



TO: Mayor and City Council
FROM: John Bubier, Acting City Manager
RE: Weekly Report
DATE: Week Ending April 7, 2017

Assessing

- Priority the last two weeks has been to visit all new construction and renovation permit work to gather the most up to date data for the upcoming tax year. Title 36 M.R.S.A. requires all assessments must be fixed as of April 1 of each tax year so it is imperative to visit new construction and renovation projects on or as close as possible to the April 1 deadline to ensure the status of the construction as of April 1 is assessed correctly.
- Staff has been busy reviewing both residential and commercial appraisals brought in by property owners. Property owners who question their assessments and have had appraisals done are encouraged to bring them in for staff to review. Although the majority of the appraisals are done for a purpose other than tax valuation, the appraisal is helpful in that property data in the appraisal can be compared with data we have in the CAMA system. If discrepancies are found a full inspection of the property is requested.
- Lowe's Home Centers filed an appeal to the Board of Assessment Review for taxes assessed as of April 1, 2015. The appeal has been scheduled for Tuesday May 16th at 6:30pm in Council Chambers of Auburn Hall. Public notice will be posted on the website, in the newspaper and on other social media. Lowe's has also filed an abatement application for taxes assessed as of April 1, 2016. Further information has been requested pursuant to the request. The application has not been ruled on by the Assessor. At this time there are no other abatement applications pending.
- Staff met with a Taylor Pond homeowner and provided information requested on single family and seasonal properties in her neighborhood. The information will be used to provide City Council with information requested at the Monday night council meeting.
- Staff also met with a property owner and their legal council to discuss an apparent error in lot size which occurred when the parcel was split from a larger lot in 2014. The property owner provided a recent survey of the parcel. Staff is researching the deeds and reviewing the survey.
- As of April 6, 2017 property valuation (real estate and personal property) minus exemptions is 1,971,299,539. This figure is **very** preliminary as we have not started processing the Form 706 personal property returns or finished loading new real estate

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valuation. In addition this figure reflects a Homestead exemption of 15,000 and the State budget is proposing this to increase to 20,000.

Auburn Public Library

- The Library will be closed on Mon., 4/17, in observance of Patriots Day.
- The Teen Librarian attended the bi-monthly meeting of the Community Learning Center on Tues., 4/4.
- The Library Director attended a presentation on marijuana in the workplace at St. Mary's on Thurs., 4/6.
- The Ashley Bryan presentation by Figures of Speech Theater has been postponed. However, we will be holding our program featuring a short educational film about the artist followed by a reading of Ashley Bryan books on Mon., 4/10, at 3:30 p.m. in the Maggie Trafton Room.
- Upcoming programs include:
 - KIDS! DIY Tweens Collage and Black-out Poetry | Wednesday, April 12, 2017 | 4:00 – 5:00 PM | Tweens ages 8-12 are invited to help us celebrate National Poetry Month by creating one-of-a-kind collage poems or black-out poems. Come express yourself!
 - Dear Parent: A Biography and Letters of Edward Little | Thursday, April 13, 2017 | 2:00 – 3:30 PM | Author Douglas Hodgkin will present his newly published full-length biography of Edward Little (1773–1849). Dear Parent: A Biography and Letters of Edward Little, details Little's early career as a businessman, lawyer, and politician in Newburyport, Massachusetts, until two disasters resulted in massive debt. Little then went to Portland, Maine, to manage the business affairs of his father and of the Pejepscot Proprietors' land company. Finally, at the age of fifty-three, he settled in Danville, now Auburn, where he founded what became Edward Little High School. Less well known is the role of the Little family in founding a church, bridges, railroads, and the mills at the falls, until the latter were taken over by Boston-based investors. This is the story of a remarkable life.
 - Author Visit by Maria Padian | Thursday, April 13, 2017 | 3:00 – 4:00 PM | Teens! As part of Sexual Assault Awareness Month, we are pleased to welcome Maine author Maria Padian back for another visit. She will join us in the Teen Space to read an excerpt from her newest book, *Wrecked*, and lead a discussion about issues of consent in relationships.
 - KIDS! Family Place Play and Learn! | Friday, April 14, 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.
 - David Bernier on The Beatles Songbook | Tuesday, April 18, 2017 | 2:00 – 3:30 PM | Music fans will love this program brought to the Auburn Public Library through a partnership with the Lewiston-Auburn Senior College. Join David Bernier as he talks about the legendary musical group that took the world by storm. The Beatles are the best-selling band in history, with estimated sales of over 600

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million records worldwide. Bernier will take a closer look at some of the Beatles songs and will share insight into the Lennon-McCartney song writing process.

- 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
 - 9 death certificates
 - 0 marriage certificates
 - 2 marriage licenses
 - 30 burial permits
 - 2 business licenses
 - 2 garage sale permits
- Received 5 business license applications and 2 Special Event or Off Premise Catering applications
- Filed and reconciled disposition permits
- Mailed out 14 business license renewal reminder letters
- 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
- Staff continues to work on creating pre-filled renewal business license applications
- Staff attended the 4-3-2017 Council meeting
- Posted the agenda for the 4/10/2017 Workshop
- Updated the website – Boards and Committees and Elections
- March 30th was the deadline to submit nomination papers for the Ward 4 City Council seat. Two individuals took out nomination papers and only one returned them for certification. There will be one candidate's name on the ballot, Adam R. Lee.
- We continue to work on lining up election workers for the June 13th election
- Staff is working with the elections vendor, ES&S, on ballot design and quantity
- Election prep: Notified the Police Department about posting the notices of election, notified the IT department regarding access to rooms, the elevator, and locks to the doors to Auburn Hall, submitted work orders to the Public Services Department regarding election set up, take down, and delivery of election materials to all 5 wards, and placing Election signs, contacted the Recreation Department to reserve tables for the polls, submitted the Use of Buildings applications to the School Department, scheduled rooms for the election, central processing of absentee ballots, and election worker training, contacted licensed nursing home facilities to schedule absentee voting

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Fire

- Crews responded to 2 fire calls during this time period, including assisting the Town of Poland with the arson fire at RC Moore Trucking.
- Crews attended training on Managing Head Trauma.
- Crews performed "Downed Firefighter" drills.
- Staff also performed several other follow up inspections, C/O inspections and plans reviews.
- Staff met with Maine State EMS officials to discuss the new Maine State Fire & EMS reporting systems.
- Crews performed 9 inspections, 1 of which were for license.
- Crews attended practical training on High Angle Rope Rescue at MMWAC.
- Crews began the annual BLS required health screenings.
- Staff met with a representative from L/A 911 to discuss options for fire prevention education for 2-5 graders including the 911 system use.
- For the week of March 30th to April 5th, we responded to 77 calls for service. These include, but are not limited to: 2 fire calls, 46 Emergency Medical calls, 9 Motor Vehicle Accidents - 5 with injuries, 8 Hazardous Condition calls, 4 Service calls, and 6 fire alarm calls. We received 0 mutual aid responses during this period and we provided 2 mutual aid responses. We provided 2 Paramedic intercept during this time and transported 1 patient from Lewiston for UAS.

Health and Social Services

- On March 28th, we met with representatives of the Lewiston General Assistance Program regarding overlapping clients.
- Staff recently had a meeting with FedCap, which is a non-profit organization that offers support and training to participants to assist them toward becoming self-sufficient. The participants gain skills and experience as they engage in work-related activities, job searches and, eventually, employment.
- Staff attended the 4/5/17 General Assistance Advanced Training in Augusta
- General Assistance billing was done for the month of March, 2017. We paid out \$16,617 in assistance on 43 unduplicated cases for an average of \$386 per case. Housing continues to be the bulk of our expenditures. Whenever feasible, our clients are required to volunteer in our Workfare program, attend English classes, and perform job searches in exchange for receiving benefits.
- The office continues to see a steady influx of Asylum Seekers looking for assistance with food, housing, and other basic necessities.

IT

- This week GFTV staff worked on projects at the studio adding soft boxes to the lights (to diffuse and soften the lighting), and making adjustments to the infrastructure

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recommended by the city electrician and fire chief. Also worked on setting up the production computer to upload data from shows.

- Staff also worked on editing, programming for April and community bulletin board updates.
- Staff covered a Monday night Council meeting and assisted city staff with IT support for meetings.
- The City experienced an internet outage on Tuesday, which lasted for several hours. The issue appears to have been a state-wide problem for Oxford Networks, our provider. Operations were not greatly affected, because we have not yet moved primary functions to cloud-based solutions, but did illustrate the need for redundancy in our internet access when we do make those moves.
- A failed drive in one of our primary disk arrays was replaced, returning us to having two hot spares available. That array has nine drives in it, with two identified as spares. As this array is critical to our needs, it seemed worthwhile to put it back to optimum capacity, even though the array itself is end-of-life and will be replaced soon.
- In February, a group of students from Bates College, met with our GIS and PD staff to discuss a project the students were beginning to work on that looked at various aspects of homelessness in Auburn and Lewiston. This week, we were invited to a student poster session, presenting the results of the semester-long projects to faculty, other students, and community members/partners. The group we met with in February used GIS to look at several aspects of homelessness - Employment, Transportation, Housing, etc. The technology provided them the ability to overlay data layers and to visualize the problems that they heard about, but to see the problems with a new perspective provided by the maps. The four student groups will be providing their findings to the partnering agencies.
- With assistance from the PD Crime Analyst, GIS staff began putting together a series of maps and spatial analysis for use in PDs Annual Report. This year's report will allow us to test the use of a number of new GIS tools for data visualization (both 2D and 3D).

