



TO: Mayor and City Council
FROM: Denis D'Auteuil, Acting City Manager
RE: Weekly Report
DATE: Week Ending February 3, 2017

Assessing

- Deeds are now up to date through November and have been posted to the website. December deeds have not been received.
- The deadline to file for an abatement of taxes for the 2016 tax year was January 26, 2017. The last week before the deadline four commercial, two residential, and one personal property application was received. When additional information is needed to make a decision on the abatement request and pursuant to Title 36 §706 interrogatory letters are sent to the Taxpayer. Three of the commercial and one residential request required interrogatory letters. These letters have been mailed and the taxpayer has 30 days by State statute to respond. After responses are received they will be reviewed and a decision will be made within 30 days of receipt. The abatement request for personal property taxes will be granted. The owner of the business was able to show the business had closed prior to April 1, 2016 and moved to Poland. The Town of Poland has been notified .
- Staff continues to do permit inspections and is making good progress contacting homeowners for interior inspections.
- We are currently working with a representative of Patriot Properties to prepare for the long overdue CAMA upgrades. The server has been prepared by our IT Department for the conversion and we are hoping to do the conversion the week of February 13th.

Auburn Public Library

- This Saturday, February 4, 2017, is National Take Your Child to the Library Day! Join us for Sprouts (Baby lap-sit program) at 10:30 AM, stop by between 1:00 – 3:00 PM and make a paper snowman or penguin, and between 9:00 – 4:00 PM stop by to create a Valentine for our local veterans. Plus, all children under the age of 12 who visit the library on Saturday will be entered into a drawing for a hardcover book!
- Brenda Fontaine's book launch was a big success. We had 55 people attend. Brenda made a donation to the Library from the proceeds of the books she sold that night.
- The Winter Festival activities were a big success here at the Library. In addition to our Friday storytime we hosted a movie on Saturday which drew 95 children and adults. The library director attended the Friday night festivities at Lost Valley as "Baxter," the Maine

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State Library's mascot. She also participated in the live spots that WMTW ran on Sunday morning.

- The Temple Shalom pre-school paid two visits this week to the Library. There were 41 children and adults visiting.
- The library director attended Thursday's department head meeting.
- The Board of Directors created a working group to deal with the closing of the Café and the next steps. The first meeting was held on Thurs., 2/2.
- The teen librarian will be spending the day at the high school on Friday, 2/3, meeting with students and teachers to increase interest in the Library.
- Upcoming programs include:
 - KIDS! DIY Tweens Make Valentine Cards | Wednesday, February 8 | Join us and make some Valentine cards just in time for Valentine's Day. All materials provided by the library. Free. Space is limited so please register online or call the library at 333-6640 ext.3.
 - Teen Life Skills 2017: Dating Violence Awareness Month | Thursday, February 9 | 3:00 – 4:00 PM | Teens! Our Teen Life Skills series continues in February, where we will welcome Whitney from Safe Voices every Thursday this month. February is Dating Violence Awareness Month; discussion topics will include: what is dating violence, experiences of LGBTQ youth and dating violence, setting boundaries/ideas about healthy relationships, warning signs and how to help a friend or yourself. This program is just for teens, ages 12-18.
 - Film: Hotel Rwanda | Thursday, February 9 | 6:00 – 7:30 PM | In 1994 in Rwanda, a million members of the Tutsi tribe were killed by members of the Hutu tribe in a massacre that took place while the world looked away. "Hotel Rwanda" is not the story of that massacre. It is the story of a hotel manager who saved the lives of 1,200 people by being, essentially, a very good hotel manager. A brief discussion will follow the showing of this film. The event is sponsored by the Camden Conference.
 - Teens! Snack Chat | Monday, February 13 | 3:00 – 4:00 PM | Teens! Join us in the Teen Space twice a month to enjoy a healthy after school snack and engage in some enlightening conversation about current events. This program is provided by support from Jim Pittman of Jim's Auto Sales and 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:
 - 4 birth certificates
 - 71 death certificates
 - 7 marriage certificates
 - 1 marriage license
 - 16 burial permits
 - 12 taxi driver licenses

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- 11 Taxi Cab License
- 3 business licenses (all renewals)
- Received 5 business license applications
- Completed the minutes of the 1/23/2017 Council Meeting
- Prepared and posted the 2/6/2017 City Council Agenda Packet
- Prepared and posted the 2/6/2017 Appointment Committee Packet
- Nomination papers for the Ward 4 City Council seat are still available (to date, still only one person has taken out papers)

