



## City of Auburn, Maine

60 Court Street | Auburn, Maine 04210  
www.auburnmaine.gov | 207.333.6601

### **BOARD/COMMITTEE/WG MEETING AGENDA**

#### **Appointment Committee**

December 22, 2025 | 4:00PM

Auburn Hall, Conference Room 204

1. Call to Order & Select Chair
2. Approval of Minutes – October 6, 2025
3. Open Session
4. Consideration of applications received (deadline 12/18):
  - Planning Board (4 vacancies – 3 member terms ending 1/1/26; 1 Associate member term ending 1/1/26) – 6 applications received
  - Parks & Recreation Advisory Board (3 vacancies – 2 terms ending 9/30/2026 & 1 9/30/2027) – 2 applications received

\*Appointment Committee may enter Executive Session pursuant to Title 1 Sec. 405 (6)(A) to discuss applications.
5. Next meeting – TBD
6. Adjourn

## **Appointment Committee**

October 6, 2025 | 5:00pm

Auburn Hall, Conference Room 204

Present: Councilor Whiting, Councilor Platz, City Clerk Emily Carrington

1. Councilor Platz was unanimously voted to Chair the meeting and called the meeting to order at 5:04pm.

2. Approval of Minutes from August 12, 2025; moved to accept by Councilor Platz, seconded by Councilor Whiting. Passed 3-0.

3. Open Session

4. Consideration of Applications Received (deadline 9/15):

- Auburn Housing Authority (term ending 10/1/2030) – 1 vacancy; 1 application received (J. Kimble)

- Parks & Recreation Advisory Board (terms ending 9/30/27) – 3 vacancies; 2 applications received (J. Bergeron-Smith; P. Savignano)

Councilor Whiting moved to enter executive session pursuant to Title 1 Sec. 405 (6)(A) to discuss applications. Passed unanimously, 3-0; entered executive session at 5:04pm.

Declared out of executive session at 5:08pm.

Councilor Platz moved to nominate J. Kimble to the Auburn Housing Authority. Seconded by Councilor Whiting. Passed 3-0.

Councilor Platz moved to nominate J. Bergeron-Smith and P. Savignano to the Parks & Recreation Advisory Board. Seconded by Councilor Gerry. Motion passed 3-0.

Recommendations will be moving to the next Council meeting for appointment.

4. Next meeting – TBD; will be in October. Will be the last meeting of the Appointment Committee until after Inauguration (12/11/25).

5. Adjourn; motion to adjourn at 5:10pm by unanimous consent.

Respectfully submitted,

Emily Carrington, City Clerk

# Merissa Beaulieu

City of Auburn ME | Generated 12/19/2025 @ 8:53 am by OnBoardGOV - Powered by ClerkBase

Status		Board	Vacancies	Status
Name	Merissa Beaulieu	Parks & Recreation Advisory Board ::Member	3	Pending
Application Date	10/19/2025			
Expiration Date	1/19/2026			
Board Member	Merissa Beaulieu			
Status	Validated			

## Basic Information

**Name**  
Merissa Beaulieu

**Please describe why you wish to serve on the Committee/Board.**  
My strong desire to serve on the Committee/Board is fueled by a profound passion for the outdoors, recreation, and ensuring access to safe green spaces for everyone in our community. I believe Auburn's natural landscape is a resource we must protect, and I would like to see us develop thoughtful, inclusive opportunities that allow all citizens, regardless of age and ability, to enjoy our natural environment while ensuring they are preserved for future generations. Ultimately, I am seeking this position because I want to be more directly connected to the community I live in, lending my energy to the collaborative work that will enhance our shared quality of life.

**What do you hope to accomplish?**  
I hope to accomplish the development of truly inclusive recreational opportunities and improve access to our natural spaces. My goal is to help implement policies that effectively protect our vital green spaces for future generations, while fostering a stronger, more connected community through these resources.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
No.

**Have you completed FOAA Training?**  
No

**What is your ward?**  
5

## Contact Information

**Address**  
41 Flanders St  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
merissabeaulieu@gmail.com

**Cell Phone**  
2074414292

## Additional Information

**Notes**  
I plan to complete the FOAA training upon acceptance onto the board with guidance on how to complete said training from local officials.

