

LEWISTON CITY COUNCIL WORKSHOP AGENDA

CITY COUNCIL CHAMBERS, CITY HALL

TUESDAY, JUNE 13, 2017

6:00 p.m. Workshop

Pledge of Allegiance to the Flag.
Moment of Silence.

1. Presentation from Arts & Culture Lewiston Auburn – 10 minutes
2. Review of Beech Street Bridge Replacement Options – 20 minutes
3. Lewiston Canal System and Upper A Historic District – 15 minutes
4. Stormwater Credit/Rebate – 30 minutes

CITY COUNCIL SPECIAL MEETING

Immediately following workshop

1. Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter.

LEWISTON CITY COUNCIL
WORKSHOP AGENDA
TUESDAY, June 13, 2017
6:00 PM

1. Arts and Culture LA – 10 minutes

Arts & Culture Lewiston Auburn is a marketing collective of nineteen arts and cultural organizations in Central Maine tasked with advocating and promoting their work to the public. This organization has requested the opportunity to introduce itself and the work they are doing to the City Council. Louise Rosen and Chris L'Hommedieu will be presenting.

2. Beech Street Bridge – 20 minutes

Beech Street Bridge provides vehicle access to Simard Payne Park. It is only one lane, old, severely deteriorated, and weight restricted. Engineering has been working with HNTB, our transportation infrastructure consulting firm, on available options for its replacement. We would like to review these with the Council. Please see the attached memo from Public Works Director Dave Jones.

3. Historic Preservation – Lewiston Canal System and Upper A Historic District – 15 minutes

The Lewiston Mills and Water Power System is listed in the National Register of Historic Places. As a result, the Maine Historic Preservation Commission is authorized to review and comment on proceedings before the Federal Energy Regulatory Commission involving historic resources in Maine. They have commented on Brookfield's FERC license amendment and the City's request to abandon its license for the Upper A generating facility. In those comments, the state Commission indicated that the proposed license changes would remove these facilities from federal control and that their current status under the City's historic preservation ordinance only subjects the stations and gatehouses to demolition delay, not the full range of protections that would result if they were designated, listed specifically in our local ordinance, and placed under the purview of the Lewiston Historic Preservation Commission. Planning and Code staff have been working closely with Brookfield to develop the necessary language to allow our Historic Preservation Commission to exercise further oversight in areas such as design review. The major proposed change would expand the historic protection for the Canals and Upper A to a more complete oversight by the Lewiston Historic Preservation Review Board over such items as changes in exterior appearance or signage; new construction; or other exterior changes. Note that the proposed local district encompasses only the canals and the Upper A, not the other surrounding structures. A copy of the applicable portion of the ordinance is attached.

4. Stormwater Credit/Rebate – 30 minutes.

On May 16th, the City Council discussed a proposal by Councilor Lachance to provide stormwater utility customers with a credit or rebate of \$30 on their stormwater accounts. This was tabled to allow for the Council to workshop the proposal. In the interim, Councilor Lachance has also suggested an alternative program which would provide incentives for customers who undertake certain projects that would positively impact the quantity of stormwater leaving their property. Please see the attached memo with additional information.

5. Executive Session – Personnel Matter – 5 minutes.



David A. Jones, P.E., Director

June 6, 2017

Re: Beech Street Bridge Replacement Workshop

Mayor and Members of the City Council

We have been discussing the Beech St Bridge replacement for some time. The bridge provides the only vehicle access to Payne Simard Park and the two other parcels along Beech St. The bridge is an essential part of the Riverfront Island Implementation and needs to be replaced. The current bridge is a narrow 1-lane bridge that was cobbled together years ago and does not meet any transportation guidelines. The bridge was inspected, temporary repairs were made, and the bridge was posted with a weight limit of 15 tons in 2011. (See photos)



We considered a number of options to replace the bridge, including 1-lane, 2-lane, box culverts, and a steel pony truss. The traffic needs for the proposed Museum L-A, the business occupying the former Miller Weisman Mill, and the events using Payne Simard Park would indicate a 2-lane bridge would be most appropriate. Enclosure (1) shows a very rough concept of what the box culverts may look like. Enclosure (2) is a plan of what a steel pony truss bridge is and a photo of a similar bridge.

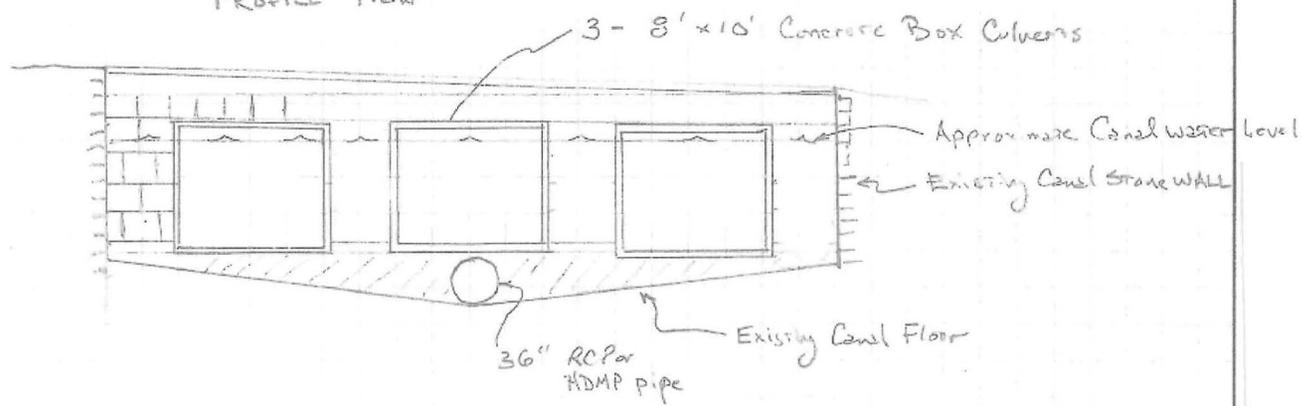
The City's master service agreement for transportation related engineering is with HNTB, and they assisted us in evaluating the options. Enclosure (3) is a matrix of the options along with the reasoning to eliminate certain options and a recommendation to move forward with Option 5A with a total estimated cost of ~\$713,000. We have HNTB on hold waiting for our approval to move ahead with the final design of the bridge.

