



**City Council Workshop & Meeting
Agenda
May 6, 2024
Auburn Hall, Council Chambers**

5:30 P.M. City Council Workshop

- A. Lewiston Falls FERC License Comments – Eric Cousens
- B. Public Works Update –Scott Holland
- C. Executive Session – Legal matter, pursuant to 1 M.R.S.A. §405(6)(E)

7:00 P.M. City Council Meeting - Roll call votes will begin with Councilor Whiting

Pledge of Allegiance

- I. **Consent Items** – All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
 - 1. **Order 53-05062024***
Appointing Edward Little High School sophomore, Houda Aden to serve as City Council Student Representative with a term expiration of 6/30/2026.
 - 2. **Order 54-05062024***
Appointing Edward Little High School junior, Anaya Egge to serve as City Council Student Representative with a term expiration of 6/30/2025.
 - 3. **Order 55-05062024***
Appointing Emmanuel Babine to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025, as nominated by the Appointment Committee.
 - 4. **Order 56-05062024***
Appointing Katie Boss to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026, as nominated by the Appointment Committee.
 - 5. **Order 57-05062024***
Appointing Michael Dixon to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027, as nominated by the Appointment Committee.
 - 6. **Order 58-05062024***

Appointing Stanwood “Joe” Gray to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027, as nominated by the Appointment Committee.

7. Order 59-05062024*

Appointing Chelsea Eaton to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026, as nominated by the Appointment Committee.

8. Order 60-05062024*

Appointing Gerald Samson to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025, as nominated by the Appointment Committee.

9. Order 61-05062024*

Appointing Elisabeth Collier to serve on the Board of Assessment with a term expiration of 3/31/2025, as nominated by the Appointment Committee.

10. Order 62-05062024*

Appointing Mary LaFontaine to serve on the Board of Assessment with a term expiration of 3/31/2026, as nominated by the Appointment Committee.

11. Order 63-05062024*

Appointing Corey Kinnan to serve on the Parks & Recreation Advisory Board with a term expiration of 10/01/2024, as nominated by the Appointment Committee.

12. Order 64-05062024*

Appointing Elisabeth Collier to serve on the Parks & Recreation Advisory Board with a term expiration of 10/1/2024, as nominated by the Appointment Committee.

13. Order 65-05062024*

Appointing Adam Lee to serve on the Lewiston Auburn Railroad Corporation for a three-year term (April 2024 through April 2027).

14. Order 66-05062024*

Appointing Jessica Donovan to serve on the Lewiston Auburn Railroad Corporation for a three-year term (April 2024 through April 2027).

15. Order 67-05062024*

Appointing Jonathan LaBonté to vote the shares held by any shareholder for the Lewiston Auburn Railroad Corporation.

16. Order 68-05062024*

Confirming Chief Moen’s appointment of Annemarie Iadarola as Constable with firearm for the Auburn Police Department.

II. Minutes – April 16, 2024, Regular Council Meeting

III. Communications, Presentations and Recognitions

- Presentation - Child Abuse and Neglect Data presented by Community Concepts, Inc., presented by Melissa Wakefield (Maine Families Program Manager) and Melissa Robinson (Prevention Council & Community Coordinator for Androscoggin County)
- Communication - Funding Requests (Lifeflight, Kennebec Behavioral Health, Land Trust, Lake Stewards of Maine)

IV. Open Session – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

V. Unfinished Business - None

VI. New Business

1. Order 69-05062024

Initiating ordinance amendment process to Chapter 60 – Zoning Article XVI. – Administration and Enforcement Division 2. Site Plan Review and Section 60.2 Definitions.

2. Ordinance 09-05062024

Amending Chapter 60, Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. Public hearing and first reading.

3. Ordinance 10-05062024

Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map. Public hearing and first reading.

4. Order 70-05062024

Adopting the Fiscal Year 2025 Budget of the Auburn School Department.

5. Resolve 04-05062024

Adopting the Appropriations Resolve for Fiscal Year 2025. Public hearing and first reading.
Passage requires an affirmative vote of 5 Councilors at the second reading.

6. Order 71-05062024

Initiating ordinance amendment process to Sec. 60-2 Definitions, Article XIII Division 2-Phosphorous Control, Article IV Division 3-Low Density Country Residential District, and Division 4-Lake Auburn Watershed Overlay District including adoption of associated zoning maps, all within Chapter 60 of the Code of Ordinances (these changes relate to Subsurface wastewater systems and residential development within the watershed).

7. Order 72-05062024

Approving the liquor license for the Hilton Garden Inn.

8. Order 73-05062024

Appointing Emily F. Carrington as Registrar of Voters for the City of Auburn with a term expiration date of December 31, 2024.

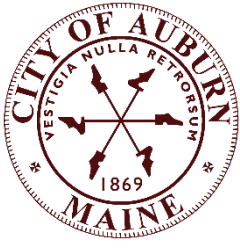
VII. Open Session - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*

VIII. Reports

- a. Mayor's Report
- b. City Councilors' Reports
- c. City Manager Report
- d. January 2024 Finance Report – Kelsey Earle, Finance Director

IX. Executive Sessions – None

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Author: Eric J. Cousens, Planning and Permitting Director

Subject: Lewiston Falls/Monty Hydro Facility – Draft License Application Comments

Information: This is an update on the licensing process for the Lewiston Falls/Monty Hydro Facility on the main stem of the Androscoggin in anticipation of the expiration of the existing license in 2026 and a follow up to the [March 4, 2024 Council Communication \(details on page 19\)](#) . Our Comprehensive Plan, Strategic Plan, New Auburn Master Plan, the Androscoggin Greenway Plan and ATRC Bridging the Gaps Bicycle and Pedestrian Plans give staff substantive direction and support to advocate for needs and improvements to mitigate impacts of the facility on the community. The attached draft set of comments does not include mitigation requests from Lewiston as those are still being drafted. The comments from Lewiston will be added to the final version so the stakeholder group can speak with a single, unified voice. In short, the Draft License Application(DLA) lacks many details that will be needed in the Final License Application (FLA) and fails to propose any meaningful mitigation. This not unusual and we expect more detail in the in the FLA. We have met with FERC staff and other stakeholders at the State and National level to draft the comments. Staff will review the comments and take any feedback from the Council at the workshop as we finalize a submittal for later this month.

The focus of the requests are to improve river access for recreation and public safety, portaging around the falls, flows over the falls for aesthetics and recreation and to shift maintenance costs associated with river access facilities back to the licensee of the hydro facility.

City Budgetary Impacts: None

Staff Recommended Action: Update and feedback from Council.

Previous Meetings and History: 6.6.2022 Communications, 12.20.2021 Communications, 4/24Communications.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Draft Comments on DLA

May XX, 2024

Ms. Debbie-Anne A. Reese
Acting Secretary Federal Energy Regulatory Commission
888 First Street, N.E.
Washington, D.C. 20426

Via online submission to: <http://www/ferc.gov>

Subject: City of Auburn, City of Lewiston, American Whitewater, Appalachian Mountain Club, Grow L-A, Maine Council of Trout Unlimited [and Maine Rivers, Atlantic Salmon Federation, Friends of Merrymeeting Bay, Androscoggin Land Trust, etc.?] Comments on the Draft License Application (DLA) for the Lewiston Falls Hydroelectric Project (FERC No. 2302)

Dear Ms. Reese:

The City of Auburn, City of Lewiston, American Whitewater, Appalachian Mountain Club, Grow L-A, and Maine Council of Trout Unlimited (“signatories”) submit the following Comments and Study Requests in response to the Draft License Application (DLA) for the Lewiston Falls Hydroelectric Project (FERC Project No. 2302) by Brookfield White Pines Hydro LLC (BWPH) dated February 21, 2024. These organizations all have a strong and continuing interest in the outcome of the Lewiston Falls Project relicensing.

In summary, the DLA is incomplete and fails to propose any meaningful mitigation measures despite the stakeholders good faith participation in the studies coordinated by the Licensee. The need for additional study of recreational impacts remains, project generating information is absent from the DLA and mitigation measures have not been proposed in response to the completed or nearly completed studies. The following pages provide stakeholder information and study deficiencies followed by Stakeholder Mitigation needs beginning on Page 6.

The [City of Auburn](#), located in central Maine, an industrial center and the ninth largest city by land area in the United States with 67 square miles, is located on a corridor to the western recreational mountains of Maine and is home to more than 25,000 residents. Daily, upwards of 100,000 people live, work, and play in our city. Auburn's critical infrastructure includes: 2 high schools, a middle school and 9 elementary schools; 2 regional post offices; Lake Auburn - the only water supply for the City of Auburn and surrounding communities; Lewiston/Auburn Municipal Airport; Central Maine Community College (5,000 students); Customs Zone for freight arriving by air and rail; two railroad lines; 2 large and 6 small hydroelectric dams; an underground petroleum pipeline; 5 large commercial factories; an acetylene production plant; 3 propane storage and underground pipes carrying natural gas to the community; 8 medium to large hazmat facilities; a 2-sheet ice arena that also hosts concerts and trade shows; a waste-burning electric power plant; a retail hub and recreation areas.

There are 11,965 residents in Auburn who qualify for Community Development Block Grant (CDBG) assistance for being under 80% HUD Area Median Family Income (HAMFI). This number encompasses 46% of the total 25,530 residents in Auburn. Of the total households within Auburn, 7,850 households (or 30%) are qualified for the HOME program for being under 50% HAMFI. These qualifying households are largely located within a 1-mile area surrounding the project and many depend on walking and public transit to access recreational opportunities along the Androscoggin River.

The [City of Lewiston](#) is located in Androscoggin County in south-central Maine, less than an hour drive from the ocean, the western mountains, and from Portland, Augusta, and Freeport. The area's interstate highway access places 50% of Maine's population within a half hour of the community. Together, the cities of Lewiston and Auburn are home to approximately 61,000 residents with Lewiston's population being 37,121. Lewiston-Auburn is the region's economic and cultural center, serving Androscoggin County and the large trade area of central and western Maine. Given its size alone, Lewiston-Auburn's success is important to Maine's economic development.

Lewiston is a regional center for healthcare, education, culture and shopping. Lewiston is also an employment center. Within 1.2 miles of the Lewiston Falls project boundary are Central Maine Medical Center (one of the state's three largest medical facilities), St. Mary's Regional Medical Center, Bates College, University of Southern Maine's Lewiston-Auburn College, financial and professional service companies, as well as hotels and retail. Within a five-minute drive of the Lewiston Falls project boundary area are approximately 9,500 households and 7,000 employees.

The character of Lewiston and Auburn is influenced by both the striking natural environment of central Maine, and Lewiston's history as a great industrial center powered by the Androscoggin River. Lewiston Falls, which once fueled production of textiles, shoes and more before an era of decline that began in the 1950s, continues to provide a dramatic focal point for both Lewiston and Auburn downtowns. The Androscoggin River, once polluted by the industry it fueled, now rolls cleanly between the two downtowns, past emerging riverfront parks. Kayakers and fisherman have begun to discover this stretch of the Androscoggin, and a growing network of trails link the downtown riverfronts.

Historic mill buildings remain a strong presence in Lewiston. Within a 5-minute walk of the riverfront, over 1 million square feet of mill space remains within three major mill facilities: the Bates Mill Complex, the Continental Mill, and the Hill Mill. The network of canals that once powered the mills remains in place.

Lewiston's compact downtown neighborhoods occupy the area east of the river. Multifamily housing that once served millworkers is now occupied by a new generation of residents, including Somali and Bantu immigrants. A mix of small businesses, multifamily housing, the Continental Mill and vacant lots characterize the area between the redeveloping Bates Mill Complex and the river. Just 1/3 of a mile east of the river is Lisbon Street, Lewiston's "main street." Once a grand shopping destination that drew visitors from across the region, Lisbon Street's 2- to 4-story buildings are beginning to see new activity. However, this same area is subject to some of the state's highest poverty rates. Immediately abutting the project boundary, 45% of Census Tract 201 and 25% of Census Tract 202 live in poverty in comparison to City's rate of 18% and Maine's of 11%. Lewiston also has 28,350 households that qualify

for CDBG representing 78% of total 36,409 households of which 11,620 (32%) households qualify for the HOME program. These qualifying households are largely located within a 1-mile area surrounding the project and many depend on walking and public transit to access recreational opportunities along the Androscoggin River.

A great river, once harnessed to produce the power that drew industry to the twin cities, can now again be the spark that defines the communities. The Lewiston Falls area can become the region's great urban destination, a place for recreation, cultural activities, work and urban living. A solid foundation for the area exists; however, not yet a strong, vibrant urban riverfront destination. The downtown riverfront and canal system needs a critical mass of more housing, public amenities, and jobs to improve quality of life and to support economic development that extends beyond the riverfront and benefits the center cities of both communities. The river and Lewiston's canal system are the backbone of these objectives.

Comments

The Androscoggin, once a mighty fast-flowing river, unites the cities of Auburn and Lewiston that, with a combined population of over 62,000, make up the second largest metropolitan area in the state. The hydroelectric facility located atop the dramatic 37-foot Lewiston Falls, also known as Great Falls, impedes the natural flow of the river, degrading a once majestic natural waterfall to dry rock much of the year, hampering the public's use and enjoyment of the defining natural resource of the area, and impacting the water quality of the lower Androscoggin River.

If the dam is relicensed, Brookfield White Pines Hydro LLC must compensate the owners of the river, the citizens of Lewiston and Auburn and of the State of Maine, for their loss of the use of it in its natural state. The facility severs through-paddling options and floods the natural floodplain to create steep inaccessible banks along the impoundment, making it difficult to access the water. The facility reduces the amount of time that water flows over the falls by redirecting flows through turbines. The cities of Auburn and Lewiston lose the iconic falls that define our communities and are the reason the cities grew along the banks of the Androscoggin River.

Any mitigation must first and foremost meet the needs of the immediate community. The poverty rate for Lewiston is 19.5%, nearly double the state rate. Forty percent of downtown residents do not own a car, and therefore do not have access to the river at distant locations. Many cannot afford specialized recreation equipment. Similarly, 46% of Auburn residents qualify for public assistance due to their income levels. These qualifying households are largely located within a 1-mile area surrounding the project and many depend on walking and public transit to access recreational opportunities along the Androscoggin River.

Project Facilities and Operations

The Lewiston Falls project consists of 5 dams, the Charles E. Monty Station powerhouse, a gatehouse, an island spillway, the upper canal, the impoundment stretching 2.5 miles upstream, and a 75' x 400'

tailrace excavated into the bedrock of Lewiston Falls, permanently altering the natural geology. The project also includes the Durham boat launch located 7 miles downstream. **As indicated in Studies and the DLA, the facility essentially operates as run of river, however, the operations and flows are coordinated with, dependent on and benefit from the Gulf Island Pond impoundment for generating operations and equal consideration for other uses should also be given the ability to benefit from the licensees ability to deliver water to the project area via coordinated facilities.**

The project drains an area of 2,907 square miles and discharges a minimum flow of 1,430 cubic feet per second or inflow, whichever is less, out of a total potential maximum flow of 6,600 cfs. Of the discharge, 50 cfs is released into the Lewiston Canal System, with periodic refreshment flows of 300 cfs, and 1,380 is released from Monty Station through the tailrace. The project generates 28.44 MW of electricity.

Project Area

A major portion of the project area was removed in 2020 reducing it by nearly 5 miles of affected river. The removed area recognized the major downstream effects of project operations - the current, reduced area does not. **The signatories request the return of these areas to the project, and in the absence of this measure, that recreational facilities both current and needed be given full consideration for inclusion in the terms and conditions of the new license going forward.**

Impact of Project Facilities & Operations

The Lewiston Falls Hydroelectric Project impedes the flow of water over Great Falls. Since the opening of the Charles E. Monty Station in 1990, flows over Great Falls have been reduced by 40%, from approximately 146 days of the year to approximately 43 days, or from about 40% of the year to about 12%. The dewatering of the falls has a severe negative impact on the Twin Cities, hampering their evolution from an industrial past to a vibrant future based on attracting activity to the urban riverfront. The facility severs through-paddling options and floods the natural floodplain to create steep inaccessible banks along the impoundment, making it difficult to access the water. The facility reduces the amount of time that water flows over the falls by redirecting flows through turbines. The Cities of Auburn and Lewiston lose the iconic falls that define our communities and are the reason for the cities grew along the banks of the Androscoggin River.

Visual impact

A 37-foot drop without water flowing over it is the dominant visual element in Lewiston-Auburn. No man-made effort can compensate for the loss of that natural feature but understanding the effects of

facility operations is necessary for a NEPA finding on the relicensing. The lack of water reveals the permanent scar of the raceway, the dry rocks of Lewiston Falls have attracted graffiti and trash, the lack of water flow in the canal system invites litter and imparts a sense of stagnation. Without water flow, there is less reason to visit the trails, parks or overlooks near the area. Chain link fence surrounding the viewing platform adjacent to West Pitch adds to the overall sense of indifference. Until the visual impact changes, Lewiston-Auburn cannot meet its full potential as a vibrant urban center focused on its riverfront.



Recreation Impact

The Lewiston Falls Hydropower Project seriously impacts recreation in Lewiston-Auburn. The presence of the facility, including the powerhouse, blocks access to Great Falls from the Lewiston side. The absence of water leaves less reason to visit adjacent amenities such as parks, trails or viewing platforms. The facility severs through-paddling options and floods the natural floodplain to create steep inaccessible banks. Access to the river for fishing, boating, and other water-based activity is relatively limited, and the lack of water flow over the falls contributes to an absence of human activity in the downtown area. The project currently provides only 3 recreation facilities: the West Pitch viewing platform, the impoundment boat launch, located ½ mile upstream, and the Durham boat launch located 7 miles downstream. There currently is no portage around the falls and a lack of connectivity between recreational facilities. The nature of the impoundment further restricts access to the river as the pond has flooded the formerly accessible natural flood zone to a pond elevation that meets steep embankments in many areas.



Operational water levels and especially flows fluctuate often and this significantly affects different recreational user groups in different ways. Fluctuating flows shown below are measured downstream of the facility and are driven by generating operations in coordination with licensee controlled flows at facilities upstream.

Further, the dam blocks upstream access for fish. Of the seven diadromous species identified in the *Androscoggin River Watershed Comprehensive Plan for Diadromous Fishes*, only the American Eel is found upstream of the dam.

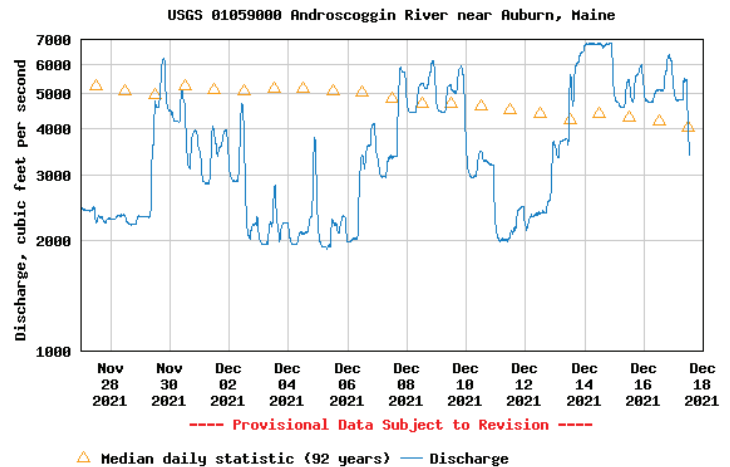
No fishway exists and no anadromous species are trucked or stocked upstream. The last fisheries survey was conducted in 2003, 19 years ago.

Ecological and water quality impact

The project alters the ecosystem both upstream and downstream of the dams. First, the 2.5-mile impoundment upstream slows the natural flow of a once fast-moving river, warming the waters and resulting in the accumulation of silt and sediment. In turn, these changes alter the ecosystem in and along the river. Fluctuating water levels in the artificial pond created by the impoundment further degrade the ecosystem there. Downstream of the dams, the lack of water also alters the ecosystem by resulting in lower than natural water levels, flowing water through turbines instead of over the falls and may affect dissolved oxygen levels. The Maine Department of Environmental Protection classifies this river reach as Class C. Water quality monitoring was terminated in 1994, 28 years ago. As mentioned above, the last fisheries survey was conducted in 2003, 19 years ago. Notably, the waters below Lewiston Falls are classified as Critical Atlantic Salmon Habitat.

Discharge, cubic feet per second

Most recent instantaneous value: 3400 12-17-2021 13:15 EST



Study Requests and Conclusions

The Stakeholders actively participated in the Study phase of the FERC process and were dedicated to identifying the studies needed to inform the licensing process so that licensing decisions can be based on current information and the best available science. We requested three studies that we deemed essential to the future management of the Lewiston Falls Project. Those requests are detailed in prior filings and the shortcomings are summarized below.

Study request #1: Aesthetic study-Most of the study was completed however the licensee has failed to complete the final step to Evaluate other investments that could mitigate impacts and restore the overall aesthetics of the project area, including, but not limited to, fencing upgrades, increased river access for pedestrians, tree planting and proposed flows over the falls and in the canals. . **The DLA lacks proposed mitigation efforts as required to mitigate project impacts.**

Study request #2: River Access and Recreational Flow study – This study remains to be completed and we do not have adequate information to assess recreational flows below the project. The study conclusion that existing facilities are adequate for the proposed license period is unacceptable.

Study request #3: Special Dissolved Oxygen Level Study – This study has been completed and the Licensee has failed to propose any mitigation measures. Stakeholders remain ready to engage in discussions to determine mitigation.

Proposed Mitigation and Study

To mitigate project impacts the Licensee must consider the following in a Final License Application.

- **Aesthetic Flows** - No aesthetic flows were proposed as part of the DLA while it is clear that project operations reduce aesthetic flows significantly. Since the opening of the Charles E. Monty Station in 1990, flows over Great Falls have been reduced by 40%, from approximately 146 days of the year to approximately 43 days, or from about 40% of the year to about 12%. **We request that the Licensee provide at least 4000 CFS from Dam 1 for at least 40 days per year during daylight hours and every Friday evening from 4Pm - 8PM between May 15 and October 30 including 10 holiday or event weekend days with dates to be determined at an annual meeting between the Licensee and stakeholders to be held each year in April, with consideration of the licensees ability to coordinate inflows with licensee controlled facilities upstream that are already used in this way for generating purposes. See flows on page 5.**
- **Propose Recreational Mitigation** - Work with stakeholders to determine which facilities and access points such as trails, parks, boat launches, portage sites and picnic areas need to be developed or improved to make the river accessible to people across the region. This includes ADA compliance; **The DLA proposal that existing facilities are adequate is unacceptable.**



4,350 cfs spill, Dam 1 deflated, Headpond el. 168.29 ft

- Upgrades are needed at the North River Road boat Launch including grading, parking lot paving and striping, ramp repairs, shoreline stabilization, signage and ADA pedestrian connectivity to the existing sidewalk network on Center Street.
- The dam severs through paddling capabilities and the combination of required safety buoys above the dam and no trespassing signage/fencing extend a long and undefined Portage. The City of Auburn has worked to acquire riverside rights to improve this, however the licensee should be required work with the City to design and construct a portage facility that is consistent with Auburn's Riverwalk and connects to existing sidewalks between the North River Road Boat Launch and West Pitch Park or alternative. A concept plan was provided to the Licensee during the Study process. The Facility would be largely on licensee owned and City owned land. **Licensee should be required to contribute 50% of design and construction costs and participate in the design process when the City secures access rights to the entire necessary on and off road corridor.**
- Portage and access from public streets are needed above and below Dresser Rips in Auburn. This is needed for recreation and Public Safety. Emergency responses are limited by access above and below Dresser Rips. **The licensee should be required to work with the City and fund acquisition of rights and construction of access for Public Safety above and below the Rips.**
- River safety signage is needed along the river for public safety reference points. **The licensee should be required to work with the Cities to install numbered markers along the river for emergency reference points along the river.** Licensee should work with Stakeholders to propose a plan as part of the FLA.
- Maintenance of project recreation facilities should be provided by or funded by the licensee during the license period. **The licensee should be required to provide a maintenance plan for project facilities(existing and new) or propose an alternative as part of the DLA.**
- **Restoration of former project boundary or development of additional recreation and emergency access as project facilities should be proposed as part of the FLA.**
- Designate the emergency access at Festival Plaza as an emergency and recreational access point. It is currently listed as only emergency access.
- Evaluate ways to inform the public when ideal conditions exist or will exist. Safe Waters website should be enhanced to provide real time and 3-7 day predicted flows for recreational trip planning.

PLACEHOLDER: Mix mitigation requests with those requested by Lewiston on the east side of the river.

Conclusion

The Androscoggin Riverfront remains a significant resource for the Lewiston-Auburn community. In an era when communities across the country have reclaimed urban waterfronts as vibrant community destinations, Lewiston and Auburn have the potential to create a unique and special place. A destination riverfront will benefit Lewiston and Auburn most directly if it is strongly connected to the rest of the community and especially to the core of downtown Lewiston along Lisbon Street. The hydro facility has lost its historic economic connection to the community and no longer powers the idle mills and canals, but it continues to impact the communities by severing access and redirecting flows from public trust resources and by hampering recreational activities. The above requested studies and mitigation measures are necessary to provide information and mitigate the operational impacts of P-2302 to inform FERC's NEPA Analysis.

City of Auburn

Eric J. Cousens

Director of Planning and Permitting

City of Lewiston

Jonathan M. Connor

Director of Planning and Code Enforcement

American Whitewater

Bob Nasdor

Northeast Stewardship & Legal Director

Trout Unlimited

Stephen G. Heinz

Grow L+A

Peter Rubins

Board member, Chair Grow L+A River Working Group

AMC

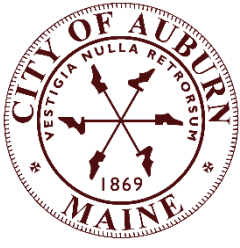
Eliza Townsend

Maine Conservation Policy Director

Maine TU Council FERC Coordinator

Others??

CC: Senator Susan Collins Office, Maine 2nd District Congressman Jared Golden's Office



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Author: Scott Holland, Public Works Director

Subject: Public Works Operations Updates

Information: Scott Holland will be brief the City Council on seasonal plans and projects including upcoming city beautification efforts.

City Budgetary Impacts: N/A

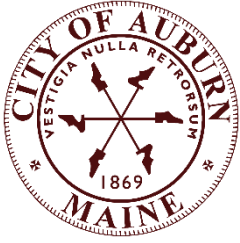
Staff Recommended Action: Update and discussion

Previous Meetings and History: N/A

City Manager Comments:

Signature:

Attachments:



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: May 6, 2024

Subject: Executive Session

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

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

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present. This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

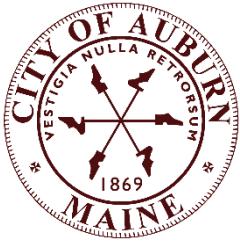
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Orders: 53-05062024 through 64-05062024

Author: Emily F. Carrington, City Clerk

Subject: Board and Committee Appointments

The Appointment Committee met on April 23, 2024, to review applications and make their nominations for various boards and committees of the city as follows:

- Houda Aden to serve as City Council Student Representative with a term expiration of 6/30/2026.
- Anaya Egge to serve as City Council Student Representative with a term expiration of 6/30/2025.
- Emmanuel Babine to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025.
- Katie Boss to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026.
- Michael Dixon to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027.
- Stanwood “Joe” Gray to serve on the Zoning Board of Appeals with a term expiration of 5/1/2027.
- Chelsea Eaton to serve on the Zoning Board of Appeals with a term expiration of 5/1/2026.
- Gerald Samson to serve on the Zoning Board of Appeals with a term expiration of 5/1/2025.
- Elisabeth Collier to serve on the Board of Assessment with a term expiration of 3/31/2025.
- Mary LaFontaine to serve on the Board of Assessment with a term expiration of 3/31/2026.
- Corey Kinnan to serve on the Parks & Recreation Advisory Board with a term expiration of 10/01/2024.
- Elisabeth Collier to serve on the Parks & Recreation Advisory Board with a term expiration of 10/1/2024.

City Budgetary Impacts: None

Staff Recommended Action: Motion to appoint members as recommended by the Appointment Committee.

Previous Meetings and History: The Appointment Committee met on April 23, 2024, to make their recommendations.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Vacancies, Application Spreadsheet, Applications, Orders

April 23, 2024

Applicant List

Board or Committee	Ward	Last Name	First Name	Address
Board of Assessment Review	1	Collier	Elisabeth	97 Lake Auburn Avenue
	3	LaFontaine	Mary	113 Western Avenue
City Council Student Representative		Aden	Houda	Auburn, ME
		Egge	Anaya	Auburn, ME
Parks & Recreation Advisory Board	1	Collier	Elisabeth	97 Lake Auburn Avenue
	3	Kinnan	Corey	323 Minot Avenue
Zoning Board of Appeals	1	Babine	Emmanual	136 Lake Auburn Avenue
	2	Boss	Katie	7 Morse Street
	2	Dixon	Michael	126 Everett Road
	5	Eaton	Chelsea	576 Trapp Road
	5	Gray	Stanwood "Joe"	1200 Sopers Mill Road
		Samson	Gerald	1394 Minot Avenue

* Indicates this applicant is seeking re-appointment

** Indicates this person is an associate/alternate member seeking full member status

VACANCIES

Board of Assessment Review - 5 vacancies, 2 regular members and 3 alternate members, up to a three-year term TBD

City Council Student Representative - 2 appointments, term expiration TBD

Parks & Recreation Advisory Board - 2 vacancies, with term expirations of 10/01/2024

Zoning Board of Appeals - 9 vacancies, 7 regular members and 2 associate members, up to a three-year term TBD

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Tuesday, March 26, 2024 3:10 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Elisabeth

Middle Initial: M

Last Name: Collier

Residence Address: 97 Lake Auburn Ave

Ward: Ward 1

City: Auburn

Home Phone: 2096069497

Cell Phone: 2096069497

E-mail Address: elisabeth.collier@cmhc.org

Current Occupation: Registered Nurse Critical Care Educator

Previous Occupation (if retired or no longer working):

Education and/or experience: BSN

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): **Board of Assessment Review**

OTHER (Ad-Hoc Committees not on the list above)::

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I want to be more involved in my community.

What do you hope to accomplish?: Learn the inner workings of the political and council processes.

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

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?: Web search

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.
By typing your full name below, you are "signing" this electronic application.: I certify

Date of Electronic Signature: Elisabeth M Collier

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Tuesday, April 16, 2024 8:52 AM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Mary

Middle Initial: J

Last Name: Kozicki LaFontaine

Residence Address: 113 Western Ave

Ward: Ward 3

City: Auburn

Home Phone: 207.513.2364

Cell Phone: 207.513.2364

E-mail Address: mary.lafontaine@yahoo.com

Current Occupation: Human Resources

Previous Occupation (if retired or no longer working):

Education and/or experience: Masters Degree in Adult Education, 23 yrs exp in State government, 15+ years in HR, Auburn City Council, Aub/Lew Airport Board, Board of Assessment Review, LAEGC, Registration Appeals Board, Library Brd of Trustees, School Committee

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): **Board of Assessment Review**

OTHER (Ad-Hoc Committees not on the list above)::

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): After 23 yrs in State Government and 15+ years serving the Citizen of Auburn, I would like to offer my services again. I miss being a public servant. In addition, I have skills and expertise to offer.

What do you hope to accomplish?: My desire is to have people feel heard and that people are treated fairly.

