



**City Council Workshop & Meeting
March 5, 2018
Agenda**

5:30 P.M. Workshop

- A. Executive session to discuss Economic Development (potential project) 1 M.R.S.A § 405 (6)(C) – Michael Chamings (10 minutes).
- B. Green Dot LA - Peter Elias and Susan Weiss (10 minutes)
- C. Tri County Mental Health Opioid Grant – Catherine Ryder (20 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Walker

Appoint a Mayor Pro Temporé in the temporary absence of Mayor Levesque

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 23-03052018***
Approving the temporary sign request for the Auburn Business Association’s “Citizen of the Year” signs.
- II. **Minutes** – February 26, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions - None**
- 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 24-03052018**

Authorizing the submission of a pre-proposal for the NOAA Coastal Resilience Grants Program (FY 2018) for the removal of the Littlefield Dam.

2. Order 25-03052018

Authorizing the sale of Tax Acquired and City Owned Property at Hackett Road, Parcel ID 159-014.

3. Order 26-03052018

Authorizing the sale of Tax Acquired and City Owned Property 10 Lucille Street, Parcel ID 201-093.

4. Order 27-03052018

Authorizing the sale of Tax Acquired and City Owned Property at 73 Paul Street, Parcel ID 0191-057.

5. Order 28-03052018

Authorizing the sale of Tax Acquired and City Owned Property 1 Gamage Avenue, Parcel ID 250-310.

6. Order 29-03052018

Authorizing the sale of Tax Acquired and City Owned Property 5 Gamage Avenue, Parcel ID 250-319.

7. Order 30-03052018

Authorizing the sale of Tax Acquired and City Owned Property 143 Hampshire Street, Parcel ID 250-311.

8. Order 31-03052018

Authorizing the City Manager to hire an additional full time City Electrician.

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

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

X. Adjournment



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: March 5, 2018

Subject: Executive Session

Information: Economic Development (potential project), 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: March 5, 2018

Author: Jody Durisko, Executive Assistant, City Manager's Office

Subject: Green Dot LA

Information: Green Dot LA is volunteer group working to make the Twin Cities better and safer communities. They partner with a nationally recognized violence and harassment prevention program to offer trainings to local organizations and groups. They are training people in the communities to recognize the signs of harassment and violence and how to respond safely.

Green Dot LA currently has twenty-five (25) ambassadors from various organizations and groups, more than twenty (20) organizations committed to future Community Bystander Workshops, and eighteen (18) participants being trained as Green Dot certified instructors in the Auburn – Lewiston area including the Auburn police department, YWCA Central Maine, Community Concepts, Safe Voices, and Healthy Androscoggin, to name a few.

City Budgetary Impacts: None.

Staff Recommended Action: To Support Green Dot LA efforts.

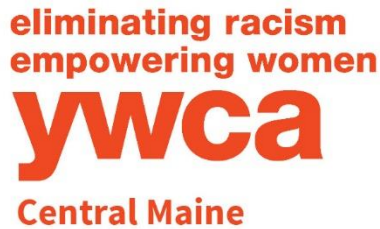
Previous Meetings and History: N/A

Assistant City Manager Comments:

I concur with the recommendation. Signature: *Denise M. Clavette*

Attachments:

- Green Dot LA FAQ's
- Green Dot Participants
- Green Dot Information Card



Kathy Durgin-Leighton
Executive Director
YWCA Central Maine
130 East Avenue
Lewiston, ME 04240

26 February 2018

Peter Crichton
City Manager, City of Auburn
Auburn City Hall
60 Court Street
Auburn, ME 04210

Dear Peter:

Thank you so much for meeting with Jan Phillips and me last Friday, to let us speak with you about Green Dot LA and its efforts to bring bystander training to the citizens of Auburn and Lewiston.

As we indicated then, this effort was started by Community of Kindness and the YWCA Central Maine in partnership with Green Dot, an international leader in bystander training. The resulting **Green Dot LA** is a group of local volunteers – people of all ages, occupations, and cultural and ethnic backgrounds – who want to make our Twin Cities stronger by teaching bystanders to safely and effectively stop threats and violent behaviors. Our goal is to make hateful or hurtful words and behaviors less common in our community.

Since August 2017, when 46 people were trained as certified Green Dot LA instructors, we have been practicing our training skills and laying the necessary groundwork for community outreach. We eagerly anticipate our **Green Dot LA Launch Week (March 5-9, 2018)**, which will feature public presentations in both Auburn and Lewiston, a Power Lunch at the LA Metro Chamber of Commerce, and the exhibition of a remarkable Green Dot LA quilt. The Launch Week will publicize the effort and let people know Green Dot LA can offer bystander intervention training, through presentations or longer workshops, at no cost to organizations and businesses throughout the area.

We would very much like to make a 10-minute presentation, with an opportunity to answer any questions immediately after at the beginning of the Auburn City Council Meeting on Monday, March 5th. Presenters would be Peter Elias and Susan Weiss. Other Green Dot LA participants and supporters would be in attendance as part of the audience. We would also gratefully welcome the Auburn City Council affirming a Resolution of Support for the effort (see attached in draft form). We believe a presentation and a Resolution of Support will together let many know that this beneficial training is now ready to spread across the Twin Cities, helping to make our community even stronger.

Thank you for considering our request to present and for the Council to entertain a Resolution of Support. We appreciate your help greatly!

Cordially yours,

Kathy Durgin-Leighton

**Resolution of Recognition
for
Green Dot LA Initiative and Launch Week**

Whereas, the city of Auburn (*hereinafter the City*) has a demonstrated commitment to keeping this a safe and tolerant community; and,

Whereas, the City endeavors to find and recognize new means of promoting such safety and tolerance, especially those which can work in tandem with municipal public safety efforts; and,

Whereas, the City recognizes and values the work of Green Dot LA in teaching bystanders how to recognize the signs of harassment and violence, and then to safely and effectively respond so as to make these hateful or hurtful words and behaviors less common, thus helping lessen threats and violent behaviors throughout the community; and,

Whereas, the City desires to recognize and commend the Green Dot LA Launch Week of March 5-9, 2018, as marking an important community-wide start to extensive and free Green Dot bystander training to businesses, organizations and citizens throughout the Auburn and Lewiston; and,

Whereas, the City understands that the Green Dot approach believes that no one can (or should) do everything but if everyone does something, even something small, it adds up to a safer and more tolerant community; and,

Now therefore, let it be resolved that the City takes the time to recognize and honor the work of Green Dot LA and its 46 certified instructors in sharing what they have learned with their own and other organizations, neighborhoods, families, and friends, as they work to spread safe, effective bystander training all across the Twin Cities community.

Let it further be resolved, that the City hereby recognizes and commends the Green Dot LA Launch Week (March 5-9, 2018) as a worthy and beneficial endeavor.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018

Author: Catherine Ryder

Subject: Tri County Mental Health Opioid Grant-A Collaboration to Expand Patient Centered Addiction Care

Information: This is an opportunity to provide some education and an update of the work that is currently taking place in the community. In response to the opiate crisis in our community, we are working to create a community response and safe pathway to recovery that provides full access, reduces stigma and encourages the possibility of successful overall well-being and participation.

City Budgetary Impacts: N/A

Staff Recommended Action: Discussion

Previous Meetings and History: N/A

Assistant City Manager Comments:

I concur with the recommendation. Signature: Denise M. Clavette

Attachments: Power Point Presentation

CommUNITY Recovery

A COLLABORATION TO EXPAND PATIENT-CENTERED
ADDICTION CARE



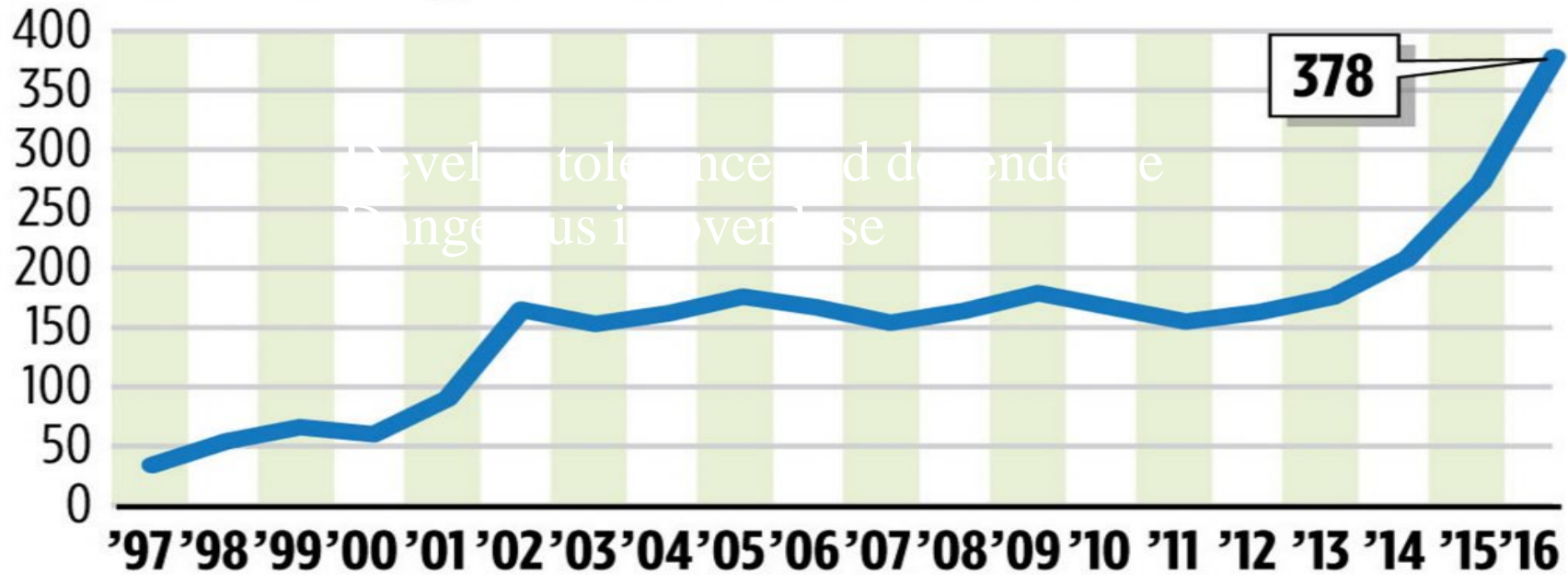
Purpose

- “To create a community response and safe pathway to recovery that provides full access, reduces stigma and encourage the possibility of successful overall well-being and participation.”

Opiates

- Estimated 60,000 deaths from opiate OD in America in 2016
- More than car crashes (40K) or Gun deaths (10K)

Maine drug overdose deaths



SOURCE: University of Maine, Maine Office of the Attorney General

STAFF GRAPHIC | MICHAEL FISHER

Opioid Use Disorder Consequences

Maine Drug-Affected Babies OCFS/MACWIS



OCFS/MACWIS, Drug Affected Babies, 2010 to 2015.

Our Team

- Tri-County Mental Health Services
 - Community MH and Addiction services/Project Lead
- St. Mary's Regional Medical Center
 - Hospital, IOP and outpatient MH/Addiction and medical services
- Lewiston Police Department/Auburn Police Department
- Community Concepts, Inc.
 - housing, economic development and social services
- United Ambulance
- Bates College

Our Team

- Healthy Androscoggin
 - planning, community action, education, and advocacy
- Androscoggin County Jail
- Central Maine Healthcare
 - Hospital and outpatient medical services
- Maine Alliance for Addiction Recovery
 - **statewide recovery community organization**
- Androscoggin Home Care & Hospice
- Androscoggin County Sheriff

Our Goals

- Increase access to treatment for Opiate Addiction
- Create better flow between all aspects of treatment
- No wrong door
- Share Best Practice across the systems
- Support recovery with wraparound supports
- Better coordination of care
- Reduce stigma
- Restore Hope

The Plan

The background features a dark blue gradient on the left, transitioning into a series of curved, glowing blue lines on the right. These lines form a tunnel-like structure that leads towards a bright, glowing blue light source at the top right. A grid of fine lines is visible within the tunnel, creating a sense of depth and perspective.

Universal Release

- Allows all stakeholders to work together to create a Best Outcome
- Paves the way for a Response Network to help refer individual to both Medical (MAT), Treatment and Wraparound services
- Creates the ability to rally around more difficult cases to come up with coordinated treatment plans

MAT/Buprenorphine Training

- Plan to increase access by hosting a free training for local providers
- Get local providers certified to be “Trainers” so we can continue to make it easy for new providers to become Buprenorphine waivered.
- Create support network share best practices and help mentor new providers to make it more attractive to provide MAT services.

Community Resource

- Create a resource directory specific to Androscoggin.
 - Easily accessible
 - Frequently updated
 - Includes Medical, Therapies and Wraparound services (housing, food, case management, transportation, etc.)

Recovery Community

- Work on making Peer support/recovery easily available/prevalent
 - Emergency rooms
 - Clinics
 - Community supports
- Support the fight against Stigma and Discrimination
- Provide input to all aspects of the project

Law Enforcement

- Law enforcement often the first contact people have when they need help
- Their involvement in accessing care is vital
- Coordination with Law enforcement and easy access to referral sources can help get patients to the right treatment as soon as possible

With community, Recovery is possible





**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018

Order: 23-03052018

Author: Sue Clements-Dallaire, City Clerk

Subject: Temporary sign request – Auburn Business Association

Information: The Auburn Business Association would like to request approval to display temporary signs at the locations stated in the attached letter. Signs will be installed by April 10, 2018 and will remain in place until the week following the event which is scheduled to be held on May 10, 2018.

City Budgetary Impacts: None

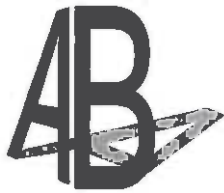
Staff Recommended Action: Recommend passage.

Previous Meetings and History: This is a yearly request from this organization

City Manager Comments:

I concur with the recommendation. Signature: *Denise M. Clavette*

Attachments: Letter of request, diagram of the sign, and Order 23-03052018.



**Auburn Business
Association**

February 26, 2018

To: City of Auburn
From: Margie Bickford, Auburn Business Association
RE: Auburn Business Association "Citizen of the Year" signs

For over 40 years, the Auburn Business Association has recognized a prominent person as its "Citizen of the Year". Once again this year, on May 10th, the ABA will be honoring another worthy recipient. For the past several years, the ABA has placed signs in several locations throughout the City, and this year we are asking the City's permission to display signs on Center Street (in front of Better Homes & Gardens Realty), on Minot Avenue, at Androscoggin Bank, and in New Auburn. These are the same signs used in prior years, updated to reflect current information. To take advantage of their promotional potential, we would like to install them April 10th, and they would remain until the week following the event thereby giving recognition to the recipient.

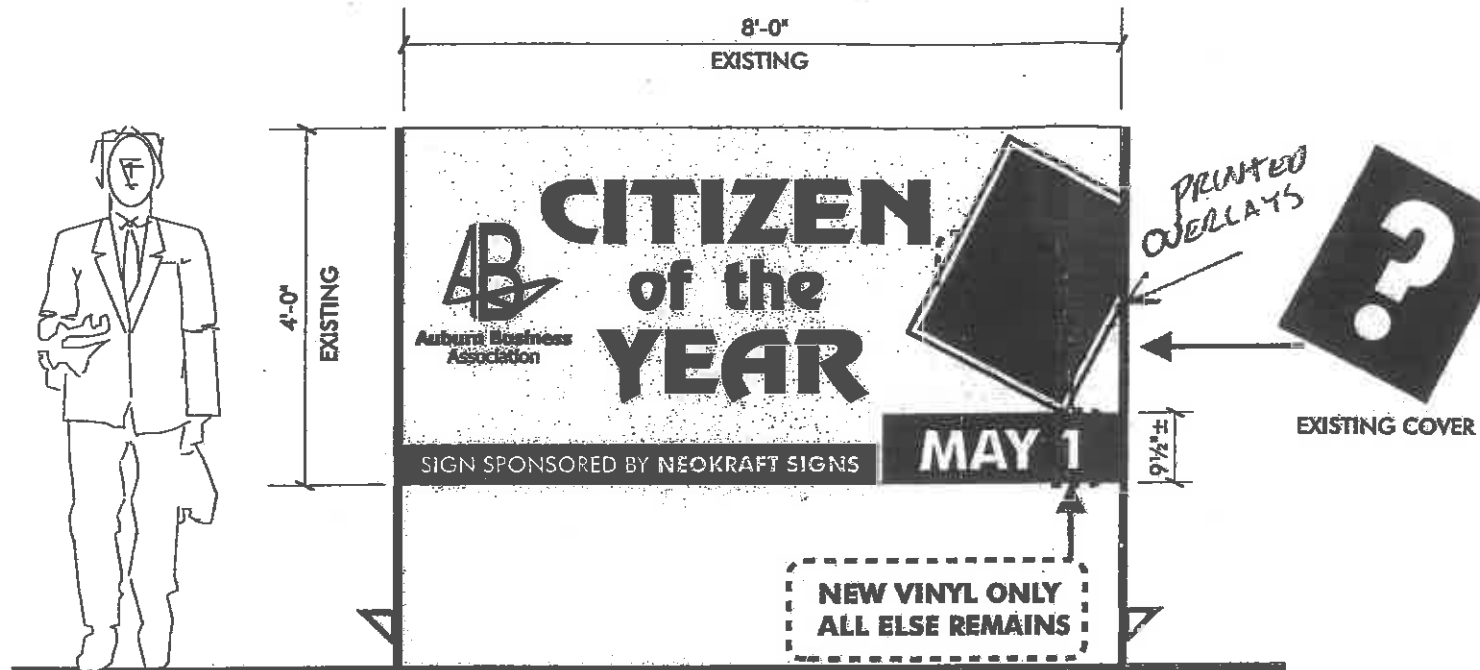
For your convenience, I have attached a drawing showing the type of sign which will be installed. I trust this will give you sufficient information to make a speedy decision regarding this matter. I can be reached at Mechanics Savings Bank, 333-4532. Please don't hesitate to contact me if you should require any additional information and thank you for your help with this matter.

Sincerely,

A handwritten signature in blue ink that reads "Margie Bickford". The signature is written in a cursive, flowing style.

Margie Bickford
Mechanics Savings Bank
Board Member, Auburn Business Association

* REPRINTED ONE SIDE BECAUSE OF DAMAGE (LATEX PRINTER)
SEE FILE FOR ADJUSTED COLORS
SEE UNITS.ZZ FOR UPDATES



REPLACEMENT WHITE VINYL GRAPHICS ON EXISTING SIGNS

VINYL GRAPHICS UPDATES FOR D/F SIGNS

SCALE: 1/2" = 1'-0"

(3) SIGNS TOTAL

Auburn Business Association
17966

SHOP DRAWING

Location: P.O. Box 821

Auburn, Maine

Drawing No.: 1 of 2

Drawn by: BK Rep.: PM

Date: 02.24.2014

Lead No.: 020933

Gen Ref.: 12/14918, 13272, 11687



Neokraft
SIGNS

Neokraft Signs Inc.
686 Main Street
Lewiston, Maine 04240

<http://www.neokraft.com>
T: 207.782.9654 F: 782.6009
1.800.339.2258

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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 23-03052018

ORDERED, that the City Council hereby authorizes the Auburn Business Association to place temporary signs to promote the Auburn Citizen of the Year Event to be held on May 10, 2018 so long as their placement does not affect sight distance for streets or adjacent driveways.

The signs are to be installed on Center Street (in front of Better Homes & Gardens Realty), on Minot Avenue (at Androscoggin Bank), and in New Auburn by April 10, 2018 and removed one week after the event.

