

**LEWISTON CITY COUNCIL AGENDA  
CITY COUNCIL CHAMBERS  
MAY 6, 2014**

**6:00 p.m. Budget Workshop - Community Development Block Grant (CDBG)**

**7:00 p.m. Regular Meeting**

Pledge of Allegiance to the Flag.  
Moment of Silence.

Acceptance of minutes of the meetings of April 15, 17 and 24.

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 2.

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. Approval of Election Warrant calling for the Special Municipal Election to be held on Tuesday, June 10, 2014 for a special municipal candidate election and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the State Candidate Primary Election to be held on Tuesday, June 10, 2014.

REGULAR BUSINESS:

- 3. Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Gridiron Restaurant, 1567 Lisbon Street.
- 4. Public Hearing and Adoption of the Resolve approving the Federal FY2014 Community Development Block Grant (CDBG) Action Plan Budget for submittal to the U.S. Department of Housing and Urban Development (HUD).
- 5. Final Budget Public Hearing for the Fiscal Year 2014 Education Budget and continuation of the Final Budget Public Hearing for the Municipal Budget to the May 20 City Council meeting.
- 6. Resolve Approving the FY15 Budget for the Lewiston School Department.
- 7. Condemnation Hearing for the building located at 111 Pine Street.
- 8. Reports and Updates.
- 9. Any other City Business Councilors or others may have relating to Lewiston City Government.
- † 10. Executive Session pursuant to MRSA Title 1, section 405 (6) (c) to discuss an Economic Development issue of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.

# LEWISTON CITY COUNCIL

MEETING OF MAY 6, 2014

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/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 \$1,748.00, or any portion thereof, in the case of the State of Maine vs. Bert Johnson, CR-14-358 Court Records, the transfer of \$1,099.00, or any portion thereof, in the case of the State of Maine vs. Ibrahim Abdrahim a/k/a Abdurahim Ibrahim a/k/a Gutta Gutta, CR-14-122 Court Records, and the transfer of \$6,689.00, or any portion thereof, in the case of the State of Maine vs. Shane Hardy, CR-14-355 Court Records, being funds forfeited pursuant to the 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-14-358

State of Maine	}	
	}	
v.	}	Municipality of Lewiston
	}	Approval of Transfer
Bert Johnson	}	15 M.R.S.A. §5824(3) & §5822(4)(A)
Defendant;	}	
	}	
And	}	
	}	
\$1,748.00 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, (\$874.00 U.S. Currency) 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)

STATE OF MAINE  
Androscoggin, ss

SUPERIOR COURT  
Criminal Action  
Docket No. CR-14-122

State of Maine	}	
	}	
v.	}	Municipality of Lewiston
	}	Approval of Transfer
	}	15 M.R.S.A. §5824(3) & §5822(4)(A)
Ibrahim Abdrahim a/k/a	}	
Abdurahim Ibrahim a/k/a	}	
Gutta Gutta	}	
Defendant;	}	
	}	
And	}	
	}	
\$1,099.00 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, (\$839.00 U.S. Currency), 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)

STATE OF MAINE  
Androscoggin, ss

SUPERIOR COURT  
Criminal Action  
Docket No. CR-14-355

State of Maine	}	
	}	
v.	}	Municipality of Lewiston
	}	Approval of Transfer
	}	15 M.R.S.A. §5824(3) & §5822(4)(A)
Shane Hardy	}	
Defendant;	}	
	}	
And	}	
	}	
\$6,689.00 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 (\$6,689.00 U.S. Currency), 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 MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 2**

**SUBJECT:**

Approval of Election Warrant calling for the Special Municipal Election to be held on Tuesday, June 10, 2014 for a municipal candidate election and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the State Candidate Primary Election to be held on Tuesday, June 10, 2014.

**INFORMATION:**

Under the Maine State Statutes, the municipal officers shall issue an election warrant calling for a municipal election. The City Clerk will be conducting a special city election on June 10, 2014 for the purpose of electing three Joint Charter Commissioners at large.

Recommendations on election related issues:

A. That the hours for acceptance of registrations in person only, prior to the June 10th election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:00am to 4:30pm, May 21 through June 9, 2014.

B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.

C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the central polling place at 8:00am, 6:00pm, and any and all remaining shall be processed at 8:00pm, if necessary.

**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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Be It Ordered by the City Council that the Election Warrant be issued for the Special Municipal Election to be held on Tuesday, June 10, 2014 for the purposes of electing three Joint Charter Commissioners at large; and

To approve the following recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the Special Municipal Candidate and State Candidate Primary Election to be held on Tuesday, June 10, 2014:

A. That the hours for acceptance of registrations in person only, prior to the June 10th election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:00am to 4:30pm, May 21 through June 9, 2014.

B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.

C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the polling place at 8:00am, 6:00pm, and any and all remaining shall be processed at 8:00pm, if necessary.

**WARRANT FOR SPECIAL MUNICIPAL ELECTION**

**CITY OF LEWISTON**

*County of Androscoggin, SS.*

To Michael Bussiere, a constable of Lewiston, Maine: You are hereby required in the name of the State of Maine to notify the voters of the City of Lewiston of the election described in this warrant.

To all voters of the City of Lewiston: You are hereby notified that a Special Municipal Election in this municipality will be held on Tuesday, June 10, 2014, at the Longley Elementary School gymnasium, 145 Birch Street.

Said election being held for the purpose of electing three Joint Charter Commissioners at large.

The polls shall be opened at 7:00 a.m. and closed at 8:00 p.m.. Absentee ballots will be processed at the polling location at 8:00A.M., 6:00 P.M., and any and all remaining at 8:00 P.M., if necessary.

*Dated at Lewiston, Maine on May 6, 2014.*

_____	_____
_____	_____
_____	_____
_____	_____

**ATTEST:** \_\_\_\_\_  
Kathleen M. Montejo, MMC  
City Clerk

# LEWISTON CITY COUNCIL

## MEETING OF MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 3**

**SUBJECT:**

Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Gridiron Restaurant, 1567 Lisbon Street.

**INFORMATION:**

We have received a renewal application for a Special Amusement Permit for Live Entertainment from the Gridiron Restaurant, 1567 Lisbon Street.

The Police Department has reviewed and approved the application.

There was no reference to this business or property address in the Council Constituent Concern log, as maintained by the Administrator's Office.

The business owner has been notified of the public hearing and requested to attend.

**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 grant a Special Amusement Permit for Live Entertainment to the Gridiron Restaurant, 1567 Lisbon Street.

**CITY OF LEWISTON**  
**APPLICATION FOR SPECIAL AMUSEMENT PERMIT**

Date of Application: 4-8-14 Expiration Date: \_\_\_\_\_ License fee: \$116.00

- Class A - restaurants with entertainment, which does not have dancing  
 Class B - lounges/bars with entertainment, which does not have dancing  
 Class C - either restaurants or lounges/bars with entertainment, including dancing  
 Class D - function halls with entertainment, including dancing  
 Class E - dance hall or nightclub that admits persons under the age of 21  
 Class F - "chem-free" dance hall or nightclub for patrons aged 18 years and older, with no liquor service

Renewal Applicants: Has any or all ownership changed in the 12 months? \_\_\_\_\_ Yes  No

\*\*\*\*PLEASE PRINT\*\*\*\*

Business Name: Gridiron Restaurant Business Phone: 777 6353

Location Address: 1567 LISBON ST LEWISTON ME 04240

(If new business, what was formerly in this location: \_\_\_\_\_)

Mailing Address: 45 WEST MINOT OVER LOOK DR. MINOT ME 04258

Contact Person: SCHAN MARTIN Home Phone: 212 9327

Owner of Business: SCHAN MARTIN Date of Birth: 7-31-72

Address of Owner: 45 WEST MINOT OVERLOOK DR. MINOT ME 04258

Manager of Establishment: SCHAN MARTIN Date of Birth: 7-31-72

Owner of Premises (landlord): DANIEL W BONTIN

Address of Premises Owner: SABOTUS MAINE

Does the issuance of this license directly or indirectly benefit any City employee(s)? \_\_\_\_\_ Yes  No  
If yes, list the name(s) of employee(s) and department(s): \_\_\_\_\_

Have any of the applicants, including the corporation if applicable, ever held a business license with the City of Lewiston?  Yes \_\_\_\_\_ No If yes, please list business name(s) and location(s): Gridiron Restaurant  
1567 LISBON ST LEWISTON ME

Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of the law? \_\_\_\_\_ Yes  No If yes, please explain: \_\_\_\_\_

CORPORATION APPLICANTS: Please attach a list of all principal officers, date of birth & town of residence

Corporation Name: Gridiron Restaurants

Corporation Mailing Address: 45 West Minor Overlook Dr Minor ME 04858

Contact Person: Schan Martin Phone: 212 9327

Do you permit dancing on premises? \_\_\_ Yes  No (If yes, you must first obtain a dance hall permit from the State Fire Marshall's Office) If yes, do you permit dancing or entertainment after 1:00 AM? \_\_\_ Yes \_\_\_ No

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? 100 yards

Please describe the type of proposed entertainment:

- dancing
- stand up comedian
- piano player
- music by DJ
- karaoke
- other, please list \_\_\_\_\_
- live band/singers
- magician
- other, please list \_\_\_\_\_

If new applicant, what is your opening date?: \_\_\_\_\_

\*\*\*\*\*

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above licensee and further agrees that any misstatement of material fact may result in refusal of license or revocation if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

I/We hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We hereby waive any rights to privacy with respect thereto.

Signature: Schan Martin Title: pres. Date: 4-8-14

Printed Name: Schan Martin

\*\*\*\*\*

Sent to Code Enforcement: \_\_\_\_\_ Need reply by: \_\_\_\_\_ Approved: \_\_\_\_\_

Sent to Police & Fire: \_\_\_\_\_

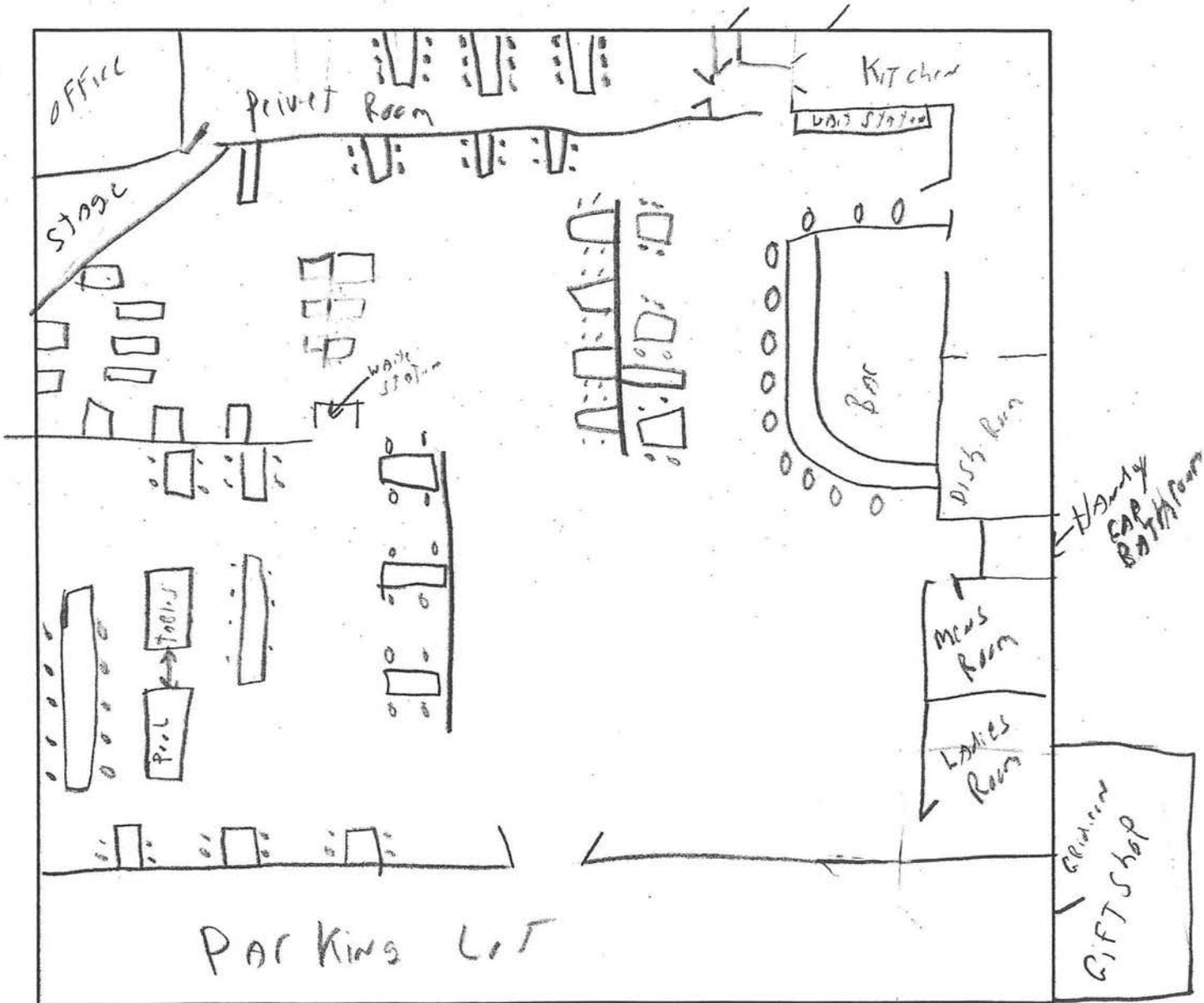
\*\*\*\*\*

Hearing Date: \_\_\_\_\_ Approved by Council: \_\_\_\_\_ Vote No: \_\_\_\_\_

**SPECIAL AMUSEMENT PERMIT  
SUPPLEMENTAL APPLICATION FORM  
ON-PREMISE DIAGRAM**

In an effort to clearly define your licensed premise and areas that the entertainment is allowed, the City of Lewiston is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram showing where in the facility the entertainment will be, the direction of any speakers and where the dance floor, if any will be located.



CITY OF LEWISTON, MAINE  
Department of City Clerk

Supplementary Questionnaire for Corporate Applicants

1. Exact corporate name: Gritton Restaurants
2. Date of incorporation: 4-1-2006
3. State in which you are incorporated: Maine
4. If not a Maine corporation, date corporation was authorized to transact business within the State of Maine: \_\_\_\_\_
5. List the names, addresses previous 5 years, birth dates, title of all officers, directors, and % of stock owned:

NAME	ADDRESS. PREVIOUS 5 YEARS	BIRTH DATE	% OF STOCK	TITLE
Schan Martin	45 West Main Street Maine ME 04258	7-31-72	100%	Pres

6. What is the amount of authorized stock? 100 Outstanding stock? 0
7. Is any principal officer of the corporation a law enforcement official?  
No

Dated at Lewiston on 4-8-2014  
City or Town Date

Sch E Martin Pres.  
SIGNATURE OF DULY AUTHORIZED OFFICER



## ***POLICE DEPARTMENT***

Michael J. Bussiere  
Chief of Police



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TO: Kelly Mercier, Deputy City Clerk

FR: Sgt. Robert P. Ullrich, Support Services

DT: April 14, 2014

RE: Liquor License/Special Amusement Permit – **Grid Iron Restaurant & Sports Bar**

We have reviewed Liquor License/Special Amusement Permit Application and have no objections to the following establishment;

**Grid Iron Restaurant & Sports Bar**  
**1567 Lisbon Street**



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[www.lewistonpd.org](http://www.lewistonpd.org)



*Professionalism*

*Integrity*

*Compassion*

*Dedication*

*Pride*

*Dependability*

# LEWISTON CITY COUNCIL

## MEETING OF MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 4**

**SUBJECT:**

Public Hearing and Adoption of the Resolve approving the Federal FY2014 Community Development Block Grant (CDBG) Action Plan Budget for submittal to the U.S. Department of Housing and Urban Development (HUD).

**INFORMATION:**

During previous Council meetings and workshops, the Council received the recommendation from the CDBG Review Committee regarding the FY14 CDBG budget and Action Plan, and voted to set the public hearing for the May 6, 2014 City Council meeting. HUD requires that final acceptance of this budget take effect a minimum of 45 days prior to the end of the fiscal year. The City Council is requested to take the following action:

- 1) Hear public comments on the proposed budget and Action Plan (see attached material).
- 2) Adopt the schedule of funds for the federal Fiscal Year 2014 CDBG budget as recommended by the Community Development Block Grant Review Committee.
- 3) Authorize the submission of the Action Plan to the Department of Housing and Urban Development.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EA/B/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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- 1) To conduct a public hearing to receive public comments on the proposed CDBG FY2014 program budget.
- 2) To adopt the Resolve approving the FY2014 Community Development Block Grant Action Plan Budget for submittal to the U.S. Department of Housing and Urban Development.



**City of Lewiston Maine  
City Council Resolve  
May 6, 2014**



**Resolve,** Approving the Federal FY2014 Community Development Block Grant (CDBG) Action Plan Budget for Submittal to the U.S. Department of Housing and Urban Development (HUD).

Whereas, in accordance with applicable sections of 24 CFR Parts 91 and 570 and the City's Citizen Participation Plan, the City has provided citizens with adequate notice and opportunity to review and comment on its annual Action Plan budget; and

Whereas, the City Council has, on this date, conducted a public hearing and accepted public comments on the proposed Action Plan; and

Whereas, HUD requires that final local acceptance of the CDBG Action Plan budget take effect a minimum of 45 days prior to the end of this fiscal year, which occurs on June 30, 2013;

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

The attached schedule of funds for the Federal Fiscal Year 2014 (FY14) CDBG budget (Action Plan) is hereby adopted and City staff is hereby authorized to submit the FY2014 Action Plan to the U.S. Department of Housing and Urban Development as adopted.

