City Council Workshop & Meeting
December 18, 2017
Agenda

5:30 P.M. Workshop

A. High/Elm/Academy Street Intersection Project – Tony Beaulieu (25 minutes)
B. Acceptance of Old Portland Road – Kris Bennett and Dan Goyette (10 minutes)
C. Insurance Benefits for Domestic Partners – Chris Mumau (10 minutes)
D. LATC Emergency Loan – Marsha Bennett (15 minutes)
E. Route 4/East Auburn MDOT Intersection Report – Dan Goyette (20 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

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 requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

1. Order 119-12182017*
Confirming Mayor Levesque's recommendations and appointments to various Agencies, Boards, Committees and Commissions.

2. Order 120-12182017*
Confirming Chief Crowell's appointment Joseph G. Tripp as a Constable with firearm for the Auburn Police Department.

II. Minutes

- November 20, 2017 Regular Council Meeting
- November 27, 2017 Special Council Meeting
- December 11, 2017 Special Council Meeting

III. Communications, Presentations and Recognitions

- **Recognition -** Public Services Accreditation (Presenter - Gary Losier, American Public Works Association's Region I Director)

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 121-12182017

Approving the Liquor License application for Michael Violette, DBA: Upper Level Pizza & Grille, a new business, located at 985 Turner Street. ***Public hearing.***

2. Order 122-12182017

Authorizing staff to issue and file with the City Clerk an Order of discontinuance for Troy Street.
Public hearing to follow after the vote pursuant to Title 23 §3026-A.

3. Resolve 05-12182017

Authorizing the City Manager to provide the Lewiston-Auburn Transit Committee a zero percent interest rate loan not to exceed $150,000 from the City's General Fund.

VII. Reports

a. **Mayor's Report**
b. **City Councilors' Reports**
c. **City Manager Report**
d. **Finance Director, Jill Eastman** – November 2017 Monthly Finance 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: December 18, 2017

Author: Don Ettinger, Gorrill Palmer

Subject: Auburn Intersection Improvements, MaineDOT WIN# 20894.00

Information: Intersection improvements are proposed at six locations along Minot Ave, High Street and Main Street. Those intersections include Minot/High, Minot/Elm, High/Academy, High/Elm, Main/Academy and Main/Elm. The original project purpose was to shift traffic from High Street and Academy Street onto Elm Street. In doing so, the traffic signals at Minot/High and Main/Academy would be eliminated and a new traffic signal would be proposed at Main/Elm. This is an ATRC sponsored project with state and federal funding. The project is being led by MaineDOT with heavy collaboration with the City.

Gorrill Palmer has been working for MaineDOT and the City on the preliminary design for this project. Concept plans were developed, reviewed and revised concept plans were submitted. Preliminary traffic analysis was completed and supporting traffic memorandums were developed. In completing this preliminary work, the following findings are noted:

- The traffic signal at the Minot/High intersection will need to remain operational to accommodate the pedestrian crosswalk and the nearby at-grade railroad crossing. High Street will accommodate right turn movements in and out only and left turn movements will be prohibited.
- The High/Elm intersection is currently a high crash location. It is ranked worst in the county and the 12th worse in the state. It has had 26 crashes in the 3 year period (2014 to 2016) and a CRF of 7.31. The original scope assumed no work at the intersection, however safety improvements (to improve intersection sight distances) are now recommended to address this high crash location.
- Shifting traffic from High Street and Academy Street onto Elm Street will only occur in the westbound direction. Traffic traveling in the eastbound direction will likely continue to use High and Academy Streets, unless additional mitigation is proposed.
- A new sidewalk is proposed along Minot Ave from High Street to Elm Street.
- Pedestrian improvements are proposed at all intersections for ADA compliance.

Through this preliminary analysis and design effort, this project partially achieves the original goal of diverting traffic from High and Academy Streets onto Elm Street. This project will provide for intersection and pedestrian improvements and will look to address the high crash location at High/Elm. Since the project purpose and need has changed slightly, we are requesting City Council review and support for this revised project scope.

City Budgetary Impacts: Total project funding is $615,000. The allocation of the funding is 80% federal, 10% state and 10% City. The City is responsible for any cost overruns. An additional $180,000 of project funding is allocated for the new sidewalk along Minot Ave from High Street to Elm Street.

Staff Recommended Action: To provide the City Council with an update on the revised project scope. Construction is scheduled for 2019.

Previous Meetings and History: The following meetings have occurred on this project:

- March 16, 2017 – Kickoff Meeting: to discuss and verify the project scope, schedule, and milestone submittals. Meeting was attended by City staff, ATRC, MaineDOT and Gorrill Palmer.
- September 21, 2017 – Stakeholder Meeting: to discuss concept plans, preliminary traffic analysis, findings and project memo dated 9/08/17. Meeting was attended by City staff, ATRC, MaineDOT and Gorrill Palmer.
- November 20, 2017 – Site Visit: to review proposed sidewalk corridor along Minot Ave between High Street and Elm Street. Meeting was attended by City staff, MaineDOT and Gorrill Palmer.

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

Traffic memo dated 9/01/17.
Project memo dated 9/08/17.
Traffic assessment memo dated 9/29/17.
Revised concept plans dated 10/03/17.

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Preliminary Traffic Assessment
Auburn Intersections
(JN 3255)

Date: September 1, 2017
Subject: Preliminary Traffic Assessment
Auburn, Maine
To: File
From: Randy Dunton / Emily Tynes / Jeff Pulver, Gorrill Palmer

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Project Understanding

Gorrill Palmer (GP) has prepared this preliminary traffic evaluation for the proposed design work on six intersections in Auburn, Maine. The following intersections were included in this assessment:

- Minot Avenue with Elm Street
- Minot Avenue with High Street
- High Street with Elm Street
- High Street with Academy Street
- Main Street with Elm Street
- Main Street with Academy Street

The following are proposed changes to these intersections:

- Minot Avenue with Elm Street:
    - The existing right-turn lane on the Elm Street approach is proposed to be a combined left-right turn lane. The existing Elm Street left turn lane is proposed to remain
    - Adjust the stop bar for the northbound Minot Avenue approach to accommodate left-turning truck from Elm Street.
- Minot Avenue with High Street:
    - Remove signalization
    - High Street approach right-in and right-out only.
    - Proposed four foot center island on Minot Avenue through the intersection
    - Eliminate the northbound Minot Avenue right-turn lane and the existing center lane is proposed to be a through-right lane
    - Change the southbound Minot Avenue through-left lane to a through lane
- High Street with Elm Street

- No changes are proposed
- High Street with Academy Street:
  - Proposed to be changed from two-way stop control (STOP on Academy Street approaches) to all-way stop control
  - The northbound High Street approach is proposed to have one left-through-right lane
- Main Street with Elm Street:
  - Proposed to be signalized with existing lane uses
  - Signalization would require including the driveway across the street from the Elm Street approach
- Main Street with Academy Street:
  - Proposed to be unsignalized, with STOP control on Academy Street.
  - Eliminate the southbound Main Street right-turn lane and change the southbound through lane to a through-right lane
  - Eliminate northbound Main Street left-turn lane and change northbound through lane to through-left lane

To evaluate the impact of the proposed intersection modifications, GP completed an analysis of the existing and proposed operation of the intersections, as well as an evaluation of the crash history. The following is a summary of the existing traffic volumes, capacity analysis, queuing analysis, and crash history.

Existing Traffic Volumes

The volumes used in this analysis were found on the Androscoggin Transportation Resource Center (ATRC) website. The turning movement counts were completed at these six intersections between July 2012 and May 2014.

Traffic volumes were seasonally adjusted by GP to estimate the traffic volumes experienced during the peak summer months. The volumes were adjusted to the 30th highest hour of the year using MaineDOT weekly group mean factors.

Traffic volumes are also annually adjusted to approximate traffic volumes for the buildout year of the project. The proposed project is anticipated to be completed by 2018. Based on a review of MaineDOT Annual Traffic Counts in the vicinity of the site, traffic volumes have been increasing at a rate of less than one percent per year. To be conservative, an annual growth rate of one percent per year was used to increase the traffic to 2018 Design Hour Volumes (DHV).

ATRC Synchro File Review

GP received 5 Synchro/SimTraffic computer analysis files that were created by ATRC. These files showed different geometry and intersection control for the six intersections involved in this analysis, including the existing conditions and a variety of alternatives. After a review of all files, GP utilized one file closest to the existing conditions ("main elm academy 050914") and one file closest to the proposed geometry and intersection control ("main elm academy alternative 033115") as baseline files for this analysis. Both files were modified to reflect the updated existing conditions and the proposed GP geometry and intersection control. GP offers the following comments on the files:

- All volumes in these files are for the PM peak hour
- No pedestrian volumes, timing, or phasing were included at any of the signalized or unsignalized intersections in the network
- The default Peak Hour Factors (PHFs) and truck percentages (0.92 and 2% respectively) were used at the unsignalized intersections, and the PHFs and truck percentages derived from the counts were used at the signalized intersections. These PHFs and truck percentages did not change when the intersection control was changed in the proposed design. The default PHFs and truck percentages were used for the proposed signalization of the intersection of Main Street with Elm Street.
- The redistribution of traffic to reflect the proposed design appears to have been completed by ATRC

Capacity Analysis

GP completed a capacity analysis for the six intersections using Synchro/SimTraffic computer analysis software. Level of service rankings are similar to the academic ranking system where an 'A' is very good with little control delay and an 'F' represents very poor traffic conditions. If the level of service falls below a 'D,' an evaluation should be made to determine if mitigation is warranted. The following tables summarize the relationship between control delay per vehicle and level of service:

Level of Service Criteria for Signalized Intersections

Level of Service	Control Delay per Vehicle (s)
A	Less than 10.0
B	10.1 to 20.0
C	20.1 to 35.0
D	35.1 to 55.0
E	55.1 to 80.0
F	Greater than 80.0

Level of Service Criteria for Unsignalized Intersections

Level of Service	Control Delay per Vehicle (s)
A	Less than 10.0
B	10.1 to 15.0
C	15.1 to 25.0
D	25.1 to 35.0
E	35.1 to 50.0
F	Greater than 50.0

The capacity analysis was completed at these intersections for the existing geometry and intersection control, the proposed geometry and intersection control without changing turn lane storage lengths, and the proposed geometry and intersection control after adjusting storage lengths to accommodate proposed traffic (occurred at Minot / Elm only). The capacity analysis results are based on the average of five SimTraffic runs. The following table summarizes the results of the capacity analysis. The detailed analyses are attached.

Level of Service Summary

Approach[1]	2018 PM Peak Hour Level of Service	
	Existing	Proposed[2]
Minot / Elm (S)		
Minot NB	A	B (A)
Minot SB	B	B (B)
Elm WB	B	B (B)
Overall	**B**	**B (B)**
Minot / High (Existing: S, Proposed: U)		
Minot NB	A	A
Minot SB	A	A
High WB	B	A
Overall	**A**	**N/A**
High / Elm (U)		
High NB	A	B
High SB	A	B
Elm WB	A	A
Elm EB	A	A
High / Academy (U)		
High NB	A	A
High SB	A	A
Academy WB	B	A
Academy EB	A	A

Approach[1]	2018 PM Peak Hour Level of Service	
	Existing	Proposed[2]
Main / Elm (Existing: U, Proposed: S)		
Main NB	A	A
Main SB	A	C
Elm EB	A	B
Overall	**N/A**	**B**
Main / Academy (Existing: S, Proposed: U)		
Main NB	B	A
Main SB	B	A
Academy EB	B	C
Overall	**B**	**N/A**

[1]U = Unsignalized, S = Signalized
[2]X (X): X = LOS for the proposed storage lengths, (X) = LOS for adjusted storage lengths to accommodate forecast queue lengths.

As shown in the table, all intersections are forecast to operate at acceptable levels of service with both the existing and proposed conditions. The signalization of the Main St / Elm St intersection is anticipated to lower the level of service from an 'A' for all approaches to a 'B' overall. Removing the traffic signal at the Main St / Academy St intersection is forecast to increase the level of service on Main Street from a 'B' to an 'A', but decrease the level of service on Academy Street from a 'B' to a 'C'. All other intersections are forecast to operate at a level of service 'B' or better.

It should be noted that the intersection of Main Street with Academy Street GP considered combining the two lanes on the eastbound Academy Street into one lane. However, after reviewing capacity analysis, it was found that this caused left turning vehicles from Academy Street onto Main Street to block the high volume of right turning vehicles from completing their turn. The queuing was forecast to extend from Academy Street onto High Street and Minot Ave. Due to this negative impact, the existing geometry of Academy Street is being proposed to remain.

Queuing Analysis

GP completed a queuing analysis for the existing and proposed conditions using the same Synchro/SimTraffic computer analysis software that was used for the capacity analysis. The queue analysis was completed for the proposed intersection geometry and for adjusted storage lengths for the Main / Elm intersection. The adjusted storage lengths were determined by reviewing the queue lengths for the results with the proposed geometry, then increasing the storage lengths to accommodate the forecast queue lengths. For the purposes of this evaluation, the queue lengths have been rounded up to the nearest 25 feet, which is assumed to be the length of a vehicle and the associated gap between vehicles. The 95th percentile queue is the queue length that will not

be exceeded 95% of the time during peak hour conditions. The average queue length is the average queue during peak hour conditions. The following table summarizes the storage lengths, the average queue lengths, and the 95th percentile queue lengths for the proposed and adjusted storage length scenario.

Queue Analysis Summary

Approach	Existing Geometry			Proposed Geometry		
	Storage Length (ft)	Queue Length (ft)		Storage Length (ft)[1]	Queue Length (ft)	
		Average	95th Percentile		Average	95th Percentile
Minot/Elm						
Minot NB T1[2]	N/A	100	175	N/A	100 (100)	175 (150)
Minot NB T2	N/A	100	175	N/A	125 (100)	175 (150)
Minot NB R	90	50	100	90	50 (25)	100 (100)
Minot SB LT	N/A	125	225	N/A	175 (150)	275 (225)
Minot SB T	N/A	100	175	N/A	125 (125)	250 (225)
Elm WB L	N/A	100	175	N/A	125 (125)	200 (150)
Elm WB R	120	50	125	N/A	N/A	N/A
Elm WB LR	N/A	N/A	N/A	110 (165)	125 (125)	150 (150)
Minot/High						
Minot NB T1[2]	N/A	100	150	N/A	0	25
Minot NB T2	N/A	75	125	N/A	N/A	N/A
Minot NB R	N/A	75	125	N/A	N/A	N/A
Minot NB TR	N/A	N/A	N/A	N/A	0	25
Minot SB LT	N/A	100	175	N/A	N/A	N/A
Minot SB T1[3]	N/A	100	175	N/A	--	--
Minot SB T2	N/A	N/A	N/A	N/A	--	--
High WB L	200	75	100	N/A	N/A	N/A
High WB LR	N/A	75	125	N/A	N/A	N/A
High WB R	N/A	N/A	N/A	N/A	25	50
High/Elm						
High NB LTR	N/A	50	75	N/A	50	50
High SB LTR	N/A	25	50	N/A	25	50
Elm WB LTR	N/A	25	50	N/A	0	25
Elm EB LTR	N/A	0	25	N/A	25	50
High/Academy						
High NB LT	N/A	0	0	N/A	N/A	N/A
High NB R	75	0	0	N/A	N/A	N/A
High NB LTR	N/A	N/A	N/A	N/A	75	100
High SB LTR	N/A	25	50	N/A	25	50
Academy WB LTR	N/A	100	175	N/A	25	50
Academy EB LTR	N/A	25	50	N/A	25	50

Approach	Existing Geometry			Proposed Geometry		
	Storage Length (ft)	Queue Length (ft)		Storage Length (ft)[1]	Queue Length (ft)	
		Average	95th Percentile		Average	95th Percentile
Main/Elm						
Main NB L	N/A	75	100	N/A	175	275
Main NB T	N/A	--	--	210	75	175
Main SB TR	N/A	25	50	N/A	200	350
Elm EB L	N/A	25	50	100	25	50
Elm EB R	75	50	75	N/A	50	100
Main/Academy						
Main NB L	175	125	200	N/A	N/A	N/A
Main NB T	N/A	100	225	N/A	N/A	N/A
Main NB TL	N/A	N/A	N/A	N/A	50	150
Main SB T	N/A	175	275	N/A	N/A	N/A
Main SB R	100	50	125	N/A	N/A	N/A
Main SB TR	N/A	N/A	N/A	N/A	0	25
Elm EB L	140	75	125	140	75	125
Elm EB R	N/A	125	225	N/A	125	200

[1]Storage lengths and results in parentheses indicate those that were adjusted to accommodate forecast queue lengths
[2]In the northbound direction, T1 refers to the western through lane and T2 refers to the through lane to the east
[3]In the southbound direction, T1 refers to the eastern through lane and T2 refers to the through lane to the west

As shown in the table, the following summarizes the results:

- The queue lengths at the intersection of Minot Ave with Elm Street are forecast to increase by 2-3 vehicles due to the additional traffic that is anticipated to use the intersection
- At the intersection of Minot Ave with High Street, which is proposed to become unsignalized, the queue lengths for all approaches are forecast to decrease by up to 7 vehicles with the proposed geometry
- The queue lengths at the intersections of High Street with Elm Street and High Street with Academy Street are not forecast to change significantly overall
- The intersection of Main Street with Elm Street is proposed to become signalized and the queue lengths are forecast to increase by up to 12 vehicles for the Main Street southbound approach
- At the intersection of Main Street with Academy Street, which is proposed to become unsignalized, the queue lengths are anticipated to decrease by up to 3 vehicles

Additionally, the proposed storage lengths are anticipated to accommodate the forecast 95th percentile queue lengths, with the exception of the intersection of Minot Ave with Elm Street. The storage lengths for the turn lanes were increased by 55-60 feet to accommodate the anticipated queue lengths. The increase in storage length is not forecast to significantly impact the forecast queue lengths or the operation of the intersection. It should be noted that increasing the storage length of the northbound Minot Ave right turn lane would require adjusting the curb location.

At this intersection, it should be noted that the existing storage length of the westbound Elm Street left-right turn lane is approximately 110 feet, which is the distance from Minot Ave to the railroad crossing. The westbound Elm Street approach is wide enough for two lanes, from Minot Ave to the intersection with Spring Street, a length of approximately 205 feet. The distance between the railroad tracks and Spring Street can be utilized as storage length for the left-right turn lane, provided there is signage discouraging drivers from stopping on the tracks. To estimate the total available storage length for the left-right turn lane, GP assumed vehicles would stop 20 feet before or after the tracks, leaving a 40 foot gap. Subtracting the 40 foot gap from the total distance of 205 feet yields an available storage length for the left-right turn lane of approximately 165 feet, which is adequate to accommodate the forecast queue.

Crash History

GP obtained the most recent three-year collision history from MaineDOT for the six intersections. In order to evaluate whether a location has a crash problem, MaineDOT uses two criteria to define a High Crash Location (HCL). Both criteria must be met in order to be classified as an HCL.

1. A critical rate factor (CRF) of 1.00 or more for a three year period. A CRF compares the actual crash rate to the rate for similar intersections in the state. A CRF of greater than 1.00 indicates a rate of worse than average **and**:

2. A minimum of eight crashes over the same three year period.

The following table summarizes the crash data for intersections meeting at least one of the two criteria:

Crash Summary (2014-2016)

Intersection	# of Crashes	CRF	HCL?
Minot Ave / Elm St	11	0.41	N
Minot Ave / High St	21	0.60	N
High St / Elm St	26	7.31	Y
Main St / Elm St	8	1.44	Y
Main St / Academy St	16	0.63	N

In addition to reviewing the collision history for the intersections, GP also reviewed the most recent HCL listing from MaineDOT to determine if any roadway segments are classified as HCLs. Based on this review, no links in the study area are HCLs.

Based on the crash data provided by MaineDOT, two of the intersections are classified as HCLs; the intersection of High St / Elm St and the intersection of Main St / Elm St. To identify crash patterns, collision diagrams have been created for both locations (attached). The following is a discussion of the two HCLs in more detail:

High Street / Elm Street

This intersection has a CRF of 7.31 and experienced 26 collisions during the most recent three year period. This intersection is ranked worst in the county, and twelfth worst in the state. Based on a review of the collision diagram, there appear to be three crash patterns at this intersection; northbound High Street traffic colliding with eastbound Elm Street traffic (14 crashes), northbound High Street traffic colliding with westbound Elm Street Traffic (6 crashes), and southbound High Street traffic colliding with eastbound Elm Street traffic (3 crashes). Almost all crashes for the three crash patterns were identified on the police reports as caused by High Street drivers failing to stop at the stop sign or failing to yield to Elm Street traffic.

There were 11 collisions that occurred due to High Street traffic failing to stop at the stop sign. These may have been caused by limited / distracted visibility of the stop sign. Based on a field review of the intersections, reflective orange flags appear to have recently been attached to the stop signs for both High Street approaches to increase their visibility. There were no crashes involving vehicles that ran the stop sign in 2016, while 11 occurred in 2014 and 2015, indicating that the flags may have reduced the number of crashes at the intersection. Another potential mitigation item could be installing advanced warning signs or pavement markings and / or oversized stop signs and stop bars.

There were also 11 collisions that occurred due to High Street traffic failing to yield to Elm Street traffic. These may have occurred due to limited sight distance at the intersection. Based on a field review of the intersection, sight distance exiting the High Street approaches is limited by fences and vegetation on private property, a vertical curve on Elm Street to the east of the intersection, vehicles parked on Elm Street, and a large tree on the southwest corner of the intersection. The sight distance at the intersection may be increased by moving any objects limiting the sight distance out of the line of sight. However, since some objects are on private property, this may not be a feasible form of mitigation. The on-street parking on Elm Street could be reduced to increase the sight distance.

This project is anticipated to increase the volume of westbound traffic on Elm Street. That volume was involved in one of the crash patterns identified above. As a result of increased traffic volumes, the number of collisions at the intersection may increase. The mitigation items identified above may decrease the impact of additional traffic volumes on the number of crashes.

Main Street / Elm Street

This intersection has a CRF of 1.44 and experienced 8 collisions during the most recent three year period. Based on a review of the collision diagram for this intersection, there is no clear correctable crash pattern. One of the crashes was caused by a driver falling asleep, one was caused by a distracted driver, two were caused by Elm Street traffic failing to yield to Main Street traffic, two crashes occurred when the roadway was snowy or icy, one occurred due to a vehicle following too closely, and one crash was caused by a driver backing out of an on-street parking space into a vehicle turning right onto Main Street. As noted above, this project is anticipated to increase traffic volumes on Elm Street, which may impact the number of crashes that occurs at the intersection. However, this project proposes to signalize this intersection, so any existing crash patterns would change.

Conclusions

The following is a summary of the conclusions:

1. Based on the capacity analysis, the proposed project is not anticipated to have a significant impact on the level of service of the study area intersections. All intersection approaches are forecast to operate at LOS 'C' or better during the 2018 PM peak hour.

2. Based on the capacity analysis, at the intersection of Academy Street with Main Street, constructing a combined left-right lane for the eastbound Academy Street approach would have a significant negative impact on the operation of the network.

3. Based on the queue analysis, the most significant increase in queue lengths with the proposed geometry and intersection control is forecast to be at the intersection of Main Street with Elm Street, which is forecast to experience an increase of approximately 12 vehicles on the Main Street southbound approach.

4. Based on crash data provided by MaineDOT, two of the six intersections in the study area are HCLs; the intersection of Elm Street with High Street and the intersection of Elm Street with Main Street. A review of the collision diagrams indicates that there are three crash patterns at the intersection of High Street with Elm Street that may be addressed with mitigation items such as oversized stop signs and stop bars, or advanced stop ahead signs or pavement markings. There were no clear crash patterns at the intersection of High Street with Main Street. The intersection of High Street with Main Street is proposed to be signalized, which would change the crash history. Since this project is anticipated to increase traffic on Elm Street, this project may impact the crash patterns at these intersections.

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Project Memorandum

To:	MaineDOT, City of Auburn, ATRC
From:	Gorrill Palmer
Date:	September 8, 2017
Subject:	Auburn Intersection Improvements (Main St, High St, Minot Ave) WIN 20894.00

Gorrill Palmer recently developed and submitted conceptual plans and a traffic memo for the subject project to MaineDOT, City of Auburn and ATRC. As we developed those concept plans and related documents, we identified numerous items that warrant further discussion and consideration with the project team. Below is a summary of the items for discussion. We will be scheduling a team meeting to discuss these items:

1. Crosswalk at Minot Ave/High Street Intersection – The existing intersection is signalized with a cross walk across Minot Ave. The proposed intersection will be unsignalized. Due to pedestrian safety concerns relating to vehicle speeds, crossing of four lanes and no refuge island at this location, the concept plans propose to remove the existing crosswalk. When reviewing the existing sidewalk locations, a crosswalk at this location may be necessary. Options available include the following:
    a. Remove crosswalk.
    b. Install crosswalk with mitigation including RRFB's, advanced signing, refuge island and roadway widening.
    c. Relocate crosswalk further to the south, closer to Roys Burgers.

2. High Crash Location at Elm Street/High Street Intersection - The original scope assumes no work at this intersection. In reviewing the crash data, this intersection is identified as a high crash location with 26 accidents in the 3 year period and a CRF of 7.31. It is ranked as the worst intersection in the county and the 12th worse intersection in the state. As part of this project, we will be directing more traffic through this intersection. Further discussion is warranted and consideration for mitigation measures is suggested. Options available include the following:
    a. Do nothing.
    b. Consider mitigation to improve sight distance on all four corners.
    c. Consider geometric improvements to improve turning movements.

3. Railroad Proximity to Intersections – There is an existing railroad track that is located east of and parallel to Minot Ave. The at-grade railroad crossings of High Street and Elm Street are located in close proximity to the Minot Ave intersections. Traffic analysis suggests that traffic queuing across the railroad tracks will occur in the proposed condition. Currently, no work is planned at the railroad crossings, however further discussion regarding improvements, signal preemption and mitigation is suggested.

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4. Intersection Layouts and Turning Movements – Redirecting traffic to the Main Street, Elm Street and Minot Ave route will result in additional traffic including trucks navigating this route. The concept plans were developed in a manner that best accommodated truck turning movements while avoiding or minimizing intersection geometric improvements. Adjustment of stop bar locations was required to accommodate truck turning movements. The Department recently changed the roadway priority classifications for both Academy and Elm Streets. As a result, some of the travel lane widths shown in the concept plans do not comply with standards and roadway widening may be needed. Further discussion regarding intersection geometric improvements is suggested.

5. Intersection Sight Distances – There are intersection sight distance concerns at the following three intersections:
    a. High Street at Minot Ave – building blocks sight distance.
    b. High Street at Elm Street – trees, shrubs, fences and onstreet parking block sight distance.
    c. Academy Street at Main Street – onstreet parking blocks sight distance.

6. Parking Assessment – Assessment of onstreet parking along Main Street should be discussed as some parking is proposed for removal as part of this project.

7. Crosswalk at Academy Street/Main Street Intersection - The existing intersection is signalized with a cross walk across Main Street. The proposed intersection will be unsignalized. The concept plans propose to maintain the Main Street crosswalk and provide a curb extension to reduce the pedestrian crossing distance. Should RRFB's be considered for this location?

8. Signal at Elm Street/Main Street Intersection - The existing intersection is unsignalized. The proposed intersection will be signalized. There is a driveway on Main Street that will be located inside of the proposed signalized intersection limits (Sta. 210+25 Rt). The property and driveway size do not allow for a vehicle to turn around in the driveway, which creates a property access concern. Further discussion is suggested.

9. Access Management at High Street/Minot Ave Intersection – The concept plans propose access management for the "John Vallieres" property located on the NE corner of the intersection. This access management may restrict the ability for larger trucks to access this property. Further discussion is suggested.

10. Purpose and Need – This project proposes to shift traffic from Academy Street to Elm Street, which results in a longer route for the regional traffic. It is important to discuss and better understand the overall purpose and need for this project. Traffic traveling from the Turnpike to New Auburn will likely still use the Academy Street route since it is more direct, quicker and will avoid two signalized intersections.

GORRILL PALMER

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South Portland, Maine 04106
207.772.2515

Preliminary Traffic Assessment #2
Auburn Intersections
(JN 3255)

Date: September 29, 2017
Subject: Preliminary Traffic Assessment #2
Auburn, Maine
To: File
From: Randy Dunton / Emily Tynes, Gorrill Palmer

Introduction

Based on a meeting with the City of Auburn and MaineDOT in September 2017, Gorrill Palmer (GP) has been asked to complete the following tasks:

- Check the SimTraffic lane utilization for the proposed dual left-turn lanes from Elm Street onto Minot Avenue
- Evaluate the traffic impacts of closing High Street at the intersection with Minot Avenue
- Evaluate if an all-way stop condition is warranted at the intersection of Elm Street and High Street
- Evaluate the traffic impacts of closing Academy Street between Main Street and High Street
- Evaluate the traffic impacts of adding a separate right-turn lane on Main Street southbound approaching Elm Street

Each task was completed based on the Concept Plans by GP dated September 1, 2017. The following is a summary of the methodologies and results.

Existing Traffic Volumes

The volumes used for this evaluation were based on volumes from the Androscoggin Transportation Resource Center (ATRC) website. The turning movement counts were completed at the six study area intersections between July 2012 and May 2014.

Traffic volumes were seasonally adjusted by GP to estimate the traffic volumes experienced during the peak summer months. The volumes were adjusted to the 30th highest hour of the year using MaineDOT weekly group mean factors.

In addition to the seasonal adjustment, traffic volumes were also annually adjusted to approximate traffic volumes for the buildout year of the project. The proposed project is anticipated to be completed by 2018. Based on a review of MaineDOT Annual Traffic Counts in the vicinity of the site, traffic volumes have been increasing at a rate of less than one percent per year. To be conservative, an annual growth rate of one percent per year was used to increase the traffic to 2018 Design Hour Volumes (DHV).

Lane Utilization

It was requested that GP check the lane utilization in SimTraffic computer analysis software for drivers turning left from Elm Street onto Minot Avenue. The lane utilization is the percentage of vehicles using each lane to complete a traffic movement when more than one lane is used per movement. This approach has two lanes, one left-turn lane and one left/right turn lane. Synchro uses a lane utilization factor to calculate saturation flow rates but this factor has no impact of the simulated results in SimTraffic. SimTraffic does not output lane utilization results, so GP estimated lane utilization by observing the SimTraffic simulation. GP based the simulation on the proposed layout and the 2018 Design Hour Volumes. GP observed 10 two-minute intervals throughout a one-hour simulation and recorded the number left turning vehicles that used the left-turn lane and the left-right lane during each time interval. Based on this observation, GP estimated that 57% of left turning vehicles used the left lane and 43% of left turning vehicles used the left-right lane.

This SimTraffic lane utilization can be adjusted by inserting an intersection downstream from the movement and prompting the percent of vehicles desired to be in the rightmost lane to turn right at this intersection. SimTraffic drivers plan three movements ahead, so drivers turning right at the newly drawn intersection would use the left-right lane to turn left onto Main Street.

Closing High Street at Minot Avenue Intersection

The City of Auburn and MaineDOT are considering the option of eliminating the High Street leg of the Minot Avenue and High Street intersection. GP redistributed the 2018 DHV traffic using High Street to the intersection of Elm Street with Minot Avenue, based on the existing traffic patterns. Although traffic volumes at four study area intersections are forecast to change, this analysis focused on the impacts to the intersection of Elm Street with Minot Avenue, since it is a signalized intersection and is expected to be the most significantly impacted by the proposed change. To evaluate the impact of closing High Street at Minot Avenue, GP completed capacity and queuing analyses, summarized as follows:

Capacity Analysis

GP completed a capacity analysis for the intersection of Minot Avenue with Elm Street using Synchro/SimTraffic computer analysis software (Version 10). Level of service rankings are similar to the academic ranking system where an 'A' is very good with little control delay and an 'F' represents poor traffic conditions. If the level of service falls below a 'D,' an evaluation should be made to determine if mitigation is warranted. The following table summarizes the relationship between control delay per vehicle and level of service for a signalized intersection:

Level of Service Criteria for Signalized Intersections

Level of Service	Control Delay per Vehicle (s)
A	Less than 10.0
B	10.1 to 20.0
C	20.1 to 35.0
D	35.1 to 55.0
E	55.1 to 80.0
F	Greater than 80.0

The evaluation was completed for three scenarios; 1) currently proposed layout (High Street open at Minot Avenue) 2) proposed closure of High Street with the currently proposed right turn lane storage length 3) proposed closure of High Street with adjusted northbound Minot Ave right turn lane at Elm St to accommodate forecast queue lengths. The following table summarizes the levels of service (LOS) for each approach and compares these LOS to the currently proposed design.

Level of Service Summary (Closure of High Street Approach to Minot Avenue)

Approach	2018 PM Peak Hour Level of Service	
	Currently Proposed Design	High Street Closed[1]
Minot / Elm (Signalized)		
Minot NB	B	B (B)
Minot SB	A	B (B)
Elm WB	B	C (C)
Overall	**B**	**B (B)**

[1]X = LOS for the proposed storage lengths, (X) = LOS for adjusted storage lengths to accommodate forecast queue lengths.

As shown in the table, the LOS for the westbound approach is forecast to decrease from a 'B' to a 'C' because the vehicles that previously turned right onto or off from High Street at Minot Avenue would now be required to turn onto or off from Elm Street. Since there is not an exclusive right-turn lane for the Elm Street approach, right turning vehicles have to wait in the queue with the left turning vehicles. The southbound approach LOS is also forecast to decrease

because of the additional time needed for the westbound approach. The overall intersection level of service is forecast to be maintained.

Queue Analysis

GP completed a queue analysis using the same Synchro/SimTraffic computer software. A queue analysis involves comparing the forecast queue lengths of each lane to the turn lane storage lengths, the distance between intersections, and other possible conflicts. The following table compares the queue lengths at this intersection for the currently proposed design to the option of closing High Street:

Queuing Summary (Closing High Street Approach to Minot Avenue)

Approach	Currently Proposed Geometry			High Street Closed at Minot Avenue		
	Storage Length (ft)	Queue Length (ft)		Storage Length (ft)[1]	Queue Length (ft)	
		Average	95th Percentile		Average	95th Percentile
Minot/Elm						
Minot NB T1[2]	N/A	100	150	N/A	125 (125)	200 (175)
Minot NB T2[2]	N/A	100	175	N/A	125 (100)	325 (300)
Minot NB R	90	50	125	90 (135)	75 (75)	150 (125)
Minot SB LT	N/A	175	250	N/A	225 (225)	375 (350)
Minot SB T	N/A	150	225	N/A	200 (225)	350 (350)
Elm WB L	N/A	125	150	N/A	125 (125)	200 (150)
Elm WB LR	1165	125	150	165	125 (125)	150 (150)

[1]X = Currently proposed storage lengths, (X) = Adjusted storage lengths to accommodate forecast queue lengths.
[2]T1 refers to the inside through lane and T2 refers to the outside through lane

Expectedly, overall the queue lengths at this intersection are forecast to increase if High Street is closed at Minot Avenue due to the increase in traffic volumes at the intersection of Minot Avenue with Elm Street. The greatest queuing impact at this intersection is the northbound right turn lane. The Minot Avenue northbound right turn lane storage length is not expected to be able to accommodate the forecast queue lengths during peak hours, both with and without the closure of High Street at Minot Avenue. To increase this storage lane length, a curb line adjustment would be required. Increasing the storage length of the turn lane from 90 feet to 135 feet is anticipated to accommodate the forecast queue lengths. It should be noted that the Elm Street westbound left-right lane storage length is the distance between Minot Avenue and Spring Street and assumes westbound drivers will avoid queuing within 20 feet of the railroad tracks.

High Street and Elm Street All-Way Stop

The intersection of High Street and Elm Street is currently two-way stop controlled with stop conditions at both High Street approaches and free flowing traffic on Elm Street. GP evaluated if an all-way stop is warranted at the intersection of High Street and Elm Street. Section 2B.07 of the 2009 edition of the Manual on Uniform Traffic Control Devices (MUTCD) provides the criteria warranting a multi-way stop condition. The following describes the criteria and if they are met by the intersection:

A. *"Where Traffic control signals are justified, the multi-way stop is an interim measure that can installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal."*

   This criterion does not apply because this intersection is not currently planned to be signalized.

B. *"Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions."*

   GP obtained the most recent three year crash history with associated police reports from MaineDOT for the period of 2014-2016. Based on a review of this crash data, this intersection is classified as a High Crash Location (HCL), and is classified as worst in the County and twelfth in the State. Right angle collisions are considered to be susceptible to correction by multi-way stop and 14 right angle crashes occurred at this intersection from October 8th 2014 to October 7th 2015. Although, this may indicate that an all-way stop would be warranted at this intersection, orange flags were installed on the stop signs at both High Street approaches to increase their visibility. In 2016, three right angle crashes occurred at this intersection, which is less than the requirement of five. **Therefore, this Criterion is not met.** However, the intersection should continue to be monitored.

C. *"Minimum Volumes:*
   1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
   2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*

3. *If the 85th-percentile approach speed of the major-street vehicular traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2."*

Based on the 2018 DHV, the major-street volumes average over 300 vehicles per hour, but the minor-street averages less than 100 vehicles per hour for both the existing and proposed conditions. Criterion C.3 is not applicable because the speed limit is below 40 mph. **Criterion C is not met.** It should be noted that since GP completed this evaluation with the 2018 Design Hour Volumes, which are higher than the average volumes, these are conservative results.

D. *"Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition."*

Based on the 2018 DHV, the major-street volumes average over 300 vehicles per hour, but the minor-street averages less than 100 vehicles per hour for both the existing and proposed conditions, which is less than 80% of the requirements of Criterion C. Therefore, **Criterion D is not met.**

Multi-Way Stop Conclusion

Since none of the criteria were met by the volumes or the crash history of the intersection, an all-way stop condition is not warranted at this intersection at this time.

Closing Segment of Academy Street

GP explored the potential traffic impacts of closing Academy Street between Main Street and High Street. The 2018 DHV Academy Street traffic was redistributed based on the existing traffic patterns identified in the turning movement counts at the following three intersections:

- Main Street and Elm Street (proposed for signalization)
- High Street and Academy Street (unsignalized)
- High Street and Elm Street (unsignalized)

This analysis focused on evaluating the traffic impacts on these three intersections. To evaluate the impact of closing Academy Street between Main Street and High Street, GP completed capacity and queuing analyses for the three intersections.

Capacity Analysis

GP used the same Synchro/SimTraffic computer analysis software and LOS criteria for signalized intersections to complete the capacity analysis. The following table summarizes the LOS criteria for unsignalized intersections:

Level of Service Criteria for Unsignalized Intersections

Level of Service	Control Delay per Vehicle (s)
A	Less than 10.0
B	10.1 to 15.0
C	15.1 to 25.0
D	25.1 to 35.0
E	35.1 to 50.0
F	Greater than 50.0

The evaluation was completed for three scenarios; 1) currently proposed layout 2) the proposed closure of Academy Street 3) proposed closure of Academy Street with adjusted storage lengths to accommodate forecast queue lengths. The following table summarizes the levels of service (LOS) for each approach and compares these LOS to the currently proposed design.

Level of Service Summary (Closing Segment of Academy Street)

Approach[2]	2018 PM Peak Hour Level of Service	
	Academy Street Open	Academy Street Closed[1]
Main / Elm (S)		
Main NB	A	B (B)
Main SB	C	D (D)
Elm EB	B	B (B)
Overall	**B**	**C (B)**
High / Academy (U)		
High NB	A	B
High SB	A	A
Academy WB	A	N/A
Academy EB	A	A
High / Elm (U)		
High NB	B	D
High SB	B	B
Elm WB	A	A
Elm EB	A	A

[1](S) = Signalized, (U) = Unsignalized

[2] X = LOS for the proposed storage lengths, (X) = LOS for adjusted storage lengths to accommodate forecast queue lengths.

As shown in the table, at the intersection of Elm Street and Main Street, the LOS for the southbound approach is forecast to decrease from a 'C' to a 'D'. This may be caused by adjusting the timing to accommodate the increased volume of northbound traffic turning left off Main Street.

The LOS of the northbound High Street approach at Elm Street is anticipated to decrease due to the increase in right turning traffic at this approach. If this section of Academy Street was closed, the High Street and Elm Street intersection may meet the criteria for an all-way stop because the minor road volume would increase significantly. However, additional analysis would be required.

Queue Analysis

GP completed a queue analysis using the same Synchro/SimTraffic computer software discussed previously. The following table summarizes the queue lengths for the three intersections evaluated:

Queuing Summary (Closing Segment of Academy Street)

Approach	Current Proposed Geometry			Closed Segment of Academy		
	Storage Length (ft)	Queue Length (ft)		Storage Length (ft)[1]	Queue Length (ft)[1]	
		Average	95th Percentile		Average	95th Percentile
Main/Elm						
Main NB L	N/A	175	275	N/A	225 (200)	375 (325)
Main NB T	210	75	175	210	100 (75)	250 (175)
Main SB TR	N/A	225	375	N/A	250 (225)	425 (375)
Elm EB L	100	25	50	100 (140)	75 (75)	125 (125)
Elm EB R	N/A	50	100	N/A	150 (150)	225 (225)
High/Academy						
High NB LTR	N/A	75	100	N/A	100	175
High SB LTR	N/A	25	50	N/A	75	100
Academy WB LTR	N/A	25	50	N/A	N/A	N/A
Academy EB LTR	N/A	25	25	N/A	25	50
High/Elm						
High NB LTR	N/A	50	75	N/A	175	350
High SB LTR	N/A	25	50	N/A	25	50
Elm WB LTR	N/A	25	25	N/A	25	75
Elm EB LTR	N/A	25	25	N/1A	25	50

[1]X (X): X = Currently proposed storage lengths, (X) = Adjusted storage lengths to accommodate forecast queue lengths.

As shown in the table, if this segment of Academy Street is closed, the High Street northbound queue length at the Elm Street intersection is forecast to increase significantly due to the additional traffic. The intersection of Academy Street and High Street is approximately 340 feet away from this intersection. The northbound queue may back up into this intersection. However, due to the low volume turning left from Academy Street onto High Street, this is not anticipated to impact the operation of the intersection of Academy Street with High Street.

Additionally, the storage length of the eastbound Elm Street left-turn lane approaching Main Street is currently proposed to be 100 feet. The 95th percentile queue is forecast to exceed the available storage. A storage length of 140 feet is anticipated to accommodate forecast queue lengths.

Right-Turn Lane on Main Street

The City of Auburn and MaineDOT are considering widening Main Street to provide a formal right-turn lane on the southbound approach to the Elm Street intersection. The currently proposed layout includes a combined through-right lane. GP used Synchro/SimTraffic computer software to compare the operation of separate through and right lanes to the currently proposed through-right lane.

Capacity Analysis

GP used the same Synchro/SimTraffic computer analysis software and LOS criteria for signalized intersections to complete the capacity analysis. The following table summarizes the LOS results for the two scenarios:

Level of Service Summary (Main Street Right-Turn Lane)

Approach	2018 PM Peak Hour Level of Service	
	Currently Proposed Through-Right	Right-Turn Lane
Main / Elm		
Main NB	A	A
Main SB	C	B
Elm EB	B	A
Overall	**B**	**A**

As shown in the table, adding an exclusive right turn lane to the southbound approach is projected to improve the intersection LOS from a 'B' to an 'A'. This right turn lane is forecast to reduce the delay for all approaches, and it is forecast to have a positive impact on the traffic flow at this intersection due to the addition of an overlap phase for the southbound right turning traffic.

Queue Analysis

GP completed a queue analysis using the same Synchro/SimTraffic computer software discussed previously. The following table summarizes the queuing for both intersection geometries:

Queuing Summary (Main Street Right-Turn Lane)

Approach	Current Proposed Geometry			Right-Turn Lane		
	Storage Length (ft)	Queue Length (ft)		Storage Length (ft)[1]	Queue Length (ft)[1]	
		Average	95th Percentile		Average	95th Percentile
Main/Elm						
Main NB L	N/A	175	275	N/A	125	225
Main NB T	210	75	175	210	50	100
Main SB TR	N/A	225	375	N/A	N/A	N/A
Main SB T	N/A	N/A	N/A	N/A	150	225
Main SB R	N/A	N/A	N/A	125	50	125
Elm EB L	100	25	50	100	25	50
Elm EB R	N/A	50	100	N/A	50	775

As shown in the table, without the Main Street southbound right-turn lane, southbound traffic is projected to extend past the intersection of Main Street and Vine Street. If an exclusive right-turn lane is added, the 95th percentile queue is forecast stop just short of Vine Street. A right turn lane storage length of 125 feet is anticipated to accommodate the forecast queue lengths. This storage length would require the removal of several parking spaces on the western side of Main Street between Elm Street and Vine Street.

Conclusions

The following is a summary of the conclusions:

1. Based on a review of the SimTraffic traffic simulation, 57% of vehicles turning left off Elm Street onto Minot Avenue use the left lane and 43% use the left-right lane.

2. If the High Street approach to the intersection with Minot Avenue is removed, the operation of the intersection of Minot Avenue with Elm Street is forecast to decrease slightly, but still operate at acceptable levels of service. The storage length of the Minot Avenue northbound right-turn lane would need to be increased from 90 feet to 135 feet, which would require adjusting the curb line.

3. An all-way stop condition is not warranted at the intersection of High Street and Elm Street based on the currently proposed conditions. The crash history may suggest that an all-way stop is warranted, but orange flags have recently been installed on the STOP signs for both High Street approaches, which appears to have improved the safety of the intersection.

4. The closure of Academy Street between High Street and Main Street is forecast to slightly decrease the operation of the three intersections assessed. However, they are still forecast to operate at acceptable levels of service. It is also forecast to increase queue lengths at the intersections of High Street and Academy Street, High Street and Elm Street, and Elm Street and Main Street, but the increased queue lengths are not forecast to significantly impact the overall operation of the roadway network.

5. Adding an exclusive right-turn lane to the southbound Main Street approach to the Elm Street intersection is forecast to improve the overall level of service and decrease the queue lengths for all approaches. A storage length of 125 feet is anticipated to accommodate forecast queue lengths.

Location Map

Figure No. 1

AUBURN INTERSECTIONS
AUBRUN, MAINE

Design:	JP	Scale:	NONE
Draft:		Date:	SEPT 2017
Checked:	RED	File Name:	3255 Volume Figures

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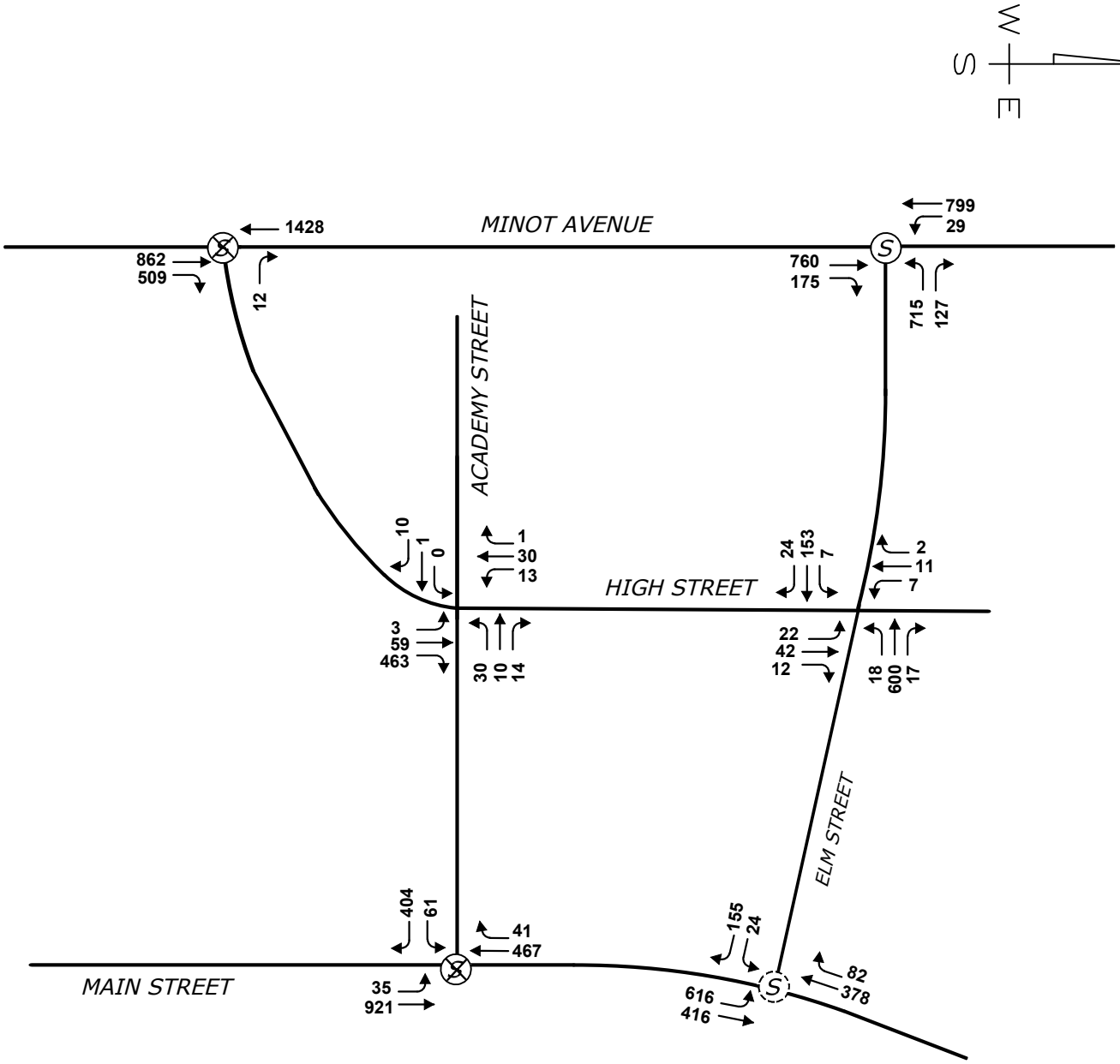
2018 Design Hour Volumes

Figure No. 2



All volumes are during the PM peak hour

EXISTING SIGNALIZED INTERSECTIONTION TO BE REMOVED

PROPOSED SIGNALIZED INTERSECTIONTION

EXISTING SIGNALIZED INTERSECTIONTION TO REMAIN

AUBURN INTERSECTIONS
AUBRUN, MAINE

Design:	JP	Scale:	NONE
Draft:		Date:	SEPT 2017
Checked:	RED	File Name:	3255 Volume Figures

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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

PLAN LEGEND

Town, County, State
Property Lines
R/W Lines-Existing
R/W Lines-Proposed
Culvert-Existing
Culvert Proposed
Curbing — Existing — Proposed
Type 1
Type 3
Type 5
Outline of Bodies of Water
Exposed Bedrock
Buildings
Trees — Conifer — Deciduous
Tree Line
Clearing Limit Line — CLL
Boring — HB-XXX-###
Probe — P-#.#X
#.# = Depth
X = W (Weathered Rock)
R (Refusal)
NR (No Refusal)
Pavement Core — PC-#
Test Pit — TP-XXX-###

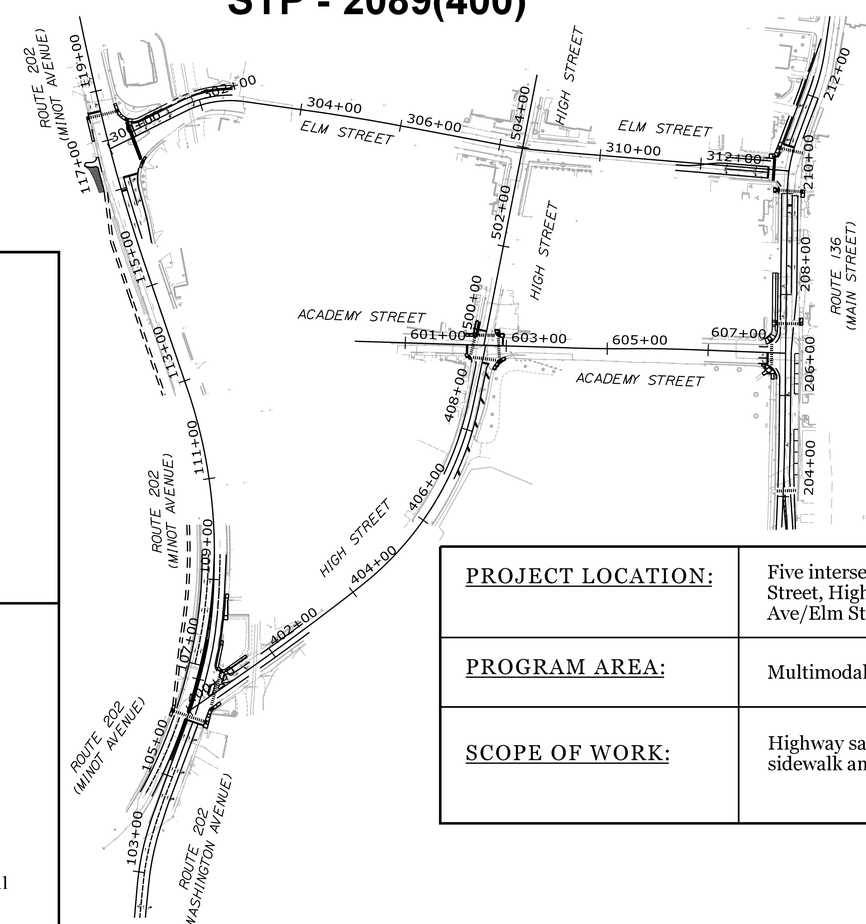
Centerline-Existing
Centerline-Proposed — 10+00
Travelway-Existing
Travelway-Proposed
Railroad
Catch Basins — Existing — Proposed
Manholes — Existing — Proposed
Proposed Underdrain
Proposed Ditch
Existing Ditch
Utility Poles — Existing — Proposed
Fire Hydrants — Existing — Proposed
Existing Water Line
Existing San. Sewer
Existing San. Sewer Manhole
Guardrail-Existing
Guardrail-Proposed
Guardrail-Cable, Other

AUBURN
ANDROSCOGGIN COUNTY
AUBURN INTERSECTION IMPROVEMENTS
MAIN STREET, HIGH STREET, AND MINOT AVENUE
STP - 2089(400)

INDEX OF SHEETS

Description	Sheet No.
Title Sheet	1
General Plans	2-9
Signal Plan	10

REVISED CONCEPT PLANS
OCTOBER 3, 2017



TRAFFIC DATA

	SR 136 (Main St.) S/O Academy St.	SR 136 (Main St.) N/O Academy St.	Academy St. E/O High St.
Current (2019) AADT	17240	10950	9040
Future (2039) AADT	18960	12050	9940
DHV - % of AADT	10%	10%	10%
Design Hour Volume	1896	1205	994
% Heavy Trucks (AADT)	5%	3%	5%
% Heavy Trucks (DHV)	2%	1%	2%
Directional Distribution (DHV)	52%	55%	51%
18 kip Equivalent P 2.0	324	140	178
18 kip Equivalent P 2.5	309	133	170
Design Speed (mph)	25 mph	25 mph	30 mph
Functional Class	Other Princ. Arterial	Minor Arterial	Other Princ. Arterial
Corridor Priority	2	2	3

TRAFFIC DATA

	High St. E/O SR 202 (Minot Ave)	SR 202 (Minot Ave) N/O High St.	Elm St. E/O SR 202 (Minot Ave)
Current (2019) AADT	9430	17840	5710
Future (2039) AADT	10370	19620	6280
DHV - % of AADT	10%	10%	10%
Design Hour Volume	1037	1962	628
% Heavy Trucks (AADT)	5%	11%	5%
% Heavy Trucks (DHV)	2%	5%	2%
Directional Distribution (DHV)	54%	54%	72%
18 kip Equivalent P 2.0	178	925	127
18 kip Equivalent P 2.5	169	881	121
Design Speed (mph)	30 mph	25 mph	25 mph
Functional Class	Other Princ. Arterial	Other Princ. Arterial	Minor Arterial
Corridor Priority	3	1	2

PROJECT LOCATION:	Five intersections including Main Street/Academy Street, Main Street/Elm Street, High Street/Academy Street, Minot Ave/High Street and Minot Ave/Elm Street.
PROGRAM AREA:	Multimodal
SCOPE OF WORK:	Highway saftey and spot improvements including signal, signing, striping, sidewalk and ADA compliance work.

