

**LEWISTON CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
JUNE 4, 2013**

5:30 p.m. Workshop - Presentation of the Introduction of the Comprehensive Plan process (90 minutes)

7:00 p.m. Regular Meeting

Pledge of Allegiance to the Flag.
Moment of Silence.

Public Comment period - Any member of the public may make comments regarding issues pertaining to Lewiston City Government (maximum time limit is 15 minutes for all comments)

ALL ROLL CALL VOTES FOR THIS MEETING WILL BEGIN WITH THE COUNCILOR OF WARD 6.

CONSENT AGENDA: All items with an asterisk (*) are considered to be 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.

- * 1. Authorization to accept transfer of forfeiture funds.
- * 2. Authorization to accept transfer of forfeiture funds.
- * 3. Adoption of meeting schedule for the months of July and August.
- * 4. Resolve - Accepting a Grant from the United States Tennis Association of New England for the purpose of supporting a Youth 10 and under Junior Team Tennis League.
- * 5. Resolve Accepting Donations for the purpose of sponsoring performing arts programs for children within the Lewiston and Auburn area.
- * 6. Amendments to the Library Policies regarding overdue materials and fees.

REGULAR BUSINESS:

- 7. Public Hearing for approval of outdoor concerts located around the City for the Bands on the Run half marathon event.
- 8. Public Hearing for approval of outdoor concerts sponsored by L/A Arts at Dufresne Plaza.
- 9. Public Hearing for approval of an Outdoor Entertainment Permit for an outdoor music concert event to be held at the Simard-Payne Park and request for waiver of licensing fees for the event.
- 10. Public Hearing and Adoption of the FY2014 Lewiston Capital Improvement Program Bond Issue Order.
- 11. Public Hearing and First Passage regarding an amendment to the Buildings and Building Regulations ordinance regarding the property maintenance code.
- 12. Public Hearing & First Passage regarding an amendment to the Offenses and Miscellaneous Provisions Ordinance regarding the regulation of synthetic drugs.
- 13. Order authorizing the City Administrator to execute the First Amendment #1 to Interlocal Cooperation Agreement #2 for Lake Auburn Intake & Water Treatment.

14. Order authorizing the City Administrator to negotiate and enter into a Purchase and Sale Agreement for the Redevelopment of 147 Sabattus Street.
15. Order taking possession of Tax Acquired Properties at 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 River Street and 48 River Street.
16. Reports and Updates.
17. Any other City Business Councilors or others may have relating to Lewiston City Government.
18. Executive Session to discuss Acquisition of Property of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.



Legacy|Lewiston

City of Lewiston Comprehensive Plan

June 4, 2013 Kickoff Meeting Agenda

Presentation and discussion with comprehensive plan consultant TPUDC

- I. Introduction of Legacy Lewiston
 - a. What is a comp plan?
 - b. Why are we doing it?
 - c. What is Lewiston doing?
- II. Planapalooza
 - a. What is a Planapalooza?
 - b. What to expect?
 - c. Planapalooza schedule
- III. Project schedule
- IV. Presentation of what the Team has heard so far
- V. Open discussion / Q & A

CAN YOU
IMAGINE A
BETTER
FUTURE?

PARTICIPATE!

Legacy Lewiston Planapalooza!

Thursday, June 20th — Tuesday, June 25th

PARKING VALIDATED IN MUNICIPAL PARKING GARAGES

Opening Presentation + Hands-On Workshop

Thursday, June 20th, 6:00 — 8:30 pm

Lewiston Public Library, Callahan Hall
200 Lisbon Street

Mid-Point Check In Pin-Up + Review with Public

Sunday, June 23rd, 6:00 — 7:30 pm

Lewiston Public Library, Callahan Hall
200 Lisbon Street

Closing Presentation

Tuesday, June 25th, 6:00 — 7:30 pm

Lewiston Public Library, Callahan Hall
200 Lisbon Street

Open Design Studio (miss a presentation? stop by)

Friday, June 21st — Monday, June 24th (Each day 9am - 10pm)
219 Lisbon Street (next to LA Arts across from the Library)

PLANAPALOOZA 2013 JUNE 20th — 25th



Legacy | Lewiston

City of Lewiston Comprehensive Plan

What's a Planapalooza?

\plan•uh•puh•loo•zuh\ n.

A Planapalooza is an intense, participatory design, and public input process where you are invited to work directly with your neighbors and a multidisciplinary consulting team. The entire process is open to the public at all times. So please join us as we work together to prepare a Comprehensive Plan that will protect and enhance Lewiston and set a clear vision for the future.

For more information visit: www.Facebook.com/LegacyLewiston
and/or www.lewistonmaine.gov/comprehensiveplan



PLANAPALOOZA 2013 Q&A

What is a Planapalooza?

A Planapalooza is an intense, participatory design and public input process where all members of the community work directly with a multidisciplinary consulting team. The entire process is open to the public at all times. Please join us to create a long-range vision and Comprehensive Plan for Lewiston.

What is an Open Studio?

The design team will set up a temporary office at 219 Lisbon Street, next to LA Magazine and diagonally across the street from the Lewiston Library during Planapalooza. Urban designers, illustrators, and planners will be working from morning until night on the Comprehensive Plan for Lewiston, capturing public comments and incorporating these ideas real time into illustrative master plans that will help articulate the community's vision for the future. Anyone from the public is welcome to drop by to see the planning work in progress.

What if I can't make it to the Opening Presentation?

Don't worry if you can't make it to the opening presentation. The benefit of a Planapalooza process is that you can give the design team your input at any time. The studio at 219 Lisbon Street will be open from 9:00 am to 10:00 pm daily, from Friday, June 21st, through Monday, June 25th, or any other time you see the lights on. See the complete Planapalooza schedule for more details. In the studio, there will be map stations and comment cards available as ways to give input. You can also talk directly with the team about your concerns, issues, or ideas.

How often do I need to show up to make sure my voice is heard?

During Planapalooza, the amount of time individuals spend in the studio or attending meetings varies greatly, depending on level of interest or time availability. You are welcome to come to every public meeting or to just one or two. It's up to you. No matter how much you participate, the design team will record your input and make sure that your ideas are balanced against the ideas and interest of the community as a whole.

If I had to pick one or two meetings to attend, which would be the best choice?

We strongly recommend that people attend the Opening Presentation and the Closing Presentation. This will allow you to provide your ideas in the high energy environment of the first large group meeting, and then see how your ideas were incorporated into the final plans that will be presented at the Closing Presentation. The Pin-Up is also a chance to see the plans in progress and to provide valuable feedback that helps to shape the final plan.

Who should attend the Round Table Meetings?

During the first day of Planapalooza on Friday, June 21st, there will be a series of Round Table Meetings open to the public. These meetings provide an opportunity to discuss ideas and concerns that are related to certain groups or particular topics. These meetings are very informal and provide yet another opportunity for the public to weigh in on the planning process and for the design team to gather information critical to the development of the Comprehensive Plan.

What is an Illustrative Master Plan?

An illustrative master plan is a detailed drawing that articulates a potential vision for how a community will grow in the future based on ideas and input provided by the public. In Lewiston, illustrative master plans will be developed during Planapalooza to show the community's vision for the future of the City. The plans will show new buildings, parks, street connections, and other ideas that emerge during the process. The illustrative master plans will provide important direction for the Comprehensive Plan and help galvanize support around the vision by allowing the community to see and understand how broad ideas relate to specific areas within the City.

What happens after Planapalooza?

After Planapalooza the design team will return to their home offices and complete the Comprehensive Plan for submittal to the Planning Department. Following an initial staff review, the design team will then prepare a Discussion Draft Comprehensive Plan, which will be circulated to the Comprehensive Plan "Think Tank" Committee, Elected Officials, the Planning Board, City Departments, and the public. The consultant will return to town to present this Discussion Draft Comprehensive Plan to the community. Comments will be collected by the Planning Department and submitted to the consultant for inclusion into the Final Draft Comprehensive Plan. This Final Draft Comprehensive Plan will then be brought through the official approval process with the normal public notifications and hearings.

Please check out the project website and Facebook page for updates, discussion and information throughout the process:

www.lewistonmaine.gov/comprehensiveplan

<https://www.facebook.com/LegacyLewiston>

Lewiston Comprehensive Plan Planapalooza! June 20th – June 25th, 2013

Lewiston, Maine Planapalooza Schedule	TIME	Thursday, June 20 DAY ONE	Friday, June 21st DAY TWO	Saturday, June 22nd DAY THREE	Sunday, June 23rd DAY FOUR	Monday, June 24th DAY FIVE	Tuesday, June 25th DAY SEVEN	
STUDIO & ROUND TABLE MEETINGS 219 Lisbon Street Lewiston, ME OPENING / CLOSING PRESENTATIONS & PUBLIC PIN-UP & REVIEW Lewiston Public Library, Callahan Hall 200 Lisbon Street Lewiston, ME PARKING <i>Parking garages are available at the corner of Park St. and Oak St., and on the corner of Ash St. and Canal St. There is also free on-street parking around Kennedy Park and City Hall. One and two -hour parking are available on Lisbon Street and behind the library on Park street. Between 9am and 6pm, Pine Street is metered; after 6pm, parking is free. Municipal parking will be validated.</i>	8:00 AM		ROUND TABLE MEETING #1 <i>Business Owners & Developers</i>					
	9:00 AM		OPEN STUDIO	ROUND TABLE MEETING #5 <i>Elected & Appointed Officials</i>	OPEN STUDIO	OPEN STUDIO	OPEN STUDIO	
	10:00 AM							
	11:00 AM		ROUND TABLE MEETING #2 <i>Public Facilities & Services</i>	ROUND TABLE MEETING #6 <i>Housing, Demographics & Economy</i>				
	12:00 PM		Studio Closed (Lunch)	Studio Closed (Lunch)	Studio Closed (Lunch)	Studio Closed (Lunch)	Studio Closed (Lunch)	
	1:00 PM		Studio Closed (Field Work)	OPEN STUDIO	OPEN STUDIO	OPEN STUDIO		
	2:00 PM						Studio Closed (Production)	
	3:00 PM			ROUND TABLE MEETING #3 <i>Transportation</i>				
	4:00 PM							
	5:00 PM			ROUND TABLE MEETING #4 <i>Parks, Open Space & Enviro. Concerns</i>				
	6:00 PM		OPENING PRESENTATION / HANDS-ON WORKSHOP <i>Lewiston Public Library</i>			PUBLIC PIN-UP & REVIEW <i>Lewiston Public Library</i>		CLOSING PRESENTATION <i>Lewiston Public Library</i>
	7:00 PM			Studio Closed (Dinner)	Studio Closed (Dinner)		Studio Closed (Dinner)	
	8:00 PM		Team Dinner (out)	OPEN STUDIO	OPEN STUDIO	OPEN STUDIO	OPEN STUDIO	Team Dinner (in)
	9:00 PM							
	10:00 PM							
		Public Mtg.						
		Open Studio						
		Presentation						
	Please also visit us at: www.lewistonmaine.gov/comprehensiveplan www.facebook.com/LegacyLewiston For charrette questions call Planning and Code Enforcement at (207) 513-3125							

LEWISTON CITY COUNCIL
MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Authorization to accept transfer of forfeiture funds.

INFORMATION:

The Lewiston Police Department is requesting that the City Council authorize the acceptance of funds, in the amounts outlined below, as reimbursement for costs associated with assisting in a criminal investigation.

The funds are available to the Lewiston Police Department due to its substantial contribution to the investigation of this or a related criminal case.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/11mm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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That pursuant to Title 15, Maine Revised Statutes Annotated, Section 5824(3) and Section 5822(4)(A), the City Council hereby acknowledges and approves of the transfer of items as outlined on the attached listing, less administrative fees or any portion thereof, in the cases of US Department of Justice Drug Enforcement Administration vs the cases outlined on the attached listing. Being funds forfeited pursuant to court process. It is further acknowledged that these funds shall be credited to the 'City of Lewiston Drug Enforcement Program' account.



MEMO



Date: May 24, 2013
To: Kelly Mercier, Deputy City Clerk
From: Michael Bussiere, Chief of Police
Re: Forfeiture funds

The following investigations are pending in federal court and upon a favorable final disposition, the funds in the cases listed below will be released to the Lewiston Police Department. Please make the necessary notifications to the City Council that would allow them to address the issue and consent to the acceptance of these funds. Please credit these funds to the Federal Drug Forfeiture Account, number 590-3514050.

<u>Name</u>	<u>Docket #</u>	<u>Asset ID#</u>	<u>Asset</u>
Anthony Cardoza	CE-13-0026	13-DEA-580015	12% less adm fee from sale of 2004 Land Rover Range Rover
Shane Lunt	CE-13-0005	13-DEA-573877	8.33% less adm fee of \$2,490
Robinson	CE-11-0022	13-DEA-573011	13.33% less adm fee of \$6,878
John Ryder	CE-13-0030	13-DEA-580674	9.28% less adm fees of \$58,300
John Ryder	CE-13-0030	13-DEA-581358	11.42% less adm fees of \$10,900

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 2

SUBJECT:

Authorization to accept transfer of forfeiture funds.