**COMMUNITY DEVELOPMENT BLOCK GRANT  
LEWISTON FY 2014-2015 BUDGET**

	(CFY2014) FFY2013	SCORES	(CFY2014) FFY2013	(CFY2014) FFY2013	(CFY2015) FFY2014		(CFY2015) FFY2014	(CFY2015) FFY2014	(CFY2015) FFY2014
	Amount Requested		Review Com. Recommend	City Council Recommend	Amount Requested	CDBG CAC Score	Review Com. Recommend	GA 2 positions	GA 1.5 Positions
<b>TAB PUBLIC SERVICE AGENCIES</b>									
1 Lewiston Social Services-Casemanagement	\$47,690	95	\$27,183	\$27,183	\$101,513	89	\$54,106	\$101,513	\$76,135
2 Trinity Jubilee Center-Warming Center	\$15,000	87	\$7,830	\$7,830	\$15,000	85	\$7,676	\$3,838	\$5,757
3 Safe Voices (formerly AWAP)	\$5,500	80	\$2,640	\$2,640	\$7,000	85	\$3,570	\$1,785	\$2,678
4 Tree Street Youth	\$16,015	86	\$8,264	\$8,264	\$16,015	84	\$8,085	\$4,043	\$6,064
5 Trinity Jubilee Center-Food Pantry	\$5,000	87	\$2,610	\$2,610	\$5,000	82	\$2,447	\$1,224	\$1,835
6 Androscoggin Head Start & Child Care	\$30,900	90	\$16,686	\$16,686	\$30,900	82	\$15,110	\$7,555	\$11,333
7 New Beginnings, Inc.-Outreach Program	\$13,125	83	\$6,536	\$6,536	\$6,536	81	\$3,193	\$1,597	\$2,395
8 Lewiston Adult Education-Workready Training	\$14,300	85	\$7,293	\$7,293	\$14,300	81	\$6,938	\$3,469	\$5,203
9 Seniors Plus	\$25,000	83	\$12,450	\$12,450	\$25,000	80	\$11,979	\$5,989	\$8,984
10 LearningWorks	\$0	0	\$0	\$0	\$7,395	78	\$3,479	\$1,739	\$2,609
11 St. Mary's Nutrition Center-Lots to Gardens	\$45,000	84	\$22,680	\$22,680	\$45,000	77	\$20,880	\$10,440	\$15,660
12 Literacy Volunteers	\$5,000	87	\$2,610	\$2,610	\$5,000	77	\$2,314	\$1,157	\$1,736
13 Tedford Housing-Lew. Supp. Housing	\$13,500	79	\$0	\$0	\$10,000	75	\$4,470	\$2,235	\$3,353
14 Family Planning Association of Maine	\$10,000	82	\$4,920	\$4,920	\$5,000	73	\$2,190	\$1,095	\$1,643
15 Cultivating Community-Sustainable Agrictural Pro	\$20,470	80	\$9,826	\$9,826	\$29,147	72			
16 Catholic Charities - SEARCH	\$2,000	79	\$0	\$0	\$5,000	72			
17 St. Martin de Porres - Residence	\$0	0	\$0	\$0	\$4,000	70			
18 Advocates for Children-Maine Families	\$3,600	53	\$0	\$0	\$40,000	66			
19 Western Maine Community Action	\$0	0	\$0	\$0	\$36,550	64			
20 Lewiston Rec.- Youth Right To Play	\$0	0	\$0	\$0	\$10,000	51			
21 Pathways-W.T. Twarog Senior Enrich Center	\$6,500	66	\$0	\$0	\$6,500	37			
<b>SUBTOTAL</b>	<b>\$278,600</b>		<b>\$134,888</b>	<b>\$134,888</b>	<b>\$424,856</b>		<b>\$146,437</b>	<b>\$147,678</b>	<b>\$145,383</b>
					<b>(\$269,291)</b>		<b>\$9,128</b>	<b>\$7,887</b>	<b>\$10,182</b>
<b>ADMINISTRATION &amp; PLANNING</b>									
CD Office Administration				\$181,726	\$174,573		\$174,573	\$174,573	\$174,573
Consolidated Plan 2015 - 2019	\$0		\$0	\$0	\$13,500		\$13,500	\$13,500	\$13,500
<b>SUBTOTAL</b>				<b>\$181,726</b>	<b>\$188,073</b>		<b>\$188,073</b>	<b>\$188,073</b>	<b>\$188,073</b>
					<b>\$8,680</b>		<b>\$8,680</b>	<b>\$8,680</b>	<b>\$8,680</b>
<b>HOUSING</b>									
LEAD MATCH				\$37,500	\$55,000		\$55,000	\$55,000	\$55,000
Housing Loan Program					\$50,000		\$50,000	\$50,000	\$50,000
Rehab Office Administration				\$73,215	\$136,603		\$136,603	\$136,603	\$136,603
Community Concepts- Weatherization Rehab				\$71,242	\$70,000		\$42,000	\$42,000	\$42,000
Fair Housing				\$0	\$5,000		\$5,000	\$5,000	\$5,000
<b>SUBTOTAL</b>	<b>\$0</b>		<b>\$0</b>	<b>\$144,457</b>	<b>\$316,603</b>		<b>\$288,603</b>	<b>\$288,603</b>	<b>\$288,603</b>
<b>NEIGHBORHOOD IMPROVEMENTS</b>									
Pilot Program - Community Concepts, Inc.					\$5,000		\$5,000	\$5,000	\$5,000
Pilo Program - Central ME Community Health Corp. - Healthy Androscoggin					\$75,000	83	\$37,350	\$37,350	\$37,350
Fire Load Trash Removal				\$10,000	\$0				
<b>SUBTOTAL</b>				<b>\$10,000</b>	<b>\$80,000</b>		<b>\$42,350</b>	<b>\$42,350</b>	<b>\$42,350</b>
<b>ACQUISITION, DISPOSITION &amp; CLEARANCE</b>									
Acquire and demolish dilapidated properties				\$100,727	\$50,000	89	\$60,304	\$60,304	\$60,304
<b>SUBTOTAL</b>				<b>\$100,727</b>	<b>\$50,000</b>		<b>\$60,304</b>	<b>\$60,304</b>	<b>\$60,304</b>
<b>ENHANCED CODE ENFORCEMENT</b>									
Enhanced Code Enforcement (Baril)				\$96,400	\$51,895		\$55,000	\$55,000	\$55,000
<b>SUBTOTAL</b>	<b>\$0</b>		<b>\$0</b>	<b>\$96,400</b>	<b>\$51,895</b>		<b>\$55,000</b>	<b>\$55,000</b>	<b>\$55,000</b>
<b>TOTAL OF ALL PROGRAMS</b>				<b>\$668,198</b>	<b>\$1,111,427</b>		<b>\$780,767</b>	<b>\$782,008</b>	<b>\$779,713</b>



# Economic and Community Development

Lincoln Jeffers

Director

Lewiston



2007



**To:** Honorable Mayor and Members of the City Council  
**From:** Lincoln Jeffers  
**RE:** **CDBG Budget and Action Plan for Federal FY 14**  
**Date:** May 1, 2014

Lewiston will receive \$780,767 in Community Development Block Grant Funds in Federal Fiscal Year 2014, which coincides with Lewiston's FY 15 budget. My April 4<sup>th</sup> memo to the Council on the Draft Budget (attached) provides background on the CDBG program and how it is administered. Federal CDBG requirements specify that the governing body of CDBG Entitlement Communities must submit their budget no later 45 days before the end of their fiscal year. This means Lewiston must submit its Action Plan and budget to HUD by May 15, 2014.

As was noted in my April 4, 2014 council workshop memo (attached), public participation is an important part of the decision making process in how each year's allocation of CDBG funds are invested. Lewiston utilizes a CDBG Citizens Advisory Committee (CAC) to review CDBG funding requests. They score the requests against how well the request:

- Supports the 5 year Consolidated Plan goals
- Meets a critical unmet need in the community
- Is within the applicants capacity to carry out
- Is cost effective

Attached is the draft Action Plan and Budget for utilization of CDBG Funds for the program year that starts July 1, 2014.

The Action Plan has been posted on the City's web site since April 7<sup>th</sup>. It will continue to be posted, and comments will be received until May 7<sup>th</sup>. Other than comments received at the April 10<sup>th</sup> City Council meeting, which have been added to the Action Plan, no public comments have been received.

Following is a summary of the CAC's recommendations:

1. Funding for **Social Service Agencies** is capped by HUD regulations at 15% of the combined total of the new grant allocation plus the prior year's program income. This year's cap is \$156,153. Historically, Lewiston has funded approximately 5% below the cap to insure program requirements are met. The CAC recommended 14 social service agencies, as detailed on the budget sheet, for a combined total of \$146,437 in funding.

Lewiston's General Assistance office, which per HUD rules, must be funded under the agency category, requested \$101,513 in funding. The GA office was the highest scoring agency. The CAC recommended them for the highest level of funding of any agency- \$54,106. All agencies that received a score of 73 or above were treated equitably in the CAC recommendations, with their ask being multiplied by their score expressed as a percentage, and then multiplied by 60%. As was noted at the April 10<sup>th</sup> workshop, the CAC had considerable discussion and debate regarding whether city positions outside of the Economic and Community Development Department should be funded with CDBG dollars.

2. **Administration and Planning** is capped at 20% of the combined total of the new grant allocation plus the projected program income for the year. This year's cap is \$196,753. The CAC recommends a total of \$188,073 under this category, with \$174,573 of that amount for administration (salaries, supplies, operational expenses, etc.) and \$13,500 to fund a consultant who will work jointly with Lewiston and Auburn to help develop the next 5 Year Consolidated Plan.
3. **Housing** - \$55,000 is being recommended to fund, in combination with \$30,000 in CDBG lead match funds from a prior year, Lewiston's share of the annual match requirement for a Green and Healthy Homes Initiative Lead Grant that is being applied for. Also, \$50,000 is being recommended to help recapitalize housing loan programs; \$136,303 for Rehabilitation Office Administration (which includes \$45,000 in contract services for construction management of projects); \$5,000 for implementation of Fair Housing strategies; and \$42,000 to be used in conjunction with Community Concepts heating and weatherization program funds. CDBG funds are used to pay for the repair or replacement of roofs upgrades to electrical systems, or other essential repairs which must be made to increase the building and weatherization life expectancy, which allows Community Concept funds to be invested in a property.
4. **Neighborhood Improvements** – Two pilot projects are being recommended for funding- \$5,000 to Community Concepts to bring to the area a program called *Bridges out of Poverty*, which is a relatively new educational model for helping people move out of poverty; and \$37,350 to Healthy Androscoggin to help fund a Healthy Promotion/Healthy Homes Resident Coordinator who will participate in the assessment and development of rehabilitation plans for 10 downtown apartment buildings and the education of residents, landlords and contractors.
5. **Acquisition, Demolition**- \$60,304 is recommended to help capitalize the city's efforts in this arena.
6. **Enhanced Code Enforcement**- \$55,000 recommended to continue funding a code enforcement position wholly dedicated to the target area.

The City Council is being asked to adopt a budget and action plan that will direct how the coming Federal FY 2014 CDBG allocation will be spent beginning July 1, 2014, and to authorize the City Administrator to submit the same to the U.S. Department of Housing and Urban Development. The CAC recommended FFY 2014 CDBG Budget and Action Plan are attached.

In response to the May 1<sup>st</sup> council workshop discussion, included on the spreadsheet to the right of the CAC recommended budget are two new columns showing the impact to other agency funding at different levels of funding for Social Services. The first new column, at 100% of the Social Services ask, would fund two General Assistance caseworker positions. Funding for the other agencies would drop to 30% of their ask adjusted by their score as a percentage. The second column, at 75% of the GA ask, would fund 1.5 GA caseworker positions and would result in the other agencies receiving 45% of their ask adjusted by their score as a percentage. Changing the amount of funding going to agencies results in \$1,241 that must be cut elsewhere in the budget under the 100% GA funding scenario, and \$1,054 in funding that could be reallocated elsewhere under the 75% GA funding scenario. Alternatively, the 30% and 45% adjustment percentages for the non GA agency funding could also be fine-tuned to provide the same level of total funding for agencies as was recommended by the CAC.

As requested by the council, I will try to reconvene the CAC before the May 6<sup>th</sup> Council meeting to get their feedback on the proposed changes. I look forward to further discussion on, and finalization of the CDBG budget on May 6<sup>th</sup>.

# Economic and Community Development

Lincoln Jeffers

Director

Lewiston



2007



**To:** Honorable Mayor and Members of the City Council  
**From:** Lincoln Jeffers  
**RE:** Draft 2015 CDBG Budget  
**Date:** April 4, 2014

## Background

The Community Development Block Grant (CDBG) program is a federal program created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development. The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Decent housing
- A suitable living environment
- Expanded economic opportunities

To achieve these goals, CDBG regulations set forth eligible activities and the national objectives that each activity must meet. As a recipient of CDBG funds, Lewiston is charged with ensuring that these requirements are met. Since the program was established, Lewiston has been designated as a CDBG Entitlement Community. Entitlement Communities annually receive a funding allocation directly from HUD. Other communities in Maine designated as Entitlement Communities are Portland, Bangor, Auburn, Biddeford, and Cumberland County. The state of Maine also receives a funding allocation that is distributed by the state to other non-entitlement communities on a competitive, per project basis each year.

Over the last decade, Lewiston's allocation has diminished from approximately \$1.3 million to \$780,767 in FY 2015; a 40% reduction.

## Planning and Goals

CDBG regulations require a 5-Year Consolidated Plan be developed every five years that gives direction to how CDBG funds should be used in the community. Public input is sought in developing the Consolidated Plan to ensure that it reflects the wishes of the community. Lewiston's most recent plan was adopted

by the City Council in 2010. We are seeking a City Council decision on spending for FY 2015, the last year under the 2010 – 2014 Consolidated Plan.

**The overarching goals for the 2010-2014 Consolidated Plan are:**

- Goal 1: More jobs and economic opportunities for residents
- Goal 2: Better transportation and walkability
- Goal 3: More quality affordable housing for all ages and incomes
- Goal 4: A higher quality of life for neighborhood residents

**Measurable outcomes under the plan include:**

Goal 1: More jobs and economic opportunities for residents

- a) 15 new jobs created with help from city infrastructure and financing
- b) 500 low income residents provided with job training and placements
- c) 10 businesses helped to improve their buildings
- d) 5 small businesses helped to start or expand in the neighborhoods

Goal 2: Better transportation and walkability

- a) 30,000 more residents using public transportation annually
- b) 5,000 linear feet of new streetscapes and trails created – with new sidewalks, bike lanes, and landscaping
- c) A new master plan for roads and infrastructure, including city-wide pedestrian access.

Goal 3: More quality affordable housing for all ages and incomes

- a) 50 rental and owner units rehabilitated
- b) 100 new affordable owner and rental developments built in neighborhoods
- c) 1 new private, mixed-income developments built or rehabilitated
- d) 50 units of substandard housing demolished and property redeveloped to the benefit of the neighborhoods

Goal 4: A higher quality of life for neighborhood residents

- a) 15 empty lots landscaped and maintained
- b) 1 new community center developed
- c) More access points to healthy foods developed within neighborhoods
- d) 1,000 residents provided parenting, family support services
- e) 2,000 residents provided life skills and economic independence services
- f) 1,000 residents, service providers and public safety personnel provided cultural sensitivity and diversity training
- g) 2,000 residents provided with services that increase quality of life

Attached is a spreadsheet that shows how Lewiston has performed during the first 3 years and through the 3<sup>rd</sup> Quarter of Year 4 of the Consolidated Plan in meeting these goals.

**Annual Allocation Process**

On November 1, 2013, the city posted a Request for Funding Proposals in the Sun Journal and on the city's web site. E-mail notice was given to past recipients of funding. Formal applications are required. Applicants were required to attend

one of two application training sessions that were offered. Requests for Funding had to be received by the city by December 2, 2013.

Once received, applications are reviewed, evaluated, and discussed by the Citizen Advisory Committee. The Citizen Advisory Committee is a seven member committee appointed by the mayor. Its primary role is to make funding recommendations to the City Council taking into consideration how each year's allocation would be best invested to meet the goals of the Consolidated Plan.

CDBG funding can be used for a wide variety of initiatives so long as they meet the national objectives. Historically, Lewiston has used its CDBG allocation to fund:

1. Social service agencies that provide services to low and moderate income residents. CDBG regulations limit the funding that can be distributed to agencies to 15% of the total of the planning year allocation plus the prior year program income (loan repayments)
2. Public infrastructure projects located in the CDBG Target Area (Census Tracts 201 – 204)
3. Capitalization of commercial and residential loan and grant programs.
4. Acquisition and/or demolition of real estate in the target area.
5. Funding for code enforcement, general assistance, or other positions that benefit low to moderate income residents.
6. Pilot Projects that meet Consolidated Plan goals but that cannot be categorized as a social service agency activity
7. CDBG Administration and planning activities. CDBG regulations limit the funding that can be spent on administration and planning to 20% of the total of the allocation and program income for the planning year.

### **Citizen Advisory Committee FY 2015 Funding Recommendations**

For the last several years, the Citizen Advisory Committee (CAC) has utilized a scoring process that evaluates how each application for funding meets the following criteria:

- a) Supports the 5 Year Strategic Plan and its goals (can score up to 35 points)
- b) Meets a critical unmet need (can score up to 35 points)
- c) Is within the applicants capacity to carry out (can score up to 20 points)
- d) Is cost effective (can score up to 10 points)

The scoring process has evolved and been fine-tuned by the CAC over the last few years to improve its objectivity. The integrity of the process has been maintained in each funding cycle, with improvements identified implemented in the following budget year.

Lewiston's FY 2015 CDBG allocation is \$780,767. Attached is a summary spreadsheet that shows CAC's funding recommendations.

The 15% social service agency cap is \$155,565. Agencies' applications scored between 89 and 37 points, with the highest scoring agency being the City's General Assistance Program that requested funding for the salaries and benefits

of two case managers. CAC recommended funding agencies that scored 73 or above. The amount of funding for each agency was calculated using the following formula:

$$\text{Request} \times \text{Score as a percentage} \times 60\%$$

This formula resulted in 14 agencies receiving a total \$146,437 in funding.

The 20% cap for CDBG Administration and Planning is \$196,753. The request to fund the administration of the program is \$174,573. The city needs to develop the next 5 Year Consolidated Plan during the next program year. A consultant will be used to assist in the process. \$13,500 has been requested to fund that work. The combined requests are \$8,680 below the cap.

Children in Lewiston have lead poisoning rates that are 3 times the rate of children living elsewhere in Maine. Lewiston and Auburn received a \$2.2 million lead grant in 2009 that was used to educate tenants and landlords about the risks of lead to children, proper cleaning techniques, and to provide lead grants to property owners to make housing units lead safe for children. Despite exceeding the goals of the grant (234 units were made lead safe where the goal was 190), Lewiston was not able to secure a lead grant in 2012 or 2013. As part of the larger Green and Healthy Homes Initiative, the City will be applying as the managing partner in a lead grant in 2014. If successful in the grant application, Lewiston needs to provide a match of \$85,000 in CDBG funds to be used for lead related work. In FY 2015, \$55,000 is being recommended to be used as lead match. These funds will be combined with \$30,000 of funding from the current year's allocation to reach the \$85,000 needed as match.

