



City Council Meeting and Workshop

May 20, 2013

Agenda

5:30 P.M. Workshop

- A. Dangerous Building – Eric Cousens (5-10 minutes)
- B. 2013 Liberty Festival – Clint Deschene (5-10 minutes)
- C. Business Licensing Fees (Flea Market, Peddler, Authority to Waive Fees) – Sue Clements-Dallaire (15 minutes)
- D. Emergency Medical Services Resolve – Frank Roma (10 minutes)
- E. Weaver Street Acceptance – Gary Johnson (10 minutes)
- F. Request to Name the ball field at Pettengill Park – Clint Deschene (10 minutes)
- G. Executive Session, Labor Negotiations (proposed MSEA contract), pursuant to 1 M.R.S.A. §405(6)(D) - (5 minutes)
- H. Executive Session, Personnel Matter (1 year City Manager evaluation process), pursuant to 1 M.R.S.A. §405(6)(A) – (5 minutes)

7:00 P.M. City Council Meeting

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 1. **Order 37-05202013***
Approving temporary signs for Great Falls Model Rail Road Club (GFMRRC).
 2. **Order 38-05202013***
Approving the Assistance to Firefighters Grant (AFG).
 3. **Order 39-05202013***
Authorize the City Manager to execute any and all documents necessary for the property conveyance to and from R&K Properties, LLC (Rolly's Diner).
- II. **Minutes**
 - May 6, 2013 Regular Council Meeting
 - May 13, 2013 Special Meeting (Joint City Council and School Committee)
- III. **Reports**
 - Mayor's Report**
 - City Councilors' Reports**
 - City Manager's Report**
 - Finance Director, Jill Eastman**
 - April 2013 Monthly Finance Report

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IV. Communications, Presentations and Recognitions

- Proclamation – Maine Arbor Week
- Proclamation - National Public Works week
- Proclamation – Mike Cohen, Auburn Public Works Department Employee
- Auburn Middle School Odyssey of the Mind Team

V. **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*. Time limit for open sessions, by ordinance, is 45 minutes.

VI. Unfinished Business

1. Order 23-04162013

Authorizing the Finance Director to enter into a loan agreement through the State School Revolving Renovation Fund Loan (second and final reading).

2. Order 35-05132013

Adopting the 2013-2014 Capital Improvement Program (CIP) Bond Projects.

The City Manager recommends action on these items be held by Council until after the Public Hearing.

3. Order 36-05132013

Adopting the 2013-2014 Capital Improvement Program (CIP2) Other Funding Projects.

The City Manager Recommends Action on these items be held by Council until after the Public Hearing.

VII. New Business

4. **Public Hearing** - School and City Budgets for Fiscal Year 2014.

5. Order 40-05202013

Adopting the School Budget for Fiscal Year 2014.

6. Resolve 03-05202013

Adopting the City Budget for Fiscal Year 2014.

7. Order 41-05202013

Acceptance of Weaver Street.

VIII. Executive Session

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

X. Future Agenda/Workshop Items

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XI. Adjournment

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

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



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item A

Author: Eric J. Cousens, Director of Planning and Permitting

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Dangerous Buildings Statute and Building Condemnations

Information: The Council is aware that we have issued a notice of condemnation regarding a property on Gamage Avenue. This update is to confirm the hearing date has been set for June 3rd 2013 and to explain the process under the Dangerous Building Statute. For legal process it is important that we do not discuss details or conditions present at a particular property until the hearing. I also provided an example of an order used by Lewiston in a similar effort last year. Staff will be available to answer any questions about the process.

Financial: Demolition and Legal Costs

Action Requested at this Meeting: None

Previous Meetings and History: General discussions about dangerous buildings have come up at previous meetings.

Attachments: Order of Demolition Example, Maine Revised Statutes Title 17, Section 2851

**Agenda items are not limited to these categories.*

**CITY OF LEWISTON CITY COUNCIL
FINDINGS OF FACT, CONCLUSIONS OF LAW
AND ORDER OF DEMOLITION**

139 BARTLETT STREET

On February 19, 2013 at 7:00 pm, the Lewiston City Council held a hearing at 27 Pine Street in Lewiston, Maine to determine whether the residential structure and attached garage (the "Structure") at 139 Bartlett Street in Lewiston, Maine, identified as Lot 128 on Tax Map 196, and further described in the deed recorded in the Androscoggin County Registry of Deeds at Book 6081, Page 174 (the "Premises"), is dangerous or a nuisance pursuant to 17 M.R.S. § 2851. As such, the Council makes the following findings of fact and conclusions of law, and orders that the Structure be demolished.

Findings of Fact

Present at the hearing on this matter for the City was Gildace Arsenault, Director of Planning and Code Enforcement and Thomas Maynard, Code Enforcement Officer and Building Inspector. The following individuals appeared on behalf of the owner and/or parties in interest:

After considering the testimony and evidence presented, the City Council makes the following findings of fact:

1. The Premises and Structure are owned by Laurence E. Smith, Jr. and Colleen E. Smith (the "Owners"). Planning Department Exhibit A.
2. Colleen Smith was served with a copy of the notice required by 17 M.R.S. § 2891 (the "Notice") on January 27, 2013. Planning Department Exhibit C.
3. Laurence Smith was served on January 19, 2013, and a corrected Notice was posted at his home on January 30, 2013. Planning Department Exhibits D & E.
4. Party-in-Interest The Bank of New York Mellon, formerly known as the Bank of New York, as trustee for the Benefit of the Certificate Holders of the CWALT, Inc., Alternative Loan Trust, 2004-25CB, Mortgage Pass Through Certificates, Series 2004-25CB was served on February 12, 2013, and also accepted service on February 18, 2013. Planning Department Exhibit F.
5. A copy of that Notice was also recorded in the Androscoggin County Registry of Deeds at Book 8590 and Page 179. Planning Department Exhibit B.
6. The Structure is structurally unsafe and unstable.
7. The Structure is abandoned and is unfit for human occupancy due to the lack of internal systems, dilapidation, and the collection of refuse.
8. The Structure is unsanitary.
9. The Structure has not been maintained.
10. The Structure is a target for crime due to its abandonment and state of decline.
11. The Structure poses a significant fire threat to itself and to neighboring residences due to its state of decline, its abandonment, and its attractiveness to vandals.

12. The Owner has been given the opportunity to remedy the conditions at the Premises but has failed to do so.

Conclusions of Law

Applying the legal standards set forth in 17 M.R.S. § 2851, the Lewiston City Council reaches the following conclusions of law:

13. The Structure is structurally unsafe and unstable.
14. The Structure is unsanitary.
15. The Structure constitutes a fire hazard.
16. The Structure is unsuitable and improper for human habitation.
17. The Structure is a hazard to health and safety because of inadequate maintenance, dilapidation, obsolescence and abandonment.
18. The Structure is dangerous to life and property.

Any one of these conclusions would be sufficient to support a finding that the Structure is a nuisance and is a dangerous building, and the Council hereby concludes that the Structure at 139 Bartlett Street is a nuisance and a dangerous building within the meaning of 17 M.R.S. § 2851.

Order

Having found that the Structure at 139 Bartlett Street is a nuisance and a dangerous building within the meaning of 17 M.R.S. § 2851, the Lewiston City Council hereby ORDERS:

19. That the Owners demolish the Structure, remove all debris, and stabilize the site within thirty (30) days of service of this Order.

20. That if the Owners fail to comply with this Order in the time frame set forth herein, the City shall have the authority to carry out this Order.

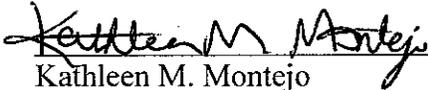
21. That within thirty (30) days after demand by the City, the Owners shall reimburse the City for all expenses incurred in connection with this proceeding, including, but not limited to, expenses for securing and maintaining the Structure, service and other costs incurred, attorneys' fees, and, if applicable (i.e. if the City demolishes and cleans up the Structure because the Owner fails to under the terms of this Order), all demolition and clean-up costs.

22. That if the Owners fail to timely reimburse the City for the expenses provided for above, the City shall assess a special tax against the Premises, as provided for in 17 M.R.S. § 2853 and/or recover its costs by means of a collection action.

This decision may be appealed to Superior Court under Maine Rule of Civil Procedure 80B.

I, Kathleen Montejo, City Clerk for the City of Lewiston, certify that on February 19, 2013, the City of Lewiston City Council adopted the above Order.

Dated: Feb. 26, 2013


Kathleen M. Montejo
City Clerk

STATE OF MAINE
ANDROSCOGGIN, ss

February 26, 2013

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.


Notary Public/~~Attorney at Law~~

 KELY J. MERCIER
Notary Public, Maine
My Commission Expires September 11, 2018

17 §2851. DANGEROUS BUILDINGS

17 §2851. DANGEROUS BUILDINGS

Whenever the municipal officers in the case of a municipality, or the county commissioners in the case of the unorganized or deorganized areas in their county, find that a building or structure or any portion thereof or any wharf, pier, pilings or any portion thereof that is or was located on or extending from land within the boundaries of the municipality or the unorganized or deorganized area, as measured from low water mark, is structurally unsafe; unstable; unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property, they may after notice and hearing on this matter adjudge the same to be a nuisance or dangerous and may make and record an order prescribing what disposal must be made of that building or structure. [1997, c. 6, §1 (AMD) .]

1. Notice. The notice must be served on the owner and all parties in interest, as defined in Title 14, section 6321, in the same way service of process is made in accordance with the Maine Rules of Civil Procedure.

[1997, c. 6, §1 (AMD) .]

2. Notice; how published. When the name or address of any owner or co-owner is unknown or is not ascertainable with reasonable diligence, then the notice must be published once a week for 3 successive weeks prior to the date of hearing in a newspaper generally circulated in the county, or if none, in the state paper.

[1997, c. 6, §1 (AMD) .]

3. Order. The order made by the municipal officers or county commissioners must be recorded by the municipal or county clerk, who shall cause an attested copy to be served upon the owner and all parties in interest in the same way service of process is made in accordance with the Maine Rules of Civil Procedure. If the name or address cannot be ascertained, the clerk shall publish a copy of the order in the same manner as provided for notice in subsection 2.

[1997, c. 6, §1 (AMD) .]

4. Proceedings in Superior Court. In addition to proceedings before the municipal officers or the county commissioners, the municipality or the county may seek an order of demolition by filing a complaint in the Superior Court situated in the county where the structure is located. The complaint must identify the location of the property and set forth the reasons why the municipality or the county seeks its removal. Service of the complaint must be made upon the owner and parties-in-interest in accordance with the Maine Rules of Civil Procedure. After hearing before the court sitting without a jury, the court shall issue an appropriate order and, if it requires removal of the structure, it shall award costs as authorized by this subchapter to the municipality or the county. Appeal from a decision of the Superior Court is to the law court in accordance with the Maine Rules of Civil Procedure.

[1997, c. 6, §1 (AMD) .]

SECTION HISTORY

1965, c. 284, (RPR). 1967, c. 401, §1 (AMD). 1973, c. 143, §1 (AMD). 1979, c. 27, §§1-3 (AMD). 1997, c. 6, §1 (AMD).

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City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item B

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: 2013 Liberty Festival

Information: This is a 4th of July celebration which will include fireworks, vendors and a variety of entertainment venues in Lewiston and Auburn.

Financial: \$10,000 funded in the budget

Action Requested at this Meeting: Discussion with recommendation from the City Manager to approve this request when this item is brought forth at the June 3rd City Council meeting.

Previous Meetings and History: Yearly event.

Attachments:

Application
2012 Event Cost Report

*Agenda items are not limited to these categories.

APR 01 2013

CITY OF AUBURN
CHARITABLE FUNDING APPLICATION
APPLICATION DEADLINE: MARCH 1

To discuss what is needed in this form, contact the City Clerk, 207-333-6601

Date of Application: 4/1/13

LICENSEE: Liberty Festival Telephone: 212-8227
(Person or Organization Name)

Address: PO Box 97 City: Lewiston State: Maine

Email: liberty.festival@aol.com

If organization: name, address, telephone number of authorized representative.

Cathy McDonald, 40 Ware Street, Lewiston, Me 04240

Is your organization incorporated as a nonprofit organization? YES NO

Nonprofit number: 04-3358113

Description of Event 4th of July celebration

Purpose of Event? (i.e. fundraising, profit-making)

to provide a festival for our community to celebrate the 4th of July

Event location: Great Falls Plaza, Festival Plaza Event dates: 7/3 - 7/6/2013

Anticipated Attendance (estimate) 15000

Admission Fee/Donation? Yes No If Yes, specify amount \$ _____

Describe the economic benefit provided to the City? Besides providing a sense of pride in our community, the festival provides a variety of vendors with fundraising opportunities. The festival also draws patrons to local restaurants, lodging and businesses.

Are you requesting a cash donation? If yes, How much? \$10,000.00
Include itemized cost of your event and provide explanation below.

CATEGORY	DESCRIPTION/COST	TOTAL
Personnel (rate, # of hours)	Groundskeeping, Electrical, Security, Entertainment, Volunteers	2,800.
Supplies (list supply items)	Fireworks, Decorations	20,300.
Equipment (list equipment)	Sanitation, Lighting, Sound, Staging, Storage	4,000.
Other	Insurance, Marketing, Ascaph Fees, Misc.	2,200.
Totals		29,350.00

Other non-city contributions made to this event, please itemize below:

Donations from various businesses and fundraising efforts towards the event equals
approx. \$9300.00

Does your application require any in-kind support from the City relative to city properties, resources, assets or departments? If yes, please have your application reviewed by the applicable City staff to ensure the value of the City's in-kind support.

If you are seeking in-kind services from the city, you must contact each department to verify that the department will or will not be required to service the event. Please provide details as to level of service and cost of each department's in-kind services . (Use separate sheet, if necessary.)

DEPARTMENTS	CITY IN-KIND REQUEST	AMOUNT	TOTAL
City Clerk – (207)333-6601 ext. 1126	Waiver of permit and banner fees, vendor/peddler fees,		
Sanitarian CEO – (207)333-6601 ext. 1162	have emailed for cost info. will update as received		
Fire– Inspector (207)333-6601 ext. 2088	have emailed for cost info. will update as received		
Police – Support (207)333- 6601 ext. 2057	have emailed for cost info. will update as received		

Public Works – (207)333-6601 ext. 2155	have emailed for cost info. will update as received		
Recreation – (207)333-6601 ext. 2108	have emailed for cost info. will update as received		
Other	City Budget Request	10,000.	10,000.
TOTAL			10,000.

Other non-city contributions, please itemize below:

Trucks, golf carts and forklift rentals provided by local businesses.

Other information pertinent to your application: _____

IN ADDITION, PLEASE BE SURE TO INCLUDE THE FOLLOWING INFORMATION WITH YOUR APPLICATION IN ORDER TO HAVE YOUR GRANT REQUEST CONSIDERED:

- a. Financial statements from the previous event or fiscal year.
- b. A budget for the upcoming fiscal year or event.
- c. Attach information pertaining to evaluation criteria.
- d. If this event occurred last year, was the event a financial success? If not, why not? (You must attach financial statements to this application.)
- e. If this event occurred last year, describe how the event met your projections and expectations?

DECLARATION

We, the undersigned, declare that we have been authorized to file this report and that to the best of our knowledge, all answers provided in the report, as well as all the information contained in the document and materials attached to it, are true and complete.

Signature: Cathy McDonald Print name: Cathy McDonald

Title: Liberty Festival President Date: 4/1/13

Phone #: 212-8227 Email: liberty festival@aol.com

PLEASE ATTACH COPIES OF MARKETING/ADVERTISING/PROMOTIONAL MATERIALS ACKNOWLEDGING THE SUPPORT OF THE MUNICIPALITY FOR THE EVENT, SERVICE, ACTIVITY FOR WHICH FUNDING WAS RECEIVED FROM THE CITY.

TO BE RECEIVED BY THE CITY CLERK NO LATER THAN MARCH 1st

Mail or deliver to clerk's office:

City Clerk
Non-Profit Funding Application
Auburn Hall
60 Court Street
Auburn, Maine 04210

Or email as a pdf file to: sdallaire@auburnmaine.gov

Liberty Festival 2012

Proposed Budget

INCOME

Municipal Appropriation		
Lewiston		\$8,750.00
Auburn		\$8,600.00
Corporate, Business, Individual		\$6,500.00
Vendors		\$1,500.00
Parking		\$900.00
Product Sales		\$500.00
Interest		\$2.00
Carnival		Undetermined
Other Income		\$48.00
	Total Income	\$26,800.00

EXPENSES

Entertainment		
Artist Fees		\$2,500.00
Pyrotechnics	Central Me. Pyrotechnics	\$15,000.00
Technical Support		
Sound, Stage, Lighting	L/A Productions	\$3,000.00
Decoration		\$300.00
Logistics		
Security		\$150.00
Communication		\$0.00
Transportation		\$0.00
Facilities		
Sanitation		\$1,000.00
Groundskeeping		\$500.00
Electrical	David Ianotti	\$500.00
Volunteers		\$150.00
Marketing		\$250.00
Insurance		\$1,500.00
Ascap		\$150.00
Storage	In-Kind	
Website		\$450.00
Product		\$350.00
Miscellaneous		300.00
	Total Expenses	\$26,100.00
	Net Profit	\$700.00



CITY OF AUBURN

Special Event Application

(Outdoor events with continued attendance of 1,000 or more persons for 2 or more hours)

Applications must be submitted to the Clerk at least 45 days prior to the event if the gathering is expected to attract up to 5,000 people. Application must be submitted at least 90 days prior to the event if the gathering is expected to attract more than 5,000 people.

Application Date 4/1/13

SPONSOR INFORMATION

Name of Sponsoring Organization: Liberty Festival / Independence Day Committee

Name of Contact Person for Event: Cathy McDonald

Title of Contact Person: President

Mailing Address: PO Box 97, Lewiston, Me 04240

Daytime Telephone: 786-3088 Cell Phone: 212-8227

Email Address: liberty festival@aol.com

Contact Name and Cell Phone Number DURING the Event: Cathy McDonald - 212-8827

Is your organization incorporated as a non-profit organization? Yes No

Non-Profit Number: 04-3358113

EVENT INFORMATION

Name of Event: Liberty Festival

Type of Event (walk, festival, concert, etc.): Festival

Date of Event: July 3rd - 7th, 2013 Rain Date: July 3rd - 7th, 2013

Times of Event: Start Time including set-up: 7am Ending time including clean up: 1am

Actual Event Start Time: 4pm Actual Event End Time: 11pm

Estimated Attendance: 15,000

Location of Event: Great Falls and Festival Plaza and surrounding areas

Have you held an event at this location within the last 12 months? Yes x No _____

If the location is a city park, have you applied for use of the property with the Parks & Recreation Department and has your request been approved?

Yes _____ No x Pending _____ Date submitted to the Recreation Department: _____

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Separate fee & application, conditions & restrictions may apply	Banner across Court Street Non-profit groups only, \$100 fee per week, 2 week maximum. First come first serve basis, proof of insurance required.			X
Separate fee and permit possible	FOOD – Will food or beverages be sold? If yes, list what types of food or beverages: various vendor foods and beverages Note - A food service license may be required and must be submitted 14 days prior to the event.	X		
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, souvenirs, etc.)? If yes, list what items: t-shirts and novelties Note - A peddler permit may be required and must be submitted 14 days prior to the event.	X		
N/A	LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe:	X		
N/A	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?	X		
N/A	ALCOHOLIC BEVERAGES ARE NOT ALLOWED			
Separate fee and permit required	CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.			X
Separate fee and permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.	X		
N/A	PARADE – Will there be a parade? If yes, describe route: Note – A permit from the Police Department is required.			X
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc? If yes, describe route:			X
Separate permit required	BURN PERMIT – Will there be any open flame such as a bon fire? If yes, describe activity: possible flag disposal ceremony Note - A permit from the Fire Department is required.			X

N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes: small pop-up canopy tents around vendors and staging area. Possible larger tent over stage.	x		
Separate fee and permit required	ELECTRICAL POWER/EQUIPMENT – Will electrically powered equipment be utilized, if so, provide a brief description of the equipment and the entity responsible for the installation of the electrical equipment? Vending booths, musical equipment and stage lighting Dave Ianotti is our electrician	x		
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list: Main Street, Court Street, Longley Bridge and Great Falls Plaza	x		
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, food service areas, etc.? This is a mandatory requirement for this application and must be included.			
N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan? Great Falls plaza lots, Auburn City Hall parking garage. We will be manning donation requested lots	x		
N/A	TOILETS – Please list amount at event and/or nearest location: 10 regular units and 2 handicap units between Lewiston and Auburn	x		
N/A	WASTE DISPOSAL – Please list process and location: City provided trash cans and liners	x		
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location: 1 portable at each vending station	x		
N/A	POTABLE WATER – Please list amount at event and location: 1 hook up from TD Bank	x		
N/A	FIRST AID FACILITIES – Please list location at event: United Ambulance and Auburn Fire at Great Falls Plaza	x		
\$	TOTAL FEE AMOUNT INCLUDED – Checks payable to the City of Auburn	0		

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc. the City requires insurance coverage – general liability. The City of Auburn is to be named as additionally insured in regards to the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received at least 30 days before the event and before permits can be issued. Please have the **City of Auburn** listed as additional insured on the Certificate of Insurance (minimum coverage \$1,000,000 Bodily Injury or Death, per occurrence, and \$300,000 Property Damage, per occurrence). It should contain a clause providing that the policy may not be cancelled by either party except upon not less than 30 days written notice to the City. Please have your insurance company fax a copy to: City Clerk 207-333-6623.

DESCRIPTION OF EVENT – Please describe what will occur during your event

7/3 set up will begin and the festival will occur with fireworks, vendors and a variety of entertainment venues.

Signature of Applicant:

Printed Name:

Date Submitted:

Cathy McDonald

Cathy McDonald

4/1/13

Please note that you will be contacted by City Staff if you require additional permitting.

Please return this completed application with diagram and any applicable fee to:

MAIL: City Clerk's Office
60 Court Street, Suite 150
Auburn, ME 04210

FAX: 207-333-6623

EMAIL: sdallaire@auburnmaine.gov

PHONE: 207-333-6600

******FOR STAFF USE******

DEPARTMENT COMMENTS AND RECOMMENDATIONS:

DEPARTMENT	APPROVE	DENY	DATE	INITIALS
Sanitarian/Health Inspector				
Code Officer/Land Use & Zoning				
Fire Department				
Police Department				
Public Works Department				
Recreation Department				

COMMENTS/CONDITIONS from any of the above departments:

City Council Public Hearing date, if applicable: _____

License Approved/Denied: _____ Date applicant notified: _____

Liberty Festival
2012 Treasurer's Report

Revenue

Municipal	17,350.00
Vendors Fees / Parking	2,070.00
Sponsorships	9,325.00
Interest Income	5.83
Total	28,750.83

Expenses

Pyrotechnics	20,000.00
Staging/Lighting	4,275.00
Facilities / Sanitation	1,868.70
Insurance	1,684.05
AMS	375.00
Chamber Dues	130.00
Sponsorships (Mailings, etc)	478.72
Transportation	39.15
Corporate Filing Fee	35.00
Miscellaneous Supplies	41.96
Total	27,777.58

Ending Balance	473.25
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EVENT	City Clerk		Public Works		Fire		Code		Electrical		Police		Parks & Rec		City Mgr		ITC		TOTAL	
Personnel (staffing - inspections)			2.5	\$ 52.00							6	\$ 212.40							8.5	\$ 264.40
Supplies (printing, posters, signs)			67	\$ 1,005.00							0								67	\$ 1,005.00
Equipment (vehicles, cones, recepticals)			1.5	\$ 32.00							86	\$ 1,290.00							87.5	\$ 1,322.00
Admin (meetings, planning, website, alerts)											4	\$ 141.60							4	\$ 141.60
TOTAL	0	\$ -	71	\$ 1,089.00	0	\$ -	0	\$ -	0	\$ -	96	\$ 1,644.00	0	\$ -	0	\$ -	0	\$ -	167	\$ 2,733.00
NATIONAL NIGHT OUT	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			16	\$ 380.00															16	\$ 380.00
Supplies (printing, posters, signs)			63	\$ 945.00															63	\$ 945.00
Equipment (vehicles, cones, recepticals)			5.5	\$ 118.00									4	\$ 60.00					9.5	\$ 178.00
Admin (meetings, planning, website, alerts)													1	\$ 20.86					1	\$ 20.86
TOTAL	0	\$ -	84.5	\$ 1,443.00	0	\$ -	5	\$ 80.86	0	\$ -	0	\$ -	89.5	\$ 1,523.86						
BALLOON FESTIVAL	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			63	\$ 1,419.00							148	\$ 5,239.20							211	\$ 6,658.20
Supplies (printing, posters, signs)			82	\$ 1,230.00															82	\$ 1,230.00
Equipment (vehicles, cones, recepticals)			63	\$ 2,363.00							30	\$ 450.00	8	\$ 120.00					101	\$ 2,933.00
Admin (meetings, planning, website, alerts)											5	\$ 177.00	2	\$ 41.72					7	\$ 218.72
TOTAL	0	\$ -	208	\$ 5,012.00	0	\$ -	0	\$ -	0	\$ -	183	\$ 5,866.20	10	\$ 161.72	0	\$ -	0	\$ -	401	\$ 11,039.92
TRIPLE CROWN - 5K BRIDGE RUN	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			1.5	\$ 53.28							6	\$ 212.40							7.5	\$ 265.68
Supplies (printing, posters, signs)			75	\$ 1,125.00															75	\$ 1,125.00
Equipment (vehicles, cones, recepticals)			1.5	\$ 24.75							81	\$ 1,215.00	2	\$ 30.00					84.5	\$ 1,269.75
Admin (meetings, planning, website, alerts)											10	\$ 354.00							10	\$ 354.00
TOTAL	0	\$ -	78	\$ 1,203.03	0	\$ -	0	\$ -	0	\$ -	97	\$ 1,781.40	2	\$ 30.00	0	\$ -	0	\$ -	177	\$ 3,014.43
DEMPSEY CHALLENGE	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			13.5	\$ 337.00							90	\$ 3,186.00							103.5	\$ 3,523.00
Supplies (printing, posters, signs)			220	\$ 3,300.00															220	\$ 3,300.00
Equipment (vehicles, cones, recepticals)			8	\$ 200.00							90	\$ 1,350.00							98	\$ 1,550.00
Admin (meetings, planning, website, alerts)											15	\$ 531.00	2	\$ 41.72					17	\$ 572.72
TOTAL	0	\$ -	241.5	\$ 3,837.00	0	\$ -	0	\$ -	0	\$ -	195	\$ 5,067.00	2	\$ 41.72	0	\$ -	0	\$ -	438.5	\$ 8,945.72
HALLOWEEN - NEW AUBURN	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			2	\$ 50.00							5	\$ 177.00							7	\$ 227.00
Supplies (printing, posters, signs)			45	\$ 675.00															45	\$ 675.00
Equipment (vehicles, cones, recepticals)			2	\$ 50.00							25	\$ 375.00							27	\$ 425.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	49	\$ 775.00	0	\$ -	0	\$ -	0	\$ -	30	\$ 552.00	0	\$ -	0	\$ -	0	\$ -	79	\$ 1,327.00
VETERAN'S DAY PARADE	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)																			0	\$ -
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)																			0	\$ -
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
FESTIVAL OF LIGHTS	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			18.5	\$ 380.00							12	\$ 424.80							30.5	\$ 804.80
Supplies (printing, posters, signs)			80	\$ 1,200.00															80	\$ 1,200.00
Equipment (vehicles, cones, recepticals)			3	\$ 75.00							12	\$ 180.00	8	\$ 120.00					23	\$ 375.00
Admin (meetings, planning, website, alerts)											11	\$ 389.40							11	\$ 389.40
TOTAL	0	\$ -	101.5	\$ 1,655.00	0	\$ -	0	\$ -	0	\$ -	35	\$ 994.20	8	\$ 120.00	0	\$ -	0	\$ -	144.5	\$ 2,769.20
HOLIDAY EVENT - NEW AUBURN	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)											2	\$ 70.80							2	\$ 70.80
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)											1	\$ 15.00	2	\$ 30.00					3	\$ 45.00
Admin (meetings, planning, website, alerts)											2	\$ 70.80							2	\$ 70.80
TOTAL	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	5	\$ 156.60	2	\$ 30.00	0	\$ -	0	\$ -	7	\$ 186.60
Banner Installation - Multiple Events	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			44	\$ 912.00															44	\$ 912.00