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

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Yes. Auburn City Council, Aub/Lew Airport Board, Board of Assessment Review, Registration

Dates served (if known): 2011 - 2023

How did you learn of this vacancy?: Mayor Harmon

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: Mary J Kozicki LaFontaine

Date of Electronic Signature: April 16, 2024

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Tuesday, March 26, 2024 3:08 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Elisabeth

Middle Initial: M

Last Name: Collier

Residence Address: 97 Lake Auburn Ave

Ward: Ward 1

City: Auburn

Home Phone: 2096069497

Cell Phone: 2096069497

E-mail Address: elisabeth.collier@cmhc.org

Current Occupation: Registered Nurse Critical Care Educator

Previous Occupation (if retired or no longer working):

Education and/or experience: BSN

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): Parks & Recreation Advisory Board

OTHER (Ad-Hoc Committees not on the list above)::

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I would like to become an integral member of the city council and to participate in the running's of the city.

What do you hope to accomplish?: Become more involved in my local community.

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

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?: Web search

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: I certify

Date of Electronic Signature: Elisabeth M Collier

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Monday, February 5, 2024 12:32 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Corey

Middle Initial: T

Last Name: Kinnan

Residence Address: 323 Minot Ave

Ward: Ward 3

City: Auburn

Home Phone: 2074020679

Cell Phone: 2074020679

E-mail Address: coreytkinnan@gmail.com

Current Occupation: Self-Employed

Previous Occupation (if retired or no longer working):

Education and/or experience: Bachelor's in public health. Master's in Urban Studies

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): Parks & Recreation Advisory Board

OTHER (Ad-Hoc Committees not on the list above):

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I have always had a passion to serve my community, no matter where I live. I recently relocated to Auburn from Omaha, Nebraska. While living in Omaha I completed my bachelor's in public health, and my master's in urban studies. Both from the University of Nebraska at Omaha (UNO). While at UNO for undergrad, I lead a public health initiative that took the university tobacco-free. As a master's student I was involved in several committees including, Bike UNO and Sustainability. I also interned at my local congressional office for 6 months where I was integral in organizing meetings with constituents and town halls. I believe my background makes me the perfect candidate for the open board position.

What do you hope to accomplish?: I hope to bring my expertise in strategic planning, passion for sustainability, and knowledge in public/private partnerships to Auburn. I believe I can be of service to my community which is a strong passion of mine.

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

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?: Misty Edgecomb

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: Corey T. Kinnan

Date of Electronic Signature: 2/5/24

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Wednesday, April 17, 2024 12:02 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Emmanuel

Middle Initial: J

Last Name: babine

Residence Address: 136 lake auburn ave

Ward: Ward 1

City: Auburn

Home Phone: 2075144651

Cell Phone: 2075144651

E-mail Address: Jacque.babine@gmail.com

Current Occupation: Retail shift lead

Previous Occupation (if retired or no longer working):

Education and/or experience: High-school diploma

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): **Zoning Board of Appeals**

OTHER (Ad-Hoc Committees not on the list above)::

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I want to get my foot into the door of the American government and also be more involved with my community. I'm a younger person and feel I will give voice for the next generation of politicians

What do you hope to accomplish?: I hope to learn and soak in as much information I can and then to use that information to better my community with some knowledgeable out of the box ideas.

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

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?: The mayor of aubrun directed me to the site.

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.
By typing your full name below, you are "signing" this electronic application.: Emmanuel Jacque Babine

Date of Electronic Signature: 4/17/2024

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Tuesday, April 16, 2024 4:45 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Katie

Middle Initial:

Last Name: Boss

Residence Address: 7 Morse Street

Ward: Ward 2

City: Auburn

Home Phone: 413-313-4391

Cell Phone: 413-313-4391

E-mail Address: Katie.e.boss@gmail.com

Current Occupation: Assistant Director of Engagement

Previous Occupation (if retired or no longer working):

Education and/or experience: Master of Public Health

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): **Zoning Board of Appeals**

OTHER (Ad-Hoc Committees not on the list above):

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): As a former member of Auburn's Planning Board, City Council, Agriculture Committee, recent Comprehensive Plan Update Committee, and most recent Strategic Plan Committee I have many years of experience volunteering for our municipality, and the broad perspective to be an effective arbiter for the Zoning Board of Appeals.

What do you hope to accomplish?: I hope to help to enforce city ordinances fairly and with integrity, in support of all of Auburn's citizens.

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

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

Dates served (if known):

How did you learn of this vacancy?: City website

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.
By typing your full name below, you are "signing" this electronic application.: Katie Boss

Date of Electronic Signature: 4/16/24



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: 04/10/2024

Last name: Dixon First name: Michael Middle initial: S

Residence address: 126 Everett Rd Ward: 2

City: Auburn State: ME Zip code: 04210

Home phone: 207-783-7763 Work phone: 207-783-3052 Cell phone: 207-240-6921

Email address: msdixon47@gmail.com

Current occupation: Mostly retired Psychologist

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

Educational and/or experience (or attach your 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"/> Complete Streets Committee |
| <input type="checkbox"/> Age Friendly Committee | <input type="checkbox"/> Ethics Panel |
| <input type="checkbox"/> Agriculture Committee | <input type="checkbox"/> L/A Transit Committee |
| <input type="checkbox"/> Airport Board | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Auburn Housing Authority | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Audit Committee | <input type="checkbox"/> Regulatory Advisory Board |
| <input type="checkbox"/> Cable TV Advisory Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Water District |
| <input type="checkbox"/> Citizen's Advisory Committee | <input checked="" type="checkbox"/> Other <u>Zoning Board of Appeals</u> |
| <input type="checkbox"/> Community Forest Board | |
| <input type="checkbox"/> Conservation Commission | |

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 previous experience as a ZBA member and as Chair

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). To ensure that the City is following our Zoning Code

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

Dates served (if known)? Feb & March, 2024

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

Served on previous Comp Plan review, and ZBA

Dates served (if known)? _____

How did you learn of this vacancy? Spoke with our current mayor re ZBA needs

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: Michael Dife Date: 04/10/2024

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

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED:	APR 10 2024
APPOINTMENT DATE:	_____
TERM EXPIRATION DATE:	_____
OATH DATE:	_____

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Monday, April 15, 2024 8:00 PM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Chelsea

Middle Initial:

Last Name: Eaton

Residence Address: 576 Trapp Rd

Ward: Ward 5

City: Auburn

Home Phone: 2077497069

Cell Phone: 2077497069

E-mail Address: bluebeehg@gmail.com

Current Occupation: General contractor. Small business owner

Previous Occupation (if retired or no longer working):

Education and/or experience: High school

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one): **Zoning Board of Appeals**

OTHER (Ad-Hoc Committees not on the list above):

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I?m interested in getting more involved in Auburns Policies and how our City works. The ZBA would give me and opportunity to get involved as a beginner and on a time commitment that I can handle at this time in my life.

What do you hope to accomplish?: I hope to learn more about community involvement in local politics. I know I will learn more about our comprehensive plan. My goal in the ZBA is to ensure that decisions are being made legally and consistently regardless of the applicant. I also hope to gain experience that will allow me to get involved on other boards in the future.

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

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?:

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.
By typing your full name below, you are "signing" this electronic application.: Chelsea Eaton

Date of Electronic Signature: 4-23-24

Susan Clements-Dallaire

From: donotreply@auburnmaine.gov
Sent: Monday, March 4, 2024 4:33 AM
To: Susan Clements-Dallaire
Subject: [External]A New Form Has Been Submitted - Board/Committee Application

The following form has been submitted by an end-user of the website: Board/Committee Application

First Name: Stanwood

Middle Initial: J

Last Name: Gray

Residence Address: 1200 Sopers Mill Rd

Ward: Ward 5

City: Auburn

Home Phone: 2076156957

Cell Phone: 2076156957

E-mail Address: stanwoodgray@gmail.com

Current Occupation: Farmer/carpenter

Previous Occupation (if retired or no longer working):

Education and/or experience: college

Please check which board or committee you are interested in serving on. We require individual applications for each board or committee (if you wish to serve on more than one).: Zoning Board of Appeals

OTHER (Ad-Hoc Committees not on the list above)::

This application is for a... (choose one): New appointment

Briefly describe why you want to serve on a board/committee (1,000 character limit): I have been intensely interested in zoning and the effect on Auburn. I am conversant with Auburn's zoning ordinances.

What do you hope to accomplish?: Put/keep Auburn on the right track with regard to zoning and to move this city forward.

Are you presently serving on a City or Community Board or Committee? If so, which one(s): Natural Products and Agriculture Working Group

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: City Council, Complete Streets, GFTV, Agriculture and Forestry Board,

Dates served (if known):

How did you learn of this vacancy?: city website

I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above. By typing your full name below, you are "signing" this electronic application.: Stanwood Gray

Date of Electronic Signature: 3/4/24



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: 2/5/24

Last name: SAMSON First name: Gerald Middle initial: M

Residence address: 1394 MINOT Ave Ward: _____

City: AUBURN State: ME Zip code: 04210

Home phone: _____ Work phone: _____ Cell phone: 740-1414

Email address: Cleves8313@GMAIL

Current occupation: Retired

Previous occupation (if retired or no longer working): Assessor + Code Enforcement Officer

Educational and/or experience (or attach your resume): 2 yrs College 33 years Assessing/Code

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 checked="" type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Cable TV Advisory Board |
| <input type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board |
| <input type="checkbox"/> Complete Streets Committee | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Ethics Panel | <input type="checkbox"/> Finance Committee |
| <input type="checkbox"/> L/A Transit Committee | <input type="checkbox"/> Parks & Recreation Advisory Board |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> Sewer District |
| <input type="checkbox"/> St. Louis Bells Committee | <input type="checkbox"/> Water District |
| <input checked="" 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). Public Service

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 Appeals Board

Dates served (if known)? 2023

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

Dates served (if known)? Mid 1990's Auburn

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!

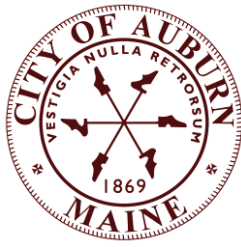
I certify that this information is true to the best of my knowledge and agree to the terms and conditions set forth above.

Signature: [Signature] Date: 7/5/24

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

FOR OFFICE USE ONLY

DATE APPLICATION RECEIVED: _____
APPOINTMENT DATE: _____
TERM EXPIRATION DATE: _____
OATH DATE: _____



ORDER 53-05062024

City Council Order

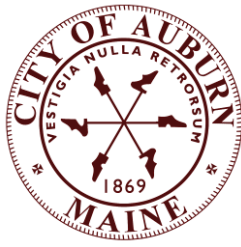
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Edward Little High School sophomore, Houda Aden to serve as City Council Student Representative with a term expiration of 6/30/2026, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 54-05062024

City Council Order

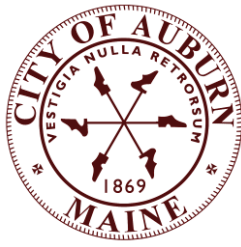
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Edward Little High School junior, Anaya Egge to serve as City Council Student Representative with a term expiration of 6/30/2025, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 55-05062024

City Council Order

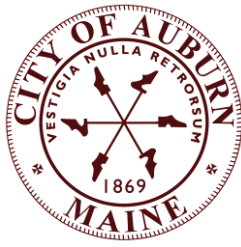
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Emmanuel Babine to serve on the Zoning Board of Appeals with a term expiration of 05/01/2025, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 56-05062024

City Council Order

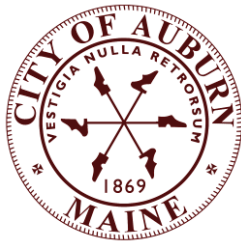
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Katie Boss to serve on the Zoning Board of Appeals with a term expiration of 05/01/2026, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 57-05062024

City Council Order

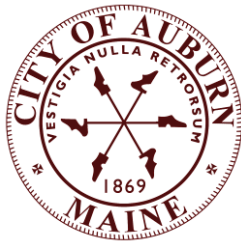
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Michael Dixon to serve on the Zoning Board of Appeals with a term expiration of 05/01/2027, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 58-05062024

City Council Order

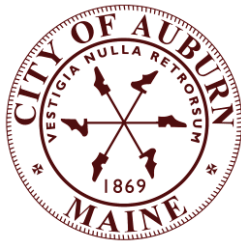
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Stanwood “Joe” Gray to serve on the Zoning Board of Appeals with a term expiration of 05/01/2027, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 59-05062024

City Council Order

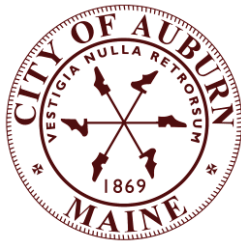
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Chelsea Eaton to serve on the Zoning Board of Appeals with a term expiration of 05/01/2026, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 60-05062024

City Council Order

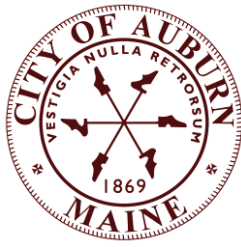
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Gerald Samson to serve on the Zoning Board of Appeals with a term expiration of 05/01/2025, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 61-05062024

City Council Order

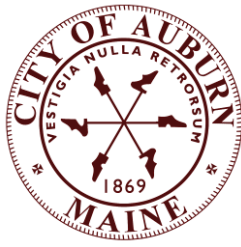
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Elisabeth Collier to serve on the Board of Assessment Review with a term expiration of 03/31/2025, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 62-05062024

City Council Order

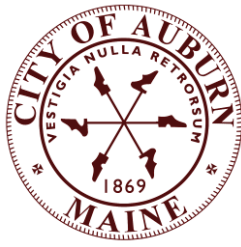
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Mary LaFontaine to serve on the Board of Assessment with a term expiration of 03/31/2026, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 63-050620024

City Council Order

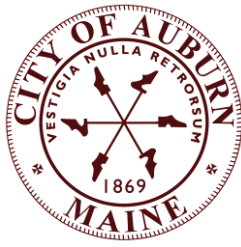
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Corey Kinnan to serve on the Parks & Recreation Advisory Board with a term expiration of 10/01/2024, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 64-05062024

City Council Order

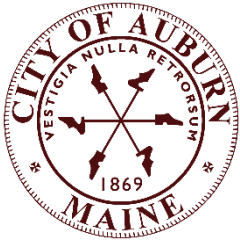
IN CITY COUNCIL

Ordered, that the City Council hereby appoints Elisabeth Collier to serve on the Parks & Recreation Advisory Board with a term expiration of 10/01/2024, as nominated by the Appointment Committee.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 65-05062024 and 66-05062024

Author: Emily F. Carrington, City Clerk

Subject: Appointment of Adam Lee and Jessica Donovan to serve on the Lewiston Auburn Railroad Corporation

Information: Pursuant to Article VI Sec. 4 of the Bylaws of the Lewiston and Auburn Roairoad Corporation, Auburn Directors of the LARC shall be elected by the Auburn City Council.

City Budgetary Impacts: None

Staff Recommended Action: Recommend passage

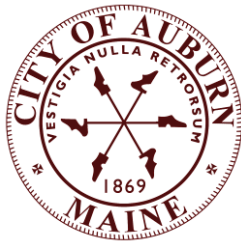
Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



ORDER 65-05062024

City Council Order

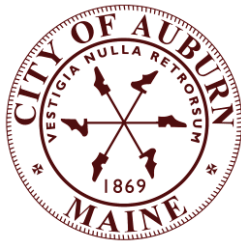
IN CITY COUNCIL

ORDERED, that the City Council hereby appoints Adam Lee to serve on the Lewiston Auburn Railroad Corporation for a term of 3 years from April of 2024 – April of 2027.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 66-05062024

City Council Order

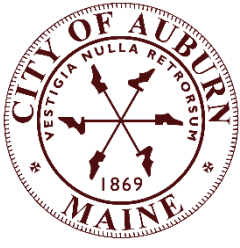
IN CITY COUNCIL

ORDERED, that the City Council hereby appoints Jessica Donovan to serve on the Lewiston Auburn Railroad Corporation for a three-year term (April of 2024 – April of 2027).

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 67-05062024

Author: Emily F. Carrington, City Clerk

Subject: Authorizing Jonathan LaBonté to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company

Information: Pursuant to Article IV Sec. 2 and Article VI Sec. 4 of the Bylaws of the Lewiston and Auburn Railroad Company the Auburn Directors of the LARC shall be elected by the Auburn City Council and only the municipal official designated by the municipal legislative body shall be authorized to vote the shares held by any Shareholder.

City Budgetary Impacts: N/A

Staff Recommended Action: Recommend passage

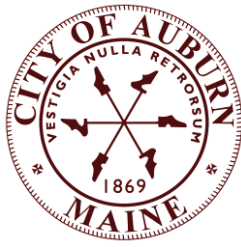
Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



ORDER 67-05062024

City Council Order

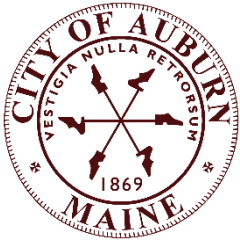
IN CITY COUNCIL

ORDERED, that the Auburn City Council hereby authorizes Jonathan LaBonté to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 68-05062024

Author: Jason D. Moen, Chief of Police

Subject: Confirm Chief Moen's appointment of Annemarie Iadarola as a Constable with firearm for the Auburn Police Department.

Information: The Auburn Police Department requests City Council appointment of Annemarie Iadarola as a Constable with firearm for the City of Auburn.

City Budgetary Impacts: N/A

Staff Recommended Action: Motion to confirm Chief Moen's appointment of Annemarie Iadarola as a Constable with firearm for the Auburn Police Department.

Previous Meetings and History: None

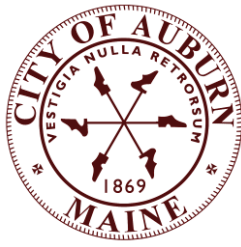
City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

N/A



ORDER 68-05062024

City Council Order

IN CITY COUNCIL

Ordered, that the City Council hereby appoints Annemarie Iadarola as Constable with firearm/arrest powers for the Auburn Police Department.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

IN COUNCIL REGULAR MEETING APRIL 16, 2024, VOL. 37 PAGE 154

Mayor Harmon called the meeting to order at 7:05 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

I. **Consent Items**

1. **Order 47-04162024***

Appointing Election Clerks to serve a two-year term (May 1, 2024, through April 30, 2026).

2. **Order 48-04162024***

Authorizing the City Clerk to waive the \$60 Temporary Food Service licensing fee for the Auburn Exchange Club for the Lobster Festival Event scheduled to be held on May 11, 2024.

Motion was made by Councilor Walker and seconded by Councilor Milks for passage of the two consent items.

Passage 7-0.

II. **Minutes – April 1, 2024, Regular Council Meeting**

Motion was made by Councilor Walker and seconded by Councilor Platz to approve the minutes of the April 1, 2024, Regular Council Meeting.

Passage 7-0.

III. **Communications, Presentations and Recognitions**

- Memo to City Council from the Planning and Permitting Director
- Proclamation in recognition of City Clerk Sue Clements-Dallaire who will be retiring on May 3, 2024.

IV. **Open Session – No one from the public spoke.**

V. **Unfinished Business - None**

VI. **New Business**

1. **Executive Session - Discussion on a poverty abatement case #PA 2024-001 pursuant to (36 M.R.S.A § 841) with possible action to follow (Order 49-04162024).**

Motion was made by Councilor Walker, seconded by Councilor Milks to enter executive session pursuant to 36 M.R.S.A. § 841.

Passage 7-0, time in 7:12 pm.

Council was declared out of executive session at 7:24 pm.

Motion was made by Councilor Whiting, seconded by Councilor Walker approving the poverty abatement, case # PA 2024-001 in the amount of \$2,842.61. This is Order 49-04162024.

Passage 7-0.

2. Order 50-04162024

Authorizing the City Manager to execute a lease with Carroll Materials LLC and direct payments made under the lease into the Intermodal Facility Special Revenue Account.

Motion was made by Councilor Walker, seconded by Councilor Weisner for passage.

Passage 7-0.

VII. Open Session – No one from the public spoke.

VIII. Reports

Councilor Gerry wanted to speak on the record regarding her vote at the last Council meeting regarding development on the Gracelawn property.

Councilor Whiting commented that the City of Auburn has had excellent City Clerks over the years, and he has personally known Leroy Linnell, Mary Lou Magno, Sue Clements-Dallaire, adding that they were all outstanding city clerks, and he is optimistic that our new City Clerk (Emily Carrington) will be as well.

Councilor Cowan reported that another meeting was held with the ad hoc committee on homelessness and if anyone is interested in hearing more about that, please let him know.

Councilor Weisner thanked the Public Works crew for the ride along they took him on and he thanked the Public Works staff for their hard work during the last storm.

Councilor Walker commented on Gracelawn zoning item adding that the city has been working hard on what can go there and the tests that have been done have been positive and he stated that moving forward we will likely see that whole area developed.

Councilor Platz congratulated Dr. Susan Dorris, who will be the new Superintendent of the Auburn School Department. He provided a budget update from the last School Committee meeting adding that the School Committee will be voting at the budget at the April 24th meeting.

City Manager Crowell took a moment to introduce Auburn's new City Clerk, Emily Carrington. He announced that April 20th at 10pm the Conservation Working Group will hold a Clean-up event and people can sign up on our website. Tomorrow at the Hasty Gym from 1:00 pm to 3:00 pm the Auburn Police Department is hosting a "Cocoa with a Cop" event for kids that are on school vacation. The National Collegiate Roller Hockey

national championship is being held in Auburn at the Norway savings Bank Arena. There will be games all week and it's a chance for kids to skate with the players. Last, the street sweeping schedule is on our website so residents will know what the schedule is.

IX. Executive Sessions

Economic development, pursuant to 1 M.R.S.A. §405(6)(C) which premature disclosure would prejudice the competitive or bargaining position of the City. Possible action to follow.

Motion was made by Councilor Walker, seconded by Councilor Milks to enter into executive session.

Passage 7-0, time 7:38 pm.

Council was declared out of executive session at 7:53 pm.

Order 51-04162024

Ordered, that the City Council authorizes the City Manager to execute the purchase of property located at 67 Kittyhawk Avenue, Auburn, Maine in the amount of \$1,350,000.00 which will be appropriated from the fund balance.

Motion was made by Councilor Walker, seconded by Councilor Cowan for passage.

Passage 7-0.

Order 52-04162024

Ordered, that the City Council authorizes the City Manager to enter into a Memorandum of Understanding (MOU) with the Auburn Lewiston Municipal Airport for the implementation of the right of first refusal of the property located at 67 Kittyhawk Avenue, Auburn, Maine.

Motion was made by Councilor Walker, seconded by Councilor Platz for passage.

Passage 7-0.

Economic development, pursuant to 1 M.R.S.A. §405(6)(C) which premature disclosure would prejudice the competitive or bargaining position of the City.

Motion was made by Councilor Walker, seconded by Councilor Milks to enter into executive session.

Passage 7-0, time 8:01 pm.

Council was declared out of executive session at 8:22 pm.

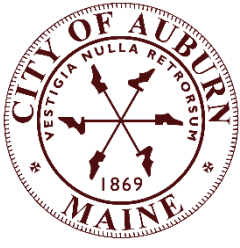
X. Adjournment

Motion was made by Councilor Walker, seconded by Councilor Milks to adjourn.

Passage 7-0. The meeting adjourned at 8:25 pm.

A TRUE COPY

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



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Author: Jennifer Edwards, Public Health Manager, Department of Business & Community Development

Subject: Androscoggin County Child Abuse & Neglect Data & Programs from Community Concepts, Inc.

Information: Staff from Community Concepts will provide a report on Child Abuse & Neglect rates in Androscoggin County.

Summary: April was Child Abuse Prevention Month. To increase public awareness, staff from Community Concepts will present child abuse and neglect data and information about the community prevention programs offered by Community Concepts free of charge in Androscoggin County.

City Budgetary Impacts: N/A

Staff Recommended Action: Presentation

Previous Meetings and History: N/A

City Manager Comments:

Signature:



Attachments: See attached program flyers (4) provided by Community Concepts, Inc.



FRONT PORCH PROJECT[®] TRAINING

- **Explore** how to build relationships by connecting with others in times of need or stress
- **Foster** the idea that it's okay to ask for and receive help in times of stress
- **Learn** how to be most helpful to other caregivers without harm
- **Empower** yourself to feel confident in offering support

The Front Porch Project is supported by:



The Front Porch Project is a community initiative based on the belief that everyone can - and should - become more aware of how to help support children and families in their community.

We invite everyone in the community to join us!



COMMUNITY CONCEPTS

To Schedule a training please connect with Melissa
207-240-2990 or mrobinson@community-concepts.org

Visit us online at www.ccimaine.org.

Community Concepts is an equal opportunity provider and employer.

Parent Enrichment Schedule

Have parenting questions? Need parenting support? You are not alone!
Join a community of other parents through CCI's groups and classes held on Zoom.

123 Magic

A simple technique to get kids to STOP doing what you don't want them to do and to START what you want them to do. This program is for parents with children ages 2-12.

Nurturing Fathers

Nurturing Father is designed to meet the needs and learning styles of any man parenting a child.

Cooperative Coparenting

Learn powerful ways to communicate cooperatively, make coparenting decisions in the best interest of your children, and avoid the destructive effects that separation or divorce can have on a family.

Parenting Through Recovery

Parenting Through Recovery is designed for parents or caregivers who are working on recovery and want to learn more about the effects of substance use on their family, parenting style, and their relationship with their child.

Community-Based Nurturing Parenting

Get together with other parents and discuss a variety of topics.

First Five Years

This course covers parenting from birth through age 5.

Family Playgroups

All families with kids ages five and under are welcome to join us for free, in-person playgroups!

Thursdays from 10-11:30 am
124 Canal Street, Lewiston

Connect With Us!

Follow us on Facebook at
Family Services of Community Concepts

Follow us on Instagram!
@communityconceptsmaine

New classes are offered each quarter!

Please contact us to receive our full list of class options.

Ready to register for a class?
Have questions?
Please contact us!



Visit our website!



207-240-2990

www.ccimaine.org

parentworkshops@community-concepts.org

Professional Training Opportunities to Strengthen Families and Prevent Child Abuse and Neglect



TRAINING TOPICS



INFANT SAFE SLEEP - SIDS PREVENTION

Reducing the number of injuries and deaths of Maine infants due to unsafe sleep practices is a priority. This training provides professionals with an understanding of the importance of educating and supporting families to create a safe sleep environment for their babies. Participants will learn ways to advocate, model, and reinforce safe sleep practices.



THE PERIOD OF PURPLE CRYING - ABUSIVE HEAD TRAUMA PREVENTION

The Period of PURPLE Crying program is an evidence-based shaken baby syndrome/abusive head trauma (SBS/AHT) prevention program. This training takes a normal child development approach by providing professionals with knowledge and skills to help parents and caregivers understand the frustrating features of crying in normal infants that can lead to shaking or abuse.



MANDATED REPORTER

Maine law requires that certain professionals, identified as Mandated Reporters, who suspect child abuse and neglect report to Child Protective Services. Maine law also requires training once every four years. The purpose of Mandated Reporter training is to promote child safety by increasing the knowledge of Mandated Reporters. Participants will learn how to identify the signs of abuse and neglect and the process for making a report.

STRENGTHENING FAMILIES PROTECTIVE FACTORS

OFFICE FOR THE STATE OF MAINE
DEPARTMENT OF SOCIAL PROTECTION

strengthening families™

Strengthening Families™ is a research-informed approach to increase family strengths, enhance child development, and reduce the likelihood of child abuse and neglect.

It is based on engaging families, programs, and communities in building five protective factors:

- Parental resilience
- Social connections
- Knowledge of parenting and child development
- Concrete support in times of need
- Social and emotional competence of children

This training is designed for anyone who works with children and families and focuses on concrete ways your work can support the building of Protective Factors. Professionals will learn how to work in partnership with families to promote child safety and family well-being.





Join our Prevention Council
for an upcoming

PROTECTIVE FACTORS TRAINING

Join us to learn about the **Protective Factors** from the Center for the Study of Social Policy:

- **Parental Resilience**
- **Social Connections**
- **Knowledge of Parenting and Child Development**
- **Concrete Support in Times of Need**
- **Social and Emotional Competence of Children**

Strengthening Maine families through the Protective Factors is supported by The Maine Children's Trust and the National Alliance of Children's Trust and Prevention.



**We invite everyone in the
community to join us!**

This course is offered to community members and providers. When we help strengthen Protective Factors for ourselves and for our neighbors, we help to strengthen families and to ensure kids in our community grow up healthy and safe!

Please contact Melissa to schedule a class!

207-240-2990 or mrobinson@community-concepts.org

Visit us online at www.ccimaine.org.

Community Concepts is an equal opportunity provider and employer.



March 2024

Kelsey Earle, Finance Director
City of Auburn
60 Court St, Suite 150
Auburn, ME 04210



Greetings,

Maine is a special place with hundreds of communities scattered along the coast and further inland, on small islands and tucked along mountain roads. It often feels like one small town, where people know one another, are committed to this place and to their neighbors, work hard, contribute what they can, and enjoy and take pride in the rugged landscape.

At LifeFlight of Maine, we are committed to being there for Maine, and for your community, when you need us. We have four teams standing by 24 hours a day, seven days a week, ready to bring ICU-level care to the point of need. Our teams are prepared to respond rapidly with a top speed of nearly 175 miles per hour. Our highly skilled clinicians and our state-of-the-art aircraft give patients their best chance on their worst day.

We are grateful for every single family that entrusts us with caring for their loved ones. We are grateful to the police and fire departments, emergency medical services, and hospitals who work alongside us in caring for patients. LifeFlight is one important link, among many, in the chain of survival for those who are critically ill or injured. That is as true today as it was when we began 25 years ago.

We are also grateful for each and every community in Maine and the incredible support we continue to receive for our life-saving mission. Since 1998, we have transported more than 37,000 patients, including residents of every single Maine city, town, plantation, and community. **Since 1998, we have transported 259 residents of Auburn, with 23 in the last year. Additionally, we have landed in Auburn for 5 scene calls since 1998.**

Each year, we reach out to all municipalities in the state to invite them to **support our Community Giving Campaign** to ensure that LifeFlight teams can continue to answer the call for help today and for years to come. Since 2006, 266 communities have contributed a total of \$840,000. Each one of these gifts is an acknowledgement from these Maine communities that they understand and appreciate the vitally important and unique role that LifeFlight plays as a connector in the state's increasingly fragile healthcare system. **This year, we hope Auburn will help us reach our goal of having every municipality in Maine participate in our Community Giving Campaign. Please consider a gift of \$2000, which is based on a rate of \$0.25 per capita.**

LifeFlight is a nonprofit charitable organization that depends on logistical and philanthropic support across Maine. Communities like yours make our work possible. Together, we ensure people have access to the care they need when they need it, and we are grateful for your partnership and commitment.

Enclosed you'll find FAQs and supplemental information about LifeFlight, a map of Maine transport locations, and a map of Maine communities that have supported us. **Please contact Ashley MacMillan at The LifeFlight Foundation at amacmillan@lifeflightmaine.org or 207-357-5508 with any questions.** If you need additional information or a specific town application form is required with this request, please let us know.

Sincerely,

Joe Kellner
Chief Executive Officer
LifeFlight of Maine

Ashley MacMillan
Director of Annual Giving
The LifeFlight Foundation



Celebrating 25 years of safely caring for and transporting the people of Maine.

