



City Council Workshop & Meeting January 9, 2017 Agenda

5:30 P.M. Workshop

- A. Tax Acquired Property Policy Update – Jill Eastman (20 minutes)
- B. Target Area City Owned Properties Development Proposal – Eric Cousens (30 minutes)
- C. Gowell's Market Zoning Change – Doug Greene (15 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 01-01092017***
Setting the date of the Special Election for Ward 4 Council seat as June 13, 2017.
 - 2. **Order 02-01092017***
Referring the Gowell's Market Zoning Change Proposal to the Planning Board.
 - 3. **Order 03-01092017***
Appointing Jonathan LaBonte, Robert Stone, and Bettyann Sheats to serve on the NNEPRA (Northern New England Passenger Rail Authority) Project Advisory Team.
- II. **Minutes**
 - December 19, 2016 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Audit – Runyon Kersteen and Ouellette
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business

1. Ordinance 09-10172016

Amending the zoning map in the area of 1863 Pownal Road. Second reading.

VI. New Business - None

VII. Executive Session

- Discussion regarding a Labor Negotiations, pursuant to 1 M.R.S.A. §405(6)(D).
- Discussion regarding Economic Development, pursuant to 1 M.R.S.A. §405(6)(C).

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Workshop & Meeting
January 23, 2017
Agenda**

5:30 P.M. Workshop

- A. Bike Ped Presentation – Craig Saddlemire (30 minutes)
- B. Sex Offender Residency Restrictions – Phil Crowell (20 minutes)
- C. Recreational Marijuana – Eric Cousens and Tim Cogle (30 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Stone

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 04-01232017***
Confirming Chief Crowell's Appointments of Constables without firearms for the Auburn Police Department and Constable Process Servers without firearms within the City of Auburn.
- II. **Minutes**
 - January 9, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - CALEA Accreditation
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
- VI. **New Business**
 - 2. **Order 05-01232017**
Adopting the Tax Acquired Property Policy as amended.

VII. Executive Session

- Discussion regarding an economic development matter, pursuant to 1 M.R.S.A. §405(6)(C).
- Discussion regarding real estate matter, pursuant to 1 M.R.S.A. §405(6)(C).
- Executive Session regarding a personnel matter, pursuant to 1 M.R.S.A. §405(6)(A)

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – December 2016 Monthly Finance Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop & Meeting February 6, 2017 Agenda

5:30 P.M. Workshop

- A. Sale of City Owned Property (Downtown District) – Eric Cousens (30 minutes)
- B. Executive Session regarding Economic Development, pursuant to 1 M.R.S.A. §405(6)(C)
- C. Executive Session regarding a personnel matter, pursuant to 1 M.R.S.A. §405(6)(A)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 06-02062017***
Confirming the award for Legal Services to the Malloy Firm.
- II. **Minutes**
 - January 23, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Recognition – Ernestine Gilbert
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Order 88-11212016**
Accepting Cascades Drive as a city street.
- VI. **New Business**

2. Order 07-02062017

Approving the request for a Liquor License (Class III & IV Vinous and Malt) for Mac's Downeast Seafood, located at 894 Minot Avenue.

3. Ordinance 01-02062017

Adopting the Sex Offender Residency Restrictions based on the State of Maine Guidelines. Public hearing and first reading.

VII. Executive Session

- Executive Session regarding Economic Development, pursuant to 1 M.R.S.A. §405(6)(C)
- Executive Session regarding a personnel matter, pursuant to 1 M.R.S.A. §405(6)(D)

VIII. Reports

- a. **Mayor's Report**
- b. **City Councilors' Reports**
- c. **City Manager Report**

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Meeting February 13, 2017 Agenda

5:30 P.M. City Council Meeting

Pledge of Allegiance

I. Unfinished Business

1. Order 06-02062017

Confirming the award for Legal Services to the Malloy Firm.

II. Executive Session

- A. Executive Session regarding a personnel matter (City Manager search), pursuant to 1 M.R.S.A. §405(6)(A)
- B. Executive Session regarding a personnel matter (Norway Savings Bank General Manager search), pursuant to 1 M.R.S.A. §405(6)(A)

III. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension of expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Executive Session
Auburn Hall Community Room
February 23, 2017
5:30 P.M.**

Executive Session

- A. Executive Session regarding a personnel matter (City Manager search), pursuant to 1 M.R.S.A. §405(6)(A)



**City Council Workshop & Meeting
February 27, 2017
Agenda**

5:30 P.M. Workshop

- A. Proposed Zoning Amendment (Hampshire Street) – Doug Greene (30 minutes)
- B. Lake Auburn Watershed Protection Resolve – Denis D’Auteuil (10 minutes)
- C. Winter Maintenance Discussion – Dan Goyette (30 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Stone

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
 - February 6, 2017 Regular Council Meeting
 - February 13, 2017 Special Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Presentation of APD Challenge Coin to Mr. Chris Hitchcock
 - Biography of Edward Little written by Douglas I. Hodgkin
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 01-02062017**
Adopting the Sex Offender Residency Restrictions based on the State of Maine Guidelines. Public hearing and second reading.
- VI. **New Business**
 - 2. **Order 07-02272017**

Accepting the resignation of Assistant City Manager Denis D'Auteuil, with his last day being Friday, March 24, 2017.

3. **Order 08-02272017**
Appointing John Bubier as Acting City Manager.
4. **Order 09-02272017**
Authorizing the Acting City Manager to execute the collective bargaining agreement with MSEA Local 1989.
5. **Order 10-02272017**
Re-appointing Bettyann Sheats to the Airport Board (term expiration of 01/01/2020) as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
6. **Order 11-02272017**
Appointing Linda Wooten to the Auburn-Lewiston Advisory Cable TV Committee (term expiration to be determined by the committee as outlined in their bylaws) as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
7. **Order 12-02272017**
Appointing Dana Bonenfant to the Community Development Block Grant (CDBG) Loan Committee (term expiration of 10/01/2017) as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
8. **Order 13-02272017**
Appointing James Ayotte to the Ethics Committee (term expiration of 01/01/2020) as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
9. **Order 14-02272017**
Appointing Suzanne Roy to the Parks and Recreation Advisory Board (term expiration 10/01/2018) as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
10. **Order 15-02272017**
Appointing the following members to the Planning Board as nominated by the Appointment Committee. Full member, re-appointments: Nathan Hamlyn, Marc Tardif, Mia Poliquin Pross, Sam Scogin (term expirations 01/01/2020) and Associate members Christopher Lewis and Dustin Boutin (term expirations 01/01/2020).
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
11. **Order 16-02272017**
Re-appointing Raymond Fortier to the Auburn Sewer District with a term expiration of 03/01/2021 as nominated by the Appointment Committee.
Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).
12. **Order 17-02272017**

Appointing Joel Simons to the Zoning Board of Appeals with a term expiration of 10/01/2019 as nominated by the Appointment Committee.

Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).

13. Order 18-02272017

Appointing members to the Auburn Water District as nominated by the Appointment Committee.