INFORMATION:

The Lewiston Police Department is requesting that the City Council authorize the acceptance of funds, in the amounts outlined below, as reimbursement for costs associated with assisting in a criminal investigation. The funds are available to the Lewiston Police Department due to its substantial contribution to the investigation of this or a related criminal case.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/Kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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That pursuant to Title 15, Maine Revised Statutes Annotated, Section 5824(3) and Section 5822(4)(A), the City Council hereby acknowledges and approves of the transfer of \$804.00, or any portion thereof, in the case of the State of Maine vs. Jeppie Phillips, CR-12-784 Court Records, being funds forfeited pursuant to court process. It is further acknowledged that these funds shall be credited to the 'City of Lewiston Drug Enforcement Program' account .

STATE OF MAINE
Androscoggin, ss

SUPERIOR COURT
Criminal Action
Docket No. CR-12-784

State of Maine	}	
	}	
v.	}	Municipality of Lewiston
	}	Approval of Transfer
Jeppie Phillips	}	15 M.R.S.A. §5824(3) & §5822(4)(A)
Defendant;	}	
	}	
And	}	
	}	
\$804.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the municipality of Lewiston, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, or any portion thereof, on the grounds that the Lewiston Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Lewiston, Maine does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Lewiston municipal legislative body on or about

Dated: _____

Municipal Officer
Lewiston, Maine
(Impress municipal legislative body seal here)

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 3

SUBJECT:

Adoption of meeting schedule for the months of July and August.

INFORMATION:

Due to summer vacations and other commitments, it is recommended the City Council hold only one regular meeting during the month of July and one regular meeting during the month of August.

The Council has been following a summer meeting schedule of one meeting during the months of July and August for many years. It is recommended that the July meeting be held on Tuesday, July 16th at 7:00pm and the August meeting be held on Tuesday, August 13th at 7:00pm.

The above dates are subject to change should circumstances arise and the dates need to be adjusted.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To suspend Section 1,(a) of the Rules Governing the City Council, and to only hold one regular meeting during the month of July, said meeting to be held on Tuesday, July 16th at 7:00pm and to hold only one regular meeting during the month of August, said meeting to be held on Tuesday, August 13th at 7:00pm.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 4

SUBJECT:

Resolve - Accepting a Grant from the United States Tennis Association of New England for the purpose of supporting a Youth 10 and under Junior Team Tennis League.

INFORMATION:

The City's Recreation Department has been awarded a \$2,000 grant from the United States Tennis Association of New England and the funds will be used to purchase equipment to establish a new tennis program for children ten years old and under. The City Council is asked to approve acceptance of the grant funds.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/1/5mm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the Resolve accepting a grant from the United States Tennis Association of New England for the purpose of supporting a Youth 10 and under Junior Team Tennis League.



**City of Lewiston, Maine
City Council Order
June 4, 2013**



RESOLVE, Accepting Grant from the United States Tennis Association of New England for the Purpose of Supporting a youth 10 and under Junior Team Tennis League.

Whereas, USTA New England awarded a \$2,000 grant to purchase tennis equipment; and

Whereas, this Grant will support a new instructional format for the 10 and under division within the Lewiston Recreation Department Tennis Program; and

Whereas, USTA New England is dedicated to community outreach and supporting youth tennis programs;

Now, therefore, be it Resolved by the City Council of the City of Lewiston that

a grant in the amount of \$2,000 from USTA New England is hereby accepted for the purpose of purchasing equipment (age appropriate tennis balls, nets, straps and racquets) for the 10 and under Tennis Program.

Be it Further Resolved that

the City Council expresses its thanks and appreciation to USTA New England for its contribution.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 5

SUBJECT:

Resolve Accepting Donations for the purpose of sponsoring performing arts programs for children within the Lewiston and Auburn area.

INFORMATION:

The Lewiston and Auburn Recreation Departments work together to bring the Wednesdays in the Park program to both communities. The performing arts program has been operating in Lewiston for 34 years. Local businesses and organizations contribute to underwrite the entire operating budget for the program.

The Council is asked to vote to accept the donations for this program.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/Kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To adopt the Resolve accepting donations for the purpose of sponsoring performing arts programs for children in the Lewiston and Auburn area.



City of Lewiston, Maine
City Council Order
June 4, 2013



RESOLVE, Accepting Donations for the Purpose of Sponsoring Performing Arts Programs for Children within the Lewiston and Auburn area.

Whereas, The Lewiston Department of Recreation and the Auburn Recreation Department combine efforts to bring the Wednesdays in the Park Program to both Communities; and

Whereas, Wednesdays in the Park celebrates its thirty-fourth season of performing arts this year; and

Whereas, for five weeks during the summer months, various performers will entertain hundreds of children at different park sites throughout Lewiston and Auburn; and

Whereas, local businesses and organizations donate funds to support the entire operating budget for the Wednesdays in the Park Program;

Now, therefore, be it Resolved by the City Council of the City of Lewiston that

There is hereby accepted the donations and promotion from the following local businesses and organizations for the Wednesdays in the Park Program.

2013 WEDNESDAYS IN THE PARK SPONSORS

ACA Dr. Paul Fortier Chapter 52	\$100
Auburn Exchange Club	\$250
Franco American War Veterans Inc. Post 31	\$50
Great Falls Security Systems	\$50
Lewiston Housing Authority	\$25
Liberty Mutual	\$1,000
Mechanics Savings Bank	\$250
Maine Family Credit Union	\$50
Pike Industries	\$50
Platz Associates	\$50
Sam's Italian Sandwich Shoppes	\$50
Total	\$1,875

Be it Further Resolved that

the City Council expresses its thanks and appreciation to the local businesses and organizations that have contributed funding and promotion to make this program possible.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6

SUBJECT:

Amendments to the Library Policies regarding overdue materials and fees.

INFORMATION:

The Library Board of Trustees and city staff are recommending the City Council amend the Library's policies on overdue materials, increase the fee for a non-resident library card and delete the outdated Online Information Services policy. The fee for a non-resident card has been \$55 since 2008 and the recommendation is to increase it by \$5. The Auburn and Lewiston libraries use one card and Auburn will be increasing the fee as well. The recommendation is also to reduce the grace period during which no overdue fines are charged on books and other materials from two weeks to one week.

Note: Additions are underlined; deletions have ~~strikeout~~ lines.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action .

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the proposed amendments to Library Policies, City Policy Manual Number 39, as recommended by the Library Director and the City Administrator.

(Note - Full copy of the amendment is attached.)



City of Lewiston, Maine
Lewiston Public Library
Rick Speer
Library Director



To: Honorable Mayor and Members of the City Council
Fr: Rick Speer, Library Director
Dt: May 9, 2013
Su: Library Policy—proposed amendments

The Board of Library Trustees and library/city staff are recommending the following three changes to the City's Library policies:

- Increasing the non-resident library card fees to \$60 annually. (The annual fee currently is \$55.)
- Eliminate the entire policy section headed "ONLINE INFORMATION SERVICES." This is an outdated policy section—the Library no longer uses the fee-based online databases that this policy addresses.
- Reduce the grace period during which no overdue fines are charged on books and other materials to one week from the current two week period.

The non-resident card fee has been \$55 since July of 2008. Given that the Lewiston Public Library and the Auburn Public Library use a joint library card (one card that is valid at both libraries), we need to work with Auburn to set the same non-resident fee. Assuming that this fee is adjusted, they are planning to also raise their fee to \$60.

In the late 1980's and thru the early 1990's, the Library made use of the Dialog Online Database system to meet some of the information needs of local residents and organizations. Due to the fact that there were charges associated with the use of these databases, we needed a policy to provide guidance to the staff regarding when to make use of these fee-based resources and to make clear to the public the limitations of database searching that could be provided at no cost. Thanks to the development of the Internet, the need for these databases quickly lessened, and we have not made use of them in over 18 years.

The Board of Library Trustees has been working with library and city staff to look at possible ways to increase fees and city general fund revenue. One area that was explored was our policy of providing a grace period to library borrowers during which books can be returned after the due date without incurring overdue fines or fees. Presently the policy allows for a two-week grace period. Library cardholders view this practice very positively as many feel that they already pay for library services through their city property tax bill and that charging overdue fees is a form of double taxation. Also, people lead busy lives, juggling many deadlines and responsibilities and the date due for their library books is generally not front and center in their minds. The grace

period offers a little flexibility for the return of their books and is very positive in terms of customer service.

The Library Board felt that by dropping the grace period to one week the city could still offer some flexibility while in turn increasing the fine income for the city. It is difficult to estimate the additional income that this will provide, but it should be somewhere in the neighborhood of \$1,500 annually.

It should also be noted that we allow patrons significant flexibility in renewing books, including the capability to renew on line, and that a shorter grace period might result in more rapid return of books to the library allowing others to then borrow them. Quicker returns may help offset to at least some degree the reduction in the library's book budget.

LIBRARY POLICIES

PUBLIC LIBRARY REGISTRATION POLICY

Upon registration, any City of Lewiston resident shall be entitled to receive a free borrower's card at the Lewiston Public Library. Non-residents may receive a borrower's card by paying an annual fee of ~~\$55.00~~ \$60.00. The non-resident fee shall be waived for the following categories of applicants:

1. Students attending a school or college in Lewiston or Auburn.
2. Auburn residents.
3. Individuals owning property in Lewiston.
4. Literacy volunteer tutors.
5. City of Lewiston employees.

~~ONLINE INFORMATION SERVICES~~

~~One of the major roles of the Lewiston Public Library is that of providing information to Lewiston citizens, businesses, and organizations. When information queries are made by the public, the library will use all of the resources at its disposal to provide the requested information or to refer the client to an individual or agency which can provide it.~~

~~The library is equipped with resources to handle most requests of a general or practical nature. It cannot satisfy extensive, in-depth research requests, not any request which requires an inordinate commitment of the library's resources (e.g., a request which would require more than one hour of a librarian's time or a request for information which would be expensive to obtain and would be of value to a limited number of library patrons).~~

~~One of the major tools used by the library to obtain information is online databases. These are computerized files of directory and bibliographic information which the library can access through computer and telephone connections. Through the use of these databases, the library can provide Lewiston residents access to a wide variety of sophisticated information. Because of the expense involved in accessing these databases, this policy spells out when and how this tool will be utilized.~~

~~Library staff specially trained to access online information may do so in answering a request when one or more of the following criteria are met:~~

- ~~1. The information request is on a topic so new or obscure that it may not appear as a subject heading in a printed index.~~
- ~~2. The request is for information which is known to be more recent than the printed index and it is known that the online database is current.~~
- ~~3. The library does not own any printed material which will provide the information. In the opinion of the librarian, a manual search for the information would take thirty~~

LIBRARY POLICIES

~~minutes or more.~~

- ~~4. A search for the information has been done manually by the librarian without success.~~
- ~~5. The client specifically requests that an online search be performed and agrees to pay the incurred expenses as outlined below.~~

~~In all cases, the librarian will search an online database only if they have sufficient reason to believe that it will result in the retrieval of the desired information.~~

OVERDUE MATERIALS

The intent of this policy is to have Lewiston Public Library books and other library materials returned as quickly as possible after they have been effectively used by library patrons, so that they are available for other library users. This policy outlines the reminders, notices, library fines, and court actions which the library staff shall utilize in their attempts to retrieve overdue materials.

Reminders and notices

The following reminders and notices will be sent to library users when materials are not returned:

1. Two (2) weeks after the material is due, a reminder will be sent. This reminder will be sent by email. Users without email will receive the reminder by first class mail.
2. Four (4) weeks after the material is due, an overdue notice/bill will be sent by first class mail asking the user to return the material or to make a settlement with the Library. This notice will also warn the user that formal charges will be filed if a settlement is not made within fourteen (14) days.

Filing of charges

The following action will be taken for library users holding overdue library materials with a value of \$60.00 or more:

Fourteen (14) days after the overdue notice/bill letter is sent, formal charges will be filed in District Court by the Library Director (under the Code of Ordinances of the City of Lewiston, Chapter 48, Section 48-2, Failure to Return Library Property) against library users who have not made a settlement with the library.

Library fines

Library fines will be assessed on holders of teenage and adult cards as an incentive for the early return of materials.

After a ~~fourteen (14)~~ seven (7) day grace period during which no fines will be charged, fines

LIBRARY POLICIES

will accrue at the rate of \$0.10 per day per item.

The maximum fine on any item shall be \$5.00.

No fines will be charged on books borrowed from the Children's section. No fines will be charged for days which the library is closed.