PO Box 859, Augusta, ME 04332 | (207) 230-7092 | www.lifeflightmaine.org



Ten Facts and Frequently Asked Questions about LifeFlight

- 1. LifeFlight is a private non-profit charitable organization with a public mission serving all of Maine.** We care for all patients regardless of insurance status or ability to pay for care with helicopters based in Bangor, Lewiston, and Sanford, a fixed-wing airplane based in Bangor, rapid response vehicles, and specialized ground ambulances. In FY2023 LifeFlight provided \$1.7 million of care to patients without insurance or the means to cover the cost of care, as well as significant discounts for Medicare and MaineCare patients.
- 2. In FY23, 2,468 patients were transported from 124 Maine communities,** islands, and unorganized townships—about 1 patient every 3.5 hours. LifeFlight has cared for more than 37,000 patients since September 1998.
- 3. What is the Community Giving Campaign?** Each year in the Fall, LifeFlight reaches out to every community in the state to ask for support. The request includes a suggested donation based on population; a \$1.00 per capita rate for towns that have up to 1,000 residents; a \$0.50 per capita rate for those with up to 2,000 residents; and a \$0.25 per capita rate for all others, with asks typically capped at \$2,000. The average gift size in 2023 was \$596, and some towns give generously beyond what they are asked.
- 4. How is LifeFlight funded?** LifeFlight operates much like a hospital emergency department, taking care of all patients and billing insurance companies. We contract with most major commercial insurance companies and participate in the Medicare and Medicaid programs. Most of our operational expenses are covered by patient fees, but we rely on the LifeFlight Foundation to support the purchase of new aircraft, medical equipment, infrastructure improvements, and to provide clinical education around the state.
- 5. LifeFlight helicopters, the airplane, and specialty ground vehicles are equipped as fully functioning mobile intensive care units.** LifeFlight’s critical care teams bring the trauma center intensive care unit level care-- skills, medical technology, pharmacy, blood, and more -- directly to a patient’s side.
- 6. What types of patients do we transport?** Critically ill or injured patients of all ages needing specialized care beyond what can be provided by local hospitals - including premature infants, cardiac and stroke patients, complex traumatic injury, organ transplant, sepsis, burns, and serious obstetric complications. We use strict medical utilization criteria to make sure all flights are medically necessary. Emergency medical providers are guided by state-mandated protocols based on the latest research and best practice.
- 7. About 92% of patients are transported from community hospitals to major specialty centers, and 8% are transported directly from the scene of an emergency** - roadsides, woods, mountains, and islands. While most patients are transported to EMMC, MMC and CMMC, about 10% of patients are transported to Boston and beyond for specialized care not available in Maine.
- 8. LifeFlight is lean.** We are among the most efficient providers in the world, we pay close attention to costs, maintaining a very small administrative team that results in some of the lowest costs and charges in New England and the country. We balance this with our goal of being in the top decile internationally for quality of care.
- 9. LifeFlight’s costs and charges are the lowest in New England and among the lowest in the country.** The average charge for a LifeFlight transport is around \$20,000. Other provider charges across New England and the northeast range from around \$27,000 for non-profits providers to \$60,000-\$80,000 from for-profit air medical companies. LifeFlight participates with most major commercial insurance companies as well as Medicare and MaineCare, with the goal of avoiding any “surprise bill” to patients.
- 10. What other benefits to our town and region does LifeFlight provide besides critical care and transport?** We provide local critical care training to medical providers in specialized areas such as traumatic brain injury and pediatric trauma, critical medical diagnosis, and treatment. We also support weather systems, hospital helipads, and advanced aviation navigation systems across the state.

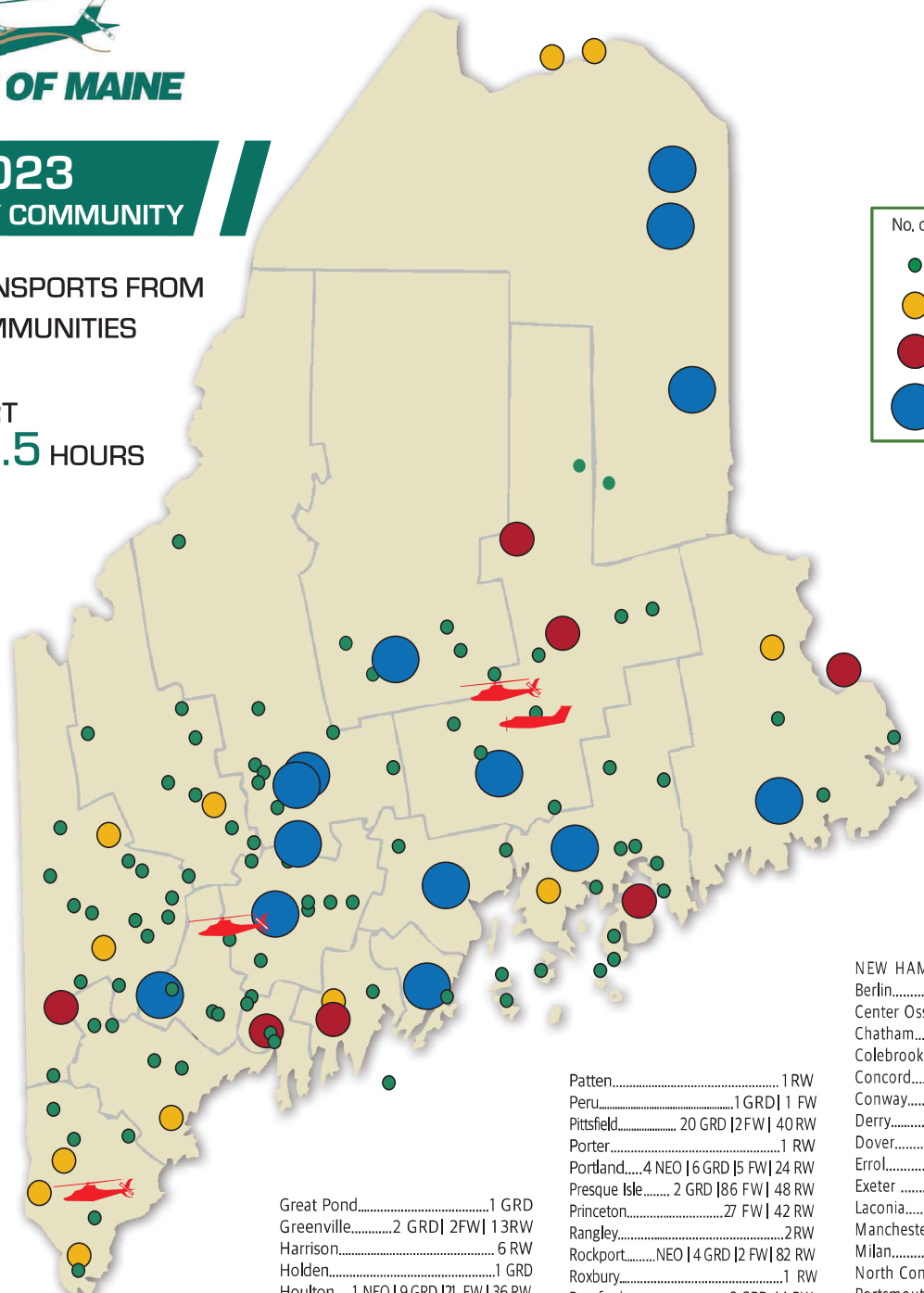
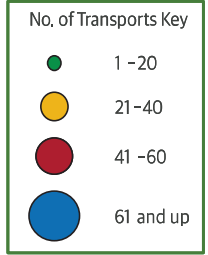


LIFELIGHT OF MAINE

FY 2023 TRANSPORTS BY COMMUNITY

2,468 TOTAL TRANSPORTS FROM
124 MAINE COMMUNITIES

1 TRANSPORT
EVERY **3.5** HOURS



●
93 transports
from 20
towns in New
Hampshire and
Massachusetts

Acton.....	3 RW
Andover.....	1 RW
Athens.....	2 RW
Auburn.....	2 GRD 8 FW 3 RW
Augusta.....	11 NEO 13 GRD 7 FW 74 RW
Aurora.....	1 RW
Avon.....	1 RW
Bangor.....	6 NEO 45 GRD 69 FW 64 RW
Bar Harbor.....	2 NEO 17 GRD 49 RW
Belfast.....	5 NEO 11 GRD 2 FW 60 RW
Belgrade.....	1 RW
Bethel.....	2 RW
Biddeford.....	1 ORW
Bingham.....	1 RW
Blue Hill.....	5 GRD 24 RW
Boothbay Harbor.....	4 RW
Bowdoin.....	3 RW
Bridgton.....	7 GRD 41 RW
Brooks.....	1 RW
Brooks.....	1 RW
Brooksville.....	1 RW
Brookton.....	1 RW
Brownfield.....	1 RW

Brownville.....	3 RW
Bryant Pond.....	6 RW
Calais.....	9 GRD 1 FW 28 RW
Caribou.....	7 NEO 4 GRD 35 FW 74 RW
Carrabassett.....	8 RW
Casco.....	4 RW
Castine.....	1 RW
Charleston.....	1 RW
Corinna.....	1 FW
Cushing.....	1 RW
Damariscotta.....	1 GRD 51 RW
Deer Isle.....	2 RW
Dixfield.....	1 RW
Dover Foxcroft.....	8 NEO 23 GRD 67 RW
Ellsworth.....	8 NEO 33 GRD 72 RW
Etna.....	1 RW
Exeter.....	1 RW
Farmington.....	10 GRD 67 RW
Fort Kent.....	8 GRD 1 FW 19 RW
Franklin.....	1 RW
Frenchville.....	28 RW
Fryeburg.....	3 RW
Garland.....	1 RW

Great Pond.....	1 GRD
Greenville.....	2 GRD 2 FW 13 RW
Harrison.....	6 RW
Holden.....	1 GRD
Houlton.....	1 NEO 9 GRD 21 FW 36 RW
Hudson.....	1 FW
Isleboro.....	1 RW
Jackman.....	2 RW
Jay.....	2 RW
Jefferson.....	2 RW
Jonesport.....	1 RW
Lewiston.....	1 NEO 43 GRD 101 RW
Lincoln.....	1 NEO 8 GRD 34 RW
Livermore.....	1 RW
Machias.....	NEO 18 GRD 1 FW 69 RW
Madison.....	1 RW
Manchester.....	1 RW
Millinocket.....	4 GRD 9 FW 24 RW
Monhegan.....	3 RW
New Portland.....	1 GRD
Newburg.....	1 GRD
Newry.....	1 RW
Norridgewock.....	4 FW 1 RW
North Haven.....	1 RW
Norway.....	1 GRD
Owls Head.....	4 FW
Oxford.....	1 RW
Palermo.....	1 RW

Patten.....	1 RW
Peru.....	1 GRD 1 FW
Pittsfield.....	20 GRD 2 FW 40 RW
Porter.....	1 RW
Portland.....	4 NEO 6 GRD 5 FW 24 RW
Presque Isle.....	2 GRD 86 FW 48 RW
Princeton.....	27 FW 42 RW
Rangley.....	2 RW
Rockport.....	NEO 4 GRD 2 FW 82 RW
Roxbury.....	1 RW
Rumford.....	9 GRD 44 RW
Sanford.....	5 GRD 1 FW 24 RW
Sebago.....	1 RW
Sherman.....	1 GRD 1 RW
Skowhegan.....	7 NEO 10 GRD 71 RW
Standish.....	1 RW
Stonington.....	21 RW
Sumner.....	1 RW
Swans Island.....	3 RW
Tenants Harbor.....	1 RW
Trenton.....	14 RW
Turner.....	1 GRD 1 RW
TWPS D-6.....	1 RW
Unity.....	1 RW
Vinalhaven.....	19 RW
Warren.....	1 RW
Waterville.....	NEO 14 GRD 3 FW 54 RW
Wayne.....	2 RW
West Forks.....	1 RW
West Newfield.....	1 RW
West Paris.....	1 RW
Winterport.....	1 GRD
Wiscasset.....	1 RW
York.....	4 GRD 8 RW

NEW HAMPSHIRE

Berlin.....	3 RW
Center Ossipee.....	1 RW
Chatham.....	1 RW
Colebrook.....	1 RW
Concord.....	1 RW
Conway.....	1 RW
Derry.....	2 RW
Dover.....	2 RW
Errol.....	2 RW
Exeter.....	2 RW
Laconia.....	2 RW
Manchester.....	2 RW
Milan.....	2 RW
North Conway.....	48 RW
Portsmouth.....	6 RW
Rochester.....	3 RW
Wolfeboro.....	4 RW

MASSACHUSETTS

Bedford.....	1 FW
Hyannis.....	1 RW
Lawrence.....	2 RW
Methuen.....	1 RW
Nantucket.....	9 FW
Rochester.....	1 RW
Vineyard Haven.....	6 FW

NEO: Neonatal transports in partnership with Northern Light Eastern Maine Medical Center NICU team

GRD: ground transports

FW: fixed wing (airplane) transports

RW: rotor wing (helicopter) transports

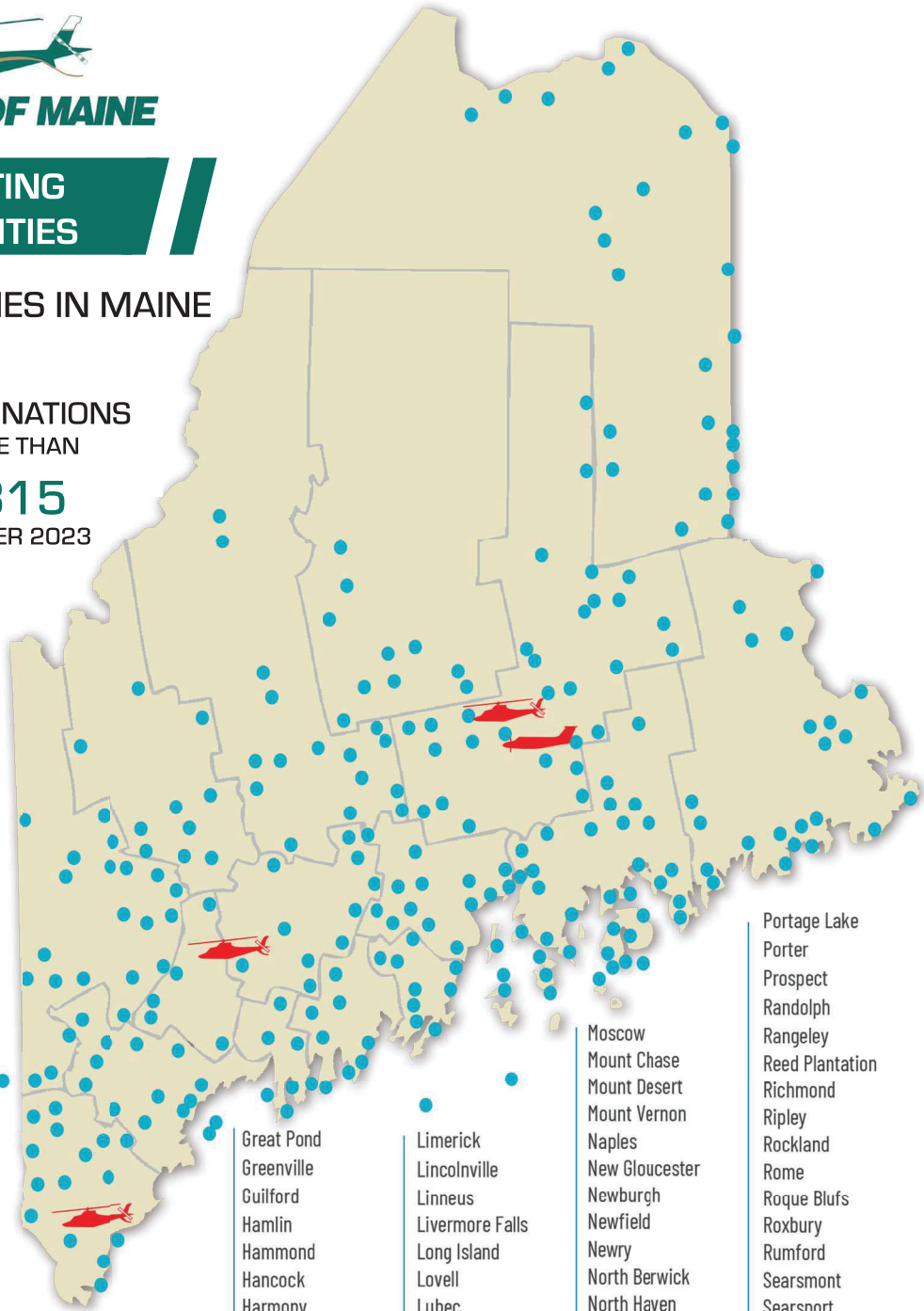


LIFELIGHT OF MAINE

SUPPORTING COMMUNITIES

465 COMMUNITIES IN MAINE

268
HAVE MADE DONATIONS
TOTALING MORE THAN
\$842,815
AS OF SEPTEMBER 2023



- Abbot
- Acton
- Addison
- Albion
- Allagash
- Alna
- Amherst
- Amity
- Andover
- Anson
- Appleton
- Arrowsic
- Ashland
- Atkinson
- Athens
- Avon
- Baldwin
- Bar Harbor
- Beaver Cove
- Beddington
- Belfast
- Benton
- Biddeford
- Blue Hill
- Boothbay
- Bowdoin
- Bowdoinham
- Bowerbank
- Bradley
- Bremen
- Bridgton
- Bristol
- Brooklin
- Brooksville
- Brownfield
- Bucksport
- Burlington
- Buxton
- Byron
- Calais
- Cambridge

- Camden
- Canaan
- Canton
- Caratunk
- Carrabassett Valley
- Carthage
- Cary Plantation
- Casco
- Castine
- Caswell
- Charleston
- Charlotte
- Chebeague Island
- Chester
- Chesterville
- China
- Clifton
- Clinton
- Columbia Falls
- Cooper
- Corinth
- Cornish
- Cranberry Isles
- Crawford
- Crystal
- Cumberland
- Cutler
- Cushing
- Deblois
- Dedham
- Deer Isle
- Denmark
- Detroit
- Dexter

- Dixfield
- Dover-Foxcroft
- Dresden
- Durham
- Eagle Lake
- Eastbrook
- Edinburg
- Embden
- Etna
- Eustis/Stratton
- Exeter
- Falmouth
- Freedom, NH
- Freedom, ME
- Frenchville
- Friendship
- Fryeburg
- Garland
- Gorham
- Gouldsboro
- Grand Lake Stream

- Great Pond
- Greenville
- Guilford
- Hamlin
- Hammond
- Hancock
- Harmony
- Harpswell
- Hartford
- Hartland
- Haynesville
- Hebron
- Hiram
- Hollis
- Houlton
- Howland
- Hudson
- Isle au Haut
- Islesboro
- Jackman
- Jonesboro
- Jonesport
- Kennebunkport
- Knox
- Lakeville
- Lamoine
- Lebanon
- Liberty

- Limerick
- Lincolnton
- Linneus
- Livermore Falls
- Long Island
- Lovell
- Lubec
- Lyman
- Machias
- Madawaska
- Manchester
- Mariaville
- Mars Hill
- Marshfield
- Masardis
- Matinicus
- Mattawamkeag
- Maxfield
- Meddybemps
- Medford
- Mexico
- Milford
- Millinocket
- Monhegan
- Monmouth
- Monticello
- Montville
- Moose River

- Moscow
- Mount Chase
- Mount Desert
- Mount Vernon
- Naples
- New Gloucester
- Newburgh
- Newfield
- Newry
- North Berwick
- North Haven
- North Yarmouth
- Norway
- Ogunquit
- Orient
- Orland
- Orrington
- Osborn
- Otis
- Otisfield
- Owls Head
- Oxford
- Palermo
- Palmyra
- Parsonfield
- Passadumkeag
- Penobscot
- Perham
- Phippsburg
- Pittston
- Plymouth
- Poland

- Portage Lake
- Porter
- Prospect
- Randolph
- Rangeley
- Reed Plantation
- Richmond
- Ripley
- Rockland
- Rome
- Roque Blufs
- Roxbury
- Rumford
- Searsmont
- Searsport
- Sebago
- Sedgwick
- Shapleigh
- Sherman
- Shirley
- Skowhegan
- Smithfield
- Solon
- Sorrento
- South Bristol
- Southport
- Southwest Harbor
- Springfield
- St Francis
- St George
- Stacyville
- Standish
- Steuben
- Stockholm
- Stockton Springs
- Stoneham

- Stonington
- Summer
- Stow
- Strong
- Sullivan
- Swans Island
- Swanville
- Sweden
- Talmadge
- Temple
- Thomaston
- Thorndike
- Topsfield
- Tremont
- Trenton
- Union
- Upton
- Vanceboro
- Veazie
- Verona Island
- Vinalhaven
- Waite
- Wallagrass
- Waltham
- Warren
- Washburn
- Washington
- Waterboro
- Waterford
- Waterville
- Weld
- Wellington
- Weston
- Westport Island
- Whitefield
- Whitneyville
- Willimantic
- Wilton
- Windham
- Windsor
- Winn
- Winslow
- Winter Harbor
- Wiscasset
- Woodstock
- Woodville
- Woolwich
- York



25
Years

The Chain of Survival

Since 1998, LifeFlight of Maine has safely cared for and transported more than 37,000 patients, one life at a time, from every community in Maine.



Every day and night of the year, our crews stand ready to answer the call for help. These calls come from local hospitals, major medical centers, islands, mountain communities, lakeshores, trails, and coastal villages — from every corner of Maine. We are committed to being there when you need us.

Together with our EMS, first responder, and hospital partners, we form the chain of survival for those who are critically ill or injured. The health and safety of all of our communities depend on each link in this chain. At LifeFlight, we are committed to building strong and lasting partnerships with these vital services to ensure that Mainers have their best chance on their worst day.

Remote Access Project

When an accident, critical injury, or illness threatens life or limb, there is no substitute for quickly mobilized, highly skilled emergency providers working together to ensure patients receive the care they need. LifeFlight's specially trained paramedics and critical care nurses bring intensive care skills and equipment directly to the patient. Often, that means landing near the scene of an accident.

While LifeFlight lands at emergency scenes with temporary landing zones regularly, establishing known landing zones with year-round access improves safety, reliability, and continuity of care.

LifeFlight maintains a database of more than 140 designated remote landing zones around the state. Landowners, both public and private, are encouraged to contact LifeFlight about established a designated remote landing zone on their property.

Learn more: LifeFlightMaine.org/remote.

Ground Safety & User Course

The safety of our operations and the care of our patients are our highest and only priorities. Safety is especially important when responding to scene calls. In most cases, an emergency temporary landing zone needs to be identified and secured quickly by first responders on the ground. LifeFlight offers a no-cost Ground Safety and User Course (with Maine EMS-approved CME hours) for its partners.

The program is a combination of education and hands-on interfacing with a LifeFlight team and aircraft. The program includes learning when to call LifeFlight, how to access the LifeFlight system, how to create a safe landing zone, preparing a patient for transport, communications and coordination, and more.

Learn more about our **Ground Safety and User Course**, or contact us about scheduling a session: LifeFlightMaine.org/groundsafety.



www.lifeflightmaine.org



Joe Kellner stepped into the role of CEO of LifeFlight of Maine on October 1, 2023, with years of experience as a paramedic, expertise in EMS operations, a deep understanding of healthcare policy, and a dedication to building world-class EMS systems to improve healthcare outcomes.

While studying for a degree in German at the University of Maine, Joe approached the local volunteer ambulance service to learn where he could find an EMT course, mostly to acquire some basic skills should they become necessary. The on-duty crew convinced him to do an observation shift on the ambulance, and he was hooked.

Over his twenty-year career, he has worked for EMS agencies of all types, including volunteer, municipal, private, and healthcare system-based. He has served in various roles, including EMS clinician, educator, supervisor, director, service chief, and as the senior leader of Northern Light Medical Transport, one of the largest ambulance services in the State of Maine. Since 2012, Joe has also served as the chief operating officer of MedComm, a state-wide ground and air ambulance communications center, which dispatches LifeFlight crews in addition to other services.

With a strong interest in advocacy and policy, Joe served on the Maine EMS board for seven years under appointments from both Governors Lepage and Mills, including a term as its chair.

He regularly testifies on EMS issues before the Maine legislature and has advocated nationally on issues facing EMS.

Most recently, Joe served as chief financial officer for LifeFlight of Maine, while simultaneously working as vice president of finance, operations, and strategy at Northern Light Home Care and Hospice and Northern Light Medical Transport.

Joe earned both his Bachelor of Arts and Master of Business Administration degrees from the University of Maine in Orono. He is a fellow of the American College of Healthcare Executives and a licensed paramedic in Maine. He has received numerous awards and accolades for his work in EMS, and in 2023 he was named to Mainebiz's "40 Under 40." He lives in Windham with his wife, Caitlin, and their two boys, Elliott and Leland.

“Over the years, Joe has tirelessly worked to advocate for EMS locally and nationally, and has remained very close to LifeFlight, most recently serving as its chief financial officer. He is well positioned to lead LifeFlight of Maine into the future.”

- Timothy Dentry, president and CEO, Northern Light Health





August 30, 2023
City of Auburn
60 Court Street
Auburn, ME 04210

Dear Town Clerk,

Kennebec Behavioral Health (KBH) is a 501 (C) (3) Nonprofit organization) that offers clinic-based services including medication management and outpatient counseling for mental health, substance use disorder, and co-occurring disorders at throughout Central Maine since 1960. Our mission is to promote the well-being of children, adults and families who experience mental illness, emotional difficulties or behavioral challenges.

Each year, KBH sends funding letters of request to the towns in which our clients reside to help cover a small portion of Auburn residents uncompensated care for the year. Fiscal Year 2023 requests had initially been sent in September 30, 2023. Can you please tell me what the status is for our funding request of \$400 for FY 2023?

During fiscal year 2023, Kennebec Behavioral Health (KBH) provided mental health and substance use disorder services to 110 Auburn residents. This included providing \$158158.86 in uncompensated health care to residents who were either underinsured or had no insurance. Kennebec Behavioral Health had respectfully requested \$400 to help offset the cost of providing uncompensated care to Auburn residents, or an amount that Auburn could provide, from the next municipal budget. KBH has a total of \$7,808,080.00 (Statewide) of uncompensated care for FY23. Therefore, any help to cover these costs, no matter how big or small, would be greatly appreciated.

Also, in order to streamline our future requests, I would greatly appreciate it if the Town of Auburn could respond to the following questions:

- What is the typical due date for letters of request and additional information/documentation?
- What should be included with our requests for additional information?
- Does the Town of Auburn ask for Applications and/or Petitions?
- When do you hold the Annual Town Meeting and/or Budget Meeting, and would you require a staff member from KBH to attend regarding the request?

Please send your response and other pertinent information, to our mailing address: Kennebec Behavioral Health- Attn: Kelli Johnson, 67 Eustis Parkway, Waterville, ME. 04901 or via email to kjohnson@kbhmaine.org. You may also reach me at (207) 873-2136 Ext. 1034. Your responses will aid me improving and advancing the KBH Municipal Campaign for many years to come and will hopefully make my job a little easier. I sincerely thank you for your time and consideration and look forward to your responses.

Sincerely,

Kelli Johnson
Development & Grant Coordinator

Administrative Offices & Clinic
67 Eustis Parkway
Waterville, Maine
04901-5173
207-873-2136
1-888-322-2136
207-872-4522 Fax

Augusta Clinic
66 Stone Street
Augusta, Maine
04330-5227
207-626-3455
207-626-3612 Fax

Medication Clinic
11 Caldwell Road
Augusta, Maine
04330-5227
207-213-2037

Skowhegan Clinic
5 Commerce Drive
Skowhegan, Maine
04976-1828
207-474-8368
207-474-7794 Fax

Winthrop Clinic
736 Old Lewiston Rd
Winthrop, Maine
04364-4121
207-377-8122
207-377-8564 Fax

Farmington
115 Mt Blue Circle
Suite 3
Farmington, Maine
04938
207-860-3026
207-860-3027 Fax

www.kbhmaine.org

Clubhouse International



Dear Mr. Crowell,

Subject: Request for Additional Funding Support for Androscoggin Land Trust

I hope this letter finds you well. As the Executive Director of Androscoggin Land Trust, I am reaching out to discuss an urgent need arising from unforeseen circumstances that have recently impacted on our community and our organization's fiscal stability.

As you are aware, ALT is committed to conserving and promoting green spaces in Auburn, which significantly enhances the quality of life for our residents. Our efforts in managing critical natural landscapes like Sherwood Forest, Huston Farms, and the Lake Auburn easements have not only preserved these areas but also provided invaluable recreational and educational opportunities to our community.

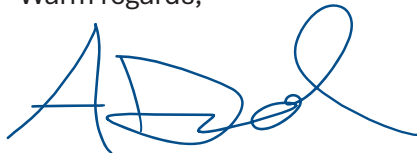
However, the tragic mass shooting last fall redirected much-needed philanthropic efforts towards supporting the victims and their families, a cause we deeply respect and support. Unfortunately, this has led to a significant shortfall in the funding generally available for environmental and community projects like those managed by ALT. This shift has placed some of our crucial activities at risk, particularly as we approach the end of our fiscal year.

In response, we respectfully request additional funding from the City of Auburn to help bridge this gap. This support will not only ensure the continuation of our stewardship activities but also allow us to maintain the community engagement and conservation education programs that benefit all Auburn residents. We had a budget shortfall of \$62,000. Now the gap has closed. We estimate that we're now at \$27,000 shortfall. I'm requesting \$20,000.00 to help see us through this year. We have plans to shore up our fund development for next and future fiscal years. Any amount will help us to round out this year and make it successful.

Continued investment in ALT is an investment in Auburn's resilience and sustainability. It supports our shared vision of a community that values and actively participates in the preservation of its natural environment. Any assistance you can provide at this challenging time would be greatly appreciated and will help ensure that we can continue our mission without scaling back on essential services and projects.

Thank you for considering this request. I am available at your earliest convenience to discuss this in further detail and explore how we can ensure the ongoing success of our land conservation efforts.

Warm regards,



Aimee Dorval
Executive Director
Androscoggin Land Trust



March 4, 2024

To: City Council, City of Auburn, Maine

From: Alison Cooney, Executive Director - Lake Stewards of Maine

Re: Request for Lake Stewards of Maine funding from the City of Auburn for FY2024

Dear City Council,

I am writing to you to request funding for support for Lake Stewards of Maine (LSM). LSM is a statewide 501(c)(3) nonprofit that trains, certifies and supports volunteer community scientists who collect water quality monitoring data and survey lakes for aquatic invasive species. All of our training and support is provided at no charge to the public. Formed in 1971 (formerly known as the Maine Volunteer Lake Monitoring Program), the program was initially administered by the Maine Department of Environmental Protection (ME DEP) and transitioned to non-profit status in 1996 when state and federal funding decreased and could no longer fully support the program.

With 6,000 lakes and ponds, and thousands of miles of river habitat, Maine is water rich! Additionally, Maine's lakes contribute \$11.8 billion in value to the state's economy. Maintaining the health of Maine's clear, clean lakes requires nothing less than a statewide cadre of passionate and committed citizen stewards watching over them. Currently, more than 1,200 LSM certified volunteer community scientists monitor the health of more than 530 lakes throughout Maine. The direct involvement of dedicated LSM citizen lake scientists plays a vital role in maintaining and improving the water quality of Maine lakes and has been a significant factor in the early detection and control of aquatic invasive species in our lakes.

Every summer we extend our reach to include more lakes with volunteer involvement. Last summer, LSM coordinated 54 water quality training sessions and conducted 12 aquatic invasive plant workshops throughout the state. Over 400 individuals attended the in-person trainings, with hundreds more joining online webinars and technical support sessions.

While we receive state funding and actively pursue grants, our expenses are surpassing our budget. **To support the continued costs of training and supporting community lake scientists who monitor lakes throughout the state, Lake Stewards of Maine respectfully requests \$1,500 from the City of Auburn.**

As we approach our upcoming field season, we'd be happy to inform you of the trainings we'll be providing in your area. It would be a wonderful opportunity for you to meet some of the volunteers who are dedicated to caring for local lakes and ponds in and around the City of Auburn. To view existing monitors on specific lakes, please visit our *lake resource* website, www.LakesOfMaine.org, search Towns, select a lake, then click on *Monitoring* in the menu bar to see who is monitoring your lakes.



