



**City Council Workshop & Meeting  
November 19, 2018  
Agenda**

**5:30 P.M. Workshop**

- A. Maine State Economist Presentation - Amanda Rector (30 minutes)
- B. Marijuana Moratorium – Phil Crowell (10 minutes)
- C. Reallocation of Bond Money – Jill Eastman (10 minutes)
- D. Overview on TIFs and Credit Enhancements (20 minutes)
- E. Executive Session-Economic Development pursuant to 1 M.R.S.A. §405(6)(C) – (15 minutes).

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

**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 so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.
  - 1. **Order 96-11192018\***  
Accepting the transfer of \$746.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-2829 Richard Labay, Jr.).
- II. **Minutes** – October 1, 2018 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
  - Communication** – Complete Streets Committee Update (Jeremiah Bartlett)
  - Communication** – Citizen’s Advisory Committee Update (Holly Lasagna and Zach Lenhert)
  - Communication** – Auburn Fire Department Update (Chief Bob Chase)
  - Communication** – Report on New High School Forum (Holly Lasagna, David Young, Peter Crichton)
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business** - None
- VI. **New Business**
  - 2. **Order 97-11192018**  
Approving the one hundred and eighty (180) day extension of Ordinance 03-06182018.

3. **Order 98-11192018**  
Approving a waiver of foreclosure on the Auburn Enterprise Center
4. **Order 99-11192018**  
Re-appointing Chris Bouchard to the Community Development Block Grant (CDBG) Loan Committee with a term expiration of 10/01/2021.  
***Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).***
5. **Order 100-11192018**  
Appointing Clifton Greim, Rick Malinowski, Dave Gonyea, Robert Stone, Fatuma Hussein, Mary Sylvester, Emily Innes, Adam Lee, Jodi Redmun, Stephen Gilbert, Stephen Milks and Jananne (Jan) Phillips to the Strategic Plan Committee.  
***Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).***
6. **Order 101-11192018**  
Appointing Robert Stone, Jodi Redmun, Sid Hazelton, Lena Hann, Robert Boyer, Betsy Libby, Paul LeClair, Jeannette August, Brendan Fontaine, Scott Berry, Manuel Salgado and Shelly Kruszewski to the Strategic Plan **Invest** Sub-committee.  
***Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).***
7. **Order 102-11192018**  
Appointing Rick Malonowski, Thomas Platz, Darcie Beaudin, Scott Shanaman, Jessica Donovan, Rebecca Swanson Conrad, Joan Macri, Sid Hazelton, Brian Carrier, Richard Lanman, Ryan Walker, Dana Staples, Mamie Ney, Olga Dolgicer, Adam Boss, John Plourde and William Sylvester to the Strategic Plan **Growth** Sub-committee.  
***Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).***
8. **Order 103-11192018**  
Appointing Dave Gonyea, Philip Savignano, James Parakilas, Steven Wallace, Rahel Desgrosseolliers, Katie Boss, Maureen Aube, Kristen Muszynski, Steve Martelli, William Saucier, Rick Martel, Misty Edgecomb, Tijjani Abacha, Sharon Benoit, Janice Barrett, Suzanne Sullivan and John Cleveland to the Strategic Plan **Quality** Sub-committee.  
***Council may enter into executive session, pursuant to 1 M.R.S.A. Sec. 406(6)(A).***
- VII. **Reports**
  - a. **Mayor's Report**
  - b. **City Councilors' Reports**
  - c. **City Manager Report**
  - d. **Finance Director, Jill Eastman – October 2018 Monthly Finance Reports**
- VIII. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- IX. **Executive Session**
- X. **Adjournment**



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018

**Author:** Kelsey L. Earle, Deputy City Clerk

**Subject:** Maine State Economist Presentation

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**Information:** This is a presentation on the state of the economy in Maine by State Economist Amanda Rector.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Open for discussion.

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**Previous Meetings and History:** N/A

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**City Manager Comments:**

I concur with the recommendation. Signature:

A handwritten signature in blue ink, appearing to read "Peter J. Cusick".

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**Attachments:**



**City of Auburn  
City Council Information Sheet**

**Council Workshop Meeting Date:** November 19, 2018

**Author:** Phil Crowell, Assistant City Manager

**Subject:** Marijuana Moratorium Extension

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**Information:** The City Council approved Ordinance 03-06182018 a medical marijuana moratorium effective May 31, 2018. 30-A MRSA 4356 allows the City to establish a moratorium on the processing or issuance of development permits and further provides that the moratorium must be of a definite term of not more than one hundred eighty (180) days; a municipality may extend the moratorium for one hundred eighty (180) days if reasonable progress is being made to alleviate the problem giving rise to the need for the moratorium.

The marijuana workgroup has been meeting regularly and has made reasonable progress for the need of the moratorium to be extended. The workgroup has drafted an Adult Use and Medical Marijuana Stores, Cultivation Facilities, Manufacturing Facilities, and Testing Facilities Ordinance. The current moratorium is set to expire on November 27, 2018. The committee has proposed the following timeline to complete the work assigned:

- November 19, 2018 – Request the moratorium be extended for 180 days as allowed by state law.
- November 27, 2018 – Ordinance 03-06182018 is set to expire without the extension.
- December 4, 2018 – the workgroup will complete the draft ordinance.
- January 8, 2019 – the draft ordinance will be submitted to the Planning Board for review.
- February 5, 2019 – the workgroup will consider any recommendations from the Planning Board and prepare the draft ordinance for public hearing.
- February 18, 2019 – the workgroup will present the draft ordinance to the city council in workshop.
- March 4, 2019 – City Council meeting for Public hearing and 1<sup>st</sup> reading.
- March 18, 2019 – City Council meeting for 2<sup>nd</sup> reading and adoption.
- May 26, 2019 – the extended 180-day moratorium will lapse.

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**City Budgetary Impacts:** A moratorium would have no direct budgetary impacts.

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**Staff Recommended Action:** To approve the 180-day extension to ordinance 03-06182018 a marijuana moratorium for medical retail “storefront” operations.

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**Previous Meetings and History:** December 5, 2016, January 23, 2017, February 5, 2018, June 4, 2018, and June 18, 2018.

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**City Manager Comments:**

I concur with the recommendation. Signature: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Peter J. Crowell", is written over the signature line.

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**Attachments:**





**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018

**Author:** Jill M. Eastman, Finance Director

**Subject:** Order – Reallocating Airport Unspent Proceeds from the City's General Obligation Bonds.

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**Information:** This is the order authorizing the reallocation of \$26,000 from the FY 19 General Obligation Bonds that were for the Auburn-Lewiston Airport and unspent to fund Auburn's share of a V-Plow and a Compact Tractor.

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**City Budgetary Impacts:** There are no budgetary impacts at this time.

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**Staff Recommended Action:** Staff recommends passage.

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**Previous Meetings and History:**

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**City Manager Comments:**

I concur with the recommendation. Signature: \_\_\_\_\_

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**Attachments:**

Memo of explanation

Order



## City of Auburn, Maine

Finance Department

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 60 Court Street

Auburn, Maine 04210

207.333.6601

TO: Mayor Jason J. Levesque  
And Members of the City Council  
Peter Crichton, City Manager  
Phil Crowell, Assistant City Manager  
FROM: Jill M. Eastman, Finance Director  
RE: **Auburn-Lewiston Airport Surplus Funds Transfer**  
DATE: November 13, 2018

During the FY19 budget deliberations, the City Council approved \$150,000 (Auburn's portion) in bond funds to purchase a new John Deere 6213 tractor for the Auburn-Lewiston Airport. The actual cost of the tractor totaled \$239,000, producing a surplus of \$61,000.

The Airport Board at the recommendation of the Airport Director is respectfully requesting to use \$52,000 (\$26,000 from each City) of the \$61,000 surplus to purchase two additional pieces of equipment.

In recent years, the Airport has received criticism from users of the facility about their ability to clear snow in a timely and effective manner. Similar to the City, the airport has staffing challenges when it comes to large, slow-moving storms. The Director has the additional burden of antiquated and ineffective snow equipment. The tractor purchase begins to address that problem. The Director is also recommending the purchase of a V-Plow for one of the pick-up trucks at \$6,000 and a compact tractor to better facilitate the clearing of small ramps, sidewalks and areas immediately surrounding buildings and structures. The compact tractor has an estimated cost of \$46,000.

The Airport Board is recommending approval recognizing it's "off-cycle" timing for these capital requests in order to better address snow removal this winter to improve customer service.

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER XX-XXXX2018

**ORDER**, Authorizing the Reallocation of \$52,000 from the A-L Airport Tractor Purchase to Purchase a V-Plow and a Compact Tractor for the Airport.

**WHEREAS**, the City Council approved \$150,000 for Auburn's share of the \$300,000 John Deere Tractor for the Airport during the FY19 budget deliberations; and

**WHEREAS**, the bid for the tractor was awarded at \$239,000 producing a \$61,000 surplus - \$30,500 per each city; and

**WHEREAS**, to improve the timeliness and effectiveness of snow removal, the Airport is requesting to purchase two additional pieces of equipment; and

**WHEREAS**, the Airport is requesting to purchase a \$6,000 V-Plow and a \$46,000 compact tractor; and

**WHEREAS**, both the City of Lewiston and Auburn would need to approve their portion of the additional \$26,000 purchase; and

**WHEREAS**, the City of Auburn's anticipated share of the surplus of \$4,500 will be returned to unallocated bond proceeds,

**NOW, THEREFORE, BE IT ORDERED by the CITY COUNCIL of the CITY of AUBURN**

That the amount of \$52,000 is hereby transferred from the Airport Tractor Purchase to purchase a V-plow and a compact tractor whereby Auburn's share of the purchase is \$26,000 and subject to the City of Lewiston approving the same budgetary transfer.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018

**Author:** Michael Chammings, Director of Economic and Community Development

**Subject: Workshop**

D. Presentation on TIFs and Credit Enhancement Agreements (20 minutes)

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**Information:**

The City of Auburn has 23 TIF Districts that are either active, retired or pending.

The Economic and Community Development Department's staff members will be conducting a power point overview on TIFs and Credit Enhancement Agreements.

Staff members will be requesting a council workshop soon to discuss Tax Increment Financing policies and their impacts on taxes, infrastructure and economic development.

Handouts will be provided prior to the presentation.

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**City Budgetary Impacts:** None.

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**Staff Recommended Action:** Open for discussion.

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**City Manager Comments:**

I concur with the recommendation. Signature: \_\_\_\_\_

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**Attachments:**



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018

**Subject:** Executive Session

**Information:** Economic Development, pursuant to 1 M.R.S.A. Section 405(6) (C).

**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 Meeting Date:** November 19, 2018

**Order:** 96-11192018

**Author:** Jason D. Moen, Interim Chief of Police

**Subject:** Transfer of Forfeiture Assets – Richard Labay, Jr.

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**Information:** In June 2018, an Auburn Police Detective and Lisbon Police Detective went to a residence in a New Auburn neighborhood. While speaking with the occupants, the detectives were able to establish probable cause to arrest several individuals on various drug charges.

Richard Labay was one of the individuals arrested. Mr. Labay was arrested for Aggravated Trafficking in Schedule W Drugs (Fentanyl); Class A, Unlawful Possession of Schedule W Drugs (Fentanyl); Class C, Unlawful Possession of Schedule W Drugs (Suboxone); Class D as well a Violation of Probation. At the time of his arrest, Mr. Labay was in possession of \$746.00 in US Currency. Based on their investigation, Mr. Labay had been trafficking in drugs and the money on his person is suspected proceeds from the sale and distribution of illegal drugs.

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**City Budgetary Impacts:** The State of Maine, Office of the Attorney General, seeks to transfer \$746.00 U.S. Currency to the Auburn Police Department.

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**Staff Recommended Action:** Vote to accept the transfer of \$746.00.

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**Previous Meetings and History:** None

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**City Manager Comments:**

I concur with the recommendation. Signature:  \_\_\_\_\_

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**Attachments:**

- Memo to Interim Chief Moen



# Auburn Police Department

Phillip L. Crowell, Jr. | Chief of Police

Jason D. Moen | Deputy Chief of Police

[www.AuburnPD.com](http://www.AuburnPD.com) | 207.333.6650

60 Court Street | Auburn, Maine 04210

## MEMORANDUM

Date: October 22, 2018  
To: Interim Chief Moen  
From: Lt. Tim Cogle

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### RE: CITY COUNCIL TRANSFER OF FORFEITURE ASSET – RICHARD LABAY

In June 2018, an Auburn Police Detective and and Lisbon Police Detective went to a residence in a New Auburn neighborhood. While speaking with the occupants the detectives were able to establish probable cause to arrest several individuals on various drug charges.

Richard Labay was one of the individuals arrested. Mr Labay was arrested for Aggravated Trafficking in Schedule W Drugs (Fentanyl); Class A, Unlawful Possession of Schedule W Drugs (Fentanyl); Class C, Unlawful Possession of Schedule W Drugs (Suboxone); Class D as well a Violation of Probation. At the time of his arrest, Mr. Labay was in possession of \$746.00 in US Currency. Based on their investigation, Mr. Labay had been trafficking in drugs and the money on his person is suspected proceeds from the sale and distribution of illegal drugs.

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 96-11192018

Ordered, that the Auburn City Council accepts the transfer of \$746.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-18-2829 Richard Labay, Jr.).



Mayor Levesque called the meeting to order at 7:10 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Walker had an excused absence. All other Councilors were present.

**I. Consent Items**

**1. Order 91-11052018\***

Confirming Interim Chief Moen's appointments of: Derek Drouin, Gabrielle Gaedje and Samuel Miller as Constables with firearms for the Auburn Police Department.

**2. Order 92-11052018\***

Appointing Bruce Bickford to the Lewiston Auburn Railroad Company.

Motion was made by Councilor Titus and seconded by Councilor Fournier for passage.

Passage 6-0.

**II. Minutes – October 15, 2018 Regular Council Meeting**

Motion was made by Councilor Fournier and seconded by Councilor Lasagna for passage.

Passage 6-0.

**III. Communications, Presentations and Recognitions**

**Communication** – Police Department Update (Interim Chief Jason Moen)

**Communication** – Cable TV Advisory Board Update (David Young, Chair)

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

Tom Michaud would like the City Council to revisit their support for CMP's proposal for the power corridor from Canada to Massachusetts.

**V. Unfinished Business**

**3. Ordinance 06-10152018**

Amending Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits, Appendices A, B, and C, effective 10/01/2018 to 9/30/2019. Second reading.

Motion was made by Councilor Fournier and seconded by Councilor Titus for passage.

Public comment – no one from the public spoke.

Passage 6-0. A roll call vote was taken.

**4. Ordinance 07-10152018**

Amending Chapter 2, Division 4, Sec. 2-466 (a) of the Planning Board ordinance. Second reading.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public comment – no one from the public spoke.

Passage 4-3 (there was a tie vote with Councilors Gerry, Titus, and Fournier opposed, and in accordance with the City Charter, Article III, Section 3.3 the Mayor voted yes to break the tie vote).

**VI. New Business**

**Order 93-11052018**

Approving the Mass Gathering for the New Year's Eve Sesquicentennial Event to be held on December 31, 2018. Public hearing.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public hearing – no one from the public spoke.

Passage 6-0.

**Order 94-11052018**

Approving the TIF for Schooner Memory Care. Public hearing.

Motion was made by Councilor Fournier and seconded by Councilor Hayes for passage.

Public hearing – no one from the public spoke.

Motion was made by Councilor Titus and seconded by Councilor Fournier to postpone this item until the next meeting.

Motion failed 3-4 (there was a tie vote with Councilors Gerry, Hayes, and Young opposed, and in accordance with the City Charter, Article III, Section 3.3 the Mayor voted no to break the tie vote).

Passage of Order 94-11052018 6-0.

**Order 95-11052018**

Reimbursing St. Dom's Academy for the Flea Market/Craft Fair fees for their annual St. Dom's Holiday Festival held on 11/3/2018.

Motion was made by Councilor Fournier and seconded by Councilor Lasagna for passage.

Public comment – no one from the public spoke.



Passage 6-0.

## VII. Reports

**Mayor Levesque** – reported that a Christmas tree will be delivered Wednesday morning to Festival Plaza. He provided an update on the New Year's Eve event. He reminded everyone of the November 6<sup>th</sup> election and encouraged everyone to get out and vote. He reported that he has been visiting many local businesses over the last few weeks, and reported on a conference that he and Michael Chamings, Director of Economic and Community Development attended on Maine and China trade. Last, he announced that on Friday, the Auburn Exchange Club will be hosting their annual Veteran's Day luncheon at the Green Ladle and it is free to all veterans. Colonel Todd Desgrosseilliers, son of Ed and Sheila Desgrosseilliers will be in attendance.

**Councilor Gerry** – reported that there is an Age Friendly meeting tomorrow at 5:30 PM at the Auburn Senior Community Center and the Thanksgiving Dinner to be held at the Auburn Senior Community Center on Thanksgiving Day.

**Councilor Lasagna** – reported on the MAG-ARP meeting that was held last week. She also reported that the West Auburn Congregational Church Harvest Dinner will be held on Saturday at 4:00 PM, and on the School Building Committee meeting that was held two weeks ago. Last, she reported on an award that Assistant City Manager Phil Crowell will be receiving for the work he has done with the youth in our community.

**Councilor Hayes** – provided an update on the movement of the Constellation from Auburn to JFK in New York. He also reported on the upcoming Auburn Ski Swap.

**Councilor Titus** – reported that the Marijuana group will be meeting tomorrow at 3:30 PM, he provided an update on the Androscoggin County budget, the Water and Sewer District will both be meeting on the 13<sup>th</sup> of the month due to the holiday. The Sewer District meeting will be held at 4:00 PM and the Water District meeting will be held at 5:30 PM. They are working on their budgets and will be voting on them in December.