Economic and Community Development

- Taco Bell received their City & State license and will be opening on February 8, 2017.
- Krispy Kreme's scheduled opening will be late June or early July and they will set a more definitive date as we get closer. Cricket Media and Firehouse will be tenants and they have an additional 2,000 square foot space left to lease.
- Staff conducted a site visit at an Auburn business looking to expand rail accessibility.
- Staff met with representatives of the St. Lawrence & Atlantic Railroad Company to discuss use of the intermodal facility and crossing agreements.
- Staff held an Economic Development Roundtable on Tuesday, January 31 at the City Hall. We received a lot of constructive feedback; this Roundtable discussion can be viewed at: https://youtu.be/RZxx_yjQPRc
- Staff has been working with the owner and designer of BOBA Restaurant to prepare specifications for the renovations of the space to be occupied. Pre-bid meetings with contractors have been conducted and we are waiting on the last round of revisions for the scope of work. This will be the first STAR Project.
- Staff conducted a pre-bid meeting for an 8 unit building to be rehabilitated after being damaged in a fire.
- The project at 68 West Dartmouth Street will start construction later this month. Youth Build will be involved in the project to help us reduce renovation costs.
- Staff conducted Healthy Homes inspection and completed reports for 15 units enrolled in the Lead Hazard Control Grant.
- Staff accepted an application for the Homebuyer Program and an emergency loan request from a homeowner whose furnace is no longer repairable. The technician has stated it will not last the winter.
- 5 new Security Deposit loans have been approved for a total of \$2,934. They are funded through the HOME Security Deposit Loan Program.
- Staff has approved two loan subordinations for clients who are re-financing mortgages.
- Dangerous Buildings at 741 Broad St. have been torn down. Removal of debris is almost complete
- The Dangerous Building at 180 Station Rd has been torn down. Awaiting removal of debris.
- Home Occupation permit renewals went out in December, late notices went out this week.

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- Permit applications have been busy and we approved nearly \$6,000,000 in construction in the month of January. We are off to a strong start for the calendar year and we are discussing projects that will likely continue the positive trend.
- A building permit for a 33,000 s.f. addition on Tambrands was issued this week. This addition will house 1-2 additional production lines.
- Staff spent considerable time reviewing a request for the removal of the sprinkler system at the Compost Facility of LAWPCA on Penley Corner Road.

Fire

- Crews responded to 3 fire calls during this time period, including a two alarm apartment house fire on Court Street.
- Staff performed several follow up inspections at all Auburn Schools this week.
- Crews attended class for annual CPR refresher training and certification.
- Staff also performed several other follow up inspections, C/O inspections and plans reviews.
- Staff performed inspections for the Winterfest Celebration.
- Crews attended training on Cardiac Emergencies.
- Crews continued annual Fit Testing for respirators.
- Staff investigated an ongoing no heat complaint issue.
- Crews did Ice Rescue refresher training.
- Crews performed 9 inspections, 4 of which were for licenses.
- For the week of January 26th to February 1st, we responded to 92 calls for service. These include, but are not limited to: 3 fire calls, including a 2 alarm apartment house fire, 64 Emergency Medical calls, 6 Motor Vehicle Accidents - 4 with injuries, 1 Hazardous Condition call, 12 Service calls, and 4 fire alarm calls. We received 1 mutual aid response during this period and we provided 1 mutual aid response. We provided 2 Paramedic intercept during this time and responded to Lewiston for 1 patient for UAS.

IT

- GFTV staff worked on monthly programming and file encoding. Staff also continued with studio preparations and worked on a computer issue with the production equipment. A meeting was held with E.L. school staff and training for their staff will begin next Tuesday. Staff also continued support for City staff with IT related issues. Staff worked on recording the local Charter Commission meeting at the Franco Center.
- Over the summer, consultants from Woodard and Curran conducted inspections of our stormwater infrastructure and also updated data related to our stormwater pipes and outfalls. This information was collected using the GIS Collector application, which integrates with Esri's off-site data storage. This week we re-integrated the data updates into our existing database, and provided reporting access to Woodard and Curran.
- Staff dealt with two major software issues this week. The first was a drastic slowdown of our email software, resulting in several thousand messages getting queued in our spam filter, delaying delivery. No sooner was that resolved but our financial software, MUNIS, stopped functioning. That resulted in a couple of hours of unavailability on Tuesday

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afternoon and two more on Wednesday morning. Both incidents were preventable, and we will now change our processes so that they can't recur.

