



City of Auburn, Maine

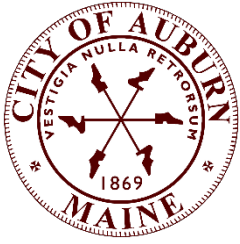
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

Appointment Committee

January 21, 2025 | 4:30 PM

Auburn Hall, Room 204 – 60 Court St

1. Call to Order – Select Chair
2. Accept minutes from December 11 & December 19, 2024
3. Open Session
4. Consider applications received for the following: Planning Board, for a term expiring 1/1/28
The Appointment Committee may enter Executive Session to discuss applications pursuant to 1 M.R.S.A. §405(6)(A).
5. Other business - Discussion of next meeting (February 5-February 10)
6. Adjourn



**Appointment Committee Meeting Minutes
December 11, 2024
3:30 P.M.
Auburn Hall – Conference Room 204**

Present: Councilors Adam Platz, Belinda Gerry, Richard Whiting, and City Clerk, Emily Carrington

The meeting was called to order at 3:50 PM.

Motion was made by Councilor Gerry and seconded by Councilor Whiting to appoint Councilor Platz to Chair the meeting. Passage 3-0.

1. Accept minutes from November 13, 2024

Motion to accept the minutes made by Councilor Gerry, seconded by Councilor Whiting. Passage 3-0.

2. Open Session

None – no public present. Councilor Gerry noted that David Trask had emailed the Appointment Committee informing members of his interest and that he represents Ward 5.

3. Consider applications received by 12/6 for the following vacancies*:

- a) Age Friendly Community Committee (for unexpired term ending 6/1/27)
- b) Complete Streets Committee (2 seats, term ending 1/1/25)
- c) Planning Board (2 seats, term ending 1/1/25)
- d) Zoning Board of Appeals (1 associate member seat, term ending 5/1/25)

Councilor Whiting moved to enter executive session pursuant to 1 M.R.S.A. §405(6)(A) at 3:51pm to discuss applications. Seconded by Councilor Gerry. Passage 3-0.

The Appointment Committee came out of Executive Session at 4:14pm.

Councilor Gerry moved to postpone action on Age Friendly Community Committee and to keep applications on file until the next meeting. Seconded by Councilor Whiting. Motion passed 3-0.

Councilor Whiting moved to nominate John Ruccolo and Heather Barrett to the Complete Streets Committee, seconded by Councilor Gerry. Motion passed 3-0.

Councilor Whiting moved to nominate Maureen Hopkins to the Planning Board (full member seat) and Edmond Bearor to the Planning Board (associate member seat). Seconded by Councilor Gerry. Motion passed 3-0.

Councilor Whiting moved to nominate Evan Cyr to the Zoning Board of Appeals (associate member seat), seconded by Councilor Gerry. Motion passed 3-0.

3. Next Meeting – TBD

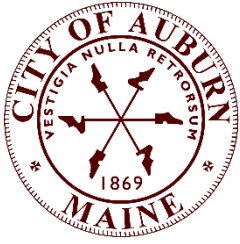
The next meeting will be held before January 6, 2025. The City Clerk will track applications and communicate with the Appointment Committee.

5. Adjournment

Motion to adjourn by Councilor Platz, seconded by Councilor Whiting. Motion passed 3-0. Meeting adjourned at 4:19pm.

Respectfully submitted,

Emily F. Carrington, City Clerk



**Appointment Committee Meeting Minutes
December 19, 2024
4:45 P.M.
Auburn Hall – Conference Room 204**

Present: Councilors Adam Platz, Belinda Gerry, Richard Whiting, and City Clerk, Emily Carrington

The meeting was called to order at 4:45 PM.

Motion was made by Councilor Gerry and seconded by Councilor Whiting to appoint Councilor Platz to Chair the meeting. Passage 3-0.

1. Consider applications received for the Age Friendly Community Committee (1 seat, unexpired term ending 6/1/27). Postponed on December 11, 2024.

Motion to enter Executive Session made at 4:46pm pursuant to 1 M.R.S.A. §405(6)(A) to discuss applications made by Councilor Whiting, seconded by Councilor Gerry. Motion passed 3-0.

Out of Executive Session at 4:48pm.

Motion by Councilor Platz to nominate Stanley Harmon to the Age Friendly Community Committee for the term ending 6/1/27. Seconded by Councilor Gerry. Motion passed 3-0.

2. Adjourn

Motion to adjourn at 4:49pm made and passed by unanimous consent.

Respectfully submitted,

Emily F. Carrington, City Clerk

Maureen Hopkins

City of Auburn ME | Generated 1/9/2025 @ 9:42 am by OnBoardGOV - Powered by ClerkBase

Status

Name Maureen Hopkins
Application Date 1/2/2025
Expiration Date 4/2/2025
Board Member [Maureen Hopkins](#)
Status Validated

| Board | Vacancies | Status | Actions |
|-----------------------------------------|-----------|----------------------|--------------------------|
| Planning Board ::Member | 2 | Pending | <input type="checkbox"/> |

Basic Information

Name
Maureen Hopkins

Please describe why you wish to serve on the Committee/Board.