**Councilor Fournier** – reported on the Governance meeting for the Auburn Public Library. This Wednesday the School Committee will be meeting. The workshop will be at 6:00 PM and the meeting at 7:00 PM. She also commented on the MAG-ARP meeting that was held last Thursday. She reported on the LA Arts presentation that will be on Thursday the 8<sup>th</sup> of the month on homelessness. She also noted that on the 15<sup>th</sup> of the month there will be a forum on the new Edward Little High School building.

**Councilor Young** – reported that tomorrow from 2:30-4:30 PM the Edward Little Building Sub-committee will be meeting and he also reported on the Androscoggin Historical Society meeting that was held last Tuesday.

**City Manager** – reported that there has been discussion on the concept of forming a regional transportation authority and he suggested that we hold a workshop in November or December. He mentioned the Lewiston Regional Technical Center tour.



**Assistant City Manager** – provided an update on the status of the Strategic Plan and provided the Council with a timeline.

**VIII. Open Session** – no one from the public spoke.

**IX. Executive Session**

- Discussion on a poverty abatement case # 2018-003 pursuant to (36 M.R.S.A § 841) with possible action to follow.

Motion was made by Councilor Fournier and seconded by Councilor Lasagna.

Passage 6-0, time 8:52 PM.

Council was declared out of executive session at 9:18 PM.

Motion was made by Councilor Titus to grant a poverty abatement in the amount of \$1,953, case number 2018-003.

Motion failed 1-5 (Councilors Lasagna, Hayes, Titus, Fournier, and Young opposed).

- Discussion on a personnel matter, pursuant to 1 M.R.S.A. Sec. 405(6)(A).

Motion was made by Councilor Titus and seconded by Councilor Fournier.

Passage 6-0, time 9:19 PM.

Council was declared out of executive session at 9:27 PM.

- To consult with the City Attorney to review legal rights and responsibilities, pursuant to 1 M.R.S.A. Sec. 405(6)(E).

Motion was made by Councilor Fournier and seconded by Councilor Young.

Passage 5-0 (Councilor Gerry was not in the room for the vote), time 9:28.

Council was declared out of executive session at 9:49 PM.

**X. Adjournment** - Motion was made by Councilor Fournier and seconded by Councilor Lasagna to adjourn. Passage 6-0, the meeting adjourned at 9:50 PM.

A TRUE COPY

ATTEST



Susan Clements-Dallaire, City Clerk

## Citizen's Advisory Committee

A Presentation to the Auburn City council

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### Purpose of the Citizen's Advisory Committee (CAC):

- The Department of Housing and Urban Development (HUD) requires recipients of its grant funds to prepare formal plans as a condition of receiving federal funds. These plans are intended to encourage communities to allocate federal resources to address local needs and market conditions.
- The CAC is tasked with the development of the 5-year Consolidated Plan and Annual Action Plans. The CAC also reviews the Consolidated Annual Performance and Evaluation Report (CAPER) for conformance with adopted goals.

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### Citizen's Advisory Committee (CAC) Makeup:

- Up to 20 Auburn residents
  - At least one person of minority race or ethnic background;
  - 3 representatives of community or faith-based organizations, one of which represents the interests of homeless persons;
  - A City Councilor; and
  - 12-15 persons from target areas, including residents, landlords, and small business owners. There shall be a minimum of 4 each from the Downtown, Union Street, and New Auburn Target Areas.
- It is desirable for Committee members to remain in the CAC for 5 years.

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### Near-term activity: Annual Action Plan

- A five year Consolidated Plan was approved by the CAC and adopted by the Council in 2015. We are entering the final year of that plan.
- The Consolidated Plan is carried out through **Annual Action Plans**, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.
- As part of the Annual Action Plan process the CAC will be meeting to review funding applications and program activities for conformance with the 2015-2019 Consolidated Plan.

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### Near-term activity: Annual Action Plan Schedule

ACTIVITY	DATE
COBS Subrecipients Training	TBD
Citizen Action Committee Meeting	November 14, 2018
Board Meeting – Update on Citizen's Advisory Committee	November 20, 2018
Issue Request for Proposals	TBD (Mid December)
Review Proposals – Staff	TBD (Mid Late January)
CAC Meetings – Subcommittee Scoring Public Services	TBD (February)
CAC Meetings – Full Committee	TBD (February)
Budget Review with City Manager	TBD (Early March)
Workshop with City Council	March 15, 2019
Public Notice – Action Plan Available	
Comment Period Begins	March 18, 2019
Comment Period Ends	April 18, 2019
Public Hearing with City Council	April 1, 2019
Adoption by City Council	May 6, 2019
Submission Deadline to HUD	TBD (Mid May)

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### Long-term activity: 5-year Consolidated Plan

- Starting in 2019 the Community Development Department will begin the development of a new 5-year Consolidated Plan for FY2021-2025. This process involves considerable input and participation from citizens and public service agencies.
- The CAC considers the needs of the community and approves the plan to meet national objectives set by the Department of Housing and Urban Development.
- Many of the National Objectives set by HUD align with the objectives of Auburn's Comprehensive Plan, especially in regards to housing. It is a priority of the committee to align the goals of these plans to the fullest extent possible.

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**City of Auburn  
City Council Information Sheet**

**Council Workshop Meeting Date:** November 19, 2018      **Order:** 97-11192018

**Author:** Phil Crowell, Assistant City Manager

**Subject:** Marijuana Moratorium Extension

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**Information:** The City Council approved Ordinance 03-06182018 a medical marijuana moratorium effective May 31, 2018. 30-A MRSA 4356 allows the City to establish a moratorium on the processing or issuance of development permits and further provides that the moratorium must be of a definite term of not more than one hundred eighty (180) days; a municipality may extend the moratorium for one hundred eighty (180) days if reasonable progress is being made to alleviate the problem giving rise to the need for the moratorium.

The marijuana workgroup has been meeting regularly and has made reasonable progress for the need of the moratorium to be extended. The workgroup has drafted an Adult Use and Medical Marijuana Stores, Cultivation Facilities, Manufacturing Facilities, and Testing Facilities Ordinance. The current moratorium is set to expire on November 27, 2018. The committee has proposed the following timeline to complete the work assigned:

- November 19, 2018 – Request the moratorium be extended for 180 days as allowed by state law.
- November 27, 2018 – Ordinance 03-06182018 is set to expire without the extension.
- December 4, 2018 – the workgroup will complete the draft ordinance.
- January 8, 2019 – the draft ordinance will be submitted to the Planning Board for review.
- February 5, 2019 – the workgroup will consider any recommendations from the Planning Board and prepare the draft ordinance for public hearing.
- February 18, 2019 – the workgroup will present the draft ordinance to the city council in workshop.
- March 4, 2019 – City Council meeting for Public hearing and 1<sup>st</sup> reading.
- March 18, 2019 – City Council meeting for 2<sup>nd</sup> reading and adoption.
- May 26, 2019 – the extended 180-day moratorium will lapse.

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**City Budgetary Impacts:** A moratorium would have no direct budgetary impacts.

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**Staff Recommended Action:** To approve the 180-day extension to ordinance 03-06182018 a marijuana moratorium for medical retail “storefront” operations.

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**Previous Meetings and History:** December 5, 2016, January 23, 2017, February 5, 2018, June 4, 2018, and June 18, 2018.

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**City Manager Comments:**

A handwritten signature in blue ink, appearing to read "Peter J. Crowell".

I concur with the recommendation. Signature: \_\_\_\_\_

---

**Attachments:**

Order

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 97-11192018

ORDERED, that the City Council hereby approves the one hundred and eighty (180) day extension of Ordinance 03-06182018 a medical marijuana moratorium effective May 31, 2018 in accordance with 30-A MRSA 4356 as outlined in paragraph 3 of said ordinance.





**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018      **Order:** 98-11192018

**Author:** Jill M. Eastman, Finance Director

**Subject:** Waiver of Tax Lien Foreclosure on Auburn Business Development CO property at Auburn Enterprise Center (Industrial Park)

---

**Information:** Tax liens were filed on nine properties on Cascade Dr, Auburn, (the Auburn Enterprise Center, Industrial Park), for 2016 unpaid real estate taxes. These tax liens will mature on January 10, 2019, and if the City does not waive the automatic foreclosure, the City will take possession of these properties. The City also has tax liens for the 2017 taxes which will mature in December of 2019. At this time the Council will again have an opportunity to decide whether to take possession or waive foreclosure.

---

**City Budgetary Impacts:** If the City takes possession of this property all utilities, insurance and any maintenance issues would be the City's responsibility.

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**Staff Recommended Action:** Passage of a waiver of foreclosure for the 2016 Tax Liens.

---

**Previous Meetings and History:**

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**City Manager Comments:**

I concur with the recommendation. Signature:  \_\_\_\_\_

---

**Attachments:**

Order: Waiver of Municipal Real Estate Tax Liens Mortgage Foreclosure  
Copy of Waiver of Municipal Real Estate Tax Liens Mortgage Foreclosure to be filed at the Registry of Deeds.  
Copy of Original Tax Liens

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$7861.61 together with interest of \$176.40 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$8098.57 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-002-000-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5890-152

Property Location: 207 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

\_\_\_\_\_  
Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina M. Chaumond*  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

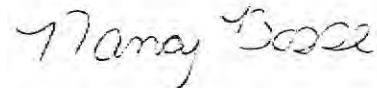
I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$7748.74 together with interest of \$173.87 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$7983.17 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-002-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5890-152

Property Location: 267 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.



Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

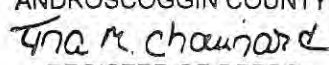
Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,



Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$229.09 together with interest of \$5.14 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$294.79 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-000-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 268 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina M. Chaumard*  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$3599.47 together with interest of \$80.77 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3740.80 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 226 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

\_\_\_\_\_  
Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, *Tina P. Nason*  
Tina P Nason, Notary Public  
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina R. Chaumard*  
REGISTER OF DEEDS



State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$2546.78 together with interest of \$57.15 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$2664.49 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 118-004-002-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 5894-211

Property Location: 239 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me, *Tina P. Nason*  
Tina P Nason, Notary Public  
My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina M. Chaumond*  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$3025.07 together with interest of \$67.88 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3153.51 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-001-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 8279-115

Property Location: 11 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina M. Chaumond*  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$2860.80 together with interest of \$64.19 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$2985.55 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-002-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 35 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tha M. Chaumard*  
REGISTER OF DEEDS



State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$3279.86 together with interest of \$73.59 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$3414.01 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-003-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 76 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tha M. Chaudard*  
REGISTER OF DEEDS

State of Maine  
Tax Collector's Lien Certificate  
Title 36 M.R.S.A. § 942 and § 943  
July 10, 2017

I, Nancy Lee Bosse, Tax Collector for the City of Auburn, Maine in the County of Androscoggin, said taxes having been duly and legally committed to me for collection on the 26<sup>th</sup> day of July, 2016, hereby certify that a tax of \$4269.97 together with interest of \$95.81 and lien cost of \$60.56, which have been added to and become a part of said tax, a total of \$4426.34 remains unpaid. The tax was assessed against AUBURN BUSINESS DEVELOPMENT CO as owner of real estate described as follows:

Map/Lot: 130-001-004-000 of the Assessor's Tax Maps of the City of Auburn, which are on file at the Assessor's office in the City of Auburn, Maine.

Book/Page: 4007-244

Property Location: 160 CASCADES DR, AUBURN, MAINE

A LIEN IS HEREBY CLAIMED on the above-described real estate to secure payment of said tax. A demand for payment of said tax has been made of the above named assessed owner(s); AUBURN BUSINESS DEVELOPMENT CO, by sending by certified mail/return receipt requested to his/her last known address, on the 6<sup>th</sup> day of June 2017, a notice in writing signed by me stating the amount of said tax, and describing the real estate on which said tax is assessed, alleging that a lien is claimed on said tax and demanding payment of said tax and costs within 30 days after the mailing of said notice, in accordance with the provisions in M.R.S.A. Title 36 § 942 and § 943, as amended.

*Nancy Bosse*

\_\_\_\_\_  
Nancy Lee Bosse, Tax Collector  
City of Auburn, Maine

State of Maine  
Androscoggin County, ss.

July 10, 2017

Then personally appeared the above-named Nancy Lee Bosse, Tax Collector of Auburn, Maine and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before me,

*Tina P. Nason*

Tina P Nason, Notary Public

My Commission Expires March 21, 2020

ANDROSCOGGIN COUNTY  
*Tina R. Chaurand*  
REGISTER OF DEEDS

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-73 is hereby waived.

Property Location 207 CASCADES DR Map and Lot 118-002-000-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-74 is hereby waived.

Property Location 267 CASCADES DR Map and Lot 118-002-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-75 is hereby waived.

Property Location 268 CASCADES DR Map and Lot 118-004-000-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-76 is hereby waived.

Property Location 226 CASCADES DR Map and Lot 118-004-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-77 is hereby waived.

Property Location 239 CASCADES DR Map and Lot 118-004-002-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023



**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-83 is hereby waived.

Property Location 11 CASCADES DR Map and Lot 130-001-001-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

ACKNOWLEDGEMENT

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023



**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-84 is hereby waived.

Property Location 35 CASCADES DR Map and Lot 130-001-002-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

---

Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944**  
**Waiver of Municipal Real Estate**  
**Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-85 is hereby waived.

Property Location 76 CASCADES DR Map and Lot 130-001-003-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

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Jill M. Eastman, Municipal Treasurer  
City of Auburn

ACKNOWLEDGEMENT

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

**Title 36 M.R.S.A. Section 944  
Waiver of Municipal Real Estate  
Tax Lien Mortgage Foreclosure**

The foreclosure of the tax lien mortgage on real estate for a tax assessed against AUBURN BUSINESS DEVELOPMENT CO of the City of Auburn, dated July 10, 2017 and recorded in the Androscoggin County Registry of Deeds in Book and Page 9637-86 is hereby waived.

Property Location 160 CASCADES DR Map and Lot 130-001-004-000 of the Assessor's tax maps of the City of Auburn, which are on file in the Assessor's Office in the City of Auburn.

Dated: November 8, 2018

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Jill M. Eastman, Municipal Treasurer  
City of Auburn

**ACKNOWLEDGEMENT**

State of Maine  
Androscoggin County, ss.

Personally appeared before me the above named Jill M. Eastman and acknowledged the foregoing to be her free act and deed in her capacity as Treasurer.

---

Nancy Lee Bosse, Notary Public  
My Commission Expires January 29, 2023

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

### ORDER 98-11192018

ORDERED, that the City Council hereby authorizes the Finance Director to record a waiver of foreclosure at the Androscoggin County Registry of Deeds pursuant to 36 M.R.S.A. § 944, on real estate taxes assessed against Auburn Business Development CO for property located at the following:

207 Cascades Dr, Map and Lot 118-002-000-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-73;

267 Cascades Dr, Map and Lot 118-002-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-74;

268 Cascades Dr, Map and Lot 118-004-000-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-75;

226 Cascades Dr, Map and Lot 118-004-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-76;

239 Cascades Dr, Map and Lot 118-004-002-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-77;

11 Cascades Dr, Map and Lot 130-001-001-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-83;

35 Cascades Dr, Map and Lot 130-001-002-000; dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-84;

76 Cascades Dr, Map and Lot 130-001-003-000, dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-85, and

160 Cascades Dr, Map and Lot 130-001-004-000, dated July 10, 2017 and recorded at the Androscoggin County Registry of Deeds in Book and Page 9637-86.



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** November 19, 2018

**Orders:** 99-11192018 through 103-11192018

**Author:** Kelsey L. Earle, Deputy City Clerk

**Subject:** Board and Committee Appointments

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The Appointment Committee met on November 13, 2018 to review applications and make their nominations for boards and committees of the City as follows:

Chris Bouchard – CDBG Loan Committee (re-appointment) with a term expiration of 10/1/2021.

Strategic Planning Committee – Clifton Greim, Rick Malinowski, Dave Gonyea, Robert Stone, Fatuma Hussein, Mary Sylvester, Emily Innes, Adam Lee, Jodi Redmun, Stephen Gilbert, Stephen Milks and Jananne (Jan) Phillips.

Growth Sub-Committee – Rick Malonowski, Thomas Platz, Darcie Beaudin, Scott Shanaman, Jessica Donovan, Rebecca Swanson Conrad, Joan Macri, Sid Hazelton, Brian Carrier, Richard Lanman, Ryan Walker, Dana Staples, Mamie Ney, Olga Dolgicer, Adam Boss, John Plourde and William Sylvester.

Quality Sub-Committee – Dave Gonyea, Philip Savignano, James Parakilas, Steven Wallace, Rahel Desgrosseolliers, Katie Boss, Maureen Aube, Kristen Muszynski, Steve Martelli, William Saucier, Rick Martel, Misty Edgecomb, Tijjani Abacha, Sharon Benoit, Janice Barrett, Suzanne Sullivan and John Cleveland.

Invest Sub-Committee – Robert Stone, Jodi Redmun, Sid Hazelton, Lena Hann, Robert Boyer, Betsy Libby, Paul LeClair, Jeannette August, Brendan Fontaine, Scott Berry, Manuel Salgado and Shelly Kruszewski.

Council may enter into executive session pursuant to 1 MRSA Sec. 406(6)(A) to review applications or for further discussion before making appointments.

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**City Budgetary Impacts:** None

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**Staff Recommended Action:** Consider appointing members as recommended by the Appointment Committee.

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**Previous Meetings and History:** The Appointment Committee met on November 13, 2018 to make their recommendations.