Economic and Community Development Department staff salaries and benefits are paid from a variety of federal grants. The Rehab Office Administration line item pays 80% of the Community Development Coordinator and 40% of the Administrative Assistant's salaries. It is also used to pay a subcontractor for construction management services.

Pilot Programs recommended for funding include a program brought forth by Community Concepts, "Bridges out of Poverty," and funding for a "Healthy Homes Resident Coordinator" put forth by Healthy Androscoggin. The goal of the Healthy Homes pilot is to provide assessment, training, and guidance in the rehabilitation of 10 downtown apartment buildings.

City programs recommended for funding include \$50,000 for recapitalization of residential loan programs, \$60,304 for Acquisition/Demolition, and \$55,000 for salary and benefits for an Enhanced Code Enforcement officer dedicated to the CDBG target area, and \$5,000 for Fair Housing education programs and training.

The CAC takes considerable time and care in developing their recommendations for the City Council. Their deliberations are always engaged and spirited with many viewpoints expressed. Their challenge is significant. This year, the total funding requests were 142% of the funds available. Agency requests were

273% of the funds available. The CAC's goal is to make recommendations to invest these scarce dollars in ways that will provide the most benefit to the city and its low to moderate income residents.

As in years past, funding of city positions generated considerable discussion. The scoring of the General Assistance positions reflects that CAC believes they do an exemplary job providing a critical service to low income residents. However, it is the opinion of many on CAC that these city positions should be funded by General Fund revenues rather than CDBG.

While the CAC makes recommendations, the final decision on how CDBG dollars are invested is the City Council's.

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The City of Lewiston adopted its Consolidated Plan for FY 2010-2014 in May 2010. It describes a citizen driven process used to identify and prioritize the goals and objectives important to its citizens for a five year period. The Consolidated Plan forms the basis for each Annual Action Plan.

The City of Lewiston will begin its Fifth Year Action Plan in FFY2014 which begins July 1, 2014 and ends June 30, 2015. The 2014 Action Plan is based on an allocation of \$780,767 in Community Development Block Grant Funds and \$203,000 in Program Income.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The staff of the City's Economic and Community Development Department in conjunction with the CDBG Citizen Advisory Committee developed the Annual Action Plan based on the following goals and priorities in the Consolidated Plan:

Goal 1: More jobs and economic opportunities for residents

Goal 2: Better transportation and walkability

Goal 3: More quality affordable housing for all ages and incomes

Goal 4: A higher quality of life for neighborhood residents

The funded activities in this annual action plan target projects and activities that achieve these goals.

Additionally, the City of Lewiston is a Consortium member with the City of Auburn to administer HOME funds the goals and objectives will be described in detail in the City of Auburn, Maine Annual Action Plan.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City evaluates the progress made on a quarterly basis to ensure that they are meeting the goals that are incorporated in the Consolidated Plan. This evaluation ensures that the activities have the intended effect of meeting the goals of the Consolidated Plan, and allows the City to focus its CDBG dollars this year and next to improve performance on those goals.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The CAC met in seven public meetings this year, interviewed new applicants or applicants with new or different programs and applicants for whom they had direct questions. The City Council reviewed the recommendations for funding from the Citizens Advisory Committee (CAC) on April 10, 2014, and recognized the CAC for its hard work and careful deliberations. Councilor Cayer noted he has struggled with the scoring process, thinks that it results in some agencies getting too much money, and others that should be funded not getting any funding. However, he thinks the scoring process is fair, and recognizes that it is not entirely a reflection of the scoring process, but also of the limited and dwindling funds available. He respects the process and does not feel compelled to recommend changes. The mayor was concerned that the recommendation was for General Assistance (GA) to only receive approximately half of their request. He stressed the critical work GA does, that they are already overburdened, and that it is a very tough budget year. To not fund the full request from General Assistance could adversely impact their ability to provide services. Councilor Libby noted that the CAC had spirited discussion over many of the issues the council expressed concerns about, and that the recommendation before the council was unanimous from the committee. Final approval of the plan and spending priorities will be made on May 6, 2014.

Last year's planning for the implementation of the goals and objectives identified were overshadowed by some recent, fairly devastating events in the City's core. Recently there have been 83 buildings that were identified, inspected and assessed as distressed and dilapidated abandoned housing, by Code Enforcement and the fire department and were determined to be unsafe for habitation. A red "X" is placed on housing units that the fire department determined was unsafe to enter in case of a fire.

Scores of properties are in this condition, leading to depressed rents and demoralized owners and tenants. The Governor's initiative of cutting off people on TANF assistance at 5 years has caused numerous families to be evicted for failure to pay rent. This leaves property owners in a desperate situation and unable to make the investments needed to keep the property in good condition. Owners are walking away from the property rather than reinvest. To assist property owners, the CAC is recommending funding for properties in the City's downtown as follows: 1) Program to assist owner

occupied and investor owned properties with 1-4 units to fix up the properties to bring them to Code and improve the quality of the housing stock; and 2) a multi-family energy efficiency program for 5+ units to convert to natural gas, insulate, air seal the basement etc. to improve the property to obtain a 20% reduction in energy use and a 10% internal rate of return. Additionally, the CAC is recommending funding for basic need public services, such as food, shelter, rent, and utilities as well as job training, adult education, and family support to help combat these conditions and the ever dwindling resources at the state level. Finally, they recommended funding for a pilot program for the Green and Healthy Homes Initiative (GHHI) that the City and numerous agencies including, Healthy Androscoggin, Community Concepts, St Mary's Hospital, Central Maine Community Hospital, Bates College and a

myriad of other agencies. This initiative is to align, coordinate and braid state, local and federal funding received by the GHHI partners to effect changes in the health of the housing and its residents.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

This has been a public process and the CAC recommendations will had its first hearing at a City Council workshop on April 10, 2014. The second public hearing will be at a formal City Council meeting on May 6, 2014. Additionally, the DRAFT AAP is posted on the website and is available for comment from April 7, 2014 through May 7, 2014. A list of the comments received will be added after the comment period.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

No comments have been received at this time.

#### **7. Summary**

The City's goals and objectives contained in the Consolidated Plan continue to be appropriate.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	Lincoln Jeffers, Director	Economic and Community Development Department
CDBG Administrator	Jayne Jochem, Community Development Coordinator	Economic and Community Development Department
HOPWA Administrator	N/A	
HOME Administrator	Reine Mynahan, Community Development Director	Auburn Lewiston HOME Consortium
HOPWA-C Administrator		

Table 1 – Responsible Agencies

**Narrative (optional)**

The Economic and Community Development Department is the lead agency responsible for administering the programs covered by the consolidated plan. However, with the reductions in funding and staff, the City has split the CDBG grant responsibilities with the City’s Finance Department. The Finance Department is responsible for budgetary control and financial reporting. This shared responsibility recognizes the experience and strengths of the staff in both departments to manage the grant effectively and efficiently. The City’s Code and Planning Department utilizes City staff (Code Enforcement Officers, Building Inspector and Electrical Inspectors) to work with the Community Development Coordinator to inspect properties for code related issues. The City contracts with Community Concepts, Inc. Housing Services Department to manage the construction on its rehabilitation program. This includes meeting the Code Enforcement Officer or Building Inspector at the unit being rehabilitated, write the scope of work, conduct a contractor walk through, bid and vet the contractors and contract with the lowest qualified bidder. Once the contractor is selected, CCI will oversee the rehabilitation work. Other City Departments receiving funding this year such as Public Works, operate under a Memorandum of Understanding that defines the parameters of the funding and identifies specific responsibilities for administering the funding while in the field (such as written specifications and bidding documents that include Davis Bacon, DBE, MBE/WBE, Section 3 and other cross cutting regulations and requirements of CDBG eligible activities). All public services agencies have a written contract that identifies the goals and objectives that align with the consolidated plan, the reporting requirements, and documentation of eligible activities under the CDBG program.

City of Lewiston, ME

## **Consolidated Plan Public Contact Information**

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### ***AP-10 Consultation – 91.100, 91.200(b), 91.215(I)***

#### **1. Introduction**

The City of Lewiston formally sought community consultation throughout the Consolidated Strategic Planning Process which began in 2009. In this fourth year Action Plan, there has been no formal consultation; however, the City has an excellent Citizen Advisory Committee that has provided feedback on funding priorities and throughout the year City staff meet regularly with private, public and non-profit service providers to discuss challenges and opportunities that are affecting Lewiston citizens. The following information is a summary on the types of consultations with the community members that the City conducted this year. The Consolidated Planning process for 2015-2019 will begin this year and the CAC has recommended funding to hire a Consultant through a RFP process.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City works very closely with the local public and non-profit social services agencies and funds much of the work through its Public Services budget from the CDBG allocation. However, the coordination does not stop at this. The Community Development Coordinator for the City is an active member of two broad based committees that work to bring positive change to Lewiston residents including homeless coalition known as Lewiston-Auburn Alliance for Services to the Homeless (LAASH) consisting of the following member agencies: Tedford Housing; New Beginnings; City of Lewiston; City Of Auburn; Catholic Charities; Military Community Network; United Way; DHHS Family Planning; St Mary 's Hospital; Safe Voices; ESM Inc.; LaBrecque Property Management; Health Affiliates; St Francis Recovery Center

and Lew/Aub Adult Ed. And is an active member of the Green and Healthy Homes Initiative (GHHI) which consists of the Cities of Lewiston and Auburn, Healthy Androscoggin, State of Maine Public Health, Maine CDC, Maine DHHS, Maine DEP; Bates College; University of Maine Extension Eat Well Program; Catholic Charities; Advocates for Children; Head Start; St. Mary's Nutrition Center; the Neighborhood Housing League; the local housing authorities; and both regional medical centers; Central Maine Community Hospital and St. Mary's Regional Health Center. The Director of the Economic and Community Development Department serves on the boards of the Lewiston Auburn Economic Growth Council, Lewiston Auburn Railroad Company, South Park Development Corporation, and Lewiston Development Corporation and is the Chair of the Board of Community Concepts Financial Corporation.

Our affiliations with these diverse committees help to inform the CDBG process and improve coordination of services in the City.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Lewiston and Auburn are part of the Maine Balance of State Continuum of Care. Maine Housing administers the CoC for the Lewiston-Auburn communities. In 2008, Lewiston and Auburn developed a 10-year plan to end homelessness in the two communities. The plan is founded on an assessment of need based on the first-hand accounts of individuals and families experiencing homelessness in Lewiston Auburn as well as service providers. The State bases some of its funding decisions on this. The homeless members that are providers also provide input at the State level for this area. The City's only role beside being a committee member of LAASH is to certify that the activity is consist with the Strategic Plan.

**Describe consultation with the Continuum(s) of Care that serves the State in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City has only a supporting role as a member of LAASH. This is addressed directly between the State of Maine and the homeless providers at the State level.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

Please see the next page for details.

City of Lewiston, ME

1	<b>Agency/Group/Organization</b>	COMMUNITY CONCEPTS, INC.
	<b>Agency/Group/Organization Type</b>	Housing Commercial & Residential Lending Community Development Financial Institution Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Housing program development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City works closely with Community Concepts, Inc. It is a non-profit housing development corporation, a CAP agency, a NeighborWorks organization and a CDFI. The City intends to recapitalize its Housing Rehabilitation Revolving Loan Fund this year and consulted with CCI to assist in determining the best use of CDBG funding. CCI administers the Weatherization and Lead Hazard Control funding for the State of Maine in the Lewiston area. The best use of the funding and the housing of greatest need seems to be in the 1-4 unit housing stock within the CDBG target area. 1-4 unit properties comprise 78% of the buildings and 48% of the units in the target area. The City has contracted with CCI for construction management. The CAC recommended funding for the new Multifamily Energy Efficiency Program which will make energy efficiency improvements in the housing that has 5+ units. Recommended for approval is \$50,000 from the new CDBG allocation to be added to the housing rehabilitation program in the City.

City of Lewiston, ME

2	<b>Agency/Group/Organization</b>	City of Lewiston - General Assistance
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Other government - Local Utilities Assistance Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Anti-poverty Strategy

City of Lewiston, ME

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>City of Lewiston-General Assistance (GA) office assists low income families with their basic needs. Recently the State of Maine has cut funding to GA and have enacted the 60 month rule for TANF recipients creating extreme and additional burden on the case load in GA. Clients that were once stabilized by having their basic needs met by TANF are now denied because they are to be "self-supporting" after 60 months of job training and support through the DHHS ASPIRE program. Since 2001, the City has had an influx of approximately 5,000 Sub-Saharan immigrant and refugee families. Most were second wave refugees which means that they no longer have immigration funding to support them. While on TANF, they are busy adjusting, learning the language, understanding and learning the new way of life, are expected to be self-supporting after the five year timeframe. Meeting this goal has proven challenging for many and recently there has been an influx of cases at GA who have been denied TANF and are not able to self-sustain. The CDBG committee recommended and the City Council approve funding a case manager in the GA office to assist the clients in the provision of the most basic services.</p>
3	<p><b>Agency/Group/Organization</b></p>	<p>Lewiston Housing Authority</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing PHA Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Public Housing Needs Fair Housing</p>

City of Lewiston, ME

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City has consulted the Lewiston Housing Authority to assist in determining the housing needs in the area, including the housing surveys, impediments to fair housing and inspecting and qualifying units for assistance. Recently there have been several fires within the target area and they have been instrumental in working with the City and the State housing authority to ensure that people are safely re-housed. Lewiston Housing Authority also assists with promoting Fair Housing Choice with the City.
4	<b>Agency/Group/Organization</b>	Lewiston-Auburn Economic Growth Council
	<b>Agency/Group/Organization Type</b>	Regional organization Public Private Partnership
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lewiston-Auburn Economic Growth Council (LAEGC) works with the City to promote local business growth and development. The staff provide underwriting services for Commercial Loans made to private for profit companies for rehabilitation funding.
5	<b>Agency/Group/Organization</b>	Healthy Androscoggin
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy Green and Healthy Homes Initiative

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<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Healthy Androscoggin is the Healthy Maine Partner for this region. As such they are the public health liaison with the State of Maine. The City has the highest incidence of lead poisoned children in the State nearly 2 times the state average. Healthy Androscoggin has developed a partnership with the National Coalition to end Childhood Lead Poisoning and Green and Healthy Homes Initiative. After consultation with HA and the Coalition, the City CAC has recommended \$37,500 from the last years allocation and add \$55,000 this year for match for the Lead Hazard Control Grant through the HUD Office of Lead and Healthy Homes in 2014. \$7,500 is to be used for notification of the hazards of lead dust after a demolition and the remaining \$85,000 will be used to reduce lead hazard in 34 units of housing @ \$2,500 per unit in conjunction with funding received from the lead grant. It is anticipated that this commitment will be made in 2015 and 2016 in support of the lead hazard control grant. Additionally, funding from the revolving loan fund identified from Program Income and new CDBG allocation for the Housing Rehabilitation Loan Program will leverage lead hazard control.</p>
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Table 2 – Agencies, groups, organizations who participated

**Identify any Agency Types not consulted and provide rationale for not consulting** None.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Maine State Housing Authority	Lewiston and Auburn are part of the Maine Balance of State Continuum of Care. In 2008, LAASH developed a ten year plan to end homelessness that the state was a part of the goals and objectives of the plan support the state's master plan to end homelessness.

Table 3 – Other local / regional / federal planning efforts

**Narrative (optional)**

The City relies on its public/private partnerships to inform the process.

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**AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

**Summarize citizen participation process and how it impacted goal-setting**

The CAC met in June 6, 2013 to discuss the scoring process from the year before. Members agreed that the Scoring Process that was amended in AAP year 2013 worked well and that the applications would continue to be scored on the following criteria:

Meets a community need as described in the CDBG Consolidated Plan - 35 points

Meets a critical or unmet need - 35 points

Applicant has the capacity to carry out program - 20 points

Program is cost effective - 10

On November 1, 2013 an email notification was sent to all applicants requesting notification and applications for funding, a public notice was placed in the newspaper of general circulation and on the City's website announcing the start of the CDBG funding cycle for Federal Fiscal Year (FFY) 2014. The Director convened the CDBG Citizen Advisory Committee (CAC). The CAC is comprised of the following citizens and volunteers: one City Councilor, one member from City Administration, one Planning Board member, and four Lewiston residents, two of whom live in the CDBG target area.

The CAC met in seven public meetings. The initial meetings were focused on evaluating the agencies that had received funding in the past. CAC members requested to interview the following types of applicants Members of the Committee discussed and decided they definitely wanted to interview all of the new agencies and agencies with new programs. They are:

LearningWorks – Lewiston Family Literacy Initiative  
Lewiston Recreation Department - Youth Right to Play  
Western Maine Community Action – Work for Success

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After further discussion, there were several agencies that have been funded in the past that members thought should be interviewed. They are:

Advocates for Children – Maine Families Androscoggin  
Cultivating Community – The New Sustainable Agricultural Project  
Pathways, Inc. – W.T. Twarog Senior Enrichment Center  
St. Mary's Nutrition Center – Lots to Gardens  
Tedford Housing – Lewiston Supportive Housing Services

They also decided to interview the two pilot programs:

Central Maine Community Health Corporation – Healthy Androscoggin  
Community Concepts, Inc. – Seeking Housing Stability and Bridges out of  
Poverty Pilot Program

The Committee agreed that February 7<sup>th</sup> and 21<sup>st</sup> should be the two meeting dates to schedule the public service agencies. If agencies could not attend the first meeting, then they could attend the second one. The two pilot programs and City programs would also be scheduled for interviews on February 21<sup>st</sup>. The agencies would have 15 minutes to present except the two pilot programs which the Committee thought would need additional time.

Subsequent meetings were used to review, discuss and score funding requests. Funding applications were evaluated and scored on the aforementioned criteria. The CAC made its recommendations to City Council at a workshop on April 10, 2014. The final review will be at the City Council meeting to be held on May 6, 2014.

### **Citizen Participation Outreach**

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	8 Public Meetings  CC workshop 4/10/14  CC final review 5/6/14	Minorities  Non-English Speaking - Specify other language: Somali  Non-targeted/broad community	All of the meetings were open to the public with the agenda and the minutes posted on the Website and in the Sun Journal newspaper of general circulation.10 people attended.	The City Council reviewed the AAP and agreed with the funding recommendations generally but voiced concern that in a tight City budget year to not fund the full request from General Assistance could adversely impact their ability to provide services. Councilor Libby noted that the CAC had spirited discussion over many of the issues the council expressed concerns about, and that the recommendation before the council was unanimous.		