VIDEO CIRCULATION POLICY

The video collections in both the Adult and Children's Departments shall be an integral segment of the library's total materials collection. The purposes of the collection shall be to provide video materials for entertainment, cultural enrichment, and to help introduce children to books. Videos will be purchased to meet the needs and interests of all age levels. This policy pertains to the library's entertainment video collections and not the instructional videos which are part of the library's non-fiction collection which are treated like books for the purposes of loan periods and overdue policies.

Videos will be loaned to any Lewiston Public Library card holder.

Videos will be loaned for a seven (7) day borrowing period (counting days the library is closed).

A \$1.00 fee will be charged for each video loan. This fee will be waived for teachers borrowing for in-school use.

A \$1.00 fine will be charged per video per day for late returns. The maximum fine will be \$3.00.

Overdue notices and subsequent filing of charges against library users failing to return videos will be handled and sent following the same schedule as that for overdue books as outlined in the City's Library Overdue Materials Policy.

All fines and fees collected on the use of videos will be deposited into the library's audio-visual account and used for the purpose of purchasing additional videos.

All users will be responsible for damage or loss up to the full replacement cost of the material.

MISCELLANEOUS LIBRARY FEES

Non-resident Library research fee	\$ 50.00
<u>(per hour)</u>	
Photocopy machine, per copy20
Test Proctoring Fee (effective: 7/1/2010):	
Lewiston Public Library cardholders	5.00
Non-cardholders	20.00

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 7

SUBJECT:

Public Hearing for approval of outdoor concerts located around the City for the Bands on the Run half marathon event.

INFORMATION:

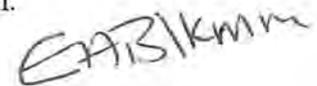
Museum L/A has submitted an application requesting permission to hold outdoor concerts on City property as part of their June 23 Bands on the Run half marathon fund raising event. Live musical entertainment will be held on Saturday, June 23 from 8am - 5pm at various locations around the City. Some properties are city owned and some are private properties. The information on the specific city locations will be available at the Council meeting.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Department, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

The Recreation Director and Police Department do not have any concerns regarding these concerts.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application from Museum L/A for the outdoor concerts to be held at several city park locations on Saturday June 23, and to authorize a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to Museum L/A for the outdoor concerts, contingent upon positive recommendations from the Recreation Department, Police Department, Fire Department, Code/Land Use Officer and Code/Health Officer regarding compliance with all regulations, and compliance with all City ordinances.

CITY OF LEWISTON

Special Event Application

Applications must be submitted at least 14 days prior to the event, unless an * appears next to the permit type. *Application must be turned in 30 days prior to the event due to public hearing requirement.

Application Date 2-7-13

SPONSOR INFORMATION

Name of Sponsoring Organization: Museum L-A

Name of Contact Person for Event: Mike Leconte

Title of Contact Person: Race Director

Mailing Address: 35 Canal St. Box A7, Lewiston, ME

Daytime Telephone: 212-3722 Cell Phone: 212-3722

Email Address: MJLeconte@aol.com

Contact Name and Cell Phone Number DURING the Event: Mike Leconte 212-3722

Is your organization incorporated as a non-profit organization? Yes No

Non-Profit Number: 01-0504257

EVENT INFORMATION

Name of Event: Bands on the Run Half Marathon + 5K

Type of Event (walk, festival, concert, etc.): Running Race

Date of Event: 6-23-13 Rain Date: No

Times of Event: Start Time including set-up: ^{June 21} 8 AM Ending time including clean up: ^{June 24} 5 PM
June 23 Actual Event Start Time: 7 AM Actual Event End Time: 2 PM

Estimated Attendance: 800 +

Location of Event: Simard-Payne Park

If location is a city park, have you applied for use of the property with the Recreation Department and has your request been approved? Yes No Pending

Date request submitted to the Recreation Department: June 21 - June 24

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Separate fee and permit possible	FOOD – Will food or beverages be sold or given away? If yes, list what types of food or beverages: <i>Bagels, fruit, water, Gatorade</i> Note - A food service license may be required.	✓		
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, cds, etc.)? If yes, list what items: <i>T-shirts, hats, mugs</i> Note- A peddling permit may be required.	✓		
\$11	*LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe: <i>Live Band</i>	✓		
\$16/day	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?	✓		
Separate fee and permit required	ALCOHOLIC BEVERAGES – Will alcoholic beverages be served?	✓		
Separate fee and permit required	*CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.		✓	
Separate fee and permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.		✓	
N/A	PARADE – Will there be a parade? If yes, describe route: Note – A permit from the Police Department is required.		✓	
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc? If yes, describe route: <i>See Attached Map</i>	✓		
Separate permit required	BURN PERMIT – Will there be any open flame such as a bon fire? If yes, describe activity: Note - A permit from the Fire Department is required.		✓	
N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes: <i>40 x 80</i>	✓		
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list: <i>Oxford St. Mill St.</i>	✓		
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, etc.? This is a mandatory requirement for this application and must be included with the application form.	✓		

N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan? Use of Parking Garages – Lincoln x Main Lincoln x Chestnut	✓		
N/A	TOILETS – Please list amount at event and/or nearest location: Port-o-toilets = 10 w/ 2 being ADA compliant	✓		
N/A	WASTE DISPOSAL – Please list process and location: Dumpsters – Museum L-A site in Park 10 trash barrels in Park			
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location:	✓		
N/A	POTABLE WATER – Please list amount at event and location: Poland Spring Bottled Water	✓		
N/A	FIRST AID FACILITIES – Please list location at event: Medical Tent – staffed w/ medical personnel from Dr. Sedwick's practice, EMS on Standby	✓		
\$	TOTAL FEE AMOUNT INCLUDED – Checks payable to "City of Lewiston"			

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc. the City requires insurance coverage – general liability. The City of Lewiston needs to be named as additionally insured in regards to the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received before the event permits can be issued. Please have "City of Lewiston" listed as additionally insured on the Certificate of Insurance (minimum coverage \$1,000,000) and have your insurance company fax a copy to: City Clerk 207-777-4621

DESCRIPTION OF EVENT – Please describe what will occur during your event

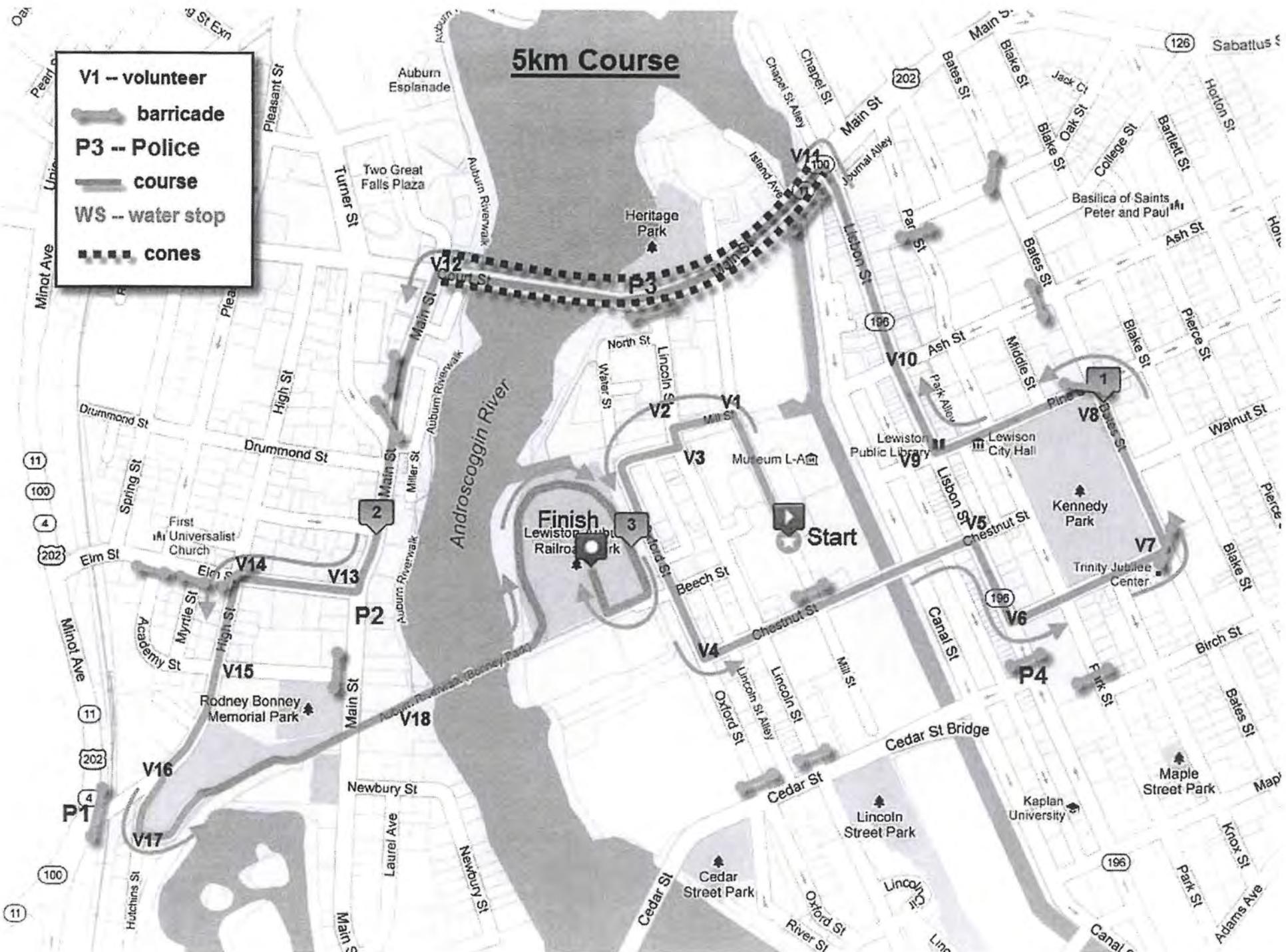
13.1 mile and 3.1 mile running race.
Kid's Fitness Course for children 5-12.

Signature of Applicant: MJ Lecompte Printed Name: Mike Lecompte Date Submitted: 2/7/13

Please note that you will be contacted by City Staff if you require additional permitting.