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**City Manager Comments:**

I concur with the recommendation. Signature:

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**Attachments:**

List of applicants

List of vacancies

Applications

Orders 99-11192018 through 103-11192018

### Board Committee Applications

Board or Committee	Ward	Last Name	First Name	Address
<b>CDBG Loan Committee</b>				
	3	*Bouchard	Chris	63 Windemere Way
<b>Strategic Planning Committee</b>				
Chair	3	Greim	Clifton	48 Longbow Court
Growth Chair	Pending Application	Malinowski	Rick	Proctor and Gamble
Quality Chair	1	Gonyea	Dave	1250 Turner St
Investment Chair	2	Stone	Robert	12 Harrison Circle
		Hussein	Fatuma	34 Harvest Hill Lane
	1	Sylvester	Mary	208 Maple Hill Road
		Innes	Emily	Harriman at 46 Harriman Drive
	4	Lee	Adam	46 Garden Circle
	3	Redmun	Jodi	89 Manley Rd Apt 4
	4	Gilbert	Stephen	11 Academy St
	3	Milks	Stephen	82 Alderwood, Rd
	2	Phillips	Jananne (Jan)	173 West Shore Road
<b>Growth Sub-Committee</b>				
<b>Chair</b>	Pending Application	Malinowski	Rick	Proctor and Gamble
	2	Platz	Thomas	Evergreen Road
	3	Beaudin	Darcie	64 Windemere Way
	1	Shanaman	Scott	546 Johnson Rd
	3	Donovan	Jessica	126 Cedarwood Road
	2	Swanson Conrad	Rebecca	45 Dawes Avenue

		Macri	Joan	42 Waterview Drive
	2	Hazelton	Sid	121 Conant Avenue
	4	Carrier	Brian	32 Constellation Dr.
	3	Lanman, AAE	Richard	89 Manley Road #9
	4	Walker	Ryan	648 Beech Hill Rd
		Staples	Dana	Parks and Recreation Board
		Ney	Mamie	Auburn Public Library
	4	Dolgicer	Olga	123 Pleasant St
	2	Boss	Adam	7 Morse Street
	1	Plourde	John	200 Dillingham Hill Rd
		Sylvester	William	1128 Riverside Drive
<b>Quality Sub-Committee</b>				
<b>Chair</b>	1	Gonyea	Dave	1250 Turner St
	1	Savignano	Philip	64 Skillings Corner Road
	Bates College	Parakilas	James	36 Buttonwood Ln
	4	Wallace	Steven	YMCA
	Museum LA	Desgrosseilliers	Rachel	18 Melody Lane
	2	Boss	Katie	7 Morse Street
	2	Aube	Maureen	748 Hotel Rd
	4	Muszynski	Kristen	8 Fairway Court
		Martelli	Steve	Planning Board
	1	Saucier	William	145 Blanchard Rd
	3	Martel	Rick	22 Cedarwood Rd.
	2	Edgecomb	Misty	26 Oakland st
	2	Abacha	Tijjani	11 Beck Avenue
	4	Benoit	Sharon	9 Clubhouse Lane



	3	Barrett	Janice	1007 Hotel Rd
		Sullivan	Suzanne	Auburn Public Library
	2	Cleveland	John	183 Davis Ave
<b>Investment Sub-Committee</b>				
<b>Chair</b>	2	Stone	Robert	12 Harrison Circle
	3	Redmun	Jodi	89 Manley Rd Apt 4
	2	Hazelton	Sid	121 Conant Avenue
	Androscoggin Bank	Hann	Lena	27 Woodside Drive
		Boyer	Robert	Planning Board
	CMCC	Libby	Betsy	23 Ellery Dr, New Gloucester
	LA911	LeClair	Paul	LA911 Executive Director
	2	August	Jeanette	755 Court Street
	2	Fontaine	Brendan	94 Shepley Street
	2	Berry	Scott	179 Davis Ave
	2	Salgado	Manuel	123 Shepley St
	5	Kruszewski	Shelley	33 Seventh Street

\*Indicates this applicant is seeking re-appointment

## **VACANCIES**

**Board of Assessment Review** - 2 vacancies – alternate positions. One with a term expiration of 10/1/2020, and one with a term expiration of 10/1/2022

**Cable TV Advisory Committee** – 2 vacancies - one with a term expiration of 6/1/2019, one with a term expiration of 6/1/2020

**CDBG Loan Committee** – 1 vacancy – with term expiration of 10/01/2021

**Citizens Advisory Committee** - 9 vacancies, all with 6/30/2019 term expirations

**Conservation Commission** – 1 vacancy with a term expiration of 6/1/2020

**Ethics Committee** – 1 vacancy with a term expiration of 01/01/2021

**Parks and Recreation Advisory Board** - 2 vacancies – with term expirations of 10/01/2019

**Strategic Planning Committee and Growth, Quality, and Invest Sub-committees**



OCT 22 2018

## 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: 10/19/18

Last name: Bouchard First name: Chris Middle initial: \_\_\_\_\_

Residence address: 63 Windemere Way Ward: \_\_\_\_\_

City: Auburn State: ME Zip code: 04210

Home phone: 207.576.7236 Work phone: 207.440.2406 Cell phone: \_\_\_\_\_

Email address: cbouchard@northwestbank.com

Current occupation: VP, Director of Customer Sales & Operations

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"/> Airport Board                     |
| <input type="checkbox"/> Auburn Housing Authority       | <input type="checkbox"/> Audit & Procurement Committee     |
| <input type="checkbox"/> Board of Assessment Review     | <input type="checkbox"/> Cable TV Advisory Board           |
| <input checked="" type="checkbox"/> CDBG Loan Committee | <input type="checkbox"/> Community Forest Board            |
| <input type="checkbox"/> 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 type="checkbox"/> Zoning Board of Appeals        |  |

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

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

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

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

Dates served (if known)? 10/16 - 10/18

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

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

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

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: 10/16/18

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

**OCT 22 2018** **FOR OFFICE USE ONLY**

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



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, November 6, 2018 12:42 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/06/2018

First Name: Adam

Middle Initial: S

Last Name: Boss

Residence Address: 7 Morse Street

Ward: Ward 2

City: Auburn

Home Phone: 852-0770

Cell Phone: 852-0770

E-mail Address: aboss@bates.edu

Current Occupation: Assistant Director of Community-Engaged Learning

Previous Occupation (if retired or no longer working): Lecturer

Education and/or experience: PhD

Briefly describe why you want to serve on this committee (500 character limit): I moved to Auburn with my family three years ago and immediately felt connected to this community. In my role coordinating community work for Bates students and faculty, I have connected with people from a wide range of non-profits and businesses and have gained a strong understanding of the many challenges that face our community in terms of education, the environment, and economic development. My experience and commitment to the community will make me a good fit for this work.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: I hope to help Auburn find a path forward that creates the best possible for my children and the other children of this community. I also hope to make Auburn a model for how you can develop a city economically without driving out longtime residents.

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): NA

How did you learn of this vacancy?: Invitation from Phil Crowell, who I work with in my capacity at Bates

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.: Adam Samuel Boss

Date of Electronic Signature: 11/06/2018

## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 4:20 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/5/2018

First Name: Shelley

Middle Initial:

Last Name: Kruszewski

Residence Address: 33 Seventh Street

Ward: Ward 5

City: Auburn

Home Phone: 2073194638

Cell Phone: 2073194638

E-mail Address: sk@androscogginlandtrust.org

Current Occupation: Executive Director, Androscoggin Land Trust

Previous Occupation (if retired or no longer working):

Education and/or experience: Masters Degree, Community Planning and Development with a focus on Land Use and the Environment

Briefly describe why you want to serve on this committee (500 character limit): I love living in Auburn and plan to live here for a very long time. I am invested in the future of Auburn and recognize that strategic planning is an important tool.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: Listen, learn, evaluate, contribute and help create action steps that are useful in the process.

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?: Word of mouth, email correspondence

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.: Shelley Kruszewski

Date of Electronic Signature: 11/5/2018

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## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 9:26 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: Nov 5, 2018

First Name: James

Middle Initial: P

Last Name: Parakilas

Residence Address: 36 Buttonwood Ln

Ward: I am not an Auburn resident

City: Lewiston

Home Phone: 2077823447

Cell Phone: 2072408121

E-mail Address: jparakil@bates.edu

Current Occupation: Chair, Board of Directors, L/A Arts (volunteer)

Previous Occupation (if retired or no longer working): Professor of Music (emeritus), Bates College

Education and/or experience: PhD, Cornell University; taught at Bates 1979-2016

Briefly describe why you want to serve on this committee (500 character limit): I have lived and worked as an arts educator in the Lewiston-Auburn community for almost forty years and am devoting myself now to developing the life of the arts for all our citizens. I would like to bring that perspective to Auburn's strategic planning process.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: I hope to ensure that the process of strategic planning includes a thoughtful and balanced consideration of the roles the arts can play in enhancing the quality of life 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)?: no

Dates served (if known): --

How did you learn of this vacancy?: City Manager Crichton invited me to apply for it.

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.: James P Parakilas

Date of Electronic Signature: 11.5.18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 7:19 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: Nov 5, 2018

First Name: Robert

Middle Initial: D

Last Name: Stone

Residence Address: 12 Harrison Circle

Ward: Ward 2

City: Auburn

Home Phone: 207 784-1099

Cell Phone: 207 402-1802

E-mail Address: bstone04210@gmail.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): Bank SVP of Business and Government Service

Education and/or experience: BS in Economics, UMaine Orono - 45 years in banking - former councilor W2 - Vice Chair, Maine Turnpike Authority

Briefly describe why you want to serve on this committee (500 character limit): I have an interest in Strategic Planning for organizations. I want to stay active in city affairs. Excited for the future of the City of Auburn.

I have an interest in participating on this committee in the following capacity: : Invest Sub-Committee

What do you hope to accomplish?: Hope to be part of a large team that generates a sustainable, realistic and creative Strategic Plan that will be followed up on by staff.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Railroad Study Committee for Passenger Rail

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: City Council, W2

Dates served (if known): 2016 and 2017

How did you learn of this vacancy?: City Manager

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.: Robert D. Stone

Date of Electronic Signature: November 5, 2018



## 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: 11/5/18

Last name: SYLVESTER First name: WILLIAM Middle initial: C

Residence address: 1128 RIVERSIDE DR. Ward: \_\_\_\_\_

City: AUBURN State: ME Zip code: 04210

Home phone: 783-0584 Work phone: 376-5155 Cell phone: 376-5155

Email address: WCS.FORESTRY@gmail.com

Current occupation: CONSULTING FORESTER

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

Educational and/or experience (or attach your resume): BS FOREST UTILIZATION U of M  
1969

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

- ☐ 9-1-1 Committee
- ☐ Auburn Housing Authority
- ☐ Board of Assessment Review
- ☐ CDBG Loan Committee
- ☐ Complete Streets Committee
- ☐ Ethics Panel
- ☐ L/A Transit Committee
- ☐ Planning Board
- ☐ St. Louis Bells Committee
- ☐ Zoning Board of Appeals

- ☐ Airport Board
- ☐ Audit & Procurement Committee
- ☐ Cable TV Advisory Board
- ☐ Community Forest Board
- ☐ Conservation Commission
- ☐ Finance Committee
- ☐ Parks & Recreation Advisory Board
- ☐ Sewer District
- ☐ Water District

AUBURN'S STRATEGIC PLANNING COMMITTEE

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). MY BACKGROUND IN INDUSTRIAL FORESTRY AND EXPERIENCE IN ENVIRONMENTAL, AGRICULTURAL, AND SILVICULTURAL AREAS MIGHT BRING VALUABLE INSIGHTS TO SURFACE.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). CONTRIBUTE TO RESPONSIBLE GROWTH FOR THE CITY OF AUBURN.

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

Dates served (if known)? OCT. 11, 2018 - DEC. 11, 2018 CURRENT

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

Dates served (if known)? 11/16/17 To 7/16/18

How did you learn of this vacancy? BY LISTENING AT OTHER CITY MEETINGS (AND AUBURNMAINE.GOV)

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: William C. Sylvester Date: 11/5/18

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

NOV 05 2018		FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED:	_____	
APPOINTMENT DATE:	_____	
TERM EXPIRATION DATE:	_____	
OATH DATE:	_____	



## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 5:01 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/5/2018

First Name: Tijjani

Middle Initial: A

Last Name: Abacha

Residence Address: 11 Beck Avenue

Ward: Ward 2

City: Auburn

Home Phone: 207-5762140

Cell Phone: 207-576-2140

E-mail Address: tjabacha@yahoo.com

Current Occupation: Director of a non profit

Previous Occupation (if retired or no longer working):

Education and/or experience: Criminal Juctices and youth mentoring program

Briefly describe why you want to serve on this committee (500 character limit): I have a lot of experiences working with youth and immigrant populations in Auburn

I have an interest in participating on this committe in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: Help improve the quality of life in our city

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): No

How did you learn of this vacancy?: Phil Crowell

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.: Tijjani Abacha

Date of Electronic Signature: 11/5/2018

## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 5:50 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/5/18

First Name: John

Middle Initial: J

Last Name: Cleveland

Residence Address: 183 Davis Ave

Ward: Ward 2

City: Auburn

Home Phone: NA

Cell Phone: 207.212.7755

E-mail Address: jcleveland@cdcorp.org

Current Occupation: Community & Economic Development Consultant

Previous Occupation (if retired or no longer working): Maine State Senate

Education and/or experience: BA, USM - Biology, Planning & Development Consultant 30-years

Briefly describe why you want to serve on this committee (500 character limit): I think my knowledge of the community, service as a city councilor & Mayor, and my 30 years experience as a planning, community & economic development consultant would be helpful in the development of a Strategic Action Plan for Auburn.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: Assist with the creation of an actionable Strategic Action Plan that will help guide the City of Auburn for several years to a prosperous future for all residents and a wonderful community in which to live and raise a family.

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)?: City Council & Mayor, CDBG Loan Committee

Dates served (if known): 1977 -1981 Councilor, Mayor 1983 -1987

How did you learn of this vacancy?: Public Information

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.: John J Cleveland

Date of Electronic Signature: 11/5/18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 9:46 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Stephen

Middle Initial: G

Last Name: Milks

Residence Address: 82 Alderwood, Rd

Ward: Ward 3

City: Auburn

Home Phone: 207-671-9288

Cell Phone: 207-671-9288

E-mail Address: smilks21@hotmail.com

Current Occupation: Recruiter and Property Owner

Previous Occupation (if retired or no longer working):

Education and/or experience: BS Cornell University. Auburn Real Estate Investor.

Briefly describe why you want to serve on this committee (500 character limit): I believe in the future of Auburn and have long term investments in Auburn. My children have grown up in the Auburn Public Schools. I have a multi-dimensional understanding of the City as a Resident, Business Owner, Real Estate Investor and active volunteer in the community.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: Help guide the City into the next 150 years. Address the challenges in housing and real estate, and employment.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Mayors Economic Development and Marketing Committee

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

Dates served (if known): About 15 years ago

How did you learn of this vacancy?: Mayor Levesque

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.: Stephen Milks

Date of Electronic Signature: 11/5/18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 9:52 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Suzanne

Middle Initial: M

Last Name: Sullivan

Residence Address: Auburn Public Library, 49 Spring St.

Ward: I am not an Auburn resident

City: Auburn

Home Phone: 2073336640

Cell Phone: 2077563999

E-mail Address: mmaney@auburnpubliclibrary.org

Current Occupation: Asst. Director, Auburn Public Library

Previous Occupation (if retired or no longer working):

Education and/or experience: Professional Degree; more than 20 years as a librarian

Briefly describe why you want to serve on this committee (500 character limit): The Library is an important part of the Auburn community. In representing the Library, I hope to learn what we can do to help the community stay a vibrant, engaged, and welcoming community. The Library has a lot more than just books to offer and we try to meet the community's wants and needs in a variety of thoughtful and enriching ways.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: The Library enjoys tremendous support from Auburn. We want to make sure that we do our part in providing an excellent return on the City's investment in us. There is so much potential here that we want to be a big part of realizing it.

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?: Library Director

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.: Suzanne Sullivan

Date of Electronic Signature: 11/05/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 11:12 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/5/2018

First Name: Clifton

Middle Initial: W

Last Name: Greim

Residence Address: 48 Longbow Court

Ward: Ward 3

City: Auburn

Home Phone: 2077842070

Cell Phone: 2077545104

E-mail Address: cgreim@harriman.com

Current Occupation: Engineer

Previous Occupation (if retired or no longer working):

Education and/or experience: Bachelor degree Mechanical Engineering Technology

Briefly describe why you want to serve on this committee (500 character limit): Have long advocated for a strategic plan that along with our Comp plan will allow us to proactively move our community and plan where we invest.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: Provide a consistent road map forward where the progress made can be measured and the vision for our community is clear and marketable.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Chamber of commerce, business advocacy comm.

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: AWSD board, Chamber of Commerce, Auburn planning board, Mayors energy comm.

Dates served (if known): varied

How did you learn of this vacancy?: Have been providing up front help to organize this effort

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.: Clifton W Greim

Date of Electronic Signature: 11-5-2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Saturday, November 3, 2018 10:45 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/2/2018

First Name: Ryan

Middle Initial: M

Last Name: Walker

Residence Address: 648 Beech Hill Rd

Ward: Ward 4

City: Auburn

Home Phone: 5082736308

Cell Phone: 5082736308

E-mail Address: slugwind@gmail.com

Current Occupation: Exhibits Preparator for the Maine State Museum

Previous Occupation (if retired or no longer working):

Education and/or experience: 2009 MFA University of Massachusetts, Dartmouth/ CeMeNEMBA board member

Briefly describe why you want to serve on this committee (500 character limit): I am a property owner and resident of Auburn and I currently serve on the board of the central Maine chapter of the New England Mountain Bike Association. I am interested in joining the Strategic Planning Committee as a representative of CeMeNEMBA and to advocate for the expansion of recreational, multi-use trail systems in Auburn. We believe the city could become a major destination for mountain biking and other outdoor pursuits due to it's unique combination of rural and urban spaces.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: We endeavor to expand upon our current trail network at Mount Apatite to utilize more of Auburn's many green spaces. We envision a city-wide, multi-use wilderness trail system that would connect urban and rural areas.

