



5:00 P.M. PRESS CONFERENCE – UNVEILING OF AUBURN’S SESQUICENTENNIAL LOGO

**City Council Workshop & Meeting
July 2, 2018
Agenda**

5:30 P.M. Workshop

- A. Executive Session – to consult with legal counsel regarding the marijuana moratorium, pursuant to 1 M.R.S.A. §405(6)(E)
- B. Executive Session – to consult with legal counsel regarding city owned and tax acquired property, pursuant to 1 M.R.S.A. §405(6)(E)
- C. Renaming of Little Androscoggin Park – Mayor Levesque (20 minutes)
- D. Proposed Ordinance Amendment (Parks and Recreation Advisory Board) – Sabrina Best (10 minutes).

7:00 P.M. City Council Meeting

- I. **Consent Items – None**
- II. **Minutes – June 18, 2018 Regular Council Meeting**
- III. **Communications, Presentations and Recognitions**
 - Communication – Marijuana Moratorium Update (Phil Crowell)**
 - Proclamation - Summer Learning Day Proclamation**
- 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**
 - 1. **Ordinance 04-06182018**
 - Adopting the zone change for Niskayuna Street – second reading.
- VI. **New Business**

1. **Order 55-07022018**
Appointing Brian Carrier to the Planning Board as an Associate member with a term expiration of 01/01/2020.
 2. **Order 56-07022018**
Appointing Dana Staples as full member of the Zoning Board of Appeals with a term expiration of 10/01/2019.
 3. **Order 57-07022018**
Renaming Little Androscoggin Park to Anniversary Park to commemorate the Sesquicentennial Anniversary of the City of Auburn.
- 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 on a poverty abatement case # 2018-002 pursuant to 36 M.R.S.A § 841 with possible action to follow.
- X. Adjournment**



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: July 2, 2018

Subject: Executive Session

Information: Legal consultation, pursuant to 1 M.R.S.A. Section 405(6) (E).

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.



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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;

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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;

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**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: July 2, 2018

Author: Jody Durisko, Executive Assistant

Subject: Renaming of Little Androscoggin Park

Information: Mayor Levesque is asking Council that consider renaming the Little Androscoggin Park to Anniversary Park to commemorate the Sesquicentennial Anniversary of the City of Auburn.

City Budgetary Impacts: None

Staff Recommended Action: To rename Little Androscoggin Park Anniversary Park.

Previous Meetings and History: Not Applicable

City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in blue ink, appearing to read "Peter J. Coakley", is written over a horizontal line.

Attachments:

- Policy For Naming of Facilities and Infrastructure
- City of Auburn Nomination For Proposed Name
- Little Andy Information Sheet
- Riverway Concepts
- Preliminary Plan New Auburn Existing
- Preliminary Plan New Auburn Construction Activity 2018
- Preliminary Plan New Auburn Construction Activity 2019



| Office Use Only | |
|---------------------------|-------|
| Date Submitted: | _____ |
| Nomination Period Starts: | _____ |
| Nomination Period Closes: | _____ |

City of Auburn Nomination for Proposed Name (for public facility, building, infrastructure, park or plot of land)

Name of Person/Group/Committee submitting name: _____

Address: _____ Phone No. _____

Proposed Name: _____ Old Name (if any): _____

Street Location: _____ Building/Property: _____ City ID: _____
(Tax ID, if any)

The criteria for naming a city facility or infrastructure should reflect one or more of the following. Check all that may apply.

- 1. Reflect City services provided in/at location _____
- 2. Reflect geographical location _____
- 3. Reflect significant natural features _____
- 4. Honor a significant individual (see below) _____ (Full name of individual: _____)

Criteria for naming a facility after an individual (person proposed is living ___ deceased ___):

- a. made a unique contribution to the area being named; _____
- b. substantially improved or contributed to the quality of life in Auburn _____
- c. gave significant civic contribution(s) to Auburn or the region _____
- d. brought recognition to Auburn for their achievements _____
- e. donated land or significant resources to the facility _____

Reason for Nomination:

POLICY FOR NAMING OF FACILITIES AND INFRASTRUCTURE

Any naming or renaming of public places in Auburn should help to better define and build a sense of community, while also serving to honor the contributions of worthy individuals. The City of Auburn strives to have a process that serves these goals in a way that allows public participation.

The City Council will be the official naming body for all municipally owned facilities and infrastructure. The Council will make recommendations and work collaboratively with other governmental entities in the naming of facilities and infrastructure not solely owned by the City of Auburn.

Although the Council reserves the right to use whatever process they deem most appropriate for the circumstances, in general, the Council will use the following process.

Nominations will be accepted for names to any public facility, park, building, or infrastructure. Nominations should include the name and contact information from the person submitting the name as well as the reasons for their nomination.

The criteria for naming a city facility or infrastructure should reflect one or more of the following:

1. reflect City services provided in or at facility;
2. reflect geographical location;
3. reflect significant natural features; or
4. honor a significant individual (see below)

Criteria for naming a facility after an individual:

May be named after an individual living or dead;

- a. made a unique contribution to the area being named;
- b. substantially improved or contributed to the quality of life in Auburn;
- c. gave significant civic contribution(s) to Auburn or the region;
- d. brought recognition to Auburn for their achievements;



| Office Use Only | |
|---------------------------|-------|
| Date Submitted: | _____ |
| Nomination Period Starts: | _____ |
| Nomination Period Closes: | _____ |

City of Auburn Nomination for Proposed Name (for public facility, building, infrastructure, park or plot of land)

Name of Person/Group/Committee submitting name: _____

Address: _____ Phone No. _____

Proposed Name: _____ Old Name (if any): _____

Street Location: _____ Building/Property: _____ City ID: _____
(Tax ID, if any)

The criteria for naming a city facility or infrastructure should reflect one or more of the following. Check all that may apply.

- 1. Reflect City services provided in/at location _____
- 2. Reflect geographical location _____
- 3. Reflect significant natural features _____
- 4. Honor a significant individual (see below) _____ (Full name of individual: _____)

Criteria for naming a facility after an individual (person proposed is living ___ deceased ___):

- a. made a unique contribution to the area being named; _____
- b. substantially improved or contributed to the quality of life in Auburn _____
- c. gave significant civic contribution(s) to Auburn or the region _____
- d. brought recognition to Auburn for their achievements _____
- e. donated land or significant resources to the facility _____

Reason for Nomination:

(use back or additional sheets if necessary)

- Little Andy Park is located off Pulsifer Street in New Auburn next to the New Auburn Social Club and Rolly's Diner. It lies to the west of the South Bridge and at the mouth of the Little Androscoggin River.



Although small, Little Andy Park is a popular destination for community members and the Androscoggin Land Trust. Every year, volunteers gather at Little Andy Park to help with the Annual Androscoggin River Clean Up. The hand-carry boat launch makes it a great site for people to gather and put in for a day of volunteer work or paddling.

Directions: Little Andy is located off Pulsifer Street in New Auburn. At the intersection of Main Street and Mill Street, turn onto Pulsifer at Rolly's Diner and the park will be at the bend where Pulsifer meets 2nd Street on your left.

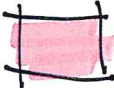
Riverway Concepts




- Legend:**
- CATCH BASIN
 - SEWER MANHOLE
 - DRAIN MANHOLE
 - COMMUNICATION MANHOLE
 - WATER MANHOLE
 - UNMARKED MANHOLE
 - ELECTRIC HANDHOLD/BOX
 - FIRE HYDRANT
 - UTILITY POLE W/ GUY WIRE
 - WATER SHUTOFF
 - WATER VALVE
 - GAS VALVE
 - SANITARY SEWER LINE
 - SD
 - STORM DRAIN LINE
 - W
 - WATER LINE
 - COMMUNICATIONS LINE
 - E
 - ELECTRIC LINE
 - G
 - GAS LINE
 - OHP
 - OVERHEAD UTILITY LINE
 - TV
 - CABLE/TV LINE
 - UNKNOWN LINE
 - VITRIFIED CLAY PIPE
 - DUCTILE CLAY PIPE
 - POLY(VINYL CHLORIDE) PIPE
 - REINFORCED CONCRETE PIPE
 - SURVEY CONTROL POINT
 - TEST BORING
 - BENCHMARK
 - FOUND IRON PIPE
 - FOUND IRON ROD
 - FOUND STEEL REBAR W/SURVEY CAP
 - FOUND GRANITE MONUMENT
 - SIGN
 - LIGHT POLE
 - TRAFFIC LIGHT POLE
 - HARDWOOD TREE

