



# City of Auburn, Maine

*"Maine's City of Opportunity"*

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Office of the City Clerk

## **Appointment Committee Meeting Agenda**

Wednesday, September 16, 2015

6:00 P.M.

Conference Room 204

1. Acceptance of 6/24/2015 Minutes
2. Review of Board and Committee Applications
  - a. Nominations

*The Committee may enter into Executive Session to discuss applications, pursuant to 1 M.R.S.A. §405(6)(A).*

3. Adjournment

**Appointment Committee Meeting Minutes**  
**Wednesday, June 24, 2015**  
**5:30 P.M.**  
**Conference Room 204**

Present: Councilor Tizz Crowley, Councilor Adam Lee, David Young, Alison F. Pepin, Deputy City Clerk.

Linda Wooten also attended the meeting as a member of the public.

1. Acceptance of 4/29/2015 Minutes

Motion was made by Councilor Crowley and seconded by Councilor Lee to accept the minutes of 4/29/2015. Passage 3-0.

2. Review of Board and Committee Applications

Motion was made by Councilor Young and seconded by Councilor Crowley to enter into executive session pursuant to 1 M.R.S.A. §405(6)(A), passage 3-0, time 5:28 P.M.

Motion was made by Councilor Lee and seconded by Councilor Crowley to end the executive session. Passage 3-0, time 5:55 P.M.

Motion was made by Councilor Crowley and seconded by Councilor Lee on the following nominations;

Jordan Tate, Conservation Commission (new appointment), term expiration 6/1/2016  
Robert Sipe, Conservation Commission (new appointment), term expiration 6/1/2016

Passage 3-0

Motion was made by Councilor Crowley and seconded by Councilor Young on the following nomination:

David Griswold, Community Forest Board, term expiration 10/01/2018

Passage 3-0

Motion was made by Councilor Lee and seconded by Councilor Crowley on the following nomination:

Linda Wooten, Poland-Auburn Economic Development Committee, term expiration to be determined.

Passage 3-0.

The application process will begin again the week of July 6, 2015 to fill the remaining vacant seats. August 5, 2015 will be the deadline for those applications to be submitted.

Councilor Young excused himself from the meeting for another commitment.

Discussion ensued about scheduling future meetings. No decision was made.

Adjournment – Motion was made by Councilor Lee and seconded by Councilor Crowley to adjourn. Both in favor, time 6:30 P.M.



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: August 15, 2015

Last name: Bilodeau First name: Daniel Middle initial: L

Residence address: 207 North Auburn Road Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 207 782-5962 Work phone: 207 650-2398 Cell phone: 650-2398

Email address: anotherdanbilodeau@gmail.com

Current occupation: International Relief Officer (IRO/Pilot) United Airlines, Inc.

Previous occupation (if retired or no longer working): \_\_\_\_\_

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

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

9-1-1 Committee

Airport Board

Auburn Housing Authority

Audit & Procurement Committee

Board of Assessment Review

Cable TV Advisory Board

CDBG Loan Committee

Community Forest Board

Ethics Panel

L/A Transit Committee

Planning Board

Recreation and Special Events Advisory Board

Sewer District

Water District

Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I have extensive knowledge in Auburn Water District operations including the rules and regulations of the Lake Auburn watershed. I am available on third Wednesdays and will attend all meetings. I seek appointment to reduce or eliminate staff time to process FOAA requests for watershed information.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). The new policy for ABCs to report to Auburn City government is a good one. I hope to facilitate this transparency between the Water Trustees and the members of the Auburn City Council and City managers. I also hope to help District Superintendent Sid Hazelton carry out his responsibilities to the the Lake Auburn Watershed Protection Commission.

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

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Yes, Auburn Planning Board and the Lewiston-Auburn Community Forest Board & Comprehensive Plan Update Comm.

Dates served (if known)? 2011-2015 PB; 2013-2015 LACFB; 2009-2012 CPUC

How did you learn of this vacancy? Auburn City Councilor Tizz Crowley reported it & AWD agenda packet

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

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

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

Signature:  Date: August 15, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 8/17/2015  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

**RESUME: Daniel L. Bilodeau**

207 N. Auburn Road PO Box 1493

Auburn, Maine 04211-1493

207 650-2398 cell; 207 782-5962 home

E-mail: anotherdanbilodeau@gmail.com

**EDUCATION**

Fairview, Central, AMS, Walton, Edward Little High School 1985, Auburn, Maine

Bachelor of Science Degree in Aeronautical Science, April 1989

Embry-Riddle Aeronautical University, Daytona Beach, Florida

FAA Aircraft Dispatch Training Program, April 1989

Flight Safety International: SAAB 340B; St. Louis, July 1991

British Aerospace Flight Center: BAE 146-200; Dulles, January 1992

Flight Safety International: PA-31T Cheyenne II; Lakeland, September 1995

SIMCOM:PA-31T Cheyenne II; Orlando, AUGUST 1996

Enrolled in Embry-Riddle College of Independent Studies: Master's of Aeronautical Science

Professional Airline Systems, Inc.: CE-500 Type Rating; Scottsdale, August 1997

United Airlines, November 1997, Houston/Newark: DC-10-10/30 Flight Engineer Certificate; Houston, January 1998

B-737 Flight Officer/ Type Rating; Houston, June 1999

B-777 International Relief Officer/Type Rating; Houston, November 2005

AOPA Foundation: Flight Instructor Gold Seal Renewal Course; Portland, July 2000

American Flyers: Flight Instructor Gold Seal Renewal, July 2002, 2004, 2006, 2008, 2010, 2012, 2014

**CERTIFICATES/RATINGS**

Airline Transport Pilot Airplane: multi-engine and single-engine land; Type Ratings:CE-500:B-737 ;B-777

FAA Gold Seal Flight Instructor: instrument, multi-engine land and single-engine land and sea

FAA Dispatcher Certificate; Flight Engineer; Turbojet powered

Advanced and instrument ground instructor, current medical-no restrictions

Certified Flight Instructor of the Year 1998, Portland, Maine F.S.D.O.