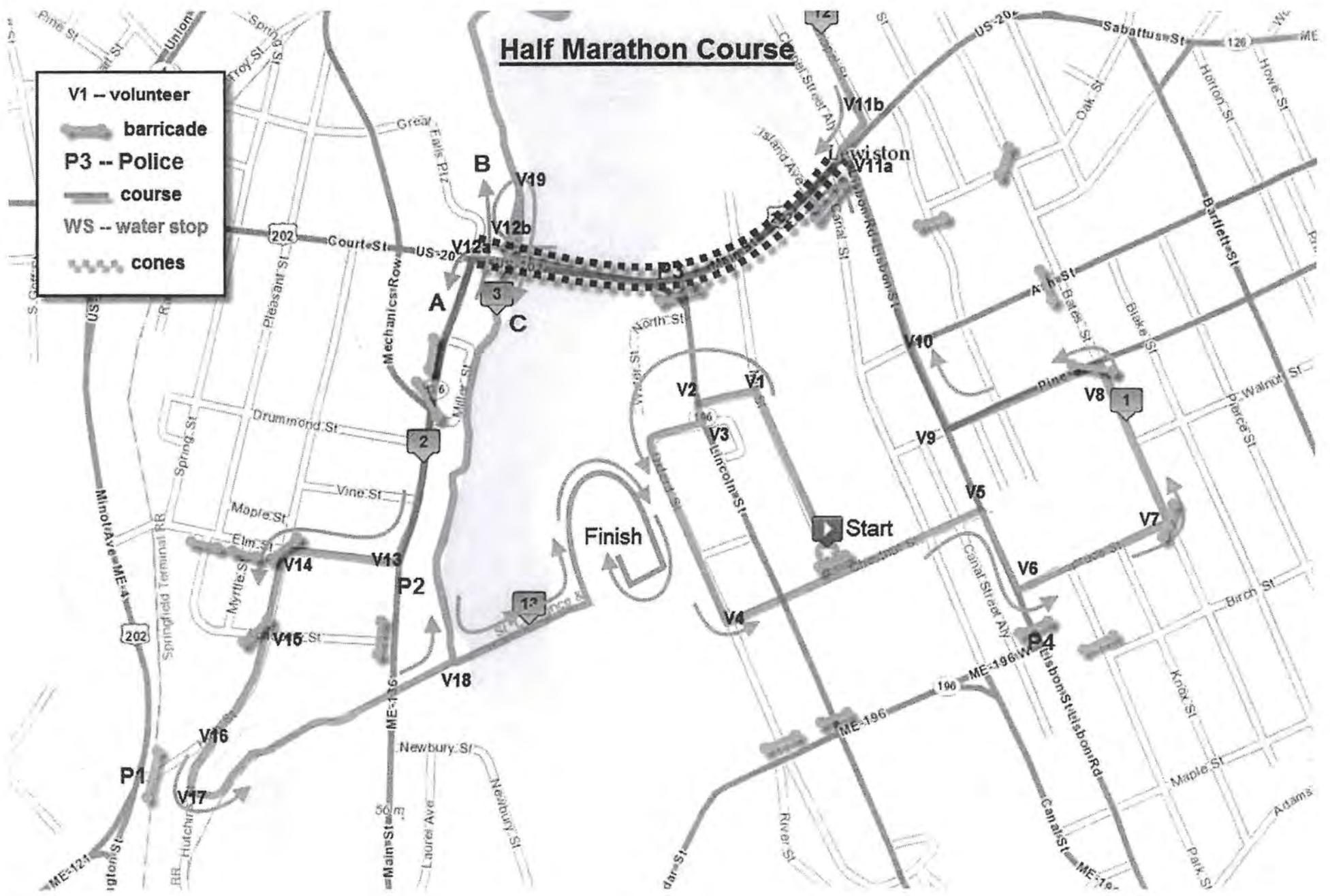
5km Course

V1 -- volunteer
P3 -- Police
WS -- water stop
cones

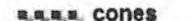


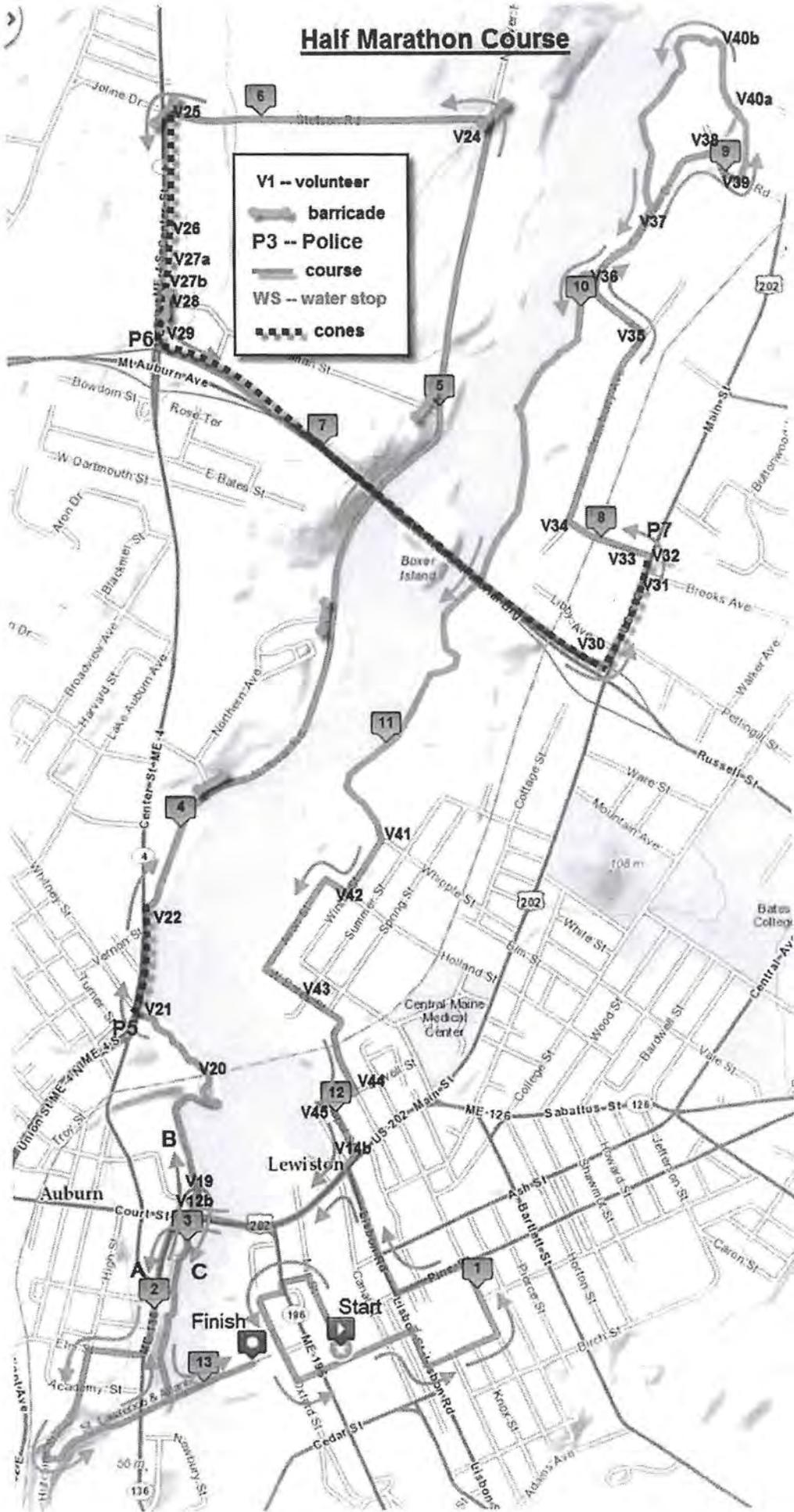
Half Marathon Course

V1 – volunteer
— barricade
P3 -- Police
— course
WS -- water stop
□ cones



Half Marathon Course

V1 -- volunteer
 barricade
P3 -- Police
 course
WS -- water stop
 cones



LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 8

SUBJECT:

Public Hearing for approval of outdoor concerts sponsored by L/A Arts at Dufresne Plaza.

INFORMATION:

L/A Arts has submitted an application requesting permission to hold outdoor concerts on City property. They plan to hold evening outdoor concerts at Dufresne (Courthouse) Plaza or Kennedy Park on several Fridays from June - November, most to be held in conjunction with the Lewiston Art Walk. L/A Arts has been hosting noon time outdoor concerts for several years and these have been well attended, and wanted to expand to offer the evening events as well.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Department, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application from L/A Arts for the evening outdoor concerts to be held at Dufresne Plaza or Kennedy Park on June 28, July 26, August 30, September 27, October 11 and 12 and November 30, and to authorize a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to L/A Arts for the outdoor concerts, contingent upon positive recommendations from the Recreation Department, Police Department, Fire Department, Code/Land Use Officer and Code/Health Officer regarding compliance with all regulations, and compliance with all City ordinances.

CITY OF LEWISTON

Special Event Application

Applications must be submitted at least 14 days prior to the event, unless an * appears next to the permit type. *Application must be turned in 30 days prior to the event due to public hearing requirement.

Application Date 3/11/2013

SPONSOR INFORMATION

Name of Sponsoring Organization: L/A Ants

Name of Contact Person for Event: Odelle Bowman

Title of Contact Person: Executive Director

Mailing Address: 221 Lisbon St

Daytime Telephone: 782-7228 Cell Phone: 871-5717

Email Address: odelle.bowman@laants.org

Contact Name and Cell Phone Number DURING the Event: Odelle Bowman 871-5717

Is your organization incorporated as a non-profit organization? Yes No

Non-Profit Number: 01-0391208

EVENT INFORMATION

Name of Event: Antwalk Lewiston - Auburn / Sounds of Summer

Type of Event (walk, festival, concert, etc.): Antwalk & Concert

Date of Event: May 31, June 28, July 26 Rain Date: ☐

Times of Event: August 30, Sept 27, Oct 11 & 12, November 30th
Start Time including set-up: _____ Ending time including clean up: _____

See Attached Actual Event Start Time: _____ Actual Event End Time: _____

Estimated Attendance: _____

Location of Event: DuFresne / or Kennedy Park

If location is a city park, have you applied for use of the property with the Recreation Department and has your request been approved? Yes No Pending

Date request submitted to the Recreation Department: 3/11/2013

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Separate fee and permit possible	FOOD – Will food or beverages be sold or given away? If yes, list what types of food or beverages: <i>Bottled water - giveaway</i> Note - A food service license may be required.	X		
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, cds, etc.)? If yes, list what items: Note- A peddling permit may be required.		X	
\$11	*LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe:	X		
\$16/day	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?	X		
Separate fee and permit required	ALCOHOLIC BEVERAGES – Will alcoholic beverages be served?		X	
Separate fee and permit required	*CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.		X	
Separate fee and permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.		X	
N/A	PARADE – Will there be a parade? If yes, describe route: Note – A permit from the Police Department is required.		X	
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc? If yes, describe route:		X	
Separate permit required	BURN PERMIT – Will there be any open flame such as a bon fire? If yes, describe activity: Note - A permit from the Fire Department is required.		X	
N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes: <i>one 12 X 6 Ft canopy</i>	X		
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list:		X	
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, etc.? This is a mandatory requirement for this application and must be included with the application form. <i>Attached</i>			

Du Fresnel

Fountain & steps

Electric

Sound & Lights

Platform & Canopy

Sound & Lights

Information Table

First Aid Table

Sidewalk area

*
MAP / Diagram

N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan?		X	
N/A	TOILETS – Please list amount at event and/or nearest location:		X	
N/A	WASTE DISPOSAL – Please list process and location:			
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location:		X	
N/A	POTABLE WATER – Please list amount at event and location: Bottled water will be given out to audience (Free) as needed	X		
N/A	FIRST AID FACILITIES – Please list location at event: Table - manned by a staff member	X		
\$	TOTAL FEE AMOUNT INCLUDED – Checks payable to “City of Lewiston”			

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc. the City requires insurance coverage – general liability. The City of Lewiston needs to be named as additionally insured in regards to the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received before the event permits can be issued. Please have “City of Lewiston” listed as additionally insured on the Certificate of Insurance (minimum coverage \$1,000,000) and have your insurance company fax a copy to: City Clerk 207-777-4621

DESCRIPTION OF EVENT – Please describe what will occur during your event

concerts, performance & hands on artmaking
for the community — community arts
gatherings

Signature of Applicant:

Odelle Bowman

Printed Name:

Odelle Bowman

Date Submitted:

3/11/2013

Please note that you will be contacted by City Staff if you require additional permitting.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 9

SUBJECT:

Public Hearing for approval of an Outdoor Entertainment Permit for an outdoor music event to be held at the Simard-Payne Park and request for waiver of licensing fees for the event.

INFORMATION:

Safe Voices is seeking an Outdoor Entertainment permit for their fundraising event to be held on Saturday, June 15, 2013. They will be holding a Walk-A-Thon that will be held at Simard-Payne Park and will feature live entertainment from a three piece band to entertain the attendees.

In addition, they are seeking a waiver of licensing fees for their outdoor live entertainment license (\$11) and their peddling permit (\$58) which is needed for their on site product sales. Please see their attached request for more information.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

Garth KMM

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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1) To conduct a public hearing on an application for an outdoor entertainment event for the Safe Voices walk event, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to Safe Voices for the event to be held at the Simard-Payne Park on Saturday, June 15, 2013, contingent upon positive recommendations from the Recreation Department, Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

2) To review the request for the waiver of the licensing fees for the event and to determine a course of action.

CITY OF LEWISTON

Special Event Application

Applications must be submitted at least 14 days prior to the event, unless an * appears next to the permit type. *Application must be turned in 30 days prior to the event due to public hearing requirement.