EVENT	City Clerk		Public Works		Fire		Code		Electrical		Police		Parks & Rec		City Mgr		ITC		TOTAL	
Supplies (printing, posters, signs)			0	\$ -															0	\$ -
Equipment (vehicles, cones, recepticals)			23	\$ 1,243.00															23	\$ 1,243.00
Admin (meetings, planning, website, alerts)			4	\$ 200.00															4	\$ 200.00
TOTAL	0	\$ -	71	\$ 2,355.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	71	\$ 2,355.00						
Voting	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			139.5	\$ 2,732.00							20	\$ 708.00							159.5	\$ 3,440.00
Supplies (printing, posters, signs)			6	\$ 240.00															6	\$ 240.00
Equipment (vehicles, cones, recepticals)			18	\$ 297.00							16	\$ 240.00							34	\$ 537.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	163.5	\$ 3,269.00	0	\$ -	0	\$ -	0	\$ -	36	\$ 948.00	0	\$ -	0	\$ -	0	\$ -	199.5	\$ 4,217.00
Teen Traffic Safety EVENT	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			1	\$ 28.00							8	\$ 283.20							9	\$ 311.20
Supplies (printing, posters, signs)			30	\$ 450.00															30	\$ 450.00
Equipment (vehicles, cones, recepticals)			1	\$ 16.50							8	\$ 120.00							9	\$ 136.50
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	32	\$ 494.50	0	\$ -	0	\$ -	0	\$ -	16	\$ 403.20	0	\$ -	0	\$ -	0	\$ -	48	\$ 897.70
AWPA Week EVENT -	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			12	\$ 224.00															12	\$ 224.00
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)			14	\$ 669.00															14	\$ 669.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	26	\$ 893.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	26	\$ 893.00						
PD Bike Safety EVENT -	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			1.5	\$ 26.91							10	\$ 354.00							11.5	\$ 380.91
Supplies (printing, posters, signs)			63	\$ 945.00								\$ 500.00							63	\$ 1,445.00
Equipment (vehicles, cones, recepticals)			0.75	\$ 12.38							2	\$ 30.00							2.75	\$ 42.38
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	65.25	\$ 984.29	0	\$ -	0	\$ -	0	\$ -	12	\$ 884.00	0	\$ -	0	\$ -	0	\$ -	77.25	\$ 1,868.29
New Auburn American Legion -	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			4	\$ 66.00															4	\$ 66.00
Supplies (printing, posters, signs)			35	\$ 525.00															35	\$ 525.00
Equipment (vehicles, cones, recepticals)			2	\$ 44.00															2	\$ 44.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	41	\$ 635.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	41	\$ 635.00						
Municipal Beach Yard sale-	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			2	\$ 50.00															2	\$ 50.00
Supplies (printing, posters, signs)			45	\$ 675.00															45	\$ 675.00
Equipment (vehicles, cones, recepticals)			1	\$ 25.00															1	\$ 25.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	48	\$ 750.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	48	\$ 750.00						
Great Falls Carnival	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			6	\$ 146.00							10	\$ 354.00							16	\$ 500.00
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)			5	\$ 158.00															5	\$ 158.00
Admin (meetings, planning, website, alerts)											10	\$ 354.00							10	\$ 354.00
TOTAL	0	\$ -	11	\$ 304.00	0	\$ -	0	\$ -	0	\$ -	20	\$ 708.00	0	\$ -	0	\$ -	0	\$ -	31	\$ 1,012.00
River CleanUP Per Mayor	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			4	\$ 80.00															4	\$ 80.00
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)			4	\$ 132.00															4	\$ 132.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	8	\$ 212.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	8	\$ 212.00						
ELHS Football Games -	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			4	\$ 100.00															4	\$ 100.00
Supplies (printing, posters, signs)			30	\$ 450.00															30	\$ 450.00

EVENT	City Clerk		Public Works		Fire		Code		Electrical		Police		Parks & Rec		City Mgr		ITC		TOTAL	
Equipment (vehicles, cones, recepticals)			2	\$ 50.00															2	\$ 50.00
Admin (meetings, planning, website, alerts)											10	\$ 354.00							10	\$ 354.00
TOTAL	0	\$ -	36	\$ 600.00	0	\$ -	0	\$ -	0	\$ -	10	\$ 354.00	0	\$ -	0	\$ -	0	\$ -	46	\$ 954.00
Strut Your Mutt EVENT -	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			2	\$ 50.00															2	\$ 50.00
Supplies (printing, posters, signs)			30	\$ 450.00															30	\$ 450.00
Equipment (vehicles, cones, recepticals)			2	\$ 50.00															2	\$ 50.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	34	\$ 550.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	34	\$ 550.00						
911 Ceremony	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			17.5	\$ 684.00															17.5	\$ 684.00
Supplies (printing, posters, signs)			1	\$ 445.00															1	\$ 445.00
Equipment (vehicles, cones, recepticals)			13.5	\$ 636.00															13.5	\$ 636.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	32	\$ 1,765.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	32	\$ 1,765.00						
Rollys Cruise Nite	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			4	\$ 100.00							2	\$ 70.80							6	\$ 170.80
Supplies (printing, posters, signs)			2	\$ 60.00															2	\$ 60.00
Equipment (vehicles, cones, recepticals)			4	\$ 100.00							2	\$ 30.00							6	\$ 130.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	10	\$ 260.00	0	\$ -	0	\$ -	0	\$ -	4	\$ 100.80	0	\$ -	0	\$ -	0	\$ -	14	\$ 360.80
AVCOG Med collection Night	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			3.5	\$ 87.50							30	\$ 1,062.00							33.5	\$ 1,149.50
Supplies (printing, posters, signs)			38	\$ 570.00															38	\$ 570.00
Equipment (vehicles, cones, recepticals)			2	\$ 50.00															2	\$ 50.00
Admin (meetings, planning, website, alerts)											40	\$ 1,416.00							40	\$ 1,416.00
TOTAL	0	\$ -	43.5	\$ 707.50	0	\$ -	0	\$ -	0	\$ -	70	\$ 2,478.00	0	\$ -	0	\$ -	0	\$ -	113.5	\$ 3,185.50
ST Doms walking EVENT	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			1.5	\$ 38.00							1	\$ 35.40							2.5	\$ 73.40
Supplies (printing, posters, signs)			77	\$ 1,155.00															77	\$ 1,155.00
Equipment (vehicles, cones, recepticals)			1.5	\$ 38.00							1	\$ 15.00							2.5	\$ 53.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	80	\$ 1,231.00	0	\$ -	0	\$ -	0	\$ -	2	\$ 50.40	0	\$ -	0	\$ -	0	\$ -	82	\$ 1,281.40
ST Doms	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)																			0	\$ -
Supplies (printing, posters, signs)																			0	\$ -
Equipment (vehicles, cones, recepticals)																			0	\$ -
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
EVENT	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Personnel (staffing - inspections)			2	\$ 50.00															2	\$ 50.00
Supplies (printing, posters, signs)			15	\$ 225.00															15	\$ 225.00
Equipment (vehicles, cones, recepticals)			2	\$ 50.00															2	\$ 50.00
Admin (meetings, planning, website, alerts)																			0	\$ -
TOTAL	0	\$ -	19	\$ 325.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -	19	\$ 325.00						
GRAND TOTAL	0	\$ -	2908.75	\$ 62,293.32	0	\$ -	0	\$ -	0	\$ -	1140	\$ 29,350.40	37	\$ 602.02	0	\$ -	0	\$ -	4085.75	\$ 92,245.74



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item C

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Business Licensing Fee (Flea Market, Peddler, and Authority to Waive Fees)

Information: Our current business licensing fees were adopted by Council in May of 2011. Our Flea Market and Peddler fees are out of line with Lewiston and other municipalities. It has been brought to our attention on a few different occasions from individuals wanting to obtain licenses however they have been discouraged from doing so because of our fees. We have also had recent requests from non profit organizations to waive the fees.

Financial:

Action Requested at this Meeting: Discussion and direction from Council

Previous Meetings and History: N/A

Attachments:

Flea Market fee comparison

Peddler fee comparison

Current and Proposed fees

*Agenda items are not limited to these categories.

Peddler's License

Municipality	Population	Fee
Sanford	20,806	\$100.00/Year
Biddeford	20,942	\$50/Year "Vendors on Public Places"
S. Portland	23,324	\$60/30 days or less \$85/More than 30 days but less than 90
Bangor	33,011	\$364/Year -Transient Sellers of Consumer Merchandise License
Portland	66,363	\$35/Day only during festivals or special events declared by City Council
Lewiston	36,491	\$53/Year In State \$105/Out of State \$37/Special Event License
Lisbon	9009	\$75/6 months(New) \$100/year(New) \$50/6 months (Renewal)
Auburn	23,203	\$75/Per Event \$100/30 Days

Flea Market Comparison

Municipality	Population	Fee
Sanford	20,806	\$50.00/Year - No Additional Fee
Bideford	20,942	\$200 up to 20 tables/Year- \$5 each additional table
S. Portland	23,324	\$75.00/Year - No Additional Fee
Bangor	33,011	\$107/Year Second Hand Permit plus \$5/per table fee
Portland	66,363	\$225/Year plus Individual Vendor Fee: \$20/year-transferable to other Flea Markets City wide
Lewiston	36,491	\$550/Year - No Additional Fee
Searsport	2,615	No Fee/Requires Site Plan Review at startup
Lisbon	9009	\$100/Year Mass Gathering - No Additional Fee
Auburn	23,203	\$50 per table up to \$500 (3 months)/\$2000 yearly

License Type	Current Fee Auburn	Proposed Fee
Flea Market	\$50 per table, up to \$500 per location / 3mo	\$10 per table up to \$200 per event (up to 7 days) or \$500 for a year
Peddlers	\$ 75 Per event \$100 30 days	\$35 per event (up to 7 days)* \$ 75 3 months \$100 6 months \$150 1 year

Peddler *Chapter 24, section 24-321 Special Event License

- a. A special event peddler's license can be issued to eligible applicants for a maximum of seven consecutive days, and will limit their sale area to be inside the designated mass gathering area, as per requirements of the mass gathering event organizers. Only one special event peddler's license shall be needed for booths or sales tables operated by the same vendor. Excluding food vendors with separate food preparation areas for multiple booths or tables. Individuals working for the primary vendor at the booth shall not be required to obtain a separate license. The primary vendor shall be subject to a criminal background investigation regarding their peddler application for this section.
- b. The license shall be displayed the entire time the vendor is operating the booths or sales tables.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item D

Author: Chief Frank Roma

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

If Council Goals please specify type: **Safety **Economic Development** **Citizen Engagement**

Subject: Emergency Medical Services Resolve

Information: A council resolve is requested to provide formal direction to the fire department in regards to Emergency Medical Services (EMS) delivery. This resolve will initiate additional research into the feasibility of the fire department providing transport services as an extension of the existing services provided. Additionally, it will cause formal planning to occur so that council members can make an informed decision regarding EMS at a later date.

Financial: N/A

Action Requested at this Meeting: Discussion

Previous Meetings and History: N/A

Attachments: Draft Resolve

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

RESOLVE xx-xxxx2013

RESOLVED, that the Auburn City Council hereby recognize and support, in consideration of the health , safety, and well being of those who live, work, visit, or transit though the City of Auburn;

THAT it is in the best interest of the community for the Auburn Fire Department to develop an operational plan for the delivery of a full service Emergency Medical Services program that is supported by the City Council and in accordance with Section 20-31 of the Code of Ordinances for the City of Auburn;

THAT such a program will reflect best practices in the pre-hospital care field, be adequately staffed and equipped therefore increasing and enhancing service to the community with a goal of providing such service in a revenue neutral manner where possible;

THAT the Auburn Fire Department will utilize its existing facilities that are strategically located, and its personnel that are trained and equipped to provide Advanced Life Support emergency medical services within the community, and;

THAT such a plan will be prepared and presented before Council within 60 days of this RESOLVE for discussion and consideration.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item E

Author: Clint Deschene and Gary Johnson, Assistant City Engineer

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Acceptance of an Extension of Weaver Street

Information: In October 2005 the City began the reconstruction of Weaver Street, extending the street approximately 114 feet over property proposed for an extension of the street that had been tax acquired in 1984 and constructing a turnaround beyond that on a parcel approximately 100 x 100 acquired from one John Young. The reconstruction was completed with surface paving in the spring 2006. In 2010, Mr. Young conveyed his property to MSH, LLC. However, the parcel conveyed to the City for the turnaround was not included as an exception in the conveyance. MSH, LLC split the property conveying a portion to Mohamed G. Farah, who constructed a house (parcel 239-210-001). MSH, LLC has now constructed a house on the remaining portion of the property (parcel 239-210), but in preparation of the sale, discovered the title issue regarding the turnaround parcel. Corrective deeds have cleared the title issue. During the research in resolving this issue, we determined that as the result of an oversight by staff, the extension of the street had not been formally accepted by the City. The closing of the new house is being held up due to the street extension not yet being formally accepted, a requirement of the zoning ordinance.

Financial: None

Action Requested at this Meeting: Discussion and recommend action on Acceptance Order during tonight's regular meeting.

Previous Meetings and History: N/A

Attachments: Sketch Plan of Weaver Street and copy of deed.

*Agenda items are not limited to these categories.

Extension of Weaver Street

1 inch = 100 feet



MAINE SHORT FORM WARRANTY DEED

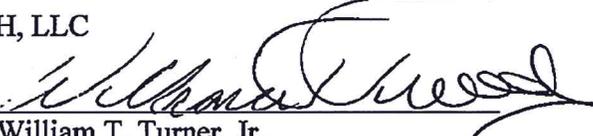
MSH, LLC, a Maine limited liability company, with a principal place of business in Auburn, Androscoggin County, Maine, for consideration paid, grants to the CITY OF AUBURN, a body politic, with a mailing address of 60 Court Street, Auburn, Maine, 04210, with WARRANTY COVENANTS, a certain lot or parcel of land, with any buildings thereon, situated in Auburn, County of Androscoggin, and State of Maine, being further described in the attached Exhibit A.

The premises are conveyed subject to any easements and restrictions of record, and this deed includes all rights, easements, privileges and appurtenances belonging to the premises hereinabove described.

IN WITNESS WHEREOF, MSH, LLC has caused this instrument to be executed by William T. Turner, Jr., in his capacity as Member of MSH, LLC, thereunto duly authorized, this 26th day of April, 2013.

NO MAINE R.E. TRANSFER TAX PAID


Witness

MSH, LLC
By: 
William T. Turner, Jr.

STATE OF MAINE
COUNTY OF ANDROSCOGGIN, SS

Then personally appeared the above named William T. Turner, Jr., in his capacity as Member of MSH, LLC, known to me, this 26th day of April, 2013 and acknowledged before me the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of MSH, LLC.


Notary Public
Name: _____
My commission expires: _____

JON R. MERCIER
Notary Public, State of Maine
My Commission Expires 8/8/2018

EXHIBIT A

A certain lot or parcel of land situated in Auburn, Androscoggin County, State of Maine, more particularly bounded and described as follows:

Beginning at the southeasterly terminus of the accepted portion of Weaver Street at the northwesterly corner of land now or formerly of Kim Purington as described in a deed recorded in the Androscoggin County Registry of Deeds in Book 7480, Page 51;

Thence in a southeasterly direction along the said land now or formerly of said Purington and along land now or formerly of Wayne Gleason as described in a deed recorded in the said Registry of Deeds in Book 7698, Page 86, and along land now or formerly of Eric J. St. Pierre as described in a deed recorded in the said Registry of Deeds in Book 6607, Page 249 a total distance of two hundred fourteen (214) feet, more or less, to land of Mohamed G. Farah and Zeinab M. Ali as described in a deed recorded in said Registry of Deeds in Book 7959, Page 76;

Thence in a southwesterly direction along said land of Farah and Ali a distance of one hundred (100) feet, more or less, to the most easterly corner of land of MSH, LLC as described in a deed from John K. Young recorded in the said Registry of Deeds in Book 7863, Page 216;

Thence in a northwesterly direction along said land of MSH, LLC a distance of one hundred (100) feet, more or less, to the most northerly corner of said land of MSH, LLC to the southeasterly line of land of Martin F. Folsom and Elizabeth B. Folsom as described in a deed recorded in the said Registry of Deeds in Book 4699, Page 151;

Thence in a northeasterly direction along said land of Folsom a distance of forty (40) feet, more or less, to the most easterly corner of said land of Folsom;

Thence in a northwesterly direction along said land of Folsom a distance of one hundred fourteen (114) feet, more or less, to the southeasterly terminus of the accepted portion of Weaver Street;

Thence in a northeasterly direction along the southeasterly terminus of the accepted portion of Weaver Street a distance of sixty (60) feet, more or less, to the point of beginning.

Meaning and intending to convey all our right, title and interest in and to that portion of Weaver Street as is presently laid out and maintained by the City of Auburn but is not yet accepted.

Reserving, however, to MSH, LLC an appurtenant right of way over the same for the purpose of access to and egress from Weaver Street and the remaining land of said MSH, LLC by foot or by vehicle, together with the right to improve the same, and for the purpose of installing, maintaining, repairing and replacing utilities of all types and nature both above and below ground, provided, however, that this right of way shall automatically terminate at such time as the City of Auburn accepts the above described premises as a public street.

Being a portion of the premises conveyed by MSH, LLC to Mohamed G. Farah and Zeinab M. Ali in a deed dated June 21, 2010 and recorded in said Registry of Deeds in Book 7959, Page 76. Reference is further made to a deed from Mohamed G. Farah and Zeinab M. Ali to MSH, LLC dated April 8, 2013 and recorded in the said Registry of Deeds in Book 8646, Page 161, as rerecorded in said Registry in Book 8656, Page 304.

The above described premises are subject to a right of way reserved by Mohamed G. Farah and Zeinab M. Ali in the above referenced deed to MSH, LLC recorded in said Registry of Deeds in Book 8646, Page 161.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item F

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Request to name the ball field at Pettengill Park.

Information: The City has received a request to name the ball field at Pettengill Park “The Ted Ricker Memorial Field”. The policy adopted by Council on August 27, 2007 to name Facilities and Infrastructures does state that “Council reserves the right to use whatever process they deem most appropriate for the circumstances, in general, the Council will use the following process”.

Financial: N/A

Action Requested at this Meeting: Discussion

Previous Meetings and History: N/A

Attachments:

Application
Newspaper article
Ted Ricker obituary
Policy for naming facilities and infrastructures

*Agenda items are not limited to these categories.

Office Use Only

Date Submitted: _____

Nominations Period Starts: _____

Nomination Period Closes: _____

City of Auburn, Maine

"Maine's City of Opportunity"

60 Court St.
Auburn, Maine 04210
207-333-6600



Nomination Application For Proposed Names by Auburn Residents/Businesses for any public facility, building, or infrastructure, park, and plot of land.

Contact Information:

Name of Person/Group/Committee submitting name: American Legion Post 153

Address: 71 South Main St. Phone No. 207-782-1118

Proposed Name: Ted Ricker Memorial Field Old Name: (if any) N/A

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

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

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

Criteria for naming a facility after an individual: **May be named after an individual living or dead;**

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

Reason for this Nominated Name:

The American Legion, William J. Rogers post 153
department of MAINE is requesting that the
baseball field located at Pettingill Park be
named: "The Ted Ricker Memorial field".
Ted Ricker was born 02-25-1919
Ted Ricker passed away on 08-09-1991
Ricker resided at 47 Field Avenue, Aub. (more space provided, if
needed on the back

Additional Information for consideration:

Ricker served in the Army during World War II
Ricker owned and operated Auto Electronics in
Auburn and retired in ~~1980~~ 1982

Ricker was a member of Saint Philips church
the American Legion post 153, New Auburn and
served as Commander.

Ricker served as director of the Lewiston-Auburn
Sports Hall of Fame. He was active in the
Edward Little High School Grandstand club and
was active & dedicated in the American Legion
Baseball program, serving as manager for 10 years.
He led the New Auburn, American Legion post 153
baseball team and earned the State Championship.

Ricker also brought the same volunteer work to the
projects of the Grandstand Club in support of Edward
Little High School Athletics. He also devoted several
years as a director to the growth & progress of the
Lewiston/Auburn Sports Hall of Fame.

Every year the William J. Rogers post 153, provides
a scholarship and award to participants of the
American Legion baseball team.

Bauer Bernard, Commander
Colby Dill 2nd Vice Commander

Sell 786-2101
CALL FOR FREE WEEKLY LIST

ESTATE OF LEWISTON-AUBURN
r Street, Auburn, Maine

IMMACULATE HOME!
bedrooms, 5-car garage with income, close to school.
\$22,000

WE CAN HAVE IT ALL - INCOME!
wood area, large two family. Beautiful.
\$107,000

MOTIVATED SELLERS!
no more value, wants fast pay mortgage, low reduced.
\$58,000

BEST IN YOUR FUTURE!
great parking, good income and location, selling by owner.
\$10,500

LARGE UNITS!
units 3 and 2 bedroom units, great income.
\$175,000

NEIGHBORHOOD PRIDE!
offers 1.75 baths, nice large lot, family room.
\$48,000

BEAUTIFULLY LANDSCAPED!
3 bedrooms, 2.5 baths, wrap-up, office, one car garage.
\$248,000

ONE MEANS EXTRA INCOME!
3 bedroom Cape, rental ranch on dead end.
\$28,000

SKIRTS BUILDING PARCELS!
3/4 acre, beautiful and cleared.
\$24,000

READY TO COMPLETE!
country lot has foundation, septic, water.
\$28,000

RESTRICTIVE COVENANTS!
prestigious Rural Auburn 1.77 acre building.
\$30,000

QUIET COUNTRYSIDE!
near Pleasant Pond private and wooded.
\$32,000

EASY TO HEAT!
condominium, 1 large finished family room, 1 car garage.
\$77,000

INVESTMENTS IN ONE!
with development, corner two family, parking lot.
\$75,000

00 \$116,000 \$74,000

FREE "HOMES MAGAZINE" TODAY!

REALTY

HEAT-TAKING!
This is the best of a Farm offering to own a beautiful Cape with 3 bedrooms, 2.5 baths, wrap-up, office, one car garage, 1.77 acre lot, close to school, 1.77 acre lot, close to school, 1.77 acre lot, close to school.
\$77,000

SKIERS TAKE NOTICE!
This is a beautiful, modern property in the heart of Winter Hill. It has 3 bedrooms, 2.5 baths, wrap-up, office, one car garage, 1.77 acre lot, close to school, 1.77 acre lot, close to school, 1.77 acre lot, close to school.
\$77,000

DOUBLE HOMES
New Cape, 3 bedrooms, 2.5 baths, wrap-up, office, one car garage, 1.77 acre lot, close to school, 1.77 acre lot, close to school, 1.77 acre lot, close to school.
\$77,000

CONVENIENT LOCATION
New or remodeled home offers in town and 2 car garage, parking, close to school, 1.77 acre lot, close to school, 1.77 acre lot, close to school.
\$75,000

COMPLETELY REMODELED
This 3 bedroom, 1.5 bath home has been completely remodeled including new roof, water, electric, plumbing, including new roof, water, electric, plumbing, including new roof, water, electric, plumbing.
\$85,000

LAND
Newly developed 1.75 acre lot, close to school, 1.77 acre lot, close to school, 1.77 acre lot, close to school.
\$15,000

and gave Boston its eighth victory in nine games.

Jack Clark was in the on-deck circle, so Storm Davis (3-8) certainly didn't want to walk Plantier.

"With Jack hitting behind me, I knew he'd rather face me, so I was guessing fastball," Plantier said.

crazy question and I'll give you a crazy answer."

Bret Saberhagen and Roger Clemens, both former American League Cy Young Award winners, left after seven innings and the score tied 1-1. With one out in the eighth, Jody Reed singled off Davis and Plantier, recalled Aug. 9 for the second time this

Mayne walked and Warren Cromartie popped out to end the game.

"I thought we were going to tie the thing up," Royals manager Hal McRae said. "We had a good opportunity, a runner on third and one out, but we just couldn't get a hit."

See Sox, page 26



Ricker leaves sporting legacy

A hard-working gear in the Twin Cities' sports machinery stopped unexpectedly with the death last week-end of well-known Auburn sports figure Ted Ricker. The hundreds of mourners who attended his funeral at St. Philip's church Monday were a measured tribute to his countless contributions.

Ted Ricker was more than a tireless sports fan. He was an active supporter, who devoted countless hours of his boundless energy to the cause of good sports. He never strove for the spotlight. He was happy in the backdrop.

For 10 busy summers, Ted was manager of the talented New Auburn Post 153 American Legion baseball team. No one was more delighted a year ago when the club earned the state championship. But win or lose, he was a daily supporter who was always there "to take care of my boys."

Ricker brought the same volunteer work ethic to the projects of the Grandstand Club, in support of Edward Little High School athletics.

He devoted several years, as a director, to the growth and progress of the Auburn-Lewiston Sports Hall of Fame. Ted could always find time for another background task.

It was perhaps fitting that his generous, restructured heart tired as Ted played his final golf tournament.

Ted Ricker wasn't a sideline sitter. Even at 72, he wanted to be "in the game."

You've heard the expression about "chips off the old block?"

At its fourth annual induction banquet in 1987, the Auburn-Lewiston Sports Hall of Fame honored Larry Gowell, a fireballing pitcher. After an amazing 16-0 record in three seasons at Edward Little High School, Gowell was chosen MVP of the 1987 Legion tourney at Togus while pitching a one-hitter and no-hitter for New Auburn. He became a fourth-round draft pick of the New York Yankees, and pitched his way up the system to the pinstripes.

Down in Virginia last week in the Southeast Regional Babe Ruth tournament, Gowell's son, Chad, helped his North Carolina state championship team finish third in the 11-team playoffs.

Unlike his father, Chad pitches

San Filippo sco



Mike San Filippo enjoys the cheers from the crowd as he finishes up his six-under 68 Friday, giving him a six-shot victory in the 73rd annual Maine Open at Riverside Golf Course, Portland. San Filippo is a former England player of the 1 par 195 for the 54-hole

Patriots and Cardinals headed in different dir

By MEL REISNER
AP Sports Writer

TEMPE, Ariz. — Outside linebacking is the pride of the New England Patriots and the Phoenix Cardinals, but the similarities end there.

Coach Joe Bugel seems to have strengthened the Cardinals in most of the areas where they were deficient, while the Patriots have floundered under new coach Dick MacPherson, with an unsettled situation at quarterback and question marks in the offensive line and secondary.

The Patriots (0-2) and Cardinals (2-0) meet tonight in an exhibition game, with Phoenix seeking its first

bigger linemen — rookies Mike Jones and Eric Swann and Plan B free agent Jeff Faulkner — allowing the move of 260-pound end Freddie Joe Nunn to outside linebacker opposite Ken Harvey, who had 23 sacks in his first three seasons.

The Cardinals recorded seven sacks while defeating the Seattle Seahawks, 31-13, and the Chicago Bears, 12-10, and Jones and Faulkner have been strong against the run. Chicago gained only 217 total yards, 100 on the ground.

"Last week, I don't think Godzilla could have made yards. That's how good we were up front," Bugel said.

game. The try... ets to half-... reaser... Last first... to set... The ankle... The act... unifi... yards... Bush... The

WILTON — Died in Wilton, N.H., Monday, Aug. 12, 1991, Mrs. Rose M. Lamarre, age 76. Funeral, Monday, 9:00 a.m.; St. Joseph's Church, Interment, Holy Family Cemetery, Gorham, N.H. Visitation, Sat. & Sunday, 2-4 & 7-9 p.m. at Fleury Funeral Home, 72 High St., Berlin, N.H.

LAMARRE — Died in Berlin, N.H., Aug. 8, 1991, Mrs. Rose M. Lamarre, age 76. Funeral, Monday, 9:00 a.m.; St. Joseph's Church, Interment, Holy Family Cemetery, Gorham, N.H. Visitation, Sat. & Sunday, 2-4 & 7-9 p.m. at Fleury Funeral Home, 72 High St., Berlin, N.H.

MCINTOSH — Died in Auburn, Aug. 8, 1991, Madeline McIntosh, age 81, widow of Clarence D. McIntosh. Graveside service will be held from Mt. Auburn Cemetery in Auburn, Monday, Aug. 12, at 11 a.m. There will be no visitation hours. Arrangements by Dillingham & Son, Memorial Chapel, Auburn, Me.

MORIN, Blanche R. — Funeral, SS Peter & Paul Church, Mon., 11 a.m. Committal, St. Peter's Cemetery. Visitation, Sat., 7-9; Sun., 2-4 & 7-9, Fortin Funeral Home, Ash & Horton Sts., Lew. 784-4584

PARKER, Everett N. — Died August 8, 1991, in Mapleton. Graveside service will be held 2 p.m. Sunday, at Arundell Cemetery in Kennebunkport with the Rev. Dr. Dean Dykstra officiating. Donations may be made in memory of Mr. Parker to Visiting Nurses of Aroostook, P.O. Box 488, Caribou, Me., 04736. Arrangements by Graves Funeral Home, Presque Isle and Bibber Funeral Home, Kennebunk.

POULIOT, Helene D. — Funeral, Sacred Heart Church, Mon., 9 a.m. Committal, St. Peter's Cemetery. Visitation, Sat., 7-9; Sun., 2-4 & 7-9, Fortin Funeral Home, Ash & Horton Sts., Lew. 784-4584

RICKER, Ted — Funeral, St. Phillips Church, Auburn, Monday, 11 a.m. Interment, Wentworth Ricker Cemetery, Poland Spring. Visitation, Sunday, 6-9 p.m. at Plummer & Merrill Funeral Home, Turner & Center Sts., Auburn. In lieu of flowers, memorial gifts to the New Auburn Legion Baseball Team, P.O. Box 111, Auburn, or E.L.H.S. Grandstand Club, P.O. Box 46, Auburn. 783-8545.

ST. THOMAS, Bernadette — Funeral, Saturday, 9 a.m., St. Louis Church, Interment, St. Peter's Cemetery. Visitation, Friday, 2-4 & 7-9 p.m., Albert & Burpee Funeral Home.

VEY, Corrine Ann — Funeral, Saturday, 10:00 a.m., First Assembly of God Church, Lewiston. Burial, Gracelawn Memorial Park. Visitation, Friday, 2-4 & 7-9 p.m., Plummer & Merrill Funeral Home, Turner & Center Sts., Auburn. Phone: 783-8545.

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Ted Ricker

LEWISTON — Ted Ricker, 72, of 47 Field Ave., Auburn, died unexpectedly Friday morning at the Central Maine Medical Center.

Born in Poland Feb. 25, 1919, he was the son of Hiram and Ruth Shackford Ricker. He served in the Army during World War II. On Aug. 19, 1946, he married Vivian Brennick.



For many years, he owned and operated Auto Electronics in Auburn. He retired in 1982.

Mr. Ricker was a member of St. Philip's Church, the American Legion Post 151, of which he was a past commander, VFW Post 1603, Martindale Country Club and the Auburn Civil Service Commission. He was a director of the Lewiston Auburn Sports Hall of Fame, was active in the Edward Little High School Grandstand Club, and was very active in the New Auburn Legion Baseball Team, serving as manager for the past 10 years.

