



**City Council Workshop & Meeting
December 3, 2018
Agenda**

5:30 P.M. Workshop

- A. Tax Increment Financing (TIF) presentation – Shana Cook Mueller from Bernstein Shur and Michael Chamings (30 minutes)
- B. Executive Session – Economic Development (Lien waiver request for ABDC), pursuant to 1 M.R.S.A. §405(6)(C) – (15 minutes).
- C. Executive Session – Real estate matter, pursuant to 1 M.R.S.A. §405(6)(C) – (15 minutes).
- D. Open Council Discussion

7:00 P.M. City Council Meeting – Roll call votes will begin with Councilor Gerry

Pledge of Allegiance

- I. **Consent Items** - All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
 - 1. **Order 104-12032018***
Accepting the transfer of \$665.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-3420 Deserie Lilley).
- II. **Minutes:** November 5, 2018 and November 19, 2018 Regular Council Meeting Minutes
- III. **Communications, Presentations and Recognitions**
 - **Communication** – Update on the Human Resource Department – Christine Mumau, Director
 - **Communication** – Update on the Community Gardens
 - **Communication** – Androscoggin County Update – Larry Post
- 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**
 - 1. **Order 98-11192018**

Approving a waiver of foreclosure on the Auburn Enterprise Center

VI. New Business

1. Order 105-12032018

Authorizing the reallocation of \$26,000 from the FY 19 General Obligation Bonds that were for the Auburn-Lewiston Airport and unspent to fund Auburn's share of a V-Plow and a Compact Tractor.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

VIII. 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*.

IX. Executive Session

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Author: Michael Chammings, Director of Economic and Community Development

Subject: Presentation on TIFs and Credit Enhancement Agreements

Information:

The City of Auburn has 23 TIF Districts that are either active, retired or pending.

The Economic and Community Development Department's staff members conducted a quick overview on TIFs and Credit Enhancement Agreements. Shana Cook Mueller from Bernstein Shur will provide more information on this topic during tonight's workshop.

City Budgetary Impacts: None.

Staff Recommended Action: Open for discussion.

Previous Meetings and History: Staff presented a brief overview at the 11/19/2018 City Council workshop.

City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in blue ink that reads "Peter J. Cook".

Attachments:



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Subject: Executive Session

Information: Economic Development (Lien Waiver Request for ABDC), pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Subject: Executive Session

Information: Real Estate Matter, pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
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 - (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
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Author: Sue Clements-Dallaire

Subject: Open Council Discussion

Information: This is an opportunity for the Council to have an open discussion (if time allows) on other items not on the workshop agenda.



**City of Auburn
City Council Information Sheet**

Council Meeting Date: December 3, 2018

Order: 104-12032018

Author: Jason D. Moen, Chief of Police

Subject: Transfer of Forfeiture Assets – Deserie Lilley

Information: In September 2018, an Auburn Police Detective previously assigned to the MDEA had information regarding a long-time drug user/trafficker by the name of Deserie Lilley was trafficking in illegal drugs from her New Auburn apartment. Surveillance was set up on her residence. Ms. Lilley was seen returning to her apartment. A few hours later a male subject was seen arriving at Lilley’s apartment and then exiting approximately one minute later. The male subject was stopped and questioned. The male subject admitted that he had received crack cocaine from Ms. Lilley and turned it over to law enforcement. Based on the information received from the male subject supported by what law enforcement had observed and along with Ms. Lilley’s extensive criminal history a search warrant for Ms. Lilley’s apartment and vehicle was obtained. The search warrant was executed and resulted in the seizure of 39 grams of powdered cocaine (HCL); 1.35 grams of crack cocaine; digital scale and other associated drug paraphernalia used in the use, sale and distribution of illegal drugs. In addition, \$665.00 in US currency was seized as suspected proceeds from the illegal sale and distribution of illegal drugs. Ms. Lilley was arrested and charged with Aggravated Trafficking in Schedule W Drugs; Class A and Unlawful Possession of Schedule Drugs; Class B

City Budgetary Impacts: The State of Maine, Office of the Attorney General, seeks to transfer \$665.00 U.S. Currency to the Auburn Police Department.

Staff Recommended Action: Vote to accept the transfer of \$665.00.

Previous Meetings and History: None

City Manager Comments:

A handwritten signature in blue ink that reads "Peter J. Cusick".

I concur with the recommendation. Signature:

Attachments: Order 104-12032018

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 104-12032018

ORDERED, that the City Council hereby accepts the transfer of \$665.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-3420 Deserie Lilley).

Mayor Levesque called the meeting to order at 7:10 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Walker had an excused absence. All other Councilors were present.

I. Consent Items

1. Order 91-11052018*

Confirming Interim Chief Moen's appointments of: Derek Drouin, Gabrielle Gaedje and Samuel Miller as Constables with firearms for the Auburn Police Department.

2. Order 92-11052018*

Appointing Bruce Bickford to the Lewiston Auburn Railroad Company.

Motion was made by Councilor Titus and seconded by Councilor Fournier for passage.

Passage 6-0.

II. Minutes – October 15, 2018 Regular Council Meeting

Motion was made by Councilor Fournier and seconded by Councilor Lasagna for passage.

Passage 6-0.

III. Communications, Presentations and Recognitions

Communication – Police Department Update (Interim Chief Jason Moen)

Communication – Cable TV Advisory Board Update (David Young, Chair)

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*.

Tom Michaud would like the City Council to revisit their support for CMP's proposal for the power corridor from Canada to Massachusetts.

V. Unfinished Business

3. Ordinance 06-10152018

Amending Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits, Appendices A, B, and C, effective 10/01/2018 to 9/30/2019. Second reading.

