

**LEWISTON CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
JANUARY 8, 2019**

6:00 p.m. Joint Workshop with Planning Board and Finance Committee

- A. Presentation of FY2020 Lewiston Capital Improvement Program

6:30 p.m. Workshop

- B. Presentation by Groups Recover Together

7:00 p.m. Regular Meeting

Pledge of Allegiance to the Flag

Recognition of Retiring Public Works Director Dave Jones

Acceptance of the minutes of the December 18, 2018 meeting.

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 1.

REGULAR BUSINESS:

1. Public Hearing on a new application for a new liquor license for C & J Buddha Asian Bistro, 736 Sabattus Street.
2. Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Fraternal Order of Eagles #618, 1327 Sabattus Street.
3. Amendments to the City Policy Manual regarding the appointment and promotion process for the Police Department.
4. Public Hearing and Adoption of amendments to the City's Policy Manual regarding Proposed Amendments to the City's Public Participation Plan for the Community Development Block Grant Program.
5. Order Authorizing the City Administrator to execute a lease between the City of Lewiston and Androscoggin Head Start and Child Care.
6. Resolve authorizing submission of an EPA Brownfield Clean-Up Grant Application for Bates Mill #5.
7. Appointments to various City boards and committees.
8. Biennial Appointment of the Registrar of Voters.
9. Amendment to the Traffic Schedule regarding prohibiting overnight winter parking for a portion of Park Street.
10. Reports and Updates.
11. Any other City Business Councilors or others may have relating to Lewiston City Government.
12. Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personal matter regarding the annual evaluation of the City Administrator.

LEWISTON CITY COUNCIL
WORKSHOP AGENDA
TUESDAY, JANUARY 8, 2019
6:00 PM

1. Presentation of FY2020 Lewiston Capital Improvement Program – 30 minutes

The City Charter requires staff to annually prepare a capital improvement plan and to present it to the City Council, the Planning Board, and the Finance Committee at least 5.5 months prior to the end of the City's fiscal year. Members of the Planning Board and Finance Committee have been invited to attend Tuesday's workshop where an overview of the plan will be presented. The Charter further requires that the Planning Board review and forward a recommendation on the Plan to the Council at least 4.5 months prior to the end of the fiscal year, and the City Council must adopt the capital plan at least 4 months prior to the end of the fiscal year. This year, the Plan will be scheduled for adoption on February 19th.

2. Presentation by Groups Recover Together – 30 minutes

Groups Recover Together is an organization that provides effective and affordable treatment to those recovering from opiate use. Megan Parks and Chet Adams will be present to review their organization and its programs.

Proposed FY2020 Capital Improvement Program

FY2020 – FY2024

\$167.6 Million in Projects

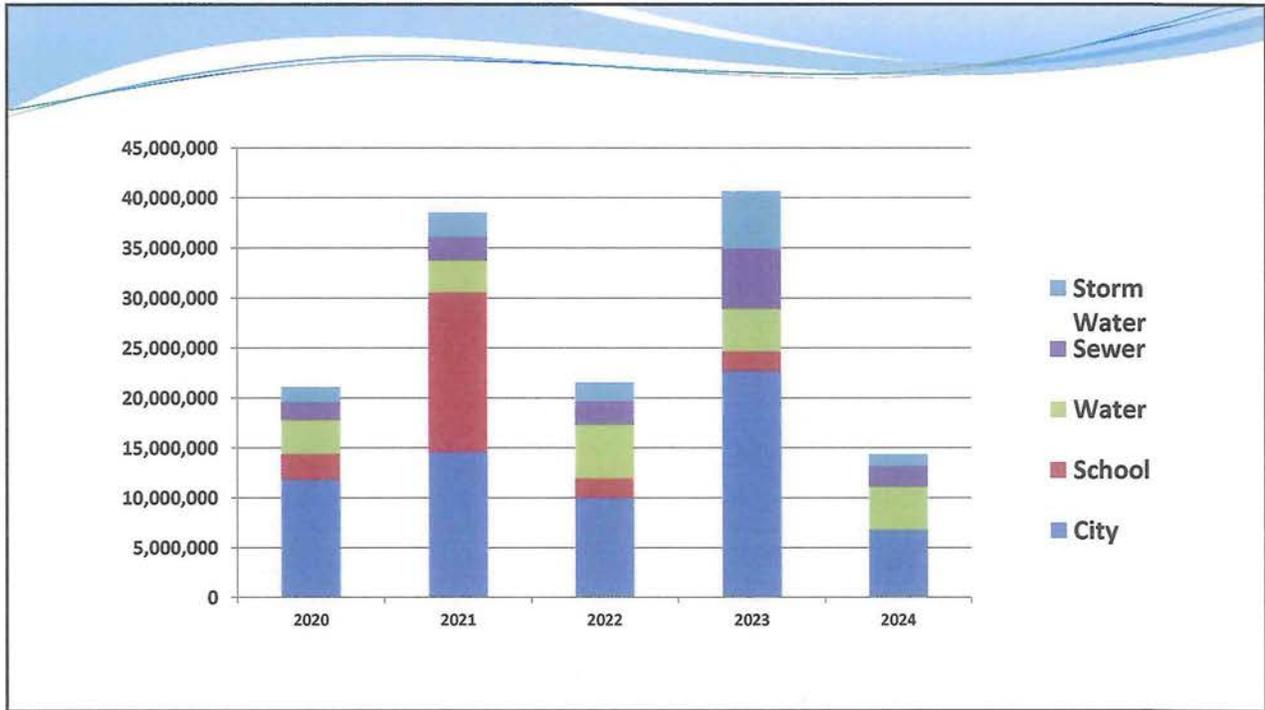
\$140 Million from City Resources

Proposed Use of Local Sources

AREA	FY2020	FY2020-FY2024
City Bond Issue	11,785,000	65,713,825
City Operating Budget	58,750	314,750
School Bond Issue	2,600,000	22,583,400
Water Bond Issue	3,400,000	20,600,000
Water Operating Budget	560,000	2,444,000
Sewer Operating Budget	60,000	655,000
Sewer Bond Issue	1,780,000	14,375,000
Sewer Impact Fees	40,000	210,000
Storm Water Operating Budget	124,450	495,450
Storm Water Bond Issue	<u>1,520,000</u>	<u>12,855,000</u>
TOTAL	21,928,200	140,246,425

Proposed Bond Issues

FUND	2020	2021	2022	2023	2024	Total
City	11,785,000	14,557,175	9,942,450	22,645,400	6,783,800	65,713,825
School	2,600,000	16,010,400	1,973,000	2,000,000		22,583,400
Water	3,400,000	3,200,000	5,400,000	4,300,000	4,300,000	20,600,000
Sewer	1,780,000	2,300,000	2,295,000	5,940,000	2,060,000	14,375,000
Storm Water	<u>1,520,000</u>	<u>2,445,000</u>	<u>1,925,000</u>	<u>5,765,000</u>	<u>1,200,000</u>	<u>12,855,000</u>
TOTAL	21,085,000	38,512,575	21,535,450	40,650,400	14,343,800	136,127,225



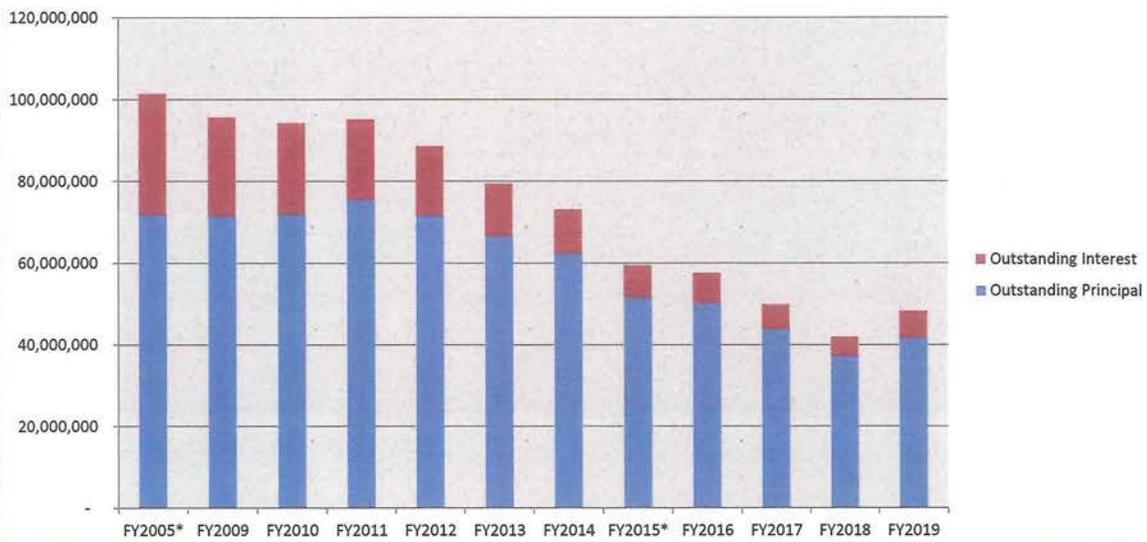
Outstanding Debt Issued & Authorized as of 12/31/18	
City	\$44,292,962
Pension	2,560,000
School*	78,227,966
Water	21,157,009
Sewer	17,193,560
Storm Water	12,046,049
TIF Special Revenue	1,421,130
Authorized, Unissued Debt	<u>22,619,000</u>
Total	\$199,517,676

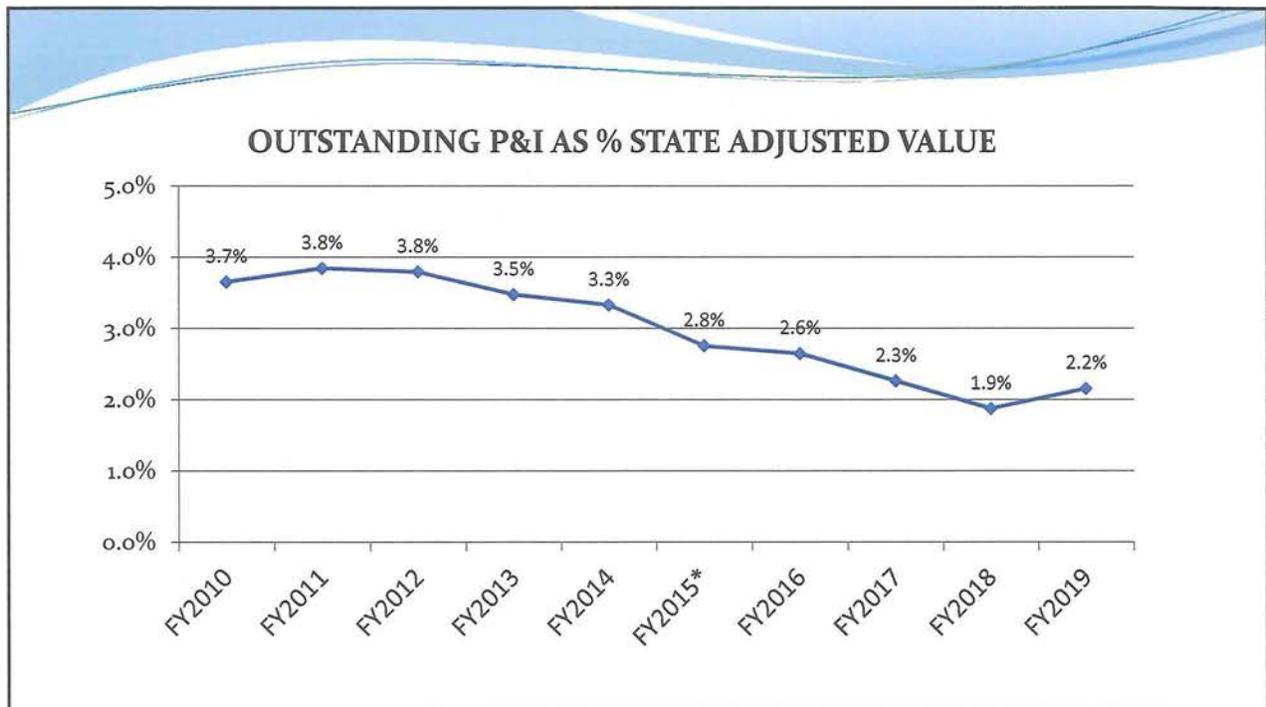
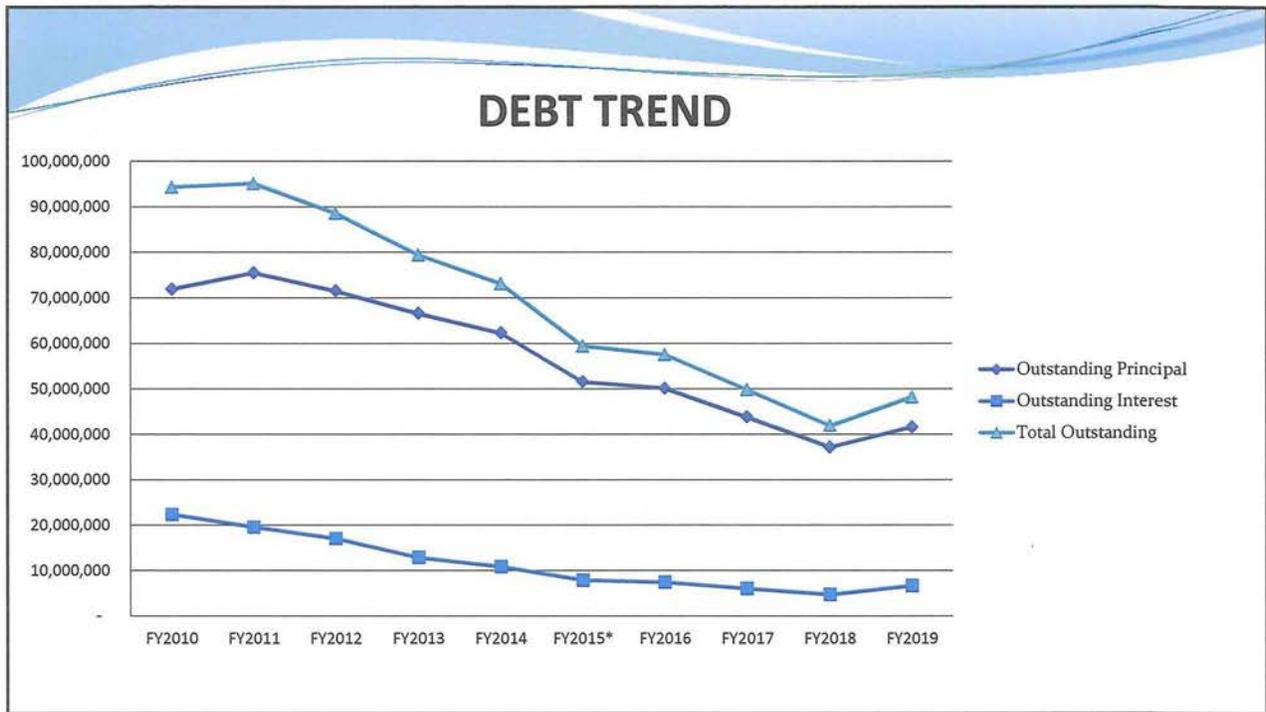
*Of this amount, \$56,395,333 in debt associated with new school construction is paid by the State.

DEBT SERVICE as a % of the FY2019 OPERATING BUDGET

CITY	19.3%
SCHOOL	10.1%
 TOTAL	 13.4%

Outstanding General Fund Debt





DEBT MANAGEMENT

- LOWERED DEBT AUTHORIZATION LIMIT TO 80%
- REFINANCE DEBT WHEN POSSIBLE
- MOVE RECURRING EXPENDITURES INTO THE OPERATING BUDGET
- USE UNALLOCATED FUND BALANCE AFTER RAINY DAY REQUIREMENTS ARE MET

FUTURE YEAR DEBT SERVICE REQUIREMENT CITY GENERAL FUND ONLY

<u>FISCAL YEAR</u>	<u>PRINCIPAL & INTEREST PAYMENT</u>
FY19 (Current)	\$8,895,819
FY20	\$8,438,581
FY21	\$8,148,575
FY22	\$5,944,630
FY23	\$5,492,691
FY24	\$4,412,577

DEBT AUTHORIZATION LIMIT

	Principal Due		
	June 30, 2019	June 30, 2018	June 30, 2017
City	6,625,896.22	6,599,863.83	6,241,884.45
School	5,305,809.86	3,555,304.81	2,804,061.88
Less Conner, Geiger & Pett.	(3,563,131.65)	(1,432,300.00)	(1,455,000.00)
QZAB Group	445,739.36	497,367.26	682,494.93
Colisee	71,062.08	87,942.69	105,670.59
	<u>8,885,375.87</u>	<u>9,308,178.59</u>	<u>8,379,111.85</u>
Three Year Average			8,857,555.44
			<u>0.80</u>
Local Debt Limitation			7,086,044.35
LCIP 2020 Plan Requests			14,385,000.00
Total Debt			14,385,000.00
Under/(Over) Limitation			(7,298,955.65)
		% Bonded	203.00%
		% Under/(Over) Limit	-103.00

DEBT AUTHORIZATION LIMIT

FY2020 Proposed Bonds	\$14,385,000
80% Limit	\$7,086,044
Over/(Under) Limit	\$7,298,956

FY2020 CAPITAL IMPROVEMENT PROGRAM

AIRPORT PROJECTS

	TOTAL COST	CITY SHARE
Instrument Landing System Relocation Reconstruction & Resurfacing of Runways 17-35 & 4-22	350,000	8,750
Construction of New Fuel Farm	8,000,000	200,000
	800,000	400,000
TOTAL	9,150,000	608,750

EMERGENCY 9-1-1:

	TOTAL COST	CITY SHARE
Radio Replacement Project	4,100,000	2,050,000
Radio Project - Lewiston's Mobile & Portable Radios	1,200,000	865,000
Radio System Site Connectivity	90,000	45,000
Fire Alarm Box & Station Alerting	125,000	62,500
TOTAL	5,515,000	3,022,500

TRANSIT COMMITTEE:	TOTAL COST	CITY SHARE
Bus & Bus Support Equipment	420,000	50,000
ADMINISTRATION:		
Lewiston Marketing Campaign	75,000	75,000
Parking & Parking Garage Initiative	125,000	125,000
SUBTOTAL	200,000	200,000
ASSESSING:		
City-Wide Revaluation	114,000	114,000

MIS DEPARTMENT:		
Lewiston Technology Upgrades	642,000	642,000
POLICE DEPARTMENT:		
Police Building Expansion Project	50,000	50,000
FIRE DEPARTMENT:		
Main Street Fire Station Replacement Project	250,000	250,000

FY2020 CAPITAL IMPROVEMENT PROGRAM

PROJECT	TOTAL COST	CITY RESOURCES
AIRPORT	9,150,000	608,750
EMERGENCY 9-1-1	5,515,000	3,022,500
TRANSIT COMMITTEE	420,000	50,000
CITY ADMINISTRATION	200,000	200,000
ASESSING	114,000	114,000
ECONOMIC & COMMUNITY DEVELOPMENT	450,000	450,000
MIS DEPARTMENT	642,000	642,000
POLICE DEPARTMENT	50,000	50,000
FIRE DEPARTMENT	250,000	250,000

FY2020 CAPITAL IMPROVEMENT PROGRAM

PROJECT	TOTAL COST	CITY RESOURCES
PW – BUILDINGS	284,500	284,500
PW – HIGHWAY	5,582,000	4,082,000
PW – MDOT PROJECTS	4,271,551	320,000
PW – MUNICIPAL GARAGE	1,468,000	1,468,000
PW – OPEN SPACES	320,000	320,000

FY2020 CAPITAL IMPROVEMENT PROGRAM

	TOTAL	CITY
PROJECT	COST	RESOURCES
SCHOOL DEPARTMENT	2,600,000	2,600,000
WATER FUND	5,180,000	3,960,000
SEWER FUND	1,880,000	1,880,000
STORM WATER FUND	<u>1,644,450</u>	<u>1,644,450</u>
TOTAL	39,021,501	21,928,200

FY2020 CAPITAL IMPROVEMENT PROGRAM

Calendar of Events:

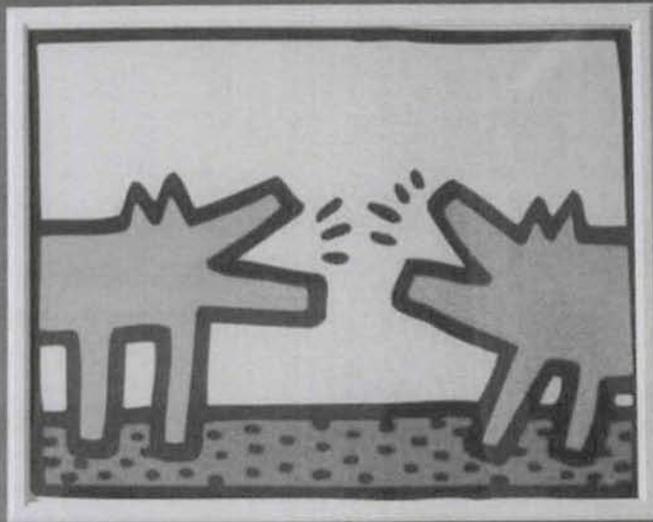
February 5th – LCIP Public Hearing

February 18th – on or before that date, the Finance Committee and Planning Board's recommendation is needed for the City Council packet.

February 19th – City Council is scheduled to adopt the LCIP.

March 1st – required Charter adoption date.

groups
recover together.



The only thing
harder than
beating opiates is
doing it **alone.**

Groups provides affordable and effective treatment for opioid addiction. Through **weekly group therapy** with licensed counselors, and Suboxone[®] medication prescribed by waived physicians, we empower clients to regain control of their lives.

groups

Groups was founded in 2014 in New Hampshire by doctors from Dartmouth-Hitchcock Medical Center who wanted to meet the opioid epidemic head on by bringing affordable and convenient treatment to rural areas.

SINCE THEN WE'VE GROWN TO:

6

states

52

offices

400

groups every week

groups

AFTER SIX MONTHS AT GROUPS:

95%

of patients attend
counseling every week

85%

of patients are totally
abstinent from opiates

groups

WHAT IS SUBOXONE AND HOW DOES IT WORK?

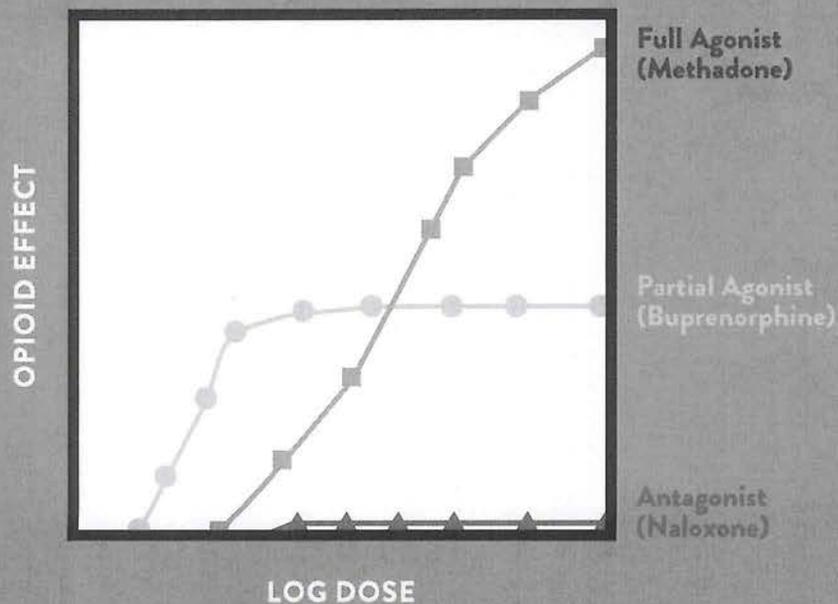
COMBINES TWO ACTIVE INGREDIENTS:

Buprenorphine

A partial agonist that partially fills opioid receptors which allows the medication to prevent withdrawals and has a “ceiling effect” which prevents abuse

Naloxone (also known as Narcan)

An opioid blocking agent which acts as an added level of safety and is only activated when an opioid is taken in addition to Suboxone. Every 8mg of Suboxone contains a full 2mg of Naloxone.



- Use of illicit opioids in addition to Suboxone causes “precipitated withdrawal” symptoms

WE ONLY PRESCRIBE UP TO 16MG/DAY

Doses above that exceed the ceiling effect and are not proven to have any therapeutic benefit (except for pregnant women)

OUR CLINICAL MODEL

Therapy is the foundation of our program.

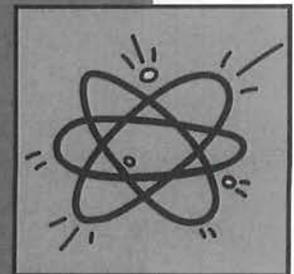
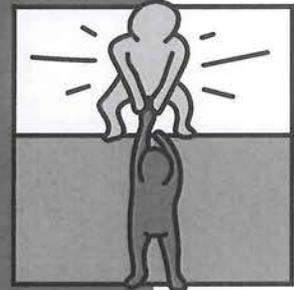
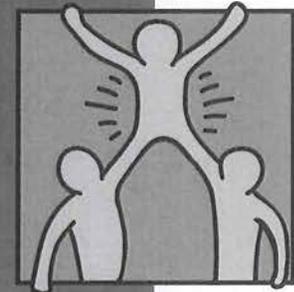
We require members to engage in group therapy on a weekly basis and only provide up to a 7 day prescription at a time. Some programs provide 30-day prescriptions, but we believe it is important for patients to engage with their counselor and group weekly to succeed in recovery.

Accountability is critical.

Often the group holds each other accountable, but we also require weekly urine drug screens to ensure patients are not using and are taking their medication as prescribed.

Our program is time limited.

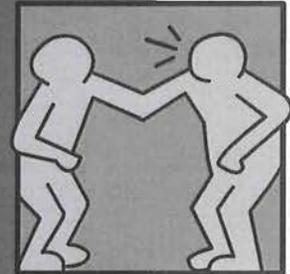
In our program, patients are encouraged to be on medication for 18-24 months, then continue to engage in group (free of charge). Our program is not indefinite maintenance treatment; we support our clients who wish to live medication free, to achieve that goal in a safe and effective manner.



OUR CLINICAL MODEL

We take a multi-disciplinary care approach.

Our care teams are comprised of a licensed substance abuse counselor, program coordinator, and physician who work together to ensure members get the range of supports they need to be successful, from therapy, to coordination with other providers, to medical issues.



Regain control.

We help our members go back to work and teach them necessary life skills. We know that re-entering the work-force and stabilizing family and finances are a strong determinant of long term success in recovery.



WE EMPLOY PROVEN BEST PRACTICES TO REDUCE DIVERSION AND MISUSE



URINE DRUG SCREENS

All members undergo a urine drug screen every time they present to the office to confirm the presence of buprenorphine and to check for other substances.



RANDOM PILL COUNTS

15% of active members are called every month for a random pill count and UDS.



PHARMACY HOMES

All members are required to select one pharmacy at which they consistently fill prescriptions.



PRESCRIPTION DRUG MONITORING DATABASE

All new members are searched in the state PDMP at intake, and all members admitted to the program are checked in the database every 90 days and as needed.



7-DAY PRESCRIPTIONS

We provide medication in 7-day increments, never more.

THE OPIATE EPIDEMIC IS FLOODING OUR NATION'S PRISONS AND JAILS

53% & 45% prisoners met DSM criteria for drug use disorder¹
of state of federal

20% have a history of injecting drug use²
of inmates

24-36% (>200K individuals) pass through criminal justice system each year²
of all known heroin users

96% incarcerated for drug-related crimes return to drug use within 3 years of release³
of individuals

“

The **opioid epidemic** is now the greatest public health and public safety crisis facing this nation. As the war on drugs demonstrated, we cannot incarcerate our way out of this problem.

”

Newt Gingrich and
Van Jones, *Time*,
August 2017

¹ Mumola C, Karberg J. Drug Use and Dependence, State and Federal Prisons. Washington, D.C.: U.S. Department of Justice; 2006.

² Rich JD et al. Attitudes and practices regarding the use of methadone in US state and federal prisons. *Journal Urban Health*. 2005 Sep; 82(3):411-9.

³ Marlowe DB. Integrating substance abuse treatment and criminal justice supervision. *Sci Pract Perspect*. 2003 Aug; 2(1):4-14.

MEDICATION ASSISTED TREATMENT REDUCES RECIDIVISM RATES

Recidivism in prison is lowest when inmates participated in 8+ months of MAT.

Receiving a combination of MAT and therapy yields higher retention rates.*

Yet the criminal justice system is referring only

4.6%

of clients into evidence based treatment, compared to 40.9% of those referred by other sources.*

* Krawczyk, Noa, Caroline E. Picher, Kenneth A. Feder, and Brendan Saloner. "Only One In Twenty Justice-Referred Adults In Specialty Treatment For Opioid Use Receive Methadone Or Buprenorphine." Health Affairs 36, no. 12 (2017): 2046-053. doi:10.1377/hlthaff.2017.0890.

WHAT OUR CLIENTS SAY ABOUT GROUPS:

“

If it wasn't for Groups I **wouldn't be where I am now.** I now have a great job, my bills are paid, and my two children are both participating in sports... something I couldn't afford before. I am healthy and energetic... even my relationship with my fiancé and family is better!”

“

It has been a blessing I take very seriously, I no longer have to hide. I am able to communicate to the people that I care about without being ashamed. I am extremely happy that I found you guys. It's still a process but I finally have the confidence to be the person that I should be. Might sound crazy but I kinda feel like a real person, I'm not a drug addict. At 42, I **finally am able to be me.**”

“

Groups has **saved my life.** It allows me to maintain my life of a full time working single mom and get sober while keeping me accountable.”

“

Just a big thank you for letting me into the Groups family and giving me a fighting chance to have a happy successful life with my kids and **making a family** come together. It's an amazing feeling being sober and not relying on a chase to feel normal.”

“

I feel very lucky to have the support behind me. I'm happy to be **alive once again.** Being free from opiates is truly being free.”

groups

A black and white photograph of a desk lamp in a room with a window. The lamp is a classic adjustable desk lamp with a conical shade and a gooseneck arm. It is positioned in the lower right quadrant of the frame. To the left, a window with a white frame is visible, showing a dark, blurry view outside. The wall is a plain, light color. The overall mood is somber and contemplative.

91 Americans die every
day from an overdose.
Together we can end this.

groups

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Public Hearing on a new application for a new liquor license for C & J Buddha Asian Bistro, 736 Sabattus Street.

INFORMATION:

We have received an application for a new liquor license from C & J Buddha Asian Bistro, 736 Sabattus Street.

This application is for malt, vinous & spirituous.

The Police Department has reviewed and approved the application.

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 authorize the City Clerk's Office to approve a new liquor license application for C & J Buddha Asian Bistro, 736 Sabattus Street.

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA: YES <input type="checkbox"/> NO <input type="checkbox"/>	

PRESENT LICENSE EXPIRES: _____

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date: 1/11/2019 Business hours: Sun-thur 11-10pm
Fri-Sat 11-11pm

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- RESTAURANT (Class I,II,III,IV) RESTAURANT/LOUNGE (Class XI) CLASS A LOUNGE (Class X)
 HOTEL (Class I,II,III,IV) HOTEL, FOOD OPTIONAL (Class I-A) BED & BREAKFAST (Class V)
 CLUB w/o Catering (Class V) CLUB with CATERING (Class I)
 GOLF COURSE (Class I,II,III,IV)
 TAVERN (Class IV) QUALIFIED CATERING OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>CTJ Buddha Asian Bistro</u>	Business Name (D/B/A) <u>CTJ Buddha</u>
APPLICANT(S) - (Sole Proprietor) <u>Cui, mei yang</u>	DOB: <u>12-18-170</u>
Address <u>15 Greenfield Dr</u>	Physical Location: <u>736 sabbatus street</u>
City/Town <u>Auburn</u>	State <u>ME</u>
Zip Code <u>04210</u>	City/Town <u>Lewiston</u>
Telephone Number <u>718 710 6959</u>	State <u>ME</u>
Fax Number	Zip Code <u>04240</u>
Federal I.D. # <u>82 175 7411</u>	Mailing Address <u>same</u>
Business Telephone Number <u>207 782 8883</u>	City/Town <u>same</u>
Seller Certificate #: <u>1185794</u>	State <u>same</u>
or Sales Tax #:	Zip Code
Email Address: Please Print <u>y zhang 6389@gmail.com</u>	Business Telephone Number <u>207 782 8883</u>
Website: <u>menuinlas.com</u>	Fax Number

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
3. Is applicant a corporation, limited liability company or limited partnership? YES NO
- If Yes, please complete the Corporate Information required for Business Entities who are licensees.
4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____ City / Town _____

6. If manager is to be employed, give name: Ying Zhang
7. Business records are located at: 736 Sabattus St. Lewiston ME 04240
8. Is/are applicant(s) citizens of the United States? YES NO
9. Is/are applicant(s) residents of the State of Maine? YES NO

10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
Cui mei yang (owner)	12/8/70	Fujian, China
Ying Zhang (manager)	6/3/89	Fujian, China

11. Residence address on all of the above for previous 5 years (Limit answer to city & state)

Name: Cui mei yang	City: Auburn	State: ME
Name: Ying Zhang	City: Auburn	State: ME
Name: _____	City: _____	State: _____

12. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____

Disposition: _____ (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

14. Has/have applicant(s) formerly held a Maine liquor license? YES NO

15. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: Paul Panwar

457 College St. Lewiston ME 04240

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

17. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? McMahon School

Which of the above is nearest? _____

Church

19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Lewiston ME on 12/19, 20 18
Town/City, State Date

Please sign in blue ink

Cui mei yang
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Cui mei yang
Print Name

Print Name

FEE SCHEDULE

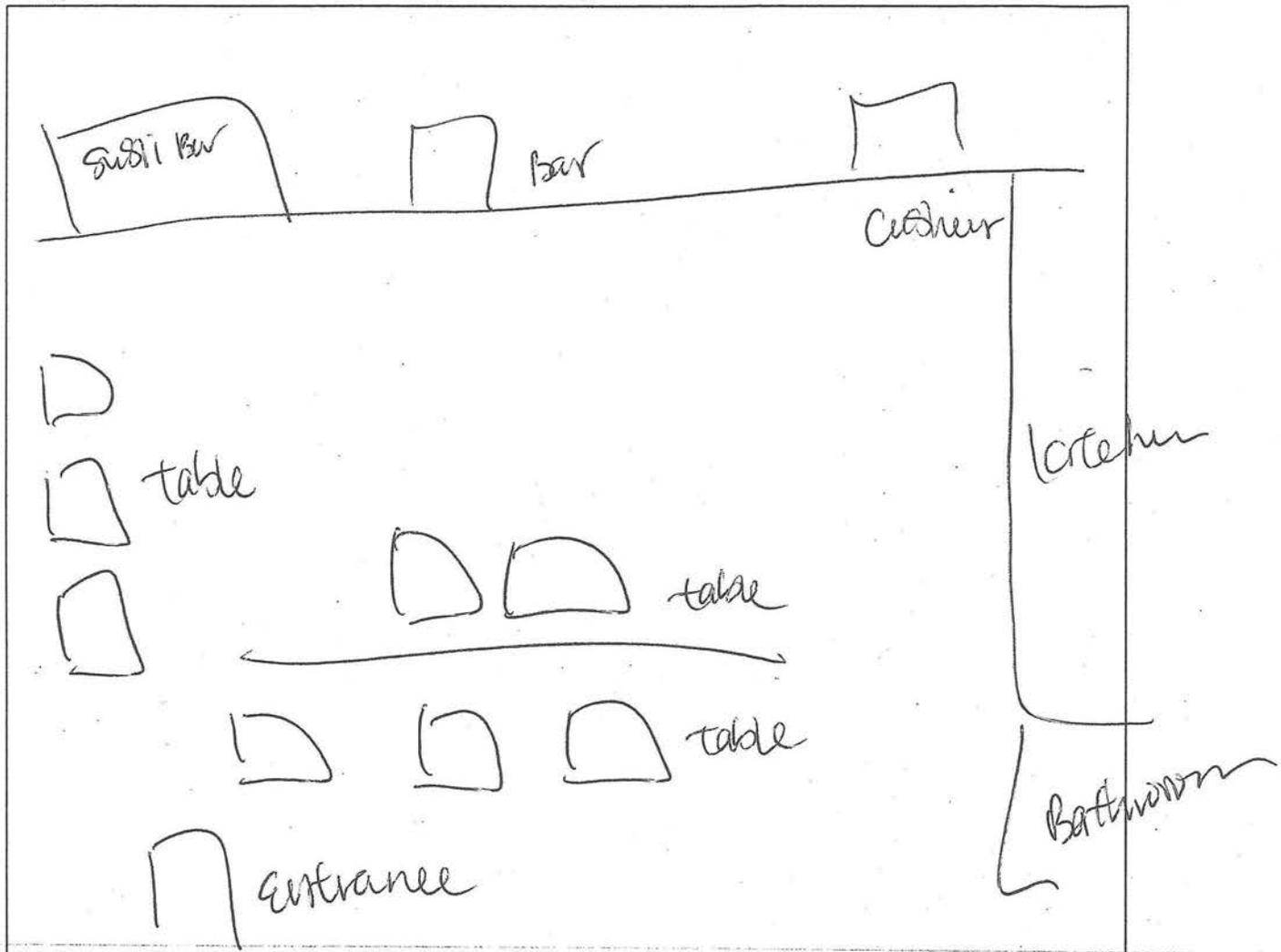
FILING FEE: (must be included on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants: Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns;	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	



ON PREMISE DIAGRAM
(Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires 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 with the following: • Entrances • Office area • Kitchen • Storage Areas • Dining Rooms • Lounges • Function Rooms • Restrooms • Decks • All Inside and Outside areas that you are requesting approval.





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

For Offi
License #: _____
SOS Checke
100% Yes

**Corporate Information Required for
Business Entities Who Are Licensees**

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Cui mei yang
- Doing Business As, if any: H J Buddha Asian Bistro
- Date of filing with Secretary of State: 12/19/18 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Cui mei yang	15 Greenfield Dr Auburn ME 04210	12/8/70	owner	100%

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? Yes No

8. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

Chimeiyang
Signature of Owner or Corporate Officer

12/19/18
Date

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



POLICE DEPARTMENT

Brian O'Malley
Chief of Police



TO: Kelly Brooks, Deputy City Clerk

FR: Lt. David St.Pierre, Support Services

DT: December 27, 2018

RE: Liquor License– **C and J Buddha Asian Bistro**

We have reviewed the Liquor License Application and have no objections to the following establishment:

C & J Buddha Asian Bistro
736 Sabattus St., Lewiston, Maine



171 Park St • Lewiston, Maine • 04240 • Phone 207-513-3137 • Fax 207-795-9007
www.lewistonpd.org



Professionalism

Integrity

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CITY OF LEWISTON

PUBLIC NOTICE

A hearing on the following liquor license application will be held by the Lewiston City Council in the Council Chambers, City Hall on ***Tuesday, January 8, 2019, at 7:00 p.m.***, or as soon thereafter as it may be heard. Any interested person may appear and will be given the opportunity to be heard before final action on said application.

C & J Buddha Asian Bistro
736 Sabattus Street
Cui Mei Yang, owner

The City of Lewiston is an EOE. For more information, please visit our website @ www.lewistonmaine.gov and click on the Non-Discrimination Policy.

PUBLISH ON: January 5, 7 & 8, 2019

Please bill the City Clerk's Dept. account. Thank you.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 2

SUBJECT:

Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Fraternal Order of Eagles #618, 1327 Sabattus Street.

INFORMATION:

We have received a renewal application for a Special Amusement Permit for Live Entertainment from Fraternal Order of Eagles #618, 1327 Sabattus 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.

EMR/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 Fraternal Order of Eagles #618, 1327 Sabattus Street.

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

Date of Application: 12/18/18

Expiration Date: 1/4/19

- Class A - \$125.00 - restaurants with entertainment, which **does not have dancing**
- Class B - \$125.00 - lounges/bars with entertainment, which **does not have dancing**
- Class C - \$150.00 - either restaurants or lounges/bars with entertainment, including dancing
- Class D - \$150.00 - function halls with entertainment, including dancing
- Class E - \$150.00 - dance hall or nightclub that admits persons under the age of 21
- Class F - \$150.00 - "chem-free" dance hall or nightclub for patrons aged 18 yrs and older, with no liquor

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

****PLEASE PRINT****

Business Name: Fraternel Order of Eagles #18 **Business Phone:** 7866837

Location Address: 1327 Sabattus St Lew. Me 04240

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

Mailing Address: Same

Email address: Hamateu1@aol.com

Contact Person: Theresa R. Marcotte **Phone:** 2405397

Owner of Business: Members **Date of Birth:** _____

Address of Owner: _____

Manager of Establishment: N/A **Date of Birth:** _____

Owner of Premises (landlord): N/A

Address of Premises Owner: _____

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): _____

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

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

Corporation Name: Diago Arie #618 FOE

Corporation Mailing Address: 1327 Sabattus Street

Contact Person: Theresa R Marcotte Phone: 240 5397

Do you permit dancing on premises? X 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? 2 miles

Please describe the type of proposed entertainment:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> dancing | <input checked="" type="checkbox"/> stand up comedian | <input type="checkbox"/> piano player |
| <input checked="" type="checkbox"/> music by DJ | <input checked="" type="checkbox"/> karaoke | <input type="checkbox"/> other, please list _____ |
| <input checked="" type="checkbox"/> live band/singers | <input type="checkbox"/> magician | <input type="checkbox"/> 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: Theresa R Marcotte Title: Secretary Date: 12/17/18

Printed Name: Theresa R Marcotte

Hearing Date: 1/8/2019

KITCHEN

REST ROOM

REST ROOM

CLOSET

WALK-IN
COOLER

← BAR

BAR

REST ROOM

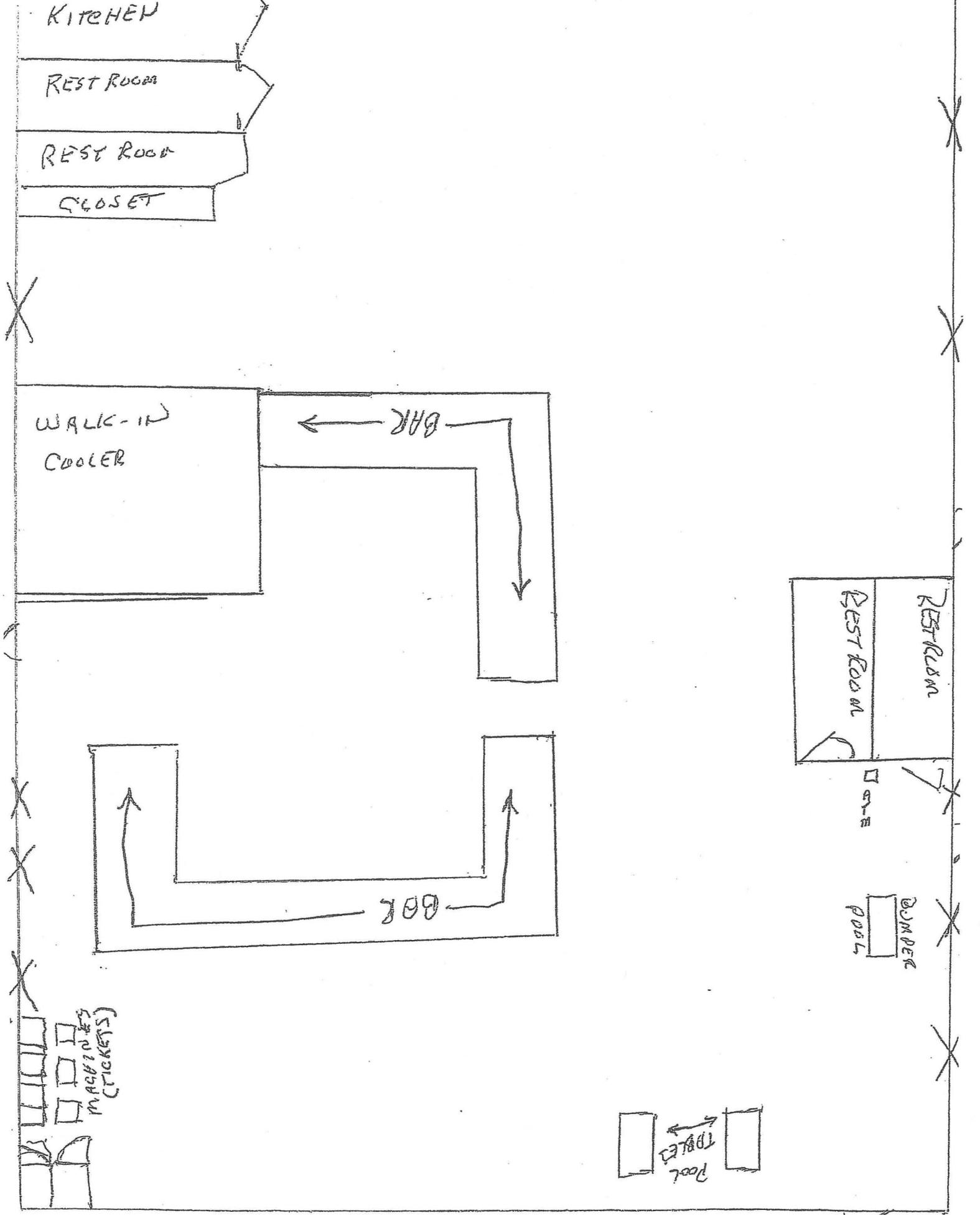
REST ROOM

TABLE

BAR
POOL

POOL
TABLE

MACHINES
(TICKETS)



LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 3

SUBJECT:

Amendments to the City Policy Manual regarding the appointment and promotion process for the Police Department.

INFORMATION:

The Police Chief is recommending amendments to the City Policy governing the appointments and promotions process in the Police Department. The recommended changes include changes to medical and psychiatric testing, some of which is in accordance with the Maine Criminal Justice Academy. He is also recommending, along with the support of the unions, to increase the amount of years of experience needed for an applicant for a promotion to the rank of sergeant. The final change would increase the number of applicants the department can review after the initial testing from five to ten.

Additional information is outlined in the attached memorandum. The Police Chief will be present at the meeting to address any questions that Councilors may have.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

ERB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the amendments to the City Policy Manual - Policy Number 44, Appointment and Promotion in the Police Department as recommended by the Chief of Police.

(Note - Full copy of the amendments are attached. Additions are underlined and ~~deletions~~ have strike-out lines.)

APPOINTMENT AND PROMOTION IN THE POLICE DEPARTMENT

Minimum Requirements for Original Appointments and Selection Process for Promotional Appointments

Minimum Requirements for Original Appointments.

All candidates for original appointment within the Police Department shall meet the minimum requirements set forth below and all amendments thereto.

- a. Applicants for examination and appointment shall have passed their twentieth (20th) birthday at the time of the examination. Applicants shall be required to have successfully obtained a high school diploma or its educational equivalent (GED).
- b. Applications shall be made in writing and under oath to be accompanied by such references or other information that the Human Resources Department may reasonably require. The applications for original appointment shall remain active for a period of one year from the submission date. The candidate need not re-submit an application for vacancy(s) provided the candidate's name remains on the active eligible list.
- c. Applicants shall be required to satisfactorily pass a written examination and a physical fitness test administered by the Maine Criminal Justice Academy.

However, the Chief of Police may waive the requirement for a written entrance examination upon proof that the candidate has successfully completed the Municipal/County Basic Police School at the Maine Criminal Justice Academy or its equivalent and is either a fully or conditionally certified police officer. Such equivalency and certification shall be determined by the Maine Criminal Justice Academy. The candidate's name shall be immediately placed on a certified list and submitted to the Police Chief. In such cases, the candidate must submit to the provisions of (d) and (e) below.

- d. Candidates for appointment shall submit to a careful physical examination by a qualified physician selected by the City Administrator. Applicants shall be rated by the physician which ~~shall~~ may include a Chest X-Ray, EKG and Back X-Ray, in addition to submitting a signed self-disclosure form and any other criteria selected by the Human Resources Director as possessing adequate physical qualifications for the work to be performed or failing the examination. In addition, applicants ~~may~~ shall be required to undergo a psychiatric examination by a qualified psychiatrist selected by the City Administrator to determine whether an applicant is mentally, emotionally or temperamentally suited for service. In all cases, the cost of the examinations shall be borne by the City.
- e. Candidates for appointment shall be required to undergo a polygraph (lie detector) examination. In addition, they shall all be interviewed by the Police Chief and/or designee.

Selection Process for Promotional Appointment.

Appointments to positions above the rank of Patrol Officer shall in each case be made from candidates listed on the certified list. Any member of the department may apply for any promotional appointment and take the promotional examination upon completion of the probationary period. However, the candidate must have served at least three (3) years as a

APPOINTMENT AND PROMOTION IN THE POLICE DEPARTMENT

patrol officer in the City of Lewiston to be considered for promotion to Detective; or Corporal ~~or~~ and five (5) years as a patrol officer to be considered for promotion to Sergeant and must have at least two (2) years of experience as Sergeant to be considered for further promotion. Candidates may be promoted to the rank of Detective; or Corporal ~~or Sergeant~~ after having served three (3) years as a patrol officer in the City of Lewiston. In all such cases, years of experience shall be determined as of the effective date of the promotion to the position.

The Human Resources Department shall post a notice indicating the date, time and location of the written examination at least twenty (20) calendar days prior to the examination.

The selection process and technique used for promotional appointments shall be as follows:

- a. A job-related aptitude/capacity written examination to measure the skills and ability of the candidate necessary to carry out the duties and responsibilities of the position to which the candidate seeks to be promoted. The format of the written examination shall be selected by the Police Chief. The total score of the written examination shall be multiplied by .35.
- b. Since employee performance evaluations are an integral part of the selection process, summaries of such evaluations shall be submitted to the Human Resources Director for all candidates being considered for promotion. The Human Resources Director shall multiply the quantitative score submitted by .45.
- c. A quantified measure of seniority shall be calculated to arrive at a combined quality point score for each candidate. Credit for seniority shall be given for actual service from the date of the original appointment. Seniority credit shall be given at a rate of one (1) quality point for each full year of service up to a total of ten (10) quality points or a credit for ten (10) years of service.
- d. A quantified measure of education, training and promotional experience shall be calculated to arrive at a combined quality point score for each candidate. Up to ten (10) quality points may be awarded to a candidate's combined score, as follows:
 1. A total of five (5) quality points shall be awarded to candidates who possess a four-year Bachelor's degree or
 2. Two and one-half (2-1/2) quality points shall be awarded to candidates possessing a two-year Associate's degree.
 3. One eighth (1/8) of a quality point shall be awarded for the successful completion of each three (3) credit hour college course or one (1) quality point for twenty four (24) credit hours.
 4. Two (2) quality points shall be awarded for each full year of promotional experience up to five (5) years to a total of ten (10) quality points.
 5. One (1) quality point shall be awarded to any candidate who has completed the Military Police Service Training Academy.

NOTE: The maximum ten (10) quality points awarded under (d) above are an "either/or" accumulation. For example, a detective with five (5) years in grade would receive all ten (10) quality points and would not receive more in this category for an Associate's degree.

APPOINTMENT AND PROMOTION IN THE POLICE DEPARTMENT

A composite score shall be calculated for each candidate for promotion. The composite score shall represent the accumulative total of quality points earned by each candidate in accordance to the categories described above and summarized below:

1. written examination -	35 quality points
2. employee performance evaluations -	45 quality points
3. seniority -	10 quality points
4. education/training/promotional experience -	<u>10 quality points</u>
TOTAL COMPOSITE SCORE -	100 QUALITY POINTS

The Human Resources Director or designee shall quantify the quality points for each candidate to determine the order in which the name of the candidate shall appear on the eligible list. The eligible list shall contain the name and cumulative quality point score total attained by each candidate and be arranged in order of their rank with the highest first.

Each candidate shall have been assigned a number at the time of the written examination and only that number along with the score shall be submitted to the Police Chief. The Chief shall then post on appropriate bulletin boards the results of the written examination for at least twenty (20) calendar days.

Whenever the Chief requests a certified list of names to fill a vacancy, the Human Resource Director shall submit to the Chief ~~five [5]~~ ten (10) names for one to two vacancies ~~per vacancy~~ for consideration [tie scores shall be considered as one name]. If there is an insufficient number of names on the eligibility list, as determined by the Chief, a written promotional examination shall be administered to develop a new eligibility list.

Eligibility lists shall remain active for a period of two [2] years from the date of the written promotional examination.

Note: Additions are underlined; deletions are ~~struck-out~~.



POLICE DEPARTMENT

Brian T. O'Malley
Chief of Police



January 4, 2019

FM: Chief Brian O'Malley

TO: Lewiston City Council

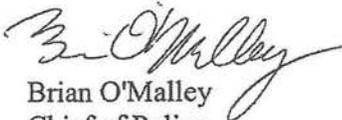
RE: Policy Amendments

The city of Lewiston has recently begun a review of the city policies that are in place in order to ensure that they are up to date and accurate. I reviewed the policy, **Appointment and Promotion in the Police Department**.

There are two changes that I am requesting that be made that concern changing wording from *shall to may* regarding having a physical that includes an x-ray or EKG. The second change is *may be to shall* in regards to a police candidate undergoing a psychiatric examination which is required to attend the Maine Criminal Justice Academy.

While conducting my review of this policy I was approached by the leadership of the patrol and detectives union who requested an update to the promotional section of this policy. At the union's request, which I agree with, an officer must have five years of experience at the Lewiston Police Department to be eligible to be promoted to the rank of sergeant. It had previously been three years of experience.

The final change would affect the certified list of names for promotion obtained from Human Resources. Currently when there is a promotion, HR provides me with a list of the top five names. This number would increase to the top ten names. The manner in which the composite score is compiled for promotion would not change.


Brian O'Malley
Chief of Police



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LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 4

SUBJECT:

Public Hearing and Adoption of amendments to the City’s Policy Manual regarding Proposed Amendments to the City’s Public Participation Plan for the Community Development Block Grant Program.

INFORMATION:

Lewiston has been a Community Development Block Grant (CDBG) Entitlement Community since 1974. As such, the City annually receives an allocation of CDBG dollars that must be spent in accordance with regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) to ensure that the dollars are used to meet three national objectives: providing decent, safe and sanitary housing; providing a suitable living environment; and expanding economic opportunities. In pursuit of these goals, the City is required to develop multi-year plans and annual budgets and work plans tied to these goals and the national priorities. An important element of this work is the Public Participation Plan that guarantees the public and other interested parties access to the process of allocating resources.

Our current *Community Development Grant Program Citizen Participation Plan* was last approved by the City Council in 2017. Staff has revised and updated the plan to meet the HUD required and recommended changes. Per HUD regulations, a public hearing must be held prior to Council approval of the revised plan. A copy of the plan is attached.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

ERB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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1) To conduct a public hearing on revisions to the Community Development Block Grant Program Citizen Participation Plan and

2) To approve the Citizens Participation Plan for the Community Development Program, City Policy Manual Number 13, as recommended by the City Administrator and the Economic and Community Development Director.

(Note - This vote will repeal the current Plan dated 2017 and will replace it in full with the attached 2019 Plan.)

Economic and Community Development

Lincoln Jeffers

Director



To: Honorable Mayor and Members of the City Council
From: Lincoln Jeffers
RE: Amendments to Citizen Participation Plan for HUD Programs
Date: January 2, 2019

As a Community Development Block Grant entitlement community, Lewiston has a policy that provides guidance on how to engage citizens to help determine how CDBG are best invested in the community. Changes in federal law and local circumstances have resulted in the need to amend Lewiston's *Citizen Participation Plan for HUD Funded Programs*. The proposed amended policy is attached with deleted language strike outs and new language underlined.

The plan calls for a seven member committee which annually reviews requests for CDBG funds. The committee makes recommendations to the council on how the funds should be invested to achieve the goals of Lewiston's 5 year Consolidated Plan.

Proposed changes of note to the policy include:

- Changing the make-up of the 7 member committee from having dedicated spots for a Planning Board member and a staff designee of the City Administrator, to having designated spots for representatives/advocates of the homeless, and of the immigrant populations.
- Committee member terms are being changed from starting on July 1st to January 1st.
- Language has been removed and added to clarify what constitutes major and minor amendment to the CDBG plan after it has been approved each year.

Staff recommends approval of the proposed changes.

CITY OF LEWISTON CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

I. Introduction

In 1974, the City of Lewiston was designated as a Community Development Block Grant Entitlement City. These funds are used to fund administration and planning, social services, housing, commercial, and economic development programs, public facilities and infrastructure improvements, and acquisition, demolition and clearance of unsafe structures. Every year the City receives a formula based allocation of entitlement funding. Using CDBG funds to initially capitalize, and periodically recapitalize the programs; the City created housing and commercial revolving loan funds (RLF) used to rehabilitate properties, make general improvements and bring the properties to code. Projects are funded through low interest loans and grants with repaid money going back to the RLF. In 2001, Auburn and Lewiston formed a consortium with Auburn as the lead entity to receive HOME Investment Partnerships Program funds. This is an annual allocation from HUD and the funds are used for Homebuyer Assistance, Homeowner Rehabilitation, Rental Development and Tenant Security Deposits-Based Rental Assistance Programs for homeless persons seeking permanent housing.

The Department of Housing and Urban Development (HUD) requires recipients of these grant funds to prepare a formal plan as a condition of receiving those funds known as the Citizen Participation Plan. The following is the City of Lewiston's Citizen Participation Plan written in accordance with Section 104(a) (3) of the Housing and Community Development Act of 1974, (42 U.S.C.5304(A) (3), and 24 CFR Part 91 Sections 91.105 and 91.200.

II. Citizens Advisory Committee (CAC)

This Citizen Participation Plan (CPP) encourages participation from Lewiston residents in developing the 5-Year Consolidated Plan, any substantial amendments to the Consolidated Plan, and developing the annual action plans and performance reports. The City especially encourages participation by residents of Census Tracts 201, 202, 203 and 204, which constitute the CDBG target area and which is defined as a low and moderate income area. The City also encourages participation by low and moderate income persons, the homeless, persons with disabilities, immigrants and refugees, public housing authorities, and organizations representing these groups.

To ensure that all constituents are provided with an opportunity to be included in this important planning and implementation process, the City appoints and convenes a Citizens Advisory Committee (CAC) to assist in developing the specific goals and objectives of the Consolidated Plan, the Assessment of Fair Housing, and the annual Action Plan. Committee members are appointed by the Mayor to two year terms coinciding with the ~~City's fiscal year (July 1-June 30)~~calendar year. This seven-person Committee includes one Lewiston City Councilor, one representative from the Lewiston Planning Board a homeless person or advocate for homeless

CITY OF LEWISTON

CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

~~persons the homeless community, one voting City Administration appointed staff member a person representing the immigrant/refugee community,~~ at least two citizens from the City's low/moderate income population in Census Tracts 201-204, with the remainder from the community at large. The Committee is staffed by the Economic and Community Development Department.

Each year in December, ~~at the~~ begin ~~ing~~ of the CDBG budget process, a Request for Application for Funding will be published in a newspaper of general distribution, placed on the City's website and emailed to applicants who have applied for funding in the past. Qualified agencies and organizations are encouraged to apply for funding. City staff offers two mandatory trainings for all applicants and provides technical assistance to groups representing persons who are of low-moderate income; as well as assistance to ethnic based community organizations that request help in developing proposals for funding assistance under any programs covered by the annual planning process of HUD funded programs. Lewiston's 5 Year Consolidated Plan and Annual Action plans are available on the City's webpage. ~~on~~ On the Economic and Community Development page under plans and reports, ~~the City has available the~~ The Consolidated Plan is a 5 year strategic plan that outlines the goals to be achieved over the course of 5 years as determined by a broad coalition of citizens and stakeholders. The Annual Action Plans which detail the local government's funding decisions to achieve the goals articulated in the Consolidated Plan for activities for the last five years. The CAC will read, review, interview and score applications for funding from qualified applicants. The CAC will provide citizen input into the activities that will be funded by these sources during the budget process to ensure that the goals and objectives of the 5 year Consolidated Plan are reflected in the annual Action Plan and reviewed for progress and evaluated for appropriateness in the City's Consolidated Annual Performance and Evaluation Report (CAPER). During the first meeting of each budget year the CAC, will appoint a Chairperson among its members to serve as a facilitator of the meetings, spokesperson for the committee, and a liaison to the Economic and Community Development Department staff. The CAC will meet during the budget process to review and evaluate requests for funding. The CAC has an important role in this process which includes review of applications for appropriateness and compliance with the goals and objectives of the current Consolidated Plan, and to make a funding recommendation to the Lewiston's City Council for projects to be included in the next annual Action Plan.

The meetings of the CDBG Citizens Advisory Committee are open to the public with meeting times and dates published in advance in a publication of general circulation and on the City's website. Each year the Lewiston City Council will take action on the acceptance of the Action Plan according to the City's Budget timeline, with final approval by City Council no later than May 7th. Final approval will take place at a City Council Meeting following a public hearing. Notice of the City Council meeting and public hearing on the Consolidated Plan and Action Plan will be provided in the local newspaper at least 10 days before the hearing is to

CITY OF LEWISTON

CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

take place. Citizens will have a full 30 days from the date of publication to express concerns and comments by email on the City's website by using the following link <http://www.ci.lewiston.me.us/Directory.aspx?DID=7>, or by regular mail addressed to the Director, Economic and Community Development Department, 27 Pine Street, Lewiston, ME 04240.

~~During the year, outside of the regular application process, projects for funding in excess of \$10,000 that fall outside of the Program Guidelines, may be presented to the City Council for review and approval. A description of the project; the amount of the funding requested will follow the same public notification process as the regular application process. The action will take place as a public hearing using the same public process as described in the previous paragraph.~~

III. Consolidated Plan and Assessment of Fair Housing Development:

The Consolidated Plan is a planning document that outlines and guides CDBG and HOME program expenditures for a five-year period. At the same time, the City will prepare an Assessment of Fair Housing, a process to analyze the local fair housing landscape and set fair housing priorities and goals which will be identified in the Consolidated Plan. (the "Plans") It is designed to be a collaborative process through which Lewiston establishes a unified vision for community development actions and strategies. It creates the opportunity for strategic planning and citizen participation to take place in a comprehensive context. The Consolidated Plan identifies specific courses of actions for the CDBG funding the City receives. It builds on local assets and responds to the needs of the community and sets forth program goals, specific objectives, annual goals, and benchmarks for measuring progress.

In the preparation of the Plans the City shall encourage the participation of local and regional institutions, Continuums of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) in the process of developing and implementing the Plans. The City shall encourage the participation of public and private organizations and shall consult with broadband internet service providers, organizations engaged in narrowing the digital divide, agencies whose primary responsibilities include the management of flood prone areas, public land or water resources, and emergency management agencies in the process of developing the Plans. Working in conjunction with the Lewiston Housing Authority, the City shall encourage the participation of residents of public and assisted housing developments (PHA) (including any resident advisory boards, resident councils, and resident management corporations) in the process of developing and implementing the AFH and the consolidated plan, along with other low-income residents of targeted revitalization areas in which the developments are located.

CITY OF LEWISTON CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

The City shall make an effort to provide information to the PHA about the Plans activities related to its developments and surrounding communities so that the PHA can make this information available at the annual public hearing(s) required for the PHA Plan.

The City will explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods, and the review of program performance; e.g., use of focus groups and the Internet.

During development of the Plans, the City of Lewiston shall:

A.) Provide to its citizens, public agencies and other interested parties data from HUD as well as any other supplemental information gathered from local sources; state the amount of assistance that the City expects to receive from CDBG and HOME funded programs; describe the range of activities that may be undertaken using these funds; include the estimated amount that will benefit persons of low and moderate income; identify what steps will be taken to minimize displacement of persons and how displaced persons are to be assisted. This information will be made available during the public planning meetings.

B.) Publish the proposed Plans in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments. This information will be summarized and published in a local newspaper of general circulation in the Lewiston area. The summary will include a description of the contents and purposes of the proposed Plans and will be available for review at the following link <http://www.lewistonmaine.gov/131/Plans-Resources> on the Economic and Community Development page of the City's website. Email notification of the same will be provided to agencies that have historically applied for CDBG funds and other partner agencies and stakeholders, such as the Lewiston Housing Authority, Healthy Neighborhood Planning Council and Pine Tree Legal. Citizens and interested parties can utilize The "Notify Me" tool that allows citizens to follow the process by providing their email address. An email will be sent as the planning process commences.

C.) Copies will be available at the City of Lewiston's Economic and Community Development Department offices and at Lewiston Public Library, Lewiston, ME,

D.) Hold two public hearings on housing and community development needs before the proposed Plans are published for comment.

- 1.) The City shall give at least 10 days' notice of the hearing to citizens by publishing notices in newspapers of general circulation in Lewiston which

CITY OF LEWISTON CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

includes information on the purpose, time and location of the hearing; and posting on the City's web site and Facebook page. The City shall hold the public hearing in City Hall, 27 Pine Street, Lewiston Maine at a time and date intended to maximize the participation of interested citizens.

- 2.) Where a significant number of non-English speaking residents can be reasonably expected to participate, the City will provide a qualified interpreter at the public hearing to accommodate the needs of these residents.

E.) The City will accept public comments on the proposed Consolidated Plan for a period of not less than thirty (30) days from the date the public notice is placed in the newspaper of general circulation and on the Economic and Community Development Page of the website under "Plans and Resources". <http://www.lewistonmaine.gov/131/Plans-Resources> .

F.) In developing the final Plans the feedback received verbally, in writing, or online during the comment period and at the public hearing will be considered. A summary of the feedback received, including comments received but not incorporated into the final Plans will be included as an attachment to the document. For comments not incorporated, the attachment will explain the reasoning for the exclusion.

IV. Amendments to the Consolidated Plan and the Assessment of Fair Housing

There are two types of amendments to the Plans: substantial and minor amendments. The following subsections identify what constitutes an amendment and the threshold for determining the type of amendment, including the public notification and approval process.

A. Substantial Amendment:

Any one of the actions listed below in Section IV (A) (a-c) shall constitute a substantial amendment to the Plans:

- a) A change in the City's allocation priorities of 10% or more ~~or change in the method of~~ for distribution of funds covered by the Plans;
- b) Implementation of an activity using funds from any program covered by the Plans (including program income) not previously described in the action plan; or,
- c) A change in the purpose, scope, location, or beneficiaries of a program funded by HUD programs as listed in the Action Plan section of the adopted Plans.

Public Hearing Requirements for a Substantial Amendment:

CITY OF LEWISTON

CITIZEN PARTICIPATION PLAN FOR HUD FUNDED PROGRAMS

To provide citizens with an opportunity to comment on a substantial amendment, public notice will be published at least 10 days before a public hearing. The public notice will include a summary of the proposed change and its potential effect on households of low and moderate income persons. The summary must be published in a newspaper of general circulation and placed on the Economic and Community Development Department Page on the City's website under Plans and Resources. Included in the notice will be the opportunity for interested citizens to comment for a period of not less than thirty (30) days prior to implementing the amendment. The published summary must state that written comments must be submitted to the City by a specified date.

Any comments or views of citizens and units of general local government received online, in writing or orally during the comment period or at public hearings must be considered in adopting a substantial amendment to the Plans. The City shall attach a summary of these comments or views to the substantial amendment as finally approved.

B. Minor Amendment:

A minor amendment is defined as a change that does not exceed 10% of the amount of the CDBG Program budget (which includes the annual allocation, reprogrammed funds, and program income) for the year in which the amendment is being considered. Funds will be reallocated upon execution of a budget transfer sheet signed by the City Administrator and Finance Director.

Public Hearing Requirements for a Minor Amendment:

There are no public hearing requirements for a minor amendment.

V. Performance Reports Associated With the Consolidated Plan

When preparing performance reports associated with the Consolidated Plan, the City shall:

A.) Provide citizens with reasonable notice and an opportunity to comment on performance reports associated with the Consolidated Plan. Reasonable notice must include a summary of what has been accomplished and its effect on households of low and moderate income. The summary must be published in a newspaper of general circulation in Lewiston and notify interested citizens and groups that they have the opportunity to provide comments for a period of not less than fifteen (15) days before the performance report is submitted to HUD. The published summary must indicate that written comments must be submitted by a specified date to the City.

**CITY OF LEWISTON
CITIZEN PARTICIPATION PLAN FOR HUD FUNDED
PROGRAMS**

B.) Consider any comments or views of citizens received online, in writing or orally in preparing the performance report. The City shall attach a summary of these comments or views to the performance report.

VI. Availability of the Plans and Related Documents to the Public

A.) The City shall make available to the public free of charge and upon request the final Consolidated Plan as adopted, any substantial amendments, and any associated performance reports. Upon request, the City will make these documents available in a form accessible to persons with disabilities.

B.) Comments may be made online at www.ci.lewiston.me.us/Directory.aspx?DID=7 , or in writing, or verbally to the Director, Economic and Community Development Department, City Hall, 27 Pine Street, Lewiston, Maine 04240. All comments submitted to the Economic and Community Development Department will be filed. Prior to filing, appropriate responses will be submitted by the Economic and Community Development Director or his/her designee.

VII. Complaints Associated with the Consolidated Plan and Related Documents

The City will provide a substantive written response to every written citizen complaint related to the Consolidated Plan, substantive amendments, and associated performance reports within fifteen (15) working days.

VIII. Accessibility to Those with Disabilities or Language Barriers

The City of Lewiston does not discriminate against or exclude individuals from its municipal facilities and/or in the delivery of its programs, activities, and services based on an individual's ethnic origin, color, religion, gender, sexual orientation, age, physical or mental disability, veteran status, or inability to speak English.

With proper notice, the City will endeavor to accommodate the needs of those unable to participate in the process as designed. This policy includes but is not limited to providing translation services.

For more information about this policy, contact or call Compliance Officer at 207-513-3000 (TTY) 207-513-3007.

IX. Effective Date-

This amendment to the February 6, 2012 Citizen Participation Plan was approved by the Lewiston City Council on November 21, 2017. It will be in effect until amended. This amends

**CITY OF LEWISTON
CITIZEN PARTICIPATION PLAN FOR HUD FUNDED
PROGRAMS**

| the November 21, 2017 Citizen Participation Plan and will remain in effect until amended.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 5

SUBJECT: Order, Authorizing the City Administrator to Execute a Lease Between the City of Lewiston and Androscoggin Head Start and Child Care.

INFORMATION: The City has had a no fee lease with Androscoggin Head Start and Child Care, dba Promise Early Education Center, for the former Coburn School Building at 269 Bates Street for a number of years. The most recent lease expired on September 1, 2018, and the Executive Director is seeking to renew the lease for another 20 year period.

Head Start (the Lessee) has been a good tenant. Although the lease provides the City no monetary compensation, the Lessee has honored the building maintenance provisions of the lease. Upon recent inspection, the property was clean and well maintained given the age of this 1891 building. Specific maintenance items undertaken by the Lessee include: performing asbestos testing prior to undertaking repairs; regular pest management; new playground installation; patching and sealing the parking lot; floor loading study and repairs; installation of office space partitions; oil boiler replaced with a natural gas unit; interior fresh paint and flooring throughout the building; repointing the exterior brick veneer as needed; replacing the complete roofing system in the last 5 years; and upgrading the windows.

Head Start is applying for a variety of grant funding in early 2019 and needs to demonstrate the program has a long term lease on the building (at least 15 years). Given the importance and need of the programs offered by Head Start in this location, staff recommends approval of the requested lease renewal for a 20-year period.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/1/18/19

REQUESTED ACTION:

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To approve the Order, Authorizing the City Administrator to Execute the Lease Between the City of Lewiston and Androscoggin Head Start and Child Care.



COUNCIL ORDER

Order, Authorizing the City Administrator to Execute the Lease Between the City of Lewiston and Androscoggin Head Start and Child Care.

WHEREAS, the lease for the property and building located at 269 Bates Street expired on September 1, 2018; and

WHEREAS, the Executive Director of Androscoggin Head Start and Child Care, dba Promise Early Education Center wishes to renew the lease for another 20 year period; and

WHEREAS, in lieu of a monetary lease payment, Head Start agrees to maintain the building and provide necessary repairs; and

WHEREAS, the City recognizes the important role early childhood education serves and the location is ideal to provide such service;

NOW, THEREFORE, BE IT ORDERED by the CITY COUNCIL of the CITY of LEWISTON,

That the City Administrator be authorized to execute the Lease Between the City of Lewiston and Androscoggin Head Start and Child Care for another 20 year period.

LEASE

THIS IDENTURE, made this first day of September, 2018, A.D., by and between THE CITY OF LEWISTON, County of Androscoggin, and State of Maine, hereinafter called the "Lessor"; and ANDROSCOGGIN HEAD START AND CHILD CARE, dba PROMISE EARLY EDUCATION CENTER, an organization having a piece of business in the County of Androscoggin, in the State of Maine, hereinafter called "Lessee".

WITNESSETH:

THAT for and in consideration of the promises, covenants, and agreements herein contained to be paid, performed, and observed by the Lessee, the Lessor does hereby lease, demise, and let unto the lessee for its Promise Early Education Center Programs for children, a two-story building located on 269 Bates Street, in the City of Lewiston and formerly known as the Coburn School.

TO HOLD for the term of twenty (20) years from September 1, 2018, or until terminated by Lessee upon thirty (30) day notice in writing of the intent to terminate, requiring which time, prior to the return of the property to the Lessor; the Lessee shall remove all its personal property and leave the premises reasonably clean.

Said Lessee does hereby promise, covenant, and agree as follows:

1. It will maintain the leased premises in as good condition as the same now are or may be put into, reasonable wear and tear, and unavoidable, casualty excepted, and may make minor repairs to s the premises including but not limited to minor structural repairs, plumbing, heating, and electrical repairs at its own expense. It is specifically understood and agreed by and between the parties, that in the event major repairs become necessary, the Lessee will, in writing, notify the Lessor of the need for such repairs, and the Lessor shall determine whether it will undertake such major repairs. If the Lessor decides not to do so, then the Lessee may, after securing the approval from the Lessor, make such major repairs, at its own expense, or terminate the tenancy of the premises. It is further specifically understood and agreed by and between the parties hereto that the Lessee will maintain the leased premises and perform all work thereon in accordance with accepted standards of maintenance and repair of property and in a manner satisfactory to the Lessor.
2. It will make no structural or physical changes in said building or premises except as otherwise herein provided without securing the prior approval of the Lessor in writing.
3. It will provide, maintain and pay for all heat, lights, water, telephone, and any other utilities or services necessary for its use.
4. It will indemnify and save harmless the Lessor of and from any liability for injury to persons, death or property damage resulting from its use and occupancy of said land and building, and will purchase and maintain during the term of this lease public liability insurance with minimum limits of liability of \$300,000 and property damage insurance with minimum limits of liability of \$50,000. It will also purchase and maintain during the term of the lease, Workers' Compensation coverage on all of its employees working in, on and around said building and land.

- 5. It will not sublet or assign any part of the whole of premises without securing the prior consent of the Lessor in writing.
- 6. It will carry such fire or such insurance on the contents of the premises belonging to it as it deems advisable, it being understood and agreed that the Lessor shall maintain only fire and boiler and machinery insurance on the building.
- 7. It shall permit the Lessor to enter upon the premises without halt or hindrance at any reasonable time for any reasonable purpose so long as it does not result in a disruption of Lessee's program.

IN WITNESS WHEREOF, the parties have hereunto interchangeably caused this instrument to be sealed and signed.

Signed, Sealed, and Delivered
 In the presence of:

City of Lewiston, Maine

 Witness

By: _____
 Edward A. Barrett, City Administrator

On: _____

Androscoggin Head Start and Child Care

By: _____
 Betsy Norcross-Plourde, Executive Director

On: _____

Personally appeared before me the above named Edward A. Barrett, City Administrator and made oath to the above statement signed by him as his free act and deed.

 Notary Public
 Commission expires:



Finance Department

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



TO: Mayor Shane D. Bouchard
And Members of the City Council

FROM: Heather Hunter, Finance Director

SUBJECT: **Androscoggin Head Start and Child Care**

DATE: December 20, 2018

The City of Lewiston has maintained a no fee lease with Androscoggin Head Start and Child Care, dba Promise Early Education Center for the property at 269 Bates Street (the former Coburn School building) for a number of years. The most recent lease expired on September 1, 2018, and the Executive Director is seeking to renew the lease for another 20 year period.

Head Start (the Lessee) has been a good tenant of the building. Although the lease provides the City no monetary compensation, the Lessee has honored the building maintenance provisions of the lease. Upon recent inspection of the premise, it was clean and well maintained given the age of the 1891 building. Specific maintenance items undertaken by the Lessee include: performing asbestos testing prior to the performance of repairs; regular pest management; new playground installation; patching and sealing the parking lot; floor loading study and repairs completed; installation of office space partitions; oil boiler replaced with a natural gas unit; interior fresh paint and flooring throughout the building; repointing the exterior brick veneer as needed; replaced the complete roofing system in the last 5 years; and upgraded the windows.

Head Start is applying for a variety of grant funding in early 2019 and needs to demonstrate the program has a long term lease on the building (at least 15 years). Given the importance and need of the programs offered by Head Start in this location, I'm recommending the Council approve the lease renewal for a 20-year period.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6

SUBJECT:

Resolve authorizing submission of an EPA Brownfield Clean-Up Grant Application for Bates Mill #5.

INFORMATION:

The EPA has grant funds available called Brownfield Clean-Up Grants that have been utilized by the City in the past to address some environmental remediation and clean-up work at the Bates Mill property site. If the City Council is interested in having city staff submit an application for this round of funding, the application is due by January 31. Additional details are contained within the background material.

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 authorizing submission of an EPA Brownfield Clean-Up Grant Application for Bates Mill #5.



COUNCIL RESOLVE

Resolve, Authorizing Submission of an EPA Brownfield Clean-Up Grant Application for Bates Mill #5.

Whereas, The City owns Bates Mill #5; and

Whereas, environmental studies of Bates Mill #5 have determined that the building has lead paint throughout the structure, asbestos underlayment in the roof, and PCB contaminated concrete in a small portion of the building where the hydroelectric turbines and switching gear are located; and

Whereas, to be eligible for financing for redeveloping the building and/or site, the building's environmental issues must be mitigated; and

Whereas, the U.S. Department of Environmental Protection has announced a competitive round of Brownfield Clean-Up Grant funding, with grant proposals due no later than January 31, 2018; and

Whereas, up to \$500,000 in grant funding is available per approved project; and

Whereas, if the City is successful in securing a clean-up grant, a 20% local match will be required; and

Whereas, the local match can be met by using in-kind labor as well as CDBG funds, fund balance, or a bond or other source of local funding determined by the City Council; and

Whereas, for Bates Mill #5 to be redeveloped, the environmental issues within the building must be mitigated;

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

Staff is authorized to submit a Brownfield Clean-Up Grant application to the Environmental Protection Agency seeking \$500,000 to assist in the environmental remediation of Bates Mill #5.

Economic and Community Development

Lincoln Jeffers

Director

Lewiston



2007



To: Honorable Mayor and Members of the City Council
From: Lincoln Jeffers
RE: Approval to submit Brownfield Clean up Grant for Bates #5
Date: December 31, 2018

Request

The EPA has issued a request for grant proposals for Brownfield Clean-Up Grants. The grant application is due no later than January 31, 2018. I am seeking your approval to submit a grant proposal that, if funded, would be used to defray the costs of environmental mitigation at Bates Mill #5.

In this round of funding, the cap for clean-up grants has been increased from \$200,000 to \$500,000. If the city is successful in securing a clean-up grant, a 20% match is required. A commitment of local matching dollars does not need to be made at this time, but the council needs to be aware that if the city is successful in its application and receives a grant of \$500,000, the city will need to match those dollars with \$100,000 of local funding. Local funding could come from CDBG, loan balance, a bond, or other source approved by the City Council.

Discussion

The future of Bates Mill #5 is uncertain. Tom Platz has an option to acquire and redevelop the property that is good through February 2021. If Mr. Platz secures the tenants and decides to go forward with the redevelopment, one of the conditions for him to proceed would be that the City mitigate the known environmental issues in the mill. These include lead paint, asbestos in the roof, and PCB contaminated concrete in the hydroelectric generating room. If redevelopment of the property does not go forward and the building is demolished, the asbestos and PCB's will still need to be mitigated prior to demolition.

Beacon Environmental Services has provided cost estimates to deal with the lead paint, asbestos, and PCB's under both the renovation and demolition scenarios.

In the case of redevelopment, the costs are estimated to be:

- | | |
|--|-----------------|
| • Lead Paint power washing and encapsulation | \$770,000 |
| • Asbestos Abatement | \$205,000 |
| • PCB Encapsulation | <u>\$35,000</u> |
| | \$1,010,000 |

If the building is demolished, the lead paint will not need to be removed. However, the asbestos will need to be removed; and rather than be

encapsulated, the PCB's would also need to be removed. These costs are estimated at:

• Asbestos	\$205,000
• PCB removal and disposal	<u>\$120,000</u>
	\$325,000

Summary

Bates Mill #5 has legacy environmental issues that must be addressed whether the building is redeveloped or demolished. As the owner of the structure, the City is responsible for mitigating those issues. The EPA has competitive grant funding available to assist with cleaning the building or site in order to make it suitable for redevelopment. If the City is awarded a grant, it will need to provide a 20% match to the amount of the grant received. This is an opportunity to secure federal dollars to assist with the environmental clean-up Bates Mill

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 7

SUBJECT:

Appointments to various City boards and committees.

INFORMATION:

Each year in January, the Mayor and City Council have several appointments to make to the citizen boards and committees. Under the authority of the City Charter, the Mayor has the authority to make several appointments directly and some appointments are done at the Mayor's nomination and require Council approval.

Please see the attached listing for the appointments for this meeting.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The Council shall select their representatives to the various boards and committees.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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- 1) To receive the Mayor's appointments to various city boards and committees (no Council action required)
- 2) To approve the Mayor's nominations regarding his appointments to the Library Board of Trustees (Council vote required)

APPOINTMENTS TO CITY BOARDS AND COMMITTEES JANUARY 2019

MAYOR APPOINTMENTS - No Council Confirmation Required

Assessment Review Board – 1 full member – 3 year term, Dec. 18, 2018 – Dec. 17, 2021
Andrew Choate, 70 Rachel Boulevard

Board of Appeals –

- 1 full member position – 5 year term, Jan. 8, 2019 – Jan. 9, 2024
Roger Dupree, 26 Rachel Boulevard
- 1 full member position – 5 year term, Jan. 8, 2019 – Jan. 9, 2024
Phyllis Rand, 198 Central Avenue
- 1 associate member position – 5 year term, Jan. 8, 2019 – Jan. 9, 2024
Alexander Willette, 5 Bowdoin Drive
- 1 associate member position – 5 year term but filling a vacancy, Jan. 8, 2019 – Jan. 5, 2021
Steve Bannister, 385 Randall Road

Finance Committee – 1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022
Melissa Simones Landry, 10 Ware Street

L/A Community Forestry Bd – 1 full member position – 3 year term,
Jan. 8, 2019 – Jan. 4, 2022
Bruce Damon 22 Buttonwood Lane

Historical Preservation Review Board –

- 1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022
Steve Dayton, 131 Rideout Avenue
- 1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022
Michael Brochu, 20 Deforge Street
- 1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022
Mark Lee, 18 Pond Road
- 1 associate member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022
Elaine Fenderson, 22 Mellon Street
- 1 associate member position – 3 year term but filling a vacancy, Jan. 8, 2019 – Jan. 5, 2021
David Chittim, 28 No Name Pond Road

Lewiston-Auburn Water Pollution Control Authority (LAWPCA) – 1 full member, 2 year
term, Jan. 8, 2019 – Jan. 5, 2021
Normand Lamie, 234 Montello Street

911 Committee – 1 full member, 2 year term, Jan. 8, 2019 – Jan. 5, 2021
Heather Hunter, City Finance Director

Planning Board –

1 full member position – 5 year term, Jan. 8, 2019 – Jan. 9, 2024

Lucy Bisson, 1026 Sabattus Street

1 full member position – 5 year term, Jan. 8, 2019 – Jan. 9, 2024

Kristine Kittridge, 126 Webber Avenue

1 associate member position – 5 year term, Jan. 8, 2019 – Jan. 8, 2019 – Jan. 9, 2024

Paul Robinson, 200 Gayton Road

MAYOR Nomination - Council Confirmation is Required

Library Board of Trustees –

1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022

Anne Kemper, 110 Pettengill Street

1 full member position – 3 year term, Jan. 8, 2019 – Jan. 4, 2022

Safiya Khalid, 202 Park Street

LEWISTON CITY COUNCIL
MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 8

SUBJECT:

Biennial Appointment of the Registrar of Voters.

INFORMATION:

The Maine State statutes require that the municipal officers appoint a Registrar of Voters every two years during the odd numbered years. In Lewiston, the City Clerk serves as the Registrar of Voters, per the City Charter.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmn

REQUESTED ACTION:

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To appoint City Clerk Kathleen M. Montejo as the Registrar of Voters for a two-year term of office from January 1, 2019 to December 31, 2020.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 9

SUBJECT:

Amendment to the Traffic Schedule regarding prohibiting overnight winter parking for a portion of Park Street.

INFORMATION:

The Public Works Department is requesting this change due to issues with snow removal on this section of Park Street. Since this is a one-way street with on-street parking, it makes it difficult to get snow removal equipment in to clear the spaces.

The Police Department is in support of this change.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

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To adopt the proposed amendments to the Traffic Schedule for Park Street to prohibit overnight winter parking from December 1- March 31 from 11:00pm to 6:00am on both sides of the street, between Pine Street and Spruce Street.



POLICE DEPARTMENT

Sgt. Derrick St. Laurent
Administration / Accreditation



TO: Traffic Schedule Review
FROM: Sgt. Derrick St. Laurent
DATE: December 10, 2018
SUBJECT: Traffic Schedule Amendment – Park St. / Winter No Parking

The Lewiston Public Works Dept. is requesting a Traffic Schedule change be made on Park St. (Between Pine/Spruce). This change would prohibit overnight parking on Park St. from December 1 – March 31 11pm – 6am. This change is being requested to assist with snow removal operations. Daytime on street parking in this area is essential to city staff and it is difficult for Public Works to maintain Park St. following snow storms.

This amendment would allow Public Works to routinely remove snow on and around City Hall and the Police Department without having to post in advance. Park St is rarely used by downtown residence for overnight parking, as apartments in the area have tenant lots. This amendment does not apply to police vehicles, as they can be moved at a moments notice.

NO OVERNIGHT PARKING DEC. 1 – MARCH 31 will need to be added to the Traffic Schedule.

ADD:
NO OVERNIGHT PARKING DEC 1 – MARCH 31ST 11pm-6am

PARK ST. PARK ST. BOTH SIDES. FROM PINE ST TO SPRUCE ST.



If this amendment is approved, this would require Public Works Department to erect sign(s) and/or marking(s) designating the above change.

Respectfully Submitted,

Sgt. Derrick St. Laurent
Lewiston Police Department



171 Park St • Lewiston, Maine • 04240 • Phone 207-513-3137 • Fax 207-795-9007
www.lewistonpd.org



LEWISTON CITY COUNCIL
MEETING OF JANUARY 8, 2019

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 12

SUBJECT:

Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter regarding the annual evaluation of the City Administrator.

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:

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To enter into an Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter regarding the annual evaluation of the City Administrator.