I am interested in serving as a full member of the City of Auburn Planning Board. Although I have served as an associate member for only a short time, I believe that my extensive background in land use matters and my experience both serving on and appearing before planning boards has equipped me with the necessary skills and knowledge to effectively address the complex planning matters that come before the City of Auburn Planning Board. Throughout my career, I have been involved in various projects requiring land use approvals that required an understanding of zoning laws, environmental regulations, and broader community development principles. I believe that this part of my professional background allows me to analyze and evaluate proposals with a critical eye, ensuring that all decisions are made in conformance with existing ordinances and align with the long-term goals of our city planning. As an associate member of the Planning Board, I have had the privilege of working alongside dedicated individuals who share a common goal of fostering sustainable growth and enhancing the quality of life for all residents. My commitment to the community extends beyond my professional responsibilities; I am invested in ensuring that Auburn remains a vibrant, livable city for generations to come.

What do you hope to accomplish?

As a full member, I would be committed to reviewing proposals fairly and in conformance with the enacted land use ordinances. In reviewing any new ordinance or changes to existing land uses I would advocate for an approach balancing development that respects our city's unique character while accommodating growth and progress. I believe in engaging with residents, stakeholders, and fellow board members to collaboratively develop solutions that address our most pressing issues, such as affordable housing, transportation, and environmental sustainability. By fostering transparent and inclusive decision-making processes, we can build a city that meets the needs of all of the residents.

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

Planning Board, Associate Member

Have you completed FOAA Training?

Yes

What is your ward?

3

Contact Information

Address
16 Topaz Cir
Auburn
Auburn, ME 04210

Yes, I am a resident
Yes

Email
maureenhopkins78@gmail.com


Cell Phone
2077497374

Additional Information

Notes


Generated 1/9/2025 @ 9:42 am

Maureen Hopkins

16 Topaz Circle 
Auburn, ME 04210

(207) 749-7374 

Maureenhopkins78@gmail.com 

linkedin.com/in/maureenhopkins 

Maine licensed land use attorney with over fifteen years of experience supporting fast-paced, high growth companies in the technology sector.

Skills

- Municipal and Land Use Law
- Representation at Municipal Board Hearings
- State and Local Zoning and Permitting
- Negotiating Right-of-way Use
- Drafting Leases, Easements and Licenses
- Commercial Contract Negotiation
- State and Federal Regulatory Compliance
- Developing Corporate Legal Processes

Experience

FEBRUARY 2022 - PRESENT

Deputy General Counsel / GoNetspeed – Bangor, ME

Deputy general counsel overseeing all commercial contracting matters including land acquisition through leases and easements, managing complex permitting matters, establishing vendor relationships and negotiating strategic sales agreements. Developed contract templates and established a contract management process used company wide. Responsible for managing internal documents and providing due diligence and responses to investor inquiries. Manages internal teams responsible for all land use, site acquisition, zoning and permitting, state and federal regulatory compliance, and state and local government affairs. Collaborates with executives and senior leaders in finance, engineering, operations, sales, and marketing to provide strategic advice on a variety of legal matters, balancing business and operational needs with legal requirements. Manages outside counsel and assists with litigation matters.

NOVEMBER 2020 – FEBRUARY 2022

General Counsel / Cell Site Capital, LLC Columbus, OH

General counsel responsible for providing advice to business leaders on a variety of legal matters. Managed a team responsible for acquiring land use entitlements for new wireless communications sites. Engaged in pre-application research and due diligence into state and local laws, complex permitting requirements, and provided support for the creation of zoning submission packages. Represented company and clients at public hearings, and supported litigation matters when necessary. Responsible for general corporate organization and corporate compliance matters, and creation of business processes and systems to streamline growth initiatives. Represented company and client interests in commercial transactions around infrastructure financing and development.

AUGUST 2013 – OCTOBER 2020

Division Counsel / Tilson, Portland, ME

Provided legal advice to a fast-paced, growth-oriented, business unit engaged in infrastructure development and represented wireless telecommunications carriers and tower developers nationally in all aspects of the site acquisition process. Oversaw land acquisition teams working nationally to lease, zone and permit sites for large infrastructure builds for multiple clients. Negotiated over two hundred right-of-way use agreements and twenty-five utility pole attachment agreements with electric and telephone companies. Negotiated and drafted leases and easements for wireless telecommunication sites on private property. Responsible for state and local government affairs, ensuring compliance with state and federal regulations. Collaborated with internal engineering and operations teams to streamline land development processes and reduce timelines. Provided representation to company before municipal and state boards.