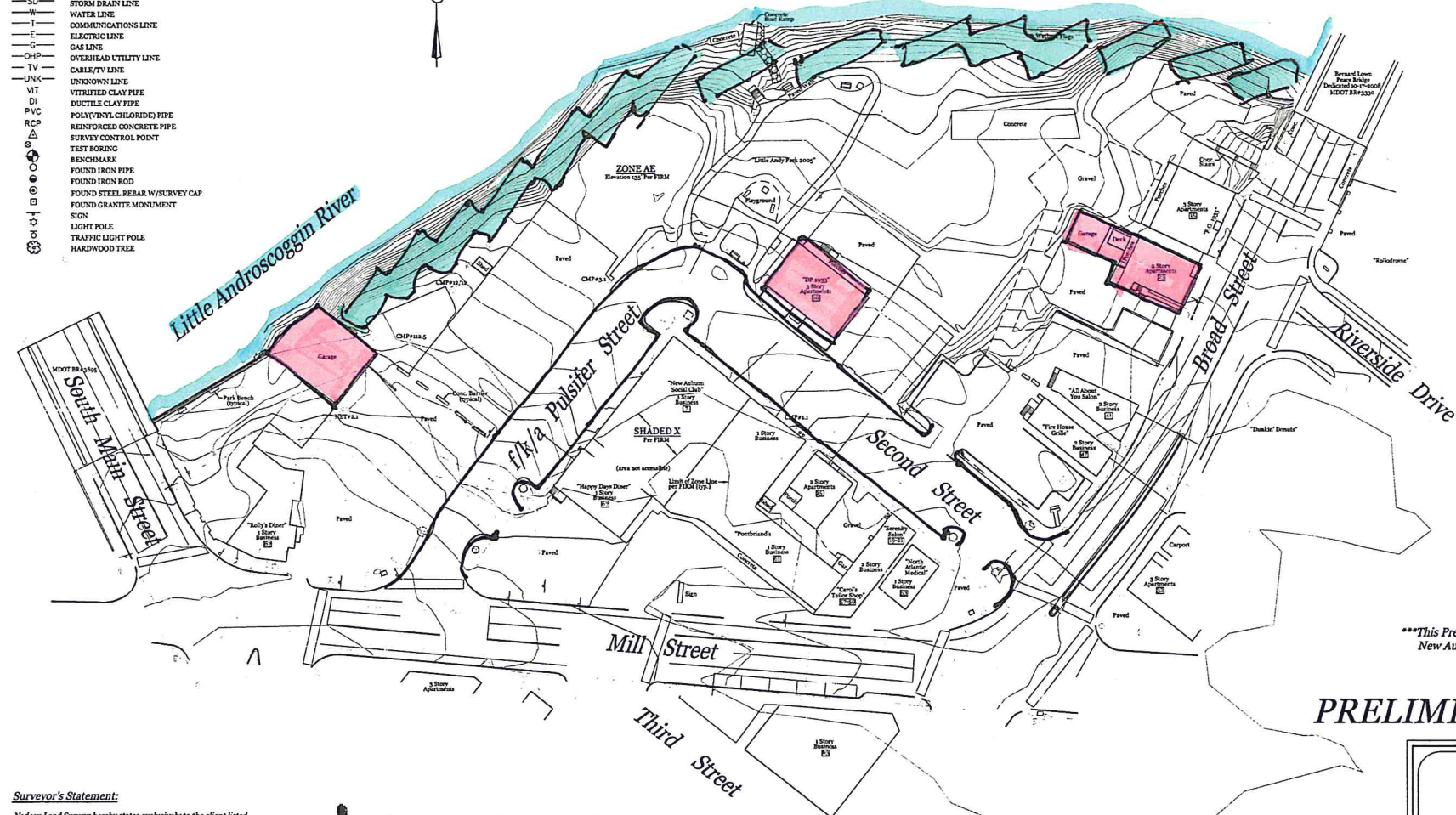
Grid North
MSPC NAD83, 1802 (West Zone)



 - TO BE DEMOLISHED PRIOR TO START OF CONSTRUCTION IN 2018

 - TREES LIMBED UP (early) VIEWS OPENED UP (2018)

Androscoggin River



General Notes:

1. This plan is not intended to depict limits or extent of fee title ownership. An opinion of title should be rendered by a title attorney.
2. This office reserves the right to be held harmless by all 3rd party claims.
3. This survey does not purport to reflect any of the following:
 - a. assessments other than those that are visible or specifically stated in the referenced documents.
 - b. building setback compliance or restrictive covenants.
 - c. zoning or other land use regulations.
 - d. the location of any underground utilities or structures.
4. This office reserves the right to be held harmless for unknown or unobtainable private records which could affect the results of this survey.
5. Reference is made to "Subconsultant Authorization" dated December 31, 2015 between Nadeau Land Surveys and the below listed client(s), which shall be considered an integral part of this survey.
6. N/F is an abbreviation for Now or Formerly.
7. All deeds referenced on this plan are recorded at the Androscoggin County Registry of Deeds (ACRD).
8. This office does not accept any liability for errors in the Plan References listed herein.
9. The surveyed area is shown on the City of Auburn Assessor's Map 221 as Lots 74, 76, and 90 through 109.
10. A portion of the surveyed area falls within a Special Flood Hazard Area per FEMA Flood Insurance Rate Map Number 2300102410E, Effective Date July 8, 2003. This portion is within Zone AE, Elevation 135.
11. All building corner offsets, if any, to boundary lines are from cornerboards and not building foundation, unless noted.
12. Call 1-888-DIGSAFE at least three business days before performing ANY excavation.
13. Vertical Datum is NAVD83. Benchmark established with GPS Static observations taken on December 21, 2015.
14. The underground utilities shown have been located from field survey information and existing drawings. This office makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in-service or abandoned. The underground utilities shown are approximate location and are located as accurately as possible from information available. This office has not physically located the underground utilities.
15. The coordinates depicted on this plan are for municipal approval purposes only and should not be used for construction layout. This office assumes no liability and/or responsibility if used for construction purposes.
16. Spot grades are for engineering purposes only, and shall not be used as project benchmarks.

***This Preliminary Plan is solely for review purposes at the January 7, 2016 New Auburn Riverway and Greenway Public Input Meeting.

PRELIMINARY - FOR REVIEW

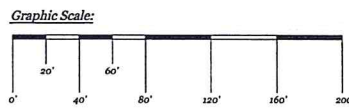
Surveyor's Statement:
Nadeau Land Surveys hereby states exclusively to the client listed herein, that this plan is based on, and the result of, an on the ground field survey and that to the best of our knowledge, information, and belief, it conforms to the Maine Board of Licensure For Professional Land Surveyors Standards of Practice.

This plan is not valid without the signature and embossed seal of the below listed Professional Land Surveyor who prepared this plan as it may contain unauthorized alterations unknown to this office.


Nadeau Land Surveys

James D. Nadeau, P.L.S. #2124 (agent) Date: _____





NEW AUBURN EXISTING - 2017

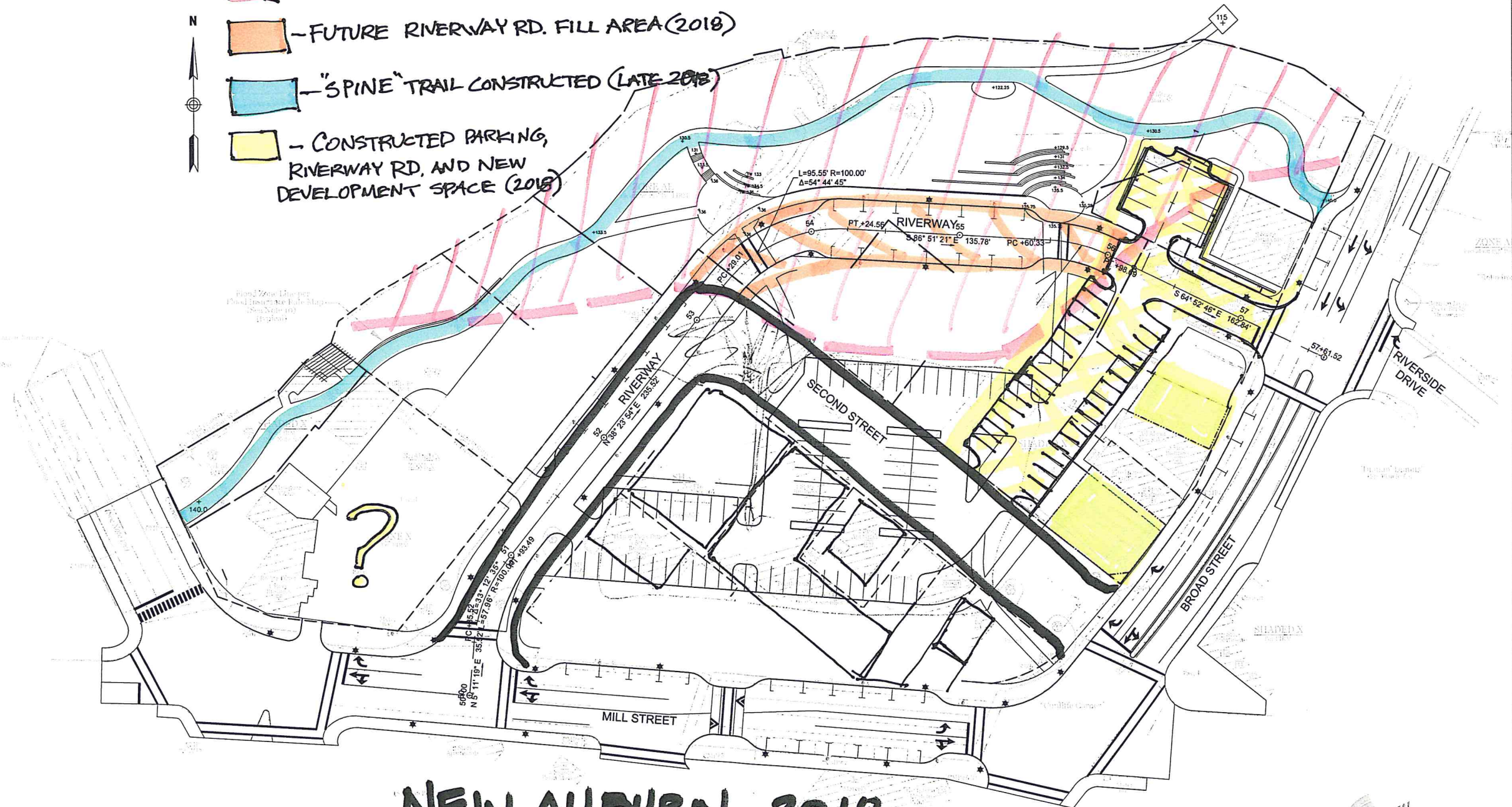


Plan Depicting The Results Of A Topographic Survey
Made For
Vanasse Hangen Brustlin, Inc.
South Main Street, Mill Street, Broad Street, Second Street, Third Street
Auburn, Maine