Sincerely,
David A. Jones, P.E.

Cc: E. Barrett, D. D'Auteuil, L. Jeffers, R. Burnham

DELIVER FOR BUSINESS 1-800-848-4377

PROFILE VIEW

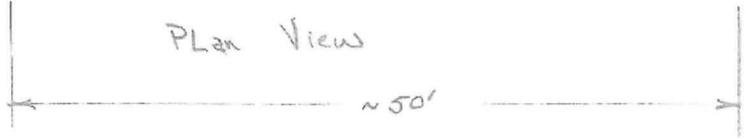


8x10 Box Culvert

8x10 Box Culvert

36" RCP

Plan View



BEACH STREET BRIDGE
(PRELIM. CONCEPT PLAN)

This was a very rough draft of a concept for using box culverts to span the lower canal to replace the existing Beech St Bridge. We originally thought the cost of this type of "bridge" would be significantly less; however, that is not necessarily the case.

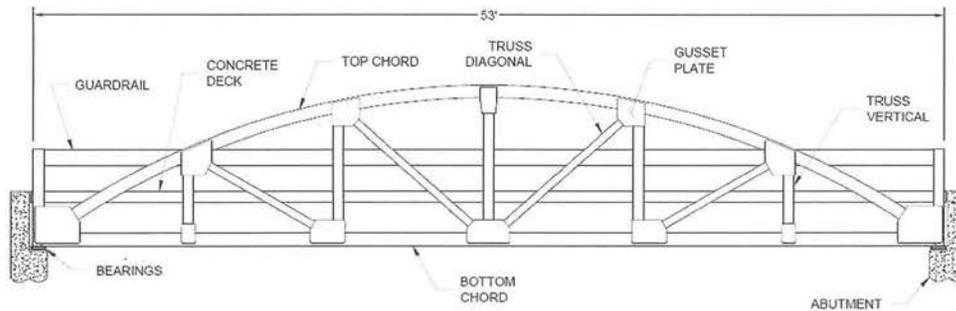
Note: The Historic Preservation Review Board did not like this option and felt it would not fit in.

BRIDGE SUMMARY

Keystone Vehicular Bridge 53' Span x 16' Width

Deck Type: Concrete

Bridge Finish: Weathering Steel



BRIDGE ELEVATION

The graphic information and details contained in these plans is schematic in nature. The plans, elevations and sections have been developed automatically in a way that demonstrates your current input in a relative and proportional manner. The details included in these plans have been selected to represent commonly built construction assemblies. These are not Engineering drawings, and as such, the details may vary in the final design for your project depending on many variables that are selected in your final scope of work and specifications.

<p>CONTECH ENGINEERED SOLUTIONS LLC www.contechES.com</p> <p>8028 Centre Pointe Dr., Suite 402, West Chester, OH 45388 937-633-9122 937-648-7022 937-648-7993 FAX</p>		<p>Keystone® 53' Span x 16' Width beech street Vehicular Bridge lewiston, Maine</p>		<p>PRELIMINARY</p> <table border="1"> <tr> <td>REVISION</td> <td>DATE</td> </tr> <tr> <td>1</td> <td>2/18/2017</td> </tr> <tr> <td>2</td> <td>01/18</td> </tr> <tr> <td>3</td> <td>01/18/2017</td> </tr> <tr> <td>TOTAL</td> <td>1 of 4</td> </tr> </table>		REVISION	DATE	1	2/18/2017	2	01/18	3	01/18/2017	TOTAL	1 of 4
REVISION	DATE														
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TOTAL	1 of 4														



Steel Pony Truss Bridge – This is a more developed bridge design.

Note: the Historic Preservation Review Board very much preferred this version of the bridge and the costs are not significantly more than would be required for the box culverts.

Beech Street Extension Bridge Replacement Project
 City of Lewiston, Department of Public Works

