

BRUNSWICK TOWN COUNCIL
Agenda
February 28, 2011
6:15 P.M. – Executive Session
7:00 P.M. – Regular Meeting
Municipal Meeting Room
Maine Street Station
16 Station Avenue

Executive Session: Labor Negotiations per 1 M.R.S.A. §405(6)(D) and Consultations with Legal Counsel regarding Maine Street Station Lawsuit Per 1 M.R.S.A. §405(6)(E)

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Financial Update
- (b) Council Committee Updates
 - Website Design Committee
 - Downtown Master Plan Award
 - Police Station Subcommittee
- (c) Report from Community Ice
- (d) Report on LD 69 - An Act To Restore the Historical Town Boundary between Harpswell and Brunswick (*Action Required*)
- (e) Report on LD 204 - An Act Regarding the Membership of the Midcoast Regional Redevelopment Authority Board of Trustees
- (f) Approval of the Recreation, Trails and Open Space Management Plan Stakeholder Committee as required under a National Park Service grant (*Action Required*)

PUBLIC HEARINGS

18. The Town Council will hear public comments on the acceptance of a \$300,000 CDBG Economic Development Program-Development Fund Loan award on behalf of Kestrel Aircraft Company, and will take any appropriate action. (Manager)
HEARING/ACTION

NEW BUSINESS

19. The Town Council will hear a report from the Bicycle Safety Subcommittee of the Recreation Commission regarding bicycle safety recommendations, and will take any appropriate action. (Councilor Tucker)
ACTION
20. The Town Council will consider supporting a new crosswalk on McKeen Street near the Crimmins Field path, and will take any appropriate action. (Councilor Perreault)
ACTION
21. The Town Council will consider approving the AFSCME Union Contract for 2010-13, and will take any appropriate action. (Manager)
ACTION

CONSENT AGENDA

- (a) Approval of Minutes of February 7, 2011
- (b) Approval of Utility Permit for Brunswick and Topsham Water District to relocate the water main on Pleasant Street
- (c) Approval of night work by the Water District on sections of Pleasant Street from mid-April to June

**INDIVIDUALS NEEDING AUXILIARY AIDS FOR EFFECTIVE
COMMUNICATION SHOULD CONTACT THE TOWN MANAGER'S OFFICE
AT 725-6659
(TDD 725-5521)**

Brunswick Town Council
Agenda
February 28, 2011
Council Notes and Suggested Motions

MANAGER'S REPORT:

- (a) Financial Update: Manager Brown will update the Council on the Town's financial picture through January. The reports are available on-line, but not included in your packet.

Suggested Motion: No motion is required.

- (b) Council Committee Updates: Councilors will share information on their committees with the Council and the public. There will be an update from the Web Committee, Downtown Master Plan Award, and the Police Station Subcommittee. The Town of Brunswick received notification of our selection as a 2011 Context Sensitive Solution (CSS) Champion. The national CSS Champions Program of the Federal Highway Administration provides \$25,000 in technical assistance to four communities to further a related project or program. For Brunswick, technical assistance and resources may be utilized toward the implementation of the Downtown and Outer Pleasant Street Plan recommendations and may be in the form of consultations, trainings or workshops. The Project for Public Spaces submitted several communities for consideration, including Brunswick. Copies of the program synopsis, along with information from the Website Design Committee and Police Station Subcommittee, are included in your packet.

Suggested Motion: No motion is required.

- (c) Report from Community Ice: Representatives from this group will update the Council on this project.

Suggested Motion: - No motion is required.

- (d) Report on LD 69 An Act To Restore the Historical Town Boundary between Harpswell and Brunswick (Action Required): Manager Brown will update the Council and the public on this LD. A hearing was held on February 9th and a work session on February 16th, where the item was tabled. The legislative committee requested that both communities get together to work out a compromise. The Harpswell Selectmen have extended an invitation to the Council to meet with them to discuss their proposal. The Marine Resource Committee also met on Thursday, February 24th to discuss this item. A copy of the Harpswell letter is included in your packet.

Suggested Motion:

Motion to appoint a committee to meet with the Harpswell Selectmen to discuss LD 69.

- (e) Report on LD 204, An Act Regarding the Membership of the Midcoast Regional Redevelopment Authority Board of Trustees: Manager Brown will update the Council on the status of this bill, with a public hearing held on February 15th and the work session held on February 24th.

Suggested Motion: No motion required.

- (f) Report on the Recreation, Trails and Open Space Management Plan Stakeholder Committee as required under a National Park Service grant (Action Required): This item is to inform the Council about this committee and its role under the grant. The Council will need to approve this committee as part of the grant requirement. Denise Clavette has prepared a memo on this and will be at the meeting to answer any questions. Copies of the memo and list of committee members are included in your packet.

Suggested Motion:

Motion to approve the Recreation, Trails and Open Space Management Plan Stakeholder Committee as required under a National Park Service grant.

PUBLIC HEARINGS

18. This item is the required public hearing under the CDBG application process. In December 2010, the Town re-submitted this application. The CDBG award will support Kestrel's plans to design, develop, certify and manufacture six to eight aircraft at Hanger 6. Brian Dancause has prepared a memo explaining this grant and will be at the meeting to answer any questions. A copy of the memo is included in your packet.

Suggested Motion:

Motion to accept a \$300,000 Community Development Block Grant Economic Development Program award on behalf of Kestrel Aircraft Company.

NEW BUSINESS

19. This item is sponsored by Councilor Tucker. It is a report from the Bicycle Safety Subcommittee of the Recreation Commission. The subcommittee had representation from BBPAC as well as a number of other stakeholders. The Recreation Commission heard the report and recommendations at its meeting last week. The Commission voted unanimously to endorse the report and its recommendations. Commission member and Subcommittee Chair Kristi Hatrick will present the report and recommendations to the Town Council. Copies of the report and supporting materials are included in your packet.

Suggested Motion:

Motion to accept the report from the Bicycle Safety Subcommittee of the Recreation Commission regarding bicycle safety recommendations.

20. This item is sponsored by Councilor Perreault. This item began with a citizen's letter expressing concerns with children's safety walking to school while crossing a section of McKeen Street that has no crosswalk, but is in proximity to the Crimmins Field path. This area has been reviewed by the Bicycle and Pedestrian Advisory Committee and they formally endorsed the creation of a crosswalk on McKeen Street approximately 500 feet west of the intersection of McKeen and Stanwood Streets. A copy of the letter from the committee is included on your packet.

Suggested Motion:

Motion to approve the installation of a new crosswalk on McKeen Street near the Crimmins Field path.

21. This item is to approve the proposed AFSCME Union Contract for 2010-2013.

Suggested Motion:

Motion to approve the union contract for 2010-2013 between the Town of Brunswick and the AFSCME Union.

CONSENT AGENDA

- (a) Approval of Minutes of February 7, 2011: A copy of the minutes is included in your packet.
- (b) Approval of Utility Permit for Brunswick and Topsham Water District to relocate the water main on Pleasant Street: This item is to approve a permit from the Brunswick & Topsham Water District to install a new water main in the outside south bound travel lane, on Pleasant Street, from the intersection of River Road to the intersection of Church Road. Copies of a memo from John Foster and the permit are included in your packet.
- (c) Approval of night work by the Water District on sections of Pleasant Street from mid-April to June: This item is a request from the district to do night work approved under the previous item. The work would primarily be done between 7:00 p.m. and 6:00 a.m. Public Works supports this night work as it will expedite the project and minimize disruption and inconvenience to the traveling public and local retail businesses.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.

MANAGER'S REPORT - A
NO BACK UP MATERIALS
IN COUNCIL PACKETS
BUT ON LINE

FOR 2011 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/> 10 General Government <hr/>							
11000 Administration	398,714	389,633.75	259,131.73	29,098.71	.00	130,502.02	66.5%
11050 Personnel Department	0	.00	.00	.00	.00	.00	.0%
11100 Finance Department	629,846	629,846.00	335,752.24	45,690.77	50.64	294,043.12	53.3%
11150 Technology Services Dept	223,420	223,420.00	127,718.40	11,818.71	18,965.10	76,736.50	65.7%
11200 Municipal Officers	113,415	113,415.00	65,476.62	21,984.06	.00	47,938.38	57.7%
11220 Municipal Building	176,338	179,224.10	83,414.51	13,642.06	3,327.00	92,482.59	48.4%
11230 Risk Management	525,446	525,446.00	341,203.18	161,370.64	.00	184,242.82	64.9%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	88,540	88,540.00	43,908.59	6,550.18	.00	44,631.41	49.6%
11300 Assessing	249,824	249,824.00	130,759.00	15,707.01	1,663.44	117,401.56	53.0%
11400 Codes Enforcement	167,563	167,563.00	93,246.95	13,443.98	.00	74,316.05	55.6%
11600 Town Clerk & Elections	318,614	318,614.00	175,754.32	20,322.72	.00	142,859.68	55.2%
11900 Planning Department	244,036	244,036.00	123,118.61	17,273.72	.00	120,917.39	50.5%
11950 Economic Development Dept	251,619	253,099.00	140,916.01	19,152.02	.00	112,182.99	55.7%
TOTAL General Government	3,387,375	3,382,660.85	1,920,400.16	376,054.58	24,006.18	1,438,254.51	57.5%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,638,877	2,642,491.00	1,549,686.22	206,375.93	32,845.85	1,059,958.93	59.9%
12200 Police Department	3,487,867	3,487,867.00	1,883,330.96	241,060.97	4,910.29	1,599,625.75	54.1%
12210 Police Special Detail	0	.00	6,617.14	1,702.68	.00	-6,617.14	100.0%
12220 Emergency Services Dispatc	556,516	556,516.00	350,498.77	47,900.27	.00	206,017.23	63.0%
12310 Streetlights	190,000	190,000.00	86,754.17	15,778.60	.00	103,245.83	45.7%
12320 Traffic Signals	18,600	18,600.00	10,825.25	5,406.14	.00	7,774.75	58.2%
12330 Hydrants	364,680	364,680.00	186,841.90	91,470.95	.00	177,838.10	51.2%
12340 Civil Emergency Preparedne	4,000	4,000.00	800.00	800.00	.00	3,200.00	20.0%
TOTAL Public Safety	7,260,540	7,264,154.00	4,075,354.41	610,495.54	37,756.14	3,151,043.45	56.6%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	370,796	376,096.00	205,806.76	29,291.65	4,115.00	166,174.24	55.8%
13110 PW General Maintenance	696,667	711,667.00	336,277.21	2,270.17	4,250.00	371,139.79	47.8%
13120 PW Winter Maintenance	785,439	785,439.00	284,669.26	112,666.01	97,856.16	402,913.58	48.7%
13130 Refuse Collection	585,199	585,199.00	277,833.64	44,372.14	153,164.04	154,201.32	73.6%

FOR 2011 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13140 Recycling	259,245	259,245.00	135,399.33	20,293.05	121,758.30	2,087.37	99.2%
13150 PW Central Garage	587,471	587,471.00	352,532.09	60,944.42	8,088.00	226,850.91	61.4%
TOTAL Public Works	3,284,817	3,305,117.00	1,592,518.29	269,837.44	389,231.50	1,323,367.21	60.0%
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40 Human Services							
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14100 General Assistance	146,525	146,525.00	82,161.40	14,236.89	6,035.74	58,327.86	60.2%
14120 Health & Social Services	2,701	2,701.00	2,003.89	667.36	.00	697.11	74.2%
TOTAL Human Services	149,226	149,226.00	84,165.29	14,904.25	6,035.74	59,024.97	60.4%
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45 Education							
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14500 School Department	33,319,985	33,319,985.00	14,161,431.12	2,349,854.15	.00	19,158,553.88	42.5%
TOTAL Education	33,319,985	33,319,985.00	14,161,431.12	2,349,854.15	.00	19,158,553.88	42.5%
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50 Recreation and Culture							
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15000 Recreation Administration	382,724	382,724.00	190,895.42	28,535.42	97.41	191,731.17	49.9%
15050 Rec Buildings and Grounds	555,399	555,399.00	272,023.77	35,250.62	4,780.35	278,594.88	49.8%
15100 Coffin Pond	0	.00	.00	.00	.00	.00	.0%
15300 Teen Center	4,500	4,500.00	4,500.00	.00	.00	.00	100.0%
15310 People Plus	63,000	63,000.00	63,000.00	.00	.00	.00	100.0%
15400 Curtis Memorial Library	1,030,000	1,030,000.00	603,033.35	85,833.33	.00	426,966.65	58.5%
TOTAL Recreation and Culture	2,035,623	2,035,623.00	1,133,452.54	149,619.37	4,877.76	897,292.70	55.9%
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60 Intergovernmental							
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16000 County tax	1,171,049	1,171,049.00	1,171,049.00	.00	.00	.00	100.0%
TOTAL Intergovernmental	1,171,049	1,171,049.00	1,171,049.00	.00	.00	.00	100.0%
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70 Unclassified							
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FOR 2011 07

