



TO: Mayor and City Council
FROM: Howard Kroll, City Manager
RE: Weekly Report
DATE: Week Ending April 8, 2016

Assessing

- The Assessing Department currently has two residential appeals scheduled with the Board of Assessment Review.
- Following is a partial list of the major contributors to the increase in real estate valuation for the 2016 tax year as well as the major contributors to the valuation loss for the 2016 tax year.

Taxpayer	Added Value
DSA Holdings, LLC DBA/Agren Appliance	304,100
Mechanics Savings Bank	1,921,700
BBR & W Properties, LLC DBA/Hartt Logistics	3,725,500
Auto Zone	649,800
The former Police Station/no longer tax exempt	563,800
Woodbury Heights Subdivision	958,600
Auburn Business Development Corporation/Auburn Enterprise Subdivision	1,648,900
Wellness Connection of Maine	2,293,200
Brookfield White Pine Hydro, LLC/Dams	17,683,105
(1) Private Residence	542,300
Total Valuation Increase	30,291,005

Valuation Decrease

Homestead value increased by \$5000	(21,745,600)
Personal Property decrease due to yearly roll of depreciation tables	(11,777,000)
Chapman House Tax Exempt parcel	(227,000)
Total Valuation Decrease	(33,749,600)

- Both real estate and personal property accounts are being continually updated so the valuation numbers will continue to fluctuate up to the time of commitment. As of Thursday April 7, 2016 the taxable real estate and personal property valuation is 1,989,546,748.
- Staff has received numerous personal property filings to date. The deadline for filing the Form 706 is April 15th and the State mandated deadline for the BETE Exemption filing is May 1st.

Auburn Public Library

- One more reminder.....please encourage your constituents, family, and friends to contribute to the Maine Public Library Fund by using Form CP on their Maine tax returns. This fund supports all public libraries in Maine, including APL. Only another week or so to file your taxes. Thank you!
- The Library will be closed on Thurs., 4/14, in order to set up the NASA exhibit. Please check our website for a listing of programs. There will be a reception to honor volunteers on the 14th and a special media reception on the 19th.
- The Library will also be closed on Monday, 4/18, for the Patriots Day holiday.
- The Library participated in the annual Teen Opportunities Fair that we collaborate on with the Lewiston Public Library. While the attendance was down from last year, the presenters and exhibitors appreciated being able to work with individuals more closely. Some exhibitors have already inquired about next year's fair and their desire to participate again.
- The Children's Librarian and the Teen Librarian attended the Barbara Bush Foundation's 8th annual Maine Literacy Connections Conference in Waterville on March 31st. This event provides an opportunity to learn from and network with literacy professionals other than librarians.
- The Library Director and the Children's Librarian attended the 27th annual Maine Reading Round-Up, a conference sponsored by the Maine State Library and organized by a statewide committee of librarians dedicated to promoting literacy and love of reading in children and young adults. The Children's Librarian is a long-time member of the committee, serving as its secretary. She is also a

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member of the Lupine Award Committee, which honors living authors or illustrators who are residents of Maine or who have created a work prominently featuring Maine. The award is presented at the conference each year. The Library Director presented a workshop to more than 100 attendees about "NoveList," which is an online resource offered through the Maine State Library's collection of databases known as "Marvel!" "NoveList" is a comprehensive resource that offers reading recommendations for both readers and professionals. The conference was held on April 7th.

- In addition to special programs associated with the NASA exhibit, we will be hosting a number of interesting and fun programs during school vacation. Please check our website calendar for more information.
- Upcoming programs include:
 - Magical Morocco: a program for teens and adults – Mon., 4/11, at 4 p.m. This past fall, Cynthia Reedy of Hebron Academy spent four months in Morocco as a recipient of a Fulbright Distinguished Award in Teaching. During her time in this exotic country, Cynthia visited several schools, taught dozens of children to sing B-I-N-G-O, climbed the highest mountain in North Africa, rode a camel, and visited many beautiful and magical places. Leave chilly Maine behind and come to warm and wonderful Morocco for this educational, informative and interactive presentation! This program is for teens and adults.
 - Primetime Adventures: On the Road in America – Tues., 4/12, at 2 p.m. Presented by Senior College instructor and avid traveler, Alan Elze, this guided trip across some of the most iconic American landmarks will fascinate all. The trip begins at Mount Lassen National Park and then travelers are guided to Mount St. Helen's National Monument. Moving East on US 30 along the Columbia River the group will visit Yellowstone National Park, Devil's Tower National Monument, and the Corn Palace in Mitchell, South Dakota, among the many stops along the way. This program is made possible through a cooperative program between the Lewiston-Auburn Senior College and the Auburn Public Library.
 - KIDS! Pre-School Story Time – Weds., 4/13, at 10 a.m. All gather in the Children's Room and the children ages 3-5 (and experienced listeners who are almost three) move to the program room for stories, songs and a craft. This program is for families; agencies and childcare groups may contact the library to schedule visits at another time.
 - Teens! DIY Takeover: Blackout Poetry – Weds., 4/20, at 4 p.m. We're taking over the Teen Space! Join us on the 3rd Wednesday of each month for a new project -- from duct tape art to photography, create your own video