# MERISSA (MOE) BEAULIEU

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41 Flanders St, Auburn, ME | 207.441.4292 | merissabeaulieu@gmail.com

## PROFESSIONAL EXPERIENCE

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- School Counselor/Coordinator** – *Lewiston Adult Education, Lewiston, ME* **August 2025 - Present**
- Coordinates and executes student intakes, testing, and class placement
  - Oversees front office operations including staffing coverage, workflow, process updates, and school-wide communications
  - Plans and implements testing schedules, class schedules, and special events
  - Supports teacher growth and development, as well as provide frontline support in technology and curriculum creation
  - Creates learning and instructional strategies for continued student and teacher success
  - Collaborates with Lewiston Public Schools and community-based partners to enrich our learning environment
- Regional Programs Manager** – *L.L. Bean, Inc., Freeport, ME* **June 2024 - August 2025**
- Plans, manages and executes an operating budget of \$850k
  - Directly supervises a team of 9 year-round remote employees and nearly 150 seasonal employees
  - Regulates programming in 5 states: Connecticut, Massachusetts, New York, Pennsylvania, and Rhode Island
  - Travels regularly to audit for operational and instructional excellence
  - Drives revenue and participation across all regional sites using data-driven solutions and healthy risk taking
  - Utilizes direct and indirect employee feedback to improve culture and leadership
- English Language Teacher, Level 3** – *Lewiston Adult Education, Lewiston, Maine* **January 2025 - Present**
- Designs engaging and relevant lesson plans that meet the needs and proficiency level of all learners
  - Evaluates learner progress formally and informally through a variety of methods
  - Facilitates activities that promote English speaking, reading, listening, and writing skills
  - Incorporates cultural elements and real-world applicability to enhance understanding
- Maine Guide & Instructor** – *L.L. Bean, Inc., Freeport, ME* **September 2016 – August 2025**
- Lead/co-lead outdoor experiences in a variety of outdoor settings (sea kayaking, paddle boarding, and challenge course)
  - Facilitates low and high challenge course activities to promote leadership skills, team building/bonding, social-emotional learning, and personal growth
  - Assesses changes in the environment and planned for potential effect on clients
  - Works proactively to ensure safety of clients and colleagues
- Regional & Youth Programs Supervisor** – *L.L. Bean, Inc., Freeport, ME* **February 2021 - May 2024**
- Managed the design and implementation of outdoor curriculum
  - Regularly audited programming in Maine and regionally for operational and instructional excellence
  - Supervised 4 year-round employees and met regularly to develop their professional skills and personal goals
  - Used data to drive decision-making and development of new programs
  - Planned for and managed an expense budget in excess of \$50k annually
- Youth Programs Coordinator** – *L.L. Bean, Inc., Freeport, ME* **February 2017 - February 2021**
- Designed and executed annual outdoor youth programs and curriculum for 650-plus campers attending summer day camp
  - Hired, trained, and managed a staff of 10-15 camp counselors that safely led programs
  - Responsible for providing timely and constructive feedback to employees
  - Ensured compliance and documentation for all state laws and regulations, including medication administration
  - Created curriculum materials for enhanced outdoor learning opportunities
  - Managed an expense budget of \$20k annually
- Administrative Assistant II** – *L.L. Bean, Inc., Freeport, ME* **October 2016 – April 2018**
- Provided operational support to frontline leaders and senior management
  - Planned department and corporate events and initiatives
  - Worked collaboratively across many sites to complete project work
  - Highly skilled at balancing multiple requests and projects at once
- English Teacher** – *RSU 2: Hall-Dale Middle/High School, Farmingdale, ME* **August 2013 – October 2016**
- Created and implemented an organized and efficient system for tracking learner progress
  - Modified existing curriculum to meet the individual needs of all learners
  - Excelled at classroom management
  - Published all coursework digitally to enhance availability and completion rate
  - Utilized frequent formative and summative assessments to check for learner understanding

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## EDUCATION

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Husson University, Bangor, ME - Master of Business Administration (MBA), December 2024

Southern New Hampshire University, Manchester, NH - MA English and Creative Nonfiction Writing, May 2017

University of Maine at Farmington, Farmington, ME - BS Secondary English Education, May 2012

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## CERTIFICATIONS

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**Certification – Maine Professional Teaching Status**

**July 2015 - Present**

- English/Language Arts, grades 7-12
- CHRC Authorized

**Certification – Qualified Teacher Status (United Kingdom)**

**March 2020 - Present**

- English, Creative Arts & Design; ages 11-18

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## SKILLS

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Licensed Maine Sea Kayak & Recreation Guide; CPR, AED, First Aid & Epinephrine certified; MS Office Suite; Apple Productivity Suite; Technical Writing Skills; Self-motivated; Strong Organizational Skills; Clear Communicator