**FLIGHT TIME**

Total Time - 18,300	Pilot-in-Command - 8,900	Flight Instructor - 3,238
Multi-Engine -15,730	Turbojet -14,300	Turboprop - 6,410
Flight Engineer - 1000	Instrument - 1,950	Second-in-command - 9,226

## EXPERIENCE/Work History

*First Officer.* IRO& Captain relief, Boeing 777-200, Middle East ; Asia, Mediterranean, Europe, India  
*Global, polar routes, 207 minute ETOPS, CPDLC, ADS equipped.*

Continental/United Airlines, Newark, New Jersey November 2005 to present

*First Officer.* IRO & First Officer, Boeing 737-300/500/700/800/900, North and South America

Sunset Sticks & Stones, Inc., Garage related projects, wayside stand, residential & watershed consulting,  
recreational trail building 1998 to 2012

Continental Airlines, Newark, New Jersey April 99 to November 2005

*Second Officer.* Flight Engineer, DC-10-10 & -30, North and South America, European markets.

Continental Airlines, Newark, New Jersey November 97 to April 99

*Flight Manager.* Chief Pilot; Corporate Captain, Cheyenne II (PA31T), all related responsibilities; Training Dir.

American Skiing Company, Newry, Maine November 93 to November 97

*CFO/Director of Operations/Chief Pilot/Owner.* Part 135 Air taxi & fixed base operator; Flight Instructor.

Bethel Air Service, Inc., Bethel, Maine November 92 to December 97

*Flight Officer.* Northeast United States; BAE 146-200; SAAB 340B; BE1900C.

Business Express Airlines, Inc. (Delta Connection), Westport, Connecticut Sept 1990 to November 1992

*Flight Officer.* Line pilot; scheduled and on demand charter-CARGO:CASA-212-200;MU-2B-36.

Murray Aviation, Inc., Ypsilanti, Michigan March 1990 to September 1990

*Charter Pilot/Flight Instructor/Line pilot.* Flight Instructor; Pilot services; general aviation aircraft.

Hortman Aviation Services, Inc., Northeast Philadelphia, Pennsylvania August 1989 to March 1990

Sunrise Aviation, Inc., Ormond Beach, Florida December 1988 to August 1989

Sunset Construction Inc. Heavy Equipment Operator 1978 to 1989, L/A water & sewer & residential projects

## PERSONAL DATA & Interests

Born: May 28, 1966, Lewiston, Maine

Marital Status: Married, two children at Edward Little High School.

Hobbies: Snowmobiling, Trail building, hiking, watershed land use consulting & excavation, also currently...

Lake Auburn Watershed Neighborhood Association (LAWNA), President 2008 to present

Lake Auburn Community Center (LACC), Trail Master, 2012 to Present

Auburn Planning Board member & Lewiston/Auburn Community Forest Board (LACFB) 2011 to 2015

Comprehensive Planning Update Committee, City of Auburn, Maine, 2010

Optimist International, L/A Optimist, Vice President 2008-2010, President 2012-2013, current member.

Perkins Ridge Sno-Travelers (PRST), Trail Master 2009-present

Auburn Flag Project, member and donor support team.

Lake Auburn Watershed Protection Commission/AWD frequent meeting attendee since 2006

Certified in Basic and Advance Erosion Control Practices

Certified Onsite Subsurface Wastewater Disposal System Installer



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: August 15, 2015

Last name: Bilodeau First name: Daniel Middle initial: L

Residence address: 207 North Auburn Road Ward: 1

City: Auburn State: Maine Zip code: 04210

Home phone: 207 782-5962 Work phone: 207 650-2398 Cell phone: 650-2398

Email address: anotherdanbilodeau@gmail.com

Current occupation: IRO/Flight Officer, United Airlines, Inc.; volunteer watershed landuse consultant

Previous occupation (if retired or no longer working): \_\_\_\_\_

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

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

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee            | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority   | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input type="checkbox"/> CDBG Loan Committee        | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel               | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board             | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District             | <input checked="" type="checkbox"/> Water District                    |
| <input type="checkbox"/> Zoning Board of Appeals    |   |

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I have extensive knowledge of AWD/watershed operations since 2005 and would have valuable input, representing City of Auburn concerns and interests. As a volunteer member of the Lake Auburn Community Center and the neighborhood association there would be a benefit to share info with this community.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). The new ABCs policy of reporting to the Auburn City Council is a good one. I would help and mentor this new policy along insuring communication between the governments is enhanced and most importantly insuring transparent communication reaches the citizens of Auburn.

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

Dates served (if known)? \_\_\_\_\_

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Yes, Auburn Planning Board; Lewiston-Auburn Community Forest Board, Comprehensive Plan Update Committee

Dates served (if known)? PB 2011-2014; LACFB 2012-2015; CPUC 2009-2011

How did you learn of this vacancy? Two Auburn city Councilors & the AWD meeting agenda

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

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

Signature: \_\_\_\_\_ Date: August 15, 2015

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	FOR OFFICE USE ONLY
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Page 2 of 2	

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Certified in Basic and Advance Erosion Control Practices

Certified Onsite Subsurface Wastewater Disposal System Installer



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Date: 8/14/2015

Last name: Menegh First name: Robert Middle initial: C

Residence address: 43 Royal Oaks Drive Ward: 1

City: Auburn State: Maine Zip code: 04216

Home phone: 782-4678 Work phone: same Cell phone: 754-4651

Email address: gimprini@atool.com

Current occupation: retired, Bus mgr & sales at Louis Chevrolet, now

Previous occupation (if retired or no longer working): 3 term in Auburn City Council, Emerson Chevrolet

Educational and/or experience (or attach your resume): B.S. education 1971 at UMO

Please check which Board or Committee you are interested in serving on. Individual applications are required if you wish to apply for more than one Board or Committee. + MPA UMO 1975

- 9-1-1 Committee
- Airport Board
- Auburn Housing Authority
- Audit & Procurement Committee
- Board of Assessment Review
- Cable TV Advisory Board
- CDBG Loan Committee
- Community Forest Board
- Conservation Commission
- Ethics Panel
- Finance Committee
- L/A Transit Committee
- Planning Board
- Poland-Auburn Economic Development Committee
- Recreation & Special Events
- water Sewer District

Water District

Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).

I previously served on the Sewer District & enjoyed it.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).

To serve my city.

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

No

Dates served (if known)?