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**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City is strongly committed to maximizing the CDBG funding by leveraging it with other private/public investments. Additionally, the City intends to apply for Lead Hazard Control funding when the application from HUD becomes available. Finally, the City intends to reinvest its NSP 1 funding prior to September 30, 2013 in a multi-family housing project to replace the assisted property that burned down this spring.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public federal	- Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	780,767	203,000	0	\$983,767		

Table 5 - Expected Resources – Priority Table

#### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City maximizes its funding by leveraging other federal, state and local funding available in the community. The city has contracted with CCI Housing Services for its construction management. CCI makes available weatherization and lead funding (provided by Maine State Housing

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Authority (MSHA) to all properties in which the owner or tenant is eligible. On the City's new Multi-family Energy Efficiency Program, the city is partnering with Efficiency Maine who will provide 50% rebates to all properties that participate and achieve its performance measures. All city loans and grants for residential and commercial rehabilitation require a match from the owner of the property as defined in the program guidelines. The City is a member of the Auburn-Lewiston HOME Consortium and intends to utilize the majority of the funding received for new rental development to replace the units lost from the fire in 2013. This funding will be leveraged by several federal, state and local funding resources in order to make the program work.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The city has accumulated some lots in the downtown as the result of the demolition and clearance programs and as a result of the recent fires. A new multifamily rental project is being discussed that will consist of acquiring lots that are adjacent to the vacant properties to accumulate enough property for new rental development in the target area. This development will replace 29 units of project based housing that were demolished in the fire. Part of our HOME allocation will fund this redevelopment.

**Discussion**

The City of Lewiston is a member of the Auburn-Lewiston HOME Consortium. The City has available \$481,882.24 of which \$64,715.13 will assist 3 low income homebuyers; \$43,457.11 will be available to assist 4 low income homeowners rehabilitate their home; and \$8,002.00 will be made available to assist 7 homeless persons with their security deposits for permanent rental housing in partnership with Lewiston Housing Authority whom will provide a housing voucher. \$349,784.00 will be made available for rental housing development and will create 29 residential units. The goals and objectives for Lewiston will be written in the City of Auburn's Action Plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Jobs and Economic Opportunity	2010	2014		Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202	Neighborhood Stabilization - Acquisition Economic Development - Jobs/Economic Opportunities	RLF Program Income: \$116,000	Facade treatment/business building rehabilitation: 2 Business Jobs created/retained: 2 Jobs Businesses assisted: 2 Businesses Assisted. No funding from the new allocation will utilize RLF and Program Income.

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Quality Affordable Housing	2010	2014		Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202	Neighborhood Stabilization - Demolition/Clearance Affordable Housing - Production of New Units Affordable Housing - Single Family Rehabilitation Affordable Housing - Multifamily Rehabilitation Environmental and health assessment (GHHI) Fair housing Choice Rehabilitation Administration Expense	CDBG: \$446,257  RLF Program Income \$87,000  Reallocated \$37,500	Multifamily Energy Efficiency Program – 5+ units rehabilitated: 30: 1-4 unit properties rehabilitated: 40 units: buildings demolished: 10 buildings; Housing Code Enforcement/Foreclosed Property: 10 Weatherization Rehab 10 units; Lead hazard control 34 units @ \$2,500/unit new allocation and reallocated funding from 2012 \$37,500; 10 units will receive a comprehensive environmental and health of the home assessment; Tenant and landlord education for fair housing choice and Rehabilitation Admin Expense
3	Higher Quality of Life	2010	2014		Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202	Public Services - Access to Healthy Food Public Services - Family Support/Life Skills	CDBG: \$171,003	Public service activities 15,058 Persons Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Neighborhood Improvement	2010	2014		Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202	Training and support to move a household from general assistance out of poverty	CDBG \$5,000	# of households to receive concentrated services - 5
	Homeless Goals	2010	2014		Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202	Homeless Services	CDBG: \$13,316	Homeless Person Overnight Shelter: 0 Persons Assisted Homelessness Prevention: 4,259 Persons Assisted

Table 6 – Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Jobs and Economic Opportunity
	<b>Goal Description</b>	The City utilizes a revolving loan fund to fund Commercial Rehabilitation programs. It currently funds building facades, elevators, life safety/code and commercial rehabilitation. There are three national objectives that these activities fall under Job Creation, Removal of Slum Blight, and Historic Preservation. Program Income from the revolving loan fund is \$116,000.
2	<b>Goal Name</b>	Quality Affordable Housing
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Demolition and Clearance of units of substandard housing new CDBG allocation \$60,304</li> <li>• Housing Programs: rehabilitation of 1-4 unit properties in the target area and Multifamily Energy Efficiency Loan Program for 5+ unit properties New CDBG allocation \$ 50,000 plus RLF program income \$87,000</li> <li>• Code Enforcement Officer in the target area New CDBG allocation \$55,000</li> <li>• Community Concepts, Inc. Energy and Heating Assistance CDBG Match new allocation \$42,000</li> <li>• Lead Program Match - \$37,500 (reallocated from last year) plus \$55,000 CDBG new allocation. \$7,500 will be used for the lead dust education and awareness. \$30,000 + \$55,000 will be added together to fund Lead Hazard control in private housing as match in the lead grant @ \$2,500/unit x 34 units in Year 1 of the Lead grant and next year the CAC has earmarked an additional \$82,500 of new CDBG funding for 33 units of lead match and Year 3 of the lead grant the CAC has earmarked \$ 82,500 of new CDBG funding for 33 units of lead match. This is a total of 100 units of lead match over 3 years.</li> <li>• GHHI –Healthy Androscoggin to fund a Healthy Homes Resident Educator to conduct an environmental and energy assessment of 10 apartment units in the downtown. CDBG new allocation \$37,350.</li> <li>• Implementation of AI of Fair housing choice \$5,000</li> </ul>

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3	<b>Goal Name</b>	Higher Quality of Life
	<b>Goal Description</b>	<p>Public services provided to Lewiston's low income residents including:</p> <ul style="list-style-type: none"> <li>• Lewiston Social Services - Subsistence Payments \$54,106</li> <li>• Androscoggin Head Start &amp; Child Care - Child Care Services \$15,110</li> <li>• Literacy Volunteers – Literacy Services for Adults &amp; Families \$2,314</li> <li>• Tree Street Youth – Afterschool Academic &amp; Enrichment Program \$8,085</li> <li>• Lewiston Adult Education - Work Ready Training \$6,938</li> <li>• St Mary's Nutrition - Lots to Gardens \$20,880</li> <li>• Seniors Plus – Senior Services \$11,979</li> <li>• Family Planning Association of Maine – Ensure Access to Birth Control for Low Income Teens &amp; Women \$2,190</li> <li>• Safe Voices - Domestic violence \$3,570</li> <li>• Learning Works – Literacy learning English as a family \$3,479</li> </ul>
4	<b>Goal Name</b>	Neighborhood Improvement
	<b>Goal Description</b>	<p>PILOT program to assist 5 low-income families enrolled in general assistance to move out of poverty (Bridges out of poverty) by providing a comprehensive mentoring approach to support families by giving them the tools needed to build capacity and rethink their situation and act rather than react to negative impacts that cause them to lose their housing. The tools provided with this approach will move them forward toward greater housing stability.</p>
5	<b>Goal Name</b>	Homeless Goals
	<b>Goal Description</b>	<p>This year CDBG is funding the following public services:</p> <ul style="list-style-type: none"> <li>• New Beginnings – Outreach Program \$3,193</li> <li>• Trinity Jubilee Center - Food Pantry \$2,447</li> <li>• Trinity Jubilee Center - Warming Center \$7,676</li> <li>• Tedford Housing – Lewiston Supportive Housing Services \$4,470</li> </ul>

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**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

Multifamily Energy Efficiency Program – 5+ units rehabilitated: 30 units of which 10 households will be extremely low (30% MFI); 15 households will be low income(50%MFI); and 5 households will be moderate income (80%MFI).

1-4 unit properties rehabilitated: 40 units of which 10 households will be extremely low (30% MFI); 25 households will be low income (50%MFI); and 5 households will be moderate income (80%MFI)

Weatherization Rehab: 10 units all extremely low income (30% MFI)

Lead hazard control 34 units 5 will be extremely low income (30% MFI) and 25 will be very low income (50% MFI) and 4 will be moderate income (80%MFI).

***AP-35 Projects – 91.220(d)***

**Introduction**

This is the fifth year Action Plan under the current Strategic Plan. All of the projects and activities that are in the Plan are focused in four Census Tracts (Target Area) in the downtown. Our projects and activities recommended for funding by the Citizen Advisory Committee (CAC) and approved by the City Council reflect the severe decline of the downtown in recent years.

The target area is a residentially dense community with poverty rates 3-4 times higher than those of the city, county and state rates. The unemployment rate is 17.7% as compared to the Cities as a whole at 9.7%. The Individual poverty rate is 41.4%, as compared to the City's' at 16%, the County 16% and Maine's at 8.4% and the U.S. at 15.1%. The Median Household Income in the target area is \$22,611, again, one-third as much as the City as a whole. The socioeconomic status of the downtown residents leave little choice when it comes to housing. Old housing stock in the target area is also a contributing factor to children's environmental exposures to lead. 93.2% of the housing stock in the target area was built prior to 1970 as compared to 77.2% in the city as a whole, and 53.6% statewide. In Lewiston, 4,620 units were built pre-1940.

In many respects, the economic decline in the City's residential area is a result of the economic distress and high poverty rates of downtown residents and the rents they can afford not being enough to support the high maintenance and operating costs of old buildings. Over the past decade there have been triggers that have led to the decay of housing, leaving enormous tenement style buildings rotting and dilapidated in its

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wake. Contributing factors include a sharp increase in immigrants and refugees arriving from war torn Africa moving into the downtown, private investors seeking to take advantage of an overinflated rental housing market, only to be devastated when the economic crash occurred in late 2007, the sharp increase of the heating oil prices to over \$4.00/gallon, left investor owners, whom customarily pay heat and hot water utilities, reeling with the blow.

As the statistics reveal, these residents are negatively impacted by the extreme poverty, dilapidated housing, lack of employment, level of education/communication, and environmental threats relating to the poor housing stock. And recently, the City has faced some devastating fires that destroyed 77 units of housing. In the second and third year Action Plans, CDBG funded a Code Enforcement Officer that is dedicated to the target area. His role was to identify, inspect and assess vacant and abandoned housing in the downtown. Much of the property (83 buildings) was substandard and was condemned by Code Enforcement and then demolished by order of the City Council. This year, CDBG funding will continue to fund the Code Enforcement Officer dedicated to the downtown, but will also fund a housing rehabilitation program to fix the structurally sound housing and bring it back to code.

#	Project Name
1	Public Services
2	Administration and Planning
3	Economic Development
4	Housing Programs
5	Neighborhood Improvements
6	Acquisition, Disposition, Clearance and Relocation
7	Enhanced Code Enforcement

Table 7 – Project Information

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The primary emphasis will be in the downtown Census Tracts which as described above have the most pressing need. The City aggressively applies for and generally receives the grants to support the activities identified for funding under CDBG. The City intends to apply for the Lead Hazard Control grant again this year. The last time the grant was funded was through April 30, 2012. We work with a variety of local funders and our CDBG funds match those resources, leveraging dollars into projects. Our CDBG funding is targeted. However, our HOME funds are available City-wide to fund homebuyer assistance, homeowner rehabilitation and security deposits. We will continue to seek and strive for

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other resources to fund low-income households throughout the City.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

1	<b>Project Name</b>	Public Services
	<b>Target Area</b>	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202
	<b>Goals Supported</b>	Higher Quality of Life Homeless Goals
	<b>Needs Addressed</b>	Public Services - Access to Healthy Food Public Services - Family Support/Life Skills Homeless Services
	<b>Funding</b>	CDBG: \$146,437
	<b>Description</b>	The following services will be provided by nonprofit agencies: Senior services, youth services, services for battered and abused women, child care services, health services, subsistence payments, employment services, homeless prevention and temporary shelter.

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<p><b>Planned Activities</b></p>	<ul style="list-style-type: none"> <li>• Lewiston Social Services - Subsistence Payments \$54,106</li> <li>• Androscoggin Head Start &amp; Child Care - Child Care Services \$15,110</li> <li>• Literacy Volunteers – Literacy Services for Adults &amp; Families \$2,314</li> <li>• Trinity Jubilee Center -Food Pantry - \$2,447</li> <li>• Trinity Jubilee Center - Warming Center - \$7,676</li> <li>• Tree Street Youth – Afterschool Academic &amp; Enrichment Program \$8,085</li> <li>• Lewiston Adult Education - Work Ready Training \$6,938</li> <li>• St. Mary's Nutrition Center - Lots to Gardens \$20,880</li> <li>• New Beginnings – Outreach Program \$3,193</li> <li>• Seniors Plus - Senior Services \$11,979</li> <li>• Family Planning Association of Maine – Ensure Access to Birth Control for Low Income Teens &amp; Women \$2,190</li> <li>• Safe Voices – Androscoggin Justice Project \$3,570</li> <li>• LearningWorks – Lewiston Family Literacy Initiative \$3,479</li> <li>• Tedford Housing – Lewiston Supportive Housing Services \$4,470</li> </ul>
<p><b>2 Project Name</b></p>	<p>Administration and Planning</p>
<p><b>Target Area</b></p>	<p>Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202</p>
<p><b>Goals Supported</b></p>	<p>Jobs and Economic Opportunity Quality Affordable Housing Higher Quality of Life Neighborhood Improvement Homeless Goals</p>

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<b>Needs Addressed</b>	<p>Neighborhood Stabilization - Demolition/Clearance          Neighborhood Stabilization - Acquisition          Affordable Housing - Production of New Units          Affordable Housing - Single Family Rehabilitation          Affordable Housing - Multifamily Rehabilitation          Public Services - Access to Healthy Food          Non-Housing Community Development - Infrastructure          Economic Development - Jobs/Economic Opportunities          Public Services - Family Support/Life Skills          Homeless Services          Planning for the Consolidated Plan 2015-2019</p>
<b>Funding</b>	CDBG: \$188,073
<b>Description</b>	Overall program administration, including salaries, benefits, and other related costs associated with CDBG program administration.
<b>Planned Activities</b>	<p>This will fund the overall program administration for the CDBG program. It includes salaries, benefits, and related costs to administer the program. It includes:</p> <p>\$99,488 staff salary and \$57,335 for staff benefits (65% of the Director's salary and benefits; 10% of the Community Development Coordinator's salary and benefits; 90% of the Grant Accountant's salary and benefits; and 10% of the Administrative Assistant's salary and benefits)</p> <p>The remaining Administrative budget of \$17,750 is spent on CAC meetings, software, legal notices, audit, office supplies, travel, copying and mailing, etc.</p> <p>\$13,500 from the new allocation will be spent to hire the services of a Consultant to prepare the City's Five year Consolidated Plan 2015-2019.</p>
<b>3 Project Name</b>	Economic Development

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	<b>Target Area</b>	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202
	<b>Goals Supported</b>	Jobs and Economic Opportunity
	<b>Needs Addressed</b>	Economic Development - Jobs/Economic Opportunities
	<b>Funding</b>	CDBG: \$116,000
	<b>Description</b>	Funding in support of economic development activities such as: Rehabilitation of publicly or privately owned Commercial/Industrial; Building acquisition, construction and rehabilitation, ED: direct financial assistance to for-profits.
	<b>Planned Activities</b>	The City will utilize its revolving loan fund to provide loans and grants to existing businesses for facade improvements, life safety/code, elevator grants and acquisition/rehabilitation. \$116,000 is program income for the revolving fund and the balance of funding available in the account.
4	<b>Project Name</b>	Housing Programs
	<b>Target Area</b>	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202
	<b>Goals Supported</b>	Quality Affordable Housing

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<b>Needs Addressed</b>	Affordable Housing - Production of New Units Affordable Housing - Single Family Rehabilitation Affordable Housing - Multifamily Rehabilitation Environmental Health Assessments Weatherization and Energy Program Implementation of the Impediments to Fair Housing Choice Lead hazard control and abatement activities
<b>Funding</b>	CDBG: \$446,257
<b>Description</b>	Housing activities include: Construction or rehabilitation of single or multifamily residential units, energy improvements, Rehab acquisition, Rehab administration, lead-based paint/lead hazard testing, control and abatement, residential historic preservation and direct homeownership assistance.

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<p><b>Planned Activities</b></p>	<ul style="list-style-type: none"> <li>Recapitalize the housing rehabilitation program - \$50,000 CDBG new allocation and \$84,000 program income and add a Multifamily Energy Efficiency Loan Program</li> <li>Matching funds for lead grant application \$37,500 reallocated from FY 2013 add \$55,000 from the new CDBG allocation. This will create a lead match of \$2,500/unit x 34 units in Year 1 (FFY 2014) of the Lead grant. Capitalize Lead grant Year 2 (FFY 2015) in the amount of \$82,500 and Year 3 (FFY 2016) in the amount of \$82,500 (\$2,500/unit x 33 units) \$7,500 will be spent on tenant education hazards of lead based paint dust and proper cleaning techniques.</li> <li>CCI- Energy Assistance Program - CDBG match to weatherization funding for very low-income households \$42,000</li> <li>Rehabilitation Administration - to administer housing loan program \$136,603 (funds 80% of the Community Development Coordinator's salary and benefits and 40% of the Administrative Assistant's salary and benefits) in the amount of \$86,003 as well as other administrative costs associated with construction management, lead testing and clearance, and the administration of the housing services program in the amount of \$50,600. Total Rehab Admin is \$136,603.</li> <li>Implementing the fair housing strategies defined in the Analysis of Impediments to fair housing choice. (\$5,000)</li> <li>Environmental and health y housing assessments of 10 units to pilot the GHHI in the City of Lewiston. Once the assessments are completed, the city will utilize its rehabilitation funding which will be coordinated with weatherization and lead funding to improve the property and the overall health of the family. \$37,350</li> </ul>
<p>5 <b>Project Name</b></p>	<p>Neighborhood Improvements</p>
<p><b>Target Area</b></p>	<p>Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202</p>
<p><b>Goals Supported</b></p>	<p>Jobs and Economic Opportunity</p>
<p><b>Needs Addressed</b></p>	<p>Non-Housing Community Development</p>

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	<b>Funding</b>	\$5,000
	<b>Description</b>	Bridges out of Poverty - PILOT
	<b>Planned Activities</b>	Provide comprehensive support, education and mentoring to assist families in making planful decisions when confronted with insurmountable obstacles. National program that gives 5 households the tools to manage a crises when faced with job loss, housing concerns, etc.
6	<b>Project Name</b>	Acquisition, Disposition, Clearance and Relocation
	<b>Target Area</b>	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202
	<b>Goals Supported</b>	Jobs and Economic Opportunity Quality Affordable Housing Higher Quality of Life
	<b>Needs Addressed</b>	Neighborhood Stabilization - Demolition/Clearance Neighborhood Stabilization - Acquisition Economic Development - Jobs/Economic Opportunities
	<b>Funding</b>	CDBG: \$60,304
	<b>Description</b>	Activities associated with the acquisition, disposition, clearance and demolition, cleanup of contaminated sites and relocation.
	<b>Planned Activities</b>	Demolition of existing substandard and dilapidated housing stock
7	<b>Project Name</b>	Enhanced Code Enforcement
	<b>Target Area</b>	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202

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<b>Goals Supported</b>	Quality Affordable Housing
<b>Needs Addressed</b>	Neighborhood Stabilization - Demolition/Clearance Affordable Housing - Single Family Rehabilitation Affordable Housing - Multifamily Rehabilitation
<b>Funding</b>	CDBG: \$55,000
<b>Description</b>	The City will continue this year to utilize CDBG funding for a dedicated Code Enforcement Officer in the target area to work with tenants and landlords to identify and inspect properties with severe code violations. The City will utilize CDBG funding to either demolish severely dilapidated abandoned buildings or to work with the owner to rehabilitate the buildings that are able to be saved.
<b>Planned Activities</b>	Fund a dedicated Code Enforcement Officer in the downtown target area \$55,000

Table 8 – Project Summary

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The downtown (target area) is home to high numbers of seniors, children, ethnic minorities, low income and extremely low income people.