Structure Evaluation Matrix

Evaluation Parameter	Option 1 Culvert Over Utilities, Best Roadway	Option 2 Culvert Over Utilities, Small Footings	Option 3A 2-Lane Culvert Beside Utilities	Option 3B 1-Lane Culvert Beside Utilities	Option 4 Caswell Precast Voided Slab	Option 5A 2-Lane Steadfast Truss	Option 5B 1-Lane Steadfast Truss
Structure Type	Precast Culvert	Precast Culvert	Precast Culvert	Precast Culvert	Precast Voided Slab	Steel Pony Truss	Steel Pony Truss
Substructure Description	Slab supported by spread footings	Slab supported by spread footings	Slab on grade	Slab on grade	Existing granite canal walls	Cast-in-place concrete abutment on spread footing	Cast-in-place concrete abutment on spread footing
Roadway Width	24-ft	24-ft	24-ft	14-ft	24-ft	24-ft	16-ft
Utilities Under Foundation	24-in sewer main, 18-in storm drain. Settlement protected.	24-in sewer main, 18-in storm drain. Settlement protected.	No	No	24-in sewer main, 15-in storm drain. No settlement protection.	18-in storm drain. Settlement protected.	15-in storm drain. Settlement protected.
Hydraulic Opening:	6-ft x 10-ft cells	6-ft x 10-ft cells	10-ft x 10-ft cells	10-ft x 10-ft cells	12-ft x 49.25-ft	10-ft x 49.25-ft	12-ft x 49.25-ft
Roadway Shift	9.3-ft (Northward)	12.8-ft (Southward)	8.2-ft (Southward)	3.2-ft (Southward)	7-ft (Northward)	7-ft (Southward)	3-ft (Southward)
Right-Of-Way Acquisition?	No	No	Yes	No	No	Yes	No
Construction Duration	All work to take place in canal. Medium duration due to cast in place foundations.	All work to take place in canal. Medium duration due to cast in place foundations.	All work to take place in canal. Quickest construction, fewest cast in place concrete placements.	All work to take place in canal. Quickest construction, fewest cast in place concrete placements.	Approach work impacts Oxford Street. Medium duration due to cast in place topper slab.	Work impacts Oxford Street. Long duration: cast in place foundations and deck.	Work impacts Oxford Street. Long duration: cast in place foundations and deck.
Primary Advantages	Ideal roadway alignment. No right of way acquisitions.	No right of way acquisitions.	Low cost, no risk to future utilities.	Low cost, no risk to future utilities.	Ideal roadway alignment, large recreational/hydraulic opening.	Low structural cost, large recreational/hydraulic opening, low risk to future utilities.	Low cost, large recreational/hydraulic opening, low risk to future utilities.
Primary Disadvantages	Cost, foundation expense, potential for utilities absorbing structural load if more settlement than anticipated.	Cost, foundation expense, potential for utilities absorbing structural load if more settlement than anticipated.	Requires ROW acquisition.	One lane bridge.	High risk to future utilities.	ROW acquisition, poor roadway alignment, long construction duration.	One lane bridge, long construction duration.
Estimated Cost	\$701,000.00	\$640,000.00	\$645,000.00	\$538,000.00	\$578,000.00	\$648,000.00	\$537,000.00
UTILITIES							
Water Main- Install 150" of 6" main across bridge, new hydrant, connect to two private mains and park service, including temporary feed during construction	Included	Included	Included	Included	\$25,000	\$25,000	\$25,000
Storm Drain- Replace MH at Oxford St and 110" of 18" storm drain under canal and bridge, new MH at downstream connection	\$40,000	\$40,000	Included	Included	\$40,000	\$40,000	\$40,000
Estimated Cost W/UTILITIES	\$741,000.00	\$680,000.00	\$645,000.00	\$538,000.00	\$743,000.00	\$713,000.00	\$602,000.00

Options 1, 2 & 4 were eliminated as they would leave old sewer infrastructure under the culverts, which would not be good. Public Works recommends the City replace the current bridge with a 2-lane bridge to accommodate traffic needs. This narrowed the options to 3A, and 5A. The difference in total estimated cost between these two options is ~\$68,000. To satisfy the needs of the community and to have it fit in with the historic nature of the project, Public Works recommends we proceed with Option 5A (2-lane Steel Pony Truss Bridge).



Point of Beginning

**Main Canal
Diagram**

Upper Andro
Power Station

**Lower Canal and
Cross Canal No. 3
Diagram**

Lower Canal Parcel
Point of Beginning

Lower Canal

Continental Mill
Power House

Lower Bates Power
House

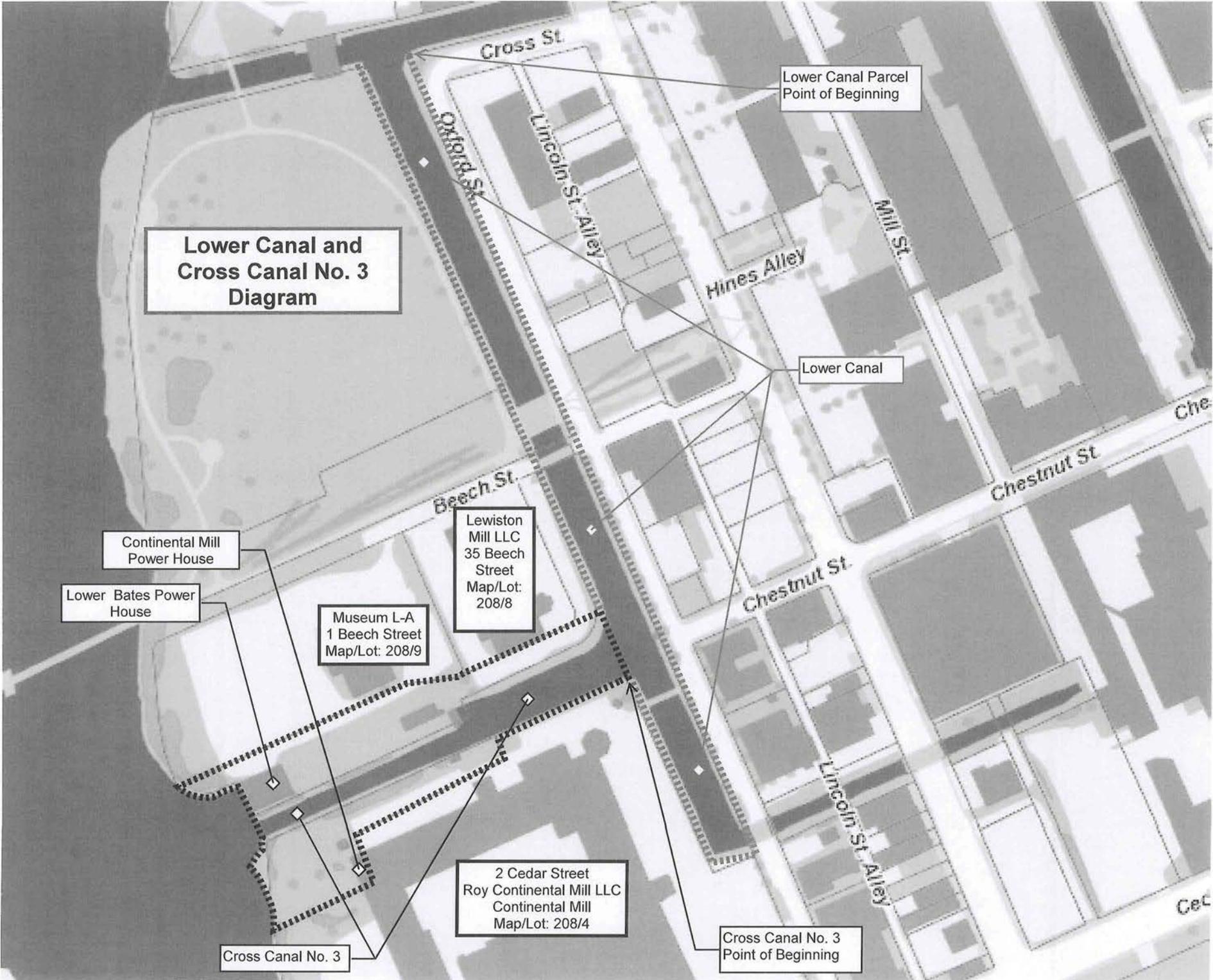
Museum L-A
1 Beech Street
Map/Lot: 208/9

