



TO: Mayor and City Council
FROM: Denis D'Auteuil, Acting City Manager
RE: Weekly Report
DATE: Week Ending January 6, 2017

Auburn Public Library

- Welcome to a new year. The Library has a lot planned for the upcoming year to make it another successful one. We will soon be unveiling kiosk about the Bill of Rights which we received through a grant from the Maine Humanities Council.
- Work on reorganizing the children's picture book collection is progressing. We are shifting books into various subheadings such as seasons, animals, holidays, etc. This will make it easier for both customers and staff to locate books on the shelves. This is a long term project that requires the cooperation of the children's and collections departments.
- On Thurs., Jan. 26th, from 6 to 7:30 p.m. the Library will be hosting an author signing and reading with local business woman Brenda Fontaine, who has recently written a memoir. This event is open to the public.
- The Library closed at 4 p.m. on Thurs., Dec. 29, due to inclement weather. Our thanks to Public Works and Rick Duchesneau for all their work in preparing for our opening the next day and for snow removal/sanding as a result of subsequent storms and melting/refreezing.
- Upcoming programs include:
 - Computing with Maureen | Thursday, January 10 | 9:00 – 11:00 AM | If you think computers are too confusing or just plain scary, come visit our wonderful volunteer Maureen and let her take the fear out of computing. Brush up on your basics and internet navigation or learn something new about social media. Maureen will be available in our second floor computer lab to assist you with your questions. No reservation is required.
 - KIDS! Pre-school Story Time | Wednesday, January 11 | 10:00 – 10:30 AM | All gather in the Children's Room and the children ages 3-5 (and experienced listeners who are almost three) move to the Maggie Trafton 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.
 - DIY Tweens! Make a Bird Feeder | Wednesday, January 11 | 4:00 – 5:00 PM | Using pinecones and recycled materials, kids ages 8 - 12 will create birdfeeders to hang in their backyards. All materials will be provided by the library. Space is limited; please register for this free program. Please call the library for more information at (207) 333-6640 x3. Please note peanut butter will be used in this activity.

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- Teen Life Skills 2017: Safety for Teens | Tuesday, January 17 | 3:00 – 4:00 PM | As part of our 2017 Teen Life Skills series, this month we'll be talking about safety, both at home and in your communities. Come meet with members of the Auburn Police Department to discuss the best safety practices. There will be a presentation followed by some time for questions. This program is just for teens, ages 12-18.
- 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

- Staff issued the following:
 - 5 birth certificates
 - 65 death certificates
 - 6 marriage certificates
 - 6 marriage licenses
 - 20 burial permits
 - 1 taxi driver licenses
 - 8 Taxi Cab License
- Staff is working on entering the Voter Participation History in the Central Voter Registration System for the November Election. Wards 1 and 2 are complete.
- Prepared and posted the agenda packet for the 1/9/2017 Council meeting.
- Linda Richardson, Information Assistant/Switchboard Operator has retired. Thursday, January 5, 2017 was her last day working for the City. Tammy Thatcher will be working full time in the Clerk's office.

Economic and Community Development

- The shortened work weeks with the Christmas and New Years holiday's were busy with a heavier than normal inspection load with many projects trying to wrap up before the holidays
- Staff met with a representative from the State's D.E.C.D. office, the Career Center and Auburn Concrete to discuss cooperating on a workforce development project.
- Interviews continue to be held to fill the City Planner position.
- Staff met with a representative from Miracle Enterprise at the old police station to review the building's layout.
- Staff is assisting the new owners of the prospect Hill Golf Course to obtain their necessary licenses.
- Staff continues to receive and review applications for the new STAR and Neighborhood Challenge Grant programs.

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- The end of December marks the halfway point of this fiscal year and if the trend continues, the year end projection for the number of permits issued will be above average. The normally slower winter months will determine if the trend continues. See Chart:

First 6 Months of Fiscal Year	
July 1 thru December 31	# Permits Issued
FY09	549
FY10	491
FY11	453
FY12	459
FY13	399
FY14	453
FY15	476
FY16	508
FY17	547

- Staff is wrapping up the Community Rating System reporting to ISO this week. Renewal notices have been sent to all of our home occupation permits holders for the new year and we have been processing their replies.

Fire

- Crews responded to 5 fire calls during this time period.
- Staff performed several follow up inspections, site inspections and C of O inspections.
- Electricians continue to work the light upgrade for Central Station.
- Crews attended training on Pediatric Medical Emergencies.
- Crews attended refresher Rope Rescue training.
- Crews did Cold Water and Ice Rescue review training and equipment familiarization.
- Crews attended the annual BLS/OSHA refresher training.
- Crews began annual SCBA fit-testing for BLS.
- Staff and Crews performed 3 inspections.
- For the week of December 29th to January 4th, we responded to 100 calls for service. These include, but are not limited to: 5 fire calls, 66 Emergency Medical calls, 12 Motor Vehicle Accidents - 3 with injuries, 4 Hazardous Condition calls, 10 Service calls, and 2 fire alarm calls. We received 0 mutual aid responses during this period and we provided 0 mutual aid responses. We provided 1 Paramedic intercept during this time and Transported a patient for a mutual aid community.