NSBA

- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Private Rentals
 - Central Maine Elite League
 - High School Practices & Games
 - SMMHL
 - Maine Gladiators practices & Games
 - L/A Seniors
- Marc's Meetings
 - Bridgton Academy ~ Game Meeting
 - Sun Media
 - Director's Meeting
 - Drift Event Meeting - AVCOG
- Partnerships
 - Republic Jewelry
 - Sun Journal
- Jason Ops Tasks
 - Ice Maintenance
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Gladiator's Ice Scheduling
 - Staff Scheduling
 - Bridgton Academy ~ Game Meeting

Police

- Auburn PD received 449 calls for service this week; proactively, officers conducted 118 motor vehicle stops.
- 70 offenses were investigated, of which, 7 were felonies. In addition, 9 arrests were made, 21 criminal summonses issued and 3 juvenile arrests were generated.
- Officers responded to 24 motor vehicle crashes

Public Services

- The Engineering Technician/GIS continues working with IT on a geodatabase for the collector application.
- Crews were out cold patching potholes around the city.
- Crews were out during the week plowing/sanding and salting as well as spot sanding during all three shifts.

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- Sign work around the city continues; replacing and or fixing faded and damaged signs by the new regulations.
- Crews continue to clean and sand sidewalks as well as pushing back high snow areas at intersections
- Fleet performed three road calls, one state inspection, and eight preventative maintenance, also, crew are assisting the Auburn Water District in evaluating a dump truck. Other repairs, steering in 12, suspension in 19, coolant leak in 1, worked on multiple auger sensors and multiple calcium sensor problems, electrical problems with FD 322, diagnosing PTO pump on 15 and diagnosing oil leak on 20 just to name a few.
- 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:

Ongoing Programs:

- Adult Yoga – Currently have 8 signed up for beginner's yoga on Thursdays Jan 19-Feb 16 from 5:15-6:15pm at the Hasty Community Center, Cost: \$60. (\$10 per class)
- AARP Tax Prep will be using a section of the Hasty Building for tax prep on Mon/Tues.
- Renovations to the Hasty Building are in full swing and seem to have minimal impact on current programming.
- Summer Camp Financial Aid Packets are ready for pick-up, deadline is March 10th.
- Youth Ski Lessons with Lost Valley we have 6 participants.
- After School Ski Club will be combined with the Merrick Ski Program we have 54 participants.
- 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.

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- Pickleball 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 second to last weekend. 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 15 for session 2 starting Jan 22.
- Men's A Basketball League – We are in week 8, we have 12 teams playing on Sunday afternoons.
- Men's B Basketball League – We are in week 9, we have 9 teams playing on Mon/Tues nights.
- Men's C Basketball League – We are in week 9, we have 7 teams playing on Wednesday nights.
- Women's League – We are in week 8, we have 7 teams playing on Thursday nights.

Ending Programs:

- Winter Festival was a big success! A final report will be provided at a future council meeting.
- Indoor Soccer we had a total of 24 participants.
- Parent & Me Learn to Cook Series – cancelled due to low enrollment.
- Tai Chi – learn the basic of Tai Chi – cancelled due to low enrollment.

Special Projects/Events:

- 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 –

- Father/Daughter Dance "Under the Sea" Sat. Feb 18 from 6-9pm at Hasty Community Center. \$15 per person (\$30 per couple).
- 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.
- 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 and Girls 3-4.
- 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.
- 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.

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Senior Programs

- 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; Feb 8, 15, March 8, 22, 29, April 12, 26.

Adult Programs

- NEW – Thursday Men's Slow Pitch Softball Draft League, \$70 per player, 6 team max. Registration is open now.
- New – 3v3 Basketball Spring Fling Tourney, Men's Fastbreak, Men's Slowdown, Women's open, and Grades 6-8. Sat. March 4th \$75 per team. 3 game minimum games are to 15 points or 15 min (whichever comes first).
- 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
- Next Pitch & Prime 360 Baseball and Softball Training Session 2
- Tiny Tonka Toddler soccer Wednesday Session 2
- 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
- Boys High School Lacrosse Training
- Cardio Sport Fitness Class
- Auburn Recreation Department Indoor Soccer Ends
- Bates Men's Ultimate Frisbee
- 46 total hours used in batting cages

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- Maine Raging Bulls Men's Football
- Scheduled 20 hour with St. Joes Women's Field Hockey
- Working with Bates College on Women's Ultimate Frisbee practice
- Finalized five week toddler t-ball program

Advertising/Promotional Meetings:

- Secured Bedard Pharmacy as new sponsor
- Secured Paradie, Sherman, Walker & Worden
- Working with Modern Woodmen
- Secured Graphic Explosion as new sponsor
- Talking with various businesses on potential partnerships

Leagues/Programs:

- Session 3 for Adult Co-Ed soccer
- Session 2 of the Boy's High School Soccer League
- Session 2 of Women's pick-up field hockey every Monday evening 7pm-8pm.
- Senior Citizen walking every Tuesday and Thursday, 9:00am-10:00am.
- Working with Bates College Women's Soccer on youth programming
- Working on girls youth lacrosse program
- Booked girls High School lacrosse pre-season training