The information that follows are some of the “vital” statistics of the target area. In Census Tracts 201-204, the residents live in a residentially dense community with poverty rates 3-4 times higher than those of the city, county and state rates. The unemployment rate is 17.7% as compared to the City's as a whole at 9.7%. The Individual poverty rate is 41.4%, as compared to the City's at 16%, the County 16%, the State at 8.4%, and the U.S. at 15.1%. The Median Household Income in the target area is \$22,611, again, one-third the median for the City as a whole. In the Census Tracts where the majority of the requested grant funds will be expended the Median Household Income (MHI) is 36% less than the MHI for Lewiston. The City's MHI is 23% below that of Maine, and 29% below the Nation.

Eighty-two percent of the residential housing was built prior to 1950 and lead poisoning is the leading health risk for children in the downtown. The target area has the lowest level of screening for elevated blood lead levels, yet has three times the state average of children with lead poisoning. In Lewiston, 90% of child lead poisonings occur in rental properties located within the target community. Of those, an increasing percentage of immigrant residents are being poisoned, with the most recent 2010 data showing that over 50% of all lead poisonings in the downtown area are disproportionately occurring in immigrant children who reside in older housing where deteriorated lead-based paint is commonplace. (from Maine CDC data portal, gateway.maine.gov).

Downtown residents include European and Euro-American immigrants of the previous century, who now live next to East African immigrants, predominately from Somalia.

### Geographic Distribution

Target Area	Percentage of Funds
Census Tract 204	25
Census Tract 203	25
Census Tract 201	25
Census Tract 202	25

Table 9 - Geographic Distribution

### **Rationale for the priorities for allocating investments geographically**

The target area is the area of the biggest need and recently there have been several collaborative partnerships that have demonstrated interest in making positive changes in the downtown. These collaborative partners have vested interests in improved housing stock, resident health, and economic growth. Partners such as Healthy Androscoggin, Community Concepts, the Downtown Neighborhood Advisory Committee, Neighborhood Housing League and Lewiston residents are pledging to assist in the City's approach.

### **Discussion**

Additional funding is available through the HOME program. The City is a member of the Auburn-Lewiston HOME Consortium and will have \$481,882.24 available for funding homebuyer assistance, homeowner occupied rehabilitation and security deposits for homeless persons receiving housing vouchers from the Lewiston Housing Authority. These funds are available City-wide.

## **Affordable Housing**

### **AP-55 Affordable Housing – 91.220(g)**

#### **Introduction**

The City recapitalized its housing program last year and this year to provide funding for two programs: 1) 1-4 unit Rehabilitation loan program and 2) is creating a new Multifamily Energy Efficiency Loan Program that will provide funding for energy related improvements for properties that have 5+ units. The program will leverage funding provided through the Efficiency Maine Multifamily Energy Program . Additionally the City intends to apply for a lead hazard control grant from the HUD Office of Healthy Homes and Lead Hazard Control. The City intends to make 100 units of housing lead safe over the next three years. The first year, the City intends to reallocate \$37,500 of funding from the previous year as lead match and add \$55,000 of new CDBG funding to add to the match. This will enable \$2,500/unit x 34 units for \$85,000 in match and \$7,500 will be utilized for education and tenant awareness of the hazards of lead dust which will include training on proper cleaning techniques, food storage etc. Healthy Homes Resident Educator will provide environmental and housing assessments to 10 properties in the target area to further the GHHI that the City endorses \$37,350.

The City is a member of the Auburn-Lewiston HOME Consortium and will utilize its portion of the funding in support of a homebuyer assistance program, homeowner rehabilitation, new rental housing development and to provide Security Deposit assistance to homeless, and at risk of becoming homeless.

<b>One Year Goals for the Number of Households to be Supported</b>
Homeless – 7 (HOME)
Non-Homeless - 132
Special-Needs
Total - 139

**Table 10 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>
Rental Assistance -0
The Production of New Units – 30 (HOME)
Rehab of Existing Units – 104 - CDBG
Acquisition of Existing Units – 5 (HOME)
Total - 139

**Table 11 - One Year Goals for Affordable Housing by Support Type**

**Discussion :** The City has stepped up its marketing efforts to advertise the new rehabilitation funding available in the CDBG Target Area and will rely on the expertise of the dedicated Code Enforcement Officer to assist us in locating potential units to rehabilitate as well as our program partners.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Lewiston Housing Authority and the City have collaborated for years. Most recently the LHA actively participated with the City in determining the Impediments to Fair Housing; and worked with the City on the Choice Neighborhoods Planning grant which the City did not qualify for. The LHA continues its collaboration efforts with the City and other public/private entities by being actively involved in planning for best use of housing in the downtown.

### **Actions planned during the next year to address the needs to public housing**

The Lewiston Housing Authority owns and operates 437 units of public housing.

#### **Lewiston Public Housing by Bedroom Size**

23 of the units (17 0- and 1-bedroom units, 5 2-bedroom units, and 1 3+ bedroom unit) are handicapped accessible.

Lewiston Housing also acts a contract administrator for 181 project-based and 1,082 tenant-based Section 8 units. Lewiston Housing neither owns nor operates the Section 8 units, which are privately owned, but administers the subsidy for those units. The condition of Lewiston Housing public housing units is generally good. As part of its strategic planning process, Lewiston Housing engaged an engineering firm in 2005 to conduct a physical needs assessment and energy audit. Lewiston Housing has completed most of the objectives identified in the needs assessment and recently completed a major boiler replacement project using Recovery Act funding. Lewiston Housing plans to engage an engineering firm to conduct a new five year needs assessment.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Lewiston Housing Authority encourages its public housing residents to become more involved in management by promoting resident councils at each of its developments and by use of a Resident Advisory Board as a key element of its Agency Plan process. In addition, State of Maine statute provides that two Lewiston Housing commissioners be beneficiaries of either the public housing or Section 8 program.

Lewiston Housing Authority seeks to improve the living environment for its participants by linking families to supportive services available in the community. To the greatest extent possible, Lewiston Housing Authority makes its community facilities available to partnering agencies so they can provide services on site. Appropriate supportive services can enable the elderly and the disabled to remain independent and can place families on the path to economic self-sufficiency. To facilitate the provision

of appropriate supportive services, Lewiston Housing Authority intends to designate Meadowview Apartments as housing for the elderly and Blake Street Towers as a mixed population development.

Lewiston Housing Authority encourages homeownership in a number of ways. It operates the Family Self Sufficiency Programs for public housing and Section 8 families. Families in this program can build escrow accounts which they are eligible to receive when they complete all the self-sufficiency goals in their individual contracts of participation. Lewiston Housing offers a Section 8 homeownership option in which the family uses the housing subsidy for mortgage payments instead of rent. In these efforts, Lewiston Housing enlists the assistance of Community Concepts, Inc. and Coastal Enterprises, Inc., two HUD-approved housing counseling agencies.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Lewiston Housing has been regularly designated a “High Performer” by HUD under the Public Housing Assessment System (PHAS) and the Section 8 Management Assessment System (SEMAP). The table below shows Lewiston Housing’s recent scores (points earned out of a possible 100).

**Lewiston Housing Scores:**

Fiscal Year	PHAS	SEMAP
2012	91	96
2011	85	100
2010	93	93
2009	91	97
2008	91	90

**Discussion**

Demand for assisted housing in Lewiston remains high. In March 2013 there were 1,687 households on Lewiston Housing wait lists: 577 on the public housing waiting list and 1,110 on the tenant based Section 8 (voucher) waiting list. Community Development objectives regarding the creation and rehabilitation of new affordable housing units in Lewiston will help alleviate Lewiston Housing waiting lists. Lewiston Housing public housing has an occupancy rate of 98%. The 2% vacancy is a result of the time needed to refurbish units and select a new tenant at turnover. 20 – 25% of units turn over every year. One hundred percent of the available vouchers are under lease. The voucher program is projected to support a level of 1,050 vouchers for 2013.

Demand for handicapped accessible units remains strong. All but one of Lewiston Housing's handicapped accessible units are occupied. Lewiston Housing has generally not had more than one or two families on its waiting list in need of a handicapped accessible unit, but has a growing number of elderly families aging in place who come to need accessibility features.

## ***AP-65 Homeless and Other Special Needs Activities – 91.220(i)***

### **Introduction**

Lewiston and Auburn are part of the Maine Balance of State Continuum of Care. A Continuum of Care is a group of service providers serving a particular geographic area who work together in a collaborative planning process to develop programs that address homelessness. In 2008, Lewiston and Auburn developed a 10-year plan to end homelessness in the two communities. The plan is founded on an assessment of need based on the first-hand accounts of individuals and families experiencing homelessness in Lewiston Auburn as well as service providers.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Populations of homeless in Lewiston and Auburn include youth, families, and single individuals. They include victims of domestic violence, persons with mental illness and substance abuse, veterans, and immigrants and refugees. The needs assessment identified 100 people homeless on any given night in the two cities. They are part of a larger group of over 1,300 who are homeless in any given year in the two communities. In addition to those in shelters, Lewiston and Auburn's homeless are hidden in apartments, where they move from one friend's couch to another, or in cars or campgrounds in the summer.

*The 10-Year Plan to End Homelessness in Lewiston and Auburn* is designed to break the pattern of homelessness and prevent homelessness for those at risk due to unforeseen circumstances. It offers a path for the homeless themselves to accept responsibility and move forward. At the same time, it provides a path for the community to create the opportunities that the homeless need to succeed.

It includes overall strategies addressing prevention, early intervention, crisis response, transition, and permanent affordable housing. Each strategy has specific actions. Each action has a lead agency that is responsible for coordinating implementation, partners that will contribute to implementation, and benchmarks that lay out specific steps necessary over time for successful implementation.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Lewiston's services and facilities for the homeless include 6 emergency shelters, 5 transitional housing facilities, 1 supportive housing and 1 single room occupancy program.

#### **Lewiston Homeless Facilities and Services**

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The full 2009 *10 Year Plan to End Homelessness in Lewiston and Auburn* is available as a consolidated plan additional document. It includes the following 5 strategies: Prevention, Early Intervention, Crisis Response, Transition, and Permanent Affordable Housing. Each strategy in the *10 Year Plan to End Homelessness in Lewiston and Auburn* has lead agencies responsible coordinating implementation.

Strategy 4: Transition includes actions to help homeless persons learn living skills and developing job opportunities. The lead agencies for Strategy 4 are Community Concepts and the Lewiston Career Center.

Strategy 5: Permanent Affordable Housing includes actions to increase the affordable housing stock. These strategies address the transitional housing needs of homeless persons and will help homeless persons (including chronically homeless persons) make the transition to permanent housing and independent living. The lead agencies for Strategy 5 are the Lewiston and Auburn Community Development programs.

This year's Action Plan will focus on increasing the amount of affordable housing available through rehabilitation of multi-family properties in the target area. Additionally, the City's HOME program provides a security deposit to homeless households that have been issued a housing voucher through Lewiston Housing Authority.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The actions in Strategy 1: Prevention will educate the community about homelessness in Auburn and Lewiston, and will help low-income families avoid becoming homeless by coordinating the safety net,

including food, health care, employment and housing services, and by helping them access those resources. Strategy 1 also specifically targets homeless youth with actions to raise the aspirations of local students and outreach to youth at risk of homeless. The lead agencies for Strategy 1 are United Way, St. Mary's Clinical Services, and New Beginnings.

The actions in Strategy 2: Early Intervention will identify persons at immediate risk of becoming homeless and will utilize a quick response team to assess and respond to their needs, helping them access services and housing to prevent their becoming homeless by providing individualized solutions. The lead agencies for Strategy 2 are Auburn and Lewiston General Assistance offices and the Auburn Housing Authority.

Strategy 3: Crisis Response addresses the emergency shelter needs of homeless persons with actions to assure there are sufficient and safe emergency beds that are available, low- barrier, and appropriate. The lead agency for Strategy 3 is the Lewiston-Auburn Alliance for Services to the Homeless (LAASH) public policy subcommittee.

This year's Action Plan the City will fund a food pantry, warming center, and homeless youth prevention activities through the provision of public services.

### Discussion

The City has been an active member of the Lewiston-Auburn Alliance for Services to the Homeless (LAASH) since its inception. The Community Development Coordinator is a member of the public policy committee that monitors the 10 Year Plan to End Homelessness.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

The Cities of L-A have been working together on the Impediments to Fair Housing Choice. The first year of the new plan will be implemented during this Action Plan year. Key issues limiting housing choice include 1) **Informational/Cultural Barriers:** Language barriers exist between Landlords and immigrant renters; landlords and non-immigrant renters; and renters in general due in part to cultural differences and a general lack of knowledge of tenants and landlord rights and responsibilities. 2) **Disability Barriers:** This is a complex issue made even more so by the Maine Human Rights Commission definition of disability types breaks them out into 19 different sub-sections. Small landlords are unaware or at times confused by what is considered a "reasonable accommodation" or a "modification" and at times resulting in denying a rent to someone with physical disabilities. Tenants on the other hand don't understand or claim a condition to obtain a first floor unit or a pet waiver for the family dog. and 3) **Financial Barriers:** Larger Somali/Somali Bantu families may qualify for homeownership opportunities to ease the burden on the rental size and location but are not able to "borrow" because of lending laws and cultural/religious beliefs.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

**Informational/Cultural Barrier:** Conduct two separate workshops in Lewiston and in Auburn focusing on tenants' rights and responsibilities and landlords rights and responsibilities; 2) Meet with local Ethnic Based Community Organizations to prepare materials suitable to the issues faced by immigrant/refugee renters. 3) Have the Mayors of both Cities declare April as Fair Housing Awareness Month. Annually, sponsor a poster contest in Auburn and Lewiston Middle schools to educate students and parents on fair housing. **Disability Barrier:** 1) Conduct two separate workshops in Lewiston and in Auburn focusing on tenants' rights and responsibilities and landlords rights and responsibilities and what it means to have a disability. 2) Convene knowledgeable persons in the law and in caring for disabled persons to provide information and **Financial Barriers:** 1) Convene knowledgeable persons in the Somali community, local private lenders and nonprofit lenders to identify the obstacles in the State to Sharia lending. 2) DRAFT legislation to permit sharia lending if necessary.

### **Discussion**

The Impediments of Fair Housing Choice was approved by both Auburn and Lewiston City Councils and both Auburn and Lewiston Housing Authorities. It is being reviewed by HUD during Year 2013. It should be ready for implementation in this Annual Action Plan year.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

The City works collaboratively with a range of partners and often exchanges data and expertise with other public/private partners. This is key to successfully obtaining resources and in-kind services needed to serve residents in the target area.

### **Actions planned to address obstacles to meeting underserved needs**

The largest obstacle to meeting underserved needs is the lack of funding resources. With the dwindling federal and State dollars and stiff competition in obtaining grants, a small City often does not have the resources to fund a professional grant writer; however, with the GHHI initiative just beginning, the City is pooling its funding with Auburn, Healthy Androscoggin, and Community Concepts, Inc. to hire a grant writer from GHHI National (formerly the National Coalition to End Childhood Lead Poisoning) from Baltimore, MD to write the lead hazard control grant.

### **Actions planned to foster and maintain affordable housing**

The City has recapitalized its housing programs for two years in a row to improve the housing stock in the target area. The Housing Loan program funds rehabilitation to housing units that are owner occupied or investor owned to address code violation and hazards in properties with 1-4 units. If the property is owner occupied by a low income homeowner, the HOME program will fund the rehabilitation for the owner's unit and CDBG will fund the remaining units as a way to increase the amount of resources available for rehabilitation. Also the City partners with Community Concepts Inc. to provide construction management services. This enables CCI to partner and provide funding from sources that are available through their Housing Services Department such as weatherization, state lead hazard control funding and multifamily rental rehabilitation funding from the state. Also the City funds work in support of the weatherization work if general rehabilitation work is needed to support the weatherization efforts such as replacing the roof if it leaks and updating knob and tube wiring to enable proper installation of insulation. New this AAP year is the Multifamily energy Efficiency Loan Program which is designed to assist multifamily property owners with energy improvements which will result in a 20% reduction in energy and a 10% internal return on investment. The City will partner with Efficiency Maine's program.

### **Actions planned to reduce lead-based paint hazards**

The City intends to apply for its own Lead Hazard Control funding in privately owned housing. Right now the funding that is available to Lewiston housing owners is administered through the State of Maine. CDBG funding can be used for lead hazard control but not to the extent that a dedicated funding source could. This year the CAC has recommended lead match funding in support of an application to HUD for funding. The CAC recommended that the City reallocate \$37,500 to utilize, \$7,500 for education and outreach to families who may not understand the hazards of lead dust and the effect on the family. Additionally, they provide detailed education on ways to properly clean to remove lead hazards safely. And the remaining \$30,000 will be combined with new CDBG funding in the amount of \$55,000 to provide a direct match in lead hazard control and abatement on a per unit basis. We anticipate that this Annual Action Plan year that 34 units will be made lead safe @ \$2,500/unit. This will be combined with a lead program grant in the amount of \$6,000/unit. The CAC also recommended that the lead hazard control match be provided for the subsequent years as well which will provide \$2,500/unit x 33 units in the amount of \$82,500 for FFY 2015 and \$2,500/unit x 33 units in the amount of \$82,500 for FFY 2016. This will be new CDBG allocation for each of these years which will support the match for the lead program for a total of three years.

