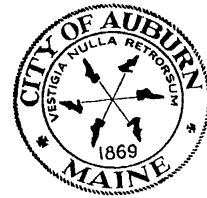


City of Lewiston
All-America City
27 Pine Street
Lewiston, Maine 04240

City of Auburn
The Hub of Maine
60 Court Street
Auburn, Maine 04210



**Joint City Council Meeting
October 18, 2010 6:00 PM
Auburn Hall**

The Pledge of Allegiance will be lead by Boy Scout Troop 137 from the High Street Congregational Church, Auburn.

- 1. Welcome by Mayor Gilbert & Mayor Gleason and Introduction of Councils**
- 2. Discussion: L/A E-911 & Reduction of Public Safety Answering Points –**
Auburn Chief of Police Phil Crowell and Lewiston-Auburn 911 Director Phyllis Gamache Jensen
- 3. Update: Innovative Software Solutions - EnerGov Update –** Lewiston Deputy City Administrator Phil Nadeau and Auburn City Manager Glenn Aho
- 4. Update: LAEGC - Development/Program Update –** LAEGC President Lucien Gosselin
- 5. Update: LA Arts –** LA Arts Board of Directors Chairperson Sandy Marquis
- 6. Update: Auburn/Lewiston Airport –** Airport Manager Rick Cloutier
 - a. Passenger Service Update
 - b. Runway Safety Area & Runway Extension Project
- 7. Update: EMA –** EMA Director Joanne Potvin
- 8. Update: LA Transit –** Transit Coordinator Marsha Bennett
- 9. Energy Performance Contracting –** Lewiston City Administrator Ed Barrett and Auburn City Manager Glenn Aho
- 10. Update Environmental Issues –** Lewiston City Administrator Ed Barrett and Auburn City Manager Glenn Aho
 - a. Recycling
 - b. Curbside Trash Pickup

**Unified (County-Lewiston-Auburn)
Emergency Management Agency / Emergency
Operations Center**

10 October 2010

Prepared by:
Joanne G. Potvin, CEM/ME
Director

**Androscoggin Unified
Emergency Management Agency**

The Emergency Management Agency is a unified agency (County – Lewiston – Auburn) by virtue of the Cities of Auburn and Lewiston merging with Androscoggin County for emergency management purposes in 1975 and 1985 respectively. Each City shares in the financial needs of maintaining the EOC in a readiness status, which includes heat, lights, water/sewer, Auburn and Lewiston communications equipment, weather satellite system, EOC (structure) repairs and maintenance/cleaning supplies. Androscoggin County funds the entire administrative portion of the program which includes four full-time staff. Under the Emergency Management Program Grant (the EMPG 50/50 matching funds program), we receive 50% Federal reimbursement for EOC's eligible expenses of heat, lights, water/sewer and executive staff phone line.

Prior to September 11, 2001, the workload of the Agency had increased about ten-fold in the previous seven or eight years. Since September 9/11, the workload has increased another twenty-fold which equals to a thirty-fold increase since 1993 with the greatest workload increase being since 2001. With this thirty-fold increase in workload, the Emergency Management Agency maintains the Federal, State, County and Local requirements of the program.

The following outlines some of this Agency's priority responsibilities:

1. Development and maintenance of Federal- and State-mandated emergency plan requirements for all of Androscoggin County as well as Lewiston and Auburn which include Hazard Risk & Vulnerability Assessment, all-hazards emergency operations plans and procedures, Superfund Amendments and Reauthorization Act of 1987, a.k.a. SARA Title III, chemical emergency response plans and procedures, Weapons of Mass Destruction (WMD) / Terrorism emergency response plans and procedures; all-hazard emergency

operations plans currently under major revision and which must now include new sections to address dealing with animals in emergency/disaster events; the creation of pet-friendly shelters, more specific guidelines for evacuation and sheltering functions for populations with disabilities, and new standards for emergency resource management under the National Incident Management System (NIMS). Five years ago, each city adopted the Federal NIMS Resolution in which the cities agreed to plan, train, exercise and respond to emergency/disaster events utilizing NIMS.

