



City Council Meeting and Workshop

June 4, 2012

Agenda

5:30 P.M. Workshop

- A. Community Development loan match waiver – Reine Mynahan
- B. FEMA Flood Map update – Eric Cousens
- C. Zoning change proposal, Constellation Drive – Eric Cousens
- D. Possible amendments to the Official Business Directory Sign (OBDS) ordinance - Eric Cousens
- E. Capitol Purchases (CIP) Bond Projects and (CIP2) Other Funding FY 2013 – Jill Eastman
- F. Naming a parcel of City owned land behind Rolly's Diner – Councilor Belinda Gerry

7:00 P.M. City Council Meeting

Selection of a Mayor Pro Tempore

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.
- II. **Minutes**
 - May 21, 2012 City Council Meeting Minutes.
- III. **Reports**
 - Mayor's Report**
 - Committee Reports**
 - **Transportation**
 - Androscoggin Transportation Resource Center – Mayor LaBonte
 - Lewiston Auburn Transit – Councilor Gerry
 - Airport, Railroad – Councilor Hayes
 - **Housing**
 - Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry
 - **Economic Development**
 - L-A Economic Growth Council, Auburn Business Development Corp. – Councilor Shea
 - **Education**
 - Auburn School Committee – Councilor Young
 - Auburn Public Library – Councilor LaFontaine
 - Great Falls TV – Councilor Young and Councilor Shea
 - **Environmental Services**
 - Auburn Water District, Auburn Sewerage District – Councilor Crowley
 - Mid-Maine Waste Action Corp. – Councilor Walker
 - **Recreation**
 - Recreation Advisory Board – Councilor Walker

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- **Public Safety**
 - **LA 911 – Councilor Walker**

City Councilors' Reports

Interim City Manager's Report

IV. Communications, Presentations and Recognitions

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

VII. Public Hearing on City and School CIP

VIII. New Business

1. Resolve 05-06042012

Adopting the Municipal Budget (Annual Appropriation Resolve). Public hearing and first reading.

2. Order 36-06042012

Reducing the match requirement, under the Residential Rehabilitation Program, from 25% to 12.5% to provide a \$21,875 loan, as approved by the Community Development Loan committee, for the property located at 90 Whitney Street.

3. Order 37-06042012

Authorizing the City Manager to sign the proposed Land Swap Agreement and other documents necessary to complete the land exchange with R & K Properties, LLC., for property at 8 South Main Street (parcel 221-074) and property at 87 Mill Street (parcel 221-076).

4. Order 38-06042012

Opening a period for nominations of names for a City owned parcel of land located behind 87 Mill Street.

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

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

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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: June 4, 2012

Item A

Author: Reine Mynahan, Community Development Director

Subject: Waiver of Match Amount

Information: In January the Community Development Loan Committee approved the loan request of Derek and Aimee Footman, 90 Whitney Street in the amount of \$18,850. The property is located in the Union Street Target Area. The scope of work include foundation repointing, replacing posts and structural members on the front and rear porches, repairing siding, removing the rear chimney, insulating the knee walls, attic area and attic access, installing an exhaust fan in the bathroom, air sealing windows, repairing water damaged drywall, installing handrails, replacing 13 windows, upgrading the electrical, replacing 3 exterior doors, insulating the basement, and replacing the boiler. After completion of this work the home will meet the City of Auburn's housing standards. This work will be financed under the Residential Rehabilitation Program which requires a 25% private match (\$6,250). The Footmans have been unable to raise this amount, but have been able to come up with half of the match. In May the Community Development Loan Committee approved a new loan amount of \$21,875 with a reduced match.

According to the guidelines of the Rehabilitation Program, the City Council may waive the loan amount and terms. The Community Development Department is requesting that the City Council waive the 25% match requirement, and in lieu require a 12.5% match.

Financial: n/a

Action Requested at this Meeting: Approval of match reduction to 12.5%.

Previous Meetings and History: None.

Attachments: Under item #2 (tab #2 in notebooks)

- Order 36-06042012



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: June 4, 2012

Item B

Author: Eric Cousens, City Planner / Director of Planning and Permitting

Subject: FEMA Flood Map Modernization Update

Information: Staff has received written notice from FEMA detailing the two scheduled public notifications from FEMA in the local newspaper to make property owners aware of the proposed flood map updates and the 90 day appeal period. These are the only notices from FEMA to the public on this process. Any additional notification is the responsibility of the municipality in which the updates occur. Staff believes additional outreach and possibly a written notification to affected property owners is appropriate. Staff plans to coordinate the outreach in the coming weeks, using the City website to help people find information specific to their properties and to schedule 2-3 public meetings to address impacted property owners' questions and view the changes overlaid on City Tax Maps. We want the Council to be aware of where the update process stands and be able help their constituents find the information that they may be requesting in the coming weeks. Property owners will be able to appeal map updates (within 90 days of June 7, 2012) that they believe are inaccurate and City Staff will be responsible for coordinating and commenting on individual appeals to FEMA. The flood map updates will take some properties out of the mapped 100-year flood hazard area and put others into the mapped 100-year flood hazard area. If a structure is mapped within the flood hazard area, flood insurance is required by financial institutions when financing is in place or requested. Staff was successful in convincing FEMA to reconsider the flood elevation at Taylor Pond, however, individual property owners will have better information and experience specific to their properties and the flooding of smaller water bodies, wetlands, rivers and streams. Staff will be available to answer questions and listen to any ideas the Council may have to improve this public information effort and help property owners through the appeal process.

Financial: None

Action Requested at this Meeting: None.

Previous Meetings and History: 2011 workshop discussion

Attachments: Flood Map Fact Sheet, Grandfathering Flood Insurance Rates, Letter From FEMA 5.24.12

Flood Hazard Mapping Fact Sheet

Androscoggin County, Maine



May 2, 2011

What Factors Determine Flood Insurance Premiums?

A number of factors are used to determine flood insurance premiums, including the amount of coverage purchased, the deductible, location, age, occupancy, and type of building. For buildings constructed after the effective date of the first FIRM (Post-FIRM building) that are within floodplains, the elevation of the lowest adjacent grade (the lowest ground touching the structure), or lowest floor relative to the BFE will also be used to rate the policy.

For Further Information

For any questions concerning flood hazard mapping or LOMAs, please contact the FEMA Map Information eXchange's toll-free information line at 1-877-FEMA MAP (1-877-336-2627).

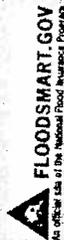
More information is available online at:

http://www.fema.gov/plan/prevent/fhm/fq_genhm.shtml

The Map Information eXchange has flood hazard mapping information and products that may be reviewed online and downloaded at <http://mxc.fema.gov>. For map orders and questions call 1-877-336-2627.

For information about floodplain management, ordinances, or map adoption policies, communities can contact their State NFIP Coordinator, Sue Baker at the Maine State Planning Office. Sue.Baker@maine.gov

For questions specifically concerning insurance, please call 1-800-427-4661 or visit <http://www.floodsmart.gov>.



What is FEMA's Process for Revalidating Existing LOMAs and LOMRs?

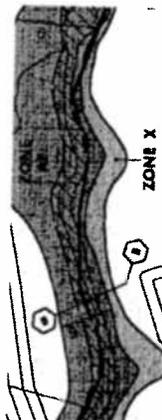
To revalidate map changes, FEMA conducts a detailed comparison of the BFEs shown on FEMA's new FIRM and the lowest adjacent grade or lowest lot elevation of previously issued map changes. Those structures or properties that are above the BFE or are located in areas of the community that are not affected by updated flood hazard information are revalidated through a formal determination letter that is issued to the community's Chief Executive Officer when the new FIRM becomes effective. The revalidation letter is also mailed to each community's map repository to be kept on file and is available for public reference. Map changes that have been issued for multiple lots or structures where the determination for one or more of the lots or structures have changed cannot be automatically revalidated through the administrative process described above. To request that FEMA review such map changes (i.e., those that are not included in the revalidation letter), please submit the following to FEMA:

- A letter requesting the re-issuance (provide the case number of the LOMA to be reissued); and
- A copy of the LOMA to be reissued, if available.

FEMA will review the case file and issue a new letter reflecting its new determination.

