



City Council Workshop & Meeting
Agenda
December 15, 2025
Auburn Hall, Council Chambers

5:30 PM Workshop

- **Executive Session** pursuant to 1 M.R.S.A. Section 405(6) (E) to consult with the City's attorney concerning the City's legal rights and duties. *No action to follow.*
- **Executive Session** pursuant to 1 M.R.S.A. Section 405(6) (F) concerning a poverty abatement case where access by the general public to confidential records is prohibited by statute. *Action to follow.*
- Syringe Service Program - Public Forum

7:00 PM Meeting

Pledge of Allegiance & Roll Call - *Roll call votes will begin with Councilor Randall*

- I. **Consent Items** – *All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Passage of items on the Consent Agenda requires majority vote.*
- 1) **ORDER 108-12152025*** – Appointing Councilor Butler to the Auburn & Lewiston Municipal Airport Committee for a two year term.
 - 2) **ORDER 109-12152025*** – Appointing Councilor Butler to the Audit Committee for a two year term.
 - 3) **ORDER 110-12152025*** – Appointing Councilor Randall to the Audit Committee for a two year term.
 - 4) **ORDER 111-12152025*** – Appointing Councilor Cowan to the Homelessness Committee for a two year term.
 - 5) **ORDER 112-12152025*** – Appointing Councilor Cowan to the Lewiston/Auburn Transit Committee (LATC) for a two year term.
 - 6) **ORDER 113-12152025*** – Appointing City Manager Phil Crowell to the Maine Waste-to-Energy Board for a two year term.
 - 7) **ORDER 114-12152025*** – Accepting an Asset Forfeiture from the State of Maine Criminal Courts to the Auburn Police Department from an incident dated May 25, 2023.

- 8) **ORDER 115-12152025*** – Accepting an Asset Forfeiture from the State of Maine Criminal Courts to the Auburn Police Department from an incident dated June 16, 2023.
- 9) **ORDER 116-12152025*** – Accepting an Asset Forfeiture from the State of Maine Criminal Courts to the Auburn Police Department from an incident dated April 5, 2024.
- 10) **ORDER 117-12152025*** – Accepting an Asset Forfeiture from the State of Maine Criminal Courts to the Auburn Police Department from an incident dated August 18, 2024.

II. Minutes – December 1, 2025 Regular Council Meeting

III. Communications, Presentations and Recognitions

- Communication - Mayoral Appointments
- Littlefield Dam & Barker Trails Update – Eric Cousens, Public Services Director

IV. Open Session – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

V. Unfinished Business

VI. New Business

- 1) **ORDINANCE 08-12152025** – Amending the City’s Code of Ordinances, Chapter 52, “TRAFFIC AND VEHICLES” to update the designated winter relief parking areas. *First reading. ROLL CALL VOTE. Passage requires majority vote.*
- 2) **ORDER 118-12152025** – Action on Poverty Abatement case #PA 2025-003. *Passage requires majority vote.*

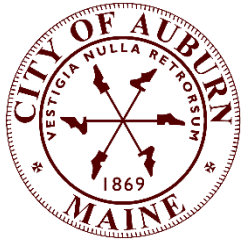
VII. Reports

- a. **Mayor’s Report**
- b. **City Councilors’ Reports**
- c. **Student Representative Report**
- d. **City Manager Report**

VIII. Open Session - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*

IX. Executive Session

X. Adjournment



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: December 15, 2025

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (E) to discuss a matter with the City's attorney concerning the City's legal rights and duties.

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

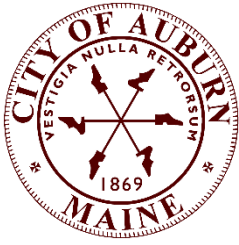
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: December 15, 2025

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (F) concerning a poverty abatement case where access by the general public to confidential records is prohibited by statute.

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

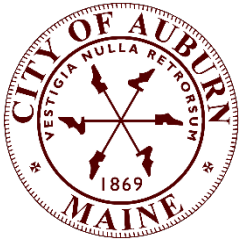
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 15, 2025

ORDERS 108-113-12152025*

Author: Mayor Jeffrey D. Harmon

Subject: Mayor Appointments to Boards & Committees

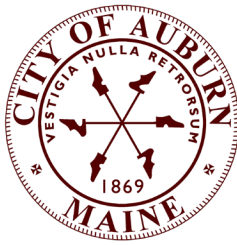
Information: The following boards/committees have seats whom the Mayor recommends for appointment with confirmation from the Council. Following passage, the City Clerk will update the City's website and notify the Chairs of each committee of these appointments.