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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
APPROVED — DATE
COMMISSIONER:
CHIEF ENGINEER:

PROJECT INFORMATION	
PROGRAM	MULTIMODAL
PROJECT MANAGER	A. GORNEAU II
DESIGNER	D. ETTINGER
CONSULTANT	GORRILL PALMER
PROJECT RESIDENT	
CONTRACTOR	
PROJECT COMPLETION DATE	

SIGNATURE
P.E. NUMBER
DATE

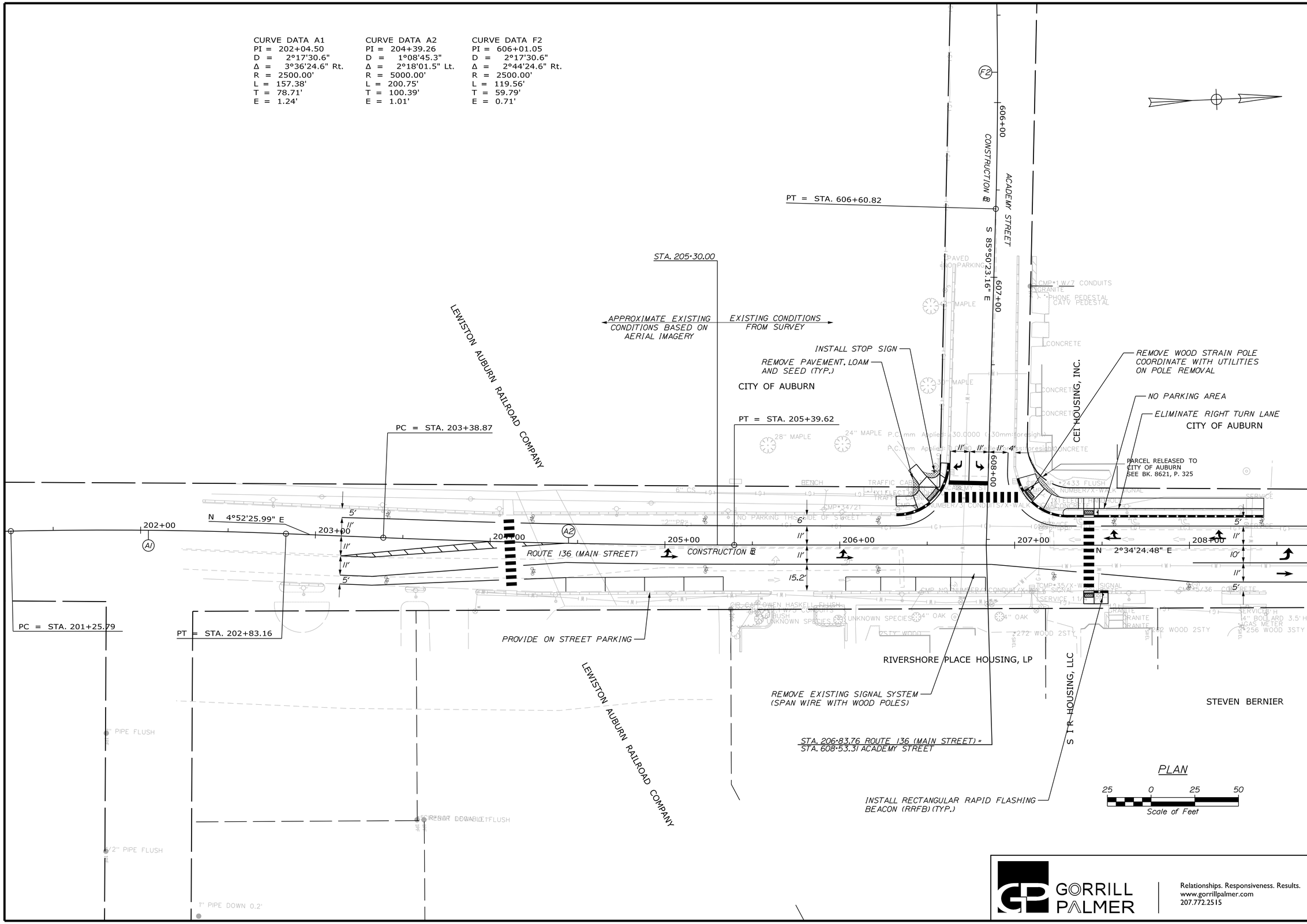
AUBURN
INTERSECTION IMPROVEMENTS
TITLE SHEET

WIN 20894.00 STP-2089(400)

SHEET NUMBER
1
OF 10

Filename: ...\00\Highway\001_Title.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

CURVE DATA A1	CURVE DATA A2	CURVE DATA F2
PI = 202+04.50	PI = 204+39.26	PI = 606+01.05
D = 2°17'30.6"	D = 1°08'45.3"	D = 2°17'30.6"
Δ = 3°36'24.6" Rt.	Δ = 2°18'01.5" Lt.	Δ = 2°44'24.6" Rt.
R = 2500.00'	R = 5000.00'	R = 2500.00'
L = 157.38'	L = 200.75'	L = 119.56'
T = 78.71'	T = 100.39'	T = 59.79'
E = 1.24'	E = 1.01'	E = 0.71'



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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

	BY	DATE
PROJ. MANAGER	A. CORNEAU II	
DESIGN-DETAILED	TCL	10\17
CHECKED-REVIEWED	DGE	10\17
DESIGN2-DETAILED2		
DESIGN3-DETAILED3		
REVISIONS 1		
REVISIONS 2		
REVISIONS 3		
REVISIONS 4		
FIELD CHANGES		

SIGNATURE
P.E. NUMBER
DATE

AUBURN
INTERSECTION IMPROVEMENTS

GENERAL PLANS

SHEET NUMBER
2
OF 10

Filename: ...\00\Highway\002_HDPlan01.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

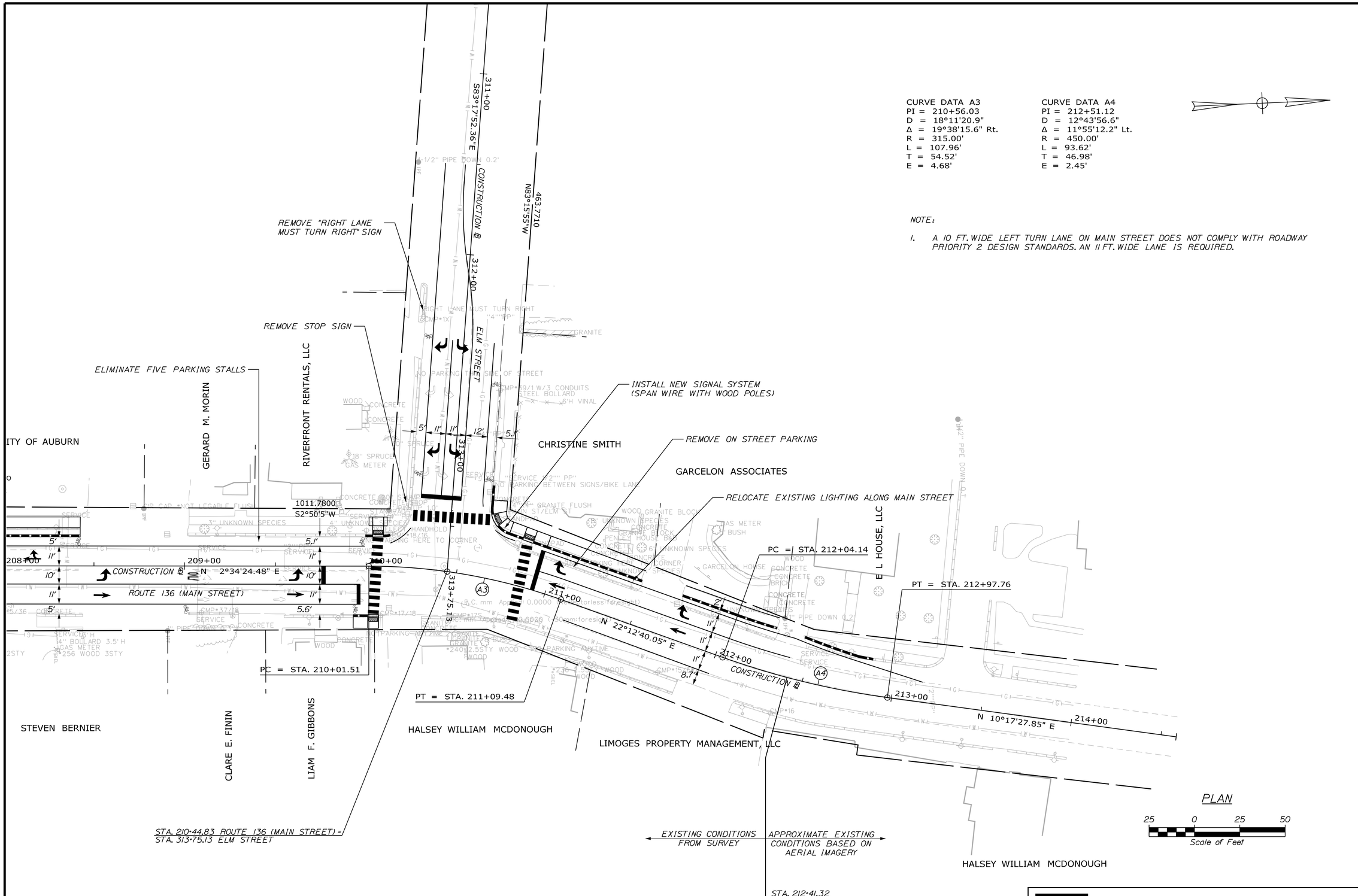
Filename: ...\00\Highway\003_HDPlan02.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

CURVE DATA A3
PI = 210+56.03
D = 18°11'20.9"
Δ = 19°38'15.6" Rt.
R = 315.00'
L = 107.96'
T = 54.52'
E = 4.68'

CURVE DATA A4
PI = 212+51.12
D = 12°43'56.6"
Δ = 11°55'12.2" Lt.
R = 450.00'
L = 93.62'
T = 46.98'
E = 2.45'

NOTE:

1. A 10 FT. WIDE LEFT TURN LANE ON MAIN STREET DOES NOT COMPLY WITH ROADWAY PRIORITY 2 DESIGN STANDARDS. AN 11 FT. WIDE LANE IS REQUIRED.



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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

PROJ. MANAGER	A. GORNEAU II	BY	DATE
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE		10\17
DESIGN2-DETAILED2			
DESIGN3-DETAILED3			
REVISIONS 1			
REVISIONS 2			
REVISIONS 3			
REVISIONS 4			
FIELD CHANGES			

SIGNATURE

P.E. NUMBER

DATE

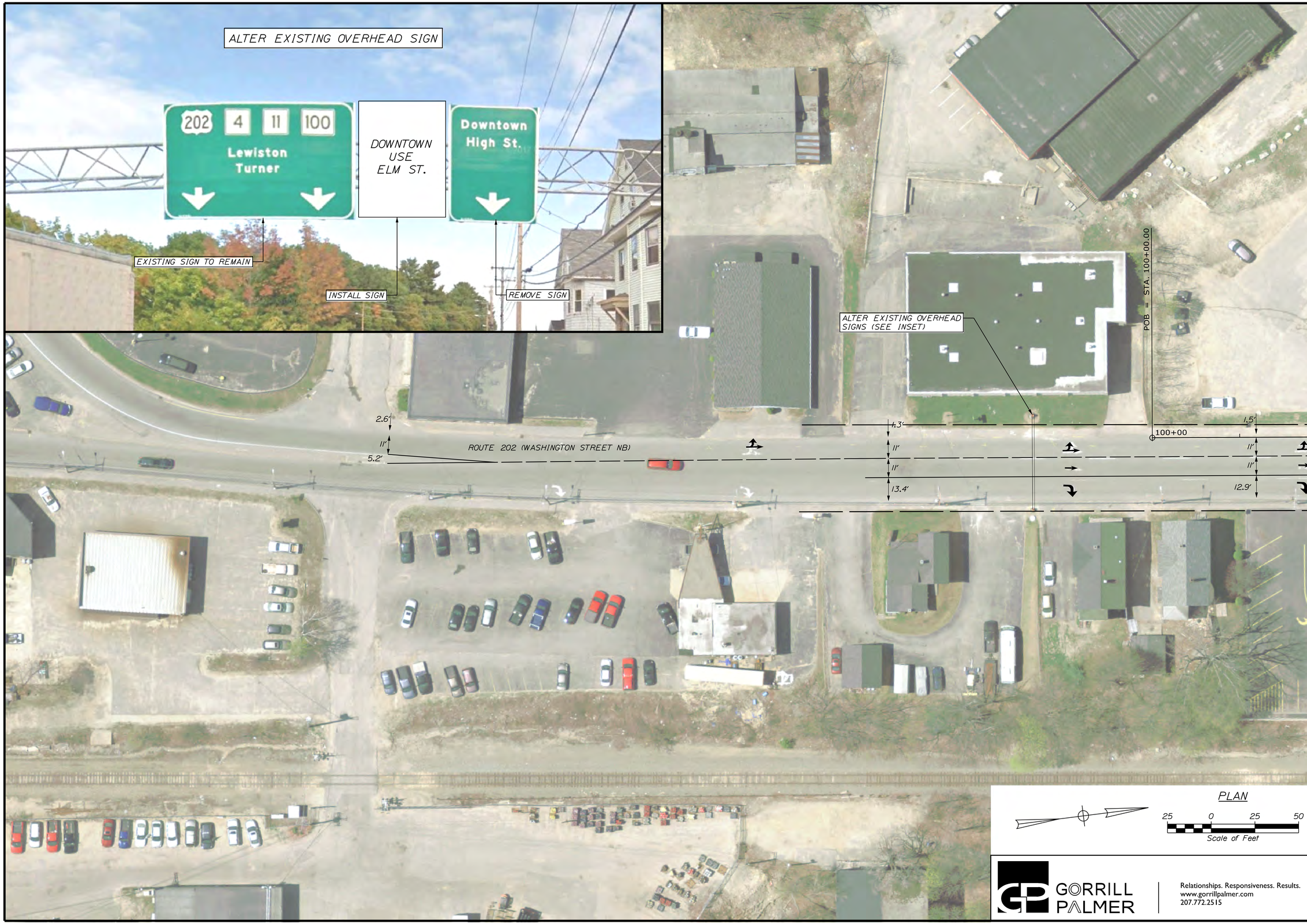
AUBURN
INTERSECTION IMPROVEMENTS

GENERAL PLANS

SHEET NUMBER

3

OF 10



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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN
20894.00

PROJ. MANAGER	A. CORNEAU II	BY	DATE
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DCE	-	10\17
DESIGN2-DETAILED2	-	-	-
DESIGN3-DETAILED3	-	-	-
REVISIONS 1	-	-	-
REVISIONS 2	-	-	-
REVISIONS 3	-	-	-
REVISIONS 4	-	-	-
FIELD CHANGES	-	-	-

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

GENERAL PLANS

SHEET NUMBER

4

OF 10

Filename: ...\00\Highway\004_HDPlan03.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN
20894.00

PROJ. MANAGER	A. GORNE-AU II	BY	DATE
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE	-	10\17
DESIGN2-DETAILED2	-	-	-
DESIGN3-DETAILED3	-	-	-
REVISIONS 1	-	-	-
REVISIONS 2	-	-	-
REVISIONS 3	-	-	-
REVISIONS 4	-	-	-
FIELD CHANGES	-	-	-

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

GENERAL PLANS

SHEET NUMBER

5

OF 10

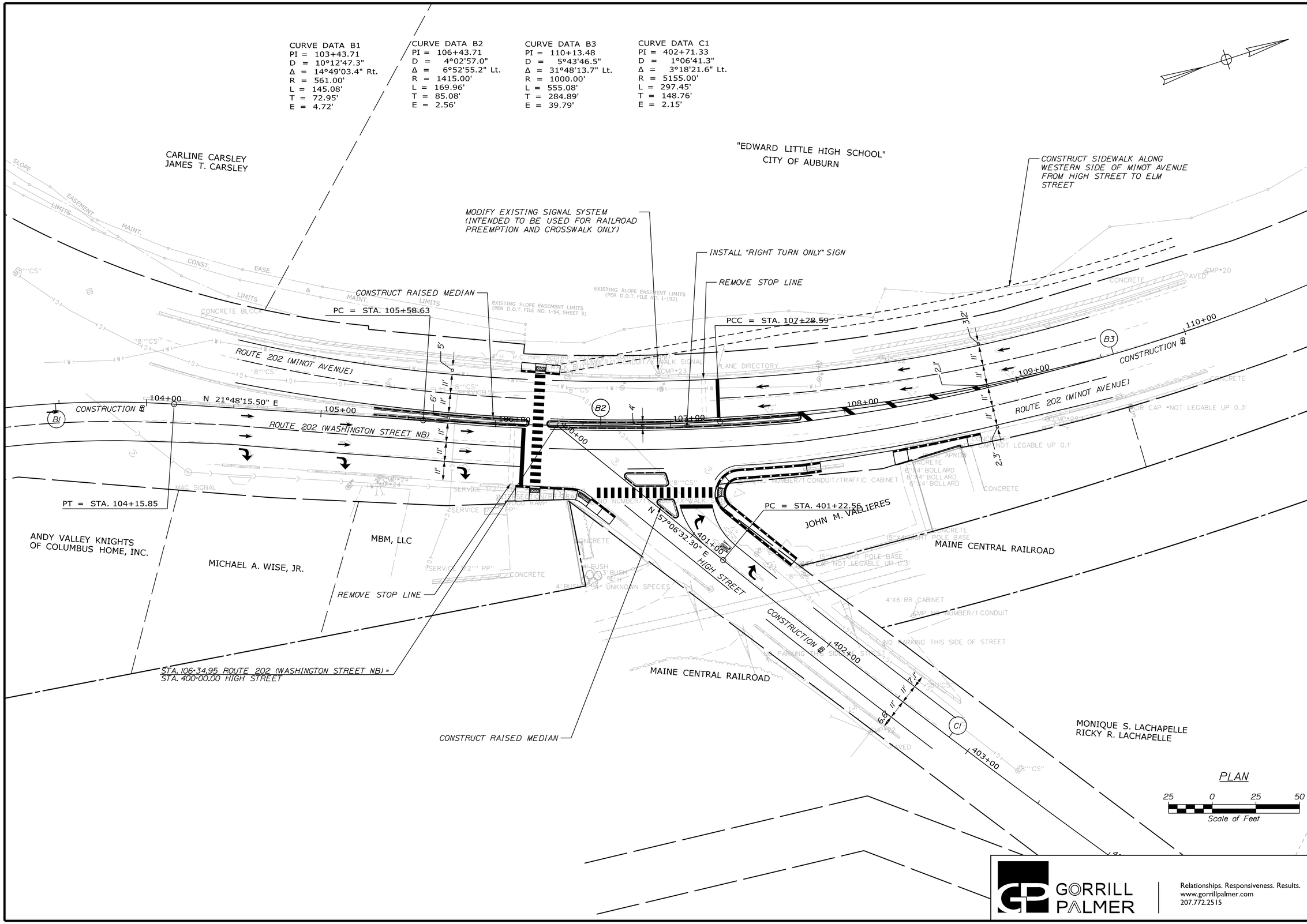
Filename: ...\00\Highway\005_HDPlan04.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

CURVE DATA B1
PI = 103+43.71
D = 10°12'47.3"
Δ = 14°49'03.4" Rt.
R = 561.00'
L = 145.08'
T = 72.95'
E = 4.72'

CURVE DATA B2
PI = 106+43.71
D = 4°02'57.0"
Δ = 6°52'55.2" Lt.
R = 1415.00'
L = 169.96'
T = 85.08'
E = 2.56'

CURVE DATA B3
PI = 110+13.48
D = 5°43'46.5"
Δ = 31°48'13.7" Lt.
R = 1000.00'
L = 555.08'
T = 284.89'
E = 39.79'

CURVE DATA C1
PI = 402+71.33
D = 1°06'41.3"
Δ = 3°18'21.6" Lt.
R = 5155.00'
L = 297.45'
T = 148.76'
E = 2.15'



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

PROJ. MANAGER	A. GORNEAU II	BY	DATE
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE		10\17
DESIGN2-DETAILED2			
DESIGN3-DETAILED3			
REVISIONS 1			
REVISIONS 2			
REVISIONS 3			
REVISIONS 4			
FIELD CHANGES			

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

GENERAL PLANS

SHEET NUMBER
6
OF 10

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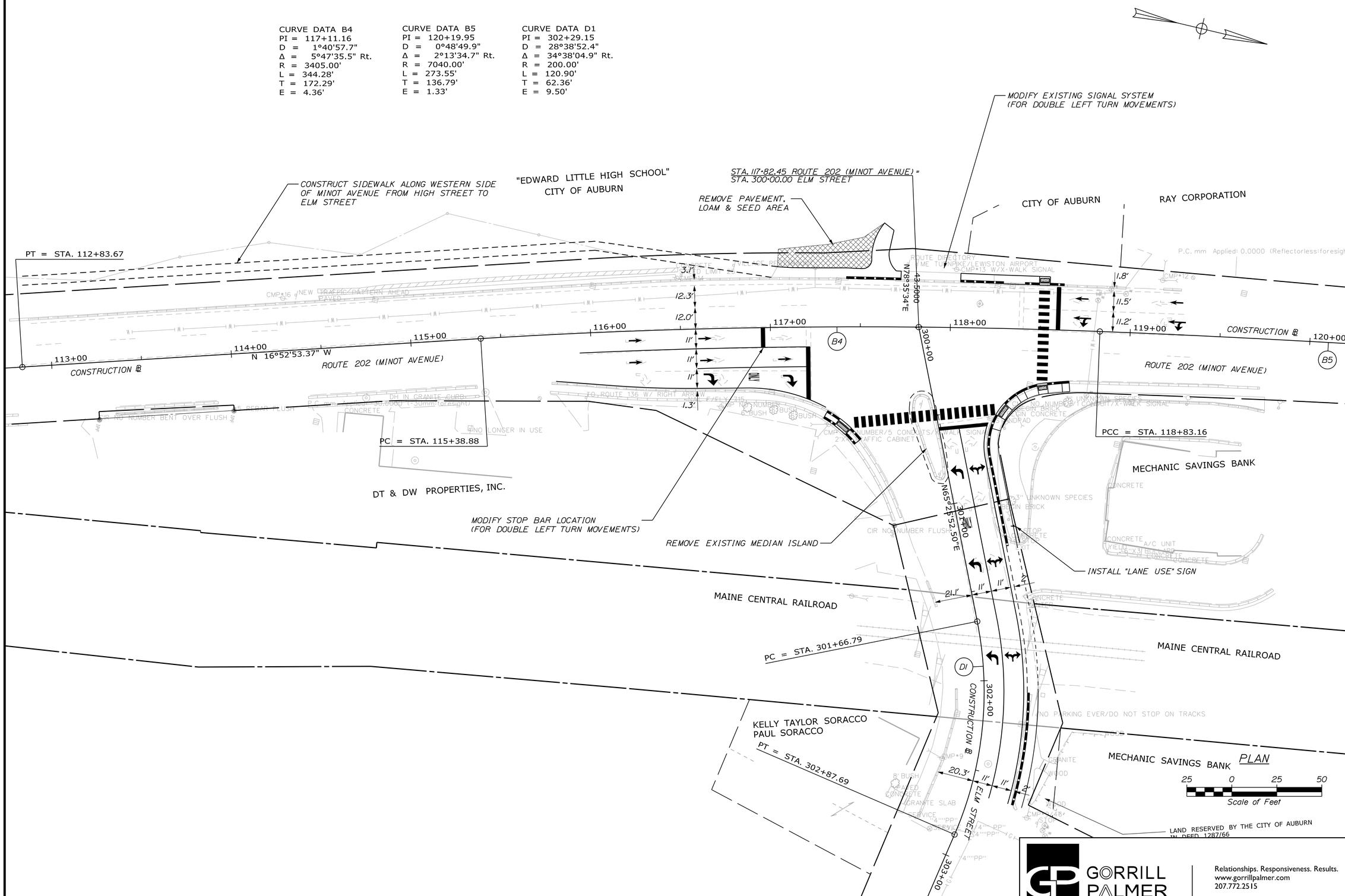
Filename: ...\00\Highway\006_HDPlan05.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

CURVE DATA B4
PI = 117+11.16
D = 1°40'57.7"
Δ = 5°47'35.5" Rt.
R = 3405.00'
L = 344.28'
T = 172.29'
E = 4.36'

CURVE DATA B5
PI = 120+19.95
D = 0°48'49.9"
Δ = 2°13'34.7" Rt.
R = 7040.00'
L = 273.55'
T = 136.79'
E = 1.33'

CURVE DATA D1
PI = 302+29.15
D = 28°38'52.4"
Δ = 34°38'04.9" Rt.
R = 200.00'
L = 120.90'
T = 62.36'
E = 9.50'



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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

		BY	DATE
PROJ. MANAGER	A. GORNEAU II		
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE	-	10\17
DESIGN2-DETAILED2	-	-	-
DESIGN3-DETAILED3	-	-	-
REVISIONS 1	-	-	-
REVISIONS 2	-	-	-
REVISIONS 3	-	-	-
REVISIONS 4	-	-	-
FIELD CHANGES	-	-	-

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

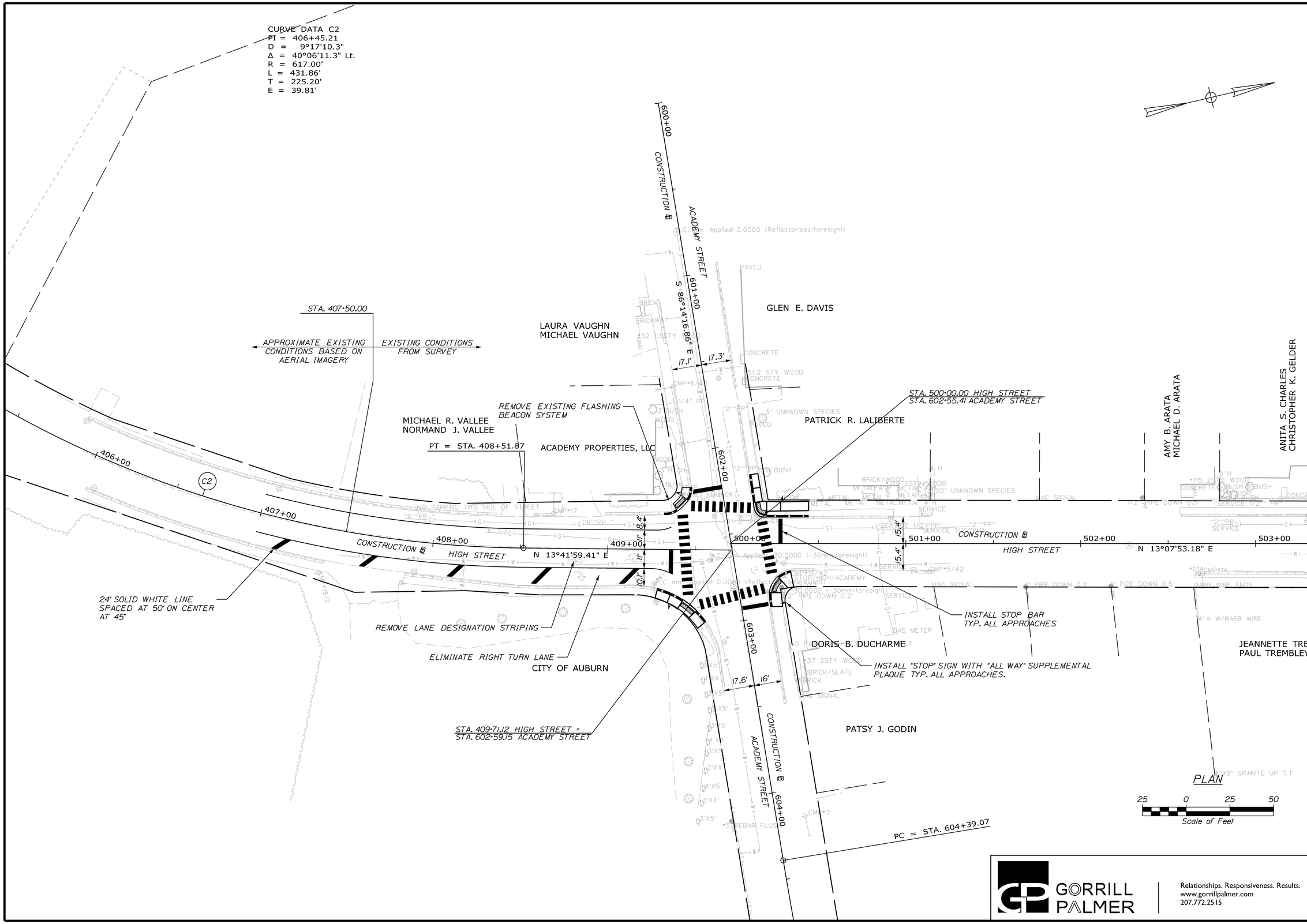
GENERAL PLANS

SHEET NUMBER

7

OF 10

Filename: ...\00\Highway\007_HDPlan06.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

PROJ. MANAGER	A. GORNEAU II	BY	DATE
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE	"	10\17
DESIGN2-DETAILED2	"	"	"
DESIGN3-DETAILED3	"	"	"
REVISIONS 1	"	"	"
REVISIONS 2	"	"	"
REVISIONS 3	"	"	"
REVISIONS 4	"	"	"
FIELD CHANGES	"	"	"

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

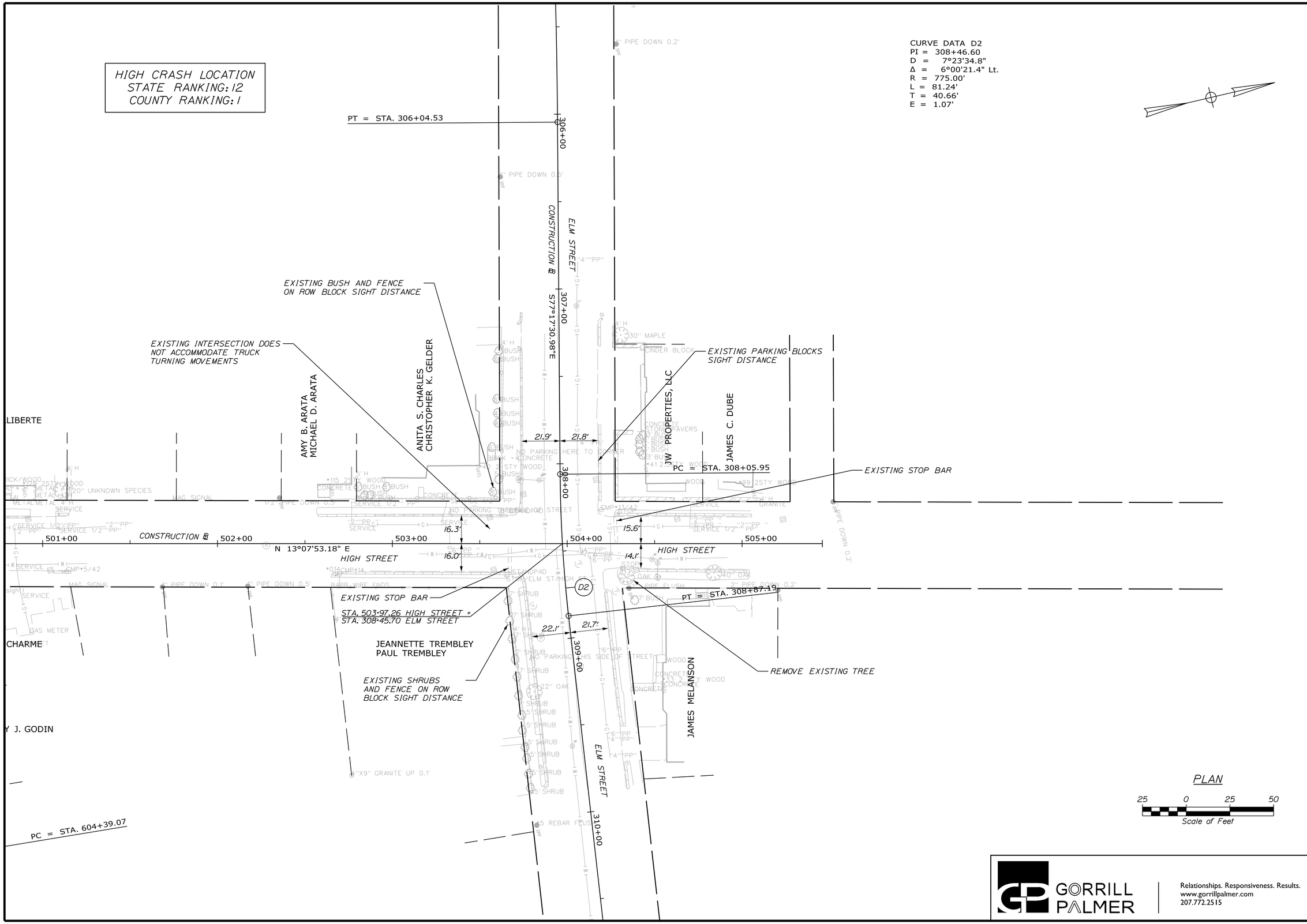
GENERAL PLANS

SHEET NUMBER

8

OF 10

Filename: ...\00\Highway\008_HDPlan07.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017



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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN
20894.00

		BY	DATE
PROJ. MANAGER	A. GORNEAU II		
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE		10\17
DESIGN2-DETAILED2			
DESIGN3-DETAILED3			
REVISIONS 1			
REVISIONS 2			
REVISIONS 3			
REVISIONS 4			
FIELD CHANGES			

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

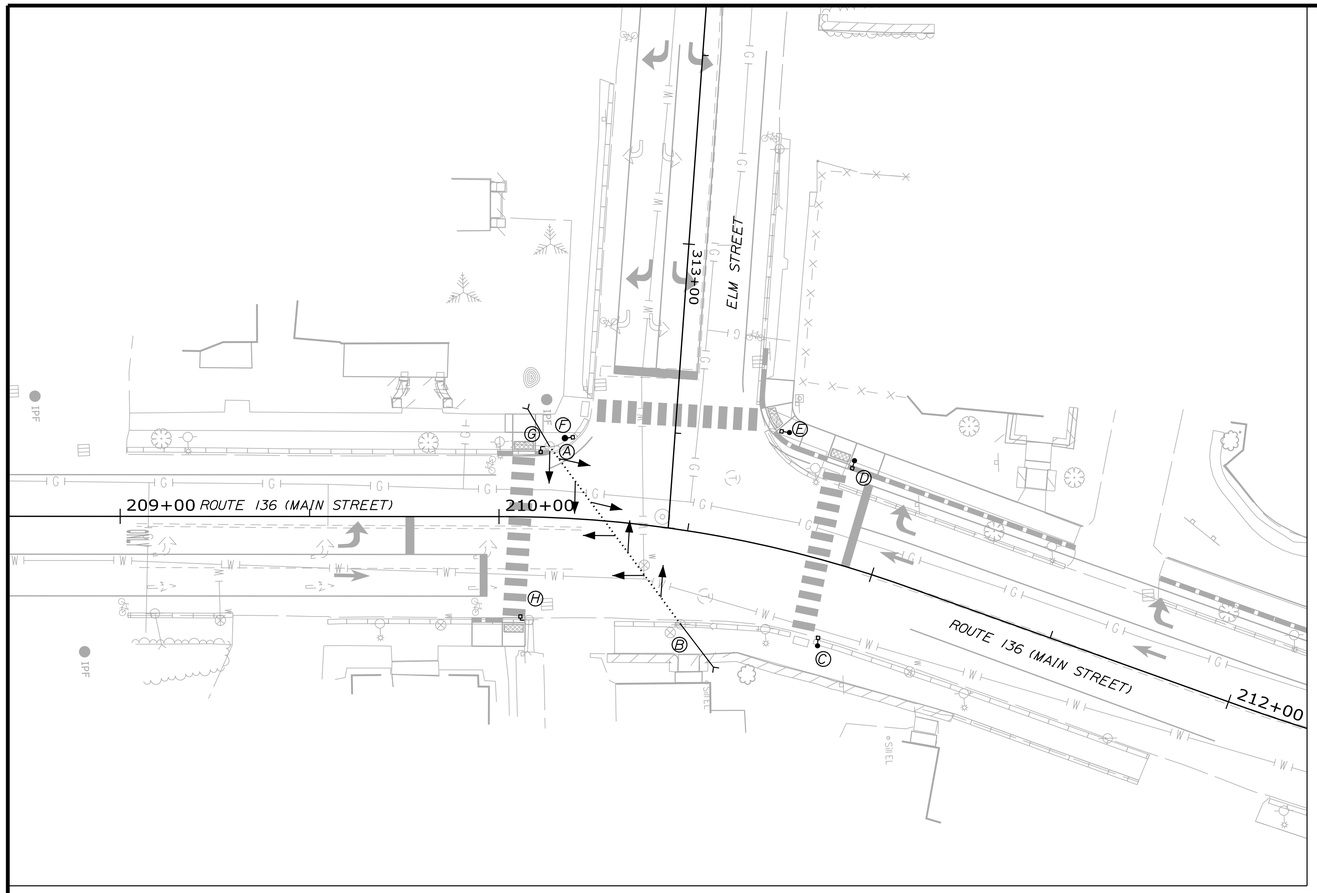
GENERAL PLANS

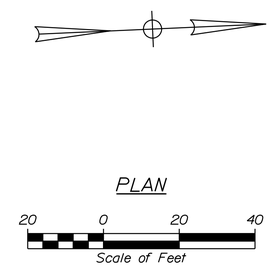
SHEET NUMBER

9

OF 10

Filename: ...\00\Highway\009_HDPlan08.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017





LEGEND	
EXISTING	PROPOSED
SIGNAL NOTE	(X)
SIGNAL HEAD	→
VIDEO DETECTOR	—
SIGNAL CONDUIT (3" PVC, SCH 80, UNLESS OTHERWISE NOTED)	- - - - -
CONTROLLER CABINET	⊠
STRAIN POLE	●
MOUNTED SIGN	⊣ ⊠
PEDESTAL POLE	•-□
JUNCTION BOX	⧅
ILLUMINATION	⊶
SPAN WIRE	.....

PHASING SEQUENCE		
YELLOW= * SEC RED= * SEC	YELLOW= * SEC RED= * SEC	YELLOW= * SEC RED= * SEC

NOTE: CONTRACTOR WITH RESIDENT SHALL VERIFY MINIMUM VEHICLE CLEARANCE TIMES ARE PROVIDED AS LISTED UNDER PHASING SEQUENCE.

PROPOSED SIGNAL HEADS
ALL LENSES 12" LED WITH 5" LOUVERED BACK PLATE AND RETROREFLECTIVE YELLOW BORDER

SIGNAL TIMING SCHEDULE - FREE PLAN (SECONDS)								
	ϕ1	ϕ2	ϕ3	ϕ4	ϕ5	ϕ6	ϕ7	ϕ8
MINIMUM INITIAL	-	-	-	-	-	-	-	-
PASSAGE TIME	-	-	-	-	-	-	-	-
MAXIMUM GREEN I *	-	-	-	-	-	-	-	-
MAXIMUM GREEN II **	-	-	-	-	-	-	-	-
YELLOW	-	-	-	-	-	-	-	-
ALL RED	-	-	-	-	-	-	-	-
WALK	-	-	-	-	-	-	--	-
PEDESTRIAN CLEARANCE	---	---	---	---	---	---	---	---
FLASH (Y=YELLOW, R=RED)	---	---	---	---	---	---	---	---
PHASE RECALL	---	---	---	---	---	---	---	---
MEMORY	-	-	-	-	-	-	-	-
DUAL ENTRY	-	-	-	-	-	-	-	-
DETECTOR DELAY ***	-	-	-	-	-	-	-	-

NOTE:
THIS TIMING PLAN IS FOR INITIAL START UP ONLY AND SHALL BE FIELD ADJUSTED UNDER CITY OR MAINEDOT DIRECTION WITHIN ONE WEEK OF INITIALIZATION.

EQUIPMENT SCHEDULE			
DESIGNATION	ITEM	DESCRIPTION	LOCATION *
A	EXISTING WOOD POLE	CONNECT SPAN WIRE AND TETHER TO EXISTING WOOD POLE.	-
B	EXISTING WOOD POLE	CONNECT SPAN WIRE AND TETHER TO EXISTING WOOD POLE.	-
C	PEDESTAL POLE	INSTALL 10' PEDESTAL POLE, PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON ON NEW 18" FOUNDATION.	-
D	PEDESTAL POLE	INSTALL 10' PEDESTAL POLE, PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON ON NEW 18" FOUNDATION.	-
E	PEDESTAL POLE	INSTALL 10' PEDESTAL POLE, PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON ON NEW 18" FOUNDATION.	-
F	PEDESTAL POLE	INSTALL 10' PEDESTAL POLE, PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON ON NEW 18" FOUNDATION.	-
G	PEDESTRIAN COUNTDOWN HEAD	INSTALL PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON	-
H	PEDESTRIAN COUNTDOWN HEAD	INSTALL PEDESTRIAN COUNTDOWN HEAD, SIGN AND PUSH BUTTON	-

* STATION AND OFFSET INFORMATION IS APPROXIMATE. EQUIPMENT TO BE ADJUSTED BY RESIDENT, MAINEDOT, OR CITY AS DIRECTED.

NOTES:

1. ALL REMOVED EQUIPMENT SHALL BE RETURNED TO THE CITY.
2. PHASING AND TIMING INFORMATION WILL BE DETERMINED IN FINAL DESIGN.
3. ALL SIGNAL HEADS SHALL BE HEAVY DUTY POLYCARBONATE.
4. PROPOSED AND EXISTING CONDUIT NOT SHOWN.

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STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

STP-2089(400)

WIN 20894.00

		BY	DATE
PROJ. MANAGER	A. GORNEAU II		
DESIGN-DETAILED	TCL	JAP	10\17
CHECKED-REVIEWED	DGE	-	10\17
DESIGN2-DETAILED2	-	-	-
DESIGN3-DETAILED3	-	-	-
REVISIONS 1	-	-	-
REVISIONS 2	-	-	-
REVISIONS 3	-	-	-
REVISIONS 4	-	-	-
FIELD CHANGES	-	-	-

SIGNATURE

P.E. NUMBER

DATE

AUBURN
INTERSECTION IMPROVEMENTS

SIGNAL PLAN

SHEET NUMBER
10
OF 10

Filename: ...\00\Highway\010_SHDPlan01.dgn Division: HIGHWAY Username: Jeff.Pulver Date:10/3/2017

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017

Author: Kris Bennett, Project Engineer

Subject: Acceptance of Portland Way as a City Street

Information: Maine Source Homes is requesting the City accept Portland Way as a City street.

The street is a rural residential design, 1382' ± in length, with a hammerhead turnaround, and has been constructed to the standards as required by City of Auburn Ordinances, Chapter 46, Article V – Design and Construction Standards. Portland Way is laid out and dedicated for public use on the follow plans approved by the Auburn Planning Board and recorded at the Androscoggin County Registry of Deeds: "Royal River Estates Subdivision", last revised on September 28, 2017 and recorded in said registry in Plan Book 52 Page 33.

City Budgetary Impacts: Additional 0.26 miles of street to maintain for collection of solid waste & recycling and winter maintenance.

Staff Recommended Action: Approve the request to accept Portland Way.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments: Petition to Accept
Sketch Plan of Portland Way

PETITION TO ACCEPT PORTLAND WAY

ROYAL RIVER ESTATES SUBDIVISION

AS A PUBLIC STREET AUBURN MAINE

OCTOBER 20, 2017

To the Honorable Mayor and Council:

The undersigned petitioner(s) respectfully request(s) that Portland Way, Auburn, be accepted as a public street of the City of Auburn and presents and states as follows:

That Portland Way is laid out and dedicated for public use on the plan of Royal River Estates Subdivision. That said plan has been recorded in the Androscoggin Registry of Deeds, Book of Plans 52, Page 33.

That the street has been constructed as required by Chapter 46 of the Revised Ordinances of the City of Auburn.

Description of 60' Right of Way extending from Old Portland Road described in the Release of Deed Attached.

MSH, LLC

Mark Turner

Maine Source Homes
314 Center Street
Auburn, ME 04210
Tel: 207-333-6001 Fax: 207-333-6003

October 20, 2017

Kris Bennett, PE
Project Engineer
Auburn City Building
60 Court St
Auburn Me 04210

RE: Acceptance of Portland Way by the City of Auburn, Maine

Dear Mr. Bennett

Attached please find the required documents prepared for our petition to the City of Auburn to accept the roadway referred to as Portland Way. This road is the only roadway associated with the Royal River project, approved by the Auburn Planning Board on October 17, 2017.

If package deficiencies exist or if you have any questions, please call me directly at 1-207-333-6001.

Regards

Mark W Turner
MSH, LLC

RELEASE DEED

MSH, LLC, a Maine Limited Liability Company, grants to **City of Auburn,** Maine, a municipal Corporation of Auburn, County of Androscoggin, State of Maine

The feet to a certain 60 foot right of way known as Portland Way situated off the apparent easterly sideline of Old Portland Road in the City of Auburn, County of Androscoggin, State of Maine, and being more particularly described as follows:

BEGINNING at a 5/8" capped rebar inscribed PLS 1278 on the apparent easterly sideline of said Old Portland Road and the southerly sideline of Portland Way. Said rebar being on a tie line bearing of N 3° 40' 19" E and a tie line distance of four hundred nine and 60/100 feet (409.60') from a 5/8" capped rebar inscribed PLS 1278 on the apparent easterly sideline of said Eastman Lane at the apparent northwest corner of land now or formerly of Thomas H. and Shawna Giberti as described in a deed dated June 24, 2004 and recorded in the Androscoggin County Registry of Deeds in Book 5969, Page 9 and also being at the apparent southwest corner of Lot 1 as shown on a plan of Royal River Estates Subdivision dated March 4, 2008 and recorded in said Registry of Deeds in Plan Book 47, Page 97 and being land now or formerly of. Lawrence P. Pooley as described in a deed dated January 8, 2014 and recorded in said Registry of Deeds in Book 8850, Page 66;

Thence, in a southeasterly direction along the southerly sideline of said Portland Way on a curve to the right having a radius of twenty and 00/100 feet (20.00') and an arc length of thirty-seven and 25/100 feet (37.25') to a 5/8" capped rebar inscribed PLS 1278. Said curve having a chord bearing of N 66° 03' 44" E and a chord distance of thirty-two and 10/100 feet (32.10') from the last described 5/8" capped rebar inscribed PLS 1278 at the point of beginning;

Thence, S 60° 34' 41" E along the southerly sideline of said Portland Way, five hundred sixty-eight and 61/100 feet (568.61') to a 5/8" capped rebar inscribed PLS 1278 at a point of curvature;

Thence, in a northeasterly direction along the southerly sideline of said Portland Way on a curve to the left having a radius of two hundred and 00/100 feet (200.00') and an arc length of two hundred fifty-eight and 56/100 feet (258.56') to a point;

Thence, N 45° 20' 56" E along the southerly sideline of said Portland Way, three hundred eighty-three and 56/100 feet (383.56') to a 5/8" capped rebar inscribed PLS 2208 at a point of curvature;

Thence, in a southeasterly direction on the southerly sideline of said Portland Way, having a radius of twenty and 00/100 feet (20.00') and an arc length of thirty-one and 42/100 feet (31.42') to a 5/8" capped rebar inscribed PLS 2208;

Thence, S 44° 39' 04" E along the westerly sideline of said Portland Way, twenty-eight and 00/100 feet (28.00') to a 5/8" capped rebar inscribed PLS 2208;

Thence, N 45° 20' 56" E by the southerly sideline of said Portland Way, sixty and 00/100 feet (60.00') to a 5/8" capped rebar inscribed PLS 2208;

Thence, N 44° 39' 04" W along the easterly sideline of said Portland Way, twenty-eight and 00/100 feet (28.00') to a 5/8" capped rebar inscribed PLS 2208 at a point of curvature;

Thence, in a northeasterly direction on a curve to the right having a radius of twenty and 00/100 feet (20.00') and an arc length of thirty-one and 42/100 feet (31.42') to a 5/8" capped rebar inscribed PLS 2208;

Thence, N 45° 20' 56" E along the southerly sideline of said Portland Way, sixty-nine and 36/100 feet (69.36') to a 5/8" capped rebar inscribed PLS 2208;

Thence, N 44° 39' 04" W along the easterly sideline of said Portland Way, sixty and 00/100 feet (60.00') to a 5/8" capped rebar inscribed PLS 2208;

Thence, S 45° 20' 56" W along the northerly sideline of said Portland Way, a distance of five hundred fifty-two and 93/100 feet (552.93') to a point of curvature;

Thence, in a northwesterly direction along the northerly sideline of said Portland Way, on a curve to the right having a radius of one hundred forty and 00/100 feet (140.00') and an arc distance of one hundred eighty and 99/100 feet (180.99') to a point;

Thence, N 60° 34' 41" W along the northerly sideline of said Portland Way, a distance of six hundred ten and 38/100 feet (610.38') to a 5/8" capped rebar inscribed PLS 1278 on the apparent easterly sideline of said Old Portland Road. Said 5/8" capped rebar also being at the apparent southwest corner of land now or formerly of Frederick L. and Pauline M. Bonney as described in a deed dated July 1, 1976 and recorded in said Registry of Deeds in Book 1012, Page 665;

Thence in a southwesterly direction along the apparent easterly sideline of said Old Portland Road, on a curve to the left having a radius of one thousand three hundred four and 71/100 feet (1304.71') and an arc distance of eighty-eight and 70/100 feet (88.70') to the **POINT OF BEGINNING.** Said point of beginning being on a tie line of S 14° 39' 01" W and a tie line distance of eighty-eight and 68/100 feet (88.68') from last described 5/8" capped rebar.

All bearings above referred to referenced to Grid North - MSPCS Maine West NAD83. Said 60 right of way area consist of 85,760.10 sq.ft. or 1.97 acres.

The above described parcel being known as Portland Way and being shown on a plan entitled "Revision II – Royal River Estates", revised through September 28, 2017 and to be recorded at the Androscoggin County Registry of Deeds.

Meaning and intending to convey a portion and a portion only of the land conveyed to this grantor, MSH, LLC, from Patience Johnson dated May 6, 2009 and recorded in the Androscoggin County Registry of Deeds, Book 7686, Page 200.