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

Auburn Sewer District & 3 for

Dates served (if known)?

How did you learn of this vacancy?

an email from <sup>Coordinator</sup> Rebecca Gerry

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

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

Signature:

Robert C. J.

Date:

8/19/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: AUG 19 2015  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: August 12, 2015  
Last name: Rioux First name: Bruce Middle initial: B  
Residence address: 85 Mary Carroll St Ward: 5  
City: Auburn State: Maine Zip code: 04210  
Home phone: 207 713-4400 Work phone: 207 689-2915 Cell phone: 713-4400  
Email address: brrioux@sunjournal.com  
Current occupation: Newspaper Advertising Sales  
Previous occupation (if retired or no longer working): \_\_\_\_\_  
Educational and/or experience (or attach your resume): 2 years college - Civil Engineering

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

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

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). PREVIOUSLY SERVED ON AWD. ENJOY THE SCIENCE OF WATER AND ENGINEERING OF WATER DISTRIBUTION.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). I BELIEVE WE SHOULD USE OUR CLEAN WATER AS AN ECONOMIC SALES TOOL TO ATTRACT BUSINESSES LIKE CASCADES, TAMBRANDS, GE AND Poland Spring.

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

Dates served (if known)? Aub Water 1991 to 2014 ABDC 1985 to present

Have you previously served on a City or Community Board or Committee? If so, which one(s)? YES AUBURN CITY COUNCILOR 1990-91

Dates served (if known)? 1990-91

How did you learn of this vacancy? AWARE OF AWD & AUSD ACTIVITIES

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

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

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

Signature: Bruce B. Rivis Date: 8/12/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 8/19/2015  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_



**CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION**

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Date: September 4, 2015

Last name: DANICO First name: ROLAND Middle initial: A

Residence address: 39 RUBELLITE LANE Ward: \_\_\_\_\_

City: AUBURN State: MAINE Zip code: 04210

Home phone: 784-2686 Work phone: \_\_\_\_\_ Cell phone: 240-5661

Email address: DANSHEIB@AOL.COM

Current occupation: RETIRED

Previous occupation (if retired or no longer working): BANKING (BANK OF AMERICA)

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

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

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

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). see attached

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). see attached

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

Dates served (if known)? \_\_\_\_\_

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

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? E-MAIL

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

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

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

Signature: Roland Danico Date: September 3, 2015

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

	<u>FOR OFFICE USE ONLY</u>
DATE APPLICATION RECEIVED:	<u>9/3/15</u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

# ROLAND DANICO

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39 Rubellite Lane, Auburn, Maine 04210  
(207-784-2686) (207-240-5661 cell)  
[danshe13@aol.com](mailto:danshe13@aol.com)

## SUMMARY

45+ Years of progressive and diverse experience in bank operations and/ or accounting operations management. Retired in 2008. Currently since 2005 have been the Treasurer of Granite Mills Condo Association.

Strong background in designing and implementing new systems for multiple mergers, divestitures and consolidations.,

Extensive background in reviewing, analyzing, and correcting a broad range of operational problems.

Excellent people management skills and able to develop a cohesive team of dedicated individuals.

## EXPERIENCE

2004 – 2008 Bank of America, Vice President Finance Change Manager.

Represented finance division on various conversions to ensure that conversion was done in a controlled environment and no issues to financial systems. Oversaw the work on the MBNA consumer card conversion to track and adjust the large outage. Monitored the accounts payable system to track invoices for the divested line of business that were the responsibility of the buyers and ensure that Bank of America was made whole.

1995 – 2004 Fleet Bank, Vice President Financial System Manager.

Member of finance team on various conversions of acquired companies to fleet systems and insure that a controlled process was in place.

Was the finance representative on all divestitures that occurred and in 2000/2001 was responsible for the overall settlement of the largest divestiture that had occurred which represented over \$13.5 billion and 389 branches.

1988 – 1995 Fleet Bank of Maine, Vice President Accounting Operations

Oversaw the control and settlement areas of a \$3.1 billion bank with 105 branch offices.

Responsible for all accounting policies and procedures, fixed asset accounting, OREO accounting,

Put accounting, and teller settlement. During 1988/1991, in charge of the overall accounting

operations which included VISA processing and settlement, general ledger processing, accounts

payable, and internal payroll department. Responsible for developing standard accounting forms

and procedures to be used system wide. During 1991 responsible for consolidation of Maine

Savings Bank's and Maine National Bank's accounting operations into Fleet's after those banks were

taken over from the FDIC. In 1991 also directed Loan Operations, with 45 additional employees

located in Bangor, in implementing correct controls and accounting procedures.

1983 – 1988 Northeast Bank (1983-85) Norstar Bank (1985-88), Vice President & Controller

In 1983 became the Controller of the seven banks that were merged to become the \$700 million

Northeast Bank. Responsible for complying with various internal and external reporting

requirements. Responsible for integrating all general ledgers into the Norstar accounting system in

1985. Also oversaw the daily funds settlement and wire transfer area of Norstar Bank of Maine.

1975 – 1983 Northeast Bank & Trust Company, Bangor, Maine, V.P., Treasurer & Operations Officer. Directed the \$150 million bank's overall operations which included funds management, general ledger accounting, financial reporting, fixed assets, deposit and loan operations, expense control, accounts payable, teller settlement, branch operations, and human resources.

1973 – 1975 Northeast Bankshare Association, A.V.P. Controller's Division  
Oversaw the various accounting functions for four banks with combined assets of approximately \$200 million.

1972 – 1973 Northeast Bankshare Association, Assistant Auditor  
Responsible for financial and operational auditing of the four member banks. Supervised various audits. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1970 – 1972 Eastern Trust & Banking Company, Bangor, Maine, Auditor  
Responsible for financial and operational auditing of Eastern Trust and three other banks prior to merger. Supervised various audits performed by assistants. Developed new audit programs and procedures. Reported audit findings, including recommendations for improvement. Planned and coordinated departmental workload.