Mr. Ricker is survived by his wife of Auburn, two daughters, Cynthia and Jill Ricker, both of Auburn, four sons, Timothy of Auburn, Thomas of Poland, Terry of Lewiston and Jack of Anchorage, Alaska, and five grandchildren.

Voneta D. Bean

FARMINGTON — Voneta D. Bean, 78, of Stratton died Thursday in Franklin Memorial Hospital, where she had been a patient for four days, following a brief illness.

She was born July 4, 1913, in Hamlin, the daughter of Stanley and Myrtle (Jackson) Ryder. She was educated in the schools of Caribou and Hamlin. She married Olof Bean Oct. 30, 1937, in Farmington.

She worked several years at Forster Manufacturing Co. in Stratton and worked for many years as a housekeeper for motels and hotels in Stratton and the Sugarloaf area, retiring in 1981. She was an avid quilter and enjoyed crocheting and flower gardening.

She is survived by her husband of Stratton; two daughters, Anna Smart of Cornish and Joyce Quint of North Anson; two sons, Colby Bean of San Antonio, Texas, and Harold Bean of Colorado Springs, Colo.; a stepister, Florence Hartley of Augusta; nine grandchildren and three great-grandchildren.

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Ellen M. Harkins Casciano

FREEHOLD, N.J. — Ellen M. Harkins Casciano, 82, died July 29 at the Central State Medical Center.

A native of Lewiston, Maine, she was a graduate of the Methodist Hospital School of Nursing in Brooklyn, N.Y., and lived in Jersey City before moving to Freehold eight years ago. She was a member and a eucharist minister of St. Robert Bellarmine Catholic Church.

Surviving are her husband, Adolph Casciano, a son, David H. of Leavittown, Pa.; a daughter, Linda J. Conway of Freehold; a brother, John W. Harkins of Lewiston; and three sisters, Gertrude Kresge of Lewiston, Lucille Dallas of Southampton N.Y., and Mary Levesque of Albuquerque, N.M.

Madeline McIntosh

AUBURN — Madeline McIntosh, 81, of 28 Pine St. died at her home Thursday afternoon, after a long illness.

She was born in Auburn on March 13, 1910, the daughter of Lewis and Ada Bell Burgess. She was married in June 1931 to Clarence D. McIntosh, who died in 1962.

She was a skiver for the Kayser-Ross shoe company, retiring in March 1975. She was a member of Court Street Baptist Church of Auburn.

Mrs. McIntosh is survived by one son, Russell McIntosh of Auburn; one brother, Lawrence Burgess of Florida; four grandchildren and four great-grandchildren. She was predeceased by one son, Clarence D. Jr. in February 1989.

WILTON — Died in Wilton, N.H., Monday, Aug. 12, 1991, Mrs. Rose M. Lamarre, age 76. Funeral, Monday, 9:00 a.m.; St. Joseph's Church, Interment, Holy Family Cemetery, Gorham, N.H. Visitation, Sat. & Sunday, 2-4 & 7-9 p.m. at Fleury Funeral Home, 72 High St., Berlin, N.H.

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Hazel L. Babcock

WILMINGTON, Del. — Hazel Babcock, 95, died Thursday at her home in Wilmington, Del.

She was born in Lewiston, Maine, Nov. 14, 1895, and was educated in the Lewiston public schools and at the University of Maine at Orono, where she received a Bachelor of Science degree in 1917.

Upon graduation, she married her college sweetheart, Leon W. Babcock, also of Lewiston, in Cathermo, Mo. They were married June 21, 1917, and celebrated their 74th wedding anniversary this year. In the years following 1917, as part of her husband's employment with Hercules Powder Co., they lived in Fayetteville, Ill.; Emporium, Pa.; Bacchus, Utah; and Kenil, N.J. They moved to Wilmington in 1940.

During World War II, she was active in the Red Cross. In 1940, a friend's gift of three Lenox penguins started her collection of more than 300 penguin figurines. Many were gifts from friends, and other were purchased during her 15 overseas trips, including six world cruises, following her husband's retirement in 1960.

She is survived by her husband, a son, William L., of Wilmington; and a grandson.

Ronald L. Holland

WILTON — Ronald L. Holland, 62, of Wilton died Friday morning at his camp in Wilton.

He was born Feb. 6, 1929, in Eau Claire, Wis., the son of Leo and Julia (Marsh) Holland. He received his education in Wisconsin schools and on July 12, 1947, married Anna Marie Friedrich in Pitman, N.J.

For several years, he was a supervisor at Du Pont in Deepwater, N.J. He retired from the company in 1960 and moved to Wilton in 1963. He was a member of the Elks Lodge in New Jersey, and transferred his membership to B.P.O.E. 2430 of Farmington when he moved to Maine.

He was an outdoorsman who enjoyed hunting and fishing. He is survived by his wife of Wilton; his mother, Julia M. Holland of Farmington, N.J.; three sons, Michael of Bridgeton, N.J.; Vincent of Temple and Ronald of Farmington, N.H.; and one grandson, William of Farmington, N.H.

He is survived by one grandson.

ST. PHILIP'S CHURCH
AUBURN, MAINE

ST. THOMAS CHURCH
AUBURN, MAINE

ST. LOUIS CHURCH
AUBURN, MAINE

ST. JOSEPH'S CHURCH
BERLIN, MAINE

POLICY FOR NAMING OF FACILITIES AND INFRASTRUCTURE

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

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

Although the Council reserves the right to use whatever process they deem most appropriate for the circumstances, in general, the Council will use the following process. Nominations will be accepted for names to any public facility, park, building, or infrastructure. Nominations should include the name and contact information from the person submitting the name as well as the reasons for their nomination.

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

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

Criteria for naming a facility after an individual:

May be named after an individual living or dead;

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

e. donated land or significant resources to the facility.

Once the nomination deadline has passed the Council will review all suggestions by using the above criteria. At its discretion, the Council may choose to appoint a subcommittee to review the nominations and forward their recommendation to the City Council.

The City Council shall hold a public hearing at a City Council meeting to solicit feedback on the final list of naming nominations. The Council will then take final action.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item G

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Executive Session regarding labor negotiations (proposed MSEA contract), pursuant to 1 M.R.S.A. §405(6)(D).

Information:

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

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

*Agenda items are not limited to these categories.



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 20, 2013

Item H

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan **Work Plan** **Budget** **Ordinance/Charter** **Other Business*** **Council Goals****

**If Council Goals please specify type: *Safety* *Economic Development* *Citizen Engagement*

Subject: Executive Session regarding a personnel matter (City Manager's 1 year review process), pursuant to 1 M.R.S.A. §405(6)(A).

Information: The City Manager is approaching the one year review date and the Council should review the timeline and receive the forms.

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

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

*Agenda items are not limited to these categories.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 37-05202013

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Approving temporary signs for the Great Falls Model Rail Road Club.

Information: Stephen Martelli has submitted a request to post temporary signs for the Great Falls Model Rail Road Club. Please review attached letter and maps.

Financial: N/A

Action Requested at this Meeting: Consider passage of this request.

Previous Meetings and History: N/A

Attachments:

Letter from Mr. Martelli

Location of the signs

Maps

*Agenda items are not limited to these categories.

April 18, 2013

MAY 13 2013

Auburn City Councilors
Auburn, Maine

To All,

This letter is being respectfully submitted with a highlighted map for your consideration for the permission to locate temporary signs at those indicated locations for the Great Falls Model Rail Road Club (GFMRRRC).

The GFMRRRC has been in existence since 1987, has a membership of 120 people and is located at 144 Mill St in New Auburn, Maine. The members bought the building April 5, 2007 and renovated it from the formally known Jake & Andy's Donut Shop into the home of our club. Our members all volunteer their time in many ways to make everything work at our events that we put on several times a year. The schedule of events are as follows:

Hobo Holiday - May 18, 2013, May 17, 2014, May 16, 2015

Train fest - Aug 17, 2013, Aug 16, 2014, Aug 15, 2015

Train Show at Auburn Middle School - First Saturday of November every year.

Ex-TRAIN-aganza - The weekend before and after Thanksgiving in November every year.

We have two types of signs, the first one is the **Ten Day Sign**. This sign is used as advertisement for our previously mentioned events and will be taken down at the end of the day upon completion of the event.

The second type of sign is our **One Day Sign**. This sign is used as a directional sign on the day of the event to the exact location of the event.

Just for your information. The Auburn Middle School Music Boosters depend on our November Train Show as their largest fundraiser for the year. We bring in approximately 650 people through the gate during our one day event at the school of which people will buy coffee, hot dogs and other goodies being served by the Boosters. Also, several of our Vendors come to the November Train show from as far away as Connecticut and Massachusetts.

Thank you for your time and consideration in this matter at hand.

Respectfully Submitted ,



Stephen J. Martelli
Assistant Chairman
Sign Committee

Location of the Signs

TEN DAY SIGNS

These signs advertise the event ahead of the event's time

1. Mt Auburn Av. - before Center St. exit coming from Lewiston
2. Bill Hamilton's house at the corner of Lake & Court St. (in the Y of the road)
3. Next to Rolly's Diner in the City owned Park
4. On Court St across from the Auburn Middle School
5. At the exit/intersection of the Turnpike and Washington St. on Washington St.

ONE DAY SIGNS

These signs are directional signs, the day of the event to show the customer which way to go.

1. Along Center St.
2. Along Turner St.
3. Along Washington St.
4. Along Main St.
5. Along Mill St.
6. Along Court St.

GREAT FALLS MODEL RAILROAD CLUB

X - 10 DAY SIGNS

O - 1 DAY SIGNS

① HOBO HOLIDAY
ONE DAY
3RD SAT OF MAY

② TRAIN FEST
ONE DAY
SAT OF BALLOON FEST.
IN AUGUST

③ EX-TRAVAGANZA
5 DAYS
SAT-SUN-MON BEFORE
THANKS GIVING &
FRI-SAT AFTER

④ AUBURN MIDDLE SCHOOL
ANNUAL ONE DAY SHOW
FIRST SAT OF NOVEMBER



X

GREAT FALLS MODEL RAILROAD CLUB

X - 10 DAY SIGNS

O - 1 DAY SIGNS

① HOBO HOLIDAY
ONE DAY
3RD SAT OF MAY

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FRI-SAT AFTER

④ AUBURN MIDDLE SCHOOL
ANNUAL ONE DAY SHOW
FIRST SAT OF NOVEMBER



X



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: 05/20/2013

Order 38-05202013*

Author: Geoffrey Low, Deputy Fire Chief

Item(s) checked below represent the subject matter related to this item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Assistance to Firefighters Grant (AFG)

Information: On 04/26/2013 the Auburn Fire Department was awarded AFG monies from the Federal Emergency Management Agency in the sum of \$86,074. This is the first time we have been awarded funds in this highly competitive process despite making several attempts over the past several years. If accepted these funds will go to replace aging portable and mobile communications equipment.

Financial: In total the amount awarded in the grant package is \$95,637. The Federal share is 90 percent or \$86,074 of the approved amount and the city's share is 10 percent \$9,563.

Action Requested at this Meeting: It is requested that the Council approve the acceptance of the money awarded to the fire department through the AFG.

Previous Meetings and History: 5/6/2013 workshop

Attachments: 1. Memo to Chief Roma; 2. Grant award package; 3. Order 38-05202013

*Agenda items are not limited to these categories.

Memo

To: Chief Frank Roma
From: DC Low
Date: 4/30/2013
Re: Assistance to Firefighters Grant

I am pleased to announce that today I received formal notification that the Department of Homeland Security has awarded an Assistance to Firefighters Grant (AFG) to the Auburn Fire Department. In total, the grant package is worth \$95,637 at a 90/10 split with the city being responsible for \$9,563 and the Federal Government contributing \$86,074. There are three ways that the city can arrange to pay their share of the grant. First, they can split invoices until the city share is expended. After that point, the entire invoice would be paid out of federal money. Second, the city can cover its share up front before tapping into the federal money. Lastly, the city can expend all of the federal money first. If the city chooses to utilize the last option, it should be done with caution. If the city fails to pay out their portion, the balance of their commitment will need to be returned to the government. We have one year to expend the allotted grant money.

This particular grant process began in July of 2012 when I was contacted by the Federal Emergency Management Agency (FEMA) and asked if we would like to participate in a mentoring program. After speaking with Chief Crowell, who was my supervisor and Acting Assistant City Manager, I accepted the offer and began working on the grant package. Auburn's history of receiving AFG money has been extremely poor to nonexistent and was the reason for Auburn being offered a spot in the mentoring program.

After speaking with the fire department staff, it became evident that communications equipment should be the focus of this grant. Warnings about the continued serviceability and frailty of our communications equipment had been issued to me as early as 2010 when I served as the Acting Fire Chief. According to the firefighter in charge of communications, warnings had also been issued prior to this but had not been addressed. While the equipment currently in place is still serviceable, it is rapidly becoming obsolete with several pieces no longer being able to be repaired once they break.

While radios have been a known concern over the past few years, they have not been included in our capital requests. Other issues such as apparatus, hose, station repair, and other items have taken priority. By accepting this grant we will not have to bring forward a capital package for this type of communications equipment within the next few years. Additionally, it will help us avoid spreading the purchase of this equipment out over several years in the operational budget, which would ultimately result in a higher purchase cost.

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Geoffrey Low
Auburn Fire Department
550 Minot Avenue
Auburn, Maine 04210-4390

Re: Grant No.EMW-2012-FO-04542

Dear Mr. Low:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2012 Assistance to Firefighters Grant has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$95,637.00. The Federal share is 90 percent or \$86,074.00 of the approved amount and your share of the costs is 10 percent or \$9,563.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy W. Manning".

Timothy W. Manning
Deputy Administrator for National Preparedness and Protection

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - Operations and Safety program

GRANTEE: Auburn Fire Department

PROGRAM: Operations and Safety

AGREEMENT NUMBER: EMW-2012-FO-04542

AMENDMENT NUMBER:

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Article II	Grantee Concurrence
Article III	Period of Performance
Article IV	Amount Awarded
Article V	Financial Guidelines
Article VI	Prohibition on Using Federal Funds
Article VII	GPD Allocations
Article VIII	Financial Reporting
Article IX	FEMA Officials
Article X	Central Contractor Registration (CCR)

Article I - Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - is consistent with the program's purpose and worthy of award. Therefore, the grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval from FEMA.

Article II - Grantee Concurrence

By providing the Primary Contact's electronic signature and indicating acceptance of the award, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. Grantees agree that they will use the funds provided through the Fiscal Year 2012 Assistance to Firefighters Grant Program in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2012 Assistance to Firefighters Grant program guidance. All documents

submitted as part of the application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from **17-APR-13 to 16-APR-14**.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for the Award attached to these articles. Following are the budgeted estimates for each object class of this grant (including Federal share plus grantee match):

Personnel	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$91,267.00
Supplies	\$50.00
Contractual	\$4,320.00
Construction	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
Total	\$95,637.00

NEGOTIATION COMMENTS IF APPLICABLE

Any questions pertaining to the award package, please contact the GPD Grants Management Specialist: Ramesa Pitts at Ramesa.Pitts@dhs.gov

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to FEMA grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

Article VI - Prohibition on Using Federal Funds

Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2012 Assistance to Firefighters Grant Program guidance and application kit.

Article VIII - Financial Reporting

Recipients of any Assistance to Firefighters Grants will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425. The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit a FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (Report due by July 31), and July 1 through December 31 (Report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: Catherine Patterson is the Program Officer for the Assistance to Firefighters Grant Program. The Program Officer is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application.

Grants Assistance Officer: Andrea Day is the Assistance Officer for this grant program. The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Article X - Central Contractor Registration (CCR)

Recipients of an AFG grant are required Central Contractor Registration (CCR) in the SAM.gov system. Active registration in the Central Contractor Registry ensures grantees are compliant with Federal regulations under Federal Financial Accountability and Transparency Act (FFATA). CCR registration is free, and may take up to 5 to 10 business days to process. For help with registering in the CCR, please visit SAM.gov for more information.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2012-FO-04542	2. AMENDMENT NO. 0	3. RECIPIENT NO. 01-6000018	4. TYPE OF ACTION AWARD	5. CONTROL NO. W279230N
6. RECIPIENT NAME AND ADDRESS Auburn Fire Department 550 Minot Avenue Auburn Maine, 04210-4390	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Andrea Day	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Geoffrey Low	PHONE NO. 2073336601X2086	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 17-APR-13	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:17-APR-13 To:16-APR-14	

Budget Period
From:01-NOV-12 To:30-SEP-13

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2013-1C-C111-P4000000-4101-D	\$0.00	\$86,074.00	\$86,074.00	\$9,563.00
TOTALS			\$0.00	\$86,074.00	\$86,074.00	\$9,563.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Andrea Day

DATE
16-APR-13

[Go Back](#)

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 38-05202013

ORDERED, that the City Council hereby accepts the money awarded to the Auburn Fire Department through the Assistance Firefighters Grant (AFG) totaling \$95,637 with the Federal share of 90% or \$86,074 and Auburn's share of 10% or \$9,563.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 39-05202013*

Author: Roland G. Miller, Director of Community & Economic Development

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Rolly's Diner property conveyance.

Information: The City Council approved a land swap on 6-4-12. The addition is now designed and we find that the plans will require an amendment to expand the amount of land originally granted in order to comply with zoning requirements. Approval of this amendment will allow for the transfer of the additional land (shaded on the map) and allow the construction of the addition to occur on a portion of the previously transferred parcel (only to the extent shown on the map). Please note that the same use restrictions that were originally agreed to will apply (no building in the newly granted area) in the new land to be transferred. The proposed land swap allows the city to extend access to the Little Androscoggin River in New Auburn, and also allows for expansion of Rolly's Diner, a long-standing local business and landmark.

Financial: The agreement resulted in a pure land swap, with no money exchanging hands. However, the agreement obligates the city to demolish a portion of a storage/garage structure, and to construct a new wall closing off the remaining portion of the building, which will continue to be used as storage. This will be done as funds are made available through the municipal budget process.

Action Requested at this Meeting: Authorize the City Manager to sign the proposed transfer of additional land, and modify any other documents which will be necessary to realize this expansion.

Previous Meetings and History: May 14, 2012, June 4, 2012. This item appeared on the May 6, 2013 Workshop for discussion.

Attachments:

- Executed Agreement
- 6/4/2012 Order 37-06042012
- New map and legal description of land to be transferred
- Order 39-05202013

*Agenda items are not limited to these categories.

REAL ESTATE EXCHANGE AGREEMENT

This Agreement made this 4th day of June, 2012, by and between the CITY OF AUBURN, a municipality organized and existing under the laws of the State of Maine (hereinafter referred to as "Auburn") and R & K PROPERTIES, LLC, a limited liability company organized and existing under the laws of the State of Maine (hereinafter referred to as "R&K.")

1. CITY OF AUBURN PARCEL:

a. Subject to other applicable provisions of this agreement, and to the terms of an Order of the Auburn City Council authorizing the transaction contemplated herein, Auburn will convey a portion of the land located at 8 South Main Street, in Auburn, Androscoggin County, State of Maine (Auburn tax and parcel Identification number: 221-074) to R&K. The portion of this property to be conveyed is more particularly described in the map and property description attached and incorporated hereto as Exhibit A.

b. Auburn and R&K agree that the property described in Exhibit A is to be conveyed to R&K subject to a conservation easement which shall provide that there remains in this property a public right of access with which R&K nor its successors, heirs, assigns, lessors or tenants shall not interfere or impede.

i. Auburn and R&K agree, however, that R&K shall be allowed to create a pad of concrete or asphalt at the farthest eastern portion of the conveyed property on which R&K shall be permitted to place garbage and recycling receptacles.

2. R&K PARCEL:

a. Subject to other applicable provisions of this agreement, and to the terms of an Order of the Auburn City Council authorizing the transaction contemplated herein, R&K will convey a portion of the land located at 87 Mill Street, in Auburn, Androscoggin County, State of Maine (Auburn tax and parcel Identification number: 221-076) to Auburn. The portion of this property to be conveyed is more particularly described in the map and property description attached and incorporated hereto as Exhibit B.

b. Auburn and R&K agree that the City of Auburn shall be responsible for demolition and removal of the portion of the existing building which extends onto the property described in Exhibit B, including construction of a new wall to close off the remaining portion of the building, and for filling all sub-grade areas adjacent to the building to grade, including those areas outside of the property boundaries described in Exhibit B.

i. Auburn will construct the wall described above in a manner that is complementary and consistent with the style and character of the undemolished portion of the building.

3. CONSIDERATION: Auburn and R&K agree that this real estate exchange serves to reconfigure each party's land holdings and thereby enhances the value of the property currently owned by each party.

R&K's current property holdings lack sufficient space to allow for expansion of the existing business and for the set-backs required by the City of Auburn's zoning ordinance. Presently, Auburn's property lacks access along the Little Androscoggin River necessary to complete implementation of the city's Comprehensive Plan, which calls for public access to the riverfront areas of New Auburn. Each party agrees that this exchange has been negotiated fairly with each party's interests in mind. Each party further agrees that the land they receive under this exchange represents the entire compensation due to each party for their respective land being conveyed, and that this compensation has significant legal value.

4. **CLOSING:** The closing shall take place no later than 30 days following the execution of this Agreement, and shall take place at Auburn Hall, 60 Court Street, Auburn, Maine, or at any other such place that the parties may mutually select.

5. **TITLE:** Title to property shall be good and marketable as determined by the attorneys for the R&K and Auburn under applicable Maine State Bar Association Title Standards, and in the event of any defect discovered by said attorneys is sufficient to make the title to either property unmarketable in its judgment, then the party conveying the affected property shall have 30 days from notification to remove the defect. In the event that it is unable to cure the defect, the other party may extend the time within which to cure the defect, or cancel this agreement in which case each party shall be relieved from and against any further liability to each other.

6. **POSSESSION:** Possession shall be given to the both parties at the closing of the sale hereunder.

7. **INSURANCE:** In the event that the property is damaged by fire or other casualty before the closing of this transaction, the affected party may terminate this agreement. In the event that the party determines not to terminate this agreement, Auburn and R&K shall negotiate in good faith regarding the value of the Premises subject to any damage. Should the parties fail to agree as to the price of the Premises subject to the damage, the agreement shall be terminated and the parties shall have no further liability one to the other.

8. **PRORATION:** Taxes for the current municipal fiscal year on the property conveyed to R&K and more particularly described in Exhibit A shall be prorated as of the date of the closing of the sale hereunder.

9. **BROKER'S COMMISSION:** R&K and Auburn represent that neither party is obligated to pay any commission or brokerage fee to anyone in connection with the transaction contemplated herein.

10. **DEFAULT:** Should R&K fail to perform any act that R&K is obligated to perform hereunder, this agreement shall, at the option of Auburn, be terminated. In the event of a failure on the part of Auburn to perform any act that Auburn is obligated to perform hereunder, this agreement shall, at the option of R&K, be terminated.

11. **COSTS:** Auburn shall be responsible for all pre-closing and closing costs related to the parcel to be conveyed from R&K to Auburn. R&K shall be solely responsible for all pre-closing and closing costs related to the parcel to be conveyed from Auburn to R&K.

12. **ASSIGNMENT:** Neither R&K nor Auburn may assign or delegate any rights, duties or obligations created under this agreement unless both parties agree to allow such assignment or delegation.

13. **CONTINGENCIES:** This agreement is contingent on the following, both of which must be completed prior to closing:

a. The City shall provide a Zoning Confirmation Letter stating that once the parties meeting the obligations herein, R&K will be able to build an expansion onto the existing Rolly's Diner business at 87 Mill Street utilizing the property described in paragraph 1 of this agreement as side set-back of twenty-five (25) feet, and can also build to a front setback of zero (0) feet from the South Main Street right-of-way.

b. R&K and Auburn will reach an agreement regarding liability for the property conveyed from Auburn to R&K, which may or may not provide for indemnification.

14. **MISCELLANEOUS:**

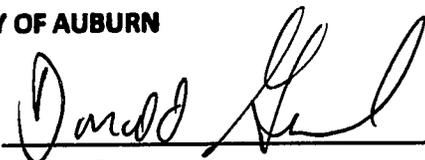
a. This agreement shall be binding upon and inure to the benefit of the respective heirs, personal representatives, successors and assigns of the parties hereto.

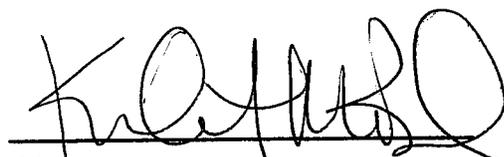
b. This agreement constitutes the entire understanding of the parties with respect to the subject matter hereof, and supersedes all prior agreements, written or oral, between the parties. This agreement may not be altered or amended except by written instrument executed by both R&K and Auburn.

c. This agreement shall be governed by and its terms construed in accordance with the laws of the State of Maine.

IN WITNESS WHEREOF, the parties have executed this agreement on this 4th day of June, 2012.


Witness

CITY OF AUBURN
By: 
Donald Gerrish
Interim City Manager


Witness

R & K PROPERTIES, LLC
By: 
Kenneth Blais
Manager

Description
Proposed sale of property to R & K Properties
Portion of PID 221-074, 8 South Main Street

Beginning on the easterly line of South Main Street at the northwesterly corner of property as described in the deed of Virginia I. Allain to R & K Properties, LLC, date August 24, 2005 and recorded at the Androscoggin County Registry of Deeds in Book 6481, Page 313;

Thence easterly along the northerly line of R &K Properties, LLC, seventy-five (75) feet, more or less, to the northwesterly line of Lot 2 in Block 1 as shown on a plan entitled "Plan of Land for the Little Androscoggin Water Power Company made by J. A. Jones," dated 1885 and recorded at said Androscoggin County Registry of Deeds in Book of Plans, Volume 1, Number 62; said northwesterly line of Lot 2 being the same as the northwesterly line of Parcel 1 as described in the deed of Edwina Pontbriand to R & K Properties, LLC, dated October 13, 1998 and recorded at said registry in Book 4088, Page 15;

Thence northeasterly along the northwesterly line of Lot 2, forty-nine (49) feet, more or less, to the southwesterly line of Lot 4 in Block 1 as shown on said Little Androscoggin Water Power Company plan, said Lot 4 being the same property as described in the deed of Gerald R. Pontbriand & Edwina Pontbriand to R & K Properties, LLC, dated July 8, 1999 and recorded at said registry in Book 4345, Page 185,

Thence northwesterly along the southwesterly line of Lot 4, twenty-five (25) feet;

Thence southwesterly along a line twenty-five (25) feet from and parallel to the northwesterly line of Lot 2, forty-four (44) feet, more or less, to the intersection with a line twenty-five (25) feet northerly of and parallel to the first course as described above;

Thence westerly along said line twenty-five (25) feet northerly of and parallel to the first course as described above, sixty-eight (68) feet, more or less to the easterly line of South Main Street;

Thence southerly along the easterly line of South Main Street, twenty-five (25) feet, more or less to the point of beginning.

Said parcel containing 2955 square feet, more or less, and being a portion of the property as described in the deed of Edward C. Lord to Progressive Baking Co., dated December 12, 1986 and recorded in said Registry in Book 2026, Page 330.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

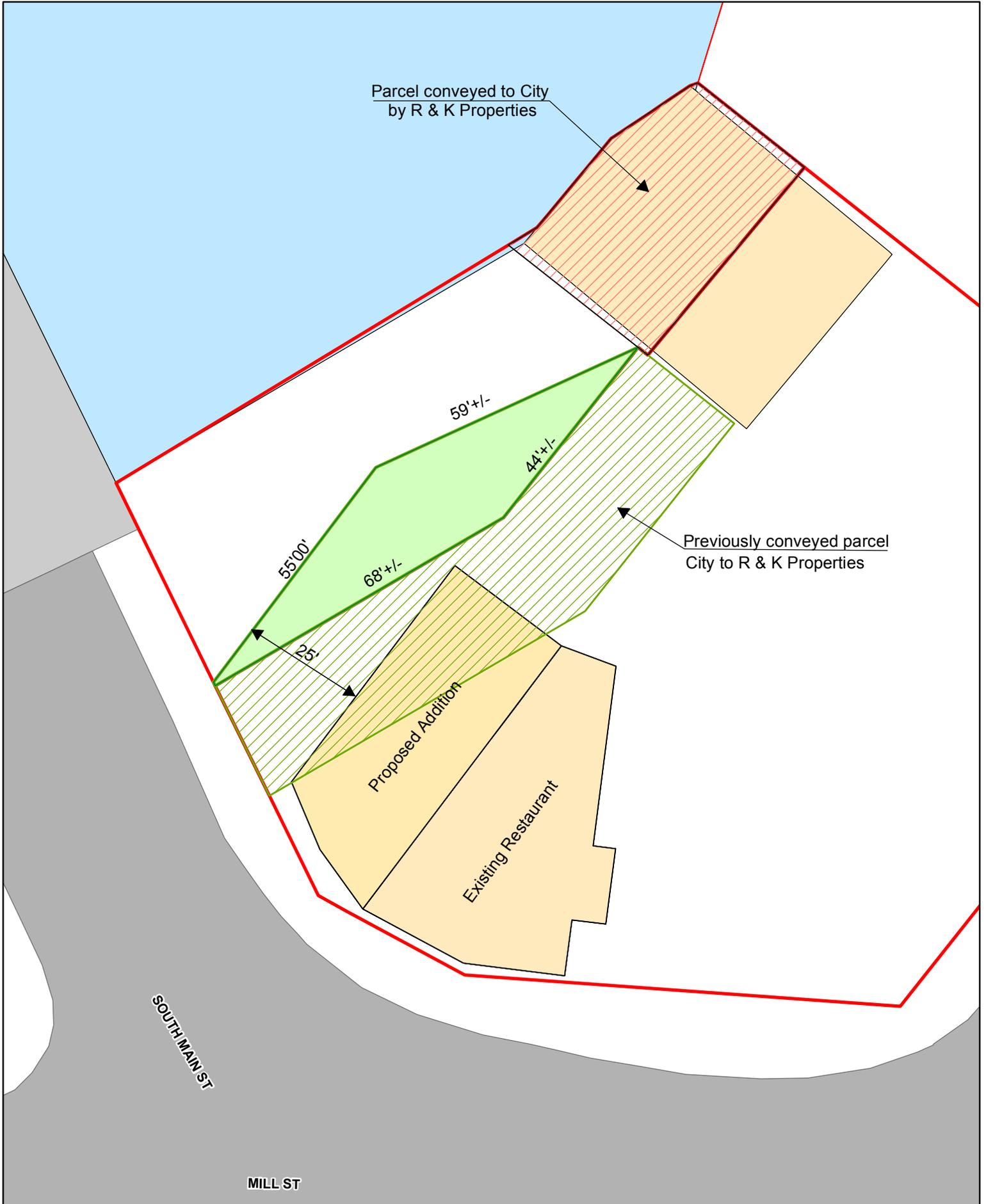
IN CITY COUNCIL

ORDER 37-06042012

ORDERED that the City Manager is hereby authorized to execute any and all documents necessary to complete the transfer and acquisition of land to and from R&K Properties, LLC.