How can I purchase flood insurance?

A policy may be purchased from any licensed property insurance agent or broker who is in good standing in the State in which the agent is licensed or through any agent representing a Write Your Own (WYO) company. Call 1-800-720-1093 or visit floodsmart.gov to find a flood insurance agent near you.

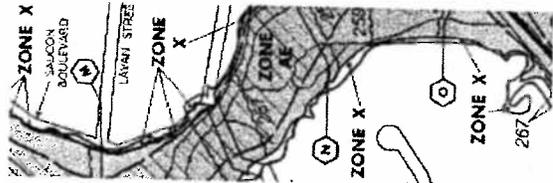


What is the NFIP?

Congress established the National Flood Insurance Program (NFIP) due to escalating costs to taxpayers for flood disaster relief. The NFIP is based on the agreement that if a community practices sound floodplain management, the Federal Government will make flood insurance available to residents in that community. FEMA maps include the Special Flood Hazard Area, which is the area that has a 1% or greater chance of flooding in any given year. Development may take place within the Special Flood Hazard Area provided that it complies with local floodplain ordinances that meet NFIP criteria.

What is a FIRM?

When FEMA maps flood hazards in a community or county, two products are produced – a Flood Insurance Study (FIS) Report and a Flood Insurance Rate Map (FIRM). An FIS is a narrative report of the community's flood hazards that contains prior flooding information, descriptions of the flooding sources, information on flood protection measures, and a description of the hydrologic and hydraulic methods used in the study. A FIRM illustrates the extent of flood hazards in a community by depicting flood risk zones and the Special Flood Hazard Area, and is used with the FIS report to determine the floodplain development regulations that apply in each flood risk zone and who must buy flood insurance. FIRMs also depict other information including Base (1% annual chance) Flood Elevations (BFEs) or flood depths, floodways, and common physical features such as roads.



Why Are the Maps Being Updated?

All communities within Androscoggin County are being shown on a single set of County-wide FIRMs. The most significant change is that the new maps will have an updated base map that will greatly improve the accuracy of floodplain determinations. In addition, all floodplain boundaries have been updated. Floodplains with elevations have been redefined using Light Detection And Ranging (LiDAR) data. Floodplains without elevations were recalculated using the LiDAR and new engineering techniques.

With this update, we have produced a Digital Flood Insurance Rate Map (DFIRM) that will be compatible with GIS (Geographic Information Systems). The improvements in spatial accuracy provided by the new base map, and the availability of electronic floodplain information should greatly enhance the ability to use the maps for planning, permitting, and insurance applications. The digital files will be available when these maps become effective.

What Else Has Changed?

All flood elevations shown in this Flood Insurance Study are now referenced to the North American Vertical Datum of 1988 (NAVD88). In order to perform this conversion, effective elevation values from the National Geodetic Vertical Datum of 1929 (NGVD29) were adjusted by -0.57 foot. Also, BFE additions and changes occurred in the Towns of Durham, Greene, Leeds, Libson, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, and Turner and the Cities of Auburn and Lewiston.

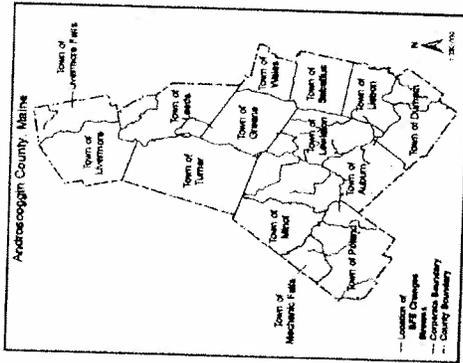
How do I Find Out if a Structure or Property is Located in the Special Flood Hazard Area?

You can locate a building or a lot by consulting the FIRM, or by contacting the floodplain administrator for your community. For help interpreting a FIRM, telephone the FEMA Map Information eXchange (FMIX) at 1-877-FEMA.MAP (1-877-336-2627).

What is a Protest?

Challenges received during the appeal period that do not address proposed BFEs are considered "protests." Protests include, but are not limited to: challenges of floodplain boundary delineations based on more detailed topographic data; challenges of proposed regulatory floodway boundaries based on better modeling; requests that a Letter of Map Amendment (LOMA), Letter of Map Revision (LOMR), Letter of Map Revision Based on Fill (LOMR-F) be reevaluated or incorporated; base map errors; and

omissions. Appeals and protests must be supported by scientific or technical data, provide proof of error, and provide sufficient data to make revisions. Certification of data by a Registered Professional Engineer or Licensed Land Surveyor may be required.



What is an Appeal?

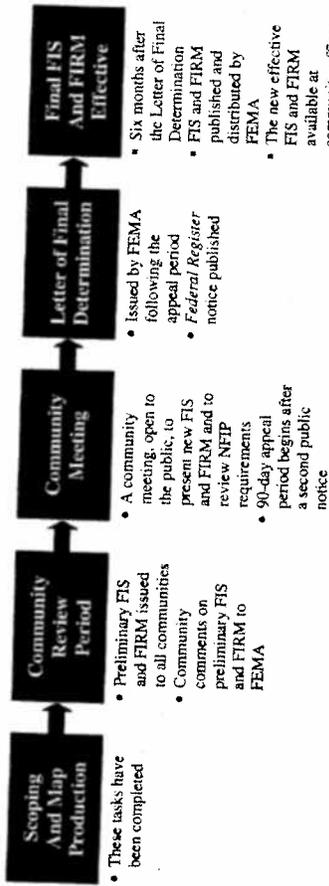
Some flood studies result in new or revised BFEs. During the 90-day appeal period, community officials and others may object to the accuracy of the proposed BFEs. According to Federal Regulations, "The sole basis of appeal... shall be the possession of knowledge or information indicating that the elevations proposed by FEMA are scientifically or technically incorrect." Communities should coordinate with the FEMA Boston office before submitting an appeal.

What Happens After the Appeal Period?

FEMA will issue a Letter of Final Determination and then provide the community with six months to adopt up-to-date floodplain management ordinances. If the floodplain ordinances in effect are satisfactory in accordance with State law, they can be submitted in their current form. Communities should verify this with their State NFIP Coordinator. If ordinances need to be updated, communities should seek assistance from their State NFIP Coordinator or the FEMA office in Boston. After the six-month compliance period, the new FIS and FIRM will become effective.

The Mapping Process

The key steps in the mapping process are outlined below. Additionally, the points at which community officials and property owners may provide comments and express concerns with the information in the FIS report and FIRM are highlighted below.



What if a Structure is Shown in a Different Flood Zone on the New Map?

The new map will not affect continuing insurance policies for a structure built in compliance with local floodplain management regulations and the flood map in effect at the time of construction. However, should the structure be substantially improved or substantially damaged (where damages or improvements reach 50% or more of the predamage market value) the entire structure will have to be brought into compliance with the floodplain requirements and the BFE in effect at the time any repairs take place.

Is There any Recourse if I Do Not Agree with the New Map?

Although FEMA uses the most accurate flood hazard information available, limitations of scale or topographic definition of the source maps used to prepare the FIRM may cause small areas that are at or above the BFE to be inadvertently shown within Special Flood Hazard Area boundaries. Such situations may exist in Androscoggin County. For these situations, FEMA established the LOMA process to remove such structures from the Special Flood Hazard Area.

How Can I Request a LOMA?

To obtain a LOMA, the requester must complete a LOMA application form that is downloadable from: http://www.fema.gov/plan/prevent/fhm/dl_mt-24.shtm. For a LOMA to be issued removing a structure from the Special Flood Hazard Area, federal regulations require that lowest adjacent grade be at or above the BFE. There is no fee for FEMA's review of the LOMA request, but the requester of a LOMA must provide all of the information needed for a review. Elevation information certified by a licensed surveyor is often required if an elevation certificate is not available.

Will LOMAs Issued under the Old Map be Valid under the New Map?

When a new FIRM becomes effective, it may supersede previously issued LOMAs, LOMRs, and other map changes that have been issued for structures and properties on the revised FIRM panels. Recognizing that some map changes may still be valid even though the flood hazard information on the FIRM has been updated, FEMA has established a process for revalidating such map changes.