1969 – 1970 Eastern Trust & Banking Company, Bangor, Maine, Assistant Auditor.  
1963 – 1969 Eastern Trust & Banking Company, Bangor, Maine, Staff Auditor

#### EDUCATION

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1979	Graduate/High Honors, Bank Administrative Institute, University of Wisconsin, Madison, Wisconsin. Major: Community Bank Management. 1 of 7 out of 390 to receive high honors for the three year program.
Various	Accounting/Business Courses, University of Maine at Orono, U. Maine at Augusta, and Husson College.
Various	Banking/Other Courses: AIB courses, BAI Courses, BAI Auditing School and IBM
1963.	Diploma in Accounting, Beal Business College, Bangor, Maine.

Reason I want to serve on this committee.

I have lived in the City of Auburn since 1983 and take pride in this community. I believe the water quality is excellent and want to ensure that it is maintained. When I moved into Granit Mill Estates Condo Association I volunteered to be the Treasurer because I take pride in working to ensure that this development is run as efficient as possible while maintaining the high standards it has. Now that I am retired I would like to give back to the area and would like to help ensure that the Water District continues to maintain its high standard.

What do I hope to accomplish.

As I have indicated above I hope to ensure that the excellent water quality is maintained and the Water District continues to run as efficient as possible and hopefully bring new ideas as well as being able to learn the current process that is in place today.



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 9/8/15

Last name: White First name: Carrie Middle initial: A

Residence address: 37 Holly St Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: \_\_\_\_\_ Work phone: 345-3077 Cell phone: (301) 575-4826

Email address: Cwhite74@yahoo.com

Current occupation: Office Manager @ Mechanic Falls Sanitary District

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): B.S. Business Management / Accounting

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

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

Water District

Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). I am interested in being a member of the board to ensure that the residents of Auburn continue to have easy and affordable access to our most important resource; water.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To continue to make sure that the Water Department is run in an efficient, cost-effective way and that all residents continue to receive safe, easy, un-interrupted access to water.

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

Dates served (if known)? N/A

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

Dates served (if known)? N/A

How did you learn of this vacancy? Tizz Crowley

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

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

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

Signature: [Signature] Date: 9/8/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: 9/8/15 1:02 PM  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

Whitney Blondeau  
55 Western Prom  
Auburn, Maine 04210  
207-402-2054 (cell/home)  
whitneyblondeau@yahoo.com

August 3, 2015

Dear Ms. Susan Clements-Dallaire,

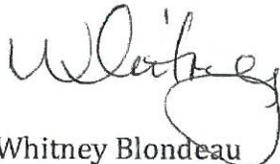
I would like to apply to serve as a member of the CDBG (Community Development Block Grant) Loan Committee in the City of Auburn. To support my application, please find attached my resume and the City of Auburn Board & Committee Appointment Application.

My husband and I have been residents of Auburn since 2010, and I would like to serve on a city committee to be of service to our community. I am collaborative, reliable, organized, and detail-oriented. I have served on numerous educational committees and am comfortable with committee processes.

The CDBG Loan Committee is of particular interest to me. Through committee service, I would like to learn more about Auburn housing issues and contribute to our city. On the City of Auburn website, I have reviewed the CDBG meeting agenda and minutes and appreciate the structure of the committee with its monthly meetings and documentation. With my MBA and other education/experience I have a good understanding of credit and financial analysis, policy, and program guidelines. I believe my membership on this committee would be mutually beneficial.

Thank you for your consideration of my application. Should you need additional information, please feel free to contact me at the above address, phone, or email. I hope to have an opportunity to serve the City of Auburn.

Sincerely,

A handwritten signature in black ink, appearing to read "Whitney Blondeau". The signature is fluid and cursive, with the first name being more prominent.

Whitney Blondeau



## CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 08/03/15

Last name: Blondeau First name: Whitney Middle initial: \_\_\_\_\_

Residence address: 55 Western Prom Ward: 3

City: Auburn State: Maine Zip code: 04210

Home phone: 207-402-2054 Work phone: same Cell phone: same

Email address: whitneyblondeau@yahoo.com

Current occupation: Consultant and Educator

Previous occupation (if retired or no longer working): \_\_\_\_\_

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

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

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

\_\_\_ Water District

\_\_\_ Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).  I wish to serve our community by applying my MBA and other experience. I believe I will be a helpful member.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).  I hope to assist in advancing the progress of our community though my time and service on a city committee. I would like to be more integrated into our city of Auburn by being a committee member.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?  no, I am not presently serving

Dates served (if known)?  n/a

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

Dates served (if known)?  n/a

How did you learn of this vacancy?  the City of Auburn website

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

Signature:  [Handwritten Signature]  Date:  8-3-15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

<b>FOR OFFICE USE ONLY</b>	
DATE APPLICATION RECEIVED:	<u> 8/3/2015 </u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

## WHITNEY BLONDEAU

55 Western Promenade, Auburn, Maine 04210  
Email: [whitneyblondeau@yahoo.com](mailto:whitneyblondeau@yahoo.com) Phone: 207-402-2054

### EDUCATION

<b>UNIVERSITY OF MISSOURI – KANSAS CITY</b> M.B.A.	<b>Kansas City, Missouri</b> May 2013
<b>UNIVERSITY OF ALABAMA AT BIRMINGHAM</b> Ph.D., Health Education & Health Promotion <i>Dissertation: Quality of Life in the Family Caregivers of Patients with Cystic Fibrosis</i>	<b>Birmingham, Alabama</b> June 2001
<b>UNIVERSITY OF ALABAMA AT BIRMINGHAM</b> B.A., Double Major: English & Social Sciences	<b>Birmingham, Alabama</b> June 1994