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 was referred by CeMeNEMBA's president and local business owner Chris Riley

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.: Ryan Walker

Date of Electronic Signature: 11/3/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Saturday, November 3, 2018 3:49 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/03/2018

First Name: Mamie

Middle Initial: A

Last Name: Ney

Residence Address: Auburn Public Library, 49 Spring St.

Ward: I am not an Auburn resident

City: Auburn

Home Phone: 2073336640

Cell Phone: 2072290989

E-mail Address: mmaney@auburnpubliclibrary.org

Current Occupation: Library Director

Previous Occupation (if retired or no longer working):

Education and/or experience: Professional degrees; 10 years experience as a librarian

Briefly describe why you want to serve on this committee (500 character limit): The Library is an important part of the Auburn community. In representing the Library, I hope to learn what we can do to help the community stay a vibrant, engaged, and welcoming community. The Library has a lot more than just books to offer and we try to meet the community's wants and needs in a variety of thoughtful and enriching ways.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: I hope that as Library Director I can find ways to fulfill the Library's mission of engaging, enlightening, and enriching our community. The Library enjoys tremendous support from Auburn. We want to make sure that we do our part in providing an exc

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

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: Rec Dept. Director Search, CDBG grants committee

Dates served (if known): 2015

How did you learn of this vacancy?: Through the Manager's office as a member of the leadership team.

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.: Mamie Anthoine Ney

Date of Electronic Signature: 11/03/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Sunday, November 4, 2018 3:42 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/4/2018

First Name: Sharon

Middle Initial: B

Last Name: Benoit

Residence Address: 9 Clubhouse Lane

Ward: Ward 4

City: Auburn

Home Phone: 207.241.8852

Cell Phone: 207.740.0278

E-mail Address: sharonbenoit@gmail.com

Current Occupation: Retired (seasonal worker at LL Bean, CS, Lewiston

Previous Occupation (if retired or no longer working): Public Relations & Dev, Maine State Legis, teacher

Education and/or experience: College Graduate

Briefly describe why you want to serve on this committee (500 character limit): Have lived in Maine for 73 years (Cape Elizabeth, So. Portland, Monmouth). We moved to Auburn in Nov. 2016, and I would like to learn more about Auburn and participate in planning for its future.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: No preference. I would like to serve on the Committee which I can most contribute to. If selected participate, perhaps I can talk to Chairperson about where I can best serve.

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?: email

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.: Sharon B Benoit

Date of Electronic Signature: 11/4/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Sunday, November 4, 2018 4:36 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/4/18

First Name: Janice

Middle Initial:

Last Name: Barrett

Residence Address: 1007 Hotel Rd

Ward: Ward 3

City: Auburn

Home Phone: 207-252-0387

Cell Phone: 207-252-0387

E-mail Address: janicebarrett14@yahoo.com

Current Occupation: Student Finance Advisor

Previous Occupation (if retired or no longer working):

Education and/or experience: Bachelors in Business Management and experience with Auburn

Briefly describe why you want to serve on this committee (500 character limit): I recently took a job working out of town and on November 12th I will back in the Lewiston/Auburn community. I look forward to contributing again. I truly thrive on volunteer work and giving back as I have been working with Auburn PAL for years. Working with Auburn Housing for 5 years as a Property Manager gave me a great background for this opportunity to help the City and work with some pretty dynamic people. I am grateful to be a homeowner in Auburn and look forward to giving back.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: Help the current community outreach and provide more ways to enhance and actually be out there in the community interacting on a regular basis.

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)?: Auburn PAL and Parks and Rec

Dates served (if known): Still volunteer for PAL

How did you learn of this vacancy?: Email

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.: Janice Barrett

Date of Electronic Signature: 11/4/18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Sunday, November 4, 2018 4:50 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/04/2018

First Name: Jeanette

Middle Initial: K

Last Name: August

Residence Address: 755 Court Street

Ward: Ward 2

City: Auburn

Home Phone: 2077827163

Cell Phone: 2073330831

E-mail Address: jkaugust@yahoo.com

Current Occupation: Information Technology

Previous Occupation (if retired or no longer working):

Education and/or experience: Some college, 25 years IT industry experience

Briefly describe why you want to serve on this committee (500 character limit): I am a native of Auburn, and I moved back here in 2002. I would like to be involved in the future of this great community for my friends, family, and children.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: I am highly organized and have a great strengths in the compilation and analysis of data, I would be eager to assist in any or all processes that need to be created, refined, and maintained. I also have many ideas for growth and improvement.

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?: 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.: Jeanette August

Date of Electronic Signature: 11/04/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Sunday, November 4, 2018 8:25 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/4/2018

First Name: Brendan

Middle Initial: C

Last Name: Fontaine

Residence Address: 94 Shepley Street

Ward: Ward 2

City: Auburn

Home Phone: 2072729949

Cell Phone: 2072729949

E-mail Address: brendan@northstarmortgage.net

Current Occupation: Mortgage Broker

Previous Occupation (if retired or no longer working):

Education and/or experience: UNH School of Law | Licensed Attorney | Very active member of the business community | 6+ years experience as President of Auburn Suburban Baseball & Softball | 6+ years coaching for LAYSA Soccer | 6+ years coaching YMCA Basketball

Briefly describe why you want to serve on this committee (500 character limit): As a resident, parent & business owner in Auburn, Maine I spend considerable personal time investing in the youth of Auburn. Now I want to give more of my time to this committee to help the City of Auburn become the greatest city it can be.

I have an interest in participating on this committee in the following capacity: : Invest Sub-Committee

What do you hope to accomplish?: I hope to share the knowledge and insight I have gained as a parent, home owner, business owner and youth sports director in the City of Auburn to bring fresh & creative ideas for the city not currently shared on The Strategic Planning Committee.

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.: Brendan Fontaine

Date of Electronic Signature: 11/4/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 7:01 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Rebecca

Middle Initial:

Last Name: Swanson Conrad

Residence Address: 45 Dawes Avenue

Ward: Ward 2

City: Auburn

Home Phone: 207-784-4143

Cell Phone: 207-576-5561

E-mail Address: Beckie@lametrochamber.com

Current Occupation: President and CEO

Previous Occupation (if retired or no longer working):

Education and/or experience: Bates College graduate with advanced study in USM's New England Studies program. Forty years of community service in Lewiston-Auburn, southern Maine and statewide.

Briefly describe why you want to serve on this committee (500 character limit): My work is rooted in encouraging partnerships and raising the aspirations of stakeholders. I believe in Auburn's potential to be a vibrant community of choice. An example of my experience with community growth was leveraging Maine College of Art to retain more than 50% of its graduates in Portland. Having also owned two small businesses in Auburn, I understand the impact of micro-investment. Auburn's infrastructure is rich, yet economic, educational and equity issues remain to be addressed.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Livability and financial sustainability for Auburn to be a leading Maine community of choice.

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)?: City Board: Mayors Joint Library Committee. Community Boards: Advocates for Children ? Androscoggi

Dates served (if known): The list summarizes 1982-current.

How did you learn of this vacancy?: Auburn materials and word of mouth.

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.: Rebecca Swanson Conrad

Date of Electronic Signature: 11/5/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Friday, November 2, 2018 1:04 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: Nov. 2, 2018

First Name: Rachel

Middle Initial:

Last Name: Desgrosseilliers

Residence Address: 18 Melody Lane

Ward: I am not an Auburn resident

City: Lewiston

Home Phone: 2073333881

Cell Phone: 2072406429

E-mail Address: rachel@museumla.org

Current Occupation: Executive Director - Museum L-A

Previous Occupation (if retired or no longer working):

Education and/or experience: BS in Accounting/Finance & Masters in Hospital & Health Planning

Briefly describe why you want to serve on this committee (500 character limit): I have lived here most of my life in both communities and I believe in greater potential for the future and feel we need to leave a legacy to the future for our children.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: Help move Auburn to where I know it can be in economic development, living and working satisfaction as well as making sure it has a full and vibrant cultural life where we can also play here and be proud to say we are from Auburn.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: 150th Anniversary

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: Committee to save the St. Louis Bells. Museum in the Streets.

Dates served (if known):

How did you learn of this vacancy?: I was asked to apply.

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.: Rachel Desgrosseilliers

Date of Electronic Signature: 11/02/18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, November 1, 2018 5:44 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/1/2018

First Name: Philip

Middle Initial: P

Last Name: Savignano

Residence Address: 64 Skillings Corner Road

Ward: Ward 1

City: Auburn

Home Phone: 207 786-2297

Cell Phone: 207 577-4866

E-mail Address: philnchris@roadrunner.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): State of Maine DECD Maine Office of Tourism

Education and/or experience: 21 years with L.L.Bean Outdoor Discovery Schools and Creative Department, 13 years marketing Maine as tourist destination

Briefly describe why you want to serve on this committee (500 character limit): I am a lifelong resident of Auburn and feel it is an excellent place to live and raise a family. For the city to grow, it must have a forward-thinking, quality of life to attract new residents. Auburn needs to be vibrant to be part of the future. Setting a plan to that will attract bright, hardworking families to the community is an important step.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: I hope to identify some key areas of investment to help Auburn achieve a bright 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)?: I served on the Auburn Parks and Recreation Advisory Committee

Dates served (if known): Early 90s to 2014

How did you learn of this vacancy?: Invitation form the City Manager

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.: Philip P Savignano

Date of Electronic Signature: 11/1/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, November 1, 2018 2:57 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/01/2018

First Name: John

Middle Initial: P

Last Name: Plourde

Residence Address: 200 Dillingham Hill Rd

Ward: Ward 1

City: Auburn

Home Phone: 2075763965

Cell Phone: 2075763965

E-mail Address: johnplourde@rhlco.com

Current Occupation: Senior Consultant, Active Retired

Previous Occupation (if retired or no longer working):

Education and/or experience: BS in Electrical Engineering

Briefly describe why you want to serve on this committee (500 character limit): Having lived in Auburn for 46 years, I feel vested in the community.

We recently discovered, by accident, that the real estate web site Zillow rates schools in communities. We were shocked to see that EL is rated a 1 on a scale of 1 - 10, 1 being the lowest. This has a direct impact on growth for the city of Auburn. In addition, the 1st impression given to newcomers coming in from the turnpike is rather poor. These concerns, among others, need to be addressed in the Strategic Plan.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Auburn's growth is based on attracting new professional families. We need to improve our physical appearance and school ratings. 1st impressions is everything.

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?: From the Assistant City Manager

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.: John Plourde

Date of Electronic Signature: 11/01/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, November 1, 2018 10:20 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: November 2018

First Name: Richard

Middle Initial:

Last Name: Lanman, AAE

Residence Address: 89 Manley Road #9

Ward: Ward 3

City: Auburn

Home Phone: 4058157375

Cell Phone: 4058157375

E-mail Address: rlanman53@gmail.com

Current Occupation: Airport Director - Auburn Lewiston Airport

Previous Occupation (if retired or no longer working):

Education and/or experience: Masters of Public Admin; BS Aviation Management; Member of Maine Aviation Advisory Board; National Academy of Science Subject Matter Expert - General Aviation;

Briefly describe why you want to serve on this committee (500 character limit): As someone who has moved due to work transfers all of my life, I have experienced many different communities and ways of life. I believe my life experience and my professional perspicacity give me a strong acuity of growth needs in a community. I know I can positively contribute to the purpose of this subcommittee.

I have an interest in participating on this committe in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: establish a bedrock foundation for further work towards a sustainable strategic plan for the City of Auburn.

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?: City Manager's email.

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.: Rick Lanman, AAE

Date of Electronic Signature: 1 November 2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 31, 2018 1:08 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/31/2018

First Name: Darcie

Middle Initial: P.L.

Last Name: Beaudin

Residence Address: 64 Windemere Way

Ward: Ward 3

City: Auburn

Home Phone: 207-782-0890

Cell Phone: 207-240-7370

E-mail Address: dbeaudin@sta-law.com

Current Occupation: Attorney

Previous Occupation (if retired or no longer working):

Education and/or experience: B.A. Administrative Science/Environmental Studies from Colby College; J.D. from Boston College Law School

Briefly describe why you want to serve on this committee (500 character limit): As a native of Lewiston, current resident of Auburn, and co-owner of a law firm in Auburn, I have a vested interest in the short term and long term growth of the City.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Assist in the development of a strategic growth plan to help the City to become (or remain) known as a preeminent place to live and work.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Board President, Auburn Business Association; Board Member, Auburn Business Development Corporation

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: prior 2 yr term on the LAEGC board by virtue of my position on the ABDC board



Dates served (if known):

How did you learn of this vacancy?: Received a telephone call and e-mail from Peter Crichton

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.: Darcie P.L. Beaudin

Date of Electronic Signature: 10/31/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 30, 2018 8:27 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-30-18

First Name: Scott

Middle Initial:

Last Name: Shanaman

Residence Address: 546 Johnson Rd

Ward: Ward 1

City: Auburn

Home Phone: 2072418718

Cell Phone: 6036170710

E-mail Address: scott@aerialndt.com

Current Occupation: Owner Lost Valley

Previous Occupation (if retired or no longer working):

Education and/or experience: 4 yr college

Briefly describe why you want to serve on this committee (500 character limit): I am interested in working with a group of peers to develop strategies for growing the business community, overall wealth and quality of life in Auburn.

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Contribute ideas that may lead to improvement of the business climate in Auburn.

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.: R. Scott Shanaman

Date of Electronic Signature: 10-30-18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 30, 2018 11:07 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/30/2018

First Name: Thomas

Middle Initial:

Last Name: Platz

Residence Address: Evergreen Road

Ward: Ward 2

City: Auburn

Home Phone: 2077842941

Cell Phone: 2077842941

E-mail Address: tplatz@platzassociates.com

Current Occupation: Architect

Previous Occupation (if retired or no longer working):

Education and/or experience: BA, MArch, Registered Architect

Briefly describe why you want to serve on this committee (500 character limit): I was asked to apply by staff

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Help Auburn to develop a growth plan.

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)?: ADAPT

Dates served (if known):

How did you learn of this vacancy?: City Staff

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.: Thomas Platz

Date of Electronic Signature: 10/30/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 31, 2018 5:39 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/31/18

First Name: Lena

Middle Initial:

Last Name: Hann

Residence Address: 27 Woodside Drive

Ward: I am not an Auburn resident

City: Lewiston

Home Phone: 2077137774

Cell Phone: 2077137774

E-mail Address: lhann@androskogginbank.com

Current Occupation: VP, Government Banking Services, Androskoggin Bank

Previous Occupation (if retired or no longer working):

Education and/or experience: Bachelors Degree with University of Maine, majoring in Financial Services; cash management deposits and investments

Briefly describe why you want to serve on this committee (500 character limit): I regularly work with clients on short and long term investments. For the longer term investments, I also have access to people who know a lot about the market and provide me with information I can share. In addition to my own experience, I bring the expertise of high level teams with years of experience.

I have an interest in participating on this committee in the following capacity: : Invest Sub-Committee

What do you hope to accomplish?: Help the City with ways to optimize better use of its cash and investments, both on a short and long term basis.

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?: Through e-mail notifications from the City and Jill Eastman.

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.: Lena Hann

Date of Electronic Signature: 10-31-18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 30, 2018 2:56 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/30/2018

First Name: Betsy

Middle Initial: H

Last Name: Libby

Residence Address: 23 Ellery Dr, New Gloucester

Ward: I am not an Auburn resident

City: New Gloucester

Home Phone: 240-3777

Cell Phone: 240-3777

E-mail Address: blibby@cmcc.edu

Current Occupation: Dean of Academic Affairs

Previous Occupation (if retired or no longer working):

Education and/or experience: Doctorate in Higher Education Leadership

Briefly describe why you want to serve on this committee (500 character limit): The Invest committee vision statement includes offering quality education and I feel like that is where I can contribute most. I have worked at Central Maine Community College for 12 years and have been a member of the LA Metro Chamber of Commerce Education & Workforce Development committee a majority of that time, to include being the current chair of the committee. The knowledge, experience and relationships I have built provide the opportunity to be an effective member of the Invest group.

I have an interest in participating on this committee in the following capacity: : Invest Sub-Committee

What do you hope to accomplish?: I hope to develop a strategic plan that includes positive promotion of the city so the people who work here will also want to live here and send their children to Auburn schools. If chosen, I also look forward to learning more about the city.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? : LA Metro Chamber of Commerce Board of Directors-- (3) 2 yr terms. Board service ends in Dec.

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

Dates served (if known):

How did you learn of this vacancy?: Phil Crowell

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.: Betsy H. Libby

Date of Electronic Signature: 10/30/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 30, 2018 10:51 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/30/2018

First Name: Steven

Middle Initial: W

Last Name: Wallace

Residence Address: 20

Ward: Ward 4

City: Auburn

Home Phone: 2075778108

Cell Phone: 2075778108

E-mail Address: swallace@alymca.org

Current Occupation: CEO, YMCA of Auburn-Lewiston

Previous Occupation (if retired or no longer working): President & CEO, Southern Midcoast Maine Chamber

Education and/or experience: MBA, Finance & Project Management; BS Management; Chief Warrant Officer 3, US Marine Corps (Ret.)

Briefly describe why you want to serve on this committee (500 character limit): I want to see the city and region I live in prosper. Auburn has been my home for 14 years, and I run a non-profit that inclusively supports youth development and healthy living in the Greater L/A region. As such, I feel I can contribute to this process from personal, tax payer, and business partner points of view.

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: I hope to contribute to a broad plan that encompasses short, mid, and long-term wins for the City of Auburn and its residents. I want our region to be "the" go to place in Maine.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Mayor's Economic and Marketing Committee.

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



Dates served (if known): N/A

How did you learn of this vacancy?: via email

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.: Steven W. Wallace

Date of Electronic Signature: 10/30/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 29, 2018 11:45 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/29/18

First Name: Stephen

Middle Initial:

Last Name: Gilbert

Residence Address: 11 ACADEMY ST

Ward: Ward 4

City: AUBURN

Home Phone: 2075132871

Cell Phone: 2075132871

E-mail Address: stephen@anchour.com

Current Occupation: CEO, Anchour

Previous Occupation (if retired or no longer working):

Education and/or experience: Electromechanical Technology, CMCC

Briefly describe why you want to serve on this committee (500 character limit): I want to contribute to changing the perception of Auburn from our own residents and then work outward to improve in order to gain more businesses, residents, and tourist traffic. These things impact the bottom line, and also help existing businesses grow.