FEMA



Flood Insurance and the Grandfathering Rule

New Flood Maps; New Insurance Requirements

The Federal Emergency Management Agency's (FEMA's) current nationwide flood hazard remapping effort, Risk Mapping, Assessment, and Planning (Risk MAP), builds on the success of FEMA's Flood Map Modernization program. Risk MAP is updating current flood hazard maps resulting in more accurate Flood Insurance Rate Maps (FIRMs) that reflect current flood risk. During this process, residents and business owners may find that their current flood risk has changed and in some cases a property may be mapped into a lower-risk zone. For others, a property's risk may change from a moderate- or low-risk area to a high-risk area, making flood insurance mandatory by most lenders. Other changes could include a change in high-risk area designation (e.g., from a zone beginning with the letter "A" to a zone beginning with the letter "V") or a change in the Base Flood Elevation (BFE).¹

If a property is mapped into a higher risk zone, or if the BFE changes, the flood insurance premium could increase. Property owners need to understand their options following changes to their community's FIRM. One of their options might be "grandfathering," which is a National Flood Insurance Program (NFIP) rule that was created in order to recognize property owners who carried a policy before the maps became effective or built to the correct standards relative to the flood map in effect at the time of construction. This rule, along with other NFIP rules, can result in significant cost savings to policyholders compared to a potentially higher premium rate that results from a flood map revision.

Low-Cost Policies Extended for Two Years

With past flood hazard map changes, FEMA required a flood insurance policy for properties mapped into a high-risk area to be rated using the new flood risk zone, unless it was grandfathered. One method for property owners to grandfather was to purchase an NFIP low-cost Preferred Risk Policy (PRP) before the new FIRM became effective. At renewal, the

Staying Informed

Knowing when and where map changes are occurring will help you understand what insurance options are available. FEMA provides updated monthly listings of all communities that have received a Letter of Final Determination (LFD), a document that states that a flood risk map will become effective in six months.²

LFD Listings:

http://www.fema.gov/plan/prevent/fhm/st_hot.shtml#2

Risk MAP:

http://www.fema.gov/plan/prevent/fhm/rm_main.shtml

Rating Using the Grandfather Rule:

<http://www.fema.gov/business/nfip/manual.shtml>

Flood Insurance:

<http://www.floodsmart.gov>

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policy could be rewritten using standard rates, but would still be based on the grandfathered lower-risk zone.

The resulting premium would typically be lower than using the updated map's higher-risk zone rating, though it would be higher than the previous PRP premium. Recognizing the financial burden that this may place on affected property owners, starting January 1, 2011, FEMA is extending the eligibility to write the PRP for two policy years after an updated flood map's date. Consequently, the ability to grandfather in a flood zone for future rating for a property newly mapped into a high-risk area has been extended for two years.

Pre-FIRM Buildings Have One Opportunity

A pre-FIRM building is one that was constructed prior to the date of the community's first FIRM. In most cases, owners of pre-FIRM buildings have just one opportunity to use the grandfathering rule, which is to purchase a policy before the updated FIRM becomes effective. The exception is a pre-FIRM building that is newly mapped into a high-risk area. If it qualifies for a PRP, the property owner has up to two years from the new map's effective date to purchase a PRP to then grandfather in the lower risk zone for future rating. In either instance, to maintain the grandfathered zone, the policy must stay continuously in effect. Continuity of coverage can be maintained even if the building is sold, as the policy can be assigned to the new owner.

Post-FIRM Buildings Have Two Opportunities

Buildings constructed after the effective date of the initial FIRM (known as post-FIRM structures) have two opportunities to apply the grandfathering rules:

- Purchase a policy before the FIRM becomes effective and lock in the zone or BFE for future rating (as described above for pre-FIRM structures); or
- Purchase after the updated FIRM is effective, but provide evidence that the building was built in compliance with the FIRM in effect at the time of construction (note to grandfather in a flood zone for post-FIRM properties newly mapped into a high-risk area, the two-year extension for PRP eligibility also applies, so this opportunity to grandfather applies after the two-year PRP period).

If a post-FIRM building was constructed in compliance with the FIRM in effect at the time of construction, the owner is eligible to obtain a policy using the zone and the BFE from that FIRM if it results in a lower insurance rate. To do so, the building cannot have been altered in a way that resulted in a floor being lower than the BFE on that FIRM (e.g., enclosing the area below an elevated building) and the building cannot have been substantially improved or damaged.³ The property owner must also provide proper documentation to the insurance company or agent that shows:

- The date of the FIRM
- The flood zone on the FIRM panel in which the property is located
- The BFE, if any, for that zone
- A copy of the map panel showing the location of the building; and
- The rating element that is to be grandfathered; or
- A letter from a community official verifying this information or an Elevation Certificate.

Note that continuous coverage is not required to maintain this rate and this method of grandfathering can be used at any time after the new FIRM becomes effective.

Use the Best Rate

Sometimes using the data based on the new FIRM will provide a better rate than grandfathering. Both options should always be explored, but always use the new map if it will provide a more favorable premium (lower rate).

¹ The height to which floodwater has at least a 1-percent chance of reaching in any given year.

² Assuming that the community passes an ordinance that adopts the new flood maps before the proposed effective date of the map.

³ A structure is considered substantially damaged if the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. Substantially improved refers to any improvement of a structure where the cost equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement.

RiskMAP
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➤ The Program also offers workshops on how to read and use flood maps and on ordinance interpretation. Staff also reviews local ordinances for compliance with the NFIP standards.

➤ Assistance is also provided to those communities in the NFIP that seek to lower their flood insurance premiums through the Community Rating System (CRS).

➤ These services are also available from the Federal Emergency Management Agency (FEMA) Regional Office in Boston, as well as from the regional councils across the state.

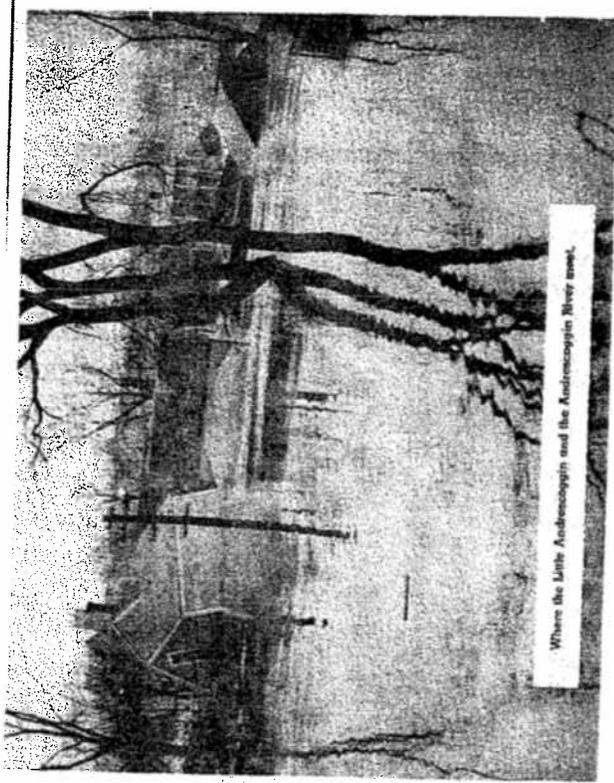
For more information about flooding or the National Flood Insurance Program, call or write:

- Sue Baker, CFM, Program Coordinator
sue.baker@maine.gov (207) 624-6230
- Joseph Young, Mapping Coordinator
joseph.young@maine.gov (207) 624-6234
- Janet Parker, Planner II
janet.parker@maine.gov (207) 624-6233

Maine Floodplain Management Program
State Planning Office
38 State House Station
Augusta, Maine 04333-0038
Tel: (207) 624-6243
Fax: (207) 287-6489

Web address: www.maine.gov/spo/flood/
Revised 9/27/10

MAINE FLOODPLAIN



MANAGEMENT PROGRAM

Maine has:

- 5,779 lakes and ponds
- 5,299 miles of coastline
- Over 8,600 miles of floodplains

Flooding in Maine is largely the result of coastal storms, heavy spring rains, runoff, and ice jams. This flooding has been responsible for millions of dollars of property damage. No private flood insurance is available to insure property against loss from floods; the risk has been found too high by private insurers. There are approximately 33,000 structures at risk of flooding in Maine. Your community can assist citizens in protecting their property from losses due to flooding by joining the National Flood Insurance Program (NFIP). It is estimated that up to 75% of homes and businesses in floodplains in Maine are NOT covered by flood insurance. The average annual flood insurance policy's premium is \$729. There is a 30-day waiting period before the flood insurance policy goes into effect.