City Budgetary Impacts: N/A

Previous Meetings and History: N/A

City Manager Comments: *Phillip Crowell Jr.*

Attachments: N/A



ORDER 108-12152025

City Council Order

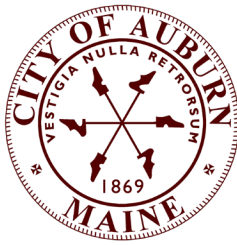
IN COUNCIL

ORDERED, that the City Council hereby appoints Councilor Kelly Butler to the Auburn & Lewiston Municipal Airport Committee for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 109-12152025

City Council Order

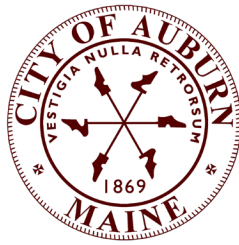
IN COUNCIL

ORDERED, that the City Council hereby appoints Councilor Kelly Butler to the Audit Committee for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 110-12152025

City Council Order

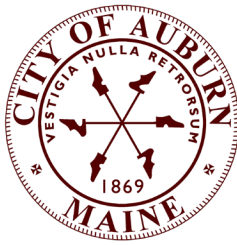
IN COUNCIL

ORDERED, that the City Council hereby appoints Councilor Rachel Randall to the Audit Committee for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 111-12152025

City Council Order

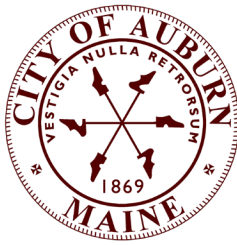
IN COUNCIL

ORDERED, that the City Council hereby appoints Councilor Tim Cowan to the Homelessness Committee for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 112-12152025

City Council Order

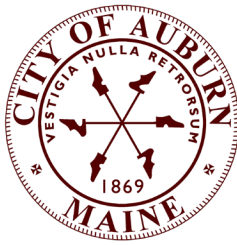
IN COUNCIL

ORDERED, that the City Council hereby appoints Councilor Tim Cowan to the L/A Transit Committee (LATC) for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 113-12152025

City Council Order

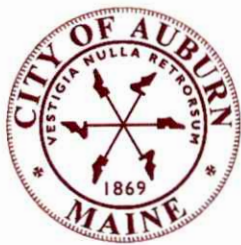
IN COUNCIL

ORDERED, that the City Council hereby appoints City Manager Phil Crowell to the Maine Waste-to-Energy Board for a 2 year term starting 12/15/2025.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 12/15/2025

ORDER 114-12152025

Author: Jason D. Moen, Chief of Police

Subject: Transfer of Forfeiture Assets – Isaac Witham

Information: On May 25th, 2023, Auburn Police executed a search warrant on a camper parked at 539 Lewiston Junction Rd as part of a drug trafficking investigation. Officers seized a .45 caliber handgun and a .22 caliber rifle as well as drugs and drug paraphernalia belonging to Issac Witham. The Criminal Courts have forfeited the two firearms to Auburn Police Department as forfeited drug assets.

City Budgetary Impacts: None.

Staff Recommended Action: Vote to accept ownership transfer of Glock Model 30 SF .45 caliber S/N: UTL539 and Norinco Rifle Model 22 ATD .22 caliber S/N: 031230 to Auburn Police Department.

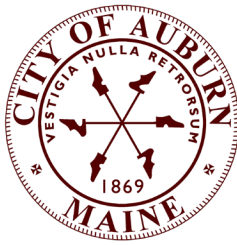
Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature: _____

Attachments:



ORDER 114-12152025

City Council Order

IN COUNCIL

ORDERED, to accept the transfer of ownership of Glock Model 30 SF .45 Caliber S/N: UTL539 Defendant In Rem #1 and Norinco Rifle Model 22 ATD .22 Caliber S/N: 031230 Defendant in Rem #2 to the Auburn Police Department.

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

AARON M. FREY
ATTORNEY GENERAL



STATE OF MAINE
OFFICE OF THE ATTORNEY GENERAL
6 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0006

TEL: (207) 626-8800
TTY USERS CALL MAINE RELAY 711

REGIONAL OFFICES
84 HARLOW ST. 2ND FLOOR
BANGOR, MAINE 04401
TEL: (207) 941-3070
FAX: (207) 941-3075

125 PRESUMPCOT ST., SUITE 26
PORTLAND, MAINE 04103
TEL: (207) 822-0260
FAX: (207) 822-0259

14 ACCESS HIGHWAY, STE. 1
CARIBOU, MAINE 04736
TEL: (207) 496-3792
FAX: (207) 496-3291

October 31, 2025

Chief Jason Moen
Auburn Police Department
60 Court Street
Auburn, ME 04210

RE: State of Maine v. Isaac Isaiah Witham
Androscoggin County Unified Criminal Court
Doc. No. CR-23-2518
Criminal Forfeiture
Required Vote of Municipal Officers/ Approval of Transfer of Forfeiture Assets

Dear Chief Moen:

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**

B. Under Rules issued by the Department of the Attorney General, a public vote must be made on each forfeiture "approval" and a "continuing resolution" of approval cannot be accepted;

C. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) In Rem will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) In Rem are in fact ordered forfeited and, if the Attorney General and the Court agree to a transfer of all or part of the Defendant(s) In Rem to a Department, Agency,

County or Municipality based upon the "substantial contribution" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) In Rem or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are **cautioned** that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,



John Risler
Assistant Attorney General

JR/ml
Enclosure

STATE OF MAINE
ANDROSCOGGIN, ss

UNIFIED CRIMINAL COURT
Docket No. CR-23-2518

State of Maine

v.