Motion was made by Councilor Fournier and seconded by Councilor Titus for passage.

Public comment – no one from the public spoke.

Passage 6-0. A roll call vote was taken.

4. Ordinance 07-10152018

Amending Chapter 2, Division 4, Sec. 2-466 (a) of the Planning Board ordinance. Second reading.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public comment – no one from the public spoke.

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

VI. New Business

Order 93-11052018

Approving the Mass Gathering for the New Year's Eve Sesquicentennial Event to be held on December 31, 2018. Public hearing.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public hearing – no one from the public spoke.

Passage 6-0.

Order 94-11052018

Approving the TIF for Schooner Memory Care. Public hearing.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public hearing – no one from the public spoke.

Motion was made by Councilor Titus and seconded by Councilor Fournier to postpone this item until the next meeting.

Motion failed 3-4 (there was a tie vote with Councilors Gerry, Hayes, and Young opposed, and in accordance with the City Charter, Article III, Section 3.3 the Mayor voted no to break the tie vote).

Passage of Order 94-11052018 6-0.

Order 95-11052018

Reimbursing St. Dom's Academy for the Flea Market/Craft Fair fees for their annual St. Dom's Holiday Festival held on 11/3/2018.

Motion was made by Councilor Fournier and seconded by Councilor Lasagna for passage.

Public comment – no one from the public spoke.

Passage 6-0.

VII. Reports

Mayor Levesque – reported that a Christmas tree will be delivered Wednesday morning to Festival Plaza. He provided an update on the New Year’s Eve event. He reminded everyone of the November 6th election and encouraged everyone to get out and vote. He reported that he has been visiting many local businesses over the last few weeks, and reported on a conference that he and Michael Chamings, Director of Economic and Community Development attended on Maine and China trade. Last, he announced that on Friday, the Auburn Exchange Club will be hosting their annual Veteran’s Day luncheon at the Green Ladle and it is free to all veterans. Colonel Todd Desgrosseilliers, son of Ed and Sheila Desgrosseilliers will be in attendance.

Councilor Gerry – reported that there is an Age Friendly meeting tomorrow at 5:30 PM at the Auburn Senior Community Center and the Thanksgiving Dinner to be held at the Auburn Senior Community Center on Thanksgiving Day.

Councilor Lasagna – reported on the MAG-ARP meeting that was held last week. She also reported that the West Auburn Congregational Church Harvest Dinner will be held on Saturday at 4:00 PM, and on the School Building Committee meeting that was held two weeks ago. Last, she reported on an award that Assistant City Manager Phil Crowell will be receiving for the work he has done with the youth in our community.

Councilor Hayes – provided an update on the movement of the Constellation from Auburn to JFK in New York. He also reported on the upcoming Auburn Ski Swap.

Councilor Titus – reported that the Marijuana group will be meeting tomorrow at 3:30 PM, he provided an update on the Androscoggin County budget, the Water and Sewer District will both be meeting on the 13th of the month due to the holiday. The Sewer District meeting will be held at 4:00 PM and the Water District meeting will be held at 5:30 PM. They are working on their budgets and will be voting on them in December.

Councilor Fournier – reported on the Governance meeting for the Auburn Public Library. This Wednesday the School Committee will be meeting. The workshop will be at 6:00 PM and the meeting at 7:00 PM. She also commented on the MAG-ARP meeting that was held last Thursday. She reported on the LA Arts presentation that will be on Thursday the 8th of the month on homelessness. She also noted that on the 15th of the month there will be a forum on the new Edward Little High School building.

Councilor Young – reported that tomorrow from 2:30-4:30 PM the Edward Little Building Sub-committee will be meeting and he also reported on the Androscoggin Historical Society meeting that was held last Tuesday.

City Manager – reported that there has been discussion on the concept of forming a regional transportation authority and he suggested that we hold a workshop in November or December. He mentioned the Lewiston Regional Technical Center tour.

Assistant City Manager – provided an update on the status of the Strategic Plan and provided the Council with a timeline.

VIII. Open Session – no one from the public spoke.

IX. Executive Session

- Discussion on a poverty abatement case # 2018-003 pursuant to (36 M.R.S.A § 841) with possible action to follow.

Motion was made by Councilor Fournier and seconded by Councilor Lasagna.

Passage 6-0, time 8:52 PM.

Council was declared out of executive session at 9:18 PM.

Motion was made by Councilor Titus to grant a poverty abatement in the amount of \$1,953, case number 2018-003.

Motion failed 1-5 (Councilors Lasagna, Hayes, Titus, Fournier, and Young opposed).

- Discussion on a personnel matter, pursuant to 1 M.R.S.A. Sec. 405(6)(A).

Motion was made by Councilor Titus and seconded by Councilor Fournier.

Passage 6-0, time 9:19 PM.

Council was declared out of executive session at 9:27 PM.

- To consult with the City Attorney to review legal rights and responsibilities, pursuant to 1 M.R.S.A. Sec. 405(6)(E).

Motion was made by Councilor Fournier and seconded by Councilor Young.

Passage 5-0 (Councilor Gerry was not in the room for the vote), time 9:28.

Council was declared out of executive session at 9:49 PM.

X. Adjournment - Motion was made by Councilor Fournier and seconded by Councilor Lasagna to adjourn. Passage 6-0, the meeting adjourned at 9:50 PM.

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ATTEST



Susan Clements-Dallaire, City Clerk

Mayor Levesque called the meeting to order at 7:20 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items

1. Order 96-11192018*

Accepting the transfer of \$746.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-2829 Richard Labay, Jr.).