PREPARED BY:

Nadeau Land Surveys
Professional Land Surveyors
Portland, ME 04102
PH: (207) 878-7870
FAX: (207) 878-7871

| | | |
|------------------------------------|---|------------------------|
| RECORD OWNER: | DRAWN BY: MLC/TFB | PLAN DATE: 1/6/2016 |
| | CHECKED BY: JDN | SURVEY DATE: Dec. 2015 |
| | INSTR: Topcon GPT-3003W & Topcon Hyper II GPS | SCALE: 1" = 40' |
| FIELD BOOK: FB 404 & Topcon Ranger | JOB No: 2151615T | SHEET No: 1 of 1 |

-  - AREA OF FILL (2018)
-  - FUTURE RIVERWAY RD. FILL AREA (2018)
-  - "SPINE" TRAIL CONSTRUCTED (LATE 2018)
-  - CONSTRUCTED PARKING, RIVERWAY RD. AND NEW DEVELOPMENT SPACE (2018)



NEW AUBURN - 2018 CONSTRUCTION ACTIVITY

PRELIMINARY PLAN
SUBJECT TO CHANGE
DATE 3/28/2017



60 0 30 60
SCALE IN FEET

ONION BARN
SEWER MAINLINE
SEWER MANHOLE


WETTED CLAY PIPE
DITCHES AND PIPE

TRAFFIC LIGHT POLE
BACKWOOD TREE

 - GREENWAY FINISHED/LANDSCAPED (2019)

 - RIVERWAY COMPLETED -
NEW DEVELOPMENT PADS (2019)
NEW PARKING AREAS

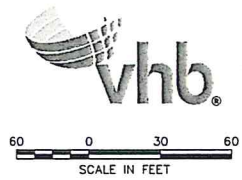
 - GREENWAY TRAIL
COMPLETED (2019)

 - IMPROVEMENTS
TO MAIN, MILL
BROAD STS.
(2019)



NEW AUBURN - 2019 CONSTRUCTION ACTIVITY

PRELIMINARY PLAN
SUBJECT TO CHANGE
DATE 3/28/2017



CURB BASH
SEWER MAINLINE
VERIFIED CLAY PIPE
DUSTED CLAY PIPE
TRAFFIC LIGHT POLE
HARDWOOD 12"x12"



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: July 2, 2018

Author: Sabrina Best, Recreation Director

Subject: Ordinance Amendment for the Parks and Recreation Advisory Board

Information: There is a request to amend the ordinance language in Section 2-454 Established; membership section b for the Parks and Recreation Advisory Board. Current Language reads: "Of the seven appointed members, there shall be no more than two members from the same ward. A member shall forfeit his membership if he becomes a resident of a ward in which two members of the board already reside." The request is to eliminate all of section b. This request is a result from not being able to fill vacant position with eager volunteers from the community due to the ward restrictions. Vacant position(s) have not been filled several times in the last two years due to this restriction.

City Budgetary Impacts: None

Staff Recommended Action: Approval of the request to eliminate the language as recommended. The Parks and Recreation Advisory Board is in support.

Previous Meetings and History: None

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

Sec. 2-454. Established; membership.

- (a) There shall be a parks and recreation advisory board, which shall be composed of eight members. All except the ex officio member of the board shall be appointed by the city council.
- (b) Of the seven appointed members, there shall be no more than two members from the same ward. A member shall forfeit his membership if he becomes a resident of a ward in which two members of the board already reside.
- (c) Serving as the ex officio member shall be the director of parks and recreation, who shall also serve as secretary to the board.
- (d) Nothing in this article shall preclude the creation of standing subcommittees.

(Code 1967, § 18-3.1)

IN COUNCIL REGULAR MEETING JUNE 18, 2018 VOL. 35 PAGE 147

Mayor Levesque called the meeting to order at 7:02 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 - None

II. Minutes - June 4, 2018 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Fournier to approve the minutes of the June 4, 2018 Regular City Council Meeting.

Passage 7-0.

III. Communications, Presentations and Recognitions

- Presentation of the Bruce J. Gerry Scholarship award – Jean Doherty, recipient

IV. Open Session

Robert W. Spencer, Auburn resident commented on the proposed beach study and the stagnant water issue at the outlet beach.

V. Unfinished Business

1. Ordinance 02-06042018

Adopting the zone change for 33 Dunn Street – Public hearing and second reading.

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

Public Hearing - no one from the public spoke.

Passage 6-1 (Councilor Titus opposed). A roll call vote was taken.

2. Order 51-06042018

Authorizing the Finance Director to execute the issuance of general obligation bonds and a tax levy therefore. Second reading.

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

Public comment – no one from the public spoke.

Motion was made by Councilor Titus and seconded by Councilor Fournier to amend the language by adding the phrase not to exceed 11 years.

Passage 5-2 (Councilors Walker and Gerry opposed).

Passage of Order 51-06042018 as amended 6-1 (Councilor Gerry opposed).

Motion was made by Councilor Fournier and seconded by Councilor Lasagna to reconsider passage of the motion.

Passage 5-2 (Councilors Gerry and Young opposed).

Motion by Councilor Fournier and seconded by Councilor Hayes to rescind the amendment adopted at the 6/4/2018 meeting (to fund Museum LA \$15,000 instead of \$25,000 as proposed) which would restore full funding of the \$25,000 that was originally proposed.

Passage 5-2 (Councilors Gerry and Young opposed). A roll call vote was taken.

Motion was made by Councilor Titus and seconded by Councilor Fournier to remove the funding of \$125,000 for the Norway Savings Bank Arena floor.

Passage 7-0. A roll call vote was taken.

Passage of Order 51-06042018 as amended 6-1 (Councilor Gerry opposed). A roll call vote was taken.

3. Order 52-06042018

Reallocation of bonds. Second reading.

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

Public comment – no one from the public spoke.

Passage 6-1 (Councilor Gerry opposed). A roll call vote was taken.

4. Resolve 07-06042018

Adopting the Appropriations Resolve for Fiscal Year 2019. Second reading.

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

Public comment – no one from the public spoke.

Motion was made by Councilor Gerry and seconded by Councilor Walker to fund an additional \$59,000 to LATC.

The Mayor opened it up to public comment again – Robert Spencer commented.

Failed 3-4 (Councilors Lasagna, Hayes, Titus, and Fournier opposed). A roll call vote was taken.

Passage of Resolve 07-06042018 6-1 (Councilor Gerry opposed). A roll call vote was taken.

VI. New Business

1. Ordinance 03-06182018

Adopting a Marijuana Moratorium – Public hearing and first reading.

Motion was made by Councilor Titus and seconded by Councilor Hayes for passage with a date of applicability under paragraph #2 as May 31, 2018.

Public hearing:

Peter Vondel, 153 Broad Street spoke in opposition of the moratorium.

Alexander, owner of Canna Source of Maine located at 747 Minot Avenue spoke in opposition of the moratorium.

Dan Jackson owner of Fire Pharms, spoke in opposition of the moratorium.

John Morrison, owner of Port City Relief, spoke in opposition of the moratorium.

Angela McNamara, resident of Ornaville Township, Maine spoke in opposition of the moratorium.

Chuck McNamara, spoke in opposition of the moratorium.

Charlene St. Laurent, owner of Fire Pharms, spoke in opposition of the moratorium.

Motion was made by Councilor Fournier and seconded by Councilor Young to suspend the rules and dispense of the second reading with a unanimous vote at the first reading. Passage 7-0.

Passage of Ordinance 03-06182018 7-0. A roll call vote was taken.

2. Order 53-06182018

Approving the Mass Gathering Permit for the Liberty Festival to be held July 4, 2018 (rain date July 5, 2018). Public hearing.

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

Public hearing – Cathy McDonald, Chair of the Liberty Festival spoke and said she appreciates the support of the City Council.

Passage 7-0.

3. Ordinance 04-06182018

Adopting the zone change for Niskayuna Street – Public hearing and first reading.