Isaac Isaiah Witham
Defendant;

And

Glock Model 30 SF .45 Caliber
S/N: UTL539

Defendant(s) In Rem #1

Norinco Rifle Model 22 ATD .22 Caliber
S/N: 031230

Defendant(s) In Rem #2

Municipality of Auburn
Approval of Transfer
15 M.R.S.A. §5824(3)

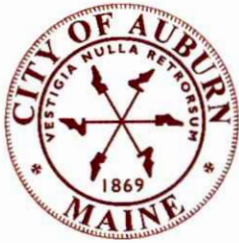
NOW COMES the municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem #1 and #2, namely a Glock Model 30 SF .45 Caliber (S/N: UTL539) and a Norinco Rifle Model 22 ATD .22 Caliber (S/N: 031230), or any portion thereof, on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Auburn, Maine does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. §5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about

Dated: _____

Municipal Officer

_____, Maine
(Impress municipal legislative body seal here)



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 12/15/2025

ORDER 115-12152025

Author: Chief Jason Moen

Subject: Transfer of forfeiture funds – Shawn Michael Michaud

Information: In June of 2023, the office of Probation and Patrol informed PACE Sergeant Gagnon that a client had been selling drugs from 30 Northern Heights Ave in Auburn. While patrolling the area on June 16, 2023, Sergeant Gagnon believed he was witnessing an active drug buy. During the subsequent traffic stop and field interviews of vehicle occupants, officers discovered four different types of illegal drugs packaged for sale along with \$1,380.00 in US Currency. The Criminal Courts have forfeited the US Currency to the Auburn Police Department.

City Budgetary Impacts: The state of Maine, Office of the Attorney General, seek to transfer \$1,380.00 U.S. currency to the Auburn Police Department.

Staff Recommended Action: Vote to accept the transfer of \$1,380.00

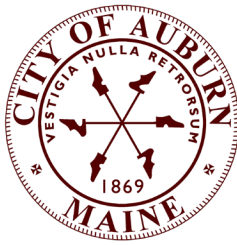
Previous Meetings and History: None

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature: _____

Attachments:



ORDER 115-12152025

City Council Order

IN COUNCIL

ORDERED, to accept the transfer of \$1,380.00 to Auburn Police Department (Unified Criminal Court Doc. No. CR-23-1592).

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

AARON M. FREY
ATTORNEY GENERAL



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STATE OF MAINE
OFFICE OF THE ATTORNEY GENERAL
6 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0006

REGIONAL OFFICES
84 HARLOW ST. 2ND FLOOR
BANGOR, MAINE 04401
TEL: (207) 941-3070
FAX: (207) 941-3075

125 PRESUMPSCOT ST., SUITE 26
PORTLAND, MAINE 04103
TEL: (207) 822-0260
FAX: (207) 822-0259

14 ACCESS HIGHWAY, STE. 1
CARIBOU, MAINE 04736
TEL: (207) 496-3792
FAX: (207) 496-3291

November 5, 2025

Chief Jason Moen
Auburn Police Department
60 Court Street
Auburn, ME 04210

RE: State of Maine v. Shawn Michael Michaud
Androscoggin County Unified Criminal Court
Doc. No. CR-23-1592
Criminal Forfeiture
Required Vote of Municipal Officers/ Approval of Transfer of Forfeiture Assets

Dear Chief Moen:

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

- A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**
- B. Under Rules issued by the Department of the Attorney General, a public vote must be made on each forfeiture "approval" and a "continuing resolution" of approval cannot be accepted;
- C. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) In Rem will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) In Rem are in fact ordered forfeited and, if the Attorney General and the Court agree to a transfer of all or part of the Defendant(s) In Rem to a Department, Agency,

County or Municipality based upon the "substantial contribution" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) In Rem or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are **cautioned** that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,



John Risler
Assistant Attorney General

JR/ml
Enclosure

STATE OF MAINE
ANDROSCOGGIN, ss

UNIFIED CRIMINAL COURT
Docket No. CR-23-1592

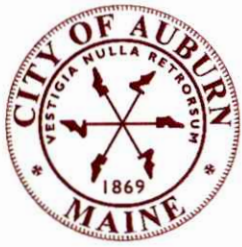
State of Maine	}	
	}	
v.	}	Municipality of Auburn
	}	Approval of Transfer
	}	15 M.R.S.A. §5824(3)
Shawn Michael Michaud	}	
Defendant;	}	
	}	
And	}	
	}	
\$1,380.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the Municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, namely \$1,380.00 U.S. Currency, or any portion thereof, on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the Municipality of Auburn, Maine, does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. §5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about

Dated: _____

Municipal Officer
Auburn, Maine
(Impress municipal legislative body seal here)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: 12/15/2025

ORDER 116-12152025

Author: Chief Jason Moen

Subject: Transfer of forfeiture funds – Caprice McAndrew

Information: On April 5th, 2024, Auburn Police executed a search warrant on a residence located at 102 South Main Street apartment #2 in Auburn as part of a drug trafficking investigation. Officers seized trafficking amounts of illegal drugs consisting of eight different varieties, multiple handguns, and large amounts of US Currency. The Criminal Courts have forfeited \$2,723.00 in US Currency to the Auburn Police Department.

City Budgetary Impacts: The state of Maine, Office of the Attorney General, seek to transfer \$2,723.00 U.S. currency to the Auburn Police Department.