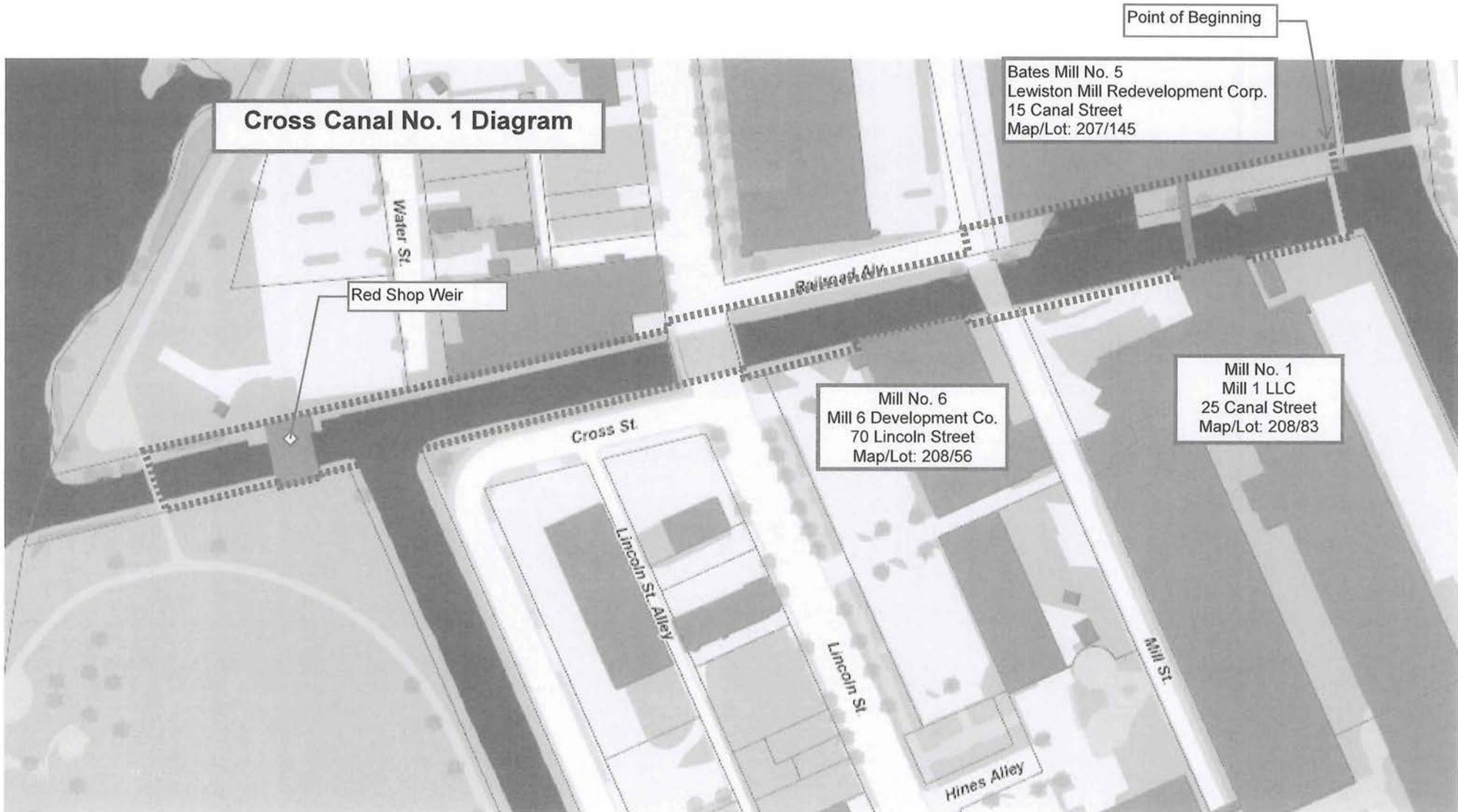
Lewiston
Mill LLC
35 Beech
Street
Map/Lot:
208/8

2 Cedar Street
Roy Continental Mill LLC
Continental Mill
Map/Lot: 208/4

Cross Canal No. 3

Cross Canal No. 3
Point of Beginning





Cross Canal No. 1 Diagram

Point of Beginning

Bates Mill No. 5
Lewiston Mill Redevelopment Corp.
15 Canal Street
Map/Lot: 207/145

Red Shop Weir

Mill No. 6
Mill 6 Development Co.
70 Lincoln Street
Map/Lot: 208/56

Mill No. 1
Mill 1 LLC
25 Canal Street
Map/Lot: 208/83

**Gully Brook and Lower
Androscoggin Power
House**

197-13

Miller Industries
348 Lincoln Street
Map/Lot: 197/13

Point of Beginning

197-14

197-15

Paul Libby Irrevocable Trust
354 Lincoln Street
Map/Lot: 197/16

197-1

Line

APPENDIX A – ZONING AND LAND USE CODE
ARTICLE XV. SIGNIFICANT BUILDINGS AND DISTRICTS

designation of a structure or district, the Board shall make specific findings with respect to how the application conforms to these standards.