IN COUNCIL REGULAR MEETING FEBRUARY 26, 2018 VOL. 35 PAGE 114

Mayor Levesque called the meeting to order at 7:00 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 09-02262018*

Accepting the transfer of \$3,734.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-2409 Tania Howell).

2. Order 10-02262018*

Accepting the transfer of \$1,289.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-2410 Jamel Johnson).

3. Order 11-02262018*

Accepting the transfer of \$1,797.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1942 Wany Anyit).

4. Order 12-02262018*

Accepting the transfer of \$1,762.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-2391 Mustafa Abdi).

5. Order 13-02262018*

Accepting the transfer of \$3,873.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-2412 Jonathan Lara).

6. Order 14-02262018*

Amending Order 08-02052018 previously adopted at the February 5, 2018 City Council meeting to also include domestic partner coverage for all applicable medical benefits (health, dental, and vision).

Motion was made by Councilor Walker and seconded by Councilor Gerry to move consent items 1 through 5 (Orders 09-02262018 through 12-02262018) to new business.

Passage 6-1 (Councilor Young opposed).

Motion was made by Councilor Titus and seconded by Councilor Walker to move consent item 6 (Order 14-02262018) to new business.

Passage 6-1 (Councilor Young opposed).

II. Minutes – February 5, 2018 Regular Council Meeting

Motion was made by Councilor Lasagna and seconded by Councilor Fournier to approve the minutes of the February 5, 2018 Regular Council meeting. Passage 7-0.

III. Communications, Presentations and Recognitions - None

IV. Open Session

Renee Simonitis, 9 Oak Street commented on CDBG (Community Development Block Grant) programs and her experience going through the program. Ms. Simonitis provided a written copy of her comments to the City Clerk to place on file.

V. Unfinished Business

1. Ordinance 01-02052018

Amending the City of Auburn Zoning Ordinance for the property located at 186 Main Street (PID # 231-020) from Traditional Downtown Neighborhood (T-4.2) to Downtown Traditional Center (T-5.1). Public hearing and second reading.

Motion was made by Councilor Titus to postpone this item until the 3/5/2018 City Council meeting. Motion failed for lack of a second.

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

Public hearing – Kathryn Begg, Drummond Street Auburn, spoke in opposition of the proposed zone change. She added that a neighbor, Mr. Pat Callahan, who also owns property on Drummond Street wanted to attend the meeting but was unable to and he gave her permission to note his opposition of this proposed zone change.

Peter Rubins, owner of Garcelon House spoke regarding concerns he has with this proposed zone change. If this zone change goes through, he said that he would like to see a walking path from the river to the Edward Little House.

David Rogers, owner of the Garcelon House and Hasty House, spoke regarding concerns he has with the proposed zone change and stated that he would also like there to be easy access to the River Walk.

Jim Tierney owner of 7 Drummond Street, said he did not know about this request for change until today. He said it would be helpful for him to know who was interested in the property and what their intentions are before there are any changes made to the zoning.

Bob Grieshaber, current occupant of the Edward Little House spoke regarding his concerns with the proposed zone change and stated that he would hope that they would not put in a building that would block the view.

Motion failed 2-5 (Councilors Gerry, Young, Lasagna, Hayes, and Titus opposed). A roll call vote was taken.

VI. New Business

2. Order 15-02262018

Re-appointing Patricia Mador to the LA 911 Committee (term expiration of 1/1/2020) as nominated by the Appointment Committee.

3. Order 16-02262018

IN COUNCIL REGULAR MEETING FEBRUARY 26, 2018 VOL. 35 PAGE 116

Appointing Lance Gagne, Velma McConnell, and Diane Whiting to the Citizens Advisory Committee (term expirations of 6/30/2019) as nominated by the Appointment Committee.

4. **Order 17-02262018**
Re-appointing Larry Pelletier to the Complete Streets Committee (term expiration of 1/1/2021) as nominated by the Appointment Committee.
5. **Order 18-02262018**
Re-appointing Linda Snyder to the Ethics Committee (term expiration of 1/1/2021) as nominated by the Appointment Committee.
6. **Order 19-02262018**
Re-appointing Evan Cyr and Dustin Boutin as full members of the Planning Board (term expirations of 1/1/2021) as nominated by the Appointment Committee.
7. **Order 20-02262018**
Re-appointing Joseph Defilipp and Stephen Ness to the Auburn Sewer District (term expirations of 3/1/2022) as nominated by the Appointment Committee.
8. **Order 21-02262018**
Re-appointing Dan Bilodeau and K. C. Geiger to the Auburn Water District (term expirations of 3/1/2022) as nominated by the Appointment Committee.
9. **Order 22-02262018**
Appointing Mary LaFontaine as full member of the Board of Assessment Review (term expiration of 10/01/2020) as nominated by the Appointment Committee.

Motion was made by Councilor Gerry and seconded by Councilor Young for passage of Orders 15-02262018 through 22-02262018.

7-0 passage.

Motion was made by Councilor Titus and seconded by Councilor Fournier to accept Orders 09-02262018, 10-02262018, 11-02262018, 12-02262018, and 13-02262018 (items that were moved from the Consent Agenda to New Business).

Public comment – no one from the public spoke. Deputy Police Chief Jason Moen answered Councilor’s questions regarding the acceptance of the forfeitures.

Passage 7-0.

Motion was made by Councilor Titus and seconded by Councilor for passage of 14-02262018 (another item that was moved from the Consent Agenda to New Business).

Public comment – no one from the public spoke.

Passage 6-1 (Councilor Young opposed).

Mayor Levesque asked if Council would entertain a motion to suspend the rules to authorize the City Manager to start advertising for a second City Electrician. Motion was made by Councilor Gerry and seconded by Councilor Fournier.

Mayor Levesque asked for comments from the public.

Joe Gray, Sopers Mill Road would like to see Council discuss contracted services. He suggested looking at sharing services from other surrounding towns like Minot or New Gloucester or look at other ways to solve this problem than to hire an additional staff member.

Dan Herrick, 470 Hatch Road said that we should sub out instead of hiring another person adding that it is a lot less expensive and if we hire someone, we would also have to provide benefits. He also noted the importance of having an inspector.

Passage 6-1 (Councilor Titus opposed).

After Council discussion and a straw poll vote, Council decided not to act on this item tonight. It will be brought forth at the March 5, 2018 City Council meeting for action.

VII. Reports

Mayor Levesque – reported on the grand opening and ribbon cutting that was held this past Friday at Craft Brew Underground, and the joint meeting that was held last Thursday with the Lewiston City Council. On Wednesday, he will be announcing his Mayoral Appointments to the Economic Development and Marketing Committee. He reported on the Auburn Public Library's Farmers Market event. He announced that there will be a grand opening of the Brewery at Lost Valley on Wednesday the 28th at 7PM. He provided an update on the Legislative Policy Committee adding that he will be testifying on Wednesday at 9AM. He said he talked with City Manager regarding business license renewals and would like to see the process simplified. He said that he will be absent from Monday's meeting (3/5/2018), will be asking Councilor Young to put his name in for consideration for a vote for Mayor Pro Tem at that meeting. Representative Bruce Bickford will be attending to discuss legislative discussions regarding medical and recreational marijuana. Last, he said he will be traveling to Europe sometime in April. He will be taking a tour of WWI and WWII battlefields. He asked that residents of Auburn to let him know if anyone has a loved one that is interred in Europe and he will visit the grave site to pay his respects on their behalf and on behalf of the City.

Councilor Young – reported that the Androscoggin Historical Society will meet tomorrow night, the topic will be treasure chests and their stories. He also reported that he had orientation on the ELHS Building Committee adding that something will be said within the next 6 months. He reported that the Nomination Committee met and was unable to appoint to the Parks and Recreation Board due to a ward requirement in the ordinance. He said they are going to ask the City Council to look at possibly changing that.

Councilor Lasagna – reported that the School Building Committee was supposed to meet tomorrow, however that has been cancelled. They will be meeting sometime in

March instead. She reported that she will be attending the Citizens Advisory Committee meeting to be held on Wednesday, 2/28/18 where they will elect a chair person and talk about the consolidation plan overview and status of year action plan and budget. They will submit the application to HUD on May 12th for final approval.

Councilor Hayes – reported on upcoming meetings, Wednesday AVCOG will meet, and Thursday the Airport Board will meet. He said he was glad that the two cities (Lewiston and Auburn) met last Thursday and he looks forward to future meetings. He also reported on a few public observations. First, the Concord bus northbound is finding difficulties finding a good route getting to the terminal which seems to be backing up traffic. Second, extended parking in the Wal Mart parking lot.

Councilor Titus – reported on the Sewer and Water District meetings that were held last week. The Water Department did agree to allocate \$300,000 for a study on Taylor Pond to find out if feasible to get year-round water out there. He said they signed a 3-year mowing contract and talked about working with the city to try to save money. He said that idea was not well received. He said he would like to see all departments of the city including the School Department working together to try to save money. He reported that Minot Avenue is going to be torn up with a MDOT project, as well as work on the sewer line (in the Fairview School area past Court Street).

Councilor Fournier – reported that the School Committee and Library Board have not met since she last reported. She did mention that there would be an Auburn School Community Forum called Vision 2030, on Wednesday the 7th of March in the ELHS gym. As follow up on what took place in Florida, she reached out to a couple of the school principals to ask how things were going. She also said that there have been a lot of questions regarding a student walkout and said something would be coming from school administration regarding that.

Councilor Walker – reported that there will be a meeting tomorrow night at 6PM at Rolly's Diner. Tim Hall from LA911 will be the guest speaker who will talk about Code Red. He said that people have been asking about Great Falls TV, and where can you find the Council meetings. He said channel 1302 is the new channel. He talked about the Appointment Committee and the rules and regulations of each committee. He wants to look into that further before making any recommendations to make any changes.

Councilor Gerry – reported on the Appointment Committee and thanked everyone that applied. She said they still have several openings. She commented that the committee was unable to nominate to the Parks and Recreation Board due to the ward restrictions outlined in our ordinance. She reported that the Age Friendly Committee will be meeting tomorrow night at 5:00 PM at Hasty Armory.

Mayor Levesque - added to his report that the Edward Little High School basketball teams are going to the State Championships – both boys and girls.

City Manager – commented on the Joint Council meeting between Lewiston and Auburn adding that there was a discussion today on Sports Tourism. He also reported on the Ag

Study and said that he appreciates the work that is being done, especially the work of Mary Sylvester and Eric Cousens. He reported that we've started working on the FY19 budget. Last, he said that he, too, will not be at the 3/5/18 Council meeting.

Finance Director, Jill Eastman – January 2018 Monthly Finance Report

Motion was made by Councilor Walker and seconded by Councilor Lasagna to accept and place on file the January 2018 Monthly finance report. Passage 7-0.

VIII. Open Session

Renee Simonitis, 9 Oak Street, spoke about public servitude.

Dan Herrick 470 Hatch Road, spoke about tax acquired properties.

Joe Gray, Sopers Mill Road, spoke about the Library, the Riverside Drive pavement (not wide enough), the city budget, tax acquired property, the housing demand and number of houses currently on the market in Auburn, and Council constituency and the discussion regarding the Electrical Staffing item.

IX. Executive Session

Executive Session - Discussion on a poverty abatement case # 2018-001 pursuant to (36 M.R.S.A § 841) with possible action to follow.

Motion was made by Councilor Fournier and seconded by Councilor Walker. Passage 7-0.
Time: 9:06 PM.

Council was declared out of Executive Session at 9:44 PM.

Motion was made by Councilor Walker and seconded by Councilor Fournier to grant a poverty abatement, case #2018-001 in the amount of \$1,921.96 (\$960.98 due in September 2017 and \$960.98 that will be due in March 2018). Passage 6-1 (Councilor Hayes opposed).

Executive Session - Discussion regarding Economic Development, pursuant to (1 M.R.S.A § 405 (6)(C)).

Motion was made by Councilor Titus and seconded by Councilor Walker. Passage 7-0.
Time: 9:49.

Council was declared out of Executive Session at 10:11 PM.

X. Adjournment - Motion was made by Councilor Walker and seconded by Councilor Lasagna to adjourn. Passage 4-0-3 (Councilors Gerry, Fournier, and Hayes were not in the room for the vote). The meeting adjourned at 10:11 PM.

A TRUE COPY

ATTEST 

Susan Clements-Dallaire, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018

Order: 24-03052018

Author: Jordan Tate, Conservation Commission Chair, Eric Cousens, Deputy Director of Economic and Community Dev.

Subject: Auburn Conservation Commission request for City Council approval to submit a pre-proposal for the NOAA Coastal Resilience Grants Program (FY 2018)

Information: The principal objective of the NOAA Coastal Resilience Grants Program is to implement projects that build resilience of U.S. coastal communities and ecosystems. In Fiscal Year (FY) 2018, this solicitation is seeking coastal habitat restoration projects that build resilience by conserving and restoring sustainable ecosystem processes and functions and reducing the vulnerability of coastal communities and infrastructure from the impacts of extreme weather events, climate hazards, and changing ocean conditions.

The Littlefield dam breached in the 1980's making the dam obsolete. Obsolete dams can act as barriers for downstream transportation of sediments and nutrients, as barriers for upstream and downstream fish migration, and pose potentially significant hazard for downstream residents and infrastructure in the event of a catastrophic breach and ongoing, uncontrolled deterioration.

Removal of the Littlefield Dam would first and foremost remove the hazard, and owner liability, of further deterioration and/or a catastrophic breach. Dam removal would also eliminate the potential for trapped sediments. Case studies have shown that removal of obsolete dams can improve water quality by allowing proper sediment transport and deposition, and in turn increase property values along the river. Removing the Littlefield Dam would also open up that stretch of river for easier downstream fish migration, and with ongoing dam relicensing process of the Lower Barker Mill Dam and upcoming relicensing of the Upper Barker Mill Dam, has great potential to allow upstream fish migration as well.

The proposal is to allow the Conservation Commission to file a pre-proposal and then seek outside funding for grant matching funds. There is substantial interest from outside agencies and nonprofits to restore fish passage to the Little Androscoggin River and finding outside match is likely. At this time there is no request for local match other than Staff support on the project.

City Budgetary Impacts: Minimal. Loss of \$2,000 in assessed value in exchange for hazard removal, increased recreational potential and fisheries improvement over time.

Staff Recommended Action: Pursue grant opportunity. In the future if it is determined that a local financial contribution is needed to move forward that would be brought to the Council for a decision.

Previous Meetings and History: Mention of the obsolete dam and potential for removal grants at previous Council meetings related to hydropower relicensing. Presentation at the City Council workshop on 2/26/2018.

Assistant City Manager Comments:

I concur with the recommendation. Signature:

A handwritten signature in blue ink that reads "Denise M. Clavette".

Attachments: City Council Brief From Jordan Tate, Conservation Commission Chair on NOAA Funding Opportunity for Littlefield Dam Removal; Location Map; Tax Card; NOAA Full Grant Announcement

The Auburn Conservation Commission would like to request approval before City Council to submit a pre-proposal for the NOAA Coastal Resilience Grants Program (FY 2018). The requested grant would provide funding for the removal of the breached Littlefield Dam, owned by MCC Acquisition LLC.

“The principal objective of the NOAA Coastal Resilience Grants Program is to implement projects that build resilience of U.S. coastal communities and ecosystems. In Fiscal Year (FY) 2018, this solicitation is seeking coastal habitat restoration projects that build resilience by conserving and restoring sustainable ecosystem processes and functions and reducing the vulnerability of coastal communities and infrastructure from the impacts of extreme weather events, climate hazards, and changing ocean conditions. This program supports activities that restore or create natural infrastructure and natural landscape features to provide valuable ecosystem functions and services, such as habitat for fish, improved water quality and quantity, flood reduction, and erosion protection. Proposed projects should also support sustainable fisheries managed by NOAA under the Magnuson-Stevens Fisheries Conservation and Management Act (Managed Species), contribute to the recovery of protected resources managed by NOAA under the Endangered Species Act (Listed Species) – including species identified by NMFS as “Species in the Spotlight,” and/or benefit native fish species of the Great Lakes. Proposals may include: planning, feasibility and design projects; implementation projects; or projects that combine the two.”

Based on available information, the Littlefield dam breached in the 1980s, making the dam obsolete. Obsolete dams can act as barriers for downstream transportation of sediments and nutrients, as barriers for upstream and downstream fish migration, and pose potentially significant hazard for downstream residents and infrastructure in the event of a catastrophic breach and ongoing, uncontrolled deterioration.

Removal of the Littlefield Dam would first and foremost remove the hazard, and owner liability, of further deterioration and/or a catastrophic breach. Dam removal would also eliminate the potential for trapped sediments. Case studies have shown that removal of obsolete dams can improve water quality by allowing proper sediment transport and deposition, and in turn increase property values along the river. Removing the Littlefield Dam would also open up that stretch of river for easier downstream fish migration, and with ongoing dam relicensing process of the Lower Barker Mill Dam and upcoming relicensing of the Upper Barker Mill Dam, has great potential to allow upstream fish migration as well. All of the above would improve coastal resiliency and strongly match with the objectives outlined in the NOAA Coastal Resilience Grants Program.

Pertinent details of the grant include:

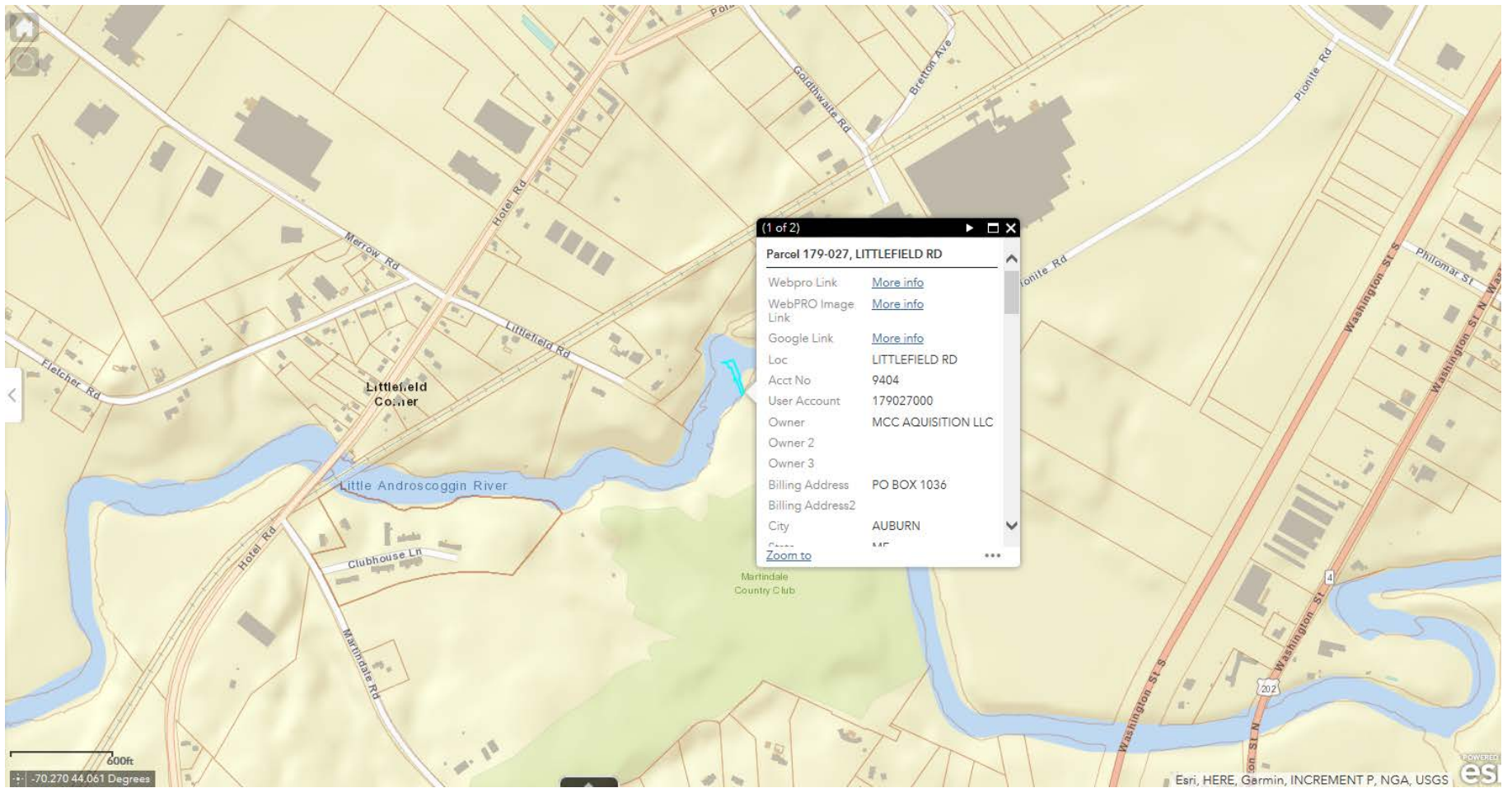
- Federal funds awarded under this program must be matched with non-federal funds at a 2:1 ratio of federal to non-federal contributions.

