Auburn, Maine October 2013 – Present
<ul style="list-style-type: none">• Healthcare Consultancy	
UNITED FAMILY HEALTHCARE DIRECTOR OF HEALTH EDUCATION	Ulaanbaatar, Mongolia October 2014-March 2015
<ul style="list-style-type: none">• 6-month educational management consultant• Facilitated cross-cultural competency communication	
MAINE MEDICAL CENTER SENIOR MEDICAL EDUCATOR	Portland, Maine March 2010 – Sept 2014
<ul style="list-style-type: none">• Lead education initiatives and professional development opportunities• Lead successful reaccreditation for Continuing Medical Education	
MISSISSIPPI MEDICAL CENTER DIRECTOR OF EDUCATION	Jackson, Mississippi Jan 2006 – February 2010
<ul style="list-style-type: none">• Provided assessment for pedagogy/ teaching/ instructional skills• Created internal review protocols for clinical departments	
WASHINGTON STATE UNIVERSITY PROGRAM ASSISTANT	Spokane, Washington August 2005 – August 2006
<ul style="list-style-type: none">• Served as the primary contact for the Institutional Review Board (IRB)• Created protocol manuals for IRB processes	
UNIVERSITY OF HOUSTON ASSISTANT PROFESSOR – HEALTH EDUCATION	Houston, Texas August 2002 – July 2005
<ul style="list-style-type: none">• Taught and developed online and in-person health education courses• Member on numerous university, state, and national committees	
M.D. ANDERSON CANCER CENTER PROJECT MANAGER	Houston, Texas July 2001 – July 2002
<ul style="list-style-type: none">• Managed National Institutes of Health Quality of Life funded grants	

UNIVERSITY OF ALABAMA AT BIRMINGHAM **Birmingham, Alabama**
GRADUATE ASSISTANT **August 1998 – June 2001**

- Taught undergraduate and graduate health education courses
- Presented research at local and national meetings

SUMMIT MEDICAL CENTER **Birmingham, Alabama**
ADMINISTRATIVE DIRECTOR **May 1993 – July 1998**

- Directly supervised 15-20 clinical and non-clinical staff
- Responsible for staff training, education, and daily operations

BROOKWOOD MEDICAL CENTER **Birmingham, Alabama**
NURSING AIDE **May 1991 – April 1993**

- Performed patient care under the supervision of registered nurses

BROOKWOOD MEDICAL CENTER **Birmingham, Alabama**
PHARMACY ASSISTANT **February 1990 – April 1991**

- Inventoried and delivered medications to in-patient nursing stations

TOPICS: PRESENTATIONS, WORKSHOPS, AND PUBLICATIONS *

- Health Communication & Literacy
- Health and Social Determinants
- Chronic Disease and Cancer
- Cultural Competency
- Health Behavior Theory
- Evaluation and Assessment
- Professional/Faculty Development
- Quality of Life
- Health Disparities
- Group Processes and Dynamics
- Interprofessional Education
- Presentation Skills
- Program Development
- Stress Management

** A complete list of specific titles, dates, and locations for my presentations, workshops, grants and publications - available upon request.*

SERVICE * AND ASSOCIATIONS

THE PATRICK DEMPSEY CENTER FOR CANCER HOPE & HEALING
CORE VOLUNTEER Lewiston, Maine 2015 – Present

** A complete list of service & committees - available upon request.*

CERTIFICATION

NATIONAL COMMISSION FOR HEALTH EDUCATION CREDENTIALING, INC
CERTIFIED HEALTH EDUCATION SPECIALIST (CHES)
2001 – 2006, October 2015 – *Recertification*

ASSOCIATIONS

- **Maine Public Health Association**
- **Society for Public Health Educators**

REFERENCES

Available upon request

Susan Clements-Dallaire

From: Reine Mynahan
Sent: Monday, August 03, 2015 11:12 AM
To: Susan Clements-Dallaire
Subject: FW: meetings

Sue, I am forwarding to you an email from Sue Dunn who is resigning from our loan committee. Her term was not expiring until 2016. When do you start looking for replacements?

Reine

From: Sue Dunn [<mailto:sdunn@bates.edu>]
Sent: Monday, August 03, 2015 9:40 AM
To: Lori Lewis; Reine Mynahan
Subject: meetings

Good morning Lori,

I just returned from vacation and see a meeting coming this week. I will be able to attend.

I would like to resign from the position. My plans for retirement are nearing. I plan on retiring in 2 years which I believe is the time frame I was told that I would not be able to use city funds in case of emergencies. Seeing how I bought a 200 year old house from the city I would like to have this option available to me in the case of break downs. I also am on 2 new committees here at the college which makes it necessary to be at work by 9 am, some meetings last longer.

I do appreciate the opportunity to have served the City of Auburn. If I need to give a longer notice please let me know so I may plan with work the times needed.

Sincerely,
Sue Dunn



Sue Dunn
Office Coordinator
Office of Registrar and Academic Systems
44 Mountain Avenue
Lewiston, ME 04240
Tel: 207-755-5949
Fax: 207-786-8350



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

AUG 18 2015

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 8/13/15

Last name: Whitney First name: Greg Middle initial: E

Residence address: 2004 Hotel Rd - P.O. Box 1086 Ward: 4

City: Auburn State: Me Zip code: 04211

Home phone: 784-6364 Work phone: 783-9186 Cell phone: 576-4153

Email address: GWhitney@AVCOG.org

Current occupation: Finance Director - AVCOG

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): previously submitted

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). _____

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). _____

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? Yes - COBG Loan

Dates served (if known)? Oct. 2012 to present

Have you previously served on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

How did you learn of this vacancy? _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Handwritten Signature] Date: 8/13/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	_____
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____
Page 2 of 2	

Why do I want to serve?

Reine Mynahan requested that I consider serving on the Community Development Loan Committee. She indicated that the City was developing a new program to help small businesses in the downtown or target area(s). I served on this committee 30 some years ago when I was a residential lender at Mechanics Savings Bank. I have since done some commercial lending both at the LAEGC and here at AVCOG. My financial background will help me to make lending decisions both on residential and commercial loan requests.

What do I hope to accomplish?

My major goal would be to assist City staff in making good lending decisions. Residential loan requests are usually pretty straight forward, with the borrowers' income, credit history, and collateral being the most important factors. Commercial lending is more complicated, especially when analyzing cash flow. I expect many of the commercial requests to be from very small, unsophisticated borrowers. We deal with these types of businesses on a daily basis at AVCOG. My position at AVCOG and contacts with business counselors and other non-traditional lenders will be an asset to many of the commercial applicants. Ultimately, I feel the goal is to improve the quality of life for the borrower as well as improving the city as a whole.

Greg E. Whitney
2004 Hotel Road, P.O. Box 1086
Auburn, ME 04211
(207) 784-6364
Gwhit52@gmail.com

PROFESSIONAL QUALIFICATIONS

Extensive experience in all aspects of not-for-profit finance with a particular expertise in Fund Accounting and Cost Allocation. Proven success in finance, economic development, commercial lending, banking, and private business.

PROFESSIONAL EXPERIENCE

Androscoggin Valley Council of Governments (AVCOG) – Auburn, Maine (1997-present, 1993-1995)

Finance Director

Responsible for all financial duties including budgeting, audit, reporting, accounts receivable, accounts payable, strategic planning and Grant Administration. Oversee the lending function which includes loan origination, collection, portfolio management, and reporting. As Senior Loan Officer from 1993-1995 administered several revolving loan programs funded by SBA, EDA, USDA, and FAME.

Achievements

- Received unqualified, clean audit for every fiscal year since FY 1997.
- Improved agency cash & working capital by more than \$500,000 over a 10 year period.
- Maintained fund accounting and cost allocation for more than 100 projects simultaneously.
- Played a key role in establishing a working Finance Committee comprised of Executive Committee members.
- Restructured the finances for the Lewiston Auburn Transit Committee (an interlocal committee staffed by AVCOG)
- Restructured the staffing of the lending function to improve earnings and reduce the agency's Indirect Cost Rate.
- Development and implemented a very successful micro-loan program.