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## VOLUNTEER EXPERIENCE

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**Uplift LA – Lewiston, ME**

**January 2025 - Present**

- Collaborates with other local young professionals to provide professional networking opportunities, business connections, and community
- Supports efforts to promote Androscoggin county as a good place for young professionals to work, live, and recreate
- Helps plan and run events for young professionals

**Good Shepherd Food Bank – Auburn, ME**

**October 2023 - Present**

- Sort, weigh, repack food for distribution to food pantries
- Maintain safe and healthy working environment per OSHA code and best practices

**Preble Street Teen Center – Portland, ME**

**February 2017 - April 2023**

- Served hundreds of meals to homeless youth
- Maintained a clean, safe, and productive kitchen environment
- Upon request, provided educational support and tutoring
- Administered basic first aid
- Trained new volunteers on kitchen and organizational procedures, policies, and expectations

**United Way of Southern Maine/United Way of Androscoggin County – Portland and Lewiston, ME**

**April 2017 - April 2019**

- Participated in various volunteer experiences including:
  - Mock interviews for trades students
  - English as a Second Language tutoring
  - Diaper Drive events

Status		Board	Vacancies	Status
Name	Clare Murray	Parks & Recreation Advisory Board ::Member	3	Pending
Application Date	12/17/2025			
Expiration Date	3/17/2026			
Status	Received			

Basic Information

**Name**  
Clare Murray

**Please describe why you wish to serve on the Committee/Board.**  
I wish to serve on the Parks and Rec Advisory Board to ensure that Auburn remains a vibrant, healthy, and accessible place to live. As a local dog owner and recreational enthusiast, I use Auburn's parks and trails often and have a vested interest in their maintenance and growth. Professionally, my career as a Research Analyst involves program evaluation and presenting to state-level organizations, skills I can use to help the board analyze community needs and measure the success of local initiatives. With my background in Environmental Studies and Public Health, I prioritize safety and sustainability, and I am dedicated to playing an active role in shaping the infrastructure that makes Auburn a great place to live.

**What do you hope to accomplish?**  
My primary goal is to contribute to a long-term strategic plan that secures Auburn's position as a leader in municipal recreation. I hope to leverage my professional experience presenting to state organizations to advocate for Auburn's inclusion in state-level budgets and grant opportunities, ensuring we have the resources to maintain our high standards. Specifically, I am interested in exploring the development of a dedicated dog park to serve our growing community of pet owners. Furthermore, I intend to focus on maintaining and increasing park safety, ensuring that all residents feel secure and welcome in our shared outdoor spaces.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
No.

**Have you completed FOAA Training?**  
Yes

**What is your ward?**  
4

Contact Information

**Address**  
284 E Hardscrabble Rd  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
clare.murray@maine.edu

**Phone**  
3038197625

Additional Information

**Notes**

Generated 12/19/2025 @ 8:54 am

**CLARE MURRAY** | 284 E Hardscrabble Rd, Auburn, ME  
(303) 819-7625 | clare.r.murray@gmail.com

## SUMMARY

Dedicated Auburn resident and Research Analyst applying for the Parks and Rec Advisory Board. I am a frequent user of Auburn's recreational spaces and a dog owner committed to improving the local community and the state of Maine. I bring professional expertise in presenting to state organizations and evaluating community programs to help enhance our public spaces.

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## CORE QUALIFICATIONS

- **Stakeholder Engagement:** Extensive experience presenting data and project outcomes to state-level organizations.
  - **Program Evaluation:** Expert in survey design and observational studies to measure community impact.
  - **Leadership:** Proven ability to manage project logistics and coordinate volunteer teams.
  - **Public Safety:** Registered Nurse background with a focus on safety and performance improvement.
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## PROFESSIONAL EXPERIENCE

**Research Analyst II** | *Cutler Institute, Portland, ME* | 11/2022 – Present

- Provide technical assistance to state and local partners in the evaluation of community surveys.
- Collaborate with stakeholders to design and disseminate reports and project products.
- Manage work plans and oversee data collection for observational studies.

**Research Assistant II** | *Cutler Institute, Portland, ME* | 8/2021 – 11/2022

- Launched qualitative and quantitative surveys using Qualtrics to gather community data.
- Prepared visual presentations and reports for diverse public audiences.