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games or make your own magnetic poetry. This month, in honor of National Poetry Month, we will be doing some blackout poetry. Not sure what that is? We've put some samples on our Pinterest page -- <https://www.pinterest.com/auburnpl/teens>. Be sure to join us! If you have ideas for future DIY activities, please let us know! This program is just for teens, ages 12-18. Location: Teen Space

- KIDS! Explore Haiti – Thurs., 4/21, at 2 p.m. Join Doris Bonneau for a story program on Haiti. Doris will share stories, games, and a craft from Haiti. This program is best for school aged children and is the final program in our Fun with French series sponsored by the Ezra Jack Keats Foundation. Free. Location: Maggie Trafton Room
- 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.

City Clerk

- We Issued the following:
 - 8 birth certificate
 - 63 death certificates
 - 3 marriage certificates
 - 2 marriage licenses
 - 8 disposition permits
 - 2 Taxi Licenses (drivers)
 - 2 business licenses (new)
- Received 8 business license applications (6 renewals and 2 new)
- Staff mailed out 11 business license renewal reminder letters
- Ran a large mailing for the Tax Office (approximately 1200 pieces)
- Worked on minutes of the April 4, 2016 City Council meeting
- Prepared and posted the 4/11/2016 Council Agenda packet
- We received approximately 200 Voter registration updates from the Bureau of Motor Vehicle and worked on updates in the Central Voter Registration system
- Filed and reconciled disposition permits
- Submitted the Pre-Election Questionnaire and Pronunciation Waiver for the Express Vote machines (Accessible Voting Solutions audio)
- Completed the DS200 (election tabulating machines) Coding and Thumb Drive form and submitted to ES&S, our elections vendor
- Staff worked on the elections payroll spreadsheet
- Sue Clements-Dallaire, Deb Grimmig, and Chris Mumau interviewed another candidate from the ABLE Network

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- We continue to try to recruit and line up election workers for the June 14th election
- Staff is working on preparing paperwork for the June 14, 2016 election

Community Development

- Coordinated a meeting with the School Department to gain an understanding of the mobility rate for students whose parents are being evicted from their apartments, and what the Community Development Program can do to help.
- Attended a Bridges out of Poverty meeting. This was a planning effort involving 75 people to brainstorm what the local Bridges approach will be, who will be the lead agency as well as partners. This effort will result in a strategic plan that will allow agencies to apply for grants thereby growing this effort to help reduce poverty in Auburn-Lewiston.
- Attended a meeting sponsored by Healthy Androscoggin with staff of the New England Environmental Protection Agency. The agency will be conducting outreach in the Auburn-Lewiston area to help educate about the Restore, Repair and Paint requirements. The purpose of the meeting was to organize and coordinate with local agencies to have a greater impact. They intend to do 25 field inspections of properties looking at both small and large residential buildings.
- Held a Citizens Advisory Committee meeting with 11 members attending. The group reviewed the proposed budget and supported the direction.

Fire

- Crews extinguished an apartment fire which went to a second alarm. A drug lab was found in the third floor apartment where the fire started. This fire was investigated by the State Fire Marshal's Office due to the nature of the fire cause.
- Crews assisted New Gloucester with a multi alarm house fire.
- Staff performed 2 final C/O inspections and 3 walk thru inspections.
- Staff investigated a citizen complaint at Walmart.
- Crews completed training on Life Safety Inspection for fire companies.
- Work is almost complete on the heating system upgrade for Engine 5 station.
- Crews provided a station tour and education class for Cub Scout Troop 111.
- Crews provided fire extinguisher training for Globe Footwear personnel.
- Crews continued training of our probationary firefighters as they approach their 1 year tests.
- Staff continued to work on the annual budget.
- Crews started annual spring cleaning.
- Crews performed fire drills for Central Maine Community College this past week.

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- For the week of March 31st to April 6th, we responded to 77 calls for service. These include, but are not limited to: 1 second alarm structure fire, 55 Emergency Medical calls, 3 Motor Vehicle Accidents - 1 with injury, 9 hazardous condition calls, 7 service calls, and 1 Fire Alarm call. We received 1 mutual aid responses during this period and we provided 1 mutual aid response to New Gloucester. We provided 0 Paramedic intercept during this period and did 2 transports in Lewiston for UAS.