In witness whereof, MSH, LLC has caused this instrument to be signed by Mark W. Turner, its member thereunto duly authorized this_____day of_____

_____
Witness

MSH, LLC

_____
Mark W Turner, Member

STATE OF MAINE

ANDROSCOGGIN, ss

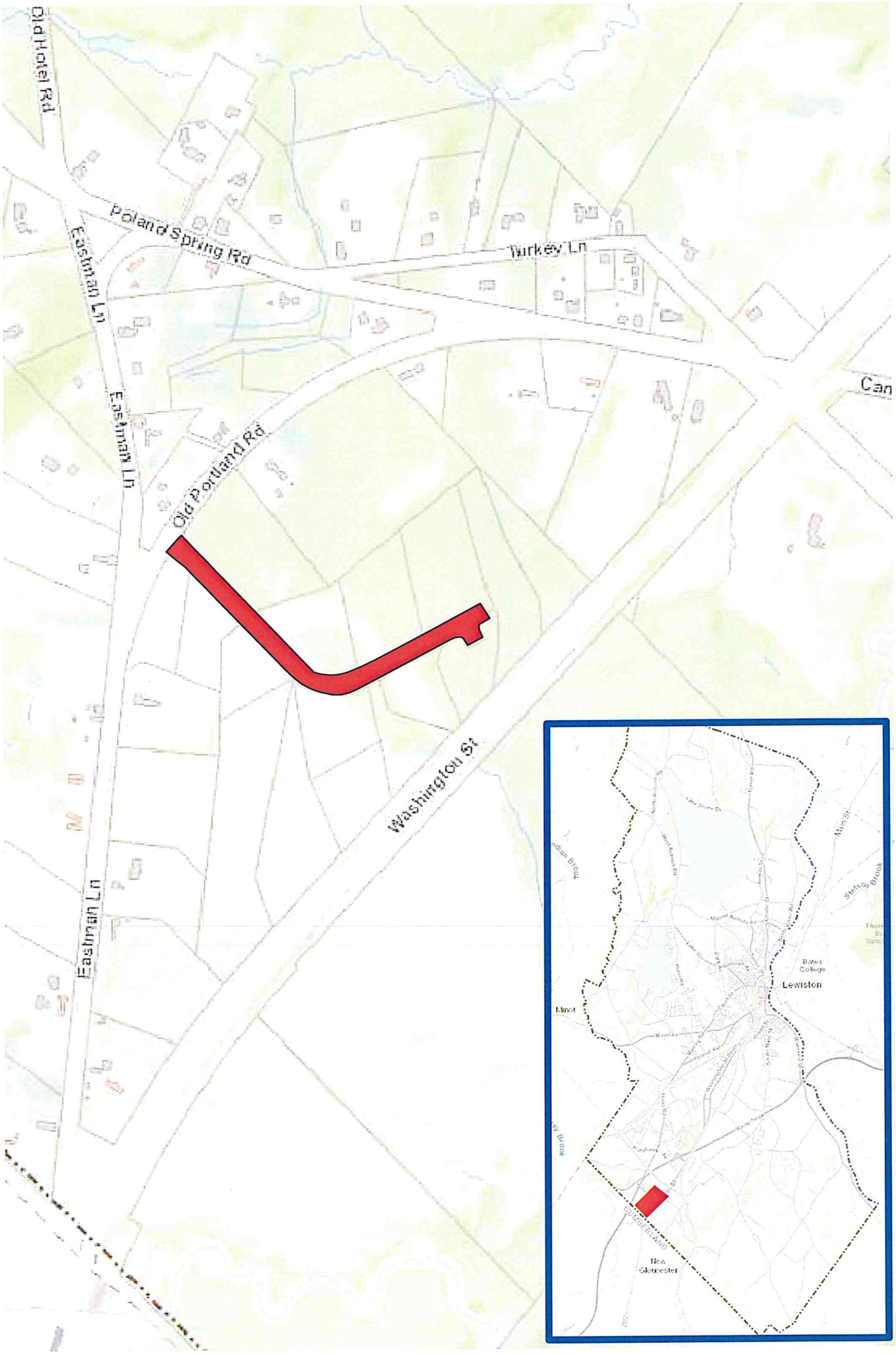
_____
Date

Then personally appeared before me the above named Mark W Turner, who acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of MSH, LLC.

_____
Attorney at Law/Notary Public

_____
Print or type name

_____
My commission expires


Old Hotel Rd
Poland Spring Rd
Turkey Ln
Eastman Ln
Eastman Ln
Old Portland Rd
Can
Washington St
Eastman Ln
Lewiston
Bates College
New Gloucester

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 12/18/2017

Author: Christine Mumau

Subject: Domestic Partner Coverage

Information: Currently, the State of Maine allows for Domestic Partner Coverage. Keeping in line with other socially responsible employers and groups in Maine, the City of Auburn would like to make this option available to those employees who would be eligible. The City of Auburn currently does not have this in their current agreement with MMEHT.

City Budgetary Impacts: Because all employees are eligible for full family coverage of health insurance, and at any time an employee could marry, the Finance Director budgets accordingly. Therefore, would be little to no impact on the budget. All tax implications would be picked up by the employee.

Staff Recommended Action: Approve Domestic Partner Coverage

Previous Meetings and History:

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017

Author: Marsha Bennett, Transit Coordinator, LATC/AVCOG

Subject: Short-term loan to LATC

Information: LATC is requesting a short-term loan not to exceed $150,000 from the city. LATC's grant request to FTA for FY2017 funds has been submitted and funds are anticipated to be available within 60 days.

City Budgetary Impacts: None.

Staff Recommended Action:

Previous Meetings and History: See attachment.

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:
Memorandum – December 14, 2017
LATC Meeting Minutes April, 13, 2016, Agenda Item 5-D
Email correspondence – March 23, 2016 and January 18, 2013-January 27, 2013

citylink
Lewiston-Auburn Transit Committee

MEMORANDUM

TO: Auburn Mayor and City Council
FR: Marsha Bennett, Transit Coordinator, LATC/AVCOG
DT: December 14, 2017
RE: Request for a Short-term Loan

The Lewiston-Auburn Transit is requesting a short-term loan from the City of Auburn to cover a cash flow issue. LATC is currently awaiting approval of its Federal Transit Administration grant for FY2017 funds. It is anticipated that federal funds will be available within 60 days.

LATC has exhausted all available cash on hand to cover operating expenses. The timing to apply for federal funds was delayed due to the final apportionment for FY2017 FTA funds not being released until July. Once the funds were released, the Maine Department of Transportation finalized amending the State Transportation Improvement Program (STIP) in September, receiving acceptance from FTA in October. This was followed by FTA's 4-week, year-end shutdown of its grants management program. Grants cannot be approved during the shutdown.

125 Manley Road • Auburn, Maine 04210 • (207) 783-9186 • Fax (207) 783-5211

From: Phil Nadeau [mailto:PNadeau@lewistonmaine.gov]
Sent: Wednesday, March 23, 2016 6:06 PM
To: Howard Kroll (hkroll@auburnmaine.gov); Ed Barrett
Cc: Heather Hunter
Subject: FW: LATC Bus Services RFP

Ed and Howard,

As LATC is scheduled to issue its bus services RFP on April 1, 2016, I will need an answer sooner rather than later on the matter of cash advances. One very important deviation from the last RFP will be to change Section IV(III.C) regarding the contractor payment requirements. In the last round of the RFP process, the number of bidding vendors was reduced to one given the old language which read: "Payment will be made to CONTRACTOR as federal, state and local funds are available to LATC. Due to Congressional budget approval and FTA's application process, the availability of FTA funds is not always timely for the start of a fiscal year. This has the potential to cause delays in reimbursement for federal subsidy. **Delays in federal reimbursement will require the CONTRACTOR to be able to finance operations until such time that funds are available."**

This section of the RFP, which has been in place for some time, has required WMTS to carry all of the associated contractual bus services costs until such time as LATC receives its federal funds. This would often result in months of delay which could last 10 months or more. Much of this has to do with a federal government that is often in no hurry to pay (for a variety of federal budgetary issues). The effects of this requirement resulted in a national transit services provider pulling out of the last contract bidding process.

When I last discussed this with Clint, he shared that it was Auburn's desire to abandon this requirement and simply ask for the vendor submit the invoice and that the city's pay more quickly (which would, in theory, attract more bidders). This would effectively require LATC to be authorized to request funding from both cities in advance of federal funding being received by LATC (see attached email from Mayor Labonte who supported the idea of using the cities' "fund balance" to increase the prospects for more bidders).

Before this is put into the RFP, I want to ensure that both cities are on board with this new language before we commit ourselves to the new RFP. The proposed language is as follows: **"Payment will be made to CONTRACTOR within 60 days from LATC's approval of the invoice."**

If both of you are in favor of doing this, I will arrange to set up a simple MOU. First priority will be for LATC to work with its available appropriated cash. LATC will only request reimbursable cash advances for operating budget expenses only after it exhausts applicable federal funds and its cash advances on the approved local share. LATC will not be required to draw down on its capital reserves.

Cash advances beyond the local share will occur until such time as we are issued our federal reimbursements. I will add that as a new direct recipient, we have seen evidence of much faster

Phil Nadeau

From: Jonathan LaBonte <jlabonte@auburnmaine.gov>
Sent: Sunday, January 27, 2013 5:37 PM
To: Phil Nadeau; Marsha Bennett
Cc: Clint Deschene; Karen Veilleux; Belinda Gerry; Craig Saddlemire; Ed Barrett
Subject: RE: LATC January Meeting

Appreciate the insight on the expense matter. Assume the cities have already looked at their ability to use fund balances to offset that major risk exposure to a for profit bidder on such a service?

And to the larger regional/consolidation issue, they are only complex and time consuming when there is resistance or entrenched interests. If LA is the state/regional/national leader in collaboration, should be a non-issue here. And the +$10million in potential lost state subsidies to Lewiston and Auburn might warrant taking a more proactive posture on consolidation and savings.

Thanks for the reply on a Sunday,
Jonathan

Jonathan P. LaBonte

Mayor - City of Auburn

60 Court Street

Auburn, Maine 04210

207-333-6600 Ext. 1216

From: Phil Nadeau [PNadeau@lewistonmaine.gov]
Sent: Sunday, January 27, 2013 4:36 PM
To: Jonathan LaBonte; Marsha Bennett
Cc: Clint Deschene; Karen Veilleux; Belinda Gerry; Craig Saddlemire; Ed Barrett
Subject: RE: LATC January Meeting

Jonathan,
The reason for one bid was largely driven by the need for these services to carry up to one year's worth of expenses on their books which often requires the provider to depend on short term borrowing (you can thank the federal government and congress for that) . That in and of itself will serve as a major disincentive to many to work with us. Additionally, WMTS has made their non-LATC rolling inventory available to us when our own aging fleet cannot cover routes. I would believe that that kind of flexibility would be difficult for others to compete against.

As for a larger regional vision, that simply is too far off and too complex to consider within this contract. We will never close the door to the possibilities but setting aside this contract in favor of something that will take possibly years to develop (most likely the case between the communities that are currently discussing consolidation) would not be prudent. The door is always open to that kind of creative thinking but we've got a long way to go before we get there. .

Phil Nadeau, M.P.P.

Lewiston, All-America City, 2007
Deputy City Administrator
Director, Labor & Risk Management Services
27 Pine Street
Lewiston, ME 04240-7242
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pnadeau@LewistonMaine.gov
www.LewistonMaine.gov

The City of Lewiston is an EOE. For more information, please visit our website @ www.ci.lewiston.me.us and click on the Non-Discrimination policy.

From: Jonathan LaBonte [mailto:jlabonte@auburnmaine.gov]
Sent: Sunday, January 27, 2013 3:54 PM
To: Marsha Bennett
Cc: Clint Deschene; Karen Veilleux; Phil Nadeau; Belinda Gerry; Craig Saddlemire
Subject: RE: LATC January Meeting

With only one bidder, do we know if there were reasons others did not bid on this service? It would seem prudent to investigate if there were stipulations or other challenges in attempting to do.

Also, there is movement afoot to look at consolidation of multiple southern Maine transit agencies into a southern maine transit authority, that could bring benefits to southern Maine cities like Lewiston-Auburn if we engaged in that discussion on the front end.

Jonathan P. LaBonte

Mayor - City of Auburn

60 Court Street

Auburn, Maine 04210

207-333-6600 Ext. 1216

From: Marsha Bennett [MBennett@avcog.org]
Sent: Friday, January 18, 2013 3:59 PM
To: Marsha Bennett
Cc: Marsha Bennett
Subject: LATC January Meeting

The Lewiston-Auburn Transit Committee will be meeting Thursday, January 24, 2013 at 12:00 PM at AVCOG, 125 Manley Road, Auburn.

Attached is the meeting agenda and packet, and LATC's FY2012 Standards of Auditing Statement and Financial Report. Copies of the financial report will be available at the meeting.

Please let me know if you would like to be removed from the email distribution list.

Marsha

Marsha Bennett
Transit Coordinator

AVCOG
125 Manley Road
Auburn, ME 04210
T: 207.783.9186
F: 207.783.5211
E: mbennett@avcog.org

LEWISTON-AUBURN TRANSIT COMMITTEE
Minutes of
April 13, 2016

@ AVCOG

MEMBERS PRESENT

Phil Nadeau	Lewiston
Denis D'Auteuil	Auburn
Belinda Gerry	Auburn Resident
Joline Beam	Lewiston
Karen Veilleux	Auburn
Ernestine Gilbert	Auburn

MEMBERS ABSENT

Lucy Bisson	Lewiston

STAFF AND OTHERS PRESENT

Harold Allen	WMTS
Russ Soule	WMTS
Marsha Bennett	AVCOG/LATC
Greg Whitney	AVCOG
Joan Walton	AVCOG
Jennifer Williams	AVCOG

1. Declaration of Quorum/Call to Order

The meeting was called to order and a quorum declared at 4:00 PM.

2. Consent Agenda

A. March 9, 2016 Minutes
B. Complaint/Compliment Report March-April
C. WMTS Fixed Route and ADA Invoices February 2016
D. ATA Revenue March 2016

MOTION by Denis D'Auteuil to approve the consent agenda with minor corrections made to the March 9 minutes. SECONDED by Belinda Gerry. MOTION passed 6-0.

3. Public Comment

There was no public comment.

4. Bills and Communications

A. Budget-to-Actual March 31 2016 – (Enclosed)

Greg Whitney presented the budget-to-actual for March 31, 2016. LATC is only six months into the fiscal year so Greg has not added a budget projection column. ATA revenues are at $13,000 for five months. Advertising revenues will not meet the $39,000 budgeted. Greg is anticipating revenues for the year will be around $30,000-31,000. Fuel for fixed route is behind budget. LATC budgeted $188,000 and it is projecting to be closer to $150,000-155,000. Fare box is tracking to do $220,000, which is ahead of budget. ADA fare box revenue is lagging behind budget. This could change as WMTS is starting to see some nursing homes using the ADA service to transport their residents.

MOTION by Belinda Gerry to accept and place on file LATC's Budget-to-Actual for the period ending March 31, 2016. SECONDED by Denis D'Auteuil. MOTION passed 6-0.

B. Fixed Route and ADA Ridership February 2016

Ridership year-to-date is down 2% over last year. The missed trip report contained a

missed trip due to a passenger medical emergency.

C. 3/17/16 – Twin City Times, J. LaBonte, "Council continues to be forward-looking and business friendly"

D. 4/7/6 – TCT and www.purplebus.org, P. Nadeau, "The facts regarding the Downtown Auburn Transportation Center project"

E. 4/7/16 – www.purplebus.org, P. Nadeau, "The Facts – History of the Downtown Auburn Transportation Center Project"

5. Review and Update

A. Downtown Auburn Transportation Center – Update
Construction meetings are being scheduled for every other Wednesday. A new updated project schedule is to be presented at the next meeting. Jennifer Williams stated that Benchmark Construction is on schedule, looking to be done construction by June 19 and completion of the project by the middle of July. Jennifer noted that there are some areas that need to be discussed and addressed before the project is completed. These are technology, such as wi-fi and a camera system; the lease agreement; and, the sewer. Marsha Bennett stated that if a camera system is installed in Auburn, one needs to be installed in Lewiston as well. There have been some recent incidences in which a security camera may have been beneficial. Phil Nadeau noted that if amenities go in on the Auburn side then the Lewiston station will also be equipped. Auburn is working on the lease agreement and working with the Auburn Water and Sewer District to determine the proper size pump station. The pump station is being looked at to include Auburn Housing Authority and future development in Great Falls.

Denis D'Auteuil stated that he would find out from Doug Greene where the pump station is going to be located so there can be some coordination between the station and the sewer pipe exiting the station.

Phil made it clear that LATC will maintain the facility during citylink hours of operation but will not be able to keep it open to accommodate Concord Coach once they began to use the station. Phil noted that Lewiston and Auburn are still working with Portland METRO to discuss commuter service between the cities. These discussions will most likely pick up after the next budget cycle is over. Joline Beam asked why a route with METRO is being discussed if Concord is going to be running between L-A and Portland.

Mary Beth Mello, FTA Regional Administrator, and Eric Papetti, Transportation Program Specialist, are coming to Maine to meet with MaineDOT commissioner. They will be stopping by the Auburn project to check out one of the FTA funded projects in the state.

B. LATC FY2017 Proposed Budget – Lewiston City Council Presentation
Enclosed in the packet is the budget presentation that was provided to the Lewiston City Council.

C. Fixed Route Study – Update
The consulting team is still working on revising the report.

D. RFP for Fixed Route and ADA Operations and Maintenance – (HO #1)
The RFP for fixed route and ADA operations and maintenance is out on the street. Proposals are due June 15. A new schedule for the RFP process was distributed at the meeting. Both cities have agreed to float funds to cover operating expenses should there be a delay in federal funds being available. LATC will exhaust all available local funding prior to submitting a request to the cities for a short term "float."

6. **Magazine Distribution at Bus Station** - (Discussion/Action)
A new magazine, *Portland Eats*, has requested permission to put its food magazine in the Lewiston bus station. The committee agreed to approve putting the magazine in the station but it would be removed at the first sign of them becoming an issue.

7. **MOU between ATRC and LATC** – (Discussion/Action) (HO #2)
ATRC recently updated a Memorandum of Understanding between the MPO and LATC. The last MOU was signed in 1995 and was between the Lewiston-Auburn Comprehensive Transportation Committee (MPO) and the Lewiston-Auburn Transit Committee. The MOU satisfies federal regulations that ATRC and LATC have cooperative procedures for conducting transportation planning and programming that satisfies the public involvement process for LATC's Plan of Projects (POP).

MOTION by Belinda Gerry to approve the updated Memorandum of Understanding between ATRC and LATC to provide effective coordination between the comprehensive urban planning process and a publicly owned operator of a mass transit bus system, to avoid duplication of efforts and optimize public transportation planning and investment in support of local and regional policies. SECONDED by Tina Gilbert. MOTION passed 6-0.

8. **Disruptive Passenger Policy** – (Discussion/Action)
A draft Disruptive Passenger Policy was included in the agenda packet. Phil Nadeau customized an existing transit systems policy to fit LATC's citylink system. The policy outlines three levels on inappropriate conduct and an exclusion procedure. All correspondence will be with LATC staff administrator and the LATC staff administrator has the authority to issue a notice of exclusion to an individual by certified mail. The LATC Chair will be notified of the issuance of an exclusion notice and shall be responsible for hearing appeals. Phil did not want the committee to be the automatic appeal board. An appeal will go to the Chair and be reviewed by LATC's attorney from which a response will be sent to the individual. If the individual wants to appeal that decision, it will then go before the full LATC. Phil noted that the reason to have an attorney review it is to provide for objectivity.

Marsha Bennett asked if it is possible for LATC to ban firearms from the buses. FTA does not have a policy against firearms but leaves it up to local jurisdiction. Marsha will check with Chief Crowell. Marsha also noted that she is going to have MaineDOT consultant Rich Shultz review the policy. Mr. Shultz is assisting AVCOG with its FTA Triennial Review. He has offered to review LATC documents and procedures for FTA compliance.

No action was taken. This item will continued to be discussed at the next meeting.

9. **ADA Policies and Procedures** – (Discussion/Action)
Item was unavailable for the meeting. It will be placed on a future meeting agenda for review and approval.

10. **Comprehensive Asset Management Plan** – (Discussion/Action)
Item was unavailable for the meeting. It will be placed on a future meeting agenda for review and approval.

11. **Facility Asset Management Plan** – (Discussion/Action)
Item was unavailable for the meeting. It will be placed on a future meeting agenda for review and approval.

12. **Rolling Stock** – (Discussion)
A. <u>Gillig Piggyback</u>
MaineDOT is still working on a piggyback purchase option for Gillig buses. MaineDOT has presented LATC with a FTA grant opportunity to apply for up to five buses. Applications

are due soon.

B. Bluebird Buses

WMTS has some maintenance to do on 0601 and 0602 to get them to pass inspection. Both buses will need approximately $2-3,000 in body work and other repairs. 0501 needs a new engine. Phil Nadeau stated that is needs to be fixed because LATC needs that bus. Also, 1102 is going to Portland for a new fuel pump. This is the second or third pump that has been replaced. It is under warranty.

MOTION by Denis D'Auteuil to authorize WMTS to replace the engine in 0501 and to make the necessary repairs to 0601 and 0602 to pass inspection. SECONDED by Belinda Gerry. MOTION passed 6-0.

13. Other

There was no other business.

Adjournment

MOTION Denis D'Auteuil to adjourn at 5:35 PM. SECONDED by Belinda Gerry. MOTION passed 6-0.

.

The next meeting is scheduled for May 11, 2016
at 4:00 PM at Auburn Hall

PROMISSORY NOTE

$150,000.00 December ___ , 2017
Auburn, Maine

FOR VALUE RECEIVED, **LEWISTON-AUBURN TRANSIT COMMITTEE** ("Maker") is executing this Promissory Note pursuant in favor of the **CITY OF AUBURN** ("Lender"), a Maine municipal corporation.

1. TOTAL AMOUNT OF LOAN

The Lender shall disburse, subject to the terms and conditions of the Loan Agreement, up to One Hundred and Fifty Thousand Dollars ($150,000.00) to Maker.

2. DISBURSEMENTS

Disbursements will be made in installments only after the Maker exhausts any available federal funds and the local share funding from the Cities of Lewiston and Auburn. The Lender shall set forth on the Schedule of Disbursements and Payments (the "Schedule"), which is incorporated by reference, the date and amount of each advance on behalf of the Maker under this Note, and each payment of principal and/or costs and interest by Maker under this Note. Lender shall endorse each advance and payment noted on the Schedule. Each endorsement shall constitute prima facie evidence of the accuracy of the information so endorsed, provided, however, that any failure to endorse such information on the Schedule shall not in any manner affect the obligation of the Maker to make payments in accordance with the terms of this Note. Lender shall promptly provide Maker with copies of any endorsements. Disbursements shall only be authorized until such time as the Maker is issued its federal funding.

3. INTEREST RATE; PAYMENT SCHEDULE

This Note shall not bear interest. Provided the Note complies with all applicable requirements of the Note, no interim payments of principal or interest shall be required; nevertheless, the entire Loan shall immediately become due within one hundred and twenty (120) days from the date of this Note, or upon Maker's receipt of its federal funding, whichever shall occur first.

4. PREPAYMENT

It is hereby granted by the holder hereof to the Maker and any other party liable thereto, the privilege of making prepayment in full of the principal balance hereof or of making partial prepayments of the balance of principal hereof on any installment payment date without premium or penalty. Payments shall not be reduced, suspended, or interrupted by reason of any such partial prepayments.

5. RELATION TO OTHER LAWS

This Note is subject to the condition that at no time shall Maker or other liable parties be obligated or required to pay interest at a rate that could subject the holder hereof to either civil or criminal liability, forfeiture or loss of principal, interest or other sums as a result of being in excess of the maximum interest rate which Maker or other liable parties are permitted by law to contract or agree to pay or that holder is permitted by law to receive. If by the terms of this Note, Maker or other liable parties would at any time be required or obligated to pay interest at a rate in excess of such maximum rate, the rate of interest under this Note shall be deemed to be immediately reduced to such maximum rate for so long as such maximum rate shall be in effect and shall thereafter be payable at the rate herein provided.

If any obligation or portion of this Note is determined to be invalid or unenforceable under law, it shall not affect the validity or enforceability of the remaining obligations or portions hereof.

6. PLACE OF PAYMENT; NOTICES

All payments due hereunder and any notice given by Maker to the holder hereof shall be addressed to the Lender at its principal office, unless written notice of another holder or address be given to Maker. Any notice by holder to Maker hereof shall be addressed to Maker care of the Androscoggin Valley Council of Governments, 125 Manley Road, Auburn, Maine 04210, or to such other address of Maker to which holder customarily addresses correspondence, unless written notice of another address is given by the Maker to the holder hereof. Any notice shall be deemed duly given if addressed in the manner herein provided and sent postage prepaid, certified or registered mail, return receipt requested, or delivered by hand and securing a receipt therefor.

7. BUSINESS PURPOSE

This Note evidences a loan intended only for business and commercial (excluding agricultural) purposes, and Maker and all other parties liable under this Note hereby represent, warrant and certify that the proceeds hereof shall be used exclusively for such purposes.

8. WAIVERS

Maker waives all recourse to suretyship and guarantorship defenses generally, including but not limited to any extensions of time for payment or performance which may be granted to Maker or to any other party, any modifications or amendments to this Note, or any Loan Document, any act or omission to act by or on behalf of the holder hereof, any acceptance of a late payment or a series of late payments by holder, any release, disposition or substitution of security, any release of a liable party or parties, and all other indulgences of any type which may be granted by the holder hereof to any or all of Maker, any guarantor, or any other party liable herefor.

9. PAYMENT OF COSTS

Maker also agrees to pay all reasonable costs and expenses of any nature, whether incurred in or out of court, and whether incurred before or after this Note shall become due, whether before or after declaration of default, including but not limited to reasonable attorneys' fees and costs, which the holder hereof may deem necessary or proper in connection with the collection or satisfaction of the indebtedness evidenced hereby or in the evaluation, inspection, administration, supervision, preservation, cleanup, or protection (including but not limited to the maintenance of adequate insurance) of or realization upon any collateral security herefor.

10. SUBMISSION TO JURISDICTION; WAIVER OF JURY TRIAL, SERVICE AND VENUE; ETC.

Maker hereby submits to the jurisdiction of any state or federal court located within the State of Maine in connection with any suits or proceedings arising from, under or in connection with this Note.

IN RECOGNITION OF THE HIGHER COSTS AND DELAY WHICH MAY RESULT FROM A JURY TRIAL, MAKER AND LENDER WAIVE ANY RIGHT TO TRIAL BY JURY OF ANY CLAIM, DEMAND, ACTION OR CAUSE OF ACTION (A) ARISING HEREUNDER, OR (B) IN ANY WAY CONNECTED WITH OR RELATED TO THE DEALINGS OF MAKER AND LENDER WITH RESPECT TO THIS PROMISSORY NOTE.

11. MERGER; TITLES; APPLICABLE LAW

The Note is intended by Maker and holder as a final expression of the agreement of the parties with respect to the subject matter hereof. Parol (i.e., oral or verbal) or extrinsic evidence of any nature, course of prior dealing between the parties, and usage of trade shall not be used to supplement or modify any term hereof. The section titles contained in this Note are for convenience only and shall not affect the construction or meaning of this Note. This Note shall be construed in all respects in accordance with, and shall be governed by, the laws of the State of Maine.

12. STATUTE OF FRAUDS

Maker may not maintain an action against the Lender upon any agreement to lend money, extend credit, forbear from collection of a debt or make any other accommodation for the repayment of a debt unless the promise, contract or agreement upon which the action is brought, or some memorandum or note of the action of the promise, contract or agreement, is in writing and signed by the holder.

ATTESTING WITNESS	LEWISTON-AUBURN TRANSIT COMMITTEE, Maker
_____	_____ By: Denis D'Auteuil Its Chairman

SCHEDULE OF LOAN DISBURSEMENTS AND PAYMENTS

DATE	AMOUNT OF DISBURSEMENT	AMOUNT OF PAYMENT	ENDORSEMENT

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017

Author: Dan Goyette

Subject: East Auburn Access Study

Information: See attached Study. The study is recommending jug handles and either a five lane (includes two way center turn lane) or four lane divided section of Route 4 by the boat launch be constructed. The project has been under consideration for a number of years and this study was completed so that the robust design process could begin. The design process will have several public meetings to insure that the public input is incorporated into the project.

City Budgetary Impacts: Project has been funded through ATRC with a 20% match from the City which has been previously funded through the CIP.

Staff Recommended Action: Proceed with the project as recommended by MDOT

Previous Meetings and History: Numerous public meetings have been held with regards to this area.

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

East Auburn Access Study

WIN 18659.00
April 2017

Final Report
Prepared by:

Maine Department of Transportation
Bureau of Planning
16 State House Station
Augusta, ME 04333-0016

Acknowledgments

MaineDOT

Edward W. Hanscom, PE – Study Manager

Kara A. Aguilar, EI – Transportation Engineer

City of Auburn

Dan Goyette, PE – Public Services Director

Androscoggin Transportation Resource Center

Jennifer William, PE - Director

Executive Summary

In 2014, the Androscoggin Transportation Research Center (ATRC), the Metropolitan Planning Organization (MPO) for the Lewiston-Auburn urbanized area, programmed preconstruction engineering (PE) funds to address safety issues on State Route 4 in an area known as East Auburn. Two projects were programmed: 18659.00 to address concerns near the Route 4 intersections of Turner Street, Martin Street, and Fair Street and 18660.00 to address concerns at the intersection of Route 4 and Lake Shore Drive. In a previous study that focused primarily on opportunities for Route 4 improvements south of the East Auburn area, these two locations were recommended for further analysis. This report presents the findings of these analyses.

The principal focus area of the East Auburn Access Study is the Route 4 corridor in East Auburn from Oak Hill Road to the lakeside turnout along Lake Auburn. Among the concerns in this area are high volumes, the speed of Route 4 traffic, difficulty in entering Route 4 from side streets, and lack of protection for left turns onto side streets. The second focus area is the intersection of Route 4 and Lake Shore Drive, approximately 0.8 mile north of the lakeside turnout. The three-leg intersection has had a history of severe crashes. A two-way left-turn lane was installed at this location in 2014 to address safety issues. This study obtained input from the public, analyzed existing conditions in the focus areas, and evaluated a range of roadway and intersection strategies to address safety, mobility, and access issues. These strategies included 3-lane, 4-lane, and 5-lane segments, and unsignalized, signalized, and roundabout intersection concepts.

For the long term, two thru lanes in each direction and two jug handle intersections are recommended for Route 4 in the East Auburn area. The four lanes would provide adequate capacity to meet expected future traffic volumes on Route 4. The two directions of travel on Route 4 would be separated by either a two-way left-turn lane or a continuous raised median. The two median options are shown in Exhibits ES 1 and ES 2, and each is estimated to cost under $2,000,000. The unsignalized jug handle intersections, with left-turn protection on Route 4, would provide cost-effective safe access to and from side streets and driveways along Route 4 in the East Auburn area. While two lanes in each direction are needed for projected long-term mobility, there is potential for an interim treatment of one thru lane in each direction, with jug handles, to provide additional safety benefits in the short term at a lower initial cost.

At the intersection of Route 4 and Lake Shore Drive, with the success to date with the improvements made in 2014, only continued monitoring of the intersection is necessary in the immediate future. If a pattern of crashes develops at this intersection, potential actions should be evaluated.

Exhibit 1. 5-lane, two-way left-turn lane with jug handles

Exhibit 2. 4-lane, raised median with jug handles

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I. INTRODUCTION

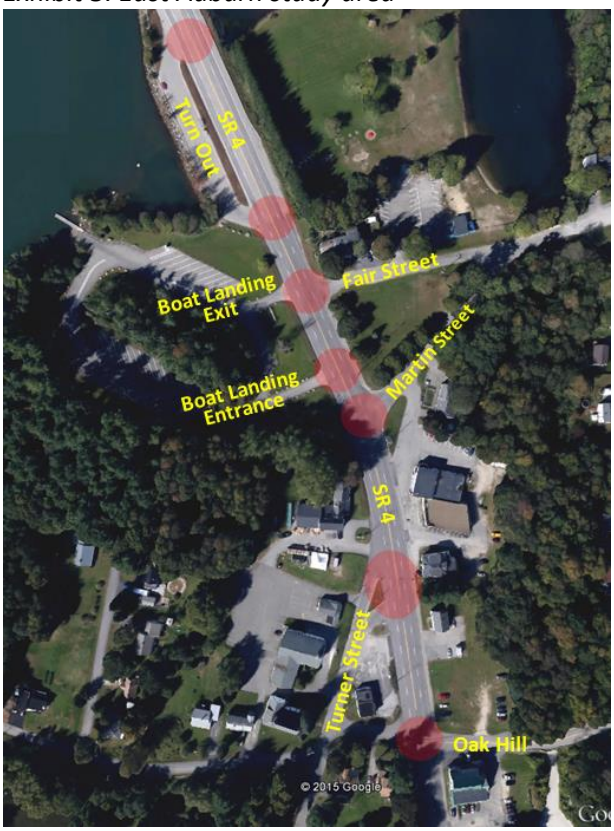
Background

In 2014, the Androscoggin Transportation Research Center (ATRC), the Metropolitan Planning Organization (MPO) for the Lewiston-Auburn urbanized area, programmed preconstruction engineering (PE) funds to address safety issues on State Route 4 in an area known as East Auburn. Two projects were programmed: 18659.00 to address concerns near the Route 4 intersections of Turner Street, Martin Street, and Fair Street and 18660.00 to address concerns at the intersection of Route 4 and Lake Shore Drive. In a previous study that focused primarily on opportunities for Route 4 improvements south of the East Auburn area, these two locations were recommended for further analysis. This report presents the findings of these analyses.

Purpose and Need

The principal focus area of the study is the Route 4 corridor in East Auburn from Oak Hill Road to the lakeside turnout along Lake Auburn. Among the concerns in this area are high volumes, the speed of Route 4 traffic, difficulty in entering Route 4 from side streets, and lack of protection for left turns onto side streets. Exhibit 3 shows this focus area and highlights the intersections analyzed.

Exhibit 3. East Auburn study area



The second focus area of the study is the intersection of Route 4 and Lake Shore Drive, approximately 0.8 mile north of the lakeside turnout. The three-leg intersection has had a history of severe crashes. A two-way left-turn lane was installed at this location in 2014 to address safety issues. Exhibit 4 shows the intersection in its current configuration.

Exhibit 4. Lake Shore Drive intersection

The purpose of this study is to review existing and anticipated future conditions, identify potential improvement actions, and offer recommend actions that would provide safe and adequate access to and from Route 4 for these East Auburn locations while accommodating the existing and future needs of all users of Route 4.

Study Process

The study process involved two major elements: public involvement and technical analysis, both vital to the success of the study. The study has been a partnership between the Maine Department of Transportation (MaineDOT) and the City of Auburn, with support from the ATRC. MaineDOT was responsible more most of the data collection, the technical analyses, and the report preparation. The City of Auburn was responsible for public involvement and provided study input from the municipal perspective. ATRC contributed additional data, corridor traffic projections, and additional study input.

The public involvement element included two public informational meeting. The first was held early in the study on June 11, 2015 to introduce the study process and obtain input on transportation issues of concern from local residents, Route 4 travelers and other interested citizens. The second public meeting was held on June 8, 2016 to present and obtain feedback on preliminary findings and recommendations.

The approach to the technical analysis included the gathering of information on existing conditions, evaluating the traffic conditions and issues of concern, identifying alternatives to address safety and operational problems, and evaluating the alternatives to develop improvement recommendations. Existing conditions information included existing studies, traffic counts, crash data, speed data, and initial public issues of concern. The evaluation of conditions and issues included capacity and level of service analysis, safety analysis, and evaluation of projected future conditions. Improvement alternatives for consideration included intersection alternatives, segment width alternatives, and access management options. The evaluation of alternatives involved safety, capacity, level of service and cost analyses.

The final product of the study is the study report, which documents the study process and findings.

II. EXISTING CONDITIONS

The initial part of the technical analysis involved gathering readily available information about existing conditions and collecting additional information as needed. The existing conditions data falls into four categories: transportation inventory, traffic volumes, safety and mobility operating conditions, and environmental information.

Transportation Inventory

The segment of Route 4 in East Auburn from Oak Hill Road to the turnout alongside Lake Auburn is a four-lane facility with two 12-foot lanes each in the northbound and southbound directions. This segment of Route 4 has a posted speed limit of 40 mph. It has been observed that many vehicles often travel at speeds exceeding the posted speed limit which has raised concerns for drivers wishing to maneuver to and from intersecting roads along this corridor. Currently, no left-turn lanes are provided for vehicles making left-turn maneuvers from Route 4. Each intersection along this corridor is stop controlled; no traffic signals or roundabouts exist in this vicinity. These factors, in conjunction with poor sight distances due to the curvature of the road, create safety concerns for vehicles wishing to turn onto or off from Route 4.

There is a sidewalk along the eastern side of Route 4 from Auburn. This sidewalk terminates at the intersection of Route 4 and Fair Street. There are no pedestrian accommodations north of Fair Street at this time. Shoulders widen from 3 feet, south of Fair Street, to 10 feet, north of the lakeside turnout, north of the causeway along Lake Auburn the posted speed is 55 mph.

At the intersection of Lake Shore Drive, Route 4 is five lanes in width with two 11-foot thru lanes each in the northbound and southbound directions, and a 14-foot center two-way-left-turn lane (TWLTL). Shoulders are 6 feet in width. The posted speed limit on Route 4 at this intersection is 55 mph.

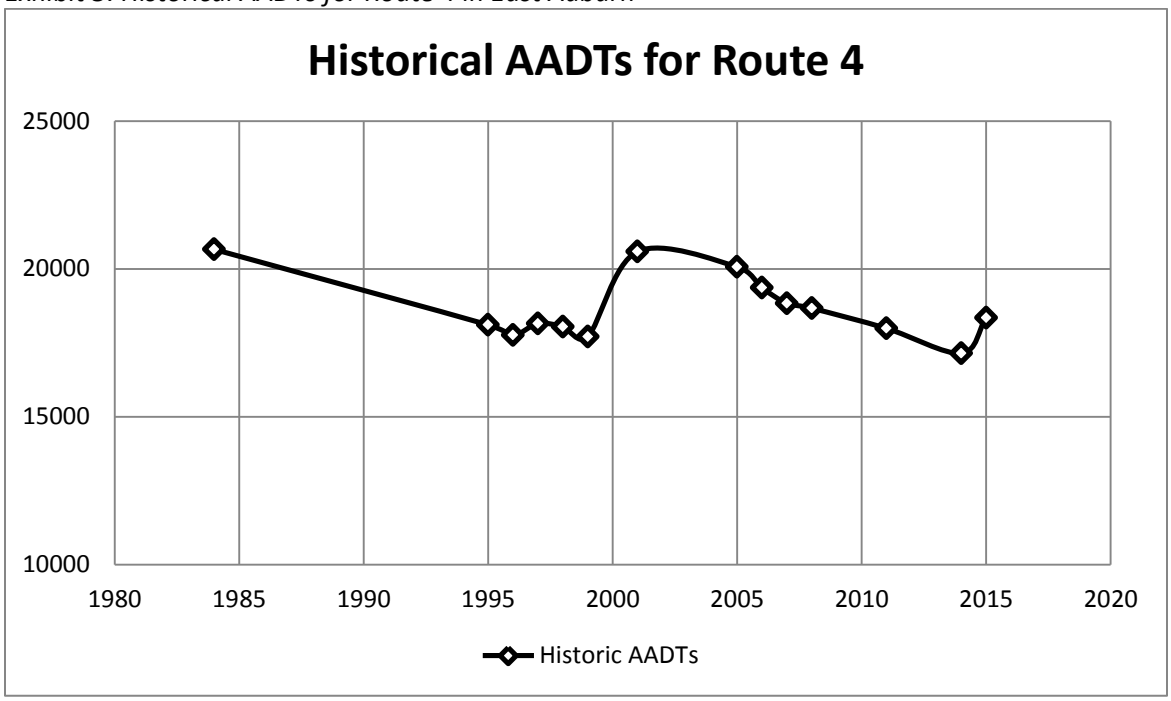
Traffic Volumes

Traffic volumes are fundamental to measuring the use of Route 4 and whether the corridor and intersections have adequate capacity to existing and expected volumes. Overall use is measured in Annual Average Daily Traffic (AADT), and evaluations of capacity involve analysis of vehicular turning movements made in the AM and PM peak hours.

Annual Average Daily Traffic

In 2015, the annual average daily traffic (AADT) along Route 4 in East Auburn was approximately 19,000 vehicles per day. The historical AADTs in this area from 1984 to 2015 can be seen in Exhibit 5. This exhibit shows that the AADT in this area has ranged from 17,000 to 21,000 vehicles per day in the last 31 years. A downward trend was seen from 1984 to 1999 and again from 2001 to 2014. In 2014, the AADT started to climb again as they had from 1999 to 2001, increasing by nearly 1000 vehicles per day that year.

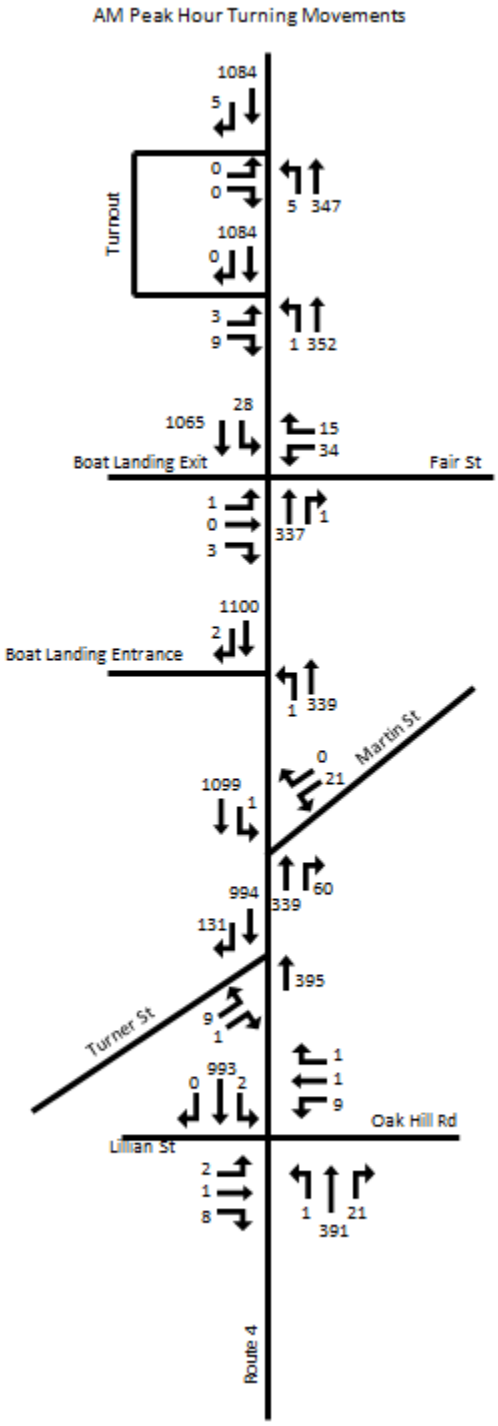
Exhibit 5. Historical AADTs for Route 4 in East Auburn

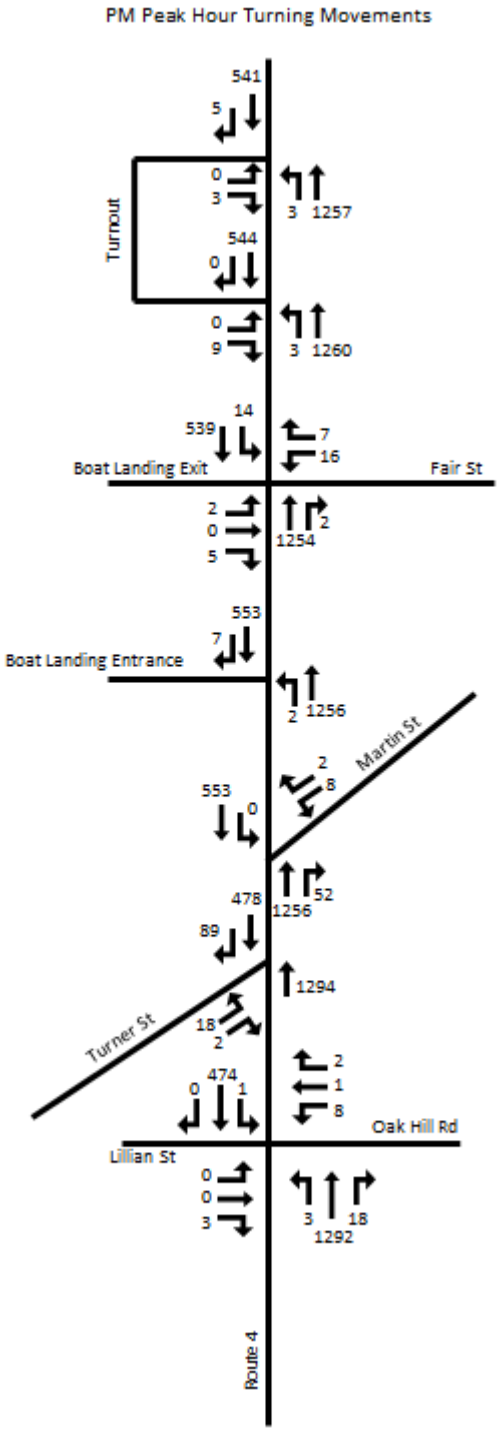


Turning Movements

Intersection turning movement counts were collected in June 2015 along the study corridor. These 12-hour counts were conducted at each of the East Auburn intersections including Oak Hill/Lillian Street, Turner Street, Martin Street, the boat landing entrance, Fair Street/boat landing exit, and both the northern and southern junctions of the turnout. The AM and PM peak hour turning movement volumes can be seen in Exhibit 6. The traffic patterns to and from the City of Auburn, to the south, during the peak hours can be seen in this exhibit. In the AM peak hour traffic volumes are higher in the southbound direction. The opposite is true in the PM peak hour. The traffic volume in the peak direction exceeds 1000 vehicles in both hours. The peak-hour directional volumes are consistent with an urban and suburban commuter traffic pattern. For a closer look at the turning movement count data, refer to Appendix B.

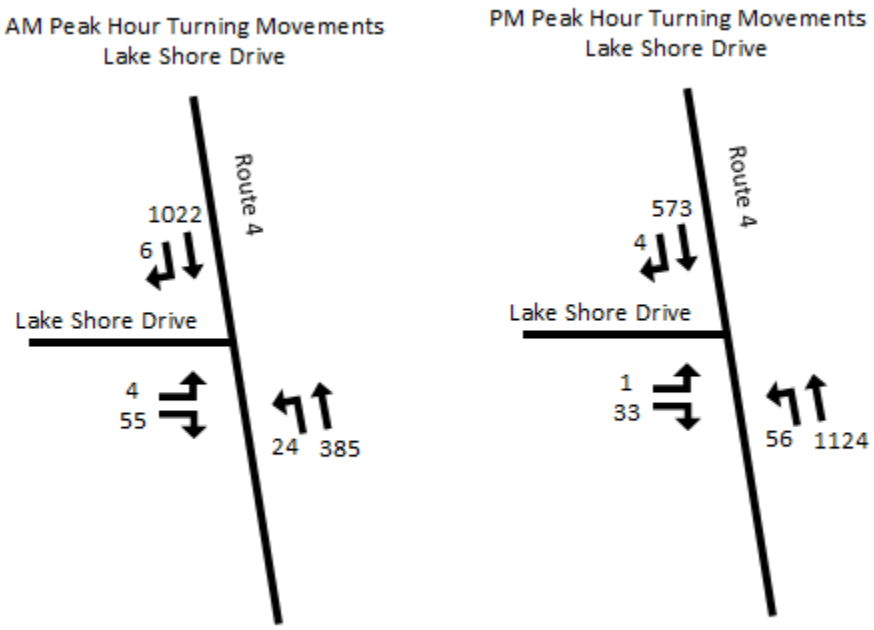
Exhibit 6. East Auburn turning movements





Peak-hour turning movements for the Lake Shore Drive intersection were obtained from ATRC. The turning movements for the AM and PM peak hours, shown in Exhibit 7, show the same pattern of city commuter traffic with the majority of thru traffic heading southbound in the AM and northbound in the PM.

Exhibit 7. Lake Shore Drive turning movements



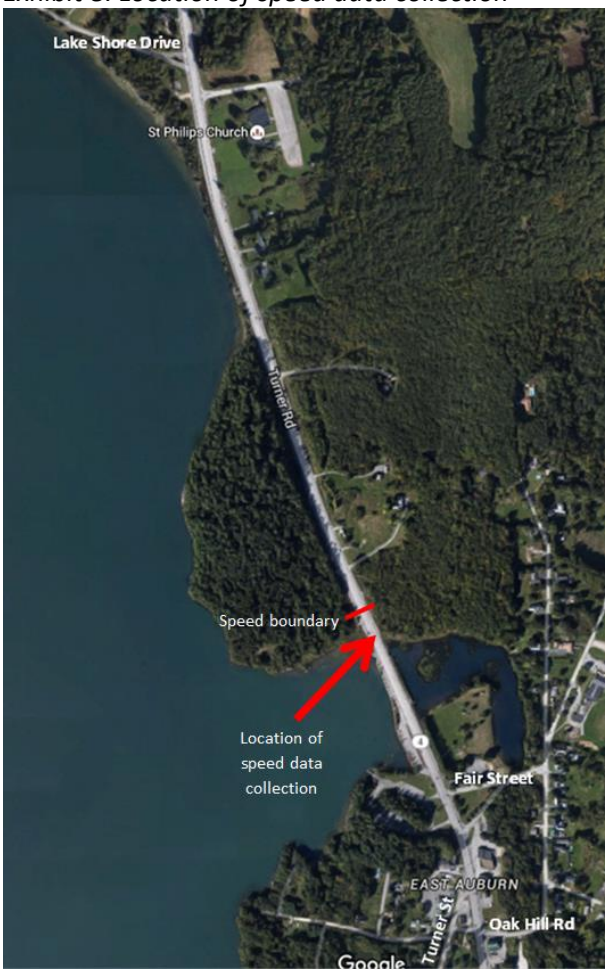
Safety and Mobility Operating Conditions

The intersections at Fair Street, Martin Street, Turner Street, and Oak Hill Road function as Route 4 access locations for the surrounding neighborhood residents as well as the students and bus drivers of the nearby East Auburn Community School. Safe access to and from these streets is an important aspect of the proposed improvements.

Travel Speeds

Speed data was collected in June, 2015 at the northern end of the causeway near the boundary between the 40 mph and 55 mph speed zones, shown in Exhibit 8**.** The median (50th percentile) speed of traffic at this location is approximately 53 mph southbound and 56 mph northbound. The 85th percentile speed is approximately 58 mph southbound and 60 mph northbound. The speed data shows that southbound vehicles often travel at speeds 13-18 mph greater than the posted 40 mph speed limit when entering the study area. These high speeds cause safety hazards, especially at the northern-most intersections where sight distances are not ideal.

Exhibit 8. Location of speed data collection



A directional breakdown of vehicle speed as a percentage of the total directional vehicular volume at this location can be seen in Exhibit 9 and Exhibit 10. Approximately 55% of northbound vehicles enter the 55 mph zone toward Lake Shore Drive at or above 55 mph. Exhibit 10 shows that only one percent of southbound vehicles enter the study area below 40 mph with a total of seven percent of vehicles entering under 45 mph. For a closer look at the collected speed data, refer to Appendix C.

Exhibit 9. Northbound speeds as a percentage of total volume

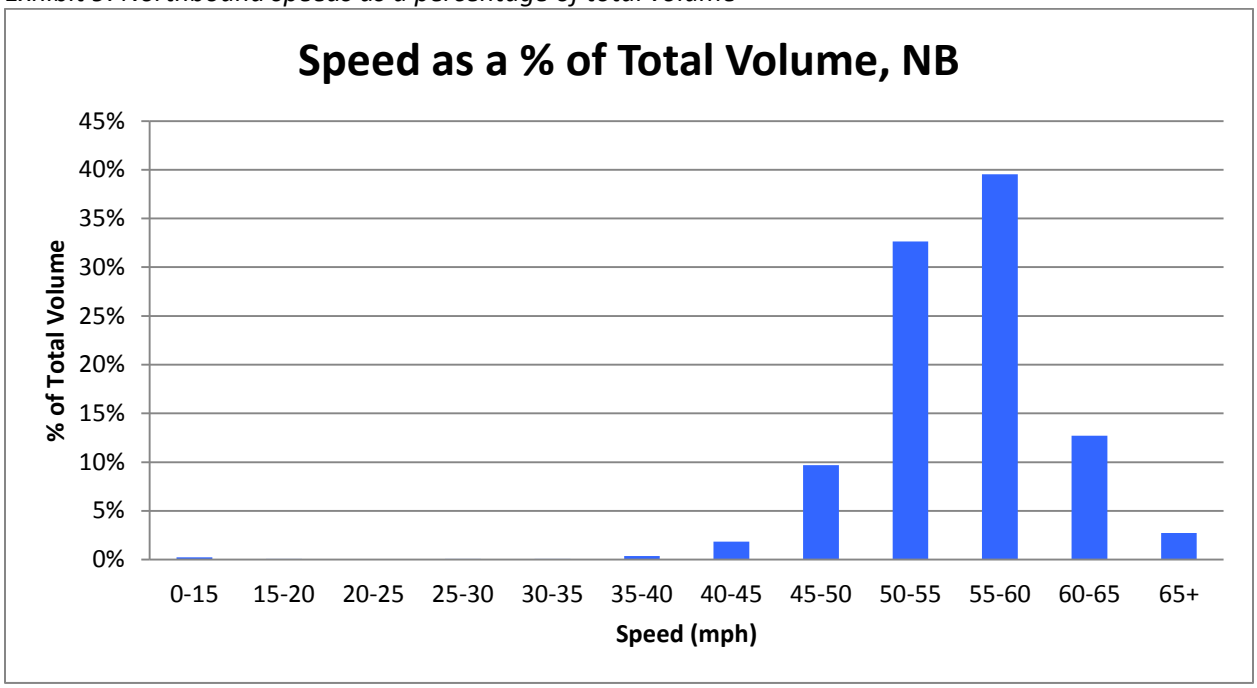
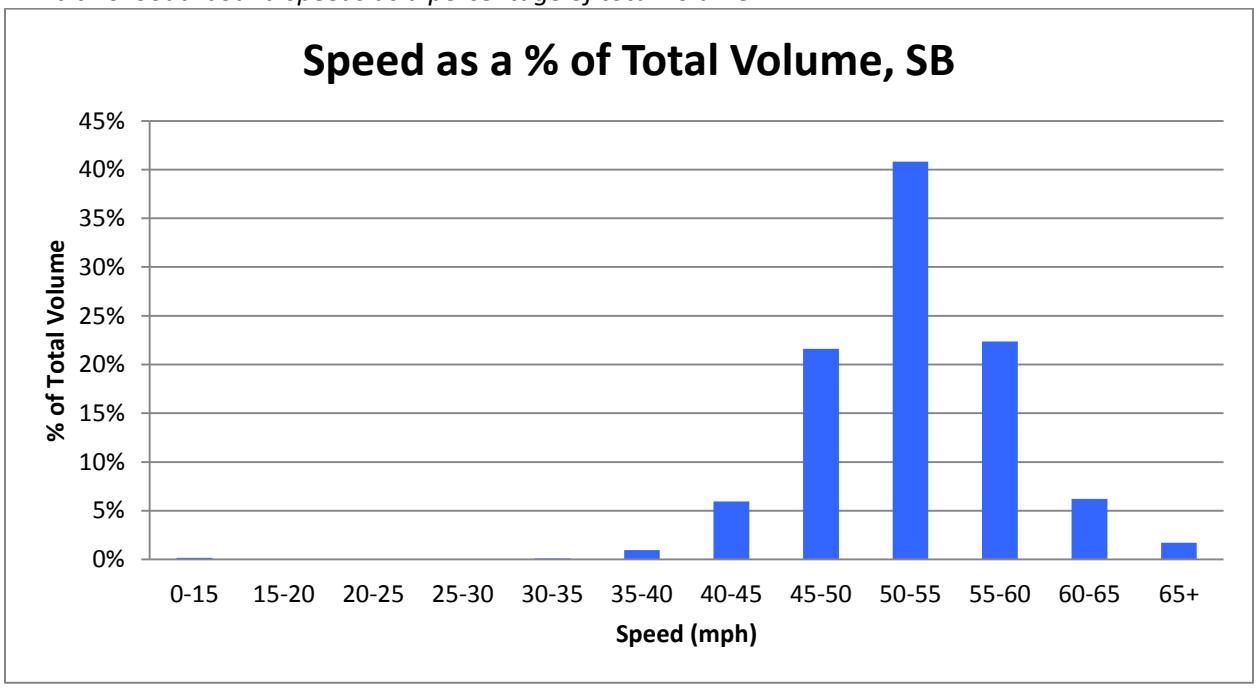


Exhibit 10. Southbound speeds as a percentage of total volume



Crashes and High Crash Locations

EAST AUBURN:

Along Route 4 from Oak Hill Road to the turnout there were 14 intersection and 8 non-intersection crashes in a three-year period from 2012-2014. At this time, none of these sites meet the qualifications of being a high crash location (HCL). To qualify as a HCL, a location must have 8 or more crashes and a critical rate factor (CRF) of greater than 1.00 in a three-year period. Of the total 22 crashes along this corridor from 2012-2014, 10 were property damage only, 11 resulted in injuries and 1 was a fatality attributed to an OUI. Seven of these 22 incidents were directly related to intersection movements, three were rear end or sideswipe and nine of these crashes were went off road crashes. The crash data does not display a distinct trend in crash type or location.