➤ The NFIP is a voluntary program <<

The NFIP is the only source of affordable flood insurance and offers property owners an opportunity to purchase flood insurance. This insurance is available only in participating communities that have made a commitment to practice sound land use management. Currently, there are over 8,200 flood insurance policies in effect in Maine with coverage totaling over \$1.6 billion. Mortgage loans and disaster assistance are severely limited in communities that do not participate in the NFIP.

Maine Floodplain Management Program staff provides:

- technical information
- floodplain maps and
- model ordinances to communities interested in joining the NFIP, as well as to participating communities.

Program staff also provides information and assistance to homeowners, businesses, lenders, Realtors and others with questions regarding floodplain maps, insurance issues and the Federal Emergency Management Agency (FEMA).



Federal Emergency Management Agency

Washington, D.C. 20472

May 24, 2012

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
Case No.: 10-01-0671S

The Honorable Jonathan P. LaBonté
Mayor, City of Auburn
Auburn Hall
60 Court Street
Auburn, Maine 04210

Community: City of Auburn,
Androscoggin County, Maine
Community No.: 230001

APPEAL START

Dear Mayor LaBonté:

On May 2, 2011, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) provided your community with Preliminary copies of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for the City of Auburn, Androscoggin County, Maine (All Jurisdictions). FEMA has posted digital copies of these FIRM and FIS report materials to the following Website: <http://www.starr-team.com/starr/RegionalWorkspaces/RegionI/AndroscogginMERiverine/SitePages/Home.aspx>. The Preliminary FIRM and FIS report include proposed flood hazard information for certain locations in the City of Auburn. The proposed flood hazard information may include addition or modification of Special Flood Hazard Areas, the areas that would be inundated by the base (1-percent-annual-chance) flood; base flood elevations or depths; zone designations; or regulatory floodways.

We have published a notice of the proposed flood hazard determinations in the FEDERAL REGISTER and will publish a public notification concerning the appeal process (explained below) in the *Sun Journal* on or about May 31, 2012, and June 7, 2012. We will also publish a separate notice of the flood hazard determinations on the "Flood Hazard Determinations on the Web" portion of the FEMA Website (<http://www.fema.gov/plan/prevent/fhm/bfe>). We have enclosed copies of the notice published in the FEDERAL REGISTER and the newspaper notice for your information.

These proposed flood hazard determinations, if finalized, will become the basis for the floodplain management measures that your community must adopt or show evidence of having in effect to qualify or remain qualified for participation in the National Flood Insurance Program (NFIP). However, before any new or modified flood hazard information is effective for floodplain management purposes, FEMA will provide community officials and citizens an opportunity to appeal the proposed flood hazard information presented on the preliminary FIRM and FIS report posted to the above-referenced Website.

Section 110 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) is intended to ensure an equitable balancing of all interests involved in the setting of flood hazard determinations. The legislation provides for an explicit process of notification and appeals for your community and for private persons prior to this office making the flood hazard determinations final. The appeal procedure is outlined below for your information and in the enclosed document titled *Criteria for Appeals of Flood Insurance Rate Maps*.

During the 90-day appeal period following the second publication of the public notification in the above-named newspaper, any owner or lessee of real property in your community who believes his or her property rights will be adversely affected by the proposed flood hazard determinations may appeal to you, or to an agency that you publicly designate. It is important to note, however, that the sole basis for such

appeals is the possession of knowledge or information indicating that the proposed flood hazard determinations are scientifically or technically incorrect. The appeal data must be submitted to FEMA during the 90-day appeal period. Only appeals of the proposed flood hazard determinations supported by scientific or technical data can be considered before FEMA makes its final flood hazard determination at the end of the 90-day appeal period. Note that the 90-day appeal period is statutory and cannot be extended. However, FEMA also will consider comments and inquiries regarding data other than the proposed flood hazard determinations (e.g., incorrect street names, typographical errors, omissions) that are submitted during the appeal period, and will incorporate any appropriate changes to the FIRM and FIS report before they become effective.

If your community cannot submit scientific or technical data before the end of the 90-day appeal period, you may nevertheless submit data at any time. If warranted, FEMA will revise the FIRM and FIS report after the effective date. This means that the FIRM would be issued with the flood hazard information presently indicated, and flood insurance purchase requirements would be enforced accordingly, until such time as a revision could be made.

Any interested party who wishes to appeal should present the data that tend to negate or contradict our findings to you, or to an agency that you publicly delegate, in such form as you may specify. We ask that you review and consolidate any appeal data you may receive and issue a written opinion stating whether the evidence provided is sufficient to justify an official appeal by your community in its own name or on behalf of the interested parties. Whether or not your community decides to appeal, you must send copies of individual appeals and supporting data, if any, to:

Justin King
STARR
5565 Centerview Drive, Suite 107
Raleigh, North Carolina 27606
Justin.King@starr-team.com

If we do not receive an appeal or other formal comment from your community in its own name within 90 days of the second date of public notification, we will consolidate and review on their own merits such appeal data and comments from individuals that you may forward to us, and we will make such modifications to the proposed flood hazard information presented on the FIRM and in the FIS report as may be appropriate. If your community decides to appeal in its own name, all individuals' appeal data must be consolidated into one appeal by you, because, in this event, we are required to deal only with the local government as representative of all local interests. We will send our final decision in writing to you, and we will send copies to the community floodplain administrator, each individual appellant, and the State NFIP Coordinator.

All appeal submittals will be resolved by consultation with officials of the local government involved, by an administrative hearing, or by submission of the conflicting data to an independent scientific body or appropriate Federal agency for advice. Use of a Scientific Resolution Panel (SRP) is also available to your community in support of the appeal resolution process when conflicting scientific or technical data are submitted during the appeal period. SRPs are independent panels of experts in hydrology, hydraulics, and other pertinent sciences established to review conflicting scientific and technical data and provide recommendations for resolution. An SRP is an option after FEMA and community officials have been engaged in a collaborative consultation process for at least 60 days without a mutually acceptable resolution of an appeal. Please refer to the enclosed "Scientific Resolution Panels" fact sheet for additional information on this resource available to your community.

FEMA will make the reports and other information used in making the final determination available for public inspection. Until the conflict of data is resolved and the FIRM becomes effective, flood insurance

available within your community will continue to be available under the effective NFIP map, and no person shall be denied the right to purchase the applicable level of insurance at chargeable rates.

The decision by your community to appeal, or a copy of its decision not to appeal, should be filed with this office no later than 90 days following the second publication of the flood hazard determination notice in the above-named newspaper. Your community may find it appropriate to call further attention to the proposed flood hazard determinations and to the appeal procedure by using a press release or other public notice.

If warranted by substantive changes, during the appeal period we will send you Revised Preliminary copies of the FIRM and FIS report. At the end of the 90-day appeal period and following the resolution of any appeals and comments, we will send you a Letter of Final Determination, which will finalize the flood hazard information presented on the FIRM and FIS report and will establish an effective date.

If you have any questions regarding participation in the NFIP, we encourage you to contact the Mitigation Division Director, FEMA Region I, in Boston, Massachusetts, either by telephone to (617) 956-7506 or in writing to 99 High Street, Sixth Floor, Boston, Massachusetts 02110.

If you have any questions regarding the proposed flood hazard determinations, FIRM panels, or FIS report for your community, please call our FEMA Map Information eXchange (FMIX), toll free, at 1-877-FEMA MAP (1-877-336-2627) or e-mail the FMIX staff at FEMAMapSpecialist@riskmapcds.com.

