

**BRUNSWICK TOWN COUNCIL**  
**Agenda**  
**March 21, 2011**  
**6:45 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)

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

**MANAGER’S REPORT:**

- (a) Financial Update
- (b) Council Committee Updates
- (c) Recognition of Kevin Schofield, retiring Police Commander
- (d) Update on location for a dog park
- (e) Discussion of possible projects for CSS Champions Program under the Downtown Master Plan
- (f) Update on MRRA activities
- (g) Update on Old Times Record Building
- (h) Update on Brunswick/Harpswell border issue
- (i) Letter from CMP regarding installation of new meters

**NEW BUSINESS**

21. The Town Council will consider the Police Station Subcommittee’s recommendation to have the new police station sited at the properties located at the corner of Pleasant and Stanwood Streets, and will take any appropriate action. (Chair King, Councilor Watson, Councilor Tucker, and Councilor Perreault)

**ACTION**

22. The Town Council will discuss residents' request to have the Town accept the seven fire hydrants in Willow Grove, and will take any appropriate action. (Councilor Pols)  
**ACTION**
23. The Town Council will consider setting a public hearing on a proposed PACE ordinance, and will take any appropriate action. (Councilor Atwood, Councilor Tucker, and Councilor Pols)  
**ACTION**
24. The Town Council will consider the following requests for Sellers of Prepared Food on Public Ways on the Brunswick Mall, and will take any appropriate action. (Manager)  
Wrappers  
Lola's Taqueria  
Danny's Dogs  
Northeast Noodle  
Farmer's Market  
**ACTION**
25. The Town Council will consider a request for Sellers of Prepared Food on Public Ways for outdoor seating, and will take any appropriate action. (Manager)  
  
Great Impasta, 42 Maine Street  
**ACTION**
26. The Town Council will consider changing the back-in angle parking on Station Avenue, and will take any appropriate action. (Chair King)  
**ACTION**
27. The Town Council will consider approving the Teamster Local 340 (Public Works) Union Contract for 2010-13, and will take any appropriate action. (Manager)  
**ACTION**
28. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. (Manager)  
**ACTION**

**CONSENT AGENDA**

- (a) Approval of Minutes of February 28, 2011
- (b) Approval of MDOT Overweight Vehicle Agreement

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

**Brunswick Town Council**  
**Agenda**  
**March 21, 2011**  
**Council Notes and Suggested Motions**

**Executive Session: Labor Negotiations per 1 M.R.S.A. §405(6)(D).**

Motion to go into executive session to discuss Labor Negotiations per 1 M.R.S.A. §405(6)(D)

**MANAGER'S REPORT:**

- (a) Financial Update: Manager Brown will update the Council on the Town's financial picture through February. 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 public.

Suggested Motion: No motion is required.

- (c) Recognition of Kevin Schofield, Police Commander: This item is to recognize and thank Commander Schofield for his service to the Town beginning in 1990 as a patrol officer and continuing in his current position since February 2006. He is retiring and will become the new Police Chief in Bridgton.

Suggested Motion: No motion is required.

- (d) Update on location for a dog park: This item is to inform the Council and public of a proposed site for a dog park. Upon review of several sites, it was determined the best location that could be developed at the least cost would be an open space parcel located just downriver of the Merrymeeting Bridge along the Androscoggin River Bicycle Path. If agreeable, Town staff and BARK will continue work on this project. Tom Farrell and representatives from BARK will be available to answer questions. Copies of a memo from Mr. Farrell, a cost estimate from BARK, and a map of the area are included in your packet.

Suggested Motion: No motion is required.

- (e) Discussion of possible projects for CSS Champions Program under the Downtown Master Plan: Councilor Knight has prepared a memo regarding potential projects for this Program that the Council can consider. A copy of the memo is included in your packet.

Suggested Motion: No motion is required.

- (f) Update on MRRA activities: This item will update the Council and public on the activities at Brunswick Landing. A copy of a memo from Denise Clavette is included in the packet.

Suggested Motion: No motion is required.

- (g) Update on Old Times Record Building: Manager Brown will update the Council and public on discussion between the Town and School Department regarding a use for this location.

Suggested Motion: No motion is required.

- (h) Update on Brunswick/Harpswell border issue: The committee and staff met with representatives from Harpswell on this issue. Councilor Wilson and Councilor Tucker will update the Council on how the meeting.

Suggested Motion: No motion is required.

- (i) Letter from CMP regarding installation of new meters: The Town received a letter from CMP indicating they will be installing new meters for all their customers. This item will let the public know that this will be occurring soon. A copy of the letter is included in your packet.

## **NEW BUSINESS**

21. This item is for the Council to consider the recommendation from the Police Station Subcommittee to locate the new police station at the corner of Pleasant and Stanwood Streets. The committee voted 6 to 3 for this location. They are also working on a final report to be published in the paper. The Council can accept this recommendation and determine what the next actions are relative to this project.

Suggested Motion:

Motion to accept the recommendation of the Police Station Subcommittee to locate the new police station at the corner of Pleasant and Stanwood Streets.

22. This item, sponsored by Councilor Pols, comes back to the Council for your consideration. It was last before you at the September 20, 2010 meeting. It comes at the request of Willow Grove residents, who would like the Town to consider accepting the hydrants in their development. Copies of emails from Chief Brilliant, John Foster and Alan Frasier from the Water District, along with a note from a Willow Grove resident, Thomas Green, and letters sent from the Public Utilities Commission and the Water District, are included in your packet.

Suggested Motion:

Motion to accept the seven fire hydrants at Willow Grove as town hydrants.

23. This item is sponsored by the Council members of the PACE committee who have worked with staff to draft a PACE ordinance. The next step in this program is to have the Council set a public hearing on this ordinance for your April 11th meeting. Copies of a memo from Ms. Clavette, the draft ordinance, the Property Assessed Clean Energy Administration Contract, and the "Maine PACE is preparing for launch" informational sheet are included in your packet.

Suggested Motion:

Motion to set a public hearing for April 11, 2011, for the PACE ordinance.

24. This is the annual approval of the Sellers of Prepared Food on Public Ways on the Brunswick Mall. The fee for the Farmer's Market is \$3,000 and the other vendors pay \$1,500 each. There are four vendors plus the Farmer's Market seeking Council approval to do business on the Mall. Renewals included Danny's Dogs, Wrappers, and Lola's Taqueria. The new application is from Northwest Noodle. The Town Clerk will be available to answer any questions. Copies of the applications are included in your packet.

Suggested Motion:

Motion to approve licenses for Sellers of Prepared Food on Public Ways for the Brunswick Mall for the Farmer's Market, Danny's Dogs, Lola's Taqueria, Wrappers, and Northwest Noodle.

25. This item is the annual approval of Sellers of Prepared Food on Public Ways on Sidewalks. To date, only the Great Impasta has put in a request. There may be additional applications coming forward in the future. There is no license fee except for a \$25 application fee, but it does require Council approval. The Clerk will be available to answer any questions. A copy of the application is included in your packet.

Suggested Motion:

Motion to approve a license for Sellers of Prepared Food on Public Ways on a Sidewalk for the Great Impasta, 42 Maine Street.

26. Chair King is sponsoring this item to reconsider if Station Avenue should no longer have back-in angle parking and have it reconfigured to traditional drive-in parking. If the Council supports this action, you will need to have an ordinance change and there will be an expense to make the necessary changes. A copy of the pamphlet explaining this parking style is included in your packet.

Suggested Motion: No proposed motion.

27. This item is to approve the proposed Teamster Local 340 (Public Works) Union Contract for 2010-13.

Suggested Motion:

Motion to approve the Union Contract for 2010-2013 between the Town of Brunswick and the Teamsters Local 340 Union (Public Works).

28. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. As a note, there is one application for the Planning Board that was received after the deadline. Copies of the applications are included in your packet.

*Suggested Motion:*

Nominations will be made, with no seconds required, and the Council will then vote on the nominations.

**CONSENT AGENDA**

- (a) Approval of Minutes February 28, 2011: A copy of the minutes is included in your packet.
- (b) Approval of MDOT Overweight Vehicle Agreement: Under this MDOT agreement, the Town will issue a permit for a stated period of time to the MDOT contractor for transporting construction equipment that exceeds the legal limits over municipal roads. This is relative to the Route 196 bridge wearing surface project. This is a standard agreement that has come before the Council on many other projects in the past. Copies of the letter from MDOT and the agreement are included in your packet

*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 08

	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	284,576.71	25,444.98	.00	105,057.04	73.0%
11050 Personnel Department	0	.00	.00	.00	.00	.00	.0%
11100 Finance Department	629,846	629,846.00	380,093.89	44,341.65	1,203.72	248,548.39	60.5%
11150 Technology Services Dept	223,420	223,420.00	148,219.65	20,501.25	9,250.00	65,950.35	70.5%
11200 Municipal Officers	113,415	113,415.00	68,216.31	2,739.69	.00	45,198.69	60.1%
11220 Municipal Building	176,338	179,224.10	98,683.43	15,268.92	700.00	79,840.67	55.5%
11230 Risk Management	525,446	525,446.00	354,398.48	13,195.30	.00	171,047.52	67.4%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	88,540	88,540.00	49,931.58	6,022.99	.00	38,608.42	56.4%
11300 Assessing	249,824	249,824.00	144,701.40	13,942.40	1,327.44	103,795.16	58.5%
11400 Codes Enforcement	167,563	167,563.00	106,231.59	12,984.64	.00	61,331.41	63.4%
11600 Town Clerk & Elections	318,614	318,614.00	196,815.47	21,061.15	.00	121,798.53	61.8%
11900 Planning Department	244,036	244,036.00	140,181.01	17,062.40	.00	103,854.99	57.4%
11950 Economic Development Dept	251,619	253,099.00	160,504.70	19,588.69	.00	92,594.30	63.4%
TOTAL General Government	3,387,375	3,382,660.85	2,132,554.22	212,154.06	12,481.16	1,237,625.47	63.4%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,638,877	2,642,491.00	1,746,757.45	197,071.23	31,389.94	864,343.61	67.3%
12200 Police Department	3,487,867	3,487,867.00	2,122,720.91	239,389.95	8,236.19	1,356,909.90	61.1%
12210 Police Special Detail	0	.00	8,085.24	1,468.10	.00	-8,085.24	100.0%
12220 Emergency Services Dispatc	556,516	556,516.00	396,184.71	45,685.94	.00	160,331.29	71.2%
12310 Streetlights	190,000	190,000.00	101,628.07	14,873.90	.00	88,371.93	53.5%
12320 Traffic Signals	18,600	18,600.00	19,080.38	8,255.13	.00	-480.38	102.6%
12330 Hydrants	364,680	364,680.00	186,841.90	.00	.00	177,838.10	51.2%
12340 Civil Emergency Preparedne	4,000	4,000.00	800.00	.00	.00	3,200.00	20.0%
TOTAL Public Safety	7,260,540	7,264,154.00	4,582,098.66	506,744.25	39,626.13	2,642,429.21	63.6%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	370,796	376,096.00	233,494.31	27,687.55	7,315.00	135,286.69	64.0%
13110 PW General Maintenance	696,667	711,667.00	338,056.08	1,778.87	4,558.04	369,052.88	48.1%
13120 PW Winter Maintenance	785,439	785,439.00	496,822.73	212,153.47	108,622.30	179,993.97	77.1%
13130 Refuse Collection	585,199	585,199.00	315,265.78	37,432.14	127,636.70	142,296.52	75.7%

FOR 2011 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13140 Recycling	259,245	259,245.00	150,631.35	15,232.02	101,465.25	7,148.40	97.2%
13150 PW Central Garage	587,471	587,471.00	419,471.56	66,939.47	20,273.00	147,726.44	74.9%
TOTAL Public Works	3,284,817	3,305,117.00	1,953,741.81	361,223.52	369,870.29	981,504.90	70.3%
<hr/> 40 Human Services							
14100 General Assistance	146,525	146,525.00	94,837.00	12,675.60	2,109.66	49,578.34	66.2%
14120 Health & Social Services	2,701	2,701.00	2,003.89	.00	.00	697.11	74.2%
TOTAL Human Services	149,226	149,226.00	96,840.89	12,675.60	2,109.66	50,275.45	66.3%
<hr/> 45 Education							
14500 School Department	33,319,985	33,319,985.00	16,312,072.17	2,150,641.05	.00	17,007,912.83	49.0%
TOTAL Education	33,319,985	33,319,985.00	16,312,072.17	2,150,641.05	.00	17,007,912.83	49.0%
<hr/> 50 Recreation and Culture							
15000 Recreation Administration	382,724	382,724.00	220,223.83	29,328.41	.00	162,500.17	57.5%
15050 Rec Buildings and Grounds	555,399	555,399.00	316,845.39	44,821.62	2,584.15	235,969.46	57.5%
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	693,581.32	90,547.97	.00	336,418.68	67.3%
TOTAL Recreation and Culture	2,035,623	2,035,623.00	1,298,150.54	164,698.00	2,584.15	734,888.31	63.9%
<hr/> 60 Intergovernmental							
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%
<hr/> 70 Unclassified							

FOR 2011 08

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	117,358	117,358.00	91,449.48	11.53	.00	25,908.52	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	92,949.48	11.53	.00	108,408.52	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	28,869,469.27	3,408,148.01	426,671.39	21,817,032.19	57.3%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	Year/Period: 2011/ 8
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: FEBRUARY 2011 EXPENDITURE REPORT  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2011/ 1  
To Yr/Per: 2011/ 8  
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: N  
Format type: 2  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Include requisition amount: N

FOR 2011 08

	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	29,319,312.13	1,411.25	-714,606.13	102.5%*
111190 41103 Deferred Property Taxe	-200,000	-200,000.00	.00	.00	-200,000.00	.0%
111190 41104 Tax Abatements	-75,000	-75,000.00	-20,599.66	-1,015.43	-54,400.34	27.5%
111190 41105 Interest on Taxes	65,000	65,000.00	39,990.38	8,764.03	25,009.62	61.5%*
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	12,712.98	747.90	-2,712.98	127.1%*
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	1,602,662.00	154,500.60	772,338.00	67.5%*
111191 41111 Excise Tax Boat/ATV/Sn	24,000	24,000.00	3,832.20	189.47	20,167.80	16.0%*
TOTAL Taxes	31,399,792	31,399,792.00	31,498,363.38	164,597.82	-98,571.38	100.3%
TOTAL REVENUES	31,399,792	31,399,792.00	31,498,363.38	164,597.82	-98,571.38	
<u>20 Licenses &amp; Fees</u>						
121411 42100 Building Permits	94,100	94,100.00	105,178.70	248.00	-11,078.70	111.8%*
121411 42101 Electrical Permits	14,000	14,000.00	17,157.08	495.00	-3,157.08	122.6%*
121411 42102 Plumbing Permits	8,500	8,500.00	8,019.50	255.00	480.50	94.3%*
121611 42200 Hunting & Fishing Lice	1,500	1,500.00	787.05	74.00	712.95	52.5%*
121611 42201 Dog License Fee	2,104	2,104.00	1,857.00	258.00	247.00	88.3%*
121611 42202 Vital Statistics	48,000	48,000.00	35,897.60	5,313.60	12,102.40	74.8%*
121611 42203 General Licenses	22,280	22,280.00	13,920.00	7,937.50	8,360.00	62.5%*
121611 42204 Victulars Licenses	19,425	19,425.00	2,000.00	150.00	17,425.00	10.3%*
121611 42205 Shellfish Licenses	19,925	19,925.00	800.00	.00	19,125.00	4.0%*
121611 42206 Neutered/Spayed Dog Li	3,820	3,820.00	3,372.00	454.00	448.00	88.3%*
121611 42207 Passport Fees	8,375	8,375.00	5,125.00	625.00	3,250.00	61.2%*
121611 42208 Postage Fees	0	.00	60.97	.00	-60.97	100.0%*
121611 42209 Passport Picture Reven	1,728	1,728.00	1,188.00	132.00	540.00	68.8%*
121911 42300 Planning Board Appl Fe	10,000	10,000.00	12,687.70	400.00	-2,687.70	126.9%*
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	430.00	105.00	170.00	71.7%*
123131 42600 Public Works Opening F	500	500.00	1,032.00	.00	-532.00	206.4%*
TOTAL Licenses & Fees	255,857	255,857.00	209,952.60	16,447.10	45,904.40	82.1%
TOTAL REVENUES	255,857	255,857.00	209,952.60	16,447.10	45,904.40	
<u>30 Intergovernmental</u>						
131122 43505 FD EMPG grant	19,500	19,500.00	6,787.85	.00	12,712.15	34.8%*

FOR 2011 08

	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	22,234.59	9,126.40	11,765.41	65.4%*
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	11,693.48	4,213.42	3,306.52	78.0%*
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	1,086,849.52	155,472.68	338,150.48	76.3%*
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	.00	-88.80	105.9%*
134546 43120 State Education Subsid	11,781,402	11,781,402.00	7,701,330.81	866,062.37	4,080,071.19	65.4%*
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	866,782.00	166,552.00	208,358.00	80.6%*
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	10,033,185.50	1,201,426.87	4,890,356.50	67.2%
TOTAL REVENUES	14,923,542	14,923,542.00	10,033,185.50	1,201,426.87	4,890,356.50	
40 Charges for services						
141111 44110 Agent Fee Auto Reg	37,500	37,500.00	25,855.00	2,750.00	11,645.00	68.9%*
141111 44111 Agent Fee Boat/ATV/Sno	1,500	1,500.00	610.00	-127.93	890.00	40.7%*
141111 44140 Housing Services Fees	610,000	610,000.00	407,610.16	50,951.22	202,389.84	66.8%*
141611 44131 Advertising Fees	0	.00	343.85	.00	-343.85	100.0%*
142121 44155 Ambulance Service Fees	695,000	695,000.00	567,509.26	36,074.36	127,490.74	81.7%*
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	2,560.00	447.00	1,540.00	62.4%*
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	8,675.25	1,741.50	324.75	96.4%*
142221 44167 Dispatch Services fees	120,000	120,000.00	54,103.21	10,000.00	65,896.79	45.1%*
143131 44174 PW Labor & Materials	0	.00	1,007.14	27.14	-1,007.14	100.0%*
143431 44175 Recycling Revenue	18,000	18,000.00	21,190.52	1,252.00	-3,190.52	117.7%*
144545 44100 School Tuition, etc	638,928	638,928.00	28,788.74	7,008.08	610,139.26	4.5%*
TOTAL Charges for services	2,209,800	2,209,800.00	1,192,343.12	110,123.37	1,017,456.88	54.0%
TOTAL REVENUES	2,209,800	2,209,800.00	1,192,343.12	110,123.37	1,017,456.88	
50 Fines & Penalties						
151621 45103 Unlicensed Dog Fines	7,500	7,500.00	6,875.00	5,125.00	625.00	91.7%*
152121 45104 False Alarm Fire	2,000	2,000.00	1,475.00	325.00	525.00	73.8%*
152221 45100 Ordinance Fines	1,400	1,400.00	850.00	.00	550.00	60.7%*

FOR 2011 08

	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	5,670.00	440.00	10,330.00	35.4%*
152221 45102 Leash Law Fines	1,000	1,000.00	.00	.00	1,000.00	.0%*
152221 45105 False Alarm Police	500	500.00	420.00	5.00	80.00	84.0%*
TOTAL Fines & Penalties	28,400	28,400.00	15,290.00	5,895.00	13,110.00	53.8%
TOTAL REVENUES	28,400	28,400.00	15,290.00	5,895.00	13,110.00	
60 Interest earned						
161193 46100 Interest Earned	100,000	100,000.00	1,881.50	81.92	98,118.50	1.9%*
TOTAL Interest earned	100,000	100,000.00	1,881.50	81.92	98,118.50	1.9%
TOTAL REVENUES	100,000	100,000.00	1,881.50	81.92	98,118.50	
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	29,162.00	4,166.00	20,838.00	58.3%*
TOTAL Donations	125,000	125,000.00	29,162.00	4,166.00	95,838.00	23.3%
TOTAL REVENUES	125,000	125,000.00	29,162.00	4,166.00	95,838.00	
90 Other						
191011 49000 Administration Miscell	70	70.00	.00	.00	70.00	.0%*
191111 49000 Finance Miscellaneous	2,500	2,500.00	15,005.77	-87.75	-12,505.77	600.2%*
191111 49105 Postage & Handling	2,500	2,500.00	1,660.00	172.00	840.00	66.4%*
191111 49106 W/C Proceeds	0	.00	1,005.75	226.70	-1,005.75	100.0%*
191111 49210 Insurance Proceeds	0	.00	489.35	.00	-489.35	100.0%*
191192 49100 Cable Television	205,000	205,000.00	106,955.91	53,481.74	98,044.09	52.2%*
191411 49000 Codes Miscellaneous	1,500	1,500.00	229.52	.00	1,270.48	15.3%*
191611 49000 Town Clerk Miscellaneo	1,500	1,500.00	787.75	61.00	712.25	52.5%*
191941 49000 Natural Resources Misc	0	.00	1,347.00	.00	-1,347.00	100.0%*
192121 49000 Fire Miscellaneous	500	500.00	203.28	12.00	296.72	40.7%*
192194 49151 Fire Vehicle Sales	0	.00	400.00	400.00	-400.00	100.0%*
192221 49000 Police Miscellaneous	3,000	3,000.00	1,100.53	71.23	1,899.47	36.7%*
192294 49153 Police Vehicle Sales	12,000	12,000.00	16,003.00	5,265.00	-4,003.00	133.4%*
193131 49000 Public Works Miscellan	0	.00	75.00	.00	-75.00	100.0%*

FOR 2011 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
193194 49154 Public Works Vehicle S	0	.00	27,546.00	.00	-27,546.00	100.0%*
194545 49000 School Miscellaneous R	174,500	174,500.00	20,385.33	4,809.80	154,114.67	11.7%*
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	320,756.96	64,411.72	209,825.04	60.5%
TOTAL REVENUES	530,582	530,582.00	320,756.96	64,411.72	209,825.04	
GRAND TOTAL	49,572,973	49,572,973.00	43,300,935.06	1,567,149.80	6,272,037.94	87.3%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	Year/Period: 2011/ 8
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  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2011/ 1  
To Yr/Per: 2011/ 8  
Include budget entries: N  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1

Report title:  
FEBRUARY 2011 REVENUE REPORT

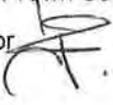
Print Full or Short description: F  
Print MTD Version: Y  
Print Revenues-Version headings: Y  
Format type: 2  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Include requisition amount: N

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

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

# MANAGER'S REPORT - D BACK UP MATERIALS

# Memo

**To:** Members of the Brunswick Town Council  
**From:** Thomas M. Farrell, Director   
**Date:** March 16, 2011  
**Re:** *Proposed Dog Park Site*

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On November 15, 2010, Town Council heard a report from staff on having a dog park in the Town of Brunswick. After the Town Council finished discussing the report that evening Town Manager Brown indicated that staff and BARK representatives would examine options for a location, options for operations, financial information and return at a future date.

Town Manager Gary Brown, Recreation Commission Chair Jeff Ward, Commissioner Jack Horan and I have met with representatives from Brunswick Area Recreation for Kanines (BARK) to discuss a recommended location for a dog park in Brunswick.

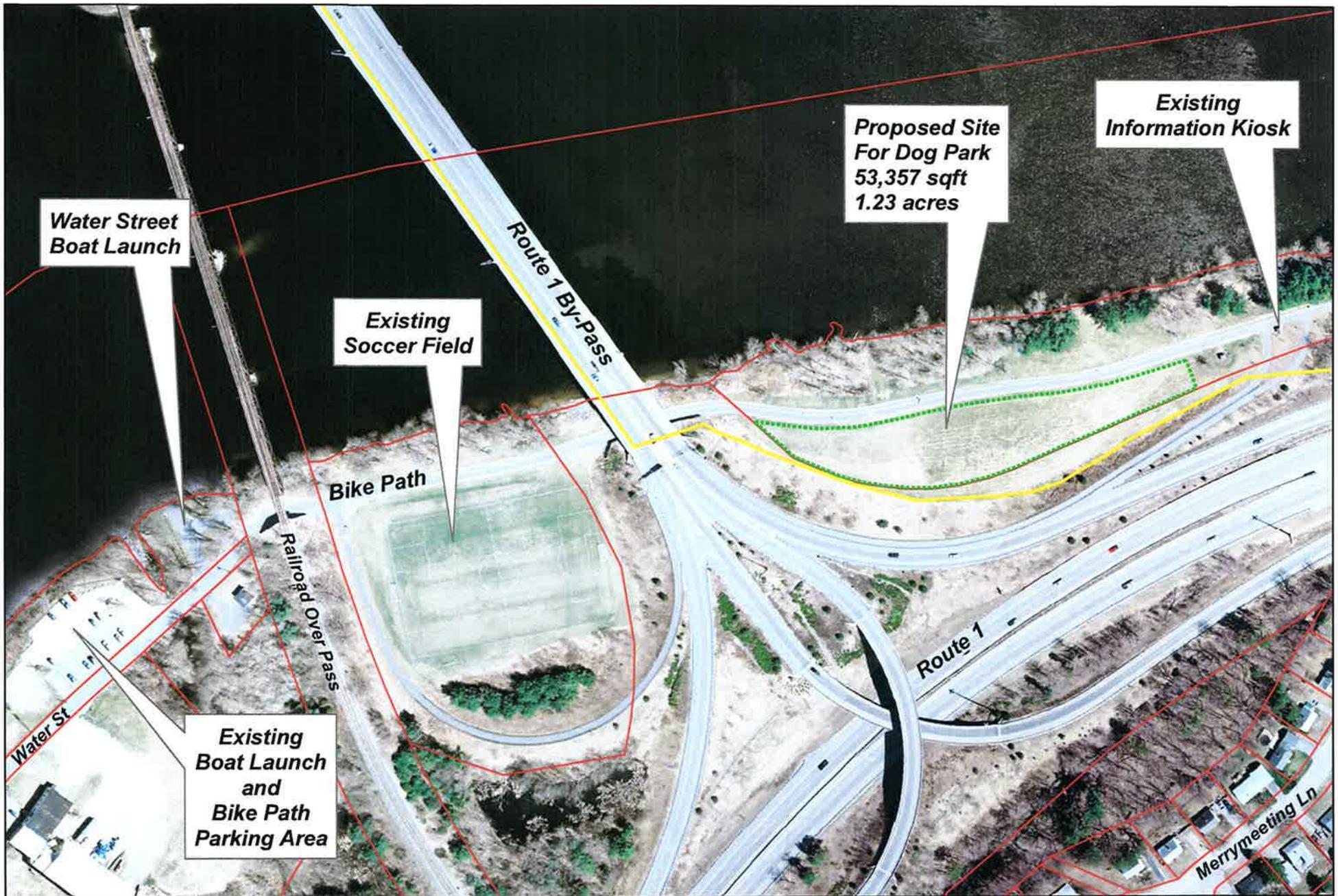
After a review of town owned properties it has been determined that the parcel that would be the least costly to develop and subsequently maintain is the open space parcel located just downriver of the Merrymeeting Bridge along the Androscoggin River Bicycle Path (see accompanying map). The parcel is approximately 1.23 acres in size and is an area currently being maintained by the department of parks and recreation. Since the location is already being maintained by the Town we do not anticipate any increase in ongoing maintenance costs once the proposed facility would be opened for operation.

BARK Chair Sally Loving has provided me with a cost estimate to develop the facility which is also included with this memo. As discussed previously with the Town Council it is BARK's intent to raise the capital funds necessary to construct the facility if the site were to be approved by the Town Council.

Representatives from BARK and I will be at your meeting on Monday evening to address any questions you may have regarding the proposed site and to seek further feedback and guidance.

**ESTIMATED BUILD-OUT COSTS FOR BRUNSWICK DOG PARK  
(privately financed)**

ITEM	QUANTITY	ESTIMATED COST
FENCING - 5 ft. high; galvanized		\$ 20,000.00
Double Entry Gates (included)	2	
Service Gates (included)	2	
WASTE RECEPTACLES	2	\$ 1,500.00
LITTER BAG RECEPTACLES	2	\$ 200.00
Litter bags (annual)	2 cases	\$ 500.00
SIGNAGE - Entrance	1	\$ 2,000.00
Area ID and rules signs	3	\$ 1,000.00
SHELTER (rain/shade)	1	\$ 5,000.00
BENCHES	4	\$ 2,000.00
RAIN BARREL/WATER SOURCE	1	\$ 500.00
LANDSCAPING		
Shade trees	3 -6	\$ 2,500.00
Ornamental plantings		\$ 1,000.00
MEMORIAL PAVERS	50	\$ 2,500.00
plus installation		\$ 500.00
printing/advertising/marketing		\$ 5,000.00
Miscellaneous (unknown or unexpected costs)		\$ 5,000.00
<b>ESTIMATED TOTAL</b>		<b>\$ 49,200.00</b>



Water Street Boat Launch

Existing Soccer Field

Bike Path

Railroad Over Pass

Route 1 By-Pass

Proposed Site For Dog Park  
53,357 sqft  
1.23 acres

Existing Information Kiosk

Route 1

Water St

Existing Boat Launch and Bike Path Parking Area

Merrymeeting Ln

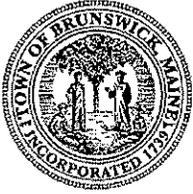
**Legend**

-  Fence
-  GasMain
-  Boundary Lines

**Proposed Dog Park Site**

1 inch = 200 feet

# MANAGER'S REPORT - E BACK UP MATERIALS



# Town of Brunswick, Maine

INCORPORATED 1739

## OFFICE OF THE TOWN COUNCIL

28 FEDERAL STREET • BRUNSWICK, MAINE 04011

TELEPHONE 207-725-6659

FAX 207-725-6663

March 15, 2011

Memo to: Brunswick Town Council  
Gary Brown, ICMA-CM, Town Manager

From: Margo H. Knight, Councilor, District 6

Subject: Potential CSS Champions Program projects for Council consideration

The Town of Brunswick has been approved by the Federal Highway Administration (FHWA) as one of four 2011 CSS (Context Sensitive Solutions) Champions. A one-page overview of the CSS Champions Program is attached. Brunswick was nominated by the Project for Public Spaces (PPS), the non-profit entity contracted by the Town to assist in the completion of the Downtown Master Plan (DMP). Under the CSS Champions Program, \$25,000 in technical assistance is available to Brunswick in 2011 through PPS (FHWA partner and program administrator) to further CSS principles such as improving pedestrian safety, traffic calming, and basically improving overall livability. I am proposing two projects recommended in the Downtown Master Plan for consideration and endorsement by the Town Council.

- 1. Maine Street Traffic Flow:** Many recommendations of the Downtown Master Plan are focused on improving traffic flow and "street-friendliness" to pedestrians and bicyclists using Maine Street. The technical assistance could be used to propose and evaluate ways to make such improvements in the Downtown, and conduct more refined experiments to test effectiveness. With the forthcoming installation of a new traffic signal at the intersection of southbound Route 1 exit ramp and Maine Street later this spring, traffic will have direct access into the downtown area via Maine Street, instead of winding through the Northwest Brunswick neighborhood. This significant change in traffic flow also provides the Town an opportunity to identify and test new traffic-calming measures, and offer ideas to improve crosswalks and existing on-street parking areas..all examples of "right-sizing" Maine Street.
- 2. Street Classification:** An additional project for technical assistance is the "testing" of the proposed street typology, or classification system (Downtown Master Plan-Appendix B). The proposal was developed as a result of a DMP-related public workshop held last June and takes into consideration what community/neighborhood activities and uses streets need to support and what qualities each should have to better "fit" into the community. The classification system also details the range of street classifications that already exist and/or are needed to improve traffic flow and neighborhood livability in Brunswick. Ten such classifications are proposed for utilization in Brunswick, ranging from Highway (e.g. Route 1) to Shared Use Path (e.g. Androscoggin River Bicycle Path). As quoted from the Downtown Master Plan "Downtowns are successful when they 'reach out like an octopus,' connecting with surrounding

neighborhoods and districts." We have the opportunity to do just that here in Brunswick, resulting in a plan that is right for our Town that will guide future infrastructure and planning decisions.

It may be feasible for both projects to be completed. Upon Council's endorsement of the proposed projects, a detailed scope of services, budget and time schedule will be developed with PPS. I will be happy to answer any questions.

# MANAGER'S REPORT - F BACK UP MATERIALS

# Town of Brunswick Update on Brunswick Landing

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*Update to the Town Manager and the Brunswick Town Council, Denise M. Clavette, Special Projects Assistant  
March 21, 2011*

## Town of Brunswick Focus Areas

### East Brunswick Remote Radio Transmitter Site

- The East Brunswick Remote Radio Transmitter Site was transferred to the federal Department of the Interior, National Park Service, and is anticipated to be transferred to the Town within the next month. This 66-acre parcel located off the Old Bath Road will be the first official property transfer to the Town of Brunswick.

### Naval Air Station Brunswick (NASB) Commercial Property Assessment

- Developed commercial property assessment request for proposals (RFP) with Cathy Donovan, Tax Assessor, to assess the NASB commercial properties. RFP sent out March 11, proposals due by March 24, anticipated contract award March 25, 2011. Approximately 15 buildings will be assessed in Phase I. Funding is from the balance of an Office of Economic Adjustment (OEA) grant used initially for residential property assessment.

### Recreation, Trails and Open Space (RTOS) Management Plan

- Facilitating meetings with Departments of Planning & Development, Parks and Recreation and the National Park Service on the RTOS Management Plan for the conservation land. Preliminary outline for the plan has been completed. The Bowdoin Fellow, staffed in Planning & Development, will assist in information gathering, technical on-site research and data collection. The stakeholder group will convene this fall.

### Public Benefit Conveyances (PBC)

- Continued discussions with the Navy and MRRA, on the field house, shooting range, conservation land. Final boundary delineations on the conservation land are subject to change, due to Site 12 environmental and safety restrictions. Anticipated conveyances for properties are November 2011.

## MRRA & Brunswick Landing Recent Happenings

### Airport Public Benefit Conveyances (Airport PBC)

- The Airport PBC has been approved by the Navy and the FAA. Closing scheduled for week of March 21, 2011. 714 acres of the 965 will be transferred and recorded in this deed.

### Public Benefit Conveyances (PBC) and Economic Development Conveyance (EDC)

- The remaining area of the Airport PBC, and most of the NASB and Topsham Annex properties in the EDC, Town of Brunswick PBC, Southern Maine Community College, Bowdoin will be issued a Finding of Suitability to Transfer (FOST) in a timeline ranging from June 2011 through December 2011. Additional parcels that are part of the PBC / EDC will continue to be transferred, as the environmental cleanup and FOST are completed.

## Upcoming Events and Important Dates

### Brunswick Executive Airport, Grand Opening, April 2, 2011 at 1:00 PM

- Brunswick Executive Airport will be open for business, beginning at 1:00 PM on April 2<sup>nd</sup>. On that morning, a 5K and half marathon will be run on the runways, base property.

## Naval Air Station Brunswick, Disestablishment Ceremony, May 31, 2011

- The Navy is planning the NASB Disestablishment Ceremony to commemorate the Base closing on May 31, 2011 at 1:30 PM in the parking lot of Building 250, the former Command Headquarters, with the reception following at 3:45 PM. MRRA is hosting the reception. This event is free and open to the public.

## Brunswick International Fly-in, June 4, 2011

## Great State of Maine Air Show 2011 August 26-27-28, 2011

- Place the date on your calendars! Tickets are available, MRRA is looking for volunteers. For more information, check the website [www.greatstateofmainearshow.us](http://www.greatstateofmainearshow.us)

## MRRA / Town of Brunswick Communications

### In Progress

#### Housing

- Town of Brunswick staff, George Schott, Scott Howard met with Maine State Housing, Affordable Housing to discuss an affordable housing tax increment financing program. Further discussions are planned, timeline to be determined.

## Great State of Maine Air Show 2011 August 26-27-28, 2011

- Town of Brunswick Police Department and Fire Department staff and MRRA liaison have been meeting monthly with MRRA staff, and other organizations, agencies in preparation. Fire and EMS will be providing emergency services for the entire event, replacing Navy personnel that have provided this service for past air shows. Police will also be providing services, for traffic control and public safety.

### Next Steps

- Municipal services agreement discussions and plans

## Meetings

- MRRA Board, Executive, Finance and Property Committees
- Restoration Advisory Board (RAB)
  - Meeting (held) March 9, 2011 at the Parkwood Inn, 7 – 9 PM
  - Technical Meeting(held) March 10, 2011 at the Parkwood Inn, 9 AM – 5 PM

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

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

# MANAGER'S REPORT - I

## BACK UP MATERIALS



**CENTRAL MAINE  
POWER**

February 23, 2011

Gary Brown  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 4011

Dear Gary Brown:

Central Maine Power Company will begin the process of installing new meters for all of our customers. We have contracted with VSI Meter Services to complete the installations for us. Work will begin in your area shortly.

As the process begins, you will see VSI vehicles in various locations during the day. While these vehicles may not be as recognizable as the CMP orange trucks, all VSI vehicles will be marked for easy identification. VSI employees will carry picture identification and wear work uniforms displaying a CMP/VSI logo.

I am working with Bernstein Shur Government Solutions to contact all the communities we serve, prior to installing smart meters in your community. We know you may have questions and we will be contacting you to arrange a briefing. We would be happy to meet with members of your administrative, fire, code enforcement and/or planning staff to review the details of the installation process, but would also be happy to be placed on a public meeting agenda before the elected officials to discuss our Smart Meter project.

In the meantime, if you have any questions or concerns about this project, please contact me at 453-3365 or via e-mail at [stephen.daniels@cmpco.com](mailto:stephen.daniels@cmpco.com).

Thank you.

Sincerely,

Stephen Daniels  
Manager, Marketing & Sales



ITEM 21

NO BACK UP MATERIALS

ITEM 22

BACK UP MATERIALS

Addition to Item 97  
Summary of the Willow Grove' Request  
As prepared by Mr. Green

The residents of Willow Grove, a planned unit development (PUD), are requesting that the town of Brunswick accept as public hydrants the seven fire hydrants in Willow Grove.

The Town Council previously considered this matter at a meeting on June 5, 2000, as one of three issues brought to the Council by several PUDs and condominiums. These issues were: 1) solid waste collection 2) fire protection fees and 3) electricity for street lights. Of these three, the town agreed to provide solid waste collection.

Since this decision was rendered, the residents of Willow Grove have come to understand that Willow Grove is unique from all other PUDs and condominiums in that the Brunswick-Topsham Water District (BTWD) constructed and now owns, operates, and maintains all of the water infrastructure in Willow Grove except for the water services to individual houses. Because of this unique distinction, it is reasonable to conclude that the water system in Willow Grove is a public system.

The Public Utilities Commission (PUC) reviewed our request to declare Willow Grove hydrants as public hydrants and issued a finding on May 10, 2007. First, PUC determined that the water system in Willow Grove was a public utility owned by the WTWD and that the WTWD had to reimburse Willow Grove for six years of fire hydrant maintenance payments which it did. Second, the town has not accepted the fire hydrants in Willow Grove as public hydrants and therefore, according to PUC rules, must be considered private hydrants.

PUC rules provide two options for classifying fire hydrants as public hydrants. One, the fire hydrants must be on a public way, or two, the Town can declare the hydrants to be public hydrants. We are requesting the second option as being reasonable and fair.

If the Town accepts Willow Grove hydrants as public hydrants, there will be no immediate effect on the Town budget and/or individual water bills.

## Fran Smith

---

**From:** Gary Brown [gbrown@brunswickme.org]  
**Sent:** Tuesday, August 10, 2010 10:04 AM  
**To:** 'Fran Smith'  
**Subject:** FW: Fire hydrants-Willow Grove

From JAF

Gary Brown, ICMA-CM  
Town Manager  
Town of Brunswick  
207 725-6659 ext 201

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**From:** John Foster [mailto:jfoster@brunswickme.org]  
**Sent:** Tuesday, August 03, 2010 11:21 AM  
**To:** 'Ken Brilliant'; 'Gary Brown'  
**Subject:** RE: Fire hydrants-Willow Grove

Ken/Gary,

Willow Grove is a private development and the town does not maintain any roads or facilities within the development. All we do presently is to provide trash and recycling collection where PTW does enter the development and empty the several dumpster units they provide.

I hope we are clear about why we are accepting these hydrants as public hydrants as there are a lot of private hydrants in developments out there, both residential and commercial. Since the hydrants serve the development it is not clear to me why they should be considered "town" hydrants. If these are accepted expect a number of similar requests would be my comment. Thanks, John

John A Foster, Town Engineer/Director of Public Works  
207.725.6654  
FAX 725.6655  
[jfoster@brunswickme.org](mailto:jfoster@brunswickme.org)

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**From:** Ken Brilliant [mailto:kbrillant@brunswickme.org]  
**Sent:** Tuesday, August 03, 2010 9:08 AM  
**To:** 'Gary Brown'; 'John Foster'  
**Subject:** RE: Fire hydrants-Willow Grove

I've spoken with Allen Frasier and he is going to check their files and confirm the number of hydrants the District owns there. He thinks there may be two private hydrants on site that the district is not responsible for. Once I receive that information I will forward on my thoughts. John I'm assuming the road/ development is private and DPW doesn't maintain any of the roads.

Kenneth A. Brilliant  
Fire Chief  
Brunswick Fire Dept.  
21 Town Hall Place  
Brunswick, Maine 04011  
207-725-5541 Ext 11  
e-mail: [kbrillant@brunswickme.org](mailto:kbrillant@brunswickme.org)

## Fran Smith

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**From:** Gary Brown [gbrown@brunswickme.org]  
**Sent:** Tuesday, August 10, 2010 10:03 AM  
**To:** 'Fran Smith'  
**Subject:** FW: Willow Grove Private Fire Protection  
**Attachments:** Willow\_Grove\_PUC\_05102007.pdf; Willow\_Grove\_BTWD\_05212007.pdf

Gary Brown, ICMA-CM  
Town Manager  
Town of Brunswick  
207 725-6659 ext 201

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**From:** Ken Brilliant [mailto:kbrillant@brunswickme.org]  
**Sent:** Tuesday, August 03, 2010 1:16 PM  
**To:** 'Gary Brown'  
**Cc:** 'John Foster'  
**Subject:** FW: Willow Grove Private Fire Protection

Gary,  
Below is an e-mail from Alan Frazier regarding Willow Grove and the Districts position currently. Attached are two supporting documents which help clarify the situation which is somewhat unique. I say unique because the contract with the developer stated the District would take ownership of the main and the hydrants, which is not the normal language. They reviewed all of their past contracts and this was the only one with this language. We are charged a lump sum for hydrant rental and not on a per hydrant basis and should not see any significant impact based solely on these seven hydrants as the amount we pay is a percentage of the District's revenue. I do agree with John that by accepting these hydrants and not the roads (whole package), like normal, we will be opening the door for similar requests, even though the circumstances here are different from the others. There are quite a few private hydrants in town.

Kenneth A. Brilliant  
Fire Chief  
Brunswick Fire Dept.  
21 Town Hall Place  
Brunswick, Maine 04011  
207-725-5541 Ext 11  
e-mail: [kbrillant@brunswickme.org](mailto:kbrillant@brunswickme.org)

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**From:** Alan Frasier [mailto:ajfrasier@btwater.org]  
**Sent:** Tuesday, August 03, 2010 12:33 PM  
**To:** kbrillant@brunswickme.org  
**Subject:** Willow Grove Private Fire Protection

Chief Brilliant:  
Confirming our phone conversation, the Willow Grove development was constructed in 1986. Per the contract between the developer and the District, the District owns and maintains seven hydrants in the development. Neither the roads nor the hydrants have been accepted by the Town as public. The District therefore charges Willow Grove for seven 6-inch private fire protection connections. The annual rate is \$864 per connection, for a total annual charge of \$6,048.

The Willow Grove Homeowner's Association filed a complaint against the District with the Maine Public Utilities Commission in 2007 challenging the appropriateness of a) private fire protection charges, and b) private hydrant maintenance charges. The PUC found that the private fire protection charges were appropriate. They also found that the private hydrant maintenance fees were charged in error because the contract stated that the District would take ownership of the mains and hydrants. (Incidentally, PUC requested that the District review all of its past contracts with developers to see if a similar situation existed elsewhere. In all other cases, District ownership was limited to the mains only.) Relevant correspondence is attached.

You asked what the impact to the Town's public fire protection charge would be if the Town accepted the hydrants as public. PUC rules (Chapter 690, Determination of Fire Protection Revenues for Water Utilities) set forth a methodology for determining the percentage of the District's revenue that should be derived from fire protection charges. Because it is a percentage (and not a per hydrant charge), the number of public fire hydrants does not matter, and acceptance of the hydrants by the Town would not have a direct impact on the Town's fire protection charge.

If you need additional information, please feel free to call.

Alan J. Frasier, PE  
General Manager

**Brunswick & Topsham Water District**  
**PO Box 489**  
**266 River Rd**  
**Topsham, ME 04086**  
Tel: 207-729-9956  
FAX: 207-725-6470

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KURT ADAMS  
CHAIRMAN

STATE OF MAINE  
PUBLIC UTILITIES COMMISSION  
242 STATE STREET  
18 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0018

SHARON M. REISHUS  
VENDEAN V. VAFIADES  
COMMISSIONERS

May 10, 2007

Mr. Thomas Green  
28 Willow Grove Road  
Brunswick, Maine 04011

Re: CAD Case No. 2007-22324

Dear Mr. Green:

This letter concerns the above referenced complaint you filed against the Brunswick and Topsham Water District (District) regarding the District charging Willow Grove Homeowner's Association private fire protection charges and maintenance charges for each of the 7 fire hydrants located in the Willow Grove Development. You stated that the main extension contracts that were signed with the District required that ownership of the mains and the hydrants be turned over to the District. You questioned how the District could charge the Willow Grove Homeowner's Association maintenance fees and private fire protection charges when it was the District that owned the hydrants. You contacted CAD for assistance in determining whether the District could charge Willow Grove maintenance fees and private fire protection charges.

My investigation found the following:

- 1.) The 87-unit Willow Grove Development was constructed in 1986. A main extension was constructed to serve the development and 7 hydrants were part of the main extension project. A review of the main extension agreement and other correspondence from the District confirmed that the District required that ownership of the water main and hydrants serving the development had to be transferred to the District, which it was.
- 2.) The Town of Brunswick has never accepted the roads or the hydrants in the Willow Grove Development.
- 3.) The District has been billing Willow Grove Homeowner's Association a private fire protection charge since 1986 because the town of Brunswick has never accepted the roads or the hydrants in the development. The District bills private fire protection charges to all other developments in its service territory, where the town has not accepted the roads or the hydrants in the development.
- 4.) The District has been charging Willow Grove Homeowner's Association a quarterly private fire protection charge of \$180 for each of the 7 hydrants connected to the 6-inch water main in the development, which amounts to a yearly charge of \$720 per hydrant, and a total yearly private fire protection charge of \$5,040 for the 7 hydrants in the Willow Grove Development. This



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private fire protection charge is set out in the District's rate schedule, which is part of the District's Terms and Conditions. This charge was approved by the Commission. The Commission has recently approved an increase in the private fire protection charge effective March 1, 2007. The new rate is \$192.00 per quarter per connection (hydrant) to a 6-inch main.

- 5.) Chapter 69: Determination of Fire Protection Revenues For Water Utilities, Section 4, states:

"Until such time as the way on which a hydrant is located is accepted by a municipality or the municipality accepts responsibility for a hydrant as a public hydrant, the hydrant shall be considered private fire protection and shall be billed accordingly.

Any tariff provision that conflicts with this rule shall be null and void."

- 6.) The District has been charging Willow Grove Homeowner's Association a yearly hydrant maintenance fee, which has totaled \$2,940 over the past 6 years. From 2001 to 2003 the fee was \$420 per year, from 2003 to 2005 it increased to \$490 per year and from 2005 to 2007 it was \$560 per year. The District has charged this maintenance fee to other developments in its service territory that are charged the private fire protection fee.
- 7.) After a review of its practice of charging maintenance fees to Willow Grove Homeowner's Association and other developments, where the District owns the hydrants, the District has agreed that it should not be charging maintenance charges on hydrants that the District owns and has agreed to return the hydrant maintenance fee that Willow Grove and other similar Homeowner's Associations have paid over the period of the last 6 years. (Title 35-A M.R.S.A. Section 1308 Reparation or adjustment, which allows the Commission to order rebates for billing errors or excessive charges for a period up to 6 years.)

Discussion:

There are two issues in this case; the first one is whether the District can charge the Willow Grove Homeowner's Association a private fire protection charge for the seven hydrants in the development, even those hydrants that are owned by the District; and the second issue is whether the District can charge the Willow Grove Homeowner's Association a yearly maintenance fee on hydrants that are owned by the District.

Decision:

It is my decision based on the facts stated above, in regard to the first issue, whether the District is appropriately assessing the private fire protection charge to Willow Grove Homeowner's Association, that the District is correctly assessing the private fire protection charge in accordance with Chapter 69 of the Commission's rules and the District's Terms and Conditions. Although it is unusual for a District to take ownership of fire hydrants that have not been accepted by the Town, this does not prevent the District from assessing a private fire protection

Mr. Thomas Green

May 14, 2007

Page 3 of 3

charge on those hydrants, since the only other option is for the District to access a public fire protection charge, which Chapter 69 Section 4 states can only be assessed when the road on which the hydrant is located is accepted by a municipality or the municipality accepts responsibility for a hydrant as a public hydrant. The Willow Grove Homeowner's Association must continue to pay the private fire protection charge for each of the 7 hydrants until the Town of Brunswick accepts the road on which the hydrants are located or the Town accepts responsibility for the hydrants as public hydrants.

In regard to the second issue, concerning whether the District can charge the Willow Grove Homeowner's Association a yearly maintenance fee on hydrants that are owned by the District; since the District required that the Willow Grove Homeowner's Association to turn over ownership of the main and the 7 hydrants to the District in 1986, the District cannot charge Willow Grove Homeowner's Association a yearly maintenance fee on the 7 hydrants, because the District owns those hydrants. As stated above, the District has agreed that it should not be charging maintenance charges on hydrants that the District owns and has agreed to return the hydrant maintenance fees paid by the Willow Grove Homeowner's Association over the last 6 years. The total amount of the refund due the Willow Grove Homeowner's Association is \$2,940. The District will refund the \$2,940 to the Willow Grove Homeowner's Association as soon as possible and will not charge the Willow Grove Homeowner's Association any hydrant maintenance charges in the future.

Both the customer and the utility have the right to appeal this decision. Appeal requests must be made in writing to Ms. Karen Geraghty, Administrative Director, Public Utilities Commission, 18 State House Station, Augusta, ME 04333-0018, within 5 business days of the date of this decision letter. The written appeal must state the specific reasons why the CAD decision should be overturned.

Upon receipt of an appeal, the Commission will review the file. If the Commission decides that the CAD decision is correct, the Commission will issue a letter or order denying the appeal. If it decides the CAD decision was incorrect, the Commission will investigate the CAD decision further and issue a decision.

If you have any questions or concerns, please contact me. You can reach me by calling the Commission's toll free number 1-800-452-4699 Ext. 2004. You can also reach me by e-mail at, [steve.dunn@maine.gov](mailto:steve.dunn@maine.gov).

Sincerely,

Steven R. Dunn  
Consumer Assistance Division  
Maine Public Utilities Commission

cc: Alan Frasier, Brunswick & Topsham Water District

# *Brunswick & Topsham Water District*

P O Box 580  
Brunswick, Maine 04011  
Telephone (207) 729-9956  
Fax (207) 725-6470

**Alan J. Frasier, PE**  
General Manager

**Daniel O. Knowles, CPA**  
Director of Finance and  
Data Management Systems

**William G. Alexander, Jr.**  
Operations Manager

**Office Location**  
266 River Road  
Topsham, Maine 04086

**Member**  
AWWA  
NEWWA  
MWUA  
MRWA

May 21, 2007

Mr. Thomas Green  
28 Willow Grove  
Brunswick, ME 04011

RE: CAD Case No. 2007-22324

Dear Mr. Green:

We received a copy of the letter dated May 10, 2007 from Steven Dunn of the Maine PUC to you regarding the referenced case. This case, and Mr. Dunn's findings, were discussed at the District's regular meeting of the Board of Trustees held on May 14.

In accordance with Mr. Dunn's findings, the Board voted to refund the private hydrant maintenance charges paid by the Willow Grove Homeowner's Association going back six years. Accordingly, please find enclosed a check in the amount of \$2,940.00 which is the amount paid by the Association from the winter of 2001 – 2002 to present.

Also in accordance with Mr. Dunn's letter, please note that the District will continue to charge the Association for private fire protection for each hydrant connection until the Town of Brunswick accepts the street(s) on which the hydrants are located or the Town accepts the hydrants as public hydrants.

Sincerely,



Alan J. Frasier, PE

Pc: Steven Dunn

ITEM 23

BACK UP MATERIALS



## TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

28 FEDERAL STREET

BRUNSWICK, ME 04011

March 15, 2011

TO: Brunswick Town Council  
Gary L. Brown, Town Manager

FROM: Denise Clavette, Special Projects Assistant *Denise*

DATE: March 15, 2011

RE: PACE Program, Setting a Public Hearing, Brunswick PACE Ordinance and Agreement

The Maine PACE program is ready to be launched. Introduced through Efficiency Maine late 2010, 55 towns / cities in Maine are signed on to date, reflecting 40% of Maine's population that have the opportunity to get loans through the PACE program. The Brunswick Town Council Committee held a public meeting in 2010, to learn more about PACE. Following the meeting, the Committee decided to bring the PACE initiative to the Town Council once more information was available and program details were finalized. With the program anticipated to launch in April 2011, the timing is right for Brunswick to set a public hearing, and review the draft PACE ordinance and agreement, as included with this memo.

"In order for homeowners to be eligible to get a PACE loan of up to \$15,000 to make energy efficiency improvements to their property, the town in which the home is located must pass a PACE ordinance per the LD1717 state law that was passed last April." *(As quoted from the Maine PACE is preparing for launch release from Efficiency Maine).* Efficiency Maine will administer the contracts for the PACE program without financial cost or resources required from the Town. If the ordinance is supported and passed in Brunswick, homeowners can obtain loans through PACE between \$6500 and \$15,000, at a fixed interest rate of 4.99%. PACE loans will have a maximum term of 15 years, making the annual loan payments lower than the cost of making no improvements, as the anticipated energy savings will exceed the cost of the loan payments. Should the homeowner decide to sell, the PACE loans are transferrable to the new homeowner, or can be paid off without penalty.

#### Eligibility requirements:

- The homeowners have a debt-to-income ratio of not more than 45%
- Property taxes and sewer charges are current on the property
- The property is not subject to any outstanding or unsatisfied tax or sewer liens
- The property is not subject to a reverse mortgage
- The property is not subject to a mortgage or other lien on which there is a recorded notice of default, foreclosure, or delinquency that has not been cured
- Loan to Value <100%: Property owner has at least as much equity in the home as amount of the PACE loan.

Additional detailed information is available online at [www.efficiencymaine.com/PACE](http://www.efficiencymaine.com/PACE)

DENISE M. CLAVETTE • SPECIAL PROJECTS ASSISTANT  
PHONE: 207-721-0292 x3 • FAX: 207-725-6663  
DCLAVETTE@BRUNSWICKME.ORG • WWW.BRUNSWICKME.ORG/ECDEV

# **PROPERTY ASSESSED CLEAN ENERGY (PACE) ORDINANCE**

## **Administration by the Efficiency Maine Trust**

### **PROPERTY ASSESSED CLEAN ENERGY (PACE) ORDINANCE.**

#### **PREAMBLE**

WHEREAS, the 124<sup>th</sup> Maine Legislature has enacted Public Law 2009, Chapter 591, “An Act to Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act”; and

WHEREAS, that Act authorizes a municipality that has adopted a Property Assessed Clean Energy (“PACE”) Ordinance to establish a PACE program so that owners of qualifying property can access financing for energy saving improvements to their properties located in the Town of Brunswick, financed by funds awarded to the Efficiency Maine Trust under the Federal Energy Efficiency and Conservation Block Grant (EECBG) Program and by other funds available for this purpose, and to enter into a contract with the Trust to administer functions of its PACE program; and

WHEREAS, the Town of Brunswick wishes to establish a PACE program allowing owners of qualifying property located in the PACE district who so choose to access financing for energy savings improvements to their property through PACE loans administered by the Trust or its agent; and

WHEREAS, PACE loan funds are available from the Trust in municipalities that 1) adopt a PACE Ordinance, 2) adopt and implement a local public outreach and education plan, 3) enter into a PACE administration contract with the Trust to establish the terms and conditions of the Trust’s administration of the municipality’s PACE program, and 4) desire and intend to assist and cooperate with the Trust in its administration of the municipality’s PACE program; and

WHEREAS, the Town of Brunswick may from time to time amend this Ordinance to use any other funding sources made available to it or appropriated by it for the express purpose of its PACE program; however, the Trust has indicated that the Town of Brunswick shall be responsible for administration of loans made from those other funding sources; and

NOW THEREFORE, the Town of Brunswick hereby enacts the following Ordinance:

#### **ARTICLE I - PURPOSE AND ENABLING LEGISLATION**

##### **1. Purpose**

By and through this Ordinance, and in conformity with applicable federal and State laws, , the Town of Brunswick establishes a municipal program to enable its citizens to participate in a Property Assessed Clean Energy (“PACE”) program so that owners of qualifying property can access financing for energy saving improvements to their properties located in the Town of Brunswick.

## 2. Enabling Legislation

The Town of Brunswick enacts this Ordinance pursuant to Public Law 2009, Chapter 591 of the 124<sup>th</sup> Maine State Legislature -- “An Act To Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act” (codified at 35-A M.R.S.A. § 10151, *et seq.*).

## ARTICLE II - TITLE AND DEFINITIONS

### 1. Title

This Ordinance shall be known and may be cited as “the Town of Brunswick Property Assessed Clean Energy (PACE) Ordinance” (the “Ordinance”).”

### 2. Definitions

Except as specifically defined below, words and phrases used in this Ordinance shall have their customary meanings; as used in this Ordinance, the following words and phrases shall have the meanings indicated:

**A. Energy saving improvement.** “Energy saving improvement” means an improvement to qualifying property that is new and permanently affixed to qualifying property and that:

- (1). Will result in increased energy efficiency and substantially reduced energy use and:
  - (a) Meets or exceeds applicable United States Environmental Protection Agency and United States Department of Energy Energy Star program or similar energy efficiency standards established or approved by the Trust; or
  - (b) Involves air sealing, insulating, and other energy efficiency improvements of residential, commercial or industrial property in a manner approved by the Trust; or
- (2). Involves a renewable energy installation or an electric thermal storage system that meets or exceeds standards established or approved by the trust.

**B. Town of Brunswick.** “Town of Brunswick” shall mean the Town of Brunswick, located in Cumberland County, Maine.

**C. PACE agreement.** “Pace agreement” means an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.

**D. PACE assessment.** “PACE assessment” means an assessment made against qualifying property to repay a PACE loan.

**E. PACE district.** “Pace district” means the area within which the municipality establishes a PACE program hereunder, which is all that area within the municipality’s boundaries.

**F. PACE loan.** “PACE loan” means a loan, secured by a PACE mortgage, made to the owner(s) of a qualifying property pursuant to a PACE program to fund energy saving improvements.

**G. PACE mortgage.** “PACE mortgage” means a mortgage securing a loan made pursuant to a PACE program to fund energy saving improvements on qualifying property.

**H. PACE program.** “PACE program” means a program established under State statute by the Trust or a municipality under which property owners can finance energy savings improvements on qualifying property.

**I. Qualifying property.** “Qualifying property” means real property located in the PACE district of the municipality.

**J. Renewable energy installation.** “Renewable energy installation” means a fixture, product, system, device or interacting group of devices installed behind the meter at a qualifying property, or on contiguous property under common ownership, that produces energy or heat from renewable sources, including, but not limited to, photovoltaic systems, solar thermal systems, biomass systems, landfill gas to energy systems, geothermal systems, wind systems, wood pellet systems and any other systems eligible for funding under federal Qualified Energy Conservation Bonds or federal Clean Renewable Energy Bonds.

**K. Trust.** “Trust” means the Efficiency Maine Trust established in 35-A M.R.S.A. § 10103 and/or its agent(s), if any.

## **ARTICLE III – PROGRAM ADMINISTRATION; MUNICIPAL LIABILITY**

### **1. Program Administration**

**A. PACE Administration Contract.** Pursuant to 35-A M.R.S.A. §10154(2)(A)(2) and (B), the Town of Brunswick will enter into a PACE

administration contract with the Trust to administer the functions of the PACE program for the Town of Brunswick. The PACE administration contract with the Trust will establish the administration of the PACE program including, without limitation, that:

- i. the Trust will enter into PACE agreements with owners of qualifying property in the Town of Brunswick's PACE district;
- ii. the Trust, or its agent, will create and record a Notice of the PACE agreement in the appropriate County Registry of Deeds to create a PACE mortgage;
- iii. the Trust, or its agent, will disburse the PACE loan to the property owner;
- iv. the Trust, or its agent, will send PACE assessment statements with payment deadlines to the property owner;
- v. the Trust, or its agent, will be responsible for collection of the PACE assessments;
- vi. the Trust, or its agent, will record any lien, if needed, due to nonpayment of the assessment;
- vii. the Trust or its agent on behalf of the Town of Brunswick, promptly shall record the discharges of PACE mortgages upon full payment of the PACE loan.

**B. Adoption of Education and Outreach Program.** In conjunction with adopting this Ordinance, the Town of Brunswick shall adopt and implement an education and outreach program so that citizens of the Town of Brunswick are made aware of home energy saving opportunities, including the opportunity to finance energy saving improvements with a PACE loan.

**C. Assistance and Cooperation.** The Town of Brunswick desires and intends to assist and cooperate with the Trust in its administration of the Town of Brunswick's PACE program.

**D. Assessments Not a Tax.** PACE assessments do not constitute a tax but may be assessed and collected by the Trust in any manner determined by the Trust and consistent with applicable law.

## **2. Liability of Municipal Officials; Liability of Town of Brunswick**

**A.** Notwithstanding any other provision of law to the contrary, municipal officers and municipal officials, including, without limitation, tax assessors, tax

collectors, town councilors and town managers are not personally liable to the Trust or to any other person for claims, of whatever kind or nature, under or related to a PACE program, including, without limitation, claims for or related to uncollected PACE assessments.

**B.** Other than the fulfillment of its obligations specified in a PACE administration contract with the Trust entered into under Article III, §1(A) above, the Town of Brunswick has no liability to a property owner for or related to energy savings improvements financed under a PACE program.

**Town Meeting/City or Town Council Question:**

Shall the Brunswick Town Council / Town of Brunswick enter into a “Property Assessed Clean Energy (PACE) Program Agreement” with the Efficiency Maine Trust and authorize the City/Town Manager to sign the same?

**PROPERTY ASSESSED CLEAN ENERGY (PACE) ADMINISTRATION CONTRACT**

THIS Property Assessed Clean Energy (PACE) Administration Contract (the “Contract”) is entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the Town of Brunswick, a municipal corporation duly organized and existing under the laws of the State of Maine whose mailing address is 28 Federal Street, Brunswick, Maine 04011-1583 \_\_\_\_\_ (the “**Municipality**”) and the **Efficiency Maine Trust**, a legal entity and instrumentality of and a body corporate and politic under the laws of the State of Maine (the “**Trust**”). The foregoing also is referred to herein collectively as the “**Parties**” or singly as “**Party**.”

WHEREAS, the 124<sup>th</sup> Maine Legislature has enacted Public Law 2009, Chapter 591, “An Act to Increase the Affordability of Clean Energy for Homeowners and Businesses,” also known as “the Property Assessed Clean Energy Act” or “the PACE Act”; and

WHEREAS, that Act authorizes a municipality that has adopted a Property Assessed Clean Energy (“PACE”) Ordinance to establish a PACE Program, so that owners of qualifying property can access financing for energy saving improvements to their properties located in the municipality; financed by funds awarded to the Efficiency Maine Trust under the Federal Energy Efficiency and Conservation Block Grant (EECBG) Program and by other funds available for this purpose, and to enter into a contract with the Trust to administer functions of its PACE Program; and

WHEREAS, the Municipality has adopted a PACE Ordinance; and

WHEREAS, the Parties wish to establish their respective responsibilities in the administration of the PACE Program.

WITNESSETH:

NOW, THEREFORE, for and in consideration of the covenants and conditions set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. DEFINITIONS. Capitalized terms used in this Contract shall have the meanings given them in 35-A M.R.S.A. §10153 unless otherwise specified herein. In addition, these terms are defined as follows:

1.1. PACE agreement. “Pace Agreement” means an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE Mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.

1.2. PACE District. “PACE District” means the area within which the Municipality establishes a PACE Program under this Contract, which is all of that area within the Municipality’s boundaries.

1.3. PACE Loan. “PACE Loan” means a loan made to the owner(s) of a Qualifying Property for an Energy Saving Improvement.

2. TRUST’S RESPONSIBILITIES. The Trust shall, itself or through its authorized agents:

2.1. Administration. Administer the functions of a PACE Program which administration shall include, without limitation:

- A. the Trust will enter into PACE Agreements with owners of Qualifying Property in the Municipality’s PACE District;
- B. the Trust, or its agent, will create and record a Notice of the PACE Agreement in the appropriate County Registry of Deeds to create a PACE Mortgage;
- C. the Trust, or its agent, will disburse the PACE Loan to the property owner;
- D. the Trust, or its agent, will send PACE Assessment statements with payment deadlines to the property owners;
- E. the Trust, or its agent, will be responsible for collection of the PACE Assessments;
- F. the Trust, or its agent, will record any lien, if needed, due to nonpayment of the PACE Assessment;
- G. the Trust or its agent, promptly shall record the discharge of a PACE mortgage upon full payment of the PACE loan;
- H. the Trust, or its agent, will be responsible for management of federal grant funds; and
- I. the Trust, or its agent, will ensure the collection of data required to quantify carbon savings and to facilitate access to and eligibility for voluntary carbon markets, for federal grants for energy efficiency and for other incentive programs that support Energy Saving Improvements.

2.2. Terms and Conditions. Pursuant to 35-A M.R.S.A. §10154, the Trust may establish terms and conditions under which municipalities and property owners may participate in a PACE Program established thereunder, and the Parties agree that they, the PACE Program hereunder and this Contract are subject to those terms and conditions as amended from time-to-time.

3. MUNICIPALITY'S RESPONSIBILITIES.

3.1. Education and Outreach Programs. The Municipality agrees to adopt and implement an education and outreach program so that owners of property in the Municipality are made aware of home energy saving opportunities, including the opportunity to finance Energy Saving Improvements with a PACE Loan.

3.2 Conformity with Home Energy Savings Program. The Municipality agrees to conform its PACE Program to the requirements contained in the Home Energy Savings Program.

3.4. Assistance and Cooperation. The Municipality agrees to cooperate with the Trust in the administration of the Municipality's PACE Program, including but not limited to, providing information about applicant properties including property tax payment and lien status, taxable value of residential properties in town, and providing reasonable and necessary aid to the Trust for required data collection, recordkeeping and reporting functions relative to the PACE Program in the PACE District, and providing reasonable and necessary support to the Trust's PACE loan, PACE Assessment, and billing and collection functions.

3.5. Conformity. If standards or rules and regulations are adopted by any State or federal agency subsequent to the Municipality's adoption of a PACE Ordinance or participation in a PACE Program and those standards or rules and regulations substantially conflict with the Municipality's manner of participation in the PACE Program, the Municipality, should it desire to continue its participation in the PACE Program, will be required to take necessary steps to conform its participation to those standards or rules and regulations, however, the Trust will have an ongoing responsibility to comply with the terms of this Agreement with respect to PACE loans already secured by PACE Mortgages.

4. TERM.

4.1. This Contract is for a period of three (3) years and shall automatically be renewed for additional periods of three (3) years unless either Party provides the other with ninety (90) days' advance written notice of intent not to renew this Contract. The Trust will have an ongoing responsibility to comply with the terms of this Agreement with respect to PACE loans already secured by PACE Mortgages.

5. TERMINATION.

5.1. Either Party may terminate this Contract for convenience by providing the other with ninety (90) days' advance written notice of termination. On and after the date of

termination, the Municipality no longer will have a PACE Program administered by the Trust except for those PACE Loans already secured by PACE Mortgages as of the date of termination.

## 6. LIABILITY.

6.1. Notwithstanding any other provision of law to the contrary, municipal officers and municipal officials, including, without limitation, tax assessors and tax collectors, are not personally liable to the Trust or to any other person for claims, of whatever kind or nature, under or related to a PACE Program established under this Contract, including, without limitation, claims for or related to uncollected PACE Assessments.

6.2. Other than the fulfillment of its obligations specified in a PACE Agreement, the Municipality has no liability to a property owner for or related to Energy Saving Improvements financed under a PACE Program.

## 7. MISCELLANEOUS PROVISIONS

7.1 Notices. All notices, demands or other communications made pursuant to this Contract shall be in writing and shall be sent by (i) registered or certified United States mail, postage prepaid, (ii) by overnight courier, or (iii) by facsimile. Such notice shall be deemed effective upon delivery addressed as follows:

To the Municipality:

Town of Brunswick  
28 Federal Street  
Brunswick, ME 04011-1583  
Attention: Town Manager

To the Trust:

Efficiency Maine Trust  
101 Second Street  
Hallowell, ME 04347  
Attention: \_\_\_\_\_

7.2 Entire Agreement, Modifications. This Contract constitutes the entire agreement of the Parties, and neither Party shall be bound by any statement or representation not contained herein. Except as provided herein, this Contract cannot be changed, amended or modified, except by another agreement in writing signed by all Parties hereto or by their respective successors in interest.

7.3 Headings. The section headings contained herein are for convenience of reference only and are not intended to define, limit, or describe the scope or interest of any provisions of this Contract.

7.4 Severability. If any section, term, covenant, or condition of this Contract or the application thereto to any person or circumstances shall, to any extent be illegal, invalid or

unenforceable because of judicial construction, the remaining sections, terms, covenants, and conditions of this Contract, or the application of such term, covenant, or condition to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each section, term, covenant, or condition of this Contract shall be valid and be enforced to the fullest extent permitted by Law.

7.5 Governing Law, Remedies. This Contract shall be governed by and construed in accordance with the laws of the State of Maine. Except as otherwise agreed by the Parties in writing, all disputes, claims, counterclaims and other matters in question between the Municipality and the Trust arising out of or relating to this Contract shall be decided by a Maine court of competent jurisdiction.

7.6 Assignment; Successors and Assigns. This Contract may not be assigned by either Party without the prior written consent of the other Party, which consent shall not be unreasonably conditioned, delayed or withheld. This Contract shall benefit and be binding upon the Parties hereto and their respective permitted successors and assigns.

7.7 Non-Waiver. Except as expressly provided in this Contract, the failure or waiver, or successive failures or waivers on the part of either Party hereto, in the enforcement of any paragraph or provision of this Agreement shall not render the same invalid nor impair the right of either Party hereto, its successors or Contract permitted assigns, to enforce the same in the event of any subsequent breach thereof.

IN WITNESS WHEREOF, the Parties hereto have caused this Property Assessed Clean Energy (PACE) Administration Contract, to be executed by their duly authorized representatives as of the date first set forth above.

MUNICIPALITY

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Its: \_\_\_\_\_ Town Manager  
Duly authorized by vote of the Town Council on  
\_\_\_\_\_, 2010

EFFICIENCY MAINE TRUST

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Its: \_\_\_\_\_ (Title)



## **Maine PACE is preparing for launch**

Maine PACE is a revolving loan program seeded by a \$30 million ARRA grant to Efficiency Maine from the US Department of Energy. The grant was submitted by Efficiency Maine to DOE on behalf of all Maine municipalities.

In order for homeowners to be eligible to get a PACE loan of up to \$15,000 to make energy efficiency improvements to their property, the town in which the home is located must pass a PACE ordinance per the LD1717 state law that was passed last April.

Traditional PACE legislation involves direct administration by municipalities, and even though the Maine version of PACE provides for Efficiency Maine to administer the program for municipalities, the state law continues to require the passage of a PACE ordinance on a town by town basis.

If you live in a town where ordinances must be passed by referendum, PACE may be placed on the ballot for passage at a special election or upcoming annual meeting. Passing PACE makes the program available in your community.

Detailed information about Maine PACE is available online at [www.energymaine.com/PAVE](http://www.energymaine.com/PAVE) .

PACE loans are for weatherization improvements made through Efficiency Maine Home Energy Savings Program (HESP). HESP currently provides up to \$1,500 in cash incentives for weatherization with additional incentives for the replacement of heating systems or the installation of solar hot water or solar electric panels.

PACE loans are secured to the property through a junior mortgage similar to a Home Equity Loan.

Efficiency Maine will administer the program with no financial liability or cost to the town.

**The PACE loan program is expected to launch in late January 2011.**

More than 43 towns across the state have already passed PACE ordinances including: Augusta, Albion, Alfred, Arrowsic, Arundel, Biddeford, Belfast, Bradley, Cumberland, Fayette, Freeport, Gray, Hampden, Kennebunk, Lewiston, Lincoln, Old Town, Portland, Rockland, Scarborough, South Portland, Vassalboro, Waterboro, Waterville, Westbrook, Winslow, and Yarmouth. Dozens more towns are in process to have a PACE ordinance on the books in coming months.

PACE loans will have a term of as long as 15 years at a fixed interest rate low enough to make the annual loan payments lower than the cost of doing nothing. (Projected energy savings will exceed loan payments.)

In the case of a property sale, PACE loans are transferable to the new owner, or can be paid off at no penalty.

Is it true that the PACE program in Maine is invalid or opposed by financial regulators? No. Fannie Mae, Freddie Mac, and FHFA object to "priority lien" versions of PACE legislation passed in other states. FHFA supports Maine PACE.

Eligibility requirements:

- The homeowners have a debt-to-income ratio of not more than 45%
- Property taxes and sewer charges are current on the property
- The property is not subject to any outstanding or unsatisfied tax or sewer liens
- The property is not subject to a reverse mortgage
- The property is not subject to a mortgage or other lien on which there is a recorded notice of default, foreclosure, or delinquency that has not been cured
- Loan to Value <100%: Property owner has at least as much equity in the home as amount of PACE loan.



## **HOME ENERGY SAVINGS PROGRAM WITH MAINE PACE FINANCING**

1. GET PREQUALIFIED BY CALLING EFFICIENCY MAINE
2. SCHEDULE AN ENERGY AUDIT WITH A PARTICIPATING ENERGY ADVISOR
3. GET QUOTES OF WORK TO BE DONE AND SUBMIT ALONG WITH LOAN APPLICATION TO EFFICIENCY MAINE
4. VISIT LOCAL BANK BRANCH TO SIGN LOAN DOCUMENTS
5. RECEIVE 30% OF PROJECT COST TO USE AS DOWN PAYMENT ON WORK TO BE DONE
6. SCHEDULE CONTRACTORS TO INSTALL IMPROVEMENT MEASURES
7. PARTICIPATING ENERGY ADVISOR RETURNS TO VERIFY WORK DONE AS SPECIFIED
8. REMAINING PROJECT FUNDS RELEASED TO HOMEOWNER TO PAY INSTALLERS
9. EFFICIENCY MAINE INCENTIVES ARE USED TO OFFSET LOAN AMOUNT
10. HOMEOWNER RECEIVES MONTHLY STATEMENTS FROM EFFICIENCY MAINE

**CURRENT AVERAGE PROJECT COST \$10,000, AVERAGE PROJECTED SAVINGS 37%.**

### **CURRENT EFFICIENCY MAINE INCENTIVE:**

**\$1500 FOR 25% PROJECTED ENERGY SAVINGS**

ITEM 24

BACK UP MATERIALS



*Town Clerk's Department*  
207-725-6658

Fran Smith, Town Clerk

MEMO

To: Town Council  
From: Fran Smith, Town Clerk  
Date: March 15, 2011  
Re: **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** application

---

The Town Clerk's Office has received a request for a **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** license for the Brunswick Mall from:

Farmer's Market  
Danny's Dogs  
Lola's Taqueria  
Northeast Noodle  
Wrappers

**SELLERS OF PREPARED FOOD ON PUBLIC WAYS** license for Non-Mall:

The Great Impasta

Please consider this request at your March 21, 2011 Council Meeting.

**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

Type of Business:  Sole Proprietor-Owner's Name: Damian Gornley

Partnership-Partner's Names: Damian Gornley - Patrice Bern

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: \_\_\_\_\_

Business Name: Northeast Noodle E-Mail: pboiss@gmail.com

Business Address: 185 Ferry Rd, Lisbon Business Phone Number: 207 615-4177

Name of Contact Person: Damian Gornley Contact's Phone Number: 646 644-4098

Mailing Address for Correspondence: 185 Ferry Rd, Lisbon, Me. 04250

Signature of Applicant: Damian Gornley Date: 3/13/11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_ Health Officer Signature \_\_\_\_\_

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food on A public way Paid Fee: \$ 1500.00 Cash/Check Date: 3-14-11

Advertising Fee: \$ \_\_\_\_\_  Paid

License Fees & Schedule: Please check the type of license you are applying for.

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles - one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: Needles with toppings - beef, chicken, veggie, fish

**Going Out of Business** (\$50)

60 Day License (Must also Complete an Application for Going out of Business Sale, and include a list of inventory)

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)  
 Location: Brunswick Mall Exp. 1<sup>st</sup> PH in March  
 As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_  
[Signature] (Signature of owner, officer, partner or agent)  
 (New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement** (\$100)-Exp. w/Alcohol License

Describe in detail kind and nature of entertainment- \_\_\_\_\_

Describe in detail room or rooms to be used under this permit- \_\_\_\_\_

Signature of Owner, officer, partner or agent: \_\_\_\_\_

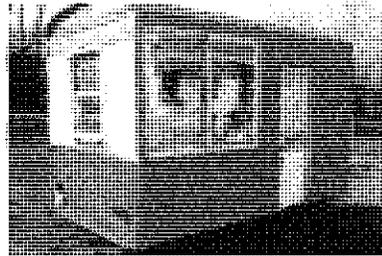
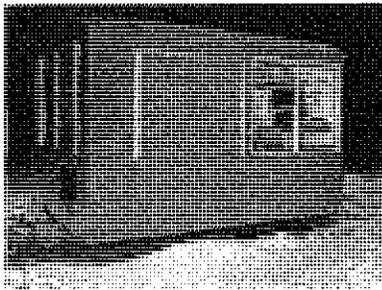