Robert Cavanagh and Mary Sylvester (term expirations of 03/01/2021), and Dan Bilodeau (term expiration of 03/01/2018). ***Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).***

14. Order 19-02272017

Appointing a member to the Auburn Housing Authority (term expiration of 10/01/2021).

Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).

15. Resolve 01-02272017

Calling upon the Lake Auburn Watershed Protection Commissioners to adopt a meeting schedule and locations convenient to the general public, specifically to a time after 5 pm and to rotate meeting locations between Lewiston City Hall and Auburn City Hall.

VII. Executive Session

- Executive Session regarding labor negotiations, pursuant to 1 M.R.S.A. §405(6)(D)
- Executive Session regarding a real estate matter, pursuant to 1 M.R.S.A. §405(6)(C)

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – January 2017 Monthly Finance Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Executive Session
Auburn Hall Community Room
March 1, 2017
5:30 P.M.**

Executive Session

- A. Executive Session regarding a personnel matter (City Manager search), pursuant to 1 M.R.S.A. §405(6)(A)



City Council & School Committee Joint Workshop and City Council Meeting Agenda March 6, 2017

5:30 P.M. School Committee and City Council

- A. Audit – Jill Eastman and the Audit Committee (30 minutes)
- B. Capital Improvement Program (CIP) Presentation (City and School) – Jill Eastman & John Bubier (45 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 20-03062017***
Approving the temporary sign request for Park Avenue School's April Festival.
 - 2. **Order 21-03062017***
Accept and place on file the City Audit.
- II. **Minutes**
 - February 27, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Order 19-02272017**
Appointing a member to the Auburn Housing Authority (term expiration of 10/01/2021).

Council may enter into executive session pursuant to 1 M.R.S.A. §405(6)(A).

VI. New Business

2. Ordinance 02-03062017

Adopting the Complete Streets Committee Ordinance. Public hearing and first reading.

3. Ordinance 03-03062017

Adopting the Complete Streets Ordinance. Public hearing and first reading.

4. Order 22-03062017

Authorizing the reallocation of unspent proceeds from the City's General Obligation Bonds in the amount of \$42,000 to be used for the renovation of the Parks Garage for a Senior Center. First Reading.

5. Order 23-03062017

Consolidating to one polling place for the June 13, 2017 Election. Public hearing.

VII. Executive Session

- Executive Session regarding a real estate matter, pursuant to 1 M.R.S.A. §405(6)(C)

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Special Meeting
Auburn Hall Council Chambers
March 13, 2017
5:30 P.M.**

Executive Session

- A. Executive Session regarding a personnel matter (City Manager search), pursuant to 1 M.R.S.A. §405(6)(A) with action to follow.



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: March 13, 2017

Subject: Executive Session

Information: Discussion regarding a personnel matter (City Manager search), pursuant to 1 M.R.S.A. Section 405(6) (C) with action to follow.

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 Council Workshop & Meeting
March 20, 2017
Agenda**

5:30 P.M. Workshop

- A. Welcome and Introduction of Peter Crichton the New City Manager of Auburn – Mayor LaBonté
- B. Community Development Block Grant (CDBG) Budget/Annual Action Plan–Yvette Bouttenot (15 minutes)
- C. Adaptive Re-Use Ordinance – Doug Greene (20 minutes)
- D. Executive Session regarding economic development, pursuant to 1 M.R.S.A. §405(6)(A) with action to follow.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Walker

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 25-03202017***
Approving the temporary sign request for the Auburn Business Association’s “Citizen of the Year” signs.
- II. **Minutes**
 - March 6, 2017 Regular Council Meeting
 - March 13, 2017 Special Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Welcome and Introduction of Peter Crichton the New City Manager of Auburn
 - Recognition - St. Dom’s Women’s Hockey Team
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**

1. **Ordinance 02-03062017**
Adopting the Complete Streets Committee Ordinance. Second reading.
2. **Ordinance 03-03062017**
Adopting the Complete Streets Ordinance. Second reading.
3. **Order 22-03062017**
Authorizing the reallocation of unspent proceeds from the City's General Obligation Bonds in the amount of \$42,000 to be used for the renovation of the Parks Garage for a Senior Center. Public hearing and Second Reading. ***Requires an affirmative vote of 5 for passage.***
- VI. **New Business**
4. **Order 26-03202017**
Approving the request to waive the business licensing fee for the New Auburn Little League, a non-profit organization (Sherwood Heights and Pulsifer Park) for the 2017 season.
5. **Order 27-03202017**
Adopting the City Property Sale Policy.
6. **Order 28-03202017**
Amending the City of Auburn 2010 Comprehensive Plan Future Land Use Map for the properties located at 121 Hampshire Street (PID # 250-316) and 127 Hampshire Street (PID # 250-315) from High Density Neighborhood Conservation (HDNC).
7. **Ordinance 04-03202017**
Adopting the proposed future land use and zone map amendments for 121 and 127 Hampshire Street. First reading.
- VII. **Executive Session**
- VIII. **Reports**
 - a. **Mayor's Report**
 - b. **City Councilors' Reports**
 - c. **City Manager Report**
 - d. **Finance Director, Jill Eastman – February 2017 Monthly Finance Report**
- IX. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- X. **Adjournment**

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop & Meeting
April 3, 2017
Agenda

5:30 P.M. Workshop

- A. Council Questions on CIP (Capital Improvement Plan) – John Bubier and Jill Eastman (45 minutes)
- B. Taylor Pond Project – Jim Pross (35 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Burns

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 29-04032017***
Setting the date for the School Budget Validation Referendum Election for June 13, 2017.
 - 2. **Order 30-04032017***
Approving the time to open the polls at 7:00 A.M. for the June 13, 2017 Election.
- II. **Minutes**
 - March 20, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Order 28-03202017**
Amending the City of Auburn 2010 Comprehensive Plan Future Land Use Map for the properties located at 121 Hampshire Street (PID # 250-316) and 127 Hampshire Street (PID # 250-315) from High Density Neighborhood Conservation (HDNC). Public hearing and second reading.
 - 2. **Ordinance 04-03202017**
Adopting the proposed future land use and zone map amendments for 121 and 127 Hampshire Street. Public hearing and second reading.

VI. New Business

3. Ordinance 05-04032017

Amending text for the Adaptive Reuse of a Structure of Community Significance in Chapter 60 of the Auburn Zoning Ordinance. Public hearing and 1st reading.

4. Order 31-04032017

Directing City staff to consult with the Planning Board and develop recommendations to increase the flexibility of the uses allowed in the Agricultural and Resource Protection District regarding schools and equipment sales associated with and complimentary to a recreational use.

VII. Executive Session

VIII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

IX. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

Auburn City Council
Workshop Agenda
Monday, April 10, 2017, City Council Chambers

About the Workshop

The arrival of a new City Manager presents a perfect opportunity for the Council and Mayor to discuss and define the ideal relationship between the Council and Manager. That is the primary purpose of this workshop.

A secondary purpose of the workshop is to discuss and identify City Council goals for the next eight months.