Selfishly, my business is continually trying to recruit highly talented, highly paid individuals from Portland, Boston, etc, and having Auburn be known as a beautiful city that's safe and great to live in is crucial.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: I would love to see significant progress from a strategic vision, branding, and marketing perspective for the city of Auburn. I've heard a lot of talk about improvements over the last 3+ years, and am really looking forward to seeing some action.

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

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

Dates served (if known): February, 2018 - present

How did you learn of this vacancy?: Notified from Liz Allen and Phil Crowell

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.: Stephen Gilbert

Date of Electronic Signature: 10/29/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 29, 2018 12:44 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-29-18

First Name: Paul

Middle Initial: M

Last Name: LeClair

Residence Address: 338 Bamford Hill Rd.

Ward: I am not an Auburn resident

City: Fayette ME

Home Phone: 207-576-0624

Cell Phone: 207-576-0624

E-mail Address: 911director@auburnmaine.gov

Current Occupation: Director, LA911

Previous Occupation (if retired or no longer working):

Education and/or experience: 37 years in Public Safety

Briefly describe why you want to serve on this committee (500 character limit): I believe my 37 years in Public Safety and my current role as the LA911 Director would be a great resource for the committee as Auburn plans for the future.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: I hope to assist the citizens and leadership of the City of Auburn in any way possible.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: I am the Director of LA911

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

Dates served (if known): N/A

How did you learn of this vacancy?: Department Head meetings.

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.: Paul M. LeClair

Date of Electronic Signature: 10-29-18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 29, 2018 8:49 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/29/18

First Name: Jodi

Middle Initial:

Last Name: Redmun

Residence Address: 89 Manley Rd Apt 4

Ward: Ward 3

City: Auburn

Home Phone: 2072128061

Cell Phone: 2072128061

E-mail Address: jodi.redmun@maine.edu

Current Occupation: Administrative Specialist

Previous Occupation (if retired or no longer working):

Education and/or experience: MBA, BA in Social & Behavioral Sciences

Briefly describe why you want to serve on this committee (500 character limit): I have lived in Auburn for eight years and am invested in seeing the city thrive. With a child in the school system and having grown up in this region, I understand many of the challenges facing the future of the city. Serving on this committee would allow me to have a voice in the direction of Auburn's future, to help grow the local economy, and to make Auburn more attractive to young professionals and businesses.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: In reviewing past documents and recommendations, I would hope to figure out what worked and what didn't, what assets we have at our disposal, and what future growth opportunities are realistic and will be the most impactful.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? LA Metro Chamber Board, Uplift LA, USM LAC's Community Advisory Board, Realize Maine Network's Board

Have you previously served on a City or Community Board or Committee? If so, which one(s)? Joint City Charter Commission's Education Workgroup

Dates served (if known):

How did you learn of this vacancy?: I was emailed an invitation to apply

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.: Jodi Redmun

Date of Electronic Signature: 10/29/18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, October 25, 2018 2:42 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/25/2018

First Name: Olga

Middle Initial:

Last Name: Dolgicer

Residence Address: 123 Pleasant St

Ward: Ward 4

City: Auburn

Home Phone: 9173460777

Cell Phone: 9173460777

E-mail Address: odolgicer@gmail.com

Current Occupation: Innkeeper

Previous Occupation (if retired or no longer working): Director of Operations, Radiation Oncology, NYU

Education and/or experience: BS, MBA

Briefly describe why you want to serve on this committee (500 character limit): As a member of the community board I would have a ?bird?s eye? view of important city-wide development activities before they are making headlines. I have invested into this community, and as a small business owner I would like to be aware of what is being presented to the board. Representing a community is an honor and a big responsibility. Being a part of the projects? approving process will give me an opportunity to be a voice assuring the best interests of the community.

I have an interest in participating on this committe in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Build on existing assets. Take advantage of outside funding. Create incentives for redevelopment and investments. Make it easier for businesses & developers to invest. Support the community?s long term goals. Support a clean and healthy environment.

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?: by invitation

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.: Olga Dolgicer

Date of Electronic Signature: 10/25/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Saturday, October 20, 2018 12:23 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/20/2018

First Name: Misty

Middle Initial:

Last Name: Edgecomb

Residence Address: 26 Oakland st

Ward: Ward 2

City: Auburn

Home Phone: 207-240-3910

Cell Phone: 207-240-3910

E-mail Address: mislyn02@gmail.com

Current Occupation: Business owner

Previous Occupation (if retired or no longer working):

Education and/or experience: Currently serving on Parks and recreation board

Briefly describe why you want to serve on this committee (500 character limit): To continue my work with the parks and green spaces of the city

I have an interest in participating on this committee in the following capacity: : Quality Sub-Committee

What do you hope to accomplish?: I hope to have a voice in the direction of the cities future. With the hopes that our parks and green spaces encourage more families to recreate here, and to ultimately live here.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Currently serving on Parks and Recreation board, and Parks sub-committee

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

Dates served (if known):



How did you learn of this vacancy?: At a board meeting

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.: Misty Edgecomb

Date of Electronic Signature: 10/20/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 17, 2018 5:21 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10/17/2018

First Name: Jessica

Middle Initial:

Last Name: Donovan

Residence Address: 126 Cedarwood Road

Ward: Ward 3

City: Auburn

Home Phone: 207-212-9693

Cell Phone: 207-212-9693

E-mail Address: jessica.donovan@hilton.com

Current Occupation: General Manager- Hilton Garden Inn

Previous Occupation (if retired or no longer working):

Education and/or experience: BA

Briefly describe why you want to serve on this committee (500 character limit): Aside from my vested interest in tourism and the impact it has to our region, I have a sincere belief that Auburn is on the right track for continued success and I want to be a part of its development!

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: My hope would be to develop some specific action items to enhance existing investments and target new opportunities to which would not only provide a tax base for the City but would give true purpose for travel and relocation.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)?: Economic Development & Marketing Committee, Chamber Tourism Committee

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

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.: Jessica Donovan

Date of Electronic Signature: 10/17/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 17, 2018 10:25 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-17-2018

First Name: Jananne (Jan)

Middle Initial: K

Last Name: Phillips

Residence Address: 173 West Shore Road

Ward: Ward 2

City: Auburn

Home Phone: 207-783-9038

Cell Phone: 207-577-5049

E-mail Address: phillips.jan.k@gmail.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): College Teacher and Nonprofit Executive Director

Education and/or experience: B.A. and M.A.

Briefly describe why you want to serve on this committee (500 character limit): I have extensive experience in municipal/educational strategic planning and see this particular strategic planning process as crucial to the future of Auburn's natural resources, its educational opportunities, and the livability of its neighborhoods and urban fabric. The work speaks to me and I believe I can give back to my community by helping compile and construct the plan.

I have an interest in participating on this committee in the following capacity: : Steering Committee

What do you hope to accomplish?: In effectively reviewing, compiling and integrating the work of the other three committees, and then drafting (and publicizing) the final plan, I hope to help set a vision and the priorities that will ensure Auburn's future quality of life.

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)?: Auburn Schools Visioning Process. (LPL Board and 2 public bldg comm. in Lewiston previously)

Dates served (if known): Auburn (circa 2013), Lewiston (1997-2007)

How did you learn of this vacancy?: Through the Sun Journal, fellow citizens, and following up with a City Councilor

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.: Jananne K Phillips

Date of Electronic Signature: 10-17-2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, October 15, 2018 6:16 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-15-2018

First Name: Brian

Middle Initial: S

Last Name: Carrier

Residence Address: 32 Constellation Dr.

Ward: Ward 4

City: Auburn

Home Phone: 795-6953

Cell Phone: 576-0692

E-mail Address: Ouokie1958@gmail.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): Manager Postal Operations Portland

Education and/or experience: 3 yrs college/32 yrs managing a multi million dollar operation for one of the largest govt-business agency

Briefly describe why you want to serve on this committee (500 character limit): To be of service to the city

I have an interest in participating on this committee in the following capacity: : Growth Sub-Committee

What do you hope to accomplish?: Set a strategic plan for the city to follow in the growth of the community that addresses the residential, business, and agricultural needs as well as the recreational needs of the citizens.

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

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

Dates served (if known):

How did you learn of this vacancy?: Council meetings

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.: Brian Carrier

Date of Electronic Signature: 10-15-2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Friday, October 12, 2018 5:05 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-12-18

First Name: Dave

Middle Initial: H

Last Name: Gonyea

Residence Address: 1250Turner St

Ward: Ward 1

City: Auburn

Home Phone: 783-3016

Cell Phone: 671-1873

E-mail Address: dgonyea@cmcc.edu

Current Occupation: Director of housing, athletics and security

Previous Occupation (if retired or no longer working):

Education and/or experience: USM

Briefly describe why you want to serve on this committee (500 character limit): I enjoy giving back to my community

I have an interest in participating on this committe in the following capacity: : No Preference

What do you hope to accomplish?: make a difference in our 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)?: recreation committee

Dates served (if known):

How did you learn of this vacancy?: contacted

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.: dave gonyea

Date of Electronic Signature: 10-12-18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Friday, October 12, 2018 10:45 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-12-2018

First Name: Sid

Middle Initial:

Last Name: Hazelton

Residence Address: 121 Conant Avenue

Ward: Ward 2

City: Auburn

Home Phone: 754-3507

Cell Phone: 754-3507

E-mail Address: shazelton@awsd.org

Current Occupation: AWSO Superintendent

Previous Occupation (if retired or no longer working):

Education and/or experience: College Grad, 10 yrs Lewiston Engineering Dept., 12 yrs Asst PW Director Auburn, 5 Yrs AWD District Engineer, 3 Yrs Auburn Water Supt.

Briefly describe why you want to serve on this committee (500 character limit): Given my background and familiarity with infrastructure, I believe I can be helpful to this committee

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: I hope to be able to help the process and fill in any information gaps

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?: City Manager contacted me



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.: Sid Hazelton

Date of Electronic Signature: 10-12-2018

## 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: 10/01/18

Last name: Macri First name: Joan Middle initial: M

Residence address: 42 Waterview Dr Ward: \_\_\_\_\_

City: Auburn State: ME Zip code: 04210

Home phone: 402-1991 Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Email address: joanmacri48@gmail.com

Current occupation: Retired Teacher

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

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

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

- ☐ 9-1-1 Committee
- ☐ Auburn Housing Authority
- ☐ Board of Assessment Review
- ☐ CDBG Loan Committee
- ☐ Complete Streets Committee
- ☐ Ethics Panel
- ☐ L/A Transit Committee
- ☐ Planning Board
- ☐ St. Louis Bells Committee
- ☐ Zoning Board of Appeals

- ☐ Airport Board
- ☐ Audit & Procurement Committee
- ☐ Cable TV Advisory Board
- ☐ Community Forest Board
- ☐ Conservation Commission
- ☐ Finance Committee
- ☐ Parks & Recreation Advisory Board
- ☐ Sewer District
- ☐ Water District

☒ Strategic Plan (Growth Comm)  
@ Bob Hayes' suggestion

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 care about the long-term growth of Auburn and return on investment for decisions made. I care about issues of sprawl and protection of natural resources.

What do you hope to accomplish (please limit to 150 words or less. Please attach additional sheet if needed). Provide input based on 40 years of residency, most recently on Taylor Pond. I am a skilled mediator and effective @ growing and maintaining a collaborative process.

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

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

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

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

How did you learn of this vacancy? Councilor Hayes suggested I would be a good addition.

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: Joan Maci Date: 10/11/18

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

OCT 11 2018		FOR OFFICE USE ONLY
DATE APPLICATION RECEIVED: _____		
APPOINTMENT DATE: _____		
TERM EXPIRATION DATE: _____		
OATH DATE: _____		



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, October 4, 2018 4:51 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 10-4-18

First Name: Kristen

Middle Initial: S.

Last Name: Muszynski

Residence Address: 8 Fairway Court

Ward: Ward 4

City: Auburn

Home Phone: 207-753-7585

Cell Phone: 2075022894

E-mail Address: schulze17@hotmail.com

Current Occupation: Director of Communications, Dept. of SecofState

Previous Occupation (if retired or no longer working):

Education and/or experience: Masters in Policy, Planning and Management -USM 2018; BA in Communications; 10 years experience reporting and editing news stories about municipalities in York County, ME; 4 years working for Sec. of State Matthew Dunlap - public/media outreach

Briefly describe why you want to serve on this committee (500 character limit): I interned with the City of Auburn (mostly with Manager Peter Crichton and Doug Greene in Planning) during the summer of 2017 and part of my work was to complete a report on strategic planning best practices. I have now completed my degree and am eager to put my education and experience to use for the city.

I have an interest in participating on this committe in the following capacity: : No Preference

What do you hope to accomplish?: A clear vision for the city to help guide its development in coordination with the comprehensive plan, based on accurate data and projections; the will of the citizenry; and realistic goals so it can be an attractive place to live and work.

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?: City email list

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.: Kristen Schulze Muszynski

Date of Electronic Signature: 10-04-18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Thursday, October 4, 2018 12:44 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10/04/2018

First Name: Katie

Middle Initial: E

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: Public Health Manager

Previous Occupation (if retired or no longer working):

Education and/or experience: B.S. Biological Sciences; M.P.H. (Master of Public Health); currently work at Healthy Androscoggin - a public health agency serving all Androscoggin County residents.

Briefly describe why you want to serve on this committee (500 character limit): I want to serve on the Strategic Planning Committee to represent young families living in Auburn. I also want to provide a public health perspective to the strategic planning process, which is critical for ensuring a healthy and prosperous community.

What do you hope to accomplish?: I hope to support strategic community investments that encourage young families to move to Auburn. I also hope to provide data and research on public health best practices that are attainable and can be integrated into the Auburn Comprehensive Plan.

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?: City of Auburn 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 E. Boss

Date of Electronic Signature: 10/04/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 3, 2018 12:48 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10-3-18

First Name: Mary

Middle Initial:

Last Name: Sylvester

Residence Address: 208 Maple Hill Road

Ward: Ward 1

City: Auburn

Home Phone: 207-212-8866

Cell Phone: 207-212-8866

E-mail Address: mary.sylvester207@gmail.com

Current Occupation: community volunteer

Previous Occupation (if retired or no longer working): Strategic planning and fundraising consultant

Education and/or experience: Education: MS in Information Science / Experience: Numerous nonprofit clients; USM Special Assistant to President etc 2013-18; UMF Asst to President-Community Development; Lancaster Campaign for Economic Development-Director; full resume available

Briefly describe why you want to serve on this committee (500 character limit): In my work and as a community volunteer, I have seen that strong communities create long-term sustainability with a well developed community-empowered strategic plan that is built upon solid data, trend analysis, and engaged discussions that generate clear outcomes and shared buy-in. I have lived in Auburn for 18 years and hope to contribute my skills and experience to help my community move dynamically ahead to fulfill the vision statement that so beautifully launches this initiative.

What do you hope to accomplish?: I hope to help the process respectfully listen to and engage many divergent points of view, support the use of best practices in community planning in the process, and help ensure that discussions and decisions are informed by data and analysis.

Are you presently serving on a City or Community Board or Committee? If so, which one(s)? I am a trustee of the Auburn Water District. 2016-current term

Have you previously served on a City or Community Board or Committee? If so, which one(s)?: Mayor's Ad Hoc Committee on the AGRP zone; Friends of Auburn Public Library;

Dates served (if known): AWD-current. Ad-Hoc Cmt '17-18; Lib Friends 02-05

How did you learn of this vacancy?: conversations in the community

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 Sylvester

Date of Electronic Signature: 10-3-18



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Wednesday, October 3, 2018 8:28 AM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10/04/18

First Name: Maureen

Middle Initial: M

Last Name: Aube

Residence Address: 748 Hotel Rd

Ward: Ward 2

City: Auburn

Home Phone: 2077842273

Cell Phone: 207-713-0034

E-mail Address: mmaube123@yahoo.com

Current Occupation: VP/CFO LA Metro Chamber of Commerce

Previous Occupation (if retired or no longer working):

Education and/or experience: BS in Public Administration

Briefly describe why you want to serve on this committee (500 character limit): I believe in "One Vision, One Plan, One Voice" for our community and with the three strategic focus areas of Growth, Quality and Investment and the support of the Council and Staff we may now be able to finally work toward Auburn's Comprehensive Plan objectives.

What do you hope to accomplish?: I hope that this sub-committee will give new insight into the Auburn's Comprehensive Plan goals and work toward moving our city forward.

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)?: Lewiston Auburn Transit Committee and Zoning Board of Appeals

Dates served (if known): I believe 2006 -2012 (LATC) and 2014-16 (Zoning)

How did you learn of this vacancy?: e-mail



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.: Maureen M Aube

Date of Electronic Signature: 10/4/18

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 2, 2018 7:28 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10/2/2018

First Name: Rick

Middle Initial: M

Last Name: Martel

Residence Address: 22 Cedarwood Rd.

Ward: Ward 3

City: Auburn

Home Phone: none

Cell Phone: 2075764053

E-mail Address: rmartel@roadrunner.com

Current Occupation: Operations Manager

Previous Occupation (if retired or no longer working):

Education and/or experience: BA - Business Administration (USM)

Briefly describe why you want to serve on this committee (500 character limit): To help develop a comprehensive strategic plan that will enhance the quality of life for current residents as well as attract new residents and visitors.

What do you hope to accomplish?: Improve quality of life while controlling and even reducing the costs of administration and government.

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

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?: Email from the City of Auburn

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.: Rick Martel

Date of Electronic Signature: 10/2/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 2, 2018 7:53 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10/2/2018

First Name: Adam

Middle Initial: R.