LAKE SHORE DRIVE:

At the intersection of Route 4 and Lake Shore Drive there were 8 crashes in a three-year period from 2011 to 2013 with a CRF of 1.61. At this time, this intersection met the qualifications of being a HCL as it had 8 or more crashes in a three year period and a CRF greater than 1.00. A CRF greater than 1.00 indicates a highway facility with a significantly higher crash rate than would be expected for similar facilities in Maine. From 2012 to 2014, however, there were 6 reported crashes at this location with a CRF of 1.12. From 2012-2014 this intersection no longer met the HCL criteria of 8 or more crashes *and* a CRF of greater than 1.00. From 2011 to 2014 a pattern of northbound rear-end crashes were observed, many of which related to the left-hand turn onto Lake Shore Drive. In 2014 the intersection was modified with an overlay and change in striping, converting Route 4 from four lanes to five lanes with a center TWLTL. There have been zero crashes at this intersection since the completion of the TWLTL project as of June, 2016.

More information on these crashes, including crash summaries and diagrams for both the East Auburn corridor and Lake Shore Drive, can be found in Appendix A.

Level of Service and Capacity

With the existing lane configuration of Route 4 in East Auburn, each approach at each intersection operates at level of service (LOS) of C or better with the exception of the Turner Street and Martin Street intersections. The AM and PM peak hour modeling and simulation results for the existing conditions along Route 4 are shown in Exhibit 11. At the Turner Street intersection, the eastbound approach from Turner Street onto Route 4 operates at a LOS F during both the AM and PM peak hour with delays of approximately 54 seconds per vehicle in the AM and 107 seconds per vehicle in the PM peak hour. The westbound, Martin Street approach at the Martin Street intersection operates at a LOS B/C in the AM peak hour and borders a LOS D with delays of 24.9 seconds per vehicle in the PM peak hour. Overall, the system operates at 70 percent capacity in the AM peak hour and 60 percent capacity in the PM peak hour. Although this shows that the system has 30% of its capacity available for traffic growth, the Turner Street intersection has already reached capacity for the eastbound approach (indicated by the

LOS F) and the Martin Street intersection would operate at LOS D or worse with even the smallest increase in traffic growth.

Exhibit 11. Delay, LOS and volume-capacity information for existing lane configuration along Route 4 with existing AM and PM peak hour volumes

		AM, Existing	PM, Existing
Entire System	Entering Volume	1600	1922
	Vehicles Denied Entry	0	0
	Overall Delay per Vehicle (s)	3.3	4.0
	Total Delay (hr)	1.5	2.2
	V/C	0.7	0.6
SR 4 @ Fair	NB Approach Delay (s)	0.1	0.2
	SB Approach Delay (s)	0.3	0.5
	EB Approach Delay (s)	4.7	2.7
	WB Approach Delay (s)	13.3	19.6
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	A	A
	WB Approach LOS	B	C
SR 4 @ Martin	NB Approach Delay (s)	0.2	0.4
	SB Approach Delay (s)	0.2	0.1
	WB Approach Delay (s)	14.9	24.9
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	WB Approach LOS	B/C	C/D
SR 4 @ Turner	NB Approach Delay (s)	0.1	0.3
	SB Approach Delay (s)	0.5	0.2
	EB Approach Delay (s)	53.9	107.1
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	F	F
SR 4 @ Oak Hill	NB Approach Delay (s)	0.2	0.5
	SB Approach Delay (s)	0.5	0.4
	EB Approach Delay (s)	7.9	0.2
	WB Approach Delay (s)	9.4	16.2
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	A	A
	WB Approach LOS	A/B	C

With the current 5 lane configuration of Route 4 at Lake Shore Drive, the intersection operates at LOS A in both the AM and PM peak hour, as shown in Exhibit 12. Delays for the EB, Lake Shore Drive approach reach 6.7 seconds per vehicle in the AM peak hour and 4.6 seconds per vehicle in the PM peak hour. Both the northbound and southbound approaches for each peak hour have delays of less than one second per vehicle. Overall delays at this intersection are one second per vehicle in the AM peak hour and 0.9 seconds per vehicle in the PM peak hour.

Exhibit 12. Delay, LOS and volume-capacity information for existing lane configuration at Lake Shore Drive with existing AM and PM peak hour volumes

Lake Shore Drive Intersection		Existing 5 Lanes AM	Existing 5 Lanes PM
Entire System	Entering Volume	1505	1772
	Vehicles Denied Entry	0	0
	Overall Delay per Vehicle (s)	1.6	1.5
	Total Delay (hr)	0.7	0.7
Lake Shore Drive	NB Approach Delay (s)	0.8	0.9
	SB Approach Delay (s)	0.7	0.5
	EB Approach Delay (s)	6.7	4.6
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	A	A
	Intersection Delay (s)	1.0	0.9
	Overall Intersection LOS	A	A

Environmental Overview

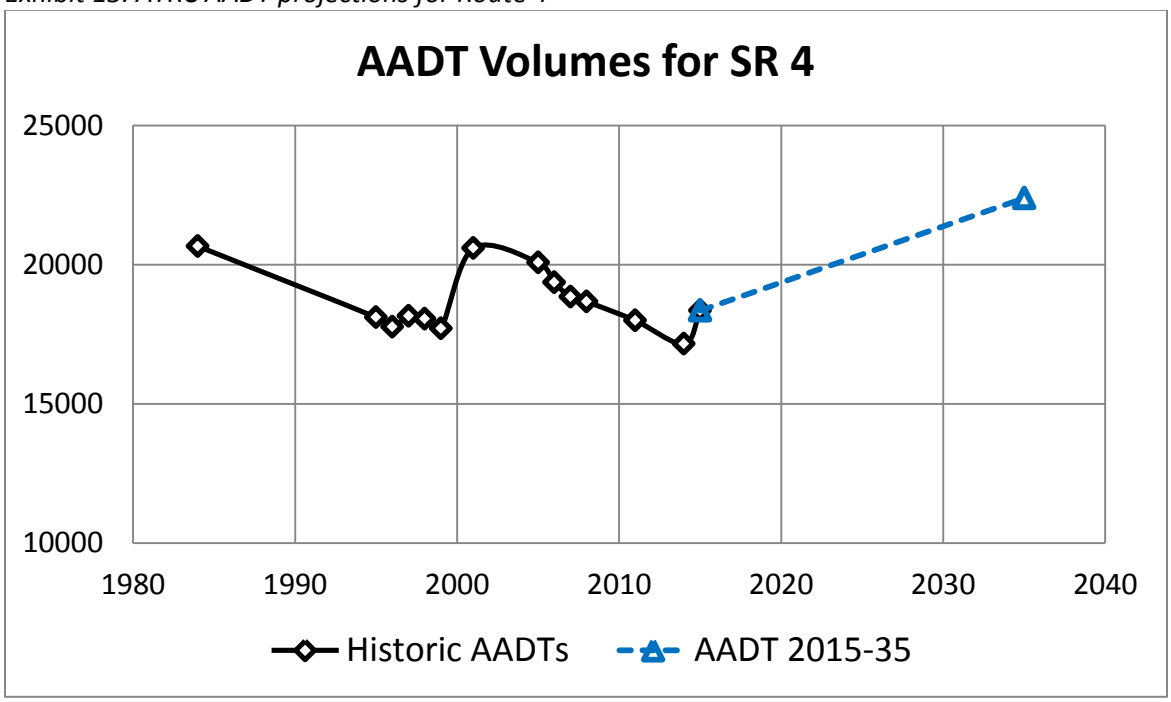
The principal environmental concern in the study area involves runoff along Route 4 through the causeway and at the turnout. Runoff into Lake Auburn is a public health concern for the Auburn Water & Sewerage District. Lake Auburn serves as the water source for the City of Auburn. Therefore, water quality of the lake is a major concern. Currently, the catch basins on the causeway in this area direct runoff toward the lake rather than the outlet at the western side of Route 4, creating a significant concern for the water quality. Previously, diesel and other waste have been discarded into the catch basins at the turnout. There has been some success in containing the pollutants before they could disperse into the lake but not all cases are likely to have this best case scenario. The inappropriate disposal of pollutants into the catch basins by turnout users creates numerous concerns among residents and officials. Remedies to these concerns could include closing the lakeside turnout and redirecting the catch basins to the outlet rather than directly to the lake.

III. FUTURE CONDITIONS

Forecast

The 2015 AADT in East Auburn was approximately 19,000 vehicles per day. ATRC projects approximately 22% traffic volume growth on Route 4 in their 20-year forecast. At that rate of growth, Route 4 AADT can be expected to reach 22,000 vehicles in 2035. Exhibit 13 shows the historic AADTs in East Auburn in black and the projected 20-year growth is shown in blue.

Exhibit 13. ATRC AADT projections for Route 4



Safety and Mobility Operating Conditions

Safety

If traffic volumes grow in East Auburn, the existing road segments and intersections on Route 4 will become less able to serve traffic safely than they do now. As traffic volumes grow on the side streets in East Auburn that access Route 4, there will be more vehicles slowing or stopping on Route 4 to turn into these side streets. This will mean more drivers and passengers at risk of rear-end crashes. As traffic volumes grow on Route 4, there will be fewer gaps in Route 4 traffic to allow vehicles from the side streets to enter Route 4. This will mean that drivers, particularly those turning left, will have more difficulty turning onto Route 4 safely, putting themselves and their passengers at greater risk of angle crashes.

Level of Service and Capacity

The existing four lane configuration of Route 4 through East Auburn adequately supports the existing and historic traffic volumes in this area. With current conditions, a two lane corridor could support existing traffic volumes with adequate mobility and LOS. However, with projected volumes, a four or more lane corridor will be necessary to support projected traffic volumes. This conclusion is drawn from the model and simulation analysis that was completed using the 22% growth factor. The results from this analysis are shown in Exhibit 14. As shown, the intersections at Fair Street, Martin Street, Turner Street and Oak Hill Road all have approaches that would operate at LOS D or worse with projected traffic volumes. Of these intersections, Turner Street would have the largest delays of over 160 seconds per vehicle and LOS F for the eastbound approach in both the AM and PM peak hour.

Exhibit 14. Delay, LOS and volume-capacity information for existing lane configuration along Route 4 with projected AM and PM peak hour volumes

		AM + 22%	PM + 22%
Entire System	Entering Volume	1981	2363
	Vehicles Denied Entry	0	0
	Overall Delay per Vehicle (s)	5.4	5.9
	Total Delay (hr)	3.0	3.9
	V/C	0.67	0.80
SR 4 @ Fair	NB Approach Delay (s)	0.1	0.3
	SB Approach Delay (s)	0.5	1.3
	EB Approach Delay (s)	5.3	9.3
	WB Approach Delay (s)	19.1	38.7
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	A	A/B
	WB Approach LOS	C	E
SR 4 @ Martin	NB Approach Delay (s)	0.3	0.6
	SB Approach Delay (s)	0.2	0.1
	WB Approach Delay (s)	26.7	53.4
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	WB Approach LOS	D	F
SR 4 @ Turner	NB Approach Delay (s)	0.1	0.5
	SB Approach Delay (s)	0.8	0.2
	EB Approach Delay (s)	211.8	166.4
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	F	F
SR 4 @ Oak Hill	NB Approach Delay (s)	0.3	0.7
	SB Approach Delay (s)	0.7	0.2
	EB Approach Delay (s)	12.9	3.0
	WB Approach Delay (s)	19.7	34.2
	NB Approach LOS	A	A
	SB Approach LOS	A	A
	EB Approach LOS	B	A
	WB Approach LOS	C	D/E

External Factors and Trends

There are a number of external factors and trends that can affect future conditions. Energy costs, whether increasing or decreasing can affect travel in general, including future traffic volumes on Route 4. Socio-economic factors such as employment and population in the region can affect traffic volumes on Route 4, which is an important highway to the region north of Auburn. Changes in manufacturing, tourism and other industries change the traffic mix on Route 4. One more localized factor may be the anticipated boat launch to be developed along the Androscoggin River near the study area. This development and any others in the East Auburn area would increase the demand for safe access to and from Route 4.

IV. ALTERNATIVES

Strategies, Actions, and Options

There are many possible actions or combinations of actions that could be taken to improve conditions in the study area, but they can be grouped into strategies that address Route 4 segments and strategies that address intersections along Route 4. One of the main segment strategies is changing the width of the segment (number and use of lanes). Another is access management (where and how traffic moves onto or off from the segment. For intersections, the strategies involve the type of intersection control (stop signs, traffic signals, roundabouts, or turn restrictions with the ability to reverse direction).

Within each strategy are several possible actions. For segment width, there are potential actions such as reducing the number of lanes to two or three, increasing the number of lanes to five, and to designating one lane for use by left-turning vehicles only. Potential actions to manage access include installation of a raised median and reducing the number of access points along a segment. Potential actions at intersections include installation of traffic signals, roundabouts, or other intersection treatments at specific locations. Some of these actions have more than one option, such as installation of either a one-lane or two-lane roundabout.

This part of the report assesses these strategies and identifies promising combinations of these strategies and actions into candidate improvement alternatives for further analysis.

For safety and mobility improvements in East Auburn, the width of Route 4 was considered. The existing four-lane road with wide shoulders promotes speeds greater than the posted speed limit. This in conjunction with inadequate sight distances creates safety issues for drivers wishing to access Route 4 or intersecting roads in this area. The width of the road was taken into consideration in order to mitigate speed issues in this area. Another strategy for increasing safety along Route 4 would be to limit left-turns onto and from Route 4. This could be done by adding protected left-turn lanes, raised medians and jug handles. Signals and roundabouts could also be considered to help reduce left turn conflicts and reduce speeds in this area.

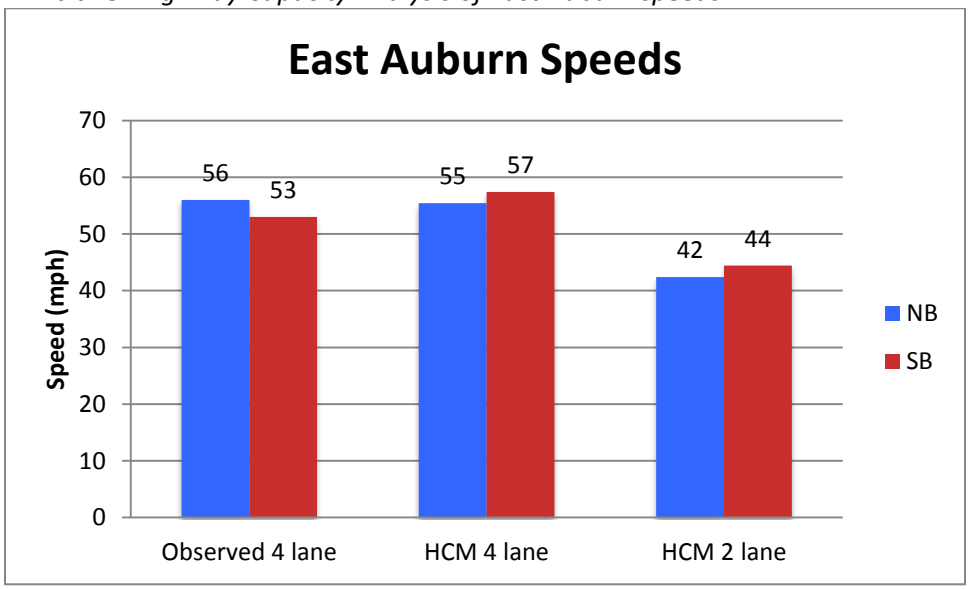
Strategy Assessment

The strategy assessment is divided into two parts: segments and intersections. The assessment of segment strategies focuses on the number of lanes and how they would be used. The assessment of intersection strategies looks at types of intersections and intersection control. The outcome of the assessment is the identification of effective segment and intersection actions to be combined into alternatives for further analysis.

Segments

Currently Route 4 in East Auburn is four lanes wide with two lanes each in the northbound and southbound directions. A strategy to help decrease speeds and increase user safety would be to reduce the number of thru lanes from four to two, with one lane in each direction. A speed analysis was completed using the Highway Capacity Software to assess the expected speed impact of reducing the number of thru lanes from two lanes in each direction to one lane in each direction. The results of this analysis are shown in Exhibit 15. Average observed speeds at the speed data collection location were 56 mph northbound and 53 mph southbound. In comparison, the Highway Capacity Software estimated a northbound speed of 55 mph and southbound speed of 57 mph. This analysis predicts approximately a 13 mph decrease in both northbound and southbound speeds through East Auburn if the road was reduced from four thru lanes to two.

Exhibit 15. Highway Capacity Analysis of East Auburn speeds



Reducing the number of lanes on Route 4 through East Auburn may reduce speeds along the corridor. This would also reduce Route 4 capacity and likely increase congestion in this area. Exhibit 16 shows the ability of 4 lanes and 2 lanes to accommodate Route 4 peak-hour volumes. Two thru lanes in each direction can provide more than double the required capacity at a level of service B. One thru lane in each direction can provide adequate capacity for base volumes at a level of service E. However, projected PM peak-hour volumes would exceed the capacity of a single northbound lane. A two-lane Route 4 could provide capacity for current traffic volumes, but may not for future traffic volumes.

Exhibit 16. 4-Lane and 2-Lane Route 4 Volume/Capacity Ratios and Levels of Service

Route 4 Conditions			4 Lanes		2 Lanes	
Peak Hour	Direction	Volume Level	V/C	LOS	V/C	LOS
AM Peak	SB	Base	0.31	B	0.75	E
		Base + 22%	0.38	B	0.91	E
PM Peak	NB	Base	0.35	B	0.86	E
		Base + 22%	0.43	B	1.04	F

Another segment strategy for increasing safety would be to have left-turn protection along Route 4. This could be accomplished by adding dedicated left-turn lanes or a center two-way left-turn lane (TWLTL). By removing left-turning vehicles out of the path of thru traffic, mobility is increased and safety is improved. Addition of left-turn protection can be expected to reduce the likelihood of rear-end crashes involving left-turning vehicles by x to y percent. The area provided for left-turn protection may also be utilized by vehicles turning left onto Route 4 as a refuge before merging with thru traffic.

A third segment strategy for Route 4 would be to create a raised median along Route 4. The median would reduce the likelihood of head-on collisions, and it could be used in conjunction with left-turn lanes. If implemented, a raised median would restrict the ability to make left turns, so provisions would need to be made at specific locations to allow left turns and enable drivers to reverse their direction on Route 4.

Intersections

Intersections along Route 4 in East Auburn are stop controlled, with traffic on side streets stopping for Route 4 traffic. The purpose of the intersections is to provide Route 4 access to the neighborhood and other areas served by the side streets. To perform at its best, Route 4 in East Auburn must have intersections that strike a balance between safe access for side streets and safe mobility for Route 4. Intersection strategies, in addition to the existing stop controlled intersections, assessed for this study included roundabouts, traffic signals, turn restrictions, and jug handles.

Roundabouts can increase safety and reduce speeds at intersections along a corridor. A one-lane or two-lane roundabout could be considered, depending on the capacity needs of Route 4. Two- lane roundabouts typically have higher crash rates, but more capacity, than one-lane roundabouts. Roundabouts can be costly to build, but they offer ability for traffic from side streets to turn left and to reverse direction. The volume of traffic, number of approach legs, and the number of lanes are major factors on the ability of roundabouts to reduce crashes. Potential locations for a roundabout on Route 4 include intersections at Fair Street and at Oak Hill Road.

Exhibit 17 shows the relative capacity of one-lane and two-lane roundabouts to accommodate existing and projected traffic volumes on Route 4. With a volume/capacity ratio greater than 1.00 and a level of service F in the peak direction of traffic flow, a one-lane roundabout on Route 4 cannot accommodate base traffic volumes and was dismissed from further consideration as a viable intersection strategy for the corridor. However, a two-lane roundabout has the capacity to accommodate base and projected volumes at a level of service C or better. More details of the roundabout analysis can be found in Appendix D.

Exhibit 17. Roundabout Capacity and Level of Service

Location	Peak Hour	Volume Level	Size	High V/C	Overall LOS
Fair St	AM	Base	One-Lane	1.17 (SB)	F
			Two-Lane	0.57 (SB)	B
		Base + 22%	Two-Lane	0.71 (SB)	C
	PM	Base	One-Lane	1.34 (NB)	F
			Two-Lane	0.66 (NB)	B
		Base + 22%	Two-Lane	0.80 (NB)	C
Oak Hill Rd	PM	Base	One-Lane	1.35 (NB)	F
			Two-Lane	0.67 (NB)	B

Like roundabouts, jug handles also provide vehicles the opportunity for reversing direction. Jug handles can eliminate the need for difficult left turns onto the main road, decreasing left-turn conflicts and increasing safety while providing reasonable access from side streets. Installation of jug handles, alone, along this corridor is unlikely to reduce Route 4 speeds. Both jug handles and roundabouts can work effectively with intersection turn restrictions to improve safety while maintaining accessibility. For the East Auburn study area, a pair of jug handles could serve the needs for vehicle access to Route 4: one for

vehicles heading south and one for vehicles heading north. Jug handles could work with either one or two lanes in each direction and have no significant impact on Route 4 corridor capacity.

Intersection safety along this corridor could also be improved by installing traffic signals. However, to install a signal at an intersection, traffic and/or pedestrian volumes at the intersection would need to meet signal warrants for further consideration. If a signal warrant is not met via existing traffic volumes, side street consolidation could be considered in order to meet warrant volumes.

Traffic signal warrant analyses were conducted for the higher volume intersections along Route 4 in East Auburn including the intersections at Oak Hill Road, Fair Street, and Turner Street. In each case, the volumes on the side street were not sufficient to meet traffic signal warrants. Another traffic signal option was analyzed to see if the consolidated side street volumes of Fair and Martin Street and Oak and Turner Street would meet traffic signal warrants. The installation of a traffic signal at any of the intersections in East Auburn was dismissed as neither existing nor consolidated traffic volumes met the signal warrants. Exhibit 18 summarizes the results of the traffic signal warrants analyses in East Auburn. To meet traffic signal warrant 1b, the number of left turns from the minor street would need to meet or exceed 75 vehicles per hour for 8 or more hours in a 24 hour period. As shown in Exhibit 18, during both the AM and PM peak hours, neither the westbound nor eastbound lefts meet the 75 left-turning vehicle minimum, indicating that the minor approaches along Route 4 do not meet the 75 vehicle threshold for 8 or more hours. The same holds true with consolidated volumes, with the highest consolidated volume being 64 for westbound lefts in the AM peak hour.

Exhibit 18. Left turns along Route 4 from minor approaches

Westbound Lefts (southbound)		
	AM	PM
Fair	34	16
Martin	21	8
Oak	9	8
Total	64	32

Eastbound Lefts (northbound)		
	AM	PM
Turnout North	0	0
Turnout South	3	0
Boat Landing Exit	1	2
Turner	9	18
Lillian	2	0
Total	15	20

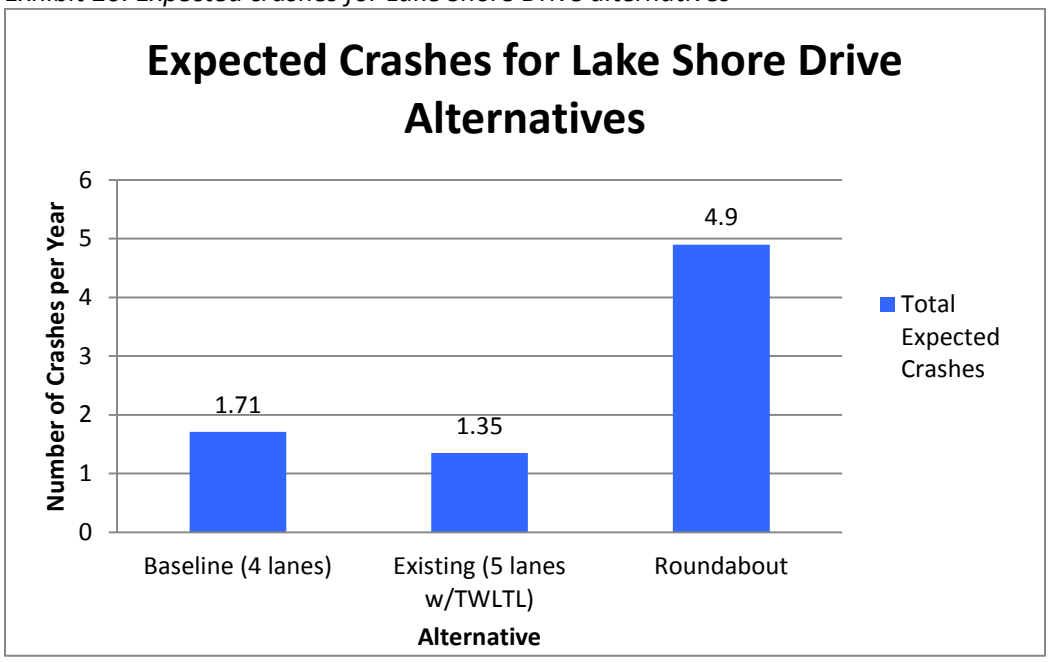
Lake Shore Drive Strategies

Three intersection strategies were considered at the intersection at Lake Shore Drive: the previous four-lane undivided Route 4, the existing five-lane Route 4 that provides a TWLTL, and a two-lane roundabout was also considered for further safety improvements. Route 4 at this intersection was converted from four lanes to five lanes with a TWLTL in 2014. The roundabout strategy is illustrated by the two-lane roundabout concept shown in Exhibit 19. An option that was suggested in previous corridor studies and considered in this study is a two lane roundabout at the Lake Shore Drive intersection, shown in Exhibit 19. The existing five lane configuration has shown safety improvements over the previous four lane configuration. A roundabout may offer further safety and speed reducing benefits at this location and was compared to both the existing and previous lane configurations.

Exhibit 19. Roundabout at Lake Shore Drive concept

A safety review of the three strategies, based on a Highway Safety Manual analysis is shown in Exhibit 20. The analysis indicates that the current five lanes, including the TWLTL, would have the lowest frequency of injury crashes and crashes overall. The two-lane roundabout strategy would likely have the highest frequency of crashes. Actual experience since the change was made in 2014 shows that no reported crashes at this intersection have occurred to date. Based on these recent findings, a strategy that involves continuation and monitoring of the current intersection layout is suggested.

Exhibit 20. Expected crashes for Lake Shore Drive alternatives



Candidate Alternatives

From the assessment of potential strategies, nine alternatives, including the existing Route 4 configuration, were identified for evaluation. Each alternative included multiple actions and a unique combination of segment and intersection attributes. Exhibit 21 summarizes the alternatives and their major attributes.

Exhibit 21. East Auburn Analysis Alternatives

Attributes	East Auburn Alternatives						
	4U	3T-J	5T-J	2D-J	4D-J	5T-RF	5T-RO
Total Lanes	4	3	5	2	4	5	5
Thru Lanes	4	2	4	2	4	4	4
TWLTL	no	yes	yes	no	no	yes	yes
Divided (median)	no	no	no	yes	yes	no	no
Roundabout location & lanes	no -	no -	no -	no -	no -	Fair 2	Oak Hill 2
Jug Handles	no	yes	yes	yes	yes	no	no

U - undivided (no median)
D - divided (median)
T - TWLTL (two-way left-turn lane)
RF - roundabout at Fair St
RO - roundabout at Oak Hill Rd
J - jug handles with left-turn bays

Alternative 4U – 4-Lane Undivided (existing Route 4 configuration)

Alternative 4U is the no-build alternative, the alternative that is the baseline to which all other alternatives are compared. Alternative 4U has two lanes in each direction, no special features for accommodating left turns, and no changes in current access.

Alternatives 3T-J and 5T-J – 3-Lane and 5-Lane Roadways with a TWLTL and Jug Handles

These two alternatives feature a two-way left-turn lane (TWLTL) and two jug handles. The northbound-to-southbound jug handle would replace the southbound lakeside turnout on the westerly side of Route 4. The southbound-to-northbound jug handle would be located on the easterly side of Route 4, near the existing Martin Street. Each jug handle would feature a left-turn pocket, separated from opposing Route 4 traffic by a raised median barrier. South of these jug handles, the middle lane of Route 4 would be a TWLTL. Alternative 3T-J would have one Route 4 thru lane in each direction. Alternative 5T-J would have two Route 4 thru lanes in each direction. Alternative 3T-J could be built within the available public right-of-way and expanded to Alternative 5T-J at a later time. These alternatives are shown in Exhibit 22 and Exhibit 23.

Exhibit 22. 3 lane jug-handle concept

Exhibit 23. 5 lane jug-handle concept

Alternatives 2D-J and 4D-J – 2-Lane and 4-Lane Divided Roadways with Jug Handles

Similar to the 3-lane and 5-lane jug handle alternatives, these two alternatives would feature a median island to divide northbound and southbound traffic in place of the TWLTL. The location and function of jug handles would be the same as they would for the 3-lane and 5-lane jug handle alternatives. The northbound-to-southbound jug handle would replace the southbound lakeside turnout on the westerly side of Route 4. The southbound-to-northbound jug handle would be located on the easterly side of Route 4, near the existing Martin Street. Each jug handle would feature a left-turn pocket, separated from opposing Route 4 traffic by a raised median barrier. South of these jug handles, left-turn access to Route 4 would be prevented where no break in the median exists. Left turns could be accommodated at the jug handles or at locations further south on Route 4. Alternative 2D-J would have one Route 4 thru lane in each direction. Alternative 4D-J would have two Route 4 thru lanes in each direction. Alternative 2D-J could be built within the available public right of way and expanded to Alternative 4D-J at a later time. A 4-lane divided roadway could be built in a narrower right-of-way than a 5-lane roadway. These alternatives are shown in Exhibit 24 and Exhibit 25.

Exhibit 24. 2 lane, raised median with jug handles alternative

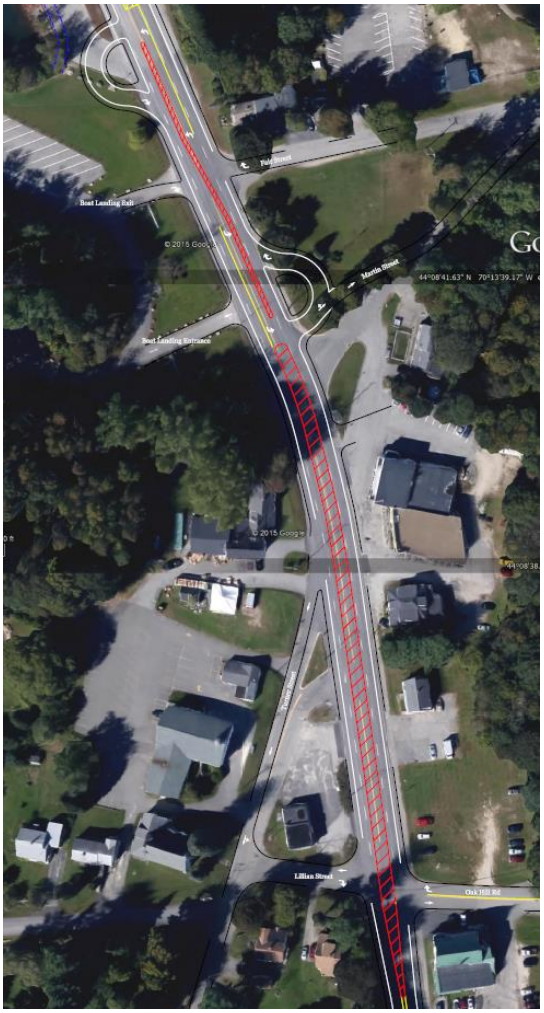
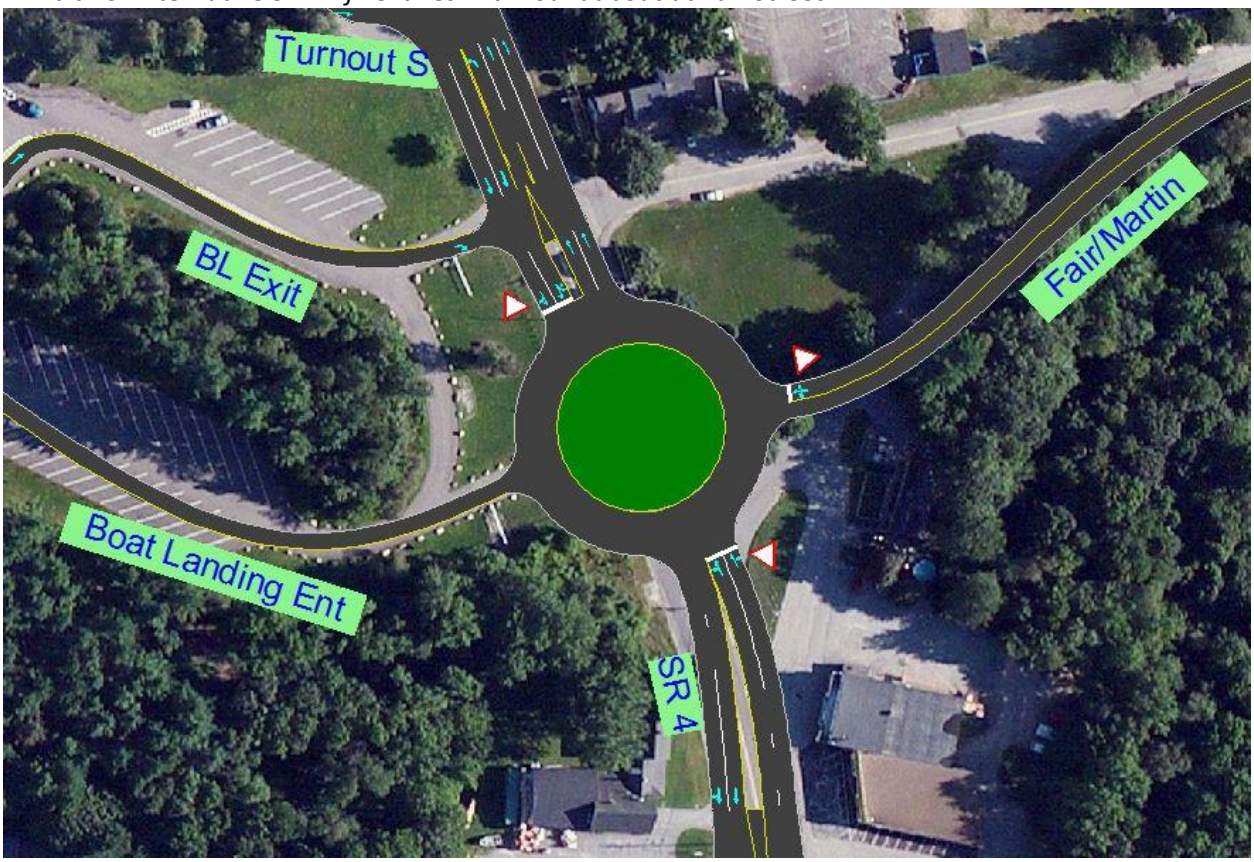


Exhibit 25. 4 lane, raised median with jug handles alternative

Alternatives 5T-RF – 5-Lane Roadways with a TWLTL and Roundabout at Fair Street

This alternative features four thru lanes, a two-way left-turn lane (TWLTL), and a two-lane roundabout at Fair Street. The roundabout would have three approach legs: two on Route 4 and one at Fair Street. The fourth leg would we departure-only into the boat launch area. Left turns onto Route 4 and reversals of direction would primarily be accommodated at the roundabout. South of the roundabout, the middle lane of Route 4 would be a TWLTL. Alternative 5T-RF could be built within the available public right-of-way with the possible exception of the 5-lane portion south of Martin Street and expanded to Alternative 5T-RF at a later time. A two-lane roundabout could be built within the available public right-of-way at the Fair Street location. This alternative is shown in Exhibit 26.

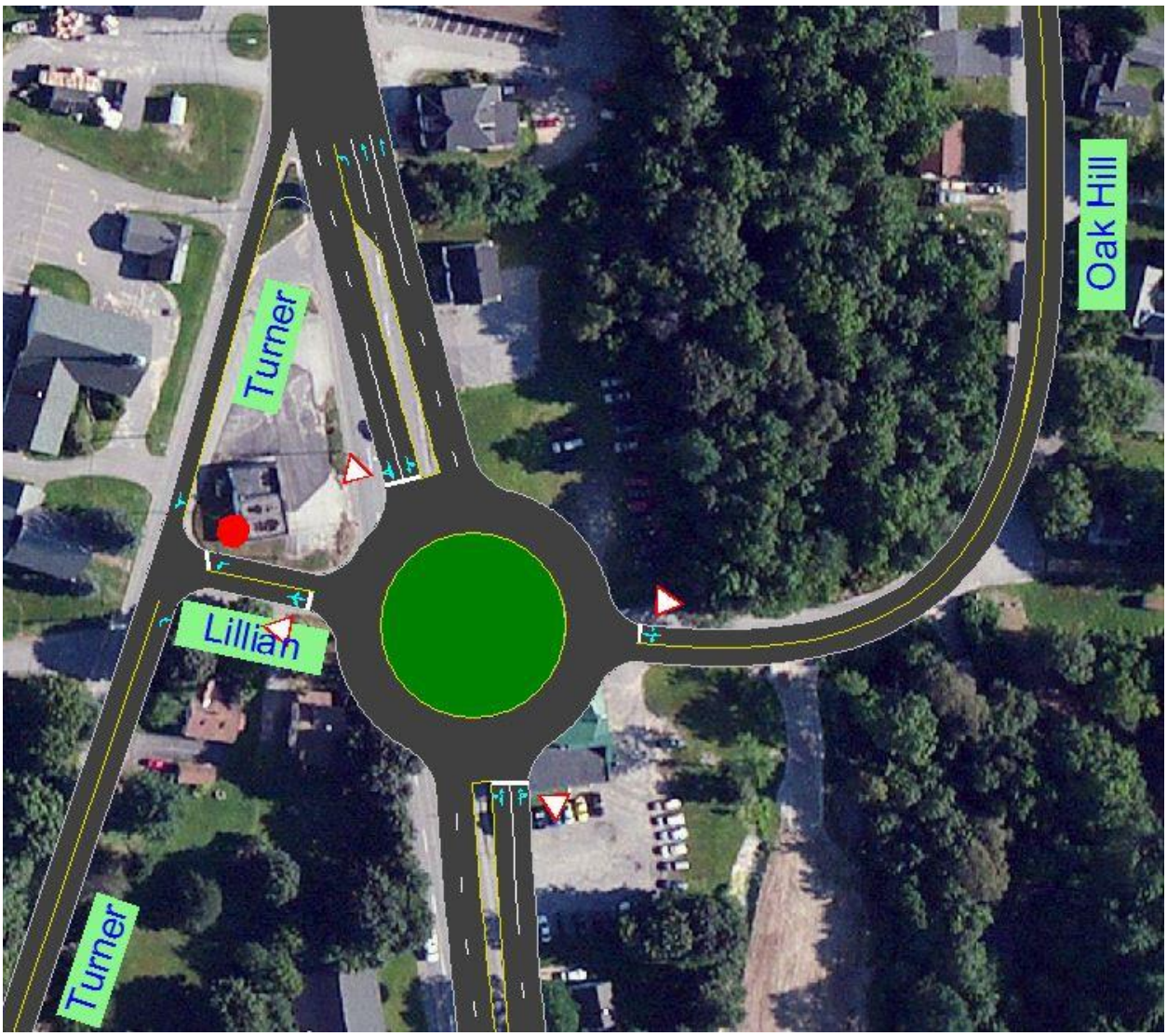
Exhibit 26. Alternative 5T-RF five lanes with roundabout at Fair Street



Alternatives 5T-RO– 5-Lane Roadway with a TWLTL and Roundabout at Oak Hill Road

This alternative features four thru lanes, a two-way left-turn lane (TWLTL), and a two-lane roundabout at Oak Hill Road. Left turns onto Route 4 and reversals of direction would primarily be accommodated at the roundabout. The roundabout would have four approach legs: two on Route 4 and two at Oak Hill Road. North of the roundabout to Fair Street, the middle lane of Route 4 would be a TWLTL. A roundabout at the Oak Hill Road location would require acquisition of additional right-of-way. Most of the remainder of Alternative 5T-RF could be built within the available public right-of-way. This alternative is shown in Exhibit 27.

Exhibit 27. Five lanes with roundabout at Oak Hill Road



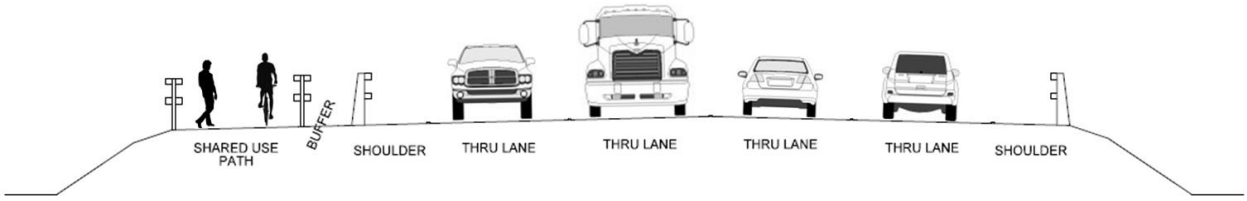
Other Actions Common to All Build Alternatives

Each of the alternatives, except for Alternative 4U, the no-build alternative, could include actions common to all. These could provide safety or environmental benefits within the study area.

Each of the build alternatives can improve access management by reducing the number of driveways and consolidating access points. Among these actions would be consolidation of access points in the Martin Street area, elimination of direct northbound Turner Street access onto Route 4, and closure of the lakeside turnout. Access to Turner Street from Route 4 southbound would be retained. The turnout closure would reduce access points on Route 4 and reduce surface runoff into Lake Auburn.

The City of Auburn has also expressed interest in providing pedestrian and bicycle access along the lake side of the Route 4 causeway north to Lake Shore Drive. The potential exists for modifying the width of the road and shoulders to include a shared-use path of adequate width along the length of the causeway. Construction of a shared-use path alongside the lake could be an opportunity to address existing environmental concerns where runoff and catch basin flow is not currently directed to the outlet along the east side of Route 4. Each of the build alternatives would be compatible with a shared-use path on the west side of the causeway between the boat launch area and Lake Shore Drive. Exhibit 28 shows how the cross-section of the causeway might look with a shared-use path.

Exhibit 28. Potential cross-section of Route 4 causeway with shared-use path.



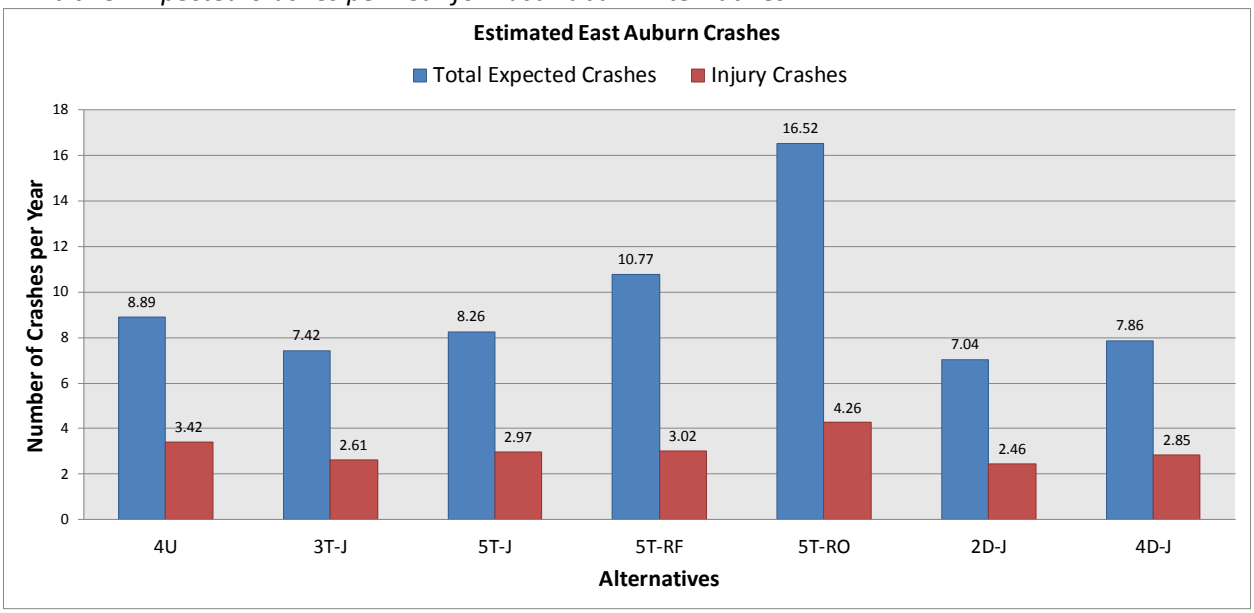
V. ANALYSIS

Each alternative was analyzed for its impact on safety and mobility. The safety impact was measured in terms of expected reductions in the number of crashes and in the number of injury crashes. The mobility impact was measured in terms of the level of service, which is dependent on the amount of delay drivers experience and the capacity of the alternative to handle expected volumes of traffic. The ability to improve safety and mobility indicates the effectiveness of the alternative, which must also be balanced by the cost of the alternative and the challenges that the alternative must overcome.

Safety

The safety impact of alternatives in the East Auburn Route 4 corridor is measured in terms of expected reductions in the number of crashes and in the number of injury crashes. Exhibit 29 shows the expected crashes per year for the seven alternatives. These estimates are based on the Highway Safety Manual analysis of the intersections and road segments that comprise the alternatives, with existing traffic volumes.

Exhibit 29. Expected Crashes per Year for East Auburn Alternatives



The roundabout alternatives have the highest number of total crashes expected per year. This is due to the high volume of traffic in the Route 4 corridor and the need for a roundabout in this location to have two circulating lanes. Two-lane roundabouts have significantly higher crash rates than one-lane roundabouts and other types of intersections that serve high volumes of traffic. The alternative with a roundabout at Oak Hill Road (5T-RO) has a higher number of expected crashes per year than the Fair Street roundabout alternative (5T-RF). However, this may not hold true at higher future volumes. Also, the raised median alternatives (2D-J and 4D-J) have a lower expected crash rate than their two-way left-turn lane counterparts (3T-J and 5T-J).

For injury crashes, which are the most severe in terms of safety, the patterns between alternatives are very similar. One exception is that the Fair Street roundabout alternative would have a lower injury crash rate than the baseline alternative.

Other patterns in Exhibit 29 appear as well. All of the jug handle alternatives have a lower number of expected crashes than the baseline alternative (4U). The ability of the jug handle to accommodate traffic entering from side streets without left turns onto the highway reduces the risk of angle crashes, which tend to be more severe than other crash types. The two- and three-lane jug handle alternatives (2D-J and 3T-J) have a lower number of total crashes than their four- and five-lane counterparts (4D-J and 5T-J). The fewer number of thru lanes may reduce the risk of sideswipe and angle crashes, but may increase the risk of rear-end crashes. More detailed results from the safety analysis can be found in Appendix E.

Mobility

The mobility impact of the alternatives in the East Auburn Route 4 corridor was measured in terms of the level of service, which is dependent on the amount of delay drivers experience and the capacity of the alternative to handle expected volumes of traffic.

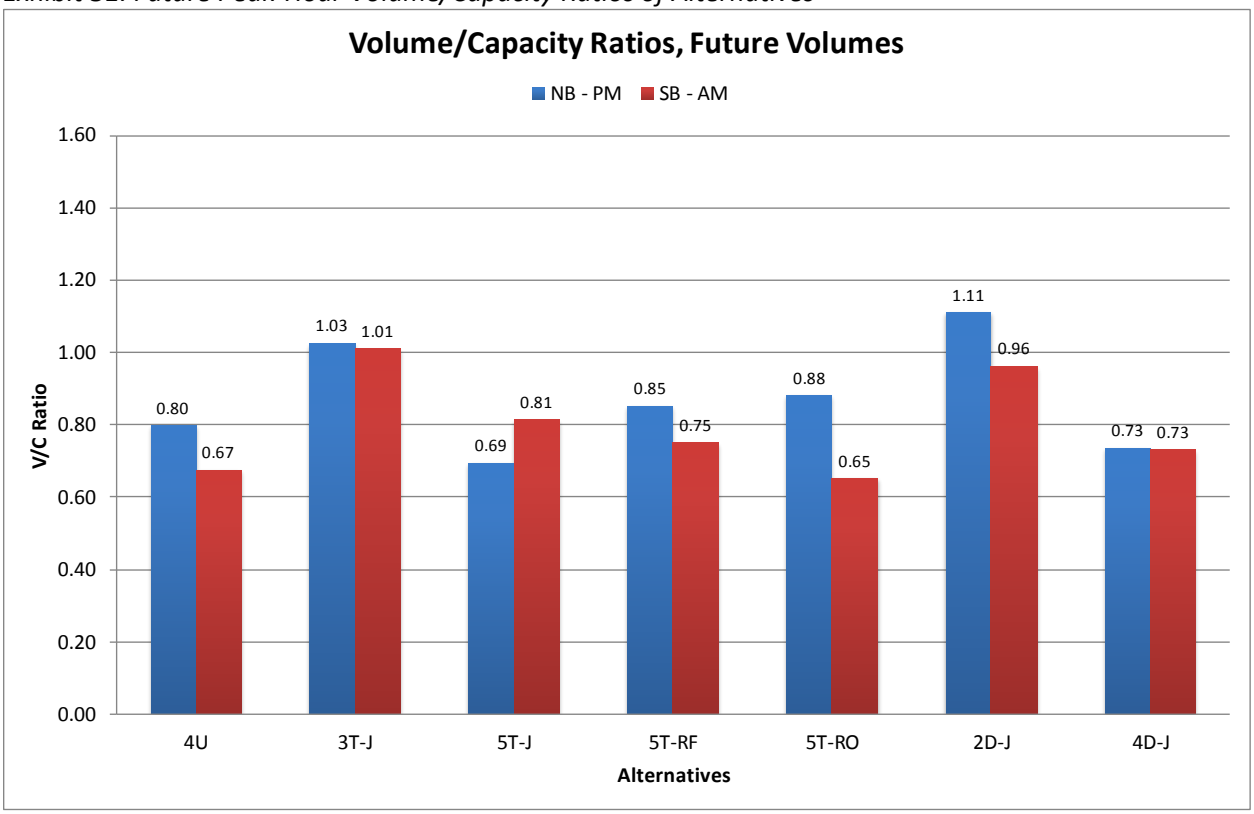
Exhibit 30 shows the overall peak-hour levels of service (LOS) provided by the alternatives. The levels of service are based on overall average speeds as affected by the intersection delays experienced by all traffic in the study area. Under existing AM and PM peak-hour conditions, each of the alternatives would perform at a good level of service. Although the delays for the build alternatives generally are greater than those of the no-build alternative (4U), overall levels of service would be B or better. Under future AM and PM peak-hour conditions, with 22% growth in traffic volumes, the levels of service would decline for every alternative, but the alternatives with only two thru lanes (3T-J and 2D-J) would have poor levels of service during the PM peak hour. The delays for those two alternatives would be much higher than the delays for other alternatives. The roundabout alternatives (5T-RF and 5T-RO) would have somewhat more delay and lower levels of service than other alternatives with four thru lanes (4U, 5T-J, and 4D-J). Alternative 4D-J would result in the least delay and highest level of service.