Creative Building Materials - Auburn, Maine (1995-1996)

Vice President – Finance

Responsible for all accounting functions including Accounts Receivable, Accounts Payable, Inventory Control & Turns, General Ledger, Cost Control, Manufacturing Cost Accounting, and Strategic Planning.

Achievements

- Developed financing plan resulting in the receipt of a \$3.2 million line of credit.
- Developed strategic business plan resulting in a 30% increase in sales.

Lewiston Auburn Economic Growth Council – Lewiston, Maine (1989-1993)
Finance Officer

Responsible for commercial loan underwriting and portfolio management, financial packaging, analysis of business plans, financial statements, and projections. Underwrite, originate, and service loans under U.S. SBA 504 Program and CDBG funded revolving loan programs.

Achievements

- Packaged loans with FAME, SBA, local lenders, and other area Economic Development agencies.
- Implemented and maintained computerized general ledger systems for the Growth Council and related entities.

Mechanics Savings Bank – Auburn, Maine (1975-1988)
Vice President & Treasurer

Operations Officer including EDP Manager, Compliance Officer. Prior duties include mortgage, consumer, and commercial lending and collections.

Achievements

- Supervised micro-general ledger system and asset-liability management.
- Developed and wrote the bank's first business and strategic plan.
- Developed and managed policy to comply with Maine Bureau of Banking and FDIC.
- Formulated Asset Liability Management Policy which improved the 24 month GAP from a negative 60% in 1985 to a positive 2% in 1988.

EDUCATION

- Various governmental finance seminars, **Government Finance Officers Association**
- Economic Development Finance Professional, **National Development Council**
- B.S., Business Administration (Accounting), **University of Maine**
- Commercial Lending School, **National Association of Mutual Savings Banks**
- Associates Degree in Accounting, **Auburn Maine School of Commerce**

ASSOCIATIONS

- Auburn Business Association 1975-present, President 1982-83, 2004-06, current Board of Director and Secretary
- Androscoggin County Chamber, Ambassador Committee 1992-present, Membership Committee 1998-present
- Economic Development Council of Maine 1989 –present
- Government Finance Officers Association 1997-present
- Edward Little High School Alumni Association, Past President, Current Treasurer
- United Way of Androscoggin County Allocations Committee 1997-2012
- Andy Valley Sno Gypsies President 2014-present
- Auburn Lewiston YMCA Board of Directors 2012-present (Investment Committee Chair, Golf Committee Chair, member of Executive Director Search Committee, member of Strategic Planning Committee)
- Sabbathday Lake Volunteer Lake Monitoring Program 2013-present



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

AUG 25 2015

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 8/24/2015

Last name: McGUCKIAN First name: CELIA Middle initial: A

Residence address: 10 FAIRMOUNT AVE Ward: 3

City: AUBURN State: ME Zip code: 24210

Home phone: 207-286-3979 Work phone: 255-6417 Cell phone: 207-240-7511

Email address: MAINEDETA@YAHOO.COM

Current occupation: OFFICE WORKER

Previous occupation (if retired or no longer working): PUBLIC RELATIONS

Educational and/or experience (or attach your resume): ATTACHED

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Zoning Board of Appeals | |

Is this application for a new appointment or reappointment or desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To use my Experience in Affordable housing to help support the goals of the city of Auburn

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To assist the program to best of my ability & to support the mission, vision & goals of the program & the office of community development

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? YES
CDBG LOAN COMMITTEE

Dates served (if known)? 2013 - 2015

Have you previously served on a City or Community Board or Committee? If so, which one(s)? N/A

Dates served (if known)? _____

How did you learn of this vacancy? _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Colon McCracken Date: 8/24/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u>8/25/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____
Page 2 of 2	

Celia McGuckian, ABC

10 Fairmount Ave.

Auburn, ME 04210

(207) 786-3979 cell: (207) 240-7511

mainedeja@yahoo.com

SUMMARY

- Award-winning, innovative and skilled business communicator
- More than 22 years in Public Relations management at a \$7.5 billion quasi-state organization
- Experience pitching stories to print and broadcast reporters
- Directed awareness/marketing campaigns from strategic planning to execution and metrics
- Experience producing, writing and editing organizational publications including an e-newsletter
- Ability to think strategically and foster innovative solutions
- Developed and directed special events including logistics, staffing and exhibits
- Ability to prioritize and handle fast-paced, multiple activities and deadlines
- Effective working independently or as part of a team

EXPERIENCE

PUBLIC RELATIONS AND OUTREACH

Highlights of accomplishments at Virginia Housing and Development Authority (VHDA), a \$7.5 billion quasi-government agency included the development and management of targeted marketing and outreach programs and/or campaigns that exceeded target goals for key stakeholders, multicultural populations, persons of color, single heads of household, rural populations, people with special needs and first time homebuyers.

- At VHDA served in various capacities including as an official spokesperson in print and broadcast media; prepared media releases and press kits; routinely contacted housing and financial beat reporters to increase coverage of company's programs and initiatives; wrote articles for external publications increasing awareness of the organization; as Community Relations Manager, initiated and directed several, successful awareness campaigns and events including a rural marketing campaign for the mobile mortgage offices using NASCAR racing sponsorships as well as a tri-state housing agencies' T.V. campaign to reach rural residents looking for affordable home financing options
- Created and co-directed Virginia's first international women and housing conference that was a successful, public/private collaboration; conference exceeded funding and attendance goals, sparked new partnerships, helped increase affordable-housing efforts and garnered positive media coverage and awards
- Developed and directed a comprehensive community relationship program for multicultural and diverse markets improving relations and helping increase the number of home loans in these growing demographics

WRITING AND EDITING

- Writer, photographer and editor—managed and/or produced a monthly internal newsletter, print collateral and a monthly e-newsletter to 5,000 subscribers; also for variety of consulting business clients
- Print Coordinator—proofed and coordinated production of three course catalogs for a large, urban university
- Editor—successful bilingual (French and English) annual appeal brochure for a non-profit
- College Instructor—taught English, Technical Writing and Speech

SPECIAL EVENTS MANAGEMENT

- Skilled in managing awareness campaigns from strategic planning and concept development to metrics-- developed partnerships, negotiated contracts and managed logistics, staff, volunteers, budgets and deadlines.
- Created, developed and mentored an active corporate volunteer program that partnered with other companies and organizations, held successful fundraising events and distributed cash, food, shoes, clothing, personal items and home furnishings to social service agencies, shelters and rural libraries across the state.

ADDITIONAL EXPERIENCE

- Invited Speaker—local, state and national conferences and events
- Managed monthly luncheons and tours for Bahrain Petroleum Company (BAPCO) public relations department in Bahrain that helped foster closer relations between US and British expatriats and Arab nationals
- Selected as the U.S. representative for an international team led by INTA/AIVN of The Hague, Netherlands to Mauritania to research and advise government on viability of establishing a mortgage banking system

EDUCATION

- MLA—University of Richmond, Richmond, Virginia
- BA—University of Southern Maine, Gorham, Maine
- Accredited Business Communicator, [ABC]—International Association of Business Communicators

OTHER

- French speaking; Grantsmanship Center Grant Writing Course; Facilitator training; Computer Skills: [PC and Mac platforms; PageMaker, Excel, Power Point, Banner, Blackboard, Prism, HTML coding
- Valid driver's license and passport

AWARDS AND ACTIVITIES

- Individual Award for Innovation, Virginia Secretariat of Commerce and Trade
- Achievement Award, Virginia Women's Foundation for Affordable Housing
- International Chapter of the Year—IABC/Richmond Board Member
- Active volunteer--Habitat for Humanity, Christmas in April, Virginia Voice (on air reader for blind), NH JAG (Jobs for America's Graduates), Exeter Chamber of Commerce
- Served on Virginia Realtors' Multicultural Advisory Task Force, Workforce Housing Inter-Agency Task Force, Web Accessibility Team; Spanish Portal Team; NH Community College Equity Committee, Board of Directors--H.O.M.E., Richmond, VA
- *Currently:* Board of Directors--Franco Collection/USM-LAC; Loan Committee City of Auburn, Cmnty Dev.