Last Name: Lee

Residence Address: 46 Garden Circle

Ward: Ward 4

City: Auburn

Home Phone: 207-312-4057

Cell Phone: 207-312-4057

E-mail Address: adam4auburn@gmail.com

Current Occupation: Attorney

Previous Occupation (if retired or no longer working):

Education and/or experience: J.D. Vermont Law School (cum laude) B.A. University of Texas

Briefly describe why you want to serve on this committee (500 character limit): I am tremendously concerned by the manner in which this process has commenced and the manner in which it came to the Council. I am glad that the Council has taken control of the appointments. I have institutional and historical knowledge, and a policy-making perspective that I can contribute the process as a result of my past service on the Council.

What do you hope to accomplish?: Usable, Council-guided policy and implementation suggestions.

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)?: Prior service as Ward 4 City Councilor

Dates served (if known): 2013-2017

How did you learn of this vacancy?: Council Meetings

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.: Adam R. Lee

Date of Electronic Signature: 10/2/2018



## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Tuesday, October 2, 2018 9:46 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Sub-Committee Application

The following form has been submitted by an end-user of the website: Strategic Planning Sub-Committee Application

Date of Application: 10/2/18

First Name: William

Middle Initial: R.

Last Name: Saucier

Residence Address: 145 Blanchard Rd

Ward: Ward 1

City: Auburn

Home Phone: 2077864392

Cell Phone: N/A

E-mail Address: wsaucier@roadrunner.com

Current Occupation: Retired

Previous Occupation (if retired or no longer working): Field Engineer/ surveyor, Bridge, Highway, Marine

Education and/or experience: B.S. Degree in Civil Engineering

Briefly describe why you want to serve on this committee (500 character limit): I'm a concerned citizen interested in the cities system of roads.

What do you hope to accomplish?: Get the Blanchard road rebuilt. One of the worse roads in the city.

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?: Email

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.: William Saucier

Date of Electronic Signature: 10/2/18

## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 1:54 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Manuel

Middle Initial: J

Last Name: Salgado

Residence Address: 123 Shepley St

Ward: Ward 2

City: Auburn

Home Phone: 2075040232

Cell Phone: 2075040232

E-mail Address: salgado.manuel.j@gmail.com

Current Occupation: Auditor

Previous Occupation (if retired or no longer working): Yeoman - Administrative Specialist

Education and/or experience: AA (Math & Science) - 20 year US Navy Vet - 7 year Auditor with the Veterans Administration

Briefly describe why you want to serve on this committee (500 character limit): I love the city of Auburn. It is a very diverse community with plenty to offer its citizens. It would be an honor to help continue the vibrancy of this city.

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: Having an extensive background in Military and Federal government hierarchies, I find it both challenging and interesting the dynamics of city government. I realize that each committee adds to the whole.

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

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

Dates served (if known):

How did you learn of this vacancy?: Auburn Newsletter

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.: Manuel Salgado

Date of Electronic Signature: 11/5/2018



## Susan Clements-Dallaire

---

**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 3:17 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Scott

Middle Initial:

Last Name: Berry

Residence Address: 179 Davis Ave

Ward: Ward 2

City: Auburn

Home Phone: 207-520-4033

Cell Phone: 207-520-4033

E-mail Address: maineproperty1@gmail.com

Current Occupation: Semi-retired - Associate Broker Century 21 North E

Previous Occupation (if retired or no longer working): Union Carpenter

Education and/or experience: Some College

Briefly describe why you want to serve on this committee (500 character limit): I believe that I can help with my social media skills to reach a global market to help incite companies to move here

I have an interest in participating on this committee in the following capacity: : No Preference

What do you hope to accomplish?: My goal and only goal would be to help find companies relocate here in Auburn . . .

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

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

Dates served (if known): N/A

How did you learn of this vacancy?: Face Book



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.: Scott Berry

Date of Electronic Signature: 11/05/2018

## Susan Clements-Dallaire

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**From:** donotreply@auburnmaine.gov  
**Sent:** Monday, November 5, 2018 4:04 PM  
**To:** Susan Clements-Dallaire; Rachel Collamore  
**Subject:** A New Form Has Been Submitted - Strategic Planning Committee Application

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

Date of Application: 11/05/2018

First Name: Emily

Middle Initial:

Last Name: Innes

Residence Address: Harriman at 46 Harriman Drive

Ward: I am not an Auburn resident

City: Auburn

Home Phone: 207-784-5100

Cell Phone: 781-956-8556

E-mail Address: einnes@harriman.com

Current Occupation: Senior Urban Planner

Previous Occupation (if retired or no longer working):

Education and/or experience: BA. Linguistics, Univeristy of North Carolina at Chapel Hill; 8+ years in urban planning at Hariman/The Cecil Group

Briefly describe why you want to serve on this committee (500 character limit): I have been part of the pre-planning for this effort in my capacity as a Senior Urban Planner at Harriman. I am deeply interested in this strategic planning effort and how it will inform the City's policies and efforts in the future. I have previous experience as a municipal official in both finance and as a member of a Planning Board, and have brought that experience to the pre-planning effort as well.

I have an interest in participating on this committe in the following capacity: : Steering Committee

What do you hope to accomplish?: I hope to be of assistance in the logistics of this strategic planning effort.

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.: Emily Keys Innes

Date of Electronic Signature: 11/5/2018

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 99-11192018

ORDERED, that the City Council hereby appoints the following board and committee member as nominated by the Appointment Committee on 10/01/2021;

Board or Committee	Term Exp. Date	Name
CDBG Loan Committee	10/1/2021	Chris Bouchard (re-appointment)

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 100-11192018

ORDERED, that the City Council hereby appoints the following board and committee members as nominated by the Appointment Committee on 11/13/2018;

Board or Committee	Name(s)
Strategic Plan Committee	Clifton Greim, Rick Malinowski, Dave Gonyea, Robert Stone, Fatuma Hussein, Mary Sylvester, Emily Innes, Adam Lee, Jodi Redmun, Stephen Gilbert, Stephen Milks, Jananne (Jan) Phillips



Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 101-11192018

ORDERED, that the City Council hereby appoints the following board and committee members as nominated by the Appointment Committee on 11/13/2018;

Board or Committee	Name
Invest Sub-committee	Robert Stone, Jodi Redmun, Sid Hazelton, Lena Hann, Robert Boyer, Betsy Libby, Paul LeClair, Jeannette August, Brendan Fontaine, Scott Berry, Manuel Salgado and Shelly Kruszewski

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 102-11192018

ORDERED, that the City Council hereby appoints the following board and committee members as nominated by the Appointment Committee on 11/13/2018;

Board or Committee	Name
<b>Growth</b> Sub-committee	Rick Malonowski, Thomas Platz, Darcie Beaudin, Scott Shanaman, Jessica Donovan, Rebecca Swanson Conrad, Joan Macri, Sid Hazelton, Brian Carrier, Richard Lanman, Ryan Walker, Dana Staples, Mamie Ney, Olga Dolgicer, Adam Boss, John Plourde and William Sylvester

Holly C. Lasagna, Ward One  
Robert P. Hayes, Ward Two  
Andrew D. Titus, Ward Three  
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five  
Belinda A. Gerry, At Large  
David C. Young, At Large

Jason J. Levesque, Mayor

## IN CITY COUNCIL

ORDER 103-11192018

ORDERED, that the City Council hereby appoints the following board and committee members as nominated by the Appointment Committee on 11/13/2018;

Board or Committee	Name
Quality Sub-committee	Dave Gonyea, Philip Savignano, James Parakilas, Steven Wallace, Rahel Desgrosseolliers, Katie Boss, Maureen Aube, Kristen Muszynski, Steve Martelli, William Saucier, Rick Martel, Misty Edgecomb, Tijjani Abacha, Sharon Benoit, Janice Barrett, Suzanne Sullivan and John Cleveland

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Peter Crichton, City Manager**  
**FROM: Jill Eastman, Finance Director**  
**REF: October 2018 Financial Report**  
**DATE: November 9, 2018**

The following is a discussion regarding the significant variances found in the City's October financial report. Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department.

The City has completed its fourth month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 33.3% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

### **Revenues**

Revenues collected through October 31st, including the school department were \$35,604,447, or 41.06%, of the budget. The municipal revenues including property taxes were \$29,046,467, or 47.60% of the budget which is more than the same period last year by \$1,179,521,710. The accounts listed below are noteworthy.

- A. September 15<sup>th</sup> the first installment for real estate taxes were due. The current year tax revenue is at 50.82% as compared to 49.75% last year or \$876,440 more than last year.
- B. The Homestead Exemption Reimbursement is \$175,849 more than last year at this time due to the increase in the number of Homestead Exemptions.
- C. Excise tax for the month of October is at 38.04%. This is a \$38,131 increase from FY 18. Our excise revenues for FY19 are 4.07% above projections as of October 31, 2018.
- D. State Revenue Sharing for the month of October is 34.58% or \$584,303. This is a \$56,775 increase from last October.

### **Expenditures**

City expenditures through October 2018 were \$17,478,564 or 40.62%, of the budget. This is 0.87% less than the same period last year. Noteworthy variances are:

- A. Debt Service is less than last year at this time by \$94,594.
- B. Public Safety is lower than last year by \$105,399.
- C. LA 911 is more than last year at this time by \$294,070, due to the timing of the payment of the quarterly subsidy.

### **Investments**

This section contains an investment schedule as of October 31st. Currently the City's funds are earning an average interest rate of 1.75% compared to 0.88% at this time last year.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill M Eastman". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Jill M. Eastman  
Finance Director



**CITY OF AUBURN, MAINE**  
**BALANCE SHEET - CITY GENERAL FUND, WC AND UNEMPLOYMENT FUND**  
**AS of October 2018, September 2018, and June 2018**

	UNAUDITED October 30 2018	UNAUDITED September 30 2018	Increase (Decrease)	UNAUDITED JUNE 30 2018
<b>ASSETS</b>				
CASH	\$ 15,101,223	\$ 20,143,611	\$ (5,042,388)	\$ 10,775,815
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,473,537	1,650,785	(177,248)	1,941,198
TAXES RECEIVABLE-CURRENT	21,834,884	22,411,593	(576,709)	1,822,799
DELINQUENT TAXES	751,586	756,402	(4,816)	664,795
TAX LIENS	1,105,471	1,213,905	(108,434)	558,177
NET DUE TO/FROM OTHER FUNDS	5,258,090	3,570,576	1,687,514	3,246,577
<b>TOTAL ASSETS</b>	<b>\$ 45,524,792</b>	<b>\$ 49,746,872</b>	<b>\$ (4,222,080)</b>	<b>\$ 19,009,361</b>
<b>LIABILITIES &amp; FUND BALANCES</b>				
ACCOUNTS PAYABLE	\$ (312,020)	\$ (354,515)	\$ 42,495	\$ (854,236)
PAYROLL LIABILITIES	(1,325,682)	(187,593)	(1,138,089)	(542,586)
ACCRUED PAYROLL	(3,272)	(3,272)	-	(2,989,942)
STATE FEES PAYABLE	(25,376)	(17,952)	(7,424)	(701)
ESCROWED AMOUNTS	(1,600)	(1,600)	-	(1,600)
DEFERRED REVENUE	(22,723,956)	(23,401,823)	677,867	(3,020,373)
<b>TOTAL LIABILITIES</b>	<b>\$ (24,391,906)</b>	<b>\$ (23,966,755)</b>	<b>\$ (425,151)</b>	<b>\$ (7,409,438)</b>
FUND BALANCE - UNASSIGNED	\$ (20,041,933)	\$ (24,689,164)	\$ 4,647,231	\$ (10,187,912)
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT	776,017	776,017	-	776,017
FUND BALANCE - RESTRICTED	(1,866,970)	(1,866,970)	-	(2,188,028)
<b>TOTAL FUND BALANCE</b>	<b>\$ (21,132,885)</b>	<b>\$ (25,780,117)</b>	<b>\$ 4,647,231</b>	<b>\$ (11,599,923)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ (45,524,792)</b>	<b>\$ (49,746,872)</b>	<b>\$ 4,222,080</b>	<b>\$ (19,009,361)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - GENERAL FUND COMPARATIVE**  
**THROUGH October 31, 2018 VS October 31, 2017**

REVENUE SOURCE	FY 2019 BUDGET	ACTUAL REVENUES THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	ACTUAL REVENUES THRU OCT 2017	% OF BUDGET	VARIANCE
<b>TAXES</b>							
PROPERTY TAX REVENUE-	\$ 48,772,945	\$ 24,787,006	50.82%	\$ 48,061,530	\$ 23,910,566	49.75%	\$ 876,440
PRIOR YEAR TAX REVENUE	\$ -	\$ 305,202		\$ -	\$ 361,320		\$ (56,118)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 1,190,000	\$ 997,694	83.84%	\$ 1,015,000	\$ 821,845	80.97%	\$ 175,849
EXCISE	\$ 3,835,000	\$ 1,458,818	38.04%	\$ 3,810,000	\$ 1,420,687	37.29%	\$ 38,131
PENALTIES & INTEREST	\$ 150,000	\$ 34,697	23.13%	\$ 150,000	\$ 28,122	18.75%	\$ 6,575
<b>TOTAL TAXES</b>	<b>\$ 53,947,945</b>	<b>\$ 27,583,417</b>	<b>51.13%</b>	<b>\$ 53,036,530</b>	<b>\$ 26,542,540</b>	<b>50.05%</b>	<b>\$ 1,040,877</b>
<b>LICENSES AND PERMITS</b>							
BUSINESS	\$ 62,000	\$ 23,448	37.82%	\$ 62,000	\$ 16,066	25.91%	\$ 7,382
NON-BUSINESS	\$ 355,000	\$ 175,498	49.44%	\$ 345,000	\$ 142,121	41.19%	\$ 33,377
<b>TOTAL LICENSES</b>	<b>\$ 417,000</b>	<b>\$ 198,945</b>	<b>47.71%</b>	<b>\$ 407,000</b>	<b>\$ 158,187</b>	<b>38.87%</b>	<b>\$ 40,758</b>
<b>INTERGOVERNMENTAL ASSISTANCE</b>							
STATE-LOCAL ROAD ASSISTANCE	\$ 400,000	\$ -	0.00%	\$ 400,000	\$ -	0.00%	\$ -
STATE REVENUE SHARING	\$ 1,689,669	\$ 584,303	34.58%	\$ 1,509,117	\$ 527,528	34.96%	\$ 56,775
WELFARE REIMBURSEMENT	\$ 103,747	\$ 10,332	9.96%	\$ 95,000	\$ 55,344	58.26%	\$ (45,012)
OTHER STATE AID	\$ 32,000	\$ 11,185	34.95%	\$ 32,000	\$ 11,209	35.03%	\$ (24)
CITY OF LEWISTON	\$ 228,384	\$ -	0.00%	\$ 228,384	\$ -	0.00%	\$ -
<b>TOTAL INTERGOVERNMENTAL ASSISTANCE</b>	<b>\$ 2,453,800</b>	<b>\$ 605,820</b>	<b>24.69%</b>	<b>\$ 2,264,501</b>	<b>\$ 594,081</b>	<b>26.23%</b>	<b>\$ 11,739</b>
<b>CHARGE FOR SERVICES</b>							
GENERAL GOVERNMENT	\$ 144,440	\$ 77,317	53.53%	\$ 144,440	\$ 41,612	28.81%	\$ 35,705
PUBLIC SAFETY	\$ 236,277	\$ 52,851	22.37%	\$ 236,277	\$ 58,219	24.64%	\$ (5,368)
EMS TRANSPORT	\$ 1,250,000	\$ 357,993	28.64%	\$ 1,250,000	\$ 308,951	24.72%	\$ 49,042
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,630,717</b>	<b>\$ 488,162</b>	<b>29.94%</b>	<b>\$ 1,630,717</b>	<b>\$ 408,782</b>	<b>25.07%</b>	<b>\$ 79,380</b>
<b>FINES</b>							
PARKING TICKETS & MISC FINES	\$ 70,000	\$ 13,045	18.64%	\$ 70,000	\$ 12,538	17.91%	\$ 507
<b>MISCELLANEOUS</b>							
INVESTMENT INCOME	\$ 32,000	\$ 15,069	47.09%	\$ 32,000	\$ 13,364	41.76%	\$ 1,705
RENTS	\$ 35,000	\$ 10,138	28.96%	\$ 35,000	\$ 16,941	48.40%	\$ (6,804)
UNCLASSIFIED	\$ 10,000	\$ 19,748	197.48%	\$ 10,000	\$ 16,239	162.39%	\$ 3,509
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 21,307		\$ -	\$ 23,679		\$ (2,372)
SALE OF PROPERTY	\$ 20,000	\$ 4,588	22.94%	\$ 20,000	\$ 7,800	39.00%	\$ (3,212)
RECREATION PROGRAMS/ARENA							\$ -
MMWAC HOST FEES	\$ 221,000	\$ 75,246	34.05%	\$ 215,000	\$ 72,795	33.86%	\$ 2,451
TRANSFER IN: TIF	\$ 1,317,818	\$ -	0.00%	\$ 1,287,818	\$ -	0.00%	\$ -
TRANSFER IN: Other Funds	\$ 97,718	\$ -	0.00%	\$ 54,718	\$ -	0.00%	\$ -
ENERGY EFFICIENCY							\$ -
CDBG	\$ 214,430	\$ 7,106	3.31%	\$ 214,430	\$ -	0.00%	\$ 7,106
UTILITY REIMBURSEMENT	\$ 27,500	\$ 3,877	14.10%	\$ 27,500	\$ -	0.00%	\$ 3,877
CITY FUND BALANCE CONTRIBUTION	\$ 527,500	\$ -	0.00%	\$ 412,500	\$ -	0.00%	\$ -
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 2,502,966</b>	<b>\$ 157,079</b>	<b>6.28%</b>	<b>\$ 2,308,966</b>	<b>\$ 150,818</b>	<b>6.53%</b>	<b>\$ 6,261</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 61,022,428</b>	<b>\$ 29,046,467</b>	<b>47.60%</b>	<b>\$ 59,717,714</b>	<b>\$ 27,866,946</b>	<b>46.66%</b>	<b>\$ 1,179,521</b>
<b>SCHOOL REVENUES</b>							
EDUCATION SUBSIDY	\$ 24,302,914	\$ 6,488,382	26.70%	\$ 22,039,568	\$ 7,752,064	35.17%	\$ (1,263,682)
EDUCATION	\$ 674,191	\$ 69,598	10.32%	\$ 811,744	\$ 259,924	32.02%	\$ (190,326)
SCHOOL FUND BALANCE CONTRIBUTION	\$ 719,417	\$ -	0.00%	\$ 906,882	\$ -	0.00%	\$ -
<b>TOTAL SCHOOL</b>	<b>\$ 25,696,522</b>	<b>\$ 6,557,980</b>	<b>25.52%</b>	<b>\$ 23,758,194</b>	<b>\$ 8,011,988</b>	<b>33.72%</b>	<b>\$ (1,454,008)</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 86,718,950</b>	<b>\$ 35,604,447</b>	<b>41.06%</b>	<b>\$ 83,475,908</b>	<b>\$ 35,878,934</b>	<b>42.98%</b>	<b>\$ (274,487)</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - GENERAL FUND COMPARATIVE**  
**THROUGH October 31, 2018 VS October 31, 2017**