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	117,358	117,358.00	91,437.95	4,511.28	.00	25,920.05	77.9%
17010	Assistance to St. Johns	16,000	16,000.00	.00	.00	.00	16,000.00	.0%
17020	Cemetery Care	3,000	3,000.00	1,500.00	.00	.00	1,500.00	50.0%
17030	Wage Adjustment Account	65,000	65,000.00	.00	.00	.00	65,000.00	.0%
	TOTAL Unclassified	201,358	201,358.00	92,937.95	4,511.28	.00	108,420.05	46.2%
80 Debt Service								
18010	2003 High School Refunding	0	.00	986,012.50	.00	.00	-986,012.50	100.0%
18020	2006 CIP G/O Bonds	284,000	284,000.00	244,000.00	.00	.00	40,000.00	85.9%
	TOTAL Debt Service	284,000	284,000.00	1,230,012.50	.00	.00	-946,012.50	433.1%
	GRAND TOTAL	51,093,973	51,113,172.85	25,461,321.26	3,775,276.61	461,907.32	25,189,944.27	50.7%

** END OF REPORT - Generated by Julie Henze **

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2011/ 7
Sequence 1	2	Y	N	Print revenue as credit: Y
Sequence 2	9	Y	N	Print totals only: Y
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: Roll projects to object: N
JANUARY 2011 EXPENDITURE REPORT Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2011/ 4
To Yr/Per: 2011/ 6
Print Full or Short description: F Include budget entries: N
Print MTD Version: Y Incl encumb/liq entries: N
Print Revenues-Version headings: N
Format type: 2 Sort by JE # or PO #: J
Print revenue budgets as zero: N
Include Fund Balance: N Detail format option: 1
Include requisition amount: N

FOR 2011 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>10 Taxes</u>						
111190 41101 Property Taxes	28,604,706	28,604,706.00	29,317,900.88	.00	-713,194.88	102.5%*
111190 41103 Deferred Property Tax	-200,000	-200,000.00	.00	.00	-200,000.00	.0%
111190 41104 Tax Abatements	-75,000	-75,000.00	-19,584.23	-8,734.53	-55,415.77	26.1%
111190 41105 Interest on Taxes	65,000	65,000.00	31,226.35	3,841.19	33,773.65	48.0%*
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	11,965.08	.00	-1,965.08	119.7%*
111190 41107 Tax Lien Interest Reve	0	.00	18,612.64	.00	-18,612.64	100.0%*
111190 41109 Payment in Lieu of Tax	185,000	185,000.00	162,818.71	.00	22,181.29	88.0%*
111190 41197 BETE reimbursement	87,821	87,821.00	125,009.00	.00	-37,188.00	142.3%*
111190 41198 Homestead exemption re	323,265	323,265.00	234,013.00	.00	89,252.00	72.4%*
111191 41110 Excise Tax - Auto	2,375,000	2,375,000.00	1,448,161.40	180,076.20	926,838.60	61.0%*
111191 41111 Excise Tax Boat/ATV/Sn	24,000	24,000.00	3,642.73	697.43	20,357.27	15.2%*
TOTAL Taxes	31,399,792	31,399,792.00	31,333,765.56	175,880.29	66,026.44	99.8%
TOTAL REVENUES	31,399,792	31,399,792.00	31,333,765.56	175,880.29	66,026.44	
<u>20 Licenses & Fees</u>						
121411 42100 Building Permits	94,100	94,100.00	104,930.70	9,550.40	-10,830.70	111.5%*
121411 42101 Electrical Permits	14,000	14,000.00	16,662.08	1,010.88	-2,662.08	119.0%*
121411 42102 Plumbing Permits	8,500	8,500.00	7,764.50	1,092.50	735.50	91.3%*
121611 42200 Hunting & Fishing Lice	1,500	1,500.00	713.05	96.35	786.95	47.5%*
121611 42201 Dog License Fee	2,104	2,104.00	1,599.00	814.00	505.00	76.0%*
121611 42202 Vital Statistics	48,000	48,000.00	30,584.00	3,849.80	17,416.00	63.7%*
121611 42203 General Licenses	22,280	22,280.00	5,982.50	2,222.50	16,297.50	26.9%*
121611 42204 Victulars Licenses	19,425	19,425.00	1,850.00	.00	17,575.00	9.5%*
121611 42205 Shellfish Licenses	19,925	19,925.00	800.00	25.00	19,125.00	4.0%*
121611 42206 Neutered/Spayed Dog Li	3,820	3,820.00	2,918.00	1,492.00	902.00	76.4%*
121611 42207 Passport Fees	8,375	8,375.00	4,500.00	900.00	3,875.00	53.7%*
121611 42208 Postage Fees	0	.00	60.97	18.30	-60.97	100.0%*
121611 42209 Passport Picture Reven	1,728	1,728.00	1,056.00	204.00	672.00	61.1%*
121911 42300 Planning Board Appl Fe	10,000	10,000.00	12,287.70	25.00	-2,287.70	122.9%*
122121 42400 Fire Permits	1,000	1,000.00	440.00	.00	560.00	44.0%*
122221 42500 Conc Weapons Permits R	600	600.00	325.00	.00	275.00	54.2%*
123131 42600 Public Works Opening F	500	500.00	1,032.00	928.00	-532.00	206.4%*
TOTAL Licenses & Fees	255,857	255,857.00	193,505.50	22,228.73	62,351.50	75.6%
TOTAL REVENUES	255,857	255,857.00	193,505.50	22,228.73	62,351.50	
<u>30 Intergovernmental</u>						
131122 43505 FD EMPG grant	19,500	19,500.00	6,787.85	3,288.88	12,712.15	34.8%*

FOR 2011 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
131122 43506 FD SAFER grant	34,000	34,000.00	13,108.19	.00	20,891.81	38.6%*
131132 43103 Highway Grant Fund	170,000	170,000.00	103,784.00	.00	66,216.00	61.0%*
131142 43104 State General Assistan	15,000	15,000.00	7,480.06	.00	7,519.94	49.9%*
131190 43102 State Tax Exemption Re	10,000	10,000.00	.00	.00	10,000.00	.0%*
131192 43101 State Revenue Sharing	1,425,000	1,425,000.00	931,376.84	140,602.71	493,623.16	65.4%*
131192 43105 Emergency Management	0	.00	14,133.96	.00	-14,133.96	100.0%*
131192 43106 Snowmobile Receipts	1,500	1,500.00	1,588.80	1,588.80	-88.80	105.9%*
134546 43120 State Education Subsid	11,781,402	11,781,402.00	6,835,268.44	866,062.36	4,946,133.56	58.0%*
134546 43121 State Adult Educ. Subs	31,000	31,000.00	33,699.11	.00	-2,699.11	108.7%*
134546 43122 St Fiscal Stabilizatio	1,075,140	1,075,140.00	700,230.00	250,980.00	374,910.00	65.1%*
134546 43150 Federal Education Subs	361,000	361,000.00	184,301.38	.00	176,698.62	51.1%*
TOTAL Intergovernmental	14,923,542	14,923,542.00	8,831,758.63	1,262,522.75	6,091,783.37	59.2%
TOTAL REVENUES	14,923,542	14,923,542.00	8,831,758.63	1,262,522.75	6,091,783.37	
40 Charges for services						
141111 44110 Agent Fee Auto Reg	37,500	37,500.00	23,105.00	2,809.00	14,395.00	61.6%*
141111 44111 Agent Fee Boat/ATV/Sno	1,500	1,500.00	737.93	328.93	762.07	49.2%*
141111 44140 Housing Services Fees	610,000	610,000.00	356,658.94	50,951.22	253,341.06	58.5%*
141611 44131 Advertising Fees	0	.00	343.85	7.70	-343.85	100.0%*
142121 44155 Ambulance Service Fees	695,000	695,000.00	531,434.90	82,576.91	163,565.10	76.5%*
142121 44166 Special Detail - Fire	1,000	1,000.00	1,767.99	.00	-767.99	176.8%*
142221 44161 Witness Fees	4,500	4,500.00	2,050.00	.00	2,450.00	45.6%*
142221 44162 Police Reports	4,100	4,100.00	2,113.00	276.50	1,987.00	51.5%*
142221 44163 School Resource Office	70,272	70,272.00	70,272.00	.00	.00	100.0%*
142221 44165 Special Detail - Polic	9,000	9,000.00	6,933.75	2,515.50	2,066.25	77.0%*
142221 44167 Dispatch Services fees	120,000	120,000.00	44,103.21	10,000.00	75,896.79	36.8%*
143131 44174 PW Labor & Materials	0	.00	980.00	.00	-980.00	100.0%*
143431 44175 Recycling Revenue	18,000	18,000.00	19,938.52	1,291.00	-1,938.52	110.8%*
144545 44100 School Tuition, etc	638,928	638,928.00	21,780.66	2,600.00	617,147.34	3.4%*
TOTAL Charges for services	2,209,800	2,209,800.00	1,082,219.75	153,356.76	1,127,580.25	49.0%
TOTAL REVENUES	2,209,800	2,209,800.00	1,082,219.75	153,356.76	1,127,580.25	
50 Fines & Penalties						
151621 45103 Unlicensed Dog Fines	7,500	7,500.00	1,750.00	150.00	5,750.00	23.3%*
152121 45104 False Alarm Fire	2,000	2,000.00	1,150.00	.00	850.00	57.5%*
152221 45100 Ordinance Fines	1,400	1,400.00	850.00	175.00	550.00	60.7%*

FOR 2011 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
152221 45101 Parking Tickets	16,000	16,000.00	5,230.00	465.00	10,770.00	32.7%*
152221 45102 Leash Law Fines	1,000	1,000.00	.00	.00	1,000.00	.0%*
152221 45105 False Alarm Police	500	500.00	415.00	330.00	85.00	83.0%*
TOTAL Fines & Penalties	28,400	28,400.00	9,395.00	1,120.00	19,005.00	33.1%
TOTAL REVENUES	28,400	28,400.00	9,395.00	1,120.00	19,005.00	
60 Interest earned						
161193 46100 Interest Earned	100,000	100,000.00	1,799.58	115.46	98,200.42	1.8%*
TOTAL Interest earned	100,000	100,000.00	1,799.58	115.46	98,200.42	1.8%
TOTAL REVENUES	100,000	100,000.00	1,799.58	115.46	98,200.42	
70 Donations						
171952 47000 BDC Contrib to Econ De	75,000	75,000.00	.00	.00	75,000.00	.0%*
171952 47001 MRRRA grant	50,000	50,000.00	24,996.00	4,166.00	25,004.00	50.0%*
TOTAL Donations	125,000	125,000.00	24,996.00	4,166.00	100,004.00	20.0%
TOTAL REVENUES	125,000	125,000.00	24,996.00	4,166.00	100,004.00	
90 Other						
191011 49000 Administration Miscell	70	70.00	.00	.00	70.00	.0%*
191111 49000 Finance Miscellaneous	2,500	2,500.00	15,093.52	110.00	-12,593.52	603.7%*
191111 49105 Postage & Handling	2,500	2,500.00	1,488.00	166.00	1,012.00	59.5%*
191111 49106 W/C Proceeds	0	.00	779.05	779.05	-779.05	100.0%*
191111 49210 Insurance Proceeds	0	.00	489.35	489.35	-489.35	100.0%*
191192 49100 Cable Television	205,000	205,000.00	53,474.17	.00	151,525.83	26.1%*
191411 49000 Codes Miscellaneous	1,500	1,500.00	229.52	8.50	1,270.48	15.3%*
191611 49000 Town Clerk Miscellaneo	1,500	1,500.00	726.75	113.25	773.25	48.5%*
191941 49000 Natural Resources Misc	0	.00	1,347.00	.00	-1,347.00	100.0%*
192121 49000 Fire Miscellaneous	500	500.00	191.28	.00	308.72	38.3%*
192221 49000 Police Miscellaneous	3,000	3,000.00	1,029.30	.00	1,970.70	34.3%*
192294 49153 Police Vehicle Sales	12,000	12,000.00	10,738.00	9,738.00	1,262.00	89.5%*
193131 49000 Public Works Miscellan	0	.00	75.00	.00	-75.00	100.0%*
193194 49154 Public Works Vehicle S	0	.00	27,546.00	27,546.00	-27,546.00	100.0%*

FOR 2011 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
194545 49000 School Miscellaneous R	174,500	174,500.00	15,575.53	5,303.23	158,924.47	8.9%*
195051 49000 Recreation Miscellaneo	0	.00	50.77	.00	-50.77	100.0%*
199980 48100 General Fund Transfer	127,512	127,512.00	127,512.00	.00	.00	100.0%*
TOTAL Other	530,582	530,582.00	256,345.24	44,253.38	274,236.76	48.3%
TOTAL REVENUES	530,582	530,582.00	256,345.24	44,253.38	274,236.76	
GRAND TOTAL	49,572,973	49,572,973.00	41,733,785.26	1,663,643.37	7,839,187.74	84.2%

** END OF REPORT - Generated by Julie Henze **

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2011/ 7
Sequence 1	5	Y	N	Print revenue as credit: N
Sequence 2	0	N	N	Print totals only: N
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: JANUARY 2011 REVENUE REPORT
Roll projects to object: N
Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2011/ 4
To Yr/Per: 2011/ 6
Include budget entries: N
Incl encumb/liq entries: N
Sort by JE # or PO #: J
Detail format option: 1

Print Full or Short description: F
Print MTD Version: Y
Print Revenues-Version headings: Y
Format type: 2
Print revenue budgets as zero: N
Include Fund Balance: N
Include requisition amount: N

MANAGER'S REPORT - B BACK UP MATERIALS

Town of Brunswick Website Committee Meeting

Wednesday, February 9, 2011

4 - 5:30 PM Town Hall Conference Room

Meeting Summary

Meeting attendees: Town Councilors Debbie Atwood, Benet Pols, Dave Watson
 Town Staff Fran Smith, Denise Clavette

Website Design & Development: Branding

- The Committee discussed if the Town should pursue the “branding” process. Outcome was that a separate branding element of the web process was not needed. Instead as part of the website development an image or vision for Brunswick could be created and integrated into the site’s redevelopment. Much of this vision would be developed by a stakeholder’s committee working with the website designer.