Health and Social Services

- A meeting was held on April 5, 2016 with the school principles and school administration to discuss the need for possible rental subsidy for families who move and disrupt the children's schedule with the schools. It was also attended by CDBG Director, Auburn Housing Directors, and Counselor James Pross.
- On April 7, 2016 I'll be attending a daylong seminar on generational poverty in Bangor, put on by Penquis featuring Dr. Donna Beegle as the speaker.
- Workfare for March was reported to DHHS this week. We had 4 people do 76 hours for a total value of \$608.

IT

- This week Great Falls TV did some more work on setting up titles and templates in the new computer in the broadcast room. Some analysis was done to determine a camera drop-out problem. Staff worked to complete the programming for April TV broadcasts. Staff spent time working with some of the field equipment in preparation for upcoming Spring shoots.
- Staff also spent time at Lewiston City Hall working on issues with their equipment. We replaced some of their equipment with the slightly newer equipment recently replaced at Auburn Hall.
- Staff attended a webinar explaining the process for connecting WebEOC, a program used for emergency/incident management, to our Online GIS platform. The integration is provided at no additional cost, and is similar in set-up to our current mapping services. We hope to meet with our emergency management team and further explore this.
- The new access control system has developed some issues, and staff have been working with the vendor to try and resolve them. The Elevator, which had stopped responding early in the week, seems to be fine, now, but several of the doors are failing to open.
- The Great Falls TV Advisory Board met to discuss programming and the use of volunteers. The new committee has not yet been formally empaneled.

NSBA

- General
 - Merrymeeting Behavior Health Meeting (Last week) ~ Tavern
- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Central Maine Elite Hockey League
- Marc's Meetings
 - Lady Black Bears Summer Camp
 - Lady Black Bears Regular Season Game:
 - October 15 vs BC (Confirmed)
 - November 26 UNH (Waiting on confirmation from UNH Athletic Director)
 - Gladiator Summer Camp ~ Ice Meeting
 - Facility Walk through - Cleaning Services – Pat's Cleaning services will be providing price quote to assist during our busy season
 - Central Maine Elite Hockey League ~ Summer Ice (added pick up league and summer league ice)
 - Gladiator Event for October – Corporate Partnership Appreciation in conjunction with Norway Savings Bank
 - Boston University Lady Hockey – Katie Lachapelle – Exploring summer camp option
 - Max Pro Hockey Camp – Max Grathcev (Former Lewiston MAINEiac and New York Islanders Draft Pick) – Exploring summer camp option
 - EL Community Service – Confirmed 20 students will be performing community service on May 13th at NSBA
 - Directors Meeting
- Partnership Meetings
 - Gleason Media – Will be running 100 spots in May, June and July for off-season events and schedule)
 - US Cellular – Sent proposal for review
 - Maine Army National Guard – Sent proposal for review
 - NuImage Awnings – Agreed to come on board as a partner with Ingersoll Turf Facility and NSBA (awaiting signed contract)
 - Norway Savings Bank – Agreed to come on board as a partner with Ingersoll Turf Facility
- Jason Ops Tasks
 - Ice Maintenance

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- Olympia Maintenance
- Ice Scheduling
- Lady Black Bears Summer Camp ~ Ice Meeting
- Gladiator Summer Camp ~ Ice Meeting
- Central Maine Elite Hockey League ~ Summer Ice

Planning

- Reviewed the current (and past) contracts with the intermodal facility and met with Power & Construction Group to assess their future needs.
- We have been actively working with a propane company to locate them into the City.
- We finished working on an itinerary for a scheduled visit by investors from China, this included arranging visits to several local businesses and buildable commercial lots.
- Completed five visits to current Auburn businesses (we are working on a business inventory and contact list).
- Met with a business in Omni Circle that is looking to expand.
- We worked with LAEGC to close out the EDA grant for the Auburn Industrial Park.
- We have re-opened communication with the Miracle Group to establish time frames.
- Permits continue to be very busy to start this month after finishing March with about double the average volume.
- Meeting with property owners in New Auburn.
- Prepared to go to Court on Monday to correct an illegal junkyard on Hotel Road.
- Worked to secure additional points and funding for a sidewalk project at ATRC. We made the best case we can and the vote happens next Thursday.
- Continued to work on budgets this week.
- Drafted a possible ordinance to ensure that indoor cultivation of marijuana is done safely and does not cause risk to others. This will be reviewed and refined for a presentation to the public safety committee.

Police

- The department handled 466 calls for service this week.
- Officers conducted 100 motor vehicle stops.
- Officers investigated 62 offenses of which, 7 of which were felonies, generating 13 arrests, 26 criminal summonses and 3 juvenile arrests.
- Officers responded to 22 motor vehicle crashes.