FEBRUARY 2005 – AUGUST 2013

Site Acquisition Manager / ATC Realty Portland, ME

Representation of tower developer interests in Maine and New Hampshire. Drafted and negotiated ground leases for new tower builds, prepared and submitted zoning and permitting applications, and represented tower developer at planning and zoning hearings in over fifty municipalities. Coordinated and managed subcontractors working on site development and ensured all regulatory compliance and due diligence was completed prior to site construction.

Licensure

2005

Maine Licensed Attorney, Bar No. 009780

Education

2005

Juris Doctor, *cum laude* / University of Maine School of Law, Portland, ME

2002

Master of Science, Forensic Science / The George Washington University, Washington, DC

2000

Bachelor of Arts, Biology / Mount Holyoke College, South Hadley, MA

Activities

- Board of Directions, Maine Broadband Coalition
- Board of Directors, Technology Association of New England (TANE)
- Volunteer with the Maine Volunteer Lawyers Project
- FAA Part 107 licensed commercial drone pilot

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

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

requirements set forth in 1 M.R.S.A. § 412 on 12/03/2024
(*Date of training*)

by completing the following training:

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

(*Title of Course*)

(*Name of Course Provider*)

Dated this 3rd day of December, 2024.

Maureen Hopkins

Signature

Maureen Hopkins

Printed Name

Planning Board Associate Member

Elected/Appointed Office or Position

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

Bilal Hussein

City of Auburn ME | Generated 1/9/2025 @ 9:41 am by OnBoardGOV - Powered by ClerkBase

Status

Name Bilal Hussein
Application Date 12/25/2024
Expiration Date 3/25/2025
Board Member [Bilal Hussein](#)
Status Validated

| Board | Vacancies | Status | Actions |
|-----------------------------------------|-----------|----------------------|--------------------------|
| Planning Board ::Member | 2 | Pending | <input type="checkbox"/> |

Basic Information

Name
Bilal Hussein

Please describe why you wish to serve on the Committee/Board.
I wish to serve on the Board to better serve my community. I'm a strong believer in public service and I believe it is the job of public servants to make their communities a better place.

What do you hope to accomplish?
I hope to help address Maine's biggest issue which is housing. LD 2003 was a very interesting law that allowed for more people to live on a same amount of land. I believe Auburn must do what it can to support housing initiatives and creating neighborhoods that are sustainable and thrive.

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

Have you completed FOAA Training?
No

What is your ward?
2

Additional Information

Notes
(Recommendation of Rep. Adam Lee D-Auburn)

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Contact Information

Address
40 Weaver Street
Auburn, ME 04210

Yes, I am a resident
Yes

Email
bihussein0@gmail.com

Bilal Hussein

www.linkedin.com/in/bilal-hussein-420129228/ • bihussein0@gmail.com • (404)-988-2922

EDUCATION

University of Southern Maine, Portland, Maine

Degree: B.A. in Political Science, Minor in Philosophy, May 2023

GPA: 3.7

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

PROFESSIONAL EXPERIENCE

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

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

New Mainers Public Health Initiative, Lewiston, ME

Behavioral Health Professional Jul 2020 – May 2022

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

UNUM, Portland, ME

Benefits Research and Information Summer Intern May 2022 – Sep 2022

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

STUDENT LEADERSHIP

University of Southern Maine Gorham, ME

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

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

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

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

Edward Little High School Auburn, ME

Student Representative to Auburn Planning Board Sep 2017 – May 2018

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

Emily,

It is my honor to recommend the nomination of Bilal Hussein as a member of the Auburn Planning Board. I met Bilal when he was a high school student and I was a member of the Auburn City Council. I was immediately impressed at Bilal's maturity, intelligence, and obvious leadership qualities. It is no surprise to me that after High school, Bilal attended and excelled in graduating from the University of Southern Maine. There he further demonstrated those leadership qualities that were so evident at Edward Little – serving on USM's Student Government Association as vice-chair, as the Secretary General of the Model United Nations Conference, and President of both USM's Muslim Student's Association and Chess Club. It is no accident that he has risen to leadership in all of these organizations, I'm certain his colleagues have seen what I have, he is a kind, good, caring and trustworthy person.

As a State Representative I've been able to see from a distant as he has started his career across the hall at the Capitol building in Augusta serving as an Aide in the Senate Majority Office. Bilal is an exemplary candidate. He's from and has continued to live in Auburn – and is precisely what we want from Auburn's young people, a deep-rooted and genuine desire to serve their community.

I hope you forward my recommendation to the Appointment Committee, and that they forward his name for recommendation to the full City Council for appointment. It's an amazing opportunity to nominate for full membership an individual who recently served the Planning Board as a student member. I could not more strongly recommend a candidate to serve.