- NOAA will only award funds to projects that receive and demonstrate approval from the State's Governor to implement the proposed project as evidenced by a letter or other form of documented correspondence.
- Applications should cover a period of performance between 12 and 36 months.
- Pre-proposals are due by 11:59pm on March 7, 2018

The Auburn Conservation Commission timeline leading up to the pre-proposal deadline of March 7, 2018 follows below:

- 1) Get confirmation from dam owner in support of removal (by February 26th)
- 2) Get vote from Conservation Commission to support requesting approval from City Council (Conservation Commission meeting on February 21st)
- 3) Start reaching out to potential stakeholders for sources of matched non-federal funding
 - a) Androscoggin Land Trust
 - i) Potentially provide in kind lawyer services?
 - b) Trout Unlimited-Kathy Scott Chair Maine Council of Trout Unlimited
 - i) Potentially perform fish surveys pre and post removal for in-kind match?
 - c) Maine Rivers-Landis Hudson Executive Director Maine Rivers
 - i) Bjorn working with Maine Rivers on another dam removal project
 - d) Natural Resource Council of Maine-Nick Bennett Staff Scientist Natural Resources Council of Maine
 - i) Potential source for in-kind lawyer and scientist services
 - e) Atlantic Salmon Federation-Dr. Gerard Zegers President Maine Council of the Atlantic Salmon Federation and Mr. John Burrows Director of New England Programs Atlantic Salmon Federation
 - f) American Whitewater
 - g) The Nature Conservancy
- 4) Request approval from City Council to submit proposal for Grant (assuming yes...) on their February 26th meeting
- 5) Finalize the pre-proposal and submit by March 7th 2018

Littlefield Dam Location Map



Unofficial Property Record Card - Auburn, ME

General Property Data

Parcel ID 179-027	Account Number 179027000
Prior Parcel ID --	Property Location LITTLEFIELD RD
Property Owner MCC AQUISION LLC	Property Use DAMS/POWER
Mailing Address PO BOX 1036	Most Recent Sale Date 11/3/2009
City AUBURN	Legal Reference 7822-91
Mailing State ME Zip 04211	Grantor MARTINDALE COUNTRY CLUB INC,
Parcel Zoning	Sale Price 1,300,000
	Land Area 0.000 acres

Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 2,000	Land Value 0	Total Value 2,000
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Building Description

Building Style	Foundation Type	Flooring Type N/A
# of Living Units 0	Frame Type	Basement Floor N/A
Year Built N/A	Roof Structure	Heating Type N/A
Building Grade	Roof Cover	Heating Fuel N/A
Building Condition N/A	Siding	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

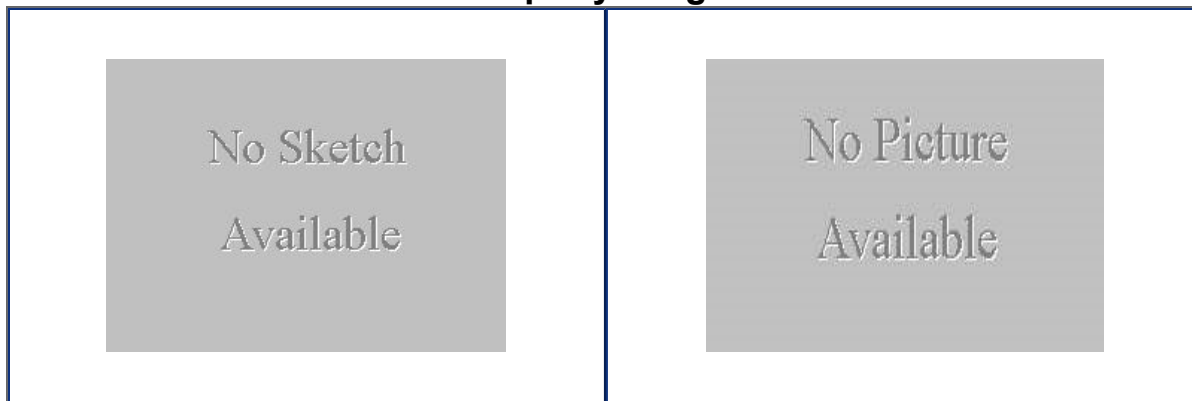
Legal Description

Non Power Generating 2009 1st SUPP

Narrative Description of Property

This property contains 0.000 acres of land mainly classified as DAMS/POWER with a(n) style building, built about N/A , having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

NOAA Coastal Resilience Grants Program (FY 2018)

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ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

EXECUTIVE SUMMARY

Federal Agency Name(s): National Marine Fisheries Service (NMFS), National Oceanic and Atmospheric Administration (NOAA), Department of Commerce

Funding Opportunity Title: NOAA Coastal Resilience Grants Program (FY 2018)

Announcement Type: Initial

Funding Opportunity Number: NOAA-NMFS-HCPO-2018-2005502

Catalog of Federal Domestic Assistance (CFDA) Number: 11.463, Habitat Conservation

Dates: This program has a mandatory pre-proposal. Pre-proposals must be received by email at resilience.grants@noaa.gov by 11:59 PM Eastern time on March 7, 2018. See Section IV.B for more information regarding pre-proposal requirements.

The Full Application deadline will be no earlier than May 7, 2018 at 11:59 PM Eastern time. The actual deadline will be provided by direct notice to all eligible applicants, after pre-proposal review. At least 40 days will be provided for completion of a Full Application. Full Applications must be received by www.Grants.gov, postmarked, or provided to a delivery service by 11:59 PM Eastern time on the due date. The time the application was provided to a delivery service must be documented with a receipt. No facsimile or electronic mail applications will be accepted for the Full Application. See Section III.C for more information, including a limit on transit time and Section IV.G for an address to submit paper applications.

Funding Opportunity Description: The principal objective of the NOAA Coastal Resilience Grants Program is to implement projects that build resilience of U.S. coastal communities and ecosystems. In Fiscal Year (FY) 2018, this solicitation is seeking coastal habitat restoration projects that build resilience by conserving and restoring sustainable ecosystem processes and functions and reducing the vulnerability of coastal communities and infrastructure from the impacts of extreme weather events, climate hazards, and changing ocean conditions. This program supports activities that restore or create natural infrastructure and natural landscape features to provide valuable ecosystem functions and services, such as habitat for fish, improved water quality and quantity, flood reduction, and erosion protection. Proposed projects should also support sustainable fisheries managed by NOAA under the Magnuson-Stevens Fisheries Conservation and Management Act (Managed Species), contribute to the recovery of protected resources managed by NOAA under the Endangered Species Act (Listed Species) – including species identified by NMFS as “Species in the Spotlight,” and/or benefit native fish species of the Great Lakes. Proposals may include: planning, feasibility and design projects;

implementation projects; or projects that combine the two.

Proposals selected for funding through this solicitation will be funded through cooperative agreements. One year or multi-year awards up to three funding years may be awarded, and additional releases of funds may be used to fund selected proposals through FY2020 without further competition, pending future budget appropriations. NOAA anticipates typical awards for planning, feasibility and design-only projects will range from \$75,000 to \$300,000. NOAA anticipates typical awards for implementation projects or design and implementation projects will range from \$250,000 to \$1,000,000. NOAA will not accept proposals with a federal funding request of less than \$75,000 or more than \$2,000,000. NOAA anticipates up to \$9 million will be available under the Federal Funding Opportunity (FFO) in FY2018. Funds will be administered by the NOAA Restoration Center, in coordination with the NOAA National Ocean Service's Office for Coastal Management.

Federal funds awarded under this program must be matched with non-federal funds at a 2:1 ratio of federal to non-federal contributions. For example, an applicant requesting \$500,000 in federal funding must provide at least \$250,000 in non-federal matching contributions, for a total budget of \$750,000.

This competition has a mandatory pre-proposal. Only applicants whose pre-proposals meet eligibility requirements, including strongly aligning with program objectives and goals, as determined by NOAA (through the review process described below in Section V.A.), will be invited to submit Full Applications. The goal of the pre-proposal process is to reduce the burden of preparing full proposals and streamline the review by inviting Full Applications only from those applicants whose projects are most likely to support NOAA's implementation of the Coastal Resilience Grants Program. Pre-proposals must be submitted by email, by the deadline stated in Section IV.D.

In FY2017, the Coastal Resilience Grants Program FFO contained two project categories—Strengthening Coastal Communities and Habitat Restoration. Pending FY2018 appropriations, NOAA plans to fund high-scoring proposals from the Strengthening Coastal Communities category submitted in response to the FY2017 FFO, in addition to new project proposals submitted under this FY2018 Coastal Resilience Grants Program FFO. The NOAA Office for Coastal Management will administer new awards established under the FY2017 FFO for Strengthening Coastal Communities. The NOAA Restoration Center will administer new awards that build resilience through coastal habitat restoration selected under this FY2018 FFO.

All potential applicants should review Section III.C, where ineligible project types are described.

FULL ANNOUNCEMENT TEXT

I. Funding Opportunity Description

A. Program Objective

1. Overview and Goals

The principal objective of the NOAA Coastal Resilience Grants Program is to implement projects that build resilience of U.S. coastal communities and ecosystems. Resilience is the ability to prepare and plan for, absorb, recover from, and successfully adapt to adverse events. Specifically, the FY2018 Coastal Resilience Grants solicitation is seeking coastal habitat restoration projects that build resilience by conserving and restoring sustainable ecosystem processes and functions and reducing the vulnerability of coastal communities and infrastructure from the impacts of extreme weather events, climate hazards, and changing ocean conditions.

Extreme weather events, climate hazards, and changing ocean conditions can have significant impacts on coastal ecosystems and the human communities that rely on them. Functional, healthy coastal ecosystems contribute to healthy coastal economies and communities. Because these three aspects of resilience (ecosystems, economies, and human communities) cannot be effectively addressed in isolation, this program intends to invest in collaborative projects that provide both ecological and socioeconomic benefits. This program supports activities that restore or create natural infrastructure and natural landscape features to provide valuable ecosystem functions and services, such as habitat for fish, improved water quality and quantity, flood reduction, and erosion protection. Proposed projects should also support sustainable fisheries managed by NOAA under the Magnuson-Stevens Fisheries Conservation and Management Act (Managed Species), contribute to the recovery of protected resources managed by NOAA under the Endangered Species Act (Listed Species) – including species identified by NMFS as “Species in the Spotlight” -- and/or benefit native fish species of the Great Lakes.

In FY2017, the Coastal Resilience Grants Program FFO contained two project categories—Strengthening Coastal Communities and Habitat Restoration. Pending FY2018 appropriations, NOAA plans to fund high-scoring proposals from the Strengthening Coastal Communities category submitted in response to the FY2017 FFO, in addition to new project proposals submitted under this FY2018 Coastal Resilience Grants Program FFO. The NOAA Office for Coastal Management will administer new awards established under the FY2017 FFO for Strengthening Coastal Communities. The NOAA Restoration Center will administer new awards that build resilience through coastal habitat restoration selected under this FY2018 FFO.

2. Project Activities

This competition seeks coastal habitat restoration activities that strengthen the resilience of coastal ecosystems and reduce vulnerability of coastal communities and infrastructure from impacts of extreme weather events, climate hazards, and changing ocean conditions.

Successful projects should restore sustainable ecosystem processes and functions that provide habitat for fish, reduce vulnerability to hazards such as flooding and erosion, and result in improvements to communities and economies. Examples of community and economic benefits include improved commercial fisheries, agriculture, tourism, or public amenities.

Activities that strengthen the resilience of coastal ecosystems and human communities may include, but are not limited to:

- re-establishing hydrologic connectivity (e.g. tide gate removal) and sediment processes that provide wetland habitat and reduce flooding (extent or frequency) in human communities;
- removing dams that block migration for migratory fish and pose a risk to surrounding communities;
- rebuilding coral reefs to recover Listed and/or Managed Species and reduce the energy and effects of storm waves, including erosion;
- removing or replacing old levee infrastructure to restore functional floodplain habitat for fish, enhance flood storage capacity, and improve agricultural production through the resulting flood reduction; or
- improving stream flow levels to provide habitat for fish during migratory periods and reliable access to water for communities and agriculture.

Proposals for projects that assess project feasibility and result in project designs, rather than project implementation, will be considered under this competition.

3. Project Assessment

Applicants should propose both ecological and socioeconomic metrics for evaluating the anticipated outcomes of the project. Proposals should include a plan for socioeconomic metric identification and quantification, as well as pre- and post-restoration ecological monitoring plans for implementation and basic effectiveness. See Section IV.B.2 (e) for further requirements related to monitoring plan development and data management and sharing requirements. Among the projects selected for funding, NOAA may provide funding to develop socioeconomic valuation studies or assess additional ecological effectiveness.

B. Program Priorities

The NOAA Coastal Resilience Grants Program is intended to reduce risk associated with extreme weather events, climate hazards, and changing ocean conditions, by supporting activities that strengthen the resilience of U.S. marine and coastal ecosystems and coastal communities. In FY2018, the NOAA Coastal Resilience Grants solicitation is seeking coastal habitat restoration projects that build resilience by conserving and restoring sustainable ecosystem processes and functions and safeguarding people and infrastructure.

Projects that are likely to achieve the following goals will be considered priorities by the panel reviewers and/or Selecting Official (see Section V.B):

- Projects that demonstrate sustainability and result in resilience to extreme weather events, climate hazards, and changing ocean conditions, through site location or natural landscape design features (e.g. allowing for wetland migration or water temperature refugia);
- Projects that benefit all three components of resilience (ecosystems, economies, and human communities), as demonstrated by quantifiable ecological and socioeconomic metrics that assess habitat improvement, increased or maintained economic activity, improved or protected infrastructure and public safety, or enhanced recreation, etc.;
- Projects that reduce the vulnerability of coastal communities and infrastructure, resulting in benefits to multiple stakeholders and sectors of the population;
- Projects that demonstrate collaboration and alignment among multiple entities, including state and federal agencies, by proposing projects or project types described in comprehensive planning efforts such as coastal vulnerability or resilience studies, watershed management plans, species recovery plans, and/or fishery management plans.

C. Program Authority

The Secretary of Commerce is authorized under the following statutes to provide grants and cooperative agreements for habitat restoration and conservation: the Fish and Wildlife Coordination Act, 16 U.S.C. 661, as amended by the Reorganization Plan No. 4 of 1970; the Magnuson-Stevens Fishery Conservation and Management Reauthorization Act, 16 U.S.C. 1891a; and the Endangered Species Act, 16 U.S.C. 1535.

II. Award Information

A. Funding Availability

Total anticipated funding for all awards is up to \$9 million, subject to FY2018 appropriations. NOAA will not accept applications requesting less than \$75,000 or more than \$2 million in federal funds from NOAA under this solicitation. This federal funding opportunity is being released prior to final appropriations due to award process timeframes. While the FY2018 President's budget proposed \$0 for this program, final Congressional

direction has not been determined.

NOAA anticipates typical awards for planning, feasibility and design projects will range from \$75,000 to \$300,000. NOAA anticipates typical awards for restoration implementation or design and implementation projects will range from \$250,000 to \$1,000,000.

Federal funds awarded under this program must be matched with non-federal funds (cash or in-kind cost share) at a 2:1 ratio of federal to non-federal contributions. For example, an applicant requesting \$500,000 in federal funding must provide at least \$250,000 in non-federal matching contributions, for a total budget of \$750,000.

The exact amount of funds that may be awarded will be determined in pre-award negotiations between the applicant and NOAA. Although it is not required at the time of submitting a pre-proposal or Full Application under this announcement, NOAA will only award funds to projects that receive and demonstrate approval from the State's Governor to implement the proposed project as evidenced by a letter or other form of documented correspondence. This requirement does not apply when the applicant is a federally recognized or non-federally recognized tribe conducting a project within the bounds of Tribal land. If a letter from the Governor cannot be obtained, a letter provided by a Governor's appointee, with a carbon copy (cc) to the Governor, will be sufficient. NOAA requests this letter be submitted by June 30, 2018 to ensure timely completion of the award process, pending final direction provided in the FY2018 Congressional appropriation.

Any funds provided to successful applicants will be at the discretion of the NOAA Office of Habitat Conservation and the NOAA Grants Management Division (GMD). NOAA and the Department of Commerce are not responsible for application preparation costs or efforts in the proposal that are canceled because of other agency priorities. Publication of this announcement does not oblige NOAA to award any project or to obligate any available funds. There is no guarantee that sufficient funds will be available to make awards for all top-ranked applications.

The number of awards to be made as a result of this solicitation will depend on the number of eligible applications received, the amount of funds requested and the merit and ranking of the applications. Applicants should be in compliance with the terms of any existing NOAA grants or cooperative agreements and otherwise eligible to receive federal awards, or make arrangements satisfactory to the Grants Officer, to be considered for funding under this competition. All reports due should be received and any concerns raised by the agency should be addressed in a timely fashion in order to receive a new award. Top ranked proposals not funded in the current fiscal period may be considered for funding in another

fiscal period without NOAA repeating the competitive process outlined in this announcement. NOAA may also fund a proposal in increments across one or more years; if requested, applicants will be required to develop a multi-year budget during award negotiation. This is anticipated most often for applicants that combine design and implementation costs into a single application.

B. Project/Award Period

Applications should cover a period of performance between 12 and 36 months. Proposed award periods should include the time needed to complete post-restoration monitoring and monitoring reports, if restoration implementation is proposed in the application. NOAA anticipates that the period of performance for most awards will be 36 months; however, an award performance period may be extended up to 48 months at the discretion of NOAA. The earliest anticipated start date for awards will be October 1, 2018. Pre-award costs are generally unallowable; however, pre-award costs may be considered during pre-award negotiations between the applicant and NOAA. Incurring pre-award costs before NOAA's Grants Management Division (GMD) provides an award document is at the applicant's own risk.

C. Type of Funding Instrument

Selected applications will be funded through cooperative agreements, as described in 2 C.F.R. 200.24, meaning that NOAA expects to be substantially involved in many aspects of the awards. Substantial involvement may include, but is not limited to, collaboration on the scope of work, providing technical assistance, review and comment on design and/or monitoring plans, meeting planning and facilitation, or review of procurement materials to the extent authorized by 2 C.F.R. 200.324, and tracking the progress towards the successful completion of the project.