Rolly's Diner

1" = 25'



Parcel Description
City of Auburn to R & K Properties

Beginning on the easterly line of South Main Street at the northwesterly corner of land as described in deed of the City of Auburn to R & K Properties, LLC, date August 6, 2012 and recorded at the Androscoggin County Registry of Deeds in Book 8467, Page 305;

Thence northerly along the easterly line of South Main Street to the intersection with a line parallel to and twenty-five feet northerly of as measured perpendicular to the northerly exterior foundation wall of an addition to be constructed to the building housing Rolly's Diner;

Thence northeasterly along said line parallel to and twenty-five feet northerly of the northerly foundation wall of said addition and the northeasterly extension thereof, fifty-five (55.00) feet;

Thence easterly fifty-nine feet (59) feet, more or less, to the northerly corner of the land of R & K Properties, LLC, as referenced above;

Thence southwesterly along the land of R & K Properties, LLC, forty-four (44) feet, more or less;

Thence westerly along the land of R & K Properties, LLC, sixty-eight (68) feet, more or less to the point of beginning.

Said parcel containing one thousand three hundred sixty-six (1,366) square feet, more or less, and being a portion of the property as described in the deed of Edward C. Lord to Progressive Baking Co., dated December 12, 1986 and recorded in said Registry in Book 2026, Page 330.

The City of Auburn having acquired interest in said property by virtue of Municipal Tax Liens against Progressive Baking Company, dated May 15, 1992 and recorded in said Registry in Book 2848, Page 40 and May 14, 1993 and recorded Book 3037, Page 262.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 39-05202013

ORDERED that the City Manager is hereby authorized to execute any and all documents necessary to complete the transfer and acquisition of land to and from R&K Properties, LLC as shown on the attached map and pursuant to the attached legal description. This Order is an amendment to Order 37-06042012 that was passed on June 4, 2012.

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 115

Mayor LaBonte called the meeting to order at 7:08 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items*

1. Order 27-05062013*

Authorizing Safe Voices to place temporary signs for its 2013 Walk to End Domestic Violence.

2. Order 28-05062013*

Setting the time to open the polls for the June 11, 2013 School Budget Validation Referendum Election for 7:00 A.M.

3. Order 29-05062013*

Appointing Howard Kroll to the Lewiston-Auburn Transit Committee with a term expiration of 1/1/2015.

4. Order 30-05062013*

Confirming Police Chief, Phil Crowell's appointments of Nicholas J. Kyllonen and Krista M. Lee as Constables with a firearm for the Auburn Police Department.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry, passage 7-0.

II. Minutes

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley to accept the minutes of the April 16, 2013 City Council meeting. Passage 6-0-1 (Councilor Hayes abstained because he was not present at that meeting).

III. Reports

Mayor's Report – The Mayor announced that there will be a press release going out soon for an event to be held on Wednesday, May 15th at 3:30 P.M. hosted in the parking lot of Happy Days Diner. There will be a small event commemorating the 88th anniversary of the great New Auburn fire in an effort to raise awareness on fire prevention efforts. This is something that they've been working on over the past few weeks and in light of the events that have happened in Lewiston it is still an opportunity to raise awareness and to show support for Lewiston.

Committee Reports-Councilor Crowley submitted a written report.

City Councilors' Reports – Councilor Crowley submitted a written report.

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 116

City Manager's Report – City Manager Deschene submitted a written report which also included staff reports which will be included on a monthly basis. He also reported on the Oak Hill Cemetery entrances that are going to be repaired.

IV. **Communications, Presentations and Recognitions - None**

V. **Open Session**

- Hillary Dow, 126 Whitney Street, Auburn spoke in support of L/A Arts.
- Jodd Bowles, 239 Lake Street, Auburn spoke in support of keeping the Resource Officers in the school system.
- William Cox, 22 Vine Street, Auburn spoke in support of L/A Arts.
- Bill Horton, 401 Turner Street, Auburn and also the Ward 1 School Committee member who thanked Councilors Gerry and Crowley for attending the PTO meeting at Washburn School which included staff, parents, and school administration. It was a good sharing of information.
- Andy Titus, 17 Lamplighter Circle, Auburn spoke regarding inflation rate compared to property taxes and people cannot afford to live in the city with a 9-10% tax increase and he urged Council to look at ways to cut while looking at the budget and what we can do to be more efficient.
- Al Lepine, Riverside Drive, Auburn. He lives by Oak Hill Cemetery and commented on the crypt next to his property that is falling down and is a safety hazard but there appears to be no money to tear it down. He would like something done about this building.

VI. **Unfinished Business**

1. **Ordinance 03-04012013**

Approving the ordinance correcting section numbers in ordinances adopted during the pendency of the re-codification of the City's Code of Ordinances adopted on February 22, 2011 (second and final reading).

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley.

Public comment – no one from the public spoke.

Passage 7-0.

2. **Order 23-04162013**

Authorizing the Finance Director to enter into a loan agreement through the State School Revolving Renovation Fund Loan (public hearing and first reading).

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 117

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley.

Public comment – no one from the public spoke.

Passage 7-0.

3. Ordinance 04-04162013

Approving the City Council and School Committee Compensation Ordinance (Second and final reading).

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry.

Public comment – no one from the public spoke.

Motion was made by Councilor Crowley and seconded by Councilor Walker to amend the motion by striking the language under sec. 2-382 (2) and replacing with “The Mayor and or his/her designee is a full member of the School committee and therefore is entitled to compensation as any other member”.

Public comment on the amendment – no one from the public spoke.

Passage of the amendment 6-1 (Councilor LaFontaine).

Passage of the order as amended, 7-0.

VII. New Business

1. Order 31-05062013

Approving the Mid Maine Waste Action Corporation (MMWAC) waste handling agreement change.

Motion was made by Councilor LaFontaine and seconded by Councilor Hayes.

Public comment – no one from the public spoke.

Passage 7-0.

2. Order 32-05062013

Authorizing the City Manager to sign the Auburn-Lewiston Consortium Mutual Co-operation Agreement to extend the consortium between the City of Auburn and City of Lewiston under the HOME Investment Partnerships Program for a three-year period.

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 118

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley.

Public comment – no one from the public spoke.

Passage 7-0.

3. Order 33-05062013

Authorize the use of overlay in the amount of \$228,055 and Emergency Reserve, that otherwise would pass to undesignated general fund balance, in the amount of \$300,000 to reduce the tax commitment shortfall.

Motion was made by Councilor Shea and seconded by Councilor Gerry to postpone to a later date to be determined. Passage 7-0.

4. Order 34-05062013

Amend Order 95-11192012 to add language to authorize the City Manager to sign all documents and agreements on behalf of the City of Auburn in regards to the construction of a transit station in downtown Auburn.

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry.

Public comment:

- Kevin Morrisette, 223 Lisbon Street, Lewiston and the treasurer of Grow L/A spoke in support of the transit station.
- Hillary Dow, 126 Whitney Street, Auburn spoke in support of the transit station.

Passage 7-0.

5. Resolve 02-05062013

Expressing Support for the Initiative to Evaluate and Improve the Joint Economic Development Efforts of the Cities of Lewiston and Auburn.

Motion was made by Councilor LaFontaine and seconded by Councilor Shea.

Public comment:

- Al Lepine, Riverside Drive, Auburn – wondered how Council could approve a plan without knowing what it is going to do and without knowing what they are committing to.
- Hillary Dow, 126 Whitney Street, Auburn, stated that it is her understanding that what they are agreeing to is having a set structure of accountability. Said she thinks it is important that to have extremely

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 119

knowledgeable and influential business leaders from the community be part of the conversation on the direction of economic development in Lewiston and Auburn.

- Andy Titus, 17 Lamplighter Circle, Auburn spoke about economic development and what was brought up earlier in the workshop regarding an increased cost for police protection in the retail zone which is considered economic development and would end up costing more than what was expected. He said it would be nice to have public hearing on what public thinks economic development is and what the goals are and what the public thinks should happen to get there. He said he does not think it means increased taxes.

Motion was made by Councilor Walker and seconded by Councilor Shea to amend the resolve by striking from the FY14 draft budget the Growth Council funding discussion.

Motion on the amendment failed, 2-4-1 (Councilors Shea, Hayes, LaFontaine, and Young opposed and Councilor Crowley abstaining).

Passage of the resolve, 6-1 (Councilor Walker opposed).

VIII. Open Session

- Jane Thibodeau, 256 Beech Hill Road, Auburn spoke in support of the School Budget and would like to see what cuts can be made on the City side and moved over to the education side.
- Michele Bretton, 1841 Hotel Road spoke in support of the School Budget.
- Mike Ouellette, West Auburn Road spoke in opposition of the School Budget feels we should be using our minds, consolidate cities and spending money wisely.
- Arlene Bowles, 239 Lake Street spoke in support of the school budget and about the importance of a good education system.
- Andy Titus, 17 Lamplighter Circle said he feels the Auburn School system is fantastic and it is the people that make it so, not the brick and mortar. He said it scares him to hear people say we need to sink more money into the school system. He said he is aware there are challenges but it doesn't mean throwing out big increases every year.
- Laurie Tannenbaum, 36 Lake Street, Auburn and School Committee member. Agrees Auburn has a great educational system, great teachers who do great things with the kids but they are functioning on a minimal budget. She also talked about EPS (Essential Programs and Services) that went into place in 2005.

IX. Executive Session

Motion was made by Councilor LaFontaine and seconded by Councilor Gerry

IN COUNCIL REGULAR MEETING MAY 6, 2013 VOL. 33 PAGE 120

to enter into executive session regarding labor negotiations, pursuant to 1 M.R.S.A. §405(6)(D). Passage 7-0, 8:29 P.M.

The Mayor declared Council out of executive session at 8:43 P.M.

X. Future Agenda/Workshop Items - None

XI. Adjournment

Motion was made by Councilor LaFontaine and seconded by Councilor Young to adjourn. Passage 7-0. 8:44 P.M.

A True Copy.

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

IN COUNCIL SPECIAL JOINT MEETING MAY 13, 2013 VOL. 33 PAGE 121

Mayor LaBonte called the joint meeting with the City Council and School Committee to order at 7:02 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present, Bonnie Hayes from the School Committee was absent, all other School Committee members 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 so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

1. Resolve 03-05132013*

Opposing provisions included in the State budget.

Motion was made by Councilor Hayes and seconded by Councilor Gerry.
Passage 6-0-1 (Councilor Crowley was out of the room during this vote).

II. New Business

1. Public Hearing - School and City Capital Improvement Project's (CIP's).

Mike Ouellette, Auburn resident – spoke regarding the upcoming budget for school, and the new high school that is being discussed, and the potential mill rate increase and he said if taxes go up it may force him to have to move. He said he loves his home, he works hard and wants to keep it but this would force him to leave. He believes we can do better than this stating the big emphasis should be in pre-k. He said he feels that consolidating the high school will save money.

Pat, librarian at one of the schools talked about accreditation and feels the High School may lose their accreditation in 2015 and stated that the probation will not last forever. She talked about a funding committee which is a subset of the building committee and there are plans to address the current debt service, partnerships, grants, fundraising and going to the legislature to talk about freezing the list so they stay at #16. When the school came in at #44 the round before this, legislature funded 20 schools, now they are funding only 5. She said there is concern statewide about the process of funding schools. There is legislation that needs to be done however it may not be on time.

Jodd Bowles, 239 Lake Street, he spoke that there has never been enough money to go to the schools ever since he's been around. He said it has gotten to a point that the high school is in horrendous condition. Schools have been neglected for so long, if we lose the accreditation, no one will want to come here. He commented that we have to figure out a way to balance this.

Andy Titus, 17 Lamplighter Circle said he would like to see a system in place to monitor and maintain buildings, he sees years of things not being taken care of and he does not like to see items bonded if they do not need to be. He commented that if there are any capital improvements, to look through them to make sure we are not bonding a paint job.

Bill, Park Avnue, Auburn commented that the City needs to plan for its future. He asked what does Auburn have? A tax increase is about equal to 2 dinners at Longhorn. Their parking lot is full and people seem to afford that. He also commented that the condition of the building you work in effects performance and the same can be said about students. He also encouraged Council to think about the impact this will have now and in the future of the city.

Arlene Bowles 239 Lake Street, said she was concerned about lack of communication on collaboration, there seems to be a divide between council and school committee, and she keeps hearing that those things are not being done when they are. She said in her opinion we need to do something with these schools. The school system seems to be struggling to provide play areas and curriculum that one would expect. She also commented that something needs to be in place so maintenance is part of the budget.

2. Order 35-05132013

Adopting the 2013-2014 Capital Improvement Program (CIP) Bond Projects.

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley to move the two CIP orders to next week's meeting (May 20, 2013).

Public comment -- no one from the public spoke.

Passage 4-3 (Councilors Shea, Gerry, and Walker opposed).

3. Order 36-05132013

Adopting the 2013-2014 Capital Improvement Program (CIP2) Other Funding Projects.

III. Adjournment

Motion was made by Councilor LaFontaine and seconded by Councilor Young to adjourn. Passage 7-0, 7:30 P.M.

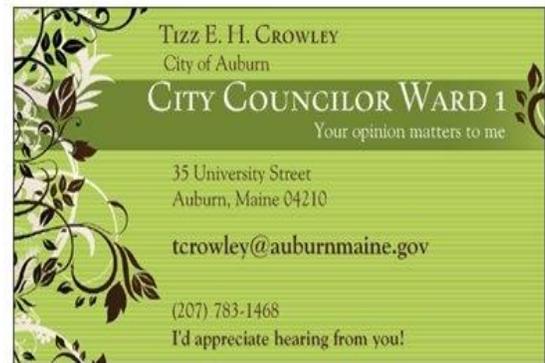
A True Copy.

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

Auburn Ward 1 Report for Meeting Monday 2013.05.20

Prepared: Wednesday 2013.05.15
TO: Residents of Auburn and the Auburn City Council
FROM: Tizz E. H. Crowley- Auburn City Council Ward 1

“Thank you”- Thank you to all Auburn residents who have come to the Listening Sessions on the Budget. We appreciate that you shared your time and concern to help us make good budget decisions.



Thank you to all the School Committee members, Superintendent Katy Grondin, Mayor Labonte, City Manager Deschene and Asst City Manager Kroll who also participated in these sessions. Clearly the community appreciated the opportunity to talk directly to you in a casual setting.

Thank you to the residents at Schooner Estates for providing support to the Maine Heart Association through your bake sale. Not only was the money for a good cause, the purchase of home baked goods was enjoyed by everyone... just ask the volunteers working at the LACC volleyball court.

Thank you to the residents and business owners who have reached out to talk with me about the merger of the two cities. As I've told all, I will support the citizen referendum process to move this question forward. I will work to ensure accurate and complete information, on both sides of the question, is provided to the voters... and I'll keep my personal opinion private. Coming from health care, I strongly support the "informed consent" process.

Thank you to Chief Roma, the Auburn Fire Department, Mayor Labonte and my colleagues on the Council who arranged for a commemoration ceremony on the 80th Anniversary of the New Auburn Fire. Councilor Walker would say the day was a celebration of 80 Years of Work to Rebuild New Auburn by its hard working neighbors and local businesses... I agree. So congratulations to the New Auburn Neighborhood!

Dates to watch- I hope Auburn residents will mark their calendars and participate in the following events:

Monday May 20th at the Hilton Garden Inn **Arbor Day Awards** Ceremony from 1-3pm. Since 1978, Maine has celebrated Arbor Week during the 3rd full week in May. Arbor Week is a time to reflect upon the enormous resource we have here in Maine – our trees! They provide us with numerous environmental, economic, aesthetic, and social benefits. This year, **Arbor Week falls from May 19 – 25**. This year we will celebrate the efforts of the Cities of Lewiston and Auburn, who more than 10 years ago banded together to develop a joint community forest board and set out to become Tree Cities. Together they have successfully developed a shared-cost tree program with homeowners, a reading tree program with area schools, developed management plans for community woodlands, developed nature trails, and more.



Thursday May 23rd is the final **Listening Session** for Budget conversation scheduled. Residents are welcome at the Auburn Public Library from 5-7pm. One or more Councilors and School Committee members will be there to hear your thoughts, suggestions and priorities as they relate to the school and city budget proposals.

Memorial Day weekend- come, watch the parade and participate in the ceremony at Veterans Memorial Park. There will also be an activity in Auburn over the holiday weekend. I will announce the details at Monday's Council meeting.

Saturday June 1st is **National Trails Day**, the country's largest celebration of trails. Androscoggin Land Trust will be hosting activities. I also believe you will see residents gather at the Lake Auburn Community Center property to enjoy a day outdoors. I hope to participate in a walk to the local historical ruins.



Saturday, June 1st The City Clerk's office is open for special hours from 8:00am to 12:00pm so residents can vote absentee or request an absentee ballots.

Tuesday, June 11th - This day is the School Budget referendum. **Be sure to vote.** There is a single polling place at Auburn Hall. Absentee ballots must be at the City Clerk's office this day.

Friday, June 14th – there will be a **Flag Day event** in Auburn. Details to follow, but we'd encourage all local groups- youth, veterans, civic, etc to come and participate.

Visiting Hours- Regular visiting hours continue. May 23rd I will be participating in the Listening session at the library in lieu of regular visiting hours. **Tuesday June 11th from 2-4pm** and **Thursday, June 27th from 5-7pm** will return to our regular visiting hours at the Auburn Public Library.

Information provided to residents this period: As a Councilor I get calls and questions from Auburn residents. Helping to find the answers is one of my favorite parts of serving on the Council. Since our last meeting we've looked at several things including:

Speed bumps on Aron Drive neighborhood were very favorably received by residents in the area. Although no one likes to drive over them, everyone mentioned that the bumps were slowing down traffic, eliminating the speedway drive-through, and making every pedestrian safer. Thank you Auburn Police Dept

Fog lines painted on the road are not always indication of parking spaces. If parking is permitted on the street, please do not park your vehicle up on the curb in order to stay "within the lines". If parking is permitted, keep your car fully parked on the road. It's okay to extend beyond the fog line.

Yes, we have a significant problem in Auburn with drivers **running red lights**. The police are fully aware of the problem but once again it's a challenge of balancing resources and actually "catching the person in the act". The officer must see the red light and see the vehicle to issue a ticket.

The **water quality for public swimming** in Auburn has been a frequent topic of conversation. I would encourage residents to read the swim-ability report and the gull management reports to understand the problem with water quality at the outlet. The primary culprit is run off from Route 4... which by the way, runs off both sides of the road. I checked to see what the State standards are for public State Parks, including Range Pond. Ron Hunt, Regional Manager-Southern Region of the Division of Parks & Public Lands replied with this information:

“Southern region parks with inland swim beaches take samples at several predetermined collection points and send the samples to a certified water testing lab where the lab analyzes the water samples for the presence of E. Coli bacteria as follows:



MAINE DIVISION OF PARKS & PUBLIC LANDS - Beach Water Sampling procedure:

- Inland beaches including Range Pond, Mount Blue, and Rangeley are sampled on Tuesdays at predetermined sampling locations.
- The sample is sent with chain of custody documentation to a testing lab on Tuesdays.
- The test results are provided to the respective park on the following day, Wednesday.
- If the test result exceeds 235 organisms per 100ML sample the beach is posted with an advisory indicating **"Swimming and water contact activities are not advised at this time"**.
- A new sample is then taken and sent with chain of custody documentation to the lab on the following day, Thursday.
- The results of the retest are provided to the park on the following day, Friday. If the test exceeds 235 organisms/ 100ML the advisory remains posted; **if the test is less than 235 organisms/ ML the advisory posting is removed.**

NOTE: There are typically several sampling points at each beach. If one sample point fails and the other passes the advisory is only posted at the failed sampling point and lifeguards provide additional information to the public. The bureau does not close public beaches within its jurisdiction, however, all individuals at the beach make their own determination as to whether they will enter the water or not based on information that is provided by our staff. Usually the high bacteria counts are associated with heavy rain fall or a point source such as heavy use by the public during hot weather, or by waterfowl fecal matter.

Safety Reminder- Look both ways when crossing the street, even when you are in an intersection and have a “walk” light. Drivers may also have a green light for turning.

May 20-26th is Clean Drinking Water Week. When you turn on your tap, and clean safe water comes out, do you ever stop to think about how it gets there and where it goes when you're finished with it? It is with great pleasure that I serve in the Mayor's position as an Auburn Water District Trustee and an Auburn Sewer District Trustee. We invite you to celebrate this exciting week by taking time to learn more about your water and how you can preserve it and protect it. We often take our drinking water for granted, but it is a finite resource. Good source of information- <http://water.epa.gov/drink/info/index.cfm>



In closing, thank you to everyone who has reached out to help the fire victims in Lewiston. Good neighbors are one of life's gifts. Work continues in the recovery for these victims, continued support is needed.

I've also just been told there is a \$100 reward for the return of the missing Auburn Fire Fighter's safety helmet. This essential equipment disappeared from where our Fire Fighter set it while changing air tanks. He was unable to return to the fire and assist because of the loss of gear. Please encourage return of the helmet.

MANAGER'S REPORT

May 20, 2013

NEW AUBURN VILLAGE TRANSPORTATION AND LAND USE STUDY

Jason Ready will be lead ATRC staff on this study. Dan Goyette and Eric Cousens are the only staff assigned to this study. They will report to Assistant City Manager Kroll as the Coordinator of City Transportation matters and all status updates of the meetings that will take place. Mayor LaBonte has appointed Eric Potvin, Larry Pelletier, John Roy, Ken Blais, Tina Croteau, Mia Poliquin-Pross and City Councilor Leroy Walker to his Advisory Committee.

AUBURN CITIZEN OF THE YEAR

Auburn Business Association has named former State Senator Olympia Snowe as their 2012 Auburn Citizen of the Year! Auburn Business Association will be honoring Senator Snowe with this recognition on May 30th at the Lewiston Ramada Inn.

AUBURN FIRE DEPARTMENT CITIZENS ACADEMY

The Auburn Fire Departments Citizen Fire Academy is entering its final three weeks! This past Saturday saw the class engaged in a full days worth of activities. Rappelling, Water rescue, Fire Extinguisher Training, hazardous materials were covered and explained to the class. As always, it was lots of hands on!!

This program has been very well received by the participants and upon the conclusion of the [program, Chief Roma would like to bring the class before Council to recognize their efforts and being a part of the first class of this type to be held in the city.

Here are a few comments from Saturday's class from the participants:

- "Excellent again! Completely impressed with Auburn's fire fighters, professionalism, capabilities, etc. Wish all auburn residents would take this class!!
- "Instructors were impressive! Had no idea of the depth of technical rescue!"
- "Awesome class! A lot of fun!"
- "Very great to be able to take part in the events offered. Everything has been well organized and really impressive."

- "Today was AMAZING!! It was so much more than rappelling... It was overcoming a deep fear for me. The men that helped me today were and are forever with me. I really can't explain the extent of this day. THANK YOU!!!!!"
- "Great chance to learn about fire extinguishers; challenging opportunity to rappel. Water rescue – so much that we'd never know. Great to have a chance to learn! These firefighters are so impressive! So much technical knowledge and talent and a willingness to share their time and talent."



ICE ARENA STATUS

- A meeting was held with Roland Miller, George Schott, Mike Hebert, Terry MacLaughlin and Mike Berube. Meeting was to discuss progress of the project and questions and concerns of building construction that relate directly to operations. Subjects of conversation were the importance of two additional locker rooms, finding a location for a skate rental room, expanding the size of the pro-shop, relocating of offices upstairs, and eliminating public access to locker room area, relocating vending machines, specific location for arcade games (electrical services). Other important topics were the process of purchasing the ice resurfacing machine, extended warranties on both the ice resurfacing machine and elevator, waiving of fees for natural gas hook up, ability to utilize used guard rails instead of new at the

entrances to the arena facility, a separating fence between Masonic building and the arena and having the ability to have independent water meters in order to separate sewer use vs. water usage for making ice. Also discussed was the sound system for the facility. George Schott is allowing a \$16,000.00 budget for sound. Extra cost must be absorbed by the City.

- Conversation continues with the Hilton Garden Inn regarding advertisement.
- Meeting scheduled for May 16th with Jeffrey Gosselin, Vice President of Mechanic Savings Bank regarding interest in purchasing and or long term sponsorship of the ice resurfacing machine.
- Received bids on Zamboni and Olympia ice resurfacing machines. The decision has been made to purchase the Olympia Millennium for \$119,050.00.
- Received price quotes for sound system from Vectorsonics and Deblois Electric. Review underway at this time.
- Meeting to be held on May 13th with Kevin Pratt of Acadia Contractors regarding sponsorship of Olympia machine or scoreboard.
- Meeting was held on Wednesday with Chris Gilhooly from Play It Again Sports. They have made an offer to purchase all players boards (white boards) in each of the locker rooms in trade for sponsorship on each board. We are assessing a value and duration for this sponsorship.
- We are in the process of establishing a miscellaneous list of products and equipment that will be needed for the new facility: net packages, ice paints, goal post, ice decals, etc.
- A list of potential naming rights sponsors is currently being developed for solicitation.
- A final round of tours and interviews for Rink Manager occurs on the 15th to the 17th of May. I am hopeful to present our selection soon.

CURRENT CONCERNS:

Construction timeline

Final budget of project

Refrigeration units

Game time traffic flow and security

Office space - Figure skating representative

OAK HILL CEMETARY

During the May 7th City Council meeting Mr. Albert Lepine of 225 Riverside Drive requested status of the Oak Hill Cemetery Building. I directed City Staff to contact Mr. Lepine and update him as well as give me a status on the condition of the building. Ravi Sharma, Parks and Recreation Director, contacted Mr. Lepine and informed him of the City's plan to remove the structure this summer. It is part of the FY14 CIP. In addition to the contact Code Enforcement Officer Mark Stambach inspected the building and found the following: "The building is in disrepair, but the structure still seems to be fairly sound. There isn't any apparent shifting of the framed structure (there is additional area that is underground to the rear that can't be examined from the outside) and the lines of the building appear to be straight which would again suggest a relatively sound structure. With the exception of a small hole in the roof at the rear of the framed building, there were no openings visible, and the front door was locked".

To confirm we are planning to remove the building this summer using CIP funds. We will ensure the proper removal procedure is followed if we run into any material that requires abatement. Staff will make sure all openings are boarded up until we remove the structure. I will keep you posted of any new development that pertains to this building.

Citizen's Request for Naming of Pettingill Field

Mr. Colby Dill, on behalf of American Legion Post 153, has requested to name the baseball field at Pettingill Field the "Ted Ricker Memorial Field". Mr. Ricker was born in 1919 and passed away in 1991. Mr. Ricker was a lifetime resident of Auburn who served our country during World War II. He was a valuable member of the community serving in many capacities such as Commander, American Legion Post 153, Director, Lewiston Auburn Sports Hall of Fame, Volunteered at the Grandstand Club in support of Edward Little High School and was instrumental in establishing a scholarship program for the Auburn American Legion team members.

As City Manager, I recommend waiving the Renaming of the field and presenting to the City Council at the June 3, 2013 meeting during workshop.

FIRE DEPARTMENT ENGINE #2 CEREMONY- SATURDAY, JUNE 1ST, 10 A.M. @ SOUTH MAIN ST STATION

The Auburn Fire Department invites the community to join with us in welcoming the arrival of our new Engine # 2 to the city! One June 1st, at 10:00am, we will be holding a special ceremony to formally place this new engine into service. In addition to the housing of our new engine, there will be a special recognition in memory of Captain Willis F. Millett who was a Captain on Engine – 2. Captain Millett made the ultimate sacrifice on October 31st, 1952 four days after being grievously injured while successfully rescuing a four year old girl from a fire on Main Street. Family members of Captain Millett will be on hand to take part in this recognition. Tours of the new engine and Station # 2 will be available and light refreshments will be served. All are invited to attend!!

MEMO

Date: May 6, 2013

From: Clinton Deschene, City Manager
Howard Kroll, Assistant City Manager

RE: **Cities of Auburn and Lewiston Department Collaboration Effort Summary**

Enclosed are reports / summaries of meetings between Auburn Department Directors with their Lewiston counterpart and discussed department similarities, differences, potential joint purchasing opportunities, etc. I believe they have accomplished this directive and are standing by for further direction. At this time I don't feel there is more that can be documented except for the respective City Council of both Cities requesting their School Board to do the same with the Superintendents.