All those who experience the wide variety of offerings provided by Maine's lakes benefit from the stewardship efforts of LSM's committed volunteers. Every dollar donated to Lake Stewards of Maine is typically matched 10 times over by volunteer effort. A worthwhile investment on behalf of Maine's treasured lakes!

For more information about Lake Stewards of Maine, please visit our *volunteer stewardship* website, www.LakeStewardsOfMaine.org. Thank you for your consideration of this request. We are excited about the prospect of establishing a relationship with you as we work together to protect Maine's lakes and ponds.

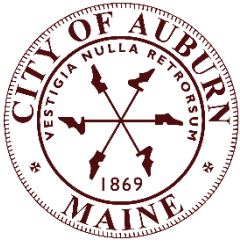
Kind Regards,

A handwritten signature in black ink, appearing to read "Alison Cooney".

Alison Cooney

LSM Executive Director

alison@lakestewardsme.org



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 69-05062024

Author: Eric J. Cousens, Planning and Permitting Director

Subject: Initiate and Refer Amendment of Chapter 60, Article XVI, Division 2 Site Plan Review to Planning Board

Information: Shortcomings in the ordinance that may result in automatic approvals were identified based on project reviews that may take more than one Planning Board Meeting. As we worked towards correcting those the review team, including legal counsel suggested further revisions to make the process clear and predictable.

City Budgetary Impacts: None

Staff Recommended Action: Initiate consideration of the proposed amendments and refer to Planning Board for Public Hearing and a Recommendation pursuant to Chapter 60, Article XVII.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Draft Ordinance Amendments

DIVISION 2. SITE PLAN REVIEW

Subdivision I. In General

Sec. 60-1276. Purpose.

The purpose of site plan review is to ensure that the design and layout of certain developments permitted by special exceptions, or other developments noted herein, will constitute suitable development and will not result in a detriment to city, neighborhood or the environment.

(Ord. of 9-21-2009, § 7.1A)

Sec. 60-1277. Objective.

In considering a site plan, the planning board shall make findings that the development has made provisions for:

- (1) Protection of adjacent areas against detrimental or offensive uses on the site by provision of adequate surface water drainage, buffers against artificial and reflected light, sight, sound, dust and vibration; and preservation of light and air;
- (2) Convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent areas;
- (3) Adequacy of the methods of disposal for wastes; and
- (4) Protection of environment features on the site and in adjacent areas.

(Ord. of 9-21-2009, § 7.1B)

Sec. 60-1278. Applicability.

A site plan review shall be required for the following projects:

- (1) All uses permitted by special exception.
- (2) Any other uses for which site plan review is required by any other provision contained in this or other ordinances.

(Ord. of 9-21-2009, § 7.1C)

Secs. 60-1279—60-1299. Reserved.

Subdivision II. Procedure

Sec. 60-1300. File for site plan review.

An applicant for site plan review shall file with the ~~department of community development and planning~~planning, permitting and code department a completed site plan application along with an original and 15 copies of the site plan and the required processing fee. ~~Such plans shall be filed not less than 30 days prior to a regularly scheduled meeting.~~ Plans shall be folded at a size not to exceed 8½ inches by 11 inches.

(Ord. of 9-21-2009, § 7.1D(1); Ord. No. 11-03012021, 3-15-2021)

Sec. 60-1301. Scale; required information.

The original plan shall be drawn on reproducible Mylar at a scale of no more than 100 feet to the inch. Each site plan shall contain the following information:

- (1) Name and address of owner and developer and interest of the applicant if other than the owner or developer.
- (2) Name of development, scale and meridian arrow, with specific definition of representation, date of plan and legend.
- (3) Names and addresses of all owners of record of all adjacent property as appear on assessor's records.
- (4) Current zoning boundaries and 100-year floodplain boundaries including surrounding areas to a distance of 300 feet from the perimeter of the site.
- (5) Easements; rights-of-way, existing, planned or proposed; or other reservations adjacent to or intersecting the property.
- (6) Topographic map of the site, containing the following:
 - a. Existing contours, where the slope of existing ground surface is generally two percent or more, the topographic map shall show contours at intervals of five feet of elevation (or lesser intervals as the planning board or engineering department may prescribe). Where the slope of the existing ground surface is generally less than two percent, contour intervals of one foot shall be shown. These contours shall not be copied from the city topographic maps and shall be determined from an on-site survey certified by a registered land surveyor.
 - b. Proposed contours shall be shown at intervals to be determined by the city engineer.
- (7) Location of watercourses, wetlands, marshes, surface water, rock outcroppings, wooded areas, single trees with a diameter of ten inches measured three feet from the base of the trunk.
- (8) Location of buildings existing on the tract to be developed and on adjacent tracts within a distance of 100 feet from the property line, indicating whether existing buildings on the tract are to be retained, modified or removed.
- (9) Locations of water mains, sewer mains, wells, fire hydrants, culverts, drains, pipe sizes, grades and direction of flow, existing within 200 feet of the subject property.
- (10) Existing soil conditions and soil suitability test results.
- (11) Locations of proposed buildings and uses thereof.
- (12) Proposed traffic circulation system including streets, parking lots, driveways and other access and egress facilities, curblines, sidewalk lines and existing streets, including the projected traffic flow patterns into and upon the site for both vehicles and pedestrians and an estimate of the projected number of motor vehicle trips to and from the site for an average day and for peak hours.

-
- (13) Location of existing and proposed public utility lines, indicating whether proposed lines will be placed underground.
 - (14) Site developments requiring stormwater permits pursuant to 38 M.R.S.A. § 420-D shall include the required plan and to the extent permitted under 38 M.R.S.A. § 489-A, be reviewed under the procedures of article XVI of this chapter; and they shall meet and comply with 38 M.R.S.A. § 484(4-A) and those Rules promulgated by the Maine Department of Environmental Protection pursuant to the Site Law and section 420-D, specifically Rules 500, 501 and 502, as last amended August 12, 2015. If a project proposes infiltration and the standards in Rule 500, appendix D are not met, then a waste discharge license may be required from the Maine Department of Environmental Protection. An infiltration system serving a development regulated under the Site Location of Development Act may be required to meet standards in addition to those in appendix D.
 - (15) Location and design of proposed off-street parking and loading areas indicating number and size of stalls.
 - (16) Proposed location and direction of and time of use of outdoor lighting.
 - (17) Existing and proposed planting, fences and walls, including all landscaping and screening and indicating existing trees to be retained and areas to be left undisturbed, including design features intended to integrate the proposed new development into the existing landscape to enhance aesthetic assets and to screen objectionable features from neighbors.
 - (18) Location, size, design and manner of illumination of signs.
 - (19) Disposal of sewage, trash, solid waste, oil waste, hazardous waste or radioactive waste showing disposal facilities, receptacles or areas.
 - (20) Perimeter boundaries of the site giving complete descriptive lot data by bearings, distances and radii of curves including the name and seal of the registered land surveyor who prepared the plan.
 - (21) Description and plan of capacity and location of means of sewage disposal together with approval of sewer district engineer or evidence of soil suitability for such disposal (test pit locations shall be shown on the plans) similarly approved by the city engineer department.
 - (22) A statement of the amount of area of land involved in the site, the percentage of the site proposed to be covered by buildings, the total number of dwelling units proposed per acre, the area proposed to be devoted to open space, the area proposed to be paved for parking, driveways, loading space and sidewalks, the total number of parking spaces required by the zoning chapter for the uses proposed, the number of employees expected per shift and the total floor area of proposed commercial or industrial uses.
 - (23) Description and plan of a phase development concept detailing the areas and sequence of phasing.
 - (24) A statement by the developer assuring that he has the financial capabilities to fully carry out the project and to comply with the conditions imposed by the planning board.

(Ord. of 9-21-2009, § 7.1D(2); Ord. No. 10-10172016, 11-7-2016)

Sec. 60-1302. Exemption for information.

Upon request, the planning board, or the [planning, permitting and code enforcement](#) director, acting for the board, may waive the necessity of providing any of the foregoing planning information which is not relevant to the proposed development. The planning board or the [planning, permitting and code enforcement](#) director, acting for the board, may waive the site plan review fee if the purpose of the site plan review is to determine the adaptive reuse of a structure of community significance.

(Ord. of 9-21-2009, § 7.1D(3); Ord. No. 05-04032017, § 3, 4-24-2017)

Sec. 60-1303. Approval—Time-line for review.

The ~~planning, permitting and code enforcement~~ director shall, within ~~five~~ 10 business days of receipt, review the application and notify the applicant that either:

- 1.) The application is not accepted for processing, as it has not met the requirements of Sec. 60-1300 and 60-1301, and shall enumerate the materials that are missing; or
- 2.) The application has been conditionally accepted for processing as one or more required minor elements, as required by Sec. 60-1300 or 60-1301, are missing or inadequate and must be submitted within five business days or the application will not be accepted for processing; or
- 3.) The application has met the requirements of Sec. 60-1300 and 60-1301 and is accepted for processing.

The ~~planning, permitting and code enforcement~~ director shall, at the time of notification to the applicant that the application is accepted for processing, transmit copies of the application and site plan to those city departments that, in his-the director's view-opinion, requires such information to provide recommendations regarding the application to the planning board. The ~~agencies departments~~ receiving these copies shall have up to 15 business days to ~~make-provide their~~ recommendations to the ~~planning, permitting and code enforcement~~ director.

The ~~planning, permitting and code enforcement~~ director shall review the submitted site plan and any recommendations made by the city departments and may:

- 1.) -Request additional information from the applicant in to order assist with the director's review of the submitted site plan.
- 2.) Make recommendations to the applicant for changes to the submitted site plan that, in the director's opinion, will cause the site plan to conform to city requirements.

The ~~planning, permitting and code enforcement~~ director shall, upon completion of the director's review of the site plan, but not later than 60 days after notification to the applicant that the application is accepted for processing, request the planning board chair to schedule a public hearing by the planning board at a regularly scheduled planning board meeting.

(Ord. of 9-21-2009, § 7.1D(4))

Sec. 60-1304. Same—Public hearing; findings.

The planning board chair shall, upon request of the ~~planning, permitting and code enforcement~~ director, schedule a public hearing at the next regularly scheduled planning board meeting that occurs at least 16 days after receipt of the request from the director~~within 30 days of receipt of a completed application, hold a public hearing.~~ Notice of a public hearing shall be given in the manner provided for in division 3 of article XVII of this chapter. The planning board will not unreasonably delay the takinge of final action on the site plan ~~within 60 days of receiving a completed application, or within such other time limit as may be mutually agreed to after the public hearing.~~ Such final action shall consist of either:

- (1) A finding and determination that the proposed project will constitute a suitable development and will not result in a detriment to the neighborhood or the environment; or
- (2) A written denial of the application stating the reasons for such denial, upon a finding that:

-
- a. The provisions for vehicular loading, unloading and parking and for vehicular and pedestrian circulation on the site and onto adjacent public streets will create hazards to safety.
 - b. The bulk, location or operation of proposed buildings and structures will be detrimental to and adversely affect the use and values of existing development in the neighborhood or the health or safety of persons residing or working therein.
 - c. The provisions for on-site landscaping are inadequate to screen neighboring properties from unsightly features of the development.
 - d. The site plan does not adequately provide for the soil and drainage problems which the development may give rise to in accordance with section 60-1301(14).
 - e. The provisions for exterior lighting create safety hazards for motorists traveling on adjacent streets, or are inadequate for the safety or occupants or users of the site, or will create a nuisance affecting adjacent properties.
 - f. The proposed development will unduly burden off-site sewer drainage or water systems.
 - g. The proposed development will create a fire hazard by failing to provide adequate access to the site, or to buildings on the site, for emergency vehicles.
 - h. The proposed development violates provisions of the zoning regulations applicable to the site or other applicable laws, regulations or ordinances.
 - i. The proposed development will unduly impact the ability to provide municipal services.

(Ord. of 9-21-2009, § 7.1D(5))

Sec. 60-1305. Same—Subject to conditions, modification, restrictions, etc.

Approval may be made subject to conditions, modifications and restrictions as the planning board may deem necessary; and any construction, reconstruction, alteration or addition shall be carried on only in conformity to such conditions, modifications or restrictions and in conformity with the application and site plan.

(Ord. of 9-21-2009, § 7.1D(6))

Sec. 60-1306. Signed copies.

~~If no action is taken within 60 days after submittal of a completed application, the site plan shall be deemed to have been approved.~~ An original of the approved plan signed by the planning board chair, on behalf of the planning board, and one signed copy shall be delivered to the applicant, the assessor's department, the engineering department and to the building inspector on which basis building permits may be issued when all other required plans have been approved.

(Ord. of 9-21-2009, § 7.1D(7))

Sec. 60-1307. Findings in writing.

The findings of the planning board shall be in writing, signed by the planning board chair on behalf of the planning board, with a copy being forwarded to the applicant. The planning board's written report shall also include a statement as to how any deficiencies in the site plan might be resolved and what conditions, modifications and restrictions are to be complied with in executing the plan.

(Ord. of 9-21-2009, § 7.1D(8))

Sec. 60-1308. Expiration of approval.

Approval of a site plan shall expire one year after the date of approval, except for approved site plans for solar energy generating systems, which shall expire ~~in two years~~ after the date of approval, unless all building permits have been obtained to begin construction in accordance with the approved site plan. If a development is contested with litigation, the approval period of this section shall not commence until a final, nonappealable court judgment is issued or until the litigation has been dismissed with prejudice. This provision shall apply retroactively to all projects approved after January 1, 2007. Any site plan that contains a phase concept approved by the planning board shall not be required to obtain all building permits within the time sequence established for completion of each phase. No building permits or other permits shall be issued until all improvements are substantially completed for the preceding phase. A single one-year extension may be given upon a showing of good cause in writing by the applicant to the planning board not less than 30 days before the expiration of approval of ~~his~~ the applicant's existing plan. ~~.-~~ The planning board shall approve or disapprove the requested extension at its next regular meeting.

(Ord. of 9-21-2009, § 7.1D(9); Ord. No. 02-04012013, att. D, 4-16-2013)

Sec. 60-1309. No building permitted without approval.

No permit shall be issued for the construction of any building in an area included in the site plan or in any development for which a site plan is required until such site plan has been approved by the planning board and unless the construction plans and specifications presented to the building inspector with the application for the permit are consistent with the approved site plan.

(Ord. of 9-21-2009, § 7.1D(10))

Sec. 60-1310. Certificate of occupancy.

No certificate of occupancy shall be issued with respect to any building until all construction called for by the site plan is completed, except by special permission of the planning board granted upon a showing of special circumstances warranted the issuance of the certificate and that the remaining construction will be completed within a reasonable time.

(Ord. of 9-21-2009, § 7.1D(11))

Sec. 60-1311. Deposit of surety.

The planning board may require the applicant with the submission of the site plan to tender a certified check payable to the city and issued by a surety company or secured by deposits issued by institutions authorized to issue the same by the laws of the state or the United States or irrevocable letters of credit issued by said banking institutions in an amount of money determined by the city planner, with the advice of the various city departments and agencies concerned, to be sufficient to ensure compliance with the approved site plan.

(Ord. of 9-21-2009, § 7.1D(12))

Sec. 60-1312. Review of planning board needed for variance.

For those developments subject to site plan review (division 2 of article XVI of this chapter) the relaxation of the dimensional requirements of any use district shall be reviewed by the planning board. The modifications of the

dimensional requirements shall be allowed as the planning board may deem necessary to carry out the objectives and intent of site plan review as specified in division 2 of article XVI of this chapter.

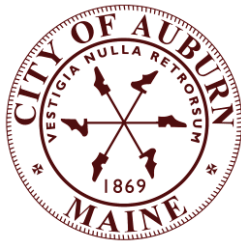
(Ord. of 9-21-2009, § 7.1D(13))

Sec. 60-1313. Correction of off-site deficiencies.

The planning board shall have the right to require the developer, at ~~his~~the developer's expense, to correct any off-site deficiencies either created or aggravated by the developer's proposed project.

(Ord. of 9-21-2009, § 7.1D)

Secs. 60-1314—60-1334. Reserved.



ORDER 69-05062024

City Council Order

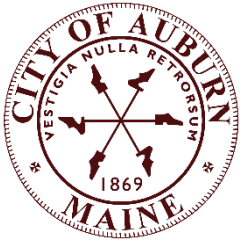
IN CITY COUNCIL

Ordered, that the Auburn City Council initiate an amendment to City of Auburn Ordinances Chapter 60, Article XVI, Division 2 Site Plan Review and refer the proposed(attached) text to the Planning Board for a public hearing and recommendation on the proposed text amendment pursuant to Chapter 60, Article XVII. Amendments.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 06, 2024

Ordinance: 09-05062024

Author: Jay Brenchick, Director of Economic Development and Eric J. Cousens, Director of Planning and Permitting

Subject: General Business Zone text amendment to allow Maine bioproducts manufacturing in parts of the GB zone.

Information: In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new federal Tech Hub designation. The text amendment adds flexibility to a certain area of the city zoned as General Business by adding such manufacturing use to the General Business District.

This change will define and declare the City's desire to attract investment related to Maine's Forest Bioproducts Advanced Manufacturing Technologies in the mapped area to promote related uses and expand uses in the General Business zoned portions of the Technology Hub Overlay to include manufacturing uses using Maine Forest Bioproducts. This change will create significant opportunities for manufacturing in the City of Auburn and leverage outside investment.

City Budgetary Impacts: None known.

Staff Recommended Action: Staff recommends that the Council take the Planning Board's recommendations to adopt the text amendment.

Previous Meetings and History: During the February 20, 2024, City Council Meeting, staff informed City Council of the Economic Development Administration (EDA) designation of Maine as a Forest Bioproducts Advanced Manufacturing Tech Hub. The Economic Development Department; Planning, Permitting & Code Department; and Business and Community Development Department will work together to create an Innovation/Tech Hub Designation in the area surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with the efforts made at the state and federal levels. On April 9, 2024, Planning Board voted to recommend that the City Council adopt this text amendment.

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

Tech Hub Overlay Map, General Business Zone ordinance text, Planning Board motion, staff report.

DIVISION 12. GENERAL BUSINESS DISTRICT

Sec. 60-498. Purpose.

This district is intended to include commercial uses serving both the city and the region, together with normal accessory uses compatible with a cohesive and attractive shopping and office area.

(Ord. of 9-21-2009, § 3.62A)

Sec. 60-499. Use regulation.

(a) *Permitted uses.* The following uses are permitted:

- (1) Residential dwelling uses permitted in the Multifamily Suburban District (MFS) (division 7 of article IV of this chapter).
- (2) Grocery stores and supermarkets.
- (3) Clothing stores.
- (4) Furniture stores.
- (5) Department stores.
- (6) Specialty shops.
- (7) Hotels and motels.
- (8) Funeral homes and mortuaries.
- (9) Child day care centers.
- (10) Medical and dental clinics.
- (11) Wholesale bakeries.
- (12) Retail laundries and dry cleaners, but not plants.
- (13) Banks, business and professional offices.
- (14) Public transportation passenger offices.
- (15) Governmental offices.
- (16) Municipal, civic or public service buildings and other utility facilities.
- (17) Warehouses, wholesale offices, salesrooms and showrooms.
- (18) Restaurants, bars, dining rooms or lunchrooms, but not to include drive-in and carry-out restaurants.
- (19) Halls, private clubs and lodges, bowling alleys, ice and roller skating rinks, indoor theaters and similar places of indoor amusement or recreation.
- (20) Animal hospitals and pet shops, but no kennels.
- (21) Business equipment repair and business services.

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- (22) Radio and television studios.
 - (23) Printing shops, but not publishing plants.
 - (24) Retail, service, office and commercial uses similar to the foregoing.
 - (25) Carwashes.
 - (26) Accessory uses, building and structures.
 - (27) Shelters for abused persons.
 - (28) Greenhouses and lawn maintenance services.
 - (29) Temporary outdoor places of amusement.
 - (30) Churches and temples.
 - (31) Adult use and medical marijuana stores subject to the requirements of chapter 14, article XVIII of the City of Auburn Ordinances.
 - (32) Marijuana cultivation accessory to a licensed retail store on the same property.
- (b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:
- (1) Automobile filling stations.
 - (2) Automobile repair and service stations.
 - (3) Automobile and marine sales lots and sales and service agencies.
 - (4) Automobile and marine paint and body repair shops.
 - (5) Hospitals, care homes, boardinghouses and lodginghouses.
 - (6) Research or philanthropic institutions.
 - (7) Outdoor theaters.
 - (8) Drive-in or carry-out restaurants.
 - (9) Commercial parks.
 - (10) Sales, rental and service agencies for mobile homes, farm equipment, trucks and trailers, and machine equipment.
 - (11) Light industrial plants which will not create a nuisance by noise, vibration, smoke, odor or appearance.
 - (12) Off-street parking as a commercial or municipal use provided that such parking is limited to occupants of buildings located within 500 feet of such parking area whether or not within the same district. The planning board may impose conditions regarding fencing and screening, drainage, ingress and egress, signs and lighting, and total capacity of the parking area as it deems necessary to protect the character of the neighborhood.
 - (13) Trucking terminals and similar nonprocessing storage and distribution uses, except bulk storage of chemicals, petroleum products and other flammable, explosive or noxious materials.
 - (14) Convenience stores.
 - (15) Research, experimental and testing laboratories.
 - (16) Landscape services.

(17) Any new building of 5,000 square feet or more or any existing building which proposes a use permitted under subsection (a) of this section which will occupy an area of 5,000 square feet or more.

(18) Automotive towing and storage.

(19) Major retail development provided that it meets the conditions noted in section 60-45(g).

(20) Outpatient addiction treatment clinics.

(21) Adaptive reuse of structures of community significance.

(22) Public safety services.

a. All projects shall provide a community impact and needs analysis with review and approval from city council or its designee.

(23) Government services.

a. All projects shall provide a community impact and needs analysis with review and approval from city council or its designee.

(24) Manufacture, compounding or assembling of articles using Maine derived forest products, agricultural products or other natural resource inputs.

a. The property is located in the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.

(Ord. of 9-21-2009, § 3.62B; Ord. No. 11-11072016, 11-21-2016; Ord. No. 05-04032017, § 2, 4-24-2017; Ord. No. 05-05202019, 6-3-2019; Ord. No. 11-03012021, §§ 30, 31, 3-15-2021; Ord. No. 02-02132023, 2-17-2023)

Secs. 60-501—60-523. Reserved.

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Date: April 9th, 2024

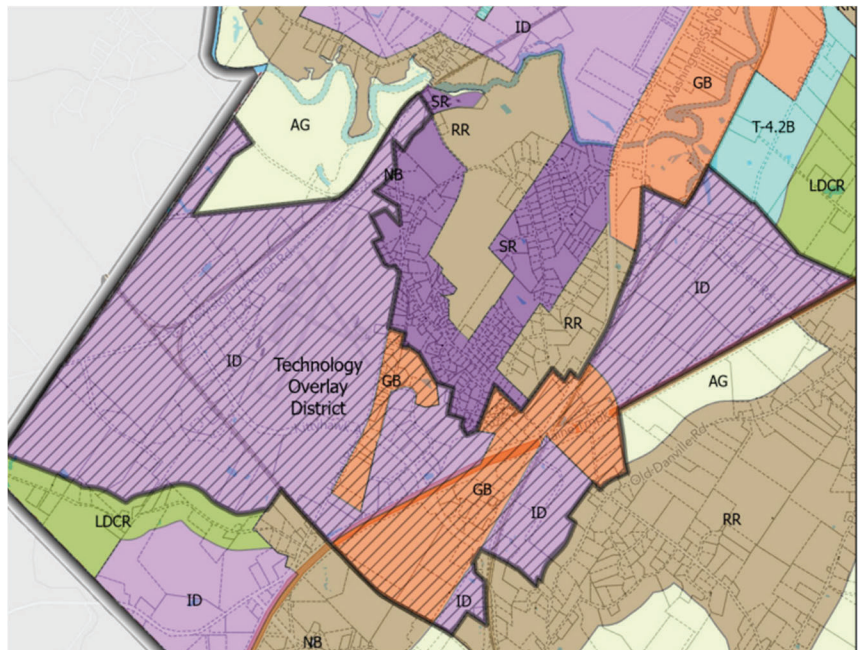
To: Auburn Planning Board

From: The City of Auburn Office of Planning & Permitting

Re: Staff Report on Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District Text and Map Amendments

- I. **Proposal 1 Public Hearing/ Text Amendment:** City Council initiated text amendment to Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- II. **Proposal 2 Public Hearing/ Map Amendment:** City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.
- III. **Background:** This proposal is to implement more flexibility in the General Business Zoning District in the area near exit 75 on the Maine Turnpike that is not available in other areas of the City that are also zoned as General Business, like Center Street and the surrounding neighborhoods.

The Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District is represented on the sketch map as cross-hatched over the existing General Business District (represented in orange) and the existing Industrial District (represented in light purple). The extent of this zoning change is to add language allowing manufacturing of Maine-derived natural products, resembling what is already allowed in the Industrial Zoning District, in one area of the General Business District. As such, this overlay is presented as both a text amendment to the General Business Zone, and a Map amendment creating the overlay represented visually on the City’s Official Zoning Map.



The City of Auburn’s Economic Development Director, Jay Brenchick, gives the following introduction on the origins of these two proposals:

In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Maine Technology Institute (MTI) and the Governor's Office partnered with a consortium that included the University of Maine, the Roux Institute, the Maine Community College System, the Maine Venture Fund, and others during the application process.

Maine's Forest Bioproducts Tech Hub will accelerate research and development of natural polymers and other plant-based and wood fiber bioproducts that sequester carbon and replace plastics and toxic chemicals while bolstering "Made in America" supply chain goals.

The City of Auburn Economic Development has been in regular communication with the University of Maine, the Roux Institute, the Maine Composites Alliance, the Manufacturers Association of Maine, the Maine Manufacturers Extension Partnership, and the Maine Department of Economic and Community Development to position Auburn for participation in the Tech Hub designation and other state and federal innovation initiatives.

The Economic Development Department, Planning, Permitting & Code Department, and Business and Community Development Department are collaborating to create an Innovation/Tech Hub Designation surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with efforts made at the state and federal levels.

In short, the Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new state and federal Tech Hub designation.

IV. Planning Board Recommended Action: Review the Text and Map proposals, hold a public hearing on both the proposed text amendment and the proposed map amendment. Make two separate motions to provide a favorable recommendation to City Council on the Zoning Map and Text Amendments.

V. Suggested Motion:

- a. **Proposal 1 (Text Amendment):** I make a motion to recommend that the City Council amend Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- b. **Proposal 2 (Map Amendment):** I make a motion to recommend that the City Council amend the Official Zoning Map of the City of Auburn to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.



City of Auburn, Maine

Planning & Permitting Department

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Date: 05/06/2024

To: Auburn City Council

From: Auburn Planning Board

Subject: Planning Board Motion on Tech Hub Overlay Text Amendment

The following is the report from the Planning Board regarding Adding language to support a Maine bioproducts manufacturing tech hub within the General Business District pursuant to Section 60-1496 of the City of Auburn Ordinances. After notice and Public Hearings held on April 9th, 2024, the Planning Board forwards this report to the City Council.

PUBLIC HEARING/ TEXT AMENDMENT: Consider adding Chapter 60 Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.

Motion: Dave Trask makes a motion to recommend that the City Council amend Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District; **Second:** Tim DeRoche Seconds.

Vote: 7-0-0 Motion passes.

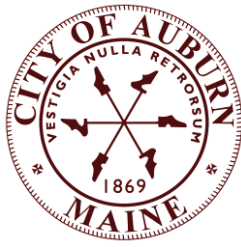
LEGAL NOTICE
City of Auburn

Notice is hereby given that the Auburn City Council will hold Public Hearings on **Monday, May 6 2024, at 7:00 p.m.** in the City Council Chambers, 60 Court Street, Auburn, Maine to consider the following topics:

- 1. PUBLIC HEARING/ TEXT AMENDMENT:** City Council initiated text amendment to Chapter 60 Article IV, Division 12 General Business District by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.
- 2. PUBLIC HEARING/ MAP AMENDMENT:** City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.

Both proposals were initiated by the city pursuant to Chapter 60, Article XVII, Division 2 Amendment to the Zoning Ordinance or Zoning Map.

Additional information and copies of the official map and text amendments listed above are available in the Auburn Planning & Permitting Department, by contacting Katherine Cook at (207) 333-6601 ext. 1155 or kcook@auburnmaine.gov, and will be made available online no later than the Friday before the meeting at <https://www.auburnmaine.gov/pages/government/planning-board-agendas>.



City Council Ordinance

IN CITY COUNCIL

Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map

Be it ordained, by the Auburn City Council, that Chapter 60 Article IV, Division 12 General Business District be amended by including “manufacture, compounding and assembling of articles using Maine derived forest products, agricultural products, or other natural resource inputs” as a Special Exception use with a condition that the site must be located within the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. The text shall appear under Sec. 60-499(b)(24) as follows:

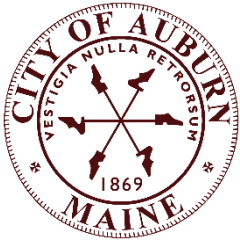
DIVISION 12. GENERAL BUSINESS DISTRICT

Sec. 60-499. Use regulation.

(b) *Special exception uses.* The following uses are permitted as special exceptions after approval by the planning board in accordance with division 3 of article XVI of this chapter:

(24) Manufacture, compounding or assembling of articles using Maine derived forest products, agricultural products or other natural resource inputs.

a. The property is located in the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Ordinance: 10-05062024

Author: Jay Brenchick, Director of Economic Development and Eric J. Cousens, Director of Planning and Permitting

Subject: Ordinance to amend Official City of Auburn Zoning Map to include the Maine Forest Bioproducts Advanced Manufacturing Overlay District

Information: In October 2023, the Governor's Office announced that the Economic Development Administration (EDA) designated Maine's Forest Bioproducts Advanced Manufacturing Tech Hub as a Federal "Tech Hub." The designation acknowledges that Maine's forest bioproducts sector has the potential for rapid growth and opens the door for significant Federal investment. The Technology Hub overlay will allow the City of Auburn to compete for prospects and incentives related to the new federal Tech Hub designation. The attached map identifies the area staff recommends for the Technology Hub Overlay.

This change will define and declare the City's desire to attract investment related to Maine's Forest Bioproducts Advanced Manufacturing Technologies in the mapped area to promote related uses and expand uses in the General Business zoned portions of the Technology Hub Overlay to include manufacturing uses using Maine Forest Bioproducts. The proposed Maine Forest Bioproducts Advanced Overlay District overlays the existing General Business and Industrial Zoning Districts in the southern part of the City of Auburn near Washington Street and the Maine Turnpike. All district regulations in the Industrial District and the General Business District, as amended, will be upheld and maintained. This change will create significant opportunities for manufacturing in the City of Auburn and leverage outside investment.

City Budgetary Impacts: None known.

Staff Recommended Action: Staff recommends that the Council vote to adopt the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District attached to this information sheet.

Previous Meetings and History: During the February 20, 2024, City Council Meeting, staff informed City Council of the Economic Development Administration (EDA) designation of Maine as a Forest Bioproducts Advanced Manufacturing Tech Hub. The Economic Development Department; Planning, Permitting & Code Department; and Business and Community Development Department will work together to create an Innovation/Tech Hub Designation in the area surrounding Exit 75 and the Auburn-Lewiston Municipal Airport. The Planning Board voted to recommend that the City Council adopt this Map amendment at their April 9, 2024, meeting. This designation aims to align the City of Auburn's zoning, business resources, marketing, and economic development partnerships with the efforts made at the state and federal levels.