Exhibit 30. Existing and Future Delays and Levels of Service of Alternatives

Alternatives		4U	3T-J	5T-J	5T-RF	5T-RO	2D-J	4D-J
Peak	Performance							
Hour	Measures							
AM	Delay (veh-hrs)	1.5	4.6	2.4	6.0	5.3	3.0	1.4
	Overall LOS	A/B	B	B	B	B	B	A/B
PM	Delay (veh-hrs)	2.2	6.5	3.7	9.1	9.1	5.0	1.5
	Overall LOS	A	B	B	B	B	B	A
AM+22%	Delay (veh-hrs)	3.0	10.8	2.2	8.1	6.1	6.0	2.0
	Overall LOS	B	C	B	C	B/C	B	A/B
PM+22%	Delay (veh-hrs)	3.9	61.7	4.0	13.2	13.8	36.6	2.2
	Overall LOS	B	F	B	C	C	E	A

Exhibit 31 shows the volume/capacity ratios of the alternatives at projected future AM and PM peak-hour volumes. The future volumes in 2035 are estimated to be 22% higher than existing 2015 volumes. The highest peak-hour volumes in the Route 4 corridor tend to be northbound in the PM peak hour and southbound in the AM peak hour. The volume/capacity ratios for these northbound PM and southbound AM peak-hour traffic flows are higher for the alternatives with one thru lane in each direction (3T-J and 2D-J). The volume/capacity ratios exceeding 1.00 indicate that these two alternatives would not have the capacity to accommodate projected future volumes. More detailed results of the mobility analysis can be found in Appendix F.

Exhibit 31. Future Peak-Hour Volume/Capacity Ratios of Alternatives



In terms of mobility, all of the alternatives can perform well in the short term. Each can provide an overall level of service of B or better with existing volumes. However, the alternatives 3T-J and 2D-J, which have one thru lane in each direction, can be expected to perform poorly with projected future volumes, especially in the PM peak hour. The PM levels of service of F for 3T-J and E for 2D-J would result from inadequate capacity to accommodate future peak-hour volumes.

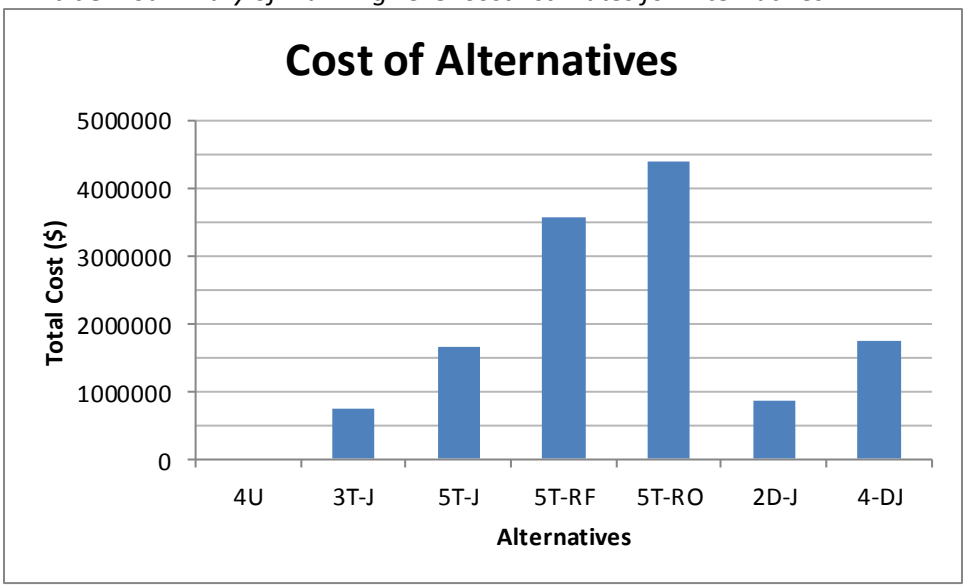
Cost and Effectiveness

To identify the most feasible alternatives, is a critical part of the analysis. The cost of alternatives must be considered along with the effectiveness in improving safety and mobility. Cost effectiveness is the part of the analysis that brings cost together with safety and mobility performance to provide a complete comparison of the alternatives.

Cost

A planning level cost estimate was completed for each of the lane configuration alternatives of Route 4 in East Auburn. A summary of these costs can be seen in Exhibit 32. These estimated costs include the costs of engineering and construction and allowances for contingencies and right-of-way costs. A breakdown of these cost estimates is included in Appendix G.

Exhibit 32. Summary of Planning Level Cost Estimates for Alternatives



Other than the no-build Alternative 4U, the lowest-cost alternatives are Alternatives 3T-J and 2D-J, which reduce the number of thru lanes to one in each direction and include two jug handles. These alternatives involve no widening of the roadway and no acquisition of property for right-of-way. Their costs are estimated at $750,000 for 3T-J and $850,000 for 2D-J, with the raised median in 2D-J adding some cost.

Alternatives 5T-J and 4D-J, which include jug handles but retain two thru lanes in each direction, involve some widening and minor right-of-way acquisition to accommodate either a two-way left-turn lane or a raised median. Their costs are estimated at $1,650,000 for 5T-J and $1,750,000 for 4D-J. Alternative 5T-J or 4D-J could be constructed as a follow-on project to Alternatives 3T-J or 2D-J, respectively. If this two-phase approach were used, the total project cost could be expected to increase by $300,000.

The highest-cost alternatives are Alternatives 5T-RF and 5T-RO. These roundabout alternatives, which have two thru lanes in each direction, require additional construction. Alternative 5T-RO, located at the

Oak Hill Road intersection, would be the most costly, at $4,400,000, due to a substantial need for right-of –way acquisition. Alternative 5T-RF, located near Fair Street at a cost of $3,550,000, would have much lower right-of-way costs due to the ability to its use of publicly-owned property.

The three lane alternative would cost approximately $730,000. This estimate includes: construction of the two jug handles, realigning the boat landing entrance and Martin Street, constructing a raised island on Route 4 between the jug handles, a three inch overlay, striping, removing the pavement from the existing turnout and loaming and seeding.

Exhibit shows two, five-lane cost estimates. The first estimate includes the widening of the road from the proposed, three lane configuration and the second includes widening the road from the existing, four lane configuration. The three-to-five lane alternative would cost approximately $1.21 million. This alternative would essentially require widening the road, an overlay and striping. The jug handle and island construction would have already been completed with the previous construction of the three lane alternative. Essentially, a total cost of $1.94 million could be expected if the three lane configuration is constructed short term with the expectation of widening the road to five lanes when traffic volumes necessitate. To instead convert Route 4 from the existing four lanes width to five lanes in width, a cost of approximately $1.62 million is estimated. This cost is inclusive of the jug handle, raised median islands, overlay, striping and turnout closure construction costs as well as the widening costs.

The two lane divided alternative is estimated to cost approximately $840,000. This cost estimate includes the construction of the jug handles, realigning Martin Street, constructing the center raised medians, an overlay and striping as well as closing, removing pavement, loaming and seeding the turnout.

It would cost approximately $1.21 million dollars to widen the two lane divided alternative to a four lane divided configuration when traffic volumes necessitated. This alternative would require widening the road, an overlay and striping. Total, starting with a two lane divided configuration and widening the road to a four lane divided configuration would cost approximately $2.05 million. A cost of $1.73 million is estimated if the four-lane divided alternative is constructed directly from the existing four lane configuration.

Cost Effectiveness

Exhibit 33 shows a cost-effectiveness matrix of the East Auburn alternatives. Each of the alternatives, the no-build alternative (4U) and the six build alternatives, are compared in terms of safety, future mobility, and cost. The performance measures of total crashes, injury crashes, volume/capacity ratio, delay, and estimated cost are what distinguish these alternatives in terms of cost effectiveness. Each of these performance measures are quantified and color shaded across the range of alternatives, with green indicating high performance, yellow indicating mid-range performance, and red indicating low performance.

Exhibit 33. Cost-Effectiveness Matrix

	Alternatives	**No-Build**	**Build**					
		4U	**3T-J**	**5T-J**	**5T-RF**	**5T-RO**	**2D-J**	**4D-J**
Characteristics	Number of Thru Lanes	4	2	4	4	4	2	4
	Median Treatment	none	TWLTL	TWLTL	TWLTL	TWLTL	raised median	raised median
	Intersection Treatment	existing	jug handle	jug handle	roundabout Fair St	roundabout Oak Hill Rd	jug handle	jug handle
Safety	Total Crashes (crashes per year)	8.89	7.42	8.26	10.77	16.52	7.04	7.86
	Injury Crashes (crashes per year)	3.42	2.61	2.97	3.02	4.26	2.46	2.85
Future Mobility	V/C Ratio (volume/capacity)	0.80	1.03	0.81	0.85	0.88	1.11	0.73
	Delay (peak-hour veh-hrs)	3.9	61.7	4.0	13.2	13.8	36.6	2.2
Cost	Estimated Total Cost (PE, ROW Allowance, CE, Construction)	$ -	$ 750,000	$ 1,650,000	$ 3,550,000	$ 4,400,000	$ 850,000	$ 1,750,000

The matrix summarizes the findings of the safety, mobility, and cost analyses. Alternative 2D-J, followed by 3T-J would perform best in crash reduction while 5T-RO would perform worst. The best performing alternative in future mobility would be 4D-J while 3T-J and 2D-J would perform worst. The no-build alternative (4U) has no estimated cost, and the roundabout alternatives would have the highest cost.

When the combined performance of the alternatives is compared, clear patterns are evident. Alternative 5T-RO shows the least cost-effectiveness, performing lower than the no-build alternative in all measures. Alternative 5T-RF shows mid-range performance in most measures. Except in measures of future mobility, alternatives 3T-J and 2D-J perform well in other measures. Except in cost, 4D-J performs better than the no-build alternative in all other measures. Alternative 5T-J shows above average performance in mobility and mid-range performance in other measures. With a balanced overall performance, alternative 4D-J would be the most cost-effective alternative. The most cost-effective alternative for the short term would be 2D-J.

VI. RECOMMENDATIONS

The purpose of this study has been to review existing and anticipated future conditions, identify potential improvement actions, and offer recommend actions that would provide safe and adequate access to and from Route 4 for these East Auburn locations while accommodating the existing and future needs of all users of Route 4.

While each of the alternatives would provide access improvements along the Route 4 study corridor, the jug handle alternatives improved access level of service and access safety more cost-effectively than the roundabout alternatives. The overall crash rates and injury crash rates of the jug handle alternatives would be lower than those of the roundabout alternatives. The jug handle alternatives would be less costly to construct than roundabout alternatives. The jug handle concept is recommended for improving Route 4 accessibility in the East Auburn area.

At the intersection of Route 4 and Lake Shore Drive, with the success to date with the improvements made in 2014, only continued monitoring of the intersection is necessary in the immediate future. If a pattern of crashes develops at this intersection, potential actions should be evaluated.

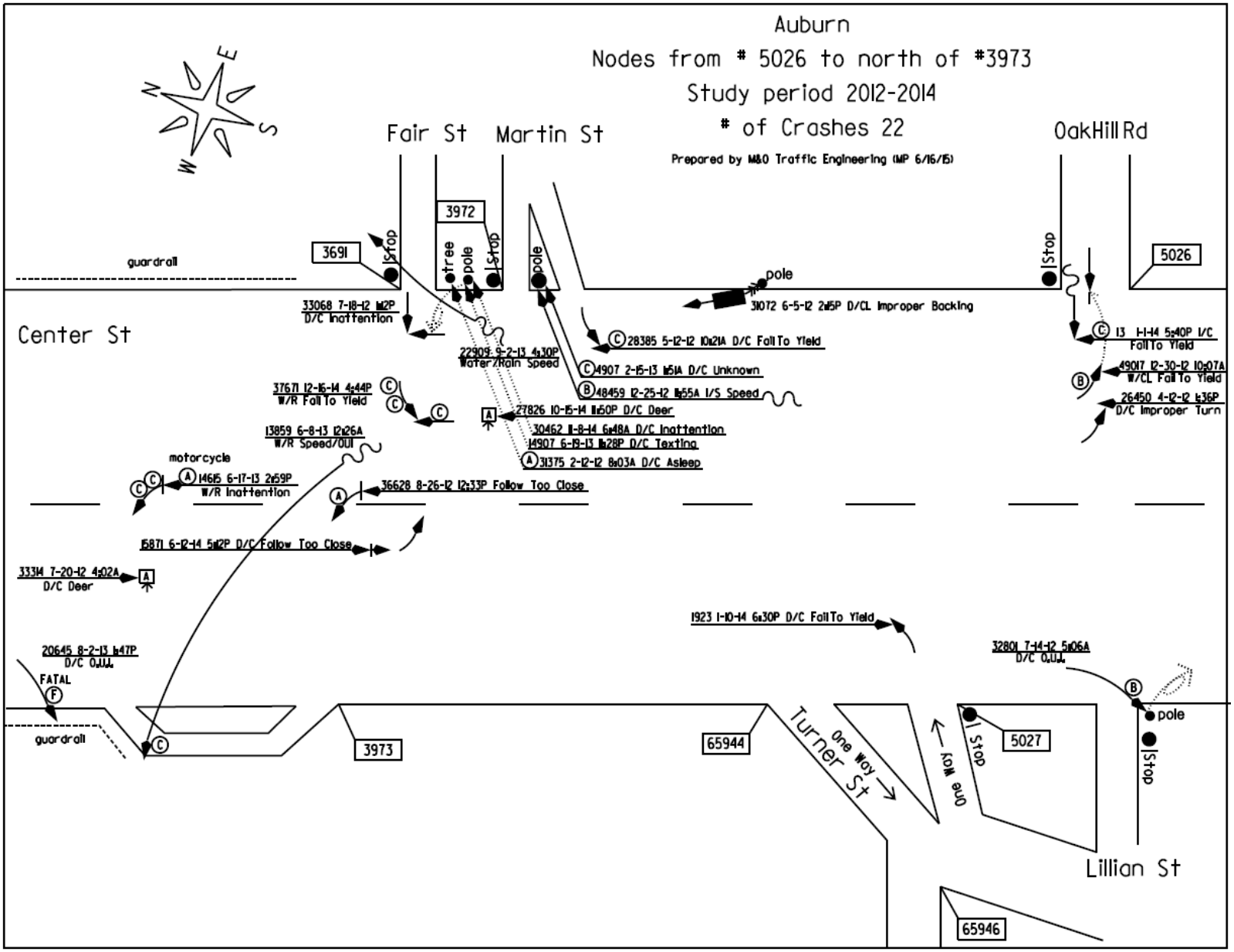
Long-Term Improvements

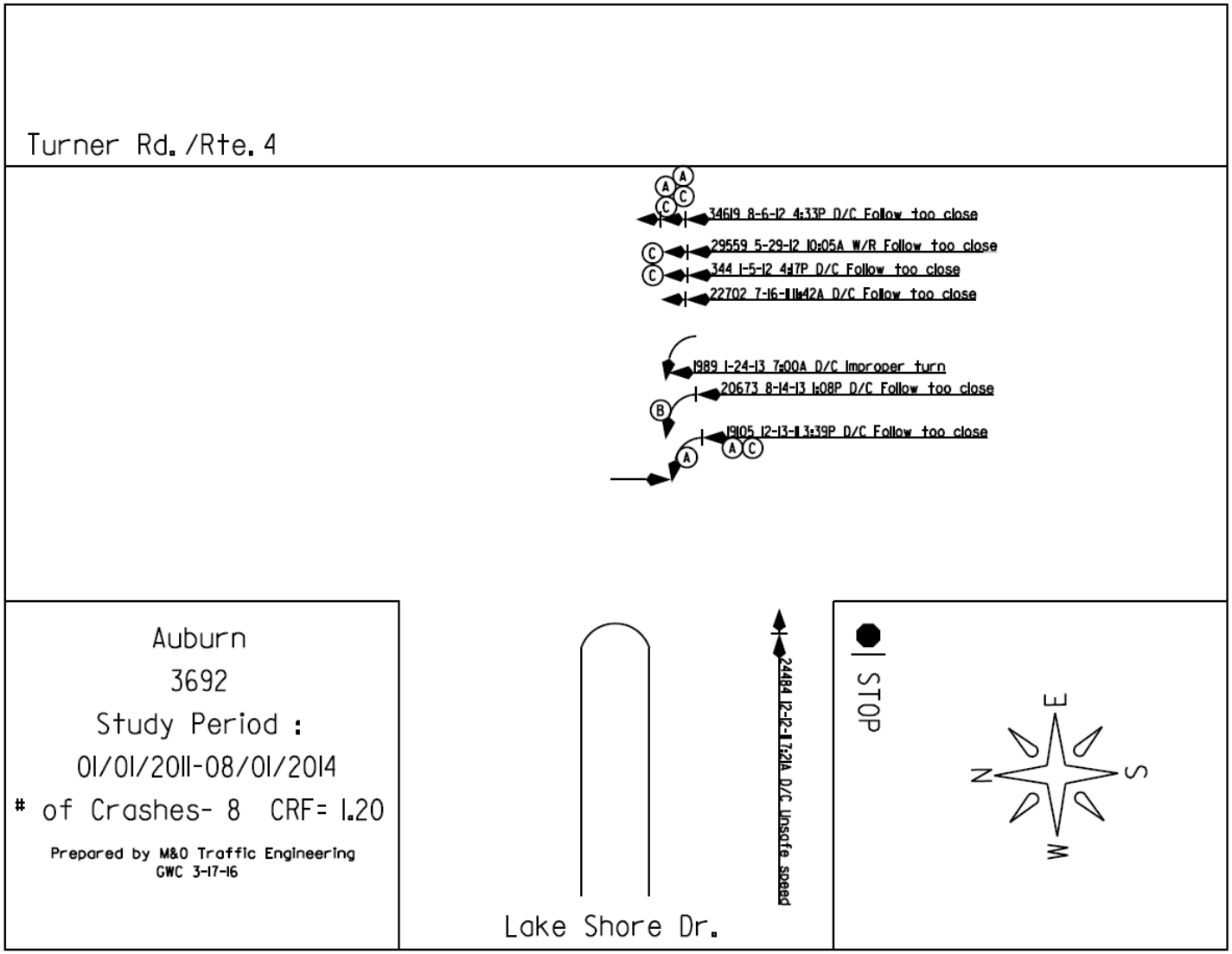
For the long term, alternatives with two thru lanes in each direction would provide a better level of service than alternatives with one thru lane in each direction. The narrower alternatives could do more to reduce speeds, but future increases in traffic volumes would create a capacity bottleneck that creates other safety and mobility issues. Two thru lanes in each direction is the long-term recommendation for Route 4 in the East Auburn area. If a jug handle alternative with two thru lanes in each direction is preferred, the choice to be made is whether the cross-section of Route 4 in the East Auburn area south of the jug handles should include a two-way left-turn lane (TWLTL) or a continuous raised median. The TWLTL would provide improved safety while maintaining most driveway and side-street access. The raised median would provide a larger improvement in safety and an improvement in mobility, while creating a higher level of access management. For these reasons, alternative 4D-J, with a raised median and jug handles is the recommended alternative. Alternative 5T-J would be the second best long-term alternative. Either of these alternatives could be compatible with a potential shared use path along Lake Auburn.

Near-Term Improvements

While two lanes in each direction are needed for projected long-term mobility, there is potential for an interim treatment of one thru lane in each direction, with jug handles, to provide additional safety benefits in the short term at a lower initial cost. For alternative 4D-J, the interim treatment would be 2D-J. For 5T-J, the interim treatment would be 3T-J. The price of improving the corridor in two stages would be added total cost and the disruption of an added construction project.

APPENDIX A - COLLISION DIAGRAMS

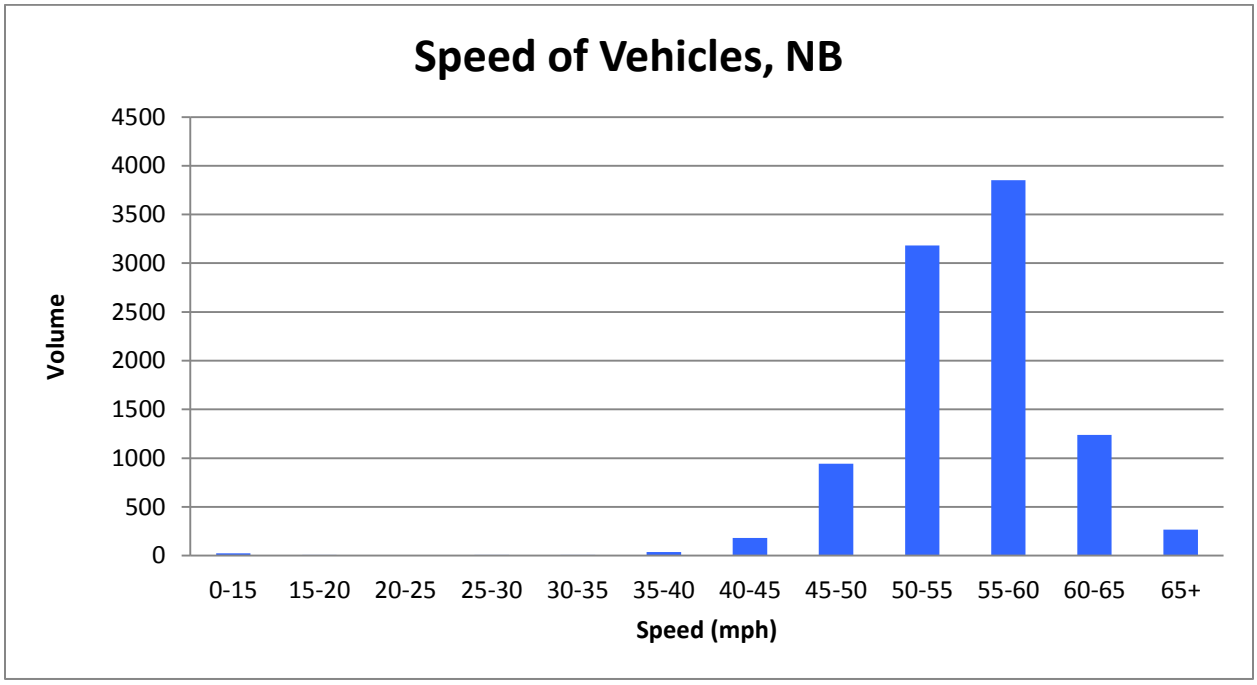

Auburn
Nodes from # 5026 to north of #3973
Study period 2012-2014
# of Crashes 22
Prepared by M&O Traffic Engineering (MP 6/16/15)
Fair St
Martin St
OakHill Rd
Center St
guardrail
3691
3972
tree
pole
Stop
5026
33068 7-18-12 1:12P
D/C Inattention
22909 9-2-13 4:30P
Water/Rain Speed
28385 5-12-12 10:21A D/C Fail To Yield
4907 2-15-13 1:51A D/C Unknown
48459 12-25-12 1:55A I/S Speed
27826 10-15-14 11:50P D/C Deer
30462 11-8-14 6:48A D/C Inattention
14907 6-19-13 1:28P D/C Texting
31375 2-12-12 8:03A D/C Asleep
31072 6-5-12 2:15P D/CL Improper Backing
13 1-1-14 5:40P I/C
Fail To Yield
49017 12-30-12 10:07A
W/CL Fail To Yield
26450 4-12-12 1:36P
D/C Improper Turn
37671 12-16-14 4:44P
W/R Fail To Yield
13859 6-8-13 12:26A
W/R Speed/OUI
motorcycle
14615 6-17-13 2:59P
W/R Inattention
36628 8-26-12 12:33P Follow Too Close
15871 6-12-14 5:12P D/C Follow Too Close
33314 7-20-12 4:02A
D/C Deer
20645 8-2-13 1:47P
D/C OUI
FATAL
1923 1-10-14 6:30P D/C Fail To Yield
32801 7-14-12 5:06A
D/C OUI
3973
65944
Turner St
One Way
5027
65946
Lillian St

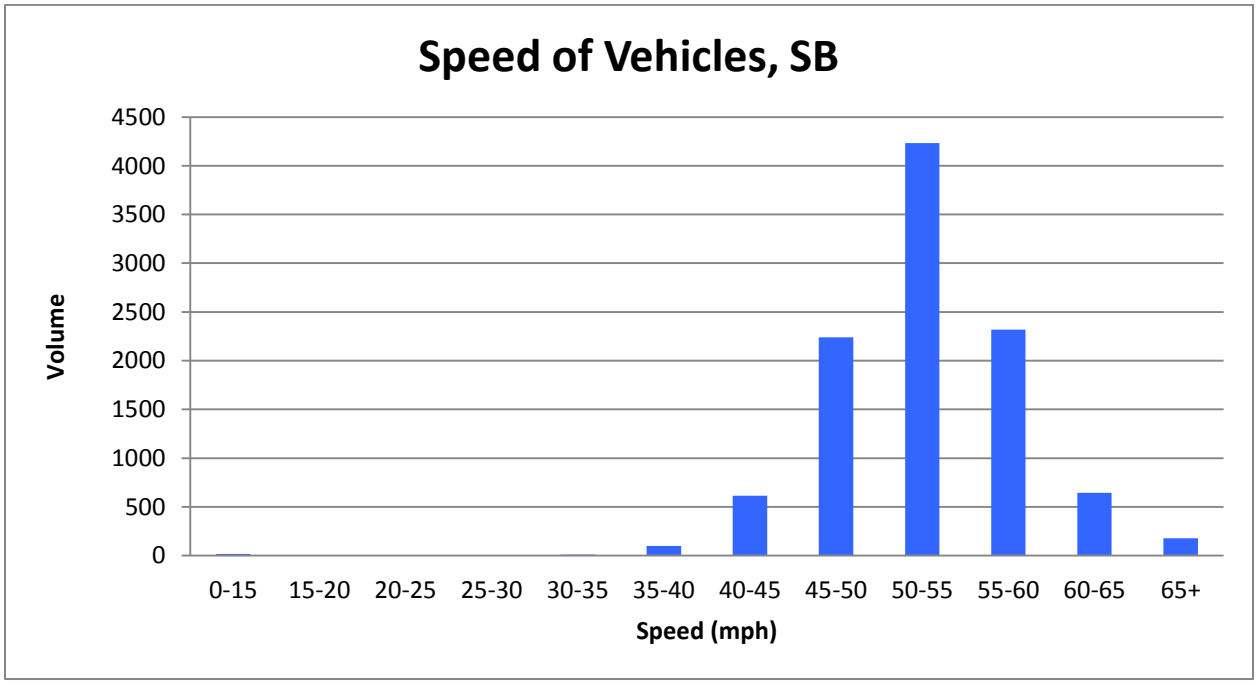

Turner Rd./Rte. 4
34619 8-6-12 4:33P D/C Follow too close
29559 5-29-12 10:05A W/R Follow too close
344 1-5-12 4:17P D/C Follow too close
22702 7-16-11 4:42A D/C Follow too close
1989 1-24-13 7:00A D/C Improper turn
20673 8-14-13 1:08P D/C Follow too close
19105 12-13-11 3:39P D/C Follow too close
24484 12-12-11 7:21A D/C Unsafe speed
STOP
E
S
W
N
Auburn
3692
Study Period :
01/01/2011-08/01/2014
# of Crashes- 8 CRF= 1.20
Prepared by M&O Traffic Engineering
GWC 3-17-16
Lake Shore Dr.

APPENDIX B - TURNING MOVEMENT COUNTS

APPENDIX C - SPEED DATA

Summary of speed data collected in June 2015 on Route 4 at north end of Lake Auburn causeway.





APPENDIX D - INTERSECTION ANALYSIS

One-lane roundabout at Fair/Martin Street: capacity analysis results, existing volumes.

AM One Lane Roundabout @ Fair St				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	75.11	F	-
WB	0.10	5.93	A	0.3
NB	0.41	7.88	A	2.1
SB	1.17	103.99	F	34.5

Roundabout includes baseline traffic on three lane cross-section

PM One Lane Roundabout @ Fair St				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	121.23	F	-
WB	0.14	16.64	C	0.5
NB	1.34	172.15	F	54.7
SB	0.59	11.25	B	4.1

Roundabout includes baseline traffic on three lane cross-section

Two-lane roundabout at Fair/Martin Street: capacity analysis results, existing volumes.

AM Two Lane Roundabout (2 NB & 2 SB thru) @ Fair St**				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	9.26	A	-
WB	0.10	5.93	A	0.3
NB TL	0.19	5.15	A	0.7
NB TR	0.21		A	0.8
SB L	0.53	11.02	B	3.3
SB TR	0.60		B	4.2

**Roundabout includes NB TL, NB TR, WB LTR, SB TL, SB TR

PM Two Lane Roundabout (2 NB & 2 SB thru) @ Fair St**				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	11.02	B	-
WB	0.14	16.64	C	0.5
NB TL	0.62	12.92	B	4.5
NB TR	0.7		B	6.0
SB L	0.27	6.27	A	1.1
SB TR	0.31		A	1.3

**Roundabout includes NB TL, NB TR, WB LTR, SB TL, SB TR

Two-lane roundabout at Fair/Martin Street: capacity analysis results, projected volumes.

AM + 22% Two Lane Roundabout (2 NB & 2 SB thru) @ Fair St**				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	12.46	B	-
WB	0.14	6.79	A	0.5
NB TL	0.23	5.61	A	0.9
NB TR	0.26		A	1.0
SB L	0.66	15.38	B	5.2
SB TR	0.75		C	7.2

**Roundabout includes NB TL, NB TR, WB LTR, SB TL, SB TR

PM + 22% Two Lane Roundabout (2 NB & 2 SB thru) @ Fair St**				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	16.24	C	-
WB	0.23	25.42	D	0.8
NB TL	0.75	19.92	C	7.5
NB TR	0.85		C	11.1
SB L	0.33	7.12	A	1.5
SB TR	0.38		A	1.8

**Roundabout includes NB TL, NB TR, WB LTR, SB TL, SB TR

One- and two-lane roundabout alternatives at Oak Hill Road: capacity analysis results, existing volumes.

PM One Lane Roundabout @ Oak Hill				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	130.3	F	-
EB	0.04	6.12	A	0.1
WB	0.05	15.59	C	0.1
NB	1.35	176.97	F	55.6
SB	0.48	8.76	A	2.6

Roundabout located at Oak Hill w/ turnout jug handle traffic

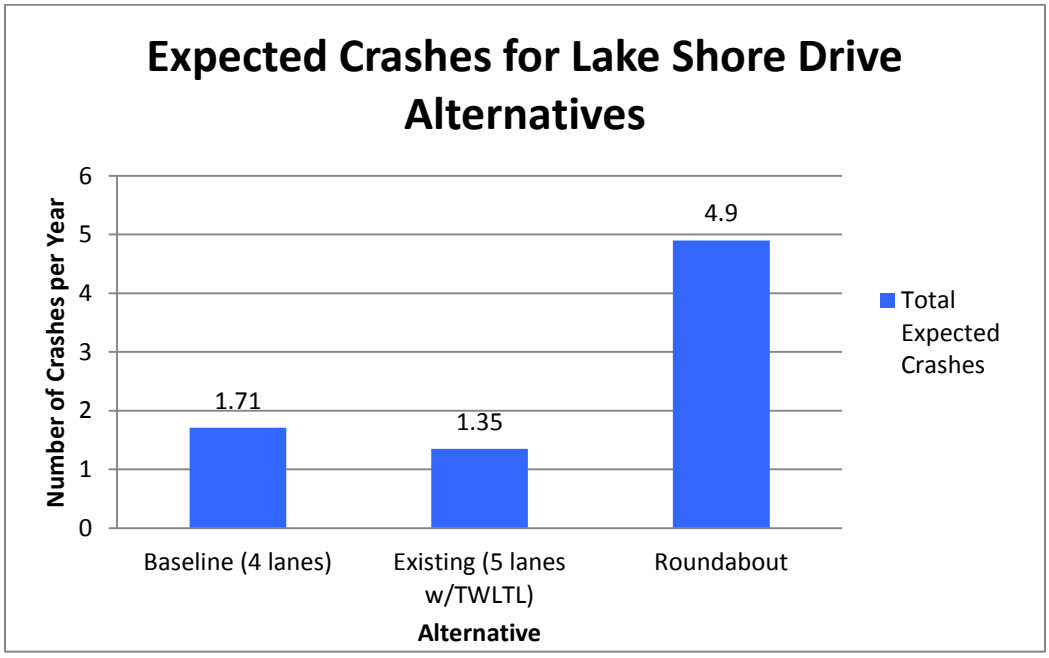
PM Two Lane Roundabout @ Oak Hill				
Approach	**V/C**	**Approach Delay (s/veh)**	**LOS**	**95th queue (veh)**
Entire System	-	11.52	B	-
EB	0.04	6.1	A	0.1
WB	0.05	15.6	C	0.1
NB TL	0.63	12.3	B	4.7
NB TR	0.71	15.0	B	6.4
SB TL	0.22	5.4	A	0.9
SB TR	0.25	5.8	A	1.0

Roundabout located at Oak Hill w/ turnout jug handle traffic

Delay and LOS alternative results for Lake Shore Drive intersection, existing volumes.

Lake Shore Drive Intersection: Alternatives Analysis		Prior 4 Lanes AM	Prior 4 Lanes PM	Existing 5 Lanes AM	Existing 5 Lanes PM	3 Lanes AM	3 Lanes PM
Entire System	Entering Volume	1507	1786	1505	1772	1482	1801
	Vehicles Denied Entry	0	0	0	0	1	1
	Overall Delay per Vehicle (s)	1.8	2.2	1.6	1.5	3.9	3.5
	Total Delay (hr)	0.8	1.1	0.7	0.7	1.6	1.7
Turnout (North)	NB Approach Delay (s)	1.6	1.8	0.8	0.9	1.3	2.5
	SB Approach Delay (s)	0.7	0.5	0.7	0.5	2.3	1.2
	EB Approach Delay (s)	5.0	2.8	6.7	4.6	13.4	4.9
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A
	EB Approach LOS	A	A	A	A	B	A
	Intersection Delay (s)	1.1	1.4	1.0	0.9	2.4	2.1
	Overall Intersection LOS	A	A	A	A	A	A

Expected crashes for Lake Shore Drive alternatives.



APPENDIX E - SAFETY BENEFIT ANALYSIS

Summary of Crash Costs and Benefits of Alternatives

Segment Alternative	Segment Type 2U 3T 4U 4D 5T	Total Crashes per Year			Crash Estimate to Compare	Crashes per Year for Comparison			Crash Costs ($)		Benefits ($)
		Observed	Calculated			Total	FI (fatal and injury)	PDO (property damage only)	Annual	Pres Worth (based on 10 years)	Present Worth
			Predicted	Expected							
Baseline/No-Build	4U	9.33	11.99	10.29	Expected	10.29	3.90	6.39	445223	3276877	-
Add SBLTL	3T-J	-	7.38	5.73	Combined	7.40	2.60	4.79	314085	2311692	965185
	5T-J	-	7.85	6.07	Combined	7.87	2.79	5.08	342734	2522551	754326
	5T-RF	-	10.67	-	Combined	10.64	2.89	7.75	354480	2609005	667872
	5T-RO	-	15.77	-	Combined	15.74	3.86	11.88	454328	3343894	-67016
	2D-J	-	6.92	3.23	Combined	6.94	2.35	4.57	277827	2044830	1232047
	4D-J	-	7.35	4.80	Combined	7.50	2.62	4.86	319385	2350704	926173
Worksheet Source			3A or 2L	3C(5)			3A or 2L	3A or 2L	Discount Rate		6%

Intersection Safety Benefit Analysis

Crash Costs and Benefits of Intersection Alternatives

Intersection Alternative	Intersection Type 3ST 3SG 4ST 4SG	Total Crashes per Year			Crash Estimate to Compare	Crashes per Year for Comparison			Unit Crash Costs ($)		Crash Costs ($)		Benefits ($)
		Observed	Calculated			Total	FI (fatal and injury)	PDO (property damage only)	FI	PDO	Annual	Pres Worth (based on 20 years)	Present Worth
			Predicted	Expected									
Oak Hill - Baseline	4ST	1.33	1.50	1.396	Expected	1.40	0.56	0.84	88200	8900	56673.8	650044	-
Oak Hill - Roundabout	Roundabout	-	9.90	n/a	Predicted	9.90	1.88	8.02	65100	8900	193822	2223125	-1573081
Boat Entrance - Baseline	3ST	0.00	0.40	0.310	Expected	0.31	0.16	0.16	88200	8900	15051	172628	-
Boat Ent/Fair - Roundabout	Roundabout	-	4.80	n/a	Predicted	4.80	0.91	3.89	65100	8900	93974	1077879	-905251
Lake Shore - Baseline	3ST	2.00	1.40	1.711	Expected	1.71	0.63	1.08	88200	8900	65345.5	749508	-
Lake Shore - w/TWLTL	3ST	-	0.90	1.354	Expected	1.35	0.50	0.84	88200	8900	51171	586923	162585
Lake Shore - Roundabout	Roundabout	-	4.90	n/a	Predicted	4.90	0.93	3.97	65100	8900	95932	1100335	-350827
Worksheet Source			3A or 2L	3C(5)			3A or 2L	3A or 2L			Discount Rate		6%

Crash Costs and Benefits of Segment Alternatives

Intersection Alternative	Segment Type 2U 3T 4U 4D 5T	Total Crashes per Year: Observed	Calculated: Predicted (total)	Predicted: FI (fatal, inj)	Predicted: PDO (prop only)	Expected (total)	Crash Estimate to Compare	Crashes per Year for Comparison: Total	FI (fatal and injury)	PDO (property damage only)	Unit Crash Costs ($): FI	PDO	Crash Costs ($): Annual	Pres Worth (based on 10 years)	Benefits ($): Present Worth
Oak Hill to Turner	4U	0.00	1.02	0.32	0.70	0.73	Expected	0.73	0.23	0.50	137200	8900	35880	264082	-
Oak Hill to Turner	3T		0.78	0.22	0.56	0.59	Predicted	0.78	0.22	0.56	137200	8900	35168	258840	5242
Oak Hill to Turner	5T		0.91	0.28	0.63	0.71	Predicted	0.91	0.28	0.63	137200	8900	44023	324013	-59932
Oak Hill to Turner	4D		0.84	0.25	0.59	0.53	Predicted	0.84	0.25	0.59	137200	8900	39551	291099	-27017
Oak Hill to Turner	2U		0.66	0.16	0.50	-	Predicted	0.66	0.16	0.50	137200	8900	26402	194321	69760
Turner to Martin	4U	0.00	1.02	0.32	0.69	0.72	Expected	0.72	0.22	0.49	137200	8900	35179	258918	-
Turner to Martin	3T		0.67	0.18	0.49	0.52	Predicted	0.67	0.18	0.49	137200	8900	29057	213862	45056
Turner to Martin	5T		0.80	0.25	0.55	0.69	Predicted	0.80	0.25	0.55	137200	8900	39195	288479	-29560
Turner to Martin	4D		0.63	0.19	0.44	0.45	Predicted	0.63	0.19	0.44	137200	8900	29984	220685	38233
Turner to Martin	2U		0.57	0.13	0.44	-	Predicted	0.57	0.13	0.44	137200	8900	21752	160097	98822
Martin to Fair	4U	1.00	0.55	0.17	0.38	0.49	Expected	0.49	0.15	0.34	137200	8900	23841	175473	-
Martin to Fair	3T		0.48	0.14	0.33	0.45	Predicted	0.48	0.14	0.33	137200	8900	22145	162989	12484
Martin to Fair	5T		0.54	0.16	0.38	0.47	Predicted	0.54	0.16	0.38	137200	8900	25334	186460	-10987
Martin to Fair	4D		0.57	0.17	0.40	0.54	Predicted	0.57	0.17	0.40	137200	8900	26884	197869	-22395
Martin to Fair	2U		0.40	0.10	0.30	-	Predicted	0.40	0.10	0.30	137200	8900	16390	120632	54841
Fair to S. Turn Out	4U	0.33	0.30	0.09	0.21	0.26	Expected	0.26	0.08	0.18	137200	8900	12416	91384	-
Fair to S. Turn Out	3T		0.27	0.08	0.19	0.25	Predicted	0.27	0.08	0.19	137200	8900	12667	93230	-1846
Fair to S. Turn Out	5T		0.31	0.09	0.22	0.27	Predicted	0.31	0.09	0.22	137200	8900	14306	105293	-13909
Fair to S. Turn Out	4D		0.33	0.10	0.23	0.26	Predicted	0.33	0.10	0.23	137200	8900	15767	116046	-24662
Fair to S. Turn Out	2U		0.23	0.05	0.17	-	Predicted	0.23	0.05	0.17	137200	8900	8373	61626	29758
S. Turn Out Ent/Exit	4U	1.33	0.90	0.28	0.63	0.69	Expected	0.69	0.22	0.48	137200	8900	33849	249130	-
S. Turn Out Ent/Exit	3T		0.81	0.24	0.57	0.68	Predicted	0.81	0.24	0.57	137200	8900	38001	279691	-30561
S. Turn Out Ent/Exit	5T		0.92	0.27	0.65	0.70	Predicted	0.92	0.27	0.65	137200	8900	42829	315225	-66095
S. Turn Out Ent/Exit	4D		1.00	0.30	0.69	0.66	Predicted	1.00	0.30	0.69	137200	8900	47301	348139	-99009
S. Turn Out Ent/Exit	2U		0.69	0.17	0.51	-	Predicted	0.69	0.17	0.51	137200	8900	27863	205074	44056
Worksheet Source			1L	1L	1L	3C(8)			3A or 2L	3A or 2L			Discount Rate		6%

Crash Costs and Benefits of Intersection Alternatives

Intersection Alternative	Intersection Type	Total Crashes per Year					Crash Estimate to Compare	Crashes per Year for Comparison			Unit Crash Costs ($)		Crash Costs ($)		Benefits ($)
	3ST 3SG 4ST 4SG	Observed	Calculated					Total	FI (fatal and injury)	PDO (property damage only)	FI	PDO	Annual	Pres Worth (based on 10 years)	Present Worth
			Predicted			Expected									
			(total)	FI (fatal, inj)	PDO (prop only)	(total)									
Oak Hill - Baseline	4ST	1.33	1.55	0.62	0.93	1.396	Expected	1.396	0.558	0.838	88200	8900	56705.52	417358	-
Oak Hill - 3T/5T	4ST	-	0.82	0.33	0.49	0.868	Expected	0.868	0.349	0.519	88200	8900	35426.044	260739	156619
Oak Hill - Extended Median	3ST	-	0.41	0.16	0.25	-	Predicted	0.410	0.160	0.250	88200	8900	16337	120242	140497
Lillian	3ST	-	0.27	0.12	0.15	-	Predicted	0.270	0.120	0.150	88200	8900	11919	87725	-87725
Turner - Baseline	3ST	0.67	1.18	0.45	0.73	0.861	Expected	0.861	0.328	0.533	88200	8900	33700.853	248041	-
Turner - 3T/5T	3ST	-	0.79	0.30	0.49	0.663	Expected	0.663	0.252	0.411	88200	8900	25866.232	190378	57663
Turner - Extended Median	3ST	-	0.84	0.28	0.56	0.832	Expected	0.832	0.277	0.555	88200	8900	29397.333	216367	-25989
Martin - Baseline	3ST	1.00	0.86	0.37	0.50	0.727	Expected	0.727	0.313	0.423	88200	8900	31348.916	230731	-
Martin - 3T/5T	3ST	-	0.58	0.25	0.33	0.546	Expected	0.546	0.235	0.311	88200	8900	23522.245	173126	57605
Martin - Extended Median	3ST	-	0.46	0.16	0.30	0.571	Expected	0.571	0.199	0.372	88200	8900	20831.57	153322	19804
Boat Entrance - Baseline	3ST	0.00	0.40	0.20	0.20	0.310	Expected	0.310	0.155	0.155	88200	8900	15050.5	110773	-
Boat Entrance - 3T/5T	3ST	-	0.27	0.14	0.13	0.223	Expected	0.223	0.116	0.107	88200	8900	11154.13	82095	28678
Boat Entrance - Extended	3ST	-	0.30	0.13	0.17	0.310	Expected	0.310	0.134	0.176	88200	8900	13411.633	98711	-16615
Boat Exit/Fair - Baseline	4ST	1.33	1.63	0.65	0.98	1.447	Expected	1.447	0.577	0.870	88200	8900	58636.346	431569	-
Boat Exit/Fair - 3T/5T	4ST	-	0.87	0.35	0.52	0.906	Expected	0.906	0.364	0.542	88200	8900	36966.883	272079	159489
Boat Exit - Extended Median	3ST	-	0.33	0.14	0.19	-	Predicted	0.330	0.140	0.190	88200	8900	14039	103328	-103328
Fair - Extended Median	3ST	-	0.54	0.20	0.34	-	Predicted	0.540	0.200	0.340	88200	8900	20666	152104	-152104
Turnout South - Baseline	3ST	0.33	0.60	0.28	0.32	0.522	Expected	0.522	0.244	0.278	88200	8900	23963.28	176372	-
Turnout South - 3T/5T	3ST	-	0.41	0.19	0.22	0.384	Expected	0.384	0.178	0.206	88200	8900	17529.132	129016	47356
Turnout North - Baseline	3ST	0.00	0.60	0.28	0.32	0.420	Expected	0.420	0.196	0.224	88200	8900	19280.8	141908	-
Turnout North - 3T/5T	3ST	-	0.40	0.19	0.21	0.309	Expected	0.309	0.147	0.162	88200	8900	14389.358	105907	36001
Lake Shore - Baseline	3ST	2.00	1.38	0.51	0.87	1.711	Expected	1.711	0.632	1.079	88200	8900	65371.359	481139	-
Lake Shore - 3T/5T	3ST	-	0.93	0.34	0.58	1.354	Expected	1.354	0.495	0.844	88200	8900	51175.376	376655	104484
S Jug Handle Exit - Extended	3ST	-	0.30	0.13	0.17	-	Predicted	0.300	0.130	0.170	88200	8900	12979	95527	-95527
N. Jug Handle Ent - Extended	3ST	-	0.35	0.13	0.21	-	Predicted	0.350	0.130	0.210	88200	8900	13335	98147	-98147
N. Jug Handle Exit - Extended	3ST	-	0.51	0.20	0.32	-	Predicted	0.510	0.200	0.320	88200	8900	20488	150793	-150793
Worksheet Source			3A or 2L	3C(5)					3A or 2L	3A or 2L			Discount Rate		6%

APPENDIX F - MOBILITY BENEFIT ANALYSIS RESULTS

Mobility Benefits								
	AM		PM		AM+22%		PM+22%	
	Delay (veh-hr)	LOS	Delay (veh-hr)	LOS	Delay (veh-hr)	LOS	Delay (veh-hr)	LOS
4U	1.5	A/B	2.2	A	3.0	B	3.9	B
3T-J	4.6	B	6.5	B	10.8	C	61.7	F
5T-J	2.4	B	3.7	B	2.2	B	4.0	B
5T-RF	6.0	B	9.1	B	8.1	C	13.2	C
5T-RO	5.3	B	9.1	B	6.1	B/C	13.8	C
2D-J	3.0	B	5.0	B	6.0	B	36.6	E
4D-J	1.4	A/B	1.5	A	2.0	A/B	2.2	A

Delay and LOS information for existing lane configuration with existing and projected AM and PM peak hour volumes

		AM	AM + 22%	PM	PM + 22%
Entire System	Entering Volume	1600	1981	1922	2363
	Vehicles Denied Entry	0	0	0	0
	Overall Delay per Vehicle (s)	3.3	5.4	4.0	5.9
	Total Delay (hr)	1.5	3.0	2.2	3.9
Turnout (North)	NB Approach Delay (s)	0.3	0.4	0.4	0.4
	SB Approach Delay (s)	0.3	0.5	0.2	0.2
	EB Approach Delay (s)	-	-	0.1	0.9
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	EB Approach LOS	-	-	A	A
	Intersection Delay (s)	0.3	0.5	0.3	0.4
	Overall Intersection LOS	A	A	A	A
Turnout (South)	NB Approach Delay (s)	0.1	0.1	0.2	0.3
	SB Approach Delay (s)	0.3	0.5	0.2	0.4
	EB Approach Delay (s)	5.6	4.9	0.6	0.5
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	EB Approach LOS	A	A	A	A
	Intersection Delay (s)	0.3	0.4	0.2	0.3
	Overall Intersection LOS	A	A	A	A
SR 4 @ Fair	NB Approach Delay (s)	0.1	0.1	0.2	0.3
	SB Approach Delay (s)	0.3	0.5	0.5	1.3
	EB Approach Delay (s)	4.7	5.3	2.7	9.3
	WB Approach Delay (s)	13.3	19.1	19.6	38.7
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	EB Approach LOS	A	A	A	A/B
	WB Approach LOS	B	C	C	E
	Intersection Delay (s)	0.7	1.0	0.5	1.2
	Overall Intersection LOS	A	A	A	A
SR 4 @ Martin	NB Approach Delay (s)	0.2	0.3	0.4	0.6
	SB Approach Delay (s)	0.2	0.2	0.1	0.1
	WB Approach Delay (s)	14.9	26.7	24.9	53.4
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	WB Approach LOS	B/C	D	C/D	F
	Intersection Delay (s)	0.4	0.6	0.4	0.7
	Overall Intersection LOS	A	A	A	A
SR 4 @ Turner	NB Approach Delay (s)	0.1	0.1	0.3	0.5
	SB Approach Delay (s)	0.5	0.8	0.2	0.2
	EB Approach Delay (s)	53.9	211.8	107.1	166.4
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	EB Approach LOS	F	F	F	F
	Intersection Delay (s)	0.8	1.9	1.4	2.0
	Overall Intersection LOS	A	A	A	A
SR 4 @ Oak Hill	NB Approach Delay (s)	0.2	0.3	0.5	0.7
	SB Approach Delay (s)	0.5	0.7	0.4	0.2
	EB Approach Delay (s)	7.9	12.9	0.2	3.0
	WB Approach Delay (s)	9.4	19.7	16.2	34.2
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	EB Approach LOS	A	B	A	A
	WB Approach LOS	A/B	C	C	D/E
	Intersection Delay (s)	0.5	0.8	0.6	0.8
	Overall Intersection LOS	A	A	A	A
Boat Landing Ent	NB Approach Delay (s)	0.1	0.1	0.2	0.2
	SB Approach Delay (s)	0.3	0.4	0.2	0.3
	NB Approach LOS	A	A	A	A
	SB Approach LOS	A	A	A	A
	Intersection Delay (s)	0.2	0.3	0.2	0.2
	Overall Intersection LOS	A	A	A	A

Delay and LOS information for jug handle and TWLTL configurations with existing and projected AM and PM peak hour volumes

		AM 3 Lane w/ jug handles	AM 3 Lane w/ jug handles + 22%	PM 3 Lane w/ jug handles	PM 3 Lane w/ jug handles + 22%	AM 5 Lane w/ jug handles + 22%	PM 5 Lane w/ jug handles + 22%
Entire System	Entering Volume	1628	1938	1932	1750	1962	2344
	Vehicles Denied Entry	0	2	2	573	1	0
	Overall Delay per Vehicle (s)	10.0	19.7	11.9	124.5	6.7	6.1
	Total Delay (hr)	4.6	10.8	6.5	61.7	3.7	4.0
North Jughandle, Entrance	NB Approach Delay (s)	2.4	7.7	0.6	8.2	2.1	0.3
	SB Approach Delay (s)	1.5	3.2	0.5	66.7	1.4	0.3
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	F	A	A
	Intersection Delay (s)	1.8	4.4	0.6	25.3	1.6	0.3
	Overall Intersection LOS	A	A	A	D/C	A	A
North Jughandle, Exit	NB Approach Delay (s)	0.4	1.5	0.5	3.7	0.4	0.2
	SB Approach Delay (s)	0.8	1.4	0.4	19.6	0.4	0.3
	EB Approach Delay (s)	22.9	74.0	6.3	20.7	9.1	3.0
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	C	A	A
	EB Approach LOS	C	F	A	C	A/B	A
	Intersection Delay (s)	1.4	3.7	0.5	8.4	0.7	0.3
	Overall Intersection LOS	A	A	A	A	A	A
SR 4 @ Fair / Boat Landing Exit	NB Approach Delay (s)	0.4	1.5	0.8	5.3	0.3	0.3
	SB Approach Delay (s)	0.6	1.0	0.4	11.8	0.3	0.3
	EB Approach Delay (s)	23.9	64.2	6.4	232.2	7.4	3.2
	WB Approach Delay (s)	4.5	17.8	64.6	769.4	3.5	9.0
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	B	A	A
	EB Approach LOS	C	F	A	F	A	A
	WB Approach LOS	A	C	F	F	A	A/B
	Intersection Delay (s)	0.8	2.0	1.8	24.7	0.5	0.5
	Overall Intersection LOS	A	A	A	C/D	A	A
South Jughandle, Entrance	NB Approach Delay (s)	0.5	0.8	1.0	5.0	0.2	0.4
	SB Approach Delay (s)	1.0	1.6	1.2	16.0	0.4	0.7
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	C	A	A
	Intersection Delay (s)	0.8	1.4	1.0	8.1	0.4	0.5
	Overall Intersection LOS	A	A	A	A	A	A
South Jughandle, Exit	NB Approach Delay (s)	0.5	1.1	0.9	5.5	0.3	0.3
	SB Approach Delay (s)	0.9	1.5	0.6	19.1	0.4	0.4
	WB Approach Delay (s)	-	-	18.0	104.2	1.0	4.7
	NB Approach LOS	A	A	A	A	A	A
	SB Approach LOS	A	A	A	C	A	A
	WB Approach LOS	-	-	C	F	A	A
	Intersection Delay (s)	0.8	1.4	0.8	9.6	0.4	0.3
	Overall Intersection LOS	A	A	A	A/B	A	A
Boat Landing Entrance	NB Approach Delay (s)	0.7	1.0	1.6	9.2	0.4	0.6
	SB Approach Delay (s)	0.9	1.5	0.5	1.0	0.3	0.2
	NB Approach LOS	A	A	A	A/B	A	A
	SB Approach LOS	A	A	A	A	A	A
	Intersection Delay (s)	0.9	1.4	1.2	6.9	0.4	0.5
	Overall Intersection LOS	A	A	A	A	A	A
SR 4 @ Turner	NB Approach Delay (s)	0.4	0.6	2.1	16.2	0.2	0.5
	SB Approach Delay (s)	2.0	3.0	1.0	1.9	0.7	0.3
	NB Approach LOS	A	A	A	C	A	A
	SB Approach LOS	A	A	A	A	A	A
	Intersection Delay (s)	1.6	2.4	1.8	12.3	0.6	0.4
	Overall Intersection LOS	A	A	A	B	A	A
SR 4 @ Oak Hill	NB Approach Delay (s)	0.6	0.8	2.9	24.0	0.3	0.8
	SB Approach Delay (s)	2.3	3.5	1.0	1.8	0.8	0.4
	EB Approach Delay (s)	16.1	43.2	87.3	930.1	24.0	79.6
	WB Approach Delay (s)	15.8	41.6	47.4	754.7	22.1	59.8
	NB Approach LOS	A	A	A	C	A	A
	SB Approach LOS	A	A	A	A	A	A
	EB Approach LOS	C	E	F	F	C	F
	WB Approach LOS	C/B	E	E	F	C	F
	Intersection Delay (s)	2.1	3.5	3.8	33.6	1.1	2.0
	Overall Intersection LOS	A	A	A	D	A	A