### EXPERIENCE

<b>MEDICAL VORTEX, LLC</b> OWNER <ul style="list-style-type: none"><li>Healthcare Consultancy</li></ul>	<b>Auburn, Maine</b> October 2013 – Present
<b>UNITED FAMILY HEALTHCARE</b> DIRECTOR OF HEALTH EDUCATION <ul style="list-style-type: none"><li>6-month educational management consultant</li><li>Facilitated cross-cultural competency communication</li></ul>	<b>Ulaanbaatar, Mongolia</b> October 2014-March 2015
<b>MAINE MEDICAL CENTER</b> SENIOR MEDICAL EDUCATOR <ul style="list-style-type: none"><li>Lead education initiatives and professional development opportunities</li><li>Lead successful reaccreditation for Continuing Medical Education</li></ul>	<b>Portland, Maine</b> March 2010 – Sept 2014
<b>MISSISSIPPI MEDICAL CENTER</b> DIRECTOR OF EDUCATION <ul style="list-style-type: none"><li>Provided assessment for pedagogy/ teaching/ instructional skills</li><li>Created internal review protocols for clinical departments</li></ul>	<b>Jackson, Mississippi</b> Jan 2006 – February 2010
<b>WASHINGTON STATE UNIVERSITY</b> PROGRAM ASSISTANT <ul style="list-style-type: none"><li>Served as the primary contact for the Institutional Review Board (IRB)</li><li>Created protocol manuals for IRB processes</li></ul>	<b>Spokane, Washington</b> August 2005 – August 2006
<b>UNIVERSITY OF HOUSTON</b> ASSISTANT PROFESSOR – HEALTH EDUCATION <ul style="list-style-type: none"><li>Taught and developed online and in-person health education courses</li><li>Member on numerous university, state, and national committees</li></ul>	<b>Houston, Texas</b> August 2002 – July 2005
<b>M.D. ANDERSON CANCER CENTER</b> PROJECT MANAGER <ul style="list-style-type: none"><li>Managed National Institutes of Health Quality of Life funded grants</li></ul>	<b>Houston, Texas</b> July 2001 – July 2002

**UNIVERSITY OF ALABAMA AT BIRMINGHAM**      **Birmingham, Alabama**  
**GRADUATE ASSISTANT**      **August 1998 – June 2001**

- Taught undergraduate and graduate health education courses
- Presented research at local and national meetings

**SUMMIT MEDICAL CENTER**      **Birmingham, Alabama**  
**ADMINISTRATIVE DIRECTOR**      **May 1993 – July 1998**

- Directly supervised 15-20 clinical and non-clinical staff
- Responsible for staff training, education, and daily operations

**BROOKWOOD MEDICAL CENTER**      **Birmingham, Alabama**  
**NURSING AIDE**      **May 1991 – April 1993**

- Performed patient care under the supervision of registered nurses

**BROOKWOOD MEDICAL CENTER**      **Birmingham, Alabama**  
**PHARMACY ASSISTANT**      **February 1990 – April 1991**

- Inventoried and delivered medications to in-patient nursing stations

**TOPICS: PRESENTATIONS, WORKSHOPS, AND PUBLICATIONS \***

- Health Communication & Literacy
- Health and Social Determinants
- Chronic Disease and Cancer
- Cultural Competency
- Health Behavior Theory
- Evaluation and Assessment
- Professional/Faculty Development
- Quality of Life
- Health Disparities
- Group Processes and Dynamics
- Interprofessional Education
- Presentation Skills
- Program Development
- Stress Management

*\* A complete list of specific titles, dates, and locations for my presentations, workshops, grants and publications - available upon request.*

**SERVICE \* AND ASSOCIATIONS**

**THE PATRICK DEMPSEY CENTER FOR CANCER HOPE & HEALING**  
**CORE VOLUNTEER**      Lewiston, Maine      2015 – Present

*\* A complete list of service & committees - available upon request.*

**CERTIFICATION**

**NATIONAL COMMISSION FOR HEALTH EDUCATION CREDENTIALING, INC**  
**CERTIFIED HEALTH EDUCATION SPECIALIST (CHES)**  
2001 – 2006,    October 2015 – *Recertification*

**ASSOCIATIONS**

- **Maine Public Health Association**
- **Society for Public Health Educators**

**REFERENCES**

*Available upon request*

## Susan Clements-Dallaire

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**From:** Reine Mynahan  
**Sent:** Monday, August 03, 2015 11:12 AM  
**To:** Susan Clements-Dallaire  
**Subject:** FW: meetings

Sue, I am forwarding to you an email from Sue Dunn who is resigning from our loan committee. Her term was not expiring until 2016. When do you start looking for replacements?

Reine

---

**From:** Sue Dunn [mailto:[sdunn@bates.edu](mailto:sdunn@bates.edu)]  
**Sent:** Monday, August 03, 2015 9:40 AM  
**To:** Lori Lewis; Reine Mynahan  
**Subject:** meetings

Good morning Lori,

I just returned from vacation and see a meeting coming this week. I will be able to attend.

I would like to resign from the position. My plans for retirement are nearing. I plan on retiring in 2 years which I believe is the time frame I was told that I would not be able to use city funds in case of emergencies. Seeing how I bought a 200 year old house from the city I would like to have this option available to me in the case of break downs. I also am on 2 new committees here at the college which makes it necessary to be at work by 9 am, some meetings last longer.

I do appreciate the opportunity to have served the City of Auburn. If I need to give a longer notice please let me know so I may plan with work the times needed.

Sincerely,

Sue Dunn



**Sue Dunn**  
*Office Coordinator*  
*Office of Registrar and Academic Systems*  
*44 Mountain Avenue*  
*Lewiston, ME 04240*  
*Tel: 207-755-5949*  
*Fax: 207-786-8350*



AUG 18 2015

# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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Date: 8/13/15

Last name: Whitney First name: Greg Middle initial: E

Residence address: 2004 Hotel Rd - P.O. Box 1086 Ward: 4

City: Auburn State: Me Zip code: 04211

Home phone: 784-6364 Work phone: 783-9186 Cell phone: 576-4153

Email address: GWhitney@AUCOG.org

Current occupation: Finance Director - AUCOG

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): previously submitted

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

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee                | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority       | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review     | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel                   | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board                 | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District                 | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals        |   |

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). \_\_\_\_\_

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

Dates served (if known)? Oct. 2012 to present

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

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? \_\_\_\_\_

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

Signature: [Handwritten Signature] Date: 8/13/15

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

Why do I want to serve?

Reine Mynahan requested that I consider serving on the Community Development Loan Committee. She indicated that the City was developing a new program to help small businesses in the downtown or target area(s). I served on this committee 30 some years ago when I was a residential lender at Mechanics Savings Bank. I have since done some commercial lending both at the LAEGC and here at AVCOG. My financial background will help me to make lending decisions both on residential and commercial loan requests.

What do I hope to accomplish?