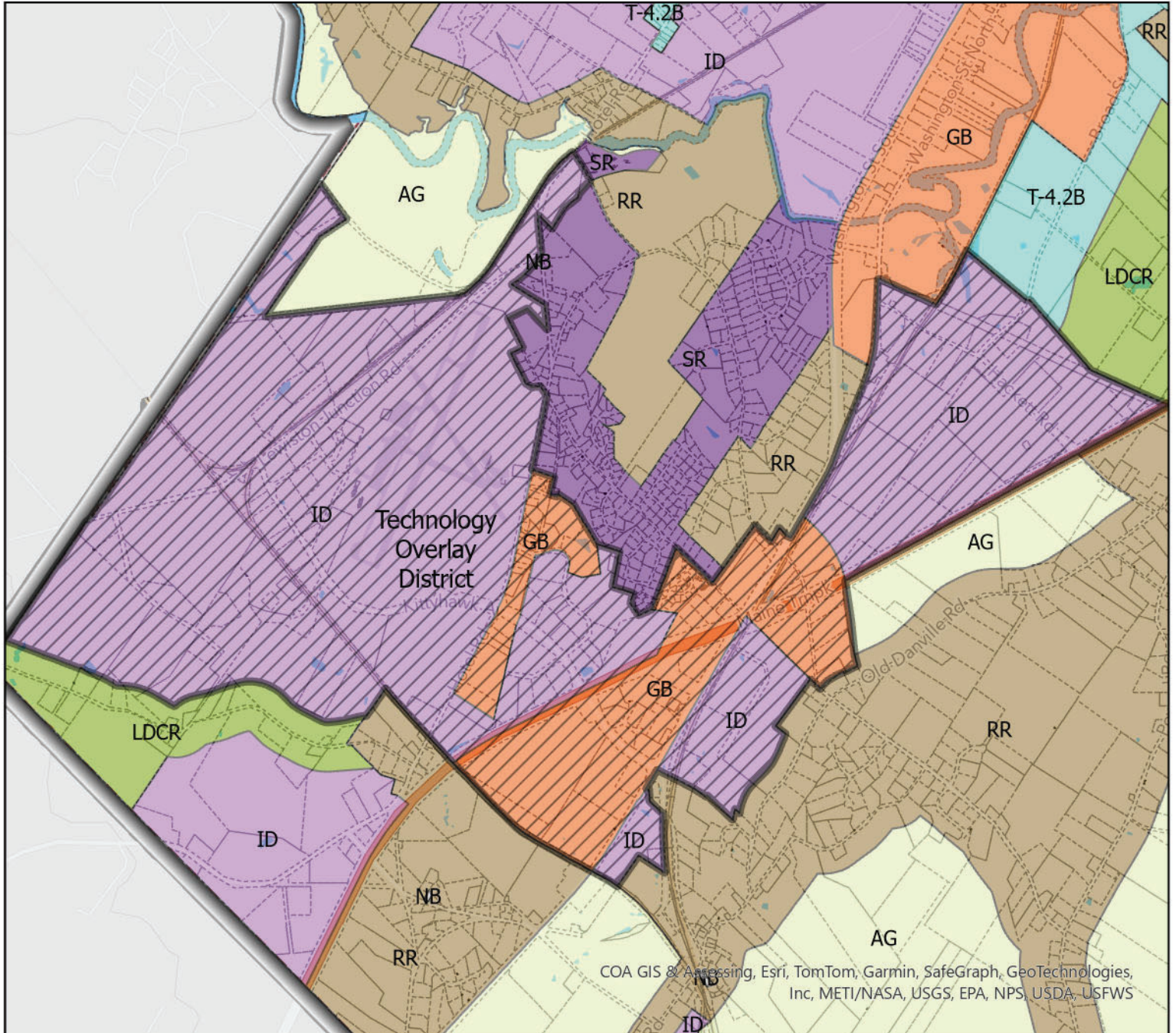
City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: Tech Hub Overlay Map, Ordinance, Planning Board Motion

Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District





City of Auburn, Maine

Planning & Permitting Department

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Date: 05/06/2024

To: Auburn City Council

From: Auburn Planning Board

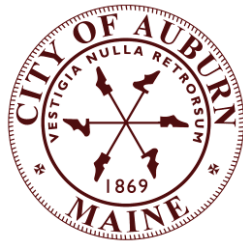
Subject: Planning Board Motion on Tech Hub Overlay Map Amendment

The following is the report from the Planning Board regarding Adding language to support a Maine bioproducts manufacturing tech hub map overlay as part of the City of Auburn's official zoning map. After notice and Public Hearings held on April 9th, 2024, the Planning Board forwards this report to the City Council.

PUBLIC HEARING/ TEXT AMENDMENT: City Council initiated zoning map amendment to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street.

Motion: Tim DeRoche makes a motion to recommend that the City Council amend the Official Zoning Map of the City of Auburn to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street; **Second:** Bob Hayes seconds that motion.

Vote: 7-0-0; Motion Passes.



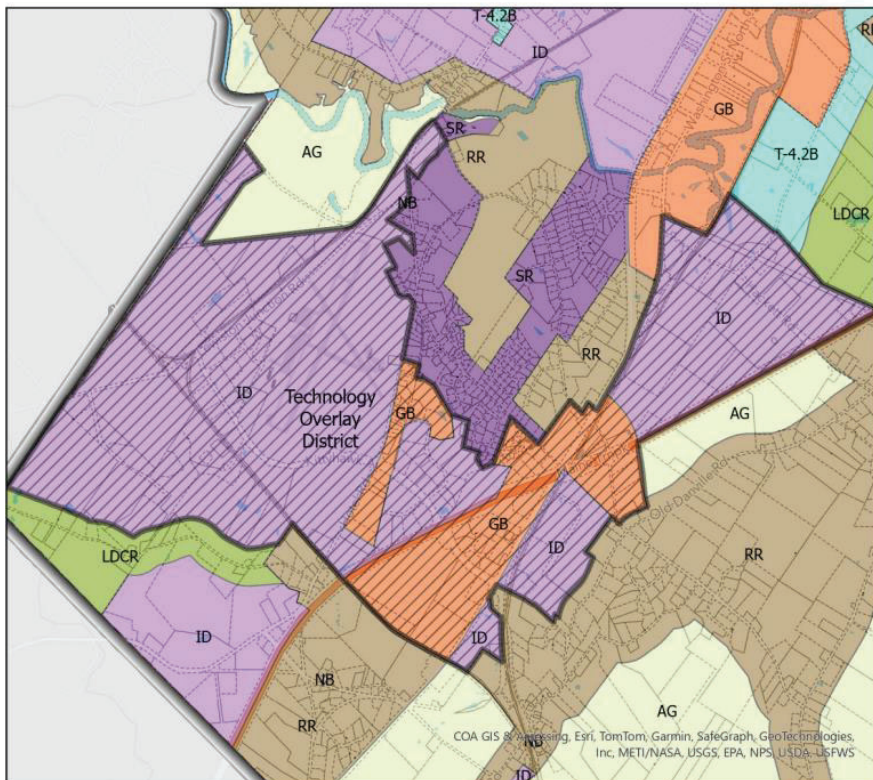
City Council Ordinance

IN CITY COUNCIL

Creating the Maine Bioproducts Advanced Manufacturing Tech Hub Overlay District Map

Be it ordained, by the Auburn City Council, that the Official Zoning Map of the City of Auburn to be amended to create the Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District. This zoning map overlay is generally located near Lewiston Junction Road, Kittyhawk Ave, and the southerly half of Washington Street and appears as follows:

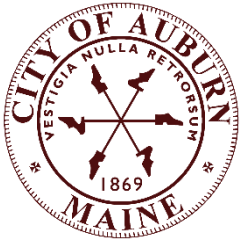
Maine Forest Bioproducts Advanced Manufacturing Tech Hub Overlay District



Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 70-05062024

Author: Mark Conrad, School Business Manager

Subject: FY 2025 Auburn School Department Budget

Information: On April 24, 2024 the School Committee unanimously voted to approve an FY 2025 operating budget of \$62,123,473. The budget represents a 5.2% overall increase from the current year, with a local increase of 4.8% (\$957,590). The largest single impact in this budget is the loss of federal ESSER (pandemic) funding for 15 staff positions that are integral to our school staffing. This budget eliminates five (5) positions from the operating budget and nine (9) positions funded by ESSER, and transfers six (6) positions from ESSER to the operating budget. Similar to previous years, the proposed budget includes authorizations to transfer unexpended FY 2024 balances into two reserve accounts: the Edward Little High School Capital Reserve, and the School Technology Equipment Reserve. It also includes a one-time transfer from excess fund balance funds into a new Curriculum Development Reserve Fund to sustain the recent progress made in curriculum and student outcomes into the future.

For the first time in three years this budget includes a CIP request totaling \$983,000, including a new fire alarm panel for Park Ave. (\$32,000), a district-wide HVAC controls software platform migration (\$251,000), and a new boiler room at Fairview (\$700,000).

The revenue budget includes a 6.0% increase in State subsidy, a \$350,000 increase in the use of fund balance funds, to \$2,350,000, and an expenditure of \$211,000 in remaining revenue from the Edward Little naming rights campaign.

City Budgetary Impacts: The total local (tax) allocation is increasing by \$957,590 or 4.8%, from \$19,797,148 in FY 2024 to \$20,754,738 in FY 2025.

Staff Recommended Action: The School Committee and Superintendent recommend that the City Council approve the FY 2025 school budget as presented.

Previous Meetings and History: : The School Committee has held many budget meetings and workshops to develop the proposed budget, beginning February 28th. The School Committee encouraged public comment at each budget meeting. Members of the School Committee and school administration have attended two budget workshops with the City Council.

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

Proposed FY 2025 School Budget by Article
Proposed FY 2025 School Revenue Budget
FY 2025 City Council School Budget Order

**Auburn School Department
FY 2025 School Budget by Warrant Article**

(Revised to remove new position and adjust health insurance premium)

Article	Purpose	FY 2024 Approved	FY 2025 Proposed	\$ Change	% Change
1	Regular Instruction	\$19,300,554	\$20,414,118	\$1,113,563	5.8%
2	Special Education	\$12,882,836	\$13,903,945	\$1,021,110	7.9%
3	Career and Technical Education	\$0	\$0	\$0	---
4	Other Instruction	\$898,147	\$958,221	\$60,075	6.7%
5	Student and Staff Support	\$3,806,698	\$4,210,854	\$404,156	10.6%
6	System Administration	\$1,200,966	\$1,491,243	\$290,277	24.2%
7	School Administration	\$2,413,311	\$2,693,273	\$279,961	11.6%
8	Transportation and Buses	\$2,178,859	\$2,441,816	\$262,957	12.1%
9	Facilities Maintenance	\$5,679,257	\$5,293,437	(\$385,820)	-6.8%
10	Debt Service/Other Commitments	\$10,329,269	\$10,299,164	(\$30,105)	-0.3%
11	All Other Expenditures	\$39,644	\$41,685	\$2,041	5.1%
	Total - Operating Budget	\$58,729,542	\$61,747,757	\$3,018,214	5.1%
	Adult Education	\$341,747	\$375,716	\$33,969	9.9%
	Total - All Articles	\$59,071,289	\$62,123,473	\$3,052,183	5.2%
	Excluding Debt Service & Adult Ed.	\$48,400,273	\$51,448,593	\$3,048,319	6.3%

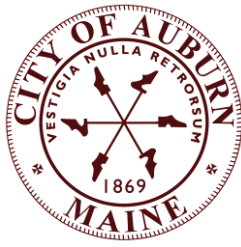
FY 2025 Budget Process
Auburn School Department
General Fund Revenue Budget

(Revised to remove new position and adjust health insurance)

Fiscal Year	2020-2021 Actual	2021-2022 Actual	2022-2023 Actual	2023-2024 Approved	2024-2025 Proposed	Variance	Percentage
State/EPS Model							
Subsidy	\$25,975,376	\$28,656,518	\$28,347,708	\$27,580,651	\$29,231,738	\$1,651,087	106.0%
Debt Service-ELHS	\$0	\$1,554,035	\$6,235,863	\$8,568,985	\$8,596,809	\$27,824	100.3%
Debt Service-Park Ave	\$579,894	\$560,117	\$534,544	\$513,402	\$492,966	(\$20,436)	96.0%
Total State	\$26,555,270	\$30,770,670	\$35,118,115	\$36,663,039	\$38,321,513	\$1,658,474	104.5%
Local							
Minimum Local 15671-A	\$16,272,338	\$16,031,338	\$14,867,518	\$15,245,365	\$15,589,990	\$344,625	102.3%
Local Only Debt Service	\$102,473	\$311,789	\$894,187	\$1,187,586	\$1,155,649	(\$31,937)	97.3%
Additional Local	\$1,322,309	\$1,486,251	\$3,195,978	\$3,150,553	\$3,795,455	\$644,902	120.5%
Total Local	\$17,697,120	\$17,829,378	\$18,957,683	\$19,583,504	\$20,541,094	\$957,590	104.9%
Other							
State Agency Client/SOS	\$187,493	\$58,909	\$21,211	\$20,000	\$20,000	\$0	100.0%
McCare Reimbursement	\$148,939	\$126,230	\$104,156	\$100,000	\$100,000	\$0	100.0%
Franklin Tuition	\$58,249	\$96,617	\$111,012	\$60,000	\$100,000	\$40,000	166.7%
Rental Properties (RETC)	\$58,000	\$58,000	\$58,000	\$0	\$0	\$0	---
Child Care	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	100.0%
Gate Receipts	\$0	\$32,557	\$31,545	\$33,000	\$34,150	\$1,150	103.5%
Revenue - Naming Rights	\$0	\$0	\$0	\$200,000	\$211,000	\$11,000	105.5%
Miscellaneous	\$22,548	\$357,657	\$83,314	\$20,000	\$20,000	\$0	100.0%
Total Other	\$525,229	\$779,969	\$459,237	\$483,000	\$535,150	\$52,150	110.8%
Fund Balance	\$ -	\$0	\$0	\$2,000,000	\$2,350,000	\$ 350,000	117.5%
Total General Operating	\$44,777,619	\$49,380,017	\$54,535,035	\$58,729,542	\$61,747,757	\$3,018,215	105.1%
Adult Education							
State	\$95,639	\$94,617	\$94,354	\$88,103	\$122,072	\$33,969	138.6%
Local	\$200,141	\$213,702	\$207,192	\$213,644	\$213,644	\$0	100.0%
Other (Tuition)	\$8,289	\$7,800	\$0	\$40,000	\$40,000	\$0	100.0%
Total Adult Education	\$304,069	\$316,119	\$301,546	\$341,747	\$375,716	\$33,969	109.9%
Grand Total Revenue	\$45,081,688	\$49,696,136	\$54,836,582	\$59,071,289	\$62,123,473	\$3,052,184	105.2%

Fiscal Year	2020-2021 Actual	2021-2022 Actual	2022-2023 Actual	2023-2024 Approved	2024-2025 Proposed	Variance	Percentage
Increase in Local Share - Debt Service				\$1,187,586	\$1,155,649	(\$31,937)	-2.7%
Increase in Local Share - Operations (Including AE)				\$18,609,562	\$19,599,089	\$989,527	5.3%
				\$19,797,148	\$20,754,738	\$957,590	4.8%
City Property Valuation (Current 2024)					\$2,259,431,378		
Mill Rate For Education (Total)					9.19		
Change on \$150K home					0.42		\$63.57

Note: the current City Property Valuation will be updated (and increasing) before a tax rate is set for the FY 2025 budget.



City Council Order

IN CITY COUNCIL

Ordered,

That the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2024-2025.

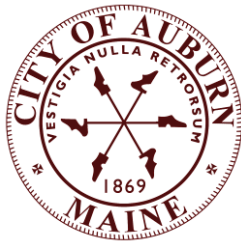
1. That \$ 20,414,118 be authorized to be expended for Regular Instruction;
2. That \$ 13,903,945 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 958,221 be authorized to be expended for Other Instruction;
5. That \$ 4,210,854 be authorized to be expended for Student and Staff Support;
6. That \$ 1,491,243 be authorized to be expended for System Administration;
7. That \$ 2,693,273 be authorized to be expended for School Administration;
8. That \$ 2,441,816 be authorized to be expended for Transportation and Buses;
9. That \$ 5,293,437 be authorized to be expended for Facilities Maintenance;
10. That \$ 10,299,164 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 41,685 be authorized to be expended for All Other Expenditures,;
12. That \$ 53,702,850.90 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$ 15,589,989.66 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*

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

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 \$1,155,649 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised Statutes, Title 20-A, Section 15690 (2A);

Explanation: *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$3,795,455 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,795,455, as required to fund the budget recommended by the School Committee.

The School Committee recommends \$3,795,455, which exceeds the State's Essential Programs and Services allocation model by \$3,795,455. The School Committee gives the following reasons for exceeding the State's Essential Programs and Services funding model:

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

Explanation: *The additional local funds are those locally raised funds over and above the city's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for educational programs.*

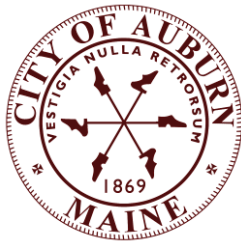
15. That the school committee be authorized to expend \$61,747,757 for the fiscal year beginning July 1, 2024 and ending June 30, 2025 from the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding 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 \$375,716 for Adult Education and raise \$213,644 as the local share,

Richard S. Whiting, Ward One
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Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

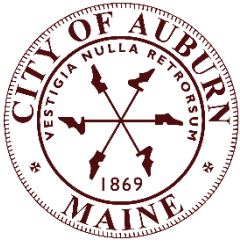
Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

17. That in addition to amounts approved in the preceding articles, the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.
18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department's unexpended balances at the end of the 2023-2024 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.
19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department's unexpended balances at the end of the 2023-2024 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School Department.
20. That in addition to the amount approved in the preceding articles, the School Committee transfer \$268,000 from Excess Fund Balance Funds to the Curriculum Development Reserve Fund for the purpose of funding curriculum development materials, equipment, software, and professional development.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Resolve: 04-05062024

Author: Kelsey Earle, Finance Director

Subject: Resolve Adopting the 2024-2025 Annual Appropriation and Revenue Resolve (Public Hearing & First Reading)

Information: In accordance with the City Charter, Article 8, Section 8.6, prior to the fiscal year the City Council shall adopt an annual appropriation resolve making appropriations by department, fund, services, strategy or other organizational unit and authorizing an allocation for each program or activity.

The Council has been supplied with a resolve to adopt the annual appropriations for the City of Auburn, which includes final figures for revenue, total appropriation and municipal budget.

The school appropriation has been incorporated into this annual appropriation resolve for the City of Auburn.

This is the public hearing first reading of the Appropriation Resolve for FY 24-25.

City Budgetary Impacts: With this FY 25 Proposed Budget the tax levy increase is 5.96%, which is above CPIU at 4.1%. At this time, the estimated proposed mil rate increase is 5.96%.

Staff Recommended Action: Staff recommends passage of the budget on the second reading.

Previous Meetings and History: Preliminary City budget presentation March 4, 2024 and final Manager's Budget presentation April 16, 2024, Budget workshop April 22, 2024.

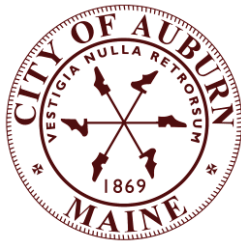
The School Committee has held many budget meetings and workshops to develop the proposed budget beginning November, 2023. The School Committee encouraged public comment at each budget meeting. A joint meeting to discuss the FY 2025 school budget was held with the City Council in a workshop on April 1, 2024.

City Manager Comments: I concur with the recommendation.

Signature:

Attachments:

Resolve for the 2024-2025 Annual Appropriation and Revenue including School Department Articles.



City Council Resolve

IN CITY COUNCIL

Resolved, that the following be, and hereby is the Annual Appropriation and Revenue Resolve of the City of Auburn for the fiscal year 2024-2025, which includes the amounts appropriated herein and revenues from all sources beginning July 1, 2024, and ending June 30, 2025.

The estimated aggregate amount of non-property tax revenue is \$67,511,381 with a municipal revenue budget of \$26,142,646 and a School Department revenue budget of \$41,368,735.

The aggregate appropriation for the City of Auburn is \$121,825,948, with a municipal budget of \$54,256,734 County budget of \$3,117,240 and a School Department budget of \$62,123,472 which received School Committee approval on April 24, 2024, and school budget approved at the May 6, 2024 Council Meeting pursuant to the School Budget Validation vote on June 11, 2024, in accordance with Maine Revised Statutes, Title 20-A § 1486 and based on the budget submitted to the Auburn City Council on April 16, 2024, by the City Manager, and notification was posted on the City of Auburn website on May 2, 2024 that a public hearing would be held on May 6, 2024 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 2024-2025 beginning July 1, 2025 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 2024-2025.

SCHOOL BUDGET ARTICLES

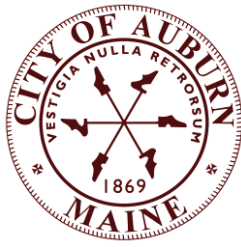
Ordered that the Auburn City Council hereby adopts and approves the following School Budget articles for Fiscal Year 2024-2025.

1. That \$ 20,414,118 be authorized to be expended for Regular Instruction;
2. That \$ 13,903,945 be authorized to be expended for Special Education;
3. That \$-0- be authorized to be expended for Career and Technical Education;
4. That \$ 958,221 be authorized to be expended for Other Instruction;

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
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Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Resolve

5. That \$ 4,210,854 be authorized to be expended for Student and Staff Support;
6. That \$ 1,491,243 be authorized to be expended for System Administration;
7. That \$ 2,693,273 be authorized to be expended for School Administration;
8. That \$ 2,441,816 be authorized to be expended for Transportation and Buses;
9. That \$ 5,293,437 be authorized to be expended for Facilities Maintenance;
10. That \$ 10,299,164 be authorized to be expended for Debt Service and Other Commitments;
11. That \$ 41,685 be authorized to be expended for All Other Expenditures,;
12. That \$ 53,702,850.90 be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$ 15,589,989.66 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 \$1,155,649 be raised and appropriated for the annual payments on debt service previously approved by the city's legislative body for non-state-funded school construction projects or non-state-funded portions of school construction projects, in addition to the funds appropriated as the local share of the city's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with Maine Revised Statutes, Title 20-A, Section 15690 (2A);

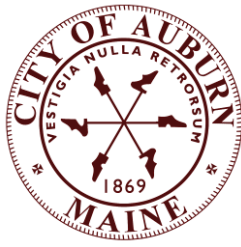
Explanation: *Non-state-funded debt service is the amount of money needed for the annual payments on the city's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.*

14. That \$3,795,455 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$3,795,455, as required to fund the budget recommended by the School Committee.

Richard S. Whiting, Ward One
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Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

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Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Resolve

The School Committee recommends \$3,795,455, which exceeds the State’s Essential Programs and Services allocation model by \$3,795,455. The School Committee gives the following reasons for exceeding the State’s Essential Programs and Services funding model:

The Essential Programs and Services funding model does not recognize all of the costs of special education services, transportation services, instructional services, co-curricular services and other services that the School Department provides.

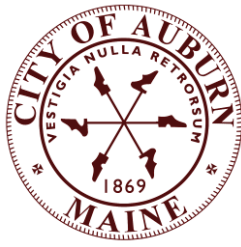
***Explanation:** The additional local funds are those locally raised funds over and above the city’s local contribution to the total cost of funding public education from Pre- kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the school department budget for educational programs.*

15. That the school committee be authorized to expend \$61,747,757 for the fiscal year beginning July 1, 2024 and ending June 30, 2025 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 \$375,716 for Adult Education and raise \$213,644 as the local share, with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.
17. That in addition to amounts approved in the preceding articles, the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.
18. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department’s unexpended balances at the end of the 2023-2024 fiscal year to the Edward Little High School Capital Reserve Fund for the purpose of funding capital improvement projects, facility upgrades, and plant maintenance at the new Edward Little High School and adjacent athletic facilities.
19. That in addition to amount approved in the preceding articles, the School Committee be authorized to transfer up to \$150,000 from the School Department’s unexpended balances at the end of the 2023-2024 fiscal year to the School Technology Equipment Reserve Fund for the purpose of funding purchase and maintenance of computers, tablets, audiovisual equipment, and related technology for the School

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City Council Resolve

Department.

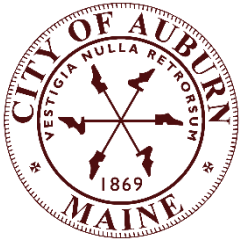
20. That in addition to the amount approved in the preceding articles, the School Committee transfer \$268,000 from Excess Fund Balance Funds to the Curriculum Development Reserve Fund for the purpose of funding curriculum development materials, equipment, software, and professional development.

RESOLVED, The City is authorized to accept grants and forfeitures and to expend sums that may be received from grants and forfeitures for municipal purposes during the fiscal year beginning July 1, 2024, and ending June 30, 2025, provided that such grants and forfeitures do not require the expenditure of other funds not previously appropriated.

RESOLVED, that fifty percent (50%) of all real estate taxes assessed as in the annual commitment, committed to the Tax Collector, shall be due proportionately from each taxpayer on September 16, 2024, and the remaining fifty percent (50%) shall be due on March 17, 2025.

Except as may be provided by resolve regarding payments in accordance with an installment payment plan, any real estate taxes remaining uncollected on September 17, 2024, and March 18, 2025, respectively shall bear interest at a rate of 6% per annum from and after such dates.

Personal property taxes shall be due and payable on or before September 16, 2024. Any personal property taxes remaining unpaid on September 17, 2024, shall bear an interest rate of 6% per annum from and after such date. Interest on all delinquent taxes shall be computed on a daily basis and shall be collected by the Tax Collector. The Tax Collector is authorized to accept tax prepayments.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 71-05062024

Author: Planning & Permitting Staff

Subject: Order initiating Planning Board to review draft ordinance text and map changes by the Lake Auburn Stakeholders Group. The Planning Board is to review updates to Article II General Provisions, Division 2, Phosphorus Control, Division 3, Low Density Country Residential and Division 4, Lake Auburn Watershed Overlay District as proposed by the Lake Auburn Stakeholder Group pursuant to order 04-01022024.

Information: In January of 2024, City Council ordered (04-01022024) the City Manager to direct staff to work with city wide interest groups (AG Working Group, Sustainability and Natural Resources Board, LAWPC, Planning Board and public stakeholders) to create the make-up of Lake Auburn Stakeholders Group. Since that time the group (s) have met on numerous occasions to address continued concerns with protecting lake Auburn utilizing the ordinance to drive that discussion on what is best for the two communities' public water supply. The proposed changes are detailed in the attached order and proposed text and maps. Since that time the group (s) have meet on numerous occasions (6 times) to address continued concerns with protecting lake Auburn utilizing the ordinance to drive that discussion on what is best for the two communities public water supply while putting into action items that will impact Subsurface waste-water disposal system inspection In Sec 60-952(f)(6) and further considerations amending text amendments that will strengthen the ordinance for protections to the Lake Auburn Watershed and the source water protection for the communities of Auburn and Lewiston which serves clean drinking water to 39,000 residents from Lake Auburn. The overlay maps will follow existing watershed/overlay boundaries that will assist in the septic inspection program and further define natural resource features for buffers for a Planning Board Public hearing will be completed based on this directive.

City Budgetary Impacts: Staff Time

Staff Recommended Action: Staff recommends that the Council initiate the process for the proposed text change and map changes and send it to the Planning Board for a public hearing and recommendation to City Council.

Previous Meetings and History: Order 04-01022024 on January 2nd, 2024, initiated this discussion and created a working group. Between January and May 1st of 2024, the Lake Auburn Stakeholders Group have met on numerous occasions (6 times) to address continued concerns with protecting Lake Auburn.

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:

Order, Proposed Text Amendments, Official Lake Auburn Overlay District 400' Setback to Lake, Stream and Brook for Subsurface Wastewater Fields Map, Lake Auburn Watershed Overlay District Septic System Inspection Map.

DIVISION 2. PHOSPHORUS CONTROL

Sec. 60-1064. Purpose.

- (a) The purpose of this division is to provide protection against additional phosphorus export to Taylor Pond and Lake Auburn from new land uses and changes in existing land uses by ensuring that development within the watersheds does not generate more phosphorus than the water bodies can handle and by eliminating or reducing existing sources of phosphorus.
- (b) Phosphorus, a nutrient, stimulates algal growth, the main cause of water quality decline. The primary source of new and increasing phosphorus loading in the state lakes is land development: residential, commercial and industrial.

(Ord. of 9-21-2009, § 5.7A)

Sec. 60-1065. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Acceptable increase in lake phosphorus concentration (C) is based upon water quality and the city's selected level of protection. For Taylor Pond the number is 0.75; for Lake Auburn the number is ~~.25~~ 0.5.

Direct watershed means any land area which contributes storm-water runoff by either surface or subsurface flow to Taylor Pond or Lake Auburn without such runoff first passing through an upstream lake.

Future area to be developed (D) means an estimate of the acreage in the city's share of the direct watersheds that will be developed during the planning period of 50 years. For Taylor Pond, the estimated future developed acreage is 715.3; for Lake Auburn, the estimated future developed acreage is ~~1,180.0~~ 150.

Lake Auburn means the Lake Auburn Watershed regulated by this chapter, which is all land areas within the direct watershed of Lake Auburn as defined on the attached map entitled Lake Auburn Watershed Overlay District Map.

Per-acre phosphorus allocation (P) means the acceptable increase of phosphorus export per acre in the watershed as determined by solving the following equation $(P) = (FC)/(D)$. For Taylor Pond, the phosphorus allocation is 0.03~~65~~; for Lake Auburn, the phosphorus allocation is 0.04~~720~~.

Phosphorus export coefficient (F) means the amount of phosphorus export from the watershed each year that will produce a one ppb increase in the lake's phosphorus concentration. For Taylor Pond, the phosphorus coefficient is 35.26 lbs/ppb/year; for Lake Auburn, the phosphorus coefficient is ~~109.9~~ 3.74 lbs/ppb/year.

Taylor Pond means the Taylor Pond Watershed regulated by this chapter, which is all land areas within the direct watershed of Taylor Pond as defined on the attached map entitled "Taylor Pond Watershed Map".

(Ord. of 9-21-2009, § 5.7B; Ord. No. 28-11202023, 12-4-2023)

Sec. 60-1066. Applicability.

This division shall apply to all land areas within the direct watersheds of Taylor Pond and Lake Auburn. The following land uses shall be required to obtain a phosphorus control permit and conform to the standards contained in this division:

- (1) Any new building or structure with more than 200 square feet of ground floor area.
- (2) Any expansions or series of expansions of ground floor area of any existing building which increases the area of the ground floor by more than 30 percent of that which exists at the time of adoption of the ordinance from which this division is derived.
- (3) Any earth moving, brush and tree cutting which impacts 10,000 square feet or more whether accomplished as a single activity or as a series of activities beginning on the date of adoption of the ordinance from which this division is derived shall only meet the criteria contained in section 60-1069.
- (4) Road or driveway construction and reconstruction and parking area construction which affects more than 1,500 square feet of land area whether accomplished as a single activity or as a series of activities beginning on the date of adoption of the ordinance from which this division is derived shall only meet the criteria contained in section 60-1069.
- (5) All projects for which special exception, site plan and subdivision review is required.

(Ord. of 9-21-2009, § 5.7C; Ord. No. 15-05022022, 5-16-2022)

Sec. 60-1067. Exemptions.

This division shall not apply to the following:

- (1) Changes of use within an existing structure where no ground floor expansion and/or road, driveway and parking area expansion is planned.
- (2) Timber management or harvesting operations conducted according to a management plan prepared and supervised by a registered forester (unless required by division 4 of article XII of this chapter) or the city water district.
- (3) Agricultural uses conducted according to a soil and water conservation plan approved by the Androscoggin County Soil and Water Conservation District.

(Ord. of 9-21-2009, § 5.7D)

Sec. 60-1068. Best management practices.