- (a) *Historic importance.* The structure, district or site:
 - (1) Has character, interest or value, as part of the development, heritage or cultural characteristics of the city, state or nation;
 - (2) Is the site of a historic event with an effect upon society;
 - (3) Is identified with a person or group of persons who had some influence on society; or
 - (4) Exemplifies the cultural, political, economic, social or historic heritage of the community;
- (b) *Architectural importance.* The structure or district:
 - (1) Portrays the environment of a group of people in an area of history characterized by a distinctive architectural style;
 - (2) Embodies those distinguishing characteristics of an architectural type specimen;
 - (3) Is the work of an architect or master builder whose individual work has influenced the development of the city; or
 - (4) Contains elements of architectural design, detail, materials, or craftsmanship that represent a significant innovation.
- (c) *Geographic importance.* The structure or district:
 - (1) Because of being part of, or related to, a square, park or other distinctive area, should be developed or preserved according to a plan based on a historic, cultural or architectural motif; or
 - (2) Due to its unique location or singular physical characteristic, represents an established and familiar visual feature of the neighborhood, community or city.
- (d) *Archeological importance.* The site has yielded or may be likely to yield, information important in prehistory or history.

(Ord. No. 90-16, 1-11-91; Ord. No. 00-21, 10-19-00; Ord. No. 05-05, 3-17-05)

→ **Sec. 5. Certificates of appropriateness.**

- (a) *Purpose.* The Historic Preservation Review Board shall protect designated historic structures and districts as listed in Section 6 of this article by the issuance of certificates of appropriateness.
- (b) *Exclusive authority of Board.* A certificate of appropriateness may only be issued by the Historic Preservation Review Board.
- (c) *When required.* A certificate of appropriateness is required for any of the following activities:
 - (1) Any change in the exterior appearance, including signage, of a designated historic structure or contributing structure within a designated historic district, as listed;
 - (2) New construction of a principal or accessory building or structure, where such building or structure will be located within a designated historic district, as listed;

APPENDIX A – ZONING AND LAND USE CODE
ARTICLE XV. SIGNIFICANT BUILDINGS AND DISTRICTS

- (3) Demolition or removal of a designated historic structure or contributing structure within a designated historic district, as listed;
 - (4) Any change in siding materials, roofing materials, exterior door and window sash, and integral exterior decorative elements, including, but not limited to, cornices, brackets, windows, architraves, doorway pediments, railings, balusters, columns, cupolas, cresting, and roof decorations of a designated historic structure or contributing structure within a designated historic district, as listed.
- (d) *Application procedure.* An application for a certificate of appropriateness shall be submitted in writing to the director of planning and code enforcement. The director of planning and code enforcement shall date the application and transmit it to the chairman of the Historic Preservation Review Board. The Board shall consider each application and, within thirty (30) days of the date of submittal, hold a hearing and approve or deny the application. Upon mutual written consent of the Board and the applicant, the review period may be extended. Failure to take action on the application at the end of the review period shall constitute denial of the application.
- (e) *Application contents.* The application shall state the location, use and nature of the matter for which such certificate is sought and shall include the following information:
- (1) The applicant's name, address and interest in the property;
 - (2) The owner's name and address, if different from the applicant's;
 - (3) The present use of the property;
 - (4) A brief description of the work for which the certificate of appropriateness is required;
 - (5) A drawing or drawings to scale indicating the design and location of any proposed alteration or new construction for which the certificate is required;
 - (6) Photographs of the building and of adjacent buildings; and
 - (7) A site plan showing the structure in context and indicating improvements affecting appearance, such as walls, walks, terraces, accessory buildings, signs and other elements.
- (f) *Review criteria.* In considering applications for certificates of appropriateness and for demolition or removal of designated historic and contributing buildings or structures, and important portions and features thereof, the Board must find that the criteria listed below have been met. In all instances, the burden of proof shall be on the applicant and the proof shall include the production of evidence sufficient to warrant a finding by the Board that all the following applicable criteria have been met:
- (1) *Significant areas and districts.* The Historic Preservation Review Board shall consider the degree to which the project, within itself and in relation to other existing significant structures or proposed development, produces a functionally efficient and visually coherent grouping of buildings and spaces. The aim is to enhance the ability of the general public to locate, use, and enjoy designated significant districts and areas. This includes the degree to which the design:
 - a. Produces buildings that are well related visually in terms of light, air, height, shadow, spacing, bulk, and scale;

APPENDIX A – ZONING AND LAND USE CODE
ARTICLE XV. SIGNIFICANT BUILDINGS AND DISTRICTS

- b. Locates portals, service loading areas, automobile access points, street furniture, interior building floor layouts, exterior public activity locations, and similar features in a manner that maximizes the efficient use of these facilities by the general public and the occupants of the private space;
- c. Locates building masses and related architectural features in such a manner as to enhance the ability of the general public to find their way into and around the building and open spaces;
- d. Integrates the architectural forms and the open spaces around them so as to enhance the quality of the pedestrian environment, including such factors as sunlight, weather protection, noise and air quality, seating arrangement, landscaping, street furniture, and artistic embellishments; and
- e. Contains other attributes that improve the functional and visual enjoyment of the project.

(2) *Significant structures and buildings.* The Historic Preservation Review Board shall utilize "The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" in evaluating modifications to significant structures and designated historic structures:

- a. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- b. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- c. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- d. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- e. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- f. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- g. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- h. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- i. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale,

APPENDIX A – ZONING AND LAND USE CODE
ARTICLE XV. SIGNIFICANT BUILDINGS AND DISTRICTS

and architectural features to protect the historic integrity of the property and its environment.

- j. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

(3) *New construction within significant districts.* The Historic Preservation Review Board shall utilize the following criteria in evaluating applications for the construction of new buildings within designated historic districts:

- a. Mass. The height of principal building or structure, its bulk; the nature of its roofline, and the proportions of the new construction will be of the same scale and proportion as the existing significant structures;
- b. The location, size and proportions of openings in the facade, primarily windows and doors, of new construction will be consistent in proportion and rhythm with openings in the facade of existing significant structures;
- c. The massing and type of roof (flat, gabled, hip, gambrel, mansard) of the new construction shall complement the massing and type of roof of existing significant structures;
- d. Nature of building materials and texture shall exhibit the characteristics of texture, composition and reflectivity of adjacent significant structures and buildings; and
- e. Mechanical equipment or other utility hardware on the roof, ground or buildings will be screened from public view with materials harmonious with the building, or they will be so located not to be visible from public ways.

(4) *Demolition or removal of designated historic structure, contributing structures, or important portions and features thereof.* Applicants applying for the demolition or removal of designated historic or contributing buildings, or important portions and features thereof (see Section 4(a) through (d) of this article for standards to determine the importance of building features), shall clearly demonstrate that their application meets one (1) or more of the following demolition or removal criteria before the Board will approve the application for demolition or removal;

- a. The physical condition of the building makes the continued upkeep of the building, or important portions or features thereof, uneconomical; or
- b. The building or structure, or important portions and features thereof has been determined by the director of planning and code enforcement to represent an immediate hazard to the public health or safety, which hazard can not be abated by reasonable measures.

The demolition or removal of designated significant or contributing structures shall also be subject to the demolition delay provisions in Section 5(f)(5) and 6 below, unless otherwise exempted in Section 5(f)7 and 8. In addition, the Board must find that the reuse of the site will be compatible with the character of the district, and proposed buildings or structures will comply with the criteria in Section 5(f)(3) of this article.

(5) *Demolition delay.* The purpose of this section is to afford the city, Historic Preservation Review Board, the Lewiston Historic Commission, other preservation



EXECUTIVE DEPARTMENT

Edward A. Barrett, City Administrator
Phil Nadeau, Deputy City Administrator

June 7, 2017

To: Honorable Mayor and City Councilors
Fr: Edward A. Barrett
Su: Stormwater Utility Rebate

Background

Councilor Lachance has requested that the Council consider appropriating \$321,690 (plus a possible additional amount for logistics and processing costs) from the City’s unassigned fund balance to either reduce the base stormwater rate from \$60 to \$30 for the coming year or provide a \$30 rebate to utility customers through either a check or a pre-paid cash card. The intent is to provide ratepayers and property owners some relief from increasing utility rates and the potential tax rate increase anticipated for next year.

There are three basic options for such a rebate: lowering the base stormwater fee billed from \$60 to \$30 for the coming year; mailing each customer a check for \$30 for each stormwater account (some customers have more than one account and we are not able to bundle the refund into a single check); or, alternately, providing customers with a \$30 pre-paid cash card, again for each account.

UNASSIGNED FUND BALANCE POLICY

The City’s policy on unassigned fund balance calls for a floor of 8% of total general fund revenues and a ceiling of 12%. By adopted policy, appropriations from fund balance are limited to capital purchases and one-time expenses.

At the end of the prior fiscal year on June 30, 2016, the percentage stood at 13.4%. Since then, a mid-year appropriation was made to purchase a new fire pumper and, more recently, \$2,333,159 was appropriated for various one-time and capital expenses associated with the Fiscal Year 18 budget. This has reduced fund balance to \$12,598,348, 10.9% or about \$1 million above the Council’s 10% target. Note that during this year’s budget process, the Council discussed and appeared to support holding this additional amount against anticipated expenses associated with the multi-year planned replacement of our fire substations. The proposed stormwater rebate would reduce our balance to \$12,276,659, or 10.6%, or about \$700,000 above the 10% target.

Stormwater Rebate - Beneficiaries

A stormwater rebate would provide some relief to residents by reducing the base stormwater fee that applies to all accounts from \$60 to \$30 or maintaining the \$60 base rate and refunding each customer \$30 via check or pre-paid credit card. It would be particularly beneficial to

single family homeowners who are only subject to the base rate, with lesser impact on duplexes where the annual fee would fall from \$90 to \$60 and even smaller impacts on other properties where the majority of the fee is generally based on impervious surface square footage.

There is also no guarantee that such a program could continue in future years, a decision that would be made by future Councils based on the status of the City's unallocated fund balance. Should the base reduction, if selected, not continue, single family homeowners would subsequently experience a 100% increase in their fee at that point.

Other Issues

The following should also be noted:

- Generally, utilities are intended to be self-supporting and not subsidized by the General Fund; however, such a subsidy is not prohibited;
- The rebate would have to go to all customers, from single family homeowners to small and large business to non-profits who do not pay taxes;
- Lowering the base rate on the quarterly bill is the easiest option to implement; both the check and cash card options carry some additional logistical costs and control issues;
- Cash cards are the most problematic as there is no procedure to verify that the intended fee payer received the card; city checks would need to be endorsed for cash or deposited into the fee payer's account and provide a significantly better opportunity to verify who received the rebate;
- The final state budget and its potential impact on our tax rate are currently unknown. Once finalized, the state budget may impact our tax rate either positively or negatively based on the level and distribution of school funding, the possible increase in the homestead exemption, fate of general assistance, and several other tax changes proposed by the Governor.

Additional Option

Since the initial discussion of this proposal, Councilor Lachance has identified another possible approach that the Council might wish to consider. A number of communities have developed programs to provide residents incentives to take steps to improve the management of stormwater on their properties through such actions as planting trees, developing rain gardens, installing rain barrels, or removing impervious surfaces. Steps such as these are generally acknowledged practices that can reduce stormwater runoff from properties. Under these programs, property owners are provided a cash payment to partially offset the cost of the improvement. Attached you will find several examples of such programs.

Note that the City has, in the past, funded a tree planting program through which property owners can receive a 50% rebate on the purchase price of the tree. Due to intermittent funding, this program has not been heavily publicized or used. Some funding for this program is currently available in the forestry reserve managed by the Community Forest Board.

Depending on the management practice employed, verification requirements would range from simple to more complex. For example, planting a tree could be verified by a receipt for its purchase plus a photograph showing it in place. This could also be done for rain barrels. Others would be more complex, such as installing a rain garden (which has to be both properly

installed and maintained annually to ensure that it is working properly) and pavement removal, which would require on-site measurement and verification.

Given that the cost of an average tree is about \$200, such a program could provide a rebate of 50% of the purchase price with a cap of \$100. Similarly, rain barrels range in price from about \$80 to over \$200. The rebate here could be 50% of purchase price up to a maximum of \$50.

We would also recommend that such incentives be limited to utility customers who pay a set monthly fee such as single family homes and duplexes. Other customers already have access to a range of potential fee discounts based on stormwater management practices they have implemented.

Should there be support for this approach, we would suggest that it be limited to easily verified items in order to minimize administrative requirements.

Options

The Council has a number of options:

- Lower the base rate through the normal billing cycle;
- Provide a rebate via check;
- Provide a rebate via cash card;
- Defer a decision until the state budget situation is clearer. (Note that the first stormwater bills at the higher rate will be sent in early July.)
- Take no action, permitting the approved rates to go forward.
- Adopt an incentive program for planting trees, adding rain barrels.

As a final note, Unallocated Fund Balance should be reserved against future needs and used to reduce the tax rate in future years through covering capital and other non-recurring expenses that otherwise would require a higher tax rate rather than toward a one-time reduction or payment, which may not be repeated in future years. While this applies more strongly to the rebate than to the incentive program, I would also note that this could become a concern if the incentive program was to become a regular city offering.

Recommendation

Staff recommends the no action alternative regarding the rebate options outlined above, allowing the approved rates to go forward. Should the Council wish to take some action, we would recommend the incentive approach for single family and duplex properties. If such a program were started, it should be for a specified period of time with incentives paid on a first come first serve basis.



Environmental Services

working for clean rivers

Phone: 503-823-7740 Fax: 503-823-6995 1120 SW 5th Avenue, Room 1000, Portland, OR 97204
 More Contact Info (<http://www.portlandoregon.gov/bes/article/87768>)

Treebate Program Details

Every tree planted in Portland contributes to clean rivers and healthy watersheds. So, if you plant an eligible tree on a residential property between September 1 and April 30, Environmental Services will credit your city sewer/stormwater/water utility bill for half the purchase price per tree up to \$15 (small), \$25 (medium) or \$50 (large) depending on mature tree size and stormwater management potential.

(<http://www.portlandoregon.gov/bes/article/471990>)

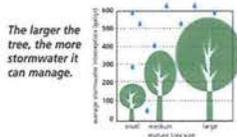
How to Get Your Treebate

Purchase a tree between September 1 and April 30*

Plant it in your Portland residential yard. Complete and submit a Treebate form by April 30 (include the tree purchase receipt with the purchase price circled)

Receive a credit on your city water/sewer utility bill

*Generally, most tree species are eligible for a Treebate; see the eligible list for conditions and ineligible list for exclusions.



Treebate Credit Amount

50% of purchase price up to \$15, \$25 or \$50 depending upon mature size and stormwater management potential

City staff determine the credit amount for you based on mature tree size and growth rate as shown in the following table:

Mature Size	Minimum Mature Height	Mature Height x Width
Large	50 feet	≥ 2,500 ft²
Medium	30 feet	> 1,000 ft², <2,500 ft²
Small	15 feet	≤ 1,000 ft²

Treebate Eligible Trees (meet ALL these requirements):

Must be trees*

Must be planted in Portland residential yards

Must be planted with enough space to reach full canopy spread

At time of planting, must have trunks measuring at least 1 inch in diameter 6 inches above the soil line

At time of planting, must be at least 6 feet tall if broadleaf or 4 feet tall if coniferous (has needles)

Must be purchased, planted, and a complete application submitted during a period that begins on September 1 and ends the following April 30

*For Treebate, trees are defined as woody plants with a single main stem (trunk) and secondary branching

(top) (<http://www.portlandoregon.gov/#top>)

Treebate Ineligible Trees (are ANY of these):

Trees planted in the street right of way or any other non-residential location

Trees less than 15 feet tall at maturity

Trees that do not meet the size requirements detailed in the eligible list

Trees purchased, planted, or applications submitted during the months of May, June, July and August

Trees otherwise subsidized by the city (e.g., planted with Friends of Trees)

Trees planted to satisfy a condition of development or mitigation

Arborescent shrubs and hedges (e.g. small ornamental conifers, arborvitae)

Trees on the City Nuisance Plant List below:

City Nuisance Plant List trees are INELIGIBLE for Treebate

Horsechestnut	Aesculus hippocastanum
Sycamore maple	Acer pseudoplatanus
Norway maple	Acer platanoides
Tree of heaven	Ailanthus altissima
White poplar	Populus alba
Cutleaf birch	Betula pendula
English holly	Ilex aquifolium
Siberian elm	Ulmus pumila
Golden chain tree	Laburnum watereri
Princess tree	Paulownia tomentosa
English laurel	Prunus laurocerasus
English hawthorne	Crataegus monogyna
Sweet cherry	Prunus avium
Black locust	Robinia pseudoacacia
European mountain ash	Sorbus aucuparia

(top) (<http://www.portlandoregon.gov/#top>)

Protect Your Investment

Late fall through early spring is prime tree planting season. Be sure to plant your tree correctly and give it proper care and maintenance. Newly planted trees require deep weekly watering (~10 gal.) during the dry summer season from June through September.

See the diagram below for tree planting tips.

HOW TO PLANT YOUR NEW YARD TREE

Before digging, call Dig Safely Oregon at 1-800-332-2344 to locate underground utilities.

These instructions are to help you plant trees on private property. Street trees – trees planted in the public right-of-way – require additional considerations. For more information about planting street trees, visit Portland Parks Urban Forestry at www.portlandoregon.gov/trees/65394

Before placing tree in hole, remove any broken or dead branches and double leaders. Always prune using proper pruning technique. Learn more about pruning at www.treesaregood.org/treeowner/pruningyourtrees.aspx

Remove any twine, tape or tags.

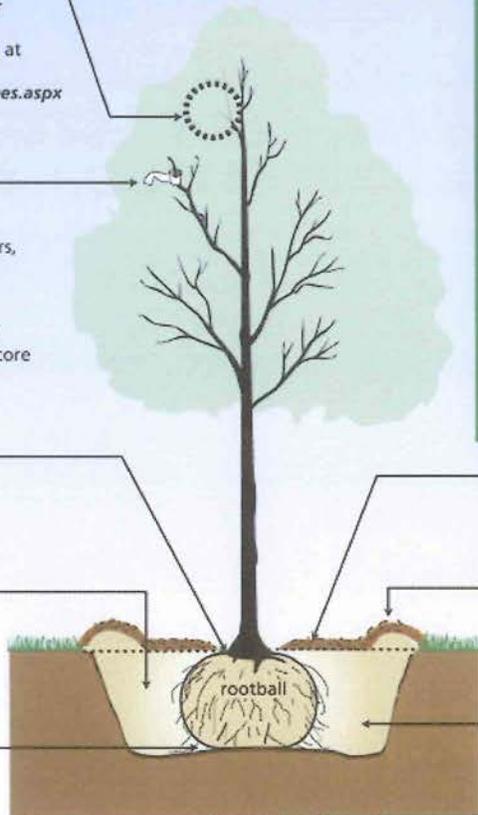
Carefully remove containers, wrappings, wires and ties from rootball.

For container trees, loosen outside roots by hand or score with a knife. Unwrap any circling roots.

Set root flare at or slightly above grade. Remove excess soil to expose root flare, if necessary.

Dig hole at least two times the rootball diameter.

Set the rootball on undisturbed soil to prevent settling.



Help your tree grow strong and healthy

- Give your new tree at least **10 GALLONS** of water every week for the first two summers (May–September). For the third summer, water every other week or as needed.
- Reapply mulch as necessary to maintain 3-4 inch depth. Keep weeds and grass from growing in the mulch area to reduce competition for water and nutrients
- If staked, check periodically to make sure ties are not damaging the bark. Remove stakes when tree feels sturdy.

Apply a 3- to 4-inch layer of mulch over the rootball and soil to outside of drip line. Do not pile mulch against the trunk.

Use excess soil to create a berm around the rootball. A berm will help direct water to the roots while the tree is small.

Fill hole with existing soil. Pack soil at the base of the rootball to stabilize. Tamp the loose soil lightly as you fill the hole.

(<http://www.portlandoregon.gov/bes/article/396083>)

(<http://www.portlandoregon.gov>) Submit a treebate request form (<http://www.portlandoregon.gov/bes/article/465196>) with your proof of purchase to:

Environmental Services Treebate Program
1120 SW 5th Avenue, Room 1000
Portland, OR 97204

Program and Planting Information

Contact Jennifer Karps ([http://www.portlandoregon.gov/mailto:jennifer.karps@portlandoregon.gov](mailto:jennifer.karps@portlandoregon.gov)) at 503-823-2263.

The city will post Treebates as a credit to your water/sewer utility bill.

(top) (<http://www.portlandoregon.gov/#top>)

Community Backyards Rebate Program

Backyard Assistance

- Conservation Fund & Mini Grants
- Conservation Series Fact Sheets
- Get Grassy
- Plant Your Trees Right
- Wild Ones Native Plant Butterfly Garden Recognition Program
- Calculating Your Carbon Footprint
- Cost-Share Programs
- Lawn Care & Soil Testing
- Ponds
- **Community Backyards Rebate Program**
- Rain Gardens
- Reporting Water Pollution
- Service Provider Lists
- Workshop Information & Online Registration
- Contact Us Regarding Backyard Conservation



The Community Backyards program focuses on rainwater runoff and its detrimental impacts on local water quality, streambank erosion, and localized flooding. Participants learn how to install rain barrels and plant rain gardens, along with an introduction to composting at home and the benefits of native plants and trees.

Our new rebate program allows the homeowner to implement a conservation method that works best for them and their environment and does renew each year, meaning that if you received a rebate last year, you can participate again this year and receive a 2017 voucher. Eligibility for the rebate is based on your tax district within Franklin County and whether you live in a participating district. Please note, rebates are one per eligible household.

This year, the Community Backyards Rebate Program offers reimbursements to eligible residents up to \$50 for installing a rain barrel, compost bin, planting native plants or trees, or completing a soil test on their property. In select participating districts, you could be eligible to receive an increased \$100 reimbursement for planting a native tree (Columbus & New Albany tax payers only). If you do not qualify for the \$100 tree rebate or do not wish to plant a tree this year, you can still use the \$50 rebate to purchase a native tree or other eligible item if you live in a participating community offering reimbursements. For more information

on participating communities or eligible rebate items, please visit our [Community Backyards Participation](#) page.

The Community Backyards program is available to City of Columbus residents, participating Municipalities, and Franklin County residents who register to be a City of Columbus GreenSpot member. For questions, please call (614) 486-9613. Not a GreenSpot member? [Register here](#). *(Note: Registering as a GreenSpot is not the same as completing the online course and quiz. Both are requirements to receive a rebate.)*

There are two ways you can qualify for a rebate voucher.

1. Participate in an [online course and pass our online quiz](#). (OPEN April 1, 2017 to October 31, 2017)
~or~
2. Register to attend an in-person educational workshop in one of two ways:
 - Register online through Eventbrite: www.franklinswcdworkshops.eventbrite.com
 - Print & mail in a [registration form](#).

Once we have received your paperwork, we will contact you to confirm your registration.

Visit www.communitybackyards.org for more information!

LEWISTON CITY COUNCIL
MEETING OF JUNE 13, 2017

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter.

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:

Entering into executive session is permitted and defined under Maine State Statutes.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To enter into an Executive Session pursuant to MRSA Title 1, Section 405(6)(A) to discuss a personnel matter.