



**City Council Workshop & Meeting  
Agenda  
August 5, 2024  
Auburn Hall, Council Chambers**

**5:30 PM Workshop**

- National Incident Management System (NIMS) Training

**7:00 PM Meeting**

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

- I. **Consent Items** – *All items with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Passage of items on the Consent Calendar require majority vote.*
1. **ORDER 95-08052024\*** – Appointing Mayor Jeffrey Harmon to serve as the Auburn Representative for Maine Municipal Association's 2024-2026 Legislative Policy Committee, and appointing City Manager, Phillip L. Crowell, as alternate.
  2. **ORDER 96-08052024\*** - Casting Auburn's ballot for the Maine Municipal Association's Vice President & Executive Committee members.
- II. **Minutes** – July 15, 2024 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 or any item that does not appear on the agenda.*
- V. **Unfinished Business**
- VI. **New Business**
1. **ORDER 97-08052024** – Establishing an ad-hoc committee to review city fees and bring forward a recommendation of changes to the City Council for adoption. *Passage requires majority vote.*
  2. **ORDER 98-08052024** – Adopting changes to EMS billing rates. *Passage requires majority vote.*

**VII. Reports**

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

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

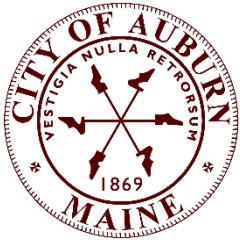
**IX. Executive Sessions –**

Pursuant to 1 M.R.S.A. Section 405(6)(E) to consult with the City attorney regarding the City's legal rights and duties concerning a pending litigation matter. No action to follow. *Passage requires 3/5 majority vote to enter executive session.*

Pursuant to 1 M.R.S.A. Section 405(6)(A) to discuss a personnel matter. No action to follow. *Passage requires 3/5 majority vote to enter executive session.*

Pursuant to 1 M.R.S.A. Section 405(6) (A) to discuss annual evaluation of the City Manager. No action to follow. *Passage requires 3/5 majority vote to enter executive session.*

**X. Adjournment**



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** August 5, 2024

**Order:** 95-08052024

**Author:** Emily F. Carrington, City Clerk

**Subject:** Appointing Auburn's Representative to the 2024-2026 MMA LPC

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**Information:** MMA's legislative platforms, policies, and positions are developed by a 70-member Legislative Policy Committee (LPC), which is made up of two municipal officials from each of the state's 35 Senate Districts. The purpose of the LPC is to define municipal interests and to maximize those interests through effective participation in the legislative process.

In addition to the Senate District 20 seat, the City of Auburn appoints one member to serve as a representative of the City of Auburn, and one alternate member who may serve in absence of the appointed LPC member. The LPC members serve for a two-year term, running from July 1st of each even-numbered year to June 30th of the next subsequent even-numbered year.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Recommend passage of the order.

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**Previous Meetings and History:** N/A

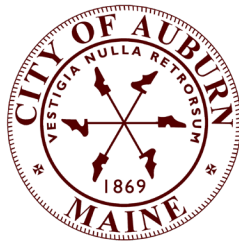
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**City Manager Comments:**

I concur with the recommendation. Signature:

**Attachments:** Order

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**ORDER 95-08052024**

# City Council Order

**IN CITY COUNCIL**

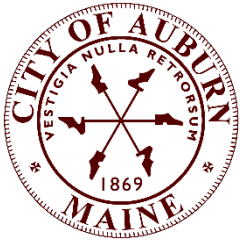
**ORDERED**, that the City Council hereby officially votes to appoint Mayor Jeffrey Harmon to serve as Auburn's Representative on the Maine Municipal Association's 2024-2026 Legislative Policy Committee, and City Manager Phillip L. Crowell, Jr. to serve as alternate member.