Agriculture, silviculture, mining, chemical use and storage and waste disposal activities should be conducted in accordance with the best management practices (BMPs) as recommended by the department of environmental protection, the state soil and water conservation commission, the cooperative extension service or other appropriate public service agency. New roads and the reconstruction of existing roads, driveways, drainage diversions, ditches and roadside buffers should be designed for the worst storm conditions in accordance with the best management practices (BMPs) recommended by the department of environmental protection, the state soil and water conservation commission, the cooperative extension service or other appropriate public service agency.

(Ord. of 9-21-2009, § 5.7E)

Sec. 60-1069. Erosion and sedimentation controls.

A comprehensive erosion and sedimentation control plan, including a proposed program for the maintenance and periodic inspection of all control facilities which will remain after the project is completed and a designation of the responsible party, shall be submitted to the city planning, permitting, and code department as follows:

- (1) In the Taylor Pond Watershed ~~→, A-a~~ plan designed in accordance with the applicable sections of ~~chapter 8 of the~~ the latest edition of Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual, Volume II & Technical Design Manual Volume III, March 2016. ~~DEP Phosphorous Control and Lake Watersheds: A Technical Guide to Evaluating New Development~~, the latest edition of the Maine Erosion and Sediment Control Handbook and all building and environmental protection requirements of this Code. For dwelling units, the Basic Single Family Residential (SFR) Lot Standards of the latest edition of Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual, Volume II shall be used.
- (2) In the Lake Auburn Watershed Overlay District, ~~A-a~~ plan designed in accordance with the applicable sections of ~~chapter 8 of the~~ latest edition of Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual, Volume II & Technical Design Manual III, March 2016. ~~DEP Phosphorous Control and Lake Watersheds: A Technical Guide to Evaluating New Development~~, the latest edition of the Maine Erosion and Sediment Control Handbook, and all building and environmental protection requirements of this Code ~~and criteria of the city water district or commission.~~ For dwelling units, the Basic Single Family Residential (SFR) Lot Standards of the latest edition of Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual, Volume II shall be used.

(Ord. of 9-21-2009, § 5.7F)

Sec. 60-1070. Submission requirements.

All projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016.

- (1) *Plan submission.* Plans shall be submitted and processed in accordance with article XVI of this chapter. In addition to the requirements for submission under this article, the following instructions shall be provided:
 - a. A long-term maintenance plan for all phosphorus control measures including provisions for inspection and repair, designation of responsible parties, contractual obligations and proposed deed restrictions.
 - b. Hydrologic soil class of all areas to be cleared or where clearing will be permitted, with the area indicated in square feet of each lot using the appropriate method as described in the phosphorus control manual.
 - c. All calculations and worksheets in the format of those contained in the phosphorus control manual and detailed construction specifications and diagrams for all control measures.
 - d. A comprehensive erosion and sedimentation control plan, designed in accordance with the latest version of Maine Erosion and Sediment Control Handbook for Construction: Best Management

Practices, ~~March 1991~~ October 2016, and all building and environmental protection requirements of this Code.

(2) *Review method.*

- a. All projects shall use the standard review method and shall conform to the Phosphorus Allocation standard set forth in this division including the following: Expansions of four lot subdivisions which were previously approved using the simple review method.
- b. Projects meeting the following criteria may employ the simple review method:
 1. Minor subdivisions with four or fewer lots provided that these developments contain less than 200 feet of new or upgraded roads and/or all driveways serving residential uses are less than 150 feet in length.
 2. Activity which includes less than 200 feet of new or upgraded road construction.

- (3) *Commercial and industrial development and expansions.* Commercial and industrial development and expansions of commercial and industrial developments and the expansion of multifamily dwelling units, which involve less than 15,000 square feet of disturbed area. All other subdivisions including expansions of previously approved four-lot subdivisions which were reviewed using the simple review method and all other projects shall utilize the standard review method.

(Ord. of 9-21-2009, § 5.7G; Ord. No. 11-03012021, § 81, 3-15-2021; Ord. No. 10-03072022, 3-21-2022)

Secs. 60-1071—60-1093. Reserved.

DIVISION 3. LOW DENSITY COUNTRY RESIDENTIAL DISTRICT

Sec. 60-200. Purpose.

The purpose of this zone is to maintain and promote the rural/agricultural character of the land within this zone. This zone is composed of those areas in the city whose predominant land use is rural, wooded and agricultural. The regulations for this zone are designed to protect and stabilize these predominant land uses which are the essential characteristics of these areas and to minimize conflicting land uses detrimental to agricultural enterprises. Since residences are only incidental to this zone's development, the densities which require improved roads and expanded municipal services, in excess of those required by the present agricultural-oriented uses, shall not be permitted.

(Ord. of 9-21-2009, § 3.32A)

Sec. 60-201. Use regulations.

(a) *Permitted uses.* The following uses are permitted:

- (1) All uses permitted in the Agriculture and Resource Protection District, except uses allowed by section 60-145(a)(8), (14) and (15).
- (2) One-family detached dwellings.
- (3) Two-family dwellings.
- (4) Lawn maintenance services.

(b) *Special exception uses.* The following uses are permitted by special exception after approval by the planning board in accordance with the provisions of division 3 of article XVI of this chapter:

- (1) All uses permitted by special exception in the Agriculture and Resource Protection (AR) District, (division 2 of article IV of this chapter), except uses allowed by section 60-172(b)(7), (14), and (15).
- (2) Bed and breakfast.
- (3) Adaptive reuse of structures of community significance.

(Ord. of 9-21-2009, § 3.32B; Ord. 33-02072011-08, 2-7-2011; Ord. No. 08-08012011-07b, 8-1-2011; Ord. No. 05-04032017, § 2, 4-24-2017; Ord. No. 11-08192019, 9-9-2019; Ord. No. 11-03012021, § 9, 3-15-2021; Ord. No. 27-06212021, 7-19-2021)

Sec. 60-202. Dimensional requirements.

All structures in this district except as noted shall be subject to the following dimensional regulations:

- (1) *Minimum lot area, width and depth.* No lot shall be created and/or no building shall be erected on a lot containing less than three acres and measuring less than 325 feet in width. No lot shall be less than 200 feet in depth. The keeping of horses, mules, cows, goats, sheep, hogs and similar size animals for

domestic use of the residents of the lot is permitted provided that the land area required per animal unit forms to the definition of farm, livestock contained in section 60-2.

- (2) *Density.* The density of dwelling units shall not exceed an average of one dwelling per three acres.
- (3) *Yard requirements.*
 - a. *Rear.* There shall be behind every building a rear yard having a minimum depth of 50 feet or 25 percent of the average depth of the lot, whichever is less.
 - b. *Side.* There shall be a minimum distance of 15 feet between any building and the side property line plus the side yard setback shall be increased one foot for every five feet or part thereof increase in street frontage over 50 feet to a maximum of 25 feet for side yard setback.
 - c. *Front.* There shall be in front of every building a front yard having a minimum depth of 50 feet or 25 percent of the average depth of the lot whichever is less, unless the lot is in the Lake Auburn Watershed Overlay District in which case the front yard shall have a minimum depth of 25 feet or 25 percent of the average depth of the lot whichever is less.
- (4) *Height.* The height of all dwelling structures shall be limited to 2½ stories or 35 feet in height. Accessory buildings and structures may have a maximum height of 65 feet from grade, provided that the front yard, rear yard, and each of the side yards shall be increased by one foot for each foot in height in excess of 35 feet.
- (5) *Off-street parking.* Off-street parking spaces shall be provided in accordance with the requirements for specific uses as set forth in article V of this chapter.

(Ord. of 9-21-2009, § 3.32C; Ord. No. 11-03012021, §§ 10, 11, 3-15-2021)

Secs. 60-203—60-227. Reserved.

PART II - CODE OF ORDINANCES
Chapter 60 - ZONING
ARTICLE XII. - ENVIRONMENTAL REGULATIONS
DIVISION 4. LAKE AUBURN WATERSHED OVERLAY DISTRICT

DIVISION 4. LAKE AUBURN WATERSHED OVERLAY DISTRICT

Sec. 60-950. Purpose.

The Lake Auburn Watershed Overlay District is intended to maintain safe and healthful environmental conditions; prevent and control water pollution; protect spawning ground for fish, aquatic life, bird and other wildlife habitats; control building sites; provide visual and physical points of access to waters and natural beauty; and protect and maintain the present quality and volume of potable water supplied from the Lake Auburn Watershed to the population of the Auburn-Lewiston area.

(Ord. of 9-21-2009, § 5.3A; Ord. No. 28-11202023, 12-4-2023)

Sec. 60-951. Boundaries and definitions.

(a) *Boundaries.* The Lake Auburn Watershed Overlay District is that section of the city in which surface and subsurface waters ultimately flow or drain into Lake Auburn as such section is delineated on a watershed map and survey by the Auburn Water District on file in the office of the Auburn Water District, the city ~~planning, permitting and code department~~~~department of planning and permitting services~~ and the city clerk. The Lake Auburn Watershed Overlay District shall be superimposed over underlying zoning districts within ~~such section~~the city. Permitted uses in the underlying districts shall continue subject to compliance with the provisions of the Lake Auburn Watershed Overlay District.

(b) *Definitions.* For purposes of this division, the following words and terms as used herein shall have the meanings or limitations of meaning hereby defined, explained or assigned.

Building has the same meaning as in Sec. 60-2 of this Chapter.

Curtain drain means a ~~trench~~trench to intercept laterally moving ground water and divert it away from a septic system disposal field.

Dwelling Unit has the same meaning as in Sec. 60-2 of this Chapter.

Hobby agricultural use means uses of land for chicken farms, cattle farms, horse farms, egg farms, piggeries, sheep farms, stables, crop farming and other agricultural purposes where:

- (1) The products produced through such use of the land is for personal consumption, pleasure or sustenance by those occupying the land and does not involve the sale of the products produced through such use of the land for profit; and
- (2) The allowances set forth in section 60-2 regarding "farm, livestock" of this chapter and the allowances set forth in article VII, division 4 of chapter 8 of this Code are not exceeded.

Lake Auburn Watershed Protection Commission or *LAWPC* means the commission formed through an interlocal cooperation agreement between and among the Auburn Water District, City of Lewiston, and the Town of Turner having three commissioners appointed by the Auburn Water District, three commissioners appointed by the City of Lewiston, one commissioner appointed by the Town of Turner, one commissioner appointed by the Towns of Hebron, Minot and Buckfield, and one commissioner appointed by the Androscoggin Valley Council of Governments.

Local plumbing inspector means a plumbing inspector or alternate plumbing inspector as defined in Section 12-22 of the Auburn City Ordinances.

Non-hobby agricultural use means uses of land for chicken farms, cattle farms, horse farms, egg farms, piggeries, sheep farms, stables, crop farming and other agricultural purposes where the products produced through such use of the land are sold for profit.

Normal high-water line and Normal high-water mark means that line which is apparent from visible markings, changes in the character of soils due to prolonged action of the water or changes in vegetation, and which distinguishes between predominantly aquatic and predominantly terrestrial land.

Soil horizon means a layer within a soil profile differing from the soil above or below it in one or more soil morphological characteristics. The characteristics of the layer include the color, texture, rock-fragment content, and ~~consistence~~consistency of each parent soil material.

Soil horizon, limiting or limiting soil horizon means any soil horizon or combination of soil horizons, within the soil profile or any parent material below the soil profile, that limits the ability of the soil to provide treatment or disposal of septic tank effluent. Limiting horizons include bedrock, hydraulically restrictive soil horizons and parent material excessively coarse soil horizons and parent material, and the seasonal groundwater table. Any of these limiting horizons may from time to time be ~~Also sometimes~~ referred to as a "limiting factor."

Soil profile means a vertical cross section of the undisturbed soil showing the characteristic soil horizontal layers or soil horizons that have formed as a result of the combined effects of parent material, topography, climate, biological activity, and time.

Soil filter media means a soil mixture that consists of a loamy sand lower fill layer meeting the following lower fill layer specifications, plus a minimum of six inches of upper fill layer meeting the following upper fill layer specifications.

Soil Filter Media Specifications

Upper fill layer	
Sieve #	% passing by weight
No. 4	75—95
No. 10	60—90
No. 40	35—85
No. 200	20—40
200 (clay size)	< 2.0

Lower fill layer	
Sieve #	% passing by weight
No. 10	85—100
No. 20	70—100
No. 60	15—400
No. 200	6—8
200 (clay size)	< 2.0

State licensed site evaluator means a person licensed by the Maine Department of Health and Human Services to evaluate soils for the purpose of designing subsurface wastewater disposal systems.

Stream or Brook means a channel between defined banks as depicted as a solid or broken blue line on the most recent edition of the U.S. Geological Survey 7.5-minute series topographic map.

Subsurface wastewater disposal system inspector means a person who holds a current certification issued by the Maine Department of Health and Human Services, Division of Environmental and Community Health as a Subsurface Wastewater Disposal System Inspector.

(Ord. of 9-21-2009, § 5.3B; Ord. No. 28-11202023, 12-4-2023)

Sec. 60-952. Use and environmental regulations.

1. Subsurface Wastewater Disposal Systems.

- (ba) ~~Residential-d~~ Dwelling units in the agriculture and resource protection zoning district. Notwithstanding the provisions of subsections 60-145(a)(1), 60-145(b)(18) and 60-146(1)c., new dwelling units are prohibited in ~~the that part of the~~ Lake Auburn Watershed Overlay District which overlies the Agriculture and Resource Protection Zone. Pursuant to 30-A M.R.S.A. 4364(9), 4364-A(1-A), and 4364-B(1-A), each as may be amended from time to time, the affordable housing density, residential density and accessory dwelling unit provisions of P.L. 2021, ch. 672, "An Act to Implement the Recommendations of the Commission to Increase Housing Opportunities in Maine by Studying Zoning and Land Use Restrictions" and any related state regulations do not apply in the Lake Auburn Watershed Overlay District.
- (fb) Private subsurface wastewater disposal systems. Each new building, or any existing building for which there is any addition, alteration, or change of use, each new dwelling unit, or any existing dwelling unit for which there is an addition or alteration thereto that includes the addition of one or more bedrooms, in the Lake Auburn Watershed Overlay District, not served by public sewer, shall, in the development of a private subsurface wastewater disposal system, adhere to the requirements of this section as well as the requirements of the latest version of the Maine Subsurface Wastewater Disposal Rule, 10-144 C.M.R. ch. 241. Notwithstanding any provision of the Maine Subsurface Wastewater Disposal Rule, 10-144 C.M.R. ch. 241 the Rule shall be applied regardless of whether the addition or alteration is an initial or subsequent addition or alteration. The following regulations shall be adhered to in the development of private subsurface wastewater disposal systems in the Lake Auburn Watershed Overlay District:
- (1) Disposal fields are prohibited on sites with less than 12 inches to the limiting soil horizon. In addition to having at least 12 inches to the limiting soil horizon, disposal fields shall have at least 24 inches of suitable natural soil or soil filler media below the bottom of the disposal field, such that there is at least a 36-inch separation between the bottom of the disposal field and the limiting soil horizon. The local plumbing inspector shall require that a state licensed site evaluator affirm that these design ~~criteria~~ requirements are met before the ~~LP~~ local plumbing inspector finds the design or installation of the system to comply with this section.
 - (2) ~~No new (first use), expanded, or replacement~~ disposal fields shall be ~~separated from installed closer than 400 feet to~~ the normal high-water mark of any lake, pond, ~~or year-round or intermittent stream~~ stream, or brook (as depicted on a 7.5-minute series USGS topographic map, dated 1981). Where the daily wastewater flow is or is reasonably likely to be in excess of 2,000 gallons, the system shall be located at least 1,000 feet from the normal high-water mark of any lake, pond or year-round or intermittent stream—as follows:
 - a. ~~Where the daily wastewater flow is or is reasonably likely to be in excess of 2,000 gallons, the system shall be located at least 1,000 feet from the normal high-water mark of any lake, pond or year-round or intermittent stream.~~
 - a. Where the daily wastewater flow is, or is reasonably likely to be, 2,000 gallons or less, the system shall be located at least 400 feet from the normal high-water mark of any lake, pond, stream, or brook.
 - b. Where the daily wastewater flow is, or is reasonably likely to be, in excess of 2,000 gallons, the system shall be located at least 1,000 feet from the normal high-water mark of any lake, pond, stream, or brook.

~~(3) All disposal fields, replacement or new, shall meet the design criteria set forth in subsection (f)(1) above, except that if a replacement system disposal field cannot meet the design criteria set forth in subsection (f)(1) above, the local plumbing inspector must, in consultation with and the concurrence of the Auburn Water District, or its designee, evaluate the design and then require the disposal field to meet as much of the design criteria as is physically possible under the site-specific circumstances.~~

(43) All new (first use), expanded, or replacement private subsurface wastewater disposal systems; ~~replacement or new,~~ shall include one of the two following design elements. The selection of which design element is most appropriate shall be determined by a state licensed site evaluator based upon the evaluation of the groundwater conditions, soils, and slopes present at the site where the system is to be installed.~~either have:~~

- a. ~~A-c~~Curtain drain installed per Section 4112(H) of the Maine Subsurface Wastewater Disposal Rules, 10-144 C.M.R. ch. 241 (2015-2023), as may be amended from time to time; or
- b. ~~A-d~~Diversion ditch, upslope of the disposal field, installed for the disposal field's entire length (including fill extensions, and constructed so that the curtain drain is located to prevent any under drain of the disposal field);

~~whichever installation is determined to be the most appropriate based on the evaluation of groundwater conditions on the site by a state licensed site evaluator.~~

~~The local plumbing inspector shall require that a state licensed site evaluator affirm that one of these two types of installation is part of the design of the system before the LPI finds the design or installation of the system to comply with this section.~~

(54) All new (first use), expanded, or replacement private subsurface wastewater disposal systems; ~~replacement or new,~~ shall be installed on the same lot as the building or dwelling unit being served by the system, unless the system can be developed outside of the Lake Auburn Watershed Overlay District or, in the case of an expanded or replacement system, the property owner can demonstrate to the local plumbing inspector that it is physically impossible for the replacement system to be located on the same lot, in which case the local plumbing inspector may approve all or a portion of the expanded or replacement system's location on adjacent lots with a permissive easement allowing installation and maintenance from the adjacent lot owner.

(56) Commencing July 1, 2024, ~~LAWPC or its designee shall have the right to inspect all private subsurface wastewater disposal systems in the Lake Auburn Watershed Overlay District every five years and/or at the time that a property sold, whichever time frame is deemed most appropriate by LAWPC or its designee.~~ the owner of each building or dwelling unit in the Lake Auburn Watershed Overlay District, not served by public sewer, shall have their private subsurface wastewater disposal system inspected to ensure continuing compliance with this Section and the latest version of the Maine Subsurface Wastewater Disposal Rule, 10-144 C.M.R. ch. 241.

a. Inspections. An initial inspection shall be completed by the completion date specified in the Lake Auburn Watershed Overlay District Septic Systems Inspection Map, dated March 19, 2024, which is on file in the office of the city planning, permitting and code department.

Subsequent inspections shall be completed within five (5) years of the initial inspection and every subsequent inspection, unless the property is sold, in which case a subsequent inspection shall be conducted at the time of sale.

Such inspections shall be completed by a certified subsurface wastewater disposal system inspector.

Such inspector shall inspect the private subsurface wastewater disposal system using the minimum requirements established by the Maine Department of Health and Human Services, Division of

Environmental and Community Health for evaluating and reporting on existing subsurface wastewater disposal systems.

b. City record keeping and notifications. The city planning, permitting and code department shall maintain, within the city GIS system, a record of each subsurface wastewater disposal system within the Lake Auburn Watershed Overlay District that requires inspection. The record must include, at a minimum, the city parcel identifier, date the next inspection is due, and date of the last inspection.

The city planning, permitting and code department shall provide the owner of each building or dwelling unit written notices by regular mail, to the address shown on the city property tax records, of the date by which the inspection of the subsurface wastewater disposal system must be completed. The first notice shall be mailed twelve (12) months prior to each required completion date and the second notice six (6) months prior to each required completion date.

c. Reporting and reviewing of results of inspections. Reporting shall be made utilizing the latest version of the HHE-240 reporting form, for initial inspections, and the Supplement HHE-240 reporting form, for subsequent inspections, as published by the Maine Department of Health and Human Services, Division of Environmental and Community Health. Such reports shall be submitted to the local plumbing inspector.

The local plumbing inspector shall review the report and determine if corrective action is required to ensure that;

1. for subsurface wastewater disposal systems for which a design is on file with the planning, permitting and code department, the system is functioning per the design on file,
2. for subsurface wastewater disposal systems for which there is no design on file with the planning, permitting and code department, the system is functioning as built.

d. Alternative design for replacement subsurface wastewater disposal systems. For buildings or dwelling units that exist in the Lake Auburn Watershed Overlay District as of July 1, 2024, should the local plumbing inspector determine, upon review of the report from the subsurface wastewater disposal system inspector, through personal observation, or through independent means, that the subsurface wastewater disposal system is not functioning as designed or built and a replacement system is required, and:

1. a state licensed site evaluator informs the local plumbing inspector that the parcel on which the building or dwelling unit is situated on is not suitable to site a subsurface wastewater disposal system replacement that meets the requirements of this Section and the latest version of the Maine Subsurface Wastewater Disposal Rule, 10-144 C.M.R. ch. 241; and
2. the local plumbing inspector determines that the replacement subsurface wastewater disposal system cannot be sited pursuant to Subsection 4;

then a state licensed site evaluator may propose, and the local plumbing inspector may approve, after consultation with the Lake Auburn Water Protection Commission, an alternative subsurface wastewater design that does not meet the requirements of this Section and the latest version of the Maine Subsurface Wastewater Disposal Rule, 10-144 C.M.R. ch. 241 but which meets as many of the requirements as possible, and for those requirements that cannot be met, includes design elements that maximize the efficacy of the treatment of the wastewater.

- (76) The Auburn Water District In coordination with the local plumbing inspector LAWPC, or its designee, shall have the right to inspect any subsurface wastewater disposal system within the Lake Auburn Watershed Overlay District during its construction and operation and may notify the City of Auburn health officer, police chief, local plumbing inspector or ~~housing inspector~~ code enforcement officer of

any observed defects or malfunction that require abatement-corrective action by the property owner or operator.

(87) The local plumbing inspector shall furnish a copy of all site evaluation and inspection reports in the Lake Auburn Watershed Overlay District to ~~the Auburn Water District or its designee~~ LAWPC.

8) Commencing on July 1, 2024, a maximum of three (3) new dwelling units per calendar year are permitted in that part of the Lake Auburn Watershed Overlay District in which new dwelling units are permitted.

The city planning, permitting, and code department shall, on an annual basis, provide a report to the Planning Board as to the extent and effect of the construction of new dwelling units in the Lake Auburn Watershed Overlay District. The report shall include, at a minimum, the number of new dwelling units constructed in the past year, the cumulative number of new dwelling units constructed since July 1, 2024, and the effect of such construction on the Lake Auburn water quality.

Should the city planning, permitting and code department report that the construction of new dwelling units has had an adverse effect on the Lake Auburn water quality, the Planning Board shall consider what action is to be taken to prevent further degradation of Lake Auburn water quality from the construction of new dwelling units.

2. Agricultural, Forestry, and Erosion Control.

- (a) *Agricultural uses.* Non-hobby agricultural uses not in existence as of January 1, 2024 are prohibited, and expansions of non-hobby agricultural uses in existence as of December 31, 2023 are prohibited. As of January 1, 2024, new hobby agricultural uses or expansions of hobby agricultural uses in existence as of December 31, 2023 are only allowed if:
- (1) The owner or operator first demonstrates to LAWPC's watershed manager that such use or expansion will not cause groundwater contamination and will not contaminate or disturb the normal course of surface water runoff; and
 - (2) LAWPC's watershed manager approves such use or expansion in writing and so notifies the code enforcement officer.
- (c) *Agricultural buffer strip.* Where land adjoining Lake Auburn or its perennial tributaries (as depicted on a 7.5 minute series USGS topographic map, dated 1981) is tilled for agricultural purposes, an untilled buffer strip 100 feet wide shall be retained between the tilled area and the normal high-water mark. This subsection (c) shall not be interpreted as permitting agricultural tillage in any zoning district in which it is not otherwise permitted.
- (d) *Manure and sludge disposal.* Spreading and disposal of sludge is prohibited. All spreading and disposal of manure shall be accomplished in conformance with the then-current edition of the Maine Department of Agriculture, Conservation and Forestry's rules, regulations and guidelines for manure spreading and disposal.
- (e) *Erosion control.* The following provisions shall be observed for the control of erosion in the Lake Auburn Watershed:
- (1) Any earth cutting, moving or removal activities that will result in erosion or runoff which is likely to increase sedimentation of Lake Auburn, or any tributaries or other water bodies in the watershed are prohibited.
 - (2) Vegetative cover shall not be removed except in a manner which will minimize erosion. Harvesting of trees shall be permitted only after a plan prepared by a qualified forester is submitted to and approved by the Auburn Water District. Such plan will be approved or disapproved on the basis of its conformance with good watershed management practice for domestic water supplies.

-
- (3) Trees may be cleared, provided the cleared areas are covered with other vegetation, for approved construction and landscaping. Where such clearing is extended to the shoreline, a cleared opening or openings not greater than 30 feet in width for every 100 feet of shoreline (measured along the high-water mark) may be created in the strip extending 50 feet inland from the normal high-water mark. For purposes of this section, clearing is the removal of adjacent dominant trees which extend into the canopy and shrubs within ten feet of the shoreline. Where natural vegetation is removed, it shall be replaced with other vegetation which is equally effective in retarding erosion and preserving natural beauty. When the vegetative cover is changed in areas greater than three acres, a plan shall be filed with the Auburn Water District indicating the changes so that a record can be maintained of watershed water yields to the system.

3. Enforcement

The city planning, permitting and code department shall have authority to enforce all requirements of this Division.

(Ord. of 9-21-2009, § 5.3C; Ord. No. 19-12022019, 12-9-2019; Ord. No. 10-06202023, 7-10-2023; Ord. No. 28-11202023, 12-4-2023)

Sec. 60-953. Dimensional regulations; building setbacks.

All Any new or expanded buildings ~~and-or~~ structures, except those requiring direct access to the water as an operational necessity, shall be constructed not less than 75-100 feet inland from the normal high-water mark of Lake Auburn. Operational necessity shall include private docks, but shall not include boathouses, storage sheds, garages, or other structures. Marinas and boat rental facilities shall not be permitted within 75-100 feet of the normal high-water mark of Lake Auburn.

(Ord. of 9-21-2009, § 5.3D)

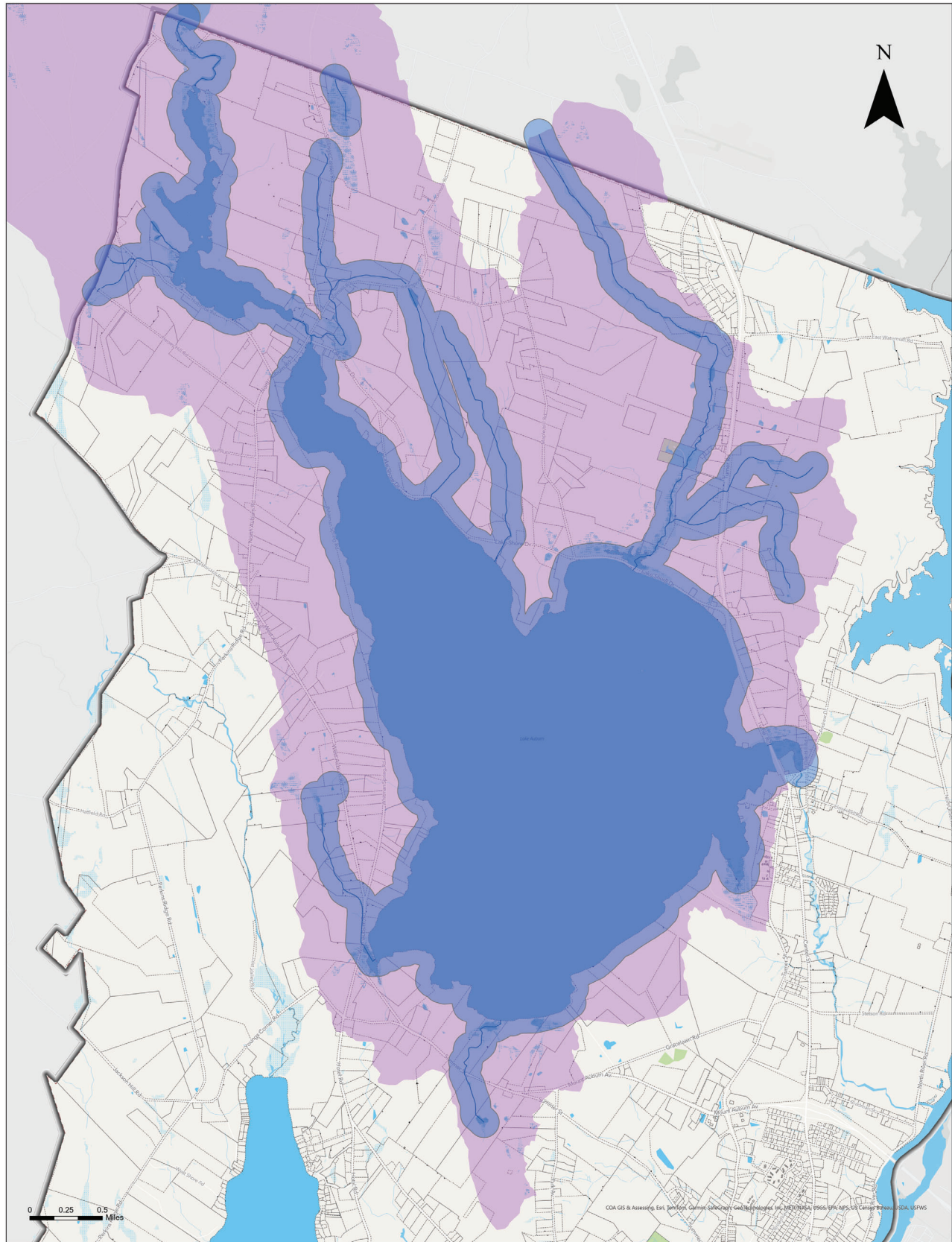
Sec. 60-954. Conflicts.

In any case in which a provision of this section conflicts with a provision of any other section of this chapter, the provision which establishes the more stringent standard shall apply.

(Ord. of 9-21-2009, § 5.3E)

Secs. 60-955—60-981. Reserved.