RECEIVED

MAY 29 2013

LEWISTON
CITY CLERK'S OFFICE

Application Date 2/21/13

SPONSOR INFORMATION

Name of Sponsoring Organization: Safe Voices

Name of Contact Person for Event: Kim Preble

Title of Contact Person: Fundraising & Volunteer Coordinator

Mailing Address: PO Box 713 Auburn, ME 04212

Daytime Telephone: 745-6744 ext 14 Cell Phone: 754-3987

Email Address: kpreble@safevoices.org

Contact Name and Cell Phone Number DURING the Event: Kim Preble 754-3987

Is your organization incorporated as a non-profit organization? Yes No

Non-Profit Number: 01-0352658

EVENT INFORMATION

Name of Event: Safe Voices Walk to End Domestic Violence

Type of Event (walk, festival, concert, etc.): Walk

Date of Event: June 15 Sat Rain Date: None: rain or shine

Times of Event: Start Time including set-up: 7am Ending time including clean up: 2pm
Actual Event Start Time: 9am Actual Event End Time: 12pm

Estimated Attendance: 200-500

Location of Event: Simard-Payne Police Memorial Park

If location is a city park, have you applied for use of the property with the Recreation Department and has your request been approved? Yes No Pending

Date request submitted to the Recreation Department: _____

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Separate fee and permit possible	FOOD – Will food or beverages be sold or given away? If yes, list what types of food or beverages: bread, food, hot chocolate, etc <i>for sale</i> coffee, water, donuts, cupcakes , granola bars, cotton candy, popcorn <small>Note - A food service license may be required.</small>	X		
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, cds, etc.)? If yes, list what items: T-shirts, water bottles, frisbees, etc. <i>for sale</i> <small>Note - A peddling permit may be required.</small>	X		
\$11	*LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe: <i>3 person folk band</i> <i>6-4-13</i>	X		X
\$16/day	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?	X		
Separate fee and permit required	ALCOHOLIC BEVERAGES – Will alcoholic beverages be served?		X	
Separate fee and permit required	*CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.		X	
Separate fee and permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.		X	
N/A	PARADE – Will there be a parade? If yes, describe route: <small>Note – A permit from the Police Department is required.</small>		X	
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc? If yes, describe route: <i>River walk</i>	X		
Separate permit required	BURN PERMIT – Will there be any open flame such as a bon fire? If yes, describe activity: <small>Note - A permit from the Fire Department is required.</small>		X	
N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes: <i>10-30</i> average <i>size unknown</i>	X		
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list:		X	X
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, etc.? This is a mandatory requirement for this application and must be included with the application form.	X		

N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan? <i>Parking in the area around the park should be sufficient</i>		X	X
N/A	TOILETS – Please list amount at event and/or nearest location: <i>2 1 regular 1 handicap</i>	X		X
N/A	WASTE DISPOSAL – Please list process and location: <i>Safe Voices will provide</i>	X		X
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location:			X
N/A	POTABLE WATER – Please list amount at event and location: <i>Bottled water in several locations will include plan for waste disposal</i>	X		X
N/A	FIRST AID FACILITIES – Please list location at event:			X
\$	TOTAL FEE AMOUNT INCLUDED – Checks payable to “City of Lewiston”			

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc. the City requires insurance coverage – general liability. The City of Lewiston needs to be named as additionally insured in regards to the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received before the event permits can be issued. Please have “City of Lewiston” listed as additionally insured on the Certificate of Insurance (minimum coverage \$1,000,000) and have your insurance company fax a copy to: City Clerk 207-777-4621

DESCRIPTION OF EVENT – Please describe what will occur during your event

This walk is safe voices' annual fundraiser. We will be holding 30 activities in the park. The actual walk will use the river walk loop. Total estimated time to use the park is 8-2.

Signature of Applicant:

Printed Name:

Date Submitted:



Kimberly Preble

2/22/13

Please note that you will be contacted by City Staff if you require additional permitting.

Walk to End Domestic Violence-Spring 2013

SafeVoices

Working to End Domestic Violence

Map Key

 1 Mile Riverwalk

 Hilton Garden Inn

 Activities

**Make sure to visit
our community
partners for fun
activities for the
entire family!**



**Thank You for Joining Us and
Participating in the Walk to End
Domestic Violence 2012**

**If you or someone you know needs assistance
regarding domestic violence, feel free to call our 24-hour
Helpline at 1-800-559-2927**



Working to End Domestic Violence

Formerly Abused Women's Advocacy Project

Administration Office: P.O. Box 713

Auburn, Maine 04212-0713

Tel (207) 795-6744

Fax (207) 795-6814

Helpline 1-800-559-2927

www.safevoices.org

May 30, 2013

Kathy Montejo
Lewiston City Clerk's Office
27 Pine St, 2nd Floor
Lewiston, ME 04240

RECEIVED

MAY 30 2013

LEWISTON
CITY CLERK'S OFFICE

Dear City of Lewiston:

Safe Voices, formerly the Abused Women's Advocacy Project, will be holding its annual Walk to End Domestic Violence on June 15th at Simard-Payne Memorial Park. The Walk to End Domestic Violence is Safe Voices' largest fundraiser and money raised goes to support services provided to victims of domestic violence.

At the event this year, there will be live music. Safe Voices filled out a sound permit and sound amplification license. They are petitions to get the \$11 fee waived. There were be three individuals at the park playing music in the background. This is not concert style entertainment.

Safe Voices is also looking to get the peddlers permit fee waived as well. Safe Voices has always sold their own items at the Walk included t-shirts, water bottles, travel mugs, etc. In the past they have not had to apply for a peddlers permit. No outside vendors will be selling items at the walk. Only Safe Voices will be selling their own merchandise.

Safe Voices would like to thank you for your consideration in the waiving of these fees. As a small non-profit with a tight budget your kind consideration is greatly appreciated.

Best Regards,

Jane Morrison
Executive Director
JM/kp

License Fees:

Outdoor live entertainment \$11

Peddling \$58



LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 10

SUBJECT:

Public Hearing and Adoption of the FY2014 Lewiston Capital Improvement Program Bond Issue Order.

INFORMATION:

This public hearing is being held in accordance with Article VI, Section 6.14 of the City Charter.

The projects being bonded are in accordance with the Capital Improvement Program adopted by the City Council earlier this year and revisions based on discussions during budget deliberations or changes due to new information on the cost of the projects for funding. The total cost of the Bond Issue is \$12,407,625 and includes over 25 various projects and programs.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To adopt the FY2014 Lewiston Capital Improvement Program Bond Issue Order authorizing the issuance of \$12,407,625 in Public Improvement Bonds and making an appropriation for certain capital projects.

**LCIP Bond Issue Order
June 4, 2013**

Order, Authorizing the Issuance of \$12,407,625 in Public Improvement Bonds and Making an Appropriation for Certain Capital Projects.

ORDERED, That \$12,407,625 be appropriated for financing the following projects in the Lewiston Capital Improvement Program:

Project	Amount
911 Server Virtualization Phase III	49,500
Wayfinding Signs	50,000
Demolition Bates Mill #5	2,500,000
Demolition Pettingill School	130,000
Hardware Replacement	132,600
Software Replacement	221,225
Exterior Energy Improvements	200,000
Road Construction	350,000
Road Rehab	630,000
Walnut Street	360,000
PW Storage & Improvements	310,000
Main St. Traffic Imp. - Local	176,300
Don Rioux Field - Art. Turf	187,000
Track Resurfacing	50,000
Marcotte Playground Imp.	75,000
Total General Fund Requests	5,421,625
Don Rioux Field - Art. Turf	187,000
Track Resurfacing	50,000
LHS Waterproof Exterior Walls	69,000
District Classroom Door Locks	104,000
Total School Requests	410,000
LA Treatment Program	250,000
Distribution Main Replacement	1,713,000
Tank Mixing System	100,000
Total Water Fund Requests	2,063,000
Sanitary Sewer Main Rehabilitation	556,000
Interceptor Inspection & Rehabilitation	200,000
Inflow/Infiltration Removal Program	450,000
Jepson Brook Drainage Area	1,000,000
Oak Street Sewer Separation	200,000
CSO 15 Year Master Plan	75,000
Total Sewer Fund Requests	2,481,000
Hart Brook Water Quality Restoration	150,000

Storm Drain for Road Rehab. Projects	282,000
Belleview Ave. Drainage Improvements	75,000
Gould Road Storm Drain Repair	150,000
Jepson Brook Channel Study	100,000
Jepson Brook Drainage Area	1,000,000
Oak Street Sewer Separation	200,000
CSO 15 Year Master Plan	75,000
Total Stormwater Fund Requests	2,032,000

Total 2014 LCIP Requests	<u>12,407,625</u>
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FURTHER ORDERED, That to meet this appropriation, \$12,407,625 shall be raised by Public Improvement Bond Issue(s);

FURTHER ORDERED, That the City Council instruct the Finance Director to advertise for bids for \$12,407,625 or increments thereof, Public Improvement Bonds; to award the loan; and to employ Edwards Wildman Palmer LLP to furnish the legal opinion for the same; provided that in the alternative, the Finance Director is authorized to award the loan to the Maine Municipal Bond Bank;

FURTHER ORDERED, That the bonds shall be signed by the City Treasurer and Mayor;

FURTHER ORDERED, That the date, maturities, denominations, interest rate or rates, place or places of payment, form or other details of the bonds and of the provisions for the sale thereof shall be determined by the Finance Director;

FURTHER ORDERED, That bonds issued hereunder may be subject to call for redemption on such terms as may be determined by the Finance Director.

FURTHER ORDERED, On or before the call date, the Finance Director is authorized to refund/advance refund this bond series if a net present value benefit is derived.



Finance Department

Heather Hunter
Director of Finance/Treasurer
hhunter@ci.lewiston.me.us



TO: Mayor Robert Macdonald and Members of the City Council
FROM: Heather Hunter, Finance Director
SUBJECT: **2014 Lewiston Capital Improvement Program**
DATE: May 22, 2013

On January 15, 2013, the City Council received and placed on file the 2014 Lewiston Capital Improvement Program (LCIP) planning document. The Council conducted a public hearing on the proposed LCIP on February 5, 2013, at which time numerous projects were outlined for fiscal year 2014, totaling \$34,465,891. The final 2014 LCIP project recommendation for bonding is provided below.

PROPOSED FY2014 LCIP BOND AUTHORIZATION

Project	Amount
911 Server Virtualization Phase III	49,500
Wayfinding Signs	50,000
Demolition Bates Mill #5	2,500,000
Demolition Pettingill School	130,000
Hardware Replacement	132,600
Software Replacement	221,225
Exterior Energy Improvements	200,000
Road Construction	350,000
Road Rehab	630,000
Walnut Street	360,000
PW Storage & Improvements	310,000
Main St. Traffic Imp. - Local	176,300
Don Rioux Field - Art. Turf	187,000
Track Resurfacing	50,000
Marcotte Playground Imp.	75,000
Total General Fund Requests	5,421,625
Don Rioux Field - Art. Turf	187,000
Track Resurfacing	50,000
LHS Waterproof Exterior Walls	69,000
District Classroom Door Locks	104,000
Total School Requests	410,000
LA Treatment Program	250,000

Distribution Main Replacement	1,713,000
Tank Mixing System	100,000
Total Water Fund Requests	2,063,000
Sanitary Sewer Main Rehabilitation	556,000
Interceptor Inspection & Rehabilitation	200,000
Inflow/Infiltration Removal Program	450,000
Jepson Brook Drainage Area	1,000,000
Oak Street Sewer Separation	200,000
CSO 15 Year Master Plan	75,000
Total Sewer Fund Requests	2,481,000
Hart Brook Water Quality Restoration	150,000
Storm Drain for Road Rehab. Projects	282,000
Bellevue Ave. Drainage Improvements	75,000
Gould Road Storm Drain Repair	150,000
Jepson Brook Channel Study	100,000
Jepson Brook Drainage Area	1,000,000
Oak Street Sewer Separation	200,000
CSO 15 Year Master Plan	75,000
Total Stormwater Fund Requests	2,032,000
Total 2014 LCIP Requests	<u>12,407,625</u>

Through the City Administrator's evaluation and the public hearing process, a few projects were either eliminated or deferred without having a major impact on municipal operations.

On December 20, 2011, the City Council revised their adopted bond issue limitation ordinance (Article II, Sec. 2-34) that limits the amount of debt that may be authorized for issuance annually. The limit is capped at 80% of the average amount of annual debt being retired over the three previous fiscal years unless the debt is financed through sources other than general property taxes. The debt limitation applicable to the 2014 LCIP is \$5,873,672. Using the refined municipal sub-total of \$5,831,625, the City would be \$42,047 below the cap. As a side note in FY14, the City will be paying off \$8,705,350 in principal, and adding only \$5,831,625, reflecting the debt limitation policy in action.

Given the uncertainty of Bates Mill #5's end use, I am planning on issuing taxable debt for this project. This will allow greater flexibility for the eventual reuse of this parcel should it be sold for private development. Under IRS rules, this would be a private purpose for which tax exempt bonds cannot be used. Given that the estimate to demolish the former Pettingill School is less than 10% of the total bond sale amount (known as "bad" money that can be used for private activity), it will be issued as tax-exempt, but we will retain flexibility for future use of the parcel as either a park or for private development.

The total estimated impact of issuing \$12,407,625 of bonds is an additional principal requirement of \$883,617 in fiscal year 2015. This amount is broken down as follows: general fund - \$407,533; school department - \$52,900; water fund - \$112,317; sewer fund - \$158,733, and stormwater fund - \$152,133. A forecast of the impact on the City's overall

outstanding principal and interest debt requirements for the next three fiscal years is shown below using an assumed interest rate of 3.25%.