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**Richard S. Whiting**, Ward One  
**Benjamin J. Weisner**, Ward Four  
**Belinda A. Gerry**, At Large

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

**Stephen G. Milks**, Ward Three  
**Adam R. Platz**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** August 5, 2024

**Order:** 96-08052024

**Author:** Emily F. Carrington, City Clerk

**Subject:** Casting the City of Auburn's ballot for MMA's Vice President & Executive Committee members

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**Information:** The City Council is being asked to return the ballot for MMA's Annual Election for Vice President & Executive Committee members. There is only one candidate running for Vice President. Three candidates are running for three seats on the Executive Committee. There are no write-in candidates available for this election.

Upon passage, the City Clerk will return the completed ballot to MMA.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Recommend passage of the order.

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**Previous Meetings and History:** N/A

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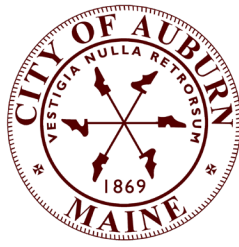
**City Manager Comments:**

I concur with the recommendation. Signature:



**Attachments:** Order

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**ORDER 96-08052024**

# City Council Order

## IN CITY COUNCIL

**ORDERED**, that the City Council hereby officially votes to cast the City of Auburn's ballot for the Election of MMA Vice President and Executive Committee members as shown on the attached.

**BE IT FURTHER ORDERED**, that the City Clerk is hereby directed to return the completed ballot to Maine Municipal Association by August 23, 2024.

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**Richard S. Whiting**, Ward One  
**Benjamin J. Weisner**, Ward Four  
**Belinda A. Gerry**, At Large

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

**Stephen G. Milks**, Ward Three  
**Adam R. Platz**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



60 Community Drive | Augusta, ME 04330-9486  
1-800-452-8786 (in state) | (t) 207-623-8428

To: Key Municipal Officials of MMA Member Municipalities  
From: Catherine Conlow, Executive Director  
Date: July 16, 2024  
Subject: MMA Annual Election: Vice President & Executive Committee Members

**DEADLINE: Friday August 23, 2024, 12:00 p.m.**

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***It is time for each member municipality to cast its official vote!***

**Election Process.** Enclosed you will find a ballot listing the nominees for service on the Maine Municipal Association's (MMA) Executive Committee, which is elected by member municipal select boards and councils to oversee the Association's operations.

**Pursuant to MMA by-laws**, these candidates were interviewed by a six-member Nominating Committee, which includes a former Executive Committee past president, an elected municipal officer, a municipal employee, a town or city manager, an MMA affiliate group representative, and an individual from a community-based organization representing the interests of an underrepresented group. As you will note, unlike municipal elections MMA does not provide an option for write-in candidates since our process includes an opportunity to nominate a candidate by petition. The petition process expires 40 days before the date of the election, which for this year was July 15.

A brief biography for each nominee is enclosed for your reference.

**The ballot must be signed** by a majority of the municipal officers (e.g., select board or council), or a municipal official designated by a majority of the municipal officers and received by MMA no later than **12:00 p.m. (noon) on Friday, August 23, 2024**. We have enclosed a self-addressed, stamped envelope for your convenience. Ballots will be counted on the afternoon of August 23, with the election results confirmed by MMA President Diane Hines, Ludlow town manager.

**Election results** will be available on August 26 and can be accessed by either contacting the MMA Executive Office or visiting MMA's website at [www.memun.org](http://www.memun.org). A formal announcement of the election results will be made at the MMA Annual Business Meeting and the newly elected members will be introduced at the Awards Luncheon, both of which will be held during MMA's annual convention on Wednesday, October 2.

The newly elected Executive Committee members will take office on January 1, 2025.

If you have any questions on the election process, please do not hesitate to contact me or Kelly Maines at 1-207-623-8428 or by e-mail at [kmaines@memun.org](mailto:kmaines@memun.org). Thank you.