Staff Recommended Action: Vote to accept the transfer of \$2,723.00

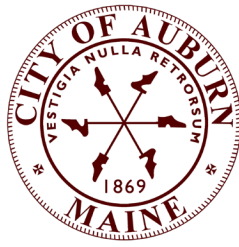
Previous Meetings and History: None

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature: _____

Attachments:



ORDER 116-12152025

City Council Order

IN COUNCIL

ORDERED, to accept the transfer of \$2,723.00 to the Auburn Police Department (Unified Criminal Court Docket No. CR-24-872).

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

AARON M. FREY
ATTORNEY GENERAL



STATE OF MAINE
OFFICE OF THE ATTORNEY GENERAL
6 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0006

REGIONAL OFFICES
84 HARLOW ST. 2ND FLOOR
BANGOR, MAINE 04401
TEL: (207) 941-3070
FAX: (207) 941-3075

125 PRESUMPCOT ST., SUITE 26
PORTLAND, MAINE 04103
TEL: (207) 822-0260
FAX: (207) 822-0259

14 ACCESS HIGHWAY, STE. 1
CARIBOU, MAINE 04736
TEL: (207) 496-3792
FAX: (207) 496-3291

TEL: (207) 626-8800
TTY USERS CALL MAINE RELAY 711

November 4, 2025

Chief Jason Moen
Auburn Police Department
60 Court Street
Auburn, ME 04210

RE: State of Maine v. Caprice McAndrew
Androscoggin County Unified Criminal Court
Docket No. CR-24-872
Criminal Forfeiture
Required Vote of Municipal Officers/ Approval of Transfer of Forfeiture Assets

Dear Chief Moen:

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

- A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**
- B. Under Rules issued by the Department of the Attorney General, a public vote must be made on each forfeiture "approval" and a "continuing resolution" of approval cannot be accepted;
- C. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) In Rem will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) In Rem are in fact ordered forfeited and, if the Attorney General and the Court agree to a transfer of all or part of the Defendant(s) In Rem to a Department, Agency,

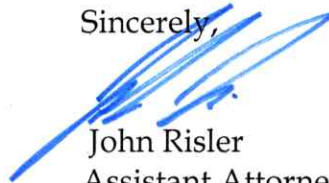
County or Municipality based upon the "substantial contribution" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) In Rem or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are **cautioned** that they **should not entumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,



John Risler
Assistant Attorney General

JR/ml
Enclosure

STATE OF MAINE
ANDROSCOGGIN, ss

UNIFIED CRIMINAL COURT
Docket No. CR-24-872

State of Maine	}	
	}	
v.	}	Municipality of Auburn
	}	Approval of Transfer
	}	15 M.R.S.A. §5824(3)
Caprice McAndrew	}	
Defendant;	}	
	}	
And	}	
	}	
\$2,723.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the Municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, namely \$2,723.00 U.S. Currency, or any portion thereof, on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the Municipality of Auburn, Maine, does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. §5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about

Dated: _____

Municipal Officer

_____, Maine

(Impress municipal legislative body seal here)



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: 12/15/2025

ORDER 117-12152025

Author: Chief Jason Moen

Subject: Transfer of forfeiture funds – Ryan Jolicoeur

Information: On August 18, 2024, Auburn Police executed a search warrant on a residence and vehicles at 92 Fifth Street as part of an assault and robbery investigation. This address has been known to the department to also be involved with drug trafficking. Officers seized large amounts of marijuana products, trafficking supplies, digital scales, 6 Maine EBT cards with various names, cell phones and \$1,604.00 in US currency. The Criminal Courts have forfeited the US Currency to the Auburn Police Department.

City Budgetary Impacts: The state of Maine, Office of the Attorney General, seek to transfer \$1,604.00 U.S. currency to the Auburn Police Department.

Staff Recommended Action: Vote to accept the transfer of \$1,604.00

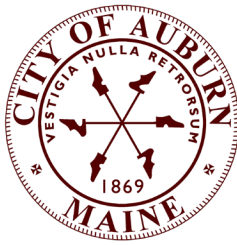
Previous Meetings and History: None

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature: _____

Attachments:



ORDER 117-12152025

City Council Order

IN COUNCIL

ORDERED, to accept the transfer of \$1,604.00 to Auburn Police Department (Unified Criminal Court Doc. No. CR-24-2055).

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

AARON M. FREY
ATTORNEY GENERAL



STATE OF MAINE
OFFICE OF THE ATTORNEY GENERAL
6 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0006

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125 PRESUMPSHOT ST., SUITE 26
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TEL: (207) 822-0260
FAX: (207) 822-0259

14 ACCESS HIGHWAY, STE. 1
CARIBOU, MAINE 04736
TEL: (207) 496-3792
FAX: (207) 496-3291

November 3, 2025

Chief Jason Moen
Auburn Police Department
60 Court Street
Auburn, ME 04210

RE: State of Maine v. Ryan J. Jolicoeur
Androscoggin County Unified Criminal Court Doc. No. CR-24-2055
Criminal Forfeiture
Required Vote of Municipal Officers/ Approval of Transfer of Forfeiture Assets

Dear Chief Moen:

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**

B. Under Rules issued by the Department of the Attorney General, a public vote must be made on each forfeiture "approval" and a "continuing resolution" of approval cannot be accepted;

C. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) In Rem will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) In Rem are in fact ordered forfeited and, if the Attorney General and the Court agree to a transfer of all or part of the Defendant(s) In Rem to a Department, Agency, County or Municipality based upon the "substantial contribution" of that