WORK HISTORY

- | | |
|--|--------------|
| • Owner, part-time communications business--PR, writing, editing, proofreading | 2003-current |
| • Community Relations Manager--Barnes & Noble, Augusta, ME | 2009 |
| • Development Director--Franco-American Heritage Center, Lewiston, ME | 2007-2008 |
| • College Instructor--(NHCTC, NH '04 -'07; CMCC , Auburn, ME) | current |
| • Substitute Teacher--Exeter, NH | 2003-2004 |
| • Assistant PR Director; Community Affairs Manager--VHDA, Richmond, VA | 1981-2003 |
| • Publications Account Executive--Virginia Commonwealth University, Richmond, VA | 1979-1981 |

AUG 20 2015



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 8-20-2015

Last name: Chabot First name: Nikki Middle initial: R

Residence address: 24B martindale Road Ward: _____

City: Auburn State: Maine Zip code: 04210

Home phone: n/a Work phone: 333-6001 Cell phone: 577-4350

Email address: nchabot@mainesource.com

Current occupation: Realtor (maine source realty)

Previous occupation (if retired or no longer working): n/a

Educational and/or experience (or attach your resume): See attached resume

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input checked="" type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a X new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). See Appendix A

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See Appendix A

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? n/a

Have you previously served on a City or Community Board or Committee? If so, which one(s)? no

Dates served (if known)? n/a

How did you learn of this vacancy? Auburn City Website

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Nikki Chabot Date: August 20th, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

NIKKI CHABOT

24B Martindale Road, Auburn, Maine,
04210 | 2075774350 | Nchabot@mainesource.com

SUMMARY

Seeking a local committee/board to serve on to be an active member of my community, and fulfill my civil duties. I would like to gain knowledge on how different aspects of my community run, and are affected. I would like to promote my services and knowledge of real estate where they may be needed to my community.

CERTIFICATIONS AND SKILLS

Certifications/Licenses/Memberships

- Maine Sales Agent Real Estate License
- National Association of Realtors Member
- Androscoggin Valley Board of Realtors Member
- CPR Certified

Courses Completed/Skills

- Completed Introduction to QuickBooks course
- Completed Social Media Marketing course
- 63 WPM
- Proficient in Word, Excel, and PowerPoint

EXPERIENCE

August 2015-
Present

Sales Agent (Realtor), *Maine Source Realty, Auburn, Maine*

- Represent Buyers in seeking out finance, purchasing homes.
- Represent Sellers in sale of home.
- Credit education

April, 2012 –
August, 2015

Office Manager/Sales Agent, *Maine Source Realty, Auburn, Maine*

- Handle daily office duties; scheduling, phones, walk-ins, payments
- Educate and counsel clients on credit
- Draft sales contracts for new modular and pre-existing homes
- Represent Buyers/Sellers in purchasing or selling homes

- January 2011 - February 2012 *Childcare Provider, YMCA, Auburn, Maine*
- Cared for children ranging from 6 weeks old to school age
 - Participated in educational play with children
 - Assisted in swim lessons
- May 2010 – January 2011 *Direct Support Professional, John F Murphy Homes, Auburn, Maine*
- Cared for individuals with Special Needs
 - Assisted in personal hygiene care, bathing, cooking, cleaning
 - Taught life skills to individuals
- March 2009 – May 2010 *Sales Associate, Amcomm Wireless, Auburn, Maine*
- Trained Employees
 - Sold and educated customers on devices and plans
 - Handled office duties; scheduling, phones, payments
- April 2007 – March 2009 *Cashier/Kitchen Help, Papa Gino's, Auburn, Maine*
- Ran cash register
 - Cleaning duties
 - Cooked/Served food
- September 2005 – August 2006 *Cashier, Dunkin' Donuts, Auburn, Maine*
- Ran cash register
 - Cleaning tasks
 - Prepared food

EDUCATION

- January 2014- Present *Currently Enrolled in the Business Administration & Management Program, Central Maine Community College, Auburn, Maine*
- September 2004 – May 2008 *High School Diploma, Edward Little High School, Auburn, Maine*

REFERENCES

William Turner

Owner

Maine Source Homes & Realty

Auburn, Maine 04210

207-333-6001

Jon Mercier

Designated Broker

Maine Source Homes & Realty

Auburn, Maine 04210

207-577-2365

Kate Hiss

Director

YMCA

Auburn, Maine 04210

Clair Rice

Manager

Helping Hands

Auburn, Maine 04210

207-777-5294

Debra Hallowell

Supervisor

Papa Gino's

Auburn, Maine 04210

207-783-3291

Kaitlynn Hinson

Friend

St. Mary's Medical Center

Lewiston, Maine 04240

207-713-8051

Briefly describe why you want to serve on this committee:

I want to serve on the Auburn Housing Authority Committee to learn more about this program for local residents. As a real estate agent, I commonly find people who are in desperate need to sell their home, and move into practical, affordable living; I believe serving this committee would allow me to gain knowledge to present to individuals in this situation. I would also like to be able to offer my personal real estate services and knowledge to AHA where it may be needed. I would like to be a part of this committee, and be able to help make decisions that make a great impact on our residents and community.

What do you hope to accomplish?

If I were to serve on this committee, I would hope to educate residents on the opportunities that Auburn Housing Authority offers to individuals who are in need of affordable housing. I would hope to be able to enhance the current housing projects that AHA oversees, whether that be by volunteering personally, or making decisions that impact housing. I would also like to come into the committee with my personal knowledge of real estate, and things local residents are seeking in regards to housing.



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 9/8/15

Last name: Dol First name: Asmo Middle initial: _____

Residence address: 506 Park Ave Ward: _____

City: Auburn State: Maine Zip code: 04210

Home phone: _____ Work phone: _____ Cell phone: 2-7-754-9115

Email address: asmobdol@hotmail.com

Current occupation: _____ Program Director _____

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): Master of Public Health

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Ethics Panel

L/A Transit Committee

Planning Board

Recreation and Special Events Advisory Board

Sewer District

Water District

Zoning Board of Appeals

Is this application for a ___ new appointment or reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). ___ Housing is an important factor in many people's life and I would like to make a difference in my community _____

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). ___ I want to contribute my ideas and support the board members make informed decision _____

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?
_____ Auburn Housing Authority _

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? ___ ye
_____ Auburn Housing Authority

Dates served (if known)? _____

How did you learn of this vacancy? _____ I am currently serving so I got an email _____

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The City Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Ashley Dor Date: 9/18/15

Please submit your application to;

Susan Clements-Dallaire. City Clerk
60 Court Street, Auburn, ME 04210 sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9/8/15 APPOINTMENT
DATE: _____
TERM EXPIRATION DATE: _____ 7:22 pm
OATH DATE: _____



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

Please complete this application for consideration to serve on a board or committee of the City of Auburn. Submission of an application does not imply or guarantee an appointment to any board or committee. The City reserves the right to appoint board and committee members as vacancies arise and to perform background checks or any other necessary investigations on applicants. Incomplete applications and those which list more than one committee will not be considered.

Date: 9/1/2015

Last name: Lafean First name: Charles Middle initial: H

Residence address: 86 Orchard St Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 207-712-1563 Work phone: 207-347-5000 Cell phone: 207-712-1563

Email address: clafean@gmail.com

Current occupation: Chief Operating Officer

Previous occupation (if retired or no longer working): _____

Educational and/or experience (or attach your resume): BS Communications/Programming

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee.