IT

- Staff completed an update of our basic and advanced Online Parcel Viewer to include a link from the parcel pop-up window directly into Google maps/Street View.

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- Staff began development of mapping templates for ArcGIS Pro, the new 64-bit desktop GIS software. The new software integrates with our online mapping, and will allow users to have more printing capabilities, and will allow additional flexibility for adding data layers and creating custom maps. As soon as we have completed the templates we will begin rolling out the software to a selected group of staff. The first template (of approximately 12) was completed and reviewed by the Liz (Communications Manager). Once we have completed the suggested revisions, and they are approved by Liz, we will create the remaining templates.
- Staff created a map for the Clerk's office, showing voting wards as well as current and potential polling places.
- Provided property lists and online editing capability to the Planning department to update current use, notes, and future use information for City Owned Property.
- GFTV staff completed the initial setup of their studio at Edward Little High School. Fine-tuning will be on-going through the next few weeks.

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
- Marc's Meetings
 - Phone Meeting - Nino and LIVEBARN
 - Budget Meeting - Concessions/Food & Beverage
- Partnerships
 - St. Mary's Health System
 - Central Maine Community College – Partnership with Culinary Arts program
 - Sun Tan City – Declined opportunity to come on board as a partner
- Jason Ops Tasks
 - Ice Maintenance
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Gladiator's Ice Scheduling
 - Staff Scheduling

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Police

- The department handled 556 calls for service this week.
- Officers conducted 134 motor vehicle stops.
- Officers investigated 55 offenses of which, 5 of which were felonies, generating 17 arrests, 18 criminal summonses and 6 juvenile arrests.
- Officers responded to 52 motor vehicle crashes.

Public Services

- All three shifts have been busy working on clearing sidewalks, sanding and salting as well as removing snow on Minot Ave, Broad St., Mill St., Pleasant St, just to name a few.
- Crews have begun preparation for the upcoming Winter Festival
- The tree crew had some work to do on Johnson Road this week
- The Engineering Technician/GIS continues working with IT on a geodatabase for the collector application.
- Fleet crew have been working on repairing items such as an auger shaft/gear box, sander shaft, electrical issues as well as continuing to do preventative maintenance work on City vehicles.
- Sign work around the city continues; replacing and or fixing faded and damaged signs by the new regulations.
- South Main St. – Scheduled to be completed by Spring 2017 – Work has been completed for the season and will commence in Spring 2017
- 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.
- 2017 Hampshire Street Reconstruction; scheduled to be completed in 2017, 2 neighborhood meeting held on November 30th, 100% plans to be completed in December: [Hampshire Street Plans](#) - [Hampshire Street Improvements Renderings](#)

Recreation

Changes/Updates:

- We have added a Wednesday Family Open gym on half days for an adult and kids grade 6 and under to come use the gym for \$1 each.
- Youth Basketball Picture Day will be this Sat. Jan 7th.

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Ongoing Programs:

- Indoor Soccer has begun on Sundays we have; 10 signed up for ages 3-5, 8 signed up for ages 6-9, and 6 signed up for ages 10-14.
- Senior Walking happens every Tues/Thurs in the Ingersoll Turf Facility from 9am-10am.
- 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 5th week and this Sat. is Picture Day. 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 14 for session 2 starting Jan 22.
- Men's A Basketball League – We are in week 5, we have 12 teams playing on Sunday afternoons.
- Men's B Basketball League – We are in week 6, we have 9 teams playing on Mon/Tues nights.
- Men's C Basketball League – We are in week 6, we have 7 teams playing on Wednesday nights.
- Women's League – We are in week 5, we have 7 teams playing on Thursday nights.

Ending Programs:

- December Vacation Camp we had 11 kids.
- Celtics Trip we had 30 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 –

- Youth Ski Lessons with Lost Valley will run from Jan 9 – 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.

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- 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

- 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.
- 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.

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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.

Turf

Rentals:

- Coastal Field Hockey
- Androscoggin Youth Indoor Soccer Session 2 Starts
- Next Pitch & Prime 360 Baseball and Softball Training Session 2 Starts
- Middle School age soccer training
- Tiny Tonka Toddler soccer Tuesday & Wednesday
- There is one birthday parties scheduled for the weekend of 1/7
- Poland AAU Baseball training
- High School Girls Soccer Training continues
- Maine Rapids AAU Baseball Starts
- EL Indoor Track Practice
- Lady Her-ricanes AAU softball Starts
- Cardio Sport Fitness Class
- Auburn Recreation Department Indoor Soccer Started
- Youth ultimate Frisbee group
- 31 total hours used in batting cages

Advertising/Promotional Meetings:

- Met with Affordable Water Solutions
- Met with Paradie, Sherman, Walker & Worden
- Met with Modern Woodmen
- Talking with various businesses on potential partnerships

Leagues/Programs:

- Session 2 for Adult Co-Ed soccer ended on Tuesday
- Playoffs for Session 1 of the Boy's High School Soccer League
- Session 2 of Women's pick-up field hockey every Monday evening 7pm-8pm.

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- Senior Citizen walking every Tuesday and Thursday, 9:00am-10:00am.
- Adult wiffle ball continues