One area that I think we should look more into is possibly looking at County operations and contracting services with neighboring communities. They have reaped the rewards of being next to a service center without the tax burden that comes with investment in infrastructure and services that are offered in their own communities such as full time police, fire, recreational programs and facilities. Below is the information from each department:

School Department (Clint Deschene)

As a result of the joint meeting between the School Committee and City Council, I understood a request that the Superintendent and I should meet to review potential efforts that would lead to savings. On April 10th I met with Jude Cyr and Katy Grondin with Jill Eastman and Howard Kroll also in attendance.

The outcomes of this meeting yielded no concepts to implement and the superintendent wanted direction from the School Committee to work with the City Manager. Two areas that came up specifically as directed were Finance and IT. I have stated and continue to hold to the thought that even if no savings can be found initially, I think a consolidated design could occur to be implemented that would yield long-term efficiencies.

Last week I met again with the superintendent and Committee Chair, Tom Kendall, was also in attendance. This was a more productive meeting and concentrated on process rather than items to implement. It was mutually agreed that the School Committee and City Council should each adopt a resolve requesting the school staff and city staff to research and report back with collaborative / shared department structures and ideas. I think the resolve should also indicate a willingness to adopt them with no financial savings, but also with no increases. It is my recommendation that even without savings at the beginning, these will evolve to long-term savings.

The superintendent and city manager should provide a report with any implementable plans as they occur but no later than six months. Please understand this will take considerable cooperation and staff time.

Overall, I am hopeful that the School and City can work together to at least explore opportunities.

Recreation (Ravi Sharma)

On March 8th, Program Leader, Jeremy Gatcomb and I met with Lewiston Recreation Director Maggie Chisholm to discuss partnership potential.

Conversation centered around how the two cities could work collaboratively on recreation programming. Maggie described what she felt were prospective opportunities, and we also affirmed our viewpoint for an approach to cooperation.

Currently, non-residents in both cities pay a different fee for any program they participate in. Auburn generally has a 10 dollar increase for a non-resident participant, and Lewiston's non-resident fee varies. It was agreed that any collaborative programs could have the non-resident fees waived.

Dialogue occurred around the potential for advertising each others' programs that are non-competitive. For example: Auburn offers adult basketball, whereas Lewiston does not. It was established that Lewiston could advertise for the program and forward to Auburn any player looking to participate in an

adult basketball league. Auburn could perform the same function for any non-competitive program that Lewiston offers.

Also discussed was the possibility for collaboration with seniors group programming. The groups offer different activities at various times throughout the year. The potential exists for cross-city advertising of each groups' activities. The main difference between the two cities' senior groups is that Auburn's groups are relatively self-reliant. Staff performs a very limited role in their programming, and only assists with a minimal amount of administrative work and with their meal preparations. Lewiston has a dedicated part time employee who is tasked with programming for their senior groups. Another important point to consider is the dynamic between the individual groups. Each group has a distinct character and preference for activities.

Another topic which was examined was the potential for collaboration on special events such as: Easter, Halloween, etc. The two cities already work cooperatively on the Holiday Parade/Festival of Lights which is centered on the Christmas holiday. The primary difference is that Lewiston budgets operating funds, whereas Auburn procures funds from sponsorships and donations for these special events. We have developed relationships with sponsors/donors for our special events programming and have not needed the allocation of operating funds to offer these events. A suggestion presented was that Auburn could send their participants to a joint function in Lewiston, and help to fund the event. Concerns we have for this proposition are logistical difficulties, financial commitments, volunteer recruitment and for the quality of the event.

Also discussed was the potential for joint purchasing, especially with CIP projects. It was suggested that large purchases in which the two cities cooperated on could leverage more buying power and potentially decrease the cost of the goods/services.

Finally, discussion finished with two particular programs: Auburn's summer track program and Lewiston's lacrosse program. Currently, the two cities offer both programs. Auburn's track program is well-established and has fairly large amount of participants, whereas Lewiston's program has far fewer registrants. It was suggested that Auburn could take Lewiston's track participants, and that Auburn could essentially trade its lacrosse program to Lewiston in return. We suggested that we could send female players to Lewiston, as they offer all-female teams. At this point in time, we have had co-ed teams in Auburn primarily because there have not been enough females to field a team in any age group.

Potential collaboration as both Cities have similar missions and staffing levels. A major issue is the current operating systems and application programs are not the same in all areas, particularly financial systems, and would take some level of investment to parallel current service. The MIS directors will meet to review the current status of hardware and software and outline what could be accomplished within the existing systems and which should be prioritized for synchronization going forward.

ICT (Renee Bogart)

On February 22, 2013 a discussion occurred between Lewiston MIS Director Timothy Earle and Auburn IT Director Renee Bogart for the purpose of highlighting current collaborative efforts between the two cities, identifying collaboration opportunities, and outlining shared goals.

Current Collaborative Efforts:

At present, both departments are working collaboratively with regard to enterprise software systems, purchasing and infrastructure planning, interview panel assistance and data backup schemas.

Details include:

Enterprise Software Systems:

GIS - Since 2008, Auburn and Lewiston GIS and IT departments have been working closely to realize cost savings. A GIS server is shared between the two cities. The server resides in Auburn and the data backup is housed in Lewiston. GIS employees work closely with one another to share knowledge, integrate/share data, and identify training opportunities.

Permit/Code/Business Licensing- The software is integrated and used by both cities in the Planning and Code Departments. Auburn is using the Business License module and Lewiston is in the final stages to go live with this module.

Purchasing and Infrastructure Planning:

All hardware and enterprise software purchases are made after both cities have considered compatibility and shared future goals.

Current hardware purchases for Auburn, Lewiston and LA 911 Communications Center are done using the same vendor to ensure compatibility.

Interview Panel Assistance:

Both cities have participated in interviews to support staff during hiring. Collectively, cities have participated in interviews for GIS, LA 911 Communications Center and IT positions.

Data Backup Schemas:

Data backups are being shared between Lewiston, Auburn and LA 911 Communications Center.

VoIP

Auburn, Lewiston, Androscoggin County, and LA 911 Communications Center all support 4 digit direct dialing.

Collaborative Opportunities and Shared Goals:

Some collaborative opportunities were identified and others are being explored as a result of this discussion. Training, Help Desk Support, and integrated asset management and work order system are potential projects that align with each city's shared technology goals.

Training:

MUNIS: When Lewiston moves to MUNIS financial software, training costs and classes can be shared by both cities. Auburn will also set up a meeting with a MUNIS representative to discuss any additional opportunities (shared data structure and/or licensing).

Microsoft Group Policy: Lewiston is relatively new to Microsoft and any training would be welcome. Auburn IT staff is planning a Group Policy training session for IT staff that Lewiston can attend.

Crystal Reports: The majority of enterprise software for both cities uses Crystal Report Writer to generate reports. Shared training would be beneficial to both cities.

Help Desk Support:

Currently Auburn uses email to track, manage and respond to support requests. Lewiston is using an application specifically designed to handle these tasks. Staff is looking into a "shared" database to create support FAQ's and use as a means to communicate and share known issues such as latest virus and malware threats using Lewiston's existing application.

Integrated Asset Management and Work Order System

Auburn is using Lucity to track work orders and manage equipment and various assets. Lewiston plans to evaluate Lucity and depending on the success of the evaluation, staff will discuss license sharing, data integration and training.

In closing, it should be noted that Auburn and Lewiston IT staff have worked together in the past willingly, cooperatively, and successfully and will continue to do so. It is an excellent use of time for staff to meet periodically to discuss projects, budgets and departmental needs. Both cities continue to grow technological services while ultimately working towards maximizing resources and reducing costs.

Public Works & Engineering(Denis D'Auteuil and Dan Goyette)

On February 22nd, 2013 Dan Goyette and I had a meeting with Dave Jones and the Management Staff at Lewiston Public Works. The purpose of our meeting was to discuss opportunities for increased collaboration between Auburn and Lewiston Public Works. We had a positive discussion and we concluded that one key area to explore would be the purchasing of construction materials, maintenance supplies, and possibly equipment. We also agreed that another review of plow routes would be appropriate since it has been a couple of years since the last review.

As a follow up to our meeting we coordinated a meeting between the Ted Corbett, Fleet Manager APW and Phil Brienza, Fleet Manager LPW. Ted and Phil agreed that there were opportunities for joint purchasing and performing joint auctions on used equipment. More meetings will be scheduled to explore these options in more detail. A meeting is being scheduled between Gary Wadsworth, Operations Manager APW and John Eli, Operations Manager LPW to review the plow routes over the 3 bridges.

We all agreed that future meetings would be beneficial for both departments. We also agreed to continue working together and improving our collaboration efforts. Starting with collaborating on purchases would benefit both cities and be a great step in the right direction. Once we complete the review of the plow routes we will have a follow up meeting to review the findings and discuss other possible areas for review.

Human Resources (Deb Grimmig)

Chris Mumau and I met with Jackie Little, Human Resources Director and Irene Dostie, Human Resources Assistant on February 21st.

As background information, prior to this fiscal year, the Lewiston City Human Resources Department included four full-time employees -- a Human Resources Director, a Human Resources Assistant, a Safety Coordinator and an Administrative Assistant. The Assistant City Administrator, Phil Nadeau oversaw the Human Resources Department upon the retirement of Denis Jean. About a year ago, the Human Resources Assistant and the Administrative Assistant merged with the School Department Human Resources Department. The Safety Coordinator remained at Lewiston City Hall and continues to report to the City Administrator. The Human Resources Staff in Lewiston were not aware of the renewed interest in collaboration between the two cities. My assumption is that they have been isolated from this because they are physically located in another building.

For a number of years, the two cities have conducted joint firefighter recruitments. There is one standard application for the joint recruitment which can be submitted to either HR Office. The Chiefs and Deputy Chiefs from both Departments review all the resumes and determine which candidates meet the established hiring standards. We conduct one physical agility test and those candidates who pass the physical agility test are placed on one list and either Fire Department draws the candidates off that list.

In the past we have held joint flu clinics for employees and their family members. Also, employees from the City of Auburn are invited to any Wellness related events that Auburn sponsors and vice versa.

We considered other potential areas for joint collaboration. They included:

- including NIMS training;
- Safety training;
- Accident investigation;
- New benefit program presentations;
- Preparation for retirement workshops; and
- Sexual Harassment and other federal/state mandated training.

When Ray Lussier is available, we will explore options for safety training. We may find that one city has more expertise in some areas than others and we there may be an opportunity to be more effective by working off each community's strengths. Since Ray Lussier works part-time, I would like to explore having Lewiston's Safety Coordinator investigate major work or vehicle accidents if they occur when Ray Lussier is out of the office.

While this not strictly collaboration, we did learn of some processes used by the City of Lewiston that may be adopted by Auburn. One area in particular includes the paperless system that Lewiston has adopted. The staff provided a demonstration of the system and we will be looking into doing something similar. We also discussed the electronic benefits enrollment used by School Department employees. The School Department has 840 benefit eligible employees which necessitated electronic processing. They shared their enrollment package with us and we will be able to use pieces of their processes.

In summary, we will continue to meet once Ray Lussier is available. I see some immediate advantages to sharing best practices and adapting new processes without having to “recreate the wheel”.

City Clerk(Sue Clements-Dalaire)

Kathy Montejo and I met on February 22, 2013 to explore some options and share ideas on how we might be able to collaborate together. Due to the nature of our work, most of it is jurisdiction based and driven by State Statute (elections, vital records, etc) and not feasible for our offices.

One way we are currently working together is with Taxi Cab and Driver permits. Currently, Lewiston does the background checks on drivers. Anyone coming in to apply for an Auburn Taxi Driver permit has to have their Lewiston Taxi Driver permit in hand because then we know the background check has been done. In return, Auburn does the inspection on the Taxi Cabs.

A few ideas that we did come up with:

- Purchase jointly for possible savings the following; voter registration cards, voter registration acknowledgement cards, change of address confirmation cards.
- Recruit election workers by using a joint press release or display ad.

We discussed conducting our election training together but because both she and her Deputy Clerk are salaried positions, there would be no savings to Lewiston and very little for Auburn as mine is a salaried position as well.

Kathy also suggested another possible joint purchasing idea which was to order flags for veteran's graves together although she did not know if it would be an actual cost savings because they already order in large quantities. Our office does not order the flags for the veteran's graves, however I am in the process of looking into who purchases those for Auburn.

General Assistance (Dot Meagher)

Pros:

- Better access to the interpreters if needed for applicants of Somali decent
- Better coverage for vacations and sick time
- Better familiarity of clients
- Increase Workfare program
- We both use Welpac

Cons:

- Clients will need to apply at a new place, may be further for them to walk / drive
- Keeping separated financial records and billings
- Trust funds specific for Auburn residence only.
- I'm currently the Health Officer for Auburn
- We have separate GA ordinances
- Vendors would need to be reeducated on the billing process

Similarities:

- Both offices administer GA according to State Statutes and DHHS Policies
- We currently work closely to establish joint ventures for the homeless population and seek out resources for both our communities.
- We both take appointments
- We both have good workfare programs with back ground checks.
- We always check with each other's offices when an applicant from Lewiston / Auburn applies for assistance.
- GA staff from Lewiston & Auburn relies on each other for guidance when I or Lewiston's director is not available.

Differences:

- Auburn also provides assistance from the Trust Funds and community cords if available
- Auburn Health department gets referrals for wellness checks on citizens.
- Lewiston has an arrangement with their police department and a local motel if there is no heat.
- Lewiston has a lot more staff and has people to do a lot of the checking / verifying needed.

Assessing (Renee Lachapelle)

I have reviewed the duties and responsibilities of the Assessing Office and identified the areas that I feel we could work together to provide joint services. The duties are listed below:

PROPERTY OWNERSHIP

- Deed reviews and processing, Declarations of Value
- Qualify sales
- Ownership and address changes – data entry
- Exemption review, qualify and enter data

PUBLIC RELATIONS

- One person to respond to emails and telephone inquiries for general assessment information

STATUTORY RESPONSIBILITIES

- Land Classifications review and data entry
- Complete the Maine Forest Service report
- Calculate and process Tree Growth/Farmland/Open Space penalties
- Quarterly reviews

WHY WE CAN NOT PROVIDE OTHER JOINT SERVICES AT THIS TIME

- Two different CAMA systems – technology
- Auburn has their assessment data on line to the public, Lewiston doesn't
- Different assessment ratios
- Different management, Auburn operates as a team to accomplish all duties and Lewiston has individuals performing specified duties

Library (Lynn Lockwood)

Lewiston's Library is a City Department while Auburn's is a non-profit Library Association. The City has no authority regarding sharing personnel. We do, however, provide 80.5% of their budget in local funds.

Since our Library Director is retiring, and Lewiston's Library Director is an Auburn resident and well respected, potential sharing of a Director was considered. Auburn Library Board President Dick Trafton spoke with the various parties involved including both City Managers, Mayor LaBonte, Lewiston Library Director Rick Speer and members of the Lewiston Library Board. It was determined that a shared directorship, while not immediately feasible, was a possibility in the future. The Auburn Library Board has taken this into consideration in selecting a new Director. Both finalists for the position are from Lewiston.

Meanwhile, the two libraries continue to work closely together, building on their shared library card, aligned policies and joint Board meetings to also offer collaborative programming and combined online resources.

CDBG (Reine Mynahan)

In December 2012 I met with Lincoln Jeffers to discuss how we could share staffing resources. I identified several areas where I thought we could collaborate.

We both operate under the same HUD guidelines. Several of our CDBG programs could be administered by either office by changing guidelines. Lewiston does not have the same capacity, though, in rehab program administration. Some of the work is done by their Code Enforcement personnel.

Both portfolios are administered through the same computer software, Grants Management System. With some modifications, tracking loan payments and insurances could be done by one office. One office could also track lead licenses and contractor insurances.

The City of Auburn has greater experience in administering the Security Deposit, Homebuyer and Homeowner Rehabilitation Programs. We could easily administer all of these programs since the City of Auburn is the lead agency to the Consortium, and the guidelines are identical in both cities. The work that Auburn could offer to do is verifying income, due diligence on loans and other file documentation, determining scope of work, producing project specifications, obtaining bids, conduct the closings, and project management.

There were two areas that I felt Lewiston was in a better position to do for Auburn, business and financial analysis for our Small Business Loan Program and grant writing. Lincoln indicated they contract with AVCOG for their financial analysis, so this is not something they have the skill to take on.

We didn't come to any conclusion about any of these ideas.

Police (Phil Crowell)

Chief Bussiere and I met and agreed that there is a considerable amount that we are doing as departments already. We always look for future opportunities and expand on the existing partnerships. As part of our discussions, we have identified the following for future possibilities:

- Resume joint bid/purchases for the police fleet. With the recent need to change vehicle models, we hope to streamline the bid process and acquire vehicles at a reduced cost.
- Explore the possibility of having Public Works trained in the set-up and tear down of police vehicles.
- Both departments have similar software and hardware needs. Consider having one IT/MIS employee assigned to both police departments.
- Criminal Investigation Divisions will begin meeting every two weeks to review and discuss property crimes to enhance solvability.
- Auburn has recently joined the State of Maine Computer Crimes Task Force. The task force has a location in Vassalboro and Lewiston. Once the officer has completed his training, we will request the officer be assigned to the Lewiston office for the investigators to work jointly on computer crimes in both cities.

It should be noted, both departments work closely every day. Those areas include mutual aid requests and daily investigations of victims and suspects living in either city. We have also come to rely on each other's support for major incidents; our mutual aid agreements have been recently updated. We currently conduct joint training when it is available and both departments share resources as needed.

We work on initiatives that have an impact on law enforcement within the State of Maine. When we stand together on issues which effect how we perform our duties or impact our citizens, we speak with a strong voice. We will continue to seek opportunities and grants to strengthen our services to the citizens of Lewiston and Auburn.

Fire (Frank Roma)

In attendance were Chief LeClair and Assistant Chief McKay of Lewiston, as well as AFD Deputy Chief Low.

We had a good wide ranging discussion over a number of issues and topics. We will be continuing to meet.

We spoke about the upcoming replacement of Auburn Tower-1. It was agreed that the LFD would not be able to serve both Auburn and Lewiston with an existing aerial device. It was also agreed that Auburn needs, both to maintain its ISO rating and to effectively be able to operate in and around buildings in Auburn, to maintain and staff an aerial device.

The topic of greater use of existing resources led to an agreement to pursue the use of Automatic Aid in the form of an Engine Company functioning as a RIT (Rapid Intervention Team) on initial dispatch for reported structure fires. This function is critical to firefighter safety and the sooner we can have this assignment staffed and operating, the greater benefit it will be to our members operating in a hazardous situation. We would send an Auburn Engine to Lewiston automatically, and Lewiston would send a like resource to Auburn on reports of building /structure fires. We will be working out the details of this and hope to implement the procedure in the near future. The RIT model will also serve as a test bed for future use of existing resources in an auto aid capacity as well.

The need for joint training was also discussed and it was agreed to move forward on joint training initiatives in the near future.

It was also reflected upon that we currently have an excellent working relationship, cost share on both Dispatch services and in the utilization of an air compressor/cascade system located at the Auburn Central Station.

E911

Currently a shared service.

Water Source

We both share Lake Auburn as our regional water source.

Planning (Eric Cousens)

The following is a list of areas that the Planning and Permitting Department collaborates with the City of Lewiston and the Town of Lisbon.

1. Sanitation Inspections
 - a. Balloon Festival – Each year the number of vendors in each City varies based on the location of individual events. Sometimes there are more vendors in one City than the other. The Cities work together to split the work load on inspecting food vendors for this weekend event so that all can be inspected in a timely manner.

- b. Liberty Festival – In an effort to minimize overtime and for employee benefit, we alternate years for this event. One year the Lewiston inspector works the event for vendor inspections and the next year Auburn covers the inspections.
 - c. For staff vacations the inspectors in Lewiston and Auburn cover each others' areas for approximately 2 weeks each per year. If inspections outside of regular work hours are required, for example: a restaurant kitchen fire, then we call on the State Inspector to avoid overtime expenses covering for the other community.
 - d. The inspectors communicate regularly to discuss mutual challenges and to identify solutions.
 - e. Lisbon – We are providing Health Inspection and Sanitation Inspection services to Lisbon at a cost of about \$3000 per year. We receive corresponding revenue of \$10,000 per year.
2. Building, Plumbing and Electrical Inspections.
- a. We have verbal agreement to provide back-up inspection services to each other on a limited as-needed basis. These have occurred during vacations or at other times of need.
 - b. The inspectors communicate regularly to discuss mutual challenges and to identify solutions.
 - c. We also attempt to maintain consistent codes and fee schedules when it makes sense.
3. Planning – Staff communicates regularly to discuss mutual challenges and to identify solutions.

Both Departments are lightly staffed compared to historical staffing and we experience similar challenges in keeping up with demands for our services. There are always more tasks to be completed than we can get to in a day but we try to meet as many needs as possible. Service levels have been considered acceptable; however, both departments could do more with additional resources.

If we were to combine departments there is likely to be some cost increases for each City in the short term if equity in employee compensation is desired. Lewiston pays their management and planning staff more on average than Auburn and Auburn pays their code compliance staff more on average than Lewiston. The upside would be depth on the bench to help cover services during vacations and or vacant positions and more of an ability to specialize for specific project types. In order to realize those benefits we would need one Council or two Councils that will not be concerned if more time is spent on one community than the other as we complete projects focused on one side of the river and then move on to the next. If we have to account for staff time evenly, hour by hour or week by week, we would surely lose any gains of combining departments.

Another possibility is that current joint agency efforts could be better coordinated and would not be pulled in different directions by two leaderships. It is possible that some administrative and technical efficiency could yield a staff position reduction in the long term but not likely because of how deeply we have already cut each department and that the overall demand for services would not change.

In summary, I don't believe it will yield a savings and may even cost more in the short term, but could allow for increased service levels by sharing coverage and assistance even more than we do currently.

Finance (Jill Eastman)

Heather Hunter and I had a conversation about areas that could be shared. At this time we do combined purchasing in many areas and we will continue to do so. We discussed other areas that joint purchasing may be able to be used. Lewiston is on a different accounting system than Auburn is at this time. They are in the process of switching over to Munis. We discussed doing joint training on different Munis modules. This could cut the costs in half for each of us. Heather and I also work together on the joint agencies that we are involved with.

We will continue to get together at least every quarter, to discuss other areas that we can work together on.

Economic Development (Roland Miller)

Both contract with LAEGC, share revenues from a shared airport, industrial park and canal operations. One item of potential is a "global" TIF that would create an environment of less competition and share revenues for future development.

The Department Directors concluded that there did not appear to be any immediate collaboration efforts that could be realized beyond what is currently occurring.

However with the strong City Council support the potential of all economic development staff and resources being shared more could create more opportunities.

Manager's Report
May 20, 2013

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Clinton Deschene, City Manager

FROM: Jill Eastman, Finance Director

REF: April 2013 Financial Report

DATE: May 14, 2013

The following is a discussion regarding the significant variances found in the City's February 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 tenth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 83.3% 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 April 30th were \$61,120,132, or 84.96%, of the budget, which is less than the same period last year by 2.00%. The accounts listed below are noteworthy.

- A. March 15th the second installment for real estate taxes were due. The current year tax revenue is at 91.59% as compared to 94.5% last year. Courtesy notices were sent out in April for those taxpayers that hadn't paid their taxes. The lien process will begin mid May.
- B. Excise tax for the month of April is at 86.85%. This is a \$140,395 increase from FY 12. Our excise revenues for FY13 are 3.52% above projections as of April 30, 2013. I believe that we will be right on target at the end of the fiscal year.
- C. State Revenue Sharing for the month of April is 77.51% or \$1,860,323. The city received \$120,046 this month compared to \$173,329 FY12, \$125,870 FY11, \$119,556 FY10, and \$138,891 FY09. This is 30.7% decrease from this April to last April.

- D. Business and Non-Business Licenses and Permits are at 121.95% of budget due to Commercial Licenses, Street Openings, Building and Electrical Permits coming in higher than anticipated.

Expenditures

City expenditures through April 2013 were \$30,486,712 or 83.78%, of the budget. Noteworthy variances are:

- A. Tax Sharing: Tax sharing is currently at 15.09%. The tax sharing will be calculated and paid to the City of Lewiston in May.
- B. Health and Social services continues to exceed expectations and is at 107.26% of the total budget at the end of April. The Administration portion of the budget is at 78.5% of the total budget, where the Assistance portion is at 126.3% of its \$134,111 budget, or over budget by \$27,945.

Investments

This section contains an investment schedule as of April 30th. Currently the City's funds are earning an average interest rate of .22%.

Respectfully submitted,



Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND (NOT INCLUDING SCHOOL)
AS of April 2013, March 2013, and June 2012

ASSETS	UNAUDITED April 30 2013	UNAUDITED March 31 2013	Increase (Decrease)	AUDITED JUNE 30 2012
CASH	\$ 19,920,427	\$ 31,662,907	\$ (11,742,480)	\$ 15,074,324
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	700,896	669,138	31,758	1,218,554
TAXES RECEIVABLE-CURRENT	2,089,343	3,250,845	(1,161,502)	107,929
DELINQUENT TAXES	543,863	546,232	(2,369)	486,160
TAX LIENS	524,747	572,054	(47,307)	1,415,461
NET DUE TO/FROM OTHER FUNDS	22,731,559	11,173,782	11,557,777	470,312
TOTAL ASSETS	\$ 46,510,836	\$ 47,874,959	\$ (1,364,123)	\$ 18,772,740
 LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (719,706)	\$ (745,671)	\$ 25,965	\$ (670,227)
PAYROLL LIABILITIES	(2,494)	5,476	(7,969)	(501)
ACCRUED PAYROLL	9,914	9,914	-	(2,274,075)
STATE FEES PAYABLE	(106,938)	(34,350)	(72,588)	-
ESCROWED AMOUNTS	(41,865)	(41,865)	-	(41,865)
DEFERRED REVENUE	(2,978,816)	(4,189,306)	1,210,489	(1,822,839)
TOTAL LIABILITIES	\$ (3,839,905)	\$ (4,995,802)	\$ 1,155,897	\$ (4,809,507)
FUND BALANCE - UNASSIGNED	\$ (41,885,224)	\$ (42,093,450)	\$ 208,227	\$ (12,378,441)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	684,766
FUND BALANCE - RESTRICTED	(1,561,724)	(1,561,724)	-	(2,269,558)
TOTAL FUND BALANCE	\$ (42,670,931)	\$ (42,879,157)	\$ 208,227	\$ (13,963,233)
TOTAL LIABILITIES AND FUND BALANCE	\$ (46,510,836)	\$ (47,874,959)	\$ 1,364,123	\$ (18,772,740)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH April 30, 2013 VS April 30, 2012

REVENUE SOURCE	FY 2013 BUDGET	ACTUAL REVENUES THRU APRIL 2013	% OF BUDGET	FY 2012 BUDGET	ACTUAL REVENUES THRU APRIL 2012	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 42,121,141	\$ 38,576,919	91.59%	\$ 41,053,952	\$ 38,795,476	94.50%	\$ (218,557)
PRIOR YEAR REVENUE	\$ -	\$ 898,510		\$ -	\$ 852,822		\$ 45,688
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 514,584	\$ 377,311	73.32%	\$ 488,573	\$ 369,692	75.67%	\$ 7,619
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -		\$ -
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -		\$ -
EXCISE	\$ 3,018,500	\$ 2,621,668	86.85%	\$ 2,719,000	\$ 2,481,273	91.26%	\$ 140,395
PENALTIES & INTEREST	\$ 140,000	\$ 119,679	85.49%	\$ 140,000	\$ 113,323	80.95%	\$ 6,356
TOTAL TAXES	\$ 45,794,225	\$ 42,594,088	93.01%	\$ 44,401,525	\$ 42,612,586	95.97%	\$ (18,499)
LICENSES AND PERMITS							
BUSINESS	\$ 39,900	\$ 61,260	153.53%	\$ 30,000	\$ 51,881	172.94%	\$ 9,379
NON-BUSINESS	\$ 260,700	\$ 305,311	117.11%	\$ 268,400	\$ 245,288	91.39%	\$ 60,023
TOTAL LICENSES	\$ 300,600	\$ 366,571	121.95%	\$ 298,400	\$ 297,169	99.59%	\$ 69,402
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 378,000	\$ 342,034	90.49%	\$ 378,000	\$ 346,048	91.55%	\$ (4,014)
STATE REVENUE SHARING	\$ 2,400,000	\$ 1,860,323	77.51%	\$ 2,400,000	\$ 1,944,572	81.02%	\$ (84,249)
WELFARE REIMBURSEMENT	\$ 53,083	\$ 64,877	122.22%	\$ 44,955	\$ 41,164	91.57%	\$ 23,713
OTHER STATE AID	\$ 21,000	\$ 20,742	98.77%	\$ 20,000	\$ 22,615	113.08%	\$ (1,873)
CITY OF LEWISTON	\$ 158,362	\$ -	0.00%	\$ 158,362	\$ (3,698)	-2.34%	\$ 3,698
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 3,010,445	\$ 2,287,976	76.00%	\$ 3,001,317	\$ 2,350,701	78.32%	\$ (62,725)
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 130,955	\$ 111,672	85.28%	\$ 135,090	\$ 109,238	80.86%	\$ 2,434
PUBLIC SAFETY	\$ 263,102	\$ 107,342	40.80%	\$ 206,545	\$ 74,053	35.85%	\$ 33,289
EMS AGREEMENT	\$ 100,000	\$ 83,333	83.33%	\$ 100,000	\$ 80,500	80.50%	\$ 2,833
TOTAL CHARGE FOR SERVICES	\$ 494,057	\$ 302,347	61.20%	\$ 441,635	\$ 263,791	59.73%	\$ 38,556
FINES							
PARKING TICKETS & MISC FINES	\$ 45,000	\$ 24,465	54.37%	\$ 55,000	\$ 31,308	56.92%	\$ (6,843)
MISCELLANEOUS							
INVESTMENT INCOME	\$ 30,000	\$ 13,917	46.39%	\$ 60,000	\$ 49,769	82.95%	\$ (35,852)
INTEREST-BOND PROCEEDS	\$ 2,000	\$ -	0.00%	\$ 2,000	\$ -	0.00%	\$ -
RENTS	\$ 122,000	\$ 122,027	100.02%	\$ 122,000	\$ 121,827	99.86%	\$ 200
UNCLASSIFIED	\$ 5,150	\$ 57,793	1122.20%	\$ 7,340	\$ 15,277	208.13%	\$ 42,516
SALE OF RECYCLABLES	\$ -	\$ -		\$ -	\$ 15,097		\$ (15,097)
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 42,622		\$ -	\$ 40,911		\$ 1,711
SALE OF PROPERTY	\$ 20,000	\$ 16,694	83.47%	\$ 20,000	\$ 2,255	11.28%	\$ 14,439
RECREATION PROGRAMS/ARENA	\$ 43,275	\$ -	0.00%	\$ 33,275	\$ 393	1.18%	\$ (393)
MMWAC HOST FEES	\$ 197,400	\$ 168,255	85.24%	\$ 197,400	\$ 166,840	84.52%	\$ 1,415
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ (20)		\$ 98,318	\$ -	0.00%	\$ (20)
TRANSFER IN: TIF	\$ 324,212	\$ 324,212	100.00%	\$ 324,212	\$ -	0.00%	\$ 324,212
ENERGY EFFICIENCY	\$ 2,000	\$ 1,233	61.63%	\$ 2,600	\$ 1,326	51.00%	\$ (94)
CDBG	\$ 8,000	\$ 1,334	16.68%	\$ 8,000	\$ 6,670	83.38%	\$ (5,336)
UTILITY REIMBURSEMENT	\$ 37,500	\$ 26,786	71.43%	\$ 37,500	\$ 22,164	59.10%	\$ 4,622
CITY FUND BALANCE CONTRIBUTION	\$ 1,350,000	\$ -	0.00%	\$ 1,050,000	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,141,537	\$ 774,853	36.18%	\$ 1,962,645	\$ 442,529	22.55%	\$ 332,324
TOTAL GENERAL FUND REVENUES	\$ 51,785,864	\$ 46,350,300	89.50%	\$ 50,160,522	\$ 45,998,084	91.70%	\$ 352,216
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 17,942,071	\$ 14,288,084	79.63%	\$ 17,942,071	\$ 14,145,615	78.84%	\$ 142,469
EDUCATION	\$ 1,358,724	\$ 481,748	35.46%	\$ 1,358,724	\$ 1,005,144	73.98%	\$ (523,396)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 855,251	\$ -	0.00%	\$ 855,251	\$ -	0.00%	\$ -
TOTAL SCHOOL	\$ 20,156,046	\$ 14,769,832	73.28%	\$ 20,156,046	\$ 15,150,759	75.17%	\$ (380,927)
GRAND TOTAL REVENUES	\$ 71,941,910	\$ 61,120,132	84.96%	\$ 70,316,568	\$ 61,148,843	86.96%	\$ (28,711)