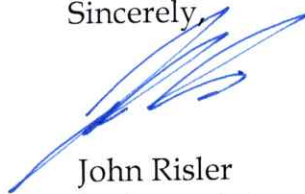
Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) In Rem or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are **cautioned** that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,



John Risler
Assistant Attorney General

JR/ml
Enclosure

STATE OF MAINE
ANDROSCOGGIN, ss

UNIFIED CRIMINAL COURT
Docket No. CR-24-2055

State of Maine	}	
	}	
v.	}	Municipality of Auburn
	}	Approval of Transfer
	}	15 M.R.S.A. §5824(3)
Ryan J. Jolicoeur	}	
Defendant;	}	
	}	
And	}	
	}	
\$1,604.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the municipality of Auburn, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, namely \$1,604.00 U.S. Currency, or any portion thereof, on the grounds that the Auburn Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Auburn, Maine does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. §5824(3) & §5826(6) by vote of the Auburn municipal legislative body on or about

Dated: _____

Municipal Officer

_____, Maine
(Impress municipal legislative body seal here)

IN COUNCIL MEETING DECEMBER 1, 2025 VOL 38 PAGE 62

Mayor Harmon called the meeting to order at 7:00 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Gerry was absent.

I. Consent Items

1. ORDER 106-12012025 – Confirming appointments of Election Wardens & Ward Clerks for a two year term, as nominated by the City Clerk.

Councilor Weisner moved for passage, seconded by Councilor Walker. Motion passed 6-0.

II. Minutes - November 17, 2025 Regular Council Meeting

Councilor Walker moved to accept the minutes, seconded by Councilor Cowan. Motion passed 6-0.

III. Communications, Presentations, and Recognitions

- Recognizing Councilors Richard Whiting (Ward 1), Stephen Milks (Ward 3), and Benjamin Weisner (Ward 4)

Mayor Harmon presented a plaque to outgoing Councilors Whiting, Milks, and Weisner.

IV. Open Session

None.

V. Unfinished Business

None.

VI. New Business

1. ORDER 107-12012025 - Authorizing the City Manager to Proceed with Construction of the Public Safety Facility. Passage requires majority vote.

Councilor Whiting moved for passage, seconded by Councilor Walker. Mayor Harmon opened the item for public comment, there was no comment.

Motion passed 6-0.

VII. Reports

Mayor Harmon shared he attended the Androscoggin County budget hearing with the Assistant City Manager to oppose the budget increase. Reminded the public of the Christmas Parade & Tree lighting on December 7th in Festival Plaza.

Councilor Whiting noted an early start to the ski season. Councilor Weisner recognized LA 911 Committee and the LA Airport Committee and thanked the committees for the opportunity to serve.

Councilor Walker shared that New Auburn will have a Christmas celebration on December 13. The Age-Friendly Thanksgiving dinner was held on Thanksgiving Day. The Committee served 175 meals on Thanksgiving Day and would also like to thank all of the volunteers who came to help set-up and clean up, serve, and make desserts. The Committee also received a total of \$796.00 in donations, the most received so far for any event.

Councilor Platz shared an update on the School Committee's budget process and planning and project timeline for Auburn Middle School feasibility studies for adding 6th grade projected in summer 2028 if the project continues. Recognized Councilor Walker for his work in organizing the Thanksgiving dinner and other community events. Representative Edwards shared that the school is closed tomorrow for a snow day and boys won their first preseason hockey game.

The City Manager thanked the Colgan family for donating the City's Christmas tree; thanked outgoing Councilors Whiting, Milks and Weisner; noted the City's budget timeline and planning process for Fiscal Year 2027. The City held an onboarding session for the three new Councilors to be sworn into office on December 11.

VIII. Open Session

None.

XI. Executive Session

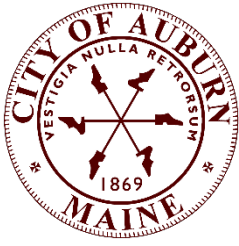
None

X. Adjournment

Councilor Walker moved to adjourn at 7:17pm, seconded by Councilor Weisner. Motion passed 6-0.

A TRUE COPY ATTEST

Emily Carrington, City Clerk



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 15, 2025

Author: Mayor Jeffrey D. Harmon

Subject: Mayor Appointments to Boards & Committees

Information: The following boards/committees have seats whom the Mayor is the sole designated official authorized to make appointments. Mayor Harmon wishes to announce the following appointments, effective 12/15/2025:

Board/Committee	Type	Appointee
Auburn Sewer District Board of Trustees	Mayor or Mayor's Representative	Denis D'Auteuil
Auburn Water District Board of Trustees	Mayor or Mayor's Representative	Mayor Harmon
School Committee	Mayor or Mayor's Representative (City Councilor)	Councilor Platz
SNRB	Mayor or Mayor's Representative	Councilor Duvall
Appointment Committee	Mayor Appoints	Councilor Gerry
Appointment Committee	Mayor Appoints	Councilor Platz
Appointment Committee	Mayor Appoints	Councilor Duvall
Auburn Public Library Board of Trustees	Mayor Appoints	Councilor Randall
Museum LA (Maine Mill)	Mayor Appoints	Councilor Randall


The City Clerk will update the City's website and notify the Chairs of each committee of these appointments.