Delay and LOS information for raised median and jug handle alternative configurations with existing and projected AM and PM peak hour volumes

		AM 2 lane	AM 2 lane + 22%	PM 2 lane	PM 2 lane + 22%	AM 4 lane	AM 4 lane + 22%	PM 4 lane	PM 4 lane + 22%
Entire System	Entering Volume	1619	2008	1931	2107	1605	1964	1924	2320
	Vehicles Denied Entry	0	2	1	232	0	0	0	0
	Overall Delay per Vehicle (s)	6.7	10.6	9.3	61.5	3.0	3.6	2.8	3.4
	Total Delay (hr)	3.0	6.0	5.0	36.6	1.4	2.0	1.5	2.2
North Jughandle, Entrance	NB Approach Delay (s)	2.9	7.3	0.6	4.1	1.1	1.5	0.2	0.3
	SB Approach Delay (s)	1.4	2.5	0.6	27.6	0.5	0.6	0.2	0.3
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	D	A	A	A	A
	Intersection Delay (s)	1.8	3.8	0.6	10.9	0.7	0.9	0.2	0.3
	Overall Intersection LOS	A	A	A	B/A	A	A	A	A
North Jughandle, Exit	NB Approach Delay (s)	0.4	0.7	0.5	1.0	0.3	0.3	0.2	0.2
	SB Approach Delay (s)	0.7	0.9	0.4	9.9	0.3	0.3	0.2	0.3
	EB Approach Delay (s)	8.8	18.3	5.3	21.1	5.0	7.1	2.9	3.3
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	A/B	A	A	A	A
	EB Approach LOS	A	C	A	C	A	A	A	A
	Intersection Delay (s)	0.9	1.6	0.5	3.8	0.5	0.6	0.2	0.3
	Overall Intersection LOS	A	A	A	A	A	A	A	A
SR 4 @ Fair / Boat Landing Exit	NB Approach Delay (s)	0.5	0.7	0.8	1.5	0.3	0.3	0.3	0.3
	SB Approach Delay (s)	0.5	0.6	0.3	3.1	0.3	0.3	0.3	0.3
	EB Approach Delay (s)	13.2	33.5	3.9	14.0	7.3	9.1	2.6	3.1
	WB Approach Delay (s)	5.2	8.5	44.9	683.2	3.3	3.7	6.3	7.8
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A	A	A
	EB Approach LOS	B	D	A	B	A	A/B	A	A
	WB Approach LOS	A	A	E	F	A	A	A	A
	Intersection Delay (s)	0.8	1.2	1.5	18.9	0.5	0.5	0.4	0.5
	Overall Intersection LOS	A	A	A	C	A	A	A	A
South Jughandle, Entrance	NB Approach Delay (s)	0.5	0.7	0.9	2.7	0.2	0.3	0.3	0.4
	SB Approach Delay (s)	0.6	0.8	1.0	12.6	0.3	0.3	0.4	0.6
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	B	A	A	A	A
	Intersection Delay (s)	0.6	0.8	0.9	5.6	0.3	0.3	0.4	0.4
	Overall Intersection LOS	A	A	A	A	A	A	A	A
South Jughandle, Exit	NB Approach Delay (s)	0.5	0.8	0.9	3.8	0.3	0.3	0.3	0.3
	SB Approach Delay (s)	0.7	0.8	0.4	5.7	0.4	0.4	0.3	0.3
	WB Approach Delay (s)	2.1	3.0	11.2	392.3	3.3	1.4	5.1	7.0
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A	A	A
	WB Approach LOS	A	A	B	F	A	A	A	A
	Intersection Delay (s)	0.7	0.8	0.7	4.5	0.3	0.4	0.3	0.3
	Overall Intersection LOS	A	A	A	A	A	A	A	A
Boat Landing Entrance	NB Approach Delay (s)	0.7	0.9	1.3	5.0	0.4	0.4	0.4	0.5
	SB Approach Delay (s)	0.4	0.6	0.3	0.3	0.1	0.2	0.1	0.1
	NB Approach LOS	A	A	A	A	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A	A	A
	Intersection Delay (s)	0.5	0.6	1.0	3.7	0.2	0.2	0.3	0.4
	Overall Intersection LOS	A	A	A	A	A	A	A	A
SR 4 @ Turner	NB Approach Delay (s)	0.4	0.6	2.0	9.5	0.1	0.2	0.3	0.4
	SB Approach Delay (s)	0.7	1.0	0.4	0.4	0.2	0.2	0.1	0.1
	NB Approach LOS	A	A	A	A/B	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A	A	A
	Intersection Delay (s)	0.6	0.9	1.5	6.9	0.2	0.2	0.2	0.3
	Overall Intersection LOS	A	A	A	A	A	A	A	A
SR 4 @ Oak Hill	NB Approach Delay (s)	0.5	0.8	2.5	13.7	0.2	0.3	0.5	0.6
	SB Approach Delay (s)	0.8	1.3	0.4	0.5	0.3	0.4	0.1	0.2
	EB Approach Delay (s)	9.0	18.6	3.1	3.7	4.0	5.9	2.6	2.9
	WB Approach Delay (s)	3.5	3.4	35.4	94.2	4.6	-	10.3	11.7
	NB Approach LOS	A	A	A	B	A	A	A	A
	SB Approach LOS	A	A	A	A	A	A	A	A
	EB Approach LOS	A	C	A	A	A	A	A	A
	WB Approach LOS	A	A	E/D	F	A	-	B/A	B
	Intersection Delay (s)	0.8	1.2	2.0	10.5	0.3	0.4	0.4	0.5
	Overall Intersection LOS	A	A	A	B/A	A	A	A	A

APPENDIX G - ESTIMATED COSTS OF ALTERNATIVES

Planning Level Cost Estimates							
	4U	**3T-J**	**5T-J**	**2D-J**	**4-DJ**	**5T-RF**	**5T-RO**
PE	-	$50,000	$115,000	$60,000	$120,000	$130,000	$130,000
CE	-	$50,000	$115,000	$60,000	$120,000	$130,000	$130,000
ROW Allowance	-	$50,000	$50,000	$50,000	$50,000	$150,000	$1,000,000
Construction	-	$600,000	$1,370,000	$680,000	$1,460,000	$3,140,000	$3,140,000
Total Cost		**$750,000**	**$1,650,000**	**$850,000**	**$1,750,000**	**$3,550,000**	**$4,400,000**

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017 **Order:** 119-12182017

Author: Sue Clements-Dallaire, City Clerk

Subject: Confirming the Mayor's Appointments to Agencies, Boards, Committees and Commissions

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Information: The Mayor has made the following recommendations (see attached Order) to the Agencies, Boards, Committees, and Commissions that will provide City representation which will advance the interests of the City of Auburn.

City Budgetary Impacts: N/A

Staff Recommended Action: Recommend passage.

Previous Meetings and History: Former Mayor Jonathan LaBonte's appointments were confirmed by the previous Council on 12/21/2015 for a two year term.

Attachments:
Order 119-12182017 which lists Mayor Levesque's recommendations.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Order 119-12182017

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 119-12182017

ORDERED, that the City Council hereby confirms Mayor Levesque's recommendations and appointments to the Agencies, Boards, Committee's and Commissions as listed below.

Airport:
Robert Hayes

Appointment Committee:
Leroy Walker
David Young
Belinda Gerry

Auburn Public Library:
Alfreda Fournier

Audit & Procurement:
Andrew Titus
Robert Hayes

AVCOG:
Peter Crichton (Executive Committee)
Robert Hayes (Executive Committee)
Belinda Gerry
Andrew Titus

Cable TV Advisory Committee:
David Young

Community Development Block Grant Citizens Advisory Committee:
Holly Lasagna

Lewiston-Auburn 911 Committee
Leroy Walker

LATC (Lewiston Auburn Transit Committee):
Belinda Gerry

Legislative Policy Committee:
Jason Levesque (full member)
Denise Clavette (alternate member)

Mid Maine Waste Action Corporation (MMWAC):
Leroy Walker

Recreation Advisory Board:
Belinda Gerry

School Building Committee:
Holly Lasagna
David Young

Sewerage District:
Andrew Titus
Water District:
Andrew Titus

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017

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

Subject: Confirm Chief Crowell's appointment of Joseph G. Tripp as a Constable with firearm for the Auburn Police Department.

Information: The Auburn Police Department requests City Council appointment of Joseph G. Tripp as a Constable with a firearm for the City of Auburn.

City Budgetary Impacts: N/A

Staff Recommended Action: Motion to confirm Chief Crowell's appointment of Joseph G. Tripp as a Constable with a firearm for the Auburn Police Department.

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

- Memo from the Chief.

Auburn Police Department

Phillip L. Crowell, Jr. | Chief of Police
Jason D. Moen | Deputy Chief of Police
www.AuburnPD.com | 207.333.6650
60 Court Street | Auburn, Maine 04210

MEMORANDUM

Date: December 18, 2017

To: Honorable Mayor Jason Levesque and Members of the City Council

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

RE: CONSTABLE

We request that the following named individual be named as Constable for the Auburn Police Department:

Joseph G. Tripp	with Firearm	New Hire	Police Officer

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 120-12182017

ORDERED, that the City Council hereby names Joseph G. Tripp as a Constable with a firearm for the Auburn Police Department.

IN COUNCIL REGULAR MEETING NOVEMBER 20, 2017 VOL. 35 PAGE 90

Mayor LaBonte 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. Councilor Burns had an excused absence. All other Councilors were present.

I. Consent agenda – None

II. Minutes – November 6, 2017 Regular Council Meeting

Motion was made by Councilor Titus and seconded by Councilor Walker to accept the minutes of the November 6, 2017 Council meeting. Passage 5-0-1 (Councilor Pross abstained).

III. Communications, Presentations and Recognitions

- Recognition – St. Dominic Academy Women's Field Hockey Team was recognized for winning the Class C State Field Hockey Championship. Mayor LaBonté read and presented the team with a proclamation.
- Presentation – Chief Crowell and Liz Allen provided an update on the Jam the Gym event that was held at the Central Maine Community College. Mayor LaBonté recognized staff member, Liz Allen, for always going above and beyond and thanked her for her service. He also presented her with a key to the City.
- Presentation – Mayor LaBonté presented Isaac Dumont with a key to the City. Isaac is a senior student at Edward Little High School, who is a lead for the ELHS Fan Section on twitter helping to rally students to come out and support their peers at sporting events and has demonstrated great pride and leadership who is setting a great example for Auburn youth.

IV. Open Session - Dave Gonyea, Athletic Director and Director of Housing at Central Maine Community College recognized the Mayor and thanked him for being a great leader of the community and presented him with a Central Maine Community College hockey jersey.

V. Unfinished Business

1. Ordinance 13-11062017

Amending the Code of Ordinances, Chapter 60 (Zoning), Sec. 60-2 (Definitions). Second reading.

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

Public comment – no one from the public spoke.

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

VI. New Business

2. Order 108-11202017

Amending the Downtown Development and Tax Increment Financing (TIF) District #10 to remove a portion of the district including a parcel on Troy Street.

Motion was made by Councilor Pross and seconded by Councilor Stone for passage.

Public hearing – no one from the public spoke.

Establishing an Affordable Housing Development and Tax Increment Financing District (TIF) #22 to designate a parcel on Hampshire Street and Troy Street.

Public hearing – no one from the public spoke.

Passage 5-1 (Councilor Lee opposed).

3. Order 109-11202017

Amending the Affordable Housing Development and Tax Increment Financing (TIF) District #21 located at 477 Minot Avenue.

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

Public hearing – no one from the public spoke.

Passage – 6-0.

4. Order 110-11202017

Authorizing the City Manager to execute the Collective Bargaining Agreement between the City of Auburn and the Police MAP Patrol and Detective from 7/1/2017 through 6/30/2020.

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

Public comment – no one from the public spoke.

Passage – 6-0.

5. Order 111-11202017

Authorizing the City Manager to sign the Memorandum of Understanding for the Newbury Street Community Garden.

Motion was made by Councilor Pross and seconded by Councilor Stone for passage.

Public comment – no one from the public spoke.

Passage 5-1 (Councilor Titus opposed).

6. Order 112-11202017

Amendment to the Commitment of HOME Funds to the 62 Spring Street Project. Updated Borrower Designation.

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

Public comment – no one from the public spoke.

Passage – 6-0.

VII. Reports

Mayor's Report – Mayor LaBonté recognized Councilor Walker for his work representing the residents of New Auburn for the last 6 years. Mayor LaBonté presented him with a key to the City. He also commented that it has been an honor to run the Council meetings and he thanked the management team for leading and managing the city, and for their work preparing agenda materials and/or presenting so the City Council can take thoughtful action.

Councilor Young - congratulated Carolyn and Dana Coffin for their new arrival, Laura Grace Coffin born a week ago Sunday (Councilor Young's his fourth grandchild). He also thanked voters of Auburn for electing him for another two years.

Councilor Pross – reported that the School Committee voted on early releases for 9 days beginning in 2018 for the middle and high schools. He also encouraged people to get involved in local government.

Councilor Stone-echoed councilor Pross comments regarding getting involved in local government. He commented on the recent consolidation proposal and how it brought people out from the shadows to vote on this issue. His hopes are that they will get involved. He provided recognition to Peter Crichton, Denise Clavette, Michael Chammings, Phil Crowell, Geoff Low, and Councilor Walker, and Mayor LaBonte.

Councilor Titus – echoed the comments, adding that it has been a pleasure serving with this Council. He recognized the Mayor, and encouraged the outgoing council to stay involved.

Councilor Lee – reported that he attended the Fall open house at the Engine House adding that he has great faith in the future of Auburn.

Councilor Walker – thanked all of the voters that came out to vote on November 7th with special thanks to everyone from the New Auburn area. He also wanted to let residents know that on Saturday the 25th, there is a big parade where Santa will light the Christmas trees in Lewiston and in Auburn. On Saturday, December 2nd there will be another parade and tree lighting in New Auburn starting at 5:00 PM. Last, he reported that the United New Auburn Association will meet on the last Tuesday of the month. Paul LeClair will be the guest speaker.

City Manager Report – reported on the operational/structural changes that are going on with United Ambulance. Staff is monitoring the situation to ensure the impact on emergency medical services in Auburn is limited. He reminded the audience that effective Dec. 12th all Auburn content for Municipal and School Meetings will be on Channel 1301 for Lewiston,1302 for Auburn, and 1303 will air community content. He recognized staff (Sabrina Best and Scott Holland) for their efforts on the holiday

celebration. He reported that the Inaugural Ceremony will be held on Dec. 4th at 6:00 PM at Central Maine Community College. He also expressed his gratitude for being given the opportunity to serve as Manager.

Finance Director, Jill Eastman – October 2017 Monthly Finance Report

Motion was made by Councilor Pross and seconded by Councilor Walker to accept and place on file the October 2017 Finance Report.

Passage 6-0.

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

IX. Executive Session – none.

X. Adjournment - Motion was made by Councilor Titus and seconded by Councilor Walker to adjourn. Passage 6-0 Time 7:57 PM.

A TRUE COPY

ATTEST Susan Clements-Dallaire

Susan Clements-Dallaire, City Clerk

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

I. 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 requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

1. Order 113-11272017*
Confirming Chief Crowell's appointments of Kenneth G. Jones and Nicholas C. Barnies as Constables with firearm for the Auburn Police Department.

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

Passage 7-0.

II. New Business

2. Order 114-11272017
Authorizing the City Manager or Assistant City Manager to finalize terms for and to sign a contract with the USPHL Hockey Team with the Norway Savings Bank Arena.

Motion was made by Councilor Lee and seconded by Councilor Burns for passage with the language amended to read, "Authorizing the City Manager or Assistant City Manager to finalize terms for and to sign a contract with the Maine Hockey Management Group, LLC with the Norway Savings Bank Arena".

Public comment – no one from the public spoke.

Passage 7-0.

3. Order 115-11272017
Authorizing the City Manager or Assistant City Manager to finalize terms for and to sign a contract with Michael Violette, owner of Upper Level Pizza and Grill to operate the concessions/restaurant at the Norway Savings Bank Arena.

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

Public comment – no one from the public spoke.

Passage 7-0.

4. Order 116-11272017
Authorizing the Finance Director to record a waiver of foreclosure on St. Louis Church.
Joe St. Peter and Michael Malloy answered councilor questions. Only the foreclosure filed on the 2015 taxes is to be waived.

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

Public comment – no one from the public spoke.

Passage 7-0.

III. Adjournment

Motion was made by Councilor Lee and seconded by Councilor Burns to adjourn, all were in favor. Adjourned at 5:56 PM

A TRUE COPY

ATTEST Kelsey L. Earle

Kelsey L. Earle, Deputy City Clerk

Mayor Levesque called the meeting to order at 7:30 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All councilors were present.

I. 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 requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

1. Order 117-12112017*
Confirming Mayor Levesque's appointment of Alfreda Fournier to serve as the Mayor's designee on the Auburn School Committee.

2. Order 118-12112017*
Appointing Richard Trafton to serve on the Lewiston Auburn Railroad Company for a term of 3 years (2017-2020).

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

Passage 7-0.

III. Adjournment

Motion was made by Councilor Titus and seconded by Councilor Walker to adjourn, all were in favor. Adjourned at 7:31 PM.

A TRUE COPY

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

From:	Scott Holland
To:	Susan Clements-Dallaire
Subject:	FW: [Accred InfoNOW] Congratulations to the City of Auburn, ME
Date:	Wednesday, December 13, 2017 10:49:45 AM
Attachments:	Official Letter.pdf

Here is an email, and our Official letter is attached. Thanks

From: Accreditation@infonow.apwa.net [mailto:Accreditation@infonow.apwa.net] **On Behalf Of** Ms. Tracy L. Quintana
Sent: Wednesday, November 22, 2017 2:51 PM
To: accreditation@infonow.apwa.net
Subject: [Accred InfoNOW] Congratulations to the City of Auburn, ME

Please join me in celebrating with the City of Auburn, ME Public Services Department for achieving Accreditation status. The agency becomes the 130th agency to become accredited and the first in the State of Maine.

During the September 2017 site visit, the agency was found to have 384 practices in Full Compliance with 3 in Substantial Compliance. Additionally, two Model Practices were acknowledged. Those practices were:
24.12 Street Maintenance / Pavement Cut Restoration
26.1 Snow Removal & Ice Control Plan.

Thank you to the agency for their hospitality and eagerness to show their operation. And thank you to the team of evaluators who reviewed the practices, made suggestions and asked many questions, all leading to this accreditation.

The formal presentation will be made on Monday, December 18th at 7 p.m. during a City Council meeting.

Congratulations on a job well done! Welcome to the Accreditation family.

Tracy Quintana
Accreditation Manager
American Public Works Association
Kansas City Office
Ph: 816-595-5294 | Fax: (816) 472-1610
Your Comprehensive Public Works Resource

Manage your Community settings:

* To reply to sender (Ms. Tracy L. Quintana):
privateemail148439@infonow.apwa.net

* To view sender's profile, click this link:
Ms. Tracy L. Quintana

* To post to entire community, send email to:
Accreditation@infonow.apwa.net

* To email the community moderator(s) (Tracy, Ann):
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AMERICAN PUBLIC WORKS ASSOCIATION

Your Comprehensive
Public Works Resource

www.apwa.net

1200 Main Street, Suite 1400
Kansas City, MO 64105-2100
816-472-6100 800-848-APWA
fax 816-472-1610

1275 K Street NW, Suite 750
Washington, DC 20005-4083
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Scott D. Grayson

September 22, 2017

Mr. Dan Goyette, Director
Public Services Department
City of Auburn
296 Gracelawn Avenue
Auburn, ME 04210

Dear Dan:

It is with great pleasure we inform you of the action taken on September 20, 2017 by the APWA Accreditation Council to award Full Accreditation to your agency for the ensuing four-year period. The Auburn, ME Public Services Department becomes the 130th agency to achieve Accreditation.

Congratulations to you, Scott Holland, and Liz Allen, as well as each member of your agency for expending the time, effort and resources to complete the Accreditation process.

We trust you have found great benefits from working through the Accreditation process and that each member of your department will continue to feel a sense of pride at having achieved this distinction.

Enclosed you will find your site visit results. Also enclosed is a CD with the APWA Accreditation logo for your use in publicizing your Accreditation in your community. Additionally, APWA is providing you with two complimentary Accredited Agency decals, in hopes you will proudly display them in prominent places. Additional decals are available through the APWA Store at www.apwa.net/store (search Accreditation Decal Sticker).

Once again, congratulations on a job well done.

Sincerely,

Becky Stein

Becky Stein, Director
APWA Education & Credentialing

Encl. Site Visit Results
CD with APWA Accreditation logo
Accredited Agency decals

CC: Scott Holland, Asst. Director
Liz Allen, Accreditation Manager

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017 **Order:** 121-12182017

Author: Kelsey Earle, License Specialist

Subject: Liquor License request for Michael Violette, DBA: Upper Level Pizza & Grille

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Information: Michael Violette, DBA: Upper Level Pizza & Grille, a new business, located at 985 Turner Street (Norway Savings Bank Arena), has applied for a Liquor License. Police, Fire, and Code have completed the necessary inspections and have granted approval and there are no outstanding taxes owed.

City Budgetary Impacts: None

Staff Recommended Action: Public hearing and recommend passage.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

- Application
- Public Notice
- Order

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☑ Yes ☐ No

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☑ MALT ☑ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

☑ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL, FOOD OPTIONAL (Class I-A) ☐ BED & BREAKFAST (Class V)
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name:	Business Name (D/B/A) Upper level Pizza & Grille
APPLICANT(S) –(Sole Proprietor) Michael Violette DOB: 5/6/82	Physical Location: 985 Turner St.
DOB:	City/Town Auburn State ME Zip Code 04210
Address 24 Horizon Dr.	Mailing Address 24 Horizon Dr.
City/Town Auburn State ME Zip Code 04210	City/Town Auburn State ME Zip Code 04210
Telephone Number 207-212-3684 Fax Number	Business Telephone Number 207-212-3684 Fax Number
Federal I.D. #	Seller Certificate #: or Sales Tax #:
Email Address: Please Print mviolette1023@gmail.com	Website:

If business is NEW or under new ownership, indicate starting date: 12/11/17

Requested inspection date: _____ Business hours: M-F 4p-8p Sat+Sun 7a-8p

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A
2. State amount of gross income from period of last license: ROOMS $ _____ FOOD $ _____ LIQUOR $ _____
3. Is applicant a corporation, limited liability company or limited partnership? YES ☐ NO ☒

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
5. If manager is to be employed, give name: _____
6. Business records are located at: _____
7. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐
8. Is/are applicant(s) residents of the State of Maine? YES ☑ NO ☐

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to $2,000 or both."

Dated at: Auburn ME (Town/City, State) on 11/27/17 (Date), 20 ____

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Michael P. Violette
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)..... $ 10.00

Class I Spirituous, Vinous and Malt ..... $ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants: Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only) $1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only ..... $ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only ..... $ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only ..... $ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) ..... $ 495.00
CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge $2,200.00
CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge $1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES $10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.**

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987,c.45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD) .]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993,c.730,§27(AMD).]

[1995,c.140,§6(AMD).]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

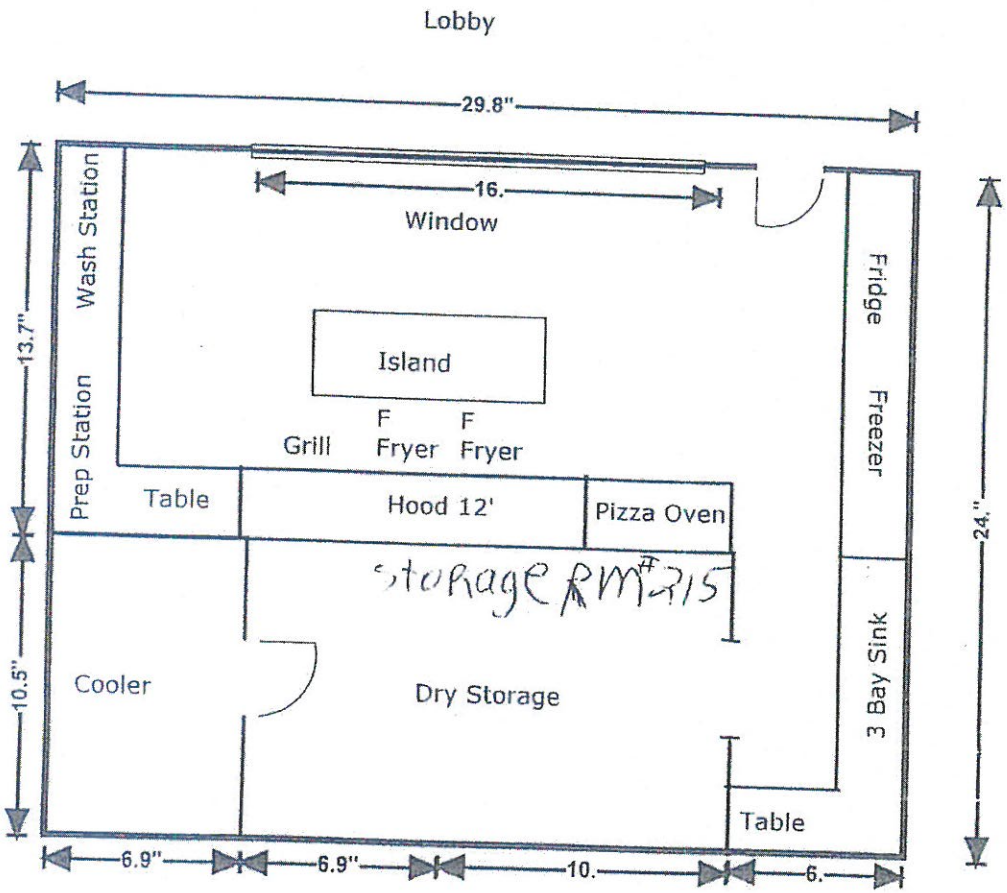
An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

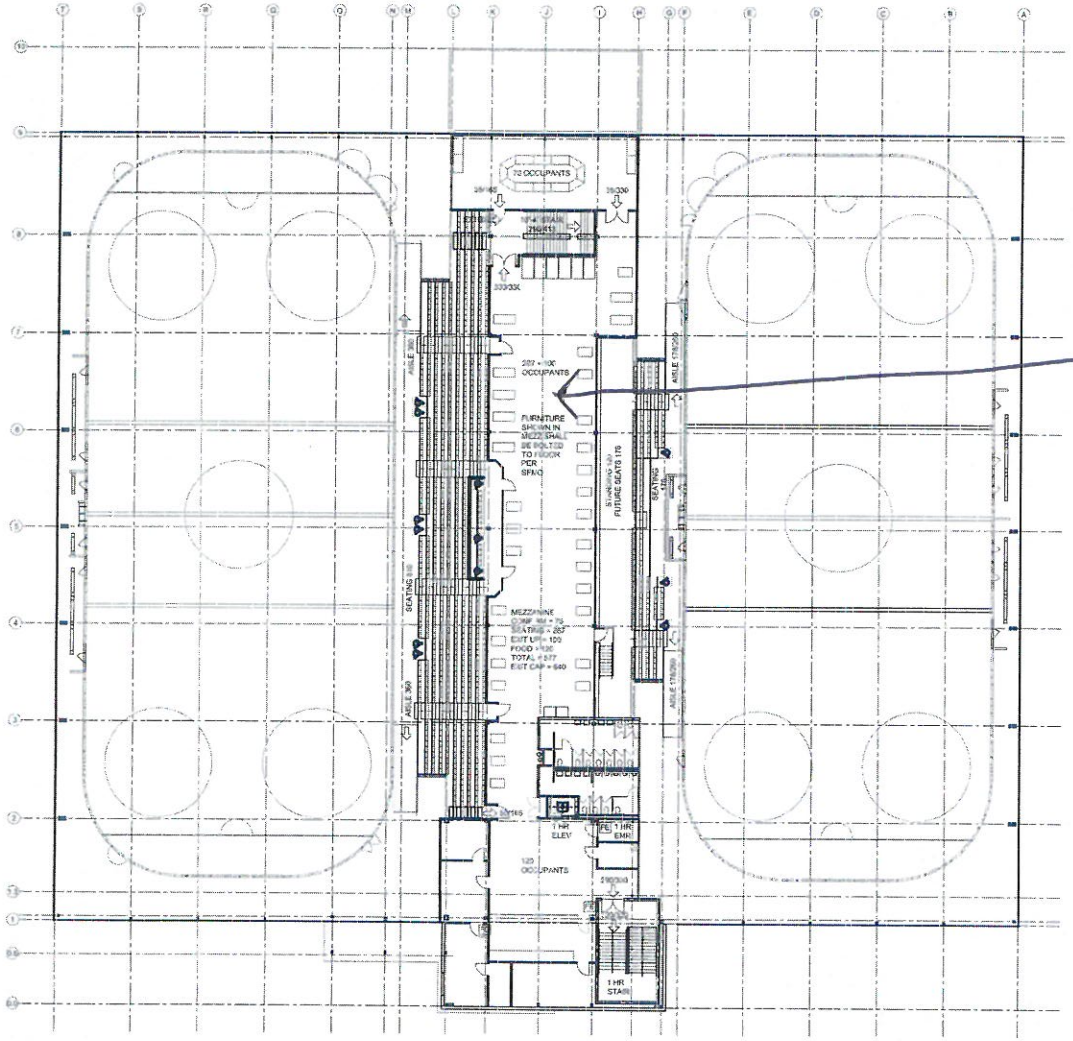
Completed the application and sign the form.
Signed check with correct license fee and filing fee.
Your local City or Towns signature(s) are on the forms.
Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).
Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.
Complete the Corporate Information sheet for all ownerships except sole proprietorships.
If you have any questions regarding your application, please contact us at (207) 624-7220.

NORWAY SAVINGS BANK ARENA
FOOD AREA
985 Turner Street
Auburn, Maine 04210



Kitchen RM #214
470 sq FT

DRAWING
SCALE 1" : 6'
January 20, 2014



Warm Room, Located on Second level of Rink.

Serving beer and wine that must stay in the warm Room.

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GENERAL NOTES:

REVISIONS:
06-13-13 State Permit Revisions
06-04-13 City Requested Changes
06-17-13 Code Revisions
07-10-13 City Plan Changes
07-31-13 City Plan Changes

FORESIDE ARCHITECTS LLC
5 FUNDY ROAD
FALMOUTH, ME 04105
Phone: 207-781-3344
Fax: 207-699-5564
Online @ foresidearchitects.com

Project Status: CONSTRUCTION PERMIT SET

Project Number: FAC0912

Auburn Ice Arena
Turner Street
Auburn, Maine

Drawing Name: Mezzanine Level Code Plan

Scale: 1/16"=1'-0"

Date: 04/25/13

SHEET: A0.2

CITY OF AUBURN
PUBLIC NOTICE

A public hearing will be held by the Auburn City Council on Monday, December 18, 2017 at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Auburn Hall, 60 Court Street, to consider the Liquor License application for:

Michael Violette, DBA, Upper Level Pizza & Grille
985 Turner Street, Auburn, Maine

All interested persons may appear and will be given the opportunity to be heard before final action is taken.

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 121-12182017

ORDERED, that the City Council hereby approves the Liquor License for Michael Violette, DBA: Upper Level Pizza & Grille located at 985 Turner Street, Auburn, Maine.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017 **Order:** 122-12182017

Author: Douglas Greene, AICP, RLA; Urban Development Coordinator

Subject: Order to Discontinue a Section of Troy Street

Information: A 53 unit apartment (39 workforce and 14 market rate) project proposed by the Szanton Company on a vacant city owned property is moving forward to a final approval from the Auburn Planning Board on Tuesday, December 19th. Part of the project's site development has included the discontinuance of a section of Troy Street between Hampshire Street and Library Avenue (Attachment 1). A portion of the discontinued Troy Street Right of Way will be included in the sale of the city owned property to the Szanton Company. In addition, additional property (excess Pan Am Railroad ROW) is under contract with the Szanton Company and would become additional parking for the project. The final step in the site development is for the City Council to approve the discontinuance of Troy Street which will allow the travel way to shift some 15 feet to the east. The end result will be a new 21 foot wide access drive (open to public access) with parking situated on both sides of the access drive.

TIMING: The Staff recommends the discontinuance take effect upon receiving written notice from the Buyer (the Szanton Company) when they have reasonable confidence that the closing will occur within 90 days, at which time the City's responsibility of maintenance and snow plowing will be removed. After the discontinuance takes effect, the area where vehicles travel will shift from existing Troy Street to a relocated access way/driveway and the public will continue to have the right to pass through between Hampshire Street and Library Avenue. Deeds for the transfer of the discontinued Troy Street right of way to both the owners of 29 Library Avenue and the City owned parcel # 240-212 will be prepared along with agreements that address access. The maintenance of the future access/driveway will be finalized prior to the discontinuance taking effect.

PROCESS: The Staff is following *State Law Title 23: Transportation; Section 3026-A Discontinuance of Town Ways* (attached) and is seeking the Council's approval to complete the discontinuance process in their next 2 meetings. The Staff has referred to the requirements of *Section 3026-A Discontinuance of Town Ways:*

Step 1: Notice has bent sent to all abutting property owners prior to December 18 City Council meeting. (Done)
Steps 2 and 3: On December 18th the Council will hold a public hearing and discuss the discontinuance. This item will be a 1st reading and consist of 2 motions; 1.) A motion to order the discontinuance and 2.) A motion to file the Order of Discontinuance with the City Clerk and to send abutting property owners notice. (see attached motions)
Step 4: 10 or more days after the December 18th meeting (January 8, 2018), the City Council will meet for a public hearing and 2nd reading to take final action on the Order of Discontinuance and award damages (none expected).
Step 5: The City Clerk will then record a certified Order of Discontinuance with the Registry of Deeds.
Step 6: A deed for the discontinued portions of Troy Street would pass to the abutting property owners at the time the discontinuance goes into effect. (In this case a portion would be included in the Szanton Company purchase and sales agreement and the other section would go the owner of 29 Library Avenue).

City Budgetary Impacts: Public Services estimate it costs $11,000 per year for the maintenance snow plowing of Troy Street and vacant city owned property. There is a need for repairs of Troy Street but that can be deferred to after the discontinuance takes effect and the new access/driveway is constructed by the Developer. Once the Discontinuance takes effect, there will no longer be any costs for the City's maintenance or snow plowing of what is now Troy Street and city owned property (PID # 240-212). There will be some costs incurred in the preparation of the deeds, legal documents and agreements.

Staff Recommended Action: The Staff recommends the City approve the 1st reading of the motion to order the discontinuance and the motion to file the Order of Discontinuance with the City Clerk.

Previous Meetings and History: The City Council took action on November 13, 2017 to have Staff proceed with the process of a Discontinuance of a Section of Troy Street and then on December 11, 2017 the Discontinuance was discussed at a Council workshop as part of a Troy Street Development presentation.

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:

1. Photos showing the area of Troy Street proposed for discontinuance
2. *State Law Title 23: Transportation; Section 3026-A Discontinuance of Town Ways*
3. Suggested Motions
4. Order of Discontinuance of a Section of Troy Street
5. Council Order # 122-12182017 and attached map

Attachment 1

Troy Street Proposed for Discontinuance

View of Troy Street from Hampshire Street

View of Troy Street from Library Street

ATTACHMENT 2

Maine Revised Statutes

Title 23: TRANSPORTATION

Chapter 304: ACQUISITION OF PROPERTY FOR HIGHWAY PURPOSES

§3026-A. DISCONTINUANCE OF TOWN WAYS

A municipality may terminate in whole or in part any interests held by it for highway purposes. A municipality discontinuing a town way or public easement in this State must meet the following requirements. [2015, c. 464, §5 (NEW).]

Done

1. Notification of discontinuance to abutting property owners. The municipal officers shall give best practicable notice to all abutting property owners of a proposed discontinuance of a town way or public easement. As used in this subsection, "best practicable notice" means, at minimum, the mailing by the United States Postal Service, postage prepaid, first class, of notice to abutting property owners whose addresses appear in the assessment records of the municipality.

[2015, c. 464, §5 (NEW) .]

Dec. 18th City Council Meeting

2. Municipal officers meet to discuss proposed discontinuance and file order of discontinuance. The municipal officers shall discuss a proposed discontinuance of a town way or public easement at a public meeting and file an order of discontinuance with the municipal clerk that specifies:

A. The location of the town way or public easement; [2015, c. 464, §5 (NEW).]

B. The names of abutting property owners; [2015, c. 464, §5 (NEW).]

B-1. The location of any bridge, as defined in section 562, subsection 2, on the town way or public easement and the status of negotiations with the department with respect to the disposition of the bridge pursuant to section 566, subsection 3-A; [2017, c. 154, §3 (NEW).]

C. The amount of damages, if any, determined by the municipal officers to be paid to each abutting property owner; and [2015, c. 464, §5 (NEW).]

D. Whether or not a public easement is retained. [2015, c. 464, §5 (NEW).]

If a proposal includes the discontinuance of a public easement, that must be stated explicitly in the order of discontinuance; otherwise, the public easement is retained. If a public easement is retained, all other interests of the municipality in the discontinued way, if any, pass to abutting property owners to the center of the way. If a public easement is not retained, all interests of the municipality in the discontinued way pass to abutting property owners to the center of the way.

[2017, c. 154, §3 (AMD) .]

Dec. 18th City Council Meeting

3. Public hearing. The municipal officers shall hold a public hearing on the order of discontinuance of a town way or public easement filed pursuant to subsection 2.

[2015, c. 464, §5 (NEW) .]

Jan. 8, 2018 City Council Meeting

4. Approval of order of discontinuance and damage awards. Ten or more business days after the public hearing pursuant to subsection 3, the municipal legislative body must vote upon the order of discontinuance submitted to it:

A. To approve the order of discontinuance and the damage awards and to appropriate the money to pay the damages; or [2015, c. 464, §5 (NEW).]

B. To disapprove the order of discontinuance. [2015, c. 464, §5 (NEW).]

[2015, c. 464, §5 (NEW) .]

5. **Certificate of discontinuance filed.** The municipal clerk shall record an attested certificate of discontinuance after a vote by the municipal legislative body under subsection 4 in the registry of deeds. The certificate must describe the town way or public easement and the final action by the municipal legislative body. The date the certificate is filed is the date the town way or public easement is discontinued. The registry of deeds shall record a certificate of discontinuance under the name of the town way or public easement, the name of the municipality and the names of the abutting property owners. The municipal clerk shall provide a photocopy of the certificate to the Department of Transportation, Bureau of Maintenance and Operations.

[2015, c. 464, §5 (NEW) .]

6. **Utility easement.** An easement for public utility facilities necessary to provide or maintain service remains in a discontinued town way regardless of whether a public easement is retained. Upon approval by a municipal legislative body of an order to discontinue a town way and retain a public easement, unless otherwise stated in the order, all remaining interests of the municipality, if any, pass to the abutting property owners in fee simple to the center of the way.

[2015, c. 464, §5 (NEW) .]

SECTION HISTORY
2015, c. 464, §5 (NEW). 2017, c. 154, §3 (AMD).

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PLEASE NOTE: The Revisor's Office cannot perform research for or provide legal advice or interpretation of Maine law to the public. If you need legal assistance, please contact a qualified attorney.

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

To: Mayor Jason Levesque and the Auburn City Council

From: Douglas Greene, AICP, RLA; Urban Development Coordinator

Date: December 13, 2017

RE: Suggested Motions for the Discontinuance of Troy Street

The Maine Municipal Association (MMA) provides guidance to local governments on various legal issues and procedures. In preparing for the City Council's consideration of the proposed discontinuance of a section of Troy Street, the Staff has utilized language from the MMA Roadway Manual, pages 18 and 19 for 2 recommended motions to ensure the process is done properly.

Motion 1- "I move that the City Council order the discontinuance of a portion of Troy Street, said road being a City Way approximately 30 feet wide including the right of way, from a point beginning at the southern side of the intersection of Hampshire Street and Troy Street and extending approximately 250 feet in a generally southerly direction to the northerly intersection of Library Avenue and Troy Street and that the following damages be paid to the adjoining property owners as follows: Nico Carrao - $0.00 ; Pan Am Railroad - $0.00."

Motion 2- "I move that the City Council issue and file with the City Clerk an Order of Discontinuance that accurately reflects the action taken by the City Council to discontinue a portion Troy Street, and that the City Council send abutting property owners best practicable notice of this action without delay."

The Order to Discontinue should be signed at this time and filed with the City Clerk.

ATTACHMENT 4

City of Auburn, Maine
Office of City Manager
www.auburnmaine.gov | 60 Court Street
Auburn, Maine 04210
207.333.6601

Order of Discontinuance of a Road

TO: Residents of the City of Auburn and other Interested Persons

FROM: Auburn City Council

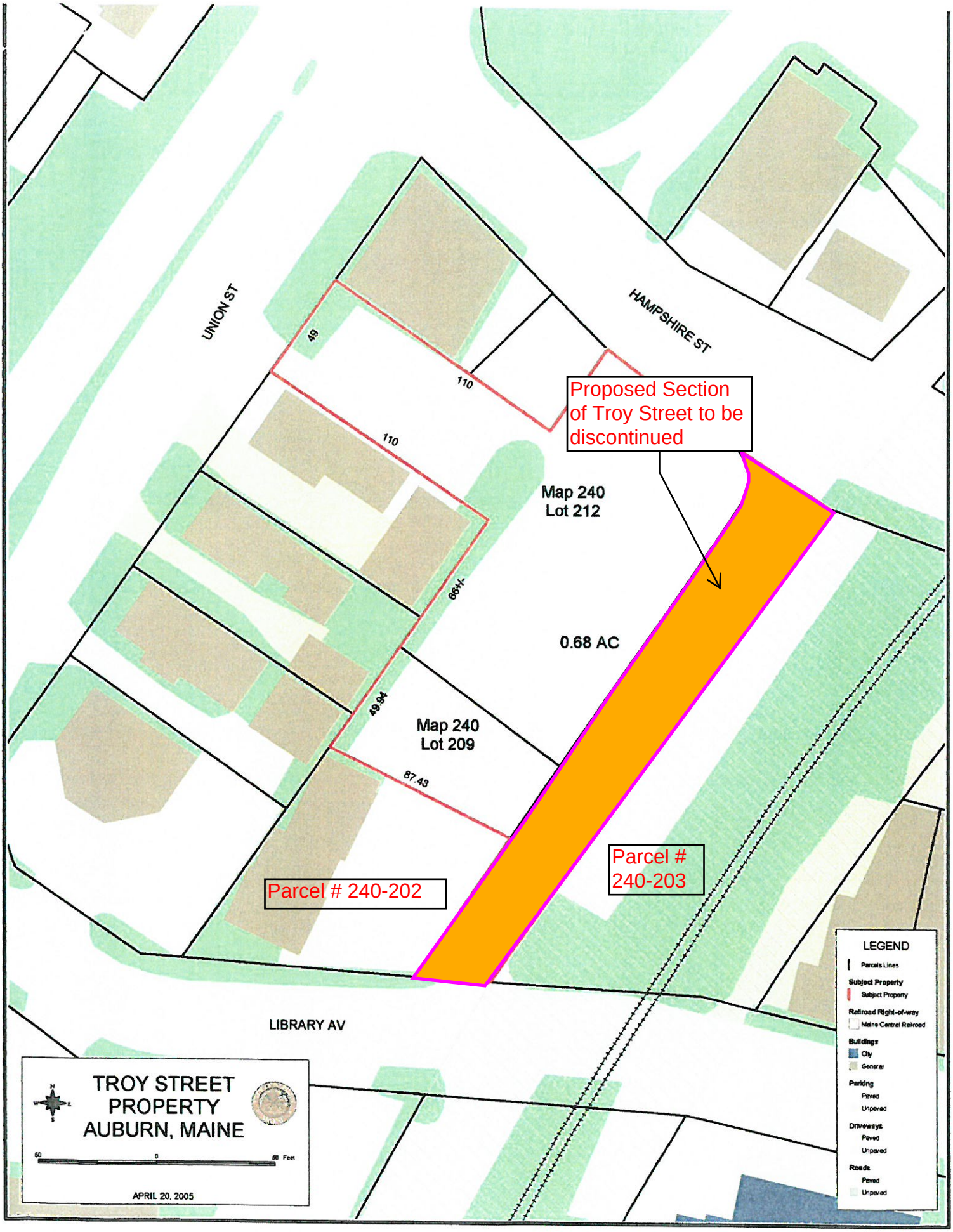
The Municipal Officers of the City of Auburn hereby orders the discontinuance of a section of Troy Street as a City Way while preserving its use as a public easement, for a distance of approximately 250 feet beginning at the intersection of Hampshire Street and Troy Street. Troy Street is approximately 30 feet wide and begins at the southern side of the intersection of Hampshire Street and Troy Street, whence it runs approximately 250 feet in a generally southerly direction to the northerly intersection of Library Avenue and Troy Street, as shown more particularly on the attached map, (from City Tax Map 240), which is on file at the Economic and Community Development Office, 60 Court Street in Auburn.

Having given best practicable notice to all abutting property owners, we further order damages to the abutting property owners as follows:

Name: Nico Antonio Corrao Amount: $ 0.00
Name: Pan Am Railroad Amount: $ 0.00

Date: _____

_____
Peter Crichton, City Manager


UNION ST
HAMPSHIRE ST
LIBRARY AV
49
110
110
66+/-
49.94
87.43
Map 240
Lot 212
0.68 AC
Map 240
Lot 209
Proposed Section of Troy Street to be discontinued
Parcel # 240-202
Parcel # 240-203
TROY STREET
PROPERTY
AUBURN, MAINE
APRIL 20, 2005
LEGEND
Parcels Lines
Subject Property
Subject Property
Railroad Right-of-way
Maine Central Railroad
Buildings
City
General
Parking
Paved
Unpaved
Driveways
Paved
Unpaved
Roads
Paved
Unpaved

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 122-12182017

ORDERED, that the City Council hereby Orders the Discontinuance of a section of Troy Street as a City Way while preserving its use as a public easement, for a distance of approximately 250 feet beginning at the intersection of Hampshire Street and Troy Street. Troy Street is approximately 30 feet wide and begins at the southern side of the intersection of Hampshire Street and Troy Street, whence it runs approximately 250 feet in a generally southerly direction to the northerly intersection of Library Avenue and Troy Street as depicted on the attached map. The discontinuance will become effective upon receiving written notice from the Buyer (the Szanton Company) when they have reasonable confidence that the closing will occur within 90 days

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017 Resolve: 05-12182017

Author: Marsha Bennett, Transit Coordinator, LATC/AVCOG

Subject: Short-term loan to LATC

Information: LATC is requesting a short-term loan not to exceed $150,000 from the city. LATC's grant request to FTA for FY2017 funds has been submitted and funds are anticipated to be available within 60 days.

City Budgetary Impacts: None.

Staff Recommended Action:

Previous Meetings and History: See attachment.

City Manager Comments:

I concur with the recommendation. Signature: _____

Attachments:
Memorandum – December 14, 2017
LATC Meeting Minutes April, 13, 2016, Agenda Item 5-D
Email correspondence – March 23, 2016 and January 18, 2013-January 27, 2013

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

RESOLVE 05-12182017

RESOLVE, Authorizing a zero percent interest rate loan not to exceed $150,000 from the City's General Fund to the Lewiston-Auburn Transit Committee to provide working capital until either Federal reimbursements are received or 120 days has lapsed.

WHEREAS, the L-A Transit Committee is a joint agency between the Cities of Auburn and Lewiston;

WHEREAS, their cash flow to pay operating costs, including the transportation contractor are heavily reliant on timely Federal fund reimbursements, and when delayed, contracts go unpaid; and

WHEREAS, to assist with timely payments, the Committee will exhaust all cash on hand and request cash advances from each municipalities' operating subsidy; and

WHEREAS, once cash reserves are completely liquidated an as needed working capital short term loan may be requested to the Finance Director and approved by the City Manager;

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

That the City Manager is authorized to provide the Lewiston-Auburn Transit Committee a zero percent interest rate loan not to exceed $150,000 from the City's General Fund with a maturity of the shorter of 120 days or the receipt of the Federal reimbursement, subject to a similar arrangement from the City of Lewiston.

COUNCILOR WALKER'S REPORT

MID MAINE WASTE ACTION CORPORATION

Draft-Minutes of the October 17, 2017

Executive Committee Meeting

The Executive Committee of the Mid-Maine Waste Action Corp. met on Tuesday October 17, 2017, at 11:55 A.M, at Mid-Maine Waste in Auburn.

1. **Roll call**

   President Landry called the meeting to order. Members present were: Eda Tripp, Leroy Walker, Curtis Lunt, Roy Letourneau, Marvin Larrabee, and staff member John King.

2. **Minutes**

   Mr. Walker made a motion, seconded by Mr. Lunt, and approved 5/0, to accept the Minutes of the August 15, 2017 Executive Committee meeting.

3. **Monthly Activity Reports**

   Mr. Letourneau made a motion, seconded by Mr. Walker, and approved 5/0 to accept the August and September 2017 Monthly Activity Report.

4. **Union Negotiations**

   The Executive Committee entered into Executive Session on a motion made by Ms. Tripp, seconded by Mr. Walker, and approved 5/0 at 12:00 P.M, to discuss the latest developments with the Union negotiations. Upon returning from Executive Session at 12:42 P.M, on a motion by Ms. Tripp, seconded by Mr. Letourneau, and approved 5/0, the Executive Committee accepted the terms of the new contract between the Union and MMWAC.

5. **Personnel issue**

   Mr. King updated the Executive Committee about recent personnel issues while in Executive Session.

6. **PR Initiative**

   Mr. King informed the Executive Committee that he had contacted 3 marketing / advertising firms to help create an educational / marketing strategy. Mr. King had received some responses and had several conversations with certain firms. This process is in the beginning stages and we hope to narrow down the firms in the coming months. After the update the Executive Committee had a brainstorming conversation to help steer the facility toward the Committee's ultimate goal. Mr. King will continue to work on finding the right firm that fits our needs.

7. **Updates**

Mr. King informed the Executive Committee several towns had decided to renew their waste disposal contract.

Hebron renewed their contract for 3 years starting at $70.41.

Norway/ Paris renewed their contract for 5 years starting at $70.41.

Mr. King also informed the Executive Committee that he had delivered a waste disposal contract to the Town of Harpswell. Harpswell generates about 1000 tons per year and they were looking for quotes on 1, 3, and 5 year prices.

Mr. King informed the Executive Committee that MMWAC has extended its power purchase agreement with Nextera Energy for an additional year. The facility will receive an average yearly price of $30.06 per megawatt hour for the electricity it produces. This number is $ 0.27 per megawatt hour above the annual budgeted price of $29.79 per megawatt hour and slightly above last year's contracted price of $29.77 per megawatt hour.

MMWAC was also able to reduce its management fees and is also now receiving class II renewable energy credits. MMWAC will receive $14,950 for Rec's generated thru June 30, 2017.

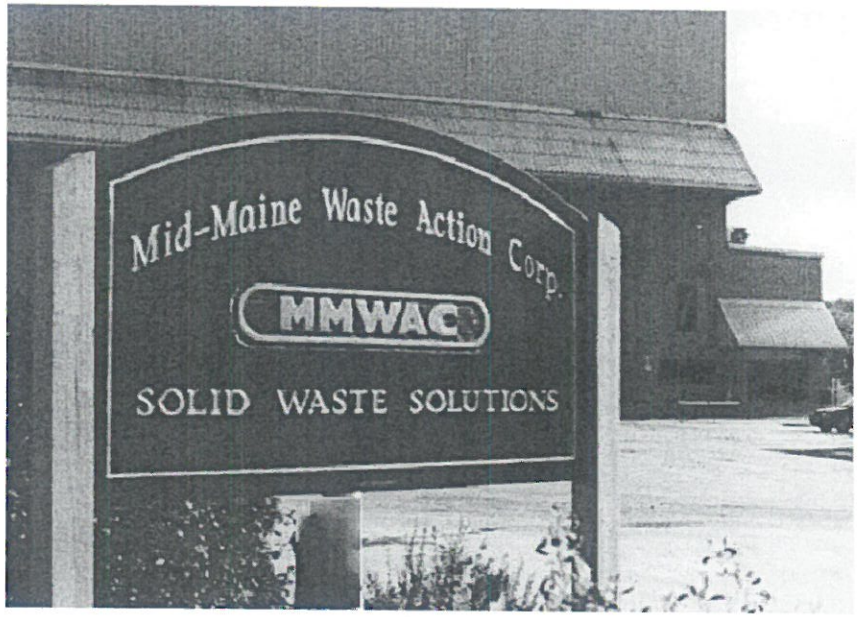
Mr. King informed the Executive Committee that he was looking into different Health Insurance Plans. MMWAC is expecting at least a 10% increase in its premiums and investigating other plans will help determine whether the premiums are in line.