- | | |
|--|---|
| <input type="checkbox"/> 9-1-1 Committee | <input type="checkbox"/> Airport Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Audit & Procurement Committee |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input checked="" type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Conservation Commission | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Finance Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Poland-Auburn Economic Development Committee |
| <input type="checkbox"/> Recreation & Special Events | <input type="checkbox"/> Sewer District |

___ Water District

___ Zoning Board of Appeals

Is this application for a x new appointment or ___ reappointment or ___ desire to move from an alternate/associate to full member?

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Forests beautify our cities and increase recreational opportunities; I want to see that work done.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Learn about the community forest board/program. Educate others about same- I have lived in L/A for over half a century and have never heard of it.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? No

Dates served (if known)? _____

Have you previously served on a City or Community Board or Committee? If so, which one(s)? _____

Dates served (if known)? _____

How did you learn of this vacancy? City of Auburn emails

The City Council strives to promote membership and by practice will attempt to limit the number of boards or committees any one person will serve. The city Council also strives to maintain balance of ward distribution on all boards, commissions, or committees.

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen!

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: Charles H Lafean, Jr. /d/ Date: 9/1/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk
60 Court Street, Auburn, ME 04210
 sdallaire@auburnmaine.gov
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9/1/2015
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 73-09212015

ORDERED, that the City Council hereby makes the follow board and committee appointments with term expirations as noted:

Board or Committee	Term Expiration Date	Name of Person Appointed or Reappointed
Auburn Housing Authority	10/01/2020	
CDBG Loan Committee	10/01/2018	
CDBG Loan Committee	10/01/2018	
CDBG Loan Committee	10/01/2018	
Auburn Water District	3/1/2018	

City Council Agenda Information Sheet

City of Auburn



Council Meeting Date: 9-21-2015 **Order** 74-09212015

Author: Eric J. Cousens, Deputy Director of Planning and Development

Subject: Purchase of the property at 351 Main Street for the purpose of improving the appearance of Main Street between New Auburn neighborhood and the rest of the City. The acquisition of this property is essential to accomplishing the Gateway Transition District goals of the 2010 Comprehensive plan and is one of the last remaining buildings in this section of Main Street.

Information: History/Background: When we discussed acquiring properties in June, the Council indicated that 351 Main Street was a priority for demolition. The property was for sale for \$65k and is now listed at \$56,900. They have indicated that a \$40,000 offer is not acceptable but they would likely accept \$50,000 for a purchase price or will consider fixing the building and renting units themselves. The current owner purchased a group of buildings in foreclosure from Deutsche Bank National Trust in March of this year with the sale price of this building listed at \$17,940. This is the only building in Auburn that was part of the group purchase. Most of the copper has been stolen from the building and the police call record (attached) shows a number of property related complaints.

Taxes and Assessment: The City tax assessment for the land is \$24,300 and the building is \$112,000 for a total tax assessment of \$136,300. Tax payments are current with only the most recent bill that was sent out last month still due. Taxes paid in 2014 totaled \$2,990.

Comprehensive Plan: The City has acquired most of the land on the west side of Main Street across from the Art Wall and created open green space and parking as called for in the 1995 and 2010 Comprehensive Plans. The Comprehensive Plan List the area as Gateway Transition and a copy of that description is attached. The Council appropriated funding and in doing so set a policy directive to staff to complete this type of effort as opportunities arose with willing sellers and Comprehensive Plan objectives. This will further that effort. The Council asked for examples of the potential views but staff could not complete that in time for the packets with other deliverables due this week.

Funding: There is a total of \$415k remaining in the accounts for Comprehensive Plan acquisition and dangerous buildings removal. Most of that is committed to the 14 Newbury Street demolition and the New Auburn Greenway and Riverway design projects but \$105k remains to complete this project.

Demolition and stabilization costs : Demolition and stabilization costs will be between \$45-60k including hazardous materials removal. The initial walk through did not show any obvious hazardous materials and publically sharing the exact number will disadvantage the City in pricing for the hazardous material removal. The Council asked about a retaining wall and parking at this site and staff believes that would be cost prohibitive and does not recommend that option. Parking could be created elsewhere at a lower cost and in closer proximity to existing demand or we could reconsider that option at a later date.

Condition and Construction Quality: The building appears to be balloon framed, the foundation is in poor condition and there is evidence of settling and uneven floors in the structure. As noted above most of the copper has been stolen from the structure. The basement has a dirt and uneven ledge floor. The building is

in poor and uninhabitable condition and was substandard construction to begin with. The building has no historic value and would be marginal housing at best even if it was rehabilitated.

Pros: The demolition and improvement of this parcel will have a positive impact on the appearance as people travel Route 136 and can open up additional views across the Little Andy. We are paying less than assessed value for acquisition and demolition combined. We are accomplishing a specific goal of the City Council and comprehensive plan and will need a portion of the parcel for future transportation improvements. Removal of substandard units will help reduce supply and support stronger occupancy rates for landlords in the City offering quality housing.

& Con's: The expense is the only con, however, the purchase price is less than half of assessed value.

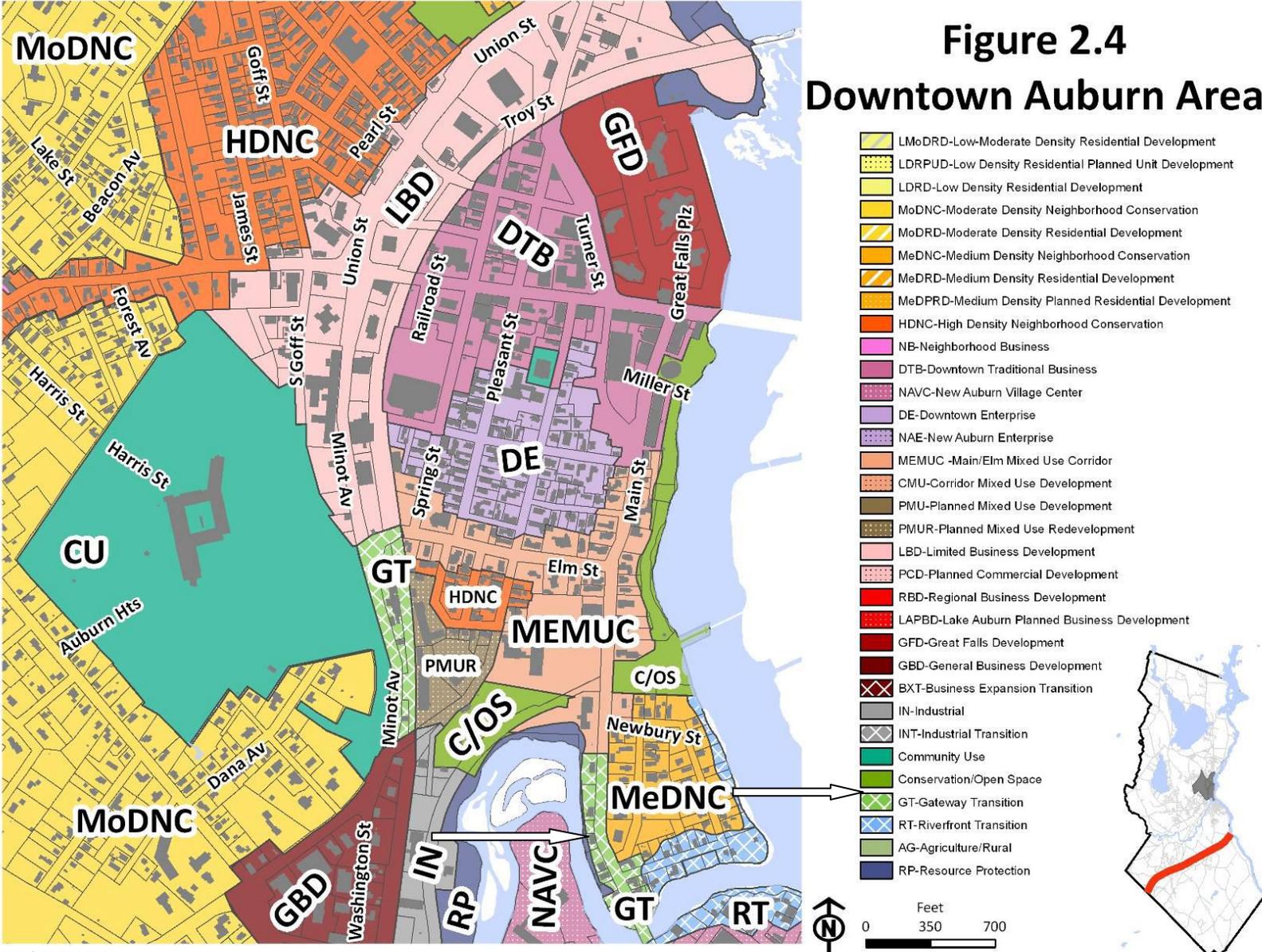
Financial: Up to \$110,000 of total acquisition and demolition funding that was already appropriated and reserved for projects like this.