Sincerely,



Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

List of Enclosures:

Newspaper Notice
Proposed Flood Hazard Determinations FEDERAL REGISTER Notice
Criteria for Appeals of Flood Insurance Rate Maps
"Scientific Resolution Panels" Fact Sheet

cc: Community Map Repository
Eric Cousens, City Planner/Code Compliance Officer, City of Auburn
Susan Clements-Dallaire, Acting City Clerk, City of Auburn
Dan Goyette, P.E., City Engineer, City of Auburn
Robert Belz, Director, Public Works Department, City of Auburn
Reine Mynahan, Director, Community Development Director, City of Auburn
Sue Baker, CFM, NFIP State Coordinator, Maine State Planning Office
Joseph Young, State Mapping Coordinator, Maine State Planning Office
Joanne G. Potvin, Director, Androscoggin Unified Emergency Management Agency
Dwane A. Hubert, Director, Mitigation, Preparedness, and Recovery Division, Maine Emergency Management Agency
David Mendelsohn, Consultation Coordination Officer, FEMA Region I
Kerry Bogdan, Senior Engineer, FEMA Region I
Alex Sirotek, Regional Service Center, STARR Region I
Justin King, Project Manager, STARR Region I



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: June 4, 2012

Item C

Author: Eric Cousens, City Planner

Subject: Citizen Initiated Zoning Map Amendment for a recommendation to the City Council on a proposal to amend the City Of Auburn Zoning Map in the area of 75 Constellation Drive from Suburban Residential to Industrial pursuant to Chapter 60, Section 1445 – 1449 of the Ordinances of the City of Auburn.

Information: At the March 13, 2012 Planning Board meeting, the Board voted to forward a favorable recommendation on this proposal and found that:

- A. The City's Future Land Use Map shows the area as "Industrial Expansion Transition District" and the proposal is consistent with the plan.
- B. The surrounding area has been changing from Residential to ID and the transition aims to minimize impacts on residents from the airport and industrial uses over time.

It should also be noted that the Board indicated that for any future development of commercial uses at the site, they would be looking to limit vehicular access from Constellation Drive to minimize impacts to residential neighbors and encourage the use of Hotel road for commercial traffic. Staff will be available to discuss this proposal and answer any questions.

Financial: None

Action Requested at this Meeting: No action requested at this meeting. Discussion only.

Previous Meetings and History: Planning Board Public Hearing March 13, 2012

Attachments: Planning Board Staff Report

City of Auburn, Maine

"Maine's City of Opportunity"

Office of Planning & Permitting

Planning Board Report

To: Auburn Planning Board

From: Eric J. Cousens, City Planner

Re: **Zoning Map Amendment – 75 Constellation Drive** - Citizen Initiated Zoning Map Amendment Public hearing for a recommendation to the City Council on a proposal to amend the City Of Auburn Zoning Map in the area of 75 Constellation Drive from Suburban Residential to Industrial pursuant to Chapter 60, Section 1445 – 1449 of the Ordinances of the City of Auburn.

Date: March 13, 2012

I. PROPOSAL

The City of Auburn has received a petition from at least twenty-five (25) registered voters to rezone the remainder of the property at 75 Constellation Drive (PID 156-015) from Suburban Residential (SR) to Industrial (ID). The parcel is shown to the right, outlined in blue. As you can see a majority of the property is already zoned ID, however the single-family home on the lot justified splitting the parcel between zones and the time of the last rezoning. Since then the LA Airport has purchased the home and would like to redevelop the parcel with industrial and aviation related uses.

The minimum lot size requirement for the parcel would change from the 1/2 acre (150' width x 125'



depth) SR minimum to a 150' width x 250' depth ID minimum. This would allow the parcel to be split at some point in the future. The City's Comprehensive Plan illustrates the subject area as "Industrial" and "Industrial Expansion Transition District" (IETD) with the portion under petition being IETD as shown on the future land use map to the left. The Comprehensive Plan describes the objective of the ID Transition District as follows:

Allow for the orderly expansion of the City's industrial district over time by zoning additional land Industrial. The

Industrial Expansion Transition District includes two different types of areas. One type of area is characterized by developed residential properties or neighborhoods on the fringe of an existing industrial zone. In these areas that are currently developed, the City should rezone properties Industrial on a case by case basis in an orderly manner, while maintaining the livability of the remaining residential properties as well as protecting adjacent residential neighborhoods.

The second type of area is undeveloped or lightly developed areas that are currently zoned Ag/RP or low density residential and are essentially “in reserve” for future industrial use. These undeveloped or lightly developed areas that are “reserved” for future industrial use should be zoned Ag/RP or its equivalent in the short term; the area should be rezoned to Industrial only when there is a development proposal that includes the provision of public water and sewerage.

Abutters were notified of the proposal and staff has not received and comments or concerns as of Friday March 9th. Based on the Comprehensive Plan - Auburn Tomorrow, the proximity to the Airport and the changes that have been happening in this area, staff is supportive of the proposal.

II. PLANNING FINDINGS / CONSIDERATIONS:

Staff has evaluated the proposed rezoning and suggests the following findings:

- A. The City’s Future Land Use Map shows the area as “Industrial Expansion Transition District” and the proposal is consistent with the plan.
- B. The surrounding area has been changing from Residential to ID and the transition aims to minimize impacts on residents from the airport and industrial uses over time.

III. RECOMMENDATION:

Staff recommends that the Planning Board forward a favorable recommendation to the City Council to rezone the property at 75 Constellation Drive from Suburban Residential to Industrial pursuant to Chapter 60, Section 1445 – 1449 of the Ordinances of the City of Auburn, based on the above findings.

Eric Cousens
City Planner



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: June 4, 2012

Item D

Author: Eric Cousens, City Planner / Director of Planning and Permitting

Subject: Second discussion regarding amendments to Chapter 42, Division 2, Section 42-44. Location

Information: This item is a follow up on our May 21 discussion. The Official Business Directory Sign (OBDS) program is a Maine Department of Transportation (DOT) program that allows for limited off-premise advertising. Additional information on the laws, forms and FAQs can be found at: <http://www.maine.gov/mdot/traffic/obds.htm> . The City of Auburn has elected to regulate the location of OBD Signs for reasons explained in the purpose section of Ordinance.

I have reviewed the three intersections that we discussed at the last meeting and have the following recommendations:

- 1) Court Street/Western Avenue – The route is already signed as an alternate truck route to avoid Goff Hill and connect from Court Street to Minot Avenue. The comprehensive Plan is silent to the use of Western Ave as a connector between Minot and Court but does recommend finding ways to limit traffic on Court Street and encourage through traffic to use Minot Avenue. If the Council is comfortable with the alternate truck route designation then staff recommends we also allow local businesses the benefit of signage to guide customers along the same route and add the intersection to the allowed OBDS list. Comprehensive Plan Page 43.
- 2) Court Street/Park Avenue – The Mall area businesses would likely be interested in placing signage at this intersection, which would encourage people to use Park Avenue to access the area. Encouraging traffic to use Park Avenue would conflict with community goals to reduce speed and traffic on this route. Staff does not recommend amending the ordinance to allow new signage at this intersection. Comprehensive Plan Page 43, 217, 221
- 3) Center Street/Turner Street (northern end of Turner Street) – This intersection is also desirable for Mall Area businesses, however, the City has tried to limit traffic at this poorly configured intersection and encourage people to use Joline Drive. Staff does not recommend adding this intersection, but the Council could clarify the Ordinance by adding Joline Drive to the Center Street/Stetson Road intersection. Comprehensive Plan Page 42, 46, 47.

Staff would also like to discuss the policy for allowing continued use of existing OBDS sign posts and the possibility of having a local traffic only list for OBDS signs directing people to local businesses with access on streets that are not necessarily appropriate for increased thru-traffic.

Financial: None

Action Requested at this Meeting: Direction from Council on an amendment for consideration at a future workshop or public hearing.

Previous Meetings and History: May 21, 2012 workshop

Attachments: Chapter 42, Division 2 of the City of Auburn Ordinances.

PART II - CODE OF ORDINANCES
Chapter 42 - SIGNS AND ADVERTISING
ARTICLE II. - SIGN REGULATIONS
DIVISION 2. - DIRECTIONAL SIGNS

DIVISION 2. - DIRECTIONAL SIGNS ^[52]

⁽⁵²⁾ **State Law reference**— Maine Traveler Information Services, 23 M.R.S.A. § 1901 et seq.; official business and directional signs, 23 M.R.S.A. § 1906; authority for municipal regulation, 23 M.R.S.A. § 1922.