Thanks for your time and attention to Bilal's nomination,

Rep. Adam R. Lee

Douglas Arthur Smith

City of Auburn ME | Generated 1/13/2025 @ 8:46 am by OnBoardGOV - Powered by ClerkBase

Status

Name Douglas Arthur Smith
Application Date 1/13/2025
Expiration Date 4/13/2025
Board Member [Douglas Arthur Smith](#)
Status Validated

| Board | Vacancies | Status | Actions |
|-----------------------------------------|-----------|----------------------|--------------------------|
| Planning Board ::Member | 2 | Pending | <input type="checkbox"/> |

Basic Information

Name
Douglas Arthur Smith

Please describe why you wish to serve on the Committee/Board.
I care about my City and want to positively impact our growth and success. The Planning Board is in a unique position to influence that growth in alignment with our Comprehensive Plan.

What do you hope to accomplish?
Lend my expertise to ensure new developments, subdivisions, and zoning changes have solid public input and include the detail necessary for success.

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

Have you completed FOAA Training?
No

What is your ward?
3

Contact Information

Address
16 Deerfield Drive
Auburn, ME 04210

Yes, I am a resident
Yes

Email
doug_s2211@yahoo.com

Cell Phone
803-237-4611

Additional Information

Notes
I enjoyed my years of service with the South Portland Planning Board in the 90s and my time in service to the State of Maine in the Department of Human Services as an employee and contractor. In retirement, I would like to continue to share my expertise in helping with the successful growth of the City of Auburn.

Generated 1/13/2025 @ 8:46 am

Doug Smith

doug_s2211@yahoo.com

803-237-4611

[linkedin.com/in/doug-smith-3a41505](https://www.linkedin.com/in/doug-smith-3a41505)

Summary

Retired operations leader with a strategic background of governance in the areas of planning, finance, real estate, and City/State government. Served as Chair on the City of South Portland Planning Board, and Board of Assessment Review.

Experience

Senior Vice President, Director of Operations

Androscoggin Bank

Jun 2020 - Dec 2023 (3 years 6 months)

Accountable for bank operations to include: Digital Growth, Online Banking, and Digital Operations; Deposit Operations; Client Contact Center; Loan Operations; Commercial Loan Lifecycle Process Improvement; Facility Services; Product Development; and Strategic Project Management Office. Significant focus on broad partnerships across the enterprise to ensure alignment with company mission, vision, and values. The operational areas must maintain tight controls and QA to ensure compliance with regulatory requirements. We have achieved efficiencies with workflow improvements, partnerships and technology enhancements. This success has allowed our operations colleagues to improve their productivity and capacity.



Sr. Department Operations Manager

Capital One

May 2019 - Jun 2020 (1 year 2 months)

Responsible for daily operations of the contact center and payment investigation team, as well as developing and executing strategies and innovations in support of ongoing growth. Responsibilities include management and leadership of continuous improvement processes. Emphasis on a positive culture, customer care, quality management, workforce planning, and coaching and people development. The operations team gained significant improvement in employee engagement, inclusion, leadership and operational effectiveness. Broad IT and business readiness project accountability related to the transformation of Capital One's commercial business. Role accountabilities increased and title changed with the company acquisition by Capital One.

Director, Customer Service

May 2019 - Oct 2019 (6 months)

Responsible for the Customer Service (CS) team exceeding customer expectations in a rapid growth environment. This strategic leadership role supports the CS leaders and team members by ensuring that the team upholds company values, provides continuous employee development, enhances employee engagement, and demonstrates excellence in their work. This role will be responsible for implementing multi-channel customer support solutions, structure, and business processes that ensure that the team exceeds exceptional customer experience goals. In addition, the role will partner with core departments to ensure that BlueTarp Financial is providing the most satisfying experience to our customers, and providing effective solutions.



Director

DXC Technology

Dec 2017 - Apr 2019 (1 year 5 months)

Accountable for the delivery of technology solutions and the ongoing operational support of MaineCare as the State's fiscal agent. Operations include: growth, finance, quality assurance, training, call center, provider enrollment, claims adjudication, technical services, project management, system delivery, analytics, development architecture, and testing. (136 employees and numerous vendor contracts)

Note:

Started in same role at Molina Medicaid Solutions which was acquired by DXC Technology.



Director, Operations

Molina Healthcare

Dec 2017 - Apr 2019 (1 year 5 months)

Molina Medicaid Solutions was acquired by DXC Technology on October 1, 2018. I remained in the same role with the new company.



Chief Operations Officer, Office of MaineCare Services

State of Maine

Jun 2016 - Dec 2017 (1 year 7 months)

This role was also connected to the DXC and Molina Healthcare roles as I left employment with the State of Maine to lead the support of the MaineCare Program as Fiscal Agent with the role as Director.