DEPARTMENT	FY 2019 BUDGET	Unaudited EXP THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	Unaudited EXP THRU OCT 2017	% OF BUDGET	VARIANCE
<b>ADMINISTRATION</b>							
MAYOR AND COUNCIL	\$ 111,610	\$ 50,349	45.11%	\$ 80,300	\$ 31,391	39.09%	\$ 18,958
CITY MANAGER	\$ 474,086	\$ 147,795	31.17%	\$ 581,170	\$ 173,939	29.93%	\$ (26,144)
CITY CLERK	\$ 185,898	\$ 49,902	26.84%	\$ 181,332	\$ 55,942	30.85%	\$ (6,040)
FINANCIAL SERVICES	\$ 694,109	\$ 224,303	32.32%	\$ 675,239	\$ 205,538	30.44%	\$ 18,765
HUMAN RESOURCES	\$ 149,953	\$ 45,184	30.13%	\$ 156,887	\$ 50,234	32.02%	\$ (5,050)
INFORMATION TECHNOLOGY	\$ 588,403	\$ 177,454	30.16%	\$ 531,551	\$ 260,159	48.94%	\$ (82,705)
<b>TOTAL ADMINISTRATION</b>	<b>\$ 2,204,059</b>	<b>\$ 694,987</b>	<b>31.53%</b>	<b>\$ 2,206,479</b>	<b>\$ 777,203</b>	<b>35.22%</b>	<b>\$ (82,216)</b>
<b>COMMUNITY SERVICES</b>							
ECONOMIC & COMMUNITY DEVELOPMENT	\$ 1,471,918	\$ 331,339	22.51%	\$ 1,717,028	\$ 373,544	21.76%	\$ (42,205)
HEALTH & SOCIAL SERVICES	\$ 223,500	\$ 50,349	22.53%	\$ 220,870	\$ 96,110	43.51%	\$ (45,761)
RECREATION & SPECIAL EVENTS	\$ 384,630	\$ 127,664	33.19%	\$ 388,581	\$ 100,691	25.91%	\$ 26,973
PUBLIC LIBRARY	\$ 998,189	\$ 249,547	25.00%	\$ 998,189	\$ 332,730	33.33%	\$ (83,183)
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 3,078,237</b>	<b>\$ 758,899</b>	<b>24.65%</b>	<b>\$ 3,324,668</b>	<b>\$ 903,075</b>	<b>27.16%</b>	<b>\$ (144,176)</b>
<b>FISCAL SERVICES</b>							
DEBT SERVICE	\$ 6,702,508	\$ 5,746,417	85.74%	\$ 6,366,533	\$ 5,841,011	91.75%	\$ (94,594)
FACILITIES	\$ 650,641	\$ 221,193	34.00%	\$ 640,201	\$ 236,264	36.90%	\$ (15,071)
WORKERS COMPENSATION	\$ 581,360	\$ -	0.00%	\$ 555,164	\$ -	0.00%	\$ -
WAGES & BENEFITS	\$ 6,471,614	\$ 1,919,894	29.67%	\$ 5,960,970	\$ 1,963,912	32.95%	\$ (44,018)
EMERGENCY RESERVE (10108062-670000)	\$ 431,003	\$ -	0.00%	\$ 415,454	\$ -	0.00%	\$ -
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 14,837,126</b>	<b>\$ 7,887,504</b>	<b>53.16%</b>	<b>\$ 13,938,322</b>	<b>\$ 8,041,187</b>	<b>57.69%</b>	<b>\$ (153,683)</b>
<b>PUBLIC SAFETY</b>							
FIRE DEPARTMENT	\$ 4,422,256	\$ 1,309,760	29.62%	\$ 4,227,575	\$ 1,495,418	35.37%	\$ (185,658)
FIRE EMS	\$ 683,181	\$ 270,963	39.66%	\$ 708,828	\$ 178,590	25.20%	\$ 92,373
POLICE DEPARTMENT	\$ 4,166,631	\$ 1,206,401	28.95%	\$ 4,043,998	\$ 1,218,515	30.13%	\$ (12,114)
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 9,272,068</b>	<b>\$ 2,787,124</b>	<b>30.06%</b>	<b>\$ 8,980,401</b>	<b>\$ 2,892,523</b>	<b>32.21%</b>	<b>\$ (105,399)</b>
<b>PUBLIC WORKS</b>							
PUBLIC SERVICES DEPARTMENT	\$ 4,778,668	\$ 1,368,752	28.64%	\$ 4,611,116	\$ 1,165,280	25.27%	\$ 203,472
SOLID WASTE DISPOSAL*	\$ 988,013	\$ 306,135	30.98%	\$ 964,118	\$ 263,922	27.37%	\$ 42,213
WATER AND SEWER	\$ 645,216	\$ 316,358	49.03%	\$ 632,716	\$ 328,858	51.98%	\$ (12,500)
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 6,411,897</b>	<b>\$ 1,991,245</b>	<b>31.06%</b>	<b>\$ 6,207,950</b>	<b>\$ 1,758,060</b>	<b>28.32%</b>	<b>\$ 233,185</b>
<b>INTERGOVERNMENTAL PROGRAMS</b>							
AUBURN-LEWISTON AIRPORT	\$ 172,000	\$ 171,759	99.86%	\$ 167,800	\$ 167,063	99.56%	\$ 4,696
E911 COMMUNICATION CENTER	\$ 1,123,081	\$ 561,351	49.98%	\$ 1,088,857	\$ 267,281	24.55%	\$ 294,070
LATC-PUBLIC TRANSIT	\$ 199,130	\$ 199,130	100.00%	\$ 189,949	\$ 189,949	100.00%	\$ 9,181
LA ARTS	\$ -	\$ -		\$ -	\$ -		\$ -
TAX SHARING	\$ 270,000	\$ 18,800	6.96%	\$ 270,000	\$ 16,809	6.23%	\$ 1,991
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 1,764,211</b>	<b>\$ 951,040</b>	<b>53.91%</b>	<b>\$ 1,716,606</b>	<b>\$ 641,102</b>	<b>37.35%</b>	<b>\$ 309,938</b>
<b>COUNTY TAX</b>	<b>\$ 2,407,766</b>	<b>\$ 2,407,765</b>	<b>100.00%</b>	<b>\$ 2,296,224</b>	<b>\$ 2,296,224</b>	<b>100.00%</b>	<b>\$ 111,541</b>
<b>TIF (10108058-580000)</b>	<b>\$ 3,049,803</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ 3,049,803</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>
<b>OVERLAY</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>
<b>TOTAL CITY DEPARTMENTS</b>	<b>\$ 43,025,167</b>	<b>\$ 17,478,564</b>	<b>40.62%</b>	<b>\$ 41,720,453</b>	<b>\$ 17,309,374</b>	<b>41.49%</b>	<b>\$ 169,190</b>
<b>EDUCATION DEPARTMENT</b>	<b>\$ 43,693,783</b>	<b>\$ 9,210,802</b>	<b>21.08%</b>	<b>\$ 41,755,455</b>	<b>\$ 11,361,915</b>	<b>27.21%</b>	<b>\$ (2,151,113)</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 86,718,950</b>	<b>\$ 26,689,366</b>	<b>30.78%</b>	<b>\$ 83,475,908</b>	<b>\$ 28,671,289</b>	<b>34.35%</b>	<b>\$ (1,981,923)</b>

**CITY OF AUBURN, MAINE  
INVESTMENT SCHEDULE  
AS OF October 31, 2018**

INVESTMENT		FUND	BALANCE October 31, 2018	BALANCE September 30, 2018	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 1,219,715.49	\$ 1,218,524.83	1.25%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,019,443.09	\$ 1,018,794.35	1.25%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 8,277,339.21	\$ 361,979.14	1.25%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 50,927.78	\$ 50,878.08	1.25%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 32,292.76	\$ 32,261.24	1.25%
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	\$ 85,340.00	\$ -	1.25%
NORTHERN CAPITAL	02155	CAPITAL PROJECTS	\$ 750,000.00	\$ 750,000.00	2.30%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ -	\$ 750,000.00	1.40%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	1.50%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	1.90%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ 250,000.00	2.00%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	2.15%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ 500,000.00	2.30%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 250,000.00	\$ -	2.60%
NORTHERN CAPITAL	02155	GENERAL FUND	\$ 500,000.00	\$ -	2.55%
<b>GRAND TOTAL</b>			<b>\$ 14,185,058.33</b>	<b>\$ 6,182,437.64</b>	<b>1.75%</b>

**EMS BILLING**  
**SUMMARY OF ACTIVITY**  
**July 1, 2018 - June 30, 2019**  
**Report as of October 31, 2018**

	Beginning Balance 10/01/18	October 2018				Write-Offs	Ending Balance 10/31/2018
		New Charges	Payments	Refunds	Adjustments		
Bluecross	\$ 13,839.26	\$ 7,998.20	\$ (3,671.94)		\$ (10,071.58)		\$ 8,093.94
Intercept	\$ 100.00	\$ 300.00	\$ (100.00)				\$ 300.00
Medicare	\$ 101,318.51	\$ 122,609.60	\$ (46,572.82)		\$ (125,546.74)		\$ 51,808.55
Medicaid	\$ (4,945.37)	\$ 31,127.20	\$ (16,858.89)		\$ 17,544.63		\$ 26,867.57
Other/Commercial	\$ 69,427.23	\$ 24,689.20	\$ (15,111.65)		\$ (1,374.51)	\$ (19,598.72)	\$ 58,031.55
Patient	\$ 97,817.23	\$ 15,276.60	\$ (6,437.69)		\$ 28,178.56		\$ 134,834.70
Worker's Comp	\$ (1,212.40)	\$ 908.80	\$ (2,492.80)		\$ 2,679.35		\$ (117.05)
<b>TOTAL</b>	<b>\$ 276,344.46</b>	<b>\$ 202,909.60</b>	<b>\$ (91,245.79)</b>	<b>\$ -</b>	<b>\$ (88,590.29)</b>	<b>\$ (19,598.72)</b>	<b>\$ 279,819.26</b>



**EMS BILLING**  
**BREAKDOWN -TOTAL CHARGES**  
**July 1, 2018 - June 30, 2019**  
**Report as of October 31, 2018**

	July 2018	August 2018	Sept 2018	Oct 2018	Adjustment	Totals	% of Total
No Insurance Information	\$ 10,977.40	\$ 2,518.00	\$ 1,550.40	\$ 3,166.60	\$ (15,045.80)	\$ 3,166.60	0.39%
Bluecross	\$ 6,344.40	\$ 8,486.40	\$ 4,124.40	\$ 7,998.20	\$ 1,374.20	\$ 28,327.60	3.49%
Intercept	\$ 200.00	\$ 100.00		\$ 300.00		\$ 600.00	0.07%
Medicare	\$ 103,152.60	\$ 132,913.20	\$ 118,842.80	\$ 122,609.60	\$ 10,737.20	\$ 488,255.40	60.11%
Medicaid	\$ 30,752.80	\$ 47,771.60	\$ 30,102.60	\$ 31,127.20	\$ (2,575.20)	\$ 137,179.00	16.89%
Other/Commercial	\$ 24,030.40	\$ 19,494.00	\$ 13,526.00	\$ 21,522.60	\$ 2,116.80	\$ 80,689.80	9.93%
Patient	\$ 19,183.20	\$ 17,841.80	\$ 12,560.00	\$ 15,276.60	\$ 3,392.80	\$ 68,254.40	8.40%
Worker's Comp	\$ 2,425.60	\$ 901.80	\$ 1,591.00	\$ 908.80		\$ 5,827.20	0.72%
<b>TOTAL</b>	\$ 197,066.40	\$ 230,026.80	\$ 182,297.20	\$ 202,909.60	\$ -	\$ 812,300.00	100.00%

**EMS BILLING**  
**BREAKDOWN -TOTAL COUNT**  
**July 1, 2018 - June 30, 2019**  
**Report as of October 31, 2018**

	July 2018	August 2018	Sept 2018	Oct 2018	Adjustment	Totals	% of Total
No Insurance Information	14	3	2	4		23	2.23%
Bluecross	8	10	5	10		33	3.20%
Intercept	2	1	0	3		6	0.58%
Medicare	129	164	148	153		594	57.67%
Medicaid	39	60	38	42		179	17.38%
Other/Commercial	35	27	17	28		107	10.39%
Patient	23	23	16	19		81	7.86%
Worker's Comp	3	1	2	1		7	0.68%
<b>TOTAL</b>	253	289	228	260	0	1030	100.00%

**EMS BILLING  
AGING REPORT  
July 1, 2018 to June 30, 2019  
Report as of October 31, 2018**

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	\$ 8,907.57	110%	\$ 25.00	0%	\$ -	0%	\$ -	0%	\$ (838.63)	-10%	\$ 8,093.94	2.89%
Intercept	\$ 400.00		\$ -		\$ -		\$ -		\$ -		\$ 400.00	0.14%
Medicare	\$ 51,309.06	99%	\$ -	0%	\$ -	0%	\$ 885.00	2%	\$ (385.51)	-1%	\$ 51,808.55	18.52%
Medicaid	\$ 26,560.00	99%	\$ 689.20	3%	\$ 736.80	3%	\$ -	0%	\$ (1,118.43)	-4%	\$ 26,867.57	9.60%
Other/Commercial	\$ 41,405.79	72%	\$ 6,427.57	11%	\$ 3,548.28	6%	\$ 2,709.32	5%	\$ 3,723.54	6%	\$ 57,814.50	20.66%
Patient	\$ 36,966.71	27%	\$ 20,991.07	16%	\$ 41,604.12	31%	\$ 19,876.12	15%	\$ 15,396.68	11%	\$ 134,834.70	48.19%
Worker's Comp	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0.00%
TOTAL	\$ 165,549.13		\$ 28,132.84		\$ 45,889.20		\$ 23,470.44		\$ 16,777.65		\$ 279,819.26	
	59%		10%		16%		8%		6%		100%	100.00%