Action Requested at this Meeting: Order the City Manager to complete the purchase of this important gateway parcel within 30 days and demolish it as soon as possible.

Previous Meetings and History: Executive session to make the council aware that the property was for sale, discuss purchase price and demolition costs and gauge interest.

Attachments: Draft Order, Comprehensive Plan Excerpt.

Figure 2.4 Downtown Auburn Area



3. RESTRICTED/NON-GROWTH AREAS (Page 107)

TYPE B: TRANSITION/REUSE/REDEVELOPMENT AREAS

DESIGNATION: OPEN SPACE/CONSERVATION

Gateway Transition District (GT)

Objective – Establish attractive, green gateways to the downtown area through a combination of regulation and acquisition (see Figures 2.3 and 2.4). Within these areas, the City should limit new development and redevelopment, while acquiring property from willing sellers for fair market value. Once blocks of land are acquired, they should be redeveloped as public open space to create attractive, welcoming entrances to the intown area of the City.

Allowed Uses – Existing developed properties within the Gateway Transition District should be allowed to continue to be used for their current use and be maintained. Existing nonresidential properties should be permitted to be expanded within strict limits. New development or redevelopment for residential or commercial purposes should not be permitted. After the existing buildings are removed, the allowed uses in the Gateway Transition District for new activity should be limited to recreational and open space uses, and facilities for providing public access to the river.

Development Standards – The standards for the Gateway Transition District should allow for the expansion of the gross floor area of existing nonresidential uses by up to ten (10) percent to allow for maintenance of the current use, but expansion of residential uses should not be permitted.

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



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

Jonathan P. LaBonte, Mayor

IN CITY COUNCIL

ORDER 74-09212015

ORDERED, that the City Council hereby direct the City Manager to purchase the property at 351 Main Street for \$50,000 for the purpose of improving the gateway to our community. It is also ordered that the City Manager cause the demolition and stabilization of the site as soon as possible after the purchase. The acquisition of this property is essential to accomplishing the Gateway Transition District goals of the 2010 Comprehensive plan and is part of the ongoing goal of removing substandard housing this gateway area.



City Council Information Sheet

City of Auburn

Council Meeting Date: 09/21/2015

Subject: Executive Session

Information: Discussion regarding poverty abatement, pursuant to 36 M.R.S.A. Section 841(2).

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

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

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

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

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

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

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

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

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

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

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

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

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Howard Kroll, City Manager
FROM: Jill Eastman, Finance Director
REF: August 2015 Financial Report
DATE: September 15, 2015

The following is a discussion regarding the significant variances found in the City's August financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its second month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 16.66% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Balance Sheet

The following are significant variances from July:

- A. Taxes Receivable-Current and Deferred Revenue have both increased due to the tax commitment being posted in August. These two accounts are directly related to each other.

Revenues

Revenues, for the City, collected through August 31st were \$3,731,065, or 6.79%, of the budget, which is higher than last year at this time by 2.97%. The accounts listed below are noteworthy.

- A. Excise taxes of \$618,215-up \$16,224 over last year.
- B. Property tax revenue of \$2,175,178 an increase over last year of \$1,870,194.

C. State Revenue Sharing for the month of August is 21.23% or \$313,726. This is an increase over last year of \$105,937.

D. Homestead Exemption for the month of August is \$383,752 less than last year. We have received the money from the State for FY16 this week.

Expenditures

City expenditures through August 31st were \$4,514,077, or 11.73%, of the budget as compared to last year at \$6,501,597 or 17.17%. Noteworthy variances are:

A. County Tax is at \$0 this year. Last year County tax was \$2,046,879. Due to a timing difference, this year the check was cut in September.

Investments

This section contains an investment schedule as of August 31st with a comparison to August 31st. Currently the City's funds are earning an average interest rate of .23%.

Respectfully submitted,



Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of August 2015, July 2015, and June 2014

ASSETS	UNAUDITED August 31 2015	UNAUDITED July 31 2015	Increase (Decrease)	AUDITED JUNE 30 2014
CASH	\$ 5,974,047	\$ 5,505,889	\$ 468,158	\$ 5,319,835
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	2,088,056	2,250,004	(161,947)	1,447,551
TAXES RECEIVABLE-CURRENT	40,209,341	(120,229)	40,329,570	140,913
DELINQUENT TAXES	914,135	560,885	353,250	533,344
TAX LIENS	1,162,133	1,306,654	(144,522)	1,390,006
NET DUE TO/FROM OTHER FUNDS	2,342,339	1,637,730	704,609	8,116,581
TOTAL ASSETS	\$ 52,690,051	\$ 11,140,932	\$ 41,549,119	\$ 16,948,230
 LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (56,411)	\$ (4,399)	\$ (52,012)	\$ (568,395)
PAYROLL LIABILITIES	(681,660)	(117,151)	(564,509)	-
ACCRUED PAYROLL	(1,284,081)	(1,282,876)	(1,205)	(2,480,654)
STATE FEES PAYABLE	(31,202)	(40,572)	9,370	-
ESCROWED AMOUNTS	(9,799)	(8,054)	(1,745)	(43,526)
DEFERRED REVENUE	(41,823,874)	(1,638,387)	(40,185,486)	(1,792,296)
TOTAL LIABILITIES	\$ (43,887,026)	\$ (3,091,439)	\$ (40,795,587)	\$ (4,884,871)
FUND BALANCE - UNASSIGNED	\$ (7,712,072)	\$ (6,958,540)	\$ (753,532)	\$ (9,895,359)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	-
FUND BALANCE - RESTRICTED	(1,866,970)	(1,866,970)	-	(2,168,000)
TOTAL FUND BALANCE	\$ (8,803,024)	\$ (8,049,493)	\$ (753,532)	\$ (12,063,359)
TOTAL LIABILITIES AND FUND BALANCE	\$ (52,690,051)	\$ (11,140,932)	\$ (41,549,119)	\$ (16,948,230)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH August 31, 2015 VS August 31, 2014