	City	School	Water	Sewer	Stormwater	Other	Total
FY2014:							
O/S Principal	63,571,291	48,886,285	19,416,193	12,065,573	11,380,521	2,866,107	158,185,969
O/S Interest	12,441,594	14,953,115	4,185,251	3,121,483	2,797,169	479,704	37,978,317
Principal Pymts	(6,580,974)	(3,624,376)	(1,523,905)	(855,928)	(888,607)	(309,585)	(13,783,375)
Interest Pymts	(2,066,188)	(1,714,844)	(526,096)	(370,497)	(347,871)	(92,481)	(5,117,976)
New Principal	5,421,625	410,000	2,063,000	2,481,000	2,032,000		12,407,625
New Interest	1,449,948	63,619	667,436	714,123	552,695		3,447,821
FY2015:							
O/S Principal	56,990,317	45,261,909	17,892,288	11,209,644	10,491,914	2,556,523	144,402,594
O/S Interest	10,375,406	13,238,271	3,659,156	2,750,987	2,449,298	387,222	32,860,341
Principal Pymts	(7,027,621)	(3,485,068)	(1,559,149)	(1,003,705)	(1,013,003)	(289,630)	(14,378,176)
Interest Pymts	(2,030,020)	(1,605,377)	(550,589)	(424,745)	(386,618)	(80,068)	(5,077,417)
FY2016:							
O/S Principal	49,962,696	41,776,840	16,333,138	10,205,939	9,478,911	2,266,893	130,024,418
O/S Interest	8,345,387	11,632,895	3,108,566	2,326,241	2,062,680	307,155	27,782,924
Principal Pymts	(6,993,005)	(3,483,600)	(1,554,558)	(1,000,405)	(1,009,162)	(287,446)	(14,328,176)
Interest Pymts	(1,815,491)	(1,495,509)	(505,906)	(393,686)	(355,241)	(71,029)	(4,636,862)
FY2017:							
O/S Principal	42,969,691	38,293,240	14,778,580	9,205,535	8,469,748	1,979,447	115,696,242
O/S Interest	6,529,896	10,137,386	2,602,660	1,932,555	1,707,439	236,126	23,146,061

Please feel free to contact me if you have any questions or concerns, and I will also be available at the public hearing.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 11

SUBJECT:

Public Hearing and First Passage regarding an amendment to the Buildings and Building Regulations ordinance regarding the property maintenance code.

INFORMATION:

Given recent events, city staff is undertaking a concerted effort to ensure that vacant and abandoned properties are being secured and that trash, debris, and discarded items are being removed from both within and around such structures. In doing so, staff reviewed both state law and local ordinances and determined that additional ordinance language is required to more clearly authorize and govern such work and to provide clear recourse for the City to attempt to recover its expenses. An ordinance amendment to this effect was adopted as an emergency ordinance at the Council's last meeting. Per the City Charter, emergency ordinances going into effect immediately and expire after sixty days. As a result, the ordinance must be re-adopted in accordance with our standard procedure in order to become permanent.

Note: Underlines are additions and strike-outs are ~~deletions~~.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EA/B/kmm

REQUESTED ACTION:

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That the proposed amendments to the City Code of Ordinances, Chapter 18 "Buildings and Building Regulations", Section 18-52. "Amendments to the Property Maintenance Code", receive first passage by a roll call vote and that the public hearing on said ordinance be continued to the next regularly scheduled City Council meeting for final passage.

ARTICLE III. INTERNATIONAL PROPERTY MAINTENANCE CODE

Sec. 18-51. Adoption of International Property Maintenance Code.

Sec. 18-52. Amendments to the property maintenance code.

The property maintenance code adopted in section 18-51 is amended and changed as follows:

~~**109.2 Temporary safeguards.** Notwithstanding other provisions of this code, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official may order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and may cause such other action to be taken as the code official deems necessary to meet such emergency.~~

109.2 Securing dangerous structures. When, in the determination of the City Administrator, the Director of the Planning & Code Enforcement Department, the Chief of Police, or the Fire Chief, a structure poses a serious threat to the public health and safety, a code official may secure the structure and/or the premises pursuant to 17 M.R.S. § 2856. The code official shall cause notice, as required by 17 M.R.S. § 2851(1), to be given before securing the structure unless the threat requires prompt action, in which case notice may be given after the premises are secured. The City is entitled to recover its expenses of securing the structure. Expenses shall include, but not by way of limitation, the costs of title searches, location reports, service of process, and all costs reasonably related to the securing of the structure. The City may recover its expenses, including its reasonable attorney's fees, by means of a civil action brought against the owner or by a special tax pursuant to 17 M.R.S. § 2853. Appeals from a decision of the code official shall be taken directly to Superior Court.

109.2.1 Removal of trash, debris, or other discarded materials. When, in the determination of the City Administrator, the Director of the Planning & Code Enforcement Department, the Chief of Police, or the Fire Chief, a structure or property poses a serious threat to the public health and safety as a result of the accumulation of trash, debris, or other discarded materials, the code official may:

1. Order that the trash, debris, or other discarded materials be removed.
 - a. The code official must cause to be served with the order each owner of the structure or property i) in person, ii) in accordance with the Maine Rules of Civil Procedure, iii) by registered or certified mail, return receipt requested, where receipt is acknowledged, or iv) when the name or address of any owner or co-owner is unknown or is not ascertainable with reasonable diligence, by publication once a week for two (2) successive weeks in a newspaper generally circulated in the area.
 - b. Appeals from an order may be made to the Board of Appeals within ten days of service.

- c. If, within twenty-one (21) days of service, the owner fails to comply with the order or to appeal the order to the Board of Appeals, the code official may remove the trash debris, and other discarded materials.
2. Removal of the trash, debris and other discarded materials if the threat to public health and safety requires prompt action.
 - a. The code official must cause to be served each owner of the structure or property with a notice of the action taken i) in person, ii) in accordance with the Maine Rules of Civil Procedure, or iii) when the name or address of any owner or co-owner is unknown or is not ascertainable with reasonable diligence, by publication once a week for three (3) successive weeks in a newspaper generally circulated in the area.
 - b. The owner may challenge the removal and/or petition for the return of the trash, debris, or other discarded materials to the City Administrator, or the Director of the Planning & Code Enforcement Department, within ten days of service of the notice.
 - c. Appeals from the decision of the City Administrator or Director of the Planning & Code Enforcement Department may be taken to the Board of Appeals within ten days of the decision.
 - d. The trash, debris or other discarded materials removed shall be stored at a secure location until i) the expiration of twenty-one (21) days after service of the notice on all owners, if no appeal is taken, ii) if an appeal is taken, the later to occur of a (x) decision by the City Administrator or Director of the Planning and Code Enforcement Department upholding the decision of the code official; or (y) a decision by the Board of Appeals upholding the prior decision. After the expiration of the period described above, and absent a decision requiring return of the waste, debris, or other discarded materials, such waste, debris, and other discarded materials may be disposed of by the City.

The City is entitled to recoup any expenses incurred under this section from the owner. Expenses shall include, but not by way of limitation, the costs of title searches, location reports, service or process, costs of removing, storing and/or disposing of the trash, debris, and other discarded materials, and all other costs incurred by the municipality that are reasonably related to the removal and disposal of the trash, debris, and other discarded materials. The City may recover its expenses, including its reasonable attorney's fees, by means of a civil action brought against the owner.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 12

SUBJECT:

Public Hearing and First Passage regarding an amendment to the Offenses and Miscellaneous Provisions Ordinance regarding the regulation of synthetic drugs.

INFORMATION:

At its last workshop, the Police Department briefed the Council on the dangers and issues surrounding the sale, possession, and use of synthetic drugs. A draft ordinance that would prohibit the sale, use, and possession was reviewed.

The Police Department is requesting that the City Council consider adopting a new ordinance regulating the sale and possession of synthetic drugs. This ordinance is addressed at a class of drugs known initially as "bath salts". As regulations have been placed on these substances, manufacturers have slightly modified them to sidestep the regulations. This ordinance would address that issue and is modeled after ordinances adopted in several other communities, most notably Bangor which has experienced significant problems associated with these drugs.

While we have not experienced the same level of issues as has Bangor, we have seen these substances in Lewiston and the Police Department has noted their easy availability. As other areas tighten regulations on these drugs, it is important that we also do so to prevent an expanded presence or use here.

At the workshop, there was some interest expressed by the Council in expediting the adoption of this ordinance. At this point, staff is recommending against this action, noting some minor amendments to the ordinance language might be brought forth during final passage on June 18.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

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That the proposed amendment to the City Code of Ordinances, Chapter 50 "Offenses and Miscellaneous Provisions", Article IX. "Synthetic Drugs", receive first passage by a roll call vote and that the public hearing on said ordinance be continued to the next regularly scheduled City Council meeting for final passage.

AN ORDINANCE PERTAINING TO SYNTHETIC DRUGS

THE CITY OF LEWISTON HEREBY ORDAINS:

Chapter 50 of the Code of Ordinances of the City of Lewiston, Maine is hereby amended as follows:

CHAPTER 50

OFFENSES AND MISCELLANEOUS PROVISIONS

ARTICLE IX. SYNTHETIC DRUGS

Sec. 50-251. Purpose.

The purpose of this article is to regulate the availability of products which are enhanced with synthetic chemicals, which chemicals mimic the effects of controlled substances on users, because these products are a danger to the public health, safety and welfare.

Sec. 50-252. Definitions.

For purposes of interpreting this article, the following terms, phrases, words and their derivatives shall have the meanings given herein unless the context clearly indicates or requires a different meaning:

SPICE, SYNTHETIC CANNABINOIDS, SYNTHETIC MARIJUANA

Any aromatic plant material in granular, loose leaf or powder form, or in liquid or as a food additive, or any herbal-incense-type stimulant or hallucinogen product, when the label is in any way false or misleading, or which does not contain a label specifying (1) the identity of the commodity and (2) the name and place of business of the manufacturer, packer, or distributor. Street names for these products include, but are not limited to: Bliss, Black Mamba, Bombay Blue, Fake Weed, Genie, Spice, Zohai, K2, K3, Smoke, Pot-Pourri, Buzz, Spice 99, Voodoo, Pulse, Hush, Mystery, Earthquake, Stinger, Ocean Blue, Serenity, Chronic Spice, Spice Gold, Spice Silver, Skunk, Mr. Nice Guy, Mr. Happy, K3 Legal, Sence, Smoke, Chill X, Earth Impact, Galaxy Gold, Space Truckin, Solar Flare, Moon Rocks, Aroma, Scope, Sky High, Atomic, G-20, Guerrilla Warfare, Makes Scents, g-13, Tiger Shark, California Dreams, Dank, Bullet, Mind Trip, Voodoo Child, Jazz, Nightlights, Matrix, Hypnotiq, AK47, Maui Wowie, Cloud 9, Daylights, Joker, Dead Man Walking, Brain Storm, Soul Sence, Kush, Kush Mania, Dragons Fire, Lucid, Mad Hatter, Scooby Snax, D-ZL, OMG, Demon, Barely In, Pineapple Express, Hayze. This definition shall include any plant material to which any Synthetic Chemical or Synthetic Chemical Compound has been added which has no legitimate relation to the advertised use of the product whether or not the label meets the requirements herein.

BATH SALTS, SYNTHETIC CATHINONES, SYNTHETIC STIMULANTS

Any crystalline or powder product in crystalline, loose-powder, block, tablet, or capsule form, or any stimulant-type product, when the label is in any way false or misleading, or which does not contain a label specifying (1) the identity of the commodity, and (2) the name and place of business of the manufacturer, packer, or distributor. Street names for

these products include, but are not limited to: Bliss, Blue Silk, Cloud Nine, Drone, Energy-1, Ivory Wave, Lunar Wave, Meow Meow, Ocean Burst, Pure Ivory, Purple Wave, Red Dove, Snow Leopard, Stardust, Vanilla Sky, White Dove, White Knight, White Lightening, Blizzard, Bonzai Grow, Charge Plus, Charlie, Euphoria, Hurricane, Lunar Wave, Ocean, Pixie Dust, Posh, Scarface, Lovely Dovey, Aura, MDPV, MDPK, MTV, Maddie, Hurricane Charlie, Black Rob, Super Coke, PV, Peeve, Meph, Drone, MCAT. This definition shall include any product to which any Synthetic Chemical or Synthetic Chemical Compound has been added which has no legitimate relation to the advertised use of the product whether or not the label meets the requirements herein.

DRUG

An article that is intended to affect the function of the body of humans.

MISBRANDED DRUG

Any drug for which (1) the label is in any way false or misleading; (2) the label does not bear the name and place of business of the manufacturer, repackager, or distributor of the finished form of the drug; (3) the label does not bear adequate directions for use; or (4) the label does not bear adequate warnings against use.

ILLCIT SYNTHETIC DRUGS

Spice, synthetic cannabinoids, synthetic marijuana, bath salts, synthetic cathinones, synthetic stimulants, and misbranded drugs as defined herein.

SYNTHETIC CHEMICAL OR SYNTHETIC CHEMICAL COMPOUND

Any chemical or chemical compound whose molecular make up is similar to those substances listed as controlled substances in 17-A M.R.S. § 1101(16-A) (including any isomers, esters, ethers, salts, and salts of isomers, esters, and ethers of such substances) or to those substances listed in 17-A M.R.S. § 1102(4) (F) and whose intended use when introduced into the human body is to mimic or simulate the effects of a controlled substance.