**Special Project Assistant** | *Cutler Institute, Portland, ME* | 4/2020 – 8/2021

- Conducted observational studies and implemented surveys to monitor public data.
- Presented findings at conferences and state-level meetings.

**CLARE MURRAY** | 284 E Hardscrabble Rd, Auburn, ME  
(303) 819-7625 | clare.r.murray@gmail.com

**Registered Nurse** | *Sibley Memorial Hospital, Washington, D.C.* | 10/2015 – 10/2016

- Unit-based Safety Champion identifying areas for performance and resource improvement.

**Program Coordinator** | *Urgent Action Fund, Boulder, CO* | 6/2008 – 12/2011

- Managed logistics for local/international events and coordinated volunteer recruitment.

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## EDUCATION

- **Master of Science in Nursing** – University of New Hampshire
- **Bachelor of Arts in Environmental Studies** – University of Colorado

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## SELECTED PUBLICATIONS

- Murray, C. & Dumont, R. (2025). *Maine Seat Belt Use 2025*. Catherine Cutler Institute, University of Southern Maine.
- Croll, Z., Murray, C. & Rose, A. (2025). *2025 Survey of Children Served by MaineCare*. Catherine Cutler Institute, University of Southern Maine.
- Murray, C., Dumont, R., & Shaler, G. (2022). *2022 Maine Crime Victimization Report: Informing Public Policy for Safer Communities*. Maine Statistical Analysis Center.
- Bergeron-Smith, J., Grey, A., Dumont, R., Murray, C., Shaler, G., Wynne, C., & Snell, E. (2022). *State of Maine Victim Needs Assessment: 2022*. Catherine Cutler Institute, University of Southern Maine.

CERTIFICATION OF COMPLETION OF  
FREEDOM OF ACCESS TRAINING REQUIRED BY 1 M.R.S.A. § 412

I, Clare Murray, hereby certify that I have met the training  
*(Name of elected official)*

requirements set forth in 1 M.R.S.A. § 412 on 12/17/2025 by  
*(date of training)*  
completing the following training:

- ☒ A thorough review of all of the information made available on the  
Frequently Asked Questions portion of the State website,  
[www.maine.gov/foaa/faq](http://www.maine.gov/foaa/faq).
- ☐ Another training course that includes this information, identified as follows:

\_\_\_\_\_  
*(Title of Course)*

\_\_\_\_\_  
*(Name of Course Provider)*

Dated this 17 day of December, 2025.

Clare Murray

*Signature*

Clare Murray

*Printed Name*

\_\_\_\_\_  
*Elected Office*

**Note:** Training must be completed within 120 days after an elected official takes the oath of office.

# Edmond J Bearor

City of Auburn ME | Generated 12/19/2025 @ 8:52 am by OnBoardGOV - Powered by ClerkBase

Status		Board	Vacancies	Status
Name	Edmond J Bearor	Planning Board ::Member	0	Pending
Application Date	11/21/2025			
Expiration Date	2/21/2026			
Board Member	Edmond J Bearor			
Status	Validated			

## Basic Information

**Name**  
Edmond J Bearor

**Please describe why you wish to serve on the Committee/Board.**  
Utilize my experience in municipal government generally, and land use and zoning in particular, to assist in review of development applications and other planning directives set forth in city ordinances

**What do you hope to accomplish?**  
Reasonable processing of and fair minded review of matters presented to. the planning board with. the hope that the City and its residents will benefit from such actions

**Are you presently serving on a City board or committee? If so, which one(s)?**  
Yes. Associate Member Planning Board

**Have you completed FOAA Training?**  
Yes

**What is your ward?**  
1

## Contact Information

**Address**  
29 Marston Hill Road  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
edbearor@gmail.com

**Cell Phone**  
(207) 299-8051

## Additional Information

**Notes**  
  
Generated 12/19/2025 @ 8:52 am

# EDMOND J. BEAROR

29 Marston Hill Road, Auburn, ME 04210

[edbearor@gmail.com](mailto:edbearor@gmail.com)

207.299.8051

1981 - University of Maine, B.A. in Economics and Public Management

1988 – University of Maine School of Law, J.D.

1982 – 1985 – Town Manager, Newport, Maine

1988 – 2021 (currently Of Counsel) – Attorney, Rudman Winchell, Bangor, ME – Practice areas included municipal law, zoning, land use, and real estate.