My major goal would be to assist City staff in making good lending decisions. Residential loan requests are usually pretty straight forward, with the borrowers' income, credit history, and collateral being the most important factors. Commercial lending is more complicated, especially when analyzing cash flow. I expect many of the commercial requests to be from very small, unsophisticated borrowers. We deal with these types of businesses on a daily basis at AVCOG. My position at AVCOG and contacts with business counselors and other non-traditional lenders will be an asset to many of the commercial applicants. Ultimately, I feel the goal is to improve the quality of life for the borrower as well as improving the city as a whole.

Greg E. Whitney  
2004 Hotel Road, P.O. Box 1086  
Auburn, ME 04211  
(207) 784-6364  
Gwhit52@gmail.com

## PROFESSIONAL QUALIFICATIONS

Extensive experience in all aspects of not-for-profit finance with a particular expertise in Fund Accounting and Cost Allocation. Proven success in finance, economic development, commercial lending, banking, and private business.

## PROFESSIONAL EXPERIENCE

### **Androscoggin Valley Council of Governments (AVCOG) – Auburn, Maine** (1997-present, 1993-1995)

#### *Finance Director*

Responsible for all financial duties including budgeting, audit, reporting, accounts receivable, accounts payable, strategic planning and Grant Administration. Oversee the lending function which includes loan origination, collection, portfolio management, and reporting. As Senior Loan Officer from 1993-1995 administered several revolving loan programs funded by SBA, EDA, USDA, and FAME.

#### **Achievements**

- Received unqualified, clean audit for every fiscal year since FY 1997.
- Improved agency cash & working capital by more than \$500,000 over a 10 year period.
- Maintained fund accounting and cost allocation for more than 100 projects simultaneously.
- Played a key role in establishing a working Finance Committee comprised of Executive Committee members.
- Restructured the finances for the Lewiston Auburn Transit Committee (an interlocal committee staffed by AVCOG)
- Restructured the staffing of the lending function to improve earnings and reduce the agency's Indirect Cost Rate.
- Development and implemented a very successful micro-loan program.

### **Creative Building Materials - Auburn, Maine (1995-1996)**

#### *Vice President – Finance*

Responsible for all accounting functions including Accounts Receivable, Accounts Payable, Inventory Control & Turns, General Ledger, Cost Control, Manufacturing Cost Accounting, and Strategic Planning.

#### **Achievements**

- Developed financing plan resulting in the receipt of a \$3.2 million line of credit.
- Developed strategic business plan resulting in a 30% increase in sales.

**Lewiston Auburn Economic Growth Council – Lewiston, Maine (1989-1993)**  
*Finance Officer*

Responsible for commercial loan underwriting and portfolio management, financial packaging, analysis of business plans, financial statements, and projections. Underwrite, originate, and service loans under U.S. SBA 504 Program and CDBG funded revolving loan programs.

**Achievements**

- Packaged loans with FAME, SBA, local lenders, and other area Economic Development agencies.
- Implemented and maintained computerized general ledger systems for the Growth Council and related entities.

**Mechanics Savings Bank – Auburn, Maine (1975-1988)**  
*Vice President & Treasurer*

Operations Officer including EDP Manager, Compliance Officer. Prior duties include mortgage, consumer, and commercial lending and collections.

**Achievements**

- Supervised micro-general ledger system and asset-liability management.
- Developed and wrote the bank's first business and strategic plan.
- Developed and managed policy to comply with Maine Bureau of Banking and FDIC.
- Formulated Asset Liability Management Policy which improved the 24 month GAP from a negative 60% in 1985 to a positive 2% in 1988.

## EDUCATION

- Various governmental finance seminars, **Government Finance Officers Association**
- Economic Development Finance Professional, **National Development Council**
- B.S., Business Administration (Accounting), **University of Maine**
- Commercial Lending School, **National Association of Mutual Savings Banks**
- Associates Degree in Accounting, **Auburn Maine School of Commerce**

## ASSOCIATIONS

- Auburn Business Association 1975-present, President 1982-83, 2004-06, current Board of Director and Secretary
- Androscoggin County Chamber, Ambassador Committee 1992-present, Membership Committee 1998-present
- Economic Development Council of Maine 1989 –present
- Government Finance Officers Association 1997-present
- Edward Little High School Alumni Association, Past President, Current Treasurer
- United Way of Androscoggin County Allocations Committee 1997-2012
- Andy Valley Sno Gypsies President 2014-present
- Auburn Lewiston YMCA Board of Directors 2012-present (Investment Committee Chair, Golf Committee Chair, member of Executive Director Search Committee, member of Strategic Planning Committee)
- Sabbathday Lake Volunteer Lake Monitoring Program 2013-present



CITY OF AUBURN  
BOARD & COMMITTEE  
APPOINTMENT APPLICATION

AUG 25 2015

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

Date: 8/24/2015  
Last name: McGUCKIAN First name: CELIA Middle initial: A  
Residence address: 10 FAIRMOUNT AVE Ward: 3  
City: AUBURN State: ME Zip code: 04210  
Home phone: 207-286-3979 Work phone: 255-6417 Cell phone: 207-240-7511  
Email address: MAINEDETA@YAHOO.COM  
Current occupation: OFFICE WORKER  
Previous occupation (if retired or no longer working): PUBLIC RELATIONS  
Educational and/or experience (or attach your resume): ATTACHED

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

- |   |   |
|---|---|
| <input type="checkbox"/> 9-1-1 Committee                | <input type="checkbox"/> Airport Board                                |
| <input type="checkbox"/> Auburn Housing Authority       | <input type="checkbox"/> Audit & Procurement Committee                |
| <input type="checkbox"/> Board of Assessment Review     | <input type="checkbox"/> Cable TV Advisory Board                      |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board                       |
| <input type="checkbox"/> Ethics Panel                   | <input type="checkbox"/> L/A Transit Committee                        |
| <input type="checkbox"/> Planning Board                 | <input type="checkbox"/> Recreation and Special Events Advisory Board |
| <input type="checkbox"/> Sewer District                 | <input type="checkbox"/> Water District                               |
| <input type="checkbox"/> Zoning Board of Appeals        |   |

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). To use my Experience in Affordable housing to help support the goals of the city of Auburn

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To assist the program to best of my ability & to support the mission, vision & goals of the program & the office of community development

