



TO: Mayor and City Council
FROM: John Bubier, Acting City Manager
RE: Weekly Report
DATE: Week Ending March 31, 2017

Auburn Public Library

- The Library's Development Coordinator met with the Graphic Communications class at CMCC regarding the new logo on Fri., 3/24.
- The Online Auction committee met Mon., 3/27, to discuss the upcoming auction, which will run from June 1st to the 10th. Pledges for items are already being made. We are also looking for sponsors.
- The Library Director attended an MTI workshop on Tue., 3/28. The workshop focused on businesses applying for start-up grants from the National Science Foundation. This workshop dovetails with the work that we are doing through the STEM grant.
- The Library Director and the Head of Children's Services met with representatives from the Maine State Library and Cornerstones of Science on Weds., 3/29, to get an update on the status of the STEM grant and to help us formulate our grant work plan for the next year.
- The members of the café committee met on Thurs., 3/30, with stakeholders in the City's teen programs to talk about having teen –based culinary programs oversee the operation of the café. There are a number of possibilities that would bring school and community programs together.
- On Mon., 4/3, the Library will host a special L/A Arts "Artist Days in L/A" program honoring the work of Maine artist Ashley Bryan. Figures of Speech Theatre will conduct a workshop to make shadow puppets. Children in grades 1 through 4 are welcome at 3:30. Please register with the Children's Room by calling the Library at 333-6640 x 3. The following week at the same time there will be a half-hour introduction to the movie about Ashley Bryan that will premiere at the Film Festival on April 27th. This is appropriate for both adults and children. It will be followed by a short program of readings from Ashley Bryan books.
- Upcoming programs include:
 - KIDS! Family Place Play and Learn! | Friday, April 7, 2017 | 10:00 – 11:15 AM | As part of the Family Place Initiative at the Auburn Public Library, we will be holding a free parenting/playgroup series for parents and their young children ages 1-3. Fridays, April 7, 14, 21 & 28th

Weekly Report

Week Ending March 31, 2017

- Teens! Friday Movie | Friday, April 7, 2017 | 3:00 – 5:00 PM | Teens! Join us in the Androscoggin Community Room on the 1st Friday of each month to relax and enjoy a movie! This program is just for teens, ages 12-18, and will include a snack!
 - Kids! LEGO Club | Friday, April 7, 2017 | 4:00 – 5:00 PM | The library will host a monthly LEGO Club for kids ages 5 and up the first Friday of each month. The library will provide the space and the LEGOs; kids just need to come with their imaginations. Please be advised there will be small pieces that present a choking hazard. This program is not suitable for very young children. For more information, please call the library at 333-6640 ext.3.
 - Your Next Career Move | Monday, April 10, 2017 | 6:30 – 8:00 PM | Ready for a career change but don't know where to start? This free 2 hour workshop by New Ventures Maine will help point you in the right direction. Christina Davis will cover what to consider when making a career choice, the steps involved in creating a career plan, and the resources available to help you succeed. [Register online](#).
 - Charlie Plummer on Lincoln | Tuesday, April 11, 2017 | 2:00 – 3:30 PM | The Lewiston-Auburn Senior College and the Auburn Public Library continues the Curious Minds Series with a seminar by Charlie Plummer on Abraham Lincoln titled "The Man, Humorist, Story-Teller, and Poet." Plummer will talk about Lincoln's life from growing up as a child to the man who would eventually become President. A focus of the program will be on the humorous stories Lincoln told and some of the surprising poems he wrote.
- 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:
 - 2 birth certificates
 - 41 death certificates
 - 5 marriage certificates
 - 0 marriage licenses
 - 14 burial permits
 - 8 business licenses
 - 1 taxi driver permit
 - 1 garage sale permit
- Received 3 business license applications and 3 Special Event applications
- Filed and reconciled disposition permits
- Mailed out 14 business license renewal reminder letters
- We received one mailing (voter registration applications and changes) from the Motor Vehicle Division and completed those updates in the statewide Central Voter Registration System

Weekly Report

Week Ending March 31, 2017

- Reviewed obituaries for the week and cancelled deceased voters in the Central Voter Registration System
- Staff continues through the Voter Registration Card file, A through Z, check for misfiled or missing cards
- March 30th is the deadline to submit nomination papers for the Ward 4 City Council seat – at the time this report was submitted, two individuals have taken out papers and only one has returned them for certification
- We continue to work on lining up election workers for the June 13th election – we are finding that many of them are not available to work this election
- Staff is working on creating pre-filled renewal business license applications – 47 completed
- Completed the minutes of the 3/20/2017 Council meeting
- Prepared and posted the agenda packet for the 4/3/2017 Council Meeting

Economic and Community Development

- Staff held a pre-bid meeting for a Study to Support and Enhance Auburn's Agricultural and Resource Sector.
- Staff presented updates to the United New Auburn Association on the New Auburn Village Center Plan, Local Transportation Issues, Adaptive Reuse Text Amendment, Community Gardens, the new Farmer's Market and a Garden Club
- Staff met with a property owner looking to redevelop a site on the in-town portion of Turner Street
- Staff attended a meeting on the organizational structure of the Healthy Neighborhoods group for Lewiston and Auburn
- Staff attended an organizational meeting for the upcoming Build Maine Conference scheduled for June 8th and 9th
- Staff led a departmental meeting to evaluate a possible Neighborhood Challenge Grant for the PAL Center
- Staff with a representative of the Great Falls Model Railroad Club on possible site improvement
- Completed a proposed fee structure comparison using the last 12 months of fees collected for residential & commercial building permits and sign permits for consideration of a permit fee change.
- Fire Alarm subscriber's invoices will be mailed within the next few weeks.
- Prepared for upcoming Zoning Board of Appeals meeting – made contact with Board members, prepared abutters list and mailing, generated legal notice and agenda, and updated the City website.
- Continue to inspect restaurants & convenient stores for license approvals on a weekly basis.
- Inspecting, updating & closing our open/ pending request management cases & code cases. Spring will be upon us and the snow will be gone. We will be getting many phone calls and e-mails concerning trash & debris complaints. We are preparing to be ahead of the challenge of our complaint season.

Weekly Report

Week Ending March 31, 2017

- Permitting and inspections were busy this week. The building permit was issued for the \$1,000,000 remodel of the Walmart on Mount Auburn Ave.
- Staff reviewed several spaces for proposed medical marijuana grow facilities.
- Staff reviewed, inspected, and issued a C of O for the extraction operation at 33 Omni Circle.
- Staff arranged meetings between landowners and an investor looking to locate an industrial hemp business in Auburn.
- Staff is working with the Manager's office on the Mayor's Workforce Training Initiative.
- Staff arranged meetings between the new owner of the Cascades building and potential leasers.
- Staff continues to work with a local engineering firm on the new facility planned for Kassbohrer.
- Staff met with representatives of the Raise-Op Housing Cooperative at a potential housing site.
- Yvette – Staff attended NCDA Spring Conference in Worcester. The latest news from Washington on the CDBG and HOME budgets for FFY2017 is a proposal for a 50% reduction. Final resolution is expected at the end of April. The elimination of funding in FFY2018 is still proposed and updated budget information should be released in Mid-May. The NCDA coalition is strongly recommending all grantees, city officials and citizens reach out to their representatives and sign on to support letters to save both programs.
- Public comments for the 2017 CDBG/HOME Action Plan will be accepted until April 24. The draft plan is available on the City Website and by request from the Community Development Office.
- Received 2 new rehabilitation applications for investment properties and 1 application for homebuyer.
- Code Compliance Officer Lenhart is the State's newest Licensed Plumbing Inspector passing all tests on Wednesday.
- Staff met with a LIHTC Housing developer to discuss a potential 2017/2018 project

Fire

- Crews responded to 4 fire calls during this time period.
- Crews completed training for annual CPR refresher training and certification.
- Crews performed "Downed Firefighter" drills.
- Staff also performed several other follow up inspections, C/O inspections and plans reviews.
- Crews and Staff attended an Officer's Meeting.
- Crews performed 10 inspections, 0 of which were for licenses.
- Staff worked with IT on updates to the GIS capabilities for our apparatus computers.
- Crews began the annual BLS required health screenings.
- For the week of March 23rd to March 29th, we responded to 75 calls for service. These include, but are not limited to: 4 fire calls, 55 Emergency Medical calls, 5 Motor Vehicle Accidents - 3 with injuries, 3 Hazardous Condition calls, 3 Service calls, and 4 fire alarm

Weekly Report

Week Ending March 31, 2017

calls. We received 1 mutual aid responses during this period and we provided 0 mutual aid responses. We provided 1 Paramedic intercept during this time.

IT

- This week GFTV had its first videotaping of a show at the new E.L. studio. The show was requested by the COLAC (Coalition Opposing Lewiston Auburn Consolidation) group. Members of the group discussed why they feel that the two cities should not merge. The media arts students at the school are beginning to use the studio and are very excited about their new resource.
- Staff spent time editing the show of the Androscoggin Fallen Angels in their first roller derby bout. The event was well attended and they are looking forward to more events soon. The event was videotaped at the Lewiston Armory which is their home base.
- Other work included programming, work on the studio, updates to the community bulletin board and IT support tasks.
- Staff conducted a GIS training session with the association of Androscoggin County surveyors. The session involved showing them the new Advanced Viewer and the (even newer) tabbed viewer. They were particularly interested in the download capabilities for archived plans, cad files, and historical aerial images. We also reviewed the options for using MapAuburn in the field using the Mobile Explorer app for Apple and Android.
- This week we added to the historical aerial photos that are available to download through our MapAuburn Advanced viewers. We now have map layers for 2013, 2013 Infrared, 2006, 2001, and 1998. Download photos are available for 1973, 1961, and 1951. Users can request georeferenced copies of the downloaded photos.
- We have added stormwater data to the list of GIS data layers available to the public. We have created a viewer specifically for those utility layers that we make available to the public. Currently, this viewer is distributed on an as-needed basis to contractors working for Auburn.
- Auburn's Staff Utilities viewers were updated this week to use the most recently updated data

NSBA

- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Shinny
 - Private Rentals
 - Central Maine Elite League
 - Maine Gladiators tryouts, practices & games
 - L/A Seniors
 - Rousseau's
 - SMMSHL
 - DownEasters Synchronized Skaters

Weekly Report

Week Ending March 31, 2017

- MAHA Tournament (3/2/17-3/4/17)
- MHD Tournament (3/3/17-3/5/17)
- Battle of the Badges (3/10/17)
- Winter Classic All Star Games 3/18/17
- MEAHA Tournament (3/17/17-3/19/17)
- PNGG Alumni Game 3/25/17
- Jason's Meetings
 - Director's Meeting
 - Meeting w/Jeremy (partnerships)
 - Maximum Solutions Scheduling program
 - AAA
 - United Insurance
 - Concessions Proforma w/Jill Eastman
 - Hebert construction/ Overhead Door
 - Budget Meeting w/John & Jill E
 - Spectrum Cable
 - MECOA
 - Androscoggin Fallen Angels
 - Phone Meeting (Gun Show)
 - Phone Meeting (Home Show)
- Jason Ops Tasks
 - Ice Maintenance
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Staff Scheduling
 - Ice out Rink #1 (3/27/2017)
 - Prep Rink #1 For RV Show

Police

- The department handled 521 calls for service this week.
- Officers conducted 230 motor vehicle stops.
- Officers investigated 53 offenses of which, 5 of which were felonies, generating 41 arrests, 229 summons and 5 juvenile arrests.
- Officers responded to 16 motor vehicle crashes.

Public Services

- Staff met with Sevee & Maher, our design consultant for the Lake Street Reconstruction to discuss the final design path we would like them to take. Addressed the comments from the Bike/Ped Committee to try and incorporate them into the final design.
- Crews were out on Monday during the Snow event sanding and salting where needed. During the day and temperatures determined what Public Services used on the roads.
- Crews were out all over the City utilizing both hot and cold patching the many road defects also know as potholes on the roads.

Weekly Report

Week Ending March 31, 2017

- Crews brought the sweepers to the Garage for maintenance before sweeping begins (if it stops snowing).
- Crews did some snow removal at the Norway Savings Bank Arena as well as James St. to name a couple.
- The tree crew were finally able to remove the Christmas decorations in the downtown area (Festival Plaza).
- Tree crew had many trees that are in need of trimming due to age, wind and snow damage.
- Crews prepare for this weekend's (hopefully) last snow event for 2017.
- The fleet crew continues to work on rebuilding the motor for #50 a clutch and gearbox for #57. Mechanics repaired several issues on the trucks which included (calcium pump, left rear spring, sander motor, breaks, and a hydraulic power take off pump was replaced) just to name a few. Also, mechanics performed seven preventative maintenance, one State inspection, and two road calls.
- Over 40 new stops signs were repaired throughout the City in order to meet the new regulations.
- Public Services still receives calls to pick up road debris as well as dead animals.
- Sign work around the city continues; replacing and or fixing faded and damaged signs.
- The Engineering Technician/GIS continues working with IT on a geodatabase

Recreation

Changes/Updates:

- 'Artist Days in LA' Event being sponsored by LA Arts, Auburn Recreation, and Auburn Public Library will begin Monday April 3rd with a puppet workshop. Media releases were sent out this week with the full list of dates and events for the month of April.
- The Auburn Farmer's Market is in its final stages of being approved. We are projected to hold the market Tuesdays from 4-7pm starting May 23 – Oct 3. The 10-12 vendor market will be held in the parking lot of Happy Days with parking available at Rolly's Diner. Once all the agreements and permits are completed promotional items will be sent out to the public.
- L/A Swish Teams competed in the Northeastern Zero Gravity qualifying tournament this past weekend. The High School team won their division and was awarded an automatic bid to the National Tournament in June.
- Summer Brochure will be out after April Vacation (April 21).

Ongoing Programs:

- Spring Travel Basketball – co sponsored with L/A Swish. We have a total of 86 kids signed up. Teams will be 3-4 girls, 5-6 girls, 5-6 boys (2 teams), 7-8 boys (2 teams, possibly 3), HS boys (2 teams).
- 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.
- Senior Walking happens every Tues/Thurs in the Ingersoll Turf Facility from 9am-10am.

Weekly Report

Week Ending March 31, 2017

- Afterschool Open Gym running Jan 5 – April 28 on Mon/Thurs/Fri from 230-4pm for grades 6-12 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!
- Men's A Basketball League – We are in playoffs, we have 12 teams playing on Sunday afternoons.
- Women's League – We are in playoffs, we have 7 teams playing on Thursday nights.

Ending Programs:

- Adult Yoga – we had 8 participants.
- After School Merrick Ski Program we had 54 participants.
- Men's C Basketball League – Congratulations to team Gippers/Coastal Pawn/Labadies as this year's Champion!

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 Aug 19.
- Summerfest 2017 plans have begun; meeting with the Summer Block Party that benefits the Make A Wish Foundation have started. Summerfest committee meetings will begin next month. Summerfest will be Aug 11-13.

Upcoming Programs:

Youth Programs –

- 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.

Senior Programs

- 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.
- 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.

Weekly Report

Week Ending March 31, 2017

- 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:

- High School Girls Soccer Training
- Boys High School Lacrosse Training
- Cardio Sport Fitness Class
- 70 total hours used in batting cages
- Androscoggin Youth Indoor Soccer
- LASS youth softball hitting/training
- Djibouti Community Soccer Rental
- Two birthday parties in the facility
- YMCA youth field hockey
- CMCC Baseball and Softball
- CMCC Girls Soccer practice
- Central Maine Rebels AAU Baseball team
- Edward Little baseball/softball/boy-girls lacrosse
- Gray/New Gloucester boys-girls lacrosse
- St. Dominic's Academy baseball/softball/boys-girls lacrosse
- Next Pitch Baseball/Softball training
- Mountaineers AAU Baseball Practice
- U15 Patriots Soccer practice
- Auburn Suburban evaluations
- Auburn Suburban Majors team practice

Advertising/Promotional Meetings:

- Talking with various businesses on potential partnerships
- Meeting with Cyr Chiropractic Center
- Met with MECOA on RV/Camping Show at Norway Savings Bank Arena

Leagues/Programs:

- Session 4 of Adult Co-Ed Soccer League
- Looking to offer session 3 of Boys HS Soccer League
- Senior Citizen walking every Tuesday and Thursday, 9:00am-10:00am.
- Working with local coaches on a youth boys and girls lacrosse program