2022 – Probate Court Judge of Penobscot County

Currently – Member of Maine State Board of Property Tax Review

Currently – Alternate member of the Planning Board for the City of Auburn

2025 – Certified Mediator

2009 – 2025 – Best Lawyer ratings in zoning and land use law

Status		Board	Vacancies	Status
Name	Mr. Coleman George Coyne	Planning Board ::Member	0	Pending
Application Date	11/28/2025			
Expiration Date	2/28/2026			
Board Member	Coleman George Coyne			
Status	Validated			

Basic Information

**Name**  
Mr. Coleman George Coyne

**Please describe why you wish to serve on the Committee/Board.**  
Having lived in and loved the City of Auburn for more than 40 years I'd like to offer some of my time towards helping the City carry out some of the work that will keep it a great city for years to come, and the planning board would be a good way to do so.

**What do you hope to accomplish?**  
Helping to keep Auburn a very good place to live, work and raise a family for years to come.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
None at Present.

**Have you completed FOAA Training?**  
No

**What is your ward?**  
2

Contact Information

**Address**  
160 Everett Rd  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
coleycoyne@gmail.com

**Phone**  
2077546081

**Cell Phone**  
2077546081

Additional Information

**Notes**

Generated 12/19/2025 @ 8:52 am

## COLEMAN COYNE EDUCATION AND WORK HISTORY

Retired Attorney having practiced in Maine more than 50 years as Partner in Murphy and Coyne Law Offices, Lewiston

Former Assistant District Attorney, Maine Prosecutorial District Three (Androscoggin, Franklin and Oxford counties)

Former Law Clerk for Chief Justice Armand Dufresne, Jr., Maine Supreme Judicial Court (1973-74)

Graduated Suffolk University Law School, Boston, (J.D. cum laude, 1973).

Lead Article Editor, Suffolk University Law Review (1972-73)

Bachelor of Science, Economics, Boston State College, 1970

# Evan Cyr

City of Auburn ME | Generated 12/19/2025 @ 8:52 am by OnBoardGOV - Powered by ClerkBase

Status		Board	Vacancies	Status
Name	Evan Cyr	Planning Board ::Member	0	Pending
Application Date	12/7/2025			
Expiration Date	3/7/2026			
Board Member	Evan Cyr			
Status	Validated			

## Basic Information

**Name**  
Evan Cyr

**Please describe why you wish to serve on the Committee/Board.**  
I want to serve on the Planning Board because I believe civic involvement is important. I am a teacher and father of two children. Modeling civic engagement for my own kids as well as for my students is important to me. I also believe the Planning Board serves an important and indispensable function in our community. I have over a collective 15 years serving on municipal and quasi-municipal boards. My experience and institutional understanding can help further the work that the Planning Board does. Planning Board is a good personal fit where I think my skill set can best be used for the wider community while being civically engaged and promoting civic engagement for my children, students, friends, and neighbors.

**What do you hope to accomplish?**  
I hope to work collaboratively to continue protecting Auburn's natural resources, including Lake Auburn, Auburn's agricultural and rural resources, open space, and neighborhoods. I also hope to begin implementing the upcoming comprehensive plan in an informed, transparent, and informative way to help promote trust in local government while developing the best possible outcomes for Auburn's residents. It is important to use appropriate policy actions, follow state and local law, and implement City Council policy regarding complex issues to ultimately create zoning solutions that will help create diverse housing opportunities for all residents, promote smart growth and density infill where appropriate, promote growth for all residents, and improve the quality of live in our community. Ultimately, I hope to promote positive solutions while fostering trust and transparency.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
Lake Auburn Watershed Protection Commission and Zoning Board of Appeals

**Have you completed FOAA Training?**  
Yes

**What is your ward?**  
2

## Additional Information

**Notes**  
Generated 12/19/2025 @ 8:52 am

## Contact Information

**Address**  
122 Granite St  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
egcyr@hotmail.com

**Phone**  
207-9911-159

# Evan G. Cyr

122 Granite St.  
Auburn, ME 04210

Phone: (207) 991-1159  
Email: egcyr@hotmail.com

## Professional Summary

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Experienced municipal planning and land use policy specialist with over 15 years of expertise in zoning regulations, adjudicatory analysis, and community engagement. Skilled at interpreting zoning ordinances, evaluating variance requests, and addressing applicant requests with fairness and precision. Skilled in balancing regulatory compliance with practical solutions to address community needs, leveraging a collaborative approach to decision-making. Proven success resolving sensitive matters through collaborative decision-making and clear communication. Committed to upholding the integrity of zoning processes, ethical governance, and fostering transparency in public processes.