III. Eligibility Information

A. Eligible Applicants

Eligible applicants are institutions of higher education, non-profit and for-profit organizations, U.S. territories and states, Native American tribes, and local governments as defined at 2 C.F.R. 200.64, which includes counties, municipalities, and cities. To be eligible under this competition, applicants must conduct projects in coastal areas in one or more of the following U.S. jurisdictions: Alabama, Alaska, American Samoa, California, Connecticut, Delaware, District of Columbia, Florida, Georgia, Guam, Hawaii, Illinois, Indiana, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, New Hampshire, New Jersey, New York, North Carolina, Northern Mariana Islands, Ohio,

Oregon, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Texas, Virginia, Virgin Islands (U.S.), Washington, and Wisconsin.

For the purposes of this program, coastal areas are defined as those within coastal shoreline counties or coastal watershed counties. Coastal shoreline counties are directly adjacent to the open ocean, major estuaries, or the Great Lakes. Coastal watershed counties are located along inland rivers and streams with a significant impact on coastal and ocean resources. Please review Section I.A.1 and the evaluation criteria in Section V.A.1 to understand the preferred target species within coastal areas.

Applications from individuals, federal agencies, or employees of federal agencies will not be considered. Individuals and federal agencies are strongly encouraged to work with states, non-governmental organizations, municipal and county governments, and others that are eligible to apply. Involvement of other federal agencies should be clearly described in the project proposal. Foreign governments are not eligible to apply for funding under this announcement.

The Department of Commerce and NOAA are strongly committed to increasing the participation of Minority Serving Institutions (MSIs), i.e., Historically Black Colleges and Universities, Hispanic-serving institutions, Tribal colleges and universities, Alaskan Native and Native Hawaiian institutions, and institutions that work in underserved communities. This will be considered by the Selecting Official (SO) as he/she considers the balance/distribution of funds by type of institutions or partners, as described in Section V.C.

B. Cost Sharing or Matching Requirement

A goal of the NOAA Coastal Resilience Grants Program is to fund projects that leverage the investment of federal funds with other contributions from a broad range of public and private partners. Cost sharing is required for eligibility. Federal funds awarded under this program must be matched with non-federal funds at a 2:1 ratio of federal to non-federal contributions. For example, an applicant requesting \$500,000 in federal funding must provide at least \$250,000 in non-federal matching contributions, for a total budget of \$750,000.

"Cost sharing or matching" is defined by 2 C.F.R. 200.29 as "the portion of project costs not paid by federal funds (unless otherwise authorized by federal statute)." Any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, will be accepted as part of an applicant's cost sharing or matching when the contributions meet the criteria listed in 2 C.F.R. 200.306. For example, matching funds may come from a variety of public and private sources and may include third party in-kind goods and services

(e.g., private boat use, volunteer labor, etc.). In addition, applicants are permitted to combine contributions for allowable costs from non-federal partners when they meet the criteria in Section 200.306, such as not being contributed for any other federal award, and being available within the project period stated in the application. Federal contributions can be described in the budget narrative to demonstrate additional leverage and collaboration, but cannot be used as match without a specific legal authority. Applicants may also choose to designate part or all of their federally negotiated indirect costs as match, since the valuation of such costs has already been federally approved and documentation is readily available. Refer to Section IV. F. "Funding Restrictions."

An applicant whose proposal is selected for funding will be bound by the percentage of cost sharing reflected in the award document signed by NOAA's Grants Management Division, unless amended based on extenuating circumstances. NOAA is under no obligation to amend the matching contributions once agreed to by the recipient. Successful applicants should be prepared to carefully document matching contributions, including the overall number of non-paid volunteers and third party in-kind participation hours. Letters of commitment for any secured resources that will be used as match for an award under this solicitation should be submitted as an attachment to the application (see Section IV.B).

C. Other Criteria that Affect Eligibility

This competition has a mandatory pre-proposal. Only those applicants whose pre-proposals strongly align with program objectives and goals, as determined by NOAA (through the criteria described below in Section V.A.), will be allowed to submit Full Applications. The recommended content and form of the mandatory pre-proposal are described in Section IV.B. The goal of the pre-proposal process is to reduce the burden of preparing full proposals and streamline the review by inviting full proposals only from those applicants whose projects are most likely to support implementation of the NOAA Coastal Resilience Grants Program goals as described in this announcement. Eligible full proposals should include the proposal ID provided by NOAA on form SF-424, field 5b.

Section III.A presents information distinguishing eligible versus ineligible organization types.

The following information describes ineligible project proposal types.

- Proposals that solely benefit Listed Species under the jurisdiction of the United States Fish and Wildlife Service are not eligible, unless the species is jointly managed by NOAA.
- Proposals that focus on marine debris prevention and removal, acquisition of real property, or beach renourishment that is solely for recreational purposes are ineligible.
- Proposals addressing hard infrastructure only for water quality improvement are not

eligible.

Ineligible activities include, but are not limited to, wastewater treatment plant upgrades, elimination of combined sewer outfalls, and replacement of failing septic systems and implementation of agricultural animal waste management plans. However, projects that improve water quality through the creation or enhancement of fish habitat are eligible.

The following activities will not be considered for federal funding: (1) activities that alleviate the liability associated with legally required mitigation for the adverse effects of an activity regulated or otherwise governed by local, state or federal law; (2) activities that constitute compensatory restoration for natural resource damages under federal, state or local law; and (3) activities that are required by a separate consent decree, court order, statute, or regulation.

Applicants planning to combine grant or matching funds with mitigation should review the Compensatory Mitigation for Losses of Aquatic Resources; Final Rule at 73 Fed. Reg. 70 (April 10, 2008). Page 19636 describes scenarios where mitigation credits may or may not be obtained in association with federal financial incentives.

NOAA will not accept applications requesting less than \$75,000 or more than \$2 million in federal funds from the FY2018 Coastal Resilience Grants Program under this solicitation.

Pre-proposals and Full Applications must be submitted by the due dates and time provided in Section IV.D. Late applications will not be considered for funding.

For pre-proposals, submission time will be documented by the time stamp on the email.

For Full Applications, submission time will be documented by electronic submission to Grants.gov, a U.S. Postal Service postmark, or a delivery service receipt. Information regarding electronic submission through Grants.gov and the address for paper applications and the Governor's letter is contained in Section IV.G. No facsimile or electronic mail applications will be accepted. Applications submitted via the U.S. Postal Service must have an official postmark; private metered postmarks are not acceptable. All applicants wishing to submit a paper application package should contact the agency contact (Section VII) two days prior to the full proposal deadline. Applications received later than five business days following the closing date will not be accepted. All full proposals must contain all required forms; if these forms are not signed via the www.Grants.gov application process, they must be signed in ink (SF-424, SF-424B, CD-511). Failure to submit necessary signed forms shall result in disqualification from this competition.

NOAA will establish cooperative agreement awards only with applicants that have successfully received approval from their State's Governor, or their appointee, for the proposed project. NOAA requests this letter be submitted by June 30, 2018, to ensure timely completion of the award process. This requirement does not apply when the applicant is a federally recognized or non-federally recognized tribe conducting a project within the bounds of Tribal land.

IV. Application and Submission Information

A. Address to Request Application Package

For pre-proposals, information about the recommended format is contained in Section IV.B.

For full proposals, complete application packages, including required federal forms and instructions, can be found on www.Grants.gov. If a prospective applicant is experiencing problems using the Grants.gov Workspace feature, contact www.Grants.gov Customer Support at 1-800-518-4726 or support@Grants.gov. Instructions for these forms are available at <http://www.grants.gov/web/grants/form-instructions.html>.

If an applicant does not have Internet access, application packages can be requested from Melanie Gange at 301-427-8664 or via email to Melanie.Gange@noaa.gov.

B. Content and Form of Application

PRE-PROPOSAL CONTENT AND FORMAT

Applicants must submit a pre-proposal and receive an invitation from NOAA before submitting a full proposal. Pre-proposals must be submitted as an e-mail attachment to resilience.grants@noaa.gov by 11:59 pm Eastern time on the date stated in Section IV.D. Please write "2018 Coastal Resilience Pre-proposal" in the email subject line. All applications will receive an automated email receipt confirming submittal. It is the responsibility of the applicant to notify NOAA within 24 hours of the deadline if they did not receive an email receipt. This email address is for pre-proposals only. Direct any questions to the agency contact identified in Section VII below.

The pre-proposal must include:

- the Standard Form (SF)-424 (available at <https://www.grants.gov/web/grants/forms.html>),
- a two-page narrative, and
- a single-page map or aerial photo of the project site (optional).

The narrative must be no more than two (2) pages in length and should provide a concise description of the proposed work and its relevance to the competition's priorities. NOAA requests that applicants use single-spacing, 11 or 12 point font, and one inch margins. We recommend you follow the format provided for the full proposal Project Summary, provided in Section IV.B.1. PDF is recommended for all files to ensure readability, and to reduce file size. Any text in the body of the email will NOT be considered part of the application. Maximum total size of all attachments cannot exceed 25 MB, or the email will be rejected by NOAA's email server.

If the pre-proposal is incomplete, is submitted late, or otherwise does not follow the requirements stated in this announcement, the pre-proposal may not be considered. The pre-proposal process is a critical step to determine if proposed projects are well-suited for this specific competition. Only those applicants whose pre-proposals strongly align with program objectives and goals, as determined by NOAA (through the criteria described below in Section V.A.), will be allowed to submit Full Applications. The goal of the pre-proposal process is to streamline the review process by inviting full proposals only from those applicants whose projects are most likely to support NOAA's coastal resilience goals as described in this announcement.

FULL PROPOSAL CONTENT AND FORMAT

If invited by NOAA to submit a full proposal, applicants should apply through the www.Grants.gov website. A complete standard NOAA financial assistance application package should be submitted in accordance with the guidelines in this document. Each full proposal must include the application forms from the SF-424 form family:

- Application for Federal Assistance: Form SF-424 (7/03 version or newer), include proposal ID provided by NOAA to eligible full proposal applicants in field 5b, Federal Award Identifier.
- Budget Information for Non-construction Programs: Form SF-424A
- Assurances for Non-construction Programs: Form SF-424B
- Certification Regarding Lobbying: Form CD-511
- Disclosure of Lobbying Activities: Form SF-LLL (if applicable)

In addition, NOAA recommends the following as part of a complete application package for a full proposal:

- Project summary (described below, 2 page limit) – recommended as the pre-proposal content, and may be updated for the full proposal;
- Project narrative (described below, 15 page limit);
- Data management plan (described below, 2 page limit);

- Budget narrative (described below, 6 page limit);
- Project design plans, (if applicable);
- Other relevant supporting materials (15 page limit) as applicable (see Section IV.B.6 below)

Applications submitted through the www.Grants.gov website should include a maximum of four files (PDF files only) in addition to the federal application forms: 1) Summary, narrative, and data management plan (not to exceed 19 pages total, as outlined above); 2) Budget narrative (6 pages); 3) Project designs (if applicable); and 4) Supporting materials - all other attachments combined into one indexed file, such as maps, curriculum vitae, and support letters (not to exceed 15 pages). NOAA requests that applicants use 11 or 12-point font and 1-inch margins.

1. Project Summary and Pre-proposal Format (2 page limit):

All proposals must briefly describe the activities to be implemented with the requested funds including:

- Project title
- Project location (e.g. town, watershed, geographic coordinates, etc.)
- Requested NOAA funding
- Proposed non-federal match
- The overall project cost including any leveraged funds beyond proposed non-federal match
- Briefly describe:
 - The vulnerability or issue(s) limiting the resilience of U.S. coastal ecosystems, human communities, and infrastructure to extreme weather events, climate hazards, and changing ocean conditions.
 - The specific actions to be undertaken during the proposed award period, expected outcomes, and how the project and its expected outcomes align with the goals and objectives of the FY2018 Coastal Resilience Grants solicitation.
 - The measurable impact on the ecosystem and how resilience to extreme weather events, climate hazards, and changing ocean conditions will be increased for surrounding coastal communities, including reduced vulnerabilities of social, economic, or ecological systems.
 - Project Performance Measures: Include both ecological and socioeconomic metrics as described in section IV.B.2 (e).
 - How the project restores or creates resilient, healthy habitat for the benefit of sustainable fisheries and contributes to the recovery of protected resources. Identify the Listed Species, including species identified by NMFS as “Species in the Spotlight;” Managed Species; or native fish species of the Great Lakes that will benefit from the proposed project.

- How the project demonstrates collaboration and alignment among multiple entities and implements recommendations or projects described in multi-stakeholder, comprehensive planning efforts such as coastal vulnerability or resilience studies, watershed management plans, species recovery plans, fishery management plans, and/or other planning efforts related to ecosystem and/or community resilience.

- Project timeline including key dates or milestones for the proposed project activities.

- Permits and Approvals: Identify and list all consultations, permits, and regulatory approvals necessary for the proposed project and their status (e.g. not applied for, pending, secured).

- Landowner(s): Provide name and address (if privately owned) or public agency contact and indicate their level of support for the proposed project.

- Project partners and other project stakeholders.

2. Full Proposal Project Narrative (15 page limit):

The project narrative within a full proposal should closely follow the evaluation criteria (see Section V. A. Evaluation Criteria) to receive a consistent review against competing applications. Only those applicants whose pre-proposals strongly align with program objectives and goals, as determined by NOAA (through the criteria described below in Section V.A.), will be allowed to submit full proposals.

a. Background. Provide sufficient background information for reviewers to independently assess the significance of the proposed project. Summarize the historic and current condition of the site, the problem, and the risk or resilience need to be addressed. Provide context for the project based on physical and socioeconomic vulnerability to extreme weather events, climate hazards, and changing ocean conditions. Describe who is at risk, the likelihood of people being harmed, places or infrastructure being damaged, and the anticipated impact/expense of extreme weather, climate hazards, or changing ocean conditions. NOAA's Digital Coast website and the Sea Level Rise Viewer provide access to a variety of tools to begin identifying both physical and socioeconomic vulnerability (<https://coast.noaa.gov/digitalcoast/tools/slr.html>). Describe the status of ongoing efforts and coordination to address the identified problem. Summarize the relationship of the proposed work to other ongoing efforts.

b. Goals and Objectives. Describe in the narrative the specific project goals and objectives to be achieved. Detailed, technical information about the proposed project activities and site should be fully described. Include the following information in the full proposal or supplemental materials: design plans; specifications; required permits and consultations; scope of work for services; and/or cost estimates.

This section should include:

- the short-term objectives and long-term resilience goals of the proposed activities at the project site;
- how the proposed project design, methodology, and techniques will create sustainable ecosystem processes and functions that will reduce the vulnerability of coastal communities and infrastructure from the impacts of extreme weather events, climate hazards, and changing ocean conditions;
- the expected human community benefits, including reduced risks to people or infrastructure (e.g. decreased flooding impacts or elimination of public safety hazards) and extent of these benefits;
- the expected economic benefits such as avoided costs or improved economic opportunities (e.g. avoided property damage costs, reduced maintenance costs, or improved commercial and recreational fishing) and extent of these benefits;
- the fish species (e.g. Managed or Listed Species) targeted by the project, their historic and current status or population estimates, and the quantification of the extent to which they will benefit from the proposed project;
- existing data that can be used to provide a baseline for ecological monitoring, or quantification and valuation of socioeconomic benefits; and
- the extent of collaboration among stakeholders and how the project is associated with any relevant planning efforts, or demonstrates synergy with other resilience or conservation efforts in the watershed, such as coastal vulnerability or resilience studies, watershed management plans, Species Recovery Plans, Fishery Management Plans, or other strategic planning efforts.

For planning and design proposals, technical details should include the scope of services or tasks to be completed under this award, including field surveys, modeling, engineered designs, and/or permit preparation. Proposals should also describe any gaps in expertise in the project team that could be resolved with NOAA technical assistance.

For restoration implementation proposals, examples of requested technical details include:

- Applicants proposing to install fish passage devices or operational control structures such as self-regulating tide gates as a component of the project should include discussion of a management plan that details who will be responsible for the operation and maintenance of such structures, and how they will be operated and maintained in the future.
- Applicants proposing to alter tidal exchange should also provide a hydrograph showing any tidal restrictions and projected conditions with restoration.
- Applicants proposing to enhance existing tidal wetlands (e.g. through sediment placement or beneficial re-use of dredged material) should provide information on the source of the sediment/materials, the site-specific rate of sea level rise and subsidence, target elevation,

- and how the restored site will keep pace with the rate of sea level rise and subsidence.
- Applicants proposing to place plants or animals into the environment should include the origin/source and regional genetic stock of the plant or animal, and describe the proximity to any existing or remnant sources of similar type in the area.
 - Applicants proposing to restore floodplain habitat should describe how often the habitat will be accessible by the target species, both at current and predicted future hydrologic regimes. Describe how that frequency of access was developed.
 - Applicants proposing to conserve water for fish habitat use should describe both the physical and legal mechanisms necessary to implement the project.

If multiple sites are included within one application, the proposed sites or activities should be hydrologically or ecologically connected, follow a comprehensive and integrated approach, and feature shared or complementary goals. Applications that include multiple restoration sites should also fully describe the proposed activity at each site within the project narrative section. If page limits are restrictive, focus the application on the technical aspects of the proposed actions and on those actions with highest priority funding needs. If you cannot describe all aspects of a multi-site project within the recommended page limits, applicants should consider submitting an application for each site.

c. Milestone Schedule. Provide detailed timelines for major tasks, target milestones for important intermediate and final products, and key project outcomes. For each site, applicants should clearly identify the project phase(s) proposed (e.g. engineering design, construction) and provide an implementation plan, including all activities proposed under the award, and any critical activities prior to the award or after the award. This includes identifying all consultation and permitting requirements and their status (e.g. not applied for, pending, secured).

d. Public Engagement and Environmental Compliance. Describe how the public and stakeholders have been or will be engaged in the development of the project. This section should include any public engagement needed for environmental compliance and permitting. For projects with National Environmental Policy Act (NEPA) documents completed or under development, please indicate the status and level of NEPA review (Categorical Exclusion, Environmental Assessment, or Environmental Impact Statement), the lead federal agency, contact information for the lead federal agency person, and where copies of the document are available. If no NEPA compliance has begun, the applicant should include a commitment to quickly provide information needed by NOAA to analyze project impacts under the NEPA (see Section VI.B.6).

e. Project Assessment. Describe the approach for evaluating project results using measure(s)

of success that can reach a conclusion during the award period. Applicants should include a plan for socioeconomic metric identification and quantification, as well as pre- and post-restoration ecological monitoring plans for implementation and basic effectiveness. Describe the existing data that can be used to provide a baseline for these measures. Applicants must plan for data management, as described in Section IV.B.3 of this announcement.

Restoration implementation proposals should include measures to enable NOAA to evaluate, upon completion, whether the project was executed as designed and provides a basic level of effectiveness. Examples include short-term measures such as as-built surveys of construction, post-planting inspection reports, or other appropriate measures. All proposals for fish passage barrier removal, hydrologic reconnection, coral recovery, and oyster restoration projects should include monitoring plans which include the measures described in "NOAA Restoration Center Implementation Monitoring: Guidance for Proposing and Conducting 'Tier I' Monitoring," available at: <https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>.

Proposals focused on planning and design for coastal habitat restoration projects that build resilience should include a monitoring plan, or discuss how a monitoring plan will be developed as part of the proposed work. This may include pre-project monitoring to collect data that informs the project design, or that serves as baseline data for post-implementation monitoring.

Applicants should also propose socioeconomic measures that demonstrate increases in the economic or human community components of resilience. Examples include short-term measures such as the number of structures benefitting from the project, change in the number of days that a road is flooded, change in shellfishery closing days, change in recreational use, or changes in other ecosystem services. Please identify the proposed measures, any data available to support the proposed measures, and a plan to quantify the measures during the award period.