This will be a discussion among Councilors, the Mayor, and the City Manager as equal participants. Department Directors will be on hand as observers and available for questions and clarifications. Each Department Director will have a chance to make a brief comment near the end of the workshop. Members of the public are invited to attend as observers. No formal decisions will be made although conclusions and informal agreements will be encouraged and captured in the notes for later deliberation and action.

So that the meeting is inclusive, efficient, and productive it will be professionally facilitated by Craig Freshley of Good Group Decisions. In addition to planning and facilitating the meeting, Craig will also prepare a Highlights Report of the meeting.

Agenda

- 5:30 **Opening**
- Mayor LaBonte and City Manager Crichton will open the meeting with some introductory remarks.
 - Facilitator Craig Freshley will explain the meeting format and a few ground rules.
 - We will do some quick introductions. As each Councilor says hello they will be asked to complete this sentence: "One key aspect of an ideal Council-Manager relationship is _____." This will serve as a bit of a warm up and get us off to a nice start.
- 5:45 **Roles and Responsibilities**
- We will begin by reviewing some Council/Manager Model Interaction Guidelines that Craig has found useful in his work with other Maine municipalities. See graphic on page 2. We will then work through the following questions and come to conclusions as time allows.
1. What roles and responsibilities would the council like to have, going forward, with respect to the City Manager and staff? Who should do what?

2. What would ideal roles look like played out in specific scenarios?
3. What should be communicated, at what level of detail, between whom, and when?
4. If a Councilor or the Mayor or the City Manager thinks things are not working well, or if there is a conflict, what should happen? How should that be handled?

6:45

Dinner

7:15

Common Goals

Over the next eight months what should we achieve as a Council? Each Councilor and the Mayor will have a chance to answer this question individually and then we will put all answers up on the wall and organize them. We will discuss, organize, and prioritize our top common goals for the next eight months. As part of our discussion we will consider what would be accomplished in the budget and how other priorities may be addressed post budget.

8:10

Department Director Comments

This is a chance for each Department Director to make a brief comment of any type.

8:20

Councilor, City Manager, and Mayor Closing Comments

Each Councilor, the City Manager, and the Mayor will have a chance to make a brief closing comment, perhaps a reflection about the retreat or perhaps a specific hope or concern going forward.

8:30

Adjourn

Council/Manager Model Interaction Guidelines





**Joint Workshop
City Council & School Department
and
City Council Meeting
April 24, 2017
Agenda**

5:30 P.M. Joint Workshop

- A. City Manager Budget Presentation – Peter Crichton (30 minutes)
- B. School Budget Presentation – Katy Grondin (30 minutes)
- C. Budget Discussion - (30 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Young

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 32-04242017***
Appointing City Manager Peter Crichton as an alternate member of the Maine Municipal Association’s Legislative Policy Committee.
- II. **Minutes**
 - April 3, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Central Maine Community College - 2017 USCAA National Champions
- IV. **Open Session – Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 05-04032017**
Amending text for the Adaptive Reuse of a Structure of Community Significance in Chapter 60 of the Auburn Zoning Ordinance. Second reading.

VI. New Business

2. Public hearing – Community Development Block Grant (CDBG) Budget.

3. Order 33-04242017

Approving the Special Amusement Permit for MVL, Inc., DBA Tio Juan's Margaritas Mexican Restaurant.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – March 2017 Monthly Finance Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

- Discussion regarding an Economic Development matter, pursuant to 1 M.R.S.A. §405(6)(C)
- Consultation with legal counsel regarding the Council's rights and obligations with E911, pursuant to 1 M.R.S.A. §405(6)(E)

X. Adjournment

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 Council Workshop & Meeting
May 1, 2017
Agenda

5:30 P.M. Workshop

- A. Manager's Recommended Capital Improvement Program (CIP) Departmental Presentations
- B. Community Development Block Grant/HOME Program
- C. STAR Program – Michael Malloy
- D. RFP Results on AG Study – Michael Chammings

If Council is unable to finish the workshop agenda by 7:00 PM, the workshop will resume immediately following adjournment of the Council meeting.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. Order 34-05012017***
Appointing City Manager Peter Crichton to the Lewiston Auburn Transit Committee (LATC).
- II. Minutes**
 - April 24, 2017 Regular Council Meeting
- III. Communications, Presentations and Recognitions**
- IV. Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. Unfinished Business** - None
- VI. New Business**
 - 1. Order 35-05012017**
Approving the Special Amusement Permit and Liquor License for Mingjing Industrial Group Co. USA LLC, DBA, Prospect Hill Golf Course located at 694 South Main Street. Public hearing.

2. Order 36-05012017

Approving the land sale for the 84 Court Restaurant deck expansion.

Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(C).

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

- Discussion regarding an labor contract negotiations, pursuant to 1 M.R.S.A. §405(6)(D)

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop May 8, 2017 Agenda

5:30 P.M.

- A. Review of Final Education Resolve**
- B. Budget/Capital Improvement Program (CIP) Review**
 - Police
 - Public Services



City Council Workshop May 9, 2017 Agenda

5:30 P.M.

A. Budget Review

- Library
- Economic Development
- Recreation Department
- Norway Savings Bank Arena
- Ingersoll Turf Facility
- Final CIP Discussion



**City Council Workshop & Meeting
May 15, 2017
Agenda**

5:30 P.M. Joint Workshop

- A. AG Text Amendment (sales, service complimentary to outdoor recreation)-Doug Greene (15 minutes).
- B. Budget Reviews–Interlocal
 - i.* E911
 - ii.* LATC (Lewiston Auburn Transit Committee)
 - iii.* Airport

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
 - May 1, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Recognition to the Finance Department on their 23rd Consecutive “Certificate of Achievement for Excellence in Financial Reporting”
 - Proclamation – Kids to Parks Day
 - Proclamation – Maine Arbor Week (May 21, 2017 – May 27, 2017)
- IV. **Open Session – Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business - None**
- VI. **New Business**
 - 1. **Order 37-05152017**

Approving the liquor license for Jenny Zhao, Inc., DBA China Wok located at 730 Center Street. Public hearing. ***Passage requires 4 affirmative votes.***

2. Order 38-05152017

Adopting the five year Capital Improvement Plan. ***Passage requires 4 affirmative votes.***

3. Order 39-05152017

Adopting the Community Development Block Grant (CDBG)/HOME Budget. ***Passage requires 4 affirmative votes.***

4. Order 40-05152017

Adopting the Auburn School Budget for Fiscal Year 2018. ***Passage requires 4 affirmative votes.***

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – April 2017 Monthly Finance Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

- Discussion regarding an Economic Development matter, pursuant to 1 M.R.S.A. §405(6)(C)

X. Adjournment

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 Council Workshop May 18, 2017 Agenda

5:30 P.M.

A. Budget Reviews

- Auburn Lewiston Airport
- Fire Department
- City Clerk
- City Manager
- Facilities
- Finance
- Health & Social Services
- Human Resources
- Information Technology
- CIP (Capital Improvement Plan)



City Council Workshop May 22, 2017 Agenda

5:30 P.M.