**MAINE MUNICIPAL ASSOCIATION  
BALLOT**

**Election of MMA Vice President and Executive Committee Members**  
*Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 23, 2024*

**VICE-PRESIDENT - 1 YEAR TERM**

Vote for One

Proposed by MMA Nominating Committee:

Justin Poirier, Monmouth Town Manager

**EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM**

Vote for Three

Proposed by MMA Nominating Committee:

David Cyr, Frenchville Town Manager

Michele Varuolo Cole, Selectperson for the Town of Bethel

Matthew Garside, Poland Town Manager

*Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.*

*The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.*

**Date:** \_\_\_\_\_ **Municipality:** \_\_\_\_\_

**Signed by a Municipal Official designated by a majority of Municipal Officers:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

**OR Signed by a Majority of Municipal Officers**

**Current # of Municipal Officers:** \_\_\_\_\_

Print Names:

Signatures:

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**Return To:**  
MMA Annual Election  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
Email: [kmaines@memun.org](mailto:kmaines@memun.org)



**Maine Municipal Association  
Biographical Sketch for  
PROPOSED SLATE OF NOMINEES FOR  
2025 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT**  
One-Year Term

**Justin Poirier – Town Manager, Town of Monmouth, Maine**

**Professional Experience:**

Monmouth Town Manager	2022-present
Town Administrator, Town of Chebeague Island	2020-2022
Urban Development Specialist, City of Auburn	2020
Director, Maine Revenues Services, Property Tax Division (Deputy Dir 2014-2017)	2017-2020
Member, Town of Winthrop, Planning Board	2019-2020
Member, City of Augusta, Planning Board (Chair 2017-2018)	2013-2018
Director, Community Development Coordinator, City of Bath	2012-2014
Administrative Assistant, Board of Selectpersons, Town of Pownal	2010-2011
Administrative Coordinator, Building Services Department, Belmont, MA	2007-2010

**Education & Certificates:**

Master of Public Policy	University of Massachusetts -Dartmouth
Bachelor of Arts in Public Management	University of Maine - Orono

**Affiliations & Certifications:**

- Maine Municipal Association Executive Board Member
- Member, Maine Town, City and County Management Association
- International City Managers' Association
- Maine Association of Assessing Officers
- Maine Chapter of the International Association of Assessing Officers
- Central Maine Association of Assessing Officers
- MMA Legislative Policy Committee
- Board of Directors, Kennebec Valley Council of Governments
- Certified Maine Assessor
- Certified Community Development Block Grant Administrator

**MMA EXECUTIVE COMMITTEE**  
Three-Year Term

**David Cyr – Town Manager, Town of Frenchville, Maine**

**Professional Experience:**

Frenchville Town Manager	2021-present
Mars Hill Town Manager	2014-2021

NicCait Construction Services, Presque Isle, Maine	2008-2011
Soderberg Construction, Caribou, Maine	2007-2009
Criterion Brown Engineers, Washburn, Maine	2003-2007
Town of Fort Kent – Public Works Director	2003-2004
Civil Engineering Services, Brewer, Maine	2001-2003
County of Aroostook Public Works, Caribou, Maine	1991-2000
Cianbro Corporation, Pittsfield, Maine	1987-1991
Brescia Construction/Caribou Soils, Inc, Caribou, Maine	1984-1987

**Education & Certificates:**

Bachelor’s degree – Engineering	University of Maine - Orono
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**Affiliations & Certifications:**

- Maine Municipal Association Executive Committee Member
- Northern Maine Solid Waste Management Committee Chair
- Maine Department of Transportation Regional Advisory Committee
- Public Advisory Committee – Maine Department of Transportation
- American Public Works Association – Executive Board
- Northern Maine Development Committee – Revolving Loan Committee
- Aroostook Municipal Association
- Budd Lake Volunteer Fire Company
- Caribou Fire and Ambulance
- Town of Woodland, Maine – Selectman
- Mars Hill Rotary Club – President

**Michele Varuolo Cole - Selectperson Town of Bethel, Maine**

**Professional Experience:**

LBO Holdings, Chief Administrator/Manager	2001-present
American Ski Company, Executive Assistant	1997-2001
Sunday River Corporation, Multiple Positions	1984-1997