## Areas of Expertise

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-Zoning Regulations	-Land Use Planning	-Environmental Awareness in Planning
-State and Local Land Use Law	-Community Engagement	-Judicial and Adjudicatory Analysis
-Urban Design	-Conflict Resolution	-GIS and Mapping
-Public Policy	-Economic Development	-Transportation Planning
-Process Management	-Stakeholder Collaboration	-Ethical Decision-Making

## Pertinent Governmental Experience

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### Commissioner - LAWPC

2020 – 2023, 2024 – Present

#### *Lake Auburn Watershed Commission*

- Elected Chair: One Term
- Elected Vice Chair: One Term
- Implementation of Rules of Order
- Draft updates to Code of Conduct for full Board review
- Create and enforce legal policy and zoning solutions to protect the public drinking water supply in compliance with State and Federal laws.
- Utilize data and information collectives to provide guidance and feedback to local municipalities and other stakeholders.
- Provide oversight of public education initiatives around and access or use of land within the watershed.
- Provide policy direction and directives to Auburn Water District regarding the Lake Auburn Watershed.

### Member, Zoning Board of Appeals

2024 – Present

#### *City of Auburn, ME*

- Staff training on Zoning Board of Appeals.
- Stay apprised of Planning Board decisions, local zoning ordinance, and State laws pertaining to the work of the Zoning Board.

### Member of Planning Board

2012 – 2024

#### *City of Auburn, ME*

- Served as Chair or Vice Chair of Planning Board: six terms
- Creation and implementation of new Form Based Code zoning ordinances to address housing inequity and promote traditional neighborhood growth patterns – 2014 through 2024
- Development of zoning changes to the AGRP zoning ordinances – 2018
- Draft and implementation of zoning changes and updates to the AGRP zoning ordinances – 2023
- Development of zoning changes and updates to the Lake Auburn Watershed Overlay District to increase protections of lake water quality and prolong the AWD's federal waiver of filtration for Lake Auburn – 2013 – 2023
- Development of Medical and Adult Use Marijuana Ordinances
- Development of changes to the City's Odor Ordinance
- Creation of Auburn's Adaptive Reuse Ordinances
- Creation and implementation of commercial solar ordinance
- Implementation of the 2010 and 2021 Update of the Comprehensive Plan through development of new ordinances and zoning regulations. Example: Form Based Code 2014 - 2024
- Create legal policy solutions to problems that meet municipal and other stakeholder objectives.
- Provide direction and feedback to City Council on land use, economic growth, future development, and zoning law.
- Draft and revise zoning ordinances at the municipal level in accordance with State and Federal law or guidelines.
- Work with members of the public and community to explain or resolve sensitive or controversial topics and issues
- Review and provide feedback of the Capital Improvement Plan and budget for the City Council.

**Education**

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<b>Administration Leadership</b>	Endicott College	2017	Beverly, MA
<b>CAS Education Leadership</b>	University of New England	2015	Biddeford, ME
<b>MA Secondary Education,</b>	University of Maine	2005	Orono, ME
<b>BA Anthropology</b>	University of Maine	2005	Orono, ME

**Pertinent Certifications and Trainings**

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MMA – Planning Board Legal Issues Training  
MMA – Freedom of Access Act (FOAA) Training  
City of Auburn Legal Overview Training

**Professional References**

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<b>Paul Jaucques</b>	Vice Chair, Full Member Planning Board, City of Auburn, ME	(207) 749-9556
<b>Doug Greene</b>	City Planner & Planning Professional (Retired)	(207) 232-8694
<b>Peter Bingham</b>	Deputy Director – Econ. & Comm. Dev. Town of Cumberland	(207) 751-4193
<b>Camille Parish</b>	Chairperson Lake Auburn Watershed Commission	(207) 713-0202

**CERTIFICATE OF COMPLETION**  
**FREEDOM OF ACCESS ACT**  
**Training Required by 1 M.R.S.A. § 412**

I, Evan Cyr, hereby certify that I have met the training  
(*Name of official or public access officer*)

requirements set forth in 1 M.R.S.A. § 412 on 12/6/2024  
(*Date of training*)

by completing the following training:

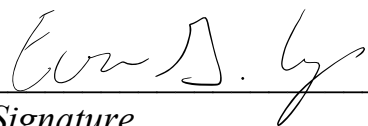
☒ A thorough review of all the information made available on the  
Frequently Asked Questions portion of the State website,  
[www.maine.gov/foaa/faq](http://www.maine.gov/foaa/faq).

☐ Another training course that includes this information, identified as follows:

\_\_\_\_\_  
(*Title of Course*)

\_\_\_\_\_  
(*Name of Course Provider*)

Dated this 6th day of December, 20 24.

  
*Signature* Evan Cyr

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Elected/Appointed Office or Position*

**Note:** A public access officer or an official subject to this section shall complete the training not later than the 120<sup>th</sup> day after the date the official assumes the person's duties as an official or the person is designated as a public access officer.

# Chelsea Eaton

City of Auburn ME | Generated 12/19/2025 @ 8:52 am by OnBoardGOV - Powered by ClerkBase

Status		Board	Vacancies	Status
Name	Chelsea Eaton	Planning Board ::Member	0	Pending
Application Date	12/7/2025			
Expiration Date	3/7/2026			
Board Member	Chelsea Eaton			
Status	Validated			

## Basic Information

**Name**  
Chelsea Eaton

**Please describe why you wish to serve on the Committee/Board.**  
It is my hope to bring representation of the AGRP zone to the planning board.

**What do you hope to accomplish?**  
I wish to maintain ongoing efforts to protect the AGRP zone as well as encourage thoughtful development of business and housing in the core of the city.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
Yes. ZBA

**Have you completed FOAA Training?**  
No

**What is your ward?**  
5

## Contact Information

**Address**  
576 Trapp Road  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
bluebeehg@gmail.com

## Additional Information

**Notes**  
Generated 12/19/2025 @ 8:52 am

# Bilal Hussein

City of Auburn ME | Generated 12/19/2025 @ 8:51 am by OnBoardGOV - Powered by ClerkBase

Status		Board	Vacancies	Status
Name	Bilal Hussein	Planning Board ::Member	0	Pending
Application Date	11/17/2025			
Expiration Date	2/17/2026			
Board Member	Bilal Hussein			
Status	Validated			

## Basic Information

**Name**  
Bilal Hussein

**Please describe why you wish to serve on the Committee/Board.**  
I wish to continue serving on the Planning Board because I want to play a role in Auburn's future planning. Environmental impact, active transportation and community-centered growth are all key points that the Planning Board must keep in mind.

**What do you hope to accomplish?**  
My aim is to ensure new projects meet the needs of the City and to strengthen transparency with the public.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
Planning Board

**Have you completed FOAA Training?**  
No

**What is your ward?**  
2

## Contact Information

**Address**  
40 Weaver Street  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
bihussein0@gmail.com

## Additional Information

**Notes**

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## **Bilal Hussein**

[www.linkedin.com/in/bilal-hussein-420129228/](https://www.linkedin.com/in/bilal-hussein-420129228/) • [bihussein0@gmail.com](mailto:bihussein0@gmail.com) • (404)-988-2922

### **EDUCATION**

**University of Southern Maine**, Portland, Maine

Degree: B.A. in Political Science, Minor in Philosophy

GPA: 3.7

Activities: 51<sup>st</sup> Student Government Association, Vice-Chair. Maine Model United Nations Conference, Secretary-General (2021-2022). USM Muslim Student Association, President. USM Chess Club, President.

### **PROFESSIONAL EXPERIENCE**

**New Mainers Public Health Initiative**, Lewiston, ME

*Behavioral Health Professional* Sept 2025 – *present*, Jul 2020 – May 2022

- Designed and implemented behavioral treatment plans that included short- and long-term objectives and behavioral interventions.
- Maintained all pertinent documentation, sustained contact with therapeutic staff and other community resources.
- Conducted and organized social, educational, and cultural events for resident communities.
- Ensured compliance of all state, federal laws, standards, and procedures.

**Maine State Senate Majority Office**, Augusta, ME *Legislative Aide* Oct 2023 – Aug 2025

- Managed and handled constituent cases and inquiries for 3 State Senators, ensuring timely responses, and working with liaisons within state government to resolve constituent problems to the fullest extent possible
- Worked with Communications Director on drafting press releases, providing updates on legislative items, and reviewed opinion pieces/news columns.
- Tracked assigned caucus members legislation through the entirety of the legislative process and monitored committee hearings as well as legislative testimony.

**UNUM**, Portland, ME

*Benefits Research and Information Summer Intern* May 2022 – Sep 2022

- Researched and resolved benefit issues while maintaining a teamwork environment.
- Retrieved from and/or sent info to multiple carriers regarding enrollment for benefits.
- Implemented, maintained, and updated procedures for reports processing and other activity.
- Organized and managed a database in MS Access to gather and streamline the information throughout the department.
- Developed working relationships with various functional and servicing areas such as clinical and vocational services.
- Participated in cross-functional business case challenges with other summer associates to develop new procedures for pending needs.

## **STUDENT LEADERSHIP**

### **University of Southern Maine Gorham, ME**

*Maine Model United Nations Leadership Team, Secretary General Sep 2022 – Dec 2023*

- Served as Secretary-General of an eight member leadership team
- Facilitated the training of 20-30 college students in international relations and parliamentary procedure
- Managed and planned Model United Nations simulation for 300 high school students over a three-day period

*Vice-Chair of the USM Student Senate Jan 2021- December 2023*

- Served as Vice-Chair of USM Student Senate
- Facilitated the creation of the Committee on Racial Equality (CORE)

### **Edward Little High School Auburn, ME**

*Student Representative to Auburn Planning Board June 2017 – May 2018*

- Attended monthly meetings regarding zoning matters and changes to the Comprehensive Plan

Status		Board	Vacancies	Status
Name	Andrea Westbye	Planning Board ::Member	0	Pending
Application Date	11/20/2025			
Expiration Date	2/20/2026			
Board Member	Andrea Westbye			
Status	Validated			

Basic Information

**Name**  
Andrea Westbye

**Please describe why you wish to serve on the Committee/Board.**  
It's an opportunity to make a positive and meaningful contribution to my community.

**What do you hope to accomplish?**  
To work with a variety of people and groups to help direct and shape sustainable land use and development in Auburn.

**Are you presently serving on a City board or committee? If so, which one(s)?**  
No

**Have you completed FOAA Training?**  
No

**What is your ward?**  
5

Contact Information

**Address**  
102 Second Street  
Auburn, ME 04210

**Yes, I am a resident**  
Yes

**Email**  
awestbye@gmail.com

**Cell Phone**  
207-514-4307

Additional Information

**Notes**  
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# Andrea Westbye

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102 Second Street, Auburn ME 04210 | 207-514-4307 | awestbye@gmail.com

## Skills & Abilities

- Capable of working well both independently and with a team
- Adaptable to new environments and processes
- Strong attention to detail and organization

## Experience

### **SENIOR REAL ESTATE UNDERWRITER | UNIVERSITY CREDIT UNION | SACO ME | 11/2021 – PRESENT**

- Responsible for all residential mortgage and home equity underwriting
- Develop monthly training for real estate staff to maintain understanding and compliance with guidelines and regulations for variety of loan products and credit union loan policy

### **MULTIFAMILY LOAN OFFICER | MAINEHOUSING | AUGUSTA ME | 01/2021 – 11/2021**

- Multifamily real estate underwriting for affordable and supportive housing developments
- Prepared and presented complex project summaries and recommendations

### **REAL ESTATE LENDING MANAGER | UNIVERSITY CREDIT UNION | SCARBOROUGH ME | 07/2020 – 12/2020**

- Managed the credit union's mortgage loan processing and underwriting functions, including compliance, loan pipeline maintenance, and monthly reporting to senior management

### **SENIOR REAL ESTATE LOAN PROCESSOR | UNIVERSITY CREDIT UNION | SCARBOROUGH ME | 01/2009 – 07/2020**

- Responsible for single-family and multi-unit residential mortgage loan processing, including appraisal review, loan closing document preparation
- Prepared monthly mortgage reports for senior management
- Lead processor for USDA-Rural Development and MaineHousing mortgages
- Maintained compliance with all state and federal mortgage lending and mortgage insurance guidelines

### **REAL ESTATE TITLE EXAMINER/PROCESSOR | ATLANTIC TITLE COMPANY, N/K/A ATLANTIC COAST TITLE COMPANY | SOUTH PORTLAND ME | 08/2002 – 11/2008**

- Analyzed matters of record, including liens, easements, and plans to verify condition of title
- Processed both residential and commercial real estate files for title updates and loan closings

## Education

### **MASTER'S DEGREE, COMMUNITY PLANNING AND DEVELOPMENT | 2014 | MUSKIE SCHOOL OF PUBLIC SERVICE, UNIVERSITY OF SOUTHERN MAINE**

### **BACHELOR OF ARTS, POLITICAL SCIENCE | 1994 | CENTRAL WASHINGTON UNIVERSITY**

- Internship with Washington State Legislature