Motion was made by Councilor Titus and seconded by Councilor Fournier for passage.

Passage 7-0.

II. Minutes – October 15, 2018 Regular Council Meeting

Motion was made by Councilor Titus and seconded by Councilor Fournier to approve the minutes of the October 15, 2018 minutes.

Passage 7-0.

III. Communications, Presentations and Recognitions

Communication – Updates were provided by the following:

Complete Streets Committee (Jeremiah Bartlett)
Citizen’s Advisory Committee (Holly Lasagna and Zach Lenhert)
Auburn Fire Department (Chief Bob Chase)
New High School Forum (Holly Lasagna, David Young, Peter Crichton)

IV. Open Session – No one from the public spoke.

V. Unfinished Business - None

VI. New Business

1. Order 97-11192018

Approving the one hundred and eighty (180) day extension of Ordinance 03-06182018.

Motion was made by Councilor Titus and seconded by Councilor Hayes for passage.

Public comment - no one from the public spoke.

Passage 6-1 (Councilor Walker opposed).

2. Order 98-11192018

Approving a waiver of foreclosure on the Auburn Enterprise Center.

Motion was made by Councilor Titus and seconded by Councilor Lasagna to postpone this item until next regular Council meeting (December 3, 2018). Passage 4-3 (Councilors Hayes, Walker, and Young opposed).

3. Order 99-11192018

Re-appointing Chris Bouchard to the Community Development Block Grant (CDBG) Loan Committee with a term expiration of 10/01/2021.

Motion was made by Councilor Gerry and seconded by Councilor Hayes for passage of Orders 99-11192018 through 103-11192018.

Public comment - no one from the public spoke.

Passage of Orders 99-11192018 through 103-11192018 7-0.

4. Order 100-11192018

Appointing Clifton Greim, Rick Malinowski, Dave Gonyea, Robert Stone, Fatuma Hussein, Mary Sylvester, Emily Innes, Adam Lee, Jodi Redmun, Stephen Gilbert, Stephen Milks and Jananne (Jan) Phillips to the Strategic Plan Committee.

5. Order 101-11192018

Appointing Robert Stone, Jodi Redmun, Sid Hazelton, Lena Hann, Robert Boyer, Betsy Libby, Paul LeClair, Jeannette August, Brendan Fontaine, Scott Berry, Manuel Salgado and Shelly Kruszewski to the Strategic Plan **Invest** Sub-committee.

6. Order 102-11192018

Appointing Rick Malonowski, Thomas Platz, Darcie Beaudin, Scott Shanaman, Jessica Donovan, Rebecca Swanson Conrad, Joan Macri, Sid Hazelton, Brian Carrier, Richard Lanman, Ryan Walker, Dana Staples, Mamie Ney, Olga Dolgicer, Adam Boss, John Plourde and William Sylvester to the Strategic Plan **Growth** Sub-committee.

7. Order 103-11192018

Appointing Dave Gonyea, Philip Savignano, James Parakilas, Steven Wallace, Rahel Desgrosseilliers, Katie Boss, Maureen Aube, Kristen Muszynski, Steve Martelli, William Saucier, Rick Martel, Misty Edgecomb, Tijjani Abacha, Sharon Benoit, Janice Barrett, Suzanne Sullivan and John Cleveland to the Strategic Plan **Quality** Sub-committee.

VII. Reports

Mayor Levesque – reported on Veteran’s Day events that he attended. The annual veteran’s luncheon sponsored by the Auburn Exchange Club which took place on Friday at the Green Ladle in Lewiston where he spoke and presented veteran Todd Desgrosseillier with a key to the City. On Sunday, he attended the Pass in Review sponsored by the Lewiston-Auburn Veterans Council. He reported on the MAG-ARP meetings, and he also wanted to wish everyone a happy Thanksgiving and thanked to everyone that have donated food baskets to the less fortunate, including Auburn staff.

Councilor Gerry – reported on the Thanksgiving Dinner that will take place on Thanksgiving Day from noon to 2 at the Senior Center.

Councilor Lasagna – reported that tomorrow at 8:00 AM is first meeting of Strategic Planning Committee, adding that she is looking forward to it and she appreciated the process for getting members of the sub-committee.

Councilor Hayes – reported on the Auburn Ski Swap, and that Lost Valley has started to make snow and should have a good season ahead.

Councilor Titus – no report.

Councilor Fournier – mentioned that tomorrow morning the Library Board of Trustees will be meeting. She also reported that she and Councilor Walker attended a Veteran's event at the Park Avenue School on Wednesday the 14th, noting that the students and teachers did a fabulous job.

Councilor Walker – also reported on the Thanksgiving Day dinner from that will take place at the Senior Center on Thanksgiving Day. He also commented on the Park Avenue School Veteran's event at Park Avenue School adding that they did a great job. November 27th at Rolly's Diner the United New Auburn Association will be meeting at 6:00 PM. Michael Chamings and Eric Cousens are scheduled to speak. On November 29th the Neighborhood Watch group will be meeting at the Sixth Street Congregational Church at 6:30 PM. Last, he wished everyone a Happy Thanksgiving.

Councilor Young – reported that Faye Gagnon, a former teacher in Auburn who now lives out of State has recently been inducted to the State of Maine Running Hall of Fame.

City Manager – stated that he appreciated what Councilor Lasagna said about the Strategic Plan process and he values and appreciates the work the Assistant City Manager has done on that as well as Liz Allen, and Rachel (an intern), along with others. He also wanted to congratulate Jason Moen who has been appointed as Chief of Police for the City of Auburn. He also asked Chief Moen to say a few words.