**Education:**

Bachelor of Science	University of Vermont
Diploma	Mt. Blue High School

**Affiliations & Certifications:**

- Bethel Board of Selectpersons
- Bethel Board of Assessors
- Maine Notary Public
- Rotary Club of Bethel – various clubs and district positions
- Project Opportunity – Telstar High School, Chair
- American Legion Auxiliary, Post # 81 – various positions
- Maine Adaptive Sports & Rec. – past board member
- Bethel Chamber of Commerce – past board member and officer positions
- Bethel Comprehensive Plan Development
- Bethel Ordinance Codification Development

- Bethel Budget Committee

**Matthew Garside – Town Manager, Town of Poland, Maine**

**Professional & Municipal Experience & Committees:**

Poland Town Manager	2017-present
Elder Care	2013-2017
Reflect Geophysical, Chief Executive Officer & Board Director	2012-2013
Logistics Group Western Pacific, Chief of Staff	2005-2012

**Education:**

MPA – Public Administration (finance & economics)	Harvard University
Fellowship-Security Studies Program	Massachusetts Institute of Technology
Bachelor of Science	Massachusetts Maritime Academy

**Affiliations and Certifications:**

- Maine Town and City Managers' Association
- United States Naval Institute

## **IN COUNCIL WORKSHOP & MEETING JULY 15, 2024 VOL 37 PAGE 179**

Mayor Harmon called the meeting to order at 7:00P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. All Councilors were present.

### **I. Consent Items**

None.

### **II. Minutes – July 1, 2024 Regular Council Meeting**

Mayor Harmon submitted to the City Clerk a list of corrections of names of speakers during public comment and one clerical error. Councilor Milks moved to adopt as amended, seconded by Councilor Walker. Motion passed 7-0.

### **III. Communications, Presentations and Recognitions**

Official Results of the July 9, 2024 Special Election to fill At-Large School Committee seat

### **IV. Open Session**

None.

### **V. Unfinished Business**

1. **ORDINANCE 11-07012024** - City Council initiated a text amendment to Chapter 60 Article XIII Division 2- Phosphorous Control. The proposed amendments pertain to septic system installation, maintenance and replacements and new development. This amendment is pursuant to Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Amended and passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

The following spoke:

Stephen Beale, Johnson Rd

Councilor Walker moved for passage, seconded by Councilor Whiting. Motion passed 7-0 on a roll call vote.

2. **ORDINANCE 12-07012024** - City Council initiated a text amendment to Chapter 60 Article IV Division 3- Low Density Country Residential District. The proposed amendments pertain to septic system installation, maintenance and replacements and new development. This amendment is pursuant to Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

There was no comment from the public.

Councilor Walker moved for passage, seconded by Councilor Cowan. Motion passed 7-0 on a roll call vote.

**3. ORDINANCE 13-07012024** - City Council initiated a text amendment to Chapter 60 Article XII Division 4-Lake Auburn Watershed Overlay District. The proposed amendments pertain to septic system installation, maintenance and replacements and new development. This amendment is pursuant to Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

There was no comment from the public.

Councilor Weisner moved for passage, seconded by Councilor Walker. Motion passed 7-0 on a roll call vote.

**4. ORDINANCE 14-07012024** - Consider adopting the Lake Auburn Watershed Overlay District Septic Systems Inspection Map. This map will be referred to in Chapter 60 Article XII Division 4 Lake Auburn Watershed Overlay District and will be considered in accordance with Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Amended and passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

There was no comment from the public.

Councilor Walker moved for passage, seconded by Councilor Cowan. Motion passed 7-0 on a roll call vote.

**5. ORDINANCE 15-07012024** - Consider adopting the Official Lake Auburn Overlay District 400 ft. Setback to Lake, Stream, and Brook for Subsurface Wastewater Fields map. This map will be referenced in Chapter 60 Article XII Division 4-Lake Auburn Watershed Overlay District and will be considered in accordance with Chapter 60 Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Passed first reading on July 1, 2024. Second reading/public hearing.ROLL CALL VOTE.

There was no comment from the public.

Councilor Cowan moved for passage, seconded by Councilor Whiting. Motion passed 7-0 on a roll call vote.