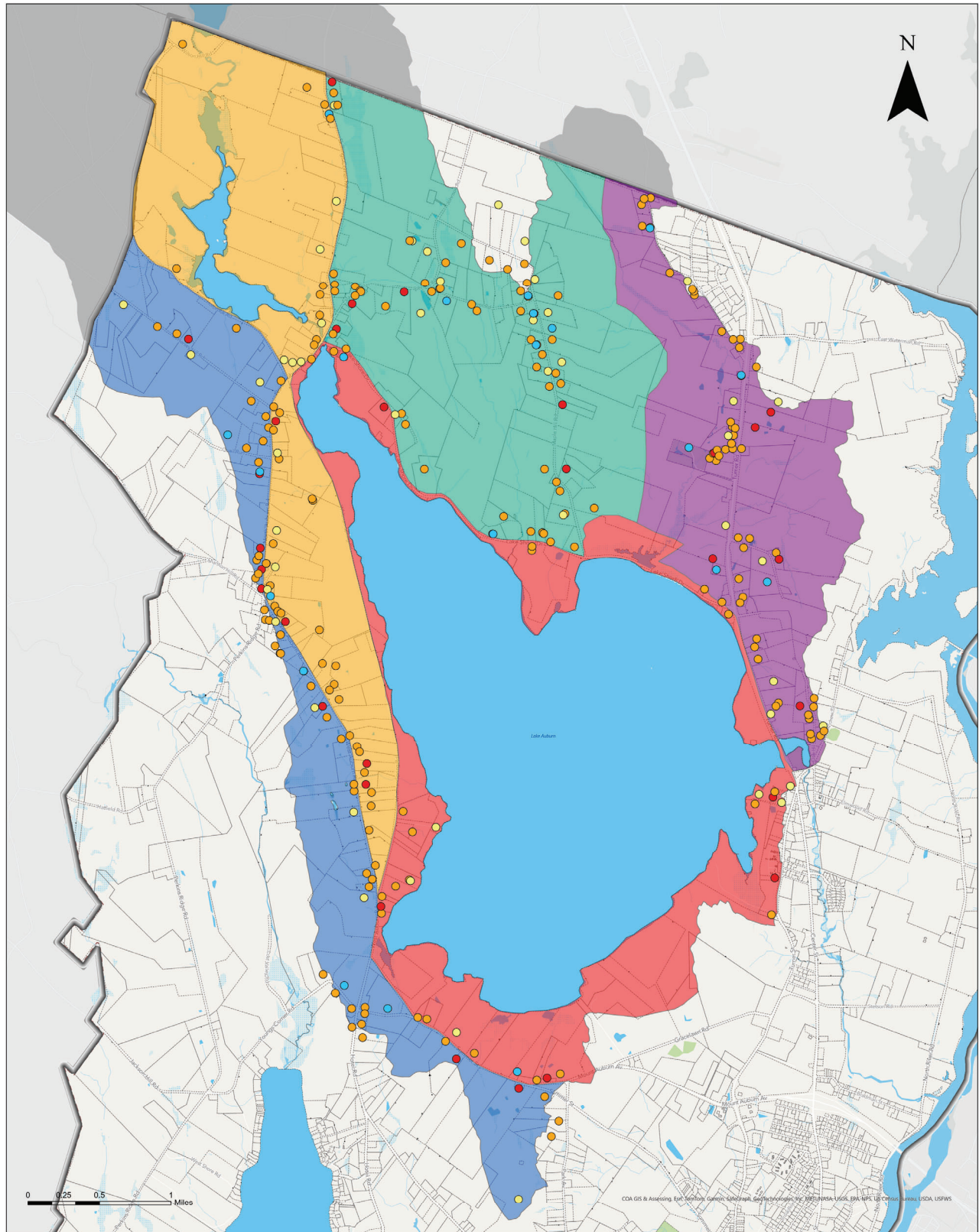
Official Lake Auburn Overlay District 400' setback to Lake, Stream, and Brook for Subsurface Wastewater Fields



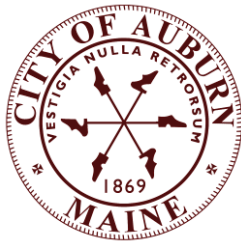
- Lake Auburn Watershed
- USGS 7.5 Minute Streams
- Lake Auburn Watershed Streams Buffer 400 ft
- ⋯ Wetlands

* This Map was created on April 23, 2024 using USGS 7.5 minute lakes and streams

Lake Auburn Watershed Overlay District Septic Systems Inspection Map



- Septic Site GPS Coordinates
- Septic Site Approximate location from sketch
- Septic Site Generalized location on lot
- Other Septic Site Locations
- Area 1: July 1, 2024 to June 30, 2025
- Area 2: July 1, 2025 to June 30, 2026
- Area 3: July 1, 2026 to June 30, 2027
- Area 4: July 1, 2027 to June 30, 2028
- Area 5: July 1, 2028 to June 30, 2029
- Remaining Area



City Council Order

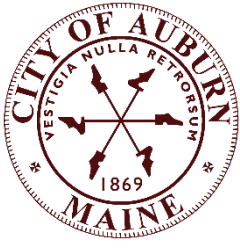
IN CITY COUNCIL

Ordered, that the Auburn City Council Initiates consideration of an amendment from the Lake Auburn Stakeholders Group and refers the attached text and maps to the Auburn Planning Board for Public Hearing and a Recommendation pursuant to Chapter 60, Article XVII. Amendment include Chapter 60, Article II, Chapter 60, Article XIII, Division 2, Phosphorus Control, Chapter 60, Article IV, Division 3, Low Density Country Residential District, Chapter 60, Article XII, Division 4, Lake Auburn Watershed Overlay District and amendments to the Zoning Map. The intent is to consider text amendments that will strengthen the ordinance for protections to the Lake Auburn Watershed and the source water protection for the communities of Auburn and Lewiston which serves clean drinking water to 39,000 residents from Lake Auburn. The overlay maps will follow existing watershed/overlay boundaries that will assist in the septic inspection program and further define natural resource features for buffers. Materials for a Planning Board Public hearing has been completed based on the directive in Order 04-01022024.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 06, 2024

Order: 72-05062024

Author: Alison F. Pepin, Deputy Clerk

Subject: Giri Auburn 14 LLC., DBA Hilton Garden Inn Auburn Riverwatch

Information: Giri Auburn 14 LLC., DBA Hilton Garden Inn Auburn Riverwatch, 14 Great Falls Plaza, an existing business under new ownership, applied for a new Liquor License. Police, Fire, and Code have completed the necessary inspections and have granted approval. There are no outstanding taxes owed.

City Budgetary Impacts: None

Staff Recommended Action: Public Hearing and recommend passage.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

- Applications
- Public Notice
- Order

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input checked="" type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

14 Great Falls Plaza, Auburn, ME 04210

6. Is the licensee/applicant(s) citizens of the United States? Yes No
7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address
Please see attached.		

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Please see attached.		
Residence address on all the above for previous 5 years		
Name	Address:	
Name	Address:	
Name	Address:	
Name	Address:	

11 - Different Entities but majority ownership is the same.

State	Operating Co.	DBA	Address	License #
ME	Giri Community LLC	Best Western Plus Augusta Civic Center	110 Community Drive, Augusta, ME 04330	10296
ME	Giri Waterville LLC	Best Western Plus Waterville	375 Main Street, Waterville, ME 04901	4300
ME	Giri Oxford I LLC	Hampton Inn Oxford Casino	151 Main St, Oxford, ME 04270	10297
ME	Giri Holiday Bangor Inc	Holiday Inn	404 Odlin Rd., Bangor ME 04401	10094
ME	Giri Portland Inc	Hilton Garden Inn Portland Airport	145 Jetport Blvd, Portland ME 04102	11114
ME	Amin Hotels Inc	Ogunquit River Inn	17 Post Road, Wells ME 04090	4199
ME	Giri Ogunquit 74 Inc	West Meadow Pub	74 Main Street, Ogunquit ME 03907	12885
ME	Giri York Union Inc	The Union Bluff Hotel	8 Beach St, York, ME 03909	13896
ME	Giri York Union Inc	The Union Bluff Meeting House	4 Beach St, York, ME 03909	13897
ME	Giri Sebasco Inc	Sebasco Harbor Resort	29 Kenyon Rd, Phippsburg, ME 04562	14212
ME	Giri Bethel LLC	The Bethel Inn Resort	21 Broad Street, Bethel ME 04217	14871

#12: Name, DOB, Place of Birth and Address:

Ashish Sangani

DOB: 07-19-76 Place of Birth: Mumbai, India

Residence Address: 79 Shore Ave, Quincy MA 02169

Sagar Malavia

DOB: 04-22-76 Place of Birth: Mumbai, India

Residence Address: 49 Putnam Street, Quincy MA 02169

Ryan Amin

DOB: 07-07-88 Place of Birth: Massachusetts

Residence Address: 60 Lamplighter Drive, Shrewsbury MA 01545

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

Upon purchasing - estimated closing May 2024

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 138.00

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

74 seat dining room with 5,000 sq ft of conference space to include outdoor patio seatings

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Church

Distance: 0.13

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 04/10/2024



Signature of Duly Authorized Person

Signature of Duly Authorized Person

Ashish Sangani

Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

→ managing member

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

This Application will Expire 60 Days from the date of Municipal or County Approval unless submitted to the Bureau

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

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

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

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

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

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

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

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

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

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

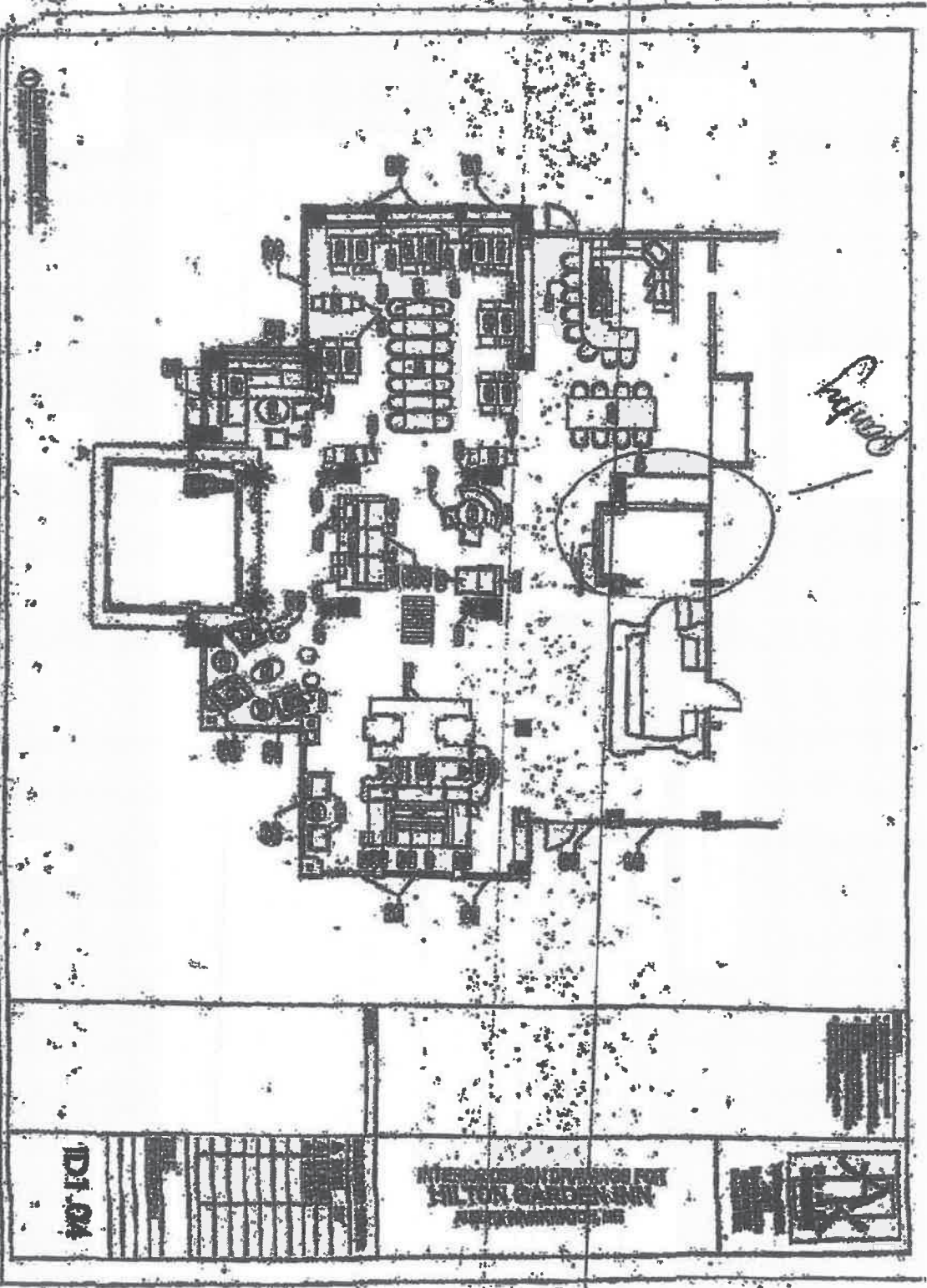
Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

Please See Attached.



DI 04

INTERNATIONAL ORGANIZATION FOR
MILITARY COOPERATION
ZÜRICH, SCHWEIZ, 1962



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State’s office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State’s office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Giri Auburn 14 LLC
2. Doing Business As, if any: Hilton Garden Inn Auburn Riverwatch
3. Date of filing with Secretary of State: 04/05/2024 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Ashish Sangani	79 Shore Ave, Quincy MA	07/19/1976	Manager	62.0000
Sagar Malavia	49 Putnam Street, Quincy MA	04/22/1976	Member	19.0000
Ryan Amin	60 Lamplighter Dr., Shrewsbury	07/07/1988	Member	19.0000

(Ownership in non-publicly traded companies must add up to 100%.)

MAINE TRUST

— for Local News —

Order Confirmation

Jill Eastman
Auburn, City Of
Finance Dept.
60 Court St., Suite 411
Auburn, ME 04210
(207) 333-6600
ap@auburnmaine.gov

Thank you for placing your advertisement.

Your order information is below. This is not a bill.

Thank you!

Bruce Marquis

Ad Information : CITY OF AUBURN NOTICE OF PUBLIC HEARING A public hearing will
Planning Notes :

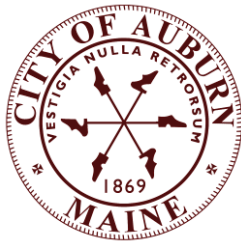
Order Number	0494705	Order Price	\$142.59
Sales Rep.	Bruce Marquis	PO No.	apepin@auburnmaine.gov
Account	S38471	Payment Type	Invoice
Publication	Sun Journal	Number of dates	3
First Run Date	05/01/2024	Last Run Date	05/03/2024
Section	Legal	Classification	Legal
Size	x1	Color	Black & White
Publication	Online Upsell SUN	Number of dates	1
First Run Date	05/01/2024	Last Run Date	05/01/2024
Type	Impressions	Count	1,000
Size	Not Applicable	Color	

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

A public hearing will be held by the Auburn City Council on May 06, 2024, at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Auburn Hall, 60 Court Street, to consider the Liquor License application for the new owners of:

**Gri Auburn 14 LLC, DBA Hilton
Garden Inn, Auburn Riverwatch -
14 Great Falls Plaza**

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



ORDER 72-05062024

City Council Order

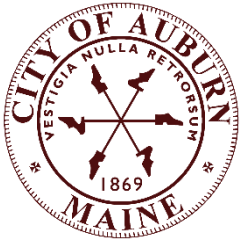
IN CITY COUNCIL

Ordered, that the City Council hereby approves the Liquor License for Giri Auburn 14 LLC., DBA Hilton Garden Inn Auburn Riverwatch located at 14 Great Falls Plaza.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: May 6, 2024

Order: 73-05062024

Author: Emily F. Carrington, City Clerk

Subject: Appointing Emily F. Carrington as Registrar of Voters for the City of Auburn

Information: The City Council must appoint a Registrar of Voters as outlined in Title 21-A, section 101. The previous City Clerk was appointed as Registrar of Voters with a term expiration of 12/31/2024. This is to fill the remainder of that term.

21-A, Sec. 101 - The municipal officers of each municipality shall appoint in writing a qualified registrar of voters by January 1st of each odd-numbered year. The registrar shall serve for 2 years and until a successor is appointed and sworn. The municipal clerk may be appointed to serve as registrar, but the term of the clerk has no effect on the term of the registrar. If the clerk is not appointed to serve as registrar, the clerk must be appointed by the registrar to serve as a deputy registrar and has the same authority as the registrar to make determinations of voter eligibility and to perform the duties of voter registration as provided in this Title.

City Budgetary Impacts: None

Staff Recommended Action: Motion for passage.

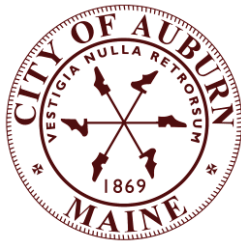
Previous Meetings and History: December 19, 2022, Order 161-12192022

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



ORDER 73-05062024

City Council Order

IN CITY COUNCIL

Ordered, that the City Council hereby appoints Emily F. Carrington as Registrar of Voters for the City of Auburn, with a term expiration date of 12/31/2024.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

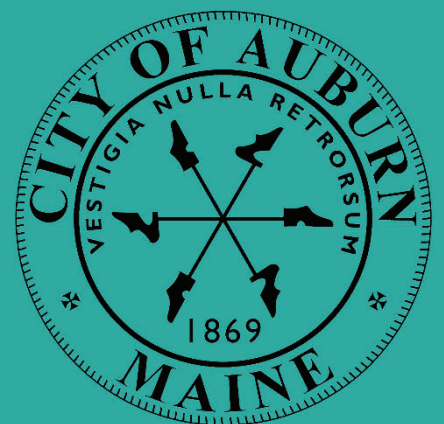
Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

Monthly Financial Report

January 2024

Authored by: Kelsey Earle



To: Honorable Mayor, Members of the City Council and City Manager
Subject: Financial Report for the Month Ending January 31, 2024

I respectfully submit the financial summaries of the revenue and expenditure activities for the City during the month ended January 31, 2024.

Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department. The City has completed its seventh month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 58.3% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

General Fund Highlights

Revenues

- Total revenues collected through January 2024 were **\$41.9M** or **56.79%** of budgeted general fund revenue, as compared to **\$40.6M** of actual revenues through January 2023.
 - Year-to-date tax revenues of **\$32.2M** were **1.22% higher** than the prior year.
 - Investment returns were significant at **\$243,223** or **19.55% higher** than FY23.
 - An increase in State Revenue Sharing also contributed to the increase in revenue comparisons from the same period.

Expenditures

- Expenditures through January 2024 were **\$60,523,057M** or **53.09%** of the budget, as compared to **\$54,780,902** of actual expenditures through January 2023.

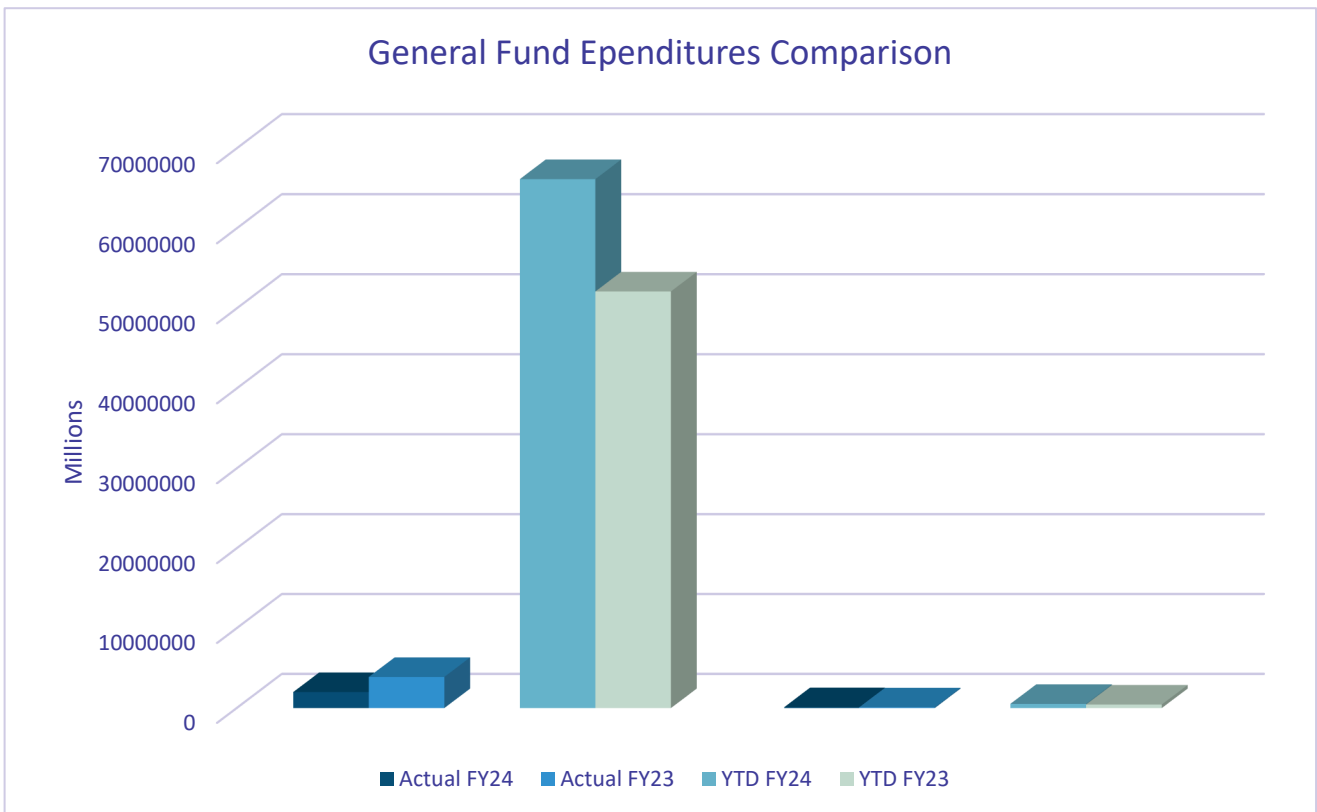
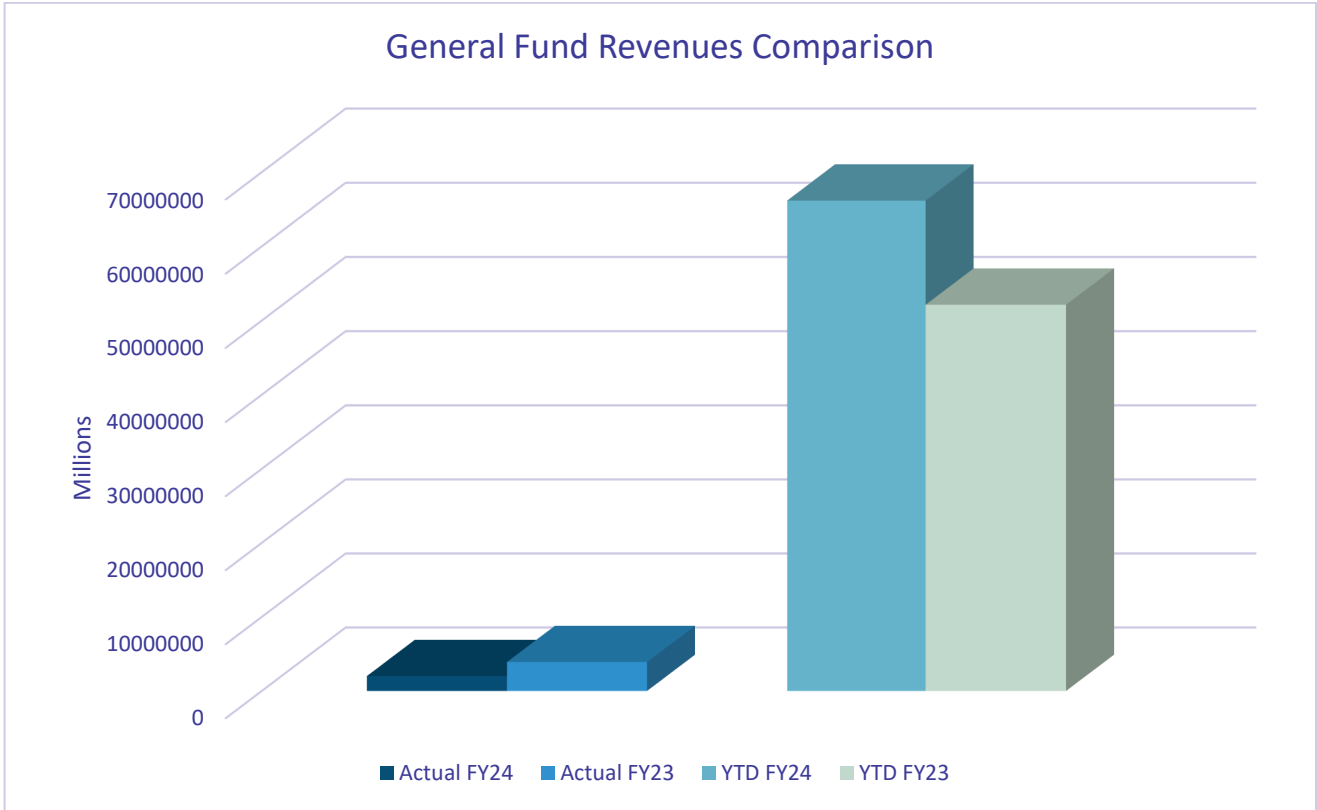
Respectfully submitted,



Kelsey L. D. Earle
Finance Director

General Fund

for the Period Ended January 31, 2024



Monthly Budget Report-Revenues



Account Number	Account Desc	Budget	JAN 2024 Actual	JAN 2024 % Used	JAN 2023 Actual	JAN 2023 % Used	Budget	2024 YTD Actual	2024 YTD % Used	Actual	2023 YTD % Used	Variance
1000	General Fund	0.00	(2,007,572.69)	100.00%	(3,900,775.10)	100.00%	(113,170,192.00)	(66,165,863.85)	58.47%	(62,129,568.11)	58.04%	4,036,295.74
0006	Communications & Technology	0.00	0.00	0.00%	0.00	0.00%	(40,000.00)	0.00	0.00%	0.00	0.00%	0.00
0007	City Clerk	0.00	(40,498.41)	100.00%	(43,287.80)	100.00%	(273,300.00)	(186,482.80)	68.23%	(204,284.19)	90.91%	(17,801.39)
0008	Finance	0.00	(1,741,008.18)	100.00%	(1,319,883.64)	100.00%	(71,208,002.00)	(39,831,586.92)	55.94%	(38,752,571.97)	57.09%	1,079,014.95
0011	Economic Development	0.00	0.00	0.00%	(495.00)	100.00%	0.00	0.00	0.00%	(35,145.00)	100.00%	(35,145.00)
0012	Planning & Permitting	0.00	(54,977.50)	100.00%	(35,886.83)	100.00%	(211,000.00)	(181,947.25)	86.23%	(115,728.83)	55.51%	66,218.42
0042	Public Works	0.00	(70.00)	100.00%	(5,380.00)	100.00%	(430,450.00)	(516,457.00)	119.98%	(437,044.00)	101.30%	79,413.00
0015	Facilities	0.00	(2,157.50)	100.00%	(650.00)	100.00%	(95,000.00)	(9,347.46)	9.84%	(8,430.66)	8.87%	916.80
0021	Fire & EMS Transport	0.00	0.00	0.00%	0.00	0.00%	(100.00)	(55.00)	55.00%	(40.00)	40.00%	15.00
0022	Police	0.00	(5,157.00)	100.00%	(11,727.30)	100.00%	(48,200.00)	(32,531.20)	67.49%	(77,580.55)	38.27%	(45,049.35)
0023	Fire EMS Transport	0.00	(150,726.20)	100.00%	(150,987.81)	100.00%	(1,465,000.00)	(944,307.48)	64.46%	(908,033.92)	67.26%	36,273.56
0025	Information Technology	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	(150.76)	100.00%	(150.76)
0031	Health and Social Services	0.00	(482.90)	100.00%	(21,038.51)	100.00%	(125,000.00)	(201,660.21)	161.33%	(46,863.06)	55.85%	154,797.15
0043	Solid Waste Disposal	0.00	(12,495.00)	100.00%	(13,241.00)	100.00%	0.00	(37,266.67)	100.00%	(39,376.50)	100.00%	(2,109.83)
0046	PW School Maint & Custodial	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0056	LA Transit Committee	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0070	Education	0.00	0.00	0.00%	(2,298,197.21)	100.00%	(39,274,140.00)	(24,224,221.86)	61.68%	(21,504,318.67)	58.81%	2,719,903.19
Grand Total:		0.00	(2,007,572.69)	100.00%	(3,900,775.10)	100.00%	(113,170,192.00)	(66,165,863.85)	58.47%	(62,129,568.11)	58.04%	4,036,295.74

Monthly Budget Report-Expenditures



Account Number	Account Desc	JAN 2024		JAN 2023		2023 YTD		2024 YTD		Variance		
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used		Actual	
1000	General Fund	0.00	3,882,577.71	100.00%	6,162,556.25	100.00%	113,999,794.66	60,523,056.98	53.09%	54,780,902.22	50.91%	(5,742,154.76)
0000	Unassigned	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0004	Mayor and Council	0.00	2,531.24	100.00%	5,711.90	100.00%	174,696.33	89,461.13	51.21%	80,541.47	45.55%	(8,919.66)
0005	City Manager	0.00	54,082.54	100.00%	31,833.69	100.00%	719,509.00	370,577.26	51.50%	261,458.62	49.51%	(109,118.64)
0006	Communications & Technology	0.00	40,798.02	100.00%	13,803.64	100.00%	361,522.00	217,025.48	60.03%	97,607.74	42.00%	(119,417.74)
0007	City Clerk	0.00	22,418.78	100.00%	18,676.03	100.00%	299,253.76	168,296.43	56.24%	158,301.75	56.64%	(9,994.68)
0008	Finance	0.00	77,513.07	100.00%	64,648.23	100.00%	1,228,278.00	850,947.78	69.28%	732,200.74	64.05%	(118,747.04)
0009	Human Resources	0.00	19,642.96	100.00%	17,803.23	100.00%	246,260.00	140,785.58	57.17%	121,475.18	54.69%	(19,310.40)
0010	Planning & Permitting	0.00	56,607.74	100.00%	57,295.02	100.00%	717,461.00	412,471.41	57.49%	422,616.05	56.70%	10,144.64
0003	Economic Development	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0011	Economic Development	0.00	14,522.60	100.00%	17,155.44	100.00%	123,893.00	110,586.54	89.26%	174,938.77	61.04%	64,352.23
0012	Planning & Permitting	0.00	375.00	100.00%	0.00	0.00%	0.00	375.00	100.00%	0.00	0.00%	(375.00)
0013	Business & Community Developme	0.00	27,181.69	100.00%	21,177.59	100.00%	710,692.00	206,309.56	29.03%	160,683.40	23.93%	(45,626.16)
0042	Public Works	0.00	504,018.73	100.00%	554,967.90	100.00%	6,511,956.04	3,482,396.05	53.48%	2,900,455.70	49.45%	(581,940.35)
0015	Facilities	0.00	0.00	0.00%	0.00	0.00%	0.00	80.99	100.00%	21,588.10	90.81%	21,507.11
0016	Worker's Compensation	0.00	0.00	0.00%	0.00	0.00%	715,400.00	715,400.00	100.00%	698,000.00	100.00%	(17,400.00)
0017	Fringe Benefits & Salary Incre	0.00	584,610.51	100.00%	511,925.69	100.00%	8,377,629.00	3,934,791.55	46.97%	3,839,407.40	48.35%	(95,384.15)
0018	Emergency Reserve	0.00	0.00	0.00%	0.00	0.00%	550,000.00	0.00	0.00%	0.00	0.00%	0.00
0019	Debt Service	0.00	21,731.16	100.00%	0.00	0.00%	8,334,544.00	7,404,677.29	88.84%	7,549,963.19	90.30%	145,285.90
0020	Capital Investment & Purchasin	0.00	83,968.32	100.00%	50,580.90	100.00%	834,613.18	448,813.38	53.77%	331,080.09	49.23%	(117,733.29)
0021	Fire & EMS Transport	0.00	564,252.92	100.00%	447,432.73	100.00%	6,367,748.65	3,685,564.95	57.88%	3,294,968.94	57.55%	(390,596.01)
0022	Police	0.00	437,549.24	100.00%	375,495.05	100.00%	5,228,357.94	3,023,789.37	57.83%	2,789,969.84	56.21%	(233,819.53)
0023	Fire EMS Transport	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0025	Information Technology	0.00	138,914.88	100.00%	29,403.49	100.00%	985,540.76	689,895.70	70.00%	534,583.19	64.64%	(155,312.51)
0030	Recreation	0.00	86,547.02	100.00%	57,471.17	100.00%	723,631.00	397,981.17	55.00%	378,812.28	49.36%	(19,168.89)
0031	Health and Social Services	0.00	89,677.31	100.00%	30,983.71	100.00%	180,825.00	447,841.85	247.67%	94,055.07	78.46%	(353,786.78)
0043	Solid Waste Disposal	0.00	57,818.65	100.00%	111,904.33	100.00%	1,411,000.00	655,216.35	46.44%	645,566.50	48.91%	(9,649.85)
0044	Transportation	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0040	Public Works	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0045	County Tax	0.00	0.00	0.00%	0.00	0.00%	2,972,037.00	2,972,037.00	100.00%	2,761,220.00	100.00%	(210,817.00)
0046	PW School Maint & Custodial	0.00	65,396.24	100.00%	0.00	0.00%	0.00	56,161.55	100.00%	0.00	0.00%	(56,161.55)
0049	Auburn Arts in the Park	0.00	0.00	0.00%	7,500.00	100.00%	20,000.00	15,000.00	75.00%	22,500.00	75.00%	7,500.00
0050	Public Library	0.00	94,888.00	100.00%	0.00	0.00%	1,138,659.00	664,277.76	58.34%	632,590.00	58.33%	(31,687.76)
0051	Transfer to TIF	0.00	0.00	0.00%	0.00	0.00%	3,049,803.00	2,951,315.15	96.77%	2,479,087.54	81.29%	(472,227.61)
0052	Water & Sewer	0.00	195,300.82	100.00%	195,300.82	100.00%	792,716.00	585,902.46	73.91%	585,902.46	73.91%	0.00
0053	Tax Sharing	0.00	0.00	0.00%	0.00	0.00%	260,000.00	0.00	0.00%	0.00	0.00%	0.00
0054	Auburn-Lewiston Airport	0.00	(1,469.87)	100.00%	0.00	0.00%	205,000.00	210,337.32	102.60%	206,298.68	100.63%	(4,038.64)
0056	LA Transit Committee	0.00	0.00	0.00%	0.00	0.00%	400,079.00	0.00	0.00%	0.00	0.00%	0.00
0057	LA-911	0.00	643,700.14	100.00%	304,428.21	100.00%	1,287,401.00	965,550.27	75.00%	913,284.63	75.00%	(52,265.64)
0070	Education	0.00	0.00	0.00%	3,237,057.48	100.00%	59,071,289.00	24,649,190.65	41.73%	21,891,744.89	39.28%	(2,757,445.76)
0.00	Grand Total:	0.00	3,882,577.71	100.00%	6,162,556.25	100.00%	113,999,794.66	60,523,056.98	53.09%	54,780,902.22	50.91%	(5,742,154.76)

