

City of Auburn, Maine

Office of the City Manager



TO: Mayor and City Council
FROM: Clinton Deschene, City Manager
RE: Weekly Report
DATE: November 1, 2013

Assessing

- We spent the week loading our inspected properties from the quarterly reviews. To date we have inspected and loaded 2,728 records. We conducted an audit to identify the properties that did not get inspected and we are finishing up those inspections, loading the remaining data and taking new photos of properties that have changed.

Auburn Public Library

- The Library will have a book sale on Saturday, Nov. 2nd, from 9 am to noon. Wonderful books and more!
- The annual Maggie Trafton Authors for Young Readers Evening was held on Monday, 10/28. It was a wonderful evening with Maine children's author Jeannie Brett. The program is generously supported by Richard and Barbara Trafton.
- The Library held a staff training on Wednesday morning using free videos supplied by the Maine State Library. The programs featured a national expert Joyce Saricks on reader's advisory, which focuses on how to better connect reading materials with our customers and how to promote our collection.
- Children's Librarian Deb Cleveland and Director Mamie Ney attended a meeting of the local Literacy for ME collaborative group.
- Director Mamie Ney attended Startup Weekend Portland, a weekend-long program to facilitate startup businesses. Part of the Library's mission is to support local businesses and create a culture of community innovation.
- On Tues., 11/5, there will be an hour-long workshop in the Media Lab about making film trailers with iMovie.
- The L/A Film Discussion Group will hold its first APL session on Weds., 11/6, at 5:45 p.m. The featured film is "Who the #\$% is Jackson Pollack?"
- Local photographer Dick Murrell will share his photographs and experiences with L/A's bald eagles on Thurs., 11/7, from 6:30 to 8 p.m.
- Upcoming programs for the week include children's storytimes, teen craft programs, computer classes and more.
- Follow the Library on Facebook or link to our website at www.auburnpubliclibrary.org for more information about all of our programs, new books, and more library news.

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City Clerk

- Finished lining up Election workers for the polls and for centrally processing the absentee ballots.
- Conducted Election Worker training Tuesday, Oct. 29 at 5PM. There were 24 workers who attended.
- Conducted Election Worker training Thursday, Oct. 31 at 10AM. There were 29 who attended.
- Offered extended hours on Thursday, October 31st. The Clerk's office was open until 7PM.
- Tested tabulating machines and ballots.
- Conducted another Deputy Registrar training.

CDBG

- Yvette received a letter from a family expressing their appreciation for the assistance they received 8 months ago to purchase their home, a 3-unit building at 60 Summer Street. They mentioned the building's tenants and neighbors welcomed them to the neighborhood and their children especially enjoy the neighborhood park where they play. Such a letter reinforces the notion that we do make a difference in the lives of the people we serve, one family at a time.
- Reine and Yvette attended the Maine Affordable Housing Conference. Yvette attended a track of workshops on homeownership and banking which will help in her work to prepare customers for homeownership. Reine attended workshops on Federal housing policy and emerging housing trends.
- HOME funds were used to complete a purchase of a property at 78 Second Street. This property is now owned by our partner in this project, Auburn Housing Development Corporation. The building will be renovated then sold to a qualified homebuyer.
- Reine worked with Melissa Dunn of Neighborhood Housing League to disseminate material to homes in the immediate area where 5 buildings will be demolished. The material will help educate tenants on how to stay safe from the hazards from lead dust that occurs during the demolition.

Engineering and Public Works

- Maintenance/routine on city equipment (vehicles) – to functional and stable condition for upcoming winter season
- Grade Gravel Roads ongoing
- Installing Christmas lights
- Preparing islands (Center St.)
- Install benches
- Band Shell removed
- Ditching and culvert work being done
- Maintaining Ball fields ongoing
- Paving/hot patching work
- Recycling operations ongoing
- Mowing/Weeding around the City
- Basin cleaning around the City
- Banner preparation and installation
- Arborist operations ongoing

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- Finished striping Elm Street yesterday
- South Main Street- hand paving & loam
- Court Street sidewalk ramp currently under construction
- Center Street islands to be paved next week
- Engineering has secured a \$500,000 Municipal Partnership Initiative Award from the Maine DOT which will supplement the City's CIP money to reconstruct a portion of Lake Street and Hotel Road next season.