Website Design & Development: Website

- The Committee discussed strengths, concerns and opinions of current website. Strengths of the website include: information availability, updated and current, contact information, document storage and retrieval, agenda packets, links to outside groups. Concerns: not user friendly, need better indexing of the site, functionality, need to have frequently asked questions section (FAQ), not attractive, not enough community connection, too many re-direct sites, should reduce the URL length.
- The Committee discussed website design and development proposal and the need to obtain additional proposals. Denise will check with other vendors that the Committee identified, and Fran will contact other communities to get other vendor contacts. Denise will seek proposals for the Committee to review at the next meeting.
- Once a firm has been selected, the Committee will form a stakeholder’s committee with a mix of Town Council members, community members, outside groups and Town staff. This committee would meet with the selected firm to develop a vision for the Town of Brunswick website. The members would include: Town Councilors Debbie Atwood, Benet Pols and Dave Watson, Finance Director, Computer System Administrator, Director of Economic & Community Development, Fran Smith, Denise Clavette, and a citizen member. Other groups represented would be Bowdoin College, the Curtis Memorial Library, and the BDA. A larger staff committee would be involved with the technical website development process.
- There was also discussion of previously developed Town logos; these will be brought into discussion with the stakeholder committee as a way of beginning the conversation on logos.

Next Steps

- Meet to discuss the proposals on February 23.
- Report to the Town Council on February 28.
- Create a stakeholder committee and set a meeting with the website developer
- Bring back rendition(s) for the Town Council and public to see and comment on
- Meet as needed as the site is redeveloped and report as needed to the Town Council

Police Station Subcommittee Interim Report

Adopted by the Subcommittee on February 22, 2011

Executive Summary

Since it began meeting on December 15, 2010 the Police Station Subcommittee has:

- Discussed with Brunswick Police Department (BPD) senior management their program needs, their mission to enhance its community outreach and their preferences for station siting.
- Toured the current BPD station and Town Hall offices at 28 Federal Street
- Visited the new Sanford, ME Police Station and met with their Police Chief
- Toured several prospective sites in Brunswick including:
 - Former Times Record Building on Industry Road
 - McLellan Building owned by Bowdoin College at the corner of Noble and Union Streets
 - Two Bath Road sites at Brunswick Naval Air Station (BNAS): one across from the entrance to Merrymeeting Plaza and one across from the Fat Boys Drive-In
- Independently, most of us have visited two other prospective sites:
 - Properties at the corner of Weymouth and Unions Streets
 - Properties at the intersection of Pleasant and Stanwood Streets

The Subcommittee discussed the merits and drawbacks of each prospective site at meetings open to the public and recorded for the archives. Minutes of the meetings and other materials related to the activities of the Subcommittee can be found by going to the home page of the Town of Brunswick website (www.brunswickme.org) and clicking on the “Police Station Subcommittee” link. The taped archives of the proceedings of the Subcommittee can be viewed by going to the home page of the Town of Brunswick website and clicking on “Watch On-Line TV 3 Programming” and then searching for “Police Station.”

The Subcommittee is in unanimous agreement that the current police facilities are woefully inadequate and that they do not reflect the high regard in which we hold the Brunswick Police Department.

By unanimous vote, the Subcommittee dropped the former Times Record Building from further consideration as a site for the BPD.

By majority vote, the Subcommittee dropped Brunswick Town Hall at 28 Federal Street, the McLellan Building, and the corner of Weymouth and Union Streets from further consideration as a site for the BPD.

As of this interim report, the Subcommittee has three sites under consideration: two sites at BNAS on the Bath Road and the property at the intersection of Pleasant and Stanwood Streets.

Committee Charge

1. The Committee will reconsider alternative locations that have been suggested including:
 - a. Former Times-Record Building
 - b. Property at NASB
 - c. Federal Street property
 - d. Pleasant/Stanwood properties
 - e. Union/Weymouth properties
 - f. Other locations
2. The Committee will review programming needs to gauge the scope and size requirements for the Brunswick Police Department
3. The Committee will review financing options, operational costs and total cost impacts of a proposed recommendation.
4. The Committee will report back to the Council at the first scheduled meeting in February 2011.
5. The Committee may submit findings on other facilities matters that will contribute to our comprehensive facilities plan.

Subcommittee Membership

Members of the Police Station Subcommittee are: Town Councilor Joanne King, Co-Chair; Louise Ansari, Co-Chair; Sarah Brayman; Bernard Breitbart; John Donovan; Ed Knox; Town Councilor John Perreault; Town Councilor Ben Tucker; and Town Councilor David Watson.

Overview

We have become familiar with our current police station and discussed with police management their program needs, their mission to enhance community outreach and their preferences for station siting. We are in unanimous agreement that the current police facilities are woefully inadequate and that they do not reflect the high regard in which we hold the Brunswick Police Department. We expect that the facilities negatively impact Brunswick's ability to recruit and retain qualified police officers and civilian staff, if not in this current economy, certainly down the road.

The only positive aspects of the Federal Street police station seem to be:

- Downtown location
- Adjacency to Recreation Center

Negative aspects of the current facility that it is important to correct in a new police station include:

- Failure to meet modern security standards for police stations
- Lack of a sally port to ensure safe transport of suspects and criminals
- Inadequate space on-site for evidence storage and processing
- Poor handicap access
- Overcrowded offices
- No space for meetings

- Lack of on-site storage for files, vehicles, and other police equipment
- Lack of public space for visitors and for community outreach programs such as interns, the Civilian Police Academy, and volunteers for programs like “Good Morning Brunswick”
- Inadequate parking
- Lack of natural light, which has a demonstrated impact on morale

We learned that, in contrast to fire stations, police stations do not generate much emergency traffic. Police vehicles are usually on the road patrolling and re-assigned from the field; fire department vehicles are usually parked at the station awaiting emergency assignment. We concluded that emergency traffic emanating from a police station is not a major issue in this site analysis process.

There have been Subcommittee discussions about the size of the proposed building. We compared our station with Sanford’s and discussed the efficiencies to be gained by a thoughtful layout of processes. After determining the space currently utilized by the department in Town Hall and the various other locations that house evidence and other documents, police bicycles stored, stolen bicycles stored, police boats and van and special vehicles housed, we determined that the police occupy some 12,000 to 13,000 square feet at present. Our consensus is that a building in the ballpark of 18,000 to 20,000 square feet would meet the town’s needs and provide for future growth.

We reviewed the documents and engineering conclusions from prior police station and public building studies and analyses. To minimize costs, we agreed that we will seek outside professional assistance when and if the Subcommittee charge is expanded beyond the selection of a site for improved police facilities.

Evaluation Criteria

To break the larger problem of properly siting the police station down into bite-sized pieces, the committee developed a matrix of 14 criteria to evaluate potential sites. The list of these criteria is as follows:

- The criteria for geographic location are:
 - Distance from Pleasant and Maine Streets intersection (a town central location);
 - Immediate main roads access for ingress and egress;
 - The location is consistent with adopted town development plans;
 - High visibility;
 - Easy to locate;
 - Centrally located; and
 - Location provides additional community benefits.
- The neighborhood related criteria are:
 - Potential for negative impact on the neighborhood; and
 - The location is not in an area susceptible to flooding, fire and other natural or man-made disasters.
- The site-specific criteria are:
 - Property large enough to meet town current and future needs;

- Time required to acquire the location;
- The site acquisition cost;
- Required site renovation/construction work; and
- The longevity and economic life of the resultant building.

The purpose of the matrix was to stimulate Subcommittee members' thinking and provide some order to our deliberations. Each of us independently used the criteria as a tool to compare the merits of the several sites and then in committee. We were able to discuss each site using the common vocabulary of the 14 criteria. We realized that comparing the total points for each site was invalid because the individual criteria were not weighted. Ultimately, we decided not to attempt to merge the individual committee members' results into a collective product. Nevertheless, the matrix was a valuable tool for facilitating discussion.

The result of our meeting discussions, site visits, and criteria analysis brought us to the following conclusions. At all times we have paid close attention to cost issues at each site.

Results of Subcommittee's Deliberations

The Subcommittee has given careful and serious consideration to all comments it has received and recognizes that multiple, sometimes conflicting, factors must be considered as it deliberates and makes its recommendations.

So far, the Subcommittee's deliberations have resulted in the elimination of four of the potential sites that have been considered by the town. The following presents a synopsis of the Subcommittee's deliberations on these sites.

Former Times Record Building:

Positive attributes:

- Town owns the land and building
- No acquisition time

Negative attributes:

- Limited access via a single narrow dead-end neighborhood street and bridge;
- Access road is in the flood zone
- There is only southbound one-way emergency access through a locked gate to U.S. Route One.
- High renovation cost on a 50-year old building plus additional cost to construct a sally port
- Site has low visibility and is difficult to locate
- Site is inconsistent with Comprehensive Plan.

SUBCOMMITTEE'S ACTION: The Former Times Record Building was unanimously dropped from further consideration.

Brunswick Town Hall

Positive attributes:

- Town owns land and building

- Located in downtown core.

Negative attributes:

- High renovation costs
- Site is too small; expansion or new construction will require the acquisition of additional properties and space
- Demolition and new construction plus changes to the building's footprint will result in the loss of downtown area parking spaces
- Substantial construction needed to include a sally port
- Existing structure will not support additional upper level stories
- Acquisition timeline is uncertain and dependent upon the relocation of Town Hall offices
- Site has potential negative impact on residential neighborhood
- Site is not on a major roadway (although it is close to U.S. Route One).
- BPD and Town Hall offices would have to be relocated during renovation and construction, which would be expensive, present logistical challenges, and reduce efficiency.

Weymouth & Union Corner

Positive attributes:

- Building would be new construction
- Located in the downtown core

Negative attributes:

- Acquisition is high-cost at best and perhaps impossible because of unwilling seller.
- Site is off major roads, in the midst of a residential area with narrow streets that complicate vehicular access
- There is a nearby railroad crossing at grade that has the potential to impede emergency traffic
- Potential negative impact on residential neighborhood
- Site may be more valuable for uses consistent with the commercial development of Maine Street Station as articulated in the Comprehensive Plan.
- Site may need at least a Phase 1 Environmental Site Review to determine any hazardous waste issues

McLellan Building

Positive attributes:

- Fairly new construction, completed in 1999
- Site is a visible location in downtown core

Negative attributes:

- Site is off major roads, in the midst of a residential area with narrow streets that complicate vehicular access
- There is a nearby railroad crossing at grade which has the potential to impede emergency traffic
- Potential negative impact on residential neighborhood

- Site may be more valuable for uses consistent with the commercial development of Maine Street Station as articulated in the Comprehensive Plan.
- Sally port construction plus BPD official and staff vehicles would significantly reduce existing parking for visitors.
- Renovations to meet modern security requirements for police stations will be expensive
- Access cannot begin until 2014 and is limited to first and second floors until 2019 when third floor becomes available
- Access for Bowdoin students to third floor in the interim poses potentially insurmountable problem and, at best, requires an expensive solution to maintain BPD security.
- Building is too large for BPD alone and too small for BPD and Town Hall offices.
- If town accepts McClellan, it will forfeit a cash payment (less remediation costs) that Bowdoin College has offered for the Longfellow School.

SUBCOMMITTEE'S ACTION: Brunswick Town Hall, Weymouth & Union Corner, and McClellan Building dropped from consideration by majority vote on a motion to reduce prospective sites to BNAS properties on the Bath Road and property at Stanwood & Pleasant Streets.

Three sites are still under active consideration. The following presents a synopsis of the Subcommittee's deliberations to date on these sites.