CITY OF AUBURN  
SPECIAL REVENUE FUNDS  
As of October 31, 2018

	1902	1905	1910	1913	1914	1915	1917	1922	1926	1927	1928	1929	1930	1931		
	Riverwatch	Winter Festival	Community Service	Police Fitness Equipment	Oak Hill Cemeteries	Fire Training Building	Wellness Grant	Walmart Risk/Homeless	Healthy Androscoggin	Insurance Reimbursement	Vending	Fire Prevention	Fairview	Donations		
Fund Balance 7/1/18	\$ 969,900.91	\$ (5,390.23)	\$ 5,008.52	\$ 5,112.53	\$ 30,205.71	\$ (488.84)	\$ 4,851.85	\$ 7,278.18	\$ 3,368.05	\$ 925.21	\$ -	\$ 4,791.12	\$ (566,303.71)	\$ 1,084.69		
Revenues FY19	\$ 26,804.54		\$ 138.00		\$ 700.00		\$ 8.00		\$ 1,836.00		\$ 269.00					
Expenditures FY19	\$ 139,479.00						\$ 1,566.76				\$ 515.36			\$ 100.26		
Fund Balance 10/31/18	\$ 857,226.45	\$ (5,390.23)	\$ 5,146.52	\$ 5,112.53	\$ 30,905.71	\$ (488.84)	\$ 3,293.09	\$ 7,278.18	\$ 5,204.05	\$ 925.21	\$ (246.36)	\$ 4,791.12	\$ (566,303.71)	\$ 984.43		
	2003	2005	2006	2007	2008	2010	2013	2014	2019	2020	2025	2030	2032	2033		
	Byrne JAG	MDOT	PEACE	Seatbelt Grant	Homeland Security	State Drug Money	OUI Grant	Speed Grant	Law Enforcement Training	CDBG	Community Cords	Parking	HEAPP	Safe School/ Health (COPS)		
Fund Balance 7/1/18	\$ 2,808.57	\$ (101,600.31)	\$ 2,099.08	\$ 4,322.93	\$ (110,031.67)	\$ 6,158.77	\$ 9,263.39	\$ 6,931.00	\$ (7,637.91)	\$ 4,261,266.85	\$ 30,846.63	\$ (47,430.39)	\$ (4,994.50)	\$ (15,906.07)		
Revenues FY19						\$ 11,940.54		\$ 9,924.00	\$ 965.00	\$ 273,454.60	\$ 5,089.16	\$ 68,149.00				
Expenditures FY19		\$ 41,360.36	\$ 514.88		\$ 19,450.00	\$ 11,170.85	\$ 4,458.16	\$ 6,072.00	\$ 490.00	\$ 276,768.52	\$ 594.80	\$ 61,076.20				
Fund Balance 10/31/18	\$ 2,808.57	\$ (142,960.67)	\$ 1,584.20	\$ 4,322.93	\$ (129,481.67)	\$ 6,928.46	\$ 4,805.23	\$ 10,783.00	\$ (7,162.91)	\$ 4,257,952.93	\$ 35,340.99	\$ (40,357.59)	\$ (4,994.50)	\$ (15,906.07)		
	2037	2038	2040	2041	2044	2045	2046	2048	2050	2051	2052	2053	2054	2055		
	Bulletproof Vests	Community Action Team	Great Falls TV	Blanche Stevens	Federal Drug Money	Forest Management	Joint Land Use Study	TD Tree Days Grant	Project Lifesaver	Project Canopy	Nature Conservancy	St Louis Bells	EMS Transport Capital Reserve	Work4ME-PAL		
Fund Balance 7/1/18	\$ 11,994.90	\$ 7,206.21	\$ 20,536.23	\$ 24,233.19	\$ 36,044.77	\$ 4,436.52	\$ 0.57	\$ -	\$ 89.35	\$ (420.71)	\$ 975.05	\$ 1,607.75	\$ 32,161.59	\$ (13,692.41)		
Revenues FY19				\$ 3,940.00	\$ 66.13			\$ 10,400.00		\$ 8,359.06			\$ 99.65			
Expenditures FY19	\$ 4,710.15			\$ 1,639.20	\$ 2,150.00					\$ 7,938.35				\$ 12,278.79		
Fund Balance 10/31/18	\$ 7,284.75	\$ 7,206.21	\$ 20,536.23	\$ 26,533.99	\$ 33,960.90	\$ 4,436.52	\$ 0.57	\$ 10,400.00	\$ 89.35	\$ -	\$ 975.05	\$ 1,607.75	\$ 32,261.24	\$ (25,971.20)		
	2056	2057	2058	2059	2060	2061	2062	2201	2500							
	Lake Auburn Neighborhood	ASPCA Grant	Barker Mills Greenway	Distracted Driving	My Life JJAG	150th Celebration	Employee Store	EDI Grant	Parks & Recreation							
Fund Balance 7/1/18	\$ 125.00	\$ 800.00	\$ (2,597.43)	\$ (10,736.00)	\$ -	\$ (3,154.86)	\$ 36.73	\$ (1,484,407.18)	\$ 152,783.45							
Revenues FY19				\$ 27,621.00		\$ 49,610.00	\$ 723.27		\$ 75,686.92							
Expenditures FY19				\$ 14,328.00		\$ 2,576.69	\$ 756.68		\$ 195,896.09							
Fund Balance 10/31/18	\$ 125.00	\$ 800.00	\$ (2,597.43)	\$ 2,557.00	\$ -	\$ 43,878.45	\$ 3.32	\$ (1,484,407.18)	\$ 32,574.28							
	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	Total
	Tambrands TIF 4	J Enterprises TIF 5	Tambrands II TIF 6	J & A Properties TIF 7	Formed Fiber TIF 8	Mall TIF 9	Downtown TIF 10	Safe Handling TIF 11	Auburn Industrial TIF 12	Auburn Plaza TIF 13	Auburn Plaza II TIF 14	Webster School TIF 16	Bedard Pharm TIF 17	Slapshot LLC TIF 18	Hartt Transport TIF 19	Special Revenues
Fund Balance 7/1/18	\$ 1,841.15	\$ (6,499.56)	\$ (330,682.42)	\$ 2,558.27	\$ 486.17	\$ 2,083.99	\$ 257,728.49	\$ 183.21	\$ (338,049.92)	\$ 50,325.30	\$ 3,883.14	\$ 348.35	\$ 1,366.79	\$ (61.12)	\$ (18.32)	\$ 2,919,956.60
Revenues FY19																\$ 575,783.87
Expenditures FY19							\$ 48,344.95		\$ 176,585.00	\$ 78,332.91	\$ 600,629.37			\$ 70,524.00		\$ 1,780,307.33
Fund Balance 10/31/18	\$ 1,841.15	\$ (6,499.56)	\$ (330,682.42)	\$ 2,558.27	\$ 486.17	\$ 2,083.99	\$ 209,383.54	\$ 183.21	\$ (514,634.92)	\$ (28,007.61)	\$ (596,746.23)	\$ 348.35	\$ 1,366.79	\$ (70,585.12)	\$ (18.32)	\$ 1,715,433.14

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services

To: Peter Crichton, City Manager  
From: Jill Eastman, Finance Director  
Re: Financial Reports for October 31, 2018



Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of October 31, 2018.

### **INGERSOLL TURF FACILITY**

#### **Statement of Net Assets:**

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of October 31, 2018.

#### **Current Assets:**

As of the end of October 2018 the total current assets of Ingersoll Turf Facility were \$85,340. This consisted of cash and cash equivalents of \$85,340 an increase from September of \$14,239.

#### **Noncurrent Assets:**

Ingersoll's noncurrent assets are the building, and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of October 31, 2018 was \$172,719.

#### **Liabilities:**

Ingersoll had accounts payable as of October 31, 2018, of \$172 and an interfund payable of \$268.

#### **Statement of Activities:**

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Ingersoll Turf Facility through October 2018 are \$32,794. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through October 2018 were \$28,797. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of October 2018, Ingersoll has an operating gain of \$3,997 compared to a net loss in September of \$9,802.

As of October 31, 2018, Ingersoll has a increase in net assets of \$3,997.

The budget to actual reports for revenue and expenditures, show that the revenue for FY19 compared to FY 18.

**Statement of Net Assets**  
**Ingersoll Turf Facility**  
**October 31, 2018**  
**Business-type Activities - Enterprise Fund**

	<b>Oct 31 2018</b>	<b>Sept 30 2018</b>	<b>Increase/ (Decrease)</b>
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 85,340	\$ -	\$ 85,340
Interfund receivables	\$ -	\$ 71,101	(71,101)
Accounts receivable	-	-	-
<b>Total current assets</b>	<b>85,340</b>	<b>71,101</b>	<b>14,239</b>
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	119,673	119,673	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(637,817)	(637,817)	-
<b>Total noncurrent assets</b>	<b>172,719</b>	<b>172,719</b>	<b>-</b>
<b>Total assets</b>	<b>258,059</b>	<b>243,820</b>	<b>14,239</b>
<b>LIABILITIES</b>			
Accounts payable	\$ 172	\$ -	\$ 172
Interfund payable	\$ 268	\$ -	\$ 268
<b>Total liabilities</b>	<b>440</b>	<b>-</b>	<b>440</b>
<b>NET ASSETS</b>			
Invested in capital assets	\$ 172,719	\$ 172,719	\$ -
Unrestricted	\$ 84,900	\$ 71,101	\$ 13,799
<b>Total net assets</b>	<b>\$ 257,619</b>	<b>\$ 243,820</b>	<b>\$ 13,799</b>



**CITY OF AUBURN, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Ingersoll Turf Facility**  
**Business-type Activities - Enterprise Funds**  
**Statement of Activities**  
**October 31, 2018**

	<b>Ingersoll Turf Facility</b>
Operating revenues:	
Charges for services	\$ 32,794
Operating expenses:	
Personnel	22,370
Supplies	2,078
Utilities	3,061
Repairs and maintenance	321
Rent	-
Depreciation	-
Capital expenses	-
Other expenses	967
Total operating expenses	28,797
Operating gain (loss)	3,997
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	3,997
Transfers out	-
Change in net assets	3,997
Total net assets, July 1	253,622
<b>Total net assets, October 31, 2018</b>	<b>\$ 257,619</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - INGERSOLL TURF FACILITY**  
**Through October 31, 2018**

REVENUE SOURCE	FY 2019 BUDGET	ACTUAL REVENUES THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	ACTUAL REVENUES THRU OCT 2017	% OF BUDGET	Difference
<b>CHARGE FOR SERVICES</b>							
Sponsorship	\$ 20,500	\$ 6,800	33.17%	\$ 17,000	\$ 4,000	23.53%	\$ 2,800
Batting Cages	\$ 12,240	\$ 1,140	9.31%	\$ 11,520	\$ 2,668	23.16%	\$ (1,528)
Programs	\$ 90,000	\$ 13,049	14.50%	\$ 80,000	\$ 8,299	10.37%	\$ 4,750
Rental Income	\$ 102,300	\$ 11,805	11.54%	\$ 103,650	\$ 2,271	2.19%	\$ 9,534
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 225,040</b>	<b>\$ 32,794</b>	<b>14.57%</b>	<b>\$ 212,170</b>	<b>\$ 17,238</b>	<b>8.12%</b>	<b>\$ 15,556</b>
<b>INTEREST ON INVESTMENTS</b>	<b>\$ -</b>			<b>\$ -</b>			
<b>GRAND TOTAL REVENUES</b>	<b>\$ 225,040</b>	<b>\$ 32,794</b>	<b>14.57%</b>	<b>\$ 212,170</b>	<b>\$ 17,238</b>	<b>8.12%</b>	<b>\$ 15,556</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - INGERSOLL TURF FACILITY**  
**Through October 31, 2018**

DESCRIPTION	ACTUAL				ACTUAL			
	FY 2019 BUDGET	EXPENDITURES THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	EXPENDITURES THRU OCT 2017	% OF BUDGET	Difference	
Salaries & Benefits	\$ 120,000	\$ 22,370	18.64%	\$ 106,624	\$ 28,246	26.49%	\$	(5,876)
Purchased Services	\$ 19,460	\$ 948	4.87%	\$ 21,110	\$ 3,352	15.88%	\$	(2,404)
Programs	\$ 15,220	\$ 340	2.23%	\$ 7,000	\$ 460	6.57%	\$	(120)
Supplies	\$ 4,600	\$ 2,078	45.17%	\$ 5,000	\$ 19	0.38%	\$	2,059
Utilities	\$ 30,920	\$ 3,061	9.90%	\$ 39,720	\$ 2,964	7.46%	\$	97
Insurance Premiums	\$ 2,505	\$ -	0.00%	\$ 2,431	\$ -	0.00%	\$	-
Capital Outlay	\$ 30,000	\$ -	0.00%	\$ 42,490	\$ 19,900	46.83%	\$	(19,900)
	\$ 222,705	\$ 28,797	12.93%	\$ 224,375	\$ 54,941	24.49%	\$	(26,144)
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 222,705</b>	<b>\$ 28,797</b>	<b>12.93%</b>	<b>\$ 224,375</b>	<b>\$ 54,941</b>	<b>24.49%</b>	<b>\$</b>	<b>(26,144)</b>

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services

To: Peter Crichton, City Manager  
From: Jill Eastman, Finance Director  
Re: Arena Financial Reports for October 31, 2018

Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of October 31, 2018.

### **NORWAY SAVINGS BANK ARENA**

#### **Statement of Net Assets:**

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets and shows a comparison to the previous month, in this case, September 30, 2018.

#### **Current Assets:**

As of the end of October 2018 the total current assets of Norway Savings Bank Arena were (\$1,247,377). These consisted of cash and cash equivalents of \$108,123, accounts receivable of \$71,343, and an interfund payable of \$1,426,843.

#### **Noncurrent Assets:**

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of October 31, 2018 were \$342,462.

#### **Liabilities:**

Norway Arena had accounts payable of \$4,213 as of October 31, 2018.

#### **Statement of Activities:**

The statement of activities shows the current operating revenue collected for the fiscal year and the operating expenses as well as any nonoperating revenue and expenses.

The operating revenues for Norway Arena through October 2018 are \$314,438. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through October 2018 were \$231,484. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of October 2018, Norway Arena had an operating gain (before rent payment) of \$82,954 and a loss of \$85,874 after rental payments.

As of October 31, 2018, Norway Arena has a decrease in net assets of \$85,874.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY19 is \$18,140 less for this period than in FY1 and expenditures in FY19 are \$109,435 more than last year in October.

**CITY OF AUBURN, MAINE**  
**Statement of Net Assets**  
**Norway Savings Bank Arena**  
**October 31, 2018**  
**Business-type Activities - Enterprise Fund**

	Oct 31, 2018	Sept 30, 2018	Increase/ (Decrease)
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 108,123	\$ 108,467	\$ (344)
Interfund receivables	\$ (1,426,843)	\$ (1,422,008)	\$ (4,835)
Prepaid Rent			\$ -
Accounts receivable	71,343	62,035	\$ 9,308
Total current assets	(1,247,377)	(1,251,506)	4,129
Noncurrent assets:			
Capital assets:			
Buildings	58,223	58,223	-
Equipment	514,999	514,999	-
Land improvements	-	-	-
Less accumulated depreciation	(230,760)	(230,760)	-
Total noncurrent assets	342,462	342,462	-
Total assets	(904,915)	(909,044)	4,129
<b>LIABILITIES</b>			
Accounts payable	\$ 4,213	\$ 4,007	\$ 206
Net pension liability	170,806	170,806	-
Total liabilities	175,019	174,813	206
<b>NET ASSETS</b>			
Invested in capital assets	\$ 342,462	\$ 342,462	\$ -
Unrestricted	\$ (1,422,396)	\$ (1,426,319)	\$ 3,923
Total net assets	\$ (1,079,934)	\$ (1,083,857)	\$ 3,923



**CITY OF AUBURN, MAINE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Norway Savings Bank Arena**  
**Business-type Activities - Enterprise Funds**  
**Statement of Activities**  
**October 31, 2018**

	<b>Norway Savings Arena</b>
Operating revenues:	
Charges for services	\$ 314,438
Operating expenses:	
Personnel	111,362
Supplies	11,962
Utilities	79,749
Repairs and maintenance	4,032
Depreciation	-
Capital expenses	17,464
Other expenses	6,915
Total operating expenses	231,484
Operating gain (loss)	82,954
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	(168,828)
Total nonoperating expense	(168,828)
Gain (Loss) before transfer	(85,874)
Transfers out	-
Change in net assets	(85,874)
Total net assets, July 1	(994,060)
<b>Total net assets, October 31, 2018</b>	<b>\$ (1,079,934)</b>

**CITY OF AUBURN, MAINE**  
**REVENUES - NORWAY SAVINGS BANK ARENA**  
Through October 31, 2018 compared to October 31, 2017

REVENUE SOURCE	FY 2019 BUDGET	ACTUAL REVENUES THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	ACTUAL REVENUES THRU OCT 2017	% OF BUDGET	VARIANCE
<b>CHARGE FOR SERVICES</b>							
Concussions	\$ 16,500	\$ 4,500	27.27%	\$ 18,000		0.00%	\$ 4,500
Skate Rentals	\$ 5,000	\$ 350	7.00%	\$ -			\$ 350
Pepsi Vending Machines	\$ 3,000	\$ 716	23.87%	\$ -			\$ 716
Games Vending Machines	\$ 3,000	\$ 859	28.63%	\$ -			\$ 859
Vending Food	\$ 3,000	\$ 242	8.07%	\$ -			\$ 242
Sponsorships	\$ 300,000	\$ 85,350	28.45%	\$ 275,000	\$ 126,769	46.10%	\$ (41,419)
Pro Shop	\$ 8,500	\$ 505	5.94%	\$ 8,500	\$ 2,183	25.68%	\$ (1,678)
Programs	\$ 30,000	\$ -	0.00%	\$ 31,000		0.00%	\$ -
Rental Income	\$ 775,000	\$ 203,336	26.24%	\$ 705,250	\$ 164,731	23.36%	\$ 38,605
Camps/Clinics	\$ 50,000	\$ 12,480	24.96%	\$ 50,000	\$ 38,895		\$ (26,415)
Tournaments	\$ 50,000	\$ 6,100	12.20%	\$ 50,000	\$ -	0.00%	\$ 6,100
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 1,244,000</b>	<b>\$ 314,438</b>	<b>25.28%</b>	<b>\$ 1,137,750</b>	<b>\$ 332,578</b>	<b>29.23%</b>	<b>\$ (18,140)</b>
<b>INTEREST ON INVESTMENTS</b>	<b>\$ -</b>			<b>\$ -</b>			
<b>GRAND TOTAL REVENUES</b>	<b>\$ 1,244,000</b>	<b>\$ 314,438</b>	<b>25.28%</b>	<b>\$ 1,137,750</b>	<b>\$ 332,578</b>	<b>29.23%</b>	<b>\$ (18,140)</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - NORWAY SAVINGS BANK ARENA**  
Through October 31, 2018 compared to October 31, 2017

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2019 BUDGET	EXPENDITURES THRU OCT 2018	% OF BUDGET	FY 2018 BUDGET	EXPENDITURES THRU OCT 2017	% OF BUDGET	
Salaries & Benefits	\$ 377,000	\$ 111,362	29.54%	\$ 344,000	\$ 88,495	25.73%	\$ 22,867
Purchased Services	\$ 62,825	\$ 10,947	17.42%	\$ 71,656	\$ 5,989	8.36%	\$ 4,958
Supplies	\$ 45,600	\$ 11,962	26.23%	\$ 37,100	\$ 7,328	19.75%	\$ 4,634
Utilities	\$ 225,000	\$ 79,749	35.44%	\$ 225,150	\$ 62,444	27.73%	\$ 17,305
Capital Outlay	\$ 25,000	\$ 17,464	69.86%	\$ 103,500	\$ -	0.00%	\$ 17,464
Rent	\$ 507,000	\$ 168,828	33.30%	\$ 507,000	\$ 126,621	24.97%	\$ 42,207
	\$ 1,242,425	\$ 400,312	32.22%	\$ 1,288,406	\$ 290,877	22.58%	\$ 109,435
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 1,242,425</b>	<b>\$ 400,312</b>	<b>32.22%</b>	<b>\$ 1,288,406</b>	<b>\$ 290,877</b>	<b>22.58%</b>	<b>\$ 109,435</b>