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

Dates served (if known)? 2013 - 2015

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

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy? \_\_\_\_\_

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

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

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

Signature: Coley McCredden Date: 8/24/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

	FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED: <u>8/25/15</u>	
APPOINTMENT DATE: _____	
TERM EXPIRATION DATE: _____	
OATH DATE: _____	
Page 2 of 2	

## **Celia McGuckian, ABC**

**10 Fairmount Ave.**

**Auburn, ME 04210**

**(207) 786-3979 cell: (207) 240-7511**

[mainedeja@yahoo.com](mailto:mainedeja@yahoo.com)

### **SUMMARY**

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- Award-winning, innovative and skilled business communicator
- More than 22 years in Public Relations management at a \$7.5 billion quasi-state organization
- Experience pitching stories to print and broadcast reporters
- Directed awareness/marketing campaigns from strategic planning to execution and metrics
- Experience producing, writing and editing organizational publications including an e-newsletter
- Ability to think strategically and foster innovative solutions
- Developed and directed special events including logistics, staffing and exhibits
- Ability to prioritize and handle fast-paced, multiple activities and deadlines
- Effective working independently or as part of a team

### **EXPERIENCE**

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#### **PUBLIC RELATIONS AND OUTREACH**

*Highlights of accomplishments at Virginia Housing and Development Authority (VHDA), a \$7.5 billion quasi-government agency included the development and management of targeted marketing and outreach programs and/or campaigns that exceeded target goals for key stakeholders, multicultural populations, persons of color, single heads of household, rural populations, people with special needs and first time homebuyers.*

- At VHDA served in various capacities including as an official spokesperson in print and broadcast media; prepared media releases and press kits; routinely contacted housing and financial beat reporters to increase coverage of company's programs and initiatives; wrote articles for external publications increasing awareness of the organization; as Community Relations Manager, initiated and directed several, successful awareness campaigns and events including a rural marketing campaign for the mobile mortgage offices using NASCAR racing sponsorships as well as a tri-state housing agencies' T.V. campaign to reach rural residents looking for affordable home financing options
- Created and co-directed Virginia's first international women and housing conference that was a successful, public/private collaboration; conference exceeded funding and attendance goals, sparked new partnerships, helped increase affordable-housing efforts and garnered positive media coverage and awards
- Developed and directed a comprehensive community relationship program for multicultural and diverse markets improving relations and helping increase the number of home loans in these growing demographics

#### **WRITING AND EDITING**

- Writer, photographer and editor—managed and/or produced a monthly internal newsletter, print collateral and a monthly e-newsletter to 5,000 subscribers; also for variety of consulting business clients
- Print Coordinator—proofed and coordinated production of three course catalogs for a large, urban university
- Editor—successful bilingual (French and English) annual appeal brochure for a non-profit
- College Instructor—taught English, Technical Writing and Speech

## **SPECIAL EVENTS MANAGEMENT**

- Skilled in managing awareness campaigns from strategic planning and concept development to metrics-- developed partnerships, negotiated contracts and managed logistics, staff, volunteers, budgets and deadlines.
- Created, developed and mentored an active corporate volunteer program that partnered with other companies and organizations, held successful fundraising events and distributed cash, food, shoes, clothing, personal items and home furnishings to social service agencies, shelters and rural libraries across the state.

## **ADDITIONAL EXPERIENCE**

- Invited Speaker—local, state and national conferences and events
- Managed monthly luncheons and tours for Bahrain Petroleum Company (BAPCO) public relations department in Bahrain that helped foster closer relations between US and British expatriats and Arab nationals
- Selected as the U.S. representative for an international team led by INTA/AIVN of The Hague, Netherlands to Mauritania to research and advise government on viability of establishing a mortgage banking system

## **EDUCATION**

- MLA—University of Richmond, Richmond, Virginia
- BA—University of Southern Maine, Gorham, Maine
- Accredited Business Communicator, [ABC]—International Association of Business Communicators

## **OTHER**

- French speaking; Grantsmanship Center Grant Writing Course; Facilitator training; Computer Skills: [PC and Mac platforms; PageMaker, Excel, Power Point, Banner, Blackboard, Prism, HTML coding
- Valid driver's license and passport

## **AWARDS AND ACTIVITIES**

- Individual Award for Innovation, Virginia Secretariat of Commerce and Trade
- Achievement Award, Virginia Women's Foundation for Affordable Housing
- International Chapter of the Year—IABC/Richmond Board Member
- Active volunteer--Habitat for Humanity, Christmas in April, Virginia Voice (on air reader for blind), NH JAG (Jobs for America's Graduates), Exeter Chamber of Commerce
- Served on Virginia Realtors' Multicultural Advisory Task Force, Workforce Housing Inter-Agency Task Force, Web Accessibility Team; Spanish Portal Team; NH Community College Equity Committee, Board of Directors--H.O.M.E., Richmond, VA
- *Currently:* Board of Directors--Franco Collection/USM-LAC; Loan Committee City of Auburn, Cmnty Dev.

## **WORK HISTORY**

- |  |              |
|--|--------------|
| • Owner, part-time communications business--PR, writing, editing, proofreading   | 2003-current |
| • Community Relations Manager--Barnes & Noble, Augusta, ME                       | 2009         |
| • Development Director--Franco-American Heritage Center, Lewiston, ME            | 2007-2008    |
| • College Instructor--(NHCTC, NH '04 -'07; CMCC , Auburn, ME )                   | current      |
| • Substitute Teacher--Exeter, NH   | 2003-2004    |
| • Assistant PR Director; Community Affairs Manager--VHDA, Richmond, VA           | 1981-2003    |
| • Publications Account Executive--Virginia Commonwealth University, Richmond, VA | 1979-1981    |

AUG 20 2015



# CITY OF AUBURN BOARD & COMMITTEE APPOINTMENT APPLICATION

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

Date: 8-20-2015  
Last name: Chabot First name: Nikki Middle initial: R  
Residence address: 24B Martindale Road Ward: \_\_\_\_\_  
City: Auburn State: Maine Zip code: 04210  
Home phone: n/a Work phone: 333-6001 Cell phone: 577-4350  
Email address: nchabot@mainesource.com  
Current occupation: Realtor (Maine Source Realty)  
Previous occupation (if retired or no longer working): n/a  
Educational and/or experience (or attach your resume): See attached resume