A. Budget Reviews

- a. Any Departments not reviewed on Thursday, May 18, 2017 (if necessary) followed by discussion.
- b. Executive session regarding an economic development matter, pursuant to 1 M.R.S.A. §405(6)(C).



**City Council Executive Session
Auburn Hall - Council Chambers
May 31, 2017
5:30 P.M.**

Executive Session

A. Executive Session regarding contract negotiations, pursuant to 1 M.R.S.A. §405(6)(C)

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 Council Workshop & Meeting
June 5, 2017
Agenda

5:30 P.M. Workshop

- A. Creative Crosswalks – Doug Greene (30 minutes)
- B. Property Abatement – Karen Scammon (15 minutes)
- C. AG Study RFP (Request for Proposal) results – Doug Greene (10 minutes)
- D. 477 Minot Avenue TIF and HOME Funds Request – Michael Chammings (15 minutes)
- E. Funding of the New Auburn Village Improvement – Michael Chammings (10 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 41-06052017***
Appointing Wardens and Ward Clerks for the June 13, 2017 Election.
 - 2. **Order 42-06052017***
Approving the Omni Circle Property Sale.
 - 3. **Resolve 02-06052017***
Supporting staffs pursuit of the Northern Borders Regional Commission Grant.
 - 4. **Order 43-06052017***
Adopting the 911 Fund Balance Policy.
 - 5. **Order 44-06052017***
Approving the appointment of City Manager, Peter Crichton, as alternate to Councilor Titus on the AVCOG Executive Committee.
- II. **Minutes**
 - May 15, 2017 Regular Council Meeting

III. Communications, Presentations and Recognitions

- Communications – Liberty Festival Mass Gathering/Special Event Application

IV. Open Session – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business - None

VI. New Business

1. Order 45-06052017

Authorizing the Finance Director to execute the issuance of general obligation bonds and a tax levy therefore. Proposed budget review by the City Manager, public hearing and first reading. ***Passage requires an affirmative vote of 5 Councilors at the second and final reading.***

2. Order 46-06052017

Reallocation of bonds. Public hearing and first reading. ***Passage requires an affirmative vote of 5 Councilors at the second and final reading.***

3. Order 47-06052017

Authorizing the use of other funds for the CIP. ***Passage requires an affirmative vote of 4 Councilors .***

4. Resolve 03-06052017

Adopting the Appropriations Resolve for Fiscal Year 2018. Public hearing and first reading. ***Passage requires an affirmative vote of 4 Councilors at the second and final reading.***

5. Ordinance 06-06052017

Adopting the AG text amendment for sales, service complimentary to outdoor recreation. Public hearing and first reading. ***Passage requires an affirmative vote of 4 Councilors at the second and final reading.***

VII. Reports

- a. Mayor's Report
- b. City Councilors' Reports
- c. 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 which is *not on this agenda*.

IX. Executive Session

- Discussion regarding economic development (New Auburn Project), pursuant to 1 M.R.S.A. §405(6)(C) with possible action to follow.

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Workshop & Meeting
June 19, 2017
Agenda**

5:30 P.M. Joint Workshop

- A. Proposed Ordinance Amendment (Chapter 8 Animals)–Eric Cousens and Michael Chaine (45 minutes).
- B. Executive Session - Discussion regarding an Economic Development matter (proposed business expansion/relocation), pursuant to 1 M.R.S.A. §405(6)(C).

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Stone

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 48-06192017***
Moving the date of the first regular City Council meeting for the month of July from July 3, 2017 to July 10, 2017 due to the fourth of July holiday.
 - 2. **Order 49-06192017***
Approving the property tax abatement at 78 Beaver Road.
 - 3. **Order 50-06192017***
Confirming the City Manager’s appointment of Denise Clavette as Assistant City Manager.
- II. **Minutes**
 - June 5, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions - None**
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business

1. Order 45-06052017

Authorizing the Finance Director to execute the issuance of general obligation bonds and a tax levy therefore. Proposed budget review by the City Manager, second reading. ***Passage requires an affirmative vote of 5 Councilors.***

2. Order 46-06052017

Reallocating Unspent Proceeds from the City's General Obligation Bonds. Second reading. ***Passage requires an affirmative vote of 5 Councilors.***

3. Resolve 03-06052017

Adopting the Appropriations Resolve for Fiscal Year 2018. Second reading.

Passage of the appropriations resolve requires an affirmative vote of 4 Councilors, however in order to waive the budget tax commitment cap provision (Sec. 2-485 (a) of the Code of Ordinances) that is included within this resolve, a super majority vote of 5 Councilors (Sec. 2-485 (B)) is required.

4. Ordinance 06-06052017

Adopting the AG text amendment for sales, service complimentary to outdoor recreation. Second reading. ***Passage requires an affirmative vote of 4 Councilors.***

VI. New Business

5. Order 51-06192017

Approving the request from Saint Dominic Academy to waive the \$100.00 business license fee for their 2017 Holiday Festival that is scheduled for November 4th, 2017. ***Passage requires an affirmative vote of 4 Councilors.***

6. Order 52-06192017

Approving the Mass Gathering Permit for the Liberty Festival to be held July 4, 2017 (rain date July 5, 2017). Public hearing. ***Passage requires an affirmative vote of 4 Councilors.***

7. Order 53-06192017

Approving the 477 Minot Avenue TIF request. Public hearing. ***Passage requires an affirmative vote of 4 Councilors.***

8. Order 54-06192017

Adopting the Creative Crosswalks Policy. ***Passage requires an affirmative vote of 4 Councilors.***

9. Order 55-06192017

Funding the New Auburn Village Improvement. ***Passage requires an affirmative vote of 4 Councilors.***

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – May 2017 Monthly Finance Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

X. Adjournment

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 Council Workshop & Meeting July 10, 2017 Agenda

5:30 P.M. Workshop

- A. Joint Charter Commission Report/Public Hearing Timeline Discussion – Peter Crichton (30 minutes).
- B. AG study – Eric Cousens and Doug Greene (15 minutes)
- C. Executive Session, regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 56-07102017***
Confirming Chief Crowell's appointment of John W. Peterson as a Constable with firearm for the Auburn Police Department.
- II. **Minutes**
 - June 19, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - **Proclamation** - Summer Learning
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business - None**
- VI. **New Business**
 - 1. **Order 57-07102017**
Appointing Jennifer Kimble to serve on the Auburn Housing Authority with a term expiration of 10/01/2021.

2. Order 58-07102017

Appointing Linda Wooten to serve on the Auburn Lewiston Advisory Cable TV Committee with a term expiration of 6/1/2019.

3. Order 59-07102017

Appointing the following to serve on the Complete Streets Committee; David Das and Jeremiah Bartlett, term expirations 1/1/2020, Dana Staples, term expiration 1/1/2019, Larry Pelletier, term expiration of 1/1/2018.

4. Order 60-07102017

Appointing the following to serve on the Conservation Commission; Benjamin Low and Johnna Flood, term expiration 6/1/2019, Rhyanna Larose, term expiration 6/1/2018.