City Budgetary Impacts: N/A

Previous Meetings and History: N/A

City Manager Comments: *Philip Crowell Jr.*

Attachments: N/A

A large red circle on the left side of the slide, partially cut off by the edge.

Little Androscoggin River, Trails and Hydropower Update December 15, 2025


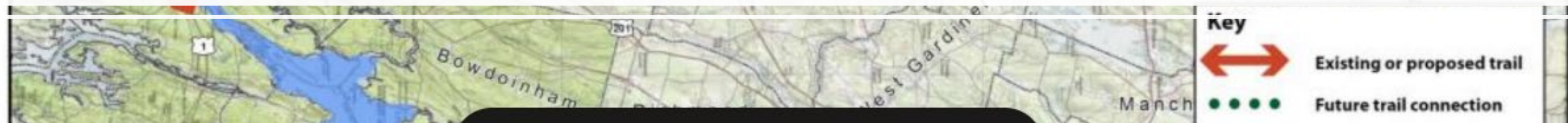
- Littlefield Dam Removal-Fish Passage and Recreation
(\$3.5M Federal Grant)
 - Riverwalk 1 Mile Trail Extension
(\$3.9M Federal CDS Allocation with 20% local Match)
 - Lower Barker and Upper Barker Relicensing
(Recreational, Fish Passage and Maintenance Obligations)
 - Other Projects – Lewiston Falls Relicensing for 2026 and
Gulf Island Pond
(Recreational, Limited Fish Passage and Maintenance
Obligations)
- 
- A series of purple dashed line segments in the bottom right corner, arranged in a curved, upward-sloping pattern.

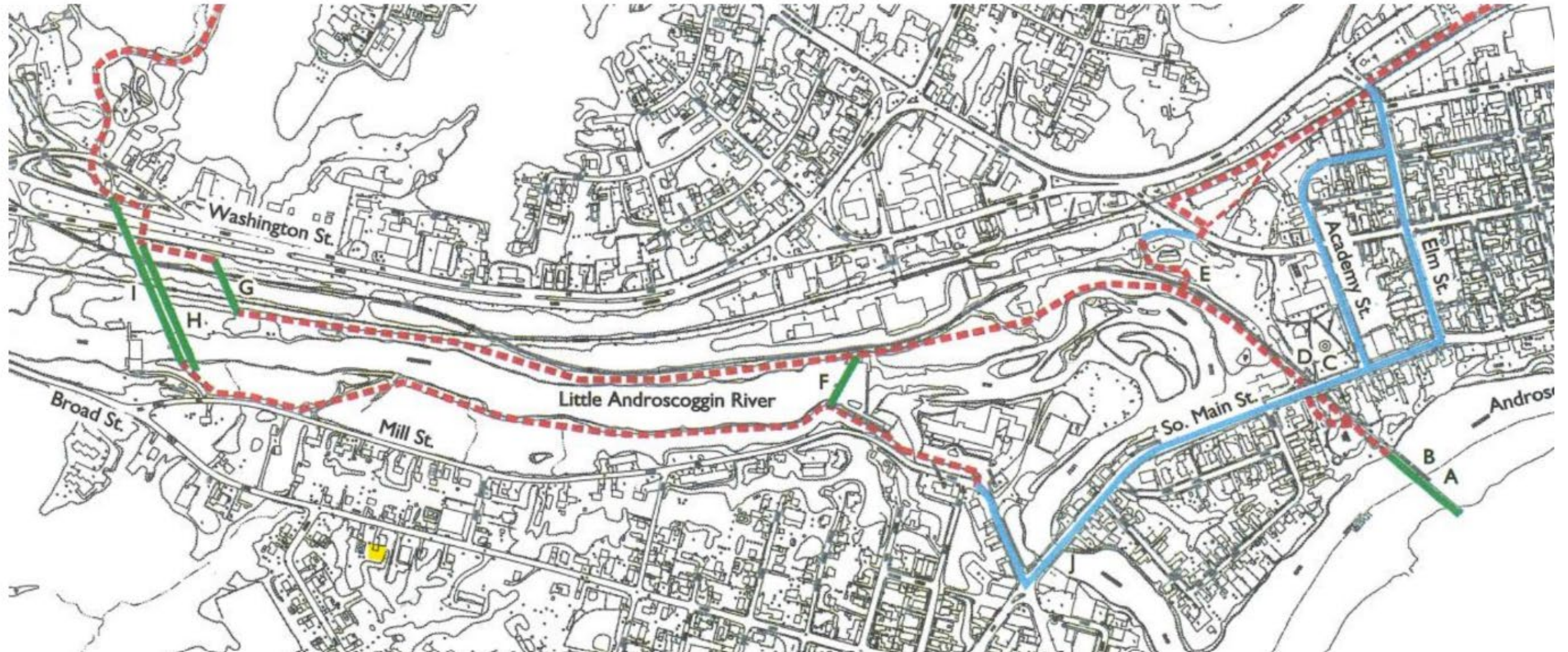
Figure 1-b Regional context of the Androscoggin Greenway, showing potential connections to other existing trails along the River corridor.