Vice President, Service Operations

Unum

Jul 2012 - Feb 2016 (3 years 8 months)

Accountable for improving client and consumer relationships, and operational controls in the areas of account management and policy/premium administration. Responsible for new account service center, account management, billing reconciliation, sales and client contact center, premium management and shared services. Operation supports the annual processing of \$1.5 billion in premium, the service of 3.4 million policyholders and 80,000 businesses. Influenced broad investment in a new administrative platform planned to replace eight enterprise systems across two companies. Improved customer satisfaction survey scores, service levels and regulatory compliance by delivering a new team focus on talent development, customer experience, customer metrics, responsiveness and an innovative approach to customer onboarding. Currently managing teams in SC, TN and ME. (250 employees)



Vice President, Global Business Technology

Unum

Apr 2011 - Jun 2012 (1 year 3 months)

Influenced strategy across three unique companies in the U.S and U.K. Developed a framework for Center of Excellence opportunities with the development of business cases to combine and align company operations and IT capabilities, resulting in U.S. companies combining their administration, intake, claims and contact center operations at the holding company level and the UK investing in a new platform. Strategy aligns the investment in people, process and technology with initial benefits in improving the customer experience. (Global Business Owner, Strategy Role)

Vice President, Group Client Services

Unum

Jan 2008 - Mar 2011 (3 years 3 months)

Accountable for group policy/premium administration and account management in TN, MA, and ME. Responsible for 80,000 group employers with billing, contracts, new accounts, reconciliation and collections. Supported the annual processing of approximately 4 billion in premium for all product lines. Significantly improved customer satisfaction and employee engagement while reducing expenses by 12% through continuous improvement. Implemented the first operation to leverage email management. (400 employees)

Vice President, Customer Contact Center

Unum

Nov 1998 - Dec 2007 (9 years 2 months)

Proposed and created the centralized customer contact center supporting all claims and administration with sites in TN, ME and CA. Strong knowledge of contact center technologies. One of the first U.S. financial services companies to develop and implement a voice-over IP capability that transformed the remote teleworker experience. Implemented two contact center platforms and a Microsoft contact center interface. The operation raised the bar on quality and consistency for customers while driving efficiency. (500 employees)

Vice President

TD

Mar 1995 - Nov 1998 (3 years 9 months)

Developed the company's first sales & service financial call center with two sites supporting three regional banks. Led service support of merger and acquisitions. (200 employees)

Manager

KeyBank Commercial

Dec 1991 - Mar 1995 (3 years 4 months)

Created the company's first inbound telesales call center. Previously a marketing manager and mortgage loan officer. (100 employees)

Education

Husson University

Bachelor's Degree, General Management and Insurance



University of Virginia Darden School of Business

Management Development Program

Center for Creative Leadership CCL

Leadership Development Program (LDP)

South Portland

High School

Skills

Process Improvement • Insurance • Leadership • Call Centers • Employee Benefits • Disability Insurance • Customer Service • Strategic Planning • Risk Management • Health Insurance

Community Service Experience

- **City Planning Board, Chair – South Portland, ME**
- **City Board of Assessment Review, Chair – South Portland ME**
- **Volunteer - Meals On Wheels, Kora Shriner, Honor Flight - Lewiston ME**
- **Midlands Education and Business Alliance, BOD, Chair – Columbia SC**
- **United Way of the Midlands, Volunteer – Columbia SC**

David Trask

City of Auburn ME | Generated 1/9/2025 @ 9:41 am by OnBoardGOV - Powered by ClerkBase

Status

Name David Trask
Application Date 12/18/2024
Expiration Date 3/18/2025
Board Member [David Trask](#)
Status Validated

| Board | Vacancies | Status | Actions |
|-----------------------------------------|-----------|----------------------|--------------------------|
| Planning Board ::Member | 2 | Pending | <input type="checkbox"/> |

Basic Information

Name
David Trask

Please describe why you wish to serve on the Committee/Board.

I wish to continue serving on Auburn's Planning Board because I believe my experience, objectivity, and commitment to representing the perspectives of both Ward 5, and the city, contribute meaningfully to the board's mission. Over my tenure, I've developed a deep appreciation for the complexities of city planning and the importance of balancing diverse needs and opinions to ensure Auburn's sustainable growth. Objectivity is a cornerstone of effective decision-making on the Planning Board. By approaching each issue with an open mind, free from personal biases or external pressures, I strive to assess proposals based on their merits, community impact, and alignment with Auburn's ordinances and comprehensive plan. This impartiality helps to ensure decisions that benefit the entire city rather than select interests. I also value the opportunity to bring a differing perspective to the table. Diverse viewpoints enrich the board's discussions and challenge us to think critically about potential solutions. I feel my listening skills are equally vital. Planning decisions affect a wide range of stakeholders, from residents and businesses to developers and city staff. Actively listening to these voices fosters collaboration, trust, and more comprehensive outcomes. It also demonstrates respect for the diverse community we serve, which is essential in maintaining public confidence in our decisions. Diverse Ward representation is a critical aspect of a well-rounded Planning Board. Auburn is a city of distinct neighborhoods and zoning, each with its own character and challenges. By representing my ward, I aim to ensure its specific needs and aspirations are considered while working collaboratively with board members to advance the city's collective goals. In reapplying for this position, I hope to continue contributing to Auburn's growth and development in a way that reflects the values of objectivity, inclusivity, and thoughtful representation. I am passionate about this work and eager to help shape Auburn's future for the benefit of all its residents.

