



TO: Mayor and City Council
FROM: Denis D'Auteuil, Acting City Manager
RE: Weekly Report
DATE: Week Ending December 23, 2016

Assessing

- Deeds and declarations of value have been received through the month of October. Staff is currently loading the month of August into the CAMA system.
- Business equipment tax reimbursement applications continue to come in. They are being processed as they are received. All applications received to date have been processed.
- At the request of the owners of Fox Ridge Golf course a full review of the real estate has been completed.
- Lowe's Home Center, Inc filed for a partial abatement of the 2015 tax in January of 2016. An extension for a decision on the request was granted to give Lowe's time to complete an appraisal and submit to the Assessor for review. The review of the appraisal will be completed in the next couple of weeks followed by a decision on the abatement request.
- Staff is working on a project which consists of verifying ownership and location of all cell towers in the City. A list was obtained from the FCC website and the American Tower website. The GPS coordinates were given to Rosemary M. (IT Dept) to be plotted on a map. This information will be compared to the current data in the Patriot CAMA system to ensure each tower is accounted for and has the correct address and ownership. In addition we will attempt to obtain the current lease information on each tower.
- The paperwork addressing the petition for Assessment Review to the State Board by Cascades Auburn Fiber has been filed. We are now waiting to hear if the BOARD will entertain Cascades request for a hearing.
- Prospect Hill Golf Course has been sold. Future plans for the golf course have not yet been announced by the new owners.

Auburn Public Library

- We are pleased to announce that the Library was the top vote getter in the Yelp Foundation grant program. We have been awarded the \$5,000 grant. We are most appreciative of the support and votes that we received from the community. The staff is currently putting together a list of suggestions as to how the grant will be applied.
- The Library is closing at 1:00 PM on Saturday, December 24 and will be closed on Monday, December 26, for the Christmas holiday.
- The Library is closing at 1:00 PM on Saturday, December 31 and will be closed on Monday, January 2 for the New Year holiday.

Weekly Report

Week Ending December 23, 2016

- We are grateful for all that the City and the community have done for us this past year to make the Library so successful. Enjoy the holidays and here's to a great 2017.
- Upcoming programs include:
 - KIDS! Parachute Play | Tuesday, December 27 | 10:00 – 10:30 AM | Do your kids need to burn off some post-holiday energy? Join us for parachute play! Kids ages 4-8 are welcome to come on in and have some parachute fun. Space is limited so please register your child either online or by calling the library at 333-6640 ext.3.
 - KIDS! Chewonki Scales & Tales | Wednesday, December 28 | 11:00 – 12:00 PM | Chewonki's Scales & Tales program will discuss the important role reptiles play in the natural world. With the help of live animals, real turtle shells, snake skins, skeletons and other reptilian artifacts, this program will give participants an opportunity to develop respect and a better understanding of these fascinating creatures.
 - KIDS! Music Together | Thursday, December 29 | 10:00 – 11:00 AM | Music Together is a research-based music and movement program that supports the musical development of babies, toddlers, preschoolers and their caregivers. This program is for children ages 0 – 5. Space is limited. Please register for each child by [clicking here](#).
 - Teens! Anime Club | Thursday, January 5 | 4:00 – 5:00 PM | Get animated over anime! Teens, ages 12-18, can drop in to talk about their favorite (or least favorite) manga, watch this week's selection of anime, and try your hand at drawing your own characters. This program was made possible by a generous gift of the P&G Fund of the Greater Cincinnati Foundation. (Please note: Anime Club will be on Thursday for January only; it will continue on its regularly scheduled day of Wednesday in February.)

City Clerk

- Staff issued the following:
 - 1 birth certificates
 - 51 death certificates
 - 0 marriage certificates
 - 0 marriage licenses
 - 4 burial permits
 - 1 taxi driver licenses
 - 24 business licenses (20 renewals and 4 new)
- We received 10 business license applications – all renewals
- Staff attended the 12/19/2016 Council Meeting
- Completed the minutes of the 12/19/2016 Council Meeting
- Now that the State recount on question #1 is officially over, we can now unseal the absentee materials and Incoming Voting Lists in order to finalize absentee records and begin entering the voter participation history for November's election. The deadline for completion is January 17, 2017.