**Actions planned to reduce the number of poverty-level families** The Community Development Department has been working very closely with General Assistance to address the needs of individuals and families living in poverty. There are three components to the City of Lewiston's anti-poverty strategy: support services to prevent homelessness, job training and support services, and affordable housing. Each of these aspects of the anti-poverty strategy is discussed below:

#### **I. Support Services to Prevent Homelessness**

General assistance and the family development case managers at Community Concepts Inc., contacted the City regarding the Bridges out of Poverty program. It's a national initiative that works to instill a sense of values that supports a new way to remove the barriers of poverty. This year the City is funding a small Pilot that will support the efforts of general assistance and CCI as it assists families through the process.

The first goal is to prevent persons from becoming homeless. Since most households living below the poverty line survive paycheck to paycheck, any unforeseen event can result in their becoming homeless. Support services such as emergency rental assistance, financial education, foreclosure resolution programs, and other such services are critical. Survival services needed to enable households to survive on their limited incomes are also critical. The City funds a number of such services and will continue to do so, as long as CDBG funds are available.

#### **II. Job Training and Support Services**

The second goal of the anti-poverty strategy is to assist in the provision of job training and support

services, such as transportation, so that individuals can find and maintain employment. Work Ready, an acclaimed training program run by Lewiston Adult Education that is designed to get people ready to enter or reenter the work force was funded in Program Year Three, and again in Program Year Four.

### **III. Affordable Housing**

Increasing the supply of affordable housing is the final aspect of the anti-poverty strategy. Since housing costs typically take up a major portion of a household's income, the provision of affordable housing is critical to ending the cycle of poverty. The City has recapitalized its housing program for two CDBG program years to increase and maintain the affordable housing supply.

CDBG funds also support parenting, family support services as well as life skills and economic independence services and other services.

### **IV Job Creation**

The City's commercial loan and grant programs require that one job be created for every \$25,000 loaned or granted. Often, job creation associated with projects funded at that level. All of the jobs are located in the target area, and typically are call center, hospitality or administrative assistant positions.

### **Actions planned to develop institutional structure**

Current staff has now gained a couple of years' experience with managing its federal resources received. It was devastating in 2011 to lose key members of the staff; however, we continue to attend trainings to gain a better understanding of the federal requirements. One area that we will continue to focus on is utilizing IDIS as the tool it is supposed to be. We are learning to work on the Action Plan online and will continue working to gain more experience.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City has maintained strong partnerships with Lewiston Housing, Community Concepts Inc. and Coastal Enterprises, Inc. the three major housing providers in Lewiston. As well as a network of private non-profits representing, health, family support services, services to the homeless, hospitals, citizens, etc. and will continue working strategically in the target area to address household needs. The City has

also worked with several affordable housing developers in recent years resulting in 48 units of mixed income housing in 2013 and 30 units of affordable senior housing in 2012. Discussions are underway with another organization to rebuild 30 units lost in the fires. Support for the project will likely come from NSP and HOME funds, tax credits and the creation of an affordable housing TIF. Clearance and demolition funding after the fire came from Program Year Three CDBG.

**Discussion**

The Lewiston Citizens Advisory Committee prioritized job and life skills, healthy foods, parenting and family support, and diversity training as important non-housing needs in the neighborhood. Currently the City has strong and active participation with the agencies providing services in the target area.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

The City received program income from the Housing Loan Program in the amount of 87,000 this year which will be included with funding from the new allocation of \$50,000 to recapitalize the housing loan program again this year.

The City received \$116,000 in program income from the Commercial Loan Program this year which will be used to fund the commercial program this year.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	203,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>203,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	10%
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90%

#### Discussion

The City has a revolving loan fund for activities relating to commercial and residential programming. The program income is derived from loaning money to qualifying activities under these programs.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 5**

**SUBJECT:**

Final Budget Public Hearing for the Fiscal Year 2014 Education Budget and continuation of the Final Budget Public Hearing for the Municipal Budget to the May 20 City Council meeting.

**INFORMATION:**

The City Council schedules and conducts two public hearings regarding the budget to receive citizen input. An initial public hearing is held earlier in the budget review process and a final public hearing is held at the end of the budget review process, prior to the final budget approval.

This public hearing is to receive citizen input and communication on the school budget which is scheduled for adoption at this meeting. This action item is also continuing the public hearing to the May 20 meeting for citizen input on the municipal budget.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

This public hearing is part of the budget process to receive citizen input.

*EAB/Kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a final budget public hearing to receive citizen input and communication regarding the proposed Fiscal Year 2014 Education budget and to continue the final budget public hearing for input on the municipal budget to the May 20, 2014 City Council meeting.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 6**

**SUBJECT:**

Resolve Approving the FY15 Budget for the Lewiston School Department.

**INFORMATION:** The budget initially proposed by the Lewiston School Committee in March called for a 74 cent increase in the tax rate for schools. After an initial joint meeting with the Council, the Committee has continued to work on its budget, which has gone through numerous versions. On April 21, the Lewiston School Committee unanimously approved budget version #5. This budget was presented to the City Council on April 24 at a budget workshop. While there was some support for the budget as proposed (\$0.31 mil rate increase), there were more Councilors advocating for either a maximum \$0.15 increase or no increase at all. The School Committee considered this feedback on Monday, April 28. Concerns were voiced about the level of budget line-by-line scurting that had already taken place and the impact on academic programmig. This Committee did, however, recognize the financial challenges faced by the City and its residents and ultimately approved, on a 6-2 vote, an amended budget which cut an additional \$293,400 from the budget and reduces the mil rate increase to \$0.15 or 1.6%. This represents a tax increase of \$22.50 per year for an owner occupied home valued at \$150,000.

This Council action would approve the School Committee budget which will then go the School Budget Validation Referendum Election scheduled for May 13. Since the requested expenditure increase exceeds the Charter limitation - this year 1.376% - Council approval will require five affirmative votes.

**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 Resolve approving the FY15 budget for the Lewiston School Department.



City of Lewiston Maine  
City Council Resolve  
May 6, 2014



**Resolve,** Approving the FY15 Budget for the Lewiston School Department

Whereas, pursuant to the City Charter, the Lewiston School Committee prepared and approved a FY15 budget for the Lewiston School Department that was submitted to the City Council in March; and

Whereas, subsequent to the receipt of this budget, the School Committee and the City Council have met to discuss and review it; and

Whereas, as a result of these discussions and information which has become available since the initial budget was approved, the School Committee has revised and amended the proposed budget; and

Whereas, the final budget approved by the School Committee proposes a significantly reduced property tax rate increase from its initial proposal;

**Now, therefore, be It Resolved by the City Council of the City of Lewiston** that the Fiscal Year 15 budget approved by the Lewiston School Committee as outlined and detailed on the eighteen attached Lewiston School Department Budget Articles is hereby adopted subject to approval of the voters of the City of Lewiston at a budget validation referendum.

## **LEWISTON SCHOOL DEPARTMENT BUDGET ARTICLES**

### **EXPENDITURE ARTICLES:**

1. To authorize the Lewiston School Committee to expend \$21,907,958 for Regular Instruction for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
2. To authorize the Lewiston School Committee to expend \$15,398,171 for Special Education for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
3. To authorize the Lewiston School Committee to expend \$2,927,142 for Career and Technical Education for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
4. To authorize the Lewiston School Committee to expend \$748,175 for Other Instruction, including Summer School and Extracurricular Instruction for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
5. To authorize the Lewiston School Committee to expend \$3,334,311 for Student and Staff Support for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
6. To authorize the Lewiston School Committee to expend \$1,187,636 for System Administration for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
7. To authorize the Lewiston School Committee to expend \$2,552,508 for School Administration for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
8. To authorize the Lewiston School Committee to expend \$3,073,621 Transportation and Buses for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
9. To authorize the Lewiston School Committee to expend \$5,959,606 for Facilities Maintenance for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
10. To authorize the Lewiston School Committee to expend \$3,422,905 for Debt Service and Other Commitments for the fiscal year beginning July 1, 2014 and ending June 30, 2015.
11. To authorize the Lewiston School Committee to expend \$16,000 for All Other Expenditures for the fiscal year beginning July 1, 2014 and ending June 30, 2015.

### **REVENUE ARTICLES:**

12. To see what sum the City will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (Recommend \$59,924,770) and to see what sum the City will raise as the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the

Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, §15688.

Statutory Recommendation \$18,152,708

School Committee Recommendation \$16,487,580

*Explanation: The City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the City must raise in order to receive the full amount of state dollars. Note: Per PL2009, Chapter 571, the amount recommended by the school committee as the required local share for the FY2014-2015 budget may be no less than 88.84% of the Title 20-A, Section 15688 amount, in order to receive the full amount of State subsidy.*

13. To appropriate the sum of \$1,033,324 for the annual payments on debt service previously approved by the City Council for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the City's contribution to the total cost of funding public education from kindergarten to grade 12.

*Explanation: Non-state-funded debt service is the amount of money needed to repay the annual payments on Lewiston's long-term debt for major capital school construction projects that are not-approved for state subsidy. The bonding of this long-term debt was previously approved by the City Council.*

14. To raise and appropriate the sum of \$0 in additional local funds for school purposes under Maine Revised Statutes, Title 20-A, section 15690.

*Explanation: The additional local funds are those locally raised funds over and above the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the City's budget for educational purposes.*

#### **TOTAL SCHOOL OPERATING BUDGET ARTICLE:**

15. To authorize the Lewiston School Committee to expend the sum of \$60,528,033 for the fiscal year beginning July 1, 2014 and ending June 30, 2015 from the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects,

additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

## **OTHER REVENUES**

16. To authorize the Lewiston School Committee to expend additional State, Federal and other funds received during the fiscal year 2014-2015 for school purposes, provided that such additional funds do not require the expenditure of local funds not previously appropriated.

17. To authorize the Lewiston School Committee to accept the categories of funds listed below as provided by the Maine State Legislature.

<b>CATEGORY</b>	<b>ESTIMATED AMOUNT</b>
Title I A Disadvantaged	\$2,255,000
Title IIA Teacher Quality	\$ 344,000
Title III ELL	\$ 130,000
Local Entitlement, Part 1 School Age and Part 2, Preschool Age	\$1,281,000
Carl D. Perkins Vocational and Applied Technology Education Act of 1990	\$ 208,000
Title I - School Improvement	\$ 595,000
21st Century Learners	\$ 119,000
Adult Basic Education	\$ 98,000
Adult Ed Civics Grant	\$ 38,000
Refugees Impact Grant	<u>\$ 39,000</u>
	\$5,107,000

## **ADULT EDUCATION:**

18. To appropriate the sum of \$649,943 for adult education for the fiscal year beginning July 1, 2014, and ending June 30, 2015, and to raise the sum of \$420,862 as the local share for adult education, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

April 30, 2014

**To: Lewiston City Council and Lewiston School Committee**

**From: Bill Webster, Superintendent**

**Re: Memo re Proposed 2014-15 Budget – Version #6**

**Summary**

The Lewiston School Committee unanimously approved budget version #5 on April 21<sup>st</sup>, and this budget was presented to the City Council on April 24<sup>th</sup> in a budget workshop meeting. While there was some support for the budget as proposed (\$0.31 mil rate increase), there were more councilors advocating for either a maximum \$0.15 increase or no increase at all.

The School Committee considered this feedback on Monday, April 28<sup>th</sup>. Concerns were voiced about the level of budget line-by-line scrutiny that had already taken place, and the impact on our academic programming. The Committee did recognize the financial challenges faced by the City and its residents and did ultimately approve, on a 6-2 vote, an amended budget that reduces the mil rate to a \$0.15 increase, or 1.6%. This required another \$293,400 in budget cutbacks, which are identified below. (Previous cutbacks totaled over \$1.0 million and included the elimination of 13 positions as detailed on Page 3.)

Reserves (1)	-220,000
Athletics (2)	-19,267
Association Dues (3)	-6,740
Facilities (4)	-20,000
Cutbacks in Article 1 (5)	-10,393
Course Reimbursement (6)	-17,000
	<hr/>
	-293,400

Notes:

- (1) This reduction reduces our reserves to \$50,000 and constrains our ability to adjust to unforeseen events or build unexpended funds for the FY16 budget.
- (2) Includes elimination of \$14,267 in intramurals, \$3,000 in field maintenance and \$2,000 in Dues and Fees.
- (3) Reflects proposed new practice that generally only one member of LPS staff shall be a member of any particular organization.
- (4) Details will be worked out by Facilities Director and Controller.
- (5) Details will be worked out by my Management Team.
- (6) Reflects proposed new practice that course reimbursements will generally be for recertification only or to meet a district need.

This latest budget, version #6, has been posted at [www.lewistonpublicschools.org](http://www.lewistonpublicschools.org).

**Budget Summary**

The proposed budget is taken from TAB B and summarized on Page 2.

State aid increased by \$3.5 million over the prior year because of our increased enrollment and higher special education costs. Our budget challenges have been largely caused by MaineCare costs that have increased over \$4 million in the last three years. This is described in more detail on page 5. A further challenge is that we no longer have \$1.5 million in unexpended revenue from the prior school year to serve as a revenue cushion against tax increases or the need for spending cuts. We still have initiated cutbacks totaling \$1.1 million (including 13 positions) in order to keep the mil rate down.

	<u>FY14</u>	<u>FY15</u>	<u>\$ Change</u>	<u>% Change</u>
Local Property Taxes (See Note 1)	\$17,517,939	\$ 17,941,766	\$ 423,827	2.4%
K-12 State Subsidy	39,259,785	42,721,129	3,461,344	8.8%
Unexpended from Prior Year (2)	1,592,525	0	(1,592,525)	(100.0%)
Other (3)	479,434	515,081	35,647	7.4%
<b>TOTAL REVENUE (TAB B)</b>	<b>58,849,683</b>	<b>61,177,976</b>	<b>2,328,293</b>	<b>4.0%</b>
Contractual Pay Increases (4)		1,291,000	1,291,000	-
Increase in MaineCare (5)		500,000	500,000	-
Positions not in FY14 Budget (Pg 6)		410,000	410,000	-
Increase in Benefit Costs		390,415	390,415	
All Other Budget Expenses	58,849,683	58,586,561	(263,122)	(0.4%)
<b>TOTAL EXPENSES (TABS 1-10)</b>	<b>58,849,683</b>	<b>61,177,976</b>	<b>2,328,293</b>	<b>4.0%</b>

**Notes:**

(1) Increase is based upon the following change in mil rate and a valuation of \$1.881 million:

<u>Local Mil Rate</u>	<u>FY14</u>	<u>FY15</u>	<u>\$ Change</u>	<u>% Change</u>
Estimated Mil Rate	\$ 9.39	\$ 9.54	\$ 0.15	1.6%

(2) Unexpended funds are amounts budgeted but left unspent in previous years. Unfortunately, the unbudgeted increase in last year's MaineCare costs (see note 6) completely eliminated any unexpended funds that would have normally been available to support this budget.

(3) Other includes the State subsidy for Adult Education, Medicaid Reimbursements, Payments for State Agency Clients and Other Revenue.

(4) Over 90% of Lewiston Public Schools employees are covered by collective bargaining units. Contractual increases for next year, much of which was negotiated three years ago, total approximately \$1,291,000. This increase includes \$872,000 for the final year of a 3-year plan to bring our average teacher compensation in-line with area districts like Lisbon and Auburn.

(5) The increase is over the revised FY14. The original FY14 budgeted MaineCare amount was \$400,000. In January 2014 voters adopted a revised budget that increased the MaineCare amount to \$1.5 million funded by an additional \$400,000 in state subsidy and reductions of \$709,000 in other budget categories. MaineCare is further discussed beginning on page 5.

**Cutbacks and Adjustments Reflected in Proposed Budget**

The cutbacks below include the elimination of 13 existing positions.

**CUTBACKS BOOKED IN EARLIER BUDGET VERSIONS**

<u>Location/Area</u>	<u>Description</u>	<u>Total</u>
Elementary	Eliminate Technology Integrator	75,000
	Instructional Equipment	19,000
LMS	Replace Retiring Librarian with Educational Technician	40,000
	Other Instruction	7,000
LHS	Eliminate Open Teen Parenting Program including Teacher and Teen Parenting Ed Technician	84,000
	Eliminate 1 Guidance Position	64,000
LRTC	Postponement of Ventilation and Equipment Upgrades	64,000
ELL	Afterschool/summer school programming and Professional Development now Covered by Grant	39,000
	Reduce Interpretation Services Budget to Needed Level	13,000
Curriculum	Reduce Assessments	90,000
	Cut 25% of K-8 Experiential Learning	7,000

**CUTBACKS MADE IN BUDGET VERSION #4**

Central Office	Eliminate 1 position (Grant stops in FY15)	0
	Mgmt pay freeze for Controller, CAO, Super, Ass't Super	7,000
Facilities	Eliminate 1 position and/or defer maintenance (Attachment I)	100,000
Farwell	Eliminate 1 classroom Teacher	40,000
Martel	Eliminate 1 Educational Technician	23,000
LMS	Eliminate 2 Teachers	108,000
	Eliminate 1 Educational Technician	18,000
LHS	Eliminate 1 regular education teacher	40,000
	Co-Curricular/Athletics (9% cutback – Attachment II)	66,000
LRTC	Eliminate open HVAC Instructor and Program	78,000
	Defer equip replacement and other expenditures (Attachment III)	40,000
Special Ed Schools	Fund 2 new Autism Teachers out of Local Entitlement Grant	104,000
	Administration operating costs	11,000

**CUTBACKS MADE IN BUDGET VERSION #5**

Special Ed	Fund 2 new Autism Ed Techs out of Local Entitlement Grant	46,000
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**CUTBACKS MADE IN BUDGET VERSION #6**

	Reduction in Reserves from \$270,000 to \$50,000	220,000
LHS	Athletics (includes elimination of intramurals \$14,267)	19,267
	Association Dues	6,740
	Facilities	20,000
	Further Cutbacks in Article 1	10,393
	Reduction in Course Reimbursements	17,000

**Attachment I** lists the proposed \$100,000 cutback in **Facilities**, and these cutbacks will be increased by another \$20,000 based upon the April 28<sup>th</sup> School Committee decision. Much of these savings only represent postponement of expenditures to the following year. **Attachment II** details the plan to cut the Lewiston High School **co-curricular and athletic budget** by 9% without eliminating any current programming. (This, of course, is now changed with the adjustment described on page 1.) One aspect of the plan includes charging a nominal pay-to-play fee to fund future equipment purchases. This will be discussed again by the School Committee in an upcoming meeting before implementation. **Attachment III** lists \$40,000 in cutbacks from **LRTC expenditures**. This is an improvement from the \$68,000 reduction proposed in budget version #2.