REVENUE SOURCE	FY 2016 BUDGET	ACTUAL REVENUES THRU AUG 2015	% OF BUDGET	FY 2015 BUDGET	ACTUAL REVENUES THRU AUG 2014	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 44,021,283	\$ 2,175,178	4.94%	\$ 43,055,996	\$ 304,984	0.71%	\$ 1,870,194
PRIOR YEAR TAX REVENUE	\$ -	\$ 248,359		\$ -	\$ 304,840		\$ (56,481)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 505,000	\$ -	0.00%	\$ 495,000	\$ 383,752	77.53%	\$ (383,752)
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,350,000	\$ 618,215	18.45%	\$ 3,185,000	\$ 601,991	18.90%	\$ 16,224
PENALTIES & INTEREST	\$ 150,000	\$ 14,140	9.43%	\$ 145,000	\$ 16,721	11.53%	\$ (2,581)
TOTAL TAXES	\$ 48,026,283	\$ 3,055,892	6.36%	\$ 46,880,996	\$ 1,612,288	3.44%	\$ 1,443,604
LICENSES AND PERMITS							
BUSINESS	\$ 48,300	\$ 8,743	18.10%	\$ 48,300	\$ 7,460	15.45%	\$ 1,283
NON-BUSINESS	\$ 356,800	\$ 86,655	24.29%	\$ 339,300	\$ 77,261	22.77%	\$ 9,394
TOTAL LICENSES	\$ 405,100	\$ 95,398	23.55%	\$ 387,600	\$ 84,721	21.86%	\$ 10,677
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 440,000	\$ -	0.00%	\$ 440,000	\$ -	0.00%	\$ -
STATE REVENUE SHARING	\$ 1,477,641	\$ 313,726	21.23%	\$ 1,649,470	\$ 207,789	12.60%	\$ 105,937
WELFARE REIMBURSEMENT	\$ 70,000	\$ 4,456	6.37%	\$ 70,000	\$ 4,680	6.69%	\$ (224)
OTHER STATE AID	\$ 22,000	\$ -	0.00%	\$ 22,000	\$ -	0.00%	\$ -
CITY OF LEWISTON	\$ 155,000	\$ -	0.00%	\$ 155,000	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 2,164,641	\$ 318,182	14.70%	\$ 2,336,470	\$ 212,469	9.09%	\$ 105,713
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 133,040	\$ 14,220	10.69%	\$ 132,040	\$ 18,430	13.96%	\$ (4,210)
PUBLIC SAFETY	\$ 239,138	\$ 4,350	1.82%	\$ 485,703	\$ 59,432	12.24%	\$ (55,083)
EMS TRANSPORT	\$ 1,250,000	\$ 163,933	13.11%	\$ 987,551	\$ -	0.00%	\$ 163,933
TOTAL CHARGE FOR SERVICES	\$ 1,622,178	\$ 182,502	11.25%	\$ 1,605,294	\$ 77,862	4.85%	\$ 104,640
FINES							
PARKING TICKETS & MISC FINES	\$ 60,000	\$ 10,491	17.48%	\$ 26,000	\$ 6,561	25.23%	\$ 3,930
MISCELLANEOUS							
INVESTMENT INCOME	\$ 5,000	\$ -	0.00%	\$ 10,000	\$ 52	0.52%	\$ (52)
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 18,000	\$ 6,208	34.49%	\$ 122,000	\$ -	0.00%	\$ 6,208
UNCLASSIFIED	\$ 20,000	\$ 16,401	82.01%	\$ 20,000	\$ 26,096	130.48%	\$ (9,695)
SALE OF RECYCLABLES	\$ -	\$ -		\$ -	\$ -		\$ -
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 11,115		\$ -	\$ 10,072		\$ 1,043
SALE OF PROPERTY	\$ 20,000	\$ -	0.00%	\$ 20,000	\$ 500	2.50%	\$ (500)
RECREATION PROGRAMS/ARENA	\$ -	\$ -		\$ -	\$ -		\$ -
MMWAC HOST FEES	\$ 210,000	\$ 34,877	16.61%	\$ 206,000	\$ 34,299	16.65%	\$ 578
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -
TRANSFER IN: TIF	\$ 545,000	\$ -	0.00%	\$ 500,000	\$ -	0.00%	\$ -
TRANSFER IN: POLICE	\$ 45,000	\$ -	0.00%	\$ 20,000	\$ -	0.00%	\$ -
TRANSFER IN: PARKING PROGRAM	\$ -	\$ -		\$ 55,000	\$ -	0.00%	\$ -
TRANSFER IN: PD DRUG MONEY	\$ -	\$ -		\$ 45,000	\$ -	0.00%	\$ -
TRANSFER IN: REC SPEC REVENUE	\$ 42,718	\$ -	0.00%	\$ 41,720	\$ -	0.00%	\$ -
TRANSFER IN: SPECIAL REVENUE	\$ -	\$ -		\$ 290,000	\$ -	0.00%	\$ -
ENERGY EFFICIENCY	\$ -	\$ -		\$ -	\$ -		\$ -
CDBG	\$ 58,000	\$ -	0.00%	\$ 58,000	\$ -	0.00%	\$ -
UTILITY REIMBURSEMENT	\$ 37,500	\$ -	0.00%	\$ 37,500	\$ 251	0.67%	\$ (251)
CITY FUND BALANCE CONTRIBUTION	\$ 1,650,000	\$ -	0.00%	\$ 1,350,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,653,218	\$ 68,600	2.59%	\$ 2,777,220	\$ 71,270	2.57%	\$ (2,670)
TOTAL GENERAL FUND REVENUES	\$ 54,931,420	\$ 3,731,065	6.79%	\$ 54,013,580	\$ 2,065,171	3.82%	\$ 1,665,895
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 20,854,672	\$ -	0.00%	\$ 20,411,239	\$ 1,607,611	7.88%	\$ (1,607,611)
EDUCATION	\$ 856,607	\$ 25,113	2.93%	\$ 774,572	\$ 59,850	7.73%	\$ (34,737)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 906,882	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 22,618,161	\$ 25,113	0.11%	\$ 22,092,693	\$ 1,667,461	7.55%	\$ (1,642,348)
GRAND TOTAL REVENUES	\$ 77,549,581	\$ 3,756,178	4.84%	\$ 76,106,273	\$ 3,732,632	4.90%	\$ 23,547

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH August 31, 2015 VS August 31, 2014

