

**LEWISTON CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
JANUARY 10, 2012**

6:00 p.m. Executive Session - To discuss acquisition of property of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.

7:00 p.m. Regular Meeting

Pledge of Allegiance to the Flag.
Moment of Silence.

Acceptance of minutes of the meeting of January 3, 2012.

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. Adoption of the Rules Governing the City Council for the ensuring year.
2. Public Hearing on a new liquor license application and special amusement permit for Altera, 16-18 Park Street.
3. Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Fraternal Order of Eagles #618, 1327 Sabattus Street.
4. Public Hearing on a renewal application for a Special Amusement Permit for Live Entertainment for the Lewiston Elks Lodge, 1675 Lisbon Street.
5. Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all applications to operate beano, bingo or other games of chance, on behalf of the Municipal Officers.
6. Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all permits for circuses and carnivals, on behalf of the Municipal Officers.
7. Authorization for the City Clerk and/or Deputy City Clerk to sign all liquor license applications on behalf of the Municipal Officers.
8. Authorization for the City Clerk and/or Deputy City Clerk to sign all applications for utility pole permits, on behalf of the Municipal Officers.
9. Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all licenses for close out sale permits, on behalf of the Municipal Officers.
10. Authorization for the Finance Director, Tax Collector and Deputy Treasurer to act on behalf of the Municipal Officers regarding deeds, liens and municipal investments.
11. Authorization for City Administration to approve or deny all requests to hang banners and post community event signs on municipal property, on behalf of the Municipal Officers.
12. Authorization for Deputy City Administrator and/or Finance Director to have signatory authority for the City Administrator when the Administrator is unavailable.

13. Appointments to various City boards and committees.
14. Reports and Updates.
15. Any other City Business Councilors or others may have relating to Lewiston City Government.
16. Executive Session to discuss acquisition of property of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.
17. Executive Session to discuss labor negotiations regarding the Maine Association of Police - Patrol Unit; Lewiston Police Supervisory Command Unit and International Association of Firefighters, Local 785.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6:00pm

SUBJECT:

Executive Session to discuss Acquisition of Property of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.

INFORMATION:

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

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

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

LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Adoption of the Rules Governing the City Council for the ensuing year.

INFORMATION:

The City Council, at the beginning of each new Council year, is required to adopt rules to govern the operations of the board for the ensuing term. The City Council operates by Robert's Rules of Order, but must adopt rules to govern those issues not covered by Robert's Rules.

Attached is a full copy of the Rules.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The Rules are a matter of policy established by the Council for the conduct of its business.

EABL/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To adopt the Rules Governing the City Council, City Policy Manual Number 6, for the period January 10, 2012 to January 7, 2014, as presented.

RULES GOVERNING THE CITY COUNCIL FOR PERIOD 1/10/2012 - 1/07/2014

Sec. 1. Regular meetings

- (a) **Time:** The City Council shall hold regular meetings on the first and third Tuesday of each month at 7:00 p.m.
- (b) **Place:** All regular meetings of the City Council shall be held in the Council Chambers of the City Building.
- (c) Matters that are appropriate for executive session and which are to be held on evenings of regular City Council meetings shall be scheduled either at a workshop preceding the meeting or immediately following Other Business as the final item on the meeting agenda, except in situations when the City Administrator deems it to be in the best interest of the City to hold the executive session at another time.
- (d) Items shall appear on the agenda in the following standard order of business:

Pledge of Allegiance to the Flag
Moment of Silence
Ceremonial Presentations and Recognitions
Acceptance of meeting minutes
Public Comment period - any member of the public may offer comments regarding issues pertaining to Lewiston City Government; maximum time limit for the full comment period shall be 15 minutes
Consent Agenda
Public Hearings (licenses, ordinance adoptions or amendments, other)
Policy Manual adoptions or amendments
Items requiring adoption or approval
Discussion items (no action required)
Reports and Updates
Any other city business Councilors, staff or members of the public may have relating to Lewiston City Government

Sec. 2. Special meetings

All special meetings shall be called in accordance with Article II, Section 2.10 of the City Charter.

Sec. 3. Agenda

- (a) All agenda items must be in the office of the City Clerk no later than 12:00 Noon on the Wednesday prior to a regular meeting.
- (b) A consent agenda shall be prepared for all regular meetings of the City Council. The consent agenda shall be adopted by a yea and nay vote.

RULES GOVERNING THE CITY COUNCIL FOR PERIOD 1/10/2012 - 1/07/2014

Sec. 4. Presiding officer - call to order

The Mayor, or in the absence of the Mayor, the Council President, shall call the meetings to order. In the absence of the Mayor and Council President, the City Clerk shall call the Council to order, whereupon a temporary chairman shall be elected by the members of the Council present.

Sec. 5. Parliamentary Procedure

- (a) "ROBERT'S RULES OF ORDER" shall be regarded by the Council as the proper authority for parliamentary procedure in conduct of its meetings for the ensuing year, except as otherwise provided herein, or by Charter and may be suspended by a majority vote of the city council at any time.
- (b) Reconsideration of Items - When an item is voted on by the Council, it shall be in order for any member who voted on the prevailing side or who was not present at the time the vote was taken to move a reconsideration thereof, during the same meeting or at the immediate next regularly scheduled Council meeting, but not afterwards. In instances where a majority of those present vote in favor of an item but there are less than the normally required four votes, the prevailing side shall be those who voted against the item. No motion to reconsider a vote taken at a previous meeting shall be in order for consideration at the immediate next regularly scheduled Council meeting unless an item to that effect is scheduled on the agenda for such meeting or unless five of the members consent to such reconsideration.

Sec. 6. City Council Teleconference/Video Conference Rules

- (a) Physical attendance by members of the Lewiston City Council at all meetings is encouraged and expected. Council members and the Mayor should make all reasonable effort to be physically present for every meeting. Teleconference procedures may not be routinely used as a substitute for attendance in person. However, physical attendance may not always be possible.
- (b) Teleconferencing" is defined as remote participation by an official in a meeting of the City Council by means which enables the remote official to clearly hear the Mayor, all Council members, the City Clerk, and public testimony and to be clearly heard by the Mayor, all Council members, the City Clerk, and the public for the duration of the meeting.
- (c) Physical attendance at meetings contributes to quality dialogue and supports a sound deliberative and decision-making process. Consequently, teleconferencing will only be permitted under the following conditions:
 - 1. a quorum cannot be achieved for a regularly scheduled or special meeting;

**RULES GOVERNING THE CITY COUNCIL
FOR PERIOD 1/10/2012 - 1/07/2014**

2. one or more member are unable to attend due to absence from the City, employment, or family emergency reasons;
 3. a minimum of three [3] Councilors must be present in person at the meeting location;
 4. an elected official participating by teleconference shall, while actually on the teleconference, be deemed present at the meeting for all purposes. The official shall make every effort to participate in the entire meeting;
 5. if the Mayor participates via teleconference, the Council President, or the Council-appointed presiding officer in the Council President's absence, shall preside over and perform all functions of the Mayor at the meeting; and
- (d) any City Council business, with the exception of items involving public hearings or quasi-judicial proceedings, may be conducted under this policy.
- (e) Where teleconferencing is employed, the Council member requesting to participate via teleconference must provide the City Clerk no less than 24 hours notice of his/her absence in order to participate as a voting member, except in instances where special meetings are called with short notice where a member requesting to teleconference should notify the City Clerk of this request as soon as practicable.
- (f) The following procedures shall apply to teleconferencing:
1. All votes during teleconferenced meetings shall be conducted by roll call.
 2. Agendas shall specify the name of the Mayor/City Councilor participating via teleconference and the location, address, and telephone number to be utilized for the teleconference. In the case of a special meeting called on short notice, this information shall be provided at the start of the meeting.
 3. Two-way communication must be established so that the teleconferenced City Councilor can listen to and participate in the public proceedings and members of the public can hear the comments of the teleconferenced official (with the exception of executive sessions).
 4. The City Clerk shall note in the minutes of the meeting all members attending via teleconference.
 5. To the extent practicable, materials to be considered by the Council shall be made available in advance to those attending by teleconference.

**RULES GOVERNING THE CITY COUNCIL
FOR PERIOD 1/10/2012 - 1/07/2014**

Sec. 7. Committees of the Council

There shall be the following Committee of the Lewiston City Council

The Housing Committee develops and recommends policy to the City Council on housing initiatives, code enforcement, and in conjunction with the Planning Board, zoning policies and all other matters related to housing. This committee will be co-chaired by two Councilors. There shall be two Councilors appointed by the Council President, two staff members assigned by the City Administrator, one member from the Lewiston/Auburn Landlord Association, one member of the Lewiston Housing Authority staff and one citizen appointed by the Mayor. Citizen appointments shall be for a two year term, to coincide with the biennial Council year.

- (a) The Council President shall designate a chairman and alternate chairman amongst the Councilors serving on the Committee.

Before any item which requires action by the Committee shall be taken to the Council, it first must be acted upon by the committee which shall submit its recommendation unless otherwise voted by a majority of the city council members present.

From time to time as issues demand, ad hoc Council committees may be formed by action of the City Council.

Action by Committee

- (a) The Committee shall not act by separate consultation, and no report shall be received unless agreed to in Committee actually assembled, and signed or agreed upon by a majority of the Committee.
- (b) It is to be the duty of the Committee, to whom any subject may be referred, to report at the earliest possible date.

Sec. 8. Action on Ordinances

- (a) All ordinances shall be submitted in accordance with Article II, Section 2.11 of the City Charter.
- (b) All proposed ordinances shall be read by title only unless any member of the Council requests a full reading of the ordinance.
- (c) No ordinance, excluding emergency ordinances, shall be passed until it has been read on two separate days, except when the requirement of a reading on two separate days has been dispensed with by the Council.
- (d) When passed by the Council, an ordinance shall be attested by the City Clerk; and it shall be immediately filed and thereafter preserved in the office of the City Clerk.

**RULES GOVERNING THE CITY COUNCIL
FOR PERIOD 1/10/2012 - 1/07/2014**

Sec. 9. Action on budget

I. Community-Shared Assumptions and Principles

- (a) The City Council has full authority and responsibility in law to set the municipal budget. The City Council, in consultation with the School Committee, shall approve the specific portions of the school budget in accordance with the applicable sections of MRSA 20-A, and shall establish the mill rate on the combined overall budget for all city and school budgets.
- (b) The School Committee has full authority and responsibility in law to develop the school budget and to establish educational policy in accordance with the applicable sections of MRSA 20-A.
- (c) Direct communication between the participants in these processes is preferable to relying on third party transmission.
- (d) Budgets for the School Department and other municipal offices will be developed with full and complete communication between the City Council and the School Committee. In addition to the regular public sessions presented by the City Council and the School Committee, there will be an appropriate number of joint public work sessions consistent with the limitations prescribed by statute and the charter.
- (e) Public communication on the budgetary process will be open and extensive, and, wherever possible, be jointly made by the City Administrator and Superintendent or the Council and the School Committee.
- (f) The City Council shall submit the approved School Budget for a budget validation referendum and the School Committee shall determine the allocation of the approved school budget among the cost centers of the cost center summary budget format in accordance with those provisions outlined in MRSA 20-A.
- (g) Budgetary development addresses not only the next fiscal year, but is also part of a strategic, long-range process and is viewed in that context.
- (h) The City Council and the School Committee will cooperate in the development of a strategic, integrated, long-range plan which will involve the whole community.
- (i) Broad-based, strategic, long-range community planning is vital to the process.

II. The Superintendent and the City Administrator

- (a) There will be meetings on a regular basis throughout the year.
- (b) Each will share budget information with as much detail as available at appropriate stages in the budgetary development process. Special emphasis will be given to sharing relevant factual information about personnel, program development, facilities support and strategic development.

III. City Council and School Committee

- (a) The City Council and the School Committee agree to meet jointly prior to

**RULES GOVERNING THE CITY COUNCIL
FOR PERIOD 1/10/2012 - 1/07/2014**

the budgetary season to discuss visions, goals and objectives for the coming year.

- (b) Each will share budget information with as much detail as available at appropriate stages in the budgetary development process. Special emphasis will be given to sharing relevant factual information about personnel, program development, facilities support and strategic development.
- (c) The City Council and the School Committee will have a regular agenda item at its meetings, "Report from the (City Council/School Committee)". This will be facilitated by the City Council representative to the School Committee, thereby enhancing that role in the collaborative process.

Sec. 10. Travel by Council Members

Any member of the City Council who will not be serving an additional term in office shall refrain from out-of-state travel, in an official capacity, following the November Municipal Election.

Sec. 11. Action by Councilors

A majority vote of the City Council or approval by the council president, or Mayor in the absence of the council president, is required in order for an individual Councilor to obtain an opinion from the City Attorney.

Sec. 12. Suspension of rules

Any of the foregoing rules may be suspended, amended or repealed providing a majority of the members of the Council vote therefore.

Sec. 13. Institutional Cooperation

It is the policy of the City to work in close cooperation with the Council and staff of the City of Auburn and to continue to explore ways Lewiston and Auburn can work together to promote economic growth in the L/A region, reduce municipal operating and capital costs, and improve service to the public. To encourage such efforts, periodic joint meetings may be held between the City Councils. In addition, the City Administrator should make every effort to meet at least quarterly with the City Manager of Auburn to discuss issues of mutual concern and explore areas of further cooperation

Sec. 14. Workshops

- (a) Workshop meetings shall be held when deemed appropriate and necessary.
- (b) Workshop meetings should be focused on the Councils' formulation of policy based upon general topic discussions of current issues or project orientated.
- (c) Citizens are welcome, and highly encouraged, to attend and participate in workshops, however, discussion maybe limited by the Mayor, if deemed appropriate.

LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 2

SUBJECT:

Public Hearing on a new liquor license application and special amusement permit for Altera, 16-18 Park Street.

INFORMATION:

We have received a new liquor license application and special amusement permit for Altera, 16-18 Park Street. The liquor license application is for malt, spirituous & vinous.

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.

E. B. Kimm

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 and special amusement permit for Altera, 16-18 Park Street.

**Department of Public Safety
Liquor Licensing & Inspection
Division**



BUREAU USE ONLY

License No. Assigned:

Class:

Deposit Date:

Amt. Deposited:

Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- RESTAURANT (Class I,II,III,IV)
- HOTEL-OPTINONAL FOOD (Class I-A)
- CLASS A LOUNGE (Class X)
- CLUB (Class V)
- TAVERN (Class IV)
- RESTAURANT/LOUNGE (Class XI)
- HOTEL (Class I,II,III,IV)
- CLUB-ON PREMISE CATERING (Class I)
- GOLF CLUB (Class I,II,III,IV)
- OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) (Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
Stephen A Wallace			ALTERA		
DOB: 5/4/62					
DOB:			Location (Street Address)		
DOB:			1618 Park St.		
Address		City/Town	State	Zip Code	
14 JAGNAS Dr.		Lewiston	ME	04240	
Mailing Address			SAME		
City/Town	State	Zip Code	City/Town	State	Zip Code
SABATTUS	ME	04280			
Telephone Number		Fax Number		Business Telephone Number	
207-713-1950				207-713-1950	
Federal I.D. #			Seller Certificate #		
45-4104217					

- 3. If premises is a hotel, indicate number of rooms available for transient guests: N/A
- 4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
- 5. Is applicant a corporation, limited liability company or limited partnership? YES NO
- If YES, complete Supplementary Questionnaire
- 6. Do you permit dancing or entertainment on the licensed premises? YES NO
- 7. If manager is to be employed, give name: N/A
- 8. If business is NEW or under new ownership, indicate starting date: ASAP
- Requested inspection date: _____ Business hours: _____
- 9. Business records are located at: 16 PARK STREET
- 10. Is/are applicants(s) citizens of the United States? YES NO
- 11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married: Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Stephen Alan Wallace	5/4/1962	Portland ME
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Lewiston ME		
SABATTUS ME		
LEWISTON ME		

13. 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: _____ Location: _____
 Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? Yes No If Yes, give name: _____

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) See Diagram Attached

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: _____

19. 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? ~~350~~ ³⁵⁰ Which of the above is nearest? ~~Church~~ Mosque

20. 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 & Inspection 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 12/22, 20 01
Town/City, State Date

Please sign in blue ink

Stephen A Wallace
 Signature of Applicant or Corporate Officer(s)

 Signature of Applicant or Corporate Officer(s)

Stephen A Wallace
 Print Name

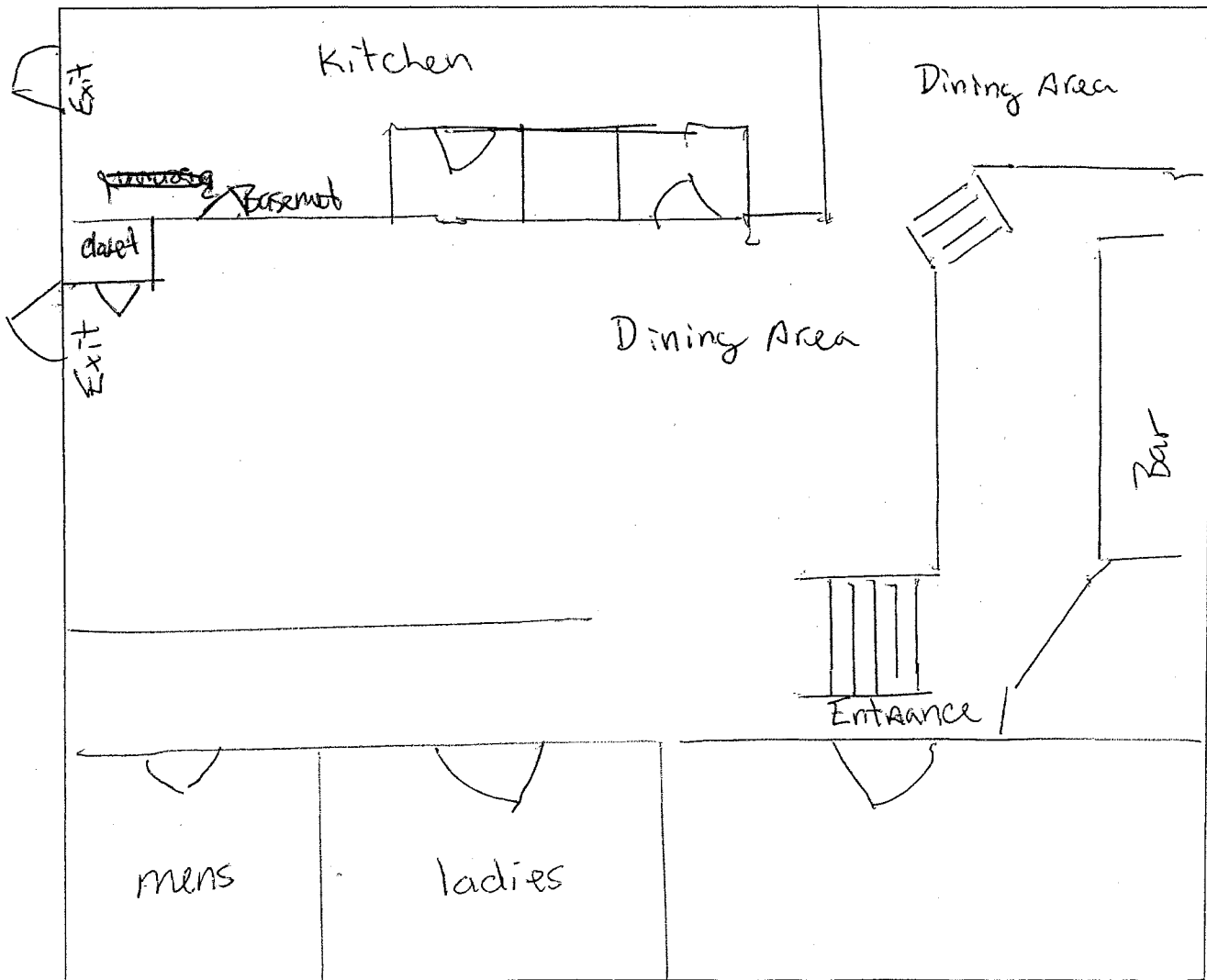
 Print Name

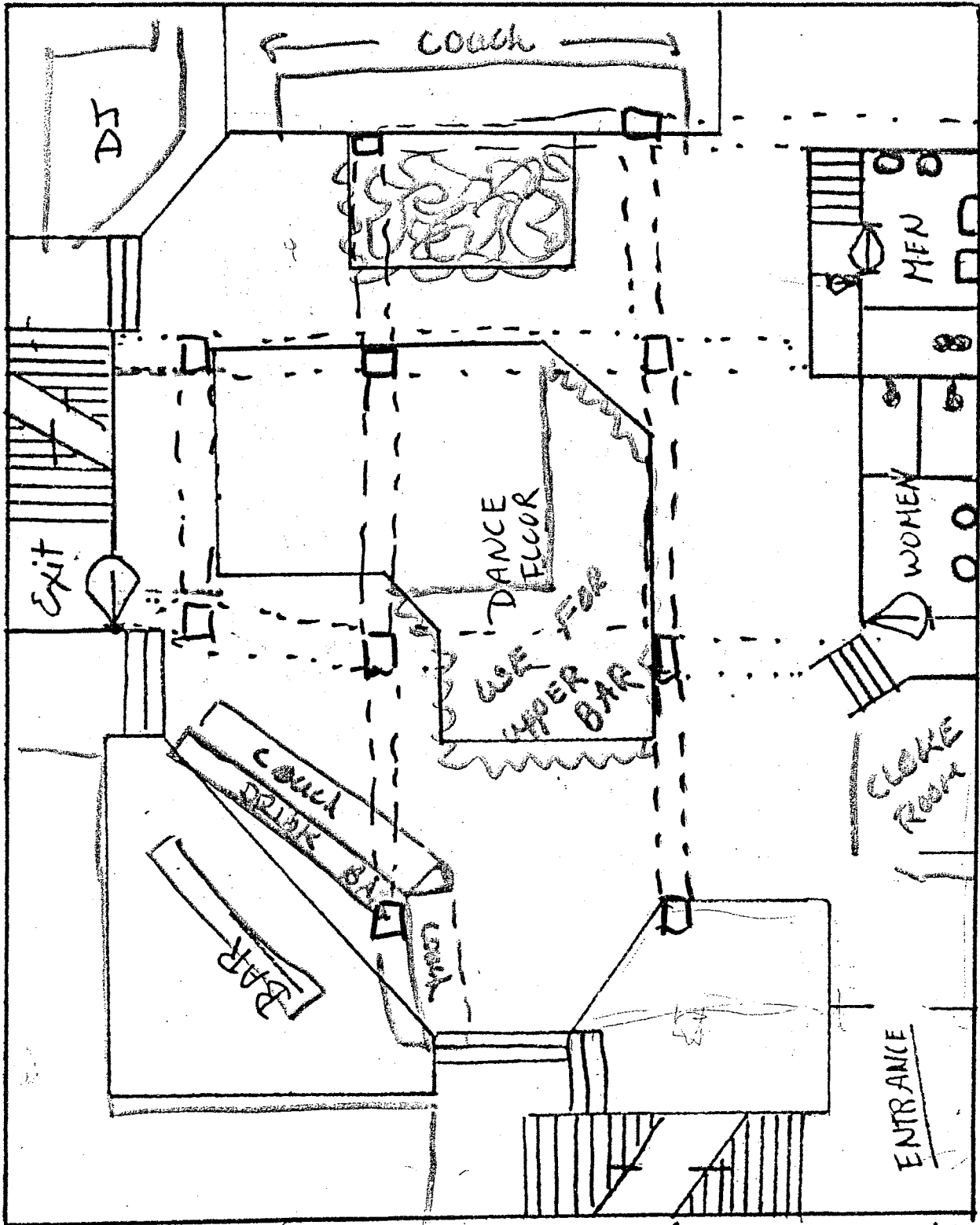


**SUPPLEMENTAL APPLICATION FORM
ON-PREMISE DIAGRAM**

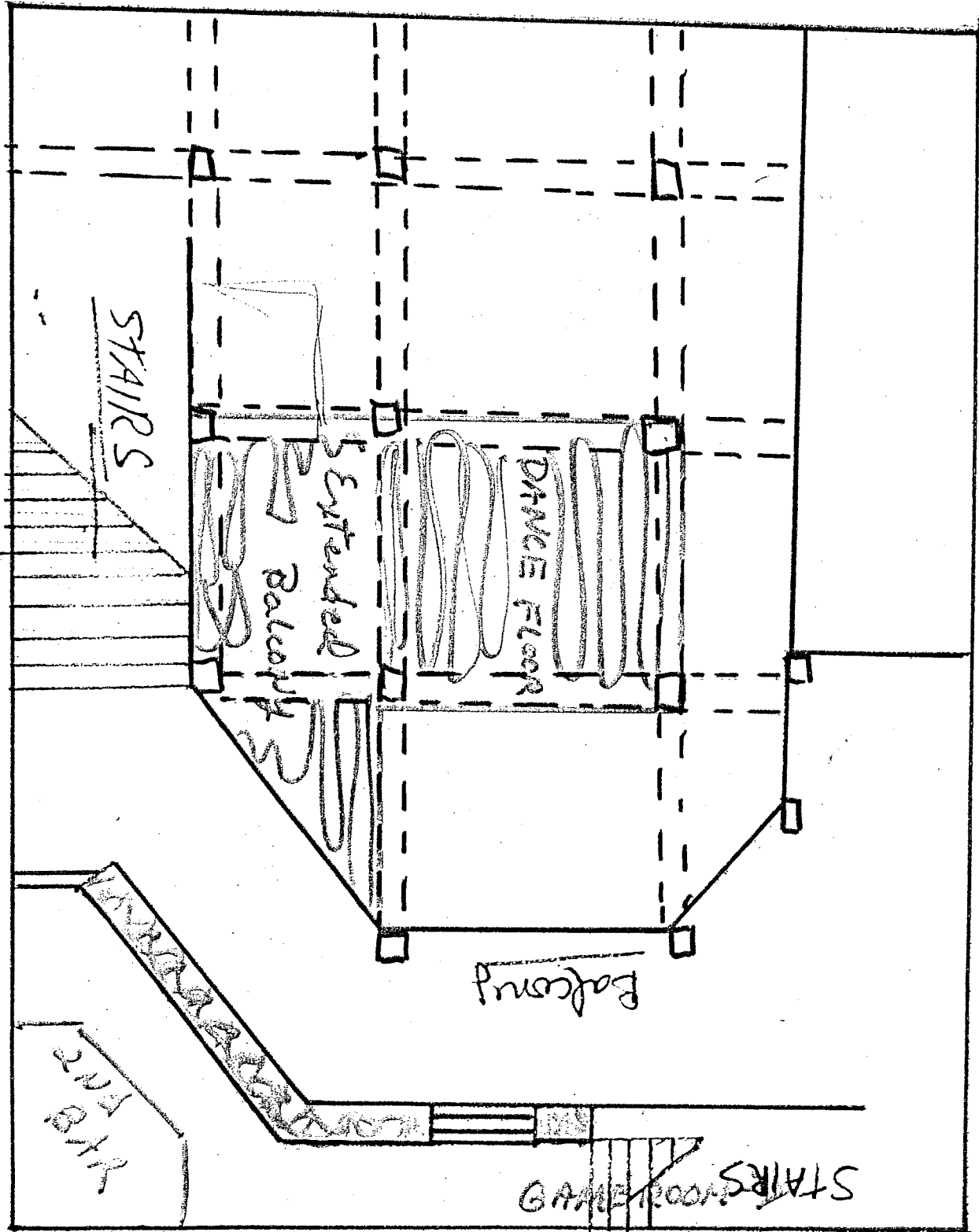
In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption.





2ND FLOOR - 1st Dance Floor
 MAIN FLOOR - Main Bar -
 DJ Booth - Restrooms



2ND FLOOR -
 2nd Dance, Balcony, 2nd Bar.

CITY OF LEWISTON
APPLICATION FOR SPECIAL AMUSEMENT PERMIT

Date of Application: 12/23/11 Expiration Date: _____ License fee: \$116.00

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

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

****PLEASE PRINT****

Business Name: Altra Business Phone: 207-713-1950

Location Address: 16-18 Park Street Lewiston Me 04240

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

Mailing Address: 16 Park Street Lewiston Me 04240

Contact Person: Stephen A Wallace Home Phone: 207-713-1950

Owner of Business: Stephen A Wallace Date of Birth: 5-4-1962

Address of Owner: 14 JAGUAS DR. SARATTS ME 04280

Manager of Establishment: Stph Wallace Date of Birth: 5-4-62

Owner of Premises (landlord): Dennis Anderson

Address of Premises Owner: 8930 SW 49 CTR. Cooper City FL 33328

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): Simple Earth Cafe
855 Lichm St., Lewiston Me 04240

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

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

Corporation Name: _____

Corporation Mailing Address: _____

Contact Person: _____ Phone: _____

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

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

Please describe the type of proposed entertainment:

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

If new applicant, what is your opening date?: January 14th 2012

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: Stephen A Wallace Title: President James Date 12/22/2011

Printed Name: Stephen A Wallace

Sent to Code Enforcement: _____ Need reply by: _____ Approved: _____

Sent to Police & Fire: _____

Hearing Date: _____ Approved by Council: _____ Vote No: _____

CITY OF LEWISTON, MAINE
Department of City Clerk

Supplementary Questionnaire for Corporate Applicants

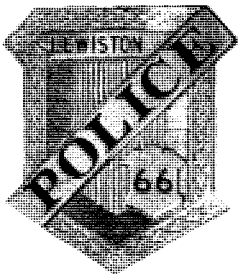
- 1. Exact corporate name: AERA ~~CO~~
- 2. Date of incorporation: Dec 2011
- 3. State in which you are incorporated: Maine
- 4. If not a Maine corporation, date corporation was authorized to transact business within the State of Maine: _____
- 5. List the names, addresses previous 5 years, birth dates, title of all officers, directors, and % of stock owned:

NAME	ADDRESS PREVIOUS 5 YEARS	BIRTH DATE	% OF STOCK	TITLE
Stephen A Wallace	① 145 Sagard Dr SABATTUS ME 04280	5/4/62	100%	President
	② 747 Leobn St #6 Lewiston ME 04240			
	③ 42 Rae Ridge Rd. SABATTUS ME 04280			
	129 Oak St Apt # 2 Lewiston ME 04240			

- 6. What is the amount of authorized stock? 1000 Outstanding stock? _____
- 7. Is any principal officer of the corporation a law enforcement official?
NO

Dated at Lewiston on 12/22/2011
City or Town Date

Stephen A Wallace President
SIGNATURE OF DULY AUTHORIZED OFFICER



POLICE DEPARTMENT

Michael J. Bussiere
Chief of Police



TO: Kelly Mercier, Deputy City Clerk

FR: Lt. Mark S. Cornelio, Support Services

MSC/DC

DT: January 3, 2012

RE: Liquor License/Special Amusement Permit – **Altera**

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

Altera
16-18 Park Street



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 10, 2012, at 7:00 p.m.***, or as soon thereafter as they may be heard. Any interested person may appear and will be given the opportunity to be heard before final action on said application.

Altera
16-18 Park Street
Stephen A. Wallace, owner

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

Kathleen Montejo, MMC
City Clerk
Lewiston, Maine

PUBLISH ON: January 6, 7 & 9, 2012

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

LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 3

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 Dancing & Entertainment from the Fraternal Order of Eagles #618, 1327 Sabattus Street.

The Police Department has reviewed and approved the application. A copy of the Police Department log for this establishment, for the past year, is attached.

There was no reference to the 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.



REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To grant a Special Amusement Permit for Dancing & Entertainment to the Fraternal Order of Eagles #618, 1327 Sabattus Street.

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

Date of Application: 12/19/11 Expiration Date: 1/4/13 License fee: \$116.00

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

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

****PLEASE PRINT****

Business Name: Fraternal Order of Eagles 618 Business Phone: _____

Location Address: 1327 Sabattus Street

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

Mailing Address: Same

Contact Person: Therese Marcotte Home Phone: 2405397

Owner of Business: _____ Date of Birth: _____

Address of Owner: _____

Manager of Establishment: None Date of Birth: _____

Owner of Premises (landlord): _____

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): _____

Same

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

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

Corporation Name: Fraternal Order of Eagles 618

Corporation Mailing Address: 1327 Sabattus Street P.O. Box 0420

Contact Person: Therese R. Marcotte Phone: 781-6837

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

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

Please describe the type of proposed entertainment:

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

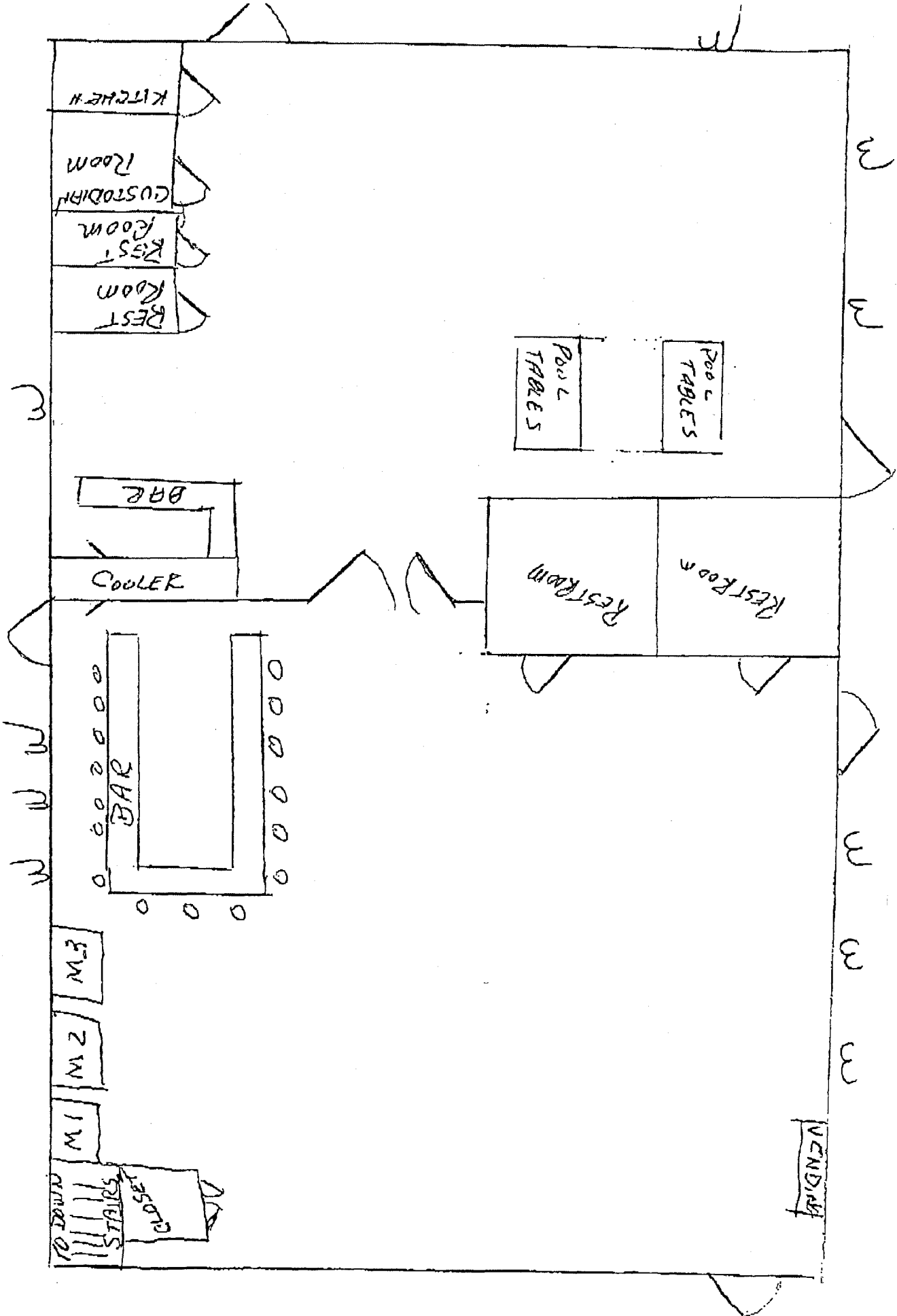
Signature: Therese R. Marcotte Title: Secretary Date: 12/20/11

Printed Name: Therese R. Marcotte

Sent to Code Enforcement: _____ Need reply by: _____ Approved: _____

Sent to Police & Fire: _____

Hearing Date: _____ Approved by Council: _____ Vote No: _____



CITY OF LEWISTON, MAINE
Department of City Clerk

Supplementary Questionnaire for Corporate Applicants

1. Exact corporate name: Fraternial Order of Eagles 68
2. Date of incorporation: 5/1/1904
3. State in which you are incorporated: Maine
4. If not a Maine corporation, date corporation was authorized to transact business within the State of Maine: _____
5. List the names, addresses previous 5 years, birth dates, title of all officers, directors, and % of stock owned:

NAME	ADDRESS PREVIOUS 5 YEARS	BIRTH DATE	% OF STOCK	TITLE
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See attached

6. What is the amount of authorized stock? — Outstanding stock? —
7. Is any principal officer of the corporation a law enforcement official?

Dated at _____ on _____
City or Town Date

SIGNATURE OF DULY AUTHORIZED OFFICER

Officers

President Murreil Christie 78 Ridge Rd Lisbon Falls
8/15/1940

V-President Norman & Marcette 39 Grove St Sabattus
8/2/60

Secretary Thuse & Marcette 39 Grove St Sabattus
11/4/61

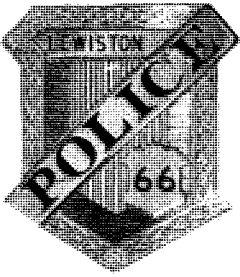
Treasurer - Dick Caron . 11 Thorne Ave Lewiston
3/5/1944

Trustee John Johansen 98 Pond Rd Lewiston
1/2/44

Trustee Jeff M^{rs} Kenzie P. Box 1164 Sabattus

Trustee Rick Ramsay 315 Aldburne Rd Lewiston
2/19/1958

Trustee Donna Jordan 6 Osborn Street Lisbon
6/30/1958
4/8/1943



POLICE DEPARTMENT

Michael J. Bussiere
Chief of Police



TO: Kelly Mercier, Deputy City Clerk

FR: Lt. Mark S. Cornelio, Support Services *MSC*

DT: December 13, 2011

RE: Liquor License/Special Amusement Permit – **Fraternal Order of Eagles**

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

Fraternal Order of Eagles
1327 Sabattus Street



LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 4

SUBJECT:

Public Hearing on a renewal application for a Special Amusement Permit for Live Entertainment for the Lewiston Elks Lodge, 1675 Lisbon Street.

INFORMATION:

We have received a renewal application for a Special Amusement Permit for Live Entertainment from the Lewiston Elks Lodge, 1675 Lisbon Street.

The Police Department has reviewed and approved the application.

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

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

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To grant a Special Amusement Permit for Live Entertainment to the Lewiston Elks Lodge, 1675 Lisbon Street.

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

Date of Application: 12/18/11 Expiration Date: 1/25/2013 License fee: \$116.00

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

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

****PLEASE PRINT****

Business Name: Lewiston Elks Lodge Business Phone: 207-784-4801

Location Address: 1675 Lisbon St. Lewiston, ME 04240

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

Mailing Address: 1675 Lisbon St. Lewiston, Me 04240

Contact Person: Wayne Cottardy (Secretary) Home Phone: (207) 998-2282

Owner of Business: (Lodge owned) Lewiston Elks #371 Date of Birth: N/A

Address of Owner: 1675 Lisbon St. Lewiston, ME 04240

Manager of Establishment: Cheryl Pelletier Date of Birth: 12/11/1947

Owner of Premises (landlord): Lewiston Elks Lodge #371

Address of Premises Owner: 1675 Lisbon St. Lewiston, ME 04240

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 No If yes, please explain: _____

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

Corporation Name: Lewiston Elks Lodge # 371

Corporation Mailing Address: 1675 Lisbon St, Lewiston, ME 04240

Contact Person: Wayne Cottlerly Phone: (207) 998-2282

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

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? 1/2 mile

Please describe the type of proposed entertainment:

- dancing
- music by DJ
- live band/singers
- stand up comedian
- karaoke
- magician
- piano player
- other, please list _____
- 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: Wayne Cottlerly Title: Secretary Date: 12/18/11

Printed Name: Wayne Cottlerly

Sent to Code Enforcement: _____ Need reply by: _____ Approved: _____

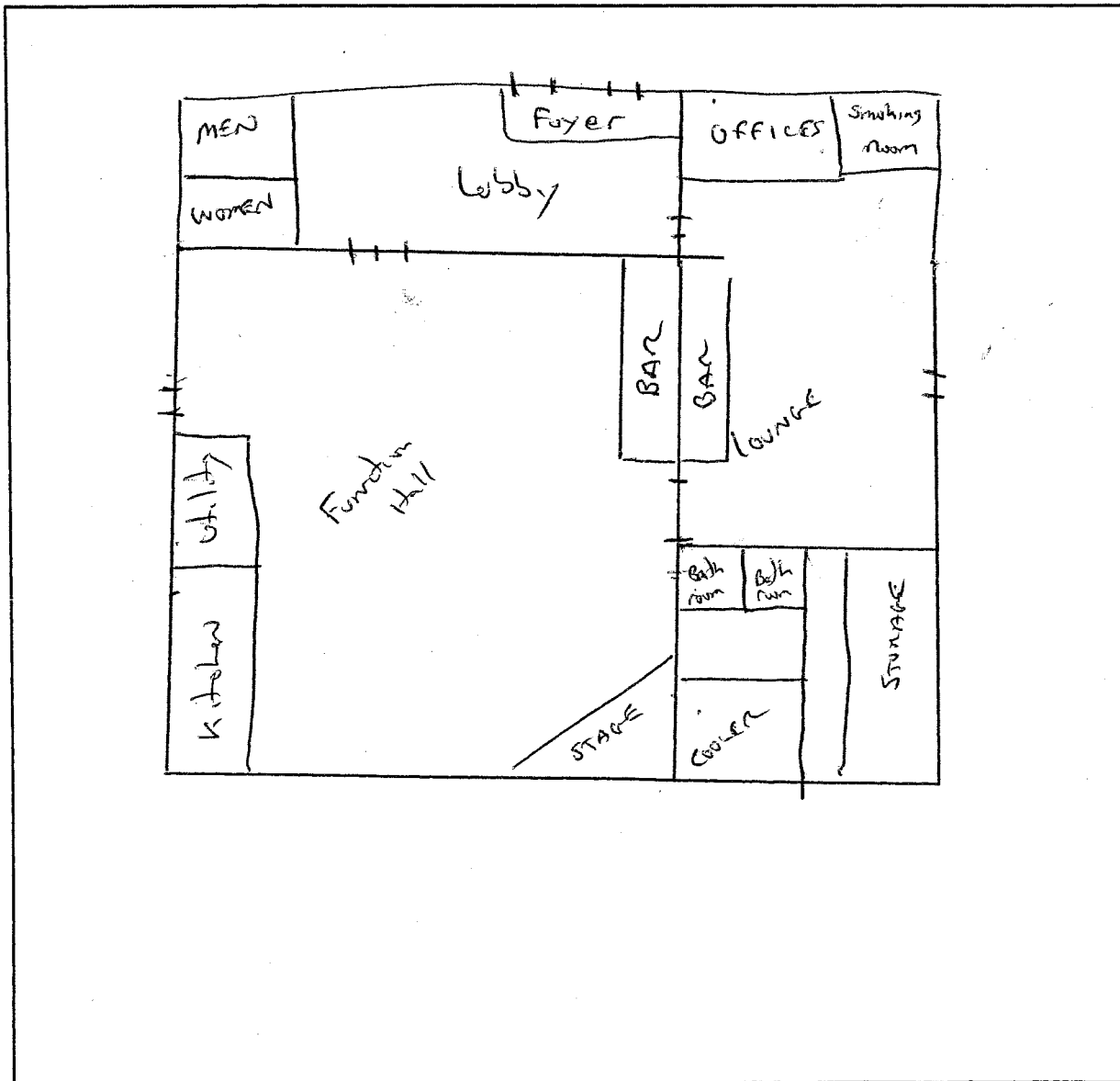
Sent to Police & Fire: _____

Hearing Date: _____ Approved by Council: _____ Vote No: _____

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

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

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



CITY OF LEWISTON, MAINE
Department of City Clerk

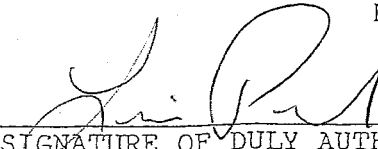
Supplementary Questionnaire for Corporate Applicants

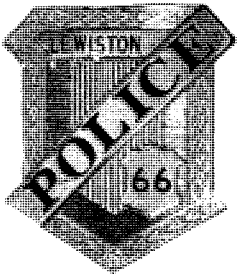
1. Exact corporate name: Lewiston Lodge No 371 Benevolent + Protection Order of Elks
2. Date of incorporation: JULY 2 1897
3. State in which you are incorporated: Maine
4. If not a Maine corporation, date corporation was authorized to transact business within the State of Maine: _____
5. List the names, addresses previous 5 years, birth dates, title of all officers, directors, and % of stock owned:

NAME	ADDRESS PREVIOUS 5 YEARS	BIRTH DATE	% OF STOCK	TITLE
Karen Staples	426 Turner St, Auburn	10/18/78	N/A	President
Kathleen Costello	282 Maine St, Poland	7/21/60	N/A	1st Vice President
Peter Staples	426 Turner St, Auburn	7/23/79	N/A	2nd Vice President
Walker Cyr	Apt #5, 167 Pine St, Lewiston	5/29/46	N/A	3rd Vice President
Wayne Costello	282 Maine St, Poland	1/12/62	N/A	Secretary
Liana P. Nord	343 Middle Rd, Sebasticus	12/22/67	N/A	Treasurer

6. What is the amount of authorized stock? N/A Outstanding stock? N/A
7. Is any principal officer of the corporation a law enforcement official?
NO

Dated at Lewiston on 12/18/2011
City or Town Date


SIGNATURE OF DULY AUTHORIZED OFFICER




POLICE DEPARTMENT

Michael J. Bussiere
Chief of Police



TO: Kelly Mercier, Deputy City Clerk

FR: Lt. Mark S. Cornelio, Support Services 

DT: December 13, 2011

RE: Liquor License/Special Amusement Permit – **Elks, BPOE #371**

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

Elks, BPOE #371
1675 Lisbon Street



LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 5

SUBJECT:

Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all applications to operate beano, bingo or other games of chance, on behalf of the Municipal Officers.

INFORMATION:

Every two years, the City Council votes to authorize the City Clerk and the Deputy City Clerk to approve and sign all applications to operate beano, bingo or other games of chance on behalf of the City Council. This is done from an efficiency standpoint. The state statutes require the Municipal Officers or their designee to sign licenses for games of chance. This is a standard agenda item in larger municipalities.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/krmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all applications to operate beano, bingo or other games of chance on behalf of the Municipal Officers, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6

SUBJECT:

Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all permits for circuses and carnivals, on behalf of the Municipal Officers.

INFORMATION:

Every two years, the City Council votes to authorize the City Clerk and the Deputy City Clerk to approve and sign all applications for circuses and carnivals held within the city, on behalf of the City Council. This is done from an efficiency standpoint. This is a standard agenda item in larger municipalities. The licenses cannot be issued until the Police Department has been notified to do a background check, and the Fire Department and Code Enforcement Department inspect the equipment.

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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ORDERED, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all permits for a circus or carnival on behalf of the Municipal Officers, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 7

SUBJECT:

Authorization for the City Clerk and/or Deputy City Clerk to sign all liquor license applications on behalf of the Municipal Officers.

INFORMATION:

Every two years, the City Council votes to authorize the City Clerk and/or the Deputy City Clerk to sign liquor licenses on behalf of the City Council. This is done from an efficiency standpoint. The state statutes require the Municipal Officers or their designee to sign liquor licenses. This is a standard agenda item in larger municipalities.

Before each application for a new liquor license can be approved, a public hearing will be held before the Council to receive citizen input. The Council shall vote to approve or deny a liquor license for each new business. Liquor license renewals do not require a public hearing. The City Council will receive a listing of all liquor licenses that are up for renewal about 60 days before the license is due. If a Councilor requests a public hearing for a certain business for their liquor license renewal, then the City Clerk's Office will not sign the renewal until the hearing has been held.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAJ/KMM

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to sign all liquor license applications on behalf of the Municipal Officers, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 8

SUBJECT:

Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all applications for utility pole permits, on behalf of the Municipal Officers.

INFORMATION:

Every two years, the City Council votes to authorize the City Clerk and/or the Deputy City Clerk to approve and sign all applications for utility pole permits on behalf of the City Council. This is done from an efficiency standpoint. The state statutes require the Municipal Officers or their designee to sign these permits. This is a standard agenda item in larger municipalities.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAR/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all applications for utility pole permits on behalf of the Municipal Officers, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL
MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 9

SUBJECT:

Authorization for the City Clerk and/or Deputy City Clerk to approve and sign all licenses for close out sale permits, on behalf of the Municipal Officers.

INFORMATION:

Every two years, the City Council votes to authorize the City Clerk and/or the Deputy City Clerk to approve and sign all licenses for close out sale permits on behalf of the City Council. This is done from an efficiency standpoint. The state statutes require the Municipal Officers or their designee to sign these permits. This is a standard agenda item in larger municipalities.

Close out sales are also known as "going out of business sales" and other similarly named sales that will dispose of all inventory of a certain business.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EWB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the City Clerk and/or Deputy City Clerk to approve and sign all licenses for close out sale permits on behalf of the Municipal Officers, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 10

SUBJECT:

Authorization for the Finance Director, Tax Collector and Deputy Treasurer to act on behalf of the Municipal Officers regarding deeds, liens and municipal investments.

INFORMATION:

Every two years, the City Council votes to authorize the Finance Director, Tax Collector and Deputy Treasurer to sign all necessary deeds and liens on behalf of the City Council, as well as to invest city funds in accordance with state statute guidelines. This is done from an efficiency standpoint. This is a standard agenda item in larger municipalities.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

ETAB/Kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the Finance Director, Tax Collector or Deputy Treasurer to withhold monies payable by the City of Lewiston to cover taxes due pursuant to MRSA Title 30-A, section 905; to sign on behalf of the City, the necessary deeds and liens and tax settlements; and to invest funds in accordance with Maine Revised Statutes Annotated, Title 30-A, Section 5706; to apply all tax payments to the oldest outstanding tax obligation pursuant to MRSA Title 36, section 906, during the period January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 11

SUBJECT:

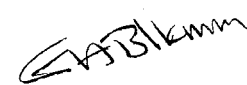
Authorization for City Administration to approve or deny all requests to hang banners and post community event signs on municipal property, on behalf of the Municipal Officers.

INFORMATION:

Since requests to hang banners at the Lewiston pump station are fairly routine and non-controversial, as are requests to post signs on traffic islands regarding upcoming community events, every two years the City Council votes to authorize the City Administrator or Deputy City Administrator to approve or deny these requests, on their behalf. Typically, only non-profit organizations can have banners hung to promote an upcoming community event.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the City Administrator or Deputy City Administrator to review and approve or deny all requests to hang banners or post community event signs on city property, on behalf of the Municipal Officers, during the period of January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 12

SUBJECT:

Authorization for Deputy City Administrator and/or Finance Director to have signatory authority for the City Administrator when the Administrator is unavailable.

INFORMATION:

Past operating practice has always been to have the Deputy City Administrator sign documents on behalf of the City Administrator when the Administrator is unavailable (on vacation, out sick, at a conference, etc.). However, this practice has never been formally authorized by a vote of the Council and the City Attorney's Office is suggesting this be done. In addition, if the Deputy City Administrator is unavailable, then the Finance Director would then be authorized to execute any city related document.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

1	2	3	4	5	6	7	M
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ORDERED, That the City Council hereby authorizes the Deputy City Administrator, or in the absence of the Deputy City Administrator, the Finance Director, to have signatory authority for the City Administrator, when the Administrator is unavailable, during the period of January 10, 2012 through January 7, 2014.

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 13

SUBJECT:

Appointments to various City boards and committees.

INFORMATION:

Every two years at the beginning of each new Council biennial session, the Mayor and City Council have many committee appointments to make. There are two types of committee openings - those that are filled by members of the public (Planning Board, etc.) and those that are filled by Councilors which serve as the Council's representative to a number of boards and committees.

For the City Council representative appointments - The City Council votes to select their representative to various committees. Attached is a listing of Councilors who are interested in serving.

For citizen positions on various boards - The Mayor has the authority to make several appointments directly, some appointments are done at the Mayor's nomination and requires Council approval and some appointments are under the sole authority of the City Council.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

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

EATSIKMM

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 (please see attached sheet for full listing - no Council action required)

2) To approve the Mayor's nominations regarding his appointments to the Cable Television Advisory Committee and the Library Board of Trustees (please see attached sheet for full listing - Council vote required)

3) To review and discuss the applications submitted for appointments to the Airport Board, Transit Committee and Watershed Protection Commission and to determine a course of action (please see attached listing - Council vote required).

4) To review and discuss the City Council's representative to various boards and committees (please see attached sheet for full listing - Council vote required)

5) To receive the City Council President's appointments (please see attached list - no Council action required)

JANUARY 2012 COMMITTEE APPOINTMENTS
January 10, 2012 City Council meeting

Agenda Item 13

Requested Action 1:

Mayor Macdonald announces his appointments of the following Lewiston citizens to various city boards and committees:

- Board of Appeals - full member - five year term - Pauline Gudas, 6 Raymond Avenue
- Community Development Block Grant Committee - citizen at large seat - two year term - Pauline Gudas, 6 Raymond Avenue
- Finance Committee - three year term - Michael Marcotte, 12 O'Connell Street
- Historic Preservation Review Board - full members - three year terms - Philip Meldrum, 19 Novella Street and John Milo, Jr., 742 Webster Street; associate member - Erin Flynn, 476 Main Street
- Planning Board - full member - five year term - Walter Hill, 10 Loubier Avenue

Requested Action 2:

To approve Mayor Macdonald's nominations to the following boards and committees:

- Cable Television Advisory Committee - two year terms - Norman L'Heureau, 13 Libby Avenue; Roger Philippon, 3 Champlain Avenue; and Joanne Potvin, 97 Webster Street
- Library Board of Trustees - three year terms - Jennifer Carleton, 16 Lemay Avenue; Arthur Turley, 178 Webber Avenue; and Edward Walworth, 8 Manning Avenue

Requested Action 3:

To review and discuss the applications submitted for appointments to the Airport Board, L/A Transit Committee and the Lake Auburn Watershed Protection Commission and to determine a course of action:

- Airport Board - Edouard Plourde, 25 Coburn Street (reappointment)
- L/A Transit Committee - Lucy Bisson, 1026 Sabattus Street (new applicant)
- Lake Auburn Watershed Protection Commission - Joseph Grube, 74 Brooks Avenue (reappointment)

Requested Action 4:

To review and discuss the list of appointments needed for City Council representatives to various boards and committees and to determine a course of action. The following Councilors have expressed interest in serving on the various committees:

911 Committee (one seat available):	Councilor D'Auteuil
Airport Board of Directors (one seat available):	Councilors Cayer and D'Auteuil
Androscoggin Valley Council of Governments General Assembly (two seats available):	Councilors Butler and Cayer
Community Development Block Grant Committee (one seat available):	Councilor Libby
Downtown Neighborhood Action Committee (one seat available):	Councilor Saddlemire
Energy Saving Committee (one seat available):	TBA
L/A Transit Committee (one seat available):	Councilor Saddlemire
Lake Auburn Watershed Protection Commission (one seat available):	Councilor Butler
Lewiston Auburn Economic Growth Council:	Councilor Libby
Maine Municipal Association Legislative Policy Committee (one seat available):	Mayor Macdonald
Taxi Appeals Board (two seats available):	Councilor Butler
Youth Advisory Council (one seat available):	Councilor Butler

Requested Action 5:

To receive the City Council President's appointments:

City Council Committee on Housing (two seats available):	TBA
Finance Committee (two seats available):	Councilor Cayer

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 16

SUBJECT:

Executive Session to discuss Acquisition of Property of which the premature disclosure of the information would prejudice the competitive bargaining position of the City.

INFORMATION:

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

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

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

LEWISTON CITY COUNCIL

MEETING OF JANUARY 10, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 17

SUBJECT:

Executive Session to discuss labor negotiations regarding the Maine Association of Police - Patrol Unit; Lewiston Police Supervisory Command Unit and International Association of Firefighters, Local 785.

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:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To enter into an Executive Session pursuant to MRSA Title 1, section 405 (6) (D) to discuss Labor Negotiations regarding the Maine Association of Police - Patrol Unit; Lewiston Police Supervisory Command Unit and International Association of Firefighters, Local 785.