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH April 30, 2013 VS April 30, 2012

DEPARTMENT	Unaudited			Unaudited			VARIANCE
	FY 2013 REVISED BUDGET	EXP THRU APRIL 2013	% OF BUDGET	FY 2012 BUDGET	EXP THRU APRIL 2012	% OF BUDGET	
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 99,690	\$ 85,144	85.41%	\$ 99,690	\$ 95,695	95.99%	\$ (10,551)
CITY MANAGER	\$ 343,296	\$ 240,127	69.95%	\$ 280,915	\$ 298,536	106.27%	\$ (58,409)
ASSESSING SERVICES	\$ 183,801	\$ 135,773	73.87%	\$ 188,906	\$ 146,011	77.29%	\$ (10,238)
CITY CLERK	\$ 150,676	\$ 108,589	72.07%	\$ 137,422	\$ 117,709	85.66%	\$ (9,120)
FINANCIAL SERVICES	\$ 419,539	\$ 327,016	77.95%	\$ 365,023	\$ 322,127	88.25%	\$ 4,889
HUMAN RESOURCES	\$ 137,836	\$ 105,770	76.74%	\$ 137,363	\$ 105,596	76.87%	\$ 174
INFORMATION COMMUNICATION TECHNOLOGY	\$ 386,632	\$ 290,241	75.07%	\$ 361,058	\$ 314,157	87.01%	\$ (23,916)
LEGAL SERVICES	\$ 85,000	\$ 31,803	37.42%	\$ 84,284	\$ 62,752	74.45%	\$ (30,949)
CUSTOMER SERVICE	\$ -	\$ -		\$ 2,428	\$ 1,501	61.82%	\$ (1,501)
TOTAL ADMINISTRATION	\$ 1,806,470	\$ 1,324,463	73.32%	\$ 1,657,089	\$ 1,464,084	88.35%	\$ (139,621)
COMMUNITY SERVICES							
ENGINEERING	\$ 320,370	\$ 250,376	78.15%	\$ 293,612	\$ 238,902	81.37%	\$ 11,474
COMMUNITY PROGRAMS	\$ 14,050	\$ 12,650	90.04%	\$ 12,650	\$ 11,550	91.30%	\$ 1,100
PLANNING & PERMITTING	\$ 776,532	\$ 577,073	74.31%	\$ 727,756	\$ 568,644	78.14%	\$ 8,429
PARKS AND RECREATION	\$ 602,191	\$ 460,543	76.48%	\$ 615,858	\$ 418,728	67.99%	\$ 41,815
HEALTH & SOCIAL SERVICES	\$ 176,567	\$ 189,383	107.26%	\$ 153,811	\$ 132,961	86.44%	\$ 56,422
PUBLIC LIBRARY	\$ 968,292	\$ 806,910	83.33%	\$ 929,407	\$ 774,506	83.33%	\$ 32,404
TOTAL COMMUNITY SERVICES	\$ 2,858,002	\$ 2,296,935	80.37%	\$ 2,733,094	\$ 2,145,291	78.49%	\$ 151,644
FISCAL SERVICES							
DEBT SERVICE	\$ 6,682,797	\$ 6,408,733	95.90%	\$ 6,810,550	\$ 6,999,884	102.78%	\$ (591,151)
PROPERTY	\$ 699,114	\$ 560,589	80.19%	\$ 680,137	\$ 522,568	76.83%	\$ 38,021
WORKERS COMPENSATION	\$ 415,000	\$ -	0.00%	\$ 451,890	\$ 219,256	48.52%	\$ (219,256)
WAGES & BENEFITS	\$ 4,602,545	\$ 3,524,377	76.57%	\$ 4,209,929	\$ 3,315,082	78.74%	\$ 209,295
EMERGENCY RESERVE (10108062-670000)	\$ 333,818	\$ -	0.00%	\$ 328,608	\$ -	0.00%	\$ -
TOTAL FISCAL SERVICES	\$ 12,733,274	\$ 10,493,699	82.41%	\$ 12,481,114	\$ 11,056,790	88.59%	\$ (563,091)
PUBLIC SAFETY							
EMERGENCY MGMT AGENCY	\$ -	\$ -		\$ 2,903	\$ -	0.00%	\$ -
FIRE DEPARTMENT	\$ 3,904,344	\$ 3,231,668	82.77%	\$ 3,716,161	\$ 2,998,355	80.68%	\$ 233,313
POLICE DEPARTMENT	\$ 3,439,583	\$ 2,732,164	79.43%	\$ 3,315,380	\$ 2,656,684	80.13%	\$ 75,480
TOTAL PUBLIC SAFETY	\$ 7,343,927	\$ 5,963,832	81.21%	\$ 7,034,444	\$ 5,655,039	80.39%	\$ 308,793
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 4,617,744	\$ 3,767,107	81.58%	\$ 4,682,884	\$ 3,290,453	70.27%	\$ 476,654
WATER AND SEWER	\$ 558,835	\$ 553,446	99.04%	\$ 558,835	\$ 418,194	74.83%	\$ 135,252
TOTAL PUBLIC WORKS	\$ 5,176,579	\$ 4,320,553	83.46%	\$ 5,241,719	\$ 3,708,647	70.75%	\$ 611,906
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 105,000	\$ 105,000	100.00%	\$ 106,750	\$ 106,750	100.00%	\$ (1,750)
E911 COMMUNICATION CENTER	\$ 1,035,381	\$ 1,034,616	99.93%	\$ 968,347	\$ 968,347	100.00%	\$ 66,269
LATC-PUBLIC TRANSIT	\$ 235,548	\$ 176,635	74.99%	\$ 207,779	\$ 155,834	75.00%	\$ 20,801
LAEGC-ECONOMIC COUNCIL	\$ 160,687	\$ 120,515	75.00%	\$ 160,687	\$ 120,515	75.00%	\$ -
COMMUNITY LITTLE THEATER	\$ 20,160	\$ 9,671	47.97%	\$ 20,160	\$ 20,160	100.00%	\$ (10,489)
TAX SHARING	\$ 289,000	\$ 43,602	15.09%	\$ 288,593	\$ 284,985	98.75%	\$ (241,383)
TOTAL INTERGOVERNMENTAL	\$ 1,845,776	\$ 1,490,039	80.73%	\$ 1,752,316	\$ 1,656,591	94.54%	\$ (166,552)
COUNTY TAX							
TIF (10108058-580000)	\$ 2,006,244	\$ 2,006,244	100.00%	\$ 1,925,561	\$ 1,925,560	100.00%	\$ 80,684
OVERLAY	\$ 2,619,142	\$ 2,590,947	98.92%	\$ 2,619,142	\$ 2,619,142	100.00%	\$ (28,195)
	\$ -	\$ -		\$ 301,604	\$ -	0.00%	\$ -
TOTAL CITY DEPARTMENTS	\$ 36,389,414	\$ 30,486,712	83.78%	\$ 35,746,083	\$ 30,231,144	84.57%	\$ 255,568
EDUCATION DEPARTMENT							
	\$ 34,705,246	\$ 22,309,964	64.28%	\$ 34,705,246	\$ 33,644,914	96.94%	#####
TOTAL GENERAL FUND EXPENDITURES	\$ 71,094,660	\$ 52,796,676	74.26%	\$ 70,451,329	\$ 63,876,058	90.67%	#####

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF April 30, 2013**

INVESTMENT	FUND	BALANCE	BALANCE April 30, 2013	INTEREST RATE	WEIGHTED AVG YIELD
BANKNORTH MNY MKT	24-1242924 GENERAL FUND	\$ 55,299.85	\$ 55,299.85	0.20%	
BANKNORTH MNY MKT	24-1745910 GF-WORKERS COMP	\$ 49,229.80	\$ 49,229.80	0.10%	
BANKNORTH MNY MKT	24-1745944 GF-UNEMPLOYMENT	\$ 66,861.18	\$ 66,861.18	0.20%	
BANKNORTH CD	7033 GF-UNEMPLOYMENT	\$ 102,404.84	\$ 102,404.84	2.64%	
BANKNORTH MNY MKT	24-1809302 SPECIAL REVENUE	\$ 52,525.99	\$ 52,525.99	0.20%	
BANKNORTH MNY MKT	24-1745902 SR-PERMIT PARKING	\$ 197,873.42	\$ 197,873.42	0.20%	
BANKNORTH MNY MKT	24-1745895 SR-TIF	\$ 1,117,151.15	\$ 1,117,151.15	0.20%	
BANKNORTH MNY MKT	24-1746819 CAPITAL PROJECTS	\$ 10,892,318.52	\$ 10,892,318.52	0.20%	
BANKNORTH MNY MKT	24-1745928 ICE ARENA	\$ 249,144.00	\$ 249,144.00	0.10%	
GRAND TOTAL		\$ 12,782,808.75	\$ 12,782,808.75		0.22%

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Clinton Deschene, City Manager
From: Jill Eastman, Finance Director
Re: May 14, 2013



Attached you will find a Statement of Net Assets and a Statement of Activities for the Ingersoll Arena as of April 30, 2013.

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets.

Current Assets:

As of the end of April 2013 the total current assets were \$397,532. These consisted of cash and cash equivalents of \$249,129, accounts receivable of \$55,901 and an interfund receivable is a \$92,503, which means that the General Fund owes the arena \$92,503, so net cash available to the arena is \$341,632 at the end of April.

The accounts receivable of \$55,901, consists of the following outstanding invoices for ice time that has been billed to various organizations. At the end of April the outstanding accounts were categorized as follows: \$19,515 that was billed at the end of April so these receivables are current, \$9,661 from March billing and \$26,725 that are over 120 days past due. The past due invoices are broken down as follows:

Auburn Youth Hockey: \$18,395 – the original balance was \$51,195, and the Youth Hockey Organization entered into a payment agreement and has paid a total of \$32,800 towards this outstanding balance to date.

B&B Catering: \$7,900 – B&B Catering used to lease the concession stand and this is unpaid lease fees the we have been unable to collect to date.

Twin City Titans: \$430 – 2 hours of ice time from the fall of 2012.

Noncurrent Assets:

Noncurrent assets are the building, equipment and any building and land improvements, less depreciation. The total value of noncurrent assets as of April 30, 2013 was \$729,731.

Liabilities:

The arena liabilities as of April 30, 2013, consisted of \$306 of accounts payable, which is for invoices that we had received, but had not paid as of the end of the month.

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 through April 2013, are \$408,640. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses through April 2013, are \$253,366. These expenses include personnel costs, supplies, utilities, repairs and maintenance.

As of April 2013 the arena has a operating gain of \$155,274.

Non-operating revenue and expenses consist of interest income and debt service payments. The interest income to date is \$369 and the debt service expense to date is \$92,339, for a net non-operating expense of \$91,970.

As of April 31, 2013 the arena has a increase in net assets of \$63,304.

CITY OF AUBURN, MAINE
Statement of Net Assets
Proprietary Funds
April 30, 2013

Business-type Activities - Enterprise Funds

**Ingersoll
Ice Arena**

ASSETS

Current assets:

Cash and cash equivalents	\$ 249,129
Interfund receivables	92,503
Accounts receivable	55,901

Total current assets 397,532

Noncurrent assets:

Capital assets:

Buildings	672,279
Equipment	826,911
Land improvements	18,584
Less accumulated depreciation	(788,043)

Total noncurrent assets 729,731

Total assets 1,127,263

LIABILITIES

Accounts payable	306
Total liabilities	306

NET ASSETS

Invested in capital assets	829,060
Unrestricted	297,897

Total net assets **\$ 1,126,957**

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Proprietary Funds
Business-type Activities - Enterprise Funds
Statement of Activities
April 30, 2013

	Ingersoll Ice Arena
Operating revenues:	
Charges for services	\$ 408,640
Operating expenses:	
Personnel	107,645
Supplies	18,302
Utilities	94,954
Repairs and maintenance	23,143
Depreciation	-
Other expenses	9,322
Total operating expenses	253,366
Operating gain (loss)	155,274
Nonoperating revenue (expense):	
Interest income	369
Interest expense (debt service)	(92,339)
Total nonoperating expense	(91,970)
Gain (Loss) before transfer	63,304
Transfers out	-
Change in net assets	63,304
Total net assets, July 1	1,063,653
Total net assets, March 31	\$ 1,126,957

Office of the Mayor

CITY OF AUBURN



PROCLAMATION-MAINE ARBOR WEEK

Whereas; In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday called Arbor Day was first observed with the planting of a million trees in Nebraska, and

Whereas, May 20 to May 24 is Maine Arbor Week

Whereas, trees can reduce the erosion of our precious topsoil, cut heating and cooling cost, moderate the temperature, clean the air, provide life-giving oxygen and provide habitat for wildlife.

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community.

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, therefore, I, Jonathan P. LaBonte, Mayor of the City of Auburn, by virtue of the authority vested in me, do hereby proclaim May 20 to May 24 as the celebration of Maine Arbor Week in the City of Auburn, and I urge all citizens to celebrate Maine Arbor Week and support efforts to protect our trees and woodlands.

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Auburn, Maine to be fixed this 20th day of May, 2013

Jonathan P. LaBonte, Mayor

Office of the Mayor and City Council

CITY OF AUBURN



PROCLAMATION
IN RECOGNITION OF NATIONAL
PUBLIC WORKS WEEK

WHEREAS, Public Works infrastructure, facilities, and services are of vital importance to the health, safety, and well being of the people of this community; and

WHEREAS, the support and understanding of an informed community is critical for the efficient operation of public works systems and programs such as streets and highways, public buildings and grounds, parks, solid waste collection, and solid waste processing; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design and construction, is dependent on the efforts and abilities of the Public Works personnel; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff all divisions of Public Works are directly influenced by the communities attitude and understanding of the importance of the work they perform; and

WHEREAS, This year's theme, *"Because of Public Works"*, is about the quality of life brought to communities around the world. Public Works provides safe streets and neighborhoods, efficient traffic, and safe, clean communities;

NOW, THEREFORE, BE IT RESOLVED, that I, Jonathan P. LaBonté, Mayor of the City of Auburn, Maine do hereby proclaim May 20-26th, 2013, to be National Public Works Week.

Office of the Mayor and City Council

CITY OF AUBURN



PROCLAMATION

TO RECOGNIZE A PUBLIC WORKS EMPLOYEE FOR HIS HEROIC ACTION DURING A RECENT SNOW STORM

WHEREAS, Michael Cohen has been an employee of the Auburn Public Works Department for 12 years; and

WHEREAS, Mike has earned the respect and reputation for his hard work ethic and attention to detail; and

WHEREAS, On March 19, 2013 during a snow storm Mike was performing his plowing duties keeping Route 136 safe, and

WHEREAS, Mike observed tire marks leading off the roadway but could not see any vehicle. After he had passed the sight he glanced into his mirror and notice a gray pick-up truck was crashed into trees located down near the river banking. Mike immediately engaged emergency protocol finding a disoriented and injured woman. He immediately called Auburn Public Works Information Tech. Tracy Pinkham by cell phone requesting (911) rescue and police. Never leaving the injured woman's side he provided warm clothing and shelter until the emergency responders could arrive on the accident scene; and

WHEREAS, it is the sense of the City Council and other City officials that these actions prevented further injury and disaster during a dangerous snow storm;

NOW, THEREFORE, BE IT RESOLVED, that the Auburn City Council, on behalf of the Citizens of the City of Auburn, herewith extends its gratitude to Mike Cohen for his heroic actions on March 19, 2013. Without his attention to detail and implementing emergency protocol this event could have turned tragic.

CITY OF AUBURN



Auburn Public Works
296 Gracelawn Road

To: Howard Kroll, Assistant City Manager
From: Denis D'Auteuil, Public Works Director
Date: 3/21/2013

Re: Employee Recognition- Mike Cohen

Over the course of any given winter snow/ice event the employees of the Auburn Public Works Department encounter a variety of emergency situations. In the most recent storm on March 19, 2013 one of my employees went above and beyond their duties. I wanted to share the story with you in hopes that Mike Cohen could be recognized by the City Council and our residents could be made aware of the valuable service that the professionals of Auburn Public Works provide to our community.

On March 19, 2013 while Auburn Public Works employee Mike Cohen was salting and scraping Route 136, he observed tire marks leading off the roadway but could not see any vehicle or any signs of trouble at the time. After he had passed the sight he glanced into his mirror and notice a gray pick-up truck was crashed into trees located down near the river banking. Mike immediately pulled his truck over to side of the roadway, parked it with his strobes and flashers engaged and proceeded to the vehicle. What Mike found was a lady who was disoriented and may have been injured. Mike told her not to move and that he would call for help. Mike then ran up to his truck recovered his cell phone and returned to the accident scene. Mike called Auburn Public Works Information Tech. Tracy Pinkham by cell phone requesting (911) rescue and police, he remained with the lady caring for her by placing his jacket on her keeping her warm and safe until the emergency responders could arrive on the accident scene.

Mike's actions have shed a great deal of positive light on the Auburn Public Works Department. I am very proud to have Mike on the Public Works Team and the Auburn community should be proud to have an employee like Mike keeping our roadways safe through all types of weather conditions.

AUBURN MIDDLE SCHOOL

ODYSSEY OF THE MIND WORLD FINALS

MICHIGAN STATE UNIVERSITY

MAY 2013

On Saturday, April 6, 2013, members of the Auburn Middle School Odyssey of the Mind Team were awarded first place for their problem and division at the state tournament in Sanford.

Odyssey of the Mind is an educational program where team members use creativity to solve a particular problem. The problems range from building mechanical devices to performing a literary classic.

The team is eligible to attend the Odyssey of the Mind World Finals at Michigan State University, and they need help raising money for plane tickets and lodging.

Auburn Middle School team members are seeking any assistance you are willing to provide.



Pet Project

The team's problem was to design, build, and run three vehicles from different areas and through obstacles to deliver parts that were assembled into a pet animal. Each vehicle was propelled differently and made three trips to deliver parts to an assembly area. Once assembly was completed, the pet animal performed a trick. The team decided on an overall theme of a "construction site gone wrong".

How Can You Help???

All Donations are Tax Deductible!!!

Send donations to:
Auburn Middle School
c/o Susan Rodrigue
38 Falcon Drive
Auburn, ME 04210

**Checks should be made payable to:
AEF**

To **donate online**, go to: <http://bit.ly/amsom>
From the pulldown menu, select
Auburn Middle School Odyssey of the Mind



**For more information about
Odyssey of the Mind in
Maine check out:
[Maine Adventures in
Creativity](#)**



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 23-04162013

Author: Jill Eastman, Finance Director

Item(s) checked below represent the subject matter related to this item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: State School Revolving Renovation Fund Loan

Information: This is a proposed order to enter into a loan agreement with the Bond Bank in an amount not to exceed \$384,760, provided, however, that the City anticipates that 55.15% of said loan (estimated to be \$212,196) will be forgiven and that the City will be obligated to repay the 44.85% balance of said loan (estimated to be \$172,564); The loan will be funded through the State School Revolving Renovation Fund and will be used to finance renovations to Fairview School, Walton School, and Edward Little High School.

Financial: See above

Action Requested at this Meeting: Recommend passage of the order (second and final reading).

Previous Meetings and History: Workshop discussion on 4/1/2013, this item was postponed at the 4/16/2013 meeting. Public reading and passage of the first reading on 5/6/2013.

Attachments:

- School Committee minutes
- State Documentation of Award
- Draft of Public Hearing ad
- Order 23-04162013

*Agenda items are not limited to these categories.

AUBURN SCHOOL DEPARTMENT

AUBURN, MAINE

REPORT OF REGULAR SESSION MEETING OF THE AUBURN SCHOOL COMMITTEE

Auburn Hall

September 19, 2012

Members Present: Mr. Francois Bussiere Ms. Tracey Levesque
Ms. Bonnie Hayes Mr. Lawrence Pelletier
Mr. William Horton Ms. Laurie Tannenbaum
Mr. David Young

Others Present: Keith Laser, Assistant Superintendent; Jude Cyr, Business Manager; Annie Gill Student Representative.

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

A. Introductions

Ms. Hayes called the meeting to order at 7:00 PM and led the Pledge of Allegiance. Committee members introduced themselves and stated which ward they represent.

B. Communications

II. CONSENT AGENDA

A. Approval of Agenda

B. Approval of Minutes for September 5, 2012

It was moved by Mr. Bussiere, seconded by Ms. Tannenbaum and voted unanimously to approve the Consent Agenda for tonight's meeting.

III. PUBLIC PARTICIPATION

Sofia Carson stated that she is a student at Walton Elementary School and reported how much she appreciates the lunch staff. She expressed that she feels they should have health insurance.

Diana Carson stated that she is here to support the food service workers. She asked why the people who sweep the floors and empty the trash get health insurance but the people who feed our children do not. She noted that these workers are the ones handling the food and should not have to come to work sick because they can't afford to see a doctor. She expressed that our food service employees deserve health insurance.

Chris Carson stated that he runs a very small business here in Auburn and understands how expensive insurance is; however, he covers all full time employees because he feels it is the right thing to do. He noted that this sometimes requires that we go to the community and request their support and maybe that will be necessary because this is a significant cost; however, these people deserve our respect and we would do well to give them health insurance.

IV. STUDENT INFORMATION ITEMS.

Annie Gill provided an update of the student activities through a video presentation. The presentation included highlights from fall sports such as football, soccer, field hockey, and cross country running. She also reported on the very successful AMS benefit supper and the AMS Drama Club receipt of the Moss Hart Excellence in Theater Award. Ms. Gill stated that the Park Avenue Harvest Festival is scheduled for Sept. 22nd at Wallingford's Orchards.

Mr. Pelletier requested that Ms. Gill include more information from the elementary schools.

Ms. Gill responded that she would be happy to check with them for future meetings.

Mr. Galway, ELHS Assistant Principal, reported that this is the 7th year of the Mentor Program and over 700 mentors have been trained to serve over 2000 freshmen students. He introduced Mason Bossee, Mike Hammon, and Zachary Tanenbaum, who were members of the Mentor Program this year. He noted that this year there are approximately 290 freshmen students.

Mason Bosse presented an overview of the program noting that they received training at the end of the last school year from a gentleman from Indiana and met with the Mentor Council members before school started this year. He explained that the Public Relations Committee contacted the Sun Journal and some articles were published about the program. He noted that members met with the other Mentors, decorated classrooms, and learned the dance that becomes a fun part of the program.

Zachary Tannenbaum reported that on the first day of school the freshmen met with the mentors in the mentor room. He stated that activities were held throughout the day to bring the new students out of their shell, including the dance that is embarrassing, but forces people out of their shell. He stated that a fashion show was held to show students what they should not wear to school, question and answer sessions were held followed by a barbeque. He reported that the afternoon consisted of a review of schedules and the student body participated in the dance.

Mr. Tannenbaum reported that he asked his sister what she thought of the Mentor Program and she said that she felt this was a good program to help students feel comfortable and make connections with upperclassmen. He noted that the bright orange shirts the mentors were wearing helped freshmen know who to go to for assistance.

Ms. Hayes asked the students if they were mentored as freshmen.

They responded that they were.

Ms. Hayes asked if the female students understood the message about inappropriate dress.

The students responded that they must have because they haven't seen any inappropriate dress yet.

Mr. Lasar expressed appreciation to the students for the program.

V. SUPERINTENDENT REPORT

A. Business

1. Forest Management Plan

Mr. Cyr reported that a few years ago the City worked with the schools to determine how to use some of the acreage. He noted that fortunately there were experts available to assist with this project; however, due to a change of staff, there were delays in presenting, but they are here tonight to share the plan with you.

Mr. David Griswold, Mr. Jay Braunscheidel, and Rick Shea provided a PowerPoint presentation regarding a Forest Management Plan for the Auburn School Department. Mr. Griswold reported that they represent the L/A Forestry Board. He explained what a forest plan is and what it isn't, providing details of the plan developed in 2009.

Mr. Shea outlined the history of the Forestry Board, noting that they have written and received grants to fund this. He explained that Auburn is now a Tree City USA and expressed appreciation to Roz for the PowerPoint presentation.

Mr. Griswold outlined what a Forest Management Plan consists of and how it works. He noted that the description of the timber values is an important piece of this plan. He explained what the management recommendations might be. Mr. Griswold noted that this is a starting point for managing timber on the School Department property.

Mr. Braunscheidel, stated that he is a forester, a resident of Auburn and the parent of two children at Park Avenue School. He explained that the hope is that with a well-managed forest plan, there would be benefits to the School Department and to the City of Auburn. Mr. Braunscheidel stated that the Southern Maine Forestry Services prepared a Forest Management Plan in 2009 and a summary in 2011. He reviewed the highlights of the plan by lots at Sherwood Heights, East Auburn and ELHS. He noted that the Community Forest Board is here to assist with interpreting the plan, working through the plan, and any other assistance they can offer.

Mr. Pelletier asked what causes the growth rate to be higher than the state wide average.

Mr. Brushnell and Mr. Griswold responded that it could be the soil, the age of the stand, etc. They noted that there are a lot of things that impact timber.

Mr. Shea reported that at Sherwood Heights there were several beech trees that used to be beautiful trees, but after ten years they seem to have contacted a disease and died. He noted that if this plan had been in place, these trees could have been put to good use.

Ms. Hayes stated that she felt this would be a good workshop session for a future meeting before budget starts. She requested that Mr. Cyr and Dr. Laser put this on a future agenda.

Mr. Cyr noted that the report that was provided by the Forest Management Board and would be made available on the website.

Mr. Shea reported that Lewiston is already reaping benefits from their woodlots.

Mr. Griswold noted that the lots in Lewiston were isolated; however, Auburn School Department would need to work their plan around schools. He noted that no vote on the plan was necessary tonight and felt that a workshop to thoroughly explore the recommendations would be helpful.

2. Race to the Top – District Grant

Mr. Michael Muir presented information regarding the Race To The Top District Grant Application. He stated that ASD would like to pursue grant funding to support customized learning. He explained how the Race to the Top District Grant worked and the advantages of collaborating with other districts. He explained the primary goals were to build our capacity to implement customized learning, create leadership development, implement special strategies that work well with families who live in poverty, use professional learning standards, etc. He called attention to the two documents in the agenda packet for this meeting noting that they provide further details on the collaboration. Mr. Muir stated that the amount of money applied for is dependent on the number of students being served. He noted that Auburn would be the fiscal agent for the grant and that no money would be contributed in addition to the grant money. Mr. Muir reported that the due date for much of our writings is October 3rd. He expressed appreciation to Nancy Tremblay, Auburn's grant writer for the wonderful work she has done.

Dr. Laser explained that there is a lot of paperwork that goes into this grant and we have a great team working on this.

It was moved by Mr. Bussiere, seconded by Ms. Levesque and voted unanimously to approve the Race to the Top – District Grant Memorandum of Understanding as presented.