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

Public hearing – no one from the public spoke. Passage 6-1 (Councilor Titus opposed). A roll call vote was taken.

4. Resolve 08-06182018

Supporting an 800Mhz Replacement Radio System for LA 911.

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

Public comment – no one from the public spoke. Passage 5-2 (Councilors Titus and Fournier opposed). A roll call vote was taken.

5. Order 54-06182018

Authorizing the use of funds in the amount of \$1,012,000, from the funds listed below to be used to fund the Capital Improvements.

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

Public comment - no one from the public spoke. Passage 6-1 (Councilor Gerry opposed). A roll call vote was taken.

VII. Reports

Mayor Levesque – thanked the Council and staff for their efforts during the budget process. He then announced that we will be rolling out Auburn’s 150th Anniversary celebration. On July 2, 2018 at 5:00 PM there will be a press conference where we will be unveiling a new Sesquicentennial city seal.

Councilor Young – no report

Councilor Lasagna – reported that there will be a discussion around opioids in our community on June 28, 2018 from 6:00-8:00 PM at the Lewiston Middle School.

Councilor Hayes – commented that he was disappointed that he was unable to attend the Chambers remodeled Business to Business session a few weeks ago adding that they have a new logo “*Make It Here*”.

Councilor Titus – reported that a Sewer District meeting was scheduled for June 19th at 4:00 PM, on Wednesday, June 20th the Water District meeting at 4:00 PM and he will be attending both.

Councilor Fournier – reported that she was unable to attend the School’s Task Force Committee meeting where a resolve was passed to return to the 0-100 grading system (middle and high schools). She also reported that the next Library Board of Trustees meeting is scheduled for Wednesday.

Councilor Walker – reported that the Age Friendly Committee meeting is scheduled for tomorrow at the Senior Center at 6:30 PM, next Tuesday the United New Auburn

Association will meet at 6:00 PM at Rolly's Diner where Michael Chammings will be the guest speaker. Thursday, June 28th the Neighborhood Watch Group will be meeting at the Sixth Street Congregational Church at 6:30 PM, and on Saturday, there will be a yard sale and bottle drive at Rolly's Diner to raise money for the Marshall Popcorn Truck.

Councilor Gerry – reported that there are still vacant slots to fill on the Age Friendly Committee.

City Manager – clarified some comments that were made at the last Council meeting during the public comment period regarding the number of employees in the Economic and Community Development office, he reported on the City and School Joint Cooperation Group, the Chamber Market Place event, and he recognized Auburn staff that put together a booth, and he thanked the Council, Jill Eastman and staff for their efforts during the budget process.

Finance Director, Jill Eastman – April 2018 and May 2018 Monthly Finance Reports

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

Motion was made by Councilor Lasagna and seconded by Councilor Fournier to accept and place on file the May 2018 monthly finance report. Passage 7-0.

VIII. Open Session – Ned Claxton, reported on Refugee Day being cancelled.

IX. Executive Session – Discussion regarding a personnel matter, pursuant to 1 M.R.S.A. §405(6)(A).

Motion was made by Councilor Fournier and seconded by Councilor Walker to enter into executive session. Passage 7-0, time in 9:16 AM.

Council was declared out of executive session at 9:57 PM.

X. **Adjournment** - Motion was made by Councilor Fournier and seconded by Councilor Hayes to adjourn. Passage 6-0 (Councilor Walker was not in the room at the time of the vote). The meeting adjourned at 9:58 PM.

A TRUE COPY

ATTEST 

Susan Clements-Dallaire, City Clerk



City of Auburn, Maine

Office of Economic & Community Development
www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

To: Honorable Mayor and Auburn City Council

From: Eric J. Cousens, Deputy Director of Economic and Community Development,
Phillip L. Crowell, Jr., Chief of Police and Kelsey Earle, License Specialist.

Re: Moratorium Follow-up: Medical Marijuana Storefront Permit Review

Date: June 27, 2018

The City Council voted to approve a moratorium for Medical Marijuana Social Clubs and Retail Medical Marijuana Storefronts effective May 31, 2018. As a follow-up to the Council's action staff has reviewed the permitting status of known or suspected businesses engaged in business activity that might be affected by the moratorium. The businesses reviewed are limited to those that the City currently believes may be operating as Retail Medical Marijuana Storefronts as defined in the moratorium ordinance. The facilities are as follows in numerical order by street number:

1. Business Name: Crystal Springs Healing Alternatives.
Address: 24 Brickyard Circle
Licenses Held: No licenses for any foods or items intended for human consumption.
Permitted Use: Approved for cultivation of medical marijuana and an office to meet patients, no retail displays/storefront.
Website: <https://www.facebook.com/crystalspringhealing/>
2. Business Name: Port City Relief
Address: 32 Riverside Drive
Licenses Held: No licenses for any foods or items intended for human consumption.
Permitted Use: Approved for cultivation, retail display and sales, including legal medical marijuana sales to registered patients.
Website: <https://www.facebook.com/portcityreliefauburn/>
3. Business Name: Moonstone Pottery
Address: 186 Turner Street
Licenses Held: No licenses for any foods or items intended for human consumption.
Permitted Use: Mercantile space for pottery, no marijuana specific approvals.
Website: <https://www.facebook.com/moonstonepottery/>



City of Auburn, Maine

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4. Business Name: Legal Peaces
Address: 197 Turner Street
Licenses Held: No licenses for any foods or items intended for human consumption.
Permitted Use: Retail sales of tobacco and other related products. No marijuana specific approvals.
Website: <https://www.facebook.com/pages/Legal-Peaces/237037290088574>

5. Business Name: Fire Pharms
Address: 375 Center Street
Licenses Held: Prepackaged food items for human consumption.
Permitted Use: Approved for retail display and sales, including legal medical marijuana sales to registered patients, and prepackaged foods.
Website: <https://www.facebook.com/FirePharms-Auburn-Maine-2018274538393211/>

6. Business Name: Canna Source
Address: 747 Minot Avenue
Licenses Held: No licenses for any foods or items intended for human consumption.
Permitted Use: Retail, garden supply, clothing and pipes. No marijuana specific approvals.
Website: None known.

Staff has provided this review for the consideration of the Council. To date, staff has not taken enforcement action on activities uncovered during the review that appear to exceed the allowances under existing permits and/or licenses. Further review will be needed to confirm if facilities suspected of operating as Retail Medical Marijuana Storefronts as defined in the ordinance are conducting business in violation of existing permits and licenses. Staff intends to follow the updates to marijuana related legislation, work with the committee to draft recommended ordinances and take further direction from the Council as it becomes available.



A PROCLAMATION CELEBRATING SUMMER LEARNING DAY 2018

WHEREAS, Summer Learning Day is a day to reflect on the importance of keeping youth learning, safe, and healthy every summer, ensuring they return to school in the fall ready to succeed in the year ahead; and

WHEREAS, Summer learning loss is a significant contributor to the achievement gap - a gap that remains constant during the nine months of the school year but widens during the summer months; and

WHEREAS, Summer learning programs are proven to maintain and advance students' academic and social growth, keep children safe and healthy during the summer, and send young people back to school ready to learn. Additionally, summer youth employment programs engage older youth in meaningful activities that allow them to explore careers of interest, take on new responsibilities, contribute to their community, and earn money for the future; and

WHEREAS, A wide array of public agencies, community-based organizations, schools, libraries, museums, recreation centers, camps, and businesses in our community contribute to the well-being of youth through summer programming; and

WHEREAS, Summer learning is a critical component of our collective effort to ensure all students graduate from high school prepared for college, careers, and life;

NOW THEREFORE I, Jason Levesque, Mayor of the City of Auburn, do hereby proclaim July 12, 2018, as SUMMER LEARNING DAY in Auburn, Maine, and do commend this observance to all of our citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Auburn, Maine to be fixed this ___th day of _____, 2018.

Mayor Jason Levesque



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: 7-2-2018

Ordinance: 04-06182018

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

Subject: Zone Change Request for Evergreen Subaru for properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013) from Suburban Residential to General Business.

Information: Evergreen Subaru, currently located on Center Street, has been a successful auto dealership and has acquired 2 properties (listed above) that are adjacent and located on Turner St and Niskayuna St. These 2 properties are currently zoned Suburban Residential and are being petitioned to have that zoning changed to General Business. The 2010 Comprehensive Plan Future Land Use Map recommends the area requested for rezoning for Business Expansion Transition (BXT). The BXT land use designation is compatible with the General Business District and complies with the 2010 Comprehensive Plan. Approving the zone change will allow Evergreen Subaru to expand its business operation. Approving the zone change will allow Evergreen Subaru to expand its business operation.

The Planning Board voted unanimously (5-0) to forward a recommendation of APPROVAL on to the City Council at their May 8, 2018 meeting. The required Planning Board report is attached with this information sheet.

City Budgetary Impacts: The zone change itself will not have a city budgetary impact. The potential future development will create a higher taxable value to the affected land and improvements. The potential closure of Niskayuna St as part of the business expansion may reduce city cost of service for maintaining a public road.

Staff Recommended Action: The Staff and the Auburn Planning Board recommend the City Council make a motion to APPROVE the zoning map amendment, Ordinance 04-06182018, Adopting the zone change for Niskayuna Street – second reading.