Sec. 42-40. - Purpose and policy.

Sec. 42-41. - Definitions.

Sec. 42-42. - Applicability.

Sec. 42-43. - Eligibility.

Sec. 42-44. - Location.

Sec. 42-45. - Design, installation and maintenance.

Sec. 42-46. - Application.

Sec. 42-47. - Penalty.

Secs. 42-48—42-67. - Reserved.

Sec. 42-40. - Purpose and policy.

The purpose of this division is to provide tourists and travelers with information and guidance concerning public accommodations, facilities, commercial services, and other businesses and points of scenic, cultural, historic, educational, recreational, agricultural, and religious interest. To provide this information and guidance, it is the policy of the city:

- (1) To establish and maintain a system of official business directional signs;
- (2) To prohibit and control the proliferation of roadside signs; and
- (3) To provide a uniform procedure and criteria to govern their location and approval consistent with state laws governing official business directional signs.

(Code 1967, § 27-5.1)

Sec. 42-41. - Definitions.

Unless another meaning is given expressly or by clear implication, all terms used in this division shall have the meanings set forth in 23 M.R.S.A. § 1903.

(Code 1967, § 27-5.2)

Sec. 42-42. - Applicability.

The provisions of this division shall apply only to official business directional signs.

(Code 1967, § 27-5.7)

Sec. 42-43. - Eligibility.

Lawful businesses and points of interest and cultural, historic, recreational, educational, and religious

PART II - CODE OF ORDINANCES
Chapter 42 - SIGNS AND ADVERTISING
ARTICLE II. - SIGN REGULATIONS
DIVISION 2. - DIRECTIONAL SIGNS

facilities are eligible to contract with the state for the placement of up to six official business directional signs within the city, but only at the intersections or locations listed in section 42-44.

(Code 1967, § 27-5.3)

State law reference— Similar provision, 23 M.R.S.A. § 1909.

Sec. 42-44. - Location.

Official business directional signs shall be located in accordance with the provisions contained in 23 M.R.S.A. §§ 1911 and 1912 and chapter 200 of the state department of transportation administrative guidelines on approaches to or at the following intersections designated by the city council:

- (1) Turnpike Connector/Lewiston Junction Road.
- (2) Turnpike Connector/Washington Street.
- (3) Turkey Lane/Washington Street.
- (4) Route 122/Hotel Road.
- (5) Beech Hill Road/Washington Street.
- (6) Old Danville Road/Danville Corner Road.
- (7) Mellow Road/Hotel Road.
- (8) Turnpike Connector/Hotel Road.
- (9) Rodman Road/Washington Street.
- (10) Rodman Road/Poland Road.
- (11) Rodman Road/Manley Road.
- (12) Rodman Road/Hotel Road.
- (13) Hotel Road/Minot Avenue.
- (14) Upper Court Street/Minot Avenue.
- (15) Fairview Avenue/Minot Avenue.
- (16) Rotary.
- (17) High Street/Minot Avenue.
- (18) Broad Street/Mill Street.
- (19) Riverside Drive/Mill Street.
- (20) Court Street/Union Street Bypass.
- (21) Court Street/Goff Street.

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- (22) Court Street/Western Avenue
- (232) Court Street/Turner Street.
- (243) Turner Street/Union Street Bypass.
- (254) Center Street/North River Road.
- (265) Park Avenue/Mt. Auburn Avenue.
- (276) Gracelawn Road/Mt. Auburn Avenue.
- (287) Center Street/Mt. Auburn Avenue.
- (298) Youngs Corner Road/Hotel Road.
- (3029) Youngs Corner Road/Perkins Ridge Road.
- (310) Lake Shore Drive/Route 4.
- (321) West Hardscrabble Road/Lewiston Junction Road.
- (332) Minot Avenue/Hatch Road (northerly direction only).
- (343) High Street/Academy Street.
- (354) Main Street/Academy Street.
- (365) South Main Street/Mill Street.
- (376) Lake Shore Drive/North Auburn Road.
- (387) Center Street/Fair Street, Martin Street.
- (398) Washington Street southbound Miami Avenue.
- (4039) Washington Street northbound Miami Avenue.
- (410) Washington Street southbound Phil-O-Mar Street.
- (421) Washington Street northbound Phil-O-Mar Street.
- (432) Washington Street northbound Chasse Street.
- (443) Washington Street southbound Chasse Street.
- (454) Washington Street northbound Hackett Road.
- (465) Park Avenue/Gamage Avenue.
- (476) Perkins Ridge Road/Hatch Road (Welcomb's Corner).
- (487) Center Street/Stetson Road.
- (498) Fair Street/Oak Hill Road.

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DIVISION 2. - DIRECTIONAL SIGNS

- (5049) Hotel Road/Manley Road.
- (510) Summer Street/Youngs Corner Road.
- (521) Riverside Drive/Penley Corner Road.
- (532) Rodman Road/Twin Road.
- (543) Washington Street northbound Adams Street.
- (554) First Ave/Rotary Reverse Direction Connectors.
- (565) Hackett Road/Broad Street.
- (576) Center Street/Stanley Street.
- (587) Center Street/Cross Street.
- (598) Riverside Drive/Dunn Street.
- (6059) Turner Street/Gracelawn Road.
- (610) Drummond Street/Main Street.
- (621) Court Street/Pleasant Street (both directions).
- (632) Minot Avenue/Elm Street.
- (643) Pleasant Street/Elm Street.
- (654) Millett Drive/Court Street.
- (665) Minot Avenue/Millett Drive.

(Code 1967, § 27-5.4; Ord. of 3-2-1998; Ord. of 12-6-1999(2); Ord. of 11-19-2001(2); Ord. of 5-2-2005(02))

State law reference— Permitted locations, 3 M.R.S.A. § 1912.

Sec. 42-45. - Design, installation and maintenance.

Official business directional signs shall be designed, installed and maintained in accordance with the provisions of 23 M.R.S.A. §§ 1901 through 1925 and chapter 200 of the state department of transportation administrative guidelines. Signs shall be nonreflectorized and no larger than 12 by 48 inches, except that a reflectorized sign of any permissible size may be permitted on an existing sign assembly displaying a reflectorized sign of the same size if such sign assembly was legally erected prior to October 7, 1985.

(Code 1967, § 27-5.5)

Sec. 42-46. - Application.

Application for an official business directional sign shall be made on forms furnished by the state department of transportation. Completed applications shall be submitted to the department of planning

PART II - CODE OF ORDINANCES
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and permitting services for review. Upon receipt of the completed application, the department shall review the request to ensure that it conforms to the provisions of this article and shall approve, conditionally approve or reject the request based on its findings. If disapproved by the department, the reasons for disapproval shall be communicated to the applicant in writing. Any person aggrieved by the decision of the department may appeal to the county superior court within 30 days of receipt of the department's decision. If approved, the applicant may then forward the approved application and the license fee prescribed by the state law to the state commissioner of transportation for approval or disapproval.

(Code 1967, § 27-5.6)



City Council Workshop Information Sheet

City of Auburn

Council Workshop Meeting Date: June 4, 2012

Item E

Author: Jill M. Eastman, Finance Director

Subject:

1. Order adopting the 2012-2013 Capital Improvement Program (CIP) Bond Projects.
2. Order adopting the 2012-2013 Capital Improvement Program (CIP2) Other Funding Projects.

Information: See Attached

Financial:

1. This bond (CIP) proposal suggests bonding \$5.6 million dollars, \$3.925 million for the City and \$1.675 million for the School.
2. These projects (CIP2) amount to \$1,073,977.

Action Requested at this Meeting:

Council adoption of the order will allow staff to begin the bonding process and proceed with public notice as required by the City Charter.