BNAS Location on the Bath Road Opposite the Merrymeeting Plaza Entrance

Positive attributes:

- Immediate access to the Bath Road via new gateway entrance road to Brunswick Landing
- Close to U.S. Route One
- Potentially lower acquisition cost than a downtown property

Negative attributes:

- Located out of town core area
- Lacks safe pedestrian and bicycle access for citizens and police, which hinders BPD's community outreach efforts
- Timeline to acquire uncertain
- Cost is unknown. MRRA requires compensation at "market value" (as yet undetermined). Credits against market value might include the give-back to MRRA of shooting range (value not yet appraised) and/or construction of Brunswick Landing gateway entrance road at town's expense (cost of road not yet determined).
- If chosen, the site would result in the loss of prime commercial real estate on the Bath Road and loss of future property tax revenue.
- Relocating BPD personnel from downtown to BNAS does nothing to fulfill MRRA's mission to recover civilian job losses created by the base closing.
- Site is in close proximity to the natural gas trunk line.

BNAS Location on the Bath Road Opposite the Fat Boys Drive-In

Positive attributes:

- Immediate access to the Bath Road.
- Potentially lower acquisition cost than a downtown property

Negative attributes:

- Located out of town core area
- Lacks safe pedestrian and bicycle access for citizens and police which impedes BPD's community outreach efforts
- Timeline to acquire uncertain
- Cost unknown. MRRA requires compensation at "market value" (as yet undetermined). Credits against market value might include give-back to MRRA of shooting range (value not yet appraised).
- If chosen, the site would result in the loss of prime commercial real estate on the Bath Road and loss of future property tax revenue.
- Relocating BPD personnel from downtown to BNAS does nothing to fulfill MRRA's mission to recover civilian job losses created by the base closing.
- Site is in close proximity to the natural gas trunk line.
- Site is in close proximity to the runway and to aviation fuel storage.

Stanwood & Pleasant Property

Positive attributes:

- Identified as best site by BPD's senior management
- Located near town core
- Highly visible site for gateway to downtown Brunswick with police station designed to complement nearby historic buildings
- Immediate north and south access to U. S. Route 1 by main road
- Access to two other local streets provides community access for pedestrians and cyclists, as well as for cars
- BPD station can create political and fiscal leverage to improve traffic flow at the intersection
- Available for immediate acquisition
- Town negotiated a below-market cost in 2010 that was less than what a willing commercial buyer offered in 2009.
- Consistent with vision in Downtown Master Plan in that it protects vulnerable residential neighborhoods from inappropriate commercial development on that corner

Negative attributes:

- If chosen, the site would result in the loss of prime commercial real estate on Pleasant Street and loss of future property tax revenue.
- There is a nearby railroad crossing at grade which has the potential to impede emergency traffic
- Some community opposition to making a police station the "Gateway to Brunswick"
- Maine DOT currently has no construction plans in the pipeline to improve traffic flow at this congested intersection

Next Steps

Gather information on BNAS/Brunswick Landing Sites:

- Obtain appraisal for shooting range promised to town
- Define specific lot locations and sizes to begin negotiations with MRRA
- Negotiate “market rate” price for both sites with MRRA
- Determine estimated cost of building gateway entrance road into Brunswick Landing (which will require developing a concept plan).
- Obtain estimated cost for site development at both locations (curb cuts, landfill, demolition, etc.)

CSS Champions Program



PROGRAM OVERVIEW

The FHWA CSS Champions Program will provide resources to communities and agencies that are championing CSS principles. The resources, which will come in the form of consultations or trainings by subject matter experts, are intended to provide targeted assistance to projects at critical junctures in the project development process (PDP). The result will be projects that showcase exemplary CSS ideas and practitioners. These projects will highlight:

- Projects that can transform transportation project development culture and mindset within communities and agencies
- Practitioners who are leading change from within and who need FHWA assistance in leveraging pivotal opportunities within their existing system
- Projects that demonstrate the commitment of FHWA to assist leaders in the field
- Agencies who, by partnering with FHWA, can serve as an inspiration for other CSS practitioners
- Models for collaboration across several levels and silos of government
- Demonstrate a clear benefit(s) to using CSS in the project development process, once the project has completed the stage within which it received technical assistance

The list of candidates will be generated in consultation with FHWA division offices, and the PPS network of subject matter experts and practitioner contacts. All candidates will be approved by FHWA.

PROJECT SELECTION CRITERIA

All projects must ...

- Be person or group who is already engaged in a critical stage of the transportation project development process, and requires additional support in overcoming an obstacle, or navigating a CSS project or projects through that process
- Involve and have the commitment of the State DOT and FHWA division office in engaging in the CSS and technical assistance process
- Present the opportunity to deploy existing CSS tools, including recent tools created by FHWA, such as the SHARP-2 research, livability guidebooks, and other research FHWA is currently funding, and should help build on and expand other CSS efforts being funded by FHWA
- Provide the opportunity to be a transferrable lesson, applicable to many other projects and agencies, on how CSS can improve the project development process. It must have the potential to be an exemplary CSS project that can be profiled on the CSS website.
- Present the opportunity to effect agency change, enabling the participating agency to better integrate CSS into their project development process in the future
- Have goals that can be achieved within the budget (roughly \$25k per project)

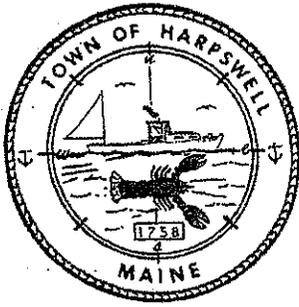
Together, the group of projects selected must ...

- Cover a range of contexts including rural, urban, suburban, and exurban. At least one project should be rural, addressing the issue of rural livability.
- Cover a range of project development process phases (management structure; problem definition; project development framework; alternatives development; alternatives screening, evaluation, and selection; implementation), including the environmental review process (Environmental Assessment, Categorical Exclusion, Environmental Impact Statement).
- Address broader issues such as climate change adaptation or mitigation, livability, sustainability, etc. Longer list to be developed with FHWA.



**MANAGER'S REPORT - C
NO BACK UP MATERIALS**

MANAGER'S REPORT - D BACK UP MATERIALS



Town of Harpswell
P.O. Box 39
Harpswell, ME 04079

February 22, 2011

Gary L. Brown
Town Manager
Town of Brunswick
28 Federal Street
Brunswick, ME 04011

Dear Gary:

The Selectmen have asked me to extend an invitation to the Town of Brunswick to meet in Harpswell for the purpose of discussing our proposal to the Committee on State and Local Government regarding LD 69 (see attached).

In short, Harpswell seeks action by the Legislature to restore its historic boundary line with Brunswick while simultaneously allowing the area between the historic boundary line and the 1998 line to remain an area where Brunswick would have jurisdiction to manage the clam flats, issue mooring and building permits, and regulate other water-based activities. We believe this can be accomplished in a single piece of legislation.

In an effort to move forward, we propose meeting on Tuesday, March 8 or Tuesday, March 15, 7:00 p.m. at the Harpswell Town Office. While meetings would be open to the public, we expect that each town may want a team of no more than 3-5 people representing its interests.

I look forward to hearing from you with regard to our proposed meeting dates as we work toward resolving our issues.

Sincerely,

A handwritten signature in black ink, appearing to read "Kristi K. Eiane", with a stylized flourish at the end.

Kristi K. Eiane
Town Administrator

Attachment

cc: Senator Stan Gerzofsky
Representative Kim Olsen
Committee on State & Local Government
Carrying Place Assembly
Harpswell Board of Selectmen

**MANAGER'S REPORT - E
NO BACK UP MATERIALS**

MANAGER'S REPORT - F BACK UP MATERIALS

Rivers, Trails and Conservation Assistance (RTCA) Update and Request for Recreation, Trails and Open Space Management Plan Stakeholder Committee Approval

*Update to the Town Manager and the Brunswick Town Council, Denise M. Clavette, Special Projects Assistant
February 23, 2011*

Background

- The National Park Service awarded the Town of Brunswick a technical assistance grant, through its Rivers, Trails and Conservation Assistance (RTCA) program for a six-month commitment for free technical assistance, renewable for an additional year upon request and approval, beginning April 1, 2011.
- The RTCA program grant will be guided by Julie Isbill, Project Manager for the National Park Service; and Town of Brunswick staff: Anna Breinich, Director of Planning and Development; Tom Farrell, Director of Parks and Recreation and Denise Clavette, Special Projects Assistant / MRRRA Liaison. RTCA program will assist in developing a Recreation, Trails and Open Space Management Plan and trail network for the soon to be acquired open space from the Naval Air Station, creating connectivity to Brunswick.

RTCA Project Goal

- Our project goal is to create and begin implementing a Recreation, Trails and Open Space Management Plan that will serve as a guide to the management of Town public benefit conveyances (PBC), the development of an interconnected trail network system with other landowners and the protection of its natural and cultural resources. Plan development and implementation will encourage a collaborative approach among stakeholders, be comprehensive, increase community visibility, incorporate health and wellness, and connect the acquired BNAS property to the community and newly named Brunswick Landing.
- Project will ensure ongoing protection in perpetuity of significant natural and cultural resources, and provide appropriately sited public access and trail corridors to the land. For the first time, the public will have access to Brunswick's unfragmented coastal habitat, including 100 acres of high quality salt marsh and more than 450 acres of unfragmented coastal forest, and the longest stretch of undeveloped shoreline in Brunswick.

Recreation, Trails and Open Space (RTOS) Management Plan Stakeholder Committee

- The Recreation, Trails and Open Space Management Plan Stakeholder Committee, as attached to this update, represents governmental local and state agencies, Town Council, natural resource non-profits, health care organizations, youth partnerships and property abutters, to create the depth and breadth of knowledge, expertise and resources that will help guide this process. We seek approval of the RTOS Management Plan Committee to achieve the following objectives:
 - Collaboration among stakeholders;
 - Guide process of plan development;
 - Assist in creating inventory of land existing conditions, natural and cultural resources, trails and connections, maps and aerial photographs;
 - Ensure that all aspects of conservation, preservation, active / passive outdoor recreation, trail connections and development are considered and planned for in an integrated approach;
 - Evaluate existing trail network, public access points, connections between the property, community and Brunswick Landing;
 - Trail network development with existing trails, and layout of new trail connections;
 - Identify funding sources and opportunities for trail development, and plan implementation.
- Project timeline is nine months to one year for the RTOS Management Plan development; and one to four years for trail development. Total of trail miles, location and placement will be part of the plan's implementation, with approval by landowners.



Contact List

Wednesday, February 23, 2011

12:46:24 PM

Organization(s)	Name		Position
Bowdoin	Catherine	Ferdinand	BNAS Project Assistant
Brunswick School District	Rick	Wilson	Community Service/School to Career Coord.
Brunswick Topsham Land Trust	Angela	Twitchell	Executive Director
Brunswick Town Council	Benet	Pols	Councilor, Rep Land for Brunswick's Future Board
Brunswick Town Council	Debbie	Atwood	Vice Chair
East Coast Greenway Alliance, Healthy Maine Walks	Tony	Barrett	Maine Rep ECGA
Healthy Maine Partnership	Rebecca	Miller	Director, Healthy Maine Partnership
Mid Coast Hospital	Marla	Davis	Director, Community Health Improvements
MRRA	Victoria	Boundy	Planning and Environmental Manager
National Park Service	Julie	Isbill	Project Manager
Parkview Adventist Medical Center		Representative	
The Nature Conservancy; Property Abutter	Bruce	Kidman	Director, External Affairs
Town of Brunswick	Anna	Breinich	Director, Planning & Development
Town of Brunswick	Denise	Clavette	Special Projects Assistant
Town of Brunswick	Tom	Farrell	Director, Parks & Recreation
Town of Brunswick: Bicycle & Pedestrian Committee	Henry	Heyburn	Co-Chair
Town of Brunswick: Conservation Commission	Joy	Prescott	
Town of Brunswick: Conservation Commission	Kurt	Stinson	Chair
Town of Brunswick: Planning Board	Charlie	Frizzle	Chair
Town of Brunswick: Planning Board; ME Dept. IF&W	Steve	Walker	Member
Town of Brunswick: Recreation Commission	Kristi	Hatrick	Commissioner
Town of Brunswick: Recreation Commission	Jeff	Ward	Chair
Trust for Public Land	Wolfe	Tone	State Director
United Way of Mid Coast Maine	Peter	Lindsay	Director, Community Impact & Success by 6

ITEM 18

BACK UP MATERIALS



TOWN OF BRUNSWICK, MAINE
INCORPORATED 1739
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
28 FEDERAL STREET
BRUNSWICK, ME 04011

MEMORANDUM

TO: Town Council
Gary Brown, Town Manager

FROM: Brian K. Dancause *Brian*

DATE: February 23, 2011

SUBJ: Public hearing and Council approval to accept a \$300,000 Community Development Block Grant Economic Development Program award on behalf of Kestrel Aircraft Company.

COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION PROCESS:

- ✓ The Maine Department of Economic and Community Development has invited the Town of Brunswick into the project development phase (Phase II) of the CDBG application process, reserving \$300,000 for our project (summarized below) under the CDBG Economic Development Program.
- During Phase II of the CDBG application process, the Town must hold a public hearing to give members of the community an opportunity to comment on the project.
- The Town Council must approve the project by formally voting to accept CDBG funds.
- Additional Phase II requirements include planning board approval of the project, completion of an environmental review and submission of various Town-approved CDBG policy statements, copies of which the Town has on file from previously awarded CDBG projects.
- DECD's Office of Community Development executes a grant agreement/contract with the Town, upon completion of Phase II.

CDBG PROJECT:

In December 2010, the Town of Brunswick re-submitted a \$300,000 CDBG Economic Development Program-Development Fund loan application on behalf of Kestrel Aircraft Company. The CDBG award will support Kestrel's plans to design, develop, certify and manufacture 6 to 8 passenger carbon composite turbo-prop aircraft at Hangar 6, Brunswick Landing. CDBG, as well as matching funds pledged by Kestrel and the Midcoast Regional Redevelopment Authority, will be used to install a paint booth and to make various building improvements, including electrical and plumbing upgrades, as well as compliance with the Americans with Disabilities Act and other federal regulations. The company will be leasing Hangar 6 from MRRA. In applying for the CDBG funds, the Town of Brunswick and Kestrel committed to creating ten new jobs, six of which must be taken by persons from low/moderate income households.

Public Hearing Notice

Town of Brunswick
Department of Economic and Community Development

The Town of Brunswick will hold a Public Hearing on February 28, 2011 at 7:00 PM in the Municipal Meeting Room (#217), Maine Street Station, 16 Station Avenue, to discuss acceptance of a \$300,000 Community Development Block Grant Economic Development Program award. The purpose of the award is to support Kestrel Aircraft Company's planned improvements to Hangar 6 at Naval Air Station Brunswick. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase of the CDBG application process. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to: Brian Dancause at 28 Federal Street, Brunswick, ME 04011 at any time prior to the Public Hearing. TDD/TTY users may call 771. If you are physically unable to access any of the Town of Brunswick's programs or services, please call Brian Dancause at 721-0292, so that accommodations can be made.



ITEM 19

BACK UP MATERIALS

Memo

To: Members of the Brunswick Town Council
From: Jeffery Ward, Chair, Brunswick Recreation Commission
Date: February 23, 2011
Re: *Bicycle Safety Subcommittee Report and Recommendations*



At your meeting of August 16, 2010 The Town Council heard public comments on proposed amendments to Chapter 14 (Streets, Sidewalks and Other Public Places) requiring bicycle helmets to be worn by cyclists on the Androscoggin River Bicycle Path. After hearing from the public and discussion on the item the Council voted to have the Recreation Commission explore the ideas discussed by the Council and to make recommendations to you at a subsequent date.

Recreation Commissioners met on September 15, 2010 and discussed how it would proceed regarding the request from the Town Council. At this meeting, Councilor Benjamin Tucker provided the Recreation Commission with further information regarding the Council's previous discussion on the proposal. After discussion with other stakeholders present at the meeting, the Recreation Commission moved to create a Bicycle Safety Subcommittee that would look at ways to improve bicycle safety generally throughout the town as well as on the Androscoggin River Bicycle Path. Recreation Commissioner Kristi Hatrick agreed to chair the committee.

The attached report dated February 22, 2011 by the Bicycle Safety Subcommittee of the Recreation Commission details the charge of the committee, representative membership, meeting dates, process used in conducting the committee's work and recommendations for the Town Council's consideration relative to improving bicycle safety in Brunswick.

The Recreation Commission recently met on February 16, 2011 with representatives of the Bicycle Safety Subcommittee to consider the results of their work. After discussing the report and recommendations with the subcommittee members the Recreation Commission voted unanimously to endorse the attached report and forward it on to the Town Council for consideration.

Recreation Commissioner Hatrick and members of the Bicycle Safety Subcommittee will be at your meeting on February 28, 2011 to present the report and corresponding recommendations to the Town Council and to address any questions you may have.

**Report Submitted to the Brunswick Town Council
by the Bicycle Safety Subcommittee
of the Recreation Commission
February 22, 2011**

I. Charge of the Bicycle Safety Subcommittee from the Town Council

At the August 16, 2010, meeting of the Brunswick Town Council the Council considered an amendment to Chapter 14 (Streets, Sidewalks and Other Public Places) sponsored by Councilor Tucker that would have required all cyclists on the Androscoggin River Bicycle Path to wear helmets. In the discussion of this issue Councilor Wilson observed that she supported public education regarding bicycle safety and that she supported the idea of adding helmets to the bicyclist icons painted on the Bike Path. She also suggested that posting signs on the Bicycle Path citing the state law requiring children under the age of 16 to wear bike helmets and recommending that others wear bike helmets would be a good idea. Councilor Watson supported the idea of public education in the form of a Bicycle Rodeo and suggested that the Rodeo be extended to include adults. The Council voted to table the issue of amending the ordinance as proposed and referred the matter to the Recreation Commission for further discussion.

Subsequently, Councilor Tucker spoke to the Recreation Commission at their meeting on Wednesday, September 15, 2010, and asked the Commission for guidance on the issue of promoting bicycle safety both on the Bicycle Path and in Brunswick in general. In a discussion between Councilor Tucker, the Recreation Commission, and Rick Smith, President of the Merrymeeting Wheelers Bicycle Club, at this same meeting the determination was made that forming a Subcommittee made up of stakeholders in Brunswick concerned and/or involved with cycling, bicycle education and bicycle safety would be the best avenue by which to address the Council's charge. Commissioner Kristi Hatrick agreed to spearhead the effort.

II. Bicycle Safety Subcommittee Members

Ben Tucker, Town Councilor
Jim Tasse, Bicycle Coalition of Maine Safety Education Director
Jeff Reynolds, Brunswick Bicycle and Pedestrian Advisory Committee Co-Chair
Will Wilkoff, Brunswick Bicycle and Pedestrian Advisory Committee Member
Lea-Anne Thayer, Coffin School Elementary School Teacher
Monique Roy-Nuki, Emergency Room Nurse
Gabrielle Nuki, Student
Lee Huston, Owner of Center Street Cycles
Rich Cromwell, Midcoast Triathlon Club Representative
Rick Smith, Merrymeeting Wheelers Bicycle Club President
Bob Bruce, Merrymeeting Wheelers Bicycle Club Member
Terry Goan, Community Policing Officer, Brunswick Police Department
Anna Breinich, Director of Planning and Development
Kris Hultgren, Town Planner
Tom Farrell, Director of Parks and Recreation Department
Kristi Hatrick, Recreation Commissioner

III. Meeting Dates of the Bicycle Safety Subcommittee

October 21, 2010

November 18, 2010

December 9, 2010

January 20, 2011

February 16, 2011 (joint meeting with the Recreation Commission and the Bicycle/Pedestrian Advisory Committee)

IV. Process Used in Conducting the Work of the Bicycle Safety Subcommittee

At the initial meeting of the Bicycle Safety Subcommittee, Recreation Commissioner Kristi Hatrick asked Councilor Tucker to share with the group the background leading to the formation of the subcommittee and to give an overview of the charge to the subcommittee by the Town Council. After this introduction, a free-form discussion between subcommittee members ensued about bicycle safety, ranging in topic from placing signs promoting bicycle safety on the Bicycle Path, to bicycle safety education in schools, to physical bicycle hazards on particular roads in Brunswick, to the reinstatement of a Bicycle Rodeo in Brunswick, to other related matters. Following this discussion, Commissioner Hatrick explained that she would use the information gathered at the meeting to serve as a blueprint for the subcommittee's work on the issue of bicycle safety.

As issues came up in subcommittee discussions that needed further clarification or illumination, subcommittee members were asked to follow-up with experts outside of the subcommittee. For example, Subcommittee Member Bob Bruce spoke with Dan Stewart, Bicycle, Pedestrian and Quality Community Program Manager of the Maine Department of Transportation, to learn more about when, where and why the state erects bicycle safety signs on state roads. Subcommittee Member Kris Hultgren investigated MDOT's process to lower speed limits. Subcommittee Member Terry Goan contacted Lisa Dube from Brunswick's former Kiwanis Club to discuss the nuts and bolts of past bike rodeos sponsored by the Kiwanians. Subcommittee Members Jim Tasse, Tom Farrell and Kristi Hatrick met with Brunswick School Superintendent Paul Perzanoski to discuss the prospect of including bicycle safety education in physical education classes in Brunswick schools. Tom Farrell spoke with John Goran, Cable TV Coordinator for Channel 3, to discuss various means and methods to promote bicycle safety messaging using the local access television channel and its resources. Subcommittee members reported back to the full committee at subsequent meetings about the additional information they had gathered. After discussion, the Subcommittee determined whether the issue was something already being addressed by a separate entity in Brunswick and/or whether the issue fell within the charge to the Recreation Commission's Bicycle Safety Subcommittee by the Town Council. Below is the culmination of this work.

V. Recommendations for Consideration Submitted to the Town Council by the Recreation Commission's Bicycle Safety Subcommittee

A) **Paint helmets on all bicyclist icons on the Androscoggin River Bicycle Path and on Brunswick roads.** Helmets have already been painted on the bicyclist icons on the Bicycle Path. John Foster, Town Engineer/Public Works Director, states that he has no problem with the Parks and Recreation Department adding helmets to the five bicyclist icons painted on Brunswick streets (all on Maine Street between Magean Street and Richards Drive).

B) Improve and/or place signs at both ends of the Androscoggin River Bicycle Path (1) to encourage users to wear helmets and (2) to explain proper etiquette on the Path. Councilor Wilson suggested at the August 16, 2010, meeting of the Town Council that a sign should be added to the Bicycle Path that outlines the state law requiring children under the age of 16 to wear bike helmets and that recommends that other cyclists wear helmets as well. Recognizing that the Bicycle Path sees use by toddlers all the way up to long-distance cyclists trekking on the East Coast Greenway¹, the Subcommittee recommends that a sign with the following language be placed at each entrance to the Bicycle Path:

Maine State Law requires Bicyclists, Bicycle Passengers (including those riding in bicycle trailers) and Roller Skiers under the age of 16 to wear helmets of good fit, positioned properly and fastened securely upon the head by helmet straps.

ME. REV. STAT. ANN. tit. 29-A, s. 2323 (2009)

Bicyclists, Roller Skiers and In-Line Skaters over the age of 16 are encouraged to wear helmets.

Please see Kiosk downriver of the Merrymeeting Bridge for additional information regarding safe use of the Androscoggin River Bicycle Path.

The Subcommittee also recommends that a sign with the following language be placed at each entrance to the Bicycle Path:

This is a Multi-Use Path. Please Respect Other Users. [with pictograms]

Finally, the Subcommittee recommends that the following list of general guidelines be placed in the information kiosk downriver of the Merrymeeting Bridge:

Welcome to the Androscoggin River Bicycle Path. Below are some general guidelines for the use of this Path.

- (1). This is a Multi-Use Path used by Children, Walkers, In-Line Skaters, Dogs, Bicyclists and Others. Please be alert and expect other users.*
- (2). Wear a Helmet. Maine Law requires children under 16 to wear a helmet when bicycling or roller skiing. Others are encouraged to wear helmets.*
- (3). Keep to the Correct Lane. The Bicycle Path has a pedestrian lane and a bike lane.*
- (4). Communicate your Intentions! When passing, call out or use a bell.*
- (5). Control your Dog. Please keep your dog and your dog's leash out of the way of other users. Leashes should be no greater than six feet in length.*
- (6). Bicyclists yield to Pedestrians.*
- (7). Go Slow by Other Users.*
- (8). Obey Traffic Signs.*
- (9). Move off of the Bicycle Path when you are Stopped.*
- (10). Respect Other Users.*

The Subcommittee recommends ordering four each of the “wear a helmet” and “multi-use path” signs.

¹The Bicycle Path is part of the East Coast Greenway trail system, which spans nearly 3,000 miles between Canada and Key West, linking all the major cities of the eastern seaboard.

The signs will be 12"x18" in size mounted on channel posts. Cost for the signs and the posts are:

(4) Androscoggin River Bicycle Path signs @ \$24.95 each	99.80
(4) Bicycle Helmet Safety signs @ \$31.00 each	124.00
(8) Metal Channel Posts with Ground Sleeves @ \$17.00 each	136.00
Total Cost for Signs	\$359.80

The Department of Parks and Recreation can purchase the signs with funds from its existing budget.

The larger kiosk panel will be produced free of charge by Wright-Pierce.

C) **Hold a Bicycle Rodeo.** In the past the Kiwanis Club in Brunswick has sponsored an annual Bicycle Rodeo in the spring to educate young people about bicycle safety and provide bicycle safety checks and helmets to those needing them. The Kiwanis Club disbanded in 2010 and no Bicycle Rodeo was held in Brunswick in the spring of 2010.