Weekly Report

Week Ending December 23, 2016

Fire

- Crews responded to 5 fire calls during this time, including 2 structure fires in Auburn and to structure fires in New Gloucester and Turner.
- Staff performed several follow up inspections, site inspections and walk-thru inspections.
- Personnel met with the Comm Center technical staff to discuss future direction for AFD emergency radio communication planning.
- Electricians completed the light upgrade for E-5 Station and are now working at Central Station. Ceiling installers completed the new ceilings at E-5 Station.
- Staff visited a CO₂ Extraction facility for processing Medical Marijuana. A similar facility is expected to operate in Auburn.
- Staff along with the State Fire Marshal inspected a potential non-conforming daycare home.
- Crews attended training using a fire simulator.
- Crews attended training on Pediatric Medical Emergencies.
- Crews participated in the annual AFD Truck Load of Christmas program.
- Staff investigated a no heat complaint.
- Staff attended the monthly plans review committee meeting.
- For the week of December 15th to December 21st, we responded to 98 calls for service. These include, but are not limited to: 5 fire calls, 52 Emergency Medical calls, 11 Motor Vehicle Accidents - 3 with injuries, 9 Hazardous Condition calls, 11 Service calls, and 11 fire alarm calls. We received 2 mutual aid responses during this period and we provided 2 mutual aid responses to the Town of New Gloucester and the Town of Turner. We provided 0 Paramedic intercepts during this time.

IT

- Work continues on the EL studio location, which will be shared between Great Falls TV and the video classes at the school. GFTV and City staff hung lighting battens and the back-drop frame, and the cameras have been set-up. Remaining issues are additional cabling runs and some electrical circuits.
- Staff migrated to two new servers for a lot of the background functions of the network, and retired two older systems. This lets us leverage some of the new tools available in newer operating systems, and will help in the control of the network. As the IT landscape evolves, we're finding that increased security has moved from a "want" to a "need".
- APD lost access to one of its tools earlier this week. The outage was traced to a Windows Firewall on the server, which had been mysteriously re-enabled. Most likely culprit was a Server update that set the firewall to block browser traffic.
- GIS staff produced a online Web application as well as series of paper maps, showing city owned properties in the CDBG target areas of Downtown, New Auburn, and Union Street. From the maps, we tagged properties and created lists for each of the areas – using data provided by the finance Department. This information was made available at the most recent City Council workshop. While the maps were not discussed during the workshop, the planning and finance department will continue to use the web mapping application as an online tool to review and categorize each of the properties for presentation at a later workshop.

Weekly Report

Week Ending December 23, 2016

- Several months ago we migrated to the new GIS server. However, when we physically unplugged the old server this week we discovered that a number of departmental users had not fully migrated their projects to the new server structure. GIS mapping projects always source back to original data whenever a mapping project is open. Old projects, if opened, will continue to look for the old server and large mapping projects can take several hours to open. We have a somewhat awkward short-term fix for the problem, and are looking for a long-term solution. In some cases, the best solution will be to recreate the offending map from scratch.
- Our MapAuburn Advanced viewer now contains several decades of aerial photos, available to all users. By next week, we hope to add images from 1951, 1961, and the 1970s to the list (although these three decades will only be available through downloaded images for now).

NSBA

- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Youth Shinny
 - Private Rentals
 - Central Maine Elite League
 - High School Practices & Games
 - Maine Gladiators
 - L/A Seniors
 - SMMHL
- Marc's Meetings
 - Vectorsonics - Troy Bernard
 - Plan Review Committee
- Partnerships
 - Serv Pro
 - Kaplan University
 - Mad Monkey Media
- Jason Ops Tasks
 - Ice Maintenance
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Staff Scheduling

Police

- The department handled 567 calls for service this week.
- Officers conducted 103 motor vehicle stops.
- Officers investigated 73 offenses of which, 3 of which were felonies, generating 20 arrests, 17 criminal summonses and 4 juvenile arrests.

Weekly Report

Week Ending December 23, 2016

- Officers responded to 61 motor vehicle crashes.