Previous Meetings and History: May 8th, 2018 Planning Board meeting - a public hearing was held (no public response) and the Planning Board voted 5-0 to forward a positive recommendation to the City Council. All Planning Board materials and maps are attached. June 18, 2018 Council public Hearing and passage of first reading and previous workshop.

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

1. Planning Board Report to the City Council.
2. Staff Report for the Planning Board's May 8, 2018 meeting with map and attachments.



City of Auburn, Maine

Office of Economic & Community Development
www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

PLANNING BOARD CITY COUNCIL REPORT

To: Mayor Levesque and Honorable Members of City Council

From: Zach Mosher, City Planner

Re: Evergreen Subaru - Rezoning Petition for Properties Located at Niskayuna and Turner St

Date: May 21, 2018

I. PROPOSAL- Evergreen Subaru submitted a petition to rezone 2 properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013). These properties are currently zoned Suburban Residential (SR) and applicant is requesting the zoning be changed to General Business (GB). The applicant is the owner of the properties that are being requested for rezoning and wants to expand Evergreen Subaru's auto sales into that area. The total net acreage of the 2 properties is 1.22 acres and the gross acreage (include street right of way) is 1.6 acres. The applicant is also requesting the discontinuance of Niskayuna St.

II. DEPARTMENT REVIEW- The Plan Review Committee met on April 18th and the Police Department was curious to know if the taxable value of the lots would increase because of the zone change and the Assessing Department replied that the conversion from residential to commercial is likely to increase the taxable value of each lot, even before a structure were to be put on any of the lots. The Planning Department wanted to make sure the zone change was supported by the Comprehensive Plan's Future Land Use Map and it is.

III. PLANNING BOARD ACTION- The Planning Board reviewed whether the proposed zone change complies with the 2010 Comprehensive Plan's Future Land Use Map.

Current Zoning- The properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013) are currently zoned Suburban Residential. The properties to the north are zoned Suburban Residential and General Business, to the east is zoned General Business, to the south is General Business and to the west is Suburban Residential. The dealership has secured the option rights to purchase 1079 Turner St and owns the property at 20 Niskayuna St.

Future Land Use Plan- The area proposed for the rezoning is recommended for **Business Expansion Transition District (BXT)** in the 2010 Comprehensive Plan. Business Expansion Transition District (BXT) is describes in the 2010 Comprehensive Plan as follows:

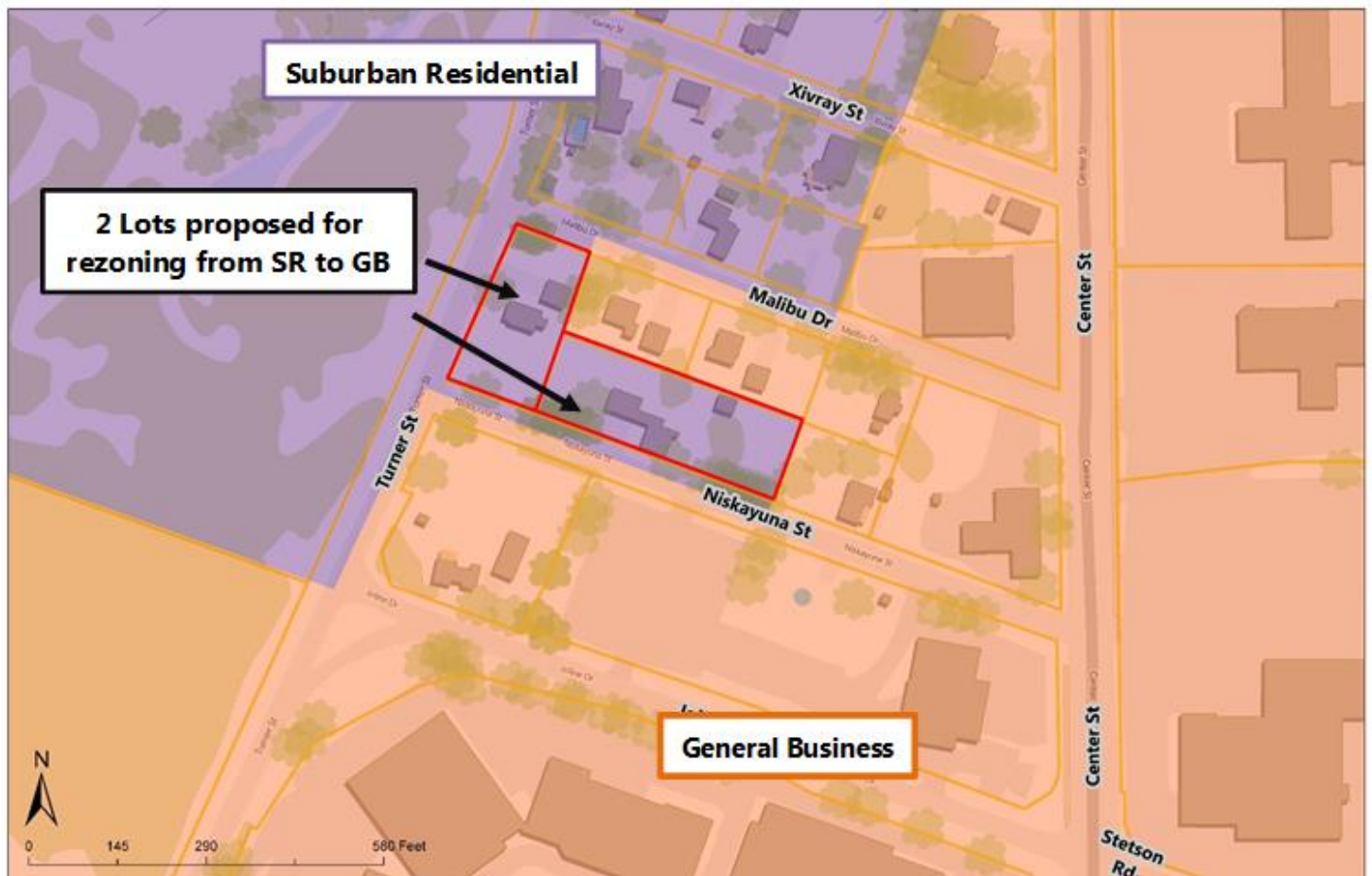
“Business Expansion Transition District (BXT)

Objective – Allow for the orderly conversion of “pocket” or “island” residential neighborhoods that are adjacent to commercial zones to nonresidential use over time. The intention of this designation is that these areas remain zoned as they currently are and the residential uses be allowed to continue, **but to provide for these areas to rezoned to commercial/business use when there is an appropriate development proposal. In rezoning these areas, the rezoning process should occur in way that expands the adjacent nonresidential zone in an orderly manner, while maintaining the livability of the remaining residential properties.**

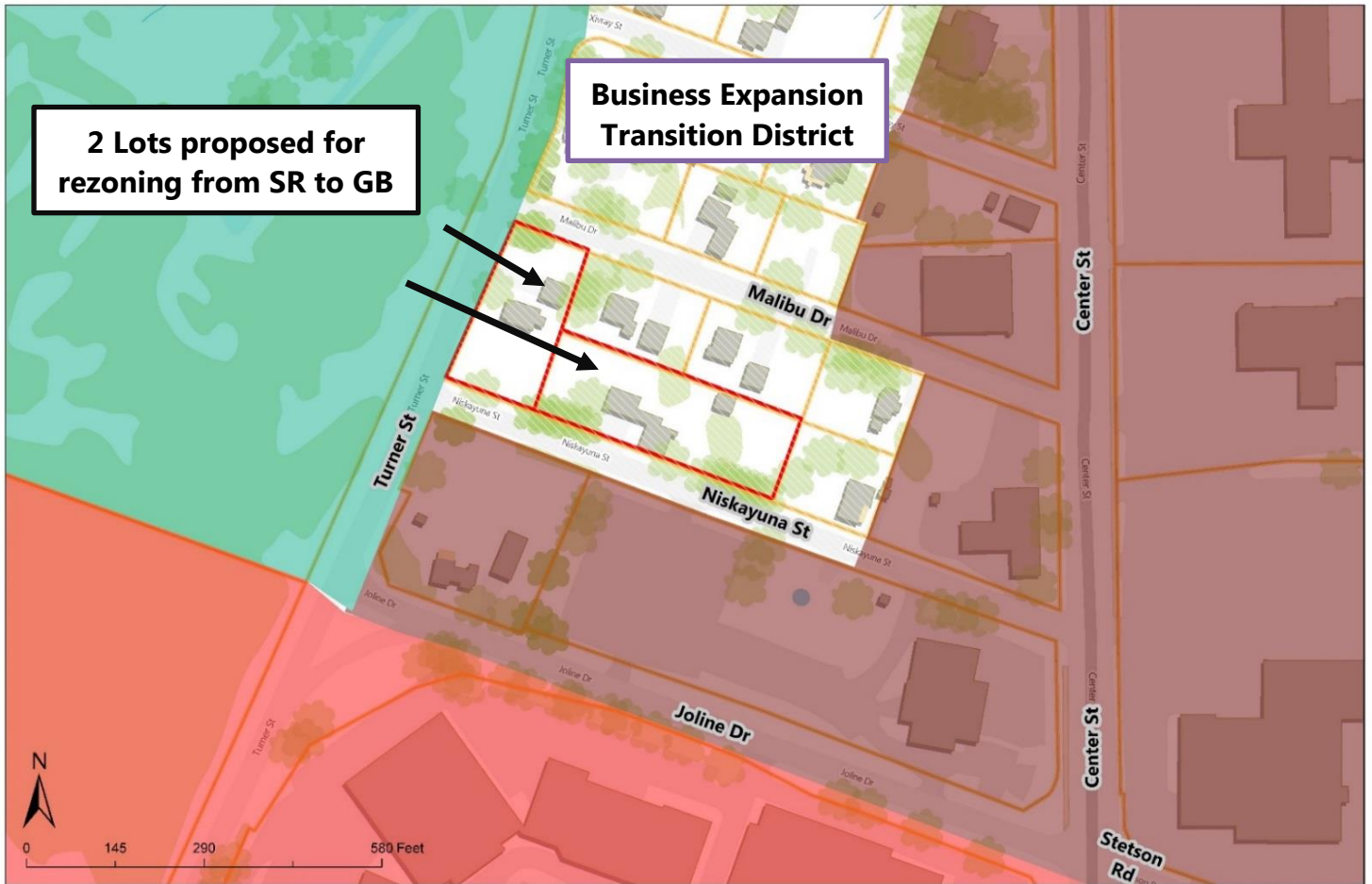
Allowed Uses – The current allowed uses should remain in force until these areas are rezoned.