5. Order 61-07102017

Appointing Chad Roberts to serve on the Lewiston Auburn Transit Committee (LATC), term expiration 7/1/2020.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

- Discussion regarding a real estate matter, pursuant to 1 M.R.S.A. §405(6)(C).
- Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



City Council Workshop & Meeting
July 17, 2017
Agenda

5:30 P.M. Workshop

- A. Voting Locations – Sue Clements-Dallaire (15 minutes)
- B. Food Sovereignty – Eric Cousens (15 minutes)
- C. Recreational Plan Unit Development – Eric Cousens & Michael Chammings (20 minutes)
- D. Draft Work Plan – Peter Crichton (15 minutes)
- E. Consolidation Public Hearing Timeline Discussion – Peter Crichton (10 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 62-07172017***
Acknowledging the receipt of the Joint Charter Commission report.
 - 2. **Order 63-07172017***
Setting the date for the Special Municipal Referendum Election for the proposed consolidation of the cities of Auburn and Lewiston for November 7, 2017.
- II. **Minutes**
 - June 19, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions - None**
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business - None**
- VI. **New Business - None**
- VII. **Reports**
 - a. **Mayor's Report**

b. City Councilors' Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

- Discussion regarding labor negotiations, pursuant to 1 M.R.S.A. §405(6)(D).
- Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).

X. Adjournment

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 Council Workshop & Meeting
August 7, 2017
Agenda**

5:30 P.M. Workshop

- A. Troy Street Zone Change – Doug Greene and Michael Chammings (10 minutes)
- B. Executive Session – Economic Development discussion (Troy Street), pursuant to 1 M.R.S.A. §405(6)(C).
- C. Executive Session – Real Estate discussion, pursuant to 1 M.R.S.A. §405(6)(C).
- D. Executive Session - Acquisition of real and personal property, the premature disclosure of which would prejudice the City's bargaining position, pursuant to 1 M.R.S.A. §405(6)(C) with possible action to follow during new business.

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 64-08072017***
Accepting the transfer of \$2,933.00 forfeiture assets in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1566 Justin St. Pierre).
 - 2. **Order 65-08072017***
Accepting the transfer of \$912.20 forfeiture assets in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-141 Donna Marie Pagnani).
 - 3. **Order 66-08072017***
Confirming Chief Crowell's appointments of Tyler A.P. Barnies and David P. Morin as Constables with firearm for the Auburn Police Department.
- II. **Minutes**
 - July 17, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**

- **Proclamation** – Children’s Cancer Awareness Month
- **Presentation** – Auburn Student, Elliot Dowd
- **Communication** – Community Meeting – Residents of Taylor Pond and the Auburn Fire Department

IV. Open Session – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business - None

VI. New Business

1. Order 67-08072017

Authorizing the City Manager to execute the Collective Bargaining Agreement with Teamster Local 340 for 07/01/2017 through 06/30/2020.

2. Order 68-08072017

Approving the request to waive the \$50 fee for the Team McKesson Flea Market fundraiser for the Dempsey Center.

3. Ordinance 07-08072017

Adopting the proposed food sovereignty ordinance. First reading.

4. Order 69-08072017

Authorizing \$110,000 in Home funds to be reserved for the 477 Minot Avenue workforce housing project.

5. Order 70-08072017

Directing staff to schedule the First Reading and Public Hearing for the attached Draft Recreational Planned Unit Development Ordinance for an upcoming Council meeting, with options to address public comments.

VII. Reports

a. Mayor’s Report

b. City Councilors’ Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

A. Economic Development discussion (Kassbehner), pursuant to 1 M.R.S.A. §405(6)(C).

B. Economic Development discussion (Income Utilization), pursuant to 1 M.R.S.A. §405(6)(C).

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council Workshop & Meeting
August 21, 2017
Agenda**

5:30 P.M. Workshop

- A. Paper Streets – Eric Cousens and Gary Johnson (15 minutes).
- B. Rapport Proposal – Derek Boulanger & Justin Jaffe (20 minutes).
- C. Agricultural Zone Text Amendment (Kennels) – Doug Greene (20 minutes).
- D. Executive Session – Legal rights and responsibilities, pursuant to 1 M.R.S.A. §405(6)(E).
- E. Executive Session – Regarding a real estate matter, pursuant to 1 M.R.S.A. §405(6)(C).

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Lee

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 72-08212017***
Setting the time to open the polls at 7:00 A.M. for the November 7, 2017 Election.
- II. **Minutes**
 - August 7, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions - None**
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 07-08072017**
Adopting the proposed food sovereignty ordinance (Chapter 14, Article II, Sec. 14-50). Public hearing and second reading.

VI. New Business

2. Order 73-08212017

Authorizing the City Clerk to place the proposed consolidation agreement and charter question on the November 7, 2017 ballot as recommended by the Joint Charter Commission.

3. Ordinance 08-08212017

Adopting the Recreational Planned Unit Development Ordinance Amendments (Chapter 60, Article IV, Division 10, Sec. 60-359 through Sec. 60-361, Sec. 60-359 through Sec. 60-361, Sec. 60-382 through Sec. 60-389, Sec. 60-421, and Sec. 60-2). First reading.

4. Ordinance 09-08212017

Amending the Auburn Zone Map from General Business (GB) to Traditional Downtown Center (T-5.1) for certain properties in the Troy Street area. First reading.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – June and July 2017 Monthly Finance Reports

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session - None

X. Adjournment

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 Council Special Meeting
Auburn Hall Council Chambers
August 31, 2017
5:30 P.M.**

5:30 P.M. Executive Session

- A. Executive Session, regarding economic development, pursuant to 1 M.R.S.A. §405(6) (C).

6:00 P.M. City Council Meeting

Pledge of Allegiance

I. New Business

1. Order 74-08312017

Authorizing the City Manager to execute a purchase and sales agreement for a City owned property, PID #240-212, and a portion of Troy Street Right of Way if vacated at a future date.



**City Council Workshop & Meeting
September 11, 2017
Agenda**

5:30 P.M. Workshop

- A. School Subsidy – Peter Crichton (30 minutes)
- B. Barker Mill Dam Relicensing – Eric Cousens (30 minutes)
- C. Lewiston-Auburn History Trails – Eric Cousens (30 minutes)
- D. Executive session – Personnel matter pursuant to 1 M.R.S.A. §405(6)(A)
If time allows, otherwise, this item will be moved to the end of the meeting

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Walker

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 75-09112017***
Approving the temporary sign request for Saint Dominic Academy's Annual Holiday Festival.
 - 2. **Order 76-09112017***
Appointing Assistant City Manager Denise Clavette as the alternate member of the Maine Municipal Association's Legislative Policy Committee.
 - 3. **Order 77-09112017***
Approving the renewal of the Auto Graveyard/Junkyard permit for M & P Auto located at 227 Merrow Road.
 - 4. **Order 78-09112017***
Approving the renewal of the Auto Graveyard/Junkyard permit for Randy's Auto Parts located at 899 Broad Street.
 - 5. **Order 79-09112017***
Approving the renewal of the Auto Graveyard/Junkyard permit for Prolerized New England Company, LLC located at 522 Washington St. N.
 - 6. **Order 80-09112017***

Approving the renewal of the Auto Graveyard/Junkyard permit for Isadore T. Miller Co., a Division of Schnitzer NE located at 78 & 80 Hotel Road.