Sec. 50-253. Prohibition of Illicit Synthetic Drugs.

A. It is unlawful for any person to possess, use, provide, sell, produce, manufacture, or distribute, or to offer, display, market, or advertise for sale, any illicit synthetic drug.

B. In determining whether a product is prohibited by this article, statements on package labeling such as "not for human consumption" may be disregarded when other relevant factors (viewed alone or in totality) indicate that the product is intended to be consumed or ingested by humans, or is a product regulated by this article. Other relevant factors that may be used to determine whether a product or sale is prohibited by this article include, but are not limited to: verbal or written representations at the point of sale regarding the purpose, methods, use, or effect of the product; aspects of the packaging or labeling suggesting that the user will achieve a "high," euphoria, relaxation, mood enhancement, or that the product has other effects on the body; the cost of the product is disproportionately higher than other products marketed for the same use; the product contains a warning label stating or suggesting that the product is in compliance with state laws regulating controlled substances; the product's name or packaging uses images or slang referencing an illicit street drug; illicit or underground methods of sale or delivery are employed by the seller or

provider; the product resembles an illicit street drug such as cocaine, methamphetamine, or marijuana.

C. Defense. It shall be a defense to the prosecution of a violation of this article that a product is specifically excepted by, or regulated within and in compliance with, state or federal law. For the purposes of this section, it shall not be a defense that a product is not subject to regulation unless the product is specifically exempt from regulation; mere "non-regulation" by these acts without a specific regulatory exemption does not render a product exempt under this section.

Sec. 50-254. Sale of Certain Products for Human Consumption Prohibited.

It is unlawful for any person to provide, sell, or offer for sale a product for human consumption when the product is labeled "not for human consumption" or contains similar warnings.

Sec. 50-255. Violation and Seizure.

A. Each package shall be a separate violation. The fine for each violation shall be \$500.

B. Any products found in violation of this section may be seized and held as evidence to be used in any future proceeding and may be disposed of as appropriate after their use for evidentiary purposes is no longer required.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 13

SUBJECT:

Order authorizing the City Administrator to execute the First Amendment #1 to Interlocal Cooperation Agreement #2 for Lake Auburn Intake & Water Treatment.

INFORMATION:

This item was first presented to the City Council in March and the Council decided to postpone their decision of this item until after final passage of the city budget.

The City of Lewiston and the Auburn Water District have an Interlocal Agreement for the Lake Auburn Intake and Water Pretreatment facilities at the Lake. The two groups completed the joint Ultra-Violet Light Water Treatment Facility in 2012 to comply with the federal Safe Drinking Water Act. The complexity of the operation of the facility requires management and oversight by a State Licensed water treatment operator/manager. The City of Lewiston and Auburn Water District will split the cost of this new position. The Lewiston funding is available in the Lewiston water utility budget.

Please see the attached memorandum from Public Works Director David Jones for additional information.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EPB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the Order authorizing the City Administrator to execute the First Amendment #1 to Interlocal Cooperation Agreement #2 for Lake Auburn Intake & Water Treatment.



City of Lewiston, Maine
City Council Order
June 4, 2013



ORDER, Authorizing the City Administrator to Execute the First Amendment #1 to Interlocal Cooperation Agreement #2 For Lake Auburn Intake & Water Treatment

Whereas, Maine Law permits municipalities to enter into interlocal cooperation agreements to make efficient use of their powers and to cooperate with other municipalities or political subdivisions on a basis of mutual advantage to provide services and facilities to the local communities; and

Whereas, on October 3rd, 1997, the City of Lewiston and the Auburn Water District signed an Interlocal Agreement for the Lake Auburn Intake and Water Pretreatment facilities at the lake, an agreement which remains in effect and binding on both parties; and

Whereas, the parties completed a joint ultra-violet (UV) light water treatment facility in 2012 to comply with the Safe Drinking Water Act; and

Whereas, the complexity of the operation of the UV light treatment plant requires management and oversight by a Class IV Water Treatment Operator as mandated and licensed by the Maine Drinking Water Program; and

Whereas, the Trustees of the Auburn Water District approved moving forward with the hiring of a Licensed Class IV Operator to manage the UV Facility at their November 14, 2012 meeting, subject to a 50/50 cost sharing arrangement with the Lewiston Water Division; and

Whereas, the attached proposed Amendment to the 1997 agreement has been signed by the current Auburn Water District General Manager and has been reviewed and is recommended by City of Lewiston staff; and

Whereas, the funding for the Water Treatment Plant Manager is available in the City of Lewiston Water Utility budget;

Now, therefore, be it Ordered by the City Council of the City of Lewiston that

the City Administrator is Authorized to execute the First Amendment #1 to Interlocal Cooperation Agreement #2 For Lake Auburn Intake & Water Treatment



Department of Public Works

David A. Jones, P.E.
Director



May 22, 2013

To: Ed Barrett (City Administrator), Kathy Montejo (City Clerk)

Re: Amendment to Interlocal Cooperation Agreement #2 -- Lake Auburn Intake & Water Pretreatment Plant Manager for consideration at the June 4, 2013 City Council meeting

Ed & Kathy,

The City Council considered this action at their March 19, 2013 meeting and then deferred it until after the budgets were approved. Now that the Council has approved the budgets, I am again requesting City Council consideration and approval of the order authorizing the City Administrator to sign a proposed Amendment to the 1997 Interlocal Cooperation Agreement #2 for Lake Auburn Intake and Water Pretreatment.

On October 3rd, 1997, the City of Lewiston and the Auburn Water District signed an Interlocal Cooperation Agreement for the Lake Auburn Intake and Water Pretreatment facilities located at the lake. This agreement was signed by then Lewiston City Administrator Robert J. Mulready and then Auburn Water District General Manager Normand R. Lamie. The agreement addressed the facilities at the lake and how the joint use and funding of the facilities would be shared. That agreement currently remains in effect and is binding on both parties.

With the construction of the joint ultra-violet light water treatment facility in 2012 to comply with the Safe Drinking Water Act and the complex operations of the treatment facility, the two utilities recognized and understood the need for professional management by a Maine licensed Class IV Water Treatment Operator to operate and maintain oversight over this new facility. The utilities began developing an amendment to the Interlocal Agreement while the facility was still under construction and have finally agreed on the needed language.

Auburn Water District has agreed to employ the Water Treatment Plant Manager; however, this will be a joint position with both utilities sharing the responsibility for supervision, evaluation, and costs on a 50/50 basis. The City of Lewiston's share of the funding for this agreement is available in the Water Utility budget.

Sincerely,

David A. Jones, P.E.
Director

Cc: K. Gagne, R. Burnham, J. Storer

**FIRST AMENDMENT #1 TO:
INTERLOCAL COOPERATION AGREEMENT # 2
FOR LAKE AUBURN INTAKE & WATER PRETREATMENT**

This First Amendment to Interlocal Cooperation Agreement #2 for Shared Lake Auburn Intake & Water Pretreatment Services is made as of this _____ day of 2013, by and among the Trustees of the Auburn Water District, (“Auburn”) and the City of Lewiston, (“Lewiston”) for the purposes of jointly sharing a Class IV Water Treatment Plant Manager.

WITNESSETH THAT:

WHEREAS, Maine law permits municipalities to enter into interlocal cooperation agreements to make the most efficient use of their powers and to cooperate with other municipalities of political subdivisions on a basis of mutual advantage, in order to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, the parties hereto executed an Interlocal Cooperation Agreement for Shared Lake Auburn Intake & Water Pretreatment Services in 1997, which currently remains in effect and is binding on all parties hereto; and

WHEREAS, the parties hereto completed a joint ultra-violet light water treatment facility in 2012, necessary to comply with amendments to the Safe Drinking Water Act, which facility requires additional staff time and attention to function properly in order to safe guard public health; and

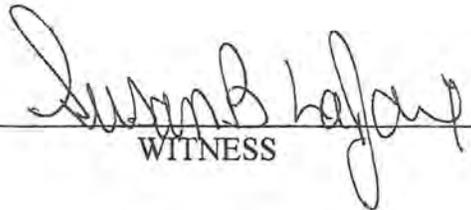
WHEREAS, the complexity of operation of the newly completed ultra-violet light water treatment plant requires management and oversight by a Class IV Water Treatment Operator, as mandated and licensed by the Maine Drinking Water Program; and

WHEREAS, the Trustees of the Auburn Water District approved moving “*forward with the hiring of a Licensed Class IV Operator to manage the UV Facility*” at their November 14, 2012 meeting, subject to a 50/50 cost sharing arrangement with the Lewiston Water Division.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree that the above recitals are made a part of this First Amendment, and as follows:

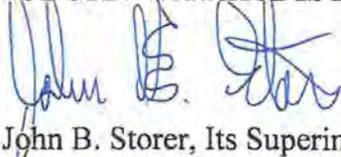
1. A joint Class IV Water Treatment Plant Manager position will be added as part of the overall shared management and operation of the joint Lake Auburn Ultra-Violet Light Treatment Facility. The Auburn Water District will employ and supervise this Class IV Water Treatment Plant Manager, and the annual salary and benefits of the position will be borne equally by the parties.
2. The Auburn Water District and City of Lewiston Water Division will share elements of employment, supervision, and evaluation of the Manager. The Water Treatment Plant Manager shall report to a committee composed of the District Engineer of the Auburn Water District and Superintendent of the Lewiston Water Division. The parties will continue to cooperate in good faith to effect the combined operation of their joint facilities. Any required equipment, vehicles, or support items will be jointly shared, as necessary.

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed by their duly authorized representatives pursuant to due legal authorization and authority as of the day and year first written above.



WITNESS

AUBURN WATER DISTRICT

By:  3/7/13
John B. Storer, Its Superintendent
& General Manager

CITY OF LEWISTON

WITNESS

By: Edward A. Barrett, Its
City Administrator

DRAFT February 26, 2013

LEWISTON CITY COUNCIL
MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 14

SUBJECT:

Order authorizing the City Administrator to negotiate and enter into a Purchase and Sale Agreement for the Redevelopment of 147 Sabattus Street.

INFORMATION:

The City acquired 147 Sabattus Street on the basis of a matured property tax lien. The property consists of two buildings and ten rental units. It has been vacant for some time and is seriously deteriorated. On April 16, 2013, the Council authorized the City Administrator to issue a request for proposals for the renovation and reuse of this property.

This was subsequently done, and the City received one proposal from Great Falls Development Group, Inc. The proposal calls for redeveloping the property into nine rental units and one office at an estimated cost of \$230,000. Great Falls has offered the City \$12,000 and agreed to pay its respective closing costs. Great Falls previously undertook a similar project at 68 Wood Street in Lewiston.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/Kmm

REQUESTED ACTION:

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To approve the Order authorizing City Administrator to negotiate and enter into a Purchase and Sale Agreement for the redevelopment of 147 Sabattus Street.



**City of Lewiston Maine
City Council Order
June 6, 2013**



Order, Authorizing the City Administrator to Negotiate and Enter into a Purchase and Sale Agreement for the Redevelopment of 147 Sabattus Street.

Whereas, the City acquired ownership of 147 Sabattus Street on the basis of a matured property tax lien; and

Whereas, the property consists of two buildings with ten rental units; and

Whereas, the property has been vacant and abandoned for some time and is severely deteriorated; and

Whereas, a request for proposals was issued for the redevelopment of the property which resulted in one response from Great Falls Development Group, Inc.; and

Whereas, the proposal calls for complete renovation of the property into nine market rental units and one office, and Great Falls has offered to purchase the property from the City for \$12,000; and

Whereas, such redevelopment would eliminate the necessity for the City to demolish the structures and allow the City to focus its limited demolition funding on other properties requiring attention; and

Now, therefore, be It Ordered by the City Council of the City of Lewiston that

the City Administrator is authorized to negotiate and enter into a purchase and sale agreement with Great Falls Development Group, Inc. for the purchase, sale, and redevelopment of 147 Sabattus Street.



PROPOSAL:

CITY OF LEWISTON, MAINE

SALE & REDEVELOPMENT OF 147 SABATTUS STREET

RFP #: 2013-024



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Property: 147 Sabattus Street, Lewiston, ME

Legal Name of Purchaser: GFDG One, LLC, registered in the State of Maine. The undersigned has read and understands all conditions concerning the reuse of the site, as outlined in the invitation for proposals and this proposal is made in accordance to the invitation.

Goals: Rehabilitate the apartment buildings to a high quality, so as to obtain current fair market rent. Convert the back building to a mixed-use of residential and commercial office space. Preserve, restore, and enhance as much of the original wood work and other unique features of the property as possible. Bring all elements of the property up to code. Make strategic energy efficiency investments in the property, including but not limited to: motion lighting in all common areas, energy efficient replacement windows, new insulation in attic areas, energy efficient gas heating systems, and spray foam insulation on interior of the foundation. Visually improve the landscaping to show development and pride of ownership. Market the building to healthcare employees of St. Mary's & CMMC Hospitals, Bates staff, and other professionals working in L/A.