Mr. King asked the Executive Committee if there were any questions concerning the annual audit. MMWAC staff thought that it went smoothly and nothing was found to be out of order. The Executive Committee was pleased with the audit and did not have any questions.

There being no further business Mr. Walker made a motion, seconded by Mr. Letourneau, and approved 5/0 to adjourn at 1:33 P.M.

MONTHLY ACTIVITY REPORT

Mid-Maine Waste Action Corporation
November 2017
2018 Fiscal Year



Member Communities
Auburn • Bowdoin • Buckfield • Lovell • Minot • Monmouth • New Gloucester • Poland
Raymond • Sumner • Sweden • Wales

Mid-Maine Waste Action Corporation
110 Goldthwaite Road
Auburn, Maine 04210
(207) 783-8805
Fax (207) 783-9831
www.midmainewaste.com

MEMORANDUM

To: Board of Directors
From: John King, Executive Director
Michael Daily, Finance Director
Subject: November Financial/Activity Report - Unaudited
Date: December 13, 2017

Enclosed please find the unaudited November Activity Report covering the period from November 1 through November 30, 2017.

General Summary Start

Plant throughput for the month was 6,605 tons processed, or about 220 tons per day and running time throughput was 226 tons per day. Operating Revenues were above Expenses resulting in November having an operating gain of $26,941 (These figures do not reflect balance sheet expenses). Year-to-date operating loss is $290,140 compared to projected budget loss of $362,974 and a $214,740 operating loss in FY17. Cash and investments totaled $5,635,988. Cash and investments are down $364,830 from the start of FY18. The reserve goal established by the Board for FY18 is $5,900,000 and is now at 95.5% of goal. The balance sheet shows current assets less liabilities at $6,100,082, which is down $294,010 from the beginning of the fiscal year.

Waste Deliveries/Operations

A total of 6,719 tons were delivered to the pit for an average of 224 tons per day. 8,135 tons were received from all sources for the month. Details on deliveries are presented in the following table:

Waste Type	Year-To-Date Tons		Variance	
	FY18 Actual	FY17 Actual	Tons	%
MSW Member	7,651	7,288	363	5.0%
Comm Member	5,632	6,159	(527)	-8.6%
Municipal Non-Member	9,692	9,666	26	0.3%
Gate/Hauler	7,933	7,524	409	5.4%
OBW/Res TS	5,015	4,505	510	11.3%
Other	4,491	4,155	336	8.1%
Total	**40,414**	**39,297**	**1,117**	**2.8%**

Waste flows to the plant and transfer station are running 2.8% above last year. Waste processed in the plant during the month was recorded at 6,605 tons, or an average of 220 tons per day. The monthly running time thruput was 226 tons. Year-to-date tons processed in the plant are equal to 193 tons per day. Running time year-to-date throughput equaled 209 tons per day. The transfer station processed 1,104 tons during the month from all sources and averaging 48.0 tons per day for the month, (5.5 day receiving week) and 9,390 tons year-to-date. Recyclables totaled 312 tons for the month and 1,304 tons year-to-date. Prior year and budget comparisons of processing records as follows:

	Prior Year Comparison YTD				Budget Comparison YTD			
	FY18	FY17	Variance		FY18	FY18	Variance	
	Actual	Actual	Tons	%	Actual	Budget	Tons	%
Waste-To-Energy	29,539	27,697	1,842	6.7%	29,539	28,788	751	2.6%
Transfer Station	9,390	10,290	(900)	-8.7%	9,390	10,578	(1,188)	-11.2%
Recycling	1,304	1,065	239	22.4%	1,304	1,086	218	20.1%
Total	40,233	39,052	1,181	3.0%	40,233	40,452	(219)	-0.5%

Cash Available to Operations

Cash balances in checking and investments total $5,635,988 down $405,450 from the prior month. The following is the status of the reserve goal:

Reserve Status		
	FY 18 Goal	As of 11/30/17
Operating	2,006,000	1,916,236
Capital Improvement	944,000	901,758
20-Year Plan	1,711,000	1,634,437
Rate Stabilization	1,239,000	1,183,557
Total	5,900,000	5,635,988

Total Cash	5,635,988

Surplus or (Deficit)	(264,012)

Revenue

Revenue for the month totaled $592,428. Major categories of revenue by month include: tipping fees, $516,399; power contract, $41,335; recycling, $27,657; interest, $6,181; other, $856. Revenue for the month was $14,075 above budget projections and $37,362 above FY17. Year-to-date revenue is $2,958,016, which is $116,389 above budget and $157,970 above FY17.

The table that follows shows detail relative to electrical sales:

	Price per MWHr			Electrical Output MWHr			Electrical Revenue		
	FY17	FY18		FY17	FY18		FY17	FY18	
Month	Actual	Budget	Actual	Actual	Budget	Actual	Actual	Budget	Actual
Jul	$31	$29	$30	1,244	1,350	1,288	$38,052	$38,873	$38,560
Aug	$41	$27	$29	1,288	1,350	1,259	$52,439	$37,118	$36,364
Sep	$30	$23	$24	1,322	1,325	1,291	$39,196	$30,727	$31,372
Oct	$27	$23	$36	1,254	1,225	1,033	$33,585	$28,343	$37,670
Nov	$26	$32	$30	1,424	1,425	1,357	$36,466	$45,262	$41,335
YTD	$31	$27	$30	6,532	6,675	6,228	$199,738	$180,323	$185,301

Total gross kWh for the latest period was 1,930,039 of which 1,357,441 were sold to the grid. Net kWh per ton equaled 206, as compared to 236 for the comparable period in FY17.

Expenditures

Operating expenses in all categories total $565,487 for the month, which is $91,383 above budget projections, and $83,303 above last year. Year-to-date expenses are $3,248,157 which is $43,556 above budget and $233,370 above FY17.

Investments Status

As of November 30, MMWAC's investments totaled $5,635,988. Table 8 details all of our investments.

Capital Expenditures:

There were none for the month of November.

cc: Member Municipalities
Reference No.: 03868

MONTHLY ACTIVITY REPORT
NOVEMBER - UNAUDITED

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MONTHLY ACTIVITY REPORT
NOVEMBER - UNAUDITED

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Table 1

MUNICIPAL SOLID WASTE STATISTICS
MMWAC MEMBER TONS
INCLUDING COMMERCIAL WASTE
02/07/90 - 11/17

Member Municipalities	3 Year Comparison			Year-To-Date Comparison		Total Tons Since 02/90	%MSW
	07/14-06/15	07/15-06/16	07/16-06/17	07/16-11/16	07/17-11/17		
Auburn	18,656	18,133	17,335	7,445	7,185	528,064	61.80%
Bowdoin	808	893	765	326	289	17,153	2.01%
Buckfield/Sumner	817	863	879	379	396	25,002	2.93%
Lovell/Sweden	702	727	731	382	396	19,393	2.27%
Minot	1,199	1,282	1,312	568	586	27,079	3.17%
Monmouth/Wales	1,325	1,656	1,725	774	728	41,941	4.91%
New Gloucester	2,267	2,343	2,677	1,124	1,252	58,091	6.80%
Poland	2,063	2,092	2,051	897	952	81,100	9.49%
Raymond	3,008	3,010	3,110	1,553	1,499	56,687	6.63%
Total	**30,845**	**30,997**	**30,585**	**13,447**	**13,283**	**854,511**	**100.00%**

Table 2

SUMMARY TONS BY MATERIAL TYPE

FY 2018 Tonnages

Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	YTD	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total FY 18
MSW-Member	1,558	1,570	1,437	1,444	1,642	7,651								7,651
Commercial - Contract	712	756	574	624	464	3,129								3,129
Commercial - Member	1,069	1,229	1,054	1,117	1,164	5,632								5,632
Municipal Non-Member	1,959	1,929	1,845	1,917	2,041	9,692								9,692
Gate/Haul	1,723	1,658	1,508	1,537	1,507	7,933								7,933
Oily	4	4	6	2	6	22								22
Special Waste	7	8	7	6	9	37								37
Supplemental Waste	0	0	0	0	0	0								0
Processable Waste Total	**7,032**	**7,153**	**6,430**	**6,648**	**6,833**	**34,095**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**34,095**
Frozen Loads	0	0	0	0	0	0								0
OBW	853	959	980	980	917	4,690								4,690
Residential TS	61	64	65	61	74	325								325
Non-Processable Waste Total	**914**	**1,023**	**1,045**	**1,041**	**991**	**5,015**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**5,015**
Recyclables	264	240	275	214	312	1,304								1,304
Total	**8,210**	**8,416**	**7,750**	**7,903**	**8,135**	**40,414**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**40,414**

FY 2017 Tonnages

Description	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	YTD	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total FY 17
MSW-Member	1,434	1,556	1,385	1,391	1,521	7,288	1,301	1,279	1,017	1,210	1,397	1,675	1,551	16,719
Commercial - Contract	552	623	604	611	638	3,028	654	722	619	678	609	644	729	7,683
Commercial - Member	1,284	1,396	1,161	1,167	1,152	6,159	1,075	1,150	968	1,187	1,019	1,161	1,147	13,866
Municipal Non-Member	1,844	1,972	1,910	1,836	2,105	9,666	1,676	1,685	1,383	1,679	1,798	2,180	2,043	22,110
Gate/Haul	1,489	1,731	1,471	1,454	1,379	7,524	1,356	1,354	1,148	1,261	1,301	1,680	1,642	17,265
Oily	2	6	4	3	4	19	6	2	6	5	3	7	2	49
Special Waste	18	3	7	8	8	43	4	9	2	11	3	4	11	87
Supplemental Waste	0	0	0	0	0	0	0	0	521	875	217	30	0	1,643
Processable Waste Total	**6,623**	**7,287**	**6,541**	**6,469**	**6,807**	**33,727**	**6,072**	**6,202**	**5,664**	**6,906**	**6,347**	**7,380**	**7,125**	**79,422**
Frozen Loads	0	0	0	0	9	9	0	5	0	0	0	0	0	14
OBW	851	901	828	815	866	4,261	573	506	362	533	734	1,138	921	9,027
Residential TS	48	36	45	55	51	235	20	23	12	31	45	32	56	455
Non-Processable Waste Total	**899**	**937**	**873**	**870**	**925**	**4,505**	**593**	**534**	**374**	**563**	**780**	**1,171**	**977**	**9,497**
Recyclables	194	218	214	199	241	1,065	202	213	207	282	276	291	266	2,803
Total	**7,716**	**8,442**	**7,628**	**7,539**	**7,972**	**39,297**	**6,868**	**6,948**	**6,245**	**7,752**	**7,402**	**8,842**	**8,368**	**91,722**

Table 3

WASTE STATISTICS WITH PRIOR YEAR & BUDGET COMPARISON

	Jul	Aug	Sep	Oct	Nov	Total	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Pit - Actual FY 18	**6,106**	**5,935**	**5,589**	**5,370**	**6,719**	**29,718**								**29,718**
Pit - Budget FY 18	6,098	6,098	5,900	4,792	5,900	**28,788**	6,098	6,098	5,504	6,098	5,900	6,098	5,904	**70,488**
Pit - FY 17	5,501	5,713	5,038	5,194	6,493	**27,938**	5,328	6,131	5,584	6,822	6,092	6,474	5,968	**70,337**
Waste Processed - Actual FY 18	**6,317**	**5,964**	**5,992**	**4,662**	**6,605**	**29,539**								**29,539**
Waste Processed - Budget FY 18	6,098	6,098	5,900	4,792	5,900	**28,788**	6,098	6,098	5,504	6,098	5,900	6,098	5,904	**70,488**
Waste Processed - FY 17	5,657	5,807	5,245	4,963	6,025	**27,697**	5,757	6,337	5,518	6,641	6,446	6,372	5,683	**70,452**
Unacceptable - Actual FY 18	**90**	**91**	**93**	**76**	**109**	**459**								**459**
Unacceptable - Budget FY 18	35	36	39	44	59	**213**	42	54	59	60	70	80	73	**650**
Unacceptable - FY 17	49	51	54	61	82	**297**	59	75	82	84	97	111	101	**907**
OBW/Demolition - Actual FY 18	**914**	**1,023**	**1,045**	**1,041**	**991**	**5,015**								**5,015**
OBW/Demolition - Budget FY 18	870	921	846	833	885	**4,355**	586	460	450	675	797	986	916	**9,225**
OBW/Demolition - FY 17	899	937	873	870	925	**4,505**	593	534	374	563	780	1,171	977	**9,497**
Transfer Station - Actual FY 18	**1,838**	**2,242**	**1,886**	**2,319**	**1,104**	**9,390**								**9,390**
Transfer Station - Budget FY 18	2,083	2,652	2,489	2,207	1,147	**10,578**	1,361	460	450	675	797	1,069	2,141	**17,531**
Transfer Station - FY 17	2,018	2,515	2,376	2,143	1,238	**10,290**	1,336	612	457	647	1,032	2,077	2,135	**18,586**
Recyclables - Actual FY 18	**264**	**240**	**275**	**214**	**312**	**1,304**								**1,304**
Recyclables - Budget FY 18	198	222	218	203	245	**1,086**	206	170	161	173	191	226	217	**2,430**
Recyclables - FY 17	194	218	214	199	241	**1,065**	202	213	207	282	276	291	266	**2,803**
Ash Produced - Actual FY 18	**1,593**	**1,558**	**1,620**	**1,305**	**1,691**	**7,767**								**7,767**
Ash Produced - Budget FY 18	1,464	1,464	1,416	1,150	1,416	**6,910**	1,464	1,464	1,321	1,464	1,416	1,464	1,414	**16,917**
Ash Produced - FY 17	1,326	1,347	1,308	1,301	1,395	**6,677**	1,331	1,457	1,322	1,659	1,759	1,797	1,552	**17,554**
Ash Trips - Actual FY 18	**100**	**100**	**107**	**89**	**115**	**511**								**511**
Ash Trips - Budget FY 18	92	92	89	72	89	**432**	92	92	83	92	89	92	88	**1,057**
Ash Trips - FY 17	89	87	83	84	91	**434**	87	95	87	107	111	114	97	**1,132**
% Ash/Waste - Actual FY 18	**25.2%**	**26.1%**	**27.0%**	**28.0%**	**25.6%**	**26.3%**								**26.3%**
% Ash/Waste - Budget FY 18	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	24.0%	23.9%	**24.0%**
% Ash/Waste - FY 17	23.4%	23.2%	24.9%	26.2%	23.2%	24.1%	23.1%	23.0%	24.0%	25.0%	27.3%	28.2%	27.3%	**24.9%**

TABLE 4

Mid-Maine Waste Action Corporation
Balance Sheet
November 30, 2017

DESCRIPTION	CHANGE	CURRENT
ASSETS:		
CURRENT ASSETS:		
Cash	(410,477)	172,354
Investments/Escrow	5,027	5,463,634
Accounts Receivable Net	(3,750)	333,614
Interest Receivable	(2,815)	28,897
Purchase Power Receivable	14,580	41,442
Inventory - Spare Parts	4,436	422,221
Prepaid Expenses	(16,629)	58,488
TOTAL CURRENT ASSETS	**(409,630)**	**6,520,649**
LONG-TERM ASSETS	0	0
PROPERTY, PLANT & EQUIPMENT		
Land	0	2,703,951
Property, Plant & Equipment	0	38,284,433
Machinery & Equipment	0	732,483
Furniture & Fixtures	0	34,943
TOTAL P, P & E	**0**	**41,755,810**
Less Accumulated Depreciation	(60,990)	(37,837,649)
TOTAL NET P, P & E	**(60,990)**	**3,918,161**
OTHER ASSETS:	0	0
TOTAL OTHER ASSETS	**0**	**0**
TOTAL ASSETS:	**(470,620)**	**10,438,810**

DESCRIPTION	CHANGE	CURRENT
LIABILITIES:		
CURRENT LIABILITIES:		
Accounts Payable - Operations	(492,167)	167,807
Surplus Reserve Member Payable	0	0
Accrued Expenses	55,596	252,760
TOTAL CURRENT LIABILITIES	**(436,571)**	**420,567**
LONG-TERM LIABILITIES		
TOTAL LONG-TERM LIABILITIES	0	0
TOTAL LIABILITIES:	**(436,571)**	**420,567**
FUND EQUITY:		
Contributed Capital	0	44,234,519
Retained Earnings	0	(33,621,507)
Current Year Earnings	(34,049)	(594,770)
TOTAL FUND EQUITY	**(34,049)**	**10,018,242**
TOTAL LIABILITIES & EQUITY	**(470,620)**	**10,438,810**

TABLE 5

Mid-Maine Waste Action Corporation
Income Statement with Budget Comparison
November 30, 2017

	CURRENT MONTH						YEAR-TO-DATE					
	BUDGET	%	ACTUAL	%	VARIANCE	%	BUDGET	%	ACTUAL	%	VARIANCE	%
Revenue:												
Permits	0	0.0%	0	0.0%	0	0.0%	780	0.0%	1,200	0.0%	420	53.8%
Weigh Fees	485	0.1%	856	0.1%	371	76.5%	2,425	0.1%	3,768	0.1%	1,343	55.4%
MSW Member	63,319	10.9%	67,331	11.4%	4,012	6.3%	303,364	10.7%	313,708	10.6%	10,344	3.4%
Municipal Contract	123,257	21.3%	116,374	19.6%	(6,883)	(5.6%)	566,117	19.9%	566,241	19.1%	124	0.0%
Commercial Member	74,835	12.9%	73,591	12.4%	(1,244)	(1.7%)	400,273	14.1%	356,136	12.0%	(44,137)	(11.0%)
Commercial Contract	40,704	7.0%	29,185	4.9%	(11,519)	(28.3%)	193,125	6.8%	195,486	6.6%	2,361	1.2%
Supplemental	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Gate/Hauler Contract	124,383	21.5%	130,153	22.0%	5,770	4.6%	678,695	23.9%	685,269	23.2%	6,574	1.0%
Oily Waste	1,225	0.2%	1,763	0.3%	538	44.0%	5,365	0.2%	6,358	0.2%	993	18.5%
OBW & Demolition	84,949	14.7%	95,426	16.1%	10,477	12.3%	418,024	14.7%	481,276	16.3%	63,252	15.1%
Tires	438	0.1%	880	0.1%	442	101.0%	2,280	0.1%	2,923	0.1%	643	28.2%
Special Waste	1,330	0.2%	1,695	0.3%	365	27.4%	6,920	0.2%	6,135	0.2%	(785)	(11.3%)
Recyclable Materials	12,778	2.2%	27,657	4.7%	14,879	116.4%	56,586	2.0%	121,119	4.1%	64,533	114.0%
Interest Income	5,330	0.9%	6,181	1.0%	851	16.0%	27,059	1.0%	30,444	1.0%	3,385	12.5%
Electrical Sales	45,262	7.8%	41,335	7.0%	(3,927)	(8.7%)	180,323	6.3%	185,301	6.3%	4,978	2.8%
Other Revenue	58	0.0%	0	0.0%	(58)	(100.0%)	291	0.0%	2,654	0.1%	2,363	811.9%
Total Revenue	**578,353**	**100.0%**	**592,428**	**100.0%**	**14,075**	**2.4%**	**2,841,627**	**100.0%**	**2,958,016**	**100.0%**	**116,389**	**4.1%**

TABLE 5

Mid-Maine Waste Action Corporation
Income Statement with Budget Comparison
November 30, 2017

	CURRENT MONTH						YEAR-TO-DATE					
	BUDGET	%	ACTUAL	%	VARIANCE	%	BUDGET	%	ACTUAL	%	VARIANCE	%
Operating Expenses:												
Payroll	178,847	37.7%	186,190	32.9%	7,343	4.1%	881,453	27.5%	873,815	26.9%	(7,638)	(0.9%)
Payroll Taxes	13,860	2.9%	13,827	2.4%	(33)	(0.2%)	68,241	2.1%	66,298	2.0%	(1,943)	(2.8%)
Benefits	41,740	8.8%	44,855	7.9%	3,115	7.5%	208,112	6.5%	178,844	5.5%	(29,268)	(14.1%)
Recruiting	450	0.1%	1,241	0.2%	791	175.7%	1,400	0.0%	3,937	0.1%	2,537	181.2%
Education/Training	655	0.1%	1,979	0.3%	1,324	202.1%	6,422	0.2%	3,574	0.1%	(2,848)	(44.4%)
Public Relations	1,445	0.3%	29	0.0%	(1,416)	(98.0%)	7,210	0.2%	443	0.0%	(6,767)	(93.9%)
Board Expense	75	0.0%	0	0.0%	(75)	(100.0%)	390	0.0%	189	0.0%	(201)	(51.5%)
Travel	157	0.0%	92	0.0%	(65)	(41.7%)	781	0.0%	235	0.0%	(546)	(69.9%)
Insurance	11,209	2.4%	6,598	1.2%	(4,612)	(41.1%)	56,035	1.7%	49,630	1.5%	(6,406)	(11.4%)
Utilities	8,793	1.9%	25,421	4.5%	16,628	189.1%	55,220	1.7%	63,792	2.0%	8,572	15.5%
Security	0	0.0%	0	0.0%	0	0.0%	8,110	0.3%	0	0.0%	(8,110)	(100.0%)
Outside Fees	19,670	4.1%	19,594	3.5%	(76)	(0.4%)	98,350	3.1%	97,257	3.0%	(1,093)	(1.1%)
Environmental Compliance	2,264	0.5%	1,411	0.2%	(853)	(37.7%)	21,102	0.7%	18,718	0.6%	(2,384)	(11.3%)
Outside Services	9,755	2.1%	3,279	0.6%	(6,476)	(66.4%)	73,450	2.3%	31,778	1.0%	(41,672)	(56.7%)
Office Supplies	716	0.2%	687	0.1%	(29)	(4.0%)	3,578	0.1%	3,743	0.1%	165	4.6%
Health & Safety	324	0.1%	105	0.0%	(219)	(67.6%)	1,628	0.1%	840	0.0%	(788)	(48.4%)
Housekeeping	417	0.1%	649	0.1%	232	55.6%	2,081	0.1%	1,469	0.0%	(612)	(29.4%)
Disposal/Transportation	146,053	30.8%	153,419	27.1%	7,366	5.0%	1,090,462	34.0%	1,033,892	31.8%	(56,570)	(5.2%)
Rolling Stock	833	0.2%	642	0.1%	(191)	(23.0%)	4,269	0.1%	2,637	0.1%	(1,632)	(38.2%)
Chemicals	12,927	2.7%	26,283	4.6%	13,356	103.3%	64,636	2.0%	61,845	1.9%	(2,791)	(4.3%)
Safety Supplies	2,803	0.6%	1,690	0.3%	(1,113)	(39.7%)	14,865	0.5%	9,978	0.3%	(4,887)	(32.9%)
Shop Consumables	4,318	0.9%	4,718	0.8%	400	9.3%	21,074	0.7%	31,135	1.0%	10,061	47.7%
Shop Equipment	1,494	0.3%	3,382	0.6%	1,888	126.3%	7,474	0.2%	14,530	0.4%	7,056	94.4%
Contract Maintenance	808	0.2%	227	0.0%	(581)	(71.9%)	6,595	0.2%	10,012	0.3%	3,417	51.8%
Spare Parts	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Major Maintenance	14,491	3.1%	69,171	12.2%	54,680	377.3%	501,663	15.7%	689,567	21.2%	187,904	37.5%
Contingency	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total Operating Expenses	**474,104**	**100.0%**	**565,487**	**100.0%**	**91,383**	**19.3%**	**3,204,601**	**100.0%**	**3,248,157**	**100.0%**	**43,556**	**1.4%**
Net Operations	**104,249**		**26,941**		**(77,308)**		**(362,974)**		**(290,140)**		**72,834**	
NON-CASH EXPENSES:												
Depreciation	61,851	100.0%	60,990	100.0%	(861)	(1.4%)	309,256	100.0%	304,630	100.0%	(4,626)	(1.5%)
Amortization	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total Non-Cash Expenses	**61,851**	**100.0%**	**60,990**	**100.0%**	**(861)**	**(1.4%)**	**309,256**	**100.0%**	**304,630**	**100.0%**	**(4,626)**	**(1.5%)**
OTHER												
(Un) Realized (Gain) Loss		0.0%	0	0.0%	0	0.0%		0.0%	0	0.0%	0	0.0%
Net Gain/(Loss)	**42,398**		**(34,049)**		**(76,447)**		**(672,230)**		**(594,770)**		**77,460**	

TABLE 6

Mid-Maine Waste Action Corporation
Income Statement with Prior Year Comparison
November 30, 2017

	CURRENT MONTH						YEAR-TO-DATE					
	PRIOR	%	ACTUAL	%	VARIANCE	%	PRIOR	%	ACTUAL	%	VARIANCE	%
Revenue:												
Permits	60	0.0%	0	0.0%	(60)	(100.0%)	855	0.0%	1,200	0.0%	345	40.4%
Weigh Fees	584	0.1%	856	0.1%	272	46.6%	2,164	0.1%	3,768	0.1%	1,604	74.1%
MSW Member	62,365	11.2%	67,331	11.4%	4,967	8.0%	298,792	10.7%	313,708	10.6%	14,915	5.0%
Municipal Contract	118,813	21.4%	116,374	19.6%	(2,439)	(2.1%)	559,338	20.0%	566,241	19.1%	6,903	1.2%
Commercial Member	71,396	12.9%	73,591	12.4%	2,195	3.1%	381,867	13.6%	356,136	12.0%	(25,731)	(6.7%)
Commercial Contract	39,380	7.1%	29,185	4.9%	(10,196)	(25.9%)	186,844	6.7%	195,486	6.6%	8,642	4.6%
Supplemental	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Gate/Hauler Contract	119,098	21.5%	130,153	22.0%	11,055	9.3%	649,772	23.2%	685,269	23.2%	35,497	5.5%
Oily Waste	1,231	0.2%	1,763	0.3%	532	43.2%	5,416	0.2%	6,358	0.2%	942	17.4%
OBW & Demolition	89,075	16.0%	95,426	16.1%	6,352	7.1%	433,192	15.5%	481,276	16.3%	48,084	11.1%
Tires	772	0.1%	880	0.1%	108	14.0%	3,010	0.1%	2,923	0.1%	(87)	(2.9%)
Special Waste	1,454	0.3%	1,695	0.3%	241	16.6%	7,545	0.3%	6,135	0.2%	(1,410)	(18.7%)
Recyclable Materials	9,182	1.7%	27,657	4.7%	18,475	201.2%	44,972	1.6%	121,119	4.1%	76,147	169.3%
Interest Income	5,190	0.9%	6,181	1.0%	991	19.1%	26,238	0.9%	30,444	1.0%	4,206	16.0%
Electrical Sales	36,466	6.6%	41,335	7.0%	4,869	13.4%	199,738	7.1%	185,301	6.3%	(14,437)	(7.2%)
Other Revenue	0	0.0%	0	0.0%	0		305	0.0%	2,654	0.1%	2,349	
Total Revenue	**555,065**	**100.0%**	**592,428**	**100.0%**	**37,362**	**6.7%**	**2,800,047**	**100.0%**	**2,958,016**	**100.0%**	**157,970**	**5.6%**

TABLE 6

Mid-Maine Waste Action Corporation
Income Statement with Prior Year Comparison
November 30, 2017

	CURRENT MONTH						YEAR-TO-DATE					
	PRIOR	%	ACTUAL	%	VARIANCE	%	PRIOR	%	ACTUAL	%	VARIANCE	%
Operating Expenses:												
Payroll	170,979	35.5%	186,190	32.9%	15,211	8.9%	881,884	29.3%	873,815	26.9%	(8,068)	(0.9%)
Payroll Taxes	12,660	2.6%	13,827	2.4%	1,166	9.2%	66,634	2.2%	66,298	2.0%	(336)	(0.5%)
Benefits	44,105	9.1%	44,855	7.9%	751	1.7%	173,671	5.8%	178,844	5.5%	5,172	3.0%
Recruiting	0	0.0%	1,241	0.2%	1,241	0.0%	487	0.0%	3,937	0.1%	3,451	709.3%
Education/Training	54	0.0%	1,979	0.3%	1,925	3564.2%	3,175	0.1%	3,574	0.1%	399	12.6%
Public Relations	0	0.0%	29	0.0%	29	0.0%	921	0.0%	443	0.0%	(478)	(51.9%)
Board Expense	0	0.0%	0	0.0%	0	0.0%	186	0.0%	189	0.0%	3	1.4%
Travel	0	0.0%	92	0.0%	92	0.0%	596	0.0%	235	0.0%	(361)	(60.6%)
Insurance	6,723	1.4%	6,598	1.2%	(126)	(1.9%)	50,624	1.7%	49,630	1.5%	(994)	(2.0%)
Utilities	10,550	2.2%	25,421	4.5%	14,871	141.0%	47,332	1.6%	63,792	2.0%	16,459	34.8%
Security	0	0.0%	0	0.0%	0	0.0%	8	0.0%	0	0.0%	(8)	(100.0%)
Outside Fees	20,028	4.2%	19,594	3.5%	(433)	(2.2%)	96,442	3.2%	97,257	3.0%	815	0.8%
Environmental Compliance	1,530	0.3%	1,411	0.2%	(119)	(7.8%)	18,857	0.6%	18,718	0.6%	(139)	(0.7%)
Outside Services	3,826	0.8%	3,279	0.6%	(547)	(14.3%)	29,547	1.0%	31,778	1.0%	2,231	7.6%
Office Supplies	1,002	0.2%	687	0.1%	(315)	(31.4%)	2,534	0.1%	3,743	0.1%	1,210	47.7%
Health & Safety	105	0.0%	105	0.0%	0	0.0%	840	0.0%	840	0.0%	0	0.0%
Housekeeping	0	0.0%	649	0.1%	649	0.0%	2,277	0.1%	1,469	0.0%	(808)	(35.5%)
Disposal/Transportation	153,936	31.9%	153,419	27.1%	(517)	(0.3%)	1,060,605	35.2%	1,033,892	31.8%	(26,713)	(2.5%)
Rolling Stock	2,291	0.5%	642	0.1%	(1,650)	(72.0%)	5,810	0.2%	2,637	0.1%	(3,173)	(54.6%)
Chemicals	19,042	3.9%	26,283	4.6%	7,241	38.0%	69,481	2.3%	61,845	1.9%	(7,636)	(11.0%)
Safety Supplies	2,255	0.5%	1,690	0.3%	(565)	(25.1%)	9,836	0.3%	9,978	0.3%	141	1.4%
Shop Consumables	1,320	0.3%	4,718	0.8%	3,397	257.3%	16,921	0.6%	31,135	1.0%	14,214	84.0%
Shop Equipment	1,450	0.3%	3,382	0.6%	1,932	133.2%	12,165	0.4%	14,530	0.4%	2,365	19.4%
Contract Maintenance	1,362	0.3%	227	0.0%	(1,135)	(83.3%)	5,545	0.2%	10,012	0.3%	4,466	80.5%
Spare Parts	4,600	1.0%	0	0.0%	(4,600)	(100.0%)	42,493	1.4%	0	0.0%	(42,493)	(100.0%)
Major Maintenance	24,365	5.1%	69,171	12.2%	44,807	183.9%	415,916	13.8%	689,567	21.2%	273,651	65.8%
Contingency	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total Operating Expenses	**482,183**	**100.0%**	**565,487**	**100.0%**	**83,303**	**17.3%**	**3,014,787**	**100.0%**	**3,248,157**	**100.0%**	**233,370**	**7.7%**
Net Operations	**72,882**		**26,941**		**(45,941)**		**(214,740)**		**(290,140)**		**(75,400)**	
NON-CASH EXPENSES:												
Depreciation	139,660	100.0%	60,990	100.0%	(78,670)	(56.3%)	697,923	100.0%	304,630	100.0%	(393,293)	(56.4%)
Amortization	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total Non-Cash Expenses	**139,660**	**100.0%**	**60,990**	**100.0%**	**(78,670)**	**(56.3%)**	**697,923**	**100.0%**	**304,630**	**100.0%**	**(393,293)**	**(56.4%)**
OTHER												
(Un) Realized (Gain) Loss	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Net Gain/(Loss)	**(66,778)**		**(34,049)**		**32,729**		**(912,663)**		**(594,770)**		**317,893**	

Table 7

Monthly Budget Variance Analysis

Account Description	Final Adopted FY2018	Total Expensed YTD	Percent Remaining	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Balance Remaining YTD
Projected Tonnage																
Projected Tonnage *	90,474	40,012	56%	8,378	8,400	8,106	7,156	7,973	0	0	0	0	0	0	0	50,462
Revenue																
Fees	10,300	4,968	52%	1,480	927	828	877	856	0	0	0	0	0	0	0	5,332
Member Municpalities	684,700	313,708	54%	63,864	64,375	58,920	59,218	67,331	0	0	0	0	0	0	0	370,992
Municipal Contract	1,280,060	566,241	56%	117,131	112,965	108,857	110,914	116,374	0	0	0	0	0	0	0	713,819
Member Commercial	904,332	356,136	61%	67,593	77,692	66,642	70,618	73,591	0	0	0	0	0	0	0	548,196
Commercial Contract	440,580	195,486	56%	44,072	46,800	36,131	39,299	29,185	0	0	0	0	0	0	0	245,094
Spot/Hauler	1,528,600	685,269	55%	148,881	143,184	130,247	132,803	130,153	0	0	0	0	0	0	0	843,331
All Tip Fees	966,998	496,692	49%	90,269	100,988	103,725	101,945	99,765	0	0	0	0	0	0	0	470,306
Other Revenue	814,416	339,517	58%	66,594	64,366	68,120	65,265	75,172	0	0	0	0	0	0	0	474,899
Expenses																
Payroll	2,088,360	873,815	58%	170,827	176,129	163,255	177,414	186,190	0	0	0	0	0	0	0	1,152,145
Payroll Taxes	165,499	66,298	60%	13,018	13,461	12,452	13,539	13,827	0	0	0	0	0	0	0	99,201
Benefits	514,048	178,844	65%	28,680	31,405	35,132	38,771	44,855	0	0	0	0	0	0	0	335,204
Recruiting	1,900	3,937	-107%	199	234	2,079	184	1,241	0	0	0	0	0	0	0	-2,037
Education/Training	30,573	3,574	88%	11	827	709	47	1,979	0	0	0	0	0	0	0	26,999
Public Relations	18,120	443	98%	0	35	15	365	29	0	0	0	0	0	0	0	17,677
Debt Repayment	0	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0
Board Expense	2,200	189	91%	0	100	0	89	0	0	0	0	0	0	0	0	2,011
Travel	1,880	235	87%	0	104	25	15	92	0	0	0	0	0	0	0	1,645
Insurance	136,928	49,630	64%	10,702	10,705	10,699	10,927	6,598	0	0	0	0	0	0	0	87,299
Utilities	126,160	63,792	49%	8,404	8,668	6,284	15,014	25,421	0	0	0	0	0	0	0	62,368
Security	8,345	0	100%	0	0	0	0	0	0	0	0	0	0	0	0	8,345
Outside Fees	236,040	97,257	59%	19,042	19,184	20,143	19,294	19,594	0	0	0	0	0	0	0	138,783
Environmental Compliance	37,030	18,718	49%	1,614	11,511	2,028	2,156	1,411	0	0	0	0	0	0	0	18,312
Outside Services	144,165	31,778	78%	3,991	14,144	5,020	5,343	3,279	0	0	0	0	0	0	0	112,387
Office Supplies	8,590	3,743	56%	378	987	551	1,140	687	0	0	0	0	0	0	0	4,847
Health & Safety	3,898	840	78%	105	105	105	420	105	0	0	0	0	0	0	0	3,058
Housekeeping	5,000	1,469	71%	221	274	14	311	649	0	0	0	0	0	0	0	3,531
Transportation & Disposal	2,034,285	1,033,892	49%	202,313	236,955	212,544	228,662	153,419	0	0	0	0	0	0	0	1,000,393
Rolling Stock	10,100	2,637	74%	437	668	550	341	642	0	0	0	0	0	0	0	7,463
Chemicals	155,125	61,845	60%	5,480	11,505	13,138	5,439	26,283	0	0	0	0	0	0	0	93,280
Safety Supplies	34,699	9,978	71%	2,000	1,984	1,651	2,653	1,690	0	0	0	0	0	0	0	24,721
Shop Consumables	51,200	31,135	39%	4,659	12,145	3,121	6,493	4,718	0	0	0	0	0	0	0	20,065
Shop Equipment	17,925	14,530	19%	201	1,299	362	9,287	3,382	0	0	0	0	0	0	0	3,395
Contract Maintenance	13,940	10,012	28%	581	1,099	991	7,114	227	0	0	0	0	0	0	0	3,929
Spare Parts	0	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Major Maintenance	603,400	689,567	-14%	9,270	24,446	36,450	550,230	69,171	0	0	0	0	0	0	0	-86,167
OTHER																
Depreciation Expense	742,213	304,630	59%	60,880	60,880	60,880	61,000	60,990	0	0	0	0	0	0	0	437,583
Amortization Expense	0	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0
(Un) Realized (Gain) Loss	1,456,802	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0
BALANCE SHEET ACCTS FUNDED																
Balance Sheet Accts. Funded	0	-31,526	0%	821	4,985	1,081	-42,849	4,436	0	0	0	0	0	0	0	31,526

Table 8

INVESTMENTS & EARNINGS

11/30/2017

ISSUER	INVESTMENT TYPE	MATURITY DATE	CURRENT YIELD	ACCOUNT BAL/AMOUNT INVESTED
American Express Centurion Bank	36 Month CD	12/11/17	1.50%	200,000
Compass Bank	24 Month CD	01/02/18	1.35%	50,000
Northeast Bank	18 Month CD	02/01/18	1.00%	95,000
Wells Fargo Bank	24 Month CD	03/09/18	1.05%	198,000
BMO Harris Bank	24 Month CD	04/20/18	1.00%	200,000
FirstBank of Puerto Rico	30 Month CD	05/07/18	1.30%	100,000
Connectone Bank	24 Month CD	05/14/18	1.00%	99,000
KeyBank	25 Month CD	06/05/18	1.50%	140,000
Comenity Capital Bank	24 Month CD	06/13/18	1.10%	150,000
Northeast Bank	22 Month CD	07/21/18	1.10%	200,000
Northeast Bank	22 Month CD	07/21/18	1.10%	45,000
Capital One, NA	36 Month CD	09/10/18	1.65%	97,000
Capital One, NA	36 Month CD	09/17/18	1.60%	150,000
BMW Bank of NA	24 Month CD	09/28/18	1.10%	240,000
Northeast Bank	24 Month CD	10/25/18	1.20%	48,000
Ally Bank	30 Month CD	10/29/18	1.10%	98,000
Berkshire Bank	24 Month CD	11/29/18	1.25%	200,000
FirstBank of Puerto Rico	36 Month CD	12/04/18	1.60%	99,000
Enerbank USA	24 Month CD	12/14/18	1.35%	100,000
Northeast Bank	26 Month CD	01/28/19	1.20%	200,000
Northeast Bank	30 Month CD	02/28/19	1.20%	200,000
Northeast Bank	30 Month CD	02/28/19	1.20%	49,376
Northeast Bank	28 Month CD	03/08/19	1.20%	200,000
Whitney Bank	24 Month CD	04/22/19	1.65%	248,000
Wells Fargo Bank	36 Month CD	05/06/19	1.25%	48,000
American Express Bank, FSB	24 Month CD	05/17/19	1.65%	99,000
Worlds Foremost Bank	36 Month CD	05/28/19	1.30%	100,000
Northeast Bank	24 Month CD	06/20/19	1.60%	49,000
Northeast Bank	24 Month CD	06/27/19	1.60%	200,000
Northeast Bank	24 Month CD	07/11/19	1.60%	98,000
Northeast Bank	29 Month CD	07/22/19	1.35%	60,000
Northeast Bank	24 Month CD	08/08/19	1.60%	50,000
Northeast Bank	24 Month CD	08/22/19	1.60%	50,463
Northeast Bank	30 Month CD	08/22/19	1.35%	100,000
Northeast Bank	24 Month CD	09/18/19	1.60%	240,008
Northeast Bank	23.5 Month CD	10/14/19	1.60%	221,000
Morgan Stanley Bank	24 Month CD	11/18/19	1.80%	176,000
Northeast Bank	31 Month CD	01/07/20	1.75%	150,000
BlackRock, Inc.	TempCash 021	N/A	1.180%	5,388
Northeast Bank	Money Market Fund	N/A	1.100%	406,889
State Farm Bank	Money Market Fund	N/A	0.300%	3,510
Androscoggin Bank	Checking/Cash Mgt	N/A	0.350%	171,329
Credit Union Savings Accounts	Savings Account	N/A		325
Petty Cash - Office/Scalehouse	Cash	N/A		700
TOTAL:				**5,635,988**

Table 9

DELIVERIES

Date	Pit	Transfer Station	Total
Jul-16	5,501	2,018	7,518
Aug-16	5,713	2,515	8,227
Sep-16	5,038	2,376	7,414
Oct-16	5,194	2,143	7,337
Nov-16	6,493	1,238	7,731
YTD:	**27,938**	**10,290**	**38,228**
Dec-16	5,328	1,336	6,664
Jan-17	6,131	612	6,743
Feb-17	5,584	457	6,040
Mar-17	6,822	647	7,469
Apr-17	6,092	1,032	7,125
May-17	6,474	2,077	8,551
Jun-17	5,968	2,135	8,103
FY 17 Total:	**70,337**	**18,586**	**88,923**
Jul-17	6,106	1,838	7,944
Aug-17	5,935	2,242	8,177
Sep-17	5,589	1,886	7,475
Oct-17	5,370	2,319	7,689
Nov-17	6,719	1,104	7,823
FY 18 Total:	**29,718**	**9,390**	**39,107**

Figure 1

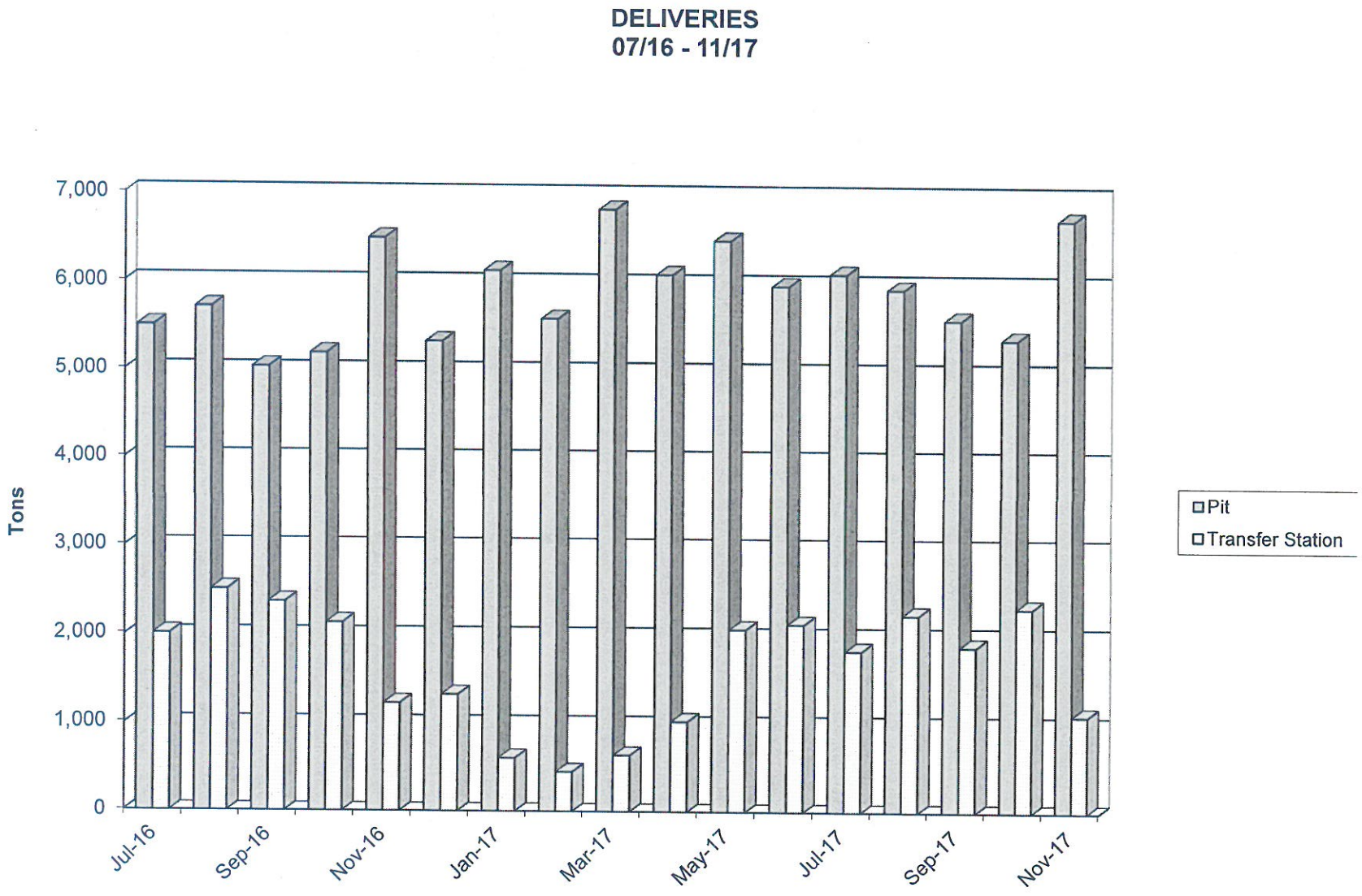

DELIVERIES
07/16 - 11/17
Tons
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
Jul-16
Sep-16
Nov-16
Jan-17
Mar-17
May-17
Jul-17
Sep-17
Nov-17
Pit
Transfer Station

TABLE 10

WASTE TO ENERGY TONS PROCESSED

		Calendar Days		Running Time Days	
Date	Tons	Tons/Calendar Day	# Days	Tons/Running Time Day	# Days
Jul-16	5,657	182	31	188	30
Aug-16	5,807	187	31	194	30
Sep-16	5,245	175	30	178	30
Oct-16	4,963	160	31	207	24
Nov-16	6,025	201	30	210	29
YTD:	**27,697**	**181**	**153**	**194**	**143**
Dec-16	5,757	186	31	203	28
Jan-17	6,337	204	31	205	31
Feb-17	5,518	197	28	202	27
Mar-17	6,641	214	31	219	30
Apr-17	6,446	215	30	221	29
May-17	6,372	206	31	211	30
Jun-17	5,683	189	30	212	27
FY 17 Total :	**70,452**	**193**	**365**	**203**	**346**
Jul-17	6,317	204	31	210	30
Aug-17	5,964	192	31	198	30
Sep-17	5,992	200	30	201	30
Oct-17	4,662	150	31	210	22
Nov-17	6,605	220	30	226	29
FY 18 Total :	**29,539**	**193**	**153**	**209**	**141**

Figure 2

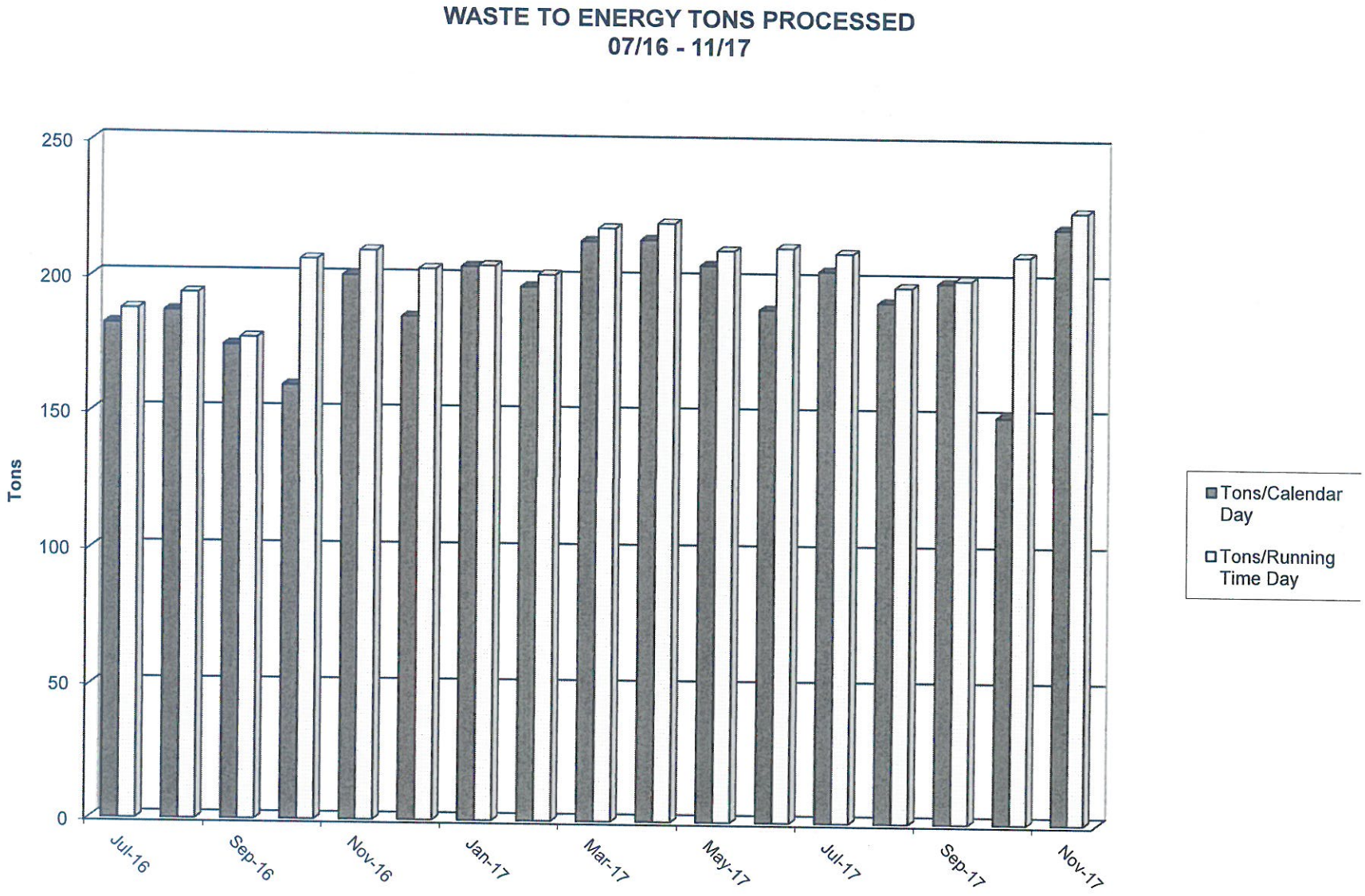

WASTE TO ENERGY TONS PROCESSED
07/16 - 11/17
Tons
250
200
150
100
50
0
Jul-16
Sep-16
Nov-16
Jan-17
Mar-17
May-17
Jul-17
Sep-17
Nov-17
Tons/Calendar Day
Tons/Running Time Day

Table 11

POWER PRODUCTION INCLUDING IN-HOUSE USAGE

Period	Output (KWH)	In-House Consumption (KWH)	Gross KWH	Gross KWH/Day	Tons Processed	Gross KWH/Ton	Net KWH/Ton	In-House KWH/Ton
07/01/16 - 07/31/16	1,243,963	658,575	1,902,538	61,372	5,657	336	220	116
08/01/16 - 08/31/16	1,288,451	665,031	1,953,482	63,016	5,807	336	222	115
09/01/16 - 09/30/16	1,321,719	638,926	1,960,645	65,355	5,245	374	252	122
10/01/16 - 10/31/16	1,254,020	501,223	1,755,243	56,621	4,963	354	253	101
11/01/16 - 11/30/16	1,423,603	581,694	2,005,297	66,843	6,025	333	236	97
YTD:	**6,531,756**	**3,045,449**	**9,577,205**	**62,641**	**27,697**	**346**	**236**	**110**
12/01/16 - 12/31/16	1,391,925	581,975	1,973,900	63,674	5,757	343	242	101
01/01/17 - 01/31/17	1,566,610	623,467	2,190,077	70,648	6,337	346	247	98
02/01/17 - 02/28/17	1,312,709	552,580	1,865,289	66,617	5,518	338	238	100
03/01/17 - 03/31/17	1,493,700	604,908	2,098,608	67,697	6,641	316	225	91
04/01/17 - 04/30/17	1,330,477	613,274	1,943,751	64,792	6,446	302	206	95
05/01/17 - 05/31/17	1,308,704	652,732	1,961,436	63,272	6,372	308	205	102
06/01/17 - 06/30/17	1,143,571	635,933	1,779,504	59,317	5,683	313	201	112
FY 17 Total:	**16,079,452**	**7,310,318**	**23,389,770**	**64,102**	**70,452**	**332**	**228**	**104**
07/01/17 - 07/31/17	1,287,981	677,294	1,965,275	63,396	6,317	311	204	107
08/01/17 - 08/31/17	1,258,911	668,186	1,927,097	62,164	5,964	323	211	112
09/01/17 - 09/30/17	1,291,487	641,405	1,932,892	64,430	5,992	323	216	107
10/01/17 - 10/31/17	1,032,534	470,179	1,502,713	48,475	4,662	322	221	101
11/01/17 - 11/30/17	1,357,441	572,598	1,930,039	64,335	6,605	292	206	87
FY 18 Total:	**6,228,354**	**3,029,662**	**9,258,016**	**60,560**	**29,539**	**313**	**211**	**103**

All figures above reflect generated power, no purchased power is included.