Applicants should be willing to work with NOAA to adjust the monitoring plan, if necessary, to ensure sufficient, cost-effective implementation monitoring. Applicants may also describe their approach for monitoring ecological or socioeconomic effectiveness during and after the award period. Monitoring proposed beyond the award period should be supported by project partners who provide support letters describing their commitment. Among the projects selected for funding, NOAA may provide funding to develop socioeconomic valuation studies or assess ecological effectiveness.

f. Project Protection, Maintenance, and Long-term Viability

To protect the federal investment, applicants should describe future management of the project site beyond the period of performance, including mechanisms to protect, maintain, or sustain the project site so the multiple benefits of the funded resilience project will be lasting. This should include documentation of landowner/land manager support for the project. For planning and design projects, proposals should describe the likelihood that the resilience project will be implemented after the award, such as potential funding sources, participation of key stakeholders, and ability to build consensus regarding the solution at the site. Letters of support may be used to show stakeholder support.

3. Data Management Plan (2 page limit)

Proposals submitted in response to this FFO should include a Data Management Plan of up to two pages. NOAA's Data and Publication Sharing Directive for NOAA Grants, Cooperative Agreements, and Contracts is available at <https://nosc.noaa.gov/EDMC/PD.DSP.php>

The Data Management Plan should be aligned with the examples provided by NOAA at: <https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>. A typical plan should include descriptions of the types of environmental data and information expected to be created during the course of the project, the tentative date by which data will be shared, the standards to be used for data/metadata format and content, methods for providing data access, approximate total volume of data to be collected, and prior experience in making such data accessible. The costs of data preparation, accessibility, or archiving may be included in the proposal budget. Accepted submission of data to the NOAA National Centers for Environmental Information (NCEI) is one way to satisfy data sharing requirements; however, NCEI is not obligated to accept all submissions and may charge a fee, particularly for large or unusual datasets. Final Data Management Plans may be developed in coordination with NOAA as part of NOAA's substantial involvement, as described in Section II.C and VI.B.7.

4. Budget Narrative (6 page limit):

The budget justification narrative must include a detailed breakdown by category of cost (SF-424A object class) separated into federal and non-federal shares as they relate to specific aspects of the award, with a detailed narrative justification for both the federal and non-federal shares. Applicants should indicate whether or not the proposed non-federal share has been secured or not.

If funding will be used to complete part of a larger project with multiple funding sources, a budget overview for the entire project should be provided, to demonstrate how the NOAA request relates to the overall project budget and outcomes. If the project has been submitted

for funding consideration elsewhere, the amount(s) requested or secured from other sources, and whether the funds requested/secured are federal or non-federal should be included. Additional budget development guidance, including a budget narrative template, is available at <https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>. The NOAA Restoration Center and GMD staff will review budget information in recommended applications to determine if costs are allowable, allocable, reasonable, and realistic. The budget justification should be sufficiently detailed to enable a clear understanding of the cost breakdown and calculations used to derive the line item subtotals in each object class of the SF-424A budget form. NOAA may ask the applicant to develop a budget separated into two or more years during award negotiation for the purpose of awarding funds incrementally through a multi-year award.

5. Project Design Plans (if applicable)

This section should include engineering design drawings or conceptual plan drawings, if available. Please do not include full-length watershed plans or feasibility assessments.

6. Supporting Materials (15 page limit)

Only material that is submitted as a single application package (either by mail or Grants.gov) will be reviewed by merit reviewers, including letters of support. Supporting materials should be limited to materials that directly support the main body of the proposal (for example, letters of collaboration, resumes, references, lists of data sources, and maps). The following items are suggested for inclusion in the supporting materials, as appropriate for the proposed project.

a. Letters of Support. Supporting letters from partner organizations, including landowners that are instrumental to the project, should be included in the application package. Letters should clearly indicate the level of commitment and/or collaboration. This may also include commitments to continue monitoring after the award period.

b. Resumes. Provide resumes of the project manager and other key personnel critical to the success of the project and include their role in the project. Ensure that resumes address qualifications relevant to conducting the proposed work. Please limit resumes to a maximum of one page for each key person.

c. Detailed Budget Information. Information may include detailed information for sub-award costs and contract prices, federally Negotiated Indirect Cost Rates, tables that break down budget requests into multiple time periods, or other budget information beyond the budget narrative page limit.

d. Other. Any other relevant supporting materials applicable to the proposal including (and not limited to) maps and photographs showing the project area or restoration sites, and monitoring plans for restoration activities.

C. Unique Entity Identifier and System for Award Management (SAM)

To enable the use of a universal identifier and to enhance the quality of information available to the public, as required by the Federal Funding Accountability and Transparency Act, 31 U.S.C. 6106 Note, to the extent applicable, any proposal awarded in response to this announcement will be required to use the System for Award Management (SAM), which may be accessed online at <https://www.sam.gov/portal/public/SAM/>. Applicants are also required to use the Dun and Bradstreet Universal Numbering System (DUNS), as identified in Office of Management and Budget (OMB) guidance published at 2 CFR Part 25 which may be accessed at <http://www.ecfr.gov/cgi-bin/textidx?SID=2dae4a7dcd5848a6364bb94d2d7786dd&mc=true&tpl=/ecfrbrowse/Title02/2subtitleA.tpl>.

Applicants should: (1) be registered in the federal SAM before submitting an application; (2) provide a valid DUNS number on an application; and (3) continue to maintain an active SAM registration with current information at all times during which they have an active federal award, an application, or plan under consideration by a federal awarding agency. The federal awarding agency may not make a federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the federal awarding agency is ready to make a federal award, the federal awarding agency may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

Applicants should allow a minimum of seven days to complete the SAM registration, although complete registration for SAM may take several weeks if problems arise. Registration is required only once, but must be periodically renewed.

Applicants invited to submit full proposals are strongly encouraged not to wait until the Full Application deadline date to begin the application process through www.grants.gov.

D. Submission Dates and Times

This program has a mandatory pre-proposal. Pre-proposals must be received by email at resilience.grants@noaa.gov by 11:59 PM Eastern time on March 7, 2018. See Section IV.B for more information regarding pre-proposal requirements.

The Full Application deadline will be no earlier than May 7, 2018 at 11:59 PM Eastern time. The actual deadline will be provided by direct notice to all eligible applicants, after pre-proposal review. At least 40 days will be provided for completion of a full proposal. Full

proposal application packages must be received by www.Grants.gov, postmarked, or provided to a delivery service by 11:59 PM Eastern time on the due date. The time the application was provided to a delivery service must be documented with a receipt. No facsimile or electronic mail application materials will be accepted for the Full Application. See Section III.C for more information, including a limit on transit time, and Section IV.G for an address to submit paper applications.

E. Intergovernmental Review

Applications submitted under the FFO are subject to the provisions of Executive Order 12372, "Intergovernmental Review of Federal Programs." Any applicant submitting an application for funding is required to complete item 19 on Form SF-424 regarding clearance by the State Single Point of Contact (SPOC). If you don't have a contact name to comply with a State's process under Executive Order 12372, contact the official listed in Section VII of this announcement for referral information.

F. Funding Restrictions

Pre-award costs are generally unallowable in this program; however, pre-award costs may be considered and discussed during pre-award negotiations between the applicant and NOAA representatives. Incurring pre-award costs before NOAA GMD provides an award document (generally via NOAA Grants Online on Form CD-450) is at the applicant's own risk. The earliest date for receipt of awards for this funding opportunity is anticipated to be October 1, 2018.

The budget may include indirect (facilities & administrative [F&A]) costs. As defined at 2 C.F.R. 200.56, indirect (F&A) costs are incurred for a common or joint purpose benefiting more than one cost objective, and not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved (e.g. lights, rent, water, and insurance). An applicant with a current federally approved indirect cost rate that is proposing indirect costs in its budget should include a copy of the approved rate with its application. If an applicant has not previously established an indirect cost rate with a federal agency they may choose to negotiate a rate with the Department of Commerce or use the de minimis indirect cost rate of 10% of Modified Total Direct Costs (as allowable under 2 C.F.R. §200.414). The negotiation and approval of a rate is subject to the procedures required by NOAA and the Department of Commerce Standard Terms and Conditions. The NOAA contact for indirect or facilities and administrative costs is: Lamar Revis, Grants Officer, NOAA Grants Management Division, lamar.revis@noaa.gov. A mailing address is available upon request (see Section VII for Agency Contacts).

Applicants may also choose to designate part or all of their allowable indirect costs as match,

since the valuation of such costs is easily documented and readily available.

G. Other Submission Requirements

Applicants must submit pre-proposals through the process described in Section IV.B. If applicants that submitted pre-proposals are invited to submit full proposals, applicants should use Grants.gov as described below.

1. Electronic Delivery - NOAA is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. NOAA encourages applicants to submit their Full Applications online through Grants.gov. If Grants.gov cannot be used, applicants should contact the agency contact listed in Section VII two days in advance of the deadline, and submit an application by mail as described below.

a. How to Register to Apply through Grants.gov - Organizations must have a DUNS Number, active SAM registration, and Grants.gov account to apply for grants. Creating a Grants.gov account can be completed online in minutes, but DUNS and SAM registrations may take several weeks (see Section IV.C). Therefore, an organization's registration should be completed in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines. Complete registration instructions can be found on Grants.gov at: <https://www.grants.gov/web/grants/applicants/organization-registration.html>.

When applications are submitted through Grants.gov, the name of the organization applicant with the Authorized Organization Representative (AOR) role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The E-Business Point of Contact must authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; this step is often missed and it is crucial for valid and timely submissions. Further role definitions can be found on Grants.gov at: <https://www.grants.gov/web/grants/applicants/workspace-overview/workspace-roles.html>.

b. How to Submit an Application to NOAA via Grants.gov - Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace. For access to complete instructions on how to apply for opportunities, refer to: <https://www.grants.gov/web/grants/applicants/workspace-overview.html>.

For additional training resources, including video tutorials, refer to:
<https://www.grants.gov/web/grants/applicants/applicant-training.html>.

Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist NOAA with tracking your issue and understanding background information on the issue, but no extension to the deadline will be approved.

c. **Timely Receipt Requirements and Proof of Timely Submission - Proof of timely submission is automatically recorded by Grants.gov.** An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant with the AOR role who submitted the application will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. This applicant with the AOR role will also receive the official date/time stamp and Grants.gov tracking number in an email serving as proof of their timely submission. Applications submitted through Grants.gov will be accompanied by THREE automated responses (the first confirms receipt by Grants.gov, not NOAA; the second confirms that the submission is acceptable and timely; and the third validates that the application has been forwarded to NOAA for further processing).

When NOAA successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by NOAA.

Applicants should be aware that transmission can take up to two business days to validate or reject the application. Applicants should allow themselves sufficient time to submit their application to Grants.gov in advance of the deadline to ensure applications have been submitted successfully, as waivers of the submission deadline will not be granted. Late applications will not be accepted. Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role attempting to submit the application. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

If all notifications are not received, applicants should follow up with the Grants.gov help desk to confirm NOAA receipt of the complete submission.

2. Paper Delivery- If an applicant is unable to use Grants.gov, or is unsure about the success of their submission to Grants.gov, a signed hard copy application must be postmarked, or provided to a delivery service and documented with a receipt, by the deadline under "Submission Dates and Times" in Section IV.D and sent to: NOAA Restoration Center-F/HC3, 1315 East-West Highway, Rm 14873, Silver Spring, MD 20910 Attn: Coastal Resilience

Full Application packages, including all letters of collaboration, should be submitted together in the application package. Only the letter confirming state Governor's support may be sent separately, as it is due prior to the award and not required as part of the application. NOAA requests this letter be submitted by June 30, 2018, to ensure timely completion of the award process. Mandatory requirements regarding signatures and the format of hard copy applications are described in Section III.C.

V. Application Review Information

A. Evaluation Criteria

PRE-PROPOSAL EVALUATION CRITERIA

Reviewers will assign a score from zero to three (0-3) for each of the following four questions.

1. To what extent does the proposed project maximize human community resilience to extreme weather, climate hazards, and changing ocean conditions, and decrease the vulnerability of communities, including physical and socioeconomic vulnerability? (0-3)

2. How great is the potential of the proposed project to restore sustainable, resilient ecosystems that also create healthy habitat for the benefit of: 1) NOAA Listed Species, including species identified by NMFS as "Species in the Spotlight"; and/or 2) NOAA Managed Species or fish native to the Great Lakes? (0-3)

3. To what extent does the proposed project meet the Program Priorities described in Section I.B? (0-3)

4. To what extent are the proposed activities achievable according to the provided timeline and within the proposed project period? (0-3)

NOAA may also use the Selection Factors described in Section V.C. below to determine which pre-proposal applicants are invited to submit full proposals.

FULL PROPOSAL EVALUATION CRITERIA

Reviewers will assign scores to full proposals ranging from 0 to 100 points based on the following five standard NOAA evaluation criteria. Applications that best address these criteria will be most competitive.

1. Importance and Applicability Criteria (30 points)

This criterion ascertains whether there is intrinsic value in the proposed work and clear goals and objectives. For this competition, applications will be evaluated based on the following:

(a) Issue Identification - (5 points) To what extent does the application describe the vulnerability or issue(s) limiting the resilience of U.S. coastal ecosystems, human communities, and infrastructure to extreme weather, climate hazards, or changing ocean conditions? This includes the extent to which the proposal describes the project's significance, context, goals, and objectives associated with the three components of resilience (ecosystems, economies, and human communities).

(b) Changes in Human Community Vulnerability (5 points) - To what extent does the proposed project build human community resilience to extreme weather and climate hazards and decrease the vulnerability of coastal communities and infrastructure? This includes consideration of who is at risk, the likelihood of people being harmed, places or infrastructure being damaged, and the anticipated impact/expense of extreme weather, climate hazards, or changing ocean conditions.

(c) Tangible Socioeconomic Benefits (5 points) - To what extent will the proposed project yield environmentally compatible socioeconomic benefits such as: improvements in human well-being; increases in value of property or avoided damage costs of property/infrastructure; improvements or protection of infrastructure, including tourism and recreational infrastructure; decreases in flooding impacts; elimination of safety hazards; enhancement of recreation (including fishing), and/or reduction of maintenance costs? To what extent can these benefits be quantified (e.g. number of structures benefitting from the project, reduction in the number of days that a road is flooded, decrease in number of shellfishery closure days, amount of avoided losses in fishing revenue, change in recreational use)?

(d) Benefits to NOAA Resources (5 points) - How great is the potential of the proposed project to restore or create resilient and sustainable, healthy habitat for the benefit of: 1) Listed Species, including species identified by NMFS as "Species in the Spotlight"; and/or 2) Managed Species? This may include projects benefiting Critical Habitat, Essential Fish Habitat, habitat for fish species native to the Great Lakes Basin, and projects that benefit Listed or Managed Species through ecosystem improvements such as restoring habitat for forage fish.

(e) Tangible Ecological Benefits (5 points) - To what extent does the proposed project

meet NOAA's mission to protect and restore marine and coastal habitats by delivering tangible, specific results that are measurable and relevant to NOAA performance measures such as 1) habitat acres restored, 2) stream miles opened for migratory fish passage, or 3) similar measurable outputs that directly result from the project?

(f) Program Priorities (5 points) - To what extent does the proposed project align with the Program Priorities described in Section I.B?

2. Technical/Scientific Merit (30 points)

This criterion assesses whether the project approach is technically sound, if the methods and implementation plan are appropriate, and whether the goals and objectives are measurable. For this competition, applications will be evaluated based on the following:

(a) Project Feasibility (7 points) - To what extent is the proposed project feasible from a biological, engineering, and social perspective, including whether the proposed approach is technically sound, safe for the public, and uses appropriate methods and experienced personnel?

(b) Project Timeline (6 points) - To what extent does the application completely describe the proposed restoration actions, current status of the project (e.g. 60% design plans are complete), permitting and environmental compliance status, key milestones throughout the course of the project, and a realistic time frame to reach those milestones within the proposed award period? If the proposal is a feasibility or design project, to what extent does the proposal completely describe the feasibility or design actions, key milestones, and a realistic timeframe?

(c) Climate Adaptation (5 points) - To what extent does the proposed project site and methodology associated with the design and implementation of the restoration project account for or provide for adaptation to known or potential climate impacts?

(d) Measurable Goals (6 points) - To what extent will the proposed project be able to report progress towards broad goals and measure near-term implementation success, including a plan to identify and quantify socioeconomic measures? Does the proposal include meaningful measures to enable NOAA to evaluate whether the project was executed as designed, including implementation monitoring for applicable projects (see Section IV.B.2.e.)? Pre- and post-project implementation monitoring should include both ecological and socioeconomic metrics, and should follow "NOAA Restoration Center Implementation Monitoring: Guidance for Proposing and Conducting 'Tier I' Monitoring," (<https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>) for applicable project types.

(e) Sustainability (5 points) - How great is the potential of the proposed project to provide sustainable ecosystem functions and processes, resulting in lasting resilience and species benefits? Is there evidence that the applicant has chosen the most self-sustaining technique

that accomplishes the project's goals and/or evidence that impacts will not recur and resilience will not decline? Is there landowner/land manager support, as documented in the application (e.g. a collaboration or support letter)?

(f) Public Access to Data (1 point) - Does the application include a Data Management Plan that includes descriptions of the types of environmental data and information created during the course of the project; the tentative date by which data will be shared; the standards to be used for data/metadata format and content; policies addressing data stewardship and preservation; procedures for providing access, sharing, and security; and prior experience in publishing such data?

3. Overall Qualifications of Applicant (10 points)

This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to support the proposed award. For this competition, applications will be evaluated based on the following (as demonstrated by attached resumes, past project experience, and accomplishments of the key technical and financial staff):

(a) Background (6 points) - To what extent does the applicant demonstrate the capacity (e.g. staffing, resources, expertise and authority) and knowledge to conduct the scope and scale of the proposed work, as indicated by the qualifications and past experience of the project leaders and/or partners in designing, implementing, and effectively managing and overseeing similar projects?

(b) Management Capacity (4 points) - Does the applicant describe the necessary experience, facilities, equipment, and administrative resources available to successfully fulfill the responsibilities associated with managing a federal grant award?

4. Project Costs (20 points)

This criterion evaluates the budget to determine if it is realistic and commensurate with the project's needs and time-frame. For this competition, applications will be evaluated on the following:

(a) Cost-benefit Comparison (5 points) - Has the applicant demonstrated that a significant impact and benefit will be generated at a reasonable cost, based on the applicant's stated objectives and time frame? If funds are requested for partial support of a larger project or for a project with multiple sites or phases, the application should include the full project budget and/or a budget for each phase to place the funding request in context.

(b) Budget Detail (6 points) - Has the applicant demonstrated a realistic understanding of project costs by providing a budget (broken down by SF-424A object classes) that provides sufficient detail and credible cost estimates and justifications for both federal and non-

federal shares?

(c) Funding Priorities (5 points) - Does the proposed budget direct the majority of federal funds, including funds for salaries, to implement the actions needed to achieve objectives of the project? Are administrative costs for general program support minimal?

(d) Cost-sharing (4 points) - To what extent is the required non-federal match contribution well documented or confirmed through letters of commitment?

5. Outreach and Education (10 points)

NOAA assesses whether the award is based on solid community support and can deliver a focused and effective education and outreach strategy regarding NOAA's mission to protect the nation's natural resources through habitat restoration. For this competition, applications will be evaluated on the following:

(a) Community Involvement (5 points) - Does the proposed project(s) include a wide base of stakeholder and community support that demonstrates the restoration effort has been put forward by common agreement through inclusion in a public planning process? To what degree does the proposed project(s) have community support as demonstrated by a diversity of partners and/or sponsorship (letters of support, confirmed contributions) from local entities, tribes, local and state governments, and/or members of Congress?