Community Policing Officer Terry Goan had been very involved in the planning and administration of past Bicycle Rodeos in Brunswick and is working with Jim Tasse (Bicycle Coalition of Maine), Bob Bruce (Merrymeeting Wheelers Bicycle Club), Lee Huston (Center Street Bikes) and the Parks and Recreation Department to hold a Bicycle Rodeo in the spring of 2011. Subcommittee Member Monique Roy-Nuki is currently warehousing 150 helmets provided by the Bicycle Coalition of Maine that are available for distribution at an upcoming Bicycle Rodeo. Subcommittee Member Lee Huston is willing to donate a bicycle for a raffle prize at a Bicycle Rodeo. Additionally, Martins Point and Wal-Mart (both past supporters of the Kiwanis Bike Rodeo) have indicated their interest in being involved in a Bicycle Rodeo this spring.

Holding a Bicycle Rodeo was a strong priority of the Subcommittee. Given the time lead time needed to plan a successful Bicycle Rodeo – e.g. fundraising, secure a site, arrange for volunteers, solicit refreshments and prizes – planning for a Bicycle Rodeo in the spring of 2011 is already underway.

D) **Work with and through Brunswick schools to promote bicycle safety education.** The Subcommittee has prepared a letter to Superintendent Perzanoski to formally request his approval of several bicycle safety handouts to send home with elementary age school children in the spring of 2011 (please see attached).

Additionally, the Subcommittee supports continued collaboration with the schools to implement bicycle safety education. Jim Tasse of the Bicycle Coalition of Maine has presentations already developed for the classroom setting, small assemblies and larger assemblies.

E) **Work with the Brunswick Bicycle and Pedestrian Advisory Committee on the issues of:**
(1) developing a regional map of preferred bike routes in Brunswick,
(2) requesting specific road repairs and improvements in Brunswick; and
(3) improving Brunswick's "Bicycle Friendly Community" status as determined by the League of American Bicyclists from bronze to silver

These are areas of bicycle safety that generated a great deal of discussion and concern among Subcommittee members, especially points (1) and (2). The Subcommittee recognizes, however, that these issues are already addressed by the Brunswick Bicycle and Pedestrian Advisory Committee.

F) **Provide to the Brunswick Police and Others copies of a hand-out developed by the**

Bicycle Coalition of Maine detailing Maine's bicycling laws that could be given to Adults. The Bicycle Coalition of Maine has developed a small hand-out titled "How we share the Road" which lists the rules for bicyclists on one side and the rules for motorists (with regard to bicyclists) on the other, (see attached copy). The Subcommittee recognized the importance – and yet difficulty – in reaching adult bicyclists about bicycle safety and saw this hand-out as one way to educate them. Subcommittee Member and Community Policing Officer Terry Goan has gotten the go ahead from the Brunswick Police Department to use these hand-outs.

The "How we share the Road" hand-out is also available at Center Street Cycles, Brunswick's only bicycle shop, and through the Merrymeeting Wheelers Bicycle Club. The Subcommittee recommends that it also be available at the Parks and Recreation Department, Curtis Memorial Library, area hospitals and People Plus.

G) Get the Word Out on Existing Adult Bicycle Education Classes and Rides. We discovered in the course of our work that there are a number of classes for adults on bicycle safety that are already being held. The Subcommittee recommends that they work in conjunction with the class providers to alert members of the community about these classes. The classes include:

Ready to Ride Your Bicycle? Offered by Merrymeeting Adult Education by Subcommittee Member Bob Bruce on Monday April 4, 2011, at 6:00 PM at Mt. Ararat High School. This free course covers the proper fit for a helmet, the right clothes to wear and the "Rules of the Road." Topics include basic bicycle repair like changing a flat tire and bicycle safety, with a possible weekend group ride. For more information contact Merrymeeting Adult Education at <http://merrymeeting.maineadulted.org/> or 729-7323.

Adult "Get Back on a Bike" Rides (IN DEVELOPMENT) Offered by the Bicycle Coalition of Maine, these "Get Back on a Bike" rides are designed to encourage adults who may not have ridden for a few years to re-discover bicycling. The sessions include a brief discussion of: helmets, what to wear, how to do a bike safety check, and the basics of riding on roads. The sessions start with some parking lot activities to get riders used to handling bikes again, and then they head out on an easy paced ride that includes pointers on where to ride on the road, and how to handle intersections, narrow lanes, and traffic. The class will last approximately 3 hours. For more information contact the Bicycle Coalition of Maine at info@BikeMaine.org or 623-4511.

Worksite Bicycle Education Program Another class offered by the Bicycle Coalition of Maine, this program offers presentations and guidance at business locations for employee safety education and benefit. Whether the aim is to increase safe bicycle commuting as a transportation option, or improve employees' health, this program provides practical advice and information to enable and encourage safe bicycle riding. For more information contact the Bicycle Coalition of Maine at info@BikeMaine.org or 623-4511.

Group Rides for Beginners. Subcommittee Member Rich Cromwell of the Merrymeeting Wheelers Bicycle Club leads a beginners orientation ride with the "Sonics" at 5:45 PM on Wednesdays at the Gazebo on the Brunswick Mall, mid-May to late September. For more information contact Rich at richcromwell1@gmail.com or 798-0474 or visit <http://www.merrymeetingwheelers.org>.

Maine Bike Rally. For the second year in a row, the Maine Bike Rally will take place in

Brunswick from July 8 – 10, 2011. Last year's event included, among other things, rides from 5 miles to “century rides” as well as a demonstration of biking techniques by the Brunswick Police. For more information contact the Maine Bike Rally Organization, P.O. Box 533, Brunswick, ME, 04011-0533 or visit <http://mainebikerally.org>.

H) **Place flyers/small posters regarding Bicycle Safety around Brunswick.** We recommend placing bicycle safety flyers or small posters developed by the Bicycle Coalition of Maine on bulletin boards around town in the spring of the year to help get out the message on bicycle safety. We recommend that the flyers be placed at Curtis Memorial Library, Mid Coast Hospital, Parkview Hospital, People Plus and the Parks and Recreation Department.

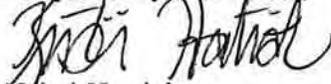
Additionally, Curtis Memorial Library has indicated their willingness to create a display of all things bicycle in the spring, including books for people to borrow about bicycling and handouts on bicycle safety.

I) **Use Public Service Announcements on Local Access Cable 3 Television as a Vehicle for Bicycle Safety Education.** The pedestrian and bicycle safety public access show “Perils for Pedestrians” as well as bicycle safety public service announcements and slates have run and continue to run on Brunswick's Cable 3 Television. The Subcommittee recommends that bicycle safety continue to be a message that is highlighted on Cable 3 Television.

Additionally, Subcommittee Member Jim Tasse of the Bicycle Coalition of Maine needs to make a bicycle safety video regarding a multi-use path and is interested in working with the Subcommittee to film this video in Brunswick on the Androscoggin River Bicycle Path. The video would run for up to 90 seconds and would be available for viewing on the town's website as well as on Cable 3 Television. The Subcommittee recommends that we work with the Bicycle Coalition of Maine on this project.

In summary, the Recreation Commission’s Bicycle Safety Subcommittee has worked to address the request of the Brunswick Town Council and is offering the above recommendations for consideration. The Subcommittee has appreciated the opportunity to make recommendations relative to improving bicycle safety both on the Androscoggin River Bicycle Path and in the broader Brunswick community. We look forward to discussing this report with members of the Brunswick Town Council at its February 28, 2011 meeting to further report on the recommendations detailed above.

Respectfully submitted,



Kfisti Hatrick,
Brunswick Recreation Commissioner and
Chair of the Bicycle Safety Subcommittee

30 Federal Street
Brunswick, ME 04011

February __, 2011

Superintendent Paul Perzanoski
Brunswick School Department
46 Federal Street
Brunswick, ME 04011

Dear Superintendent Perzanoski,

On November 17, 2010, you met with Jim Tasse of the Bicycle Coalition of Maine; Tom Farrell, Director of Brunswick's Parks and Recreation Department, and me, Recreation Commissioner and Chair of the Bicycle Safety Subcommittee. As we explained at that meeting, the Bicycle Safety Subcommittee came about at the direction of the Town Council and is a group of citizens and town officials working in partnership with the Bicycle Coalition of Maine and the Maine Department of Transportation to provide, among other things, bicycle and pedestrian safety education to Brunswick area residents.

As part of that effort and in follow up to our meeting, we are seeking formal permission to distribute educational fliers on bicycle and pedestrian safety through Brunswick schools to students in grades 1 through 5. Samples of the fliers, which are titled "Be a Safe Walker" and "Be a Safe Bike Driver" are enclosed. Educating our children on safety related to walking and biking is crucial to reducing the chance of injuries or fatalities, and can save lives.

These fliers are parts of a larger bike/pedestrian education program which can include no-cost in-school presentations, after school bike trainings, and other events that teach kids safe biking and walking. To learn more about that program, please contact Jim Tasse, Safety Education Director of the Bicycle Coalition of Maine, at jim@bikemaine.org or 207-623-4511.

We hope to secure approval to distribute these fliers once or twice a year, perhaps in April and September.

Thank you for consideration,

Sincerely,

Kristi Hatrick
Brunswick Recreation Commissioner and
Chair of the Bicycle Safety Subcommittee

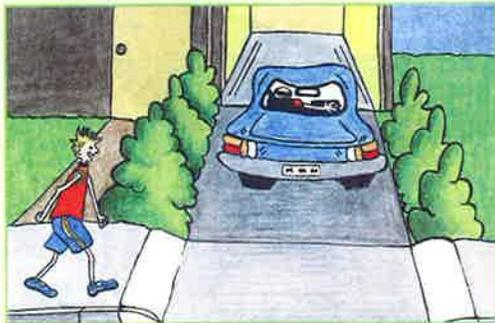
Be A Safe Walker

Walking is a healthy and fun way to get where you are going.
Here are some tips so you can walk safely.



1 Look and Listen

"Always Look All Ways" when walking
use your eyes and ears to watch for cars and trucks



2 See and Be Seen

- It can be difficult for drivers to see you walking – wear bright, white, or light-colored clothing
- Watch for cars backing or pulling out of driveways, alleys, or near snow banks, where it is especially difficult for drivers to see.
- Carry a flashlight if walking at night

3 Walk Safely

- Use sidewalks whenever you can
- If there is no sidewalk, walk on the left side of the road facing traffic
- Plan safe walking routes with your parents or another adult



4 Cross the Road Safely

- Stop, look left, look right, and look left again, before crossing any road
- Cross at a crosswalk whenever you can
- Cross with a crossing guard's help when there is one
- At traffic lights, wait for the white "WALK" sign to light up and then look left, right and left again before crossing
- Watch for turning cars at all intersections, even if the walk signal is lit
- "Wait, Watch, and Wave" – be certain to wait until ALL cars have stopped in ALL the lanes, and the drivers have seen you before you cross
- Be predictable – don't run into the street after a ball or for any reason
- When crossing with others, make your own decision if it is safe for you to cross

When we all practice safe walking it is easy to be safe, get good exercise, and have fun!

For information about Maine Safe Routes to School, the "Walking School Bus," and other opportunities, contact the Maine Safe Routes to School Program at 623-4571 or saferroutes@BikeMaine.org or visit www.MaineSafeRoutes.org

Ways to Improve the Safety of Your Kids!

A Message to Parents

Walking is a great way for you and your children to have fun and get basic exercise. Walking to school is also a great way for your kids to get exercise regularly, which is proven to help kids be more alert throughout the day. Please review the other side of this flyer and then share your knowledge with your kids. Your guidance and example are the best ways to make walking in your community safer.

Plan Out and Walk Safe Routes with Your Kids

One of the most important things you can do is walk with your kids around your neighborhood. You can determine the safest walking routes for them and show them how to navigate any difficult spots along the way.

Walk to school together on a weekend morning and afternoon when lighting conditions are similar to when they will be walking to and from school. Teach them the best routes and how to safely walk on those routes, then ask them to use those routes every time they walk. You might need to choose different routes for day time and night time. Use this method with other destinations such as friend's houses, stores or playgrounds.

Be a Safe Driver

We all know we are safe drivers, but did you know that the vast majority of school zone crashes are caused by parents dropping off and picking up their kids at school? And most neighborhood speeding violations are caused by drivers who live in that neighborhood? Role modeling safe driving habits in your community helps all of us. Here are the most common ways to avoid vehicle / pedestrian conflicts near schools.

- Don't rush things – that is when crashes happen!
- Avoid distractions like cell phones, eating or drinking while in school zones.
- Obey crossing guards and yield to pedestrians in crosswalks. In Maine law, drivers must yield when someone enters a crosswalk.
- Drop off kids on the school side of the street and have kids get out on the curb side of the car to avoid dangerous street crossings in the morning rush.
- Double check for approaching bicyclists before opening your car door.
- Watch for kids crossing the road when you are pulling out, backing out, or turning. Pay special attention to your blind spots.
- Avoid making right turns on red lights near school zones.
- Do your community a favor and drive the posted speed limit, which also ensures everyone behind you is, too.



