

City of Lewiston



Greetings from the City of Lewiston

Each month, this report from the City Administrator's office provides a brief summary and update of major activities, events, projects, and programs that impact the community of Lewiston. Feel free to send your comments and suggestions.

Edward A. Barrett
City Administrator
ebarrett@lewistonmaine.gov

Phil Nadeau
Deputy City Administrator
Director, Labor-Risk Management
Service & Freedom of Access Officer
pnadeau@lewistonmaine.gov

Lewiston City Hall
27 Pine Street
Lewiston, ME 04240
(207) 513-3121 & TTY/TDD 513-3007

Table of Contents

Items of Interest.....	Page 2-5
City Administrator.....	Page 6-7
Assessing	Page 8
Fire.....	Page 9-11
Information Technology.....	Page 12
Library.....	Page 13
Planning & Code Enforcement	Page 14
Police.....	Page 15-16
Public Works.....	Page 17-20
Wellness Team Updates.....	Page 21-23

Items of Interest

“EXTRA”

From Jeff Haden on LinkedIn

40 Incorrectly Used Words That Can Make You Look Dumb

While I like to think I know a little about business writing, I still fall into a few word traps. (Not to mention a few cliché traps. Take the words “**who**” and “**whom.**” I rarely use “whom” when I should—even when spell check suggest “whom” I think it sounds pretentious. So I use “who.”

And then I sound dumb.

Just like one misspelled word can get your resume tossed onto the “nope” pile, one incorrectly used word can negatively impact your entire message. Fairly or unfairly, it happens—so let’s make sure it doesn’t happen to you.

Adverse and averse

Adverse means harmful or unfavorable: “Adverse market conditions caused the IPO to be poorly subscribed.”

Averse refers to feelings of dislike or opposition: “I was averse to paying \$18 a share for a company that generates no revenue.”

But hey, feel free to have an aversions to adverse conditions.

Affect and effect

Verbs first. **Affect** means to influence: “Impatient investors affected our roll-out date.”

Effect means to accomplish something: “The board effected a sweeping policy change.” How you use *effect* or *affect* can be tricky. For example, a board can *affect* changes by influencing them and can *effect* changes by directly implementing them. Bottom line, use effect if you’re making it happen, and affect if you’re having an impact on something that someone else is trying to make happen.

As for nouns, **effect** is almost always correct: “Once he was fired, he was given 20 minutes to gather his personal effects.” **Affect** refers to an emotional state, so unless you’re a psychologist you probably have little reason to use it.

Bring and take

Both have to do with objects you move or carry. The difference is in the point of reference: you *bring* things here and you *take* them there. You ask people to *bring* something to you, and you ask to *take* something to someone or somewhere else. “Can you *bring* an appetizer to John’s party?” Nope.

Compliment and complement

Compliment means to say something nice. *Complement* means to add to, enhance, improve, complete, or bring close to perfection.

I can *compliment* your staff and their service, but if you have no current openings you have a full *complement* of staff. Or your new app may *complement* your website.

For which I may decide to compliment you.

Criteria and criterion

“We made the decision based on one overriding *criteria*.” Sounds fairly impressive, but is also wrong. Remember: one *criterion*, two or more *criteria*. Or just use “reason” or “factors” and you won’t have to worry about getting it wrong.

Discreet and discrete

Discreet means careful, cautious, showing good judgment: “We made *discreet* inquiries to determine whether the founder was interested in selling her company.”

Discrete means individual, separate, or distinct: “We analyzed data from a number of *discrete* market segments to determine overall pricing levels.” (*Just a portion of the explanation was used for this newsletter.*)

Elicit and illicit

Elicit means to draw out or coax. Think of *elicit* as the mildest form of extract. If one lucky survey respondent will win a trip to the Bahamas, the prize is designed to *elicit* responses.

Illicit means illegal or unlawful, and while I suppose you could *elicit* a response at gunpoint...you probably shouldn’t.

Farther or further

Farther involves a physical distance: “Florida is *farther* from New York than Tennessee.”

Further involves a figurative distance: “We can take our business plan no *further*.” (*Just a portion of the explanation was used for this newsletter.*)



Fewer or less

Use *fewer* when referring to items you can count, like “fewer hours” or “fewer dollars.” Use *less* when referring to items you can’t (or haven’t tried to) count, like “less time” or “less money.”

Imply and infer

The speaker or writer *implies*, which means to suggest. The listener or reader *infers*, which means to deduce, whether correctly or not.

So I might *imply* you’re going to receive a raise. And you might *infer* that a pay increase is imminent. (but not *eminent*, unless the raise will somehow be prominent and distinguished.)

Insure and ensure

This one’s easy. *Insure* refers to insurance. *Ensure* means to make sure. So if you promise an order will ship on time, *ensure* that it actually happens. Unless, of course, you plan to arrange for compensation if the package is damaged or lost—then feel free to *insure* away.

(While there are exceptions where *insure* is used, the safe move is to use *ensure* when you will do everything possible to make sure something happens.)

Irregardless and regardless

Irregardless appears in some dictionaries because it’s widely used to mean “without regard to” or “without respect to”...which is also what *regardless* means. In theory the *ir-*, which typically means “not,” joined up with *regardless*, which means “without regard to,” makes *irregardless* mean “not without regard to,” or more simply, “with regard to.” Which probably makes it a word that does not mean what you think it means. So save yourself a syllable and just say *regardless*.

Number and amount

I goof these up all the time. Use *number* when you can count what you refer to: “The *number* of subscribers who opted out increased last month.” *Amount* refers to a quantity of something that can’t be counted. (*Just a portion of the explanation was used for this newsletter.*)

Precede and proceed

Precede means to come before. *Proceed* means to begin or continue. Where it gets confusing is when an *-ing* comes into play. “The *proceeding* announcement was brought to you by...” sounds fine, but *preceding* is correct since the announcement came before. If it helps, think *precedence*: anything that takes precedence is more important and therefore comes first.

Principal and principle

A *principle* is a fundamental: “Our culture is based on a set of shared *principles*.” *Principal* means primary or of first importance: “Our startup’s *principal* is located in NYC.” (Sometimes you’ll also see the plural *principals*, used to refer to executives or relatively co-equals at the top of a particular food chain.)

Principal can also refer to the most important item in a particular set; “Our *principal* account makes up 60% of our gross revenues.”

Principal can also refer to money, normally a sum that was borrowed, but can be extended to refer to the amount you owe—hence *principal* and interest.

If you’re referring to laws, rules, guidelines, ethics, etc., use *principle*. If you’re referring to the CEO or present (or an individual in charge of a high school), use *principal*.

Slander and libel

Don’t like what people say about you? Like *slander, libel* refers to making a false statement that is harmful to a person’s reputation. The difference lies in how that statement is expressed. *Slanderous* remarks are spoken while *libelous* remarks are written and published (which mean defamatory tweets could be considered *libelous*, not *slanderous*).

Keep in mind what makes a statement *libelous* or *slanderous* is its inaccuracy, not its harshness. No matter how nasty a tweet, as long as it’s factually correct it cannot be libelous. Truth is an absolute defense to defamation; you might wish a customer hadn’t said something derogatory about your business...but if what that customer said is true then you have no legal recourse.

(The Apostrophe section of the article was not used in this newsletter.)



City Administrator

Edward A. Barrett

New State Legislative Session to Begin Soon

Now that the November elections are behind us, our newly elected state legislators have been sworn into office and the new session will begin shortly. What happens in Augusta is critical to the City of Lewiston because, when everything is all boiled down, municipalities in Maine are created by and subject to the state and its actions.

To prepare for the upcoming session, our staff and elected officials have been working on upcoming issues that are important to us. Some of these are:

- **Maintaining and Restoring Municipal Revenue Sharing.** Six years of state raids on municipal revenue sharing have resulted in staff reductions and layoffs across city departments and contributed to a 6.8% increase in our property tax rate over that period. This year alone, Lewiston is losing about \$4 million from what the state, by statute, should be providing. Over that same six year period, the city-side of the budget has been cut by about \$900,000. We can't take any further cuts without major service level reductions or property tax increases. We understand the concern of state officials about income and sales taxes. We hope they don't forget that property taxes are high and burdensome as well.
- **Strengthen Municipal Authority to Deal with Abandoned Properties.** Lewiston struggles with a significant number of "orphaned" properties, many of which are multi-family dwellings. These are properties that the owner has walked away from and abandoned and where the mortgage holder, most often a bank, takes no action to foreclose or protect the property. These properties are often vandalized and deteriorate as they remain unheated and unmaintained. Existing in limbo as they do, there is no way to move them into the hands of individuals or organizations that could return them to service. Eventually, the City declares these structures dangerous and orders their demolition, a demolition that the City frequently has to pay for. While the City can place a special tax on property to attempt to recover its expenses, there is no guarantee that the tax will be paid. More importantly, a property which could have been rehabbed or renovated is now destroyed. It also appears that many financial institutions are effectively protected against losses since the mortgage may be federally guaranteed, eliminating any incentive for the bank to act. We are working with MMA and our attorneys to attempt to identify constitutionally supportable legislation that could provide the needed tools for us to move financial institutions to take greater responsibility for such properties.
- **Shift Charter School Funding to the State**
Municipal School Districts are currently required to pay a per pupil cost to charter schools for each resident student who is enrolled in that school. In effect, the local district must send both the state and local share of this funding to the charter and must budget for it. During the first year, the City receives no funding, even for the state share, from the state. This creates an immediate budget issue, especially for those districts that see large numbers of students moving to charter schools. This could potentially have a significant impact on the Lewiston School Department. One alternative is for the state to separately fund charter schools much as they have traditionally done for the Limestone School of Math and Science.

- Truancy and School Attendance - State law only requires school attendance at age 7. Unfortunately, over 15% of Lewiston 5 and 6 year olds are chronically absent, meaning that they are missing 10% or more of school. These are our future dropouts and non-graduates because they are getting too far behind their classmates. The age in the law should be lowered to 5 years old with appropriate exceptions for home-schooled students. Issues behind students not attending school are complex, and our efforts to get some families behind school attendance are too often met with the remark that "attendance is not required until age 7."

Other issues of concern include resisting further erosion of municipal revenues such as the business equipment property tax and auto excise tax; providing municipalities with other revenue sources if the state can't or won't restore revenue sharing; enhancing incentives for municipalities to cooperate in the provision of services; general assistance program concerns; state funding of teacher retirement; and counting local debt service for school capital projects toward the required local share.

It's clear that the upcoming session will be dealing with issues of municipal finance. The extent to which they take action that negatively impacts Lewiston's revenue sources will have a direct impact on the services our citizens receive and the property taxes they pay.



Assessing

Joe Grube, Chief Assessor

Reviews Continue

November activity in the Assessing department included on-going reviews of properties in South Lewiston as well as in the Russell Street and Farwell Street districts (*pic below*). The appraisers are verifying assessment records as part of the state-mandated four-year review program.



Business Equipment Tax Reimbursement (BETR)

Personal property filings for the BETR program continue to be processed with over 220 business taxpayers requesting reimbursement under the state program through November.

Staff Volunteers

All of the Assessing staff volunteered to assist with the November election.



Fire

Chief Paul LeClair

November 21st — 35 Burbank Street

Improper disposal of smoking material

A 5-gallon bucket melted to the ground when other discarded cigarette butts in the bucket caught fire.

The fire erupted within minutes of the smoking material being disposed of. The cold and windy weather conditions that evening fanned the flames. Luckily the fire was spotted and was easily extinguished before the wooden porch caught fire. Total property damages - \$500.00



The Lewiston Fire Department performs hundreds of tenement inspections yearly throughout the city. *Pictured to the left is a typical scene* - a plastic bucket with sand in it on a porch or deck that is used as an ash tray. What most people fail to realize is ~ a cigarette butt that is not completely put out and thrown into the bucket containing discarded butts can easily ignite the other butts in the container.

Disposal of Cigarettes - If you Smoke, Put It Out - All The Way - Every Time

Improperly discarded cigarette butts and smoking materials have long been a nuisance and also put property owners, landlords, and tenants at risk. Smoking is a leading cause of fire fatalities.

- Never toss cigarette butts or ashes away - soak them in water - make sure they are out
- Chairs and sofas burn fast - do not put ash trays on them
- Never smoke in a home where oxygen is being used
- If you are drowsy or falling asleep - put it out
- Never smoke in bed



Put A Freeze On Winter Fires

Home fires occur more in winter than in any other season. As you stay cozy and warm this winter season, **be fire smart!**

Half of all home heating fires occur in the months of



Keep portable generators outside, away from windows, and **as far away as possible from your house.**

Install and test carbon monoxide alarms at least **once a month.**



Have a qualified professional clean and inspect your chimney and vents **every year.**

Heating equipment **1** in every **6** is involved in reported **home fires** and **1** in every **5** home fire deaths.

Store cooled ashes in a tightly covered metal container, and keep it outside at least **10** feet from your home and any nearby buildings.

Keep anything that can burn at least

3 feet from any heat source like fireplaces, wood stoves, radiators, or space heaters.



Plug only **1** heat-producing appliance (such as a space heater) into an electrical outlet at a time.



REMEMBER TO SHOVEL YOUR SECOND EXIT - IF THERE WERE A FIRE OR OTHER EMERGENCY, IT MAY BE YOUR ONLY WAY OUT TO SAFETY





Members of the **Lewiston Fire Department Local 785** raised **\$18,600** during *Fill the Boot* drives in 2014 to benefit children and adults affected by muscle disease throughout Maine.

This year's Lewiston *Fill the Boot* results are a perfect example of the true dedication Lewiston Fire Department Local 785 has toward supporting the families we serve," said Executive Director Ashley King. Funds raised will help support MDA's programs of worldwide research, specialized health care services, and day-to-day support – which includes sending children affected by Muscular Dystrophy and related muscle diseases to a week-long, barrier-free MDA summer camp at Camp Waban in Sanford.

Pictured above are members of the LFD presenting Director Ashely King and Health Care Services Coordinator Amber Pelletier with a check for \$18,600.

Information Technology

Timothy Earle, Director

ITyler Technologies - Munis Status



Currently, the School Department's network is about 90% connected, allowing access to the City's servers that run the Munis application. Two of the schools will require additional routing to allow the users access. This part will be completed well before the school's go-live date of July 1, 2015. Training is progressing as scheduled, with most of the training being done at the Dingley Building, which confirms that the network is functioning as expected. The first pass at collecting the data from our old application has been extracted and is now in the hands of Tyler Technologies for conversion. The data extracted included the employee files and the vendor files. Once Tyler Technologies has converted the files, the training group will have live data to work with. The plan is to have two additional extractions of data as we get closer to the go-live date.

Solid Waste Facility Dark Fiber Project

The Oxford Networks Engineering Department has completed the design of this new dark fiber build to the Solid Waste Facility and the Ops Center. They have also completed and submitted the telephone pole segment request to FairPoint Communications and CMP. Once the approval is received, they will notify the MIS Department



Maine Digital Summit



Timothy J. Earle, I.T. Director has been a participant on the Advisory Board for the Maine Digital Summit for the past two years. I attended the Summit this year on November 18 at the Augusta Civic Center. One of the breakout sessions was "Why

Broadband Matters." Rick Bates, Town Manger of Rockport and Dick Thompson, CIO of the University of Maine System were the guest speakers. The subject description was: *Policy makers have identified broadband as a critical infrastructure to help grow the state's economy. It can be a catalyst for businesses to grow and expand, for students to have access to greater educational opportunities, for patients and doctors to connect without leaving their communities, and for citizens to engage with their government. While more Mainers have access to broadband, those that remain unserved and underserved are finding it increasingly difficult to connect. Come hear how Maine is approaching the challenge of ensuring citizens have the opportunity to access high-speed broadband.* The City of Lewiston has an opportunity to become one of the next cities in Maine to promote our high-speed Internet capabilities.

Anti-Virus, SPAM & Malware Blocked

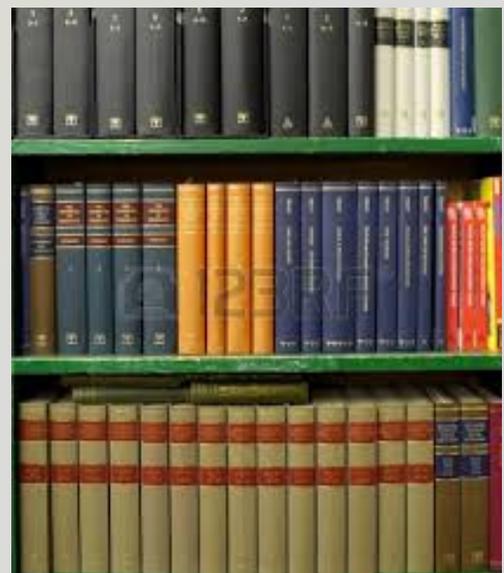
Our email anti-virus and SPAM filter application has blocked and detected over 640 virus infected emails and blocked 66,618 SPAM labeled emails. Our web filter blocked and/or removed 1,880 Malware applications.

New Library Assistant Joins LPL Staff

Jane Sibley has been hired as a Library Assistant in our Lending Services Division. Jane is an avid reader with excellent customer service skills who hails, originally, from New Zealand. She relocated to her husband's hometown of Lewiston during the summer of 2013 and has been working for the City as a part-time Library Assistant since August of this year. Jane replaces Kathy Harkins who retired this past September after working for the City for 30+ years.

Friends of LPL to Replace First-floor Furniture

The Friends of LPL, the Library's 501(c)(3) support organization, is conducting a fund drive to raise \$13,000 to replace the furniture on the first floor of the library. Most of the current furnishings were purchased in 1997 when the library first opened on Lisbon Street. The new furnishings would feature counter-height tables and stools for the library's Lisbon Street windows, complete with electrical power connections for the laptops, phones, and other wireless devices that customers currently utilize in the library. Donations for the new furnishings can be made at GoFundMe.com, a crowdsourcing website, or by sending a check made payable to Friends of LPL to the library at 200 Lisbon Street. All donations to the Friends, including those through GoFundMe.com are tax deductible.



Planning & Code Enforcement

Gil Arsenault, Director

Comprehensive Plan Update

A well-attended public meeting was held on Saturday, November 15th at the Marsden Hartey Cultural Center of the Lewiston Public Library to discuss the draft comprehensive plan. City staff and TPUDC consultant Brian Wright provided an update on the process and touched upon specific sections of the plan looking for general comments and suggestions. Overall, the comments and suggestions received at the meeting and online have been positive and constructive. Staff is now in the process of compiling and making revisions for a final draft to be presented to the State, Planning Board, and Council. The public will continue to have opportunities to provide comments at future Planning Board and Council meetings. Notice of these meetings will be provided and will occur through the winter and spring of 2015. The draft plan and related information is available at: www.lewistonmaine.gov/comprehensiveplan

Planning Board

On November 10th, the Board conducted a workshop to discuss the following topics:

- ◆ Proposed re-zoning to consider the appropriateness of changing zoning and land use provisions to allow nano-breweries in the Centreville District
- ◆ Discussion regarding the merits of relaxing parking requirements for uses in a number of downtown zoning districts
- ◆ Real estate negotiations

Enforcement Action

Staff condemned four structures via the International Property Maintenance Code and one citation was issued for a property maintenance violation.



PERMIT ACTIVITY - NOVEMBER 2014

- 27 building permits with a reported value of \$553,427—no single-family homes were permitted
- 11 plumbing permits
- 38 electrical permits

There were no high-dollar value building permits

PERMIT ACTIVITY NOVEMBER 2013

- 47 building permits with a reported value of \$1,455,358—one single-family home was permitted
- 15 plumbing permits
- 41 electrical permits

The highest reported dollar value building permits were as follows: TD Bank interior renovations in the amount of \$584,000 at 6 Atlantis Way; and an office build-out in the amount of \$300,000 at 150 Mill Street (i.e. Bates Mill Store House #2, second floor)



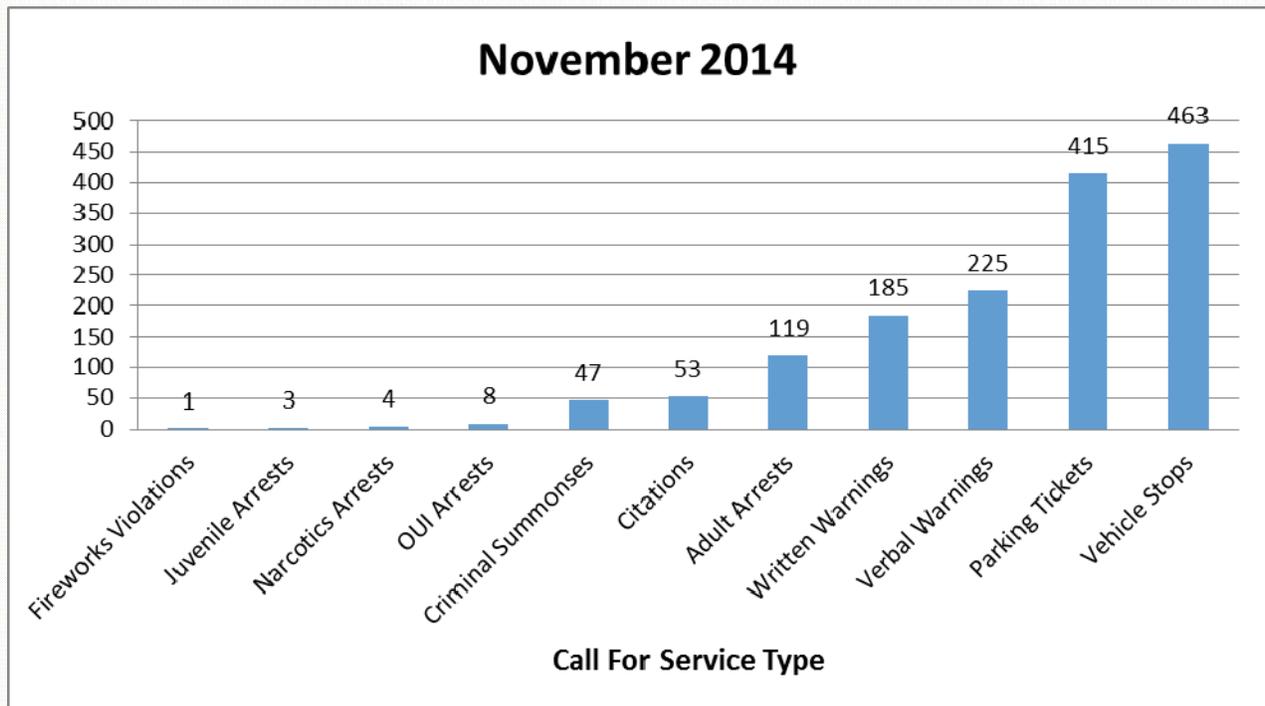
Police

Mike Bussiere, Chief

Statistics for November

In the month of November, the Lewiston Police Department responded to a total of 2,718 Calls for Service (CFS). A summary of November calls is below:

Calls For Service	11/2014
Total CFS	2,718
Vehicle Stops	463
Citations	53
Written Warnings	185
Verbal Warnings	225
Adult Arrests	119
Juvenile Arrests	3
Criminal Summonses	47
Narcotics Arrests	4
OUI Arrests	8
Parking Tickets	415
Fireworks Violations	1



Community Events

Sergeant Ullrich and Officer Blais administered a session for finger printing at St. Mary's Regional Medical Center that assisted with new employee background checks.

Officer Philippon attended the *Welcoming Maine* meeting.

Officers Philippon and Rousseau spoke with and gave a tour to Cub Scout Den 113; all children were given the department's Jr. Police badge.

Officer C. Johnson organized the department's Retirement and Awards Ceremony and Officer Philippon assisted with invitations to the event.



Featured in this photo are Officer Philippon with General Bolduc at the *Hiring Heroes* Job Fair hosted in Brunswick on November 13th.

In Our Schools

Throughout the month of November, Sergeant Bradeen and Detectives Godbout and D. Murphy visited with students at the following schools: Geiger, Martel, Montello, Farwell, and McMahon. Visits were made while in uniform in an effort to foster relationships between students and police.

A successful lockdown drill was conducted at Lewiston Middle School.

Sergeant Bradeen attended McMahon School's Thanksgiving Day performance, performed by kindergarten classes.

Officer C. Johnson attended a Thanksgiving Day celebration hosted by Special Olympics.

RECRUITMENT

Sergeant Bradeen and Detective Godbout participated in the Law Enforcement Career Day at Central Maine Community College.

TRAINING

Sergeant Ullrich supervised the department's EVOC training.

Public Works

David Jones, Director

DIRECTOR'S COMMENTS

The city's first snow event occurred on Sunday, November 2nd, but we squeaked by with only having to treat the roads with salt and sand/salt mix. We were not as lucky at Thanksgiving when the season's first plowable storm dropped about 12 inches of heavy, wet snow. The crews plowed around the clock finishing their runs about 10:00 AM on Thanksgiving. The sand/salt trucks completed their work a few hours later. This was a messy storm with a lot of tree limbs down due to the heavy snow. Most of these were private trees; however, many of their broken branches fell within street right-of-ways requiring follow-up after the holiday.

Here are some specifics about work done in November:

Street/Road & Sidewalk Improvement Projects

The crews completed the following:

- ◇ General street patching continued with 37 locations addressed during the month;
- ◇ Graded gravel roads on Larrabee (over culvert) and Bradbury Road;
- ◇ Storm drains (culverts and catch-basins) were repaired/installed at 14 locations;
- ◇ Assisted City Clerk with set-up and tear-down of voting booths for the election;
- ◇ Winterized and blew out irrigation lines at Simard-Payne Park and Franklin Pasture sports fields;
- ◇ Winterized concession stands at Franklin Pasture and removed soccer goals from fields;
- ◇ Cleaned leaves and debris from catch-basin grates;
- ◇ Reset sidewalk pavers at Main and Chapel Streets;
- ◇ Installed Christmas decorations throughout the downtown and decorated the #34 Wheeler Dump Truck for the Parade of Lights celebration;

- ◇ Tree pruning and removal at nine locations and winterized remaining flower beds around the city;
- ◇ Replaced damaged or old traffic and street name signs at 16 locations;
- ◇ Painted sharrow symbols on Mollison Way;



- ◇ Responded to 123 storm drain and Dig-Safe requests.

Contracted projects status:

- ◇ City Paving Contract: during the month, more than 854 tons of asphalt were placed including Bradford Street, Tucker Street, and Water Division ditch paving;
- ◇ Concept plans were prepared for paving, sidewalk treatment, ADA, and striping to initiate discussion at a public meeting for Lisbon Street Rehab (Chesnut to Main Street) and scoping two signal improvement projects. The public meetings are scheduled in December.

Contracted projects status (continued):

- ◇ Main Street Route 202/11/100 highway improvements: Memorial Avenue to Stetson Road (0.57 mile) with replacement of Stetson bridge. Work has wrapped up for the winter and will resume next spring, including replacing the Stetson Road bridge;
- ◇ MTA expects to advertise the next phase of the Lewiston Interchange project (bridge replacement) soon;

Water, Sewer, & Stormwater



Construction projects and studies.

The following are being worked:

- ◆ The scope for the Clean Water Act Master Plan (CWAMP) update which will address the City's responsibilities under the Clean Water Act regarding Combined Sewer Overflows (CSOs). The end of our 15-year program is 2015, and a scope of work for the future is planned to be submitted to DEP in January 2015;
- ◆ National Water Main Cleaning Company shut down for the winter and will be continuing the inspection of the sewer mains and manholes next spring. This contract includes approximately 400,000 LF of closed-circuit television (CCTV) inspection of the City's sewer mains and connecting manholes;
- ◆ Cure-in-place sewer lining—planning is under way for the next lining contract to go to bid, with plans to line about 12,000 ft. of sewer in 2015;
- ◆ Design work is under way for a replacement for the River Road Sewer Pump Station (#1). This project will be a full replacement, including the wet well, to triple the capacity of the station to handle current and future development in this industrial area;
- ◆ Work was completed on Jepson Brook Phase 5 of the CSO sewer/stormwater project (seven streets on the south side of Sabattus Street in the Garcelon Bog area), Longchamps & Sons. Some minor clean-up will be completed in the spring;
- ◆ Work was completed on Jepson Brook Phase 6 of the CSO sewer/stormwater project by Nitram Construction. The project includes work on eight streets in Jepson Brook Watershed. Minor clean up remains, which will be addressed in the spring;
- ◆ Leavitt Avenue water and sewer separation - St. Laurent & Son have completed the installation of the water main and storm drain and have begun prepping the roadway for paving. The project was completed with minor clean up to be done in the spring;
- ◆ A study by CDM Smith Consultants is underway to evaluate the capacity of the Jepson Brook drainage channel and pipes identify improvements necessary, and forecast future needs;
- ◆ Strawberry Avenue waterline and rehab - this project was substantially completed with only surface paving and minor punch list items remaining to be done in the spring.

Water, Sewer, & Stormwater (continued)

Work performed by the Water & Sewer crews included:

- ◆ Responded to and repaired six water main breaks, two water service leaks, and six sewer main back-ups;
- ◆ Responded to 16 customer concerns (E-GOVs), all completed;
- ◆ Continued the water valve program (cleaning and operating);
- ◆ Flagged and winterized all 755 fire hydrants within the distribution system
- ◆ Completed sewer line flushing for National Water Main Cleaning so they were able to perform sewer video inspections on targeted sewer mains within the city;
- ◆ Continued daily readings of water meters and the water meter replacement program (eight meters were changed out; 13 seasonal were removed);
- ◆ Responded to 143 Dig Safe requests (locating water and sewer mains and services);
- ◆ Completed repair of the cross country sewer line that runs alongside Hart Brook;
- ◆ Removed the boat dock at Lake Auburn and closed off the boat launch till spring;
- ◆ Continued to maintain all watershed and water and sewer facilities (cleaning, plowing, raking, pruning trees, painting, special signs, mowing, etc.)
- ◆ Performed manhole repairs and water gate repairs due to plow trucks hitting them or just wear and tear;
- ◆ Continued to check water service shut-offs for the upcoming water meter replacement program;

- ◆ Continued to do sewer flushing concentrating on problem areas throughout the city.

Solid Waste Division

- Casella's recycling facility began procession "zero-sort" recyclable waste this month. Solid Waste facility staff worked with the City's MIS staff and our consultant to implement modifications to the scale management system to accommodate the change in facility operations;
- The average monthly recycle rates in Lewiston for the past four months (August thru November) were 83 tons. This is five tons less than the same time period in 2013, and 19 tons less than in 2012. The average monthly amount of municipal garbage for the same time period has remained fairly constant (900-923 tons per month).

Building Maintenance Division

- In addition to regular duties, Building Maintenance personnel were busy this month addressing heating issues and insulating old basement window openings at the Armory and addressing snow removal at all parking garages and City facilities.



Rec Services Division

The Recreation Division continues to move forward with all the on-going changes.

Activities & Meetings at the Armory:

Lewiston Senior Citizens

- ◇ Lewiston Seniors Board and membership meetings
- ◇ Weekly card games, as well as Bingo, Cribbage, Pinochle, and Bridge

Veteran-related meetings

- ◇ American Legion Post 22
- ◇ Franco-American War Veterans
- ◇ Auxiliary Post 32
- ◇ Disabled American Veterans, Association Canado-Americanne Chapter Dr. Paul Fortier
- ◇ LA Veterans
- ◇ Post 9150
- ◇ Post 210

Political meetings

- ◇ Lewiston G.O.P.
- ◇ Lewiston Democrats
- ◇ Lewiston Republicans

Other

- ◇ "Just Us" choral rehearsals
- ◇ Lewiston Middle School alternative education classes
- ◇ Central Maine Christian Academy basketball practices
- ◇ St. Dom's Academy basketball practices
- ◇ Lewiston Rec grad-school basketball games
- ◇ YMCA Gymnastics
- ◇ LA Youth Cheering League practices

Programs:

Basketball

It's been a busy month for basketball sign ups!

- ⇒ Co-ed youth basketball has 4 divisions with a total of 131 players. All teams are now practicing and holding weekly games.
- ⇒ Grade-school basketball is underway with practices and games held at both the Armory and Longley school
- ⇒ Students from all six Lewiston elementary schools and St. Dominic's Academy come to the Armory for basketball, in total, 14 boys' teams and 8 girls' teams
- ⇒ Recreation staff interviewed for referees; processed paperwork and hired 19 for this season
- ⇒ Staff prepared and delivered schedules to the leagues

Volleyball League

- ⇒ Men's, women's, co-ed, A, B1, and B2 teams are continuing their regular league play

Armory Events

- ◆ Elections were held at the Armory with the process smooth and the pace steady
- ◆ LA Veterans' Council Veterans Day celebration was held again this year with a coffee and donut social

Athletic Events

- ◆ The FLY football team made it to the championship game!



Upcoming Events

- ◇ The Lewiston Senior Citizens will hold their annual Christmas party and luncheon on December 5th

Wellness Information & Updates

The second round of winners for *Personal Training* at the CMMC Wellness Center were:

- ⇒ Dottie Perham-Whittier, *Admin*
- ⇒ Cheryl Morin, *Recreation*
- ⇒ Kristy Sheehan, *Treasurers*
- ⇒ Bernadette Boisvert, *Library*
- ⇒ Sue Ricker, *Assessing*

A Lunch & Learn was held on November 18th

KETTLE BELL 101 Training



Nate Littlefield, who is an ACSM Certified Health & Fitness Specialist and CMMC's Fitness Center Supervisor provided instruction and workout demonstrations.

November participation winners for the on-going Weigh-In Challenge were:

- ⇒ Elaine Sessions, *Library*
- ⇒ Trudy Duval, *Auditing*
- ⇒ Kristy Sheehan, *Finance*
- ⇒ Sandy Brown, *Police*
- ⇒ Timothy Early, *MIS*
- ⇒ Allison Pease, *Clerks*

12 Ways to De-stress Amidst Holiday Madness

Employ these easy reenergizing techniques when you need them most this season

By Melody Warnick

Woman's Day

[Homepage](#) > [Health + Fitness](#) > [Diet + Weight Loss](#)



The most wonderful time of the year, huh? So why do the holidays sometimes feel like a month-long panic attack? "During the holidays, people have such high expectations for things to be perfect," says Jon Abramowitz, PhD, professor of psychology and director of the Anxiety and Stress Disorders Clinic at the University of North Carolina, Chapel Hill. In other words, we take on too much, then feel anxious and stressed out when reality doesn't measure up to the flawless fantasy in our heads.

The best way to dodge holiday stress: Take a time-out. A break from the hubbub re-energizes and refocuses you, making you able to avoid holiday stress (or at least handle it better). Plus, it doesn't take much time. Whether you have 15 minutes or just one, here's how to catch a break that will restore your sanity and your ability to savor the season.

15 Minutes

Be a uni-tasker Even if you're a veteran multitasker, taking on too much at once can make you feel frenzied over time. So when you hit the next semi-enjoyable item on your to-do list—mixing up a batch of cookie dough, say, or stringing popcorn for the tree—drop everything else and focus your attention on the task at hand: what it feels, smells, sounds and/or tastes like. "You're still getting something done, but by giving yourself permission to be fully immersed in the experience, you're mentally recharging yourself," says Kate Hanley, author of *The Anywhere, Anytime Chill Guide: 77 Simple Strategies for Serenity*. "It's like meditation in motion."

Create a holiday playlist Nothing makes you feel merry and bright faster than seasonal songs, from “Winter Wonderland” to “Silent Night,” and with good reason: Research shows that listening to music can crank down stress hormones, lower blood pressure and heart rate, and kick your anxiety to the curb. So make it easy to listen to holiday songs by creating a playlist of your favorites in iTunes, then playing it in the background while you wrap gifts. Or go to Pando-ra.com and tune into one of their holiday stations, like Peaceful Holidays or Swingin’ Christmas.

Make friends with Frosty Maybe you haven’t built a snowman since you were a kid, but making a miniature Frosty not only gives you an instant creative outlet, it provides enough pulse-quicken activity to make you feel good. “When you exercise, your body produces endorphins, which are the ‘happy’ chemicals in your brain,” says Dr. Abramowitz. “You’ll come back inside with a different mindset.” Plus, that snow sentinel on your front walk will be a season-long reminder to loosen up and have fun before the holidays melt away.

10 Minutes

Focus on the vision Think about the three holiday traditions you love most, like lighting the Chanukah menorah or singing Christmas carols with your kids. Pencil those things in your calendar, and let go of the rest. “What stresses us out is that we don’t take the time to say what we really want,” says Linda Hedberg, a Minneapolis life coach who conducts workshops on making the holidays less stressful. “Women need to make plans based on their vision, and get rid of the stuff that doesn’t fall into that vision.”

Speed-read Curling up with a good book can be the ultimate winter luxury, but if you don’t have time for an extended tête-à-tête with a novel, try something short and sweet, like a few poems a day, or a couple of pages of Charles Dickens’s *A Christmas Carol*. Better yet, sign up for DearReader.com, a service that e-mails you a daily excerpt of fiction, nonfiction, romance or other genre of your choice. You get to enjoy literary downtime without any pressure to read ahead.

Organize something It’s not as crazy as it sounds, says Beverly Coggins, a professional organizer in Stow, Ohio, and author of the *1-2-3...Get Organized* series. When life feels out of control, setting a silverware drawer in order or whipping the gift-wrap box into shape leaves you feeling like you’ve taken the reins again—and that can unload stress.

5 Minutes

Take a shortcut to joy Your regular schedule may have gone out the window when family dropped in, but that doesn’t mean you have to abandon what you love. Just do a super-quick version of it. Turn your normal leisurely chat with your best friend into a quick morning check-in, or skip hanging out at Starbucks but grab a latte to go. “Figure out what gives you joy and commit to doing it,” says Katrin Schumann, coauthor of *Mothers Need Time-Outs, Too*.

Throw open the curtains According to a recent University of Washington study, gazing out at the natural world lowers your heart rate, even when you have to deal with stress-inducing situations. To bring some serenity inside, decorate with natural finds. Ditch the plastic wreath in favor of a real one, or stack pinecones in a glass vase for a quick centerpiece.

Press here for peace Feeling flustered? Sneak into the bathroom during the festivities and try this quick acupressure move, called the Sea of Tranquility, to send a “calm down now” message to your brain. Find the small, slightly tender indentation in the center of your breastbone. With three fingertips, press down gently for two minutes, then gradually release the pressure. The acupressure not only helps you deepen your breathing, which relaxes you, but it naturally releases tension, says Hanley. “I love that it’s called the Sea of Tranquility,” she says. “It reminds you that you have this inner calm that you can access at any time.”

1 Minute

Take a mistletoe moment Physical affection has been shown to increase your body’s levels of oxytocin and dopamine, hormones that reduce stress, so grab your honey and start smooching. Even if you’re not

feeling frisky, try cuddling for a while; simply touching hands can make the stress hormone cortisol melt away. "When we have strong relationships, we are buffered against the effects of stress," says Kory Floyd, PhD, professor of health and family communication at Arizona State University. "It doesn't mean we don't have stress, but we tend not to overreact."

Create your own calm Decide on one word that describes the holiday season you want to have this year; it could be *Peace, Joy, Love, Family* or *Serenity*. Write it on an index card and tape it to your bathroom mirror. When things get hectic, a glance at your guiding word will remind you of what you really want—and make it easier to cut loose anything that's distracting you from your goal.

Say it ain't so Yes, you want your holidays to be perfect, but no matter how much you plan (and worry), something will go wrong. Meals get burned, kids make messes, relatives argue, gifts miss the mark. Instead of freaking out, repeat something that reminds you that imperfection is OK, like *It is what it is or Life happens*. "A moment of self-talk helps us turn off the spigot of thoughts that constantly tell us we're not doing things right," explains Schumann. "It reminds us that the holidays aren't about being perfect. It's a time to laugh, be with family and share memories."

*Serenity is not freedom
from the storm
but peace within the storm*

PEACE