DEPARTMENT	FY 2016 BUDGET	Unaudited			FY 2015 BUDGET	Unaudited		
		EXP THRU AUG 2015	% OF BUDGET			EXP THRU AUG 2014	% OF BUDGET	VARIANCE
ADMINISTRATION								
MAYOR AND COUNCIL	\$ 77,366	\$ 14,111	18.24%	\$ 78,532	\$ 20,269	25.81%	\$ (6,158)	
CITY MANAGER	\$ 269,340	\$ 43,508	16.15%	\$ 280,750	\$ 42,852	15.26%	\$ 656	
ECONOMIC DEVELOPMENT	\$ 361,080	\$ 75,350	20.87%	\$ 359,500	\$ 48,211	13.41%	\$ 27,139	
CITY CLERK	\$ 165,053	\$ 25,008	15.15%	\$ 164,593	\$ 21,357	12.98%	\$ 3,651	
FINANCIAL SERVICES	\$ 619,855	\$ 107,337	17.32%	\$ 605,135	\$ 94,275	15.58%	\$ 13,062	
HUMAN RESOURCES	\$ 143,526	\$ 24,300	16.93%	\$ 139,578	\$ 19,718	14.13%	\$ 4,582	
INFORMATION TECHNOLOGY	\$ 390,190	\$ 96,920	24.84%	\$ 413,829	\$ 79,382	19.18%	\$ 17,538	
LEGAL SERVICES	\$ 65,000	\$ 175	0.27%	\$ 65,000	\$ 1,442	2.22%	\$ (1,267)	
TOTAL ADMINISTRATION	\$ 2,091,410	\$ 386,709	18.49%	\$ 2,106,917	\$ 327,506	15.54%	\$ 59,203	
COMMUNITY SERVICES								
PLANNING & PERMITTING	\$ 906,631	\$ 194,325	21.43%	\$ 902,494	\$ 118,202	13.10%	\$ 76,123	
HEALTH & SOCIAL SERVICES	\$ 184,711	\$ 27,039	14.64%	\$ 192,954	\$ 25,659	13.30%	\$ 1,380	
RECREATION & SPECIAL EVENTS	\$ 338,871	\$ 46,631	13.76%	\$ -	\$ -		\$ 46,631	
PUBLIC LIBRARY	\$ 979,516	\$ 173,512	17.71%	\$ 960,692	\$ 238,174	24.79%	\$ (64,662)	
TOTAL COMMUNITY SERVICES	\$ 2,409,729	\$ 441,507	18.32%	\$ 2,056,140	\$ 382,035	18.58%	\$ 59,472	
FISCAL SERVICES								
DEBT SERVICE	\$ 6,324,864	\$ 90,807	1.44%	\$ 6,263,936	\$ -	0.00%	\$ 90,807	
FACILITIES	\$ 653,080	\$ 281,486	43.10%	\$ 698,335	\$ 147,571	21.13%	\$ 133,915	
WORKERS COMPENSATION	\$ 496,536	\$ -	0.00%	\$ 468,081	\$ -	0.00%	\$ -	
WAGES & BENEFITS	\$ 5,171,309	\$ 826,839	15.99%	\$ 4,737,117	\$ 801,361	16.92%	\$ 25,478	
EMERGENCY RESERVE (10108062-670000)	\$ 375,289	\$ -	0.00%	\$ 375,289	\$ -	0.00%	\$ -	
TOTAL FISCAL SERVICES	\$ 13,021,078	\$ 1,199,132	9.21%	\$ 12,542,758	\$ 948,932	7.57%	\$ 250,200	
PUBLIC SAFETY								
FIRE DEPARTMENT	\$ 4,099,634	\$ 782,251	19.08%	\$ 4,057,633	\$ 674,785	16.63%	\$ 107,466	
FIRE EMS	\$ 549,801	\$ 145,546	26.47%	\$ 635,468	\$ 329,356	51.83%	\$ (183,810)	
POLICE DEPARTMENT	\$ 3,870,995	\$ 628,088	16.23%	\$ 3,738,108	\$ 520,352	13.92%	\$ 107,736	
TOTAL PUBLIC SAFETY	\$ 8,520,430	\$ 1,555,885	18.26%	\$ 8,431,209	\$ 1,524,493	18.08%	\$ 31,392	
PUBLIC WORKS								
PUBLIC SERVICES DEPARTMENT	\$ 4,525,898	\$ 633,265	13.99%	\$ 5,806,379	\$ 773,869	13.33%	\$ (140,604)	
SOLID WASTE DISPOSAL	\$ 927,278	\$ 45,779		\$ -	\$ -		\$ 45,779	
WATER AND SEWER	\$ 599,013	\$ 146,628	24.48%	\$ 599,013	\$ 146,628	24.48%	\$ -	
TOTAL PUBLIC WORKS	\$ 6,052,189	\$ 825,672	13.64%	\$ 6,405,392	\$ 920,497	14.37%	\$ (94,825)	
INTERGOVERNMENTAL PROGRAMS								
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 26,250	25.00%	\$ 105,000	\$ 26,250	25.00%	\$ -	
E911 COMMUNICATION CENTER	\$ 1,069,122	\$ 26,611	2.49%	\$ 1,067,249	\$ 325,005	30.45%	\$ (298,394)	
LATC-PUBLIC TRANSIT	\$ 209,244	\$ 52,311	25.00%	\$ 235,373	\$ -	0.00%	\$ 52,311	
LA ARTS	\$ -	\$ -		\$ 17,000	\$ -	0.00%	\$ -	
TAX SHARING	\$ 270,000	\$ -	0.00%	\$ 270,000	\$ -	0.00%	\$ -	
TOTAL INTERGOVERNMENTAL	\$ 1,653,366	\$ 105,172	6.36%	\$ 1,694,622	\$ 351,255	20.73%	\$ (246,083)	
COUNTY TAX								
TIF (10108058-580000)	\$ 2,142,268	\$ -	0.00%	\$ 2,046,880	\$ 2,046,879	100.00%	\$ (2,046,879)	
OVERLAY	\$ 2,599,914	\$ -	0.00%	\$ 2,584,032	\$ -	0.00%	\$ -	
	\$ -	\$ -		\$ -	\$ -	0.00%	\$ -	
TOTAL CITY DEPARTMENTS	\$ 38,490,384	\$ 4,514,077	11.73%	\$ 37,867,950	\$ 6,501,597	17.17%	\$ (1,987,520)	
EDUCATION DEPARTMENT								
	\$ 39,062,197	\$ 1,232,933	3.16%	\$ 38,241,323	\$ 1,314,883	3.44%	\$ (81,950)	
TOTAL GENERAL FUND EXPENDITURES	\$ 77,552,581	\$ 5,747,010	7.41%	\$ 76,109,273	\$ 7,816,480	10.27%	\$ (2,069,470)	

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF August 31, 2015**

INVESTMENT	FUND	BALANCE August 31, 2015	BALANCE July 31, 2015	INTEREST RATE
BANKNORTH MNY MKT	24-1242924 GENERAL FUND	\$ 55,506.96	\$ 55,499.89	0.13%
BANKNORTH MNY MKT	24-1745910 GF-WORKERS COMP	\$ 49,357.50	\$ 49,351.21	0.13%
BANKNORTH MNY MKT	24-1745944 GF-UNEMPLOYMENT	\$ 67,111.60	\$ 67,103.05	0.13%
BANKNORTH MNY MKT	24-1809302 SPECIAL REVENUE	\$ 52,722.73	\$ 52,716.01	0.13%
BANKNORTH MNY MKT	24-1745902 SR-PERMIT PARKING	\$ 198,614.50	\$ 198,589.19	0.13%
BANKNORTH MNY MKT	24-1745895 SR-TIF	\$ 1,121,335.09	\$ 1,121,192.24	0.13%
BANKNORTH MNY MKT	24-1746819 CAPITAL PROJECTS	\$ -	\$ -	0.13%
BANKNORTH MNY MKT	24-1745928 ICE ARENA	\$ 250,077.09	\$ 250,045.23	0.13%
ANDROSCOGGIN BANK	449 CAPITAL PROJECTS	\$ 1,253,179.86	\$ 3,252,213.15	0.35%
ANDROSCOGGIN BANK	502 SR-TIF	\$ 600,587.00	\$ 600,408.54	0.35%
ANDROSCOGGIN BANK	836 GENERAL FUND	\$ 934,739.16	\$ 2,933,866.97	0.35%
NORTHERN CAPITAL	02155 CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	0.45%
NORTHERN CAPITAL	02155 GENERAL FUND	\$ 500,000.00	\$ 500,000.00	0.50%
GRAND TOTAL		\$ 5,833,231.49	\$ 9,830,985.48	0.23%

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2015 - June 30, 2016
Report as of August 31, 2015

	July 2015	August 2015	Adjustment	Totals	% of Total
No Insurance Information				\$ -	0.00%
Bluecross	\$ 4,447.40	\$ 9,313.20	\$ 878.00	\$ 14,638.60	4.00%
Intercept	\$ 200.00	\$ 400.00	\$ 100.00	\$ 700.00	0.19%
Medicare	\$ 76,994.00	\$ 81,754.00	\$ 1,620.40	\$ 160,368.40	43.77%
Medicaid	\$ 32,852.00	\$ 29,305.00	\$ 2,478.80	\$ 64,635.80	17.64%
Other/Commercial	\$ 36,705.40	\$ 31,800.40	\$ 2,985.40	\$ 71,491.20	19.51%
Patient	\$ 30,593.00	\$ 32,031.80	\$ (8,062.60)	\$ 54,562.20	14.89%
Worker's Comp				\$ -	0.00%
TOTAL	\$ 181,791.80	\$ 184,604.40	\$ -	\$ 366,396.20	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2015 - June 30, 2016
Report as of August 31, 2015