Finance Director, Jill Eastman – October 2018 Monthly Finance Reports

Motion was made by Councilor Fournier and seconded by Councilor Lasagna to accept and place on file the October 2018 report.

Passage 6-0-1 (Councilor Gerry was not in the room for the vote).

VIII. Open Session – No one from the public spoke.

IX. Executive Session – None

- X. **Adjournment** - Motion was made by Councilor Fournier and seconded by Councilor Walker to adjourn. Passage 6-0 (Councilor Gerry was out of room for the vote). The meeting adjourned at 9:26 PM.

A TRUE COPY

ATTEST *Susan Clements Dallaire*

Susan Clements-Dallaire, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Author: Zachary Lenhart, Community Development Manager

Subject: Proposed Whitney Street Community Garden

Information: The Community Garden team has successfully created two gardens in Auburn and is seeking to create a third. The team surveyed multiple properties and believes the lot adjacent to Washburn School on 115 Whitney Street is the best option. The group intends to lease the property from the School Department, the School Committee has indicated they have no objection to the agreement.

City Budgetary Impacts: The garden will be funded with CDBG Funds from the FFY2019 – 2020 budget. There is no City Budget funding for this program.

Staff Recommended Action: Provide feedback regarding the proposed location of a third community garden

Newbury Street Community Garden

2018 End of Season Report





Project Overview

WHY
WHAT
WHO
WHEN
HOW
WHERE

- Spring of 2017 through fall of 2018
- St. Mary's Nutrition Center as part of the *Auburn Community Garden Initiative (ACGI)*
- Establish "Newbury Street Community Garden," in the Downtown neighborhood adjacent to New Auburn in City of Auburn
- Creation of 2nd garden after Webster Street Garden
- Part of 2015-2019 City of Auburn Consolidated Plan which prioritized "opportunities for growing fresh healthy foods through the creation of gardens in the Downtown, Union Street and New Auburn target areas" with a 5 year output of 3 gardens



Purpose

Create a community garden at 88 Newbury Street that:

- Provides opportunities to grow fresh healthy foods
- Enhances community interaction and involvement
- Improves the quality of life of residents
- Reaches individuals at risk for food-insecurity
- Beautifies the neighborhood



Scope of Work

- Research & design
- Installation and construction
- Technical support of Community Garden Coordinator
- Outreach to and recruitment of gardeners and volunteers
- Media and promotion
- Fundraising
- Coordination and leadership development of the ACGI

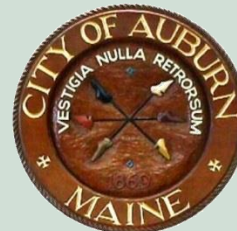
Coordination & Collaboration



- Strong collaborative model
- Advisory support for project design, development and implementation
- Distinct strengths and assets
- Organizational and personal commitment to community gardens



**ANDROSCOGGIN
LAND TRUST**



Partnership & Support



- Valuable community partnerships
- Skills, talent & time
- Resources & advocacy
- Networking
- Funding & support

Community Engagement

- Project success and sustainability depends on community buy-in and support
- ACGI engaged neighborhood residents early in the development of the garden
- Held a ground breaking ceremony
- Engaged prospective gardeners in work days
- Partnered with community organizations
- Worked with Recreation Department - vital in spreading the word about the garden and signing up gardeners
- Hosted a multi-garden BBQ



Goals

- **15-20 households**
engaged as community gardeners
- **75% complete**
growing season
- **60% increase**
household vegetable consumption
- **65% feel more connected**
to community & neighbors
- **65% have greater confidence**
growing own food
- **At least 10**
volunteers engaged
- **At least 5 partners**
volunteer, provide in-kind support
- **Reach households**
of limited income

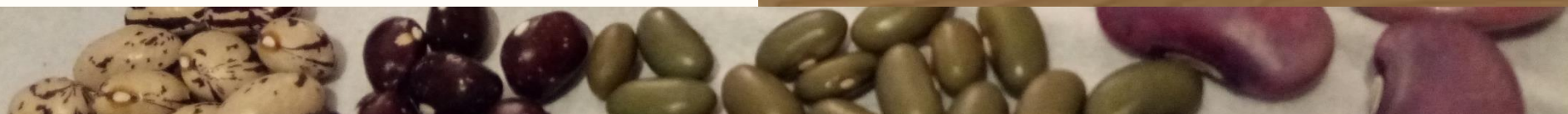


Goals

- **15-20 households**
engaged as community gardeners
- **75% complete**
growing season
- **60% increase**
household vegetable consumption
- **65% feel more connected**
to community & neighbors
- **65% have greater confidence**
growing own food
- **At least 10**
volunteers engaged
- **At least 5 partners**
volunteer, provide in-kind support
- **Reach households**
of limited income

Outcomes

- ✓ **22 households**
engaged as gardeners
- ✓ **90% completed**
growing season
- ✓ **62% increased**
household vegetable consumption
- ✓ **62% felt more connected**
to community & neighbors
- ✓ **85% had greater confidence**
growing own food
- ✓ **Greater than 50**
volunteers engaged
- ✓ **Nearly a dozen partners**
volunteered, provided in-kind support
- ✓ **Majority of households**
had incomes below 80% median income



Evolution of Success



- Spring of 2017 ACGI engages in site selection process
- Autumn of 2017 88 Newbury confirmed as site
- Fall of 2017 a ground-breaking ceremony and gathering was held at 88 Newbury Street
- Spring of 2018 fence was constructed and material amendments were brought into the garden
- Early summer 2018 Wolfpack Fitness alongside gardeners and neighbors constructed 34 concrete block beds
- Mid-summer all 22 gardeners had planted plots
- End of Summer 2018 A multi garden BBQ held at the Newbury Street Community Garden