What do you hope to accomplish?

I hope to help create spaces that connect people, not divide them. I want to ensure that our city grows with a vision of unity, sustainability, and opportunity for all. My goal is to create harmony between tradition and innovation, making room for new ideas while preserving the heart and soul of our community. I hope to accomplish thoughtful planning that ensures the city has adequate facilities for housing, transportation, distribution, and safety, along with the health and welfare of its citizens. By listening to the voices of every neighborhood and community, I believe we can

Contact Information

Address
89 Partridge Lane
Auburn, ME 04210

Yes, I am a resident
Yes

Email
dptrask@roadrunner.com

Cell Phone
2076507434

build a city that reflects the dreams and aspirations of all who live here—a place that’s inclusive, beautiful, and filled with possibility.

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

Yes, Planning Board

Have you completed FOAA Training?

Yes

What is your ward?

5

Additional Information

Notes

Generated 1/9/2025 @ 9:41 am

DAVID P. TRASK

89 Partridge Lane, Auburn, Maine 04210

(207) 650-7434 | dptrask@roadrunner.com | <https://www.linkedin.com/in/davidptrask>

PROFESSIONAL PROFILE

Driving success by aligning strategic vision, stakeholder interests and technology through effective communication and timely delivery of solutions that meet and exceed customer needs and business objectives.

ACHIEVEMENTS

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| The Jackson Laboratory | 2021 to Present |
| Product Owner, Preclinical Services | 2021 to Present |
| <ul style="list-style-type: none">• Responsible for driving the creation and implementation of efficient and effective software-based workflow solutions for the multi-location Preclinical Services labs. Currently managing a million dollar software development project for scheduling, resource management, study tracking, data management and billing. Conducted an extensive requirements analysis and performed an exhaustive vendor selection to identify and implement the solution. Responsible for vendor management of software products utilized by Preclinical Services and providing technical knowledge and guidance to the business. Serve as a liaison between business stakeholders and the IT scrum team and for defining the vision and value of the product to maximize the value of the work produced by IT including managing the Product Backlog. | |
| RxAnte | 2020 to 2021 |
| Client Services Director | 2020 to 2021 |
| <ul style="list-style-type: none">• Responsible for achieving corporate goals in customer satisfaction, operational efficiencies, and revenue generation. Led RxAnte and client cross-functional team members to onboard 4 national health plans with over 600 product users and 1.3m lives under management and a combined contract value of over \$3.2 million. Provide expertise on all issues and details of my clients' portfolios, including contract terms, relationship status, program strategy and the deployment and effective utilization of RxAnte's predictive analytics-based SaaS products and services. Oversee all aspects of client deliverables, account management, identification of potential issues and risk mitigation. Gather and analyze data to identify trends and areas of program success and improvement. Leveraged JIRA, Confluence and Smartsheet for sprint planning, ticketing, collaboration and project management. | |
| MPX | 2018 to 2020 |
| Director, Client Satisfaction | 2018 to 2020 |
| <ul style="list-style-type: none">• Managed service and sales activities for 45 key accounts with annual revenue of \$4.1 million and 6% top-line growth prior to COVID-19 related layoff. Partnered with clients to define, develop and implement our custom online payment portal that incorporated email and SMS notifications along with merchant payment processing. Leveraged Smartsheet for project management execution and cross team tasks. Integrated our custom warehouse order management system with Salesforce Service Cloud to streamline order fulfillment. Developed and managed a satisfaction program and executed Client Account Reviews to identify growth opportunities and areas of improvement. | |

Continued...

SKYTerra Technologies

2017 to 2018

Director of Business Development - NNE

2017 to 2018

- **Responsible for driving increased revenue and profit to achieve the company's ambitious growth.** Identified and obtained new clients while partnering with existing clients to help solve technical challenges utilizing cloud technologies. Developed cloud focused solutions leveraging Microsoft including Azure and O365 along with VDI & DaaS, virtual networking and cloud storage gateways. Responsible for understanding Microsoft licensing and funding incentive programs and providing the best ROI for our clients.

STONE COAST FUND SERVICES

2013 to 2017

Group Manager – IT Operations

2013 to 2017

- **Responsible for the management of a technology team** and IT budget across 6 locations including 3 geographically diverse data centers. Grew the IT Operations department in support of the business, from myself to a team of 5. Successfully migrated on-premises Exchange to O365 and over 70 virtual servers to Azure. Implemented redundant voice and data corporate backbone to eliminate single points of failure. Oversaw the timeliness and quality of services to meet client satisfaction metrics. Managed technology vendors and coordinated and delivered technical projects requested by stakeholders.