3. 2013 School Revolving Renovation Fund Applications

Mr. Cyr presented information regarding the submission of 2013 School Revolving Renovation Fund applications. He noted that the State has money available for next round of School Revolving Renovation Funds. He noted that this is one of the best programs the state has come up with to assist schools with improvements to their schools. Mr. Cyr explained that they are beneficial to school districts because there is a 0% interest and the state will loan the money and then look at forgiving 55% of the requested amount of projects approved. He explained that the notice came

recently and has a tight deadline, however, the projects have been determined and we have worked diligently to complete paperwork for the application process. Mr. Cyr stated that the schools have determined that switching our heating sources to natural gas requires us to remove underground tanks that are no longer in use so this is an important piece of the Revolving Renovation application.

The Assistant Superintendent requested authorization for the Chair to enter into a resolve and to authorize submission of the applications as follows:

- a. AMS –Underground Storage Tank Removal and cafeteria & library media window replacements
- b. ELHS – Underground Storage Tank Removal
- c. Fairview - Underground Storage Tank Removal and carpet replacement & old vinyl tiles asbestos removal in 5 classrooms.
- d. Franklin –Unit Ventilation
- e. RETC- Underground Storage Tank Removal
- f. Sherwood Heights- Underground Storage Tank Removal
- g. Walton –Underground Storage Tank Removal, carpet replacement & old vinyl tiles asbestos removal in 6 classrooms, and Underground Storage Tank Removal

Mr. Cyr responded to questions from committee members noting that the plan is for the work to be completed during the summer months. He noted that there is little chance we would return to oil heat in our schools. He also noted that if there is a tank that is still of use, it could be located at the highway department. He also explained that we might not be granted approval for all of these projects; however, we have had success in the past. Mr. Cyr also noted that this would need to require City Council approval at a future date if we receive the grant. He explained that these are all considered priority one items that qualify for the Revolving Renovation Funds.

It was moved by Mr. Bussiere, seconded by Mr. Pelletier and voted unanimously to authorize the School Committee Chair to enter into a resolve stating that the School Committee has a Ten-Year Capital Improvement Plan for the schools listed above and certify that the projects listed are part of those plans.

It was moved by Mr. Bussiere, seconded by Mr. Pelletier and voted unanimously to authorize the Superintendent and Business Manager to submit School Revolving Renovation Fund applications as presented.

4. Second Reading of Policy

The Assistant Superintendent reviewed information regarding recommended revisions to the following policies:

- a. JKAA – Use of Physical Restraint and Seclusion

It was moved by Mr. Young, seconded by Mr. Horton and voted 6 to 1 to approve the second reading of the above listed policy as presented, with Ms. Levesque opposed.

5. First Reading of Policy

The Superintendent reviewed information regarding recommended revisions to the following policies:

- a. DB – Annual Budget
- b. DBK – Budget Transfer Authority
- c. DD – Grants
- d. DFF – Student Activities Funds
- e. DI – Fiscal Accounting and Reporting
- f. DIDA – Fixed Assets
- g. DIE – Audit/Financial Monitoring

- h. DJC – Petty Cash Accounts
- i. DKBA – Deductions – Tax Sheltered Annuities
- j. DKC – Expense Authorization And Reimbursement
- k. DM – Cash in School Buildings
- l. DN – School Properties Disposition

Ms. Levesque stated that the Grant policy has one grammatical error.

Dr. Laser responded that this would be corrected prior to the second reading.

It was moved by Ms. Tannenbaum, seconded by Mr. Pelletier and voted unanimously to approve the first reading of the above listed policies as presented with the exception of the grammatical error on the DD policy.

6. Finance Report – August 2012

Mr. Bussiere presented the August 2012 Financial Report. He highlighted areas of interest noting that we are on target for this point in the fiscal year.

It was moved by Ms. Levesque, seconded by Mr. Pelletier and voted unanimously to approve the Finance Report for August 2012 as presented.

VI. INFORMATION / COMMITTEE REPORTS

Mr. Young reported that the Council is considering hiring an assistant City Manager and they also discussed the ice arena which could be located near the Auburn Plaza. He reported that there is continuing discussion about the high school.

Mr. Horton reported that the Wellness Committee met today and established goals to review what is there and put together a wellness plan for the district.

Mr. Horton expressed that it might be a good idea to hire a professional facilitator for the new High School Committee.

Mr. Bussiere stated that he also feels there should be a non-biased facilitator.

Ms. Tannenbaum reported that the Communications Committee met and determined that the website would be one method of communication and they are seeking ideas to continue to inform the community. She noted that they are continuing to explore.

Ms. Levesque reported that Advantage 2014 met and the Audit Committee is still on hold.

Mr. Pelletier stated that he felt the Steering Committee was very positive and a diverse group of people.

Dr. Laser reported that the Policy Committee is continuing to revise policies as new laws come before us.

Ms. Hayes reported that Siemens provided a report for members that explains where we are and how well we've done.

Mr. Cyr suggested members review page 5 for the work that has been done and the savings resulting from this work. He noted that this is the third year of the Performance Contract and we have done even better this year than in the two previous years.

Other committees who may report at future meetings are:

- Advantage 2014 Design Committee
- Leveraging Learning Institute II
- Finance Subcommittee
- Policy Subcommittee
- Communications Subcommittee
- Curriculum Subcommittee
- New High School Subcommittee
- Wellness Subcommittee
- Audit Subcommittee
- Transportation Appeals
- Community Learning Center
- SHARECenter

VII. UPCOMING MEETINGS

- Professional Development Workshop – Sept. 26th 5:00
- Sept. 27th – New High School Steering Committee 6:00 – 8:00 PM
- Regular School Committee Meeting – October 3, 2012,
- Regular School Committee Meeting – October 17, 2012

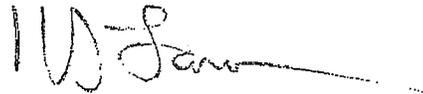
VIII. FUTURE AGENDA ITEMS – REQUEST FOR INFORMATION

IX. EXECUTIVE SESSION

X. ADJOURNMENT

It was moved by Mr. Bussiere seconded by Mr. Pelletier and voted unanimously to adjourn from regular session at 8:44 PM.

Attest, a true record,



Keith Laser, Secretary
Assistant Superintendent of Schools

KL/rmw



Paul R. LePage
Governor

Stephen L. Bowen
Commissioner

23 State House Station

Augusta, Maine 04833-0023

207-624-6600

www.maine.gov/doe

January 31, 2013

Katherine Grondin
Superintendent of Schools
Auburn School Department
60 Court St. 4th Floor
P.O. Box 800
Auburn, ME 04212-0800



RE: Eligibility Certificates – SRRF Projects #1143, 1144, and 1148

Dear Superintendent Grondin:

I am pleased to inform you that your School Revolving Renovation Fund applications for Projects #1143, 1144, and 1148 have been approved for funding for the amounts listed on the attached eligibility certificates. Please complete the following steps within the next 30 days:

1. Complete the enclosed "Intent to Proceed" form and return to the Department of Education.
2. Contact Toni Reed, Program Loan Officer, Maine Municipal Bond Bank at 622-9386 to initiate the loan process.
3. Contact Joseph Ostwald, Division Director, Bureau of General Services at 624-7353 to discuss bidding requirements and the project management process.

I wish you good luck as you complete your projects. If you have any questions regarding the School Revolving Renovation Fund please contact Ann Pinnette at 624-6885 or ann.pinnette@maine.gov.

Sincerely,

Stephen L. Bowen
Commissioner of Education

Enclosures: SRRF Eligibility Certificates
Intent to Proceed Form

cc: Toni Reed, Maine Municipal Bond Bank
Joseph Ostwald, Bureau of General Services



School Revolving Renovation Fund
Eligibility Certificate

School Administrative Unit	Auburn School Department	
Facility	Fairview School	
Priority	1- Health, Safety and Compliance Repairs	
Project #	1143	
Scope of Work	Hazardous Material Removal	
Amount Funded	\$40,266	
Maximum Loan Amount	\$40,266	
Portion of Loan to be Forgiven	\$22,207	55.15%
Portion of Loan to be Repaid	\$18,059	44.85%
Length of Loan	5 years	(loans \$500,000 or less)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by July 31, 2014.

January 31, 2013

Date

Stephen L. Bowen
Commissioner of Education



School Revolving Renovation Fund
Eligibility Certificate

School Administrative Unit	Auburn School Department	
Facility	Edward Little High School (Franklin Ait)	
Priority	1- Health, Safety and Compliance Repairs	
Project #	1144	
Scope of Work	Indoor Air Quality	
Amount Funded	\$319,929	
Maximum Loan Amount	\$319,929	
Portion of Loan to be Forgiven	\$176,441	55.15%
Portion of Loan to be Repaid	\$143,488	44.85%
Length of Loan	5 years	(loans \$500,000 or less)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by July 31, 2014.

January 31, 2013

Date

Stephen L. Bowen
Commissioner of Education



**School Revolving Renovation Fund
Eligibility Certificate**

School Administrative Unit	Auburn School Department	
Facility	Walton School	
Priority	1- Health, Safety and Compliance Repairs	
Project #	1148	
Scope of Work	Hazardous Material Removal	
Amount Funded	\$24,565	
Maximum Loan Amount	\$24,565	
Portion of Loan to be Forgiven	\$13,548	55.15%
Portion of Loan to be Repaid	\$11,017	44.85%
Length of Loan	5 years	(loans \$500,000 or less)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by July 31, 2014.

January 31, 2013

Date

Stephen L. Bowen
Commissioner of Education

**School Revolving Renovation Fund
Intent to Proceed**

SAUs must complete the sections below and return this form to the Department of Education within 30 days of the certificate approval date.

School Administrative Unit: _____

Project #: _____

1. The school administrative unit intends to proceed forward immediately with the project(s) listed on the eligibility certificate(s) and will complete the project(s) within 18 months of the eligibility certificate date. Yes No

2. The school administrative unit will contact the Bureau of General Services within 30 days for assistance with project management and to ensure compliance with bidding requirements. Projects with an estimated value of \$100,000 or more must be awarded by competitive bid. Yes No

3. The school administrative unit will contact the Maine Municipal Bond Bank within 30 days to initiate the loan application process. Yes No

I hereby certify that the information contained herein is accurate and true to the best of my knowledge.

Superintendent's Signature

Date

Return to:

Maine Department of Education
School Facilities Services - SRRF
23 State House Station
Augusta, ME 04333-0023

School Revolving Renovation Fund
2013 Project Ratings

Project	SAU	School	Type	Rating	Loan Amount
1161	RSU 21	Kennebunk High School	OTHER - life safety	77.25	\$ 531,325
1155	RSU 21	Kennebunkport Consolidated Sch	OTHER - life safety	75.00	\$ 401,736
1134	RSU 25	Bucksport High School	OTHER - building exterior	74.25	\$ 997,020
1157	RSU 21	Mildred L Day School	OTHER - life safety	73.25	\$ 341,870
1175	RSU 17 / MSAD 17	Agnes Gray School	ADA	73.00	\$ 801,005
1154	RSU 21	Kennebunkport Consolidated Sch	ADA	71.25	\$ 150,300
1158	RSU 21	Mildred L Day School	ADA	71.25	\$ 197,500
1160	RSU 21	Kennebunk High School	ADA	70.50	\$ -
1152	South Portland School Dept	South Portland High School	ROOF	68.25	\$ 245,450
1151	RSU 57 / MSAD 57	Waterboro Elementary School	OTHER - water	67.75	\$ 373,400
1177	RSU 17 / MSAD 17	Agnes Gray School	OTHER - life safety	67.75	\$ 34,395
1173	RSU 17 / MSAD 17	Oxford Hills Middle School	ADA	66.00	\$ 267,950
1150	East Millinocket School Dept	Schenck High School	ROOF	65.50	\$ 995,520
1163	RSU 17 / MSAD 17	Waterford Memorial School	OTHER - fire alarm	63.00	\$ 2,630
1164	RSU 17 / MSAD 17	Harrison Elementary	OTHER - fire alarm	63.00	\$ 2,630
1165	RSU 17 / MSAD 17	Guy E Rowe School	OTHER - fire alarm	63.00	\$ 2,630
1174	RSU 17 / MSAD 17	Oxford Elementary School	OTHER - fire alarm	63.00	\$ 2,630
1153	South Portland School Dept	South Portland High School	HAZMT	62.00	\$ 419,000
1168	RSU 17 / MSAD 17	Oxford Elementary School (Annex)	ADA	62.00	\$ 148,083
1167	RSU 17 / MSAD 17	Oxford Elementary School (Annex)	OTHER - fire alarm	61.75	\$ 2,630
1169	RSU 17 / MSAD 17	Oxford Hills Comprehensive H S	OTHER - fire alarm	61.25	\$ 4,603
1136	MSAD 27	Fort Kent Community High School	IAQ	61.00	\$ 1,000,000
1132	RSU 18	China Middle School	HAZMT	60.25	\$ 67,075
1135	MSAD 27	Fort Kent Elementary School	IAQ	60.25	\$ 1,000,000
1156	RSU 21	Kennebunkport Consolidated Sch	HAZMT	58.50	\$ 176,690
1137	RSU 24	Sumner Memorial High School	IAQ	58.25	\$ 1,000,000
1159	RSU 21	Kennebunk High School	HAZMT	58.00	\$ -
1144	Auburn School Department	Edward Little High School(Franklin)	IAQ	57.75	\$ 319,929 ✓
1148	Auburn School Department	Walton School	HAZMT	55.75	\$ 24,565 ✓
1143	Auburn School Department	Fairview School	HAZMT	54.75	\$ 40,266 ✓
1170	RSU 17 / MSAD 17	Oxford Hills Comprehensive H S	ADA	54.25	\$ 36,500
1138	RSU 24	Hancock County Technical Center	IAQ	53.75	\$ 1,000,000
1172	RSU 17 / MSAD 17	Oxford Hills Middle School	IAQ	52.50	\$ 220,000
1130	RSU 18	Belgrade Central School	OTHER - safety/ADA	52.00	\$ 46,224
1129	RSU 18	Ralph M Atwood Primary School	OTHER - safety/access	50.25	\$ 237,560
1166	RSU 17 / MSAD 17	Oxford Elementary School (Annex)	IAQ	50.00	\$ 26,037
					\$ 11,117,153

Auburn - \$ 384,760

State - 211,618

Act - 173,112

School Revolving Renovation Fund
2013 Project Ratings

Project	SAU	School	Type	Rating	Loan Amount
<i>The projects listed below rated too low to receive funding</i>					
1140	Auburn School Department	Auburn Middle School	HAZMT	43.25	28,000
1141	Auburn School Department	Edward Little High School	HAZMT	43.25	40,500
1142	Auburn School Department	Fairview School	HAZMT	43.25	28,000
1145	Auburn School Department	Edward Little High School-RETC/SOS	HAZMT	43.25	18,500
1146	Auburn School Department	Sherwood Heights Elementary Sch	HAZMT	43.25	28,000
1147	Auburn School Department	Walton School	HAZMT	43.25	21,750
1149	Auburn School Department	Washburn School	HAZMT	43.25	18,000
1163	RSU 17 / MSAD 17	Waterford Memorial School	OTHER - security	39.75	
1164	RSU 17 / MSAD 17	Harrison Elementary	OTHER - security	39.75	182,250
1165	RSU 17 / MSAD 17	Guy E Rowe School	OTHER - security	39.75	
1171	RSU 17 / MSAD 17	Oxford Hills Middle School	OTHER - security	39.75	
1174	RSU 17 / MSAD 17	Oxford Elementary School	OTHER - security, door	39.75	
1177	RSU 17 / MSAD 17	Agnes Gray School	OTHER - security	39.75	
1162	RSU 17 / MSAD 17	Waterford Memorial School	IAQ	39.50	
1176	RSU 17 / MSAD 17	Agnes Gray School	HAZMT	36.50	
1139	Auburn School Department	Auburn Middle School	IAQ - curtain wall	36.00	12,480
200,650					
<i>The projects listed below are not eligible for funding</i>					
1127	RSU 22 / MSAD 22	Samuel L Wagner Middle School	OTHER		
1128	RSU 22 / MSAD 22	Leroy H Smith School	OTHER		
1131	RSU 18	Belgrade Central School	OTHER		
1133	RSU 18	Messalonskee High School	OTHER		
n/a	RSU 18	Transport, Mainten, Heat Facility	OTHER		
n/a	RSU 17 / MSAD 17	Mildred Fox	OTHER		
n/a	RSU 17 / MSAD 17	Mildred Fox	HAZMT		
n/a	RSU 17 / MSAD 17	Mildred Fox	ADA		
n/a	RSU 17 / MSAD 17	Mildred Fox	IAQ		

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

The Auburn City Council will hold a public hearing on Monday, May 6, 2013, at 7:00 p.m. in the Council Chambers, Auburn Hall, 60 Court Street, on a proposed order authorizing a loan by the City in an amount not to exceed \$384,760, and issuance of the City's general obligation bonds therefor. The loan will be funded through from the State School Revolving Renovation Fund and will be used to finance renovations to Fairview School, Walton School and Edward Little High School.

The proposed order is on file at the City Clerk's office and may be inspected during the regular business hours of the City Clerk's office.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 23-04162013

TITLE: ORDER - AUTHORIZING A LOAN THROUGH THE STATE SCHOOL REVOLVING RENOVATION FUND IN THE AMOUNT OF \$384,760

WHEREAS, the City desires to obtain a loan through the Maine Municipal Bond Bank's (the "Bond Bank") School Revolving Renovation Fund ("SRRF") under the Maine School Facilities Finance Program to finance renovations to Fairview School, Walton School and Franklin Alternative School; and

WHEREAS, the City expects to enter into a loan agreement with the Bond Bank in an amount not to exceed \$384,760, provided, however, that the City anticipates that 55.15% of said loan (estimated to be \$212,196) will be forgiven and that the City will be obligated to repay the 44.85% balance of said loan (estimated to be \$172,564 and will be at 0% interest, pursuant to Section 6606-F of Title 30-A of Maine Revised Statutes-SRRF);

NOW, THEREFORE, BE IT ORDERED BY THE AUBURN CITY COUNCIL, pursuant to Section 5772 of Title 30-A of the Maine Revised Statutes, as amended, the Auburn City Charter and all amendments thereof, and all other authority thereto enabling, and following a public hearing duly called and held as required by Article 8, Section 8.13 of the City Charter:

THAT the Finance Director / City Treasurer are hereby authorized to enter into a loan agreement between the City and the Bond Bank, such loan agreement to contain the usual and customary terms as is required by the Bond Bank under its SRRF program, such loan to be in the amount not to exceed \$384,760, of which 55.15% (estimated to be \$212,196) is expected to be forgiven and 44.85% (estimated to be \$172,564) is expected to be repaid under the terms of the SRRF program (the "SRRF Loan"), such SRRF Loan to be evidenced by the City's general obligation bonds in the amount to be repaid under said SRRF program (anticipated to be an amount not to exceed \$172,564), the proceeds of which loan are hereby appropriated to fund the costs of the following school renovations and improvements (including costs of issuance, capitalized interest, and any other costs related or ancillary thereto) (referred to as the "Projects"):

Amount	Description
\$40,266	Fairview School – Hazardous Material Removal
\$319,929	Franklin Alternative School – Indoor Air Quality
\$24,565	Walton School - Hazardous Material Removal

THAT the bonds shall be issued as authorized hereunder and shall be signed by the Finance Director / City Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the Finance Director / City Treasurer.

THAT the bonds authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director / City Treasurer.

THAT the Finance Director / City Treasurer is authorized to negotiate, execute, and deliver, in the name of and on behalf of the City such contracts, agreements, and other documents and certificates as may be necessary or appropriate as determined and approved by the Finance Director / City Treasurer in connection with the financing of the Projects (the "Financing Documents"), which Financing Documents shall be in such form and contain such terms and conditions, not inconsistent herewith, as may be approved by the Finance Director / City Treasurer such approval to be conclusively evidenced by her execution thereof.

THAT the authority and discretion to designate the bond or notes, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director / City Treasurer.

THAT the Finance Director / City Treasurer and Clerk be, and hereby are authorized and empowered in the name of the City and on its behalf to do or cause to be done all such other acts and things as may be necessary or desirable in order to complete the SRRF Loan and to effect the issuance, sale and delivery of the bonds hereinabove authorized.

THAT if the Finance Director / City Treasurer or Clerk are for any reason unavailable to complete the SRRF Loan and to approve and execute the bonds or any of the Financing Documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.

THAT if any of the officers or officials of the City who have signed or sealed the bonds shall cease to be such officers or officials before the bonds so signed and sealed shall have been actually authenticated or delivered by the City, such bonds nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such bonds had not ceased to be such officer or official; and also any such bonds may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such bonds, shall be the proper officers and officials of the City, although at the nominal date of such bonds any such person shall not have been such officer or official.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

THAT in order to finance temporarily the projects described above, the Finance Director / City Treasurer is authorized to expend up to \$384,760 either from available funds of the City or from the proceeds from any bond anticipation note which would be reimbursed or refinanced from bond proceeds.

A public notice providing a general summary of the proposed borrowing was published the same on April 20, 2013, in the Lewiston Sun-Journal, a daily newspaper published in Androscoggin County.

A public hearing was held on May 6, 2013.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 35-05132013

Author: Jill M. Eastman, Finance Director

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Public Hearing and Adoption of the proposed Municipal/Education Capital Improvement Program FY2013-2014.

Information: In accordance with the City Charter, Section 8.9, a public hearing has been scheduled for tonight, May 13, 2013 at 7:00 P.M. or as soon as possible thereafter.

Financial: The bond proposal suggests bonding \$6.5 million dollars, \$5.0 million for the City and \$1.5 million for the School

Action Requested at this Meeting: Public hearing and adoption of the FY14 Capital Improvement Program.

Previous Meetings and History: 1/22/2013 workshop, 3/25/2013 workshop. A public hearing was held on 5/13/2013 at the Special Joint meeting with the School Committee and Council. These items were on that agenda for action but were postponed until the May 20, 2013 Meeting.

Attachments:

Public Hearing advertisement

Order 35-05132013 Capital Improvement Program

*Agenda items are not limited to these categories.

CITY OF AUBURN PUBLIC HEARING

Public notice is hereby given in accordance with the Auburn City Charter on the proposed Municipal and Education Capital Improvement Program for Fiscal Year 2013-2014.

DATE: May 13, 2013

TIME: 7:00 P.M.

PLACE: Council Chambers, Auburn Hall,
60 Court Street

The Public is invited to attend and provide the City Council with written and/or oral comments and ask questions concerning the City's proposed capital improvement program. Auburn Hall is accessible for individuals with disabilities.

A copy of the proposed CIP is available on the City's website **www.auburnmaine.org**

Tizz E. H. Crowley, Ward One
 Robert Hayes, Ward Two
 Mary Lafontaine, Ward Three
 David Young, Ward Four



Leroy Walker, Ward Five
 Belinda Gerry, At Large
 Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 35-05132013

ORDERED, that Capital Purchases (CIP) Bond Projects for FY 2014 in the amount of \$6,500,000 Acquisition of the following capital equipment and the design, construction, renovation, and rehabilitation of the following capital improvements, all constituting part of the City's FY14 Capital Improvement Program:

Department	FY14 Projects Only (See CIP for full description)	Proposed Financing	CIP	FY 2014 CIP Bond
School	Building and Equipment Improvements	Bond	CIP	\$1,500,000
Engineering	Major Drainage	Bond	CIP	\$60,000
Engineering	MDOT Match	Bond	CIP	\$500,000
Engineering	Reclaim/Resurface	Bond	CIP	\$1,240,000
Engineering	Reconstruction	Bond	CIP	\$1,000,000
Engineering	Retaining Wall (Engineering & Design)	Bond	CIP	\$150,000
Engineering	Bridge Repairs	Bond	CIP	\$125,000
ICT	Call Recording	Bond	CIP	\$20,000
ICT	Network Security	Bond	CIP	\$40,000
Parking Facilities	Mechanics Row Garage	Bond	CIP	\$75,000
Parks & Recreation	Tractor w/Attachments	Bond	CIP	\$53,000
Parks & Recreation	Holder Tractor	Bond	CIP	\$165,000
Parks & Recreation	Underground Tank Removal	Bond	CIP	\$14,000
Planning & Code	Municipal Street Light Purchase	Bond	CIP	\$750,000
Planning & Code	Traffic Signal Pole Replacement	Bond	CIP	\$10,736
Planning & Code	Street Light Pole Replacement	Bond	CIP	\$25,000
Planning & Code	Traffic Signal Controller Upgrades	Bond	CIP	\$55,460
Planning & Code	Replace Existing HPS Fixtures and Poles	Bond	CIP	\$26,000
Library	Building Improvements	Bond	CIP	\$24,136
Public Works	Heavy Equipment-Dump Trucks	Bond	CIP	\$320,000
Public Works	Heavy Equipment-Street Sweeper	Bond	CIP	\$215,000
Public Works	Vehicles	Bond	CIP	\$38,000
Public Works	Floor Sweeper/Scrubber	Bond	CIP	\$22,500
Contingency	Retained earnings for bid variances			\$71,168
TOTALS				\$6,500,000



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 36-05132013

Author: Jill M. Eastman, Finance Director

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Public Hearing and Adoption of the proposed Municipal/Education Capital Improvement Program FY2013-2014.

Information: In accordance with the City Charter, Section 8.9, a public hearing has been scheduled for tonight, May 13, 2013 at 7:00 P.M. or as soon as possible thereafter.

Financial: These projects amount to \$891,772 and are funded through unallocated bond proceeds and other funds.

Action Requested at this Meeting: Public hearing and adoption of the FY14 Capital Improvement Program.

Previous Meetings and History: 1/22/2013 workshop, 3/25/2013 workshop. A public hearing was held on 5/13/2013 at the Special Joint meeting with the School Committee and Council. This items was on that agenda for action but was postponed until the May 20, 2013 Meeting.

Attachments:

Public Hearing advertisement

Order 36-05132013 Capital Improvement Program

*Agenda items are not limited to these categories.

**Agenda items are not limited to these categories.*

CITY OF AUBURN PUBLIC HEARING

Public notice is hereby given in accordance with the Auburn City Charter on the proposed Municipal and Education Capital Improvement Program for Fiscal Year 2013-2014.

DATE: May 13, 2013

TIME: 7:00 P.M.

PLACE: Council Chambers, Auburn Hall,
60 Court Street

The Public is invited to attend and provide the City Council with written and/or oral comments and ask questions concerning the City's proposed capital improvement program. Auburn Hall is accessible for individuals with disabilities.

A copy of the proposed CIP is available on the City's website **www.auburnmaine.org**

Tizz E. H. Crowley, Ward One
 Robert Hayes, Ward Two
 Mary Lafontaine, Ward Three
 David Young, Ward Four



Leroy Walker, Ward Five
 Belinda Gerry, At Large
 Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 36-05132013

ORDERED, that Capital Purchases (CIP2) Other Funding for FY 2014 in the amount of \$891,772 are hereby approved as listed:

Department	FY14 Projects Only (See CIP for full description)	Proposed Financing	CIP 2	FY 2014 CIP Bond
ICT	Web Site-Second Phase	Unallocated Bonds	CIP 2	\$20,000
LA911	Server Upgrade/Virtualization Project-Phase III	Unallocated Bonds	CIP 2	\$49,772
LATC	Bus Replacement	Unallocated Bonds	CIP 2	\$40,000
Parks & Rec	Turf Machine	Special Revenue Funds	CIP 2	\$23,000
Parks & Rec	Replace Pettengill Playground	Unallocated Bonds	CIP 2	\$38,000
Planning	Comprehensive Plan Property Acquisition Program	Downtown TIF	CIP 2	\$500,000
Planning	Androscoggin Greenway Signage and Wayfinding Pilot Program	Downtown TIF	CIP 2	\$75,000
Police	Mobile Radio Replacement-Phase 1	Unallocated Bonds	CIP 2	\$45,000
Public Works	Trench Box	Unallocated Bonds	CIP 2	\$17,000
Public Works	Festival Plaza Canopies	Downtown TIF	CIP 2	\$60,000
Public Works	Oak Hill Cemetery Building Improvements	Unallocated Bonds	CIP 2	<u>\$24,000</u>
TOTALS				\$891,772

**CITY OF AUBURN
PUBLIC HEARING**

Public notice is hereby given in accordance with the Auburn City Charter on the proposed Municipal and Education Budgets for Fiscal Year 2013-2014.

DATE: May 20, 2013

TIME: 7:00 P.M.

PLACE: Council Chambers, Auburn Hall, 60 Court Street

The Public is invited to attend and provide the City Council with written and/or oral comments and ask questions concerning the City's proposed budget. Auburn Hall is handicapped accessible.

A copy of the proposed budget is available on the City's website www.auburnmaine.org



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 40-05202013

Author: Sue Clements-Dallaire, City Clerk

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Adoption of the Auburn School Budget for FY13-14

Information: M.R.S.A. Title 20-A requires municipalities to conduct a school budget validation referendum election each year. The scheduled date for this election is June 11, 2013.

Financial: Budget

Action Requested at this Meeting: Consider adoption of the FY13-14 School Budget as presented and approved by the School Committee.

Previous Meetings and History: 3/25/2013 Joint Workshop, 4/29/2013 Workshop, 5/13/2013 Joint Workshop and Meeting.

Attachments:

- Amounts recommended by the School Committee (the School Committee may change the cost center figures and if changes are made, they will be posted on or before Friday, May 17th with any changes).
- Notice of election
- Order 40-05202013 (the School Committee may change the cost center figures and if changes are made, they will be posted on or before Friday, May 17th with any changes).

*Agenda items are not limited to these categories.