**6. ORDINANCE 16-070102024** - City Council initiated a zoning text amendment to Chapter 60, Division 2 Site Plan Review pursuant to Chapter 60, Article XVII Division 2-Amendment to the Zoning Ordinance or Zoning Map. Passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

There was no comment from the public.

Councilor Walker moved for passage, seconded by Councilor Whiting. Motion passed 7-0 on a roll call vote.

**7. ORDINANCE 17-07012024** – Consider a zoning map amendment to convert City Assessor’s Parcel I.D.s 201-034 and 209-035 with addresses of 526 and 550 Minot Ave from T-4.2B-Traditional Neighborhood Development zoning district to General Business II zoning district. The City Council introduced this proposal in accordance with Chapter 60, Article XVII Division 2- Amendment to the Zoning Ordinance or Zoning Map. Passed first reading on July 1, 2024. Second reading/public hearing. ROLL CALL VOTE.

There was no comment from the public.

Councilor Walker moved for passage, seconded by Councilor Cowan. Motion passed 7-0 on a roll call vote.

#### **VI. New Business**

**1. ORDER 91-07152024** – Appointing an MMA Legislative Policy Committee Representative. Passage requires majority vote.

Councilor Weisner moved to insert the name of Matthew Garside to the order and pass as amended. Seconded by Councilor Walker. Motion passed 7-0.

**2. ORDER 92-07152024** – Confirming the appointment of Denis D’Auteuil as Assistant City Manager. Passage requires majority vote.

Councilor Walker moved for passage, seconded by Councilor Whiting. Motion passed 7-0.

**3. ORDER 93-07152024** – Confirming the appointment of Martin Moreau, Justin Le, Marie West, and Amirah Daugherty as Constables with firearm/arrest powers for the Auburn Police Department. Passage requires majority vote.

Councilor Milks moved for passage, seconded by Councilor Cowan. Motion passed 7-0.

**4. ORDER 94-07152024** – Approving the temporary liquor license for an Incorporated Civic Organization for the Lewiston-Auburn Balloon Festival event to be held in Festival Plaza on August 17, 2024 from 12:00pm until 5:00pm. Public hearing. Passage requires majority vote.

Councilor Walker moved for passage, seconded by Councilor Weisner. Motion passed 7-0.

#### **VII. Open Session**

None.

#### **VIII. Reports**

**a. Mayor’s Report** – Mayor Harmon thanked staff for the Philbrick Square dedication ceremony held on July 7. Thanked all involved with the PAL Center groundbreaking ceremony held on July 12.

**b. City Councilors' Reports** – Councilor Whiting commented on the informative Absolutely Auburn podcast series. Councilor Cowan commended on the Philbrick memorial event and PAL center groundbreaking ceremony. Gave an update on the homeless committee. Councilor Milks commented on the PAL center groundbreaking ceremony. Councilor Weisner commented on the PAL center groundbreaking ceremony and asked for clarification regarding the ability for the public to attend the 9-1-1 committee meeting on Thursday at 4:00pm. Mayor Harmon responded to the inquiries. Councilor Walker commented on the 9-1-1 committee, neighborhood watch meeting and the Age-Friendly Community Committee's concessions stand on Wednesday evenings in Festival Plaza. Councilor Platz gave an update on the School Committee and commented on ELHS graduation rate and congratulated Sam Boss on his work for the recent award of a \$3.5 million grant to Auburn for environmental and conservation improvements.

**c. Student Representative Report** – None.

**d. City Manager Report** – Welcomed Denis D'Auteuil as the new Assistant City Manager, recognized the work of Sam Boss and the work of many on the award of the \$3.5 million grant; thanked everyone for attending the recent ceremonies recognizing fallen officer Norman Philbrick and the groundbreaking of the PAL center.

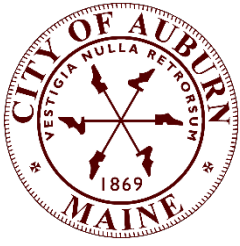
**IX. Executive Session** – None.