Development Standards – The current development standards should remain in force until these areas are rezoned.” (2010 Comprehensive Plan page 101)

Current Zoning



Future Land Use Plan (2010 Comprehensive Plan)



IV. PLANNING BOARD PUBLIC HEARING, DELIBERATION AND RECOMMENDATION-

The Planning Board opened the public hearing portion of agenda item at the May 8, 2018 meeting and no one from the public spoke or gave comments. The Planning Board then discussed:

- The status of the surrounding properties understanding that, if approved, the 7-lot property block between Turner St, Malibu Dr, Center St, and Niskayuna would be zoned completely General Business.
- The Board also considered photos of the existing screening that had been grown over time and wanted to make sure steps were taken to protect the remaining residential properties from the commercial property.

- The Board discussed the timing of any future development and how potential impacts on the remaining residential properties would be handled. The applicant would have to apply for a Special Exception and Site Plan Review to the Planning Board where impacts on surrounding properties would be addressed prior to any approval and construction.
- A question was raised as to whether a portion of Niskayuna would remain open as a possible entrance to the dealership, but the applicant indicated that was not likely and that the entrances to the dealership would be only off of Joline Dr. and Malibu Dr.

The Planning Board considered the applicant's testimony and the Staff recommendation of Approval and voted with a favorable and unanimous vote of 5-0 (motion by Bowyer, seconded by Hamlyn) to forward a recommendation of **APPROVAL** to the City Council of the proposed zone change from Suburban Residential to General Business for the properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013) with the following findings:

1. The properties proposed for rezoning meet the definition of Business Expansion Transition District.
2. The properties proposed for rezoning are in agreement with the 2010 Comprehensive Plan's Future Land Use Map.

Zach Mosher

Zach Mosher
City Planner



City of Auburn, Maine

Office Economic and Community Development
www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

PLANNING BOARD STAFF REPORT

To: Auburn Planning Board

From: Zach Mosher, City Planner

Re: Evergreen Subaru-Rezoning Petition for Properties Located at Niskayuna St & Turner St

Date: May 8, 2018

- I. **PROPOSAL** – Mike Gotto, of Stoneybrook Consultants, Inc., an agent for Evergreen Subaru has submitted a rezoning petition for properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013). These properties are currently zoned Suburban Residential (SR) and the applicant is requesting the zoning be changed to General Business (GB). The applicant is the owner of the properties that are being requested for rezoning and wants to expand their facilities into that area. The total net acreage of the 2 properties is 1.22 acres and the gross acreage (include street right of way) is 1.6 acres.

In July 2016 Evergreen Subaru submitted a rezoning petition to the Planning Board for properties located at 16 Malibu Drive (PID # 301-006), 32 Malibu Drive (PID # 301-007), 40 Malibu Drive (PID # 301-012), and 40 Niskayuna Street (PID # 301-004). At the time, the Planning Board voted with a favorable, unanimous vote of 7-0 to forward a recommendation of approval to the City Council of the proposed zone change from Suburban Residential to General Business for the 4 properties referenced above. The zone change for those 4 properties were approved at the September 12, 2016 City Council meeting. The September 2016 zone change approval of these properties means that only two parcels left - 1079 Turner Street and 20 Niskayuna Street – are in the SR zoning district in the 7-property block between Niskayuna St, Turner St, Center St and Malibu Drive.

The applicant is now requesting that the two remaining parcels – 20 Niskayuna St and 1079 Turner St – be included in the GB zoning district to make the entire block one zoning district, GB. The applicant will also be asking the City Council to discontinue Niskayuna St for the purposes of the expansion.

II. **DEPARTMENT REVIEW**

Police Department: The Police Department was curious to know if the taxable value of the lots would increase because of the zone change and the Assessing Department replied that the conversion from residential to commercial is likely to increase the taxable value of each lot, even before a structure were to be put on any of the lots.

Fire Department: No comment.

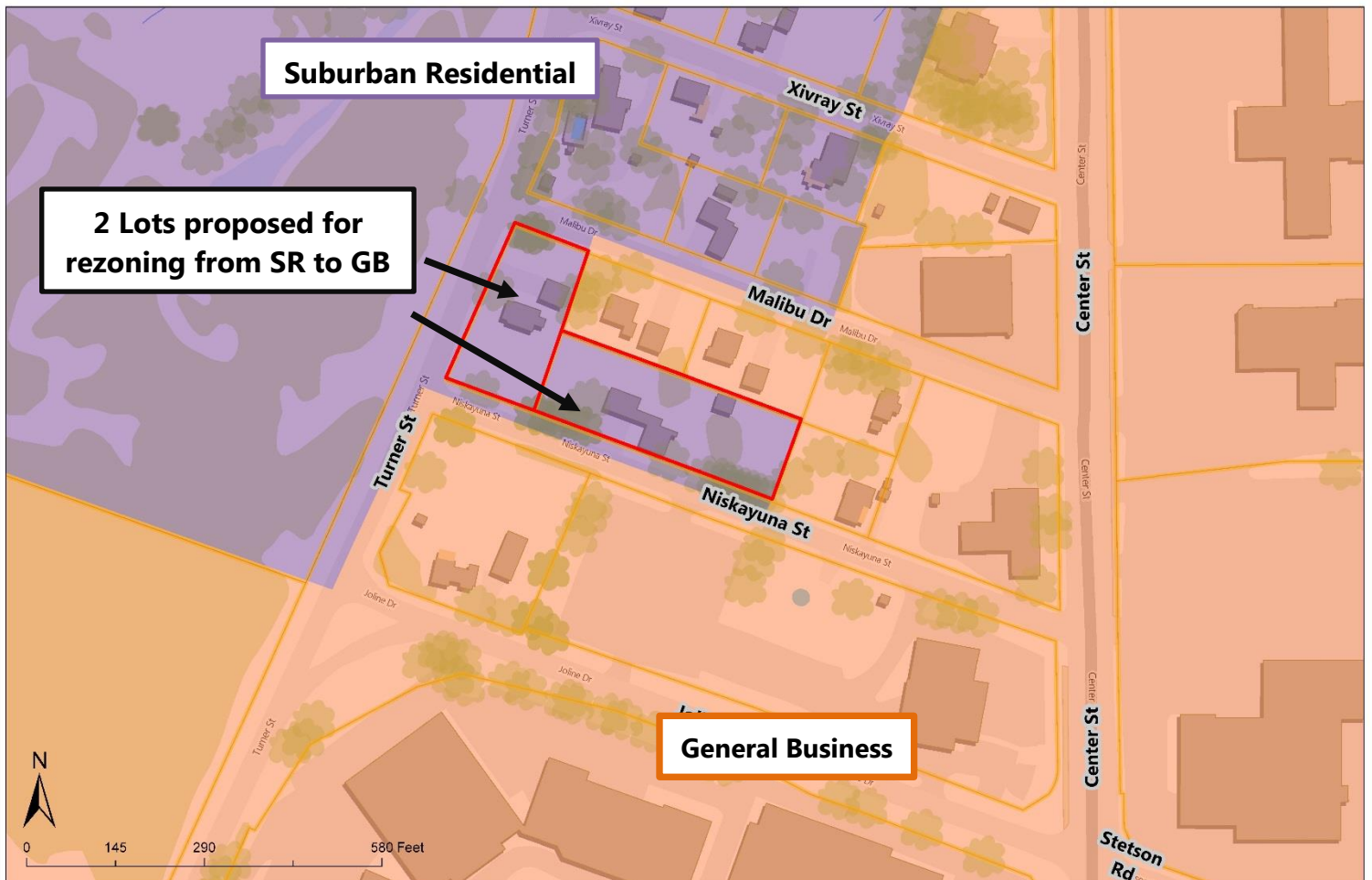
Water and Sewer District: No comment.