SYSTEMARCHITECTURE.NET

2008 to 2013

Director of Operations

2012 to 2013

- **Responsible for the daily operations of a 10 person IT management and consulting team,** including prioritization of support requests, project tasks, and management of the Network Operations Center. Responsible for the development and implementation of standard operating procedures, and the review and selection of technology tools to support the network engineers. Continued all Business Development Manager responsibilities.

Business Development Manager

2008 to 2012

- **Responsible for maintaining effective client relationships,** fostering opportunities and for identifying new channels of business with existing and potential clients. Collaborated with internal and external personnel to develop proposals including scope and deliverable development, solution design and hardware and software sourcing.

TRASK HOMES & DESIGNS (sole proprietor)

2003 to 2009

- **Established and ran a modular home business** with annual gross sales of over \$1 million. Developed dealer territory agreements with both US and Canadian based manufacturers. Determined project timelines, critical paths and coordinated all subcontractor activities.

ANDERSEN CONSULTING, KEANE, GOVCONNECT

1994 to 2005

Senior Healthcare Project Manager Positions

- **Championed software selection and implementation** of Microsoft Dynamics that provided LIMS integration for a multinational Biopharmaceutical company.

EDUCATION & CERTIFICATIONS

MBA in Healthcare Systems

University of Maine, Orono, Maine

BACHELOR OF ARTS, Economics

University of Vermont, Burlington, Vermont

Advanced Certified Scrum Product Owner

Scrum Alliance, Inc

Fellow, Life Management Institute Level 1

Life Office Management Association

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

I, DAVID TRASK, hereby certify that I have met the training
(Name of elected official)

requirements set forth in 1 M.R.S.A. § 412 on 4/14/24 by
(date of training)
completing the following training:

A thorough review of all of the information made available on the
Frequently Asked Questions portion of the State website,
www.maine.gov/foaa/faq.

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

Understanding the Freedom of Access Act
(Title of Course)

Maine Municipal Association
(Name of Course Provider)

Dated this 20 day of November, 20 24.



Signature

DAVID P. TRASK

Printed Name

PLANNING BOARD

Elected Office

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

Denise Turgeon

City of Auburn ME | Generated 1/14/2025 @ 8:06 am by OnBoardGOV - Powered by ClerkBase

Status

Name Denise Turgeon
Application Date 1/13/2025
Expiration Date 4/13/2025
Board Member [Denise Turgeon](#)
Status Validated

| Board | Vacancies | Status | Actions |
|-----------------------------------------|-----------|----------------------|--------------------------|
| Planning Board ::Member | 2 | Pending | <input type="checkbox"/> |

Basic Information

Name
Denise Turgeon

Please describe why you wish to serve on the Committee/Board.
I want to bring a resident's perspective, balancing necessary investment with fiscal responsibility.

What do you hope to accomplish?
Ensure that proper financial analysis is completed.

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

Have you completed FOAA Training?
No

What is your ward?
2

Contact Information

Address
46 Orchard St
Auburn, ME 04210

Yes, I am a resident
Yes

Email
dturgeon33@gmail.com

Additional Information

Notes

Generated 1/14/2025 @ 8:06 am

SUMMARY

Senior management professional with executive and international experience. Recognized for maximizing company profitability and efficiency in various industries. Successful in diagnosing, solving, and implementing the changes necessary to address complex business problems covering business strategy, systems, policies and people. Demonstrated success in startups and large corporate organizations. A nimble, trusted resource who brings both depth and breadth to an organization. Expertise includes:

- Strategic Planning
- Profitability Analysis
- Client/Stakeholder Management
- Data Analysis
- Program Management
- Process Improvement

EXPERIENCE

TD BANK, Falmouth, ME

2017 – Present

Strategy Specialist, Commercial Bank

- Managed cross-functional project teams on regulatory, policy, and procedural change programs. Developed operational response and policy guidance, remediated audit findings, and managed stakeholders.
- Significant portfolio analysis.
- Developed Credit Management strategy for newly formed Credit Management verticals. Led cross-functional team to develop initial strategy materials, credit standards, and associated job aids. Recognized for creativity in solutions, materials

Financial Analyst II

- Created first end-to-end model to allocate Corporate Overhead costs to LOBs; model allows for "what if" analysis and easier incorporation of changes from the rest of the organization. Reduced time required for completing the work and facilitated conversations with internal customers.