NOTICE OF AMOUNTS ADOPTED AT AUBURN CITY COUNCIL MEETING
FOR VOTERS AT SCHOOL BUDGET
VALIDATION REFERENDUM

TO: Clerk of City of Auburn, State of Maine

Pursuant to 20-A M.R.S.A. §§ 1486(2) and 2307 this Notice is to be displayed at all polling places for the school budget validation referendum to be held on June 11, 2013, to assist the voters in voting on whether to ratify the school budget approved at the May 20, 2013 City Council Meeting.

<i>Cost Center Summary Budget Category</i>	<i>Amount Recommended by School Committee</i>	<i>Amount Approved at the City Council Meeting on May 20, 2013</i>
Regular Instruction	\$15,101,789	\$
Special Education	\$ 7,805,382	\$
Career and Technical Education	\$ -0-	\$ -0-
Other Instruction	\$ 669,705	\$
Student and Staff Support	\$ 4,647,621	\$
System Administration	\$ 858,436	\$
School Administration	\$ 1,276,113	\$
Transportation and Buses	\$ 1,497,601	\$
Facilities Maintenance	\$ 3,434,492	\$
Debt Service and Other Commitments	\$ 2,671,986	\$
All Other Expenditures	\$ 0	\$ 0
Summary of Total Authorized Expenditures	<u>\$37,963,125</u>	\$

A majority of the School Committee

Completed and countersigned by: _____ /____/2013
Superintendent of Schools

A true copy of the Notice, attest: _____, Clerk
City of Auburn

**CITY OF AUBURN
NOTICE OF ELECTION
SCHOOL BUDGET VALIDATION REFERENDUM
TUESDAY, JUNE 11, 2013**

Androscoggin County

State of Maine

To Lt. Tim Cogle, a constable for the City of Auburn, County of Androscoggin:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the City of Auburn in said county, qualified by law to vote in municipal affairs of the election described in this Notice.

To the voters of the City of Auburn: You are hereby notified that the School Budget Validation Referendum Election will be held on Tuesday, June 11, 2013 at the time and place indicated below for the purpose of voting on the following item:

**Voting location for all Wards:
Auburn Hall, Community Room, 60 Court Street
Polls open at 7:00 a.m. and close at 8:00 p.m.**

- A person may register to vote on or before Election Day.
- Identification and proof of residency are required to register.
- Pursuant to Title 21-A §759(7), absentee ballots will be processed in room 204, beginning at 8:00 A.M. until completed and again at 8:00 P.M.

Questions to be voted on:

Question 1:

Do you favor approving the City of Auburn school budget for the upcoming school year as adopted by the City Council?

Question 2:

Do you wish to continue the budget validation referendum process in the City of Auburn for an additional three years?

INFORMATIONAL NOTE:

A "YES" vote will require the City of Auburn to continue to conduct a referendum to validate the City's annual school budget for the next three years.

A "NO" vote will discontinue the budget validation for at least three years and provide instead that the City's annual school budget shall be finally adopted at a meeting of the Municipal Council.

Dated: May 20, 2013

A True Copy

Attest: _____
Susan Clements-Dallaire, City Clerk

Tizz Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 40-05202013

Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2013/2014.

1. That \$15,101,789.00 be authorized to be expended for Regular Instruction;
2. That \$7,805,382.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$669,705.00 be authorized to be expended for Other Instruction;
5. That \$4,647,621.00 be authorized to be expended for Student and Staff Support;
6. That \$858,436.00 be authorized to be expended for System Administration;
7. That \$1,276,113.00 be authorized to be expended for School Administration;
8. That \$1,497,601.00 be authorized to be expended for Transportation and Buses;
9. That \$3,434,492.00 be authorized to be expended for Facilities Maintenance;
10. That \$2,671,986.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$-0- be authorized to be expended for All Other Expenditures;
12. That \$35,016,307.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$15,372,907.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

Explanation: *The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

13. That \$1,510,971.00 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12;

***Explanation:** Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$0.00 be raised and appropriated in additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, §15690;

***Explanation:** The additional local funds are those locally raised funds over and above the municipality's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for education programs.*

15. That the school committee be authorized to expend \$37,963,125.00 for the fiscal year beginning July 1, 2013 and ending June 30, 2014 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$373,357.00 for adult education and raise \$183,311.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$41,796.00 for the services of Community Services-Crossing Guards.

18. That in addition to amounts approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Resolve 03-05202013

Author: Jill M. Eastman, Finance Director

Item(s) checked below represent the subject matter related to this workshop item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Public Hearing and Adoption of the proposed Municipal/Education Annual Appropriation and Revenue Resolve (First Reading) FY2013-2014.

Information: In accordance with the City Charter, Article 8, Section 8.5, a public hearing has been scheduled for tonight, May 20, 2013 at 7:00 P.M. or as soon as possible thereafter. In accordance with the City Charter, Article 8, Section 8.6, prior to the fiscal year the City Council shall adopt an annual appropriation resolve making appropriations by department, fund, services, strategy or other organizational unit and authorizing an allocation for each program activity.

The Council has been supplied with a resolve to adopt the annual appropriations for the City of Auburn, which includes final figures for revenue, total appropriation and municipal budget.

Two readings are required for passage of this resolve. The second reading will be schedules at the next Council meeting on June 3, 2013.

Financial: n/a

Action Requested at this Meeting: Public hearing and adoption of the Annual Appropriation Resolve FY2013-2014 (first reading)

Previous Meetings and History: Various budget workshops

Attachments:

Resolve for the 2012-2013 Annual Appropriation and Revenue
Summary of Revenues and Appropriations

*Agenda items are not limited to these categories.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

RESOLVE 03-05202013

RESOLVED, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2013-2014, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2013 and ending June 30, 2014.

The estimated aggregate amount of non-property tax revenue is \$32,358,910 with a municipal revenue budget of \$11,089,617 and a School Department revenue budget of \$21,269,293.

The aggregate appropriation for the City of Auburn is \$75,378,401, with a municipal budget of \$34,970,250 County budget of \$2,029,513 and a School Department budget of \$38,378,278 which received School Committee approval on May 1, 2013, and school budget approved at the May 20, 2013 Council Meeting pursuant to the School Budget Validation vote on June 11, 2013, in accordance with Maine Revised Statues, Title 20-A § 1486 and based on the budget submitted to the Auburn City Council on April 1, 2013, by the City Manager, and notification was posted on the City of Auburn website on May 14, 2013 that a public hearing would be held on May 20, 2013 at 7:00 p.m. and said hearing having been held on that date, and as amended by the City Council, the same is hereby appropriated for the fiscal year 2013-2014 beginning July 1, 2013 for the lawful expenditures of the City of Auburn and the County of Androscoggin taxes, and said amounts are declared not to be in excess of the estimated revenue from taxation and sources other than taxation for the fiscal year of 2013-2014.

SCHOOL BUDGET ARTICLES

1. That \$15,101,789.00 be authorized to be expended for Regular Instruction;
2. That \$7,805,382.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$669,705.00 be authorized to be expended for Other Instruction;
5. That \$4,647,621.00 be authorized to be expended for Student and Staff Support;
6. That \$858,436.00 be authorized to be expended for System Administration;
7. That \$1,276,113.00 be authorized to be expended for School Administration;
8. That \$1,497,601.00 be authorized to be expended for Transportation and Buses;
9. That \$3,434,492.00 be authorized to be expended for Facilities Maintenance;
10. That \$2,671,986.00 be authorized to be expended for Debt Service and Other Commitments;
11. That \$0 be authorized to be expended for All Other Expenditures;

12. That \$35,016,307.00 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$15,372,907.00 be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688;

***Explanation:** The city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.*

13. That \$1,510,971.00 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects, non-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12;

***Explanation:** Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$0.00 be raised and appropriated in additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690;

***Explanation:** The additional local funds are those locally raised funds over and above the municipality's local contributions to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for education programs.*

15. That the school committee be authorized to expend \$37,963,125.00 for the fiscal year beginning July 1, 2013 and ending June 30, 2014 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, fund balances, state subsidy and other receipts for the support of schools;

16. That the City of Auburn appropriate \$373,357.00 for adult education and raise \$183,311.00 as the local share, with authorization to expend any additional incidental or miscellaneous receipts in the interest for the well-being of the adult education program;

17. That the City of Auburn raise and appropriate \$41,796.00 for the services of Community Services-Crossing Guards.

18. That in addition to amount approved in the preceding articles, the school committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated;

BE IT FURTHER RESOLVED that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Consumer Price Index Urban as of December 31, 2012, and hereby waives the provisions of Section 2-485 of the City Code of Ordinances.

BE IT FURTHER RESOLVED that this budget reflects anticipated intergovernmental revenues from the State of Maine in accordance with existing law; that the budget proposed by the Governor recommends elimination of municipal revenue sharing and the reduction of other municipal support programs; that this may result in a loss of up to \$4,000,000 in revenues; and that such loss would require significant reductions in municipal appropriations and unsustainable reductions in municipal services. In the event that the final adopted state budget affects municipal revenues, the total Fiscal Year 2014 tax commitment is hereby additionally increased in an amount equal to the reductions in such state revenues up to a maximum of \$4.0 million. Further, within sixty (60) days of the adoption of the state budget, the City Council shall determine the proportion of this additional tax commitment that shall be offset by reductions in the various General Fund expenditure accounts.

CITY OF AUBURN
 FY 2014 EXPENDITURES
 COMPARISON FY13 AND FY14 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 12-13	PROJECTED FY 12-13	DEPARTMENT PROPOSED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 13-14	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>Administration</u>						
Assessing	183,801	172,680	194,802	183,202	(599)	-0.33%
City Clerk	150,676	145,438	173,095	145,750	(4,926)	-3.27%
City Manager	223,591	221,705	221,163	221,163	(2,428)	-1.09%
Economic Development	119,705	119,705	343,672	339,672	219,967	183.76%
Finance	419,539	408,290	405,976	405,976	(13,563)	-3.23%
Human Resources	137,836	136,594	140,566	140,566	2,730	1.98%
ICT	386,632	374,853	445,975	395,350	8,718	2.25%
Legal Services	85,000	35,200	85,000	80,000	(5,000)	-5.88%
Mayor & Council	99,690	99,509	75,079	75,079	(24,611)	-24.69%
Total Administration	1,806,470	1,713,974	2,085,328	1,986,758	180,288	9.98%
<u>Community Services</u>						
Health & Social Services						
Administration	70,401	67,932	83,557	83,557	13,156	18.69%
Assistance	106,166	161,684	153,388	105,982	(184)	-0.17%
Parks & Recreation	616,241	596,445	706,579	649,634	33,393	5.42%
Planning & Permitting	776,532	716,525	845,680	775,230	(1,302)	-0.17%
Public Library	968,292	968,292	961,069	961,069	(7,223)	-0.75%
Total Community Services	2,537,632	2,510,878	2,750,273	2,575,472	37,840	1.49%
<u>Fiscal Services</u>						
Debt Service	6,682,797	6,682,797	6,326,584	6,326,584	(356,213)	-5.33%
Emergency Reserve	333,818	0	375,289	375,289	41,471	12.42%
Property	699,114	680,137	722,067	715,667	16,553	2.37%
Transfer to TIF	2,619,142	2,619,142	2,619,142	2,619,142	0	0.00%
Wages & Benefits	4,602,545	4,500,000	4,952,625	4,802,585	200,040	4.35%
Workers' Compensation	415,000	415,000	431,446	431,446	16,446	3.96%
Total Fiscal Services	15,352,416	14,897,076	15,427,153	15,270,713	(81,703)	-0.53%
<u>Public Safety</u>						
Fire	3,904,344	3,731,806	4,428,795	4,067,224	162,880	4.17%
Police	3,439,583	3,234,191	3,656,119	3,539,558	99,975	2.91%
Total Public Safety	7,343,927	6,965,997	8,084,914	7,606,782	262,855	3.58%
<u>Public Works</u>						
Public Works	4,597,744	4,226,632	5,254,363	4,791,837	194,093	4.22%

CITY OF AUBURN
FY 2014 EXPENDITURES
COMPARISON FY13 AND FY14 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 12-13	PROJECTED FY 12-13	DEPARTMENT PROPOSED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 13-14	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Engineering	340,370	335,470	343,188	300,788	(39,582)	-11.63%
Water & Sewer	558,835	558,835	558,835	558,835	0	0.00%
Total Public Works	5,496,949	5,120,937	6,156,386	5,651,460	154,511	2.81%
Capital Improvement Projects						
CIP 1	0	0	1,361,841	178,000	178,000	
Total CIP	0	0	1,361,841	178,000	178,000	
Total Municipal	32,537,394	31,208,862	35,865,895	33,269,185	731,791	2.25%
Intergovernmental Programs						
County Taxes	2,006,244	2,006,244	2,029,513	2,029,513	23,269	1.16%
Tax Sharing	289,000	288,593	270,000	270,000	(19,000)	-6.57%
Auburn-Lewiston Municipal Airport	105,000	105,000	200,000	132,500	27,500	26.19%
Arts	20,160	20,160	20,160	20,160	0	0.00%
Lew-Aub Economic Growth Council (see EconDev)	160,687	160,687	160,687	0	(160,687)	-100.00%
Lew-Aug Transit Committee	235,548	235,548	235,496	235,496	(52)	-0.02%
Lew-Aub 911 Communications Center	1,035,381	1,035,381	1,042,909	1,042,909	7,528	0.73%
Total Intergovernmental Programs	3,852,020	3,851,613	3,958,765	3,730,578	(121,442)	-3.15%
Grand Total Municipal	36,389,414	35,060,475	39,824,660	36,999,763	610,349	1.68%
Education Operation	33,419,500	33,419,500	34,954,516	35,706,292	2,286,792	6.84%
Education Debt Service	2,483,582	2,483,582	2,671,986	2,671,986	188,404	7.59%
Total School	35,903,082	35,903,082	37,626,502	38,378,278	2,475,196	6.89%
Total Budget	72,292,496	70,963,557	77,451,162	75,378,041	3,085,545	4.27%

Non-Property Tax Revenue

CITY OF AUBURN
 FY 2014 EXPENDITURES
 COMPARISON FY13 AND FY14 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 12-13	PROJECTED FY 12-13	DEPARTMENT PROPOSED BUDGET FY 13-14	MANAGER PROPOSED BUDGET FY 13-14	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
Municipal	10,947,240			11,089,617	142,377	1.30%
Education	20,506,782			21,269,293	762,511	3.72%
Total	31,454,022			32,358,910	904,888	2.88%
Property Tax Dollars Needed						
Municipal	25,442,174			25,910,146	467,972	1.84%
Education	15,396,300			17,108,985	1,712,685	11.12%
Total	40,838,474			43,019,131	2,180,657	5.34%
Property Tax Rate Based on Assessed Values of :	19.59 2,010,510,334			21.40 2,010,510,334	1.81	9.22%
Property Tax Rate						
Municipal Tax Rate	11.93			\$12.89	0.96	8.02%
Education Tax Rate	7.66			\$8.51	0.85	11.09%
	<u>19.59</u>			<u>21.40</u>	<u>1.81</u>	<u>9.22%</u>

CITY OF AUBURN
FY 2014 REVENUES
COMPARISON FY13 AND FY14 BUDGETS

CLASSIFICATION	COUNCIL ADOPTED BUDGET FY 12-13	MANAGER PROPOSED BUDGET FY 13-14	Increase (Decrease) from Prior Year Budget	Percentage of Increase (Decrease)
<u>General Government</u>				
Homestead Exemption Reimbursement	514,584	482,575 *	(32,009)	-6.22%
Personal Property Reimbursement	1,209,667	1,200,000 *	(9,667)	0.00%
Tree Growth Reimbursement	5,000	10,000	5,000	0.00%
Veterans Reimbursement	17,000	18,000	1,000	0.00%
CDBG Reimbursement	8,000	8,000	-	0.00%
In Lieu of Taxes	70,000	80,000	10,000	14.29%
Excise Tax-Vehicles	3,000,000	3,000,000 *	-	0.00%
Excise Tax-Boats	15,000	15,000	-	0.00%
Excise Tax-Aircraft	3,500	3,500	-	0.00%
State Revenue Sharing	2,400,000	2,400,000 *	-	0.00%
Other State Aid	4,000	4,000	-	0.00%
Penalties & Interest	140,000	140,000	-	0.00%
Investment Income	30,000	20,000	(10,000)	-33.33%
Interest from Bonds	2,000	2,000	-	0.00%
Transfer in from TIF	324,212	500,000	175,788	54.22%
Rental Income (Intermodal)	122,000	122,000	-	0.00%
Sale of Property	20,000	20,000	-	0.00%
Tax Sharing Revenue	158,362	155,000	(3,362)	-2.12%
Cable Television Franchise	96,000	96,000	-	0.00%
MMWAC Host Fees	197,400	204,000	6,600	3.34%
Energy Efficiency	2,000	2,000	-	0.00%
Reimbursement-Other	10,000	10,000	-	0.00%
Utility Reimbursement	27,500	27,500	-	0.00%
Unclassified	2,000	7,500	5,500	275.00%
Fund Balance Contribution	1,350,000	1,350,000	-	0.00%
Total General Government	9,728,225	9,877,075	148,850	1.53%

City Clerk

Hunting/Fishing/Dogs	2,000	2,000	-	0.00%
Neutered Animals	2,400	3,000	600	25.00%
Voter Reg List	100	100	-	0.00%
Clerk/Sale of Copies	100	100	-	0.00%
City Clerk Notary	800	800	-	0.00%
Banner Hanging Fee	1,300	1,300	-	0.00%
Commercial License	35,000	40,000	5,000	14.29%
Taxi License	2,600	3,000	400	15.38%
Marriage License	5,000	5,000	-	0.00%
Birth/Death/Marriage Cert	25,000	25,000	-	0.00%
Permits - Burial	7,000	7,000	-	0.00%
Fines-Dog	3,000	3,000	-	0.00%
Total City Clerk	84,300	90,300	6,000	7.12%

Finance

Reg - Vehicles	60,000	60,000	-	0.00%
Total Finance	60,000	60,000	-	0.00%

Community Services-ICT

GIS/Data & Maps	20	20	-	0.00%
Total Community Services-ICT	20	20	-	0.00%

Assessing

Maps & Copies	20	20	-	0.00%
Total Assessing	20	20	-	0.00%

Health & Social Services

GA Reimbursement	53,083	53,000	(83)	-0.16%
Total Health & Social Services	53,083	53,000	(83)	-0.16%

Planning & Permitting

Maps & Copies	500	500	-	0.00%
Departmental Reviews	16,000	16,000	-	0.00%
Planning/Codes & Ordinance	3,000	3,000	-	0.00%
Fire Alarm Inspections	29,000	29,000	-	0.00%
Citation Ordinance	2,000	2,000	-	0.00%
Advertising Costs	5,000	5,000	-	0.00%
Lisbon reimbursement for Services	3,000	10,000	7,000	233.33%
Permits - Building	70,000	95,000	25,000	35.71%
Permits - Electrical	16,000	16,000	-	0.00%

Permits - Plumbing	10,500	10,500	-	0.00%
Permits - Sign	4,000	5,000	1,000	25.00%
Total Planning & Permitting	159,000	192,000	33,000	20.75%

Parks & Recreation

Arena	13,275	-	(13,275)	-100.00%
Recreation Program	30,000	-	(30,000)	-100.00%
Total Parks & Recreation	43,275	-	(43,275)	-100.00%

Community Services-Engineering

Fees - Eng-Misc	15	200	185	1233.33%
Fees - Inspection	10,000	10,000	-	0.00%
Fees - Drive Opening	200	200	-	0.00%
Fees - Bid Documents	1,000	1,000	-	0.00%
Permits - Fill	1,000	1,000	-	0.00%
Permits - Street Opening	20,000	25,000	5,000	25.00%
Total Community Services-Engineering	32,215	37,400	5,185	16.09%

Fire Department

Copies of Reports	200	200	-	0.00%
Inspections	10,000	10,000	-	0.00%
EMS Agreement	100,000	100,000	-	0.00%
Salvage Calls	100	100	-	0.00%
Permits - Oil Burner	800	800	-	0.00%
Total Fire Department	111,100	111,100	-	0.00%

Police Department

Accident & Police	15,000	13,000	(2,000)	-13.33%
Court	15,000	15,000	-	0.00%
Photos & Tapes	2,000	500	(1,500)	-75.00%
False Alarms	20,000	10,000	(10,000)	-50.00%
Animal Impound	1,000	300	(700)	-70.00%
Veh Rel/Non Driver	2,000	6,000	4,000	200.00%
Veh Rel/Driver Licence	15,000	15,000	-	0.00%
ARRA Cops Grant	120,000	-	(120,000)	-100.00%
MDEA Reimbursement	60,102	60,102	-	0.00%
Computer Crimes		56,000	56,000	
Permits - Alarms	900	5,000	4,100	455.56%
Permits - Firearms	2,000	3,000	1,000	50.00%
Fines - Parking Violations	45,000	40,000	(5,000)	-11.11%
Total Police Department	298,002	223,902	(74,100)	-24.87%

Public Works

Community Cords	-	4,800	4,800	
State/Local Road Assistance	378,000	440,000	62,000	16.40%
Total Public Works	378,000	444,800	66,800	17.67%

Total Municipal	10,947,240	11,089,617	142,377	1.30%
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School Department

Reg Secondary Tuition	97,500	134,266	36,766	37.71%
SOS Tuition	120,000	90,000	(30,000)	-25.00%
Adult Ed Tuition	93,800	93,800	-	0.00%
State Subsidy for Education	17,633,827	18,482,390	848,563	4.81%
Debt Service Reimbursement	1,225,447	1,161,010	(64,437)	-5.26%
PreK/CDS	70,200	55,000	(15,200)	-21.65%
Special Ed/Mainecare	125,000	125,000	-	0.00%
State Agency Clients	30,000	30,000	-	0.00%
State Aid for Adult Education	96,246	96,246	-	0.00%
Miscellaneous	127,265	98,506	(28,759)	-22.60%
Daycare Rent	30,000	50,000	20,000	66.67%
Fund Balance	857,497	853,075	(4,422)	0.00%
Total School	20,506,782	21,269,293	762,511	3.72%

Total Non-Property Tax Revenue - Municipal	10,947,240	11,089,617	142,377	1.30%
Total Non-Property Tax Revenue - School	<u>20,506,782</u>	<u>21,269,293</u>	<u>762,511</u>	<u>3.72%</u>
Total Non-Property Tax Revenue	31,454,022	32,358,910	904,888	2.88%

Total Proposed Budget - Municipal	36,389,414	36,999,763	610,349	1.68%
Total Proposed Budget - School	<u>35,903,082</u>	<u>38,378,278</u>	<u>2,475,196</u>	<u>6.89%</u>
Total Proposed Budget	72,292,496	75,378,041	3,085,545	4.27%

Total Property Tax Dollars Needed - Municipal	25,442,174	25,910,146	467,972	1.84%
Total Property Tax Dollars Needed - School	<u>15,396,300</u>	<u>17,108,985</u>	<u>1,712,685</u>	<u>11.12%</u>
Total Property Tax Dollars Needed	40,838,474	43,019,131	2,180,657	5.34%

* Revenues potentially effected by the Governor's Budget, could require supplemental appropriation.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 20, 2013

Order 41-05202013

Author: Clinton Deschene and Gary Johnson, Assistant City Engineer

Item(s) checked below represent the subject matter related to this item.

Comprehensive Plan Work Plan Budget Ordinance/Charter Other Business* Council Goals**

**If Council Goals please specify type: Safety Economic Development Citizen Engagement

Subject: Acceptance of an extension to Weaver Street

Information: In October 2005 the City began the reconstruction of Weaver Street, extending the street approximately 114 feet over property proposed for an extension of the street that had been tax acquired in 1984 and constructing a turnaround beyond that on a parcel approximately 100 x 100 acquired from one John Young. The reconstruction was completed with surface paving in the spring 2006. In 2010, Mr. Young conveyed his property to MSH, LLC. However, the parcel conveyed to the City for the turnaround was not included as an exception in the conveyance. MSH, LLC split the property conveying a portion to Mohamed G. Farah, who constructed a house (parcel 239-210-001). MSH, LLC has now constructed a house on the remaining portion of the property (parcel 239-210), but in preparation of the sale, discovered the title issue regarding the turnaround parcel. Corrective deeds have cleared the title issue. During the research in resolving this issue, we determined that as the result of an oversight by staff, the extension of the street had not been formally accepted by the City. The closing of the new house is being held up due to the street extension not yet being formally accepted, a requirement of the zoning ordinance.

Financial: None

Action Requested at this Meeting: Passage of Order Accepting an Extension of Weaver Street

Previous Meetings and History: Discussion during workshop.

Attachments: Sketch Plan of Weaver Street and copy of deed.

**Agenda items are not limited to these categories.*

Extension of Weaver Street

1 inch = 100 feet



MAINE SHORT FORM WARRANTY DEED

MSH, LLC, a Maine limited liability company, with a principal place of business in Auburn, Androscoggin County, Maine, for consideration paid, grants to the CITY OF AUBURN, a body politic, with a mailing address of 60 Court Street, Auburn, Maine, 04210, with WARRANTY COVENANTS, a certain lot or parcel of land, with any buildings thereon, situated in Auburn, County of Androscoggin, and State of Maine, being further described in the attached Exhibit A.

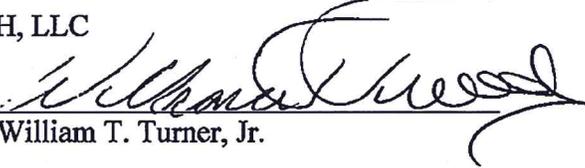
The premises are conveyed subject to any easements and restrictions of record, and this deed includes all rights, easements, privileges and appurtenances belonging to the premises hereinabove described.

IN WITNESS WHEREOF, MSH, LLC has caused this instrument to be executed by William T. Turner, Jr., in his capacity as Member of MSH, LLC, thereunto duly authorized, this 26th day of April, 2013.

NO MAINE R.E.
TRANSFER TAX PAID


Witness

MSH, LLC

By: 
William T. Turner, Jr.

STATE OF MAINE
COUNTY OF ANDROSCOGGIN, SS

Then personally appeared the above named William T. Turner, Jr., in his capacity as Member of MSH, LLC, known to me, this 26th day of April, 2013 and acknowledged before me the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of MSH, LLC.


Notary Public
Name: _____
My commission expires: _____

JON R. MERCIER
Notary Public, State of Maine
My Commission Expires 8/8/2018

EXHIBIT A

A certain lot or parcel of land situated in Auburn, Androscoggin County, State of Maine, more particularly bounded and described as follows:

Beginning at the southeasterly terminus of the accepted portion of Weaver Street at the northwesterly corner of land now or formerly of Kim Purington as described in a deed recorded in the Androscoggin County Registry of Deeds in Book 7480, Page 51;

Thence in a southeasterly direction along the said land now or formerly of said Purington and along land now or formerly of Wayne Gleason as described in a deed recorded in the said Registry of Deeds in Book 7698, Page 86, and along land now or formerly of Eric J. St. Pierre as described in a deed recorded in the said Registry of Deeds in Book 6607, Page 249 a total distance of two hundred fourteen (214) feet, more or less, to land of Mohamed G. Farah and Zeinab M. Ali as described in a deed recorded in said Registry of Deeds in Book 7959, Page 76;

Thence in a southwesterly direction along said land of Farah and Ali a distance of one hundred (100) feet, more or less, to the most easterly corner of land of MSH, LLC as described in a deed from John K. Young recorded in the said Registry of Deeds in Book 7863, Page 216;

Thence in a northwesterly direction along said land of MSH, LLC a distance of one hundred (100) feet, more or less, to the most northerly corner of said land of MSH, LLC to the southeasterly line of land of Martin F. Folsom and Elizabeth B. Folsom as described in a deed recorded in the said Registry of Deeds in Book 4699, Page 151;

Thence in a northeasterly direction along said land of Folsom a distance of forty (40) feet, more or less, to the most easterly corner of said land of Folsom;

Thence in a northwesterly direction along said land of Folsom a distance of one hundred fourteen (114) feet, more or less, to the southeasterly terminus of the accepted portion of Weaver Street;

Thence in a northeasterly direction along the southeasterly terminus of the accepted portion of Weaver Street a distance of sixty (60) feet, more or less, to the point of beginning.

Meaning and intending to convey all our right, title and interest in and to that portion of Weaver Street as is presently laid out and maintained by the City of Auburn but is not yet accepted.

Reserving, however, to MSH, LLC an appurtenant right of way over the same for the purpose of access to and egress from Weaver Street and the remaining land of said MSH, LLC by foot or by vehicle, together with the right to improve the same, and for the purpose of installing, maintaining, repairing and replacing utilities of all types and nature both above and below ground, provided, however, that this right of way shall automatically terminate at such time as the City of Auburn accepts the above described premises as a public street.

Being a portion of the premises conveyed by MSH, LLC to Mohamed G. Farah and Zeinab M. Ali in a deed dated June 21, 2010 and recorded in said Registry of Deeds in Book 7959, Page 76. Reference is further made to a deed from Mohamed G. Farah and Zeinab M. Ali to MSH, LLC dated April 8, 2013 and recorded in the said Registry of Deeds in Book 8646, Page 161, as rerecorded in said Registry in Book 8656, Page 304.

The above described premises are subject to a right of way reserved by Mohamed G. Farah and Zeinab M. Ali in the above referenced deed to MSH, LLC recorded in said Registry of Deeds in Book 8646, Page 161.

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 41-05202013

ORDERED, that Weaver Street, as described in a deed from MSH, LLC to the City of Auburn, dated May 1, 2013 and recorded in the Androscoggin County Registry of Deeds in Book 8661, Page 165, is hereby accepted as a City Street.

Said Weaver Street being fifty (50) feet in width and extending southeasterly from the end of the street as accepted by the Auburn City Council on October 6, 1902, two hundred and fourteen (214') feet, more or less, to the land of Mohamed G. Farah and Zeinab M. Ali, and an additional fifty (50) feet in width on the southwesterly side for the last one hundred feet for use as a turnaround.