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

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

\_\_\_ Water District

\_\_\_ Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed). See appendix A

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). See Appendix A

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

Dates served (if known)? n/a

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

Dates served (if known)? n/a

How did you learn of this vacancy? Auburn City Website

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

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

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

Signature: Nikki Chabot Date: August 20<sup>th</sup>, 2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
[sdallaire@auburnmaine.gov](mailto:sdallaire@auburnmaine.gov)  
207-333-6601, extension 1126

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_  
APPOINTMENT DATE: \_\_\_\_\_  
TERM EXPIRATION DATE: \_\_\_\_\_  
OATH DATE: \_\_\_\_\_

# NIKKI CHABOT

---

24B Martindale Road, Auburn, Maine,  
04210 | 2075774350 | Nchabot@mainesource.com

## SUMMARY

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Seeking a local committee/board to serve on to be an active member of my community, and fulfill my civil duties. I would like to gain knowledge on how different aspects of my community run, and are affected. I would like to promote my services and knowledge of real estate where they may be needed to my community.

## CERTIFICATIONS AND SKILLS

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### Certifications/Licenses/Memberships

- Maine Sales Agent Real Estate License
- National Association of Realtors Member
- Androscoggin Valley Board of Realtors Member
- CPR Certified

### Courses Completed/Skills

- Completed Introduction to QuickBooks course
- Completed Social Media Marketing course
- 63 WPM
- Proficient in Word, Excel, and PowerPoint

## EXPERIENCE

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August 2015-  
Present

Sales Agent (Realtor), *Maine Source Realty, Auburn, Maine*

- Represent Buyers in seeking out finance, purchasing homes.
- Represent Sellers in sale of home.
- Credit education

April, 2012 –  
August, 2015

Office Manager/Sales Agent, *Maine Source Realty, Auburn, Maine*

- Handle daily office duties; scheduling, phones, walk-ins, payments
- Educate and counsel clients on credit
- Draft sales contracts for new modular and pre-existing homes
- Represent Buyers/Sellers in purchasing or selling homes

- January 2011 - February 2012      *Childcare Provider, YMCA, Auburn, Maine*
- Cared for children ranging from 6 weeks old to school age
  - Participated in educational play with children
  - Assisted in swim lessons
- May 2010 – January 2011      *Direct Support Professional, John F Murphy Homes, Auburn, Maine*
- Cared for individuals with Special Needs
  - Assisted in personal hygiene care, bathing, cooking, cleaning
  - Taught life skills to individuals
- March 2009 – May 2010      *Sales Associate, Amcomm Wireless, Auburn, Maine*
- Trained Employees
  - Sold and educated customers on devices and plans
  - Handled office duties; scheduling, phones, payments
- April 2007 – March 2009      *Cashier/Kitchen Help, Papa Gino's, Auburn, Maine*
- Ran cash register
  - Cleaning duties
  - Cooked/Served food
- September 2005 – August 2006      *Cashier, Dunkin' Donuts, Auburn, Maine*
- Ran cash register
  - Cleaning tasks
  - Prepared food

## EDUCATION

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- January 2014- Present      *Currently Enrolled in the Business Administration & Management Program, Central Maine Community College, Auburn, Maine*
- September 2004 – May 2008      *High School Diploma, Edward Little High School, Auburn, Maine*

## REFERENCES

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William Turner

Owner

Maine Source Homes & Realty

Auburn, Maine 04210

207-333-6001

Jon Mercier

Designated Broker

Maine Source Homes & Realty

Auburn, Maine 04210

207-577-2365

Kate Hiss

Director

YMCA

Auburn, Maine 04210

Clair Rice

Manager

Helping Hands

Auburn, Maine 04210

207-777-5294

Debra Hallowell

Supervisor

Papa Gino's

Auburn, Maine 04210

207-783-3291

Kaitlynn Hinson

Friend

St. Mary's Medical Center

Lewiston, Maine 04240

207-713-8051

Briefly describe why you want to serve on this committee:

I want to serve on the Auburn Housing Authority Committee to learn more about this program for local residents. As a real estate agent, I commonly find people who are in desperate need to sell their home, and move into practical, affordable living; I believe serving this committee would allow me to gain knowledge to present to individuals in this situation. I would also like to be able to offer my personal real estate services and knowledge to AHA where it may be needed. I would like to be a part of this committee, and be able to help make decisions that make a great impact on our residents and community.

What do you hope to accomplish?

If I were to serve on this committee, I would hope to educate residents on the opportunities that Auburn Housing Authority offers to individuals who are in need of affordable housing. I would hope to be able to enhance the current housing projects that AHA oversees, whether that be by volunteering personally, or making decisions that impact housing. I would also like to come into the committee with my personal knowledge of real estate, and things local residents are seeking in regards to housing.



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Date: 9/1/2015

Last name: Lafean First name: Charles Middle initial: H

Residence address: 86 Orchard St Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 207-712-1563 Work phone: 207-347-5000 Cell phone: 207-712-1563

Email address: clafean@gmail.com

Current occupation: Chief Operating Officer

Previous occupation (if retired or no longer working): \_\_\_\_\_

Educational and/or experience (or attach your resume): BS Communications/Programming

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

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

\_\_\_ Water District

\_\_\_ Zoning Board of Appeals

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

Briefly describe why you want to serve on this committee (please limit to 150 words or less. Please attach additional sheet if needed).  Forests beautify our cities and increase recreational opportunities; I want to see that work done.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed).  Learn about the community forest board/program. Educate others about same- I have lived in L/A for over half a century and have never heard of it.

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

Dates served (if known)? \_\_\_\_\_

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

Dates served (if known)? \_\_\_\_\_

How did you learn of this vacancy?  City of Auburn emails

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

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

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

Signature:  Charles H Lafean, Jr. /d/  Date:  9/1/2015

Please submit your application to;

Susan Clements-Dallaire, City Clerk  
60 Court Street, Auburn, ME 04210  
 sdallaire@auburnmaine.gov   
207-333-6601, extension 1126

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	<u> 9/1/2015 </u>
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____