2. Development and maintenance of a County-wide Pandemic Emergency Response Plan plus specific plans for each Lewiston and Auburn
3. Development and maintenance of chemical emergency release notification procedures and maintain availability to receive (and respond to as needed) chemical release notifications from throughout the County
4. Provide technical planning assistance in development of emergency plans and procedures to local government, schools, health care organizations (which include hospitals, nursing homes, boarding homes, special needs facilities), business and industry and other private institutions and organizations including the general public
5. Develop and implement emergency management, response and recovery training and exercise programs to support public safety, private institutions and organizations, health care facilities, schools, business/industry as well as elected and appointed local officials
6. Process "annual submissions" paperwork required for receipt of Federal matching funds and chemical emergency response

training funds in support of the unified Emergency Management Program/EOC - this includes updated emergency operational staffing pattern, mailing lists of police, fire, emergency medical services, public works agencies and local EMA Directors as well as annual financial reimbursement request - then the Federal and chemical reimbursement request paperwork must be processed quarterly

7. Coordinate procurement of Federal matching funds, grants and other financial assistance in support of local government, public safety and the overall emergency management program (such as homeland security grants)
8. Establish and implement damage assessment system and carry out collection and analysis of informational data required for a state and/or presidential disaster declaration - this is the only means by which Federal disaster assistance and financial reimbursement is received after an emergency or disaster
9. Maintain operational status of the joint Emergency Operations Center (EOC) from which key local and county government officials will exercise direction and control in emergency/disaster events - this includes cleaning and maintenance of the facility as we have no custodial staff
10. Establish and implement EOC internal operating procedures to permit key local and county government officials to conduct emergency operations and provide training on such procedures
11. Provide information, knowledge and advice to local officials and public safety departments about special conditions and operating requirements imposed by emergency/disaster events
12. Develop and disseminate essential emergency public information before, during and post-emergency/disaster events

13. Maintain County-wide emergency communications system that is capable of providing 24/7 alerting and warning information to local government, emergency responders, health care facilities, schools, business and industry and the general public
14. Develop and maintain County-wide emergency resources management program that identifies manpower, equipment and materials for deployment and use in emergency/disaster events in and out of the County; new Federal emergency resource "typing" guidelines have been imposed upon us by NIMS in 2007
15. Maintain adequate technological equipment to function within the established emergency response guidelines for an emergency operations center - includes CAMEO™ and WebEOC
16. Maintain NIMS/ICS training compliance for all municipalities and County officials in order to remain eligible to receive federal grant dollars (such as Homeland Security Grant Program [HSGP] and Emergency Management Program Grant [EMPG])

Relevant Activities

The Emergency Management staff continues to work with business and industry, hospitals, nursing homes, schools, transit services and public safety organizations on emergency planning and training. We have developed a Regional WMD/Hazmat C.O.B.R.A (chemical, ordnance, biological, radiological agents) Emergency Response Team - this includes coordinating and in some cases conducting the

required training and acquiring equipment. We assist all municipalities in preparing then processing their annual Homeland Security Grant Applications and, in the past week, rolled out the FY-10 Homeland Security Grant application process; acquired and continue work to maintain the Mobile Emergency Response Vehicle which will serve as the County-wide incident command and emergency communications vehicle capable of providing communications interoperability to allow all mutual aid public safety departments to function with uninterrupted communications capabilities – this vehicle comes equipped with a trailer that includes the incident command shelter and its comfort supplies (lights/heat, etc...).

Financial Assistance, through Homeland Security Grants, Coordinated and Obtained Since FY-03 for the benefit of ALL of Androscoggin County

Description	Amount
Homeland Security Grants for the county and its 14 municipalities in FY-03, 04,05, 06, 07, 08, and 09 (includes Lew/Aub metro allocations for these years)	\$ 6,250,644.00
COBRA Team equipment in 2005 and 2006	\$ 280,000.00
Mobile Emergency Response Vehicle (MERV) - County-wide command and communications vehicle with equipment	\$ 465,000.00
Additional COBRA response equipment from CMMC (under their HSGP grant)	\$ 46,000.00
COBRA County-wide WMD/Hazmat Emergency Response Vehicle in 2006	\$ 106,000.00

<p>Total Funds acquired - at no cost to the cities and the County's other 12 municipalities for County-wide preparedness and response operations</p> <p>Grand Total</p>	<p>\$7,201,644.00</p>
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Federal Matching Funds in Support of the Lewiston /Auburn EMA/EOC Programs Obtained in past 10 years = \$47,357.56

Total Federal Disaster Assistance Requests Obtained by the EMA Office, on behalf of all the municipalities, (including County) since April 1st Flood of '87 = \$ 10,993,309.22

Total Federal Disaster Assistance obtained for Lewiston and Auburn = \$ 4,806,103.25 with Lewiston receiving \$ 2,320,844.88 and Auburn receiving \$ 2,485,258.37; in addition to both cities benefiting directly, Federal Disaster Assistance was also made available to Lewiston and Auburn school systems, Auburn Water District, Lew/Aub Water Pollution Control Authority, Auburn Housing, Lewiston Housing, and A/L Municipal Airport.