Public Services

- The Engineering Technician/GIS continues working with IT on a geodatabase for the collector application.
- Sign work around the city continues; replacing and or fixing faded and damaged signs by the new regulations.
- Staff continued to gather data for the Operations portion of the budget.
- Crews finished delivering Sand Buckets to seniors with a final total of 257.
- Fleet Repaired headgear on #24 and #19, replaced wiper motor and wiper linkage on truck 38, they fixed some sander chains, non functioning spinner, changed blades on plows, completed 6 PM's and went on 3 road calls.
- Crews battled a snow storm on Saturday that turned into freezing rain on Sunday that made the weekend very busy.
- Sidewalk crews have been battling ice ever since the freezing rain sanding and scraping them.
- 2 Fleet guys attended vehicle lift and jack stand safety put on by safety works in Augusta.
- Crews started ice rinks at Walton and Festival Plaza.
- South Main St. – Scheduled to be completed by Spring 2017 – Work has been completed for the season and will commence in Spring 2017
- 2017 Hampshire St Reconstruction – Scheduled to be completed in 2017 – 2nd neighborhood meeting held on November 30th, 100 % plans to be completed in December
- Ash Landfill forced sewer main – Scheduled to be completed in 2017 – Project in design phase
- Park Avenue – Completion date spring/summer 2017 – MDOT project
- Turner Street Sidewalk Project – Scheduled to be completed in 2017 – Project to continue in Spring 2017
- Lake Street Reconstruction – Scheduled to be completed in 2017 – Design consultant has been selected.
- 2016 Reclamation Project – Pownal Rd. – Scheduled to be completed in 2017 – Bids recently opened.
- Sopers Mill Bridge Rehab – Scheduled to be completed in 2017 – Army Corp permit has been submitted.
- Pettengill Pond Dredging – Scheduled to be completed in 2017 – MDEP permit being submitted. Public meeting to be held 12/15/2016.
- The Engineering Technician/GIS has been working with IT on a geodatabase for the collector application.

Recreation

Ongoing Programs:

- Senior Walking happens every Tues/Thurs in the Ingersoll Turf Facility from 9am-10am.

Weekly Report

Week Ending December 23, 2016

- Afterschool Open Gym running Jan 5 – April 28 on Mon/Thurs/Fri from 230-4pm for grades 7-12 at the Hasty Gym for \$1 each day. Now offering a year pass for \$20. Averaging around 15 kids a day.
- Pickelball drop-in– every Tues/Thurs from 9am-11am, \$2 for residents \$3 for non-residents. Beginners are welcomed, we have 3 courts running and average around 15-25 per day. Now offering a punch card for frequent users!
- Youth Basketball we are in our 3rd week and there are NO GAMES this weekend due to the Holidays. We will have practices next week for coaches who are around. 1-2 grade we have 4 teams for 40 players. 3-4 grade we have 6 teams for 47 players. 5-6 grade we have 8 teams for 42 players. 7-8 grade we have 9 teams for 42 players. For High School we have 7 teams for 61 players. Total of 32 teams for 232 players!
- Pre-K and Kinder Basketball Skills and Drills we have 13 for session 2 starting Jan 22.
- Men's A Basketball League – We are in week 3, we have 12 teams playing on Sunday afternoons.
- Men's B Basketball League – We are in week 4, we have 9 teams playing on Mon/Tues nights.
- Men's C Basketball League – We are in week 4, we have 7 teams playing on Wednesday nights.
- Women's League – We are in week 3, we have 7 teams playing on Thursday nights.

Ending Programs:

- Pre-K and Kinder Basketball Skills and Drills Session 1 – 18 players.
- Bruins Trip – we had 17 participants.

Special Projects/Events:

- Winter/Spring Brochure is out!!!
- Winterfest will be held on January 27, 28, and 29 with a variety of activities including; ice sculpture, ice skating in Festival Plaza, Snow mountain in downtown, skiing and sledding at Lost Valley, Baxter 10k, L/A Arts Exhibit, Movies at the Library, Bunco at WLU, Ice Bar tent with live music from Skosh, and FIREWORKS!!
- Spring Celebration Sat. April 15 from 10am-12pm at Hasty Community Center. This is a free event for families with games, arts and crafts, and Egg-Stravaganza.
- Rec to Rec 5K – from Lewiston Rec to Auburn Rec this 5K **DATE IS TBA** and include a family walk at 930am, run will begin 10am. Family walk \$25 for family of 4 (additional \$5 per person). Timed Run \$35 per person (\$10 off if register before March 31) (\$40 on day of race).

Upcoming Programs:

Youth Programs –

- December Vacation Camp from Dec 26 – 30 for ages 5-13 at the Hasty Community Center. Cost will be \$75 for the week from 730am-530pm.
- Indoor Soccer Sundays Jan 1 – Jan 29 times vary from 8am-12pm at Ingersoll Turf Facility. Cost for ages 3-9 \$45, ages 10-16 \$55.
- Youth Ski Lessons with Lost Valley will run from Jan 2 – Feb 6 on Mon ages 7-9 from 415-530pm. Thursday ages 10+ from 415-530pm. Transportation is on your own, cost \$135 (includes 1 hour lesson and ski pass until 9pm for 6 weeks). If you need rentals it will be an additional \$65.