Evolution of Success

88 Newbury Street

Before



**Newbury Street
Community Garden**

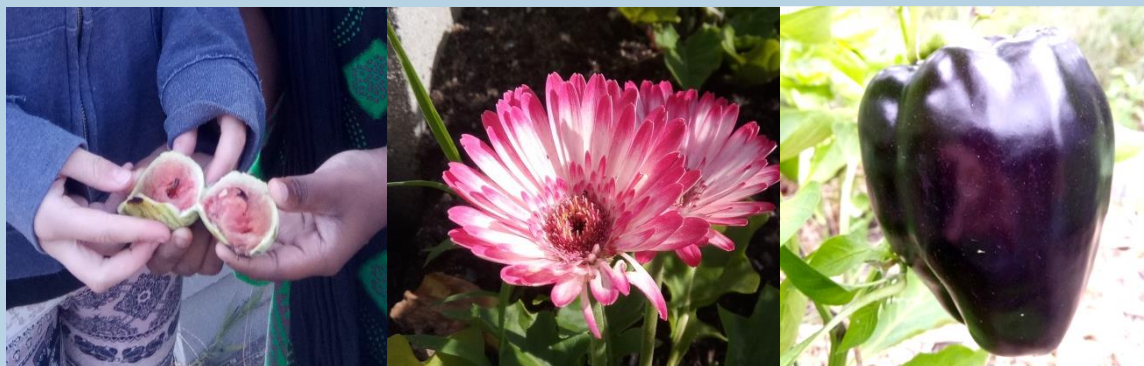
After



Expanding the Impact



- Growth of City-wide Garden Program
- Double the number of people in Auburn growing food
- Friendships across neighborhoods



Highlights from the Gardens: Newbury



"I love how the kids in my neighborhood referred to the space as the abandoned lot before, and now everyone refers to it as the community garden." -Jamie Thomas



Highlights from the Gardens: Webster



"The ability to see things grow is a great education for our kids." -Amy Dieterich and Sam Scogin, Webster St.



Continuing the Bounty



- Celebrate Successes
- Learn from Lessons
- Build on Momentum
- Engage Community
- Expand Partnerships
- Connect Existing Gardens
- **Construct 3rd Garden!**

Recommendation for 3rd Garden



- *Preferred site for 3rd Garden
115 Whitney Street*
- *Possible other site
325 Turner Street*
- *Both in Union Street
Neighborhood, no other
available lots met criteria in
downtown neighborhood*

OVERVIEW

115 Whitney Street



- Good size - 50'x100'
- Well situated in neighborhood
- Surrounded by homes to foster greater engagement and watching over by neighbors
- Walkable from homes and school
- Support from Washburn School
- On street parking, likely parking in lot during off school hours
- Strong initial community interest
- Close to existing water lines
- Soil and amendmets will likely need to be brought in

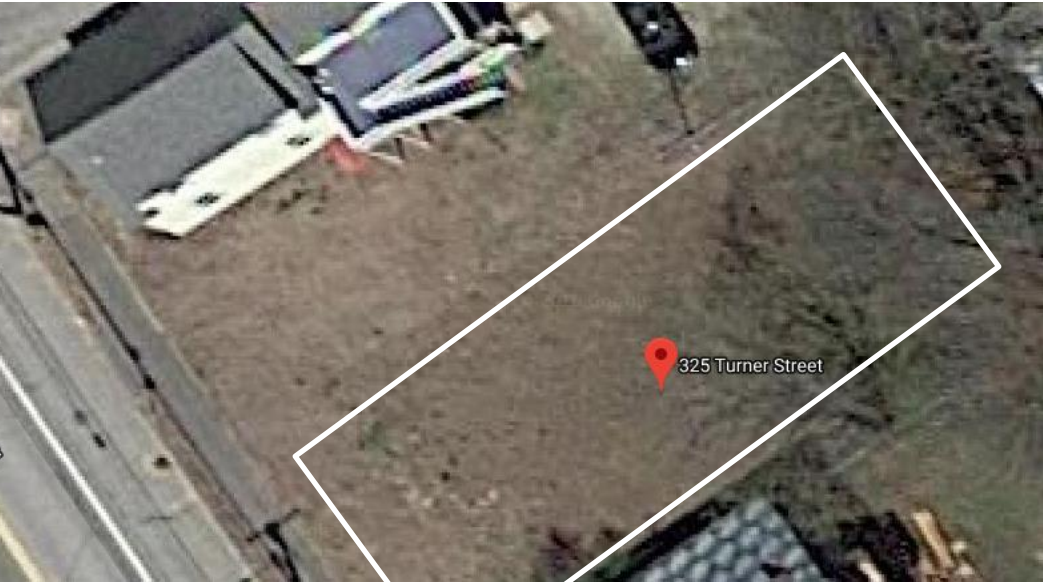
ASSESEMENT

115 Whitney Street

CRITERIA	DETAIL	POSITIVES	CHALLENGES
LAND	Slope	Relative flat	
	Drainage	Unknown; appears dry	
	Soil Quality	Unknown	Possibly poor, some lead
LOCATION	Accessibility	Yes by foot	
	Visibility	Very good	
	Sun Exposure	Very good	
	Size, number of plots	20 +	To be determined
RESOURCES	Water access	Likely good	Unknown
	Existing Infrastructure	None	
COMMUNITY	Interest	Positive initial response	
	Other current site uses		Possible staging area
	Nearby Gathering Spaces or Supportive organizations	Washburn School	
	Neighborhood improvement	Potential to improve immediate neighborhood	None identified
	Potential for Vandalism/Damage	Proximity of homes helps to mitigate	Proximity of playground may encourage