Figure 3

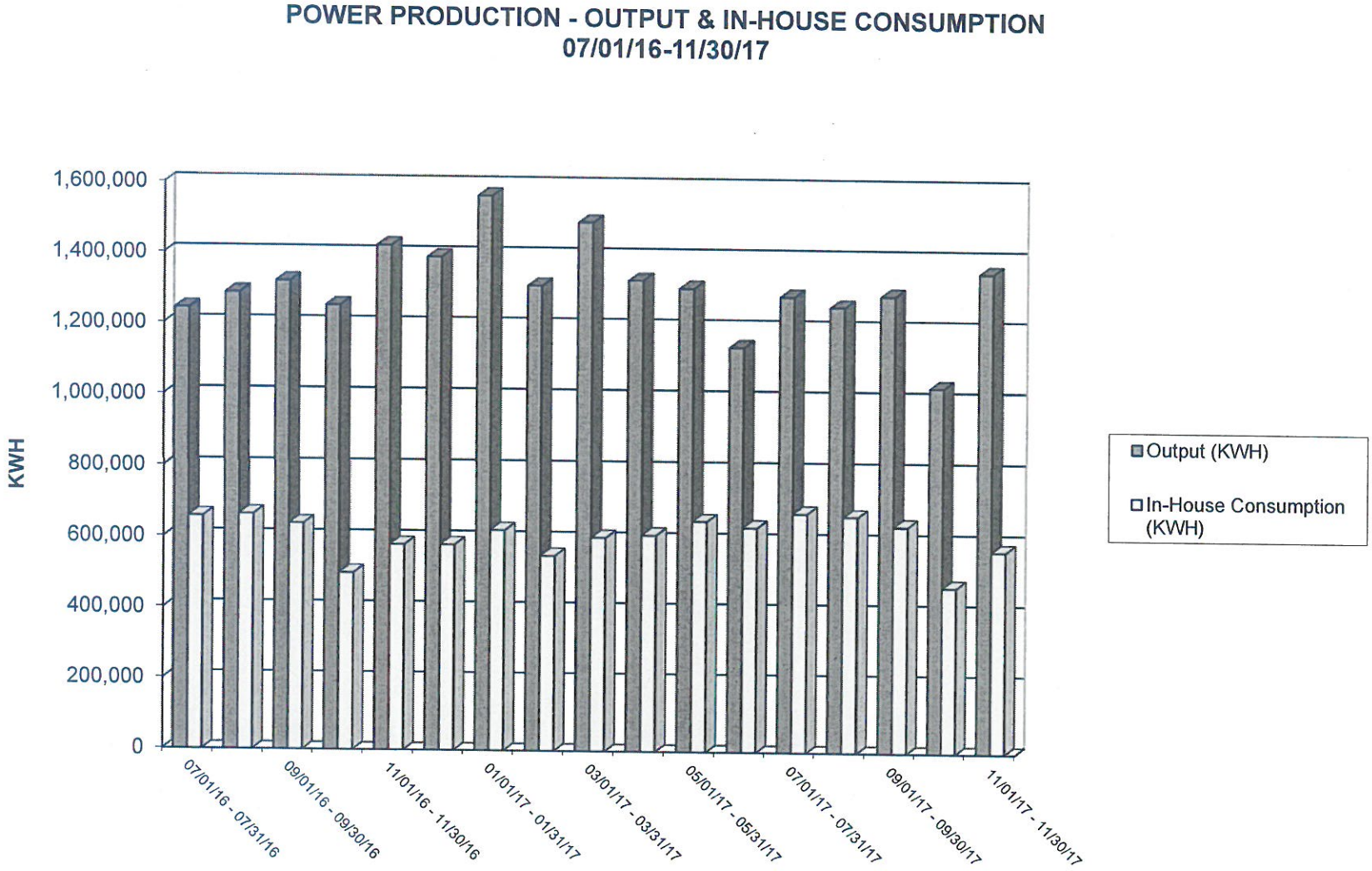

POWER PRODUCTION - OUTPUT & IN-HOUSE CONSUMPTION
07/01/16-11/30/17
KWH
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
07/01/16 - 07/31/16
09/01/16 - 09/30/16
11/01/16 - 11/30/16
01/01/17 - 01/31/17
03/01/17 - 03/31/17
05/01/17 - 05/31/17
07/01/17 - 07/31/17
09/01/17 - 09/30/17
11/01/17 - 11/30/17
Output (KWH)
In-House Consumption (KWH)

Table 12

GAS CONSUMPTION

Date	CCF	Waste Processed	CCF/Ton
06/30/16 - 07/27/16	2,300	5,078	0.45
07/28/16 - 08/29/16	3,500	6,196	0.56
08/30/16 - 09/28/16	2,100	5,256	0.40
09/29/16 - 10/27/16	4,800	4,509	1.06
10/28/16 - 11/29/16	5,300	6,606	0.80
YTD:	**18,000**	**27,645**	**0.65**
11/30/16 - 12/28/16	4,000	5,492	0.73
12/29/16 - 01/25/17	2,300	5,645	0.41
01/26/17 - 02/23/17	3,900	5,708	0.68
02/24/17 - 03/24/17	3,000	6,104	0.49
03/25/17 - 04/21/17	1,800	6,089	0.30
04/22/17 - 05/23/17	2,500	6,703	0.37
05/24/17 - 06/22/17	7,600	5,613	1.35
FY 17 Total:	**43,100**	**69,000**	**0.62**
06/23/17 - 07/25/17	2,800	6,692	0.42
07/26/17 - 08/24/17	4,600	5,849	0.79
08/25/17 - 09/25/17	2,400	6,415	0.37
09/26/17 - 10/25/17	11,400	4,352	2.62
10/26/17 - 11/27/17	10,200	7,309	1.40
FY 18 Total:	**31,400**	**30,618**	**1.03**

Figure 4

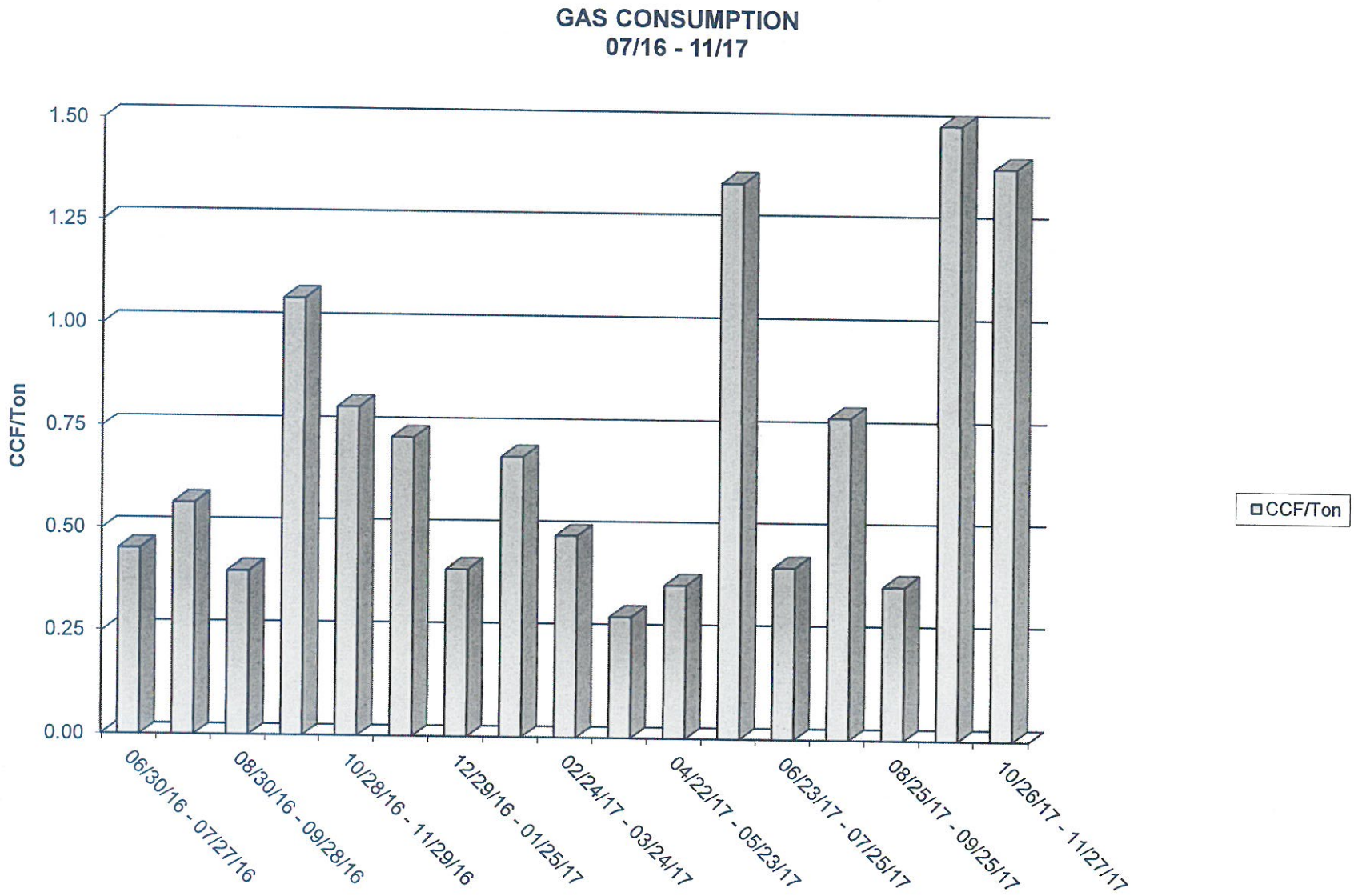
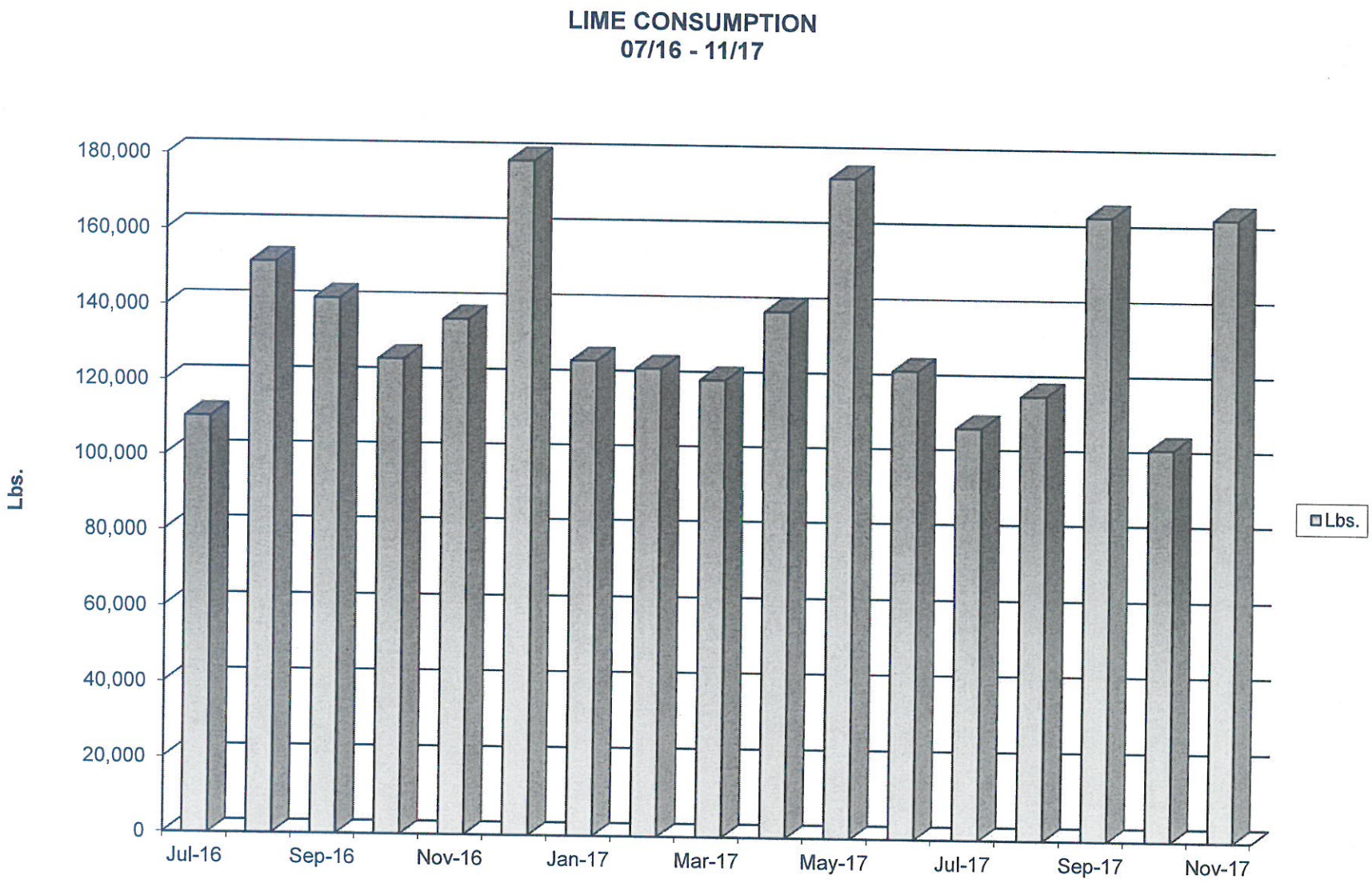

GAS CONSUMPTION
07/16 - 11/17
CCF/Ton
1.50
1.25
1.00
0.75
0.50
0.25
0.00
06/30/16 - 07/27/16
08/30/16 - 09/28/16
10/28/16 - 11/29/16
12/29/16 - 01/25/17
02/24/17 - 03/24/17
04/22/17 - 05/23/17
06/23/17 - 07/25/17
08/25/17 - 09/25/17
10/26/17 - 11/27/17
CCF/Ton

Table 13

LIME CONSUMPTION

Date	Lbs.	Waste Processed
Jul-16	110,320	5,657
Aug-16	151,580	5,807
Sep-16	141,960	5,245
Oct-16	126,000	4,963
Nov-16	136,740	6,025
YTD:	**666,600**	**27,697**
Dec-16	178,880	5,757
Jan-17	126,080	6,337
Feb-17	124,180	5,518
Mar-17	121,300	6,641
Apr-17	139,720	6,446
May-17	175,260	6,372
Jun-17	124,380	5,683
FY 17 Total:	**1,656,400**	**70,452**
Jul-17	109,280	6,317
Aug-17	118,020	5,964
Sep-17	165,700	5,992
Oct-17	103,980	4,662
Nov-17	165,400	6,605
FY 18 Total:	**662,380**	**29,539**

Figure 5


LIME CONSUMPTION
07/16 - 11/17
Lbs.
180,000
160,000
140,000
120,000
100,000
80,000
60,000
40,000
20,000
0
Jul-16
Sep-16
Nov-16
Jan-17
Mar-17
May-17
Jul-17
Sep-17
Nov-17
Lbs.

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

TO: **Peter Crichton, City Manager**

FROM: **Jill Eastman, Finance Director**

REF: **November 2017 Financial Report**

DATE: **December 13, 2017**

The following is a discussion regarding the significant variances found in the City's November financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its fifth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 41.7% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Revenues

Revenues collected through November 30th, including the school department were $37,282,998, or 44.66%, of the budget. The municipal revenues including property taxes were $29,270,142, or 49.01% of the budget which is lower than last year by 0.26%. The accounts listed below are noteworthy.

A. Excise tax for the month of November is at 45.26%. This is a $33,294 increase from FY 17. Our excise revenues for FY 18 are 3.6% above projections as of November 30, 2017.

B. State Revenue Sharing for the month of November is 42.79% or $645,756. This is an increase of $22,737 from last November.

C. Property Tax revenues are at 50.42% of the total budget, which is 1.33% lower than last year at this time.

60 Court Street • Suite 411 • Auburn, ME 04210
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www.auburnmaine.org

Expenditures

City expenditures through November 2017 were $19,470,456 or 46.67%, of the budget. This is .42% less than the same period last year. Noteworthy variances are:

A. The operating departments are all in line with where they should be at this time. Several line items are paid quarterly, semi-annually or annually thus creating the appearance of being over budget. I have and will continue to monitor each department's expenditures throughout the fiscal year.

Investments

This section contains an investment schedule as of November 30th. Currently the City's funds are earning an average interest rate of .88%.

Respectfully submitted,

Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND
AS of November 2017, October 2017, and June 2017

	UNAUDITED October 31 2017	UNAUDITED October 31 2017	Increase (Decrease)	AUDITED JUNE 30 2017
ASSETS				
CASH	$ 10,922,906	$ 14,317,313	$ (3,394,407)	$ 11,272,850
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	2,001,494	1,986,757	14,737	2,532,611
TAXES RECEIVABLE-CURRENT	21,817,634	22,156,696	(339,062)	1,051,346
DELINQUENT TAXES	673,800	673,912	(112)	612,972
TAX LIENS	1,133,591	1,234,809	(101,218)	562,272
NET DUE TO/FROM OTHER FUNDS	10,859,924	7,987,349	2,872,575	3,021,419
TOTAL ASSETS	**$ 47,409,349**	**$ 48,356,836**	**$ (947,487)**	**$ 19,053,470**
LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	$ (26,853)	$ (14,389)	$ (12,464)	$ (851,716)
PAYROLL LIABILITIES	(1,168,090)	(921,586)	(246,505)	-
ACCRUED PAYROLL	(119)	(119)	-	(4,075,304)
STATE FEES PAYABLE	(49,352)	(25,751)	(23,601)	-
ESCROWED AMOUNTS	(4,326)	(3,826)	(500)	(2,826)
DEFERRED REVENUE	(23,471,956)	(23,899,936)	427,980	(2,057,984)
TOTAL LIABILITIES	**$ (24,720,696)**	**$ (24,865,607)**	**$ 144,911**	**$ (6,987,830)**
FUND BALANCE - UNASSIGNED	$ (21,597,700)	$ (22,400,276)	$ 802,576	$ (8,863,571)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	(2,023,296)
FUND BALANCE - RESTRICTED	(1,866,970)	(1,866,970)	-	(1,178,773)
TOTAL FUND BALANCE	**$ (22,688,653)**	**$ (23,491,229)**	**$ 802,576**	**$ (12,065,640)**
TOTAL LIABILITIES AND FUND BALANCE	**$ (47,409,349)**	**$ (48,356,836)**	**$ 947,487**	**$ (19,053,470)**

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH November 30, 2017 VS November 30, 2016

REVENUE SOURCE	FY 2018 BUDGET	ACTUAL REVENUES THRU NOV 2017	% OF BUDGET	FY 2017 BUDGET	ACTUAL REVENUES THRU NOV 2016	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	$ 48,061,530	$ 24,231,383	50.42%	$ 46,032,435	$ 23,822,048	51.75%	$ 409,335
PRIOR YEAR TAX REVENUE	$ -	$ 447,475		$ -	$ 489,451		$ (41,976)
HOMESTEAD EXEMPTION REIMBURSEMENT	$ 1,015,000	$ 821,845	80.97%	$ 750,000	$ 569,088	75.88%	$ 252,757
EXCISE	$ 3,810,000	$ 1,724,278	45.26%	$ 3,365,000	$ 1,690,984	50.25%	$ 33,294
PENALTIES & INTEREST	$ 150,000	$ 39,511	26.34%	$ 150,000	$ 66,202	44.13%	$ (26,691)
TOTAL TAXES	$ 53,036,530	$ 27,264,491	51.41%	$ 50,297,435	$ 26,637,773	52.96%	$ 626,718
LICENSES AND PERMITS							
BUSINESS	$ 62,000	$ 20,230	32.63%	$ 48,000	$ 17,563	36.59%	$ 2,667
NON-BUSINESS	$ 345,000	$ 165,014	47.83%	$ 427,384	$ 173,781	40.66%	$ (8,767)
TOTAL LICENSES	$ 407,000	$ 185,243	45.51%	$ 475,384	$ 191,344	40.25%	$ (6,101)
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	$ 400,000	$ 406,860	101.72%	$ 400,000	$ -	0.00%	$ 406,860
STATE REVENUE SHARING	$ 1,509,117	$ 645,756	42.79%	$ 1,468,313	$ 623,019	42.43%	$ 22,737
WELFARE REIMBURSEMENT	$ 95,000	$ 55,829	58.77%	$ 59,000	$ 22,494	38.13%	$ 33,335
OTHER STATE AID	$ 32,000	$ 11,209	35.03%	$ 22,000	$ -	0.00%	$ 11,209
CITY OF LEWISTON	$ 228,384	$ -	0.00%	$ 160,000	$ -	0.00%	$ -
TOTAL INTERGOVERNMENTAL ASSISTANCE	$ 2,264,501	$ 1,119,654	49.44%	$ 2,109,313	$ 645,513	30.60%	$ 474,141
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	$ 144,440	$ 49,289	34.12%	$ 132,640	$ 44,077	33.23%	$ 5,212
PUBLIC SAFETY	$ 236,277	$ 60,851	25.75%	$ 139,077	$ 36,061	25.93%	$ 24,790
EMS TRANSPORT	$ 1,250,000	$ 394,667	31.57%	$ 1,250,000	$ 445,105	35.61%	$ (50,438)
TOTAL CHARGE FOR SERVICES	$ 1,630,717	$ 504,806	30.96%	$ 1,521,717	$ 525,243	34.52%	$ (20,437)
FINES							
PARKING TICKETS & MISC FINES	$ 70,000	$ 18,006	25.72%	$ 65,000	$ 24,316	37.41%	$ (6,310)
MISCELLANEOUS							
INVESTMENT INCOME	$ 32,000	$ 16,078	50.24%	$ 10,000	$ 8,177	81.77%	$ 7,901
RENTS	$ 35,000	$ 19,099	54.57%	$ 18,000	$ 16,010	88.94%	$ 3,089
UNCLASSIFIED	$ 10,000	$ 20,149	201.49%	$ 10,000	$ 21,028	210.28%	$ (879)
COMMERCIAL SOLID WASTE FEES	$ -	$ 22,822		$ -	$ 22,262		$ 560
SALE OF PROPERTY	$ 20,000	$ 8,800	44.00%	$ 20,000	$ 10,427	52.14%	$ (1,627)
RECREATION PROGRAMS/ARENA				$ -	$ -		$ -
MMWAC HOST FEES	$ 215,000	$ 90,994	42.32%	$ 210,000	$ 195,393	93.04%	$ (104,399)
TRANSFER IN: TIF	$ 1,287,818	$ -	0.00%	$ 1,537,818	$ -	0.00%	$ -
TRANSFER IN: REC SPEC REVENUE	$ 54,718	$ -	0.00%	$ 54,718		0.00%	$ -
ENERGY EFFICIENCY				$ -	$ 1,625		$ (1,625)
CDBG	$ 214,430	$ -	0.00%	$ 254,127	$ -	0.00%	$ -
UTILITY REIMBURSEMENT	$ 27,500	$ -	0.00%	$ 27,500	$ -	0.00%	$ -
CITY FUND BALANCE CONTRIBUTION	$ 412,500	$ -	0.00%	$ 825,000	$ -	0.00%	$ -
TOTAL MISCELLANEOUS	$ 2,308,966	$ 177,941	7.71%	$ 2,967,163	$ 274,922	9.27%	$ (96,981)
TOTAL GENERAL FUND REVENUES	**$ 59,717,714**	**$ 29,270,142**	49.01%	**$ 57,436,012**	**$ 28,299,111**	49.27%	**$ 971,031**
SCHOOL REVENUES							
EDUCATION SUBSIDY	$ 22,039,568	$ 7,752,064	35.17%	$ 21,373,337	$ 4,041,196	18.91%	$ 3,710,868
EDUCATION	$ 811,744	$ 260,792	32.13%	$ 814,540	$ 206,175	25.31%	$ 54,617
SCHOOL FUND BALANCE CONTRIBUTION	$ 906,882	$ -	0.00%	$ 906,882	$ -	0.00%	$ -
TOTAL SCHOOL	$ 23,758,194	$ 8,012,856	33.73%	$ 23,094,759	$ 4,247,371	18.39%	$ 3,765,485
GRAND TOTAL REVENUES	**$ 83,475,908**	**$ 37,282,998**	**44.66%**	**$ 80,530,771**	**$ 32,546,482**	**40.41%**	**$ 4,736,516**

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH November 30, 2017 VS November 30, 2016

DEPARTMENT	FY 2018 BUDGET	Unaudited EXP THRU NOV 2017	% OF BUDGET	FY 2017 BUDGET	Unaudited EXP THRU NOV 2016	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	$ 80,300	$ 33,441	41.65%	$ 78,464	$ 43,190	55.04%	$ (9,749)
CITY MANAGER	$ 581,170	$ 219,388	37.75%	$ 378,880	$ 108,273	28.58%	$ 111,115
CITY CLERK	$ 181,332	$ 79,506	43.85%	$ 177,906	$ 72,600	40.81%	$ 6,906
FINANCIAL SERVICES	$ 675,239	$ 264,821	39.22%	$ 637,754	$ 255,062	39.99%	$ 9,759
HUMAN RESOURCES	$ 156,887	$ 63,506	40.48%	$ 150,435	$ 33,256	22.11%	$ 30,250
INFORMATION TECHNOLOGY	$ 531,551	$ 284,376	53.50%	$ 479,324	$ 257,845	53.79%	$ 26,531
LEGAL SERVICES	$ -	$ -		$ 45,650	$ 55,469	121.51%	$ (55,469)
TOTAL ADMINISTRATION	$ 2,206,479	$ 945,038	42.83%	$ 1,948,413	$ 825,695	42.38%	$ 119,343
COMMUNITY SERVICES							
ECONOMIC & COMMUNITY DEVELOPMENT	$ 1,717,028	$ 463,429	26.99%	$ 1,938,437	$ 422,747	21.81%	$ 40,682
HEALTH & SOCIAL SERVICES	$ 220,870	$ 114,714	51.94%	$ 171,474	$ 78,645	45.86%	$ 36,069
RECREATION & SPECIAL EVENTS*	$ 388,581	$ 129,616	33.36%	$ 341,772	$ 104,689	30.63%	$ 24,927
PUBLIC LIBRARY	$ 998,189	$ 415,912	41.67%	$ 979,516	$ 403,798	41.22%	$ 12,114
TOTAL COMMUNITY SERVICES	$ 3,324,668	$ 1,123,671	33.80%	$ 3,431,199	$ 1,009,879	29.43%	$ 113,792
FISCAL SERVICES							
DEBT SERVICE	$ 6,366,533	$ 5,841,011	91.75%	$ 6,406,845	$ 5,905,713	92.18%	$ (64,702)
FACILITIES	$ 640,201	$ 236,188	36.89%	$ 645,756	$ 275,166	42.61%	$ (38,978)
WORKERS COMPENSATION	$ 555,164	$ -	0.00%	$ 522,088	$ -	0.00%	$ -
WAGES & BENEFITS	$ 5,960,970	$ 2,530,257	42.45%	$ 5,274,528	$ 2,214,266	41.98%	$ 315,991
EMERGENCY RESERVE (10108062-670000)	$ 415,454	$ -	0.00%	$ 375,289	$ -	0.00%	$ -
TOTAL FISCAL SERVICES	$ 13,938,322	$ 8,607,456	61.75%	$ 13,224,506	$ 8,395,145	63.48%	$ 212,311
PUBLIC SAFETY							
FIRE DEPARTMENT	$ 4,227,575	$ 1,930,555	45.67%	$ 4,049,396	$ 1,701,093	42.01%	$ 229,462
FIRE EMS	$ 708,828	$ 205,003	28.92%	$ 590,997	$ 229,012	38.75%	$ (24,009)
POLICE DEPARTMENT	$ 4,043,998	$ 1,609,758	39.81%	$ 3,875,113	$ 1,479,015	38.17%	$ 130,743
TOTAL PUBLIC SAFETY	$ 8,980,401	$ 3,745,316	41.71%	$ 8,515,506	$ 3,409,120	40.03%	$ 336,196
PUBLIC WORKS							
PUBLIC SERVICES DEPARTMENT	$ 4,611,116	$ 1,496,485	32.45%	$ 4,496,349	$ 1,536,165	34.16%	$ (39,680)
SOLID WASTE DISPOSAL*	$ 964,118	$ 292,034	30.29%	$ 932,689	$ 296,739	31.82%	$ (4,705)
WATER AND SEWER	$ 632,716	$ 328,858	51.98%	$ 599,013	$ 305,753	51.04%	$ 23,105
TOTAL PUBLIC WORKS	$ 6,207,950	$ 2,117,377	34.11%	$ 6,028,051	$ 2,138,657	35.48%	$ (21,280)
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	$ 167,800	$ 161,335	96.15%	$ 106,000	$ 53,405	50.38%	$ 107,930
E911 COMMUNICATION CENTER	$ 1,088,857	$ 267,281	24.55%	$ 1,088,857	$ 536,621	49.28%	$ (269,340)
LATC-PUBLIC TRANSIT	$ 189,949	$ 189,949	100.00%	$ 182,244	$ 182,244	100.00%	$ 7,705
LA ARTS	$ -	$ -		$ -	$ -		$ -
TAX SHARING	$ 270,000	$ 16,809	6.23%	$ 270,000	$ 18,015	6.67%	$ (1,206)
TOTAL INTERGOVERNMENTAL	$ 1,716,606	$ 635,374	37.01%	$ 1,647,101	$ 790,285	47.98%	$ (154,911)
COUNTY TAX	$ 2,296,224	$ 2,296,224	100.00%	$ 2,167,824	$ 2,167,824	100.00%	$ 128,400
TIF (10108058-580000)	$ 3,049,803	$ -	0.00%	$ 2,824,803	$ -	0.00%	$ -
OVERLAY	$ -	$ -		$ -	$ -	0.00%	$ -
							$ -
TOTAL CITY DEPARTMENTS	**$ 41,720,453**	**$ 19,470,456**	**46.67%**	**$ 39,787,403**	**$ 18,736,605**	**47.09%**	**$ 733,851**
EDUCATION DEPARTMENT	$ 41,755,455	$ 11,360,846	27.21%	$ 40,743,368	$ 7,593,570	18.64%	$ 3,767,276
TOTAL GENERAL FUND EXPENDITURES	**$ 83,475,908**	**$ 30,831,302**	**36.93%**	**$ 80,530,771**	**$ 26,330,175**	**32.70%**	**$ 4,501,127**

CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF November 30, 2017

INVESTMENT		FUND	BALANCE November 30, 2017	BALANCE October 31, 2017	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	$ 5,191,878.13	$ 2,190,100.01	**0.45%**
ANDROSCOGGIN BANK	502	SR-TIF	$ 1,011,218.36	$ 1,010,636.80	**0.45%**
ANDROSCOGGIN BANK	836	GENERAL FUND	$ 3,136,342.89	$ 984,909.82	**0.45%**
ANDROSCOGGIN BANK	801	WORKERS COMP	$ 50,516.98	$ 50,487.95	**0.45%**
ANDROSCOGGIN BANK	748	UNEMPLOYMENT	$ -	$ 50,487.84	**0.45%**
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	$ 232,238.82	$ 332,068.83	**0.45%**
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	$ 750,000.00	$ 750,000.00	**1.15%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 500,000.00	$ 500,000.00	**1.00%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 500,000.00	$ 500,000.00	**1.15%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 250,000.00	$ 250,000.00	**1.25%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 500,000.00	$ 500,000.00	**1.30%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 750,000.00	$ 750,000.00	**1.40%**
NORTHERN CAPITAL	02155	GENERAL FUND	$ 250,000.00	$ 250,000.00	**1.50%**
GRAND TOTAL			**$ 13,122,195.18**	**$ 8,118,691.25**	**0.88%**

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2017 - June 30, 2018
Report as of November 30, 2017

	Beginning Balance 11/01/17	November 2017 New Charges	November 2017 Payments	November 2017 Refunds	November 2017 Adjustments	Write-Offs	Ending Balance 11/30/2017
Bluecross	**$ 9,267.32**	$ 6,772.40	$ (4,526.86)		$ (3,446.29)		**$ 8,066.57**
Intercept	**$ 100.00**		$ (100.00)				**$ -**
Medicare	**$ 133,596.16**	$ 96,014.80	$ (46,070.67)		$ (65,911.29)		**$ 117,629.00**
Medicaid	**$ 21,337.65**	$ 27,524.20	$ (14,662.13)		$ (18,783.50)		**$ 15,416.22**
Other/Commercial	**$ 98,413.74**	$ 20,077.80	$ (16,414.97)	$ 1,519.08	$ (1,596.51)		**$ 101,999.14**
Patient	**$ 397,759.06**	$ 10,916.20	$ (5,589.05)			$ (82,985.35)	**$ 320,100.86**
Worker's Comp	**$ 971.39**	$ -	$ (893.40)				**$ 77.99**
TOTAL	**$ 661,445.32**	**$ 161,305.40**	**$ (88,257.08)**	**$ 1,519.08**	**$ (89,737.59)**	**$ (82,985.35)**	**$ 563,289.78**

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2017 - June 30, 2018
Report as of November 30, 2017

	July 2017	August 2017	Sept 2017	Oct 2017	Nov 2017	Adjustment	Totals	% of Total
No Insurance Information							$ -	0.00%
Bluecross	$ 7,616.80	$ 5,319.60	$ 8,771.40	$ 10,276.00	$ 6,772.40	$ 251.80	$ 39,008.00	4.33%
Intercept	$ 200.00		$ 400.00	$ 200.00	$ -	$ -	$ 800.00	0.09%
Medicare	$ 93,981.80	$ 121,672.00	$ 73,260.80	$ 126,451.20	$ 96,014.80	$ 19,759.40	$ 531,140.00	59.00%
Medicaid	$ 29,998.80	$ 33,361.80	$ 27,171.80	$ 34,032.80	$ 27,524.20	$ 6,126.20	$ 158,215.60	17.58%
Other/Commercial	$ 26,335.20	$ 31,967.40	$ 28,178.40	$ 20,213.20	$ 20,077.80	$ (19,623.80)	$ 107,148.20	11.90%
Patient	$ 15,784.20	$ 20,029.80	$ 11,348.00	$ 10,776.00	$ 10,916.20	$ (7,407.00)	$ 61,447.20	6.83%
Worker's Comp	$ 872.40	$ 685.00				$ 893.40	$ 2,450.80	0.27%
TOTAL	$ 174,789.20	$ 213,035.60	$ 149,130.40	$ 201,949.20	$ 161,305.40	$ 0.00	$ 900,209.80	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2017 - June 30, 2018
Report as of November 30, 2017

	July 2017	August 2017	Sept 2017	Oct 2017	Nov 2017	Adjustment	Totals	% of Total
No Insurance Information							0	0.00%
Bluecross	9	7	11	12	8		47	4.10%
Intercept	2		4	2	0		8	0.70%
Medicare	117	151	98	154	121		641	55.88%
Medicaid	39	44	36	44	36		199	17.35%
Other/Commercial	36	41	36	25	26		164	14.30%
Patient	20	25	14	14	13		86	7.50%
Worker's Comp	1	1			0		2	0.17%
TOTAL	224	269	199	251	204	0	1147	100.00%

TOTAL REVENUE COLLECTED AS OF 11/30/17 $394,666.95
TOTAL EXPENDITURES AS OF 11/30/17 $205,002.87

EMS BILLING
AGING REPORT
July 1, 2017 to June 30, 2018
Report as of November 30, 2017

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	$ 2,611.66	89%	$ 85.12	3%	$ -	0%	$ -	0%	$ 227.53	8%	$ 2,924.31	0.52%
Intercept	$ -		$ -		$ -		$ -		$ -		$ -	0.00%
Medicare	$ 47,807.70	97%	$ 551.38	1%	$ -	0%	$ 745.43	2%	$ 336.58	1%	$ 49,441.09	8.78%
Medicaid	$ 15,613.63	58%	$ 4,219.60	16%	$ 533.66	2%	$ 1,205.18	4%	$ 5,441.92	20%	$ 27,013.99	4.80%
Other/Commercial	$ 27,607.89	42%	$ 11,901.54	18%	$ 6,119.70	9%	$ 2,219.41	3%	$ 18,150.00	28%	$ 65,998.54	11.72%
Patient	$ 32,152.58	8%	$ 39,307.73	9%	$ 21,637.26	5%	$ 30,245.82	7%	$ 294,490.47	70%	$ 417,833.86	74.18%
Worker's Comp	$ -	0%	$ -		$ 77.99		$ -	0%	$ -		$ 77.99	0.01%
TOTAL	$ 125,793.46		$ 56,065.37		$ 28,368.61		$ 34,415.84		$ 318,646.50		$ 563,289.78	
	22%		10%		5%		6%		57%		100%	100.00%

CITY OF AUBURN
SPECIAL REVENUE FUNDS
As of November 30, 2017

.	1902 Riverwatch	1905 Winter Festival	1910 Community Service	1913 Police Fitness Equipment	1914 Oak Hill Cemeteries	1915 Fire Training Building	1917 Wellness Grant	1922 Walmart Risk/Homeless	1926 Healthy Androscoggin	1927 Insurance Reimbursement	1928 Vending	1929 Fire Prevention	1930 211 Fairview	1931 Donations
Fund Balance 7/1/17	$ 972,422.92	$ (1,530.30)	$ 4,380.34	$ 5,932.53	$ 27,343.39	$ (1,488.84)	$ 4,582.27	$ 6,378.18	$ 1,784.05	$ 925.21	$ (83.88)	$ 4,791.12	$ (566,303.71)	$ 2,069.13
Revenues FY18	$ 29,989.34	$ 250.00	$ 355.40		$ 1,600.00			$ 960.94	$ 5,820.00		$ 354.00			
Expenditures FY18	$ 106,052.65						$ 1,386.35	$ 60.94	$ 2,604.00		$ 393.53			$ 490.36
Fund Balance 11/30/17	**$ 896,359.61**	**$ (1,280.30)**	**$ 4,735.74**	**$ 5,932.53**	**$ 28,943.39**	**$ (1,488.84)**	**$ 3,195.92**	**$ 7,278.18**	**$ 5,000.05**	**$ 925.21**	**$ (123.41)**	**$ 4,791.12**	**$ (566,303.71)**	**$ 1,578.77**

	2003 Byrne JAG	2005 MDOT	2006 PEACE	2007 Seatbelt Grant	2008 Homeland Security	2010 State Drug Money	2013 OUI Grant	2014 Speed Grant	2019 Law Enforcement Training	2020 CDBG	2025 Community Cords	2030 Parking	2032 HEAPP	2033 Safe School/ Health (COPS)
Fund Balance 7/1/17	$ 2,808.57	$ (300,767.41)	$ 4,155.42	$ 2,197.62	$ (73,633.75)	$ 14,432.07	$ 6,210.37	$ 8,831.00	$ (5,669.72)	$ 4,323,336.57	$ 29,316.61	$ 11,690.86	$ (4,994.50)	$ (15,906.07)
Revenues FY18	$ -		$ 479.04			$ 2,857.00	$ 7,916.00	$ 6,643.42	$ 5,061.78	$ 263,332.61	$ 1,572.12	$ 70,699.00		
Expenditures FY18			$ 641.21			$ 9,142.91	$ 6,402.00	$ 6,487.42	$ 1,285.00	$ 574,600.97		$ 77,985.55		
Fund Balance 11/30/17	**$ 2,808.57**	**$ (300,767.41)**	**$ 3,993.25**	**$ 2,197.62**	**$ (73,633.75)**	**$ 8,146.16**	**$ 7,724.37**	**$ 8,987.00**	**$ (1,892.94)**	**$ 4,012,068.21**	**$ 30,888.73**	**$ 4,404.31**	**$ (4,994.50)**	**$ (15,906.07)**

	2037 Bulletproof Vests	2038 Community Action Team	2040 Great Falls TV	2041 Blanche Stevens	2044 Federal Drug Money	2045 Forest Management	2046 Joint Land Use Study	2048 TD Tree Days Grant	2050 Project Lifesaver	2051 Project Canopy	2052 Nature Conservancy	2053 St Louis Bells	2054 EMS Transport Capital Reserve	2055 Work4ME-PAL
Fund Balance 7/1/17	$ 8,478.66	$ 7,206.21	$ 45,319.88	$ 47,037.73	$ 16,988.54	$ 4,436.52	$ 0.57	$ -	$ 150.00	$ -	$ 975.05	$ 2,357.75	$ 331,362.88	$ (13,692.41)
Revenues FY18	$ 4,531.24			$ 3,940.00	$ 9,223.62				$ 50.00				$ 705.95	
Expenditures FY18			$ 10,828.00	$ 1,667.89						$ 420.71			$ 105,826.00	$ 13,645.20
Fund Balance 11/30/17	**$ 13,009.90**	**$ 7,206.21**	**$ 34,491.88**	**$ 49,309.84**	**$ 26,212.16**	**$ 4,436.52**	**$ 0.57**	**$ -**	**$ 200.00**	**$ (420.71)**	**$ 975.05**	**$ 2,357.75**	**$ 226,242.83**	**$ (27,337.61)**

	2056 Lake Auburn Neighborhood	2057 ASPCA Grant	2058 Barker Mills Greenway	2059 Distracted Driving	2060 My Life My Choice JJAG	2201 EDI Grant	2500 Parks & Recreation
Fund Balance 7/1/17	$ 125.00	$ 800.00	$ (2,597.43)	$ 301.00	$ -	$ (1,484,407.18)	$ 191,966.40
Revenues FY18				$ 8,680.83	$ 5,000.00		$ 100,122.13
Expenditures FY18				$ 7,144.83	$ 3,643.30		$ 167,812.75
Fund Balance 11/30/17	**$ 125.00**	**$ 800.00**	**$ (2,597.43)**	**$ 1,837.00**	**$ 1,356.70**	**$ (1,484,407.18)**	**$ 124,275.78**

	2600 Tambrands TIF 4	2600 J Enterprises TIF 5	2600 Tambrands II TIF 6	2600 J & A Properties TIF 7	2600 Formed Fiber TIF 8	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Safe Handling TIF 11	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Bedard Pharm TIF 17	2600 Slapshot LLC TIF 18	2600 Hartt Transport TIF 19	Total Special Revenues
Fund Balance 7/1/17	$ (8,073.02)	$ 14,500.44	$ (365,270.76)	$ 2,558.27	$ 30,486.17	$ 149,591.94	$ (4,529.96)	$ 183.21	$ (350,651.92)	$ (37,076.39)	$ 9,722.38	$ 360.91	$ 31,366.79	$ 47,165.25	$ (5.40)	$ 3,140,347.13
Revenues FY18																$ 530,144.42
Expenditures FY18	$ 541.20					$ 435,036.00	$ 345,092.66		$ 154,289.00	$ 82,200.78	$ 165,864.12			$ 69,010.56		$ 2,350,555.89
Fund Balance 11/30/17	**$ (8,614.22)**	**$ 14,500.44**	**$ (365,270.76)**	**$ 2,558.27**	**$ 30,486.17**	**$ (285,444.06)**	**$ (349,622.62)**	**$ 183.21**	**$ (504,940.92)**	**$ (119,277.17)**	**$ (156,141.74)**	**$ 360.91**	**$ 31,366.79**	**$ (21,845.31)**	**$ (5.40)**	$ 1,319,935.66

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Peter Crichton, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for November, 2017

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of November 30, 2017.

INGERSOLL TURF FACILITY

Statement of Net Assets:
The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of November 30, 2017.

Current Assets:
As of the end of November 2017 the total current assets of Ingersoll Turf Facility were $34,935. This consisted of an interfund receivable of $34,935 an increase from October of $23,881.

Noncurrent Assets:
Ingersoll's noncurrent assets are the building and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of November 30, 2017 was $167,406.

Liabilities:
Ingersoll had no accounts payable as of November 30, 2017.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Ingersoll Turf Facility through November 2017 are $51,303. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through November 2017 were $65,125. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of November 2017 Ingersoll has an operating loss of $13,822 compared to a net loss in October of $37,703.

As of November 30, 2017 Ingersoll has a decrease in net assets of $13,822.

The budget to actual reports for revenue and expenditures, show that the revenue for FY18 compared to FY 17.

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Statement of Net Assets
Ingersoll Turf Facility
November 30, 2017
Business-type Activities - Enterprise Fund

		Nov 30, 2017	Oct 31, 2017	Increase/ (Decrease)
ASSETS				
Current assets:				
Cash and cash equivalents			$ -	$ -
Interfund receivables/payables		$ 34,935	$ 11,054	23,881
Accounts receivable		-	-	-
	Total current assets	34,935	11,054	23,881
Noncurrent assets:				
Capital assets:				
Buildings		672,279	672,279	-
Equipment		86,625	86,625	-
Land improvements		18,584	18,584	-
Less accumulated depreciation		(610,082)	(610,082)	-
	Total noncurrent assets	167,406	167,406	-
	Total assets	202,341	178,460	23,881
LIABILITIES				
Accounts payable		$ -	$ -	$ -
Total liabilities		-	-	-
NET ASSETS				
Invested in capital assets		$ 167,406	$ 167,406	$ -
Unrestricted		$ 34,935	$ 11,054	$ 23,881
Total net assets		**$ 202,341**	**$ 178,460**	**$ 23,881**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
November 30, 2017

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	$ 51,303
Operating expenses:	
Personnel	37,062
Supplies	1,062
Utilities	3,749
Repairs and maintenance	1,646
Rent	-
Depreciation	-
Capital expenses	19,900
Other expenses	1,706
Total operating expenses	65,125
Operating gain (loss)	(13,822)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(13,822)
Transfers out	-
Change in net assets	(13,822)
Total net assets, July 1	216,163
Total net assets, November 30, 2017	**$ 202,341**

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through November 30, 2017 compared to November 30, 2016

REVENUE SOURCE	FY 2018 BUDGET	ACTUAL REVENUES THRU NOV 2017	% OF BUDGET	FY 2017 BUDGET	ACTUAL REVENUES THRU NOV 2016	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	$ 17,000	$ 5,250	30.88%	$ 15,000	$ 6,500	43.33%
Batting Cages	$ 11,520	$ 5,713	49.59%	$ 9,940	$ 2,945	29.63%
Programs	$ 80,000	$ 21,050	26.31%	$ 90,000	$ 18,483	20.54%
Rental Income	$ 103,650	$ 19,290	18.61%	$ 100,000	$ 12,467	12.47%
TOTAL CHARGE FOR SERVICES	$ 212,170	$ 51,303	24.18%	$ 214,940	$ 40,395	18.79%
INTEREST ON INVESTMENTS	$ -			$ -		
GRAND TOTAL REVENUES	**$ 212,170**	**$ 51,303**	**24.18%**	**$ 214,940**	**$ 40,395**	**18.79%**

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through November 30, 2017 compared to November 30, 2016

DESCRIPTION	FY 2018 BUDGET	ACTUAL EXPENDITURES THRU NOV 2017	% OF BUDGET	FY 2017 BUDGET	ACTUAL EXPENDITURES THRU NOV 2016	% OF BUDGET	Difference
Salaries & Benefits	$ 106,624	$ 37,062	34.76%	$ 101,899	$ 32,797	32.19%	$ 4,265
Purchased Services	$ 21,110	$ 3,352	15.88%	$ 20,750	$ 4,603	22.18%	$ (1,251)
Programs	$ 7,000	$ 930	13.29%	$ 5,000	$ 1,513	30.26%	$ (583)
Supplies	$ 5,000	$ 132	2.64%	$ 6,750	$ 108	1.60%	$ 24
Utilities	$ 39,720	$ 3,749	9.44%	$ 41,320	$ 3,328	8.05%	$ 421
Insurance Premiums	$ 2,431	$ -	0.00%	$ 2,383	$ -	0.00%	$ -
Capital Outlay	$ 42,490	$ 19,900	46.83%	$ -	$ -		$ 19,900
	$ 224,375	$ 65,125	29.03%	$ 178,102	$ 42,349	23.78%	$ 22,776
GRAND TOTAL EXPENDITURES	**$ 224,375**	**$ 65,125**	**29.03%**	**$ 178,102**	**$ 42,349**	**23.78%**	**$ 22,776**

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Peter Crichton, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for November 30, 2017

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of November 30, 2017.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:
The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets and shows a comparison to the previous month, in this case, October 31, 2017.

Current Assets:
As of the end of November 2017 the total current assets of Norway Savings Bank Arena were ($621,433). These consisted of cash and cash equivalents of $91,217, accounts receivable of $96,943, and an interfund payable of $809,593.

Noncurrent Assets:
Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of November 30, 2017 was $394,783.

Liabilities:
Norway Arena had accounts payable of $55 as of November 30, 2017.

Statement of Activities:

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Norway Arena through November 2017 are $405,154. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through November 2017 were $516,868. These expenses include personnel costs, supplies, utilities, repairs, rent, capital purchases and maintenance.

As of November 2017 Norway Arena has an operating loss of $111,714 compared to the October 2017 operating loss of $102,084 a increase in the operating loss for the fiscal year of $9,630.

As of November 30, 2017 Norway Arena has a decrease in net assets of $111,714.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY18 is $37,937 less than in FY17 and expenditures in FY18 are $609 more than last year in November.

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CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
November 30, 2017
Business-type Activities - Enterprise Fund

		November 30, 2017	October 31, 2017	Increase/ (Decrease)
ASSETS				
Current assets:				
Cash and cash equivalents		$ 91,217	$ 91,177	$ 40
Interfund receivables		$ (809,593)	$ (1,046,625)	$ 237,032
Prepaid Rent		$ -	$ -	$ -
Accounts receivable		96,943	70,633	$ 26,310
	Total current assets	(621,433)	(884,815)	263,382
Noncurrent assets:				
Capital assets:				
Buildings		58,223	58,223	-
Equipment		514,999	514,999	-
Land improvements		-	-	-
Less accumulated depreciation		(178,439)	(178,439)	-
	Total noncurrent assets	394,783	394,783	-
	Total assets	(226,650)	(490,032)	263,382
LIABILITIES				
Accounts payable		$ 55	$ 37	$ 18
Net pension liability		100,398	100,398	-
Total liabilities		100,453	100,435	18
NET ASSETS				
Invested in capital assets		$ 394,783	$ 394,783	$ -
Unrestricted		$ (721,936)	$ (985,250)	$ 263,314
Total net assets		**$ (327,153)**	**$ (590,467)**	**$ 263,314**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Norway Savings Bank Arena
Business-type Activities - Enterprise Funds
Statement of Activities
November 30, 2017

	Norway Savings Arena
Operating revenues:	
Charges for services	$ 405,154
Operating expenses:	
Personnel	154,857
Supplies	19,210
Utilities	104,520
Repairs and maintenance	7,565
Rent	211,035
Depreciation	-
Capital expenses	12,585
Other expenses	7,096
Total operating expenses	516,868
Operating gain (loss)	(111,714)
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	(111,714)
Transfers out	-
Change in net assets	(111,714)
Total net assets, July 1	(215,439)
Total net assets, November 30, 2017	**$ (327,153)**

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through November 30, 2017 compared to November 30, 2016

REVENUE SOURCE	FY 2018 BUDGET	ACTUAL REVENUES THRU NOV 2017	% OF BUDGET	FY 2017 BUDGET	ACTUAL REVENUES THRU NOV 2016	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concssions	$ 18,000	$ -	0.00%	$ 18,000	$ 370	2.06%	$ (370)
Vending Machines	$ -	$ 998					$ 998
Skate Rentals	$ -	$ 526					$ 526
Sponsorships	$ 275,000	$ 104,918	38.15%	$ 230,000	$ 131,261	57.07%	$ (26,343)
Pro Shop	$ 8,500	$ 1,663	19.56%	$ 8,500	$ 2,183	25.68%	$ (520)
Programs	$ 31,000	$ 18,212	58.75%	$ 31,000		0.00%	$ 18,212
Rental Income	$ 705,250	$ 239,199	33.92%	$ 672,250	$ 260,742	38.79%	$ (21,543)
Camps/Clinics	$ 50,000	$ 27,838	55.68%	$ 50,000	$ 38,895		$ (11,057)
Tournaments	$ 50,000	$ 11,800	23.60%	$ 50,000	$ 9,640	19.28%	$ 2,160
TOTAL CHARGE FOR SERVICES	$ 1,137,750	$ 405,154	35.61%	$ 1,059,750	$ 443,091	41.81%	$ (37,937)

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through November 30, 2017 compared to November 30, 2016

DESCRIPTION	FY 2017 BUDGET	ACTUAL EXPENDITURES THRU NOV 2017	% OF BUDGET	FY 2016 BUDGET	ACTUAL EXPENDITURES THRU NOV 2016	% OF BUDGET	VARIANCE
Salaries & Benefits	$ 344,000	$ 154,857	45.02%	$ 311,000	$ 150,132	48.27%	$ 4,725
Purchased Services	$ 71,656	$ 12,742	17.78%	$ 87,306	$ 10,569	12.11%	$ 2,173
Supplies	$ 37,100	$ 21,129	56.95%	$ 37,150	$ 24,843	66.87%	$ (3,714)
Utilities	$ 225,150	$ 104,520	46.42%	$ 199,800	$ 99,312	49.71%	$ 5,208
Capital Outlay	$ 103,500	$ 12,585	12.16%	$ 57,000	$ 20,368	35.73%	$ (7,783)
Rent	$ 507,000	$ 211,035	41.62%	$ 507,000	$ 211,035	41.62%	$ -
	$ 1,288,406	$ 516,868	40.12%	$ 1,199,256	$ 516,259	43.05%	$ 609
GRAND TOTAL EXPENDITURES	**$ 1,288,406**	**$ 516,868**	**40.12%**	**$ 1,199,256**	**$ 516,259**	**43.05%**	**$ 609**

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: December 18, 2017

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.