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2023 - June 30, 2024
Report as of January 31, 2024

	Beginning Balance 1/1/2024	January 2024				Adjustments	Write-Offs	Ending Balance 1/31/2024
		New Charges	Payments	Refunds				
Attorney/In care of	\$ -	\$ -	\$ (16.75)	\$ -	\$ -	\$ -	\$ (16.75)	
Bluecross	\$ 52,734.06	\$ 16,996.50	\$ (12,896.78)	\$ 436.43	\$ (1,975.20)	\$ -	\$ 55,295.01	
Intercept	\$ (1,069.40)	\$ -	\$ (400.00)	\$ -	\$ -	\$ -	\$ (1,469.40)	
Medicare	\$ 337,176.28	\$ 164,362.70	\$ (59,083.51)	\$ -	\$ (98,604.00)	\$ -	\$ 343,851.47	
Medicaid	\$ (28,643.57)	\$ 47,860.40	\$ (46,287.83)	\$ -	\$ (33,085.69)	\$ -	\$ (60,156.69)	
Other/Commercial	\$ 130,344.06	\$ 21,019.35	\$ (24,332.80)	\$ -	\$ (2,425.28)	\$ -	\$ 124,605.33	
Patient	\$ 47,868.83	\$ 4,094.00	\$ (9,453.41)	\$ 1,082.61	\$ (4,256.89)	\$ -	\$ 39,335.14	
Worker's Comp	\$ (11,116.01)	\$ -	\$ (558.61)	\$ -	\$ -	\$ -	\$ (11,674.62)	
TOTAL	\$ 527,294.25	\$ 254,332.95	\$ (153,029.69)	\$ 1,519.04	\$ (140,347.06)	\$ -	\$ 489,769.49	

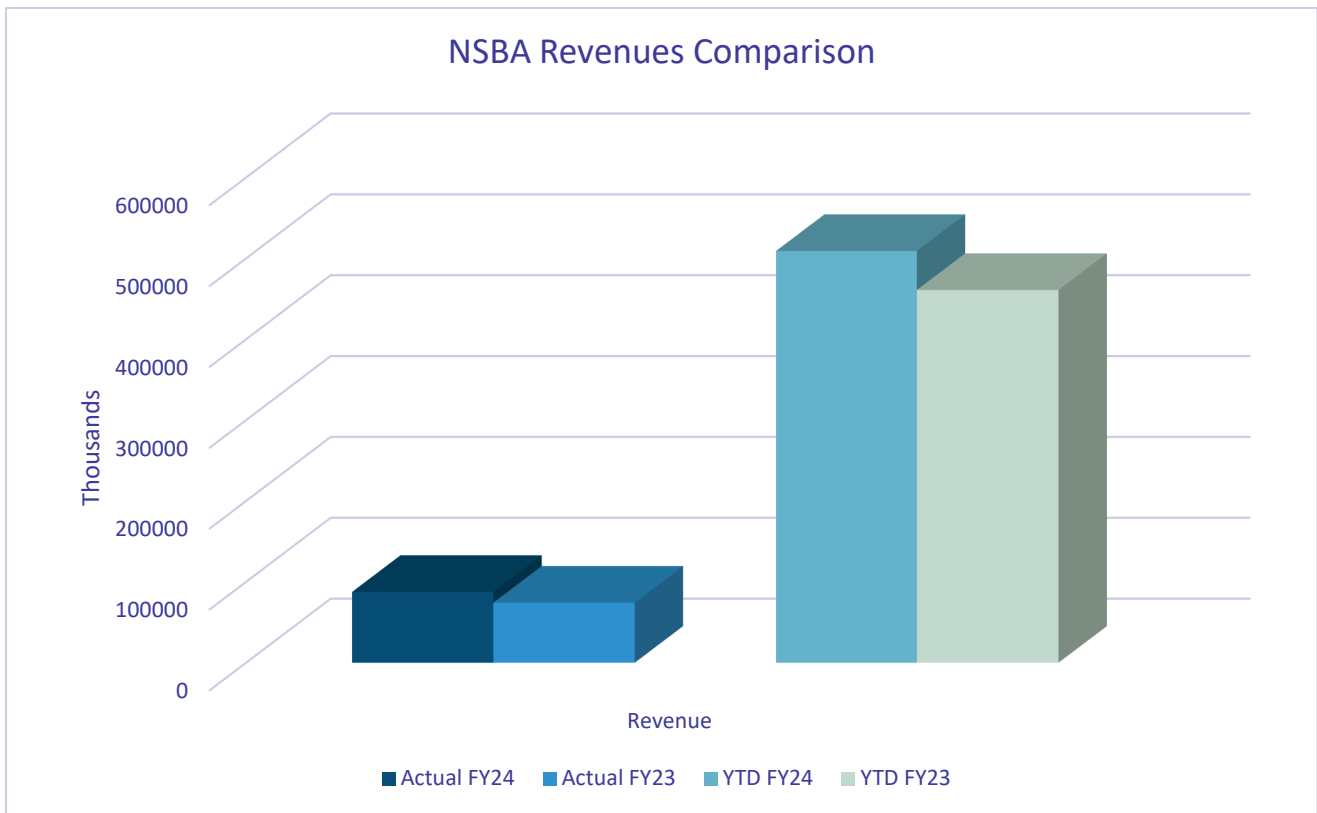
Norway Savings Bank Arena

for the Period Ended January 31, 2024

As of January 2024, Norway Arena had an operating gain YTD of \$148,514.

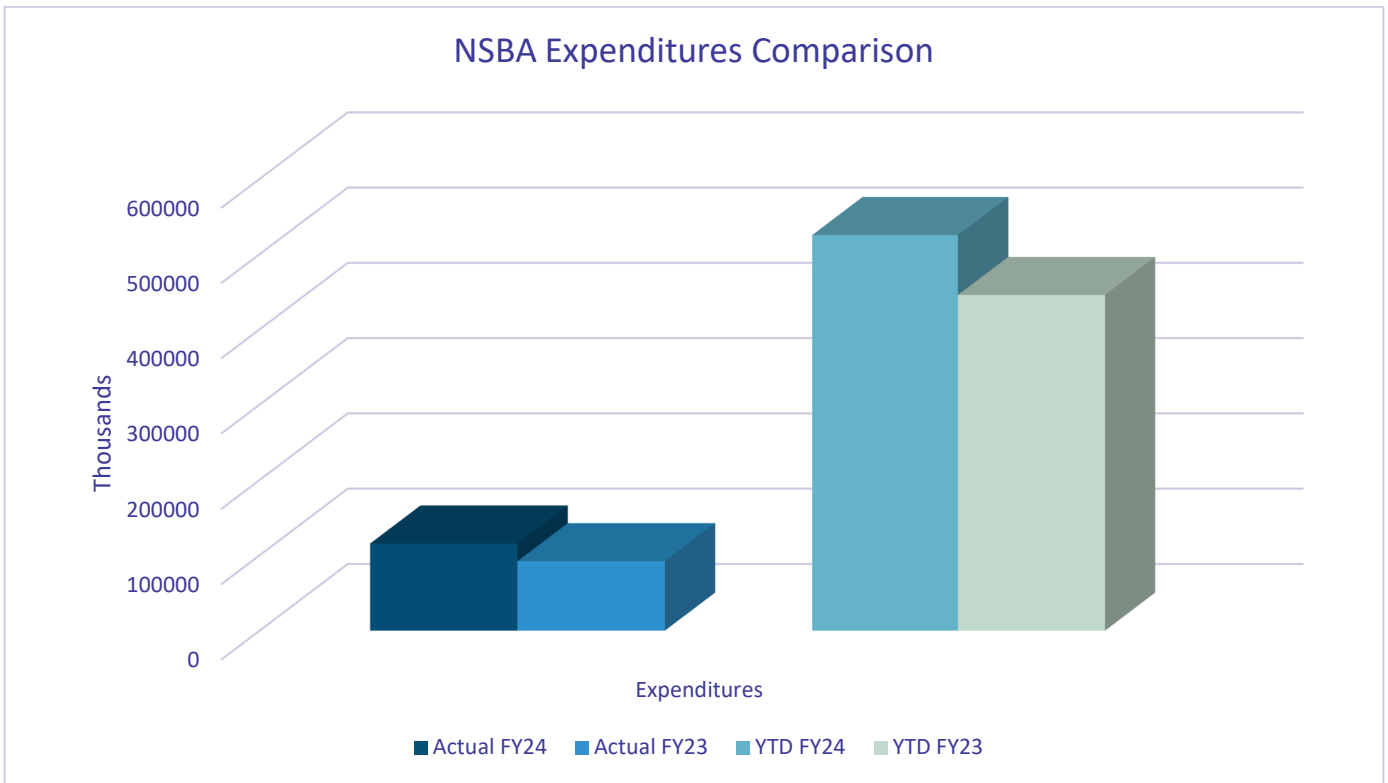
Revenues:

The operating revenues for Norway Arena through January 2024 are \$509,227. This revenue comes from concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent a 10.47% increase over FY23.



Expenditures:

The operating expenses for Norway Arena through January 2024 were \$525,511. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance. Table 2 reflects expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 17.86% increase over FY23, consistent with increased cost of services and goods.



Monthly Budget Report-Revenues



Account Number	Account Desc	Jan-23		Jan-24		Jan-23		2024 YTD		2023 YTD	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	%	Variance
6200 Norway Savings Bank Arena		0.00	(87,531.73)	(74,305.11)	(1,088,500.00)	(509,227.34)	(460,970.57)	46.78%	(460,970.57)	\$	48,256.77
6200 4201	Gladiators	0.00	0.00	0.00	(260,000.00)	(147,194.29)	(122,683.66)	56.61%	(122,683.66)		24,510.63
6200 4202	EL Ice	0.00	(6,125.00)	0.00	(22,500.00)	(9,065.00)	(1,225.00)	40.29%	(1,225.00)		7,840.00
6200 4203	Red Hornet	0.00	(4,532.50)	0.00	(18,500.00)	(10,902.50)	0.00	58.93%	0.00		10,902.50
6200 4205	St Doms	0.00	(15,434.90)	(9,759.17)	(47,000.00)	(24,316.20)	(11,841.65)	51.74%	(11,841.65)		12,474.55
6200 4206	Poland/Gra	0.00	(5,512.50)	0.00	(19,500.00)	(7,554.16)	0.00	38.74%	0.00		7,554.16
6200 4207	CMCC	0.00	0.00	0.00	(22,500.00)	0.00	0.00%	0.00%	0.00		0.00
6200 4208	SMMHL	0.00	0.00	0.00	(2,500.00)	0.00	0.00%	0.00%	0.00		0.00
6200 4209	Adult Leag	0.00	(10,353.75)	(25,663.33)	(130,000.00)	(64,675.00)	(81,099.38)	49.75%	(81,099.38)		(16,424.38)
6200 4210	YouthOther	0.00	0.00	0.00	(1,500.00)	(4,238.00)	(1,742.00)	282.53%	(1,742.00)		2,496.00
6200 4211	HS/MS Othe	0.00	(500.00)	0.00	(15,000.00)	(3,535.00)	(1,960.00)	23.57%	(1,960.00)		1,575.00
6200 4212	Ice R-Twin	0.00	(7.00)	(28.00)	(60,000.00)	(8,337.00)	(1,720.48)	13.90%	(1,720.48)		6,616.52
6200 4215	Freestyl	0.00	0.00	(605.00)	(7,500.00)	(2,085.00)	(4,505.00)	27.80%	(4,505.00)		(2,420.00)
6200 4220	Camps/Clin	0.00	0.00	0.00	(50,000.00)	(11,560.00)	(21,010.00)	23.12%	(21,010.00)		(9,450.00)
6200 4221	Tournament	0.00	0.00	0.00	(50,000.00)	(12,166.63)	(36,982.52)	24.33%	(36,982.52)		(24,815.89)
6200 4222	BirthDayPa	0.00	0.00	0.00	(500.00)	0.00	0.00%	0.00%	0.00		0.00
6200 4223	Private Re	0.00	(1,640.00)	(1,260.00)	(60,000.00)	(19,616.67)	(13,990.00)	32.70%	(13,990.00)		5,626.67
6200 4224	Public Ska	0.00	(2,910.00)	(7,040.00)	(20,000.00)	(7,792.50)	(16,355.00)	38.96%	(16,355.00)		(8,562.50)
6200 4225	ShinnyHock	0.00	(300.00)	0.00	(4,000.00)	(3,315.00)	(690.00)	82.88%	(690.00)		2,625.00
6200 4240	Programs	0.00	0.00	0.00	(20,000.00)	0.00	0.00%	0.00%	0.00		0.00
6200 4241	FundRaise	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%	0.00		0.00
6200 4250	NonIceFac	0.00	(850.00)	0.00	(55,000.00)	(24,600.00)	(25,597.48)	44.73%	(25,597.48)		(997.48)
6200 4252	Skates	0.00	(1,210.00)	(765.00)	(6,000.00)	(2,705.00)	(765.00)	45.08%	(765.00)		1,940.00
6200 4260	Concession	0.00	0.00	0.00	(16,500.00)	(9,000.00)	0.00	54.55%	0.00		9,000.00
6200 4261	PepsiMachi	0.00	0.00	(825.28)	(3,000.00)	(415.05)	(1,348.45)	13.83%	(1,348.45)		(933.40)
6200 4262	GameMachin	0.00	0.00	0.00	(2,000.00)	0.00	0.00%	0.00%	0.00		0.00
6200 4263	Food Vendi	0.00	(236.08)	(359.33)	(2,000.00)	(475.20)	(733.25)	23.75%	(733.25)		(258.05)
6200 4265	Pro Shop	0.00	(1,170.00)	0.00	(7,000.00)	(4,602.00)	(2,340.00)	65.74%	(2,340.00)		2,262.00
6200 4270	Sponsors	0.00	(36,750.00)	(28,000.00)	(186,000.00)	(131,077.14)	(114,381.70)	70.47%	(114,381.70)		16,695.44

Monthly Budget Report-Expenditures



Account Number	Account Desc	JAN 2024		JAN 2023		2024 YTD		2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	Budget	
6200 Norway Savings Bank Arena		0.00	115,639.50	100.00%	92,218.29	100.00%	881,871.55	525,511.34	445,884.36	\$ 79,626.98
6200 611000	Salaries	0.00	115,639.50	100.00%	92,218.29	100.00%	881,871.55	525,511.34	445,884.36	79,626.98
6200 612000	Part Time	0.00	27,228.93	100.00%	24,275.48	100.00%	231,095.00	185,568.66	175,531.38	10,037.28
6200 612008	Programs	0.00	6,208.46	100.00%	7,487.65	100.00%	60,000.00	38,361.35	37,215.21	1,146.14
6200 613030	Police Tim	0.00	0.00	0.00%	2,243.00	100.00%	10,000.00	0.00	2,243.00	(2,243.00)
6200 614015	EamedPdLv	0.00	4,095.00	100.00%	0.00	0.00%	0.00	4,095.00	942.50	3,152.50
6200 615000	Uniform Al	0.00	0.00	0.00%	0.00	0.00%	0.00	152.01	0.00	152.01
6200 628000	PS - Gen/P	0.00	0.00	0.00%	286.96	100.00%	0.00	260.02	286.96	(26.94)
6200 628003	PS - Drug	0.00	0.00	0.00%	165.50	100.00%	14,000.00	2,243.97	957.73	1,286.24
6200 628014	PS - Solid	0.00	63.23	100.00%	121.89	100.00%	600.00	315.79	423.74	(107.95)
6200 628019	Repairs -	0.00	10,980.66	100.00%	1,179.91	100.00%	50,000.00	26,177.25	38,033.42	(11,856.17)
6200 628020	Repairs -	0.00	156.98	100.00%	141.96	100.00%	4,000.00	602.63	2,479.66	(1,877.03)
6200 628021	Repairs -	0.00	1,086.94	100.00%	0.00	0.00%	4,000.00	1,665.42	2,201.44	(536.02)
6200 628026	Repairs -	0.00	4,524.00	100.00%	0.00	0.00%	0.00	8,424.00	0.00	8,424.00
6200 628033	Rent	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6200 628051	PSCleaning	0.00	2,090.00	100.00%	0.00	0.00%	19,235.00	11,305.00	11,675.00	(370.00)
6200 628065	COVID19	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6200 628070	PS-Security	0.00	384.94	100.00%	353.16	100.00%	4,900.00	3,507.24	3,217.68	289.56
6200 629000	Training &	0.00	1,450.00	100.00%	0.00	0.00%	5,000.00	1,450.00	625.00	825.00
6200 632000	Dues & Sub	0.00	2,905.30	100.00%	0.00	0.00%	7,412.00	4,699.80	1,049.00	3,650.80
6200 633000	Office Sup	0.00	0.00	0.00%	0.00	0.00%	2,000.00	275.32	0.00	275.32
6200 633001	Other Sup	0.00	2,682.60	100.00%	979.29	100.00%	71,800.00	55,000.82	18,584.07	36,416.75
6200 633002	ADV SIG	0.00	93.90	100.00%	21.71	100.00%	3,000.00	417.70	1,429.40	(1,011.70)
6200 633021	Other Sup	0.00	1,075.62	100.00%	1,060.00	100.00%	4,000.00	1,531.22	1,836.03	(304.81)
6200 633030	MV Sup - G	0.00	0.00	0.00%	7.81	100.00%	0.00	7.95	17.93	(9.98)
6200 640000	Comm - Tel	0.00	568.84	100.00%	494.95	100.00%	5,000.00	2,094.42	2,325.37	(230.95)
6200 640001	Comm-Cable	0.00	0.00	0.00%	0.00	0.00%	2,500.00	1,496.83	1,503.05	(6.22)
6200 641000	Utilities	0.00	0.00	0.00%	2,574.19	100.00%	46,000.00	6,530.78	17,069.38	(10,538.60)
6200 641001	Utilities	0.00	5,962.58	100.00%	4,633.81	100.00%	34,500.00	19,883.13	21,154.06	(1,270.93)
6200 641002	Utilities	0.00	0.00	0.00%	7,230.28	100.00%	176,000.00	0.00	40,797.19	(40,797.19)
6200 641003	Utilities	0.00	858.52	100.00%	161.32	100.00%	3,000.00	4,554.03	1,692.47	2,861.56
6200 642000	Comm - Pos	0.00	0.00	0.00%	0.00	0.00%	150.00	0.00	0.00	0.00
6200 645000	Insurance	0.00	43,223.00	100.00%	33,538.00	100.00%	31,000.00	43,223.00	33,538.00	9,685.00
6200 650000	CAPITAL OU	0.00	0.00	0.00%	5,261.42	100.00%	90,279.55	101,600.00	29,055.69	72,544.31
6200 659000	Depreciati	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6200 900001	TRANSFER O	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00

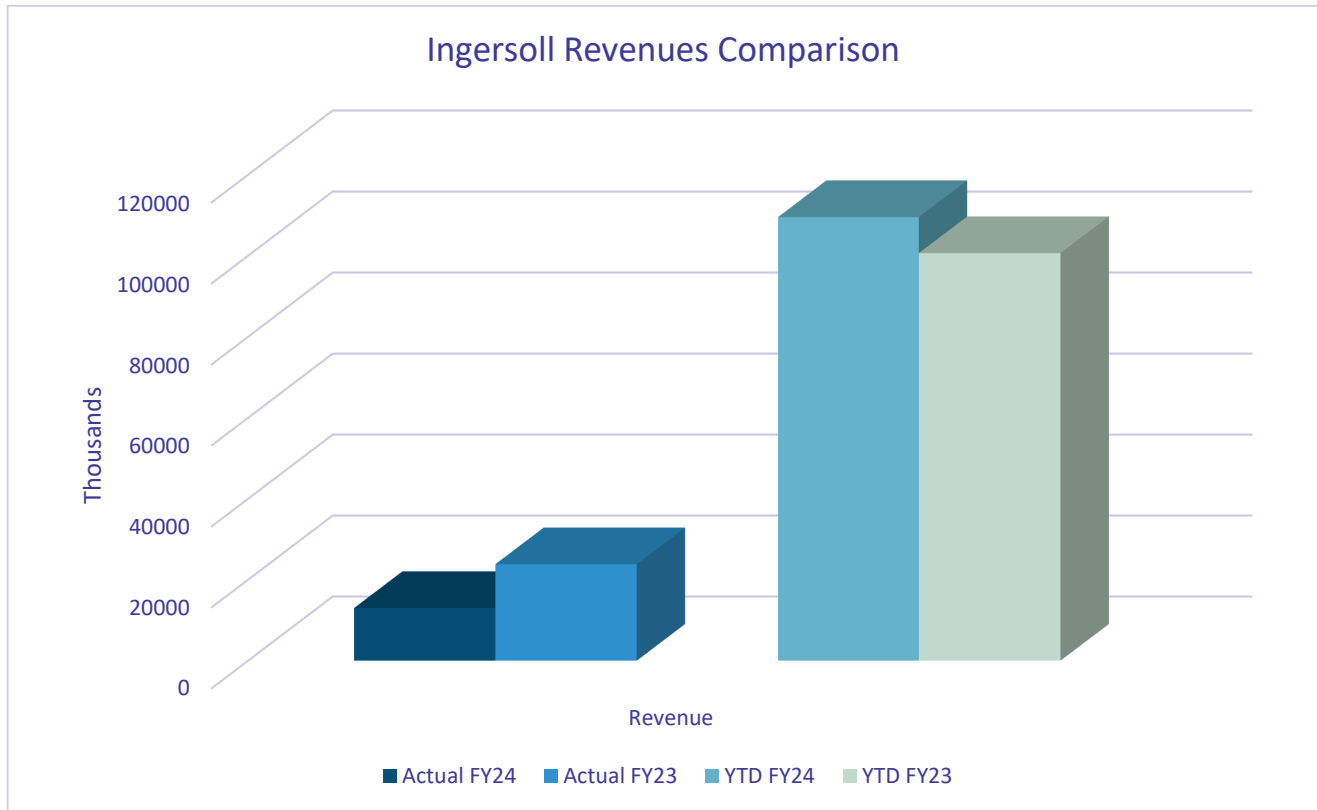
Ingersoll Turf Facility

for the Period Ended January 31, 2024

As of January 2024, Ingersoll Turf Facility had an operating gain YTD of \$93,799.

Revenues:

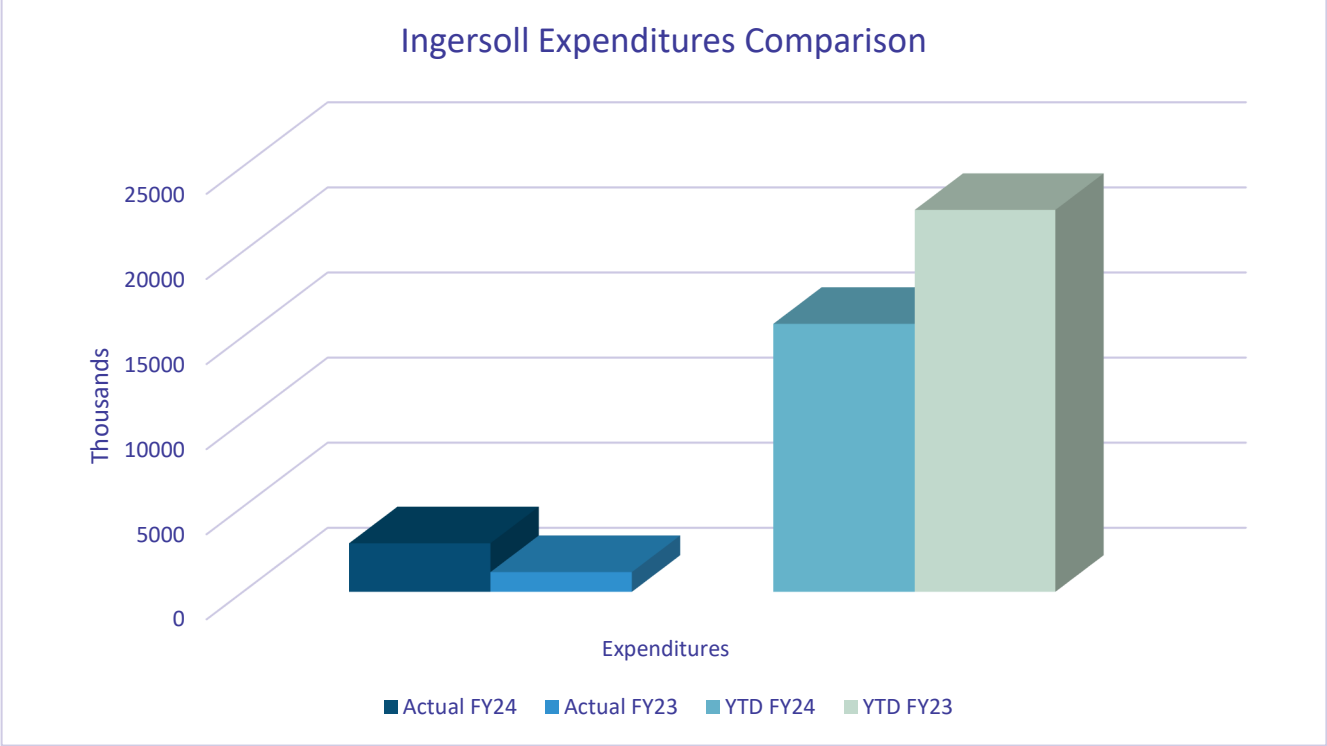
The operating revenues for Ingersoll through January 2024 are \$109,546. This revenue comes from the sponsorships, programs, rental income and batting cages. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent a 8.84% increase over FY23.



Expenditures:

The operating expenses for Ingersoll through January 2024 were \$15,747. These expenses include supplies, repairs, capital purchases and maintenance. Table 2 reflects

expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 70% decrease over FY23, consistent with increased cost of services and goods.



Monthly Budget Report-Revenues



Account Number	Account Desc	JAN 2024		JAN 2023		2024 YTD		2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	Budget	
6100 Ingersoll Turf Facility		0.00	(13,008.54)	100.00%	(23,839.57)	100.00%	0.00	(109,546.21)	(100,641.45)	\$ (8,904.76)
6100 420070	Sponsorshi	0.00	0.00	0.00%	0.00	0.00%	0.00	(7,525.00)	(2,000.00)	(5,525.00)
6100 420800	CAGES	0.00	(847.50)	100.00%	(2,462.50)	100.00%	0.00	(13,952.50)	(7,785.00)	(6,167.50)
6100 420903	Programs	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6100 420903 TF01	Programs	0.00	(3,085.00)	100.00%	(5,101.00)	100.00%	0.00	(10,499.00)	(13,451.00)	2,952.00
6100 420903 TF02	Youth Soft	0.00	(550.00)	100.00%	(1,835.00)	100.00%	0.00	(1,532.50)	(7,632.50)	6,100.00
6100 420903 TF03	Programs	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6100 420903 TF04	Programs	0.00	(195.00)	100.00%	0.00	0.00%	0.00	(1,020.00)	(1,820.00)	800.00
6100 420903 TF05	SeniorWalk	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00	0.00
6100 420903 TF06	Programs	0.00	(860.00)	100.00%	(835.00)	100.00%	0.00	(5,140.00)	(3,575.00)	(1,565.00)
6100 422000	Investment	0.00	(443.04)	100.00%	(154.57)	100.00%	0.00	(2,617.31)	(630.95)	(1,986.36)
6100 429010	Rental Inc	0.00	(7,028.00)	100.00%	(13,451.50)	100.00%	0.00	(67,259.90)	(63,747.00)	(3,512.90)
Grand Total:		0.00	(13,008.54)	100.00%	(23,839.57)	100.00%	0.00	(109,546.21)	(100,641.45)	(8,904.76)

Monthly Budget Report-Expenditures



Account Number	Account Desc	JAN 2024		JAN 2023		2024 YTD		2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	Budget	
6100 Ingersoll Turf Facility		0.00	2,851.43	100.00%	1,159.14	100.00%	18,802.39	15,746.96	22,439.79	\$ 6,692.83
6100 611000	Salaries	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	172.50	172.50
6100 633033	PROGRAM	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	1,915.00	1,915.00
6100 633033 TF01	COEDSoccer	0.00	840.00	100.00%	640.00	100.00%	0.00	2,804.00	2,286.00	(518.00)
6100 633033 TF02	Youth Soft	0.00	244.41	100.00%	519.14	100.00%	0.00	244.41	519.14	274.73
6100 633033 TF04	BDay	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	450.00	450.00
6100 633033 TF06	MISC EXP	0.00	1,650.00	100.00%	0.00	0.00%	0.00	3,733.98	1,320.00	(2,413.98)
6100 640000	Comm - Tel	0.00	117.02	100.00%	0.00	0.00%	0.00	409.57	0.00	(409.57)
6100 650000	CAPITAL OU	0.00	0.00	0.00%	0.00	0.00%	0.00	8,555.00	14,135.75	5,580.75
6100 651069	RecStudy	0.00	0.00	0.00%	0.00	0.00%	18,802.39	0.00	1,641.40	1,641.40
Grand Total:		0.00	2,851.43	100.00%	1,159.14	100.00%	18,802.39	15,746.96	22,439.79	6,692.83