Fire

- Prevention: For the week of October 24 to October 30, there were 5 life safety inspections conducted on businesses and apartment buildings. Three of these were not in compliance. In observation of Fire Prevention Month, firefighters also conducted two school fire prevention presentations that involved 110 children, five fire drills at area grammar schools and the community college, and an escort to a football game for the players.
- Emergency Responses: For the week of October 24 to October 30, we responded to 47 calls for service. These include, but are not limited to 1 apartment building fire, 37 emergency medical calls, which included 3 motor vehicle accidents with injuries, 1 fuel burner/boiler malfunction where the fire was confined, and 1 hazardous condition call. There were no mutual aid calls during this period.

Health and Social Services

- We received \$4,089 in SSI reimbursement this week from clients who had been found eligible for SSI. Currently 87% of our cases who apply for assistance are due to medical problems and/or pending disability with the Social Security office.
- In October, 2013, we took in 35 fewer applications than we had last month, and about 45 fewer applications than October, 2012.
- We are starting to get calls from Auburn families for Christmas gifts for their children, names are currently being taken.

Human Resources

- Negotiations with all four unions were held over the past two weeks. We are making significant progress with three of the units.
- The Wellness Team hosted a very successful Employee Wellness Fair. There were many vendors representing wellness and prevention, medical, recreation, fitness, and employee benefits. Rite Aid provided flu shots to 35 employees. A big thank you to Library Café, Longhorn's Restaurant and Benoit's Orchards for providing food. Lt. Matt Fifield, Chris Mumau and Dot Meagher provided homemade chili and soup. Thank you also to the Parks crew and Recreation employees who assisted with the set up of the armory and of course the whole Wellness Team who planned this event for several months.
- Chris Mumau and Debbie Grimmig met with one vendor to discuss the process for implementing a Health Reimbursement Account for the upcoming fiscal year. The discussion includes written plan documentation, timeframes for rolling out the plan, employee communications, fees and coordination with other benefits plans currently in place for Auburn employees.
- The Human resources Department continues to work with Josh MacDonald on building his team for the Norway Savings Bank Arena.

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ICT

- Working to develop a technology plan and timeline for the Norway Savings Bank Arena.
- Recovered data from a major hardware failure at Ingersoll. As a result, a discussion occurred with staff regarding data backup protocol and best practices.
- Installed ArcGIS in the Planning and Permitting department to allow staff to create their own basic maps and perform some data analysis operations.
- Attended the “Sharpen your GIS Skills” seminar - a free seminar for GIS professionals providing a preview of new GIS tools. This seminar also gave GIS professionals an opportunity to network with one another.

Police

- The department handled 464 calls for service this week. Officers conducted 88 motor vehicle stops and 5 field interviews. Officers investigated 64 offenses of which, 11 of which were felonies, generating 12 arrests and 18 criminal summonses. Officers responded to 29 motor vehicle crashes.
- Officers have been participating in Emergency Vehicle Operations Training at Oxford Plains Motor Speedway this week
- SRO Shawn Carll is investigating a burglary at Franklin School where 6 I-Pads were stolen.
- The speed trailer was placed on Caron Lane for several days after we received speeding complaints. The trailer measured the average speed of vehicles traveling on Caron Lane at 16MPH.
- Myles Hartford was arrested for the theft of two rings from Gold works. He was the subject who fled from the store after taking two rings and immediately pawned them in Lewiston.
- Election Warrants were posted at all of the polling sites.
- Support Services is working hard to prepare for a Criminal Justice Information Systems Audit which is conducted by the FBI.
- Chief Crowell attended the last of four sessions titled “The Speaker’s Round Table on Aging”. The sessions were very informative and focused on understanding the economic challenges and opportunities we face as our population ages. The work done at these four sessions will frame the vision for a summit being scheduled in January.

Recreation

- The 7-8 grade football program concluded their season with a second round playoff game against Lewiston. Congrats to all players, parents and coaches on a terrific season!
- The 3-4 grade football banquet was held on Tuesday. Players, parents and coaches celebrated a great season with an awards presentation and pizza!
- The youth flag football season came to an end on Wednesday with the players playing their final game under the lights at Upper Pettengill field.
- Youth pillo-hockey began its first session on Sunday with a total of 39 players registered in the program. Enrollment for this program has increased by 13 participants as compared to last season.
- Planning for winter programming continued throughout the week.
- Registrations continued for youth basketball and adult basketball.
- Heating system work continued with repairs of steam traps and conversion of heating systems to natural gas.

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- The annual Fright Fest took place on Thursday. This is a free, and family-friendly event that offers games, music, face-painting, baked goods, hot chocolate, bounce slide, a costume parade, candy and prizes for children who attend. Special thanks to Center Street Dental and Auburn Storage Solutions for their generous donations that help make this event possible.