Riverwalk Trail Extension-Part of a Larger System



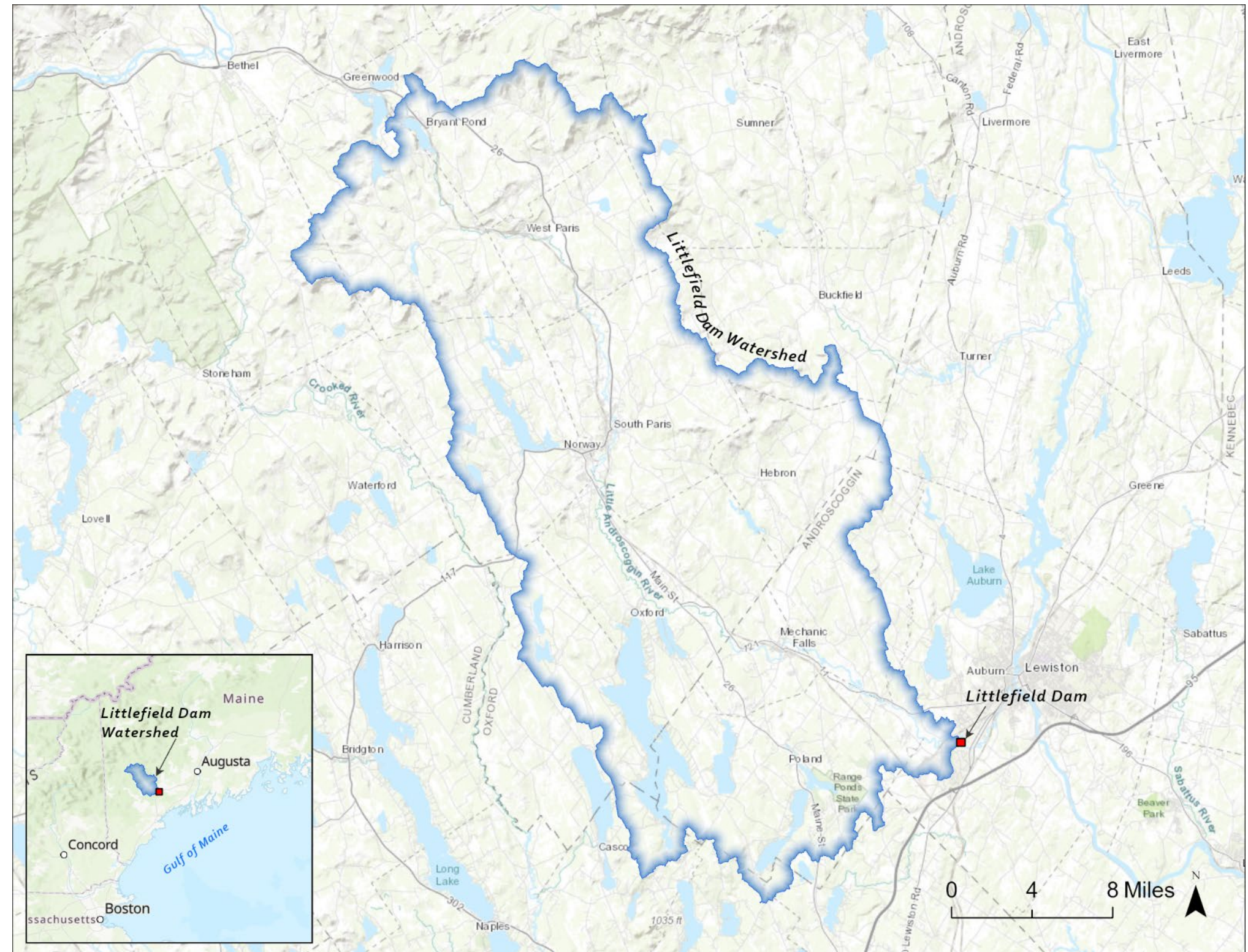
LARC Right-of-way Washington St to Barker Trail/Riverwalk





Littlefield Dam
Auburn ME

Significant Atlantic salmon
spawning area and over
8,000 acres of potential
river herring ponds
upstream of the dam



Dam Details

- The Dam was built in the early 1900s as a hydroelectric generating station. The left embankment of the Dam was breached in the March 1936 flood, which marked the end of its operations. In the 1980s, there was an effort to repair and reactivate the Dam, but the project never came to fruition (Littlefield Hydro Company, 1987).
- 350 feet long and constructed of approximately 3,500 cubic yards of concrete
- Low water survey this summer identified a timber and rock structure that creates a drop of approximately 2 feet under low flow conditions 750 feet upstream of the Dam. The remnant dam may present a fish passage barrier at low flow and is therefore being considered for removal as a part of the Project.




Lower Barker Mill
Dam (Left)



Upper Barker Mill
Dam (Right)



Barker Mill Dam Relicensing Details

- Upstream and Downstream Fish Passage Required
 - Settlement Agreement delayed Lower Barker and extended license period for both to 45 years
 - Recreational improvement and maintenance required for Lower Barker
 - Comment period just ended for Upper Barker - requested match contribution for Trail Extension and Portage and annual maintenance contribution for term of license
- 


The background image is a scenic view of Lewiston Falls. In the foreground, a wide river flows over a rocky, uneven bed, creating white water rapids and mist. To the left, a dense forest of trees with vibrant autumn foliage in shades of orange, red, and yellow lines the riverbank. In the background, a long bridge with a truss structure spans the river, and the far bank is visible under a clear blue sky.