You are all cordially invited to visit your Emergency Operations Center – it is co-located with Lewiston Central Fire Station, in the underground, Federally-funded facility.

citylink Update
Joint City Council Meeting
October 18, 2010

- August 2, 2010 - System-wide improvements were implemented
- August 7, 2010 – Start of Saturday service
- 6.31% increase in ridership in FY2010
- Saturday service is above the projected 150 passenger trips (2009 study conducted by T. Crikelair)
- LATC is in discussion with Hannaford, Spring Street, Auburn, to build a passenger station at Hannaford
- April 2011 – LATC is expected to take delivery of three Gillig buses funded by the American Recovery Reinvestment Act

<i>citylink</i> FY 2009-2010 Ridership	
October	20,675
November	18,370
December	20,848
January	17,844
February	18,415
March	20,500
April	20,722
May	19,287
June	20,226
July	19,364
August *	20,012
September *	22,869
TOTAL	239,132

* New schedule and routes

<i>citylink</i> Saturday Ridership	
August 7	224
August 14	229
August 21	224
August 28	329
September 4	319
September 11	313
September 18	342
September 25	333
October 2	503
October 9	370
TOTAL	3,176



City of Lewiston, Executive Department

EDWARD A. BARRETT
City Administrator

PHIL NADEAU
Deputy City Administrator



October 13, 2010

To: Elected Officials of Lewiston and Auburn
Fr: Ed Barrett
Su: Energy Service Contracting

As we are all aware, energy costs have increased dramatically in recent years and will most likely remain at high levels in the future. These increases have and will continue to place a strain on budgets. One alternative that allows an organization to undertake a comprehensive energy reduction program is to contract with an Energy Services Company (ESCO) to perform an organization-wide building and facility energy audit and to enter into an energy performance contract to implement improvements.

The intent of an energy audit is to identify capital and operating improvements that will reduce energy and related costs. Once the audit is completed, an energy performance contract can be used to implement the improvements with the resulting savings applied to offset the annual payments required to finance these improvements.

There are a number of Energy Services Companies that offer a full range of services including energy audits, constructing the capital improvements, financing these improvements, and providing training and/or ongoing maintenance of what in some cases may be more complex and technical energy systems.

Using an ESCO offers a number of advantages. It allows all major facilities to be reviewed in a comprehensive fashion. You deal with a single prime contractor from the audit through implementation to maintenance of the systems, dramatically simplifying what otherwise would be a large series of smaller projects with multiple bids, contractors, etc. It potentially provides for some level of equipment standardization. Finally, you have options on how to finance improvements, including financing arranged through the service company. In most instances, the costs associated with the energy audit, as well as implementing the improvements, will be covered through future year energy savings.

The only initial risk comes if the audit does not result in sufficient savings to cover the costs of the capital improvements as well as the cost of the audit. In such an instance, you might be required to pay the selected company for all or a portion of the cost of the audit.

Such a project proceeds in two phases. The first is the complete energy audit of buildings and facilities. This produces a list of proposed improvements along with estimates of the savings that can be generated if these improvements are implemented and the "payback" period for each of them. You then determine which, if any, of the improvements to implement.

During the second phase, the Energy Services Company does the capital improvements. The costs of the improvements can then be paid through annual savings, the use of other available funding, or direct borrowing.

Given the age of many municipal buildings and facilities and the advances that have been made in energy conservation technology, I anticipate that significant annual savings can potentially be realized through implementing such a project. In the case of Lewiston where we have done significant work on our facilities, we might have to do some preliminary investigations to determine which of our buildings have room for further improvements that provide a reasonable payback. Where only minor work has been done to a building, the potential for savings is, of course, greater.

In addition, other benefits include: reductions in emissions to improve the environment; newer systems requiring less maintenance; and improved building occupant comfort.

The City of Bangor entered into an energy services contract several years ago. As a result of that effort, the City invested about \$1.2 million on energy projects in its General Fund Properties that were selected based on estimated paybacks of 10 years or less. The ESCO guaranteed savings of \$127,733 per year. Actual first year savings were documented at \$196,371. If this pattern continues, the project will pay for itself in just over 6 years. Given the extent of the savings and the relatively low interest rates currently available, the City realized savings in the first full year after the project was completed.

There is the potential for Lewiston and Auburn to work cooperatively on such a project. While preliminary investigations need to be done before such a project could begin, I would recommend that we continue to evaluate this approach.