The Maine Department of Transportation is pleased to offer this handout on safe walking to parents and students as part of our commitment to providing Safe Routes to School. We have secured Federal funding to develop and promote safe bicycling and walking routes to school. This new effort on walking safety combines well with our commitment over the last five years to provide bicycle safety education in schools through collaboration with the Bicycle Coalition of Maine. This is part of our overall program at MaineDOT to encourage all people in Maine to use bicycling and walking as modes of transportation whenever feasible. I am happy to receive any feedback you might have on our walking and bicycle safety program or questions on how to improve bicycling and walking transportation in your community.

Please contact me at 624-3252 or dan.stewart@maine.gov

Dan Stewart, Bicycle/Pedestrian Coordinator
Maine Department of Transportation



Bicycle Coalition of Maine
PO Box 5275, Augusta, ME 04332
207-623-4511
www.BikeMaine.org



www.MaineSafeRoutes.org



MaineDOT

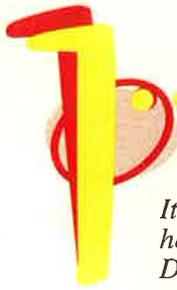
Dan Stewart, Bike/Ped Coordinator
State House Station #16, Augusta, ME 04333
(207) 624-3252 or dan.stewart@maine.gov
www.maine.gov/mdot/opt/bicycle-transportation.php

Be a Safe Bike Driver



Riding your bicycle can be great fun. But do you know how to "drive" your bike?

Riding your bike is just like driving a car--there are rules for bike driving.



Wear Your Helmet the Right Way

It's the law in Maine to wear a helmet correctly if you are under 16. Do the "Eyes, Ears, Mouth Test™"

- First put on your helmet so it is level and snug--if it slides around, you need to insert thicker pads
- **EYES** - you should see the very edge of your helmet when you look up past your eyebrows
- **EARS** - the straps should meet right under your ear lobes to form a Y
- **MOUTH** - the strap should be loose enough so you can breathe and insert a finger between the buckle and your skin, but tight enough that if you drop your jaw you can feel the helmet pull down on the top of your head

If you need help, go to a bike shop. Never throw your helmet or leave it in a hot place because it will get damaged (even though you cannot tell). Replace your helmet if it is damaged, no longer fits, or if it is over 5 years old.



Check Your Bike for Safety

Have your bike checked at least once a year at a bike shop. Check it yourself before biking with the ABC Quick Check:

- **AIR** - pinch the tires, they should be hard
- **BRAKES** - make sure they work and aren't rubbing the tire
- **CRANK/CHAIN** - if there are problems with your gears or if the chain is loose, take it to a bike shop
- **QUICK** - check "quick release levers" and other bolts to make sure they are tight



Dress Bright for Safety

- Wear light- or bright-colored clothing so you can be seen
- Tuck away shoelaces or other strings or cords so they don't dangle--they may get caught in the moving parts of your bike
- Loose or baggy clothing can also be dangerous--so make sure you wear snug clothes
- Never wear headphones



Obey the Rules of the Road

- Ride on the right
- Ride single file
- Obey traffic signs, signals, and laws
- Ride straight--no surprises!
- Look back and signal before turning
- Yield to people walking
- Use lights if riding at night (remember to ask your parents for permission)
- Always stop at the end of your driveway--look left, right, then left again before entering the road
- Feel unsafe? You can always walk your bike



When we all drive safely and follow the rules of the road, it is easy to be safe and have fun!

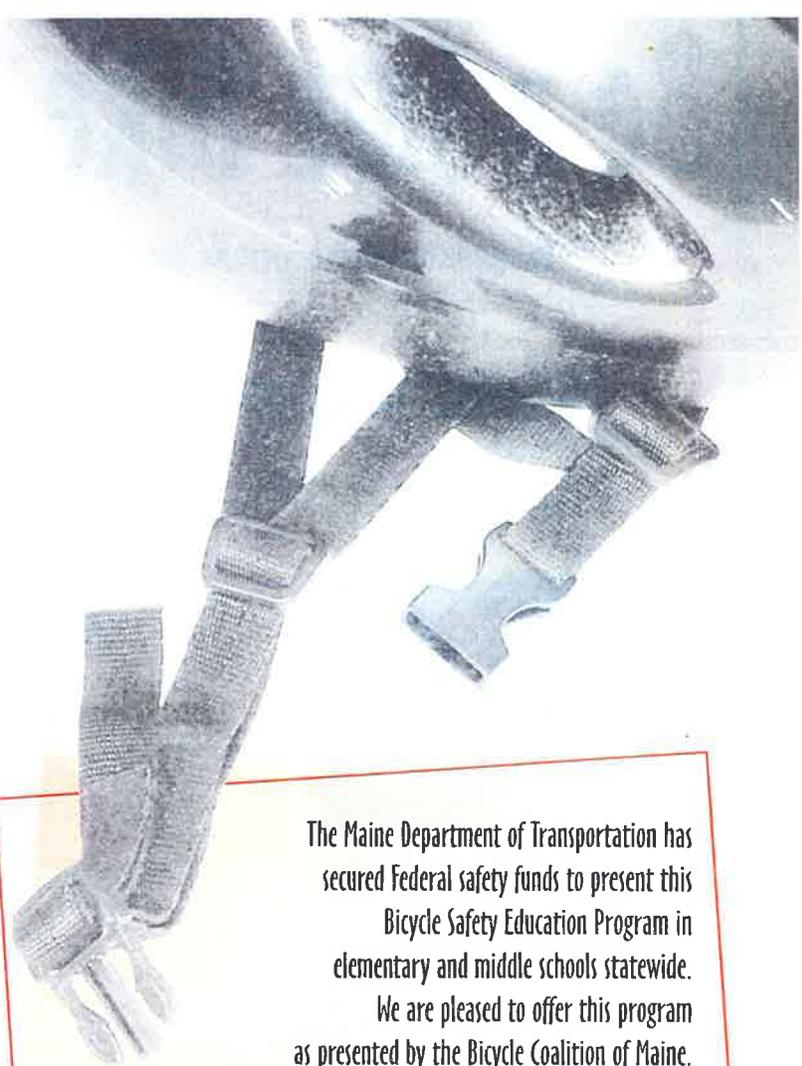
Dear Parents,

Practicing safe bike driving is a great way for your family to exercise and have fun together. Please set a good example by following all motor vehicle laws (which apply to bikes just as they do to cars), and wearing your helmet properly every time you ride. Helmets are required for bicyclists under 16 and are just common sense for everyone else. There is much more to riding a bike than learning to balance. To help your family become safe bike drivers, find an empty street or parking lot to practice these basic skills:

- Riding in a straight line
- Stopping quickly without skidding or falling
- Scanning ahead for obstacles
- Avoiding hazards (use a soft sponge to represent loose gravel or broken glass)
- Scanning behind by looking back over your shoulder
- Riding with one hand and signaling with the other
- Making left and right turns with both hands on the handlebars

Be sure your child knows where it is safe to ride and how to do an ABC Quick Check on his or her bicycle. More information about these and other safety skills can be found in the information your child brought home from the School Bike Safety Education Presentation.

For additional information, go to www.BikeMaine.org or contact the Bicycle Coalition of Maine at 623-4511.



The Maine Department of Transportation has secured Federal safety funds to present this Bicycle Safety Education Program in elementary and middle schools statewide. We are pleased to offer this program as presented by the Bicycle Coalition of Maine.

Our program encourages all people in Maine to use bicycling and walking as modes of transportation whenever feasible. We feel that it is vitally important that today's youth learn how to make bicycling a safe, yet still fun, activity. I would be happy to receive your feedback on the Bicycle Safety Education Program or your comments or questions on how to improve bicycling and walking transportation in your community.

Please contact me at 624-3252 or dan.stewart@maine.gov

Dan Stewart, Bicycle/Pedestrian Coordinator
Maine Department of Transportation

The Maine Department of Transportation's School Bike Safety Education Program is in partnership with the Bicycle Coalition of Maine (BCM). The BCM is a nonprofit organization of bicyclists working for safety, education, and access. Thanks to Child Safety Solutions of Rockland for assistance with this handout. Graphic Design by Melissa Arndt.



Bicycle Coalition of Maine
PO Box 5275, Augusta, ME 04332
(207) 623-4511
www.BikeMaine.org



MaineDOT

Dan Stewart, Bike/Ped Coordinator, MDOT
State House Station #16, Augusta, ME 04333
(207) 624-3252
dan.stewart@maine.gov
www.maine.gov/mdot/opt/bicycle-transportation.php

Rules for Motorists

The Maine Department of Transportation reports that there are nearly 900,000 bicycles in Maine and most bicycling is done on roads. Bicyclists have the same rights and responsibilities as drivers of motor vehicles, but are less visible, quieter, and don't have a protective barrier around them. Motorists should drive carefully around a bicyclist; a slight mistake can result in death. Bicyclists fare best when they act and are treated as drivers of vehicles.



Do your part by being a safe and courteous motorist.



Here are some suggestions from the Maine Motorist Handbook:



Expect Bicyclists on the Road

Always expect to encounter a bicyclist on the road: on all types of roads, in all types of weather and at all times of the day and night. Bicyclists may be riding out in the travel lane for their own safety due to narrow roads, obstacles, or broken pavement. Before opening your car door, check for bicyclists who may be approaching.



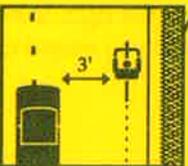
Watch for Children

Children on bicycles are often unpredictable—expect the unexpected.



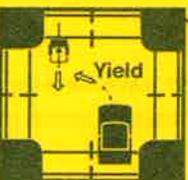
Don't Use Your Horn

Honking your horn when approaching a bicyclist could startle them and cause a crash.



Pass with Care—Give Bikes 3 Feet

Pass a bicyclist as you would any slow-moving vehicle. Slow down, wait until oncoming traffic is clear and allow 3 feet of clearance between your car and the bicyclist when passing—it's the law. Maine law allows a motorist to cross a double yellow line to pass a bicyclist when it is safe to do so. After passing a bicyclist, check over your shoulder to make sure you have allowed enough room before moving over. Experienced bicyclists often ride 25 to 30 mph and may be closer than you think.



Be Careful in Intersections

Always assume bicyclists are traveling through an intersection unless they signal otherwise, and yield to them as you would to any other slow-moving vehicle. Do not turn left or right in front of bicyclists unless you can do so safely—IT'S THE LAW.

When we all drive safely and are considerate of others, it's easy to Share the Road!



For More Information

The Bicycle Coalition of Maine (BCM) advocates for bicycling safety, education, and access. The BCM promotes bicycling for transportation, health, recreation, and fun and to enhance our communities, environment, and economy.



Bicycle
Coalition
of Maine

info@BikeMaine.org

(207) 623-4511

www.BikeMaine.org

2/2009

Rules for Bicyclists

The Maine Department of Transportation reports that there are nearly 900,000 bicycles in Maine and most bicycling is done on roads. Bicyclists have the same rights and responsibilities as drivers of motor vehicles, but are less visible, quieter, and don't have a protective barrier around them. Bicyclists must be predictable and obey all traffic laws. Bicyclists fare best when they act and are treated as drivers of vehicles.

Same Roads
Same Rules
Same Rights



Share The Road

Do your part by being a safe and courteous bicyclist.

Below are a few rules and suggestions for safe, enjoyable bicycling:



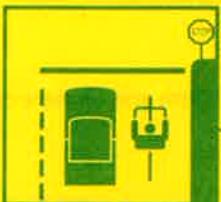
Maintain Your Equipment and Be Visible

Take your bicycle to a bike shop at least once a year for a professional inspection and tune-up. Check all racks and accessories often to be sure they are tightly secured. Wear bright colors. When riding at night, Maine State Law requires a headlight on front and a red or amber reflector or light on the back visible from at least 200 feet. In addition, we recommend you use a flashing taillight and reflective clothing for night riding. Always carry appropriate repair supplies and plenty of water.



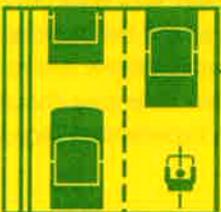
Wear a Helmet Correctly

Helmets are required by law for anyone under 16, but everyone should wear a helmet to prevent a head injury. Your helmet should be level and snug. Do the "Eyes, Ears, Mouth Test" each time to ensure proper fit (go to www.BikeMaine.org for details).



Obey the Rules of the Road

Ride straight and single file in a predictable manner. Plan ahead and allow time to maneuver around road hazards and to negotiate with traffic and open car doors. Yield to pedestrians and obey all traffic signals and signs.



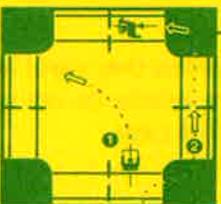
Ride with Traffic

Always ride on the right side. Use caution if passing other traffic on the right. When approaching an intersection, use the appropriate lane for the direction you intend to travel (left, straight, or right).



Signal All Turns

Look back before you make a lane change or turn. Signal safely in advance using one of these signals.



Make Left Hand Turns Safely

You may turn left as a vehicle (1) by moving into the left side of the travel lane (or left turn lane) OR cross like a pedestrian (2) by stopping, dismounting, and walking across crosswalks.