7. Order 81-09112017*

Approving the renewal of the Auto Graveyard/Junkyard permit for Don's No Preference Towing, DBA Morris Auto Parts & Sales, located at 940 Washington St. N.

8. Order 82-09112017*

Approving the renewal of the Auto Graveyard/Junkyard permit for Ty Auto, located at 249 Merrow Road.

II. Minutes

- August 21, 2017 Regular Council Meeting
- August 31, 2017 Special Council Meeting

III. Communications, Presentations and Recognitions

- **Proclamation** - Lakes & Mountains Area Walk to End Alzheimer's on September 16th, 2017

IV. Open Session – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business

1. Ordinance 08-08212017

Adopting the Recreational Planned Unit Development Ordinance Amendments (Chapter 60, Article IV, Division 10, Sec. 60-359 through Sec. 60-361, Sec. 60-359 through Sec. 60-361, Sec. 60-382 through Sec. 60-389, Sec. 60-421, and Sec. 60-2). Public hearing and second reading.

2. Ordinance 09-08212017

Amending the Auburn Zone Map from General Business (GB) to Traditional Downtown Center (T-5.1) for certain properties in the Troy Street area. Public hearing and second reading.

VI. New Business

3. Order 83-09112017

Appointing Gilda Berube and Danelle Martel to serve on the Auburn Housing Authority, each with a term expiration of 10/1/2022.

4. Order 84-09112017

Appointing Levi Gervais to serve as a full member on the Board of Assessment with a term expiration of 10/01/2022.

5. Order 85-09112017

Appointing Dana Bonenfant and Christopher Brann to serve on the Community Development Block Grant (CDBG) Loan Committee with term expirations of 10/1/2020.

6. Order 86-09112017

Appointing Maurice Keene to serve on the Conservation Commission with a term expiration of 6/1/2020.

7. Order 87-09112017

Appointing Timothy Cogle, Howard Fogle, and Belinda Gerry to the Parks and Recreation Advisory Board, each with a term expiration of 10/1/2019.

8. Order 88-09112017

Approving a 20 year extension of rights to certain paper streets.

9. Ordinance 10-09112017

Adopting a zoning ordinance text amendment to Article IV District Regulations, Division 2. Agriculture and Resource Protection District, Section 6-145 Use Regulations, (b) Special Exceptions (16), to allow Kennels as a Special Exception in the Agricultural and Resource Protection Zone. Public hearing and first reading.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

X. Adjournment

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 of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- 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 disclosure of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussion 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. Consultation between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

Auburn City Council
Draft Workshop Agenda
Wednesday, September 13, 2017, City Council Chambers

- 5:30 **Opening**
- Mayor LaBonte will open the workshop with some introductory remarks.
 - Facilitator Craig Freshley will explain the meeting format and a few ground rules.
 - We will do some quick introductions.
- 5:45 **Planning and Goal Setting**
- City Manager Peter Crichton will provide an overview of how he sees the City developing long term and short term plans. He will discuss ideas about long term strategic planning, comprehensive planning, and the annual work plan and budget. He will also explain how planning is happening this year, and in this meeting, although he expects it to be different in future years. There will be a chance for questions and clarifications.
- 6:10 **Dinner**
- 6:40 **Annual Work Plan Review**
- Councilors will review a Draft Annual Work Plan developed by the City Manager and Department Heads. The Draft Work Plan will:
- Be in line with the Annual Budget, already passed by the City Council
 - Address how each activity contributes to growth in property value
 - Provide methods for measuring progress
 - Highlight needs for public and council support
- 8:20 **Councilor, City Manager, and Mayor Closing Comments**
- Each Councilor, the City Manager, and the Mayor will have a chance to make a brief closing comment, perhaps a reflection about the retreat or perhaps a specific hope or concern going forward.
- 8:30 **Adjourn**



**City Council Workshop & Meeting
September 18, 2017
Agenda**

5:30 P.M. Workshop

- A. Sports Tourism – Jason Paquin (20 minutes)
- B. Staying Home Rental Assistance Program – Yvette Bouttenot (20 minutes)
- C. Tax Increment Financing District #22, Advanced Payroll Services, Inc. – Eric Cousens and Ben Averill (15 minutes)
- D. City Manager Report on Additional School Subsidy Issue – Peter Crichton (15 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Burns

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
 - September 11, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Communications - Charter Commission Responses to Public Hearing Comments
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 10-09112017**
Adopting a zoning ordinance text amendment to Article IV District Regulations, Division 2. Agriculture and Resource Protection District, Section 6-145 Use Regulations, (b) Special Exceptions (16), to allow Kennels as a Special Exception in the Agricultural and Resource Protection Zone. Second reading.
 - 2. **Order 81-09112017**
Approving the renewal of the Auto Graveyard/Junkyard permit for Don's No Preference Towing, DBA Morris Auto Parts & Sales, located at 940 Washington St. N.
- VI. **New Business**

3. Order 89-09182017

Designating Robert Stone as the official Voting Delegate and Denise Clavette as the alternate Voting Delegate for Auburn to the Maine Municipal Association Annual Business Meeting scheduled for October 4, 2017.

4. Order 90-09182017

Appointing Jody Durisko to the Lewiston Auburn Transit Committee (LATC).

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – August 2017 Monthly Finance Reports

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

- Discussion regarding an Economic Development matter, pursuant to 1 M.R.S.A. §405(6)(C)

X. Adjournment

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 Council Workshop & Meeting
October 2, 2017
Agenda**

5:30 P.M. Workshop

- A. General Assistance Ordinance Amendments – Holli Olivier (10 minutes)
 - i. General Assistance Maximums
 - ii. General Assistance Non Maximums
- B. Rental Assistance – Yvette Bouttenot (20 minutes)
- C. Troy Street Vacation – Eric Cousens and Michael Chammings (10 minutes)
- D. HOME Fund Commitments – Michael Chammings (15 minutes)

6:00 P.M. *There will be a brief recess so that the Mayor, Council and staff may attend the Domestic Violence Vigil at Festival Plaza*

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Young

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
 - September 18, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - **Proclamation** – Walk or Bike to School Day – October 4, 2017
 - **Presentation** - Auburn Book Project - Author, Ben Condit
 - **Communication** – Request from the Joint Charter Commission to conduct a second public hearing to consider amendments to the Lewiston Auburn Consolidation Agreement
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business** - none

VI. New Business - none

VII. Reports

- a. Mayor's Report**
- b. City Councilors' Reports**
- c. 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 which is *not on this agenda*.