OVERVIEW

325 Turner Street



- Good size - 50'x100'
- Well situated in neighborhood
- Surrounded by homes to foster greater engagement and watching over by neighbors
- Walkable from homes
- Location less ideal- on a busy street
- Parking nearby, but not in front
- Close to existing water lines
- Good initial community interest
- Soil and amendments will likely need to be brought in

ASSESEMENT

325 Turner Street

CRITERIA	DETAIL	POSITIVES	CHALLENGES
LAND	Slope	Relative flat	
	Drainage	Unknown; appears dry	
	Soil Quality	Unknown	Possibly poor, some lead
LOCATION	Accessibility	Yes by foot	Busy street, less parking
	Visibility	Very good	
	Sun Exposure	Moderate	Some shade in the back
	Size, number of plots	20 +	To be determined
RESOURCES	Water access	Likely good	Unknown
	Existing Infrastructure	None	
COMMUNITY	Interest	Wait list at Webster garden	
	Other current site uses	Vacant lot	
	Nearby Gathering Spaces or Supportive organizations	Unknown	
	Neighborhood improvement	Potential to improve immediate neighborhood	None identified
	Potential for Vandalism/Damage	Proximity of homes helps to mitigate	

Next Steps



- Undergoing CDBG process
- Additional fundraising
- Working with the City Planning Committee
- Visit residents in targeted neighborhoods
- Continue conversations with Washburn School, City staff

Questions and Answers





**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Author: Jody Durisko, Executive Assistant

Subject: Androscoggin County Update

Information: The County Administrator, Larry Post; Eric Samson, County Sheriff; and a County Commissioner will be coming to discuss their budget, jail concerns and/or issues, bus transportation with Western Maine Transportation Services (WMTS), and other topics of interest.

City Budgetary Impacts: None.

Staff Recommended Action: Not applicable

Previous Meetings and History: None.

City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Peter J. Coakley".

Attachments: None.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Order: 98-11192018

Author: Jill M. Eastman, Finance Director

Subject: Waiver of Tax Lien Foreclosure on Auburn Business Development CO property at Auburn Enterprise Center (Industrial Park)

Information: Tax liens were filed on nine properties on Cascade Dr, Auburn, (the Auburn Enterprise Center, Industrial Park), for 2016 unpaid real estate taxes. These tax liens will mature on January 10, 2019, and if the City does not waive the automatic foreclosure, the City will take possession of these properties. The City also has tax liens for the 2017 taxes which will mature in December of 2019. At this time the Council will again have an opportunity to decide whether to take possession or waive foreclosure.

City Budgetary Impacts: If the City takes possession of this property all utilities, insurance and any maintenance issues would be the City's responsibility.

Staff Recommended Action: Passage of a waiver of foreclosure for the 2016 Tax Liens.

Previous Meetings and History: Presented at the 11/19/2018 City Council workshop and the vote was postponed until tonight's meeting.

City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in blue ink, appearing to read "Peter J. Coakley".

Attachments:

Order: Waiver of Municipal Real Estate Tax Liens Mortgage Foreclosure

Copy of Waiver of Municipal Real Estate Tax Liens Mortgage Foreclosure to be filed at the Registry of Deeds.

Copy of Original Tax Liens

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$7861.61 together with interest of \$176.40 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$8098.57 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-002-000-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5890-152

Property Location: 207 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

Nancy Bosse

Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, *Tina P. Nason*
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY
Tina M. Chaumond
REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

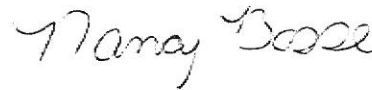
I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$7748.74 together with interest of \$173.87 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$7983.17 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-002-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5890-152

Property Location: 267 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

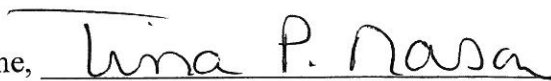


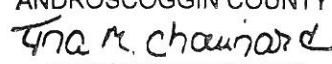
Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, 
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY

REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$229.09 together with interest of \$5.14 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$294.79 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-000-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 268 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

Nancy Bosse

Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

Tina P. Nason

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY
Tina R. Chaumard
REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$3599.47 together with interest of \$80.77 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3740.80 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 226 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.




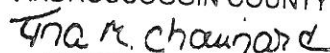
Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, 
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY

REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$2546.78 together with interest of \$57.15 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$2664.49 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-002-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 239 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

Nancy Bosse

Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, *Tina P. Nason*
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY
Tina M. Chaumond
REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

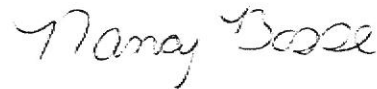
I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$3025.07 together with interest of \$67.88 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3153.51 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 8279-115

Property Location: 11 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.