Previous Meetings and History: See Budget Schedule

Attachments:

- Proposed Order for the 2012-2013 Capital Improvement Program (CIP) Bond Projects.
- Order for the 2012-2013 Capital Improvement Program (CIP2) Other Funding Projects

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 XX-XXXX2012

ORDERED, that Capital Purchases (CIP) Bond Projects for FY 2013 in the amount of \$5,600,000 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 FY13 Capital Improvement Program:

Department	FY13 Projects Only (See CIP for full description)	Proposed Financing	CIP	FY 2013 CIP Bond
School	Building and Equipment Improvements	Bond	CIP	\$1,675,000
City Clerk	Fireproof Storage	Bond	CIP	\$44,000
Engineering	Major Drainage	Bond	CIP	\$60,000
Engineering	MDOT Match	Bond	CIP	\$125,000
Engineering	Reclaim/Resurface	Bond	CIP	\$1,500,000
Engineering	Reconstruction	Bond	CIP	\$1,000,000
Engineering	Sidewalk Program	Bond	CIP	\$100,000
LATC	Bus Replacement	Bond	CIP	\$40,000
Parking Facilities	Drainage Mechanics Row Garage	Bond	CIP	\$25,000
Planning	Main Street Electrical Service	Bond	CIP	\$36,000
Public Works	Boiler Conversion	Bond	CIP	\$200,000
Public Works	Building and Ground Improvements	Bond	CIP	\$200,000
Public Works	Heavy Equipment	Bond	CIP	\$550,000
Contingency	Retained earnings for bid variances			\$45,000
TOTALS				\$5,600,000

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 XX-XXXX2012

ORDERED, that Capital Purchases (CIP2) Other Funding for FY 2013 in the amount of \$1,063,977 are hereby approved as listed:

Department	FY13 Projects Only (See CIP for full description)	Proposed Financing	CIP 2	FY 2013 CIP Bond
Engineering	Vehicle Replacements	Unallocated Bonds	CIP 2	\$30,000
Engineering	Pavement Management Software Data Collection	Unallocated Bonds	CIP 2	\$67,500
Fire	Fire Hose	Unallocated Bonds	CIP 2	\$17,000
Fire	Building Improvements	Unallocated Bonds	CIP 2	\$80,000
Fire	South Main St Boiler Replacement	Unallocated Bonds	CIP 2	\$15,000
ICT	Aerial Photography updates for GIS	Unallocated Bonds	CIP 2	\$60,500
Parking Facilities	Parking Garage Maintenance	Unallocated Bonds	CIP 2	\$75,000
Parks & Rec	Mowers	Unallocated /Cemetery Fund	CIP 2	\$21,500
Parks & Rec	Hasty Heating System Repair and Conversion	Unallocated Bonds	CIP 2	\$30,000
Parks & Rec	Aerial Work Platform	Unallocated /Arena Fund	CIP 2	\$8,600
Police	Police Vehicles	Unallocated Bonds	CIP 2	\$146,500
Police	Payoff Current Lease of Prior Year Vehicles	Unallocated Bonds	CIP 2	\$79,180
Police	Mobile Data Terminal Replacements	Unallocated Bonds	CIP 2	\$75,000
Police	Mobile Camera System Replacements	Unallocated Bonds	CIP 2	\$103,000
Police	Heating System @ PAL Center	Unallocated Bonds	CIP 2	\$20,000
Property	City Hall Roof	Unallocated Bonds	CIP 2	\$61,100
Property	Copier for Police Department	Unallocated Bonds	CIP 2	\$13,000
Police	Foster Road Demolition	Unallocated Bonds	CIP 2	\$12,000
Public Library	Building Improvements	Unallocated Bonds	CIP 2	\$12,022
Public Library	Computer Replacements	Unallocated Bonds	CIP 2	\$22,075
Public Works	Vehicle Replacements	Unallocated Bonds	CIP 2	\$40,000
Public Works	Fleet GPS Tracking System	Unallocated Bonds	CIP 2	\$32,000
Public Works	Security Camera System	Unallocated Bonds	CIP 2	\$18,000
Public Works	Trackless Attachments	Unallocated Bonds	CIP 2	\$35,000
TOTALS				\$1,073,977



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: June 4, 2012

Item F

Author: Susan Clements-Dallaire, City Clerk

Subject: Nominations for naming a parcel of City owned property

Information: A nomination has been made to name a parcel of City owned property located behind 87 Mill Street after the Sullivan family.

Financial:

Action Requested at this Meeting: Recommend passage to open a period for nominations of names for a City owned parcel of land located behind 87 Mill Street and that nominations be accepted in the City Clerk's Office until close of business on July 5, 2012.

Previous Meetings and History:

Attachments: Under item #4 (tab #4 in notebooks)

- Auburn's Policy for Naming of Facilities and Infrastructures
- Order 38-06042012

IN COUNCIL REGULAR MEETING MAY 21, 2012 VOL. 33 PAGE 32

Mayor LaBonte called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. Consent Items

None

II. Minutes of May 7, 2012 City Council Meeting.

Motion was made by Councilor Crowley and seconded by Councilor Hayes to approve the May 7, 2012 Council Meeting Minutes. Passage 7-0.

III. Reports

Mayor's Report - reported

Committee Reports

- Transportation
 - Androscoggin Transportation Resource Center – Mayor LaBonte, no report
 - Lewiston Auburn Transit – Councilor Gerry reported
 - Airport, Railroad – Councilor Hayes, no report
- Housing
 - Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry reported
- Economic Development
 - L-A Economic Growth Council, Auburn Business Development Corp. – Councilor Shea reported
- Education
 - Auburn School Committee – Councilor Young reported
 - Auburn Public Library – Councilor LaFontaine reported
 - Great Falls TV – Councilor Young and Councilor Shea, no report.
- Environmental Services
 - Auburn Water District, Auburn Sewerage District – Councilor Crowley reported
 - Mid-Maine Waste Action Corp. – Councilor Walker, no report
- Recreation
 - Recreation Advisory Board – Councilor Walker, no report.
- Public Safety
 - LA 911 – Councilor Walker, no report. Chief Crowell gave an update on the 911 dispatch

Councilor Reports

- Belinda Gerry reported
- Tizz Crowley reported
- Mary LaFontaine reported

Interim City Manager, Don Gerrish - reported

Finance Director, Jill Eastman

Motion was made by Councilor LaFontaine and seconded by Councilor Crowley to accept the April 2012 Finance Report. Passage 7-0.

IV. Communications, Presentations and Recognitions

Proclamation - The National Highway Traffic Safety Administration (NHTSA)'s 2012 "Buckle Up – No Excuses" Seatbelt Enforcement Campaign.

V. Open Session

Larry Pelletier, 129 Second Street
Tim Doughty, 75 Cherry Vale Circle

VI. Unfinished Business

VII. New Business

1. Order 29-05212012 – Appointing Clinton Deschene as City Manager, effective June 18, 2012.

Motion was made by Councilor Shea and seconded by Councilor Crowley for passage. Passage 6-1 (Councilor Gerry).

2. Ordinance 03-05212012 – Amending the Code of Ordinances of the City of Auburn, Chapter 60 – Zoning, Division 10. Planned Unit Developments, Subdivision II-Types to add a new type of Planned Unit Development: Recreation/Residential Planned Unit Development (RRPUD). First Reading.

Public Comment

Jim Day, President of Martindale Country Club
Jim McPhee, Auburn, Maine
Robert Baskett, 564 Beech Hill Road
Calvin Coney, 24 Fairway Drive
Russ Radcliff, 307 Beech Hill Road
Marj Patrick, 65 Beech Hill Road
Tracy Newman, 15 Brandywine Circle
Whitney, Perkins Hill Road
Don Colban, 730 Beech Hill Road
Nilda, 455 Beech Hill Road
Michelle Vazquez, Beech Hill Road

Motion was made by Councilor Crowley and seconded by Councilor LaFontaine to postpone this item indefinitely. Passage 5-2 (Councilors Hayes and Walker).