TIAA-CREF, Charlotte, NC

2012 – 2016

Director, Sr. Program Manager

- Within Platform Strategy, managed program to create 3-5 year strategic plans for over 50 technical platforms. Developed an overall IT strategy to achieve corporate strategy and reviewed each roadmap for content. Facilitated technical discussions and cross-functional offsite meetings.
- Assessed digital performance through significant data analysis of transactions, customer profile data, and financials to develop changes in website functionality.

MOTT MACDONALD, Westwood, MA

2010 – 2012

Project Manager

- Developed business plan to grow business stream three-fold, including all strategic, planning, marketing, and operations processes, metrics, and required investments.
- Manage operations and finance for \$8 million in consulting projects. Initiated process improvements in staff management, project scheduling.

ACROSSWORLD EDUCATION, Boston, MA

2009 – 2010

Director of Operations

Built business plan and internal structure/processes for a start-up company in education technology services

- Developed overall business model. Advised President/CEO on all strategic planning issues. Built market analysis models to size revenue opportunity and associated business plan to execute the strategy.
- Designed and conducted focus group sessions to develop product requirements.

BAY STATE COLLEGE, Boston, MA

2008 – 2009

Adjunct Professor

- Designed and taught Introduction to Business Management for Undergraduate Business department

FIDELITY INVESTMENTS, Marlborough, MA

2005 – 2008

Director, Cost Management

Within Information Technology group, appointed to develop program to significantly reduce cost per participant metric and achieve scale across software platforms

- Developed strategic framework to manage every aspect of \$500 million support and maintenance budget. Established and led cross-functional teams designed to identify and prioritize issues/solutions. Routinely presented to and advised C-level Executives/Senior Vice Presidents. Managed team of analysts. Exceeded first year cost reduction goals by 50 percent.
- Developed infrastructure, labor, and application-specific KPIs for use in benchmarking, achieving five-year plan targets. Designed and managed development of new online reporting tool.
- Initiated approach to total cost of ownership that improved business case analysis/decision-making in the software development process. Developed processes and evaluated tools for analysis.

SABRE, London, England/Houston, TX
2004

2000 –

Management Consultant

Change agent for international airline executives in management consulting role

- Project Manager for a major strategy/process re-engineering project that redesigned an international airline.
 - Personally re-engineered processes to integrate marketing and planning units. Developed a new integrated planning process and distribution strategy designed to reduce expenses by 15-20 percent. Applied gap analysis and facilitated cross-functional group sessions.
 - Directed consultants covering revenue management, corporate sales and distribution logistics portions of the engagement.
- Formulated alliance negotiation strategy for Eastern European carrier considering membership in global airline alliance. Reviewed strategic, operational, and cultural synergies between the client and potential partners.

CONTINENTAL AIRLINES, Houston, TX

1997 – 2000

Manager, Global Gateway Project, Corporate Real Estate

Corporate liaison for a \$1 billion airport expansion project

- Initiated new approach to program management by identifying potential work process and staffing improvements as well as enhanced application of technology.
- Managed third-party accountants, tax department, and real estate staff in creating a \$50 million reimbursement package for first bond draw down. Approved subsequent monthly bond requisitions and developed project controls.

Senior Associate, Flight Profitability System

Part of business team responsible for enhancing cost accounting methodologies that determine profitability of individual flights

- Created new methodology for allocating \$616 million in annual commission expense to individual markets. Developed business requirements, assessed data warehouse content and capabilities, and tested proposal to determine impact on company-, geography-, and market-level results.
- Designed and implemented the first model that converted overall corporate budget/plan to market level. Allocated \$13 billion in revenue and expenses to more than 200 markets.

Associate, Corporate Development

Assessed profitability of potential new markets, alliances and marketing agreements

- Formulated Continental's strategy to effectively access a new international business market. Forecasted demand, fares and net P/L for 14 scenarios. Identified potential code share/alliance partners. Participated in preliminary negotiations with CEO of target carrier.
- Assessed potential code share/block agreements with 5 different carriers. Qualified impact in terms of passengers and net contribution. Assessed possible responses by competitors, estimating lost traffic and recommending alternative course of action.
- Part of project teams analyzing revenue potential for acquisitions, five-year plan, special projects. Translated impact of five-year plan on strategic operational programs.

ICF KAISER INTERNATIONAL, Fairfax, VA
1995

1991 –

Analyst/Research Assistant

Public policy analyst supporting public and private sector clients' environmental compliance programs

- Managed \$500K in EPA projects. Served as primary client contact. Developed and monitored budgets for individual projects. Directed project teams. Drafted project work plans and progress reports.
- Performed reviews of compliance programs at Fortune 100 facilities, creating recommendations for process and information technology changes to improve compliance.
- Led project team revising US DOT inspection and enforcement process. Conducted interviews, analyzed legislation, drafted recommendations, and managed project team.

E D U C A T I O N

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL, Chapel Hill, NC
Master of Business Administration

TUFTS UNIVERSITY, Medford, MA
Bachelor of Arts, cum laude