**X. Adjournment**

Councilor Milks moved to adjourn, seconded by Councilor Walker. Motion passed 7-0; Council adjourned at 7:42pm.

A TRUE COPY ATTEST

Emily F. Carrington, City Clerk



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** August 5, 2024

**Order:** 97-08052024

**Author:** Emily F. Carrington, City Clerk

**Subject:** Creation of an ad-hoc committee to review city fees

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**Information:** As set forth in Sec. 3.3 of the City Charter, *“The mayor may create committees and appoint persons to serve on such committees. The mayor shall coordinate the actions of such boards, committees, and commissions as they may exist to promote the effective administration of the city's interests. Except as otherwise directed by state statute, this Charter, city ordinance, or interlocal agreement, the mayor may appoint councilors to serve, either in his or her stead or independently, on all boards, committees, commissions, and quasi-municipal corporations when required.”*

This order creates an ad-hoc committee to be tasked with reviewing city fees and bringing forward a recommendation of changes to the City Council for adoption. The appointed committee members will be Emily Carrington (City Clerk), Denis D’Auteuil (Assistant City Manager), Councilor Platz, and Mayor Harmon.

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**City Budgetary Impacts:** N/A

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**Staff Recommended Action:** Recommend passage of the order.

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**Previous Meetings and History:** N/A

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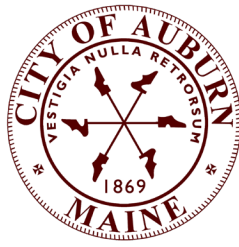
**City Manager Comments:**

I concur with the recommendation. Signature:

**Attachments:** Order

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**ORDER 97-08052024**

# City Council Order

## IN CITY COUNCIL

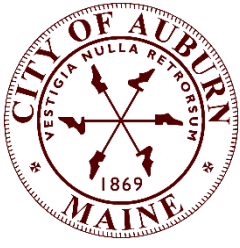
**ORDERED**, that an ad-hoc committee be established to review city fees and bring forward a recommendation of changes to the City Council for adoption. The appointed committee members shall be: Emily Carrington, City Clerk; Denis D'Auteuil, Assistant City Manager; Councilor Adam Platz, and Mayor Jeffrey Harmon. The ad-hoc committee shall be dissolved upon making its final recommendations to the City Council.

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**Richard S. Whiting**, Ward One  
**Benjamin J. Weisner**, Ward Four  
**Belinda A. Gerry**, At Large

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

**Stephen G. Milks**, Ward Three  
**Adam R. Platz**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** August 5, 2024

**Order:** 98-08052024

**Author:** Robert Chase, Fire Chief

**Subject:** Update to EMS Billing Rates

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**Information:**

EMS agencies are limited to a maximum of 5% increase to EMS rates per calendar year. Insurance companies are required to pay 180% to 200% of the allowable Medicare reimbursement rate, or the established rate, **whichever is lower**. We routinely adjust our EMS rates to ensure they remain at or above 200% of the Medicare rates to maximize reimbursements from insurance companies.

In addition, this year we have added clarifying language for the "On Scene" rate. New legislation now allows EMS agencies to bill for services even when the patient is not transported to the hospital. This routinely happens at motor vehicle accidents along with other scenarios.

Lastly, we added language that clarifies that we intend to bill residential care facilities when EMS resources are used to lift uninjured patients. These calls are a burden to our service, defer the employee injury risk from the nursing homes on to City of Auburn staff and results in EMS units being unavailable for true emergency calls.

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**City Budgetary Impacts:** Estimated increase EMS revenue of \$10,000

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**Staff Recommended Action:** Staff recommends the City Council vote for passage of this Order.