NSBA

- Facility
 - Maine RV Show 4/7-4/9
- Ice
 - Men's League
 - Women's League
 - Public Skate
 - Private Rentals
 - Central Maine Elite League
 - Maine Gladiators
 - L/A Seniors
- Jason's Meetings
 - Council Workshop – CIP
 - NITCO

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- MECOA
- Jason Ops Tasks
 - Icing out Rink 1 Prep for RV Show
 - Ice Maintenance Rink 2
 - Building Maintenance
 - Olympia Maintenance
 - Ice Scheduling
 - Staff Scheduling
 - Event setup Rinks #1 and #2

Police

- The department handled 620 calls for service this week.
- Officers conducted 226 motor vehicle stops and 22 field interviews.
- Officers investigated 61 offenses of which, 12 of which were felonies, generating 13 arrests, 15 criminal summonses and 1 juvenile arrest.
- Officers responded to 43 motor vehicle crashes.

Public Services

- 2017 MPI Project – Hampshire St- preconstruction meeting held on 4/4
- Pettingill Pond Dredging – permitting- NRPA permit received
- Ash Landfill forced sewer main – in design- project to bid in April
- Academy/High St Intersection Project (still in question)- kickoff meeting was held in March
- Broad/Mill Intersection Project – Needs Design-kickoff meeting was held with the State on 4/5
- Park Ave Reconstruction – In progress- project has resumed
- Crews worked this weekend sanding/plowing and salting where needed throughout the City
- The Tree Crew has begun installing banners over Court Street
- The Tree Crew will begin trimming and or removing damaged limbs and trees; S. Witham Rd., Pownal Rd., Loring, Ave., Smith St., Lareate St. and Joffre St to name a few.
- Our Inventory Technician continues the maintenance of small implements along with the distribution of tools and PPE.
- Auburn residents continue to drop off T.V.s, monitors, computers, speakers, faxes, scanners (E-Waste), fluorescent bulbs and brush (small enough to go thru the chipper)
- Crews continue to assist the Recreation Department with general maintenance, setting up and take down for Senior Events.
- Crews continue to inspect the many complaints for sinkholes which are being investigated of cause and fixed as needed.
- Residents along with the Com Center continue to call to have deceased animals picked up as well as for potholes, large pieces of road debris (TV's, couch, chairs) etc.
- Crews assisted Norway Savings Bank Arena in setting up for this weekend's RV Show.

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- Crews are preparing to begin sweeping the Down Town area weather permitting next week.

Recreation

Changes/Updates:

- Monday April 10th: 'Artist Days in LA' Event being sponsored by LA Arts, Auburn Recreation, and Auburn Public Library will have FREE screening of the 30-minute film Ashley Bryan's World, followed by a read-along.
- Community Gardens (ACGI) is gearing up for a 2nd season for the Webster Street Garden. There are 3 garden orientations that interested individuals will need to attend. For more information contact the Auburn Community Gardens Coordinator, Charis Heisey at 200-7101 or auburncommunitygardens@gmail.com
- National 'Kids to Parks' sponsored by the National Park Trust will be on Saturday May 20, 2017. We will be promoting families to use the GIS Park Finder on the website in their search for a Park to get out and Play in and a #hashtag contest. More info coming soon!

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 is in its last week of using Hasty.
- 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.
- 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:

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.
- 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.
- 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.

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- Rec to Rec 5K – from Lewiston Rec to Auburn Rec this 5K DATE IS Aug 19.

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.
- 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.

Summer Brochure will be out after April Vacation (April 21).

Turf

Rentals:

- High School Girls Soccer Training
- Cardio Sport Fitness Class
- 93 total hours used in batting cages
- Androscoggin Youth Indoor Soccer
- LASS youth softball hitting/training
- Djibouti Community Soccer Rental
- Three birthday parties in the facility

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- YMCA youth field hockey
- CMCC Baseball and Softball
- CMCC Girls and Boys 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 boys-girls lacrosse
- Next Pitch Baseball/Softball training
- Mountaineers AAU Baseball Practice
- U15 Patriots Soccer practice
- Auburn Suburban Majors team practice
- Booked field/cage time for multiple Auburn Suburban youth teams

Advertising/Promotional Meetings:

- Talking with various businesses on potential partnerships

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