(b) Information Dissemination (5 points) - Does the proposal include public outreach related to the project, including plans to disseminate information on: 1) resilience goals and results; 2) sources of funding and other support provided, such as the involvement of partners; and 3) the potential for the proposed project to encourage future resilience efforts and protection of marine and coastal habitats or complement other local restoration or conservation activities?

B. Review and Selection Process

PRE-PROPOSAL REVIEW

All timely pre-proposals will be reviewed by at least three merit reviewers based on the criteria described under Section V.A. NOAA will notify all applicants via email regarding their eligibility to submit a full proposal approximately 25-30 days after the pre-proposal deadline. In the email, NOAA will provide a rating of eligible or not eligible to submit a full proposal. Applicants eligible to submit a full proposal will receive reviewer comments and notice of the full proposal deadline. This email will be sent from resilience.grants@noaa.gov. It is the responsibility of the applicant to confirm the status of their pre-proposal in time to develop a full proposal. Technical assistance will be available to all pre-proposal applicants, but determination of eligibility to submit a full proposal for the FY2018 Coastal Resilience Grants competition is final.

FULL PROPOSAL REVIEW

Review and selection will take place in three steps: 1) administrative review, 2) merit review, and 3) final selection.

1. Administrative Review

This initial screening will ensure that application packages have all required forms and application elements and meet all of the eligibility criteria, including the eligibility determination resulting from pre-proposal review. NOAA, in its sole discretion, may continue the review process for applications with non-substantive issues that may be easily rectified or cured.

2. Merit Review

Eligible applications for this competition will be evaluated in accordance with the criteria and weights described in this solicitation by at least three independent reviewers through an independent peer technical review. Each reviewer will independently evaluate each project and provide an individual score. Both federal and non-federal reviewers may be used in this process. The technical reviewer's ratings are used to produce a rank order of the proposals. No consensus advice will be given by the independent peer reviewers during the technical review.

After the technical review, one or more panels may meet to make final recommendations to the competition's Selecting Official (SO, an official within the Office of Habitat Conservation) regarding which of the top ranked proposals best meet the program objectives and priorities (Sections I.A. and I.B.). The panel will be comprised of federal employees and may convene in person or by teleconference, video conference, or other electronic means to discuss applications. The panel will be presented with the top-ranked applications, per the results of the technical review, technical review scores, and comments for each application.

The panel will rate all top-ranked proposals on the following scale:

3- Excellent-- Application exceptionally addresses program priorities outlined in Sections I.A. and I.B., and was highly responsive to Evaluation Criteria;

2- Good-- Application partially addresses program priorities outlined in Sections I.A. and I.B. and was strongly responsive to Evaluation Criteria; or

1- Fair-- Application marginally addresses program priorities outlined in Sections I.A. and I.B. and was moderately responsive to Evaluation Criteria.

3. Final Selection

If a panel(s) is convened, the final rating will be presented to the SO for funding consideration and will be the primary consideration of the SO in deciding which applications

will be recommended for funding. If a panel is not convened, the list of the top-ranked proposals will be based on the average technical review scores. The reviewer comments, project scores, rank order, and a summary of the concerns (if any) identified through the technical and/or panel review process along with information pertaining to selection factors (see below) will be presented to the SO.

Based on this information and the additional selection factors described below, the SO will develop a list of projects recommended for funding. Please note that not all activities submitted under a single proposal may be deemed appropriate for funding, and the SO may recommend only partial funding, based on the technical and/or panel review evaluations. For a proposal to be selected for funding, the applicant may be asked to modify objectives, work plans, and budgets, and to provide supplemental information required by the agency prior to the award. Once a decision has been made (whether an award or declination), feedback on the proposal from reviewers will be available to the applicant upon request.

C. Selection Factors

The SO anticipates recommending applications for funding in rank order unless an application is justified to be selected out of rank order based upon one or more of the following selection factors:

- (1) Availability of funding;
- (2) Balance/distribution of funds: a) by geographic area, b) by type of institutions, c) by type of partners, d) by research areas; or e) by project types;
- (3) Whether this project duplicates other projects funded or considered for funding by NOAA or other federal agencies;
- (4) Program priorities and policy factors set out in Sections I.A. and I.B.;
- (5) An applicant's prior award performance;
- (6) Partnerships and/or participation of targeted groups; and
- (7) Adequacy of information necessary for NOAA staff to make a NEPA determination and draft necessary documentation before recommendations for funding are made to the NOAA GMD.

Hence, awards may not necessarily be made to the highest-scored applications. The SO or designee may also negotiate the funding level of the proposal. Unsuccessful applicants will be notified that their application was not among those recommended for funding.

Unsuccessful applications submitted in hard copy will be kept on file in accordance with NOAA records requirements and then destroyed.

NOAA may select all, some, or none of the applications, or part of any application, ask applicants to work together or combine projects, defer applications to the future, or

reallocate funds to different object classes, to the extent authorized. Applicants may be asked to modify objectives, work plans or budgets, and provide supplemental information required by the agency prior to the award. The exact amount of funds to be awarded, the final scope of activities, the project duration, and specific NOAA cooperative involvement with the activities of each project will be determined in pre-award negotiations among the applicant, the NOAA Grants Management Division, and NOAA program staff.

After applications are proposed for funding by the SO, the Grants Management Division will perform administrative reviews, including an assessment of risk posed by the applicant under 2 C.F.R 200.205. These may include assessments of the financial stability of an applicant and the quality of the applicant's management systems, history of performance, and the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-federal entities. Special conditions that address any risks determined to exist may be applied. Applicants may submit comments to the Federal Awardee Performance and Integrity Information System (FAPIIS) about any information included in the system about their organization for consideration by the awarding agency. NOAA reserves the right to impose specific conditions or reject an application in its entirety where information is uncovered that raises a significant risk with respect to the responsibility or suitability of an applicant, consistent with requirements in 2 C.F.R. 200.205, 200.207, and 200.212. The final approval of selected applications and issuance of awards will be made by the NOAA Grants Officer.

D. Anticipated Announcement and Award Dates

NOAA will attempt to notify highly-ranked applicants by June 15, 2018. The earliest anticipated start date for awards will be October 1, 2018, dependent on funding availability, the completion of all NOAA/applicant negotiations, NEPA analysis, and documentation supporting cooperative agreement activities. Applicants that initiate award activities in anticipation of federal funding do so at their own risk, and are advised not to begin award-related work until a notice of award is received electronically from the NOAA GMD in Grants Online, NOAA's online financial assistance management system.

VI. Award Administration Information

A. Award Notices

Full proposals recommended for funding by the SO will be forwarded to the NOAA GMD by the Program Office. The applicant will be notified by the program office by email that their application was recommended for funding. The applicant must be aware that the notification by the program office is not the official award notice. The official notice of

award is the Standard Form CD-450, Financial Assistance Award, issued by a NOAA Grants Officer electronically through NOAA's Grants Online system.

The exact amount of funds to be awarded, the final scope of activities including monitoring, the award duration, and specific NOAA cooperative involvement with the activities of each award will be determined in pre-award negotiations among the applicant, the NOAA GMD, and NOAA program staff that will administer these awards.

The authorizing document, the CD-450 award cover page, is provided to the appropriate business office of the recipient organization. It is available at <http://go.usa.gov/SNMR>. The Internet Explorer browser should be used with Grants Online.

NOAA will fund any awards stemming from this competition under Catalog of Federal Domestic Assistance (CFDA) number 11.463.

Unsuccessful applicants will be notified by email that their application was not recommended for funding within 10 business days after the final program office recommendations have been approved by the NOAA GMD.

B. Administrative and National Policy Requirements

1. Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements -- The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of December 30, 2014 (79 FR 78390), are applicable to this solicitation and may be accessed online at <http://www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf>.

2. Uniform Administrative Requirements, Cost Principles and Audit Requirements -- Through 2 C.F.R. § 1327.101, the Department of Commerce adopted Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, which apply to awards in this program. Refer to <http://go.usa.gov/SBYh> and <http://go.usa.gov/SBg4>.

3. Department Of Commerce (DOC) Terms and Conditions -- Successful applicants who accept a NOAA award under this solicitation will be bound by Department of Commerce Financial Assistance Standard Terms and Conditions. This document will be provided in the award package in NOAA's Grants Online system at <http://www.ago.noaa.gov> and at <https://go.usa.gov/xRuaF>. In addition, award documents provided by NOAA may contain special award conditions, including those limiting the use of funds prior to completing environmental compliance requirements, which will be applied on a case-by-case basis, and

requirements for submitting progress reports. These award conditions are subject to change prior to award, but examples can be provided by the agency contact listed in Section VII.

4. **Limitation of Liability** -- Funding for the program listed in this notice is contingent upon the availability of appropriations. Applicants are hereby given notice that funds may not have been appropriated yet for the programs listed in this notice. In no event will NOAA or the Department of Commerce be responsible for proposal preparation costs. Publication of this announcement does not oblige NOAA to award any specific project or to obligate any available funds.

5. **Tax and Felony Certifications** -- When applicable under appropriations law, NOAA will provide certain applicants a form to be completed by the applicant's authorized representative making a certification regarding federally assessed unpaid or delinquent tax liability or recent felony criminal convictions under any federal law. If a form is provided, an award may not be issued until it is returned and accepted by NOAA.

6. **National Environmental Policy Act Requirements** -- NOAA must analyze the potential environmental impacts, as required by NEPA, for applicant projects or proposals which are seeking NOAA federal funding. Detailed information on NOAA compliance with NEPA can be found at the following NOAA NEPA website: <http://www.nepa.noaa.gov/>, including our NOAA Administrative Order 216-6 for NEPA, http://www.nepa.noaa.gov/NAO216_6.pdf, and the Council on Environmental Quality implementation regulations, http://energy.gov/sites/prod/files/NEPA-40CFR1500_1508.pdf. Consequently, as part of an applicant's package, and under their description of their program activities, applicants are required to provide detailed information on the activities to be conducted, locations, sites, species and habitat to be affected, possible construction activities, and any environmental concerns that may exist (e.g., the use and disposal of hazardous or toxic chemicals, introduction of non- indigenous species, impacts to endangered and threatened species, impacts from aquaculture projects, and impacts to coral reef systems). In addition to providing specific information that will serve as the basis for any required impact analyses, applicants may also be requested to assist NOAA in drafting an environmental assessment, if NOAA determines an assessment is required. Applicants will also be required to cooperate with NOAA in identifying feasible measures to reduce or avoid any identified adverse environmental impacts of their proposal. Failure to do so shall be grounds for not selecting an application. In some cases if additional information is required after an application is selected, funds can be withheld by the Grants Officer under a special award condition requiring the recipient to submit additional environmental compliance information sufficient to enable NOAA to make an assessment on any impacts that a project may have on the environment. The NOAA Restoration Center frequently uses a programmatic environmental

impact statement, and compliance documents can be accessed from:
<https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>.

7. Data Sharing Requirements -- Environmental data and information collected or created under NOAA grants or cooperative agreements must be made discoverable by and accessible to the general public, in a timely fashion (typically within two years), free of charge or at no more than the cost of reproduction, unless an exemption is granted by the NOAA Program. Data should be available in at least one machine-readable format, preferably a widely-used or open-standard format, and should also be accompanied by machine-readable documentation (metadata), preferably based on widely used or international standards.

Proposals submitted in response to this Announcement must include a Data Management Plan of up to two pages describing how these requirements will be satisfied. The Data Management Plan should be aligned with the Data Management Guidance provided for this solicitation at <https://www.fisheries.noaa.gov/national/habitat-conservation/resources-noaa-restoration-center-applicants>. The contents of the Data Management Plan (or absence thereof), and past performance regarding such plans, will be considered as part of proposal review. A typical plan should include descriptions of the types of environmental data and information expected to be created during the course of the project; the tentative date by which data will be shared; the standards to be used for data/metadata format and content; methods for providing data access; approximate total volume of data to be collected; and prior experience in making such data accessible. The costs of data preparation, accessibility, or archiving may be included in the proposal budget unless otherwise stated in the Guidance. Accepted submission of data to the NOAA National Centers for Environmental Information (NCEI) is one way to satisfy data sharing requirements; however, NCEI is not obligated to accept all submissions and may charge a fee, particularly for large or unusual datasets.

NOAA may, at its own discretion, make publicly visible the Data Management Plan from funded proposals, or use information from the Data Management Plan to produce a formal metadata record and include that metadata in a Catalog to indicate the pending availability of new data.

Proposal submitters are hereby advised that the final pre-publication manuscripts of scholarly articles produced entirely or primarily with NOAA funding will be required to be submitted to NOAA Institutional Repository after acceptance, and no later than upon publication. Such manuscripts shall be made publicly available by NOAA one year after publication by the journal.

NOAA's Administrative Order on the Management of Environmental Data Management and Information is available under:

http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_212/212-15.html

8. Freedom of Information Act Requirements (FOIA) -- In the event that an application contains information or data that you do not want disclosed prior to award for purposes other than the evaluation of the application, mark each page containing such information or data with the words "Privileged, Confidential, Commercial, or Financial Information - Limited Use" at the top of the page to assist NOAA in making disclosure determinations. DOC regulations implementing the FOIA, 5 U.S.C 552, are found at 15 C.F.R. Part 4, which sets forth rules for DOC to make requested materials, information, and records publicly available under FOIA. The contents of funded applications may be subject to requests for release under the FOIA. Based on the information provided by the applicant, the confidentiality of the content of funded applications will be maintained to the maximum extent permitted by law.

C. Reporting

Award recipients will be required to submit financial and performance (technical) progress reports in accordance with 2 C.F.R. 200.327-329 and the award terms and conditions. Grant recipients are required to provide semi-annual financial and performance reports within 30 days of the conclusion of each six-month period. Performance reports are due on the same fiscal year schedule as financial reports (October 30 and April 30) covering April 1-September 30 and October 1-March 31, respectively.

Each grant recipient will need to demonstrate, through performance and financial reports, that all award conditions have been met before an award can be closed. Financial and performance reporting, as well as all other grant management activities after a grant is awarded, are conducted electronically through NOAA's grants management system, NOAA Grants Online, at <https://grantsonline.rdc.noaa.gov/>.

Projects may be required to use the NOAA Restoration Center's progress report narrative format and form approved by OMB under control number 0648 0472. This form will be provided to awardees by the NOAA Federal Program Officer. In addition, award recipients proposing multiple site locations may be required to complete individual reports for each site, or provide a project/site list including status and expenditures.

If equipment or tangible personal property is purchased with grant funds, applicants must submit an inventory in accordance with OMB guidance that Commerce adopted by

regulation at 2 C.F.R. 1327.101, which shall be incorporated under the award. The equipment requirements of the OMB Uniform Guidance are set out at 2 C.F.R. Part 200.313. As applicable, a physical inventory of the property must be taken and the results reconciled with the property records at least once every two years. The recipient shall report on real property and tangible property as required in the award and at award closeout, by completing Standard Forms 428 (SF-428) (Tangible Personal Property Report) and 429 (SF-429) (Real Property Status Report). Forms SF-428 and SF-429 may be attached as an appendix to progress reports when applicable.

The Federal Funding Accountability and Transparency Act, 31 U.S.C. 6101 Note, includes a requirement for awardees of applicable federal grants to report information about first-tier sub awards and executive compensation under federal assistance awards. All awardees of applicable grants and cooperative agreements are required to report to the Federal Sub award Reporting System (FSRS) available at www.FSRS.gov on all sub awards over \$25,000. Refer to 2 C.F.R. 170 for more information.

VII. Agency Contacts

Additional guidance regarding application writing, a checklist to submit a complete application, and FAQs about this FFO can be found at: <https://www.fisheries.noaa.gov/grant/noaa-coastal-resilience-grants>. For administrative or technical questions regarding this announcement, contact:

Melanie Gange, Office of Habitat Conservation
(301) 427-8664
Melanie.Gange@noaa.gov

Prospective applicants are encouraged to contact NOAA staff before submitting an application to discuss their project ideas with respect to technical merit and NOAA's objectives. NOAA will make every effort to respond to prospective applicants on a first come, first served basis. These discussions will not include review of draft proposals or site visits during the application period.

VIII. Other Information

Funds awarded cannot necessarily pay for all the costs that the recipient might incur in the course of carrying out an award. Generally, costs that are allowable include salaries, equipment, and supplies, as long as these are "necessary and reasonable" specifically for the purpose of the award. Allowable costs are determined by reference to the OMB Uniform

Guidance at 2 C.F.R. Part 200, codified by the Department of Commerce at 1327.101. All cost reimbursement sub-awards (e.g. subgrants, cost-based contracts) are subject to those federal cost principles applicable to the particular type of organization concerned.

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 24-03052018

ORDERED, that the City Council hereby authorizes the submission of a pre-proposal for the NOAA Coastal Resilience Grants Program (FY2018) for the removal of the Littlefield Dam.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018 **Order:** 25-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – Hackett Road Parcel ID 159-014

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at Hackett Road is ready for a decision. The parcel is zoned industrial and was part of a Maine DEP cleanup effort for tv and computer monitors and junk vehicles. To clear title to the property we will need to agree to pay 50% of sales proceeds, capped at \$35,000 to Maine DEP to reimburse them for clean up costs. Maine DEP spent over \$100,000 on cleanup between this parcel and the abutting property and the agreement is a good deal for the City. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: Recoup back taxes and return the property to a tax paying status. This parcel will also be cleared of previous cleanup cost liability with Maine DEP as part of the sale.

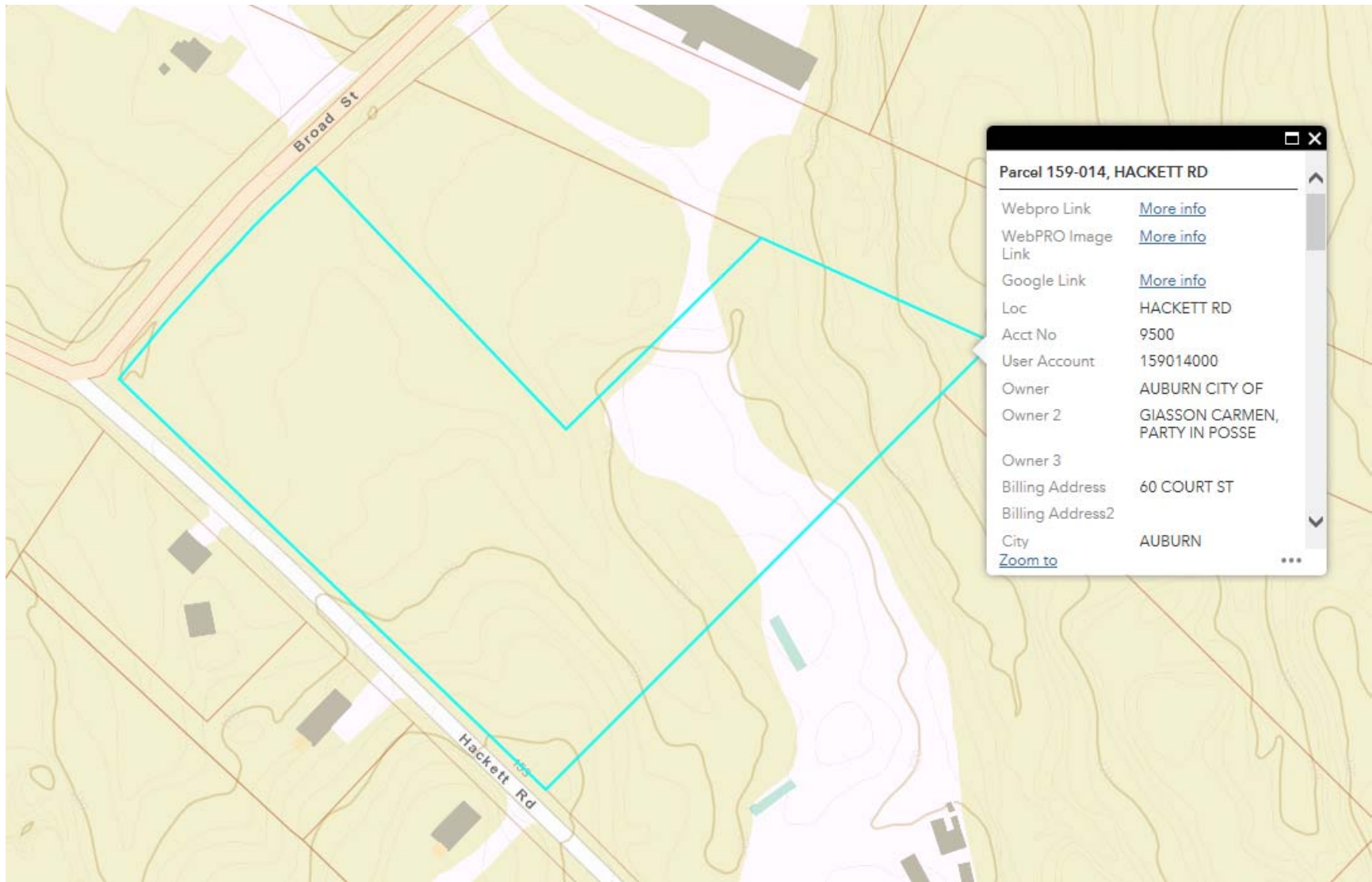
Staff Recommended Action: Staff recommends listing the parcel for sale with a commercial broker and allowing the City Manager to sign the agreement with Maine DEP to clear the property of cleanup cost liabilities.