The other cutbacks listed on page 2 have been discussed in detail during the budget meetings, and handouts were distributed on **teen parenting** and the now eliminated **alternative education programming**. The teen parenting program has been very successful at the High School in helping many teen mothers continue in school and graduate. This year, however, no teen parents have placed children in the program. There are now expanded alternative childcare opportunities that did not exist in the past. Early Head Start provides more support and extended times that allow high school parents greater flexibility and the opportunity to attend after-school classes at Lewiston Academy. We will enter into a Memorandum of Understanding with them to assure all our students are served. We also now have a formal relationship with the Wayfinder Schools' Passage program that provides in-home support and instruction.

Version #1 of the budget included an expansion of **alternative education programming**. While this expansion is critical to reducing our dropout rate and improving graduation, this budget now uses what would have funded the program to reduce the impact on elementary classroom size. The draft budget now retains three elementary classroom positions originally proposed for elimination and adds one bus run to move students to the two available, unused classrooms at McMahan. Our plan is to transfer 1 Geiger teaching position and 1 Farwell position to McMahan and 1 Montello position to Longley. School choice decisions will be used to balance class sizes as shown in **Attachment IV - Elementary School Class Sizes and School Choice**. In addition, there remain in the budget, 3 regular educational technicians devoted to assisting our larger elementary classes.

This budget eliminates all locally funded K-8 **afterschool and summer programming**. We will continue to offer programs funded by grants, but our offerings will fall short of the need. Furthermore, this budget for the first time in four years does not expand **our prekindergarten programming**.

**MaineCare Costs**

While I have provided previous information on this subject, I want to reiterate some background on MaineCare so that new School Committee and City Council members are fully informed.

MaineCare is Maine's name for Medicaid, the federally funded program to provide medical services to eligible citizens. The Federal Government actually pays only a percentage of the costs, which has dropped in recent years from roughly 75% to 64%. The remainder is called Seed and must be paid by state or local governmental entities. Special education students eligible for MaineCare are sometimes placed in special purpose private schools (SPPS) and can receive an array of mandated medical services. In the past many SPPS would bill Maine's Department of Health and Human Services for the federal portion of the medical cost but not bill, or bill at a reduced rate, the local school district for the so-called Seed portion. In some cases, including Lewiston's, this was by special agreement with the SPPS as they were receiving equivalent funding in other ways, such as through higher tuition rates for students.

Two years ago the Department of Education (DOE) began deducting the MaineCare seed requirement directly from the educational subsidy, often 6 to 12 months after the fact. This change in practice helped Maine ensure compliance with Federal Medicaid regulations but placed a real burden on Maine school districts, particularly Lewiston as we have more students in SPPS than any other district in Maine. To date, we have incurred over \$4.5 million in MaineCare charges. We are still in the process of renegotiating contracts with our SPPS, believing that they are now receiving a continuing windfall from the new Seed money. In addition, we have appealed to DOE and DHHS about subsidy reduction occurring before we have been given the opportunity to review and approve the SPPS billings. We have also objected to the hourly rate of \$58.60 being changed for the equivalent of educational technician with a little extra training.

Unfortunately, we have been unsuccessful in having this mandate reduced and are only now budgeting the proper level of expected annual charges, \$1.9 million in the 2014-15 budget. The level of this expenditure increases the need for us to develop internal resources to in-house students that are currently being out-placed to SPPS. Our efforts are noted in the next section.

**Additional Expenditures to Address Special Education Needs**

We need to enhance our internal capacity to ultimately reduce the number of students that are serviced by private schools, often at a cost of \$50,000 or more per student annually. This budget completes our implementation of the 2012 special education study through the upgrade of all special education coordinator positions to supervisors with the authority to oversee and evaluate staff. In addition, we have recently contracted with a firm that specializes in developing and enhancing autism programs. This budget includes the expansion of our Geiger autism program and the establishment of our first such program at Lewiston Middle School.

All these special education positions added to the FY15 budget are summarized below:

**Proposed Position Changes/Additions in Special Education**

<b>Location</b>	<b>Position</b>	<b>Cost</b>	<b>Comment</b>
Elem	Special Ed Supervisors	26,000	Expands coverage at Montello and Longley and upgrades positions as noted above.
Geiger	Special Education Teacher	-	For 2 <sup>nd</sup> in-house autism program classroom but now funded through Local Entitlement
Geiger	3 Educational Technicians	90,000	For 2 <sup>nd</sup> in-house autism program classroom
LMS	Special Education Teacher	-	For new autism program classroom but now funded through Local Entitlement Grant
Martel	Resource Room Teacher	73,000	To address issues identified in designation by DOE of Martel as a Focus School
<b>TOTAL</b>		<b><u>189,000</u></b>	

**Existing Positions New to City Budget**

The following positions have either been previously funded by grants or have been incurred but not budgeted.

<b>Location</b>	<b>Position</b>	<b>Cost</b>	<b>Comment</b>
District	0.5 FTE Dir. of Inst. Support	43,000	New ruling for grant compliance. 0.5 FTE remainder remains grant funded.
District	0.85 Grant Accountant	66,000	New ruling for grant compliance
Montello	0.5 Custodian	22,000	Previously filled with substitute. This corrects budgeting error.
McMahon	1.5 Custodian	50,000	Previously filled with substitute. This corrects budgeting error.
District	1.0 Maintenance/Delivery	40,000	New ruling for grant compliance
<b>TOTAL</b>		<b><u>221,000</u></b>	

**Attachments**

**Attachment I – Proposed Cuts in Facilities Budget**

**Attachment II – Proposed Cuts in Co-Curricular/Athletics at LHS**

**Attachment III – Proposed Cuts at LRTC**

**Attachment IV – Elementary School Class Sizes and School Choice**

**Also attached - Mission and Vision matched with Goals adopted by the School Committee.**

# LEWISTON CITY COUNCIL

## MEETING OF MAY 6, 2014

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 7**

**SUBJECT:**

Condemnation Hearing for the building located at 111 Pine Street.

**INFORMATION:**

The City has begun the process for condemnation of the property at 111 Pine Street under the dangerous building classification. This property has been abandoned by the owner and upon inspection of city staff has been determined to be an unsafe structure.

The agenda background material pertains to the condition of this property. The City Attorney will be present on Tuesday evening to assist the City Council with the condemnation hearing and to advise accordingly.

**PLEASE NOTE - The background material for this agenda item is included in a separate binder that was distributed with the meeting agenda binder.**

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EARBKmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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1) To conduct a hearing to determine if the building located at 111 Pine Street has meet the dangerous building statutes as defined in Title 17, sec. 2851 et all.

*If it is determined that the building does meet the dangerous building criteria, then the Council is asked :*

2) With regard to the property at 111 Pine Street, to adopt the Findings of Fact, Conclusions of Law and Order of Demolition proposed by the City Planning and Code Enforcement Department, which Order establishes the corrective action to be taken by the property owner and the time frame for taking such action, and which authorizes the City Administrator to take such corrective action if the property owner fails to do so, and to recoup the City's costs through a special tax or collective action.

## MEMORANDUM

**To:** Mayor McDonald; Lewiston City Council  
**From:** Gildace Arsenault, Director, Lewiston Planning Department  
**Date:** May 6, 2014  
**RE:** Dangerous Buildings Hearing for 111 Pine Street

---

Dear Mayor and City Council,

At the Council meeting on May 6, 2014, the Planning Department will be presenting evidence as to why 111 Pine Street is a dangerous building within the meaning of 17 M.R.S. § 2851. We will be requesting that the Council find that this property is a dangerous building and order that it be demolished.

To assist your decision I have included the following materials for each property:

- Documents establishing the identity of the current owner;
- The Notice of Hearing and proof of service on the owners and any party in interest;
- Previous correspondence, notices, or citations to the owner, if any; and
- Photographs depicting the dilapidation at the property.

At the meeting, the Planning Department will present this evidence as well as testimony showing why these properties are dangerous and should be demolished. I will also prepare for the Council proposed findings of fact, conclusions of law, and proposed order of demolition.

LEWISTON CITY COUNCIL MEETING  
MAY 6, 2014  
DANGEROUS BUILDINGS HEARING  
111 PINE STREET  
CITY OF LEWISTON PLANNING DEPARTMENT EXHIBITS

**THOMAS MAYNARD**  
**City of Lewiston**  
**Code Enforcement Officer**

**RESPONSIBILITIES**

Responsible for implementing and enforcing City of Lewiston land use, zoning, and building codes.

**MAINE STATE CERTIFICATIONS**

Internal Plumbing  
Subsurface Wastewater Disposal  
Zoning Officer  
Shoreland Zoning  
Land Use Planning  
Building Standards (Residential Building, Commercial Building, Residential Energy, Commercial Energy, Residential Indoor Ventilation, Commercial Indoor Ventilation, Residential Radon)  
Legal Issues

**EXPERIENCE**

**Home Building**

NV Ryan Homes, Maryland (1985-1988)  
Production supervisor

Thunderlion, Maryland (1994-1997)  
Production superintendent

**Governmental**

Montgomery County, Maryland (1988-1994)  
1 & 2 family building and electrical inspector

Scarborough, Maine (1997-2001)  
Code enforcement officer, building inspector, electrical inspector, plumbing inspector

Washington County, Maryland (2001-2004)  
1 & 2 family building and electrical inspector

Lewiston, Maine (2004-present)  
Code enforcement officer, constable, housing inspector, building inspector, internal and external plumbing inspector, shoreland zoning officer, land use compliance officer

# OWNERSHIP DOCUMENTS

Maine Short Form Warranty Deed

I, **GEORGE A. NOLLEY, JR.**, of Pikesville, Maryland, for consideration paid, grant to **RICHARD L. SEAMON**, whose mailing address is 80 Androscoggin Avenue, Lewiston, Maine, 04240, with **WARRANTY COVENANTS**, a certain lot or parcel of land, with any buildings thereon, situated in Lewiston, County of Androscoggin, and State of Maine, being further described in the attached Exhibit A.

The premises are conveyed subject to any easements and restrictions of record, and this deed includes all rights, easements, privileges and appurtenances belonging to the premises hereinabove described.

IN WITNESS WHEREOF, George A. Nolley, Jr. has caused this instrument this 22nd day of October, 2007, to be executed in his name and on his behalf by his attorney-in-fact, thereunto duly authorized by a Power of Attorney dated March 14, 2006, ~~2007~~ to be recorded herewith in the Androscoggin County Registry of Deeds.

MAINE REAL ESTATE  
TRANSFER TAX PAID

*Diane M. Milligan*  
Witness

GEORGE A. NOLLEY, JR.

*Anita Drake*  
Anita Drake, as Attorney-in-Fact for  
George A. Nolley, Jr.

STATE OF MAINE  
COUNTY OF ANDROSCOGGIN, SS.

Then personally appeared the above named Anita Drake, in her capacity as Attorney-in-Fact for George A. Nolley, Jr., known to me, this 22nd day of October, 2007 and acknowledged before me the foregoing instrument to be her free act and deed.

*Diane M. Milligan*  
Notary Public/Attorney at Law  
Name: \_\_\_\_\_  
My commission expires \_\_\_\_\_  
DIANE M. MILLIGAN  
NOTARY PUBLIC, MAINE

X:\WPDOCS\DIANET\2007\07-2500\07-2534 - POA DEED.doc

EXPIRES AUGUST 17, 2009



Order No: 1377431 (07-2534)

EXHIBIT 'A'

A certain lot or parcel of land, with any buildings thereon, situated in Lewiston, Androscoggin County and State of Maine bounded and described as follows:

Commencing at the corner formed by the Southerly line of Pine Street and the Westerly line of Bartlett Street, at an iron pin set in the ground;

Thence running Southerly on said Bartlett Street one hundred twenty-eight (128') feet to an iron hub set in the ground;

Thence at a right angle Westerly one hundred (100') feet to an iron pin set in the ground;

Thence at a right angle Northerly and by the Easterly line of land formerly of M.C. Wedgewood and now of Fahey Funeral Home, Inc., to said Pine Street, to a pin set in the ground;

Thence at a right angle Easterly and by the said Southerly line of said Pine Street one hundred (100') feet to the point of beginning.

Being the same premises conveyed to George A. Nolley, Jr. by warranty deed from Kevin F. Lynch dated October 24, 2005 and recorded in the Androscoggin County Registry of Deeds in Book 6546, Page 229.

ANDROSCOGGIN COUNTY  
*Tina M. Chouard*  
REGISTER OF DEEDS

**NOTICE OF HEARING  
CERTIFICATES OF SERVICE**

**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

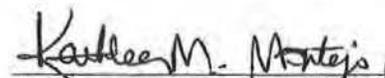
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

If the City Council finds that the structure is dangerous or a nuisance, it may order the appropriate corrective action, including, but not limited to, demolition and removal of the structure. If the corrective action is not taken by the deadline established by the City Council's order, and no appeal is taken, the City may take the corrective action at the City's expense. The City may then recover all of its expenses, including reasonable attorneys' fees and costs, by means of a special tax or civil action.

This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

Dated: March 28, 2014

  
Kathleen M. Montejo, City C

STATE OF MAINE  
ANDROSCOGGIN, ss

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

*Allison R. Pease*  
\_\_\_\_\_  
Notary Public / Attorney at Law

**SEAL**

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2014

ANDROSCOGGIN COUNTY  
TINA M CHOUINARD  
REGISTER OF DEEDS

return  
D

CITY OF LEWISTON  
CITY COUNCIL

**RETURN OF SERVICE**

**NOTICE OF HEARING  
111 PINE STREET, LEWISTON, MAINE  
Pursuant to 17 M.R.S. §§ 2851, et seq.**

On April 3, 2014 (date), I served the above-referenced NOTICE OF HEARING, a copy of which is attached hereto, by serving a copy of same to Richard L. Seamon, individually, at the following address:

Richard L. Seamon  
451 Court Street  
Auburn, ME 04210

Costs of Service:

Service:	\$	<u>21.00</u>
Travel:	\$	<u>2.20</u>
Postage:	\$	<u>1.00</u>
Other:	\$	<u>2.00</u>
<b>TOTAL:</b>	<b>\$</b>	<b><u>26.20</u></b>

  
Signature

PSC  
Agency



**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

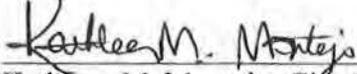
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

If the City Council finds that the structure is dangerous or a nuisance, it may order the appropriate corrective action, including, but not limited to, demolition and removal of the structure. If the corrective action is not taken by the deadline established by the City Council's order, and no appeal is taken, the City may take the corrective action at the City's expense. The City may then recover all of its expenses, including reasonable attorneys' fees and costs, by means of a special tax or civil action.

This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

Dated: March 28, 2014

  
Kathleen M. Montejo, City Clerk

STATE OF MAINE  
ANDROSCOGGIN, ss

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

Allison R. Pease  
Notary Public / Attorney at Law

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2014

Return

CITY OF LEWISTON  
CITY COUNCIL

**RETURN OF SERVICE**

**NOTICE OF HEARING  
111 PINE STREET, LEWISTON, MAINE  
Pursuant to 17 M.R.S. §§ 2851, et seq.**

On March 31, 2014 (date), I served the above-referenced NOTICE OF HEARING, a copy of which is attached hereto, by serving a copy of same to Bank of America, N.A., at the following address:

Bank of America, N.A., as successor by merger  
to BAC Home Loan Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, DE 19801

(accepted by Molly Gonzalez, legal department representative)

Costs of Service:

Service:	\$ 50.00
Travel:	\$
Postage:	\$
Other:	\$
<b>TOTAL:</b>	<b>\$ 50.00</b>

  
\_\_\_\_\_  
Signature  
Jeffrey L. Butler  
Legal Beagles, Inc.

Agency  
P.O. Box 886  
New Castle, Delaware 19720-0886  
(302) 478-2693 - telephone

EXHIBIT D

**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

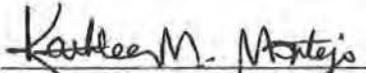
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

If the City Council finds that the structure is dangerous or a nuisance, it may order the appropriate corrective action, including, but not limited to, demolition and removal of the structure. If the corrective action is not taken by the deadline established by the City Council's order, and no appeal is taken, the City may take the corrective action at the City's expense. The City may then recover all of its expenses, including reasonable attorneys' fees and costs, by means of a special tax or civil action.

This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

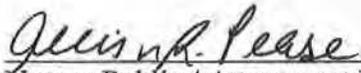
Dated: March 28, 2014

  
Kathleen M. Montejo, City Clerk

STATE OF MAINE  
ANDROSCOGGIN, ss

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

  
\_\_\_\_\_  
Notary Public / Attorney at Law

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2014

CITY OF LEWISTON  
CITY COUNCIL

RETURN OF SERVICE

NOTICE OF HEARING  
111 PINE STREET, LEWISTON, MAINE  
Pursuant to 17 M.R.S. §§ 2851, et seq.

On 4/9/14, 2014 (date), I served the above-referenced NOTICE OF HEARING, a copy of which is attached hereto, by serving a copy of same on Mike Jensen, person authorized to accept service for Rigby Auto Repair, Inc., at the following address:

Rigby Auto Repair, Inc.  
205 Lincoln Street  
South Portland, ME 04106

Costs of Service:

Service:	\$	<u>1.00</u>
Travel:	\$	<u>9.90</u>
Postage:	\$	<u>.60</u>
Other:	\$	<u>5.00</u>
TOTAL:	\$	<u>31.50</u>

J.M. McLaughlin  
Signature

CCSO  
Agency



**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

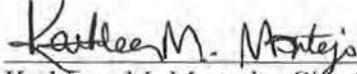
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

If the City Council finds that the structure is dangerous or a nuisance, it may order the appropriate corrective action, including, but not limited to, demolition and removal of the structure. If the corrective action is not taken by the deadline established by the City Council's order, and no appeal is taken, the City may take the corrective action at the City's expense. The City may then recover all of its expenses, including reasonable attorneys' fees and costs, by means of a special tax or civil action.