Be Prepared for Conditions

When braking in the rain or snow, allow extra distance to stop.

When we all drive safely and are considerate of others, it's easy to Share the Road!



For More Information

The Bicycle Coalition of Maine (BCM) advocates for bicycling safety, education, and access. The BCM promotes bicycling for transportation, health, recreation, and fun and to enhance our communities, environment, and economy.



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2/2009

BICYCLE HELMET SAFETY

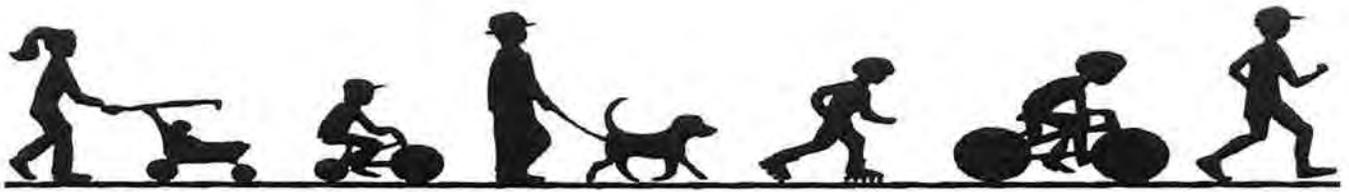


Maine State Law requires Bicyclists, Bicycle Passengers (including those riding in bicycle trailers) and Roller Skiers under the age of 16 to wear helmets of good fit, positioned properly and fastened securely upon the head by helmet straps.

ME. REV. STAT. ANN. tit. 29-A, s. 2323 (2009)

Bicyclists, Roller Skiers and In-Line Skaters 16 years of age and older are encouraged to wear helmets.

Please see the Kiosk downriver of the Merrymeeting Bridge for additional information regarding safe use of the Androscoggin River Bicycle Path.



The Androscoggin River Bicycle Path

This is a Multi-Use Path.

Please Respect Other Users.

ITEM 20

BACK UP MATERIALS



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT
28 FEDERAL STREET
BRUNSWICK, ME 04011

ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

PHONE: 207-725-6660
FAX: 207-725-6663

February 16, 2011

Brunswick Bicycle and Pedestrian Advisory Committee

Members:

John Balicki
Rich Cromwell
Henry Heyburn
Josh Katz
Ron Lessard
Jeff Reynolds
Will Wilkoff

Re: Crosswalk on McKeen Street

Dear Town Councilors,

On behalf of the Brunswick Bicycle and Pedestrian Advisory Committee (BBPAC), we would like to formally endorse the creation of a crosswalk on McKeen Street approximately 500 feet west of the intersection of McKeen and Stanwood Streets.

Councilor John Perreault (District 4) attended BBPAC meetings in December and January to explain the proposal and answer questions. He noted that the town-owned storm drainage easement running through the neighborhood including the streets of Bodwell, Weymouth and Hennessey is used by children as a walking path to access the athletic fields between McKeen Street and Columbia Avenue and the Junior High School. Presently, the drainage easement walking path ends on the north side of McKeen Street and the athletic field multi-use path begins on the south side of McKeen Street. The Committee believes a crosswalk across McKeen Street connecting the two paths enhances the pedestrian infrastructure in Brunswick by improving pedestrian safety and alerting automobile traffic to the presence of walkers in this area of town.

The Committee also feels that this is an appropriate place for a crosswalk because the drainage easement walking path is a natural extension of the multi-use path next to the athletic fields. To compliment this part of town that is likely to see more pedestrian traffic as a result of the completion of the nearby Harriet Beecher Stowe School, additional signage alerting automobile traffic to the presence of walkers is also recommended.

Thank you for considering our endorsement of a new crosswalk on McKeen Street and please feel free to contact the Committee with questions.

Sincerely,

Henry R. Heyburn, Jr.

Jeff Reynolds

Brunswick Bicycle and Pedestrian Advisory Committee,
Co-chairs, Jeff Reynolds and Henry Heyburn

ITEM 21

NO BACK UP MATERIALS

CONSENT AGENDA - A BACK UP MATERIALS

-Draft_
BRUNSWICK TOWN COUNCIL
Minutes
February 7, 2011
7:00 P.M.
Municipal Meeting Room
Maine Street Station
16 Station Avenue

Councilors Present: Chair Joanne T. King, W. David Watson, Benjamin J. Tucker, Suzan Wilson, John M. Perreault, Gerald E. Favreau, Margo H. Knight, E. Benet Pols, and Deborah R. Atwood

Councilors Absent: None

Town Staff Present: Gary Brown, Town Manager; Fran Smith, Town Clerk; David Markovchick, Director of Economic Development; Richard Rizzo, Police Chief; Anna Breinich, Director of Planning and Development; Tom Farrell, Director of Parks and Recreation; Kris Hultgren, Town Planner; Peter Baecher, Parks and Recreation Facilities Manager; Marc Hagan, Police Commander; Kevin Schofield, Police Commander; Dan Devereaux, Marine Warden; Terry Goan, Police Officer; and TV video crew.

Chair King called the meeting to order and asked for the Pledge of Allegiance and roll call.

Public Comment: None

Correspondence:

Councilor Perreault said he had received comments from the public on the great job the Public Works Department has done.

Councilor Pols introduced Alan Sockloff and Mary Alice Treworgy, who are the artists whose work is currently on display in the Chamber.

Councilor Tucker made note of a commentary in the Times Record and asked the Town Manager if he had requested the current LD 204. Manager Brown replied that he had not.

Councilor Pols thanked the Fire Department for help with a neighbor's chimney issues.

Adjustments to the Agenda: None

MANAGER'S REPORT:

(a) Council Committee Updates

Reports were given on the following committees: Web Design Committee and Cable TV Advisory Committee.

Town Council Minutes

February 7, 2011

Page 2

(b) Report on concept of TIFs for Brunswick Landing and McKeen Street Housing

Manager Brown reported on this item and responded to questions from Councilor Favreau and Councilor Perreault.

(A copy of a memo from Manager Brown will be attached to the official minutes.)

(c) Report from the Marine Resource Committee requesting the authority to open and close coastal waters (*Action Required*)

Dan Devereaux, Marine Warden, and Councilor Wilson spoke on this item.

Councilor Pols asked a question, to which Councilor Wilson responded.

Councilor Tucker moved, Councilor Watson seconded, to authorize the Marine Resource Committee to open and close coastal waters per Chapter 11, Marine Activities Structures and Ways, Section 11-161 Opening and Closing of Coastal Waters. The motion carried with nine (9) yeas.

(A copy of a memo from Officer Devereaux will be attached to the official minutes.)

(d) Report on Longfellow Days events

Claudia Knox spoke on this item.

(e) (ADDED) CDBG Grant Public Hearing on February 28

Manager Brown spoke on this item.

(f) (ADDED) LD 69- Brunswick/Harpswell border public hearing

Manager Brown spoke on this item.

NEW BUSINESS

14. The Town Council will consider a “Policy Prescribing Green Building Standards for Municipal Buildings in the Town of Brunswick,” and will take any appropriate action.

Councilor Atwood spoke on this item.

Manager Brown spoke on the difference between an ordinance and a policy.

Councilor Favreau asked a question, to which Alan Kuniholm from PDT architects responded.

Town Council Minutes

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Councilor Knight asked a question, to which Councilor Atwood and Alex Anesko responded.

Councilor Wilson spoke on this item.

Councilor Perreault spoke on this item and asked a question, to which Manager Brown responded.

Councilor Tucker moved, Councilor Atwood seconded, to enact the “Policy Prescribing Green Building Standards for Municipal Buildings in the Town of Brunswick.” The motion carried with nine (9) yeas.

(A copy of the adopted Policy will be attached to the official minutes.)

- 15. The Town Council will hear a progress report from the Police Station Subcommittee, and will take any appropriate action.**

Ed Knox, Committee member, presented on behalf of the Committee.

Sarah Brayman and John Donovan, Committee members, spoke on this item.

Chair King, Councilor Perreault, and Councilor Favreau spoke on this item.

Councilor Knight asked a question, to which Manager Brown responded.

Councilor Pols asked questions, to which Chair King responded.

Chair King opened the floor to the public.

Karen Klatt, 32 Moody Road, said the overriding concern is the cost to the taxpayer and how to pay for it. If the Pleasant/Stanwood Street location is selected, there will be another petition drive. She supports the Bath Road location.

(A copy of the Committee’s report will be attached to the official minutes.)

- 16. The Town Council will consider no longer appointing three citizens to the Brunswick Teen Center Board, and will take any appropriate action.**

Councilor Favreau spoke on this item.

Councilor Tucker moved, Councilor Watson seconded, to no longer appoint three citizens, but continue to appoint a Councilor representative, to the Brunswick Teen Center Board. The motion carried with nine (9) yeas.

- 17. The Town Council will consider appointments to the Town’s Boards and Committees, and will take any appropriate action.**

Town Council Minutes

February 7, 2011

Page 4

Councilor Favreau nominated John Donovan and Everett Hanke to the Trust Fund Advisory Committee. Hearing no other nominations, they were appointed with a vote of nine (9) yeas.

CONSENT AGENDA

- (a) Approval of the Minutes of January 24, 2011**
- (b) Appointment of Deputy Fire Chief Jeff Emerson as the Health Officer**
- (c) Appointment of Dan Devereaux as the Harbor Master**

Councilor Watson moved, Councilor Tucker seconded, to approve the Consent Agenda. The motion carried with nine (9) yeas.

Councilor Watson moved, Councilor Favreau seconded, to adjourn the meeting. The motion carried with nine (9) yeas.

The meeting adjourned at 8:10 p.m.

PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT WWW.BRUNSWICKME.ORG.

*Frances M. Smith
Town Clerk
February 9, 2010*

February 28, 2011
Date of Approval

Council Chair

CONSENT AGENDA - B BACK UP MATERIALS

MEMORANDUM

TO: Gary Brown, Town Manager
FROM: John A. Foster, Director, PWD
DATE: February 9, 2011
SUBJECT: Utility Location Permit – Brunswick & Topsham Water District

Attached, for presentation to the Town Council for approval, is an application for a Utility Location Permit received from the Brunswick & Topsham Water District.

In application ULP 2011-01 The Brunswick & Topsham Water District seeks authorization to install a new 16" water main in the outside south bound travel lane, on Pleasant Street, from the intersection of River Road to the intersection of Church Road. The new water main is replacing an existing 8" water main that will be abandoned in place. Installation of the water main is planned before the scheduled paving of Pleasant Street next summer. See attached photo.

Brunswick Public Works Department has no objection to this underground utility line, providing it is approved subject to the following conditions:

1. Final location of the water line is subject to adjustment, as determined necessary by the Town Engineer, to provide adequate clearance from any actual underground facilities as determined by field verification by each utility.
2. All work is subject to compliance with the Town's Street Opening and road restoration requirements.

**Town of Brunswick
Public Works Department**

Application for Utility Location Permit

DATE January 31, 2011 Permit Number: 2011-01
(to be provided by Town)

The Brunswick and Topsham Water District and _____
(Name of Utility) Joint Utility Name (if applicable)

duly authorized under the laws of the State of Maine to construct, maintain and
operate Water Distribution System
(Type of Utility)

within the Right of Way of highways within the State, hereby applies, pursuant to Title 35A M.R.S.A., Section 2503, and 17-229 C.M.R. Chapter 205, for a Location Permit for the following installation in the Town of Brunswick.

Provide a Brief Description. (Attach both a general location map and a detailed plan of the installation indicating the exact utility location with offsets for centerline or edge or right of way provided.):

Name of Street: Pleasant Street

Starting Point: River Road End Point: Church Road

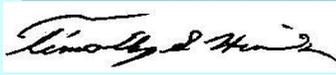
The District will be abandoning in place 2100' of existing 8" CI main, which is under the edge of the south bound passing lane, and replacing it with 2100' of 16" DI main in the center of the south bound travel lane (See sheet one, cross-section detail). The location will put the new main 5' north of its present location and at the same elevation.

Minimum Depth of Cover 5' (if applicable) Maximum PSI 150 (if applicable)

"Any person, firm or corporation owning property which abuts the public way described above and claiming to be adversely affected by this proposed location, may file a written objection with the Town of Brunswick Public Works Dept, 9 Industry Rd, Brunswick, ME 04011, stating the cause of said objection within fourteen (14) days after the publication of this notice. The written objection must be served by delivery in hand or by registered certified mail".

The text of this application will will not be published*: Publish Date: _____

Name of Newspaper: _____

Signature of Utility:  _____

Print Name and Title: Tim Herrick, Technical Support Manager

*If publication is chosen, the entire application above the double line is to be published. Submit completed applications to the address provided above in the objection statement.



1 inch = 200 feet

**Utility Location Permit ULP2011-01
Brunswick & Topsham Water District
Pleasant Street
16" Water Main**

February 9, 2011

CONSENT AGENDA - C
NO BACK UP MATERIALS