Previous Meetings and History: February 26, 2018 workshop

Assistant City Manager Comments:

I concur with the recommendation. Signature: Denise M. Clavette

Attachments: Maine DEP agreement and Parcel Map.



Parcel 159-014, HACKETT RD

Webpro Link	More info
WebPRO Image Link	More info
Google Link	More info
Loc	HACKETT RD
Acct No	9500
User Account	159014000
Owner	AUBURN CITY OF
Owner 2	GIASSON CARMEN, PARTY IN POSSE
Owner 3	
Billing Address	60 COURT ST
Billing Address2	
City	AUBURN
Zoom to	

City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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This parcel is assessed at \$102,500.00 with 6.970 acres. The Tax Acquired Property Committee suggests selling this property.

10 Lucille Street	201-093-000-000
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This parcel is assessed at \$ 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

73 Paul Street	191-057-000-000
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This parcel is assessed at 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

143 Hampshire Street	250-311-000-000
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This property was not tax acquired, it was sold from the previous owner, Stanley Buczkowski to the City in 2013. Mr. Buczkowski owned the property which consisted of two buildings on a .47 acre lot identified as 143 and 145 Hampshire Street. There are notes in the file documenting several code violations at the property. In 2010 there was a fire which heavily damaged what was referred to as 145 Hampshire Street and that building was eventually demolished by Mr. Buczkowski. The building at 143 Hampshire Street was sold to the City in 2013 and that building was subsequently torn down as well. The property remains a .470 acre vacant lot and abuts the vacant parcel at 1 Gamage Avenue. The 2017 assessment of the property as a buildable lot was 26,300 with .470 acres. The Tax Acquired Property Committee recommends keeping this property for the Auburn Recreation Department.

MEMORANDUM OF AGREEMENT BETWEEN THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE CITY OF AUBURN, ANDROSCOGGIN COUNTY, MAINE REGARDING THE GIASSON JUNKYARD SITE

I. Purpose

The purpose of this document is to define the terms and conditions whereby the State of Maine Department of Environmental Protection releases the City of Auburn and subsequent owners, leasees, and assigns from certain obligations and the City reimburse the Department its costs for response actions under the Uncontrolled Hazardous Substances Site Law at the Giasson Junkyard site, 250 Hackett Rd., Auburn, Maine, and indicated on City of Auburn Tax Map 159 as Lots 14 and 15.

II. Background

The Maine Department of Environmental Protection has completed necessary remedial actions to abate the threat, danger, or hazard to public health and safety and to the environment posed by hazardous substances and special waste at the Giasson Junkyard Site. As of September 9, 2015, DEP has incurred at least \$116,781.88 in response costs at both lots associated with Giasson Junkyard. The Department has determined that approximately 30% of the clean up costs were associated with material located on City of Auburn Tax Map 159 Lot 14.

The City of Auburn now hold interests in the parcel as identified as Lot 14 on Auburn Tax Map 159.

II. Definitions

- A. Department: State of Maine Department of Environmental Protection
- B. Parties: the City and the Department
- C. Site: Portion of the Giasson Junkyard property comprising approximately 17 acres known as Map 135 Lot 5 and Map 159 Lot 14 located in Auburn, Maine
- D. City: City of Auburn

III. Terms and Condition of Release

The Department agrees to release from liability under Maine's Uncontrolled Hazardous Substance Sites Law, 38 M.R.S.A., Section 1367, the City and all future owners, leasees, and assigns of Lot 14 on Auburn Tax Map 135, provided that the City reimburses the Department in the following manner:

1. Within 30 days of selling or leasing any portion of the Site, the City shall reimburse the Department 50% of the proceeds, not to exceed \$35,000, of the sale or lease, or the entire Site is sold and no portion thereof remains owned by the City.

IV. Department Conditions

- A The Department, subject to the City's compliance with the terms and conditions stated above, agrees to release and discharges the City, its successors, assigns, agents, servants, employees, attorneys, and insurers from all actions, suits, causes of action, liens, claims and demands which the Department now has, or, but for the execution of this Agreement, could or might have had, against the City, with respect to the parcel identified on City of Auburn Tax Map 159 Lot 14 arising from any hazardous substances or special waste on Lot 14 as part of Site operations by the Giasson family.
- B The Department agrees that they will not assert any lien against future owners of the parcel identified as Lot 14 on City of Auburn Tax Map 159.

V. Additional Agreements

Each undersigned representative certifies that he is fully authorized to enter into this Agreement and to execute and legally bind such signatory to this document.

DONE AND DATED AT THE CITY OF AUBURN, MAINE, THIS__ DAY OF MARCH__ 2018. THE CITY OF AUBURN

BY: _____
PETER CRICHTON, CITY MANAGER
AUBURN, MAINE

DONE AND DATED AT AUGUSTA, MAINE, THIS__ DAY OF MARCH__ 2018.
DEPARTMENT OF ENVIRONMENTAL PROTECTION

BY: _____
DAVID W. WRIGHT, DIVISION DIRECTOR
BUREAU OF REMEDIATION & WASTE MANAGEMENT

STATE OF MAINE
ANDROSCOGGIN, ss.,

Then personally appeared above-named David W. Wright in his position as Division Director of the Bureau of Remediation & Waste Management of the Maine Department of Environmental Protection and duly authorized delegate for the Commissioner, and acknowledge the foregoing

instrument to be free act and deed, and the free act and deed of the Department of Environmental Protection.

Before me,

Notary Public

(Print Name)

My Commission Expires

Memorandum of Agreement was prepared by Ted Wolfertz, Bureau of Remediation and Waste Management.

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 25-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at Hackett Road (PID 159-014) for sale and to sign the agreement to clear environmental cleanup liabilities at the site by paying Maine DEP 50% of sale proceeds up to a maximum of \$35,000 as part of a sale.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018 **Order:** 26-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – 10 Lucille Parcel ID 201-093

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at 10 Lucille is ready for a decision. The parcel is zoned urban residential and is a legal single-family house lot. The structure was removed due to dilapidation and it is now a vacant lot. If the Council wishes to prioritize use or timely construction over sales price we would ask that direction be provided at the meeting, otherwise we will list it for sale to the highest bidder. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: Recoup back taxes and return the property to a tax paying status.

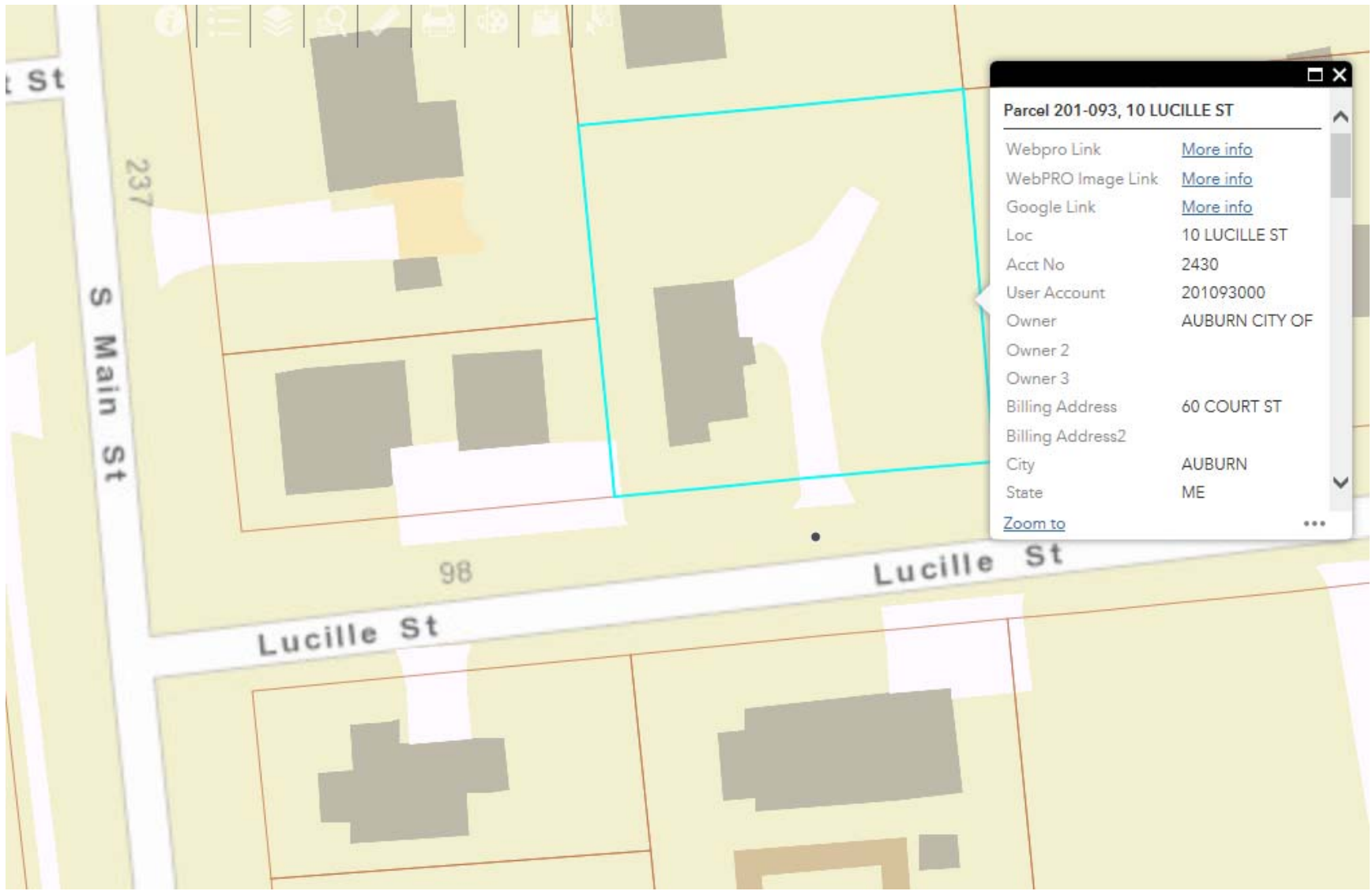
Staff Recommended Action: Staff recommends listing the parcel for sale with a broker.

Previous Meetings and History: February 26, 2018 workshop

Assistant City Manager Comments:

I concur with the recommendation. Signature: Denise M. Clavette

Attachments: Parcel Map and tax acquired memo.



Parcel 201-093, 10 LUCILLE ST

Webpro Link	More info
WebPRO Image Link	More info
Google Link	More info
Loc	10 LUCILLE ST
Acct No	2430
User Account	201093000
Owner	AUBURN CITY OF
Owner 2	
Owner 3	
Billing Address	60 COURT ST
Billing Address2	
City	AUBURN
State	ME
Zoom to	...

S Main St

237

98

Lucille St

Lucille St

City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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This parcel is assessed at \$102,500.00 with 6.970 acres. The Tax Acquired Property Committee suggests selling this property.

10 Lucille Street	201-093-000-000
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This parcel is assessed at \$ 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

73 Paul Street	191-057-000-000
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This parcel is assessed at 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

143 Hampshire Street	250-311-000-000
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This property was not tax acquired, it was sold from the previous owner, Stanley Buczkowski to the City in 2013. Mr. Buczkowski owned the property which consisted of two buildings on a .47 acre lot identified as 143 and 145 Hampshire Street. There are notes in the file documenting several code violations at the property. In 2010 there was a fire which heavily damaged what was referred to as 145 Hampshire Street and that building was eventually demolished by Mr. Buczkowski. The building at 143 Hampshire Street was sold to the City in 2013 and that building was subsequently torn down as well. The property remains a .470 acre vacant lot and abuts the vacant parcel at 1 Gamage Avenue. The 2017 assessment of the property as a buildable lot was 26,300 with .470 acres. The Tax Acquired Property Committee recommends keeping this property for the Auburn Recreation Department.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018

Order: 27-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – 73 Paul Street Parcel ID 191-057

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at 73 Paul Street is ready for a decision. The parcel is zoned urban residential and is a legal single-family house lot. The structure was removed due to dilapidation and it is now a vacant lot. If the Council wishes to prioritize use or timely construction over sales price we would ask that direction be provided at the meeting, otherwise we will list it for sale to the highest bidder. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: Recoup back taxes and return the property to a tax paying status.

Staff Recommended Action: Staff recommends listing the parcel for sale with a broker.

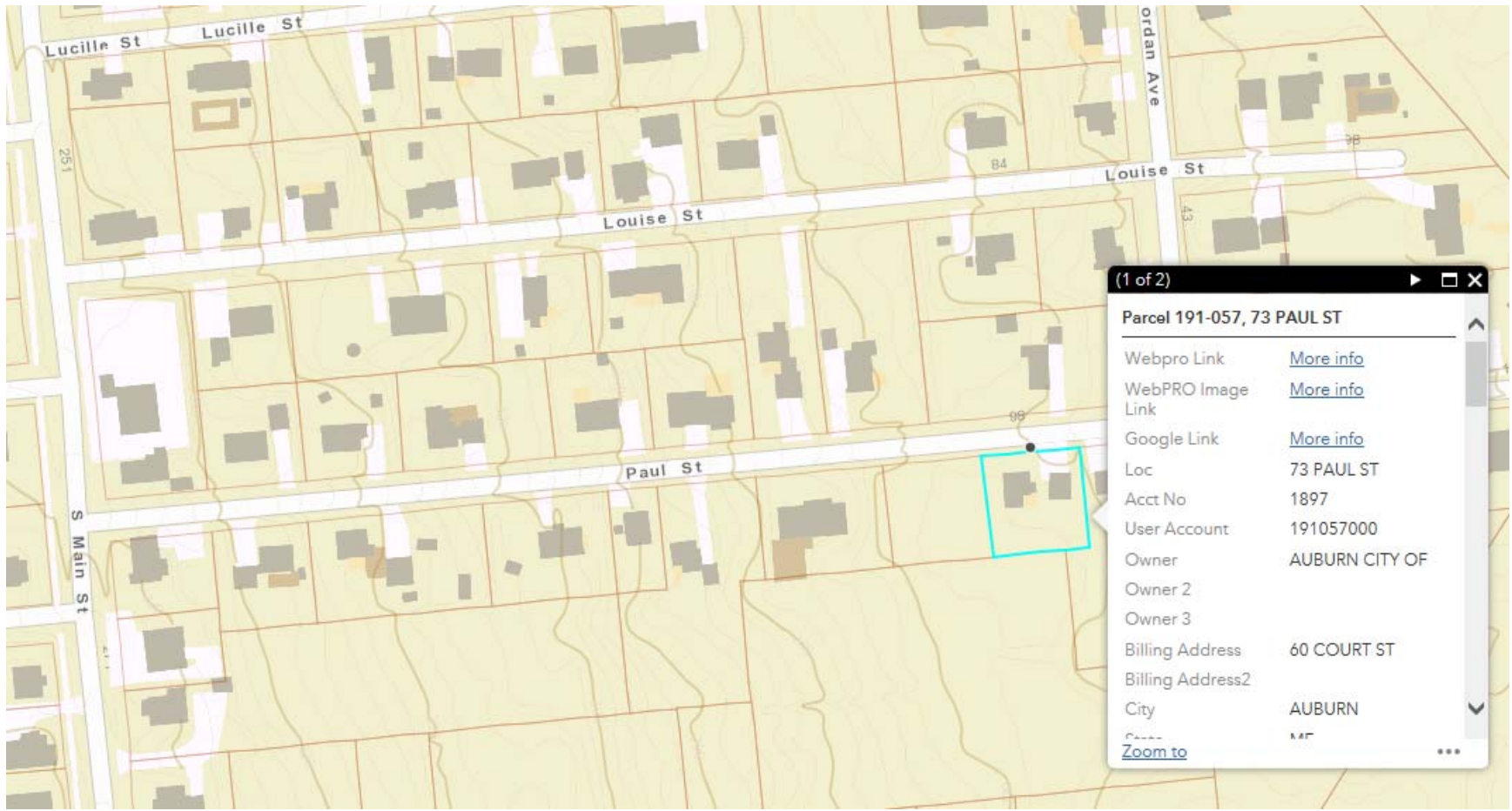
Previous Meetings and History: February 26, 2018 workshop

Assistant City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in blue ink that reads "Denise M. Clavette".

Attachments: Parcel Map and tax acquired memo.



(1 of 2)

Parcel 191-057, 73 PAUL ST

Webpro Link	More info
WebPRO Image Link	More info
Google Link	More info
Loc	73 PAUL ST
Acct No	1897
User Account	191057000
Owner	AUBURN CITY OF
Owner 2	
Owner 3	
Billing Address	60 COURT ST
Billing Address2	
City	AUBURN
State	ME
Zoom to	...

City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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This parcel is assessed at \$102,500.00 with 6.970 acres. The Tax Acquired Property Committee suggests selling this property.

10 Lucille Street	201-093-000-000
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This parcel is assessed at \$ 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

73 Paul Street	191-057-000-000
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This parcel is assessed at 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

143 Hampshire Street	250-311-000-000
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This property was not tax acquired, it was sold from the previous owner, Stanley Buczkowski to the City in 2013. Mr. Buczkowski owned the property which consisted of two buildings on a .47 acre lot identified as 143 and 145 Hampshire Street. There are notes in the file documenting several code violations at the property. In 2010 there was a fire which heavily damaged what was referred to as 145 Hampshire Street and that building was eventually demolished by Mr. Buczkowski. The building at 143 Hampshire Street was sold to the City in 2013 and that building was subsequently torn down as well. The property remains a .470 acre vacant lot and abuts the vacant parcel at 1 Gamage Avenue. The 2017 assessment of the property as a buildable lot was 26,300 with .470 acres. The Tax Acquired Property Committee recommends keeping this property for the Auburn Recreation Department.

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 27-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at 73 Paul Street (PID 191-057) for sale by listing with a residential broker.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018 **Order:** 28-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – 1 Gamage Ave Parcel ID 250-310

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at 1 Gamage Avenue is ready for a decision. The parcel is zoned multi-family urban and could be a legal single-family house lot. The structure was removed due to fire damage and it is now a vacant lot. Staff recommends keeping the lot for the time being because it abuts a City park and two other city owned parcels used for park access and parking. In addition, the lot is on steep slope and would be difficult and costly to develop by itself. The 3-abutting city owned lots should be considered together for maximum development potential if that is the direction the Council chooses to go. Finding a buyer for this lot by itself is unlikely. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: None if retained.