Engineering Department: No comment.

Planning Department: The Planning Department wanted to make sure the zone change was supported by the Comprehensive Plan's Future Land Use Map and it is.

III. **PLANNING BOARD ACTION-** The Planning Board shall consider whether the proposed zone change complies with the 2010 Comprehensive Plan's Future Land Use Plan and Map. The Board is being asked to forward a recommendation of approval to the City Council for final action.

Current Zoning- The properties located at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID # 300-0013) are currently zoned Suburban Residential. The properties to the north are zoned Suburban Residential and General Business, to the east is zoned General Business, to the south is General Business and to the west is Suburban Residential.





City of Auburn, Maine

Office Economic and Community Development
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Auburn, Maine 04210
207.333.6601

Future Land Use Plan- The area proposed for the rezoning is recommended as Business Expansion Transition District (BXT) in the 2010 Comprehensive Plan. Business Expansion Transition District (BXT) is describes in the 2010 Comprehensive Plan as follows:

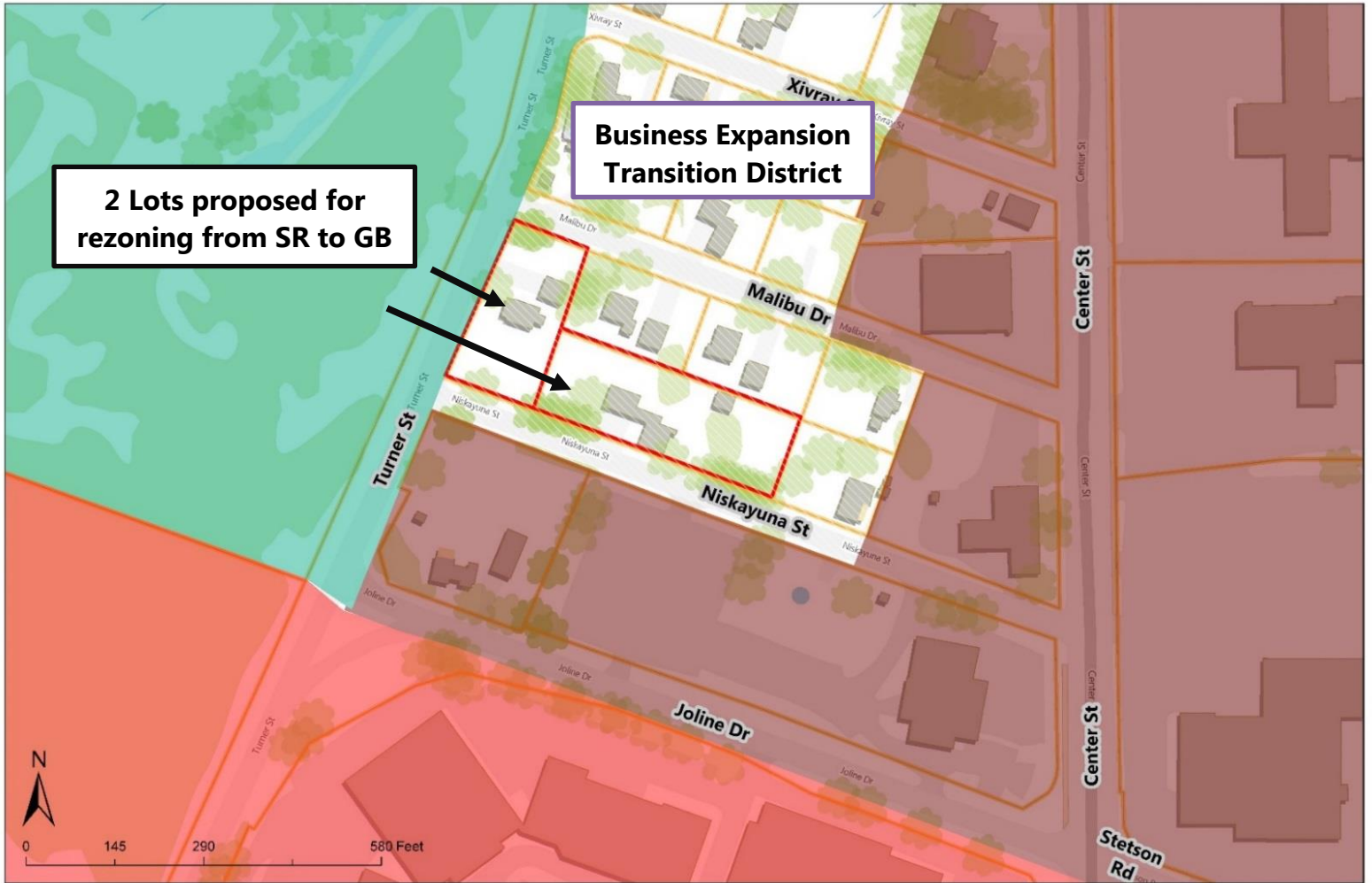
"Business Expansion Transition District (BXT)

Objective – Allow for the orderly conversion of "pocket" or "island" residential neighborhoods that are adjacent to commercial zones to nonresidential use over time. The intention of this designation is that these areas remain zoned as they currently are and the residential uses be allowed to continue, **but to provide for these areas to rezoned to commercial/business use when there is an appropriate development proposal. In rezoning these areas, the rezoning process should occur in way that expands the adjacent nonresidential zone in an orderly manner, while maintaining the livability of the remaining residential properties.**

Allowed Uses – The current allowed uses should remain in force until these areas are rezoned.

Development Standards – The current development standards should remain in force until these areas are rezoned." (2010 Comprehensive Plan page 101)

Future Land Use Map- The 2010 Comprehensive Plan shows the properties proposed for rezoning to be in the Business Expansion Transition District (BXT).



IV. **STAFF RECOMMENDATION** – The Staff recommends the Planning Board forward a recommendation of **APPROVAL** to the City Council of the proposed zone change from Suburban Residential to General Business for the properties at 20 Niskayuna St (PID: 300-014) and 1079 Turner St (PID: 300-013) with the following findings:

- 1) The properties proposed for rezoning meet the definition of Business Expansion Transition District.
- 2) The properties proposed for rezoning are in agreement with the 2010 Comprehensive Plan’s Future Land Use Plan.

Zach Mosher

Zach Mosher
City Planner

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

ORDINANCE 04-06182018

BE IT ORDAINED, that the City Council hereby amends the Auburn Zoning Map from Suburban Residential District to General Business District for the following properties; 20 Niskayuna Street (PID # 301-004) and 1079 Turner St as shown on the attached map, pursuant to Chapter 60, Article XVII, Division 2 of the Ordinances of the City of Auburn.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: July 2, 2018

Author: Sue Clements-Dallaire, City Clerk

Subject: Board and Committee Appointments

The Appointment Committee met on June 20, 2018 to review applications and make their nominations for boards and committees of the City as follows:

Brian Carrier – Planning Board (associate member, new appointment) with a term expiration of 1/1/2020.

Dana Staples – Zoning Board of Appeals (from associate member to full member) with a term expiration of 10/01/2019.

Council may enter into executive session pursuant to 1 MRSA Sec. 406(6)(A) to review applications or for further discussion before making appointments.

City Budgetary Impacts: None

Staff Recommended Action: Consider appointing members as recommended by the Appointment Committee.

Motion to appoint Brian Carrier to the Planning Board as an Associate member with a term expiration of 01/01/2020. This is a new appointment. This is Order # 55-07022018.

Motion to appoint Dana Staples as a full member of the Zoning Board of Appeals with a term expiration of 10/01/2019. This is Order # 56-07022018.

Previous Meetings and History: The Appointment Committee met on June 20, 2018 to make their nominations.

City Manager Comments:

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

I concur with the recommendation. Signature:

Attachments:

List of applicants
List of vacancies
Applications
Orders

VACANCIES

Audit Committee - 1 vacancy with a term expiration of 12/1/2019

Board of Assessment Review - 3 vacancies – alternate positions. One with a term expiration of 10/1/2020, and two with term expirations of 10/1/2022

Cable TV Advisory Committee – 2 vacancies - one with a term expiration of 6/1/2019, one with a term expiration of 6/1/2020

Citizens Advisory Committee - 1-4 vacancies, all with 6/30/2019 term expirations

Parks and Recreation Advisory Board - 2 vacancies from either WARDS 2, 3, 4, or 5 - both with term expirations of 10/01/2019

Planning Board - 1 vacancy, associate position with term expiration of 1/1/2020

Zoning Board of Appeals - 3 vacancies - 1 associate member position with a 10/01/2020 term expiration and two full member positions with term expirations of 10/01/2018 and 10/01/2019)



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: 06/12/2018

Last name: CARRIER First name: BRIAN Middle initial: S.