Details of Repairs:

Demolition and Prep: Both buildings will be emptied of all personal property, trash, damaged drywall, drop ceilings, and old fixtures. Any remnants of the old heating systems and piping will be removed, but most were noted to have been stripped. The interior walls will be opened-up to allow for unobstructed and efficient running of the new electrical, plumbing and heating systems. New chase ways will be installed where needed. Proper disposal of debris will be done with best practice standards. All flooring will be removed down to the sheeting.

Electrical: The buildings will be completely rewired to meet the requirements of the 2011 Electrical Code. All units will be separately wired to their own meter. All units will have appropriate fire notification, switching, lighting, receptacles, GFI, and arc-fault protection electrical fixtures. The commercial space will have appropriate exit and emergency lighting as well as lighting and receptacles to code. All common space lighting, receptacles, and fire notification fixtures will be to code and controlled by an owner's panel. All circuits will have appropriate over current protection. New chases will be opened to allow easy access for new wiring. The scope of work would amount to a near complete rewiring of both buildings. All work will be done by licensed, professional electricians. The new lighting fixtures will be of good quality to attract a fair market renter.



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Plumbing: The building will need all new plumbing fixtures. Nine kitchens and bathrooms will have new sinks, toilets, tub surrounds and plumbing to current codes. All new water lines will be run, as well as new drain lines where needed. Pex Lines will be used for plumbing and heating, as well as PVC piping. Faucets and fixtures will be of good quality to fit with the goal of attracting fair market rents.

Heating Systems: Each building will receive a new high efficiency heating system using natural gas. The systems will be very energy efficient and will have all new thermostats and hardware. All new baseboard heat will be run in both buildings. None of the old piping or steam radiators will be utilized. Domestic storage tanks will be of appropriate size for the amount of hot water needed.

Roof and Structure: Both buildings will receive new architectural shingles that will match the color scheme and add a high value look. All of the old shingles will be removed. Any roof sheeting that is compromised will be replaced. Ice and water shield will be added 6 feet up from the soffit, in all valleys, and around any roof penetrations. The soffits will be repaired as needed. The decks will be repaired structurally, where needed and painted. Any trim will be evaluated for damage and repaired as needed. Approximately half the windows will be replaced, and code conforming modifications will be made as needed. The main staircase in the back building will be replaced from the 2nd to 3rd floors to meet a more current tread and height requirement. The fire escapes will be repaired to meet the satisfaction of code enforcement. The front building will have the siding repaired where needed and will also be painted. All exterior doors will be replaced with new insulated doors and will be painted for added curb appeal. Insulation will be evaluated on the exterior walls and added where needed.

Interior Work: GFDG will re-sheet rock most of the walls and ceilings. All new fixtures and flooring will be installed. The trim will be removed, evaluated, and reused if possible to keep the look and feel of the original design. All the walls will be skimmed, sanded, primed, and painted with 2 coats. All the trim will be painted with 2 coats. All the flooring will be new and include a mix of laminate, linoleum, and carpet. Tile flooring will be installed in the 3rd floor units, as they will be marketed as premier units with picturesque views of the city. Where there is hardwood under the existing flooring, as is expected in portions of the buildings, every attempt will be made to refinish it and bring it back to life. All new appliances will be added and sized appropriately for each unit. Once completed, these will appear to be brand new rentals and will attract local working professionals and families who will pay fair market rent.

Landscaping and site work: In addition to the building renovations, GFDG will add some landscaping to enhance the curb appeal. This is a major artery of Lewiston and the building should positively stand-out and reflect the bright future of the City and this neighborhood. GFDG plans to remove the large tree that obstructs the view of the building and touch-up the existing green space with fresh shrubbery and landscaping.



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There will be a small sign added near the road that will tastefully display the company name and logo. This will match many of the professional building signs as seen on Main and Lisbon Streets. *See Exhibit "A" for site plan of parking for 147 Sabattus.*

About the office: The proposed office use will be located in the smaller building, utilizing the entire first floor. GFDG will eliminate the 2 existing residential studio apartments. At first, the use of the office will be minimal, as it will only be occupied occasionally for meetings with potential tenants and some company business. Eventually GFDG will staff it with 1 employee in the future. The office use will have very low traffic, with no noticeable traffic impact. A drop box will be located on the property to receive mail.

Summary: This building is a corner lot, less than a mile from both major hospitals and Bates College. When professionals travel to these locations there is a good chance they will see this building and our signage, which we will be proud to present. This property will be an example of the attractive, energy efficient future of downtown rental housing in Lewiston. This project will save the City thousands of dollars in demolition costs, which may also include environmental studies. The project will return a taxable property at the Assessor's Office and increase the property tax base. This also gives GFDG the opportunity to establish a location for its office while gaining a high traffic count exposure in an area where it already has buildings.

Purchase Price: \$12,000.00 Certified Funds, plus GFDG will pay its respective closing costs for title, attorney, and transfer tax fees.

Value of investment: The total Value of the investment in the property will be in excess of \$230,000

Closing Date: No more than 30 Days from signing a bona-fide Purchase and Sale agreement, barring any title defects that may need remedy. GFDG would like to work to close sooner if agreeable by both parties.

Ability to perform: GFDG has the financial capacity to purchase and obtain additional financing to rehabilitate and complete this project in a 6-8 month time frame from the date we are able to secure title. We have included a letter from one creditor. *See Exhibit C.* We are in good standing with our creditors Auburn Savings Bank and Peoples United. The owners of GFDG all are financially sound, reputable, employed individuals that fully support the company and personally back the projects. See the similar rehab project section below for a breakdown of a condemned, 4-unit in Lewiston we completed in past years.



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About GFDG: Great Falls Development Group is a full service real estate holding and management company, driven by the belief that its tenants are the most important asset in the business. An apartment managed by Great Falls Development Group is not just an apartment, it's a home. While many landlords put-off their tenants concerns and cut corners, Great Falls Development Group is committed to providing you the very best in landlord services. Prompt, friendly, courteous, and professional service is how Great Falls Development Group puts its customers first and sets itself apart from the competition. GFDG is locally owned by people who live and work in the Lewiston/Auburn area and who want to be a part of the community's bright, progressive future. GFDG's members are involved in community organizations, local government, and work in local businesses. GFDG has invested 100% of its net profits back into its assets.

See Exhibit B- Financial Reports

Similar Rehab Project – 68 Wood Street, Lewiston: This building was resurrected from condemned to becoming a high earner. This high profile project got the attention of neighbors for all of the right reasons. In August of 2010, GFDG acquired the condemned building, and set in motion an intense redevelopment plan which cleaned up a busy corner in a traditionally appealing residential neighborhood. The once boarded-up building on the corner of Holland and Wood streets, detracted from property values of the surrounding buildings. It promoted crime, squatting, theft, and was an eyesore for everyone who lived, or drove through this area. GFDG invested nearly \$100,000.00 improving the building, restoring its original charm, preserving its traditional wood features, while making it energy efficient. GFDG spent time and money doing it right, by restoring the original hardwood floors, and keeping the wood molding and railings. New walls, windows, ceilings, electrical and plumbing systems, made the building safer and brought it up to code. GFDG worked with code enforcement to make sure it is a safe and attractive building the community can be proud of. Of course, GFDG's improvements also increased the tax value for the city, and it has been fully occupied with market renters since its completion in February of 2011.

LEWISTON CITY COUNCIL

MEETING OF JUNE 4, 2013

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 15

SUBJECT:

Order taking possession of Tax Acquired Properties at 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 River Street, and 48 River Street.

INFORMATION:

The city staff has recently been reviewing the listing of properties with matured tax liens and have identified six vacant parcels that could be acquired due to non-payment of taxes and eventually sold: 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 and 48 River Street. Taxes on these parcels have remained unpaid for several years. The Tax Collector mailed demand letters to the property owners in March and only heard from one owner who stated they are not intending to pay the back taxes and are fine with turning the property over to the City.

This agenda item is asking Council to vote to take possession of the properties. The city will then seek bids for all of the lots except 47 River Street which will be land banked. It is the intension of staff to come back to the July 16 Council meeting with the submitted bids for the sale and disposal of the properties.

Please see the attached memorandum for additional information on this item.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EVAB/kmm

REQUESTED ACTION:

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To approve the Order taking possession of Tax Acquired Properties at 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 River Street, and 48 River Street.



**City of Lewiston Maine
City Council Resolve
June 4, 2013**



Order, Taking Possession of Tax Acquired Properties at 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 River Street, and 48 River Street.

Whereas, staff has recently undertaken a review of properties on which tax liens have matured; and

Whereas, among such properties are six vacant parcels of land; and

Whereas, after numerous attempts to contact the owners through the normal collection and tax lien process and in accordance with City Policy #92, Properties with Matured Tax or Sewer Liens, a thirty-day matured lien demand letter was sent to property owners on March 29, 2013 in which they were informed that if amounts due the City were not paid, the City Council would consider taking possession of the property at its meeting of June 4, 2013; and

Whereas, in spite of these additional efforts, the amounts due to the City have not been paid; and

Whereas, as a result, it is appropriate for the City Council to act to take possession of these properties and consider their future use and/or disposition;

Now, therefore, be it Ordered by the City Council of the City of Lewiston that, based on matured tax liens, the City take formal possession of the following properties: 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, 47 River Street, and 48 River Street; and

Be it Further Ordered, that

Subject to a positive recommendation from the Planning Board, the following properties be offered for sale through a formal sealed bid process: 1 Acorn Lane, 6 Galina Avenue, 8 Galina Avenue, 6 Marie Circle Rear, and 48 River Street.



Finance Department

Heather Hunter
Director of Finance/Treasurer
hhunter@lewistonmaine.gov



TO: Mayor Robert E. Macdonald
And Members of the City Council

FROM: Heather Hunter, Finance Director

SUBJECT: Tax Acquired Parcels

DATE: May 29, 2013

Recently, Administration and the Finance Department reviewed the matured tax lien list to determine how we would proceed with each of the four matured tax lien categories: vacant land, commercial/business property, vacant multi-family buildings, and occupied residences. Dealing with each category individually, we began with the vacant land parcels.

The City has six parcels of vacant land where tax liens have matured. After numerous attempts to contact the owner through the normal collection and tax lien process, in accordance with City Policy #92, *Properties with Matured Tax or Sewer Liens*, the Tax Collector sent a 30-day matured lien demand letter to the property owners on March 29, 2013. The City received no response back from the owners with the exception of one parcel (1 Acorn Drive), where the owner indicated he has no intention of paying the back taxes and is aware of the City's plan to acquire the land.

The specific detail of each parcel is noted in the following table:

Address	Owner	Assessed Value	Total Due	Matured Tax Liens	Last Pymt. Date
1 Acorn Lane	R Leblanc	\$24,840	\$3,042.40	FY2010-2011	5/10/2010
6 Galina Ave.	G & C Nye	\$22,000	\$1,632.01	FY2011	9/9/2010
8 Galina Ave.	G & C Nye	\$22,000	\$1,632.01	FY2011	9/9/2010
6 Marie Circle Rear	P Walton	\$3,480	\$454.91	FY2010-2011	5/10/2012
47 River Street	K & P Ouellette	\$6,960	\$967.17	FY2010-2011	6/30/2009
48 River Street	K & P Ouellette	\$7,000	\$2,216.71	FY2010-2011	9/11/2009

The Acorn Lane parcel is 1.38 acres. Both Galina Avenue parcels are housing lots, one at 1.79 acres and the other is 2.38 acres. 6 Marie Circle is the largest lot at 2.78 acres; however, it may be landlocked and undevelopable due to lack of road frontage, steep grades, and wetlands. The River Street parcels are smaller in size at about 33 x 65, with one parcel on the residential side and the other parcel on the river side.

It has been the City's goal not to serve as a property manager for tax acquired property and to offer these parcels for sale in accordance with the prescribed *Property Disposition Policy* (Policy #38). The requested City Council action is to approve an order allowing staff to take possession of all six parcels outlined above and to sell 1 Acorn Lane, 6 & 8 Galina Ave., 6 Marie Circle Rear, and 48 River St. using a formal bid process. The City would hold 47 River Street and land-bank that parcel.

Once Council action is taken on June 4th, the Planning Board will take action on June 10th. If affirmative votes are received by both boards, the Director of Budget and Purchasing will advertise the parcels for sale through a sealed formal bid process beginning on June 24th. Advertisements will be placed in the local paper, and real estate brokers and abutting property owners will be notified. Bids will be due July 9th. The City Administrator will bring the bid results back to you at your July 16th meeting for award.

Please feel free to contact me if you have additional questions or comments.