This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

Dated: March 28, 2014

  
\_\_\_\_\_  
Kathleen M. Montejo, City Clerk

STATE OF MAINE  
ANDROSCOGGIN, ss

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

Allison R. Pease  
Notary Public / Attorney at Law

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2014

return

CITY OF LEWISTON  
CITY COUNCIL

**RETURN OF SERVICE**

**NOTICE OF HEARING**  
**111 PINE STREET, LEWISTON, MAINE**  
**Pursuant to 17 M.R.S. §§ 2851, et seq.**

On APR 01 2014, ~~2014~~ (date), I served the above-referenced NOTICE OF HEARING, a copy of which is attached hereto, by serving a copy of same to CT Corporation Systems as Registered Agent for Cavalry SPV I, LLC, at the following address:

Cavalry SPV I, LLC  
c/o CT Corporation System, Registered Agent  
1536 Main Street  
Readfield, ME 04355

Costs of Service:

Service: \$ \_\_\_\_\_  
Travel: \$ \_\_\_\_\_  
Postage: \$ \_\_\_\_\_  
Other: \$ \_\_\_\_\_  
  
TOTAL: \$ \_\_\_\_\_

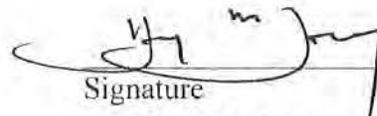
  
\_\_\_\_\_  
Signature  
HARRY MCKENNEY  
Chief Civil Deputy  
\_\_\_\_\_  
Agent KENNEBEC COUNTY  
SHERIFF'S OFFICE

EXHIBIT F

**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

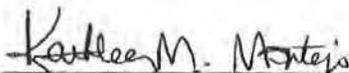
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

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This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

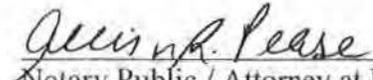
Dated: March 28, 2014

  
Kathleen M. Montejo, City Clerk

STATE OF MAINE  
ANDROSCOGGIN, ss.

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

  
\_\_\_\_\_  
Notary Public / Attorney at Law

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2015

Return  
B

CITY OF LEWISTON  
CITY COUNCIL

RETURN OF SERVICE

NOTICE OF HEARING  
111 PINE STREET, LEWISTON, MAINE  
Pursuant to 17 M.R.S. §§ 2851, et seq.

On April 3, 2014 (date), I served the above-referenced NOTICE OF HEARING, a copy of which is attached hereto, by serving a copy of same to Norman J. Rattey for Ness Oil Company, at the following address:

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, ME 04210

Costs of Service:

Service:	\$	<u>2100</u>
Travel:	\$	_____
Postage:	\$	_____
Other:	\$	_____
TOTAL:	\$	<u>2100</u>

  
\_\_\_\_\_  
Signature

WSC  
\_\_\_\_\_  
Agency

EXHIBIT G

**NOTICE OF HEARING**  
**Pursuant to 17 M.R.S. §§ 2851-59**  
**Dangerous Buildings**

Richard L. Seamon  
451 Court Street  
Auburn, Maine 04210

Bank of America, N.A., as successor by  
merger to BAC Home Loans Servicing, LP  
f/k/a Countrywide Home Loans Servicing, LP  
1100 King Street  
Wilmington, Delaware 19801

Rigby Auto Repair, Inc.  
c/o Andrew J. Doukas  
673 Congress Street  
Portland, Maine 04101

Cavalry SPV I, LLC  
c/o CT Corporation System  
1536 Main Street  
Readfield, Maine 04355

Ness Oil Company  
c/o Norman J. Rattey  
95 Main Street  
Auburn, Maine 04210

**111 PINE STREET, LEWISTON, MAINE**

You are hereby notified that the City Council of the City of Lewiston, Maine will hold a hearing on:

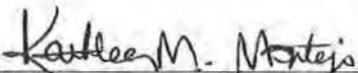
May 6, 2014  
7:00 pm  
Lewiston City Hall, 27 Pine Street, Lewiston, Maine

This hearing is to determine whether the residential structure at 111 Pine Street, Lewiston, Maine, identified as Lot 455 on Tax Map 195, and further described in a Warranty Deed recorded in the Androscoggin County Registry of Deeds at Book 7287, Page 263, is a dangerous building or nuisance within the meaning of 17 M.R.S. § 2851, and if so, what is the appropriate remedy.

If the City Council finds that the structure is dangerous or a nuisance, it may order the appropriate corrective action, including, but not limited to, demolition and removal of the structure. If the corrective action is not taken by the deadline established by the City Council's order, and no appeal is taken, the City may take the corrective action at the City's expense. The City may then recover all of its expenses, including reasonable attorneys' fees and costs, by means of a special tax or civil action.

This hearing is your opportunity to present evidence as to why the structure is not dangerous or a nuisance and to oppose any corrective action ordered by the City Council. Failure to attend may result in the waiver of certain rights with regard to this property.

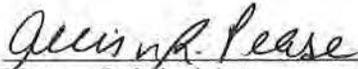
Dated: March 28, 2014

  
\_\_\_\_\_  
Kathleen M. Montejo, City Clerk

STATE OF MAINE  
ANDROSCOGGIN, ss

March 28, 2014

Before me this day personally appeared Kathleen M. Montejo who acknowledges the foregoing instrument to be her free act and deed.

  
\_\_\_\_\_  
Notary Public / Attorney at Law

ALLISON R. PEASE  
Notary Public, Maine  
My Commission Expires August 31, 2015

CITY  
CORRESPONDENCE

**CODE ENFORCEMENT  
CITY BUILDING  
27 PINE STREET  
LEWISTON, MAINE 04240  
(207) 513-3125 EXT. 3226**

**NOTICE OF CONDEMNATION/PLACARDING  
VIA FIRST CLASS & CERTIFIED MAIL  
RETURN RECEIPT REQUESTED  
POSTED AT SITE**

April 18, 2013

Richard Seamon  
451 Court St. Apt# 1.  
Auburn, ME 04210

Party(ies) In Interest : Bank of America Successor by merger to Bac Home Loan Servicing LP FKA  
Country Wide Home Loans Servicing LP  
C/O Attorneys for Mortgagor: Shechtman, Halperin, Savage LLP  
1080 Main St.  
Pawtucket St. RI 02860

RE: 111 Pine Street, Lewiston, ME 04240

To whom it may concern,

It has come to the attention of this office that the building at 111 Pine Street is vacant and has suffered severe deterioration making it unfit for occupancy due to violation(s) of the following provisions of Chapter 18, Article III, Property Maintenance Code, Sections 18-51 and 18-52, Article VI, Sections 18-200 & 18-201, as per The Code of Ordinances of the City of Lewiston hereafter referred to as the (Code). The building is without necessary facilities such as heat, hot potable water, electricity and has been abandoned. Due to obsolescence of the mechanical systems, dilapidation and deterioration of the structural elements and unsanitary conditions, substantial rehabilitation is required for re-occupancy or the building must be demolished.

I hereby condemn and placard the building and property at 111 Pine Street as being unfit for occupancy pursuant to and in accordance with Chapter 18, Article III, Property Maintenance Code, Sections 18-51 and 18-52, IPMC-108.1 et seq, IPMC-109.1 et seq, IPMC-110.1 et seq, , IPMC-302.1 et seq, IPMC-304.1 et seq, IPMC-305.1 et seq, IPMC-306.1 et seq, IPMC-402.2 et seq, IPMC-504.1 et seq, IPMC-505.1 et seq,, IPMC-506.1 et seq, IPMC-602.1 et seq, IPMC-603.1 et seq, IPMC-604.1 et seq, IPMC-605.1 et seq, IPMC-703.1 et seq and PMC-704.1 et seq of the Code of Ordinances of the City of Lewiston. You are hereby ordered to immediately ensure this building is secured from unauthorized entry. You are to make substantial repairs, with all appropriate permits issued by this office, or to demolish this building, leaving the property in manner to the satisfaction of this office by no later than June 1, 2013.

The City of Lewiston may order the demolition of this building pursuant to the provisions of the

the building is not maintained secured or is a threat to public safety and a nuisance.

The above-mentioned property will be placarded and may not be re-occupied until proper abatement of all violations and rehabilitation has been completed. An inspection shall be conducted to confirm compliance. At such time the condemnation order and placarding shall be discontinued pursuant to the above referenced Code Section IPMC-108.4.1 stating "the code official shall remove the condemnation and placarding whenever the defect or defects upon which the Condemnation and Placarding were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the code official shall be subject to the penalties provided by this code."

Your prompt attention to this matter is advised to avoid legal action. It is our sincere desire to work with you in devising an implementation schedule for the correction of these conditions. Please contact this office immediately if circumstances do not permit the timely compliance with this order and abatement of the violations or if you have any questions regarding this matter.

In the event that you do not comply with this order, this office may issue a citation pursuant to Chapter 50, Article II, and Section 50-36 thru 50-51 of the aforementioned Code. Said citation shall require you to pay a penalty of one hundred and ten dollars (\$110.00) for the first citation and you will be reordered to abate the outstanding violations in the previous Notices and Orders. In the event that you do not comply with the first citation, additional citations may be issued. The second citation imposes a civil penalty of two hundred and twenty five dollars (\$225.00), the third is four hundred and twenty five dollars (\$425.00), the fourth and subsequent citations are eight hundred and fifty dollars (\$850.00), and penalties are cumulative. In the future, if any of the above violations are repeated, you are not entitled to receive any further notification, and this office may serve you with a citation.

In lieu of or in addition to the issuance of citations, this office may initiate a land use complaint pursuant to Rule 80-K of the Maine Rules of Civil Procedure and 30-A M.R.S.A. § 4452 et seq. and § 3758-A et seq. as amended. A judgment from such a lawsuit in the City's favor will result in a court order that any violations be abated, the imposition of a fine of up to two thousand, five hundred dollars (\$2,500.00) per violation, per day, the payment of court costs and the City's legal fees.

You may appeal this order and request a hearing before the Lewiston Board of Appeals by filing a written petition at the office of the Director of Planning and Code Enforcement within ten (10) days of receipt of this notice. This petition shall be submitted on a form provided by this office along with the one hundred and five dollar (\$105.00) appeal fee. Should you fail to appeal you will be barred from any opportunity to contest or challenge the terms of this Notice and Order in any further legal proceedings.

If you sell, transfer or lease this property, you must notify the grantee, mortgagee, transferee, or lessee of any outstanding code violations pursuant to Section IPMC-107.6 of the Property Maintenance Code. You must also furnish this office with a signed notarized statement from the grantee, mortgagee, transferee or lessee acknowledging receipt of any orders or notices and fully accepting responsibility for the abatement of said violations.

Sincerely,



Jeff Beril  
Code Enforcement Officer

c: Gildace J. Arsenault, Director of Planning & Code Enforcement

The City of Lewiston is an EOE. For more information, please visit our website @ [www.ci.lewiston.me.us](http://www.ci.lewiston.me.us) and click on the Non-Discrimination Policy

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS. DO NOT WRITE ON THIS AREA.

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

RICHARD SEAMON  
451 COURT STREET, APT #1  
AUBURN ME 04210

2. Article Number  
*(Transfer from service label)*

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  Agent  
 Addressee  
**X**

B. Received by (*Printed Name*) C. Date of Delivery

D. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

3. Service Type  
 Certified Mail  Express Mail  
 Registered  Return Receipt for Merchandise  
 Insured Mail  C.O.D.

4. Restricted Delivery? (*Extra Fee*)  Yes

7010 3090 0000 0594 0097

LEWISTON  
FORCEMENT  
BUILDING  
E STREET  
N, MAINE 04240  
3125 EXT. 3226

INATION/PLACARDING  
S & CERTIFIED MAIL  
EIPT REQUESTED  
D AT SITE

PLANNING & CODE ENFORCEMENT  
City of LEWISTON  
27 Pine Street, City Hall  
Lewiston, Maine 04240

5/11  
Purs  
checked

4-26  
5-6

RICHARD SEAMON  
451 COURT STREET, APT #1  
AUBURN ME 04210

7010 3090 0000 0594 0097



or by merger to Bac Home Loan Servicing LP FKA  
rin,Savage LLP

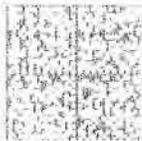
04210 04210 04210

04210 04210 04210  
04210 04210 04210

RETURN TO SENDER  
UNDELIVERED  
REASON TO TOP MARK

MESSAGE DISSEMINATED 05/09/11

Notice  
5/11/11



5006.11

building at 111 Pine Street is vacant and has suffered  
due to violation(s) of the following provisions of  
Code. Sections 18-51 and 18-52, Article VI, Sections  
of the City of Lewiston hereafter referred to as the  
Codes such as heat, hot potable water, electricity and has  
mechanical systems, dilapidation and deterioration of the  
substantial rehabilitation is required for re-occupancy or

and property at 111 Pine Street as being unfit for  
Chapter 18, Article III, Property Maintenance Code,  
PMC-109.1 et seq, IPMC-110.1 et seq, IPMC-302.1  
MC-306.1 et seq, IPMC-402.2 et seq, IPMC-504.1 et  
MC-602.1 et seq, IPMC-603.1 et seq, IPMC-604.1 et  
PMC-704.1 et seq of the Code of Ordinances of the  
immediately ensure this building is secured from

unimpaired state. You are to make substantial repairs, with all appropriate permits issued by this  
office, or to demolish this building, leaving the property in manner to the satisfaction of this office by  
no later than June 1, 2013.

The City of Lewiston may order the demolition of this building pursuant to the provisions of the

# PHOTOGRAPHS

# 111 Pine Street

Photo # 1 Photos taken 4.25-2013 & 4-22-2014. Front view



Photo # 2 Rear of building.



Photo # 3 Traditional carriage house.



Photo # 4 Severely deteriorated egress stairs.



Photo # 5 Severely deteriorated stairs and raised walkway to the rear door..



Photo # 6 Broken glass on the ground below a broken window.



Photo # 7 Broken window pane.



Photo # 8 Deteriorated masonry foundation with loss of mortar from the joints.



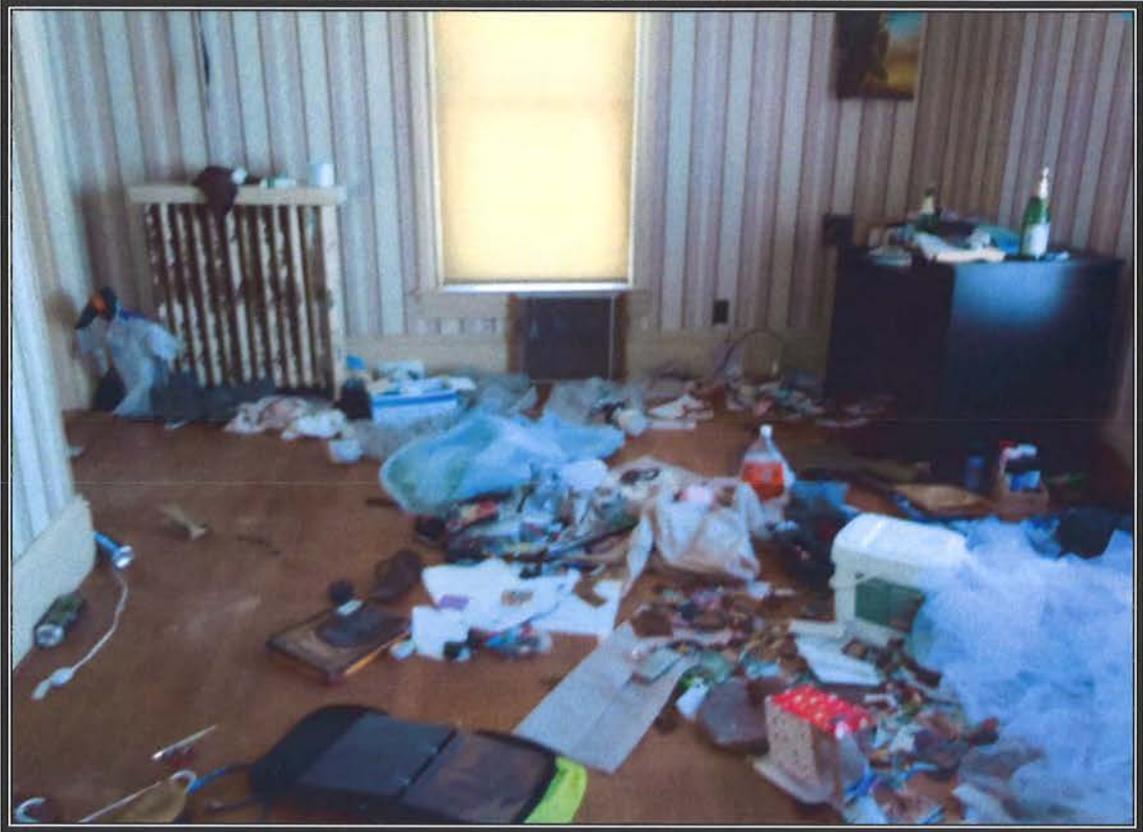
Photo # 9 Broken toilet filled with feces and open to the sewer system allowing for the entry of sewer gasses making for unsanitary conditions.



Photo # 10 Debris about the room increasing fire loading..



Photo # 11 Debris increasing fire loading.



Photos # 12 An open chase to the second floor due to the removal of a set of stairs leaving open framing allowing for the accelerated spread of fire.



Photo # 13 View of the open chase from the second floor due to the removal of the stairs.



Photo # 14 Debris about the basement.



Photo # 15 Damaged and inoperative boiler, missing copper piping.



Photo # 16 Damaged masonry foundation.



Photo # 17 An example of a failing floor joist broken at the notch cut.



Photo #18 Deteriorated and obsolete fused electrical panel and obsolete knob and tube wiring.



. Photo # 19 Inoperative hot water heater with cut copper piping and improperly installed wiring.



Photo # 20 Deteriorated and obsolete knob and tube wiring.



Photo # 23 Debris in the carriage house.



Photo # 24 Debris in the carriage house increasing fire loading.



Photo # 25 Material hung from the ceiling greatly increasing the potential for the spread of fire..



Photo # 26 Severely deteriorated masonry chimney.



# LEWISTON CITY COUNCIL

MEETING OF MAY 6, 2014

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 10

**SUBJECT:**

Executive Session pursuant to MRSA Title 1, section 405 (6) (c) to discuss an Economic Development issue of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.

**INFORMATION:**

The Maine State Statutes, Title 1, section 405, define the permissible grounds and subject matters of executive sessions for public meetings.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

State statutes define the purposes for entering into an executive session.

*EAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
---	---	---	---	---	---	---	---

To enter into an Executive Session pursuant to MRSA Title 1, section 405 (6) (c) to discuss an Economic Development issue of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.