	July 2015	August 2015	Adjustment	Totals	% of Total
No Insurance Information				0	0.00%
Bluecross	5	11		16	3.60%
Intercept	2	4		6	1.35%
Medicare	91	98		189	42.47%
Medicaid	40	35		75	16.85%
Other/Commercial	44	39		83	18.65%
Patient	37	39		76	17.08%
Worker's Comp				0	0.00%
TOTAL	219	226	0	445	100.00%

TOTAL REVENUE COLLECTED AS OF 08/31/15 \$163,933
TOTAL EXPENDITURES AS OF 08/31/15 \$145,546

**EMS BILLING
AGING REPORT
July 1, 2015 to June 30, 2016
Report as of August 31, 2015**

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	\$ 12,161.71	79%	\$ 3,362.88	22%	\$ -	0%	\$ -	0%	\$ (201.13)	-1%	\$ 15,323.46	3.64%
Intercept	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
Medicare	\$ 47,333.83	88%	\$ 2,448.00	5%	\$ 2,462.00	5%	\$ 668.20	1%	\$ 890.60	2%	\$ 53,802.63	12.78%
Medicaid	\$ 15,869.43	81%	\$ 435.52	2%	\$ 1,577.00	8%	\$ -	0%	\$ 1,679.52	9%	\$ 19,561.47	4.65%
Other/Commercial	\$ 30,054.76	57%	\$ 5,725.41	11%	\$ 2,534.44	5%	\$ 5,225.80	10%	\$ 9,034.98	17%	\$ 52,575.39	12.49%
Patient	\$ 62,862.02	22%	\$ 33,951.46	12%	\$ 30,681.12	11%	\$ 35,803.23	13%	\$ 116,534.54	42%	\$ 279,832.37	66.45%
Worker's Comp	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0.00%
TOTAL	\$ 168,281.75		\$ 45,923.27		\$ 37,254.56		\$ 41,697.23		\$ 127,938.51		\$ 421,095.32	
	40%		11%		9%		10%		30%		100%	100.00%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Howard Kroll, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for August 31, 2015



Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of August 31, 2015. I have not included Ingersoll this month. In the October 2015 report I will begin to include the new Ingersoll Indoor Turf Facility.

The Norway Savings Bank Arena report now includes a budget to actual comparison with last fiscal year for both revenues and expenditures.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets and shows a comparison to the previous month, in this case, July 31, 2015.

Current Assets:

As of the end of August 2015 the total current assets of Norway Savings Bank Arena were (\$207,134). These consisted of cash and cash equivalents of \$91,281, accounts receivable of \$33,840 and an interfund payable of \$374,462, which means that Norway owes the General Fund \$371,462 at the end of August.

Noncurrent Assets:

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). There was an adjustment to the equipment to account for equipment that was transferred from Ingersoll Arena. The total value of the noncurrent assets as of August 31, 2015 was \$215,947.

Liabilities:

Norway Arena had accounts payable of \$12,557 as of August 31, 2015.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Norway Arena through August 2015 are \$112,259. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through August 2015 were \$181,182. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of August 2015 Norway Arena has an operating loss of \$68,923 compared to the August 2014 operating loss of \$170,472 an decrease in the operating loss for the fiscal year of \$101,549.

As of August 31, 2015 Norway Arena has a decrease in net assets of \$68,923.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY16 is \$39,561 less the in FY15 and expenditures in FY16 are \$141,410 less than last year in August.

CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
August 31, 2015
Business-type Activities - Enterprise Fund

	August 31, 2015	July 31, 2015	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 91,281	\$ 91,281	\$ -
Interfund receivables/payables	(374,462)	(371,549)	(2,913)
Prepaid Rent	42,207	42,207	-
Accounts receivable	33,840	33,840	-
Total current assets	(207,134)	(204,221)	(2,913)
Noncurrent assets:			
Capital assets:			
Buildings	38,905	38,905	-
Equipment	285,813	285,813	-
Land improvements	-	-	-
Less accumulated depreciation	(108,771)	(108,771)	-
Total noncurrent assets	215,947	215,947	-
Total assets	8,813	39,319	(2,913)
LIABILITIES			
Accounts payable	\$ 12,557	\$ 12,992	\$ (435)
Total liabilities	12,557	12,992	(435)
NET ASSETS			
Invested in capital assets	\$ 215,947	\$ 215,947	\$ -
Unrestricted	\$ (219,691)	\$ (189,620)	\$ (30,071)
Total net assets	\$ (3,744)	\$ 26,327	\$ (30,071)

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Norway Savings Bank Arena
Business-type Activities - Enterprise Funds
Statement of Activities
August 31, 2015

	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 112,259
Operating expenses:	
Personnel	56,352
Supplies	1,538
Utilities	31,811
Repairs and maintenance	-
Rent	84,414
Depreciation	-
Capital expenses	1,600
Other expenses	5,467
Total operating expenses	181,182
Operating gain (loss)	(68,923)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(68,923)
Transfers out	-
Change in net assets	(68,923)
Total net assets, July 1	65,179
Total net assets, July 31, 2015	\$ (3,744)

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through August 31, 2015 compared to August 31, 2014

REVENUE SOURCE	FY 2016 BUDGET	ACTUAL REVENUES THRU AUG 2015	% OF BUDGET	FY 2015 BUDGET	ACTUAL REVENUES THRU AUG 2014	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concissions	\$ 30,000	\$ -	0.00%	\$ 30,000	\$ -	0.00%	\$ -
Sign Advertisements	\$ 230,000	\$ 25,750	11.20%	\$ 233,225	\$ 69,958	30.00%	\$ (44,208)
Pro Shop	\$ 8,500	\$ 1,236	14.54%	\$ 8,500	\$ 1,686	19.84%	\$ (450)
Programs	\$ 280,000	\$ 6,215	2.22%	\$ 172,450	\$ 6,750	3.91%	\$ (535)
Rental Income	\$ 398,500	\$ 79,058	19.84%	\$ 753,260	\$ 72,601	9.64%	\$ 6,457
Tournaments	\$ 50,000	\$ -	0.00%	\$ 24,500	\$ 1,125	4.59%	\$ (1,125)
TOTAL CHARGE FOR SERVICES	\$ 997,000	\$ 112,259	11.26%	\$ 1,221,935	\$ 152,120	12.45%	\$ (39,861)
INTEREST ON INVESTMENTS	\$ -			\$ -			
GRAND TOTAL REVENUES	\$ 997,000	\$ 112,259	11.26%	\$ 1,221,935	\$ 152,120	12.45%	\$ (39,861)

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through August 31, 2015 compared to August 31, 2014

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2016 BUDGET	EXPENDITURES THRU AUG 2015	% OF BUDGET	FY 2015 BUDGET	EXPENDITURES THRU AUG 2014	% OF BUDGET	
Salaries & Benefits	\$ 311,000	\$ 56,352	18.12%	\$ 318,446	\$ 67,644	21.24%	\$ (11,292)
Purchased Services	\$ 96,150	\$ 4,942	5.14%	\$ 67,800	\$ 21,379	31.53%	\$ (16,437)
Supplies	\$ 17,500	\$ 2,009	11.48%	\$ 9,000	\$ 17,771	197.46%	\$ (15,762)
Utilities	\$ 200,200	\$ 31,865	15.92%	\$ 204,846	\$ 46,970	22.93%	\$ (15,105)
Capital Outlay	\$ 57,000	\$ 1,600	2.81%	\$ 80,000	\$ -	0.00%	\$ 1,600
Rent	\$ 507,000	\$ 84,414	16.65%	\$ 528,408	\$ 168,828	31.95%	\$ (84,414)
	\$ 1,188,850	\$ 181,182	15.24%	\$ 1,208,500	\$ 322,592	26.69%	\$ (141,410)
GRAND TOTAL EXPENDITURES	\$ 1,188,850	\$ 181,182	15.24%	\$ 1,208,500	\$ 322,592	26.69%	\$ (141,410)