

December 31, 2015

Ruta Dzenis
Department of Agriculture, Conservation & Forestry
22 State House Station
Augusta, ME 04333-0022

Re: FY15 Coastal Communities Grant Program
Progress Report # 1 – July 1, 2015 to December 31, 2015

Project: Mare Brook Watershed Assessment and Community Engagement Project
DACF Contract #CT-01A-20150915*1102

Dear Ruta,

The following is the Town of Brunswick's six month progress report for the Mare Brook Watershed Assessment and Community Engagement project for the period of July - December 2015.

Background Information:

Mare Brook is considered an urban impaired stream for non-attainment, or failure to meet the State of Maine's water quality standards. The headwaters of Mare Brook (aka Mere Brook) are located in freshwater wetlands on the west side of Mathew Drive in Brunswick. Mare Brook meanders through town in an easterly direction to the former Brunswick Naval Air Station (BNAS) and out to sea in Harpswell Cove. Mare Brook receives water from several sources including discharged groundwater, rain and associated runoff from developed and undeveloped land, and many tributary streams and freshwater wetlands. On a regional scale, much of the Town of Brunswick, including Mare Brook and Harpswell Cove are part of the Casco Bay watershed.

Deliverables:

During the July - December 2015 report period, the Town of Brunswick completed the following deliverables from Task 1, Task 2, and Task 3:

Task 1 Deliverables:

The Town of Brunswick and Maine's Department of Agriculture, Conservation and Forestry made an agreement to purchase services associated with the Coastal Communities Grant in the amount of \$47,925.00 for the Mare Brook Watershed Assessment and Community Engagement Project on July 1, 2015. Maine's Office of the State Controller encumbered the grant funds on September 29, 2015. A request for qualifications (RFQ) was issued by Brunswick's Department of Planning and Development on August 21, 2015. On October 20, 2015, an interview hosted by town staff and local stakeholders from within the Mare Brook watershed took place with qualified applicants from FB Environmental and Stantec. The interview team included representatives of Bowdoin College, the Maine Department of Environmental Protection (DEP), the Brunswick Planning Board, the Brunswick Conservation Commission, the Maine Regional Redevelopment Authority (MRRA), the Brunswick Town Council, and Town of Brunswick

staff. At the close of the interview, a request for proposal (RFP) was directed to FB Environmental and Stantec for the tasks associated with the Mare Brook Watershed Assessment and Community Engagement Project. The Town of Brunswick and FB Environmental entered into an agreement as of November 16, 2015. Per the agreement, the project team includes technical personnel from FB Environmental and Stantec.

Task 2 Deliverables:

Community outreach to date includes participation by local stakeholders in the consultant interview process (Task 1), the creation of the Technical Advisory Committee (TAC) which is discussed further in Task 3; and one (1) preliminary site visit to areas within the Mare Brook watershed on December 22, 2015. The preliminary site visit included an on-site meeting with landowner representatives of Bowdoin College, the Department of the Navy, and MRRA ([regarding land formerly of the Brunswick Naval Air Station (BNAS)]). Additionally, the FB Environmental team visited a number of locations within the Mare Brook watershed that are open to the public for the purpose of documenting areas of importance to the project. Thus far, the public outreach effort has been accomplished with email correspondence and phone calls.

Task 3 Deliverables:

The Town of Brunswick issued email correspondence to prospective TAC members on December 8, 2015. The correspondence provided an explanation of the Mare Brook Watershed Assessment and Community Engagement Project, the role of the TAC, and a request to participate in an online “doodle poll” with proposed dates for the first TAC meeting. To date, the TAC participants are comprised of Jared Woolston (Brunswick Planner / Grant Project Manager), Anna Breinich (Brunswick Planning and Development Director), Steve Walker (Town Councilor / Maine Coast Heritage Trust (MCHT) Project Manager), Matt Craig (Casco Bay Estuary Partnership (CBEP) Technical Program Coordinator), David Page ([Brunswick Area Citizens for a Safe Environment (BACSE)]), Jeff Dennis (DEP), Kristin Feindel (DEP), Daniel Devereaux (Brunswick Marine Resource Officer / Harbor Master), Sandy Stott (Brunswick Conservation Commission), Bill Dana (Brunswick Planning Board), Tom Brubaker (MRRA, Public Works and Utilities Manager), Angela Twitchell (Brunswick-Topsham Land Trust (BTLT), Executive Director), Catherine Ferdinand (Bowdoin College), Robert Leclerc (Department of the Navy), and Peter Milholland (Friends of Casco Bay, Citizen Stewards Coordinator).

On December 11, 2015, a subsequent email with information regarding the deliverables associated with the grant was sent to the TAC. Based on initial feedback from TAC participants, the first of three TAC meetings will likely be scheduled at the Brunswick Town Hall on January 22, 2016 at 1:00 PM. Each TAC meeting will be open to the public and will be filmed on local television by means of *Brunswick TV3*.

Payments and Requests

The Town of Brunswick has incurred the following expenses which have been paid by the Town.

<u>Date Invoiced</u>	<u>Date Paid</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
11/30/2015	12/11/2015	FB Environmental Associates, LLC	Task 1: Project Mgmt & Administration/ Task 3: Develop & Facilitate TA Committee	\$1,134.30