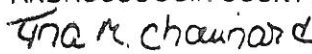
Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, 
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY

REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$2860.80 together with interest of \$64.19 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$2985.55 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-002-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 35 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

Nancy Bosse

Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, *Tina P. Nason*
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY
Tha M. Chaunard
REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

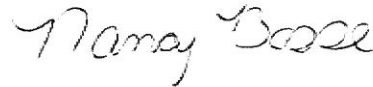
I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$3279.86 together with interest of \$73.59 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3414.01 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-003-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 76 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

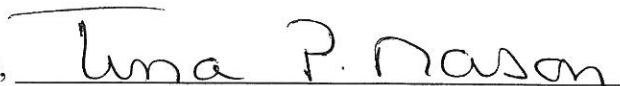


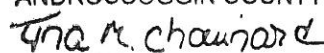
Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, 
Tina P Nason, Notary Public
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY

REGISTER OF DEEDS

State of Maine
Tax Collector's Lien Certificate
Title 36 M.R.S.A. § 942 and § 943
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26th day of July, 2016, hereby certify that a tax of \$4269.97 together with interest of \$95.81 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$4426.34 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-004-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 160 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6th day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

Nancy Bosse

Nancy Lee Bosse, Tax Collector
City of Auburn, Maine

State of Maine
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

Tina P. Nason

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY
Tina M. Chouinard
REGISTER OF DEEDS

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-73 is hereby waived.

Property Location 207 CASCADES DR Map and Lot 118-002-000-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-74 is hereby waived.

Property Location 267 CASCADES DR Map and Lot 118-002-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-75 is hereby waived.

Property Location 268 CASCADES DR Map and Lot 118-004-000-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-76 is hereby waived.

Property Location 226 CASCADES DR Map and Lot 118-004-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-77 is hereby waived.

Property Location 239 CASCADES DR Map and Lot 118-004-002-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-83 is hereby waived.

Property Location 11 CASCADES DR Map and Lot 130-001-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-84 is hereby waived.

Property Location 35 CASCADES DR Map and Lot 130-001-002-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-85 is hereby waived.

Property Location 76 CASCADES DR Map and Lot 130-001-003-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944
Waiver of Municipal Real Estate
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-86 is hereby waived.

Property Location 160 CASCADES DR Map and Lot 130-001-004-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

Jill M. Eastman, Municipal Treasurer
City of Auburn

ACKNOWLEDGEMENT

State of Maine
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

Nancy Lee Bosse, Notary Public
My Commission Expires January 29, 2023

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 98-11192018

ORDERED, that the City Council hereby authorizes the Finance Director to record a waiver of foreclosure at the Androscoggin County Registry of Deeds pursuant to 36 M.R.S.A. § 944, on real estate taxes assessed against Auburn Business Development CO for property located at the following:

207 Cascades Dr, Map and Lot 118-002-000-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-73;

267 Cascades Dr, Map and Lot 118-002-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-74;

268 Cascades Dr, Map and Lot 118-004-000-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-75;

226 Cascades Dr, Map and Lot 118-004-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-76;

239 Cascades Dr, Map and Lot 118-004-002-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-77;

11 Cascades Dr, Map and Lot 130-001-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-83;

35 Cascades Dr, Map and Lot 130-001-002-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-84;

76 Cascades Dr, Map and Lot 130-001-003-000, dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-85, and

160 Cascades Dr, Map and Lot 130-001-004-000, dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-86.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 3, 2018

Author: Jill M. Eastman, Finance Director

Subject: Order – Reallocating Airport Unspent Proceeds from the City’s General Obligation Bonds.

Information: This is the order authorizing the reallocation of \$26,000 from the FY 19 General Obligation Bonds that were for the Auburn-Lewiston Airport and unspent to fund Auburn’s share of a V-Plow and a Compact Tractor.

City Budgetary Impacts: There are no budgetary impacts at this time.

Staff Recommended Action: Staff recommends passage.

Previous Meetings and History: Presented at the 11/19/2018 Council workshop. The Lewiston City Council voted in favor of this at their meeting on 11/20/2018.

City Manager Comments:

I concur with the recommendation. Signature:  _____

Attachments:

- Memo of explanation
- Order



City of Auburn, Maine

Finance Department

www.auburnmaine.gov | 60 Court Street

Auburn, Maine 04210

207.333.6601

TO: Mayor Jason J. Levesque
And Members of the City Council
Peter Crichton, City Manager
Phil Crowell, Assistant City Manager

FROM: Jill M. Eastman, Finance Director

RE: Auburn-Lewiston Airport Surplus Funds Transfer

DATE: November 13, 2018

During the FY19 budget deliberations, the City Council approved \$150,000 (Auburn's portion) in bond funds to purchase a new John Deere 6213 tractor for the Auburn-Lewiston Airport. The actual cost of the tractor totaled \$239,000, producing a surplus of \$61,000.

The Airport Board at the recommendation of the Airport Director is respectfully requesting to use \$52,000 (\$26,000 from each City) of the \$61,000 surplus to purchase two additional pieces of equipment.

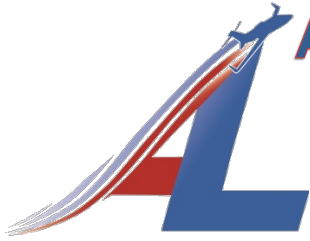
In recent years, the Airport has received criticism from users of the facility about their ability to clear snow in a timely and effective manner. Similar to the City, the airport has staffing challenges when it comes to large, slow-moving storms. The Director has the additional burden of antiquated and ineffective snow equipment. The tractor purchase begins to address that problem. The Director is also recommending the purchase of a V-Plow for one of the pick-up trucks at \$6,000 and a compact tractor to better facilitate the clearing of small ramps, sidewalks and areas immediately surrounding buildings and structures. The compact tractor has an estimated cost of \$46,000.

The Airport Board is recommending approval recognizing it's "off-cycle" timing for these capital requests in order to better address snow removal this winter to improve customer service.