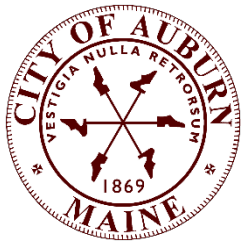
Other Dam Details

- Lewiston Falls – Currently in process of relicensing for Anticipated 2026/2027 License (Recreational and fisheries improvements TBD)
- Deer Rips and Gulf Island Pond 2032 Relicensing to start around 2027



Questions

- Littlefield Dam Removal-Fish Passage and Recreation (\$3.5M Federal Grant)
 - Riverwalk 1 Mile Trail Extension (\$3.9M Federal CDS Allocation with 20% local Match)
 - Lower Barker and Upper Barker Relicensing (Recreational, Fish Passage and Maintenance Obligations)
 - Other Projects – Lewiston Falls Relicensing for 2026 and Gulf Island Pond (Recreational, Limited Fish Passage and Maintenance Obligations)
- 



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 15, 2025

ORDINANCE 08-12152025

Author: Jason Moen, Chief of Police

Subject: Ordinance Sec. 52-352. – Miscellaneous Parking Restrictions

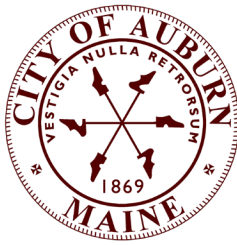
Information: The existing ordinance needs to be updated to accurately reflect current winter relief parking areas.

City Budgetary Impacts: None

Previous Meetings and History: None

City Manager Comments: *Phillip Crowell Jr.*

Attachments:



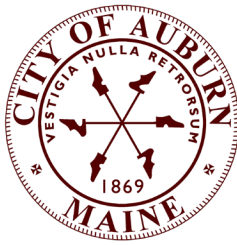
City Council Ordinance

IN CITY COUNCIL

BE IT ORDAINED, that THE CITY OF AUBURN hereby amends Auburn's Code of City Ordinances Chapter 52, "TRAFFIC AND VEHICLES", as follows:

Sec. 52-352. - Miscellaneous parking restrictions

Winter relief parking areas	The parking areas hereinafter listed are designated as winter relief parking areas which may be utilized between November 15 and April 15 of the following year for parking by persons living in the vicinity of the parking lots. In order to become entitled to use a particular winter relief parking lot, a city resident shall apply to the traffic division of the police department for authorization to use a particular lot for winter parking. Such authorization is subject to reasonable conditions imposed by the traffic division of the police department, which may include the imposition of a fee or monthly charges as determined by the city treasurer to be used to defray the cost of maintaining the winter relief parking lots and the administration of the winter relief parking program. Persons authorized to use winter relief parking areas may also be required to display a sticker or other device on their cars indicating that they are permitted to park there. Any person who violates the conditions imposed upon his permit to use a winter relief parking lot may have his parking privileges terminated by the traffic division of the police department. Any person who parks in a winter relief parking area who is not authorized to do so may have his vehicle towed and stored under the direction of the police department at his own expense. The winter relief parking lots are as follows:	
		Hampshire Street/Gamage Avenue. <u>Academy Street.</u>
		Webster School (Hampshire Street). <u>Cook Street & Second Street.</u>
		Franklin School (Pine Street). <u>Newbury Street & Main Street.</u>
		Troy Street lot. <u>Library Avenue.</u>



City Council Ordinance

~~Great Falls Plaza.~~ Pleasant Street & Drummond Street.

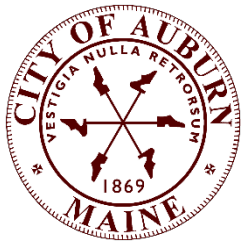
~~Chamberlain School (High Street).~~ Franklin School (High Street).

~~Mechanics Row lot.~~

~~Mechnics~~Mechanics Row parking garage.

53 Broad Street.

121 Mill Street.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: December 15, 2025

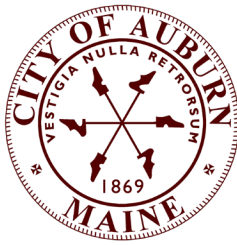
ORDER 118-12152025

Author: Jamie Longley, General Assistance Manager

Subject: Action on poverty abatement case #PA 2025-003, pursuant to 36 M.R.S.A. § 841

Information: Action on a poverty abatement case #PA 2025-003 pursuant to (36 M.R.S.A § 841).

Phillip Crowell Jr.



ORDER 118-12152025

City Council Order

IN CITY COUNCIL

ORDERED, that the City Council hereby approves the poverty abatement, case # PA 2025-003 in the amount of \$_____.

City Councilor

Signature

Rachel B. Randall, Ward 1

Timothy M. Cowan, Ward 2

Mathieu L. Duvall, Ward 3

Kelly L. Butler, Ward 4

Leroy G. Walker, Sr., Ward 5

Belinda A. Gerry, At-large

Adam R. Platz, At-large

Rachel B. Randall, Ward One
Kelly L. Butler, Ward Four
Belinda A. Gerry, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Mathieu L. Duvall, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager