

CITY OF LEWISTON

CITY COUNCIL

MAY 5, 2020

REGULAR MEETING HELD IN THE COUNCIL ROOM AT 7:00 P.M.

THE HONORABLE MARK A. CAYER, MAYOR, PRESIDING.

PRESENT: Mayor Cayer, Councilors Khalid, Pettengill, Rea, Lajoie, Jensen, Clement and Gelinias, City Administrator Edward Barrett and City Clerk Kathleen Montejo.

Pledge of Allegiance to the Flag.

UPDATE ON CITY ACTIONS REGARDING COVID-19 PANDEMIC SITUATION AND RELATED CITY ACTIONS

Denis D’Auteuil, Deputy City Administrator, said that staff is returning back to offices at City Hall and they are phasing in the process of receiving customers at City Hall, first starting with appointments for services. Many staff recently participated in a remote video meeting with the State Commissioner of the Dept of Economic and Community Development, where questions pertaining to small business operations were answered. The Balloon Festival and Brewfest have been cancelled for this summer. The City Administrator and Mayor are contemplating ending the local state of emergency soon.

VOTE (114-2020)

Motion by Councilor Clement, seconded by Councilor Rea:

To dispense with the reading of the minutes of the meeting of April 21, 2020 and to accept and place them on file as prepared by the City Clerk. Passed - Vote 7-0

PUBLIC COMMENT PERIOD

The Deputy City Administrator reported that six emails were received today pertaining to comments in support of the Recreation Department budget.

PUBLIC HEARING ON THE RENEWAL APPLICATION FOR A SPECIAL AMUSEMENT PERMIT FOR LIVE ENTERTAINMENT FOR RAMADA LEWISTON HOTEL AND CONFERENCE CENTER, 490 PLEASANT STREET

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (115-2020)

Motion by Councilor Lajoie, seconded by Councilor Clement:

To grant a Special Amusement permit for live entertainment to the Ramada Lewiston Hotel & Conference Center, 490 Pleasant Street. Passed - Vote 7-0

PUBLIC HEARING AND FIRST PASSAGE FOR RE-ZONING THE PROPERTIES AT 949 COLLEGE STREET, 2 EAST MERRILL RD, 4 EAST MERRILL RD, 6 EAST MERRILL RD, 8 EAST MERRILL RD, 10 EAST MERRILL RD, AND PORTIONS OF 1 EAST MERRILL RD, 3 EAST MERRILL RD AND 5 EAST MERRILL RD FROM THE RURAL AGRICULTURE (RA) DISTRICT TO THE LOW-DENSITY RESIDENTIAL (LDR) DISTRICT

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (116-2020)

Motion by Councilor Gelinas, seconded by Councilor Pettengill:

That the proposed amendment to rezone the properties a 949 College Street, 2 East Merrill Rd, 4 East Merrill Rd, 6 East Merrill Rd, 8 East Merrill Rd, 10 East Merrill Rd and portions of 1 East Merrill Rd, 3 East Merrill Rd and 5 East Merrill Rd from the Rural Agriculture (RA) District to the Low-Density Residential (LDR) District, receive first passage by a roll call vote and to continue the hearing to the next regularly scheduled City Council meeting. Passed - Vote 7-0

RESOLVE, AMENDING THE CITY OF LEWISTON ANNUAL ACTION PLAN AND PROPOSED BUDGET FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR THE PERIOD OF JULY 1, 2019 TO JUNE 30, 2020

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (117-2020)

Motion by Councilor Khalid, seconded by Councilor Rea:

To hold a Public Hearing and to approve the Resolve, Amending the Community Development Block Grant Program's Citizen Participation Plan:

Whereas, the federal Community Development Block Grant Program requires municipalities receiving such funds to adopt and adhere to a Citizen Participation Plan than meets the requirements of the U.S. Department of Housing and Community Development; and

Whereas, the City's current plan works well under normal circumstances where program and funding decisions are not required to be made quickly; and

Whereas, in response to the current COVID 19 emergency, the City is receiving additional CDBG funds designed to be used to mitigate the negative effects of this emergency on our low and moderate income residents; and

Whereas, both the federal government and the City's elected officials recognize the importance of allocating and using these funds to address immediate needs; and

Whereas, in order to do so, certain changes are necessary in the City’s currently adopted Citizen Participation Plan; and

Whereas, the proposed changes will also allow the City to continue to meet the applicable grant requirements;

Now, therefore, be it resolved by the City Council of the City of Lewiston that the attached, amended City of Lewiston Community Development Block Grant Program’s Citizen Participation Plan is hereby adopted.

Passed - Vote 7-0

**RESOLVE, AMENDING THE 2015-2019 CDBG CONSOLIDATION PLAN AND
FFY 19 ACTION PLAN**

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (118-2020)

Motion by Councilor Rea, seconded by Councilor Lajoie:

To hold a Public Hearing and to approve the Resolve, Amending the 2015-2019 CDBG Consolidated Plan and FFY 19 Action Plan:

Whereas, in response to the COVID-19 emergency, Congress allocated an additional \$538,518 in CDBG funds to Lewiston, which is known as CARES Act funding,; and

Whereas, the CARES Act funding can only be used to mitigate issues within the community created by COVID-19 and that impact our low and moderate income residents; and

Whereas, in pursuit of mitigating those issues, the City has identified immediate needs and created programs to address those needs; and

Whereas, in order to utilize the CARES Act to fund those needs and programs, Lewiston’s 2015-2019 CDBG Consolidated Plan and FFY 2019 Action Plan need to be amended in order to make these programs permitted uses under those plans; and

Whereas, both the federal government and the City’s elected officials recognize the importance of allocating and using these funds to address immediate needs; and

Whereas, in order to do so, certain changes are necessary in the City’s currently adopted 2015 – 2019 CDBG Consolidated Plan and FFY 2019 Action Plan; and

Whereas, the proposed changes will also allow the City to continue to meet the applicable grant requirements;

Now, therefore, be it resolved by the City Council of the City of Lewiston that the attached amended 2015-2019 CDBG Consolidated Plan and FYY 19 Action Plan are hereby adopted.

Passed - Vote 7-0

RESOLVE, APPROVING AND ADOPTING THE 2020-2024 CDBG CONSOLIDATED PLAN, FYY 2020 CDBG ACTION PLAN, AND FFY 20 HOME ACTION PLAN

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (119-2020)

Motion by Councilor Rea, seconded by Councilor Khalid:

To hold a Public Hearing and approve the Resolve, Approving and Adopting the 2020-2024 CDBG Consolidated Plan, FFY2020 CDBG Action Plan, and FFY 20 HOME Action Plan:

Whereas, Lewiston is a Community Development Block Grant (CDBG) Entitlement Community; and

Whereas, as an Entitlement Community Lewiston must comply with requirements contained in Title 24 CFR 570.302 regarding the adoption of a 5 year Consolidated Plan that outlines how CDBG funds will be invested during the term of the plan; and

Whereas, the proposed Consolidated Plan has been developed through a robust public engagement process in concert with a seven member CDBG Citizen Advisory Committee and other stakeholders and residents of the community; and

Whereas, the Citizen Advisory Board has also developed recommended budgets and Action Plans for CDBG and HOME funds for FFY 2020; and

Whereas, the plans have met the requisite public notice, public hearing and public comment periods; and

Whereas, these plans have been amended from the first drafts circulated in order to incorporate the \$538,518 in additional CDBG Cares Act funds the city was notified of the award of on April 1, 2020;

Now, therefore, be it resolved by the City Council of the City of Lewiston that the attached 2020-2024 CDBG Consolidated Plan, CDBG FFY 2020 Action Plan, and HOME FFY 2020 Action Plan are hereby approved and adopted, substantially in the form as presented, and that the same be submitted to the U.S. Department of Housing and Urban Development for approval.

Passed - Vote 7-0

RESOLVE, ACCEPTING AND APPROPRIATING COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT FUNDING

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (120-2020)

Motion by Councilor Rea, seconded by Councilor Clement:

To hold a Public Hearing and to approve the Resolve, Accepting and Appropriating Community Development Block Grant CARES Act Funding:

Whereas, the City has received an additional allocation of \$538,518 in CDBG funding from the federal government to be used to address the negative impacts of the COVID 19 pandemic on our low and moderate income residents; and

Whereas, staff has consulted with businesses and individuals in the community and developed a proposed allocation for these funds designed to assist low and moderate income residents remain in their homes, support for businesses to assist in their employment, and financial support to agencies and organizations that provide assistance to individuals negatively impacted by this health emergency; and

Whereas, the City Council must approve the use of these funds for them to become available;

Now, therefore, be it resolved by the City Council of the City of Lewiston that Community Development Block Grant CARES Act funding is hereby accepted and these funds are appropriated and allocated in accordance with the attached budget.

Passed – Vote 7-0

RESOLVE, APPROVING AND ADOPTING THE 2020-2024 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING PLAN

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (121-2020)

Motion by Councilor Khalid, seconded by Councilor Lajoie:

To hold a Public Hearing and then to approve the Resolve, Approving and Adopting the 2020-2024 Analysis of Impediments to Fair Housing Plan:

Whereas, the City is a member of the Auburn-Lewiston HOME Consortium Partnership through which the City receives an annual allocation of HOME funds which are used to help increase the number of families with decent, safe, sanitary, and affordable housing; and

Whereas, as a member of the consortium, the city is required, every five years, to conduct an Analysis of the Impediments to Fair Housing that evaluates and outlines barriers to fair housing choice within the community and strategies for affirmatively furthering fair housing; and

Whereas, the required five year plan has recently been completed and is ready to be adopted;

Now, therefore, be it resolved by the City Council of the City of Lewiston that the attached 2020-2024 Analysis of Impediments to Fair Housing Plan is hereby approved and adopted.

Passed - Vote 7-0

PUBLIC HEARING AND ADOPTION OF THE FY2021 LEWISTON CAPITAL IMPROVEMENT PROGRAM BOND ISSUE ORDER

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing.

VOTE (122-2020)

Motion by Councilor Rea, seconded by Councilor Clement:

To adopt the FY2021 Lewiston Capital Improvement Program Bond Issue Order authorizing the issuance of \$11,040,000 in FY2021 Public Improvement Bonds and making an appropriation for certain capital projects:

ORDERED, That \$11,040,000 be appropriated for financing the following FY2021 projects in the Lewiston Capital Improvement Program:

PROJECT	AMOUNT
CITY:	
Snow Removal Equipment	175,000
Canal Ownership Projects	240,000
Riverfront Island Implementation	150,000
Oxford Street Parking Lot	160,000
BLDG. 6 - Police Building Expansion Project	280,000
Ladder 1 Refurbishment	250,000
BLDG. 9 - Entrance Security Upgrades	126,000
Sidewalk Maintenance & Rehabilitation	352,000
Street Maintenance Program	3,045,000
Hudson Bus Soccer Field	220,000
Dufresne Plaza Concrete Surface	247,000
	5,245,000
SCHOOL DEPARTMENT:	
McMahon School Parking Expansion	600,000

District Wide Security Camera Upgrade	300,000
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	900,000
SEWER DIVISION:	
Rehabilitation of Old Sanitary Sewer Mains	1,100,000
Collection System Inspection & Rehabilitation	600,000
CSO Separation - Various Areas	175,000
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	1,875,000
STORM WATER DIVISION:	
Culvert Replacement Program	110,000
CSO Separation - Various Areas	300,000
Storm Drain Inspection	385,000
CSO Storage at LAWPCA	125,000
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	920,000
WATER DIVISION:	
Distribution Water Main Replacement/Rehabilitation	2,100,000
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	2,100,000
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Total	11,040,000

FURTHER ORDERED, That to meet this appropriation, \$11,040,000 shall be raised by Public Improvement Bond Issue(s);

FURTHER ORDERED, That the City Council instruct the Finance Director to advertise for bids for \$11,040,000 or increments thereof, Public Improvement Bonds; to award the loan; and to employ Locke Lord LLP to furnish the legal opinion for the same; provided that in the alternative, the Finance Director is authorized to award the loan to the Maine Municipal Bond Bank;

FURTHER ORDERED, That the bonds shall be signed by the City Treasurer and Mayor;

FURTHER ORDERED, That the date, maturities, denominations, interest rate or rates, place or places of payment, form or other details of the bonds and of the provisions for the sale thereof shall be determined by the Finance Director under the advice of UniBank Fiscal Advisory Services Inc.;

FURTHER ORDERED, That bonds issued hereunder may be subject to call for redemption on such terms as may be determined by the Finance Director; and

FURTHER ORDERED, On or before the call date, the Finance Director is authorized to refund/advance refund this bond series if a net present value benefit is derived.

Passed - Vote 7-0

**FINAL BUDGET PUBLIC HEARING FOR THE FISCAL YEAR 2021
MUNICIPAL BUDGET**

Mayor Cayer opened the public hearing to receive citizen input and comment. No members of the public offered any remarks. The Mayor then closed the hearing. The City Administrator provided a brief overview of the budget highlights and impacts. The Mayor thanked city staff for their work on the budget. Thanks was also extended to the School Committee and Superintendent for the cuts and program postponements they were willing to make to help keep the mil rate down.

**RECEIVING THE FINANCE COMMITTEE RECOMMENDATION REGARDING THE
PROPOSED FISCAL YEAR 2021 MUNICIPAL BUDGET**

VOTE (123-2020)

Motion by Councilor Clement, seconded by Councilor Gelinias:

To receive and review the recommendation of the Finance Committee regarding the proposed Fiscal Year 2021 Municipal Budget. Passed - Vote 7-0

**RESOLVE, AUTHORIZING THE USE OF \$1,593,068 FROM THE GENERAL FUND
UNASSIGNED FUND BALANCE FOR CAPITAL OUTLAY PURCHASES AND OTHER
ONE-TIME EXPENSES, AND \$1,650,000 TO CARRYFORWARD AND BALANCE THE
FY21 GENERAL FUND OPERATING BUDGET**

VOTE (124-2020)

Motion by Councilor Jensen, seconded by Councilor Lajoie:

To approve the Resolve authorizing the use of \$1,593,068 from the General Fund Unassigned Fund Balance for Capital Outlay purchases and other one-time expenses, and \$1,650,000 to carryforward and balance the FY21 General Fund Operating Budget:

Whereas, the City of Lewiston adopted Ordinance 11-05 pertaining to Unassigned Fund Balance and effective on August 18, 2011; and

Whereas, the ordinance establishes an Unassigned Fund Balance floor of 8% and a ceiling of 12% of GAAP revenues including transfers in; and

Whereas, as of June 30, 2019, the City's General Fund Unassigned Fund Balance floor was \$10,965,362 and the ceiling was \$16,448,043, and the City's actual General Fund Unassigned Fund Balance was \$17,933,211, or 13.08%; and

Whereas, given the COVID-19 pandemic, there is great uncertainty on its economic impact, specifically on the City's revenue sources;

Whereas, the City Council wishes to forgo a tax rate increase needed to balance the fiscal year 2021 budget during this crisis;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that \$1,593,068 of unassigned fund balance is hereby appropriated to address the following capital needs; and the City Council waives the Fund Balance Policy and appropriates the use of \$1,650,000 as an operating carryforward to balance the FY21 General Fund operating budget.

Org.	Object	Division	Description	Amount
4161	426200	MIS	Maintenance & Licensing	16,230
4161	450500	MIS	Office Equipment	89,350
4213	451000	Patrol	Vehicles	129,750
4222	452500	Fire	Public Safety Equipment	16,260
4229	453000	Fire	Household Equipment	4,499
4229	458000	Fire	Buildings & Structures	23,700
4321	457000	Engineering	Other Betterments	6,000
4331	452500	Highway	Public Safety Equipment	15,768
4331	457003	Highway	Guardrails	5,552
4334	457000	Sidewalks	Sidewalks	15,000
4343	451000	Solid Waste	Vehicles	10,000
4343	457000	Solid Waste	Other Betterments	15,000
4351	427500	Open Spaces	Repairs to Building	35,800
4351	428836	Open Spaces	Downtown Maintenance	4,550
4351	457000	Open Spaces	Other Betterments	11,800
4361	458000	Hydro	Buildings & Structures	125,000
4381	451000	M. Garage	Vehicles	670,000
4381	452000	M. Garage	Equipment	36,400
4391	427500	PW Buildings	Repair to Buildings	22,579
4391	458000	PW Buildings	Buildings & Structures	7,830
4519	427500	Armory	Repairs to Building	10,000

4551	450500	Library	Office Equipment	13,895
4559	427500	Library	Repairs to Building	2,500
4559	458000	Library	Buildings & Structures	104,000
4811	449000	Airport	Airport	7,500
4941	417400	WC	Workers Comp	30,000
4991	450500	Misc.	Office Equipment	15,000
4191	427500	City Hall	Repairs to Building	29,105
4751	449000	Econ. Dev.	Fixed Charges	45,000
4113	428800	Marketing	Misc. Services	<u>25,000</u>
			Total	1,543,068
			FY21 Carryforward	1,650,000
4991	428800	Misc.	Passenger Rail Study	<u>50,000</u>
				3,243,068

Passed - Vote 7-0

RESOLVE, APPROVING THE FINAL BUDGET ADJUSTMENTS TO THE FISCAL YEAR 2021 MUNICIPAL BUDGET

VOTE (125-2020)

Motion by Councilor Rea, seconded by Councilor Pettengill:

To approve the Resolve, Approving the Final Budget Adjustments to the Fiscal Year 2021 Municipal Budget:

Whereas, in accordance with the Charter, the City Administrator presented his proposed Fiscal Year 2021 budget to the City Council on March 17, 2020; and

Whereas, since then, the City Council has received information and met on numerous occasions to review the various departmental budgets and to discuss changes to the Administrator’s proposal; and

Whereas, throughout this process, the City Council has shown support for certain changes and adjustments affecting both the general fund and utility funds expenditure budgets; and

Whereas, the overall goals of this effort were to maintain essential public services while reducing the impact of the budget on the taxpayers of the City of Lewiston; and

Whereas, the following summary represents the results of this effort;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that the following Final Budget Adjustments Summary for Fiscal Year 2021, is hereby approved:

Adj. #	Org.	Object	Dept.	Description	Amount
<i>Expenditure Adjustments:</i>					
1	4113	411000	City Admin	Salaries	10,124
2	4113	428800	City Admin	Misc. Services	415
3	4113	428900	City Admin	In Service Training	750
4	4131	415000	City Attorney	Other Fees	13,000
5	4144	412500	Elections	Temp. Wages	1,000
6	4151	428900	Finance	In Service Training	4,200
7	4153	411000	Auditing	Salaries	33,794
8	4153	428900	Auditing	In Service Training	1,250
9	4159	421500	Central Service	Postage	500
10	4161	427000	MIS	Repairs to Equipment	1,500
11	4171	428804	Assessing	Registry Services	350
12	4171	428900	Assessing	In Service Training	2,025
13	4181	421000	HR	Advertising	3,125
14	4181	428800	HR	Misc. Services	3,300
15	4191	426100	City Hall	Outside Rental	3,500
16	4191	427000	City Hall	Repairs to Equipment	600
17	4191	427500	City Hall	Repairs to Building	3,000
18	4192	426100	85 Park St	Outside Rental	3,000
19	4192	427000	85 Park St	Repairs to Equipment	1,500

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20	4195	427000	CN Garage	Repairs to Equipment	1,000
21	4196	426100	SG Garage	Outside Rental	3,500
22	4211	422000	Police Adm.	Telephone	2,512
23	4211	446000	Police Adm.	Insurance	1,768
24	4212	412000	CID	Overtime	1,500
25	4213	411000	Patrol	Salaries	92,948
26	4213	412000	Patrol	Overtime	15,000
27	4213	426500	Patrol	Repairs to Vehicles	3,000
28	4213	428900	Patrol	Training	6,000
29	4213	432500	Patrol	Tires	1,100
30	4213	434500	Patrol	Dept. Apparel	6,800
31	4213	439800	Patrol	Other Supplies	1,000
32	4216	420500	Staff Services	Printing	600
33	4216	427000	Staff Services	Repairs to Equipment	500
34	4216	431000	Staff Services	Printing	700
35	4217	427500	Police Bldgs.	Repairs to Building	1,000
36	4221	422000	Fire Admin	Telephone	1,080
37	4222	426500	Firefighting	Repairs to Vehicles	4,000
38	4222	427000	Firefighting	Repairs to Equipment	1,000
39	4222	428900	Firefighting	In Service Training	1,250
40	4222	432500	Firefighting	Tires	1,000
41	4222	434500	Firefighting	Dept. Apparel	1,980
42	4222	435800	Firefighting	Public Safety Supplies	4,500
43	4222	448800	Fire	Hydrant Rental	295,200

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44	4223	427000	Fire Comm	Repairs to Equipment	2,000
45	4225	411000	Fire Prevent	Salaries	43,347
46	4225	428900	Fire Prevent	In Service Training	500
47	4225	434600	Fire Prevent	Individual Apparel	800
48	4229	427500	Fire Stations	Repairs to Building	1,475
49	4241	428900	Code	In Service Training	2,930
50	4321	411000	Engineering	Salaries	17,285
51	4321	411000	Engineering	Salaries	58,656
52	4321	411000	Engineering	Salaries	57,949
53	4321	422000	Engineering	Telephone	360
54	4321	422000	Engineering	Telephone	360
55	4321	434500	Engineering	Dept. Apparel	200
56	4321	434500	Engineering	Dept. Apparel	200
57	4331	412000	Highway	Overtime	2,703
58	4331	422500	Highway	Utilities	1,491
59	4331	427200	Highway	Repairs to Signs	1,500
60	4331	438800	Highway	Tarring Material	10,000
61	4332	412000	Snow Ops	Overtime	1,500
62	4332	438500	Snow Ops	Supplies	1,725
63	4332	439800	Snow Ops	Other Supplies	3,982
64	4338	411000	St. Lights	Salaries	29,182
65	4338	411000	St. Lights	Salaries	52,770
66	4338	422000	St. Lights	Telephone	600
67	4338	426300	St. Lights	Uniform Rental	550
68	4338	434500	St. Lights	Dept. Apparel	200

69	4338	438500	St. Lights	Construction Materials	975
70	4343	427000	Solid Waste	Repairs to Equipment	1,500
71	4351	411000	Open Spaces	Salaries	43,056
72	4351	412500	Open Spaces	Temp Wages	44,000
73	4351	422500	Open Spaces	Utilities	1,500
74	4351	426100	Open Spaces	Outside Rental	3,000
75	4351	426300	Open Spaces	Uniform Rental	350
76	4351	427500	Open Spaces	Repairs to Building	4,000
77	4351	427600	Open Spaces	Repairs to Grounds	15,034
78	4351	428800	Open Spaces	Misc. Services	1,000
79	4351	428836	Open Spaces	DT Maintenance	5,700
80	4351	434500	Open Spaces	Dept. Apparel	200
81	4351	435000	Open Spaces	Small Tools	3,200
82	4351	439800	Open Spaces	Other Supplies	1,000
83	4381	411000	M. Garage	Salaries	90,314
84	4381	422000	M. Garage	Telephone	1,000
85	4381	426101	M. Garage	Outside Services	10,000
86	4381	426300	M. Garage	Uniform Rental	695
87	4381	426500	M. Garage	Repairs to Vehicles	12,000
88	4381	427000	M. Garage	Repairs to Equipment	6,500
89	4381	428900	M. Garage	In Service Training	1,500
90	4381	432500	M. Garage	Tires	2,000
91	4381	434500	M. Garage	Dept. Apparel	400
92	4381	436000	M. Garage	Small Tools	600

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93	4381	439800	M. Garage	Other Supplies	1,000
94	4390	412000	Buildings	Overtime	1,000
95	4390	428900	Buildings	In Service Training	800
96	4391	422500	PW Bldgs.	Utilities	1,412
97	4391	427500	PW Bldgs.	Repairs	3,057
98	4392	422500	City Owned	Utilities	1,400
99	4421	411000	GA Admin	Salaries	42,988
100	4425	422500	GA	Utilities	(10,000)
101	4425	429800	GA	Burial	(15,000)
102	4425	433500	GA	Food	(39,207)
103	4425	441000	GA	Rent	(80,000)
104	4425	441200	GA	Temp. Housing	(5,000)
105	4511	411000	Recreation	Salaries	52,770
106	4511	422000	Recreation	Telephone	360
107	4511	428900	Recreation	Mileage	684
108	4511	442000	Recreation	Dues	630
109	4519	412000	Armory	Temp. Wages	7,500
110	4519	426100	Armory	Outside Rental	4,000
111	4519	427000	Armory	Repairs to Equipment	4,500
112	4519	427500	Armory	Repairs to Building	900
113	4519	435500	Armory	Household Supplies	2,000
114	4551	421500	Library	Postage	500
115	4552	438202	Library	Books	588
116	4552	438203	Library	Books	485
117	4552	438204	Library	Books	459

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118	4559	422500	Lib Bldgs.	Utilities	1,510
119	4559	425000	Lib Bldgs.	Cleaning	2,700
120	4559	426100	Lib Bldgs.	Outside Rental	3,000
121	4811	449000	Airport	Fixed Charges	17,150
122	4812	449000	Transit	Fixed Charges	150,117
123	4812	449000	Transit	Fixed Charges	6,390
124	4813	449000	911	Fixed Charges	5,000
125	4813	449000	911	Fixed Charges	17,500
126	4921	417100	Insurance	Health	95,623
127	4931	416000	Retirement	Severance	(61,317)
128	4931	417001	Retirement	MEPERS	57,972
129	4931	417003	Retirement	FICA	41,004
130	4931	417200	Insurance	Flexible Spending	2,915
131	4931	417250	Insurance	HRAs	13,200
132	4961	449000	Tax Sharing	Fixed Charges	2,740
				Total Expenditure Reductions	1,410,990
Revenue Reductions:					
133	4155	316100		Motor Vehicle Excise	265,300
134	4155	319101		Interest on Taxes	9,800
135	4141	321100		Amusement Devices	1,500
136	4141	321200		Food Licenses	8,500
137	4141	321350		Inn/Lodges Licenses	1,395
138	4141	321450		Peddlers Licenses	946
139	4141	321500		Taxi Licenses	400
140	4141	321550		Other Licenses	3,000

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141	4241	322100	Building Inspector Fees	8,000
142	4331	322305	Sidewalk Occupancy	3,500
143	4141	322400	Marriage Licenses	1,500
144	4155	322450	Motor Vehicle Reg. Fees	6,000
145	4241	322550	Plumbing Fees	4,250
146	4425	334200	General Assistant Aid	(104,550)
147	4331	334250	Highway Aid	30,000
148	4155	335150	State Exemption	3,400
149	4151	335200	State Revenue Sharing	990,334
150	4141	341010	Notary Services	255
151	4194	341150	Parking	4,500
152	4194	341151	Parking	3,900
153	4193	341200	Parking	4,500
154	4195	341205	Parking	3,000
155	4195	341210	Parking	9,500
156	4196	341220	Parking	1,550
157	4197	341225	Parking	1,000
158	4141	341300	Vital Statistics	6,000
159	4213	342150	Parking Meters	7,000
160	4343	343252	Punch Pass Sales	1,500
161	4342	343255	Apartment Bldgs. Trash Col.	25,200
162	4551	345510	Photocopies - Library	3,250
163	4241	351150	Code Violations	3,000
164	4213	351200	Court Fees	800

CITY COUNCIL

MAY 5, 2020

165	4213	351250		Police False Alarms	4,000
166	4222	351260		Fire False Alarms	1,000
167	4222	351261		Fire Alarm Reset Fee	300
168	4222	351262		Fire Reinspection Fee	200
169	4213	351350		Parking Violations	14,000
170	4155	361100		Investment Earnings	110,000
171	4193	362151		Monthly Parking	52,000
172	4194	362152		Monthly Parking	23,710
173	4195	362153		Monthly Parking	55,000
174	4196	362154		Monthly Parking	8,000
175	4197	362155		Monthly Parking	14,500
176	4519	362200		Armory Rent	9,660
177	4141	363100		Franchise Fees	13,200
178	4343	372150		Sale of Ferrous Metals	10,500
179	4152	372200		Sale of Surplus Property	(3,000)
180	4151	373101		Unclassified	10,000
				Total Revenue Reductions	1,631,300
Utility Adjustments:					
181	6010	662502	Water	Cont. Service -Hazmat	3,800
182	6010	662509	Water	Cont. Service - Other	16,500
183	6030	662401	Water	Cont. Service - Mgmt.	17,254
184	6030	663001	Water	Materials & Supplies	15,625
185	6050	412000	Water	Overtime	5,000
186	6050	412500	Water	Temp Wages	24,540
187	6050	660406	Water	Travel & Training	3,000

CITY COUNCIL

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188	6050	663001	Water	Materials & Supplies	15,500
189	6050	664201	Water	Equipment Rental	6,000
190	6010	412000	Water	Overtime	3,000
191	6010	412500	Water	Temp Wages	4,000
192	6070	660406	Water	Travel & Training	400
193	6070	662509	Water	Cont. Services - Other	2,200
194	6070	663001	Water	Materials & Supplies	275
195	6050	417003	Water	FICA	2,260
196	6010	417003	Water	FICA	535
197	6080	660406	Water	Travel & Training	1,000
198	6080	662201	Water	Cont. Service - Audit	565
199	6080	663001	Water	Materials & Supplies	10,600
200	6080	663001	Water	Materials & Supplies	4,310
201	6080	666601	Water	Rate Case	6,000
202	6085	640301	Water	Capital	<u>318,100</u>
				Total Water	460,464
203	6210	661501	Sewer	Purchase Power	3,588
204	6210	662401	Sewer	Cont. Services - Mgmt.	7,772
205	6210	662502	Sewer	Cont. Services - Hzmat	3,280
206	6210	663001	Sewer	Material & Supplies	10,000
207	6250	412000	Sewer	Overtime	2,100
208	6250	412500	Sewer	Temp Wages	5,400
209	6250	663001	Sewer	Material & Supplies	3,850
210	6250	664201	Sewer	Equipment Rental	5,000
211	6250	417003	Sewer	FICA	575

212	6250	662509	Sewer	Sewer's portion of meters	45,000
213	6270	660406	Sewer	Travel & Training	300
214	6270	662270	Sewer	Repairs to Equipment	1,250
215	6270	663001	Sewer	Material & Supplies	325
216	6280	660406	Sewer	Travel & Training	1,000
217	6280	662201	Water	Cont. Service - Audit	565
218	6280	663001	Sewer	Material & Supplies	<u>2,200</u>
Total Sewer					92,205

Passed - Vote 7-0

RESOLVE, MAKING AN APPROPRIATION FOR MUNICIPAL BUDGET YEAR 2021

VOTE (126-2020)

Motion by Councilor Jensen, seconded by Councilor Clement:

To approve the Resolve, Making an Appropriation for Municipal Budget Year 2021:

Be It Resolved by the City Council of the City of Lewiston that the sum of \$49,710,345 is hereby appropriated in the General Fund for the municipal year 2021 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that, in addition to such other revenues as are estimated to be available to meet the above appropriations including the Homestead and Business Equipment Tax Exemption reimbursement, the sum of \$33,083,033 be raised by assessment upon the estates of the inhabitants of the City of Lewiston and upon the estates of non-resident proprietors within said City for the present municipal year; and

Be It Further Resolved by the City Council of the City of Lewiston that the sum of \$11,992,137 be appropriated as non-tax revenues in the General Fund for the municipal year 2021 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that the list of tax assessments upon the estates in Lewiston for all city taxes, together with all assessments and charges made under the provisions of the Maine Revised Statutes annotated, Title 30A, Section 3406 and 3442 to 3445 inclusive, and the City's due proportion of the County Tax in the amount of \$2,985,175 for the period of July 1, 2020 through June 30, 2021 shall be committed by the Assessor to the Finance Director, and one-half of said taxes shall be due and payable on the 15th day of September 2020 with the remaining one-half of said taxes due and payable on the 15th day

of March 2021; and

Be It Further Resolved by the City Council of the City of Lewiston that interest at the maximum State approved rate of 9% per annum for fiscal year 2021 shall be collected on the first half of said taxes from September 16, 2020, if not voluntarily paid to the Finance Director on or before September 15, 2020 and on the second half of said taxes from March 16, 2021, if not voluntarily paid to the Finance Director on or before March 15, 2021; and

Be It Further Resolved by the City Council of the City of Lewiston that in each case, said interest shall be added to and become a part of said taxes; and

Be It Further Resolved by the City Council of the City of Lewiston that the Treasury Manager/Tax Collector is authorized to accept payments of uncommitted taxes and to pay to the taxpayer interest from the date of payment to the commitment date at a rate of 0% and that refunds for overpayments or abatements shall be paid to the taxpayer with interest from the date of payment to the date of abatement or refund, whichever is earlier, at an interest rate of 2.00%; and

Be It Further Resolved by the City Council of the City of Lewiston that the Treasury Manager/Tax Collector shall apply all payments to the oldest balance due to the City on that account regardless of any instructions the customer/taxpayer may give. If, however, a lien has matured, the Treasury Manager/Tax Collector may not accept payment on that account unless a workout agreement is in place or approval has been granted by the Finance Director to accept payment. If a customer/taxpayer has more than one account, any payment shall be applied to the oldest balance due; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally accepts and appropriates any cash contributions received during this budget year to the appropriate department and purpose for which such contribution has been made and where such contribution is equal to or less than \$10,000; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any grants from the State of Maine, the Government of the United States of America, or any other organization received during this budget year where such grant is equal to or less than \$25,000, such appropriation to become effective upon formal Council action to accept such grant; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any insurance proceeds received during this budget year to the appropriate department for the purpose of repairing or replacing the damaged property where such amount is equal to or less than \$50,000, such appropriation to become effective upon receipt of funds; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any Municipal Garage revenues in excess of the amount expended at the end of the fiscal year to be included in the General Fund Municipal Garage Vehicle Reserve Account; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates a 2.5% cost of living adjustment (COLA) for nonunion personnel effective

on the payroll check dated July 1, 2020, and .5% COLA effective on the payroll check dated January 6, 2021 and directs the Finance Director to make the necessary adjustments to non-union salary schedules; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized from the library’s permanent endowment fund in accordance with the recommendation of the Library Board of Trustees and to the extent that the City Administrator determines that such an appropriation is in accordance with existing City and Library policies; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized to transfer the amount of \$6.62 or the current State reimbursement rate per snowmobile registration to the Hillside Snowmobile Club. Payment will be made annually to the Hillside Snowmobile Club by June 30, 2021; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized to transfer the amount of 20% of net timber harvesting revenue, if any, to the Community Forestry Fund in accordance with City Ordinance 78-45; and

Be It Further Resolved by the City Council of the City of Lewiston to appropriate the sum of \$20,693,972 on behalf of the Lewiston School Department and the amount be raised by assessment upon the estates of the inhabitants of the City of Lewiston and upon the estates of non-resident proprietors within said City for the present municipal year; and

Be It Further Resolved by the City Council of the City of Lewiston that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Gross National Product-Implicit Price Deflator and hereby waives the provisions of Section 6.07(h) of the City Charter.

Passed - Vote 7-0

RESOLVE, MAKING APPROPRIATION FOR UTILITY AND SPECIAL REVENUE FUNDS FOR MUNICIPAL BUDGE YEARS 2021

VOTE (127-2020)

Motion by Councilor Khalid, seconded by Councilor Clement:

To approve the Resolve Making an Appropriation for Utility and Special Revenue Funds for Municipal Budget Year 2021:

Be It Resolved by the City Council of the City of Lewiston that the appropriation for municipal year 2021 for the following Enterprise Funds is hereby authorized and approved: the Water Fund in the amount of \$5,438,975, the Sewer Fund in the amount of \$7,017,603, and the Storm Water Fund in the amount of \$3,227,264; and

Be It Further Resolved by the City Council of the City of Lewiston that the appropriation for municipal year 2020 for the following Special Revenue Funds is hereby authorized and approved: the Recreation Activity Fund in the amount of \$132,491 with approval to pursue offering new programs that are financially viable, the Police Drug Forfeiture Fund in the amount of \$143,613;

and the Tax Increment Financing Fund in the amount of \$2,095,503; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any grants from the State of Maine, the Government of the United States of America, or any other organization received during this budget year where such grant is equal to or less than \$25,000, such appropriation to become effective upon formal Council action to accept such grant.

Passed - Vote 7-0

ORDER, AUTHORIZING THE CITY ADMINISTRATOR TO PROVIDE CITY SERVICES AND FUNDING FOR CITY NON-PROFIT ORGANIZATION ACTIVITIES IN ACCORDANCE WITH THE FY2021 CITY COUNCIL APPROVED LIST

VOTE (128-2020)

Motion by Councilor Lajoie, seconded by Councilor Rea:

To approve the Order authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2021 City Council approved list:

Whereas, the City of Lewiston has a history of providing in-kind support services and limited cash contributions for a variety of activities that will enhance our City’s quality-of-life and provide certain non-profit organizations a source of revenue to support programming available to eligible Lewiston residents; and

Whereas, the organizations which will receive FY2021 City support have complied with the application requirements set forth in the “Charitable Organization Support Policy;” and

Whereas, requests for such City support have been reviewed by the City Council as a part of the FY2021 budget process;

Now, therefore, be it Ordered by the City Council of the City of Lewiston that the City Administrator is authorized to direct City departments to provide applicable City in-kind support services outlined in the attached “Lewiston Charitable Donations – Summary of Requests for FY2021” less the \$50 application fee and licenses and permits in accordance with the City’s Special Events Policy and to issue a cash payment to the Liberty Festival to support its July 4th fireworks display subject to the City Council’s final approval of the FY2021 municipal budget; and

Be It Further Ordered That the City Policy restricting the loaning of tables and chairs be waived for the Great Falls Balloon Festival;

Be It Further Ordered That A festival zone, as shown on the attached map and covering nearby City-owned property, is hereby authorized for the St. Mary’s Nutrition Center Farmers’ Market, such zone prohibiting any individual, group or vendor that is distinct from the Lewiston Farmers’ Market from operating a farmers’ market, farm stand, or other pop-up business offering products

similar to those of the Lewiston Farmers' Market without the specific written authorization of the St. Mary's Nutrition Center and the leadership body of the Lewiston Farmers' Market.

Passed - Vote 7-0

RESOLVE, AUTHORIZING THE USE OF \$1,500 FROM THE FARRAR FUND FOR COSTS OF BASIC NECESSARY SERVICE FOR NEEDY INDIVIDUALS

VOTE (129-2020)

Motion by Councilor Gelinas, seconded by Councilor Jensen:

To approve the Resolve, authorizing use of the \$1,500 from the Farrar Fund for costs of basic necessary services for needy individuals:

Whereas, the City of Lewiston was left an endowment to provide for medical and dental expenses for needy individuals; and

Whereas, in 2008, the City Council authorized the use of these funds, as determined by the Social Services Director, to provide basic, necessary services to those individuals whose income is no greater than 185% of the federal poverty level; and

Whereas, fund principal in the amount of \$18,551 is to be maintained in perpetuity; and

Whereas, due to the rate of return on investments, it is anticipated that the demand for service will exceed the adopted procedure of only utilizing the prior year's investment earnings; and

Whereas, the appropriation of \$1,500 is recommended with additional funding for this amount over and above the interest earned in the prior year coming from interest earnings accumulated and retained over time;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that the Social Services Director is authorized to spend up to \$1,500 from the Farrar Fund, same authorized amount in FY20.

Passed - Vote 7-0

RESOLVE, AUTHORIZING TRANSFER OF \$930,000 FROM VARIOUS CAPITAL PROJECTS TO FUND THE \$400,000 LOCAL SHARE OF THE AIRPORT FBO RAMP CONSTRUCTION PROJECT, THE \$330,000 FY21 LEWISTON TECHNOLOGY PLAN, AND THE \$200,000 CANAL STREET PARKING GARAGE REPAIR PROJECT

VOTE (130-2020)

Motion by Councilor Jensen, seconded by Councilor Khalid:

To approve the Resolve, authorizing transfer of \$930,000 from various capital projects to fund the \$400,000 Local Share of the Airport FBO Ramp Construction Project, the \$330,000 FY21 Lewiston Technology Plan, and the \$200,000 Canal Street Parking Garage Repair Project:

WHEREAS, the City Council approved the FY21 LCIP which included the various municipal projects; and

WHEREAS, the FY17, FY18, and FY19 bonded projects generated a surplus of \$95,000, \$182,000, and \$653,000 respectively in net premium, investment earnings, and project surpluses; and

WHEREAS, the City has an immediate need to spend outstanding bond proceeds derived from closed projects in order to avoid potential arbitrage rebates to the Internal Revenue Service; and

WHEREAS, the City Council desires to adhere to the 80% bond limitation policy,

NOW, THEREFORE, BE IT RESOLVED by the CITY COUNCIL of the CITY of LEWISTON that the amount of \$930,000 is hereby transferred from the following surplus fund balances: 2017 capital projects - \$95,000, 2018 capital projects - \$182,000, and 2019 capital projects - \$653,000 to fund the \$400,000 Local Share of the Airport FBO Ramp Construction Project, the \$330,000 FY21 Lewiston Technology Plan, and the \$200,000 Canal Street Parking Garage Repair Project.

Passed - Vote 7-0

RESOLVE, AUTHORIZING TRANSFER OF \$305,000 FROM VARIOUS CAPITAL PROJECTS TO FUND THE \$255,000 DINGLEY BUILDING SECURITY PROJECT AND THE \$50,000 MOBILE HOTSPOTS PROJECT

VOTE (131-2020)

Motion by Councilor Rea, seconded by Councilor Pettengill:

To approve the Resolve, authorizing transfer of \$305,000 from various capital projects to fund the \$255,000 Dingley Building Security Project and the \$50,000 mobile hotspots project:

Whereas, the City Council and the School approved the FY21 LCIP which included the Dingley Building Security Project; and

Whereas, the Covid-19 pandemic has forced school instruction to occur remotely and many students may be at a disadvantage due to lack of internet access; and

Whereas, elected officials recognize the importance of building security and remote access to education; and

Whereas, the FY17, FY18, and FY19 bonded projects generated a surplus of \$158,000, \$27,000, and \$70,000 respectively in net premium, investment earnings, and project surpluses; and

Whereas, the City has an immediate need to spend outstanding bond proceeds derived from closed projects in order to avoid potential arbitrage rebates to the Internal Revenue Service; and

Whereas, the School Dept. also has decided not to move forward with the LMS Auditorium

Workshop project in the amount of \$50,000; and

Whereas, both set of elected officials would like to adhere to the 80% bond limitation policy as much as possible;

Now, Therefore, Be It Resolved by the City Council of the City of Lewiston that the amount of \$305,000 is hereby transferred from the following surplus fund balances: 2017 capital projects - \$158,000, 2018 capital projects - \$27,000, and 2019 capital projects - \$70,000 to fund the Dingley Building Security Project; and \$50,000 from the LMS Auditorium Workshop to fund the Mobile Hotspots project.

Passed - Vote 7-0

ORDER, AUTHORIZING THE LIBRARY DIRECTOR TO APPLY FOR AND ACCEPT A NATIONAL ENDOWMENT FOR THE HUMANITIES GRANT UNDER THEIR NEWLY-CREATED NEH CARES: CULTURAL ORGANIZATIONS PROGRAM

VOTE (132-2020)

Motion by Councilor Rea, seconded by Councilor Khalid:

To approve the Order, authorizing the Library Director to apply for and accept a National Endowment for the Humanities Grant under their newly-created NEH Cares: Cultural Organizations program:

Whereas, the National Endowment for the Humanities is offering potential grant funding for Libraries that have been affected by the COVID 19 pandemic; and

Whereas, the Lewiston Public Library wishes to apply for such funding to assist in developing and presenting programing using distance delivery techniques;

Now, therefore, be it ordered by the City Council of the City of Lewiston that the Library Director is hereby authorized to apply for and accept a National Endowment for the Humanities Grant under their newly-created NEH Cares: Cultural Organizations program.

Passed - Vote 7-0

ORDER, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN OPTION AGREEMENT WITH AVESTA HOUSING DEVELOPMENT CORPORATION FOR THE SALE AND REDEVELOPMENT OF THE FORMER MARTEL SCHOOL

VOTE (133-2020)

Motion by Councilor Rea, seconded by Councilor Jensen:

To approve the Order, authorizing the City Administrator to execute an Option Agreement with Avesta Housing Development Corporation for the Sale and Redevelopment of the former Martel School:

Whereas, the Lewiston School Committee determined that the Martel School is no longer needed for educational purposes and voted to return the property to the City; and

Whereas, following our normal procedures, the Planning Board recommended that the City dispose of the property and the Finance Committee recommended that this be done by sealed bids; and

Whereas, three responses were received to a Request for Proposals for redevelopment/reuse of this property and, in February of this year, the City Council chose a proposal submitted by Avesta Housing in collaboration with the Lewiston Housing Authority; and

Whereas, this proposal addressed certain city preferences, including maintaining the historic portion of the school building and retaining the rear portion of the property for public open space; and

Whereas, the developers proposed paying \$129,000 for the site and redeveloping it into a 44 unit senior housing project projected to cost \$11.5 million; and

Whereas, the project will be fully taxable and will be developed utilizing Low Income Housing and Historic Preservation Tax Credits;

Now, therefore, be it ordered by the City Council of the City of Lewiston that the City Administrator is hereby authorized to enter into an option agreement with Avesta Housing Development Corporation for the Sale and Redevelopment of the Former Martel School in a form as substantially attached hereto.

Passed - Vote 7-0

ORDER, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A COLLECTIVE BARGAINING AGREEMENT WITH THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL #785

VOTE (134-2020)

Motion by Councilor Khalid, seconded by Councilor Rea:

To approve the Order, authorizing the City Administrator to execute a Collective Bargaining Agreement with the International Association of Firefighters Association:

Whereas. The City has been in recent discussion with the International Association of Firefighters, the bargaining agent for our Lewiston Firefighters; and

Whereas, all who participated in the development of the Local #785 Collective Bargaining Agreement believe that negotiations have produced a contract which is sensitive to the current economic climate and reflects the organizational goals and objectives of both the city Local #785

Whereas, as a result, the City's negotiators and union representatives have reached a tentative

agreement on a three year contract covering the City's FY20 through FY23;

Now, therefore, be it ordered by the City Council of the City of Lewiston that the City administrator is hereby authorized to execute a three year collective bargaining agreement with the International Association of Firefighters reflecting the attached terms and conditions.

Passed - Vote 7-0

REPORTS AND UPDATES

Councilor Rea reported that the School Committee met last evening and approve the FY21 school budget.

OTHER BUSINESS

No other business was presented at this time.

VOTE (135-2020)

Motion by Councilor Jensen, seconded by Councilor Lajoie:

To adjourn at 9:35P.M. Passed - Vote 7-0

A true record, Attest:

Kathleen M. Montejo, MMC
City Clerk
Lewiston, Maine