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**Previous Meetings and History:**

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**City Manager Comments:**



I concur with the recommendation. Signature: \_\_\_\_\_

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**Attachments:** EMS Transport Rate Schedule as of January 1, 2025 (Proposed)  
EMS Transport Rate Schedule as of April 1, 2024 (Currently adopted rates for reference)  
Order



## Auburn Fire Department

550 Minot Avenue | Auburn, Maine 04210  
www.auburnmaine.gov | 207.333.6633

### City of Auburn EMS Transport Rate Schedule as of **April 1, 2024:**

<u>SERVICE</u>	<u>ALL INCLUSIVE RATE</u>
Basic Life Support (A0429)	\$882
Advanced Life Support (A0427)	\$1,100
Advance Life Support Level 2 (A0433)	\$1,600
Basic Life Support Non-Emergency	\$497
Advanced Life Support Non-Emergency	\$552
Specialty Care Transport (PIFT)	\$2,800
Loaded Miles (A0425)	\$20 per mile
Paramedic Intercept	\$300
On Scene	\$300

Auburn utilizes Medical Reimbursement Services (MRS) in Windham, Maine as our billing service. If you have a question regarding an ambulance bill, please contact MRS at 1.800.734.6677.



# Auburn Fire Department

550 Minot Avenue | Auburn, Maine 04210

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 207.333.6633

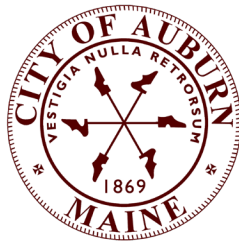
## City of Auburn EMS Transport Rate Schedule effective **January 1, 2025:**

<u>SERVICE</u>	<u>ALL INCLUSIVE RATE</u>
Basic Life Support (A0429)	\$926
Advanced Life Support (A0427)	\$1155
Advanced Life Support Level 2 (A0433)	\$1680
Basic Life Support (Non-Emergency)	\$521
Advanced Life Support (Non-Emergency)	\$579
Specialty Care Transport (PIFT)	\$2940
Loaded Mile (A0425)	\$21 per mile
Paramedic Intercept	\$300
**On Scene	\$300

\*On Scene: Calls in which EMS units respond, have patient contact and provide assessment and/or treatment, but the patient does not get transported.

\*\* Lift Assists: EMS response to residential care facilities will be billed to the facility at the "On Scene" rate

- a) A residential care facility is defined as a facility that provides housing and services to residents who need care, supervision or assistance with activities of daily living.



**ORDER 98-08052024**

# City Council Order

**IN CITY COUNCIL**

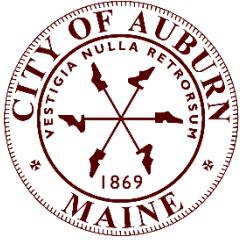
**ORDERED**, that the City Council hereby adopts the City of Auburn EMS Transport Rate Schedule effective January 1, 2025, as shown on the attached.

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**Richard S. Whiting**, Ward One  
**Benjamin J. Weisner**, Ward Four  
**Belinda A. Gerry**, At Large

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

**Stephen G. Milks**, Ward Three  
**Adam R. Platz**, At Large  
**Phillip L. Crowell, Jr.**, City Manager



## City of Auburn City Council Information Sheet

**Council Workshop or Meeting Date:** August 5, 2024

**Subject:** Executive Session

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

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

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

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

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

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

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

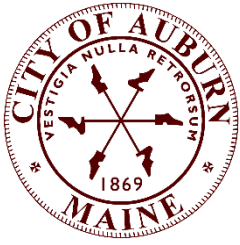
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both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

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

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

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

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



**City of Auburn  
City Council Information Sheet**

**Council Workshop or Meeting Date:** August 5, 2024

**Subject:** Executive Session

**Information:** Executive Session pursuant to 1 M.R.S.A. Section 405(6) (A) to discuss a personnel matter.

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

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

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

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

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

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

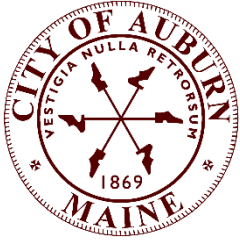
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both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

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

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

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

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



## City of Auburn City Council Information Sheet

**Council Workshop or Meeting Date:** August 5, 2024

**Subject:** Executive Session

**Information:** Executive Session pursuant to 1 M.R.S.A. Section 405(6) (A) to discuss annual evaluation of the City Manager.

**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:

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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;

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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.