Residence address: 32 Constellation Dr. Ward: 4

City: Auburn State: Maine Zip code: 04210

Home phone: 795-6953 Work phone: _____ Cell phone: 576-0692

Email address: DUOKIE@ROADRUNNER

Current occupation: RETIRED

Previous occupation (if retired or no longer working): Manager Postal Operations Portland

Educational and/or experience (or attach your resume): criminal justice - 24 yrs. Postal Operations - Planning & Budgets

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

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

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To have a part in keeping Auburn a vibrant community that is business friendly and aesthetically beautiful and a draw for the community,

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To help set up a comprehensive plan for Auburn that is acceptable to all the residents and a draw for business a future population.

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

Dates served (if known)? _____

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

yes
Zoning Board of Appeals

Dates served (if known)? _____

How did you learn of this vacancy? city employee

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

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

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

Signature: [Signature] Date: 06/12/2018

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

| | |
|----------------------------|----------------------------|
| | FOR OFFICE USE ONLY |
| DATE APPLICATION RECEIVED: | <u>6.12.18</u> |
| APPOINTMENT DATE: | _____ |
| TERM EXPIRATION DATE: | _____ |
| OATH DATE: | _____ |



CITY OF AUBURN
BOARD & COMMITTEE
APPOINTMENT APPLICATION

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

Date: June 6 2018
Last name: SHAW First name: KATHLEEN Middle initial: A
Residence address: 1200 Sopers Mill Ward: 5
City: Auburn State: ME Zip code: 04210
Home phone: 207 320 1969 Work phone: Cell phone:
Email address: kath@valleyviewfarmme.com
Current occupation: farmer / landscaper
Previous occupation (if retired or no longer working):

Educational and/or experience (or attach your resume): Current supervisor on the Andro. County Soil + Water Conservation District

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

- 9-1-1 Committee
Auburn Housing Authority
Board of Assessment Review
CDBG Loan Committee
Complete Streets Committee
Ethics Panel
L/A Transit Committee
[X] Planning Board
St. Louis Bells Committee
Zoning Board of Appeals
Airport Board
Audit & Procurement Committee
Cable TV Advisory Board
Community Forest Board
Conservation Commission
Finance Committee
Parks & Recreation Advisory Board
Sewer District
Water District

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Very interested in group process + want to learn/be more active in community dev. + planning

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). gain a clearer understanding of the role the planning board plays in city dev. + growth. Become a clearer voice in good planning. Help create a vibrant growing community for Auburn's future

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? managing the Auburn farmer's Market

Dates served (if known)? 2017 →

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

St. Louis Bells committee

Dates served (if known)? 2017 →

How did you learn of this vacancy? _____

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

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

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

Signature: Kathleen Shaw Date: June 6, 2018

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

| | |
|----------------------------|---------------|
| FOR OFFICE USE ONLY | |
| DATE APPLICATION RECEIVED: | <u>6-8-18</u> |
| APPOINTMENT DATE: | _____ |
| TERM EXPIRATION DATE: | _____ |
| OATH DATE: | _____ |



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: 5/3/18

Last name: Staples First name: Dana Middle initial: N

Residence address: 32 Greenfield Drive Ward: 5

City: Auburn State: ME Zip code: 04210

Home phone: 207-240-1671 Work phone: 207-518-4580 Cell phone: 207-240-1671

Email address: dana.staples@gmail.com

Current occupation: Conversions Manager

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

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

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

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

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). _____ I'm interested in learning about city planning. I believe that zoning is a great area to focus my efforts. __

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

I am a member of the Recreation and Special Events Advisory Board and also the Complete Streets Committee

Dates served (if known)? ___ Rec: 1/14-present ___ Complete Streets: 6/17-present _____

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

Dates served (if known)? _____

How did you learn of this vacancy? _____ email _____

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

Thank you for your interest and willingness to serve our community. The giving of your time is commendable and appreciated. Without people like you coming forward, our community would not be as strong, as vibrant, or as great as it is. On behalf of all of us at the City of Auburn, we hope your volunteer experience is rewarding and we thank you for being an outstanding citizen! I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: _____ Dana Staples (electronic signature) Date: 5/3/18 _____

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

| | |
|----------------------------|---------------|
| <u>FOR OFFICE USE ONLY</u> | |
| DATE APPLICATION RECEIVED: | <u>5-3-18</u> |
| APPOINTMENT DATE: | _____ |
| TERM EXPIRATION DATE: | _____ |
| OATH DATE: | _____ |

Dana Staples

32 Greenfield Drive
Auburn, Maine 04210
Phone: (207) 518-4580
Email: dana.staples@gmail.com

EDUCATION

- 2005 MS Computer Science, **University of Southern Maine**, Portland, ME
- 2001 BS Computer Science, **Rensselaer Polytechnic Institute**, Troy, NY Cum Laude
- 1997 **Edward Little High School**, Auburn, ME graduated 5th out of 325 students

EMPLOYMENT

- 2016- Conversions Manager, **Tyler Technologies**
 - Managed a team of six conversion programmers
 - Converted client data from legacy systems
 - Responsible for nearly \$1,000,000 in annual revenue
- 2005-2016 Software Engineer, **Tyler Technologies**
 - Developed numerous software enhancements and bug fixes
 - Integrated third party systems
 - Refactored back end code to allow other Tyler divisions to use a complex system
 - Rebranded products to comply with design guidelines
 - Stabilized the deployment story for a large software project
 - Troubleshoot client issues with support and dev ops
 - Automated a Visual Studio nightly build
- 2001-2003 Software Engineer, **Fairchild Semiconductor**
 - Created software to automate complex processes
 - Maintained an Access database
 - Created programs to assist CAD Engineers
 - Provided guidance and advice for GUI design to a team of 3 other people
- 2000 Quality Assurance Summer Intern, **Compaq**
 - Quality Assurance testing of the Tru64 UNIX operating system
 - Worked in a team to test for reliability and stability of the software

SPECIAL PROJECTS

- 2015- Team Lead, Maine App Challenge
 - Managed a project with a team of 17 people
 - Provided direction in marketing to every high school in Maine
 - Appeared on WCSH6 morning news
 - Spoke at Junior Achievement's Titan Challenge
 - Demonstrated MIT App Inventor to webinar attendees
 - Created documentation to define the Maine App Challenge

SKILLS

C#, Visual Studio, ASP.NET, SharePoint, MVC, JavaScript, SQL, Java, REST, CSS, HTML



CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 6/18/18
 Last name: Robbins First name: Randy Middle initial: I
 Residence address: 114 Fish Hatchery Rd Ward: 1
 City: Auburn State: ME Zip code: 04210
 Home phone: 576-0925 Work phone: _____ Cell phone: _____
 Email address: tlcceo2@aol.com
 Current occupation: retired / current caretaker Aub Tot Lot
 Previous occupation (if retired or no longer working): Auburn Police Detective
 Educational and/or experience (or attach your resume): High School

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

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

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). Help with decisions and communication to all. Have understanding of city history and the past/previous years

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Hope citizens and staff will get an understanding of the city needs, wants and future projects.

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

Dates served (if known)? _____

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

Dates served (if known)? _____

How did you learn of this vacancy? City Web Page

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

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

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

Signature: [Signature] Date: 6/18/18

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

| | |
|----------------------------|----------------|
| FOR OFFICE USE ONLY | |
| DATE APPLICATION RECEIVED: | <u>6.18.18</u> |
| APPOINTMENT DATE: | _____ |
| TERM EXPIRATION DATE: | _____ |
| OATH DATE: | _____ |

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 55-07022018

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 06/20/2018;

| Board or Committee | Term Exp. Date | Name |
|-----------------------------------|-----------------------|---------------------------------|
| Planning Board – Associate Member | 01/01/2020 | Brian Carrier (new appointment) |

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 56-07022018

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 06/20/2018;

| Board or Committee | Term Exp. Date | Name |
|---------------------------------------|-----------------------|---|
| Zoning Board of Appeals - Full Member | 10/01/2019 | Dana Staples (from associate member to full member) |



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: July 2, 2018

Order: 57-07022018

Author: Jody Durisko, Executive Assistant

Subject: Renaming of Little Androscoggin Park

Information: Mayor Levesque is asking Council that consider renaming the Little Androscoggin Park to Anniversary Park to commemorate the Sesquicentennial Anniversary of the City of Auburn.

City Budgetary Impacts: None

Staff Recommended Action: To rename Little Androscoggin Park Anniversary Park.

Previous Meetings and History: Not Applicable

City Manager Comments:

I concur with the recommendation. Signature: _____

A handwritten signature in blue ink, appearing to read "Peter J. Coakley", is written over a horizontal line.

Attachments:

- Policy For Naming of Facilities and Infrastructure
- City of Auburn Nomination For Proposed Name
- Little Andy Information Sheet
- Riverway Concepts
- Preliminary Plan New Auburn Existing
- Preliminary Plan New Auburn Construction Activity 2018
- Preliminary Plan New Auburn Construction Activity 2019

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 57-07022018

ORDERED, that the Auburn City Council hereby approves the renaming of Little Androscoggin Park to Anniversary Park to commemorate the Sesquicentennial Anniversary of the City of Auburn.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: July 2, 2018

Author: Holli Olivier, Director of General Assistance

Subject: Executive Session

Information:

Discussion on a poverty abatement case # 2018-002 pursuant to (36 M.R.S.A § 841). A hearing and written notice needs to be provided within 30 days of the application.

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 Manager Comments:



Signature:
