



TO: Mayor and City Council
FROM: Denis D'Auteuil, Acting City Manager
RE: Weekly Report
DATE: Week Ending September 30, 2016

Assessing

- Staff has been working in the field since September 19th doing the State mandated one in four inspections. State law requires a municipality to do exterior inspections of all the properties in the city, residential & commercial, once every four years. The goal is to inspect one quarter of the City each year. The areas of the city staff is currently working in has been posted on the website, the Police Department has been notified and a map of the streets where staff is currently working, which IT created, will be posted in the main floor lobby and updated with the areas as they are completed. Approximately 500-550 exterior inspections have been completed since September 19th.
- This past week an *estimated range of value* on a finished project as proposed in the downtown was completed. Per the plans and specifications provided to the Assessing Department the estimated range of value was derived to assist the developer in planning for financing, tax burdens etc.
- Staff continues to get inquiries from taxpayers concerning the valuation of their properties. Appraisals have been submitted for review and while Katelyn and Joe work on the one in fours I am reviewing the appraisals and doing the inspections in order to assure they are completed in a timely fashion.
- Reports are being run and data from the 2016 commitment is being used to complete the Municipal Valuation Report. The MVR must be completed each year for the State and includes information such as valuation of real estate, valuation of personal property, information on exemptions, special land use classifications etc. The report is used by the State to prepare statistical summaries and provides information used in the annual State Valuation Report, provide data used to compute reimbursements to municipalities, to track special land use programs in effect across the State etc. A copy of the completed MVR along with pertinent statistical information is distributed each year to all Council Managers, City Clerk, Finance Director, Tax Collector and City Manager.

Auburn Public Library

- The Annual meeting was held on Thursday, 9/29. The Trustees, Corporators, and guests were treated to an historical perspective and an introduction to new technology in the Library, including a 3D printer.

Weekly Report

Week Ending September 30, 2016

- The building audit from Cordja has been received and is being reviewed. An initial estimate for replacing the carpeting has also been received.
- The Library Director attended the City's department head meeting on Tuesday, 9/27.
- The Children's Services Manager attended a meeting of The Lupine Committee which honors the best in children's literature with Maine ties.
- A reminder that our special programs involving Melissa Sweet, children's author, and Mike Keefe, Pulitzer Prize cartoonist, will be our featured programs for the week of October 3rd. Please check the calendar for additional details.
- This week the Library celebrated National Banned Books Week with various displays featuring books that have been deemed controversial.
- Upcoming programs include:
 - KIDS! Maggie Trafton Authors for Young Readers - An Evening with Melissa Sweet – Mon., Oct. 3, 6:00 - 7:00 pm. Please join us for an author visit with Caldecott winning author and illustrator Melissa Sweet. Melissa will talk about her newest book "Some Writer!: The Story of E.B. White. All are welcome.
 - Workshop: Reach Your Financial Dreams – Sat., Oct. 1, 9:00 – 11:00 am. Join Sarah Blondin for this free presentation on how to reach your financial dreams. Blondin, from Primerica, will discuss in this complimentary workshop topics such as: The three different savings accounts you need, ways to reduce debt, retirement savings strategies, how your life insurance actually works and the high cost of waiting to save.
 - Auburn Page Turners - Peacekeeping: A Novel – Mon., Oct. 3, 12:30 - 1:30 PM. Travel to Haiti with the Auburn Page Turners for a discussion of the fiction book Peacekeeping: A Novel. Mischa Berlinski tells an equally enthralling story of love, politics, and death in the world's most intriguing country: Haiti. Join us for a wonderful discussion as we share our thoughts on this great piece of literature.
 - "No Laughing Matter: The Pulitzer Prize and the Art of Political Cartooning"- Visit with Mike Keefe – Tue., Oct. 4, 7:00 - 8:30 PM. In a presentation of his editorial cartoons, Pulitzer Prize winning political cartoonist Mike Keefe will offer insights and humorous commentary on current events. He will discuss the role of political cartooning in modern journalism, the state of the art today and its prospects for the future. Following the presentation there will be a question and answer session.
 - Teens! Discoveries in STEM – Thurs., Oct. 6, 4:00 - 5:00 PM. Teens! Come join Maisy Cyr of 4H and discover how you really do use science, technology and math outside of the classroom! We may dabble in food science, animal science, simple machinery and technology, or just make some crazy creations. This program is just for teens, ages 12-18, and will take place once a month.
- Follow the Library on Facebook or link to our website at www.auburnpubliclibrary.org for more information about all of our programs, new books, library news, and online registration.

Weekly Report
Week Ending September 30, 2016

City Clerk

- We Issued the following:
 - 4 birth certificates
 - 69 death certificates
 - 14 marriage certificates
 - 4 marriage licenses
 - 9 disposition permits
 - 10 garage sale permits
 - 14 business licenses (renewals)
- Received 3 business license applications (renewals)
- Prepared and posted the 10/3/2016 Council Meeting Agenda Packet
- To date, we've received 560 requests for absentee ballots for the November election
- We continue to work on staffing the polling places for the November election. We now have 61 positions filled with several left to fill. We are in need of Republicans to work the P.M. shift and Deputy Registrars who will register voters at the polls
- Prepared and labeled the metal tamper proof boxes we will use for the election
- Registered 23 voters (either new voters or existing voters who have moved to Auburn from another municipality), cancelled 2 voters (deceased), and made 27 voter registration changes (either a change of name, address, or enrollment change)

Economic and Community Development

- Staff met with members of the Maine Arts Commission to discuss the implementation of the Cultural Plan.
http://mainearts.maine.gov/CMSContent/HomePageBanner/2015_1030_MAC_Cultural_Plan_WEB-FINAL.pdf
- Staff worked with foreign investors on property acquisition and zoning issues.
- Staff continues to review current TIFs for amendments to meet the City Council's goals/directives.
- Staff is working on providing information for agenda items on the Council's tentative calendar.
- Staff continues to work with several potential businesses that are considering locating or relocating to Auburn.
- Permits continue to be busy
- An application has been received for Krispy Kreme at 410 Center Street
- The City of Lewiston and Brookfield reached agreement on transferring ownership of the canals and the agreement has been modified so the City of Lewiston retains their water rights for recreation or other purposes. The city of Auburn's water rights which are shared by contract are not mentioned in the agreement or the recently filed FERC Application to remove the canals from Brookfield's license.
- 741 Broad Street continues to be a problem and is unsafe for the occupancy for which it is being used. Staff will be asking the Council to determine if it is dangerous based on the criteria in State Statute in November.

Weekly Report

Week Ending September 30, 2016

- The buildings found to be dangerous by the Council on Station Road, Newbury Street and Patton Street are being reviewed for hazardous materials estimates and removal. Demolition RFP's will follow in November with Demolitions likely in December. Staff will then attempt to collect reimbursements in the form of a special tax.

Fire

- Crews responded to 3 fire call in Auburn and assisted the Town of Turner with a large fire at an automobile dealership.
- Staff performed a final C/O inspection, along with several follow up inspections.
- Staff met with the representative for the owner of the property at 67 Minot Avenue to discuss building security and protection.
- Crews performed a Fire Prevention program for approximately 40 home schooled children of all ages. This was done at the Auburn Public Library.
- Staff attended a pre-construction meeting with the contractors performing upgrades to Central and E-5 stations.
- Staff and crew attended a webinar on scheduling software.
- Crews performed 1 life safety inspection.
- Crews participated in training on Extreimity Trauma.
- Staff continued training to crews on Fire Education for age specific target groups.
- Crews continued the annual Hose Testing for our compliance with NFPA regulations.
- For the week of September 22nd to September 28th, we responded to 84 calls for service. These include, but are not limited to: 3 fire calls, 58 Emergency Medical calls, 7 Motor Vehicle Accidents - 5 with injuries, 1 Hazardous Condition call (Major Gas Leak in New Auburn), 8 Service calls and 6 fire alarm calls. We received 0 mutual aid responses during this period and we provided 1 mutual aid response to the Town of Turner for their Structure Fire. We provided 0 Paramedic intercepts during this time period.

IT

- This week GFTV worked on file prep and scheduling for the month of October. Staff also began the process of preparing materials for Intro To Video classes for the Spring semester. Hopefully we will have some dedicated space to do that come Spring time. Staff also spent time looking for some web related resources for enhancing knowledge and skills in production and editing. Staff watched online tutorials on editing with the new edition of software that we use.
- New software means new tools and changes in graphic interface layout that we need to adjust to in day to day operations. Staff also assisted city staff in audio visual set up for classes here at Auburn Hall.
- GIS Staff attended the Maine GIS User Group fall meeting and presented a workshop "Tips for Creating Useful Online Maps and Apps (without burning through credits or driving yourself mad in the process). " During the business meeting, the group chair cited Auburn as an example of Municipal / School collaboration on community based projects.

Weekly Report

Week Ending September 30, 2016

- Working with the Planning Department, staff used GIS to create a summary worksheet for Ag zone statistics. The worksheet was used in a planning meeting for planning discussions for a future AG Zone study.

NSBA

- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Shinny
 - Private Rentals
 - Central Maine Elite League
 - L/A Seniors
 - Central Maine Community College
- Marc's Meetings
 - Meeting @ City Hall
 - Maine RV Show
 - Maine Prep Cup
- Partnerships
 - Lost Valley
 - Servpro
 - Napa
 - Wicked Whoopies
- Jason Ops Tasks
 - Ice Maintenance
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Maine RV Show

Police

- The department handled 640 calls for service this week.
- Officers conducted 196 motor vehicle stops and 15 field interviews.
- Officers investigated 98 offenses of which, 7 of which were felonies, generating 28 arrests, 35 criminal summonses and 11 juvenile arrests.
- Officers responded to 30 motor vehicle crashes.

Public Services

- Townsend Book Road, Scheduled to be completed by 9/30/2016, Surface pavement completed. Driveways and project cleanup next week.
- Pettengill Park, Miscellaneous items remain.

Weekly Report

Week Ending September 30, 2016

- Highland Avenue, Scheduled to be completed by 9/30/2016, Surface pavement scheduled in two weeks.
- South Main Street, Scheduled to be completed by 10/28/2016, Box cut in progress, Fine grade and paving next week.
- 2017 Hampshire St Reconstruction, Scheduled to be completed in 2017, 80% plans being developed.
- Ash Landfill forced sewer main, Scheduled to be completed in 2016, Project in design phase
- Crack Seal Contract, Scheduled to be completed in October 2016, Project has been awarded to Sealcoat, Inc.
- Park Avenue, Scheduled to begin week of 8/29/2016, Completion date spring/summer 2017. MDOT project.
- Crews assisted Recreation in moving items around in preparation for a small renovation
- Crews continue to work litter patrol around the City as well on Washington St. prior to mowing
- Crews were even busier in last minute preparations for the T.D. Tree Grant planting.
- Crews were busy in preparation for the Dempsey Challenge, street sweeping, trash patrol, minor patching on the route(s), Graffiti removal
- Fall grading has begun in preparation for winter.
- Tree work has been done on Granite St, Meadow Lane, Dell Court, Cleveland Av.
- Basin cleaning and inspection continues on 13, 21, 10 and 11's runs
- Crews installed chips at the playgrounds as well as hauling some for the Community Garden.
- District inspections continue prior to winter to review any issues foreseen prior to plowing, objects in the R.O.W., lifted basin and or water gates, curb issues, old mail boxes, broken pavement etc.

Recreation

Ongoing Programs:

- Fall Youth Football practices are in full swing and games this weekend are home at Walton Field. We currently have: 1-2 grades Flag Football (10 signed up) 3-4 grade (27 signed up) 5-6 grade (34 signed up), and 7-8 grade (54 signed up).
- Senior Walking happens every Tues/Thurs in the Ingersoll Turf Facility from 9am-10am.
- Line Dance drop-in running Sept 9 – Dec 16 on Fridays, two class times being offered 1030-1130am or 6-7pm. Cost is \$3 drop-in at the Hasty Side Room.
- Afterschool Open Gym running Sept 8 – Dec 19 on Mon/Thurs/Fri from 230-4pm for grades 5-12 at the Hasty Gym for \$1 each day.
- Fall Soccer with Seacoast United Soccer running Sept 10-Oct 15 on Saturdays for ages 3-16, we have 22 signed up for ages 3-4, 27 for ages 5-6, and 31 for ages 7-12.
- 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.

Weekly Report

Week Ending September 30, 2016

Special Projects/Events:

- Festival Plaza Plaque Unveiling and Last Art Walk will be Friday Sept. 30. Art walk will be from 5-8pm in downtown Auburn. Music will be played in Festival Plaza with a break at 7pm for the unveiling ceremony of the new Festival Plaza Plaque that highlights the design and history involved with the facility.
- Fright Festival – Friday Oct 28 from 6-8pm for kids in grades pre-K to 6th, free to the public at the Hasty Community Center.
- Holiday Parade will be held on Sat. November 26th at 6pm. Committee meetings have begun.
- Winterfest will be held on January 27, 28, and 29. More info will be coming out soon.
- New Basketball hoops will be installed in the Union St. Gully.

Upcoming Programs:

Youth Programs

- L/A Swish Basketball Clinics will run on Sundays Oct 9 – Nov 13 for grades 5-8 at the Hasty Community Center. \$10 per session or \$40 for all 5 sessions. Pre-registration is required and the instructors will be L/A Swish coaches.
- Youth Basketball will run from Nov 21 – Feb 13, teams will practice at varies times during the week with weekend games. Evaluations will be held Nov 21 and 22, there is no evaluations for grades 1-2. Cost will be \$60 (grades 1-8) and \$70 (grades 9-12), register early and receive \$10 off (ends Oct 29). There is a need for volunteer coaches!
- Pre-K and Kinder Basketball Skills and Drills for ages 4-6 years olds on Sundays at the Hasty Community Center. Session 1 will run from Nov 27 – Dec 10 (\$30) and session 2 will run from Jan 22 – Feb 12 (\$35). Register by Oct 29th and receive an early bird discount of \$10 off!
- 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.
- 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.
- After School Ski Club will be combined with the Merrick Ski Program! More details will come out soon.

Senior Programs

- Fryeburg Fair – Tues Oct 4 from 8am-5pm, cost will be \$5 for transportation. You will need to pay your entry into the fair (free for 65+). FULL
- Foliage Trip to Rangeley on Tues Oct 11 from 9am-4pm. \$5 per person (lunch is on your own). FULL
- Thanksgiving Feast at Rolly's Diner will be Thurs Nov 10th from 11am-2pm with a cost of \$15 per person. This meal will be held at Rolly's Diner in New Auburn.
- Christmas Tree Shops and Olive Garden on Thurs Nov 17 from 10am-4pm. Cost is \$5 for transportation, lunch and purchases are on your own!

Weekly Report

Week Ending September 30, 2016

- Christmas Luncheon – Thurs Dec 15 at the Hasty Community Center from 11am-2pm for \$15 per person.

Family Programs

- Drop and Shop Night will be held Sat. Dec 10 from 3-9pm for \$15 per child (dinner is included) at the Hasty Community Center.
- Bruins Trip – Saturday Dec 10th, 7pm game vs. the Maple Leafs. Cost will be \$150 per person which includes ticket and round trip transportation from Portland to Boston.
- Breakfast with Santa on Sunday Dec 18 from 8-10am for \$5 per person at the Hasty Community Center.
- 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.

Adult Programs

- Men's A Basketball League – Men's A league will be held on Sundays Nov 27 – early March, \$800 per team. Rosters are 18+ and must have 51% auburn residents or will be subject to a \$75 non-resident fee.
- Men's B Basketball League – Men's B league will be held on Mon/Tues Nov 28 – early March, \$750 per team. Rosters are 25+ and must have 51% auburn residents or will be subject to a \$75 non-resident fee. This is a slow down no press league.
- Men's C Basketball League – Men's C league will be held on Wed Nov 29 – early March, \$750 per team. Rosters are 35+ and must have 51% auburn residents or will be subject to a \$75 non-resident fee. This is a slow down no press league.
- Women's League – Women's league will be played on Thurs evenings Dec 1 – early March from 630-10pm (various game times). \$750 per team with no fast breaks or pressing allowed.