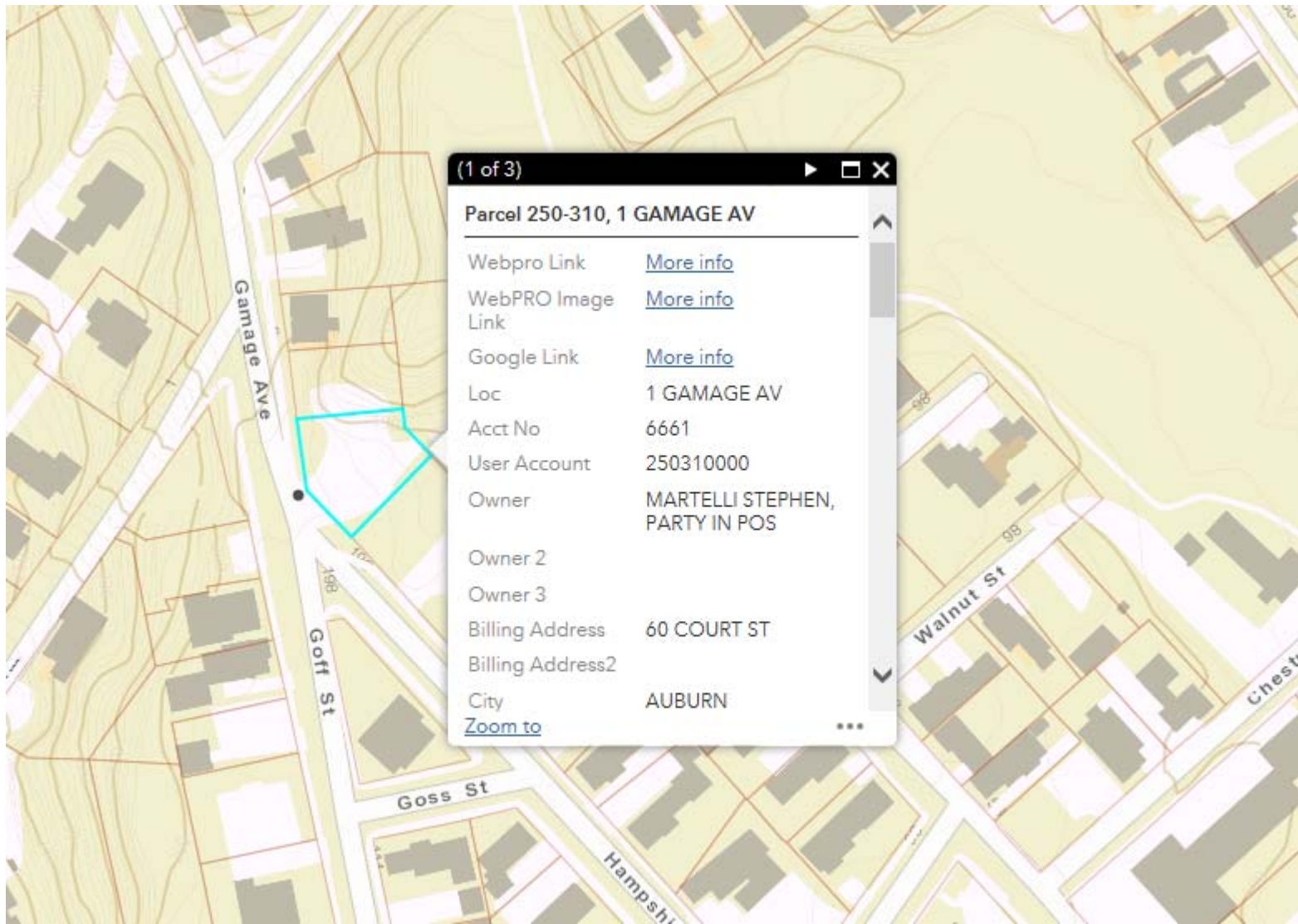
Staff Recommended Action: Staff recommends holding the parcel for the time being.

Previous Meetings and History: February 26, 2018 workshop

Assistant City Manager Comments:

I concur with the recommendation. Signature: Denise M. Clavette

Attachments: Parcel Map and tax acquired memo.



City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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This parcel is assessed at \$102,500.00 with 6.970 acres. The Tax Acquired Property Committee suggests selling this property.

10 Lucille Street	201-093-000-000
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This parcel is assessed at \$ 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

73 Paul Street	191-057-000-000
----------------	-----------------

This parcel is assessed at 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

143 Hampshire Street	250-311-000-000
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This property was not tax acquired, it was sold from the previous owner, Stanley Buczkowski to the City in 2013. Mr. Buczkowski owned the property which consisted of two buildings on a .47 acre lot identified as 143 and 145 Hampshire Street. There are notes in the file documenting several code violations at the property. In 2010 there was a fire which heavily damaged what was referred to as 145 Hampshire Street and that building was eventually demolished by Mr. Buczkowski. The building at 143 Hampshire Street was sold to the City in 2013 and that building was subsequently torn down as well. The property remains a .470 acre vacant lot and abuts the vacant parcel at 1 Gamage Avenue. The 2017 assessment of the property as a buildable lot was 26,300 with .470 acres. The Tax Acquired Property Committee recommends keeping this property for the Auburn Recreation Department.

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 28-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at 1 Gamage Avenue (PID 250-310) for sale by listing with a residential broker.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018 **Order:** 29-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – 5 Gamage Ave Parcel ID 250-309

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at 5 Gamage Avenue is ready for a decision. The parcel is zoned multi-family urban and could be a legal single-family house lot. The structure was removed due to fire damage and it is now a vacant lot. Staff recommends keeping the lot for the time being because it abuts a City park and two other city owned parcels used for park access and parking. In addition, the lot is on steep slope and would be difficult and costly to develop by itself. The 3-abutting city owned lots should be considered together for maximum development potential if that is the direction the Council chooses to go. Finding a buyer for this lot by itself is unlikely. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: None if retained.

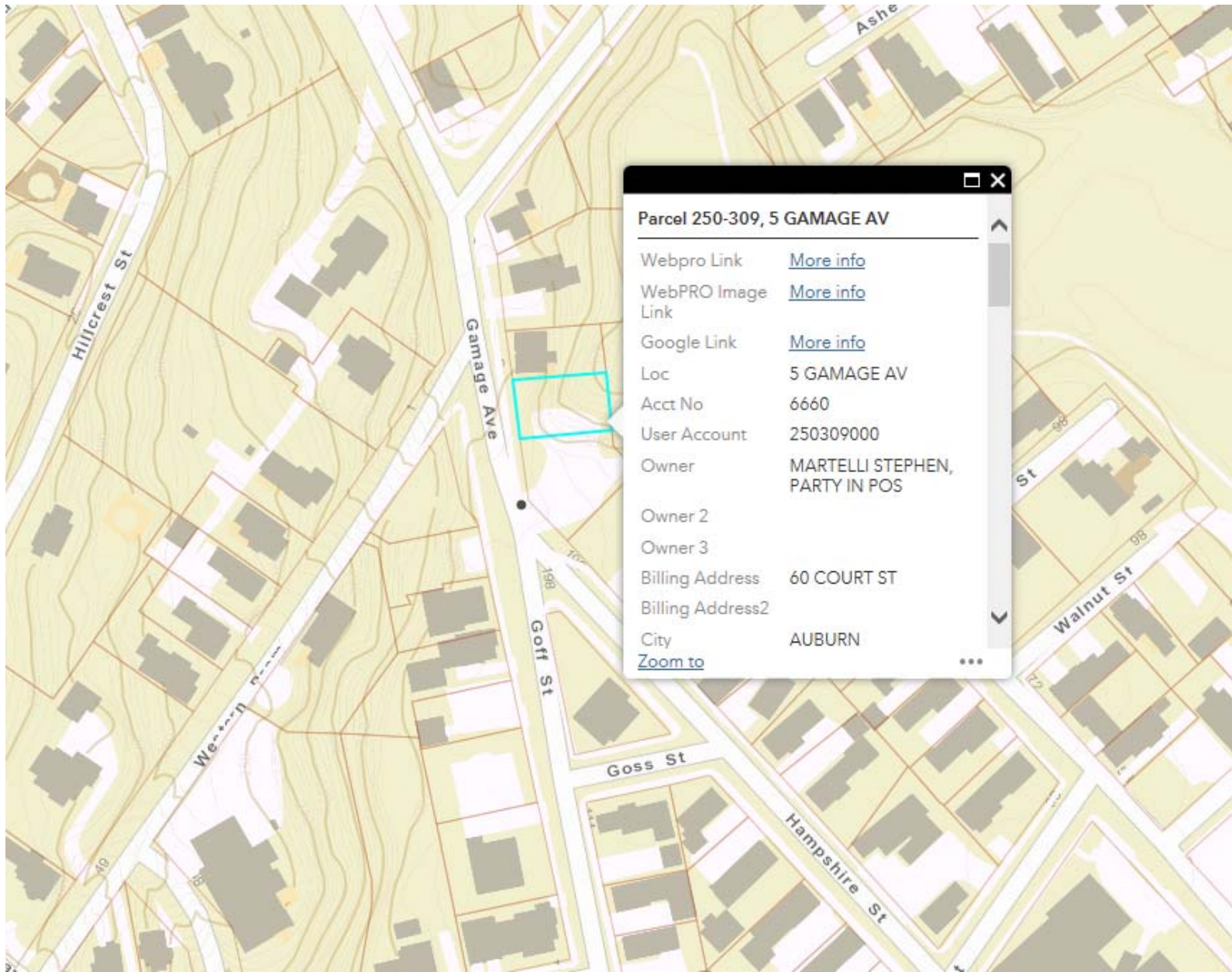
Staff Recommended Action: Staff recommends holding the parcel for the time being.

Previous Meetings and History: February 26, 2018 workshop

Assistant City Manager Comments:

I concur with the recommendation. Signature: Denise M. Clavette

Attachments: Parcel Map and tax acquired memo.



Parcel 250-309, 5 GAMAGE AV

Webpro Link [More info](#)

WebPRO Image Link [More info](#)

Google Link [More info](#)

Loc 5 GAMAGE AV

Acct No 6660

User Account 250309000

Owner MARTELLI STEPHEN, PARTY IN POS

Owner 2

Owner 3

Billing Address 60 COURT ST

Billing Address2

City AUBURN

[Zoom to](#)

City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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143 Hampshire Street	250-311-000-000
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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 29-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at 5 Gamage Avenue (PID 250-309) for sale by listing with a residential broker.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 5, 2018

Order: 30-03052018

Author: Eric J. Cousens, Deputy Director of Economic and Community Development

Subject: Tax Acquired/City Owned Properties – 143 Hampshire Street Parcel ID 250-311

Information: The Tax Acquired Property Committee identified six (6) properties for Council review and direction. The Council workshopped the properties on February 26, 2018 and the parcel at 143 Hampshire Street is ready for a decision. The parcel is zoned multi-family urban and could be a legal single-family or multi-family house lot. The lot was not tax acquired. The purchase and removal of the structure was funded with CDBG funds and it is now a parking lot to serve the park and neighborhood for wither relief. Staff recommends keeping the lot for the time being because it abuts a City park and two other city owned parcels used for park access and parking. The 3-abutting city owned lots should be considered together for maximum development potential if that is the direction the Council chooses to go. Staff will be available at the meeting if the Council wishes to discuss this further or view mapping.

City Budgetary Impacts: None if retained.

Staff Recommended Action: Staff recommends holding the parcel for the time being.

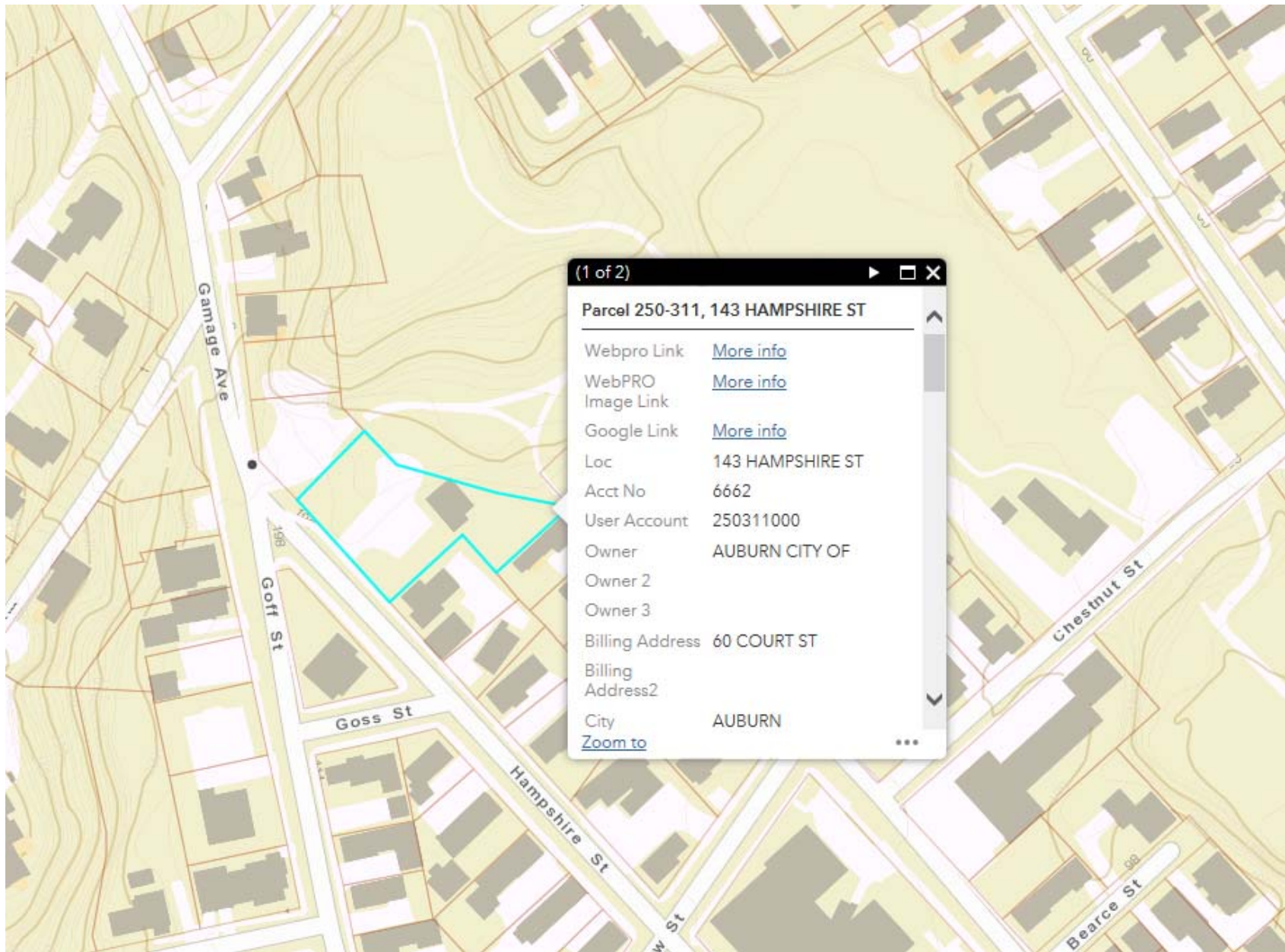
Previous Meetings and History: February 26, 2018 workshop

City Manager Comments:

I concur with the recommendation. Signature: _____

Denise M. Clavette

Attachments: Parcel Map and tax acquired memo.



(1 of 2)

Parcel 250-311, 143 HAMPSHIRE ST

Webpro Link [More info](#)

WebPRO Image Link [More info](#)

Google Link [More info](#)

Loc 143 HAMPSHIRE ST

Acct No 6662

User Account 250311000

Owner AUBURN CITY OF

Owner 2

Owner 3

Billing Address 60 COURT ST

Billing Address2

City AUBURN

[Zoom to](#) ...

City of Auburn
Tax Acquired Properties
February 26, 2018

Property Location	Map and Lot
5 Gamage Avenue	250-309-000-000

This parcel is assessed at \$19,400.00 with .120 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

1 Gamage Avenue	250-310-000-000
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This parcel is assessed at \$3,300.00 with .180 acres. The Tax Acquired Property Committee suggests keeping this property for Auburn Recreation Department parking.

Hackett Road	159-014-000-000
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This parcel is assessed at \$102,500.00 with 6.970 acres. The Tax Acquired Property Committee suggests selling this property.

10 Lucille Street	201-093-000-000
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This parcel is assessed at \$ 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

73 Paul Street	191-057-000-000
----------------	-----------------

This parcel is assessed at 31,200.00 with .230 acres. The Tax Acquired Property Committee suggests selling this property.

143 Hampshire Street	250-311-000-000
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This property was not tax acquired, it was sold from the previous owner, Stanley Buczkowski to the City in 2013. Mr. Buczkowski owned the property which consisted of two buildings on a .47 acre lot identified as 143 and 145 Hampshire Street. There are notes in the file documenting several code violations at the property. In 2010 there was a fire which heavily damaged what was referred to as 145 Hampshire Street and that building was eventually demolished by Mr. Buczkowski. The building at 143 Hampshire Street was sold to the City in 2013 and that building was subsequently torn down as well. The property remains a .470 acre vacant lot and abuts the vacant parcel at 1 Gamage Avenue. The 2017 assessment of the property as a buildable lot was 26,300 with .470 acres. The Tax Acquired Property Committee recommends keeping this property for the Auburn Recreation Department.

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 30-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at 143 Hampshire Street (PID 250-311) for sale by listing with a residential broker.



**City of Auburn
City Council Information Sheet**

Council Meeting Date: 03/05/2018

Order: 31-03052018

Author: Economic and Community Development Staff

Subject: Authorizing the City Manager to hire an additional full time City Electrician.

Information:

In 2010 the electrical division staff was reduced from 3 to 2 staff persons. In 2016 the electrical division staff was reduced to a single person, due to a fund balance issue that caused a Citywide reduction in staff.

In 2016 the City slightly increased the contracted services budget in an attempt to minimize the impact of the reduced staff. Contracting out the electrical services has been challenging at best and has caused delays in services, delays in projects and deferred maintenance of infrastructure.

Staff has recognized this as a risk and proposed replacing the position in the FY19 budget. The single electrical staff person will not be able to report to work soon for a period of approximately 30-60 days and will have limited duties for up to 6 months. The City will not be able to meet basic electrical requirements for permitting and emergency response if we do not acquire staff capacity quickly.

As directed by the City Council; options will be presented at the 03/05/2018 Council meeting.

City Budgetary Impacts: Minimal. Permitting activity and revenues have increased over the last two years along with the demand for inspections. Staff will be proposing adjusting the permit fee structure; this new fee structure is projected to cover the cost of the reinstated electrical position.

Staff Recommended Action: Authorize the City Manager to reinstate the electrical position.

Previous Meetings and History:

Budget meetings annually since 2016
Council Workshop 02/26/2018

Assistant City Manager Comments:

I concur with the recommendation. Signature: _____

Denise M. Clavette

Attachments:

Order: **31-03052018**



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: March 5, 2018

Subject: Executive Session

Information: Discussion regarding a personnel matter, pursuant to 1 M.R.S.A. Section 405(6) (A).

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.

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 26-03052018

ORDERED, that the City Council hereby authorizes the City Manager to market the tax acquired parcel at 10 Lucille Street (PID 201-093) for sale by listing with a residential broker.

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 31-03052018

ORDERED, that the City Council hereby authorizes the City Manager to hire an additional full time City Electrician.