Weekly Report

Week Ending December 23, 2016

- After School Ski Club will be combined with the Merrick Ski Program! Must register in person at the Hasty Community Center to sign the waiver.
- Start Smart Sports Development for ages 3-5 Sundays Jan 8 – Feb 12 from 1230-130pm \$35. Parent must accompany player during class.
- Kids Yoga – Basic for beginners ages 8-11 Wednesdays Feb 1-March 8 at the Hasty Community Center from 2-3pm, Cost: \$50.
- February Vacation Camp from Feb 20-24 for grades K-6 at the Hasty Community Center. Cost will be \$80 for the week/\$25 per day from 730am-530pm.
- April Vacation Camp from April 17-21 for grades K-6 at the Hasty Community Center. Cost will be \$80 for the week/\$25 per day from 730am-530pm.
- Father/Daughter Dance "Under the Sea" Sat. Feb 18 from 6-9pm at Hasty Community Center. \$15 per person (\$30 per couple).
- Spring Travel Basketball – co sponsored with L/A Swish Evaluation day will be Feb 20th time TBA. Games on Weekends, cost \$200 with fundraising opportunities for BOYS grades 5-8th.
- Youth Lacrosse – grades 3-6, practices during the week, games on weekends. Cost is \$60 player we will start indoor practices April 10th. Equipment is needed for this program, mandatory parent meeting on March 6th for more info.
- Middle School LAX – Practices during the week, games during the week home and away from Late April to Mid-June. \$80 per player, practices will begin April 10th indoors.

Senior Programs:

- Reny's Shopping Trip – Bridgeton for the day (Lunch on your own) Tuesday Jan 10 from 10am-4pm, cost \$5 (includes transportation).
- Butterfly Stained Glass Museum - Tuesday Jan 17 from 9am-4pm. Cost \$10 includes transportation and entrance fee (Lunch on your own).
- Valentine's Luncheon – Spaghetti and meatball lunch with games and raffles on Thurs Feb 9 from 11am-2pm, Cost \$15 per person.
- Haven's Candy Factory and shopping at the Maine Mall – Thurs March 9 from 9am-4pm, Cost: \$5 per person (lunch on your own).
- Bermuda Cruise – May 5 – 12, We will transport you to Boston where you head out to the Bermuda Islands on the Norwegian Dawn. US Passport or Birth Certificate & Photo ID requires for international travel. \$1,123 per person for double room or \$2,246 for single.

Family Programs

- Celtics Trip – Friday Dec 30th, 730pm game vs. Miami Heat. Cost will be \$100 per person includes balcony seats and transportation round trip from Portland to Boston. 8 Tickets still available!
- Family Open Gym – Cost \$1 per person, designed for families with young children to come and run around, an adult must be present. Times vary each day, call or check Facebook for updates; Dec 22, 23, Jan 2, 4, 11, 18, 25, Feb 8, 15, March 8, 22, 29, April 12, 26.

Weekly Report

Week Ending December 23, 2016

- Parent & Me Learn to Cook Series Wed. 2/1, 2/8, 2/15, 3/1, 3/8 at the PAL Center for grades K-6 from 12:30pm-1:30pm. Instructor Tom Poulin, cost is \$15 per person (\$30 for parent/child combo) for each date.
- Start Smart Sports Development for ages 3-5 Sundays Jan 8 – Feb 12 from 1230-130pm \$35. Parent must accompany player during class.

Adult Programs:

- Adult Yoga – For beginners to learn the basics of yoga and relaxation Thursday Jan 19-Feb 16 from 5:15-6:15pm at the Hasty Community Center, Cost: \$60.
- Tai Chi – learn the basic of Tai Chi for all ages 16-80 Wed Jan 25 – Feb 22 from 9am-10am OR Thursday Jan 26 – Feb 23 from 7-8pm at the Hasty Community Center. Cost: \$40 for the 5 week session or \$10 drop in class rate.
- Men's Summer Basketball League – Fast Break league will be Mondays starting June 5 games vary from 5-10pm, rosters must be 18+ with 51% Auburn/Lewiston residents. Team cost \$675.
- Men's Summer Basketball League – Slow Down League will be Sundays starting June 4 game times vary from 3-9pm, rosters must be 18+ with 51% Auburn/Lewiston residents. Team cost \$575.
- Slow Pitch Softball – Men's League will offer three levels Lower (Mondays) , Middle (Wednesday), and Upper (Tuesday) division. Cost \$825 per team. More info will come out with rules and captains meeting in February.
- Slow Pitch Softball – COED league will offer three levels this year Minor, Middle, and Major Divisions. Games will be played on Sundays, team cost \$650.