IN COUNCIL REGULAR MEETING MAY 7, 2012 VOL. 33 PAGE 34

3. Order 30-05212012 – Setting the time for opening the polls for the June 12, 2012 Primary Election.
Motion was made by Councilor LaFontaine and seconded by Councilor Young for passage. Passage 7-0.
4. Order 31-05212012 – Accepting the transfer of \$5,000 forfeiture assets in U.S. Currency (Dixon).
Motion was made by Councilor LaFontaine and seconded by Councilor Shea for passage. Passage 7-0.
5. Order 32-05212012 – Accepting the transfer of \$1,250 forfeiture assets in U.S. Currency (Weekes).
Motion was made by Councilor Shea and seconded by Councilor Crowley for passage. Passage 7-0.
6. Order 33-05212012 – Accepting the transfer of .45mm Springfield automatic pistol forfeiture assets (Tardif).
Motion was made by Councilor Shea and seconded by Councilor Walker for passage. Passage 7-0.
7. Order 34-05212012 – Accepting the transfer of \$1,425 forfeiture assets in U.S. Currency (Tidswell).
Motion was made by Councilor LaFontaine and seconded by Councilor Crowley for passage. Passage 7-0.
8. Order 35-05212012 – Accepting the transfer of \$86,764 forfeiture assets in U.S. Currency (Morrissette).
Motion was made by Councilor Shea and seconded by Councilor Walker for passage. Passage 7-0.
9. Order 36-05212012 – Accepting the offer of \$17,101 from Westfield, Inc., for the sale of a tax acquired parcel on Minot Avenue. This item was added to the agenda.
Motion was made by Councilor Shea and seconded by Councilor Crowley for passage. Passage 7-0.
10. Order 38-05212012 – Accepting the settlement agreement and consent order between Michael Farrell (145 Eastman Lane) and the City of Auburn. This item was added to the agenda.
Motion was made by Councilor LaFontaine and seconded by Councilor Walker for passage. Passage 7-0.
11. Order 37-05212012 – Authorizing the City Manager to execute a Second Addendum to the City of Auburn’s Option Agreement with Building Solutions, dated February 21, 2012 (Order 10-02212012). This item was added to the agenda.
Motion was made by Councilor LaFontaine and seconded by Councilor Walker for passage. Passage 6-0, (Councilor Hayes abstained).

IN COUNCIL REGULAR MEETING MAY 7, 2012 VOL. 33 PAGE 35

VIII. Open Session — The Mayor invited the public to speak during Open Session prior to entering into Executive Session. No public comment.

Joe Gray, Sopers Mill Road

IX. Executive Session

Motion was made by Councilor Lafontaine and seconded by Councilor Crowley to go into Executive Session, pursuant to 1 M.R.S.A. §405(6)(C), for discussion of a real estate matter. Passage 7-0, 9:44 P.M.

The Mayor declared Executive Session over at 9:50 P.M.

Motion was made by Councilor Gerry and seconded by Councilor LaFontaine to go into Executive Session, pursuant to 1 M.R.S.A. §405(6)(C), for discussion of a real estate matter. Passage 7-0, 9:54 P.M.

The Mayor declared Executive Session over at 10:40 P.M.

X. Adjournment

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to adjourn. Passage 6-0 (Councilor Young was absent for the vote), 10:40 P.M.

A TRUE COPY.

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



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: June 4, 2012

Resolve

05-06042012

Author: Jill M. Eastman, Finance Director

Subject: Public Hearing and first reading on the Proposed Municipal/Education Budget FY 2012-2013.

Information: In accordance with the City Charter, Section 8.5 (A.2) a public hearing has been scheduled for June 4, 2012 at 7 pm (or as soon as possible thereafter).

Financial: n/a

Action Requested at this Meeting: Public comment and recommend passage of first reading.

Previous Meetings and History:

Attachments:

- Public Hearing Advertisement
- Resolve 05-06042012

**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 2012-2013.

DATE: June 4, 2012

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

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 05-06042012

RESOLVED, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2012-2013, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2012 and ending June 30, 2013.

The estimated aggregate amount of non-property tax revenue is \$31,451,022 with a municipal revenue budget of \$10,944,240 and a School Department revenue budget of \$20,506,782.

The aggregate appropriation for the City of Auburn is \$72,292,526, with a municipal budget of 34,383,200, County budget of \$2,006,244 and a School Department budget of \$35,903,082 which received School Committee approval on April 11, 2012, and school budget approved at the April 23, 2012 Special Council Meeting and based on the budget submitted to the Auburn City Council on March 19, 2012, by the Interim City Manager, and notification was posted on the City of Auburn website on May 3, 2012 that a public hearing would be held on May 7, 2012 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 2012-2013 beginning July 1, 2012 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 2012-2013.

SCHOOL BUDGET ARTICLES

1. That \$13,980,372.00 be authorized to be expended for Regular Instruction;
2. That \$7,205,337.00 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$730,839.00 be authorized to be expended for Other Instruction;
5. That \$4,169,008.00 be authorized to be expended for Student and Staff Support;
6. That \$818,349.00 be authorized to be expended for System Administration;
7. That \$1,206,097.00 be authorized to be expended for School Administration;
8. That \$1,414,714.00 be authorized to be expended for Transportation and Buses;
9. That \$3,479,410.00 be authorized to be expended for Facilities Maintenance;
10. That \$2,483,582.00 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 \$32,774,331.00 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 \$13,910,635.00 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 \$1,258,135.00 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 \$35,487,708.00 for the fiscal year beginning July 1, 2012 and ending June 30, 2013 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 \$373,578.00 for adult education and raise \$185,734.00 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;



City Council Agenda Information Sheet

City of Auburn

Council Workshop Date: June 4, 2012

Order 36-06042012

Author: Reine Mynahan, Community Development Director

Subject: Waiver of Match Amount

Information: In January the Community Development Loan Committee approved the loan request of Derek and Aimee Footman, 90 Whitney Street in the amount of \$18,850. The property is located in the Union Street Target Area. The scope of work include foundation repointing, replacing posts and structural members on the front and rear porches, repairing siding, removing the rear chimney, insulating the knee walls, attic area and attic access, installing an exhaust fan in the bathroom, air sealing windows, repairing water damaged drywall, installing handrails, replacing 13 windows, upgrading the electrical, replacing 3 exterior doors, insulating the basement, and replacing the boiler. After completion of this work the home will meet the City of Auburn's housing standards. This work will be financed under the Residential Rehabilitation Program which requires a 25% private match (\$6,250). The Footmans have been unable to raise this amount, but have been able to come up with half of the match. In May the Community Development Loan Committee approved a new loan amount of \$21,875 with a reduced match.

According to the guidelines of the Rehabilitation Program, the City Council may waive the loan amount and terms. The Community Development Department is requesting that the City Council waive the 25% match requirement, and in lieu require a 12.5% match.

Financial: n/a

Action Requested at this Meeting: Approval of match reduction to 12.5%.

Previous Meetings and History: None.

Attachments:

- Order 36-06042012

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 #36-06042012

Ordered that the match requirement under the Residential Rehabilitation Program of 25% be reduced to 12.5% to provide a \$21,875 loan as approved by the Community Development Loan Committee for the property located at 90 Whitney Street.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: June 4, 2012

Order 37-06042012

Author: Keith McBride, Economic Development Asst.

Subject: Land Swap with R&K Properties (Rolly's Diner)

Information: 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 proposed agreement is 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.

Action Requested at this Meeting: Authorize the City Manager to sign the proposed Agreement, and any other documents which will be necessary to complete this land exchange.

Previous Meetings and History: May 14, 2012

Attachments:

- Proposed Agreement
- Order 37-06042012

REAL ESTATE EXCHANGE AGREEMENT

This Agreement made this _____ day of _____, 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 _____ day of _____, 2012.

CITY OF AUBURN

By: _____
Donald Gerrish
Interim City Manager

Witness

R & K PROPERTIES, LLC

By: _____
Kenneth Blais
Manager

Witness

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.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: June 4, 2012

Order 38-06042012

Author: Susan Clements-Dallaire, City Clerk

Subject: Nominations for naming a parcel of City owned property

Information: A nomination has been made to name a parcel of City owned property located behind 87 Mill Street after the Sullivan family.

Financial:

Action Requested at this Meeting: Recommend passage to open a period for nominations of names for a City owned parcel of land located behind 87 Mill Street and that nominations be accepted in the City Clerk's Office until close of business on July 5, 2012.

Previous Meetings and History:

Attachments:

- Auburn's Policy for Naming of Facilities and Infrastructures
- Order 38-06042012

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.

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



Jonathan LaBonte, Mayor

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

IN CITY COUNCIL

ORDER 38-06042012

ORDERED, that nominations be accepted in the City Clerk's Office for the naming of a City owned parcel of land located behind 87 Mill Street until close of business on July 5, 2012.