Airport Capital Improvement Budget Plan FY 2019 to FY 2023

Line Number	Priority	Total of Project	Local Funding				Estimated Funding Through Sponsor Operation	Federal and/or State Portion
			Funded Through Prior Year Fund Surplus	Estimated Funding Through Public Debt (Bond)	Estimated Funding Through Private Debt (Mortgage)	Estimated Funding Through Fund Balance		
Proposed for FY19								
1	Runway Maintenance	400,000.00					20,000.00	380,000.00
1	Wildlife Control Equipment	300,000.00		300,000.00				
1	Airport Parking Lot	350,000.00		350,000.00				
2	Replace Motor Vehicle Fuel Pump	160,000.00		160,000.00				
1.5	Replace Perimeter Fence	35,000.00				35,000.00		
1	Hangar Door Repair	150,000.00				150,000.00		
2	Service Vehicle #1	35,000.00				35,000.00		
	Total	1,430,000.00	-	810,000.00	-	220,000.00	20,000.00	380,000.00
Proposed for FY 20								
1	Runway Reconstruction	6,000,000.00					300,000.00	5,700,000.00
1	Construct New Fuel Farm	750,000.00		750,000.00				
1	Airport Parking Lot	300,000.00		300,000.00				
2	Service Vehicle #2	30,000.00				30,000.00		
	Total	7,080,000.00	-	1,050,000.00	-	30,000.00	300,000.00	5,700,000.00
Proposed for FY 21								
1	Reconstruct Aircraft Parking Apron	500,000.00		500,000.00				
2	Service Vehicle	35,000.00				35,000.00		
	Total	535,000.00	-	500,000.00	-	35,000.00	-	-
Proposed for FY 22								
1	Reconstruct Aircraft Parking Apron	400,000.00					20,000.00	380,000.00
	Total	400,000.00	-	-	-	-	20,000.00	380,000.00
Proposed for FY 23								
2	Aircraft Hangar (Nested T)	750,000.00			750,000.00			
3	Aircraft Hangar (Corporate)	1,000,000.00			1,000,000.00			
	Total	1,750,000.00	-	-	1,750,000.00	-	-	-
Plan Grand Total								
		11,195,000.00	-	2,360,000.00	1,750,000.00	285,000.00	340,000.00	6,460,000.00

Priority is defined as follows:
1 - Immediate need
2 - Important but not immediate need
3 - Offers growth opportunity
3 - Offers growth opportunity



Auburn Lewiston Municipal Airport

80 Airport Drive, Auburn, ME 04210
(207) 786 0631 FAX: (207) 782 3024
www.flytomaine.com

28 November 2018

To: Peter Crichton, City Manager, City of Auburn

From: Rick Lanman, Airport Director 

RE: Request for Surplus Funds Transfer

We are requesting the reallocation of funds so that we can add a compact tractor and a pickup mounted V plow to our Capital Improvement Plan for this fiscal year. This is an action that has already been accomplished by Lewiston City Council on 20 November 2018.

In preparing the annual capital equipment request, the airport staff reviews our needs and aligns its condition with the expected usage to come. Through this exercise, we determine what is beyond our ability to maintain or purchase through airport operation revenues in the coming years. Those items are then added to the Capital Improvement Plan. At times, items that are just as important get identified in the exercise but are deferred so that the burden of funding the airport put on the sponsor cities is reasonable. That list is maintained separately as a "dream sheet" or "nice to have" list to be called on in situations just like this one.

At the top of that separate list since 2014 has been a compact tractor like the one involved in this reallocation request. The airport traded in a compact tractor to purchase a zero-turn mower that was needed to decrease the amount of time the runway was closed to mow around the runway lights. The traded compact tractor was used in other ways but closing the runways for 6 hours to mow was costing the airport money that we could be earning ourselves. That same year we included the big tractor that was finally approved as part of this fiscal year's budget.

In receiving the favorable pricing during the Request for Proposal process we undertook to purchase the big tractor, we saw an opportunity to replace the compact tractor. Adding a machine that increases the speed of snow removal operations using less manpower in winter time and then go to places the big mower can't go (i.e.: along fences and next to buildings) in the summer is an appropriate use of surplus capital equipment funding to us. The opportunity to reduce snow removal time while increasing the amount of effort would help assuage some of the angst the airport users experience every year. The compact tractor will become even more useful as the expanded parking lot is completed, adding additional walkways to be cleared and grassy area near buildings to maintained.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 105-12032018

ORDER, Authorizing the Reallocation of \$52,000 from the A-L Airport Tractor Purchase to Purchase a V-Plow and a Compact Tractor for the Airport.

WHEREAS, the City Council approved \$150,000 for Auburn's share of the \$300,000 John Deere Tractor for the Airport during the FY19 budget deliberations; and

WHEREAS, the bid for the tractor was awarded at \$239,000 producing a \$61,000 surplus - \$30,500 per each city; and

WHEREAS, to improve the timeliness and effectiveness of snow removal, the Airport is requesting to purchase two additional pieces of equipment; and

WHEREAS, the Airport is requesting to purchase a \$6,000 V-Plow and a \$46,000 compact tractor; and

WHEREAS, both the City of Lewiston and Auburn would need to approve their portion of the additional \$26,000 purchase; and

WHEREAS, the City of Auburn's anticipated share of the surplus of \$4,500 will be returned to unallocated bond proceeds,

NOW, THEREFORE, BE IT ORDERED by the CITY COUNCIL of the CITY of AUBURN

That the amount of \$52,000 is hereby transferred from the Airport Tractor Purchase to purchase a V-plow and a compact tractor whereby Auburn's share of the purchase is \$26,000 and subject to the City of Lewiston approving the same budgetary transfer. Lewiston approved this at their meeting on November 20, 2018.