IX. Executive Session

- A. Executive session - economic development matter (income utilization), pursuant to 1 M.R.S.A. 405 (6)(C)
- B. Executive session – economic development matter (OSPNEY - CEA), pursuant to 1 M.R.S.A. 405 (6)(C)
- C. Executive session – economic development matter (land acquisition – Pan Am), pursuant to 1 M.R.S.A. 405 (6)(C)

X. Adjournment

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 Council Workshop & Meeting
October 16, 2017
Agenda**

5:30 P.M. Workshop

- A. Proposed Ordinance Revision (Livestock) – Eric Cousens (10 minutes)
- B. Norway Savings Bank Arena Concessions – Jason Paquin (10 minutes)
- C. Executive Session - Discussion regarding economic development, pursuant to 1 M.R.S.A. §405(6)(C).
- D. Executive Session - Discussion regarding contemplated litigation, pursuant to 1 M.R.S.A. §405(6)(E).
- E. Executive Session - Discussion regarding economic development (land acquisition – Pan Am), pursuant to 1 M.R.S.A. §405(6)(C)
- F. Executive Session - Discussion regarding economic development (land acquisition – Second St.), pursuant to 1 M.R.S.A. §405(6)(C)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Young

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. **Order 91-10162017***
Accepting the grant that awarded by the Firehouse Subs Public Safety Foundation in the amount of \$16,150 for the purchase of a digital fire extinguisher training system.
- II. **Minutes**
 - October 2, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Proclamation and recognition – Extra Mile Day in Auburn, November 1, 2017
 - Communications – Workforce Innovation and Opportunity Act (WIOA)
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

V. Unfinished Business - None

VI. New Business

1. Order 92-10162017

Approving the Liquor License application for AMDAG LLC, DBA Kristi's Cafe, a new business, located at 767 Minot Avenue.

2. Order 93-10162017

Approving the Staying Home Rental Assistance Program Guidelines.

3. Order 94-10162017

Authorizing the City Manager to execute the Collective Bargaining Agreement between the City of Auburn and the Maine Association of Police Command Unit covering 7/1/2017 through 6/30/2020.
Council may enter into executive session, pursuant to 1 M.R.S.A. §405(6)(D)

4. Ordinance 11-10162017

Amending Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits, Appendices A, B, C, and D effective 10/01/2017 to 9/30/2018.
Public hearing and first reading.

5. Ordinance 12-10162017

Amending the General Assistance Ordinance Chapter 24, Article II, Division 1, Sec. 24-21 (d) *Information from other sources*; and Chapter 24, Article II, Division 4, Sub division II, Sec. 24-161 (*) (h) *Determination of family members' ability to pay*. Public hearing and first reading.

6. Order 95-10162017

Authorizing Staff to proceed with the discontinuance of a section of the Troy Street Right of Way.

7. Order 96-10162017

Authorizing \$110,000 in HOME funds be reserved for the Troy Street workforce housing project.

8. Order 97-10162017

Authorizing the City Manager to sign the Memorandum of Understanding between the City of Auburn and the Auburn Business Development Corporation.

9. Order 98-10162017

Approving the renewal of the Auto Graveyard/Junkyard permit for Don's No Preference Towing, DBA Morris Auto Parts & Sales, located at 940 Washington St. N.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. 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 which is *not on this agenda*.

IX. Executive Session

X. Adjournment

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 Council Workshop & Meeting
November 6, 2017
Agenda**

5:30 P.M. Workshop

- A. Parking Enforcement- Fire Lanes – Phil Crowell (20 minutes)
- B. Street Lights – Derek Boulanger (30 minutes)
- C. Accepting the Deed to 25 Dell Court – Dan Goyette (10 minutes)
- D. Executive Session, regarding an economic development matter (Pan Am Land Acquisition), pursuant to 1 M.R.S.A. 405 (6)(C).

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Pross

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. Order 99-11062017*
Confirming Chief Crowell's appointment of John Banville as Constable without firearm for the Auburn Police Department.
 - 2. Order 100-11062017*
Accepting the transfer of \$1,940.00 forfeiture assets in Rem in U.S. Currency to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1847 Dennis Roman).
 - 3. Order 101-11062017*
Accepting the transfer of \$3,295.00 forfeiture assets in Rem (\$1,087.35 in U.S. Currency) to the Auburn Police Department (Unified Criminal Court Docket No. CR-17-1660 Cain Robertson).
 - 4. Order 102-11062017*
Approving the temporary sign request for the Auburn Ski Association's annual Ski Swap.
 - 5. Order 103-11062017*
Appointing Wardens and Ward Clerks for the November 7, 2017 Election.

- II. **Minutes** – October 16, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
- IV. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 11-10162017**
Amending Chapter 24, Article II, Division 1, Sec. 24-23 of the General Assistance Ordinance Annual Adjustment of Maximum Benefits, Appendices A, B, C, and D effective 10/01/2017 to 9/30/2018. Second reading.
 - 2. **Ordinance 12-10162017**
Amending the General Assistance Ordinance Chapter 24, Article II, Division 1, Sec. 24-21 (d) *Information from other sources*; and Chapter 24, Article II, Division 4, Sub division II, Sec. 24-161 (*) (h) *Determination of family members' ability to pay*. Second reading.
 - 3. **Order 95-10162017**
Authorizing Staff to proceed with the discontinuance of a section of the Troy Street Right of Way.
 - 4. **Order 96-10162017**
Authorizing \$110,000 in HOME funds be reserved for the Troy Street workforce housing project.
 - 5. **Order 97-10162017**
Authorizing the City Manager to sign the Memorandum of Understanding between the City of Auburn and the Auburn Business Development Corporation.
- VI. **New Business**
 - 6. **Public Hearing** - CDBG substantial amendment
 - 7. **Order 104-11062017**
Appointing Amy Dieterich to the Board of Assessment Review as a full member with a term expiration of 10/01/2022.
 - 8. **Order 105-11062017**
Appointing Shelly Norton to the Conservation Commission with a term expiration of 06/01/2020.
 - 9. **Order 106-11062017**
Reappointing Bruce Richardson, Christopher Gendron, and Courtney McDonough to the Zoning Board of Appeals, each as full members with a term expiration of 10/01/2020.
 - 10. **Order 107-11062017**
Approving the Liquor license for Tin Tin Buffet located at 120 Center Street, Suite 202. Public hearing.

11. Order 108-11062017

Authorizing staff to request proposals for the History Trail Signage project, and to utilize up to \$25,000 of existing Wayfinding funds for the project.

12. Ordinance 13-11062017

Amending the Code of Ordinances, Chapter 60 (Zoning), Sec. 60-2 (Definitions). Public hearing and first reading.

13. Resolve 04-11062017

Authorizing the City Auburn to Join a Lawsuit Against Opiate Drug Companies.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – September 2017 Monthly Finance Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session

A. Executive Session, regarding labor negotiations (Police - MAP), pursuant to 1 M.R.S.A. 405 (6)(D).

X. Adjournment

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 Council Workshop November 13, 2017 Agenda

5:30 P.M.

Barker Mill Dam and the Little Androscoggin Watershed Plans

1. Lower Barker Mill Dam Relicensing Process overview, status update and Introductions (10 minutes) - Eric Cousens, Deputy Director of Economic and Community Development
2. Relicensing timing, fisheries and the significance of the Little Androscoggin (20-30 minutes) - Bjorn Lake, PhD, PE, Civil Engineer, Office of Habitat Conservation, National Marine Fisheries Service, NOAA
3. Recreation and Lower Barker Mill Dam Relicensing Process Kevin Mendik, National Park Service New England Region, Hydro Program Manager (20-30 Minutes)
4. Whitewater Recreation and Lower Barker Mill Dam Relicensing Process, Ryan Galway, American Whitewater (20-30 Minutes)
5. Discussion and Questions

Speakers and timing may be modified.

Background information on this ongoing project is added to the City Website as it becomes available at:
<http://www.auburnmaine.gov/pages/government/rivers-hydropower>



**City Council Workshop & Meeting
November 20, 2017
Agenda**

5:30 P.M. Workshop

- A. Norway Savings Bank / Maine Hockey Management Group Presentation – Jason Paquin (15 minutes)
- B. Memorandum of Understanding (Newbury Street Community Garden) – Yvette Bouttenot and Michael Chamings (10 minutes)
- C. Draft FY 2018 Workplan – Peter Crichton and Denise Clavette (30 minutes)
- D. Spring Street Order Amendment – Michael Malloy and Michael Chamings (10 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Stone

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
- II. **Minutes**
 - November 6, 2017 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - Recognition – St. Dominic Academy Women's Field Hockey Team
 - Presentation – Jam the Gym Night
 - Presentation – EL Student Fan Section
- IV. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- V. **Unfinished Business**
 - 1. **Ordinance 13-11062017**
Amending the Code of Ordinances, Chapter 60 (Zoning), Sec. 60-2 (Definitions). Second reading.

VI. New Business

2. Order 108-11202017

Amending the Downtown Development and Tax Increment Financing (TIF) District #10 to remove a portion of the district including a parcel on Troy Street. Public hearing.

Establishing an Affordable Housing Development and Tax Increment Financing District (TIF) #22 to designate a parcel on Hampshire Street and Troy Street. Public hearing.

3. Order 109-11202017

Amending the Affordable Housing Development and Tax Increment Financing (TIF) District #21 located at 477 Minot Avenue. Public hearing.

4. Order 110-11202017

Authorizing the City Manager to execute the Collective Bargaining Agreement between the City of Auburn and the Police MAP Patrol and Detective from 7/1/2017 through 6/30/2020.

5. Order 111-11202017

Authorizing the City Manager to sign the Memorandum of Understanding for the Newbury Street Community Garden.

6. Order 112-11202017

Amendment to the Commitment of HOME Funds to the 62 Spring Street Project. Updated Borrower Designation.

VII. Reports

a. Mayor's Report

b. City Councilors' Reports

c. City Manager Report

d. Finance Director, Jill Eastman – October 2017 Monthly Finance Report

VIII. Open Session - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

IX. Executive Session - None

X. Adjournment



**City Council Special Meeting
Auburn Hall Council Chambers
November 27, 2017
5:30 P.M.**

5:30 P.M. City Council Meeting

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 1. **Order 113-1127017***
Confirming Chief Crowell's appointments of Kenneth G. Jones and Nicholas C. Barnies as Constables with firearm for the Auburn Police Department.
- II. **New Business**
 2. **Order 114-1127017**
Authorizing the City Manager or Assistant City Manager to finalize terms for and to sign a contract with the USPHL Hockey Team with the Norway Savings Bank Arena.
 3. **Order 115-1127017**
Authorizing the City Manager or Assistant City Manager to finalize terms for and to sign a contract with Michael Violette, owner of Upper Level Pizza and Grill to operate the concessions/restaurant at the Norway Savings Bank Arena.
 4. **Order 116-1127017**
Authorizing the Finance Director to record a waiver of foreclosure on St. Louis Church.



**Inauguration
And
Joint Meeting of the
City Council and School Committee
Central Maine Community College
Kirk Hall Auditorium
December 4, 2017**

6:00 P.M. Inauguration

Immediately after the Oath of Office, the School Committee will meet on the following;

1. Election of the School Committee Chair



City Council Workshop & Special Meeting December 11, 2017 Agenda

5:30 P.M. Workshop

1. Orientation for Mayor and Council Members – Peter Crichton & Staff (1 hour)
2. Workforce Housing Economic Development Project – Doug Greene (1 hour)

City Council Meeting

Pledge of Allegiance

- I. **Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 1. Order 117-12112017*
Confirming Mayor Levesque's appointment of Alfreda Fournier to serve as the Mayor's designee on the Auburn School Committee.
 2. Order 118-12112017*
Appointing Richard Trafton to serve on the Lewiston Auburn Railroad Company for a term of 3 years (2017-2020).



**City Council Workshop & Meeting
December 18, 2017
Agenda**

5:30 P.M. Workshop

- A. High/Elm/Academy Street Intersection Project – Tony Beaulieu (25 minutes)
- B. Acceptance of Old Portland Road – Kris Bennett and Dan Goyette (10 minutes)
- C. Insurance Benefits for Domestic Partners – Chris Mumau (10 minutes)
- D. LATC Emergency Loan – Marsha Bennett (15 minutes)
- E. Route 4/East Auburn MDOT Intersection Report – Dan Goyette (20 minutes)

7:00 P.M. City Council Meeting

Roll call votes will begin with Councilor Titus

Pledge of Allegiance

- I. Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.
 - 1. Order 119-12182017***
Confirming Mayor Levesque's recommendations and appointments to various Agencies, Boards, Committees and Commissions.
 - 2. Order 120-12182017***
Confirming Chief Crowell's appointment Joseph G. Tripp as a Constable with firearm for the Auburn Police Department.
- II. Minutes**
 - November 20, 2017 Regular Council Meeting
 - November 27, 2017 Special Council Meeting
 - December 11, 2017 Special Council Meeting
- III. Communications, Presentations and Recognitions**
 - **Recognition** - Public Services Accreditation (Presenter - Gary Losier, American Public Works Association's Region I Director)
- IV. Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.

- V. **Unfinished Business** - None
- VI. **New Business**
 - 1. **Order 121-12182017**
Approving the Liquor License application for Michael Violette, DBA: Upper Level Pizza & Grille, a new business, located at 985 Turner Street. **Public hearing.**
 - 2. **Order 122-12182017**
Authorizing staff to issue and file with the City Clerk an Order of discontinuance for Troy Street.
Public hearing to follow after the vote pursuant to Title 23 §3026-A.
 - 3. **Resolve 05-12182017**
Authorizing the City Manager to provide the Lewiston-Auburn Transit Committee a zero percent interest rate loan not to exceed \$150,000 from the City's General Fund.
- VII. **Reports**
 - a. **Mayor's Report**
 - b. **City Councilors' Reports**
 - c. **City Manager Report**
 - d. **Finance Director, Jill Eastman** – November 2017 Monthly Finance Report
- VIII. **Open Session** - Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*.
- IX. **Executive Session** – Discussion regarding a personnel matter, pursuant to 1 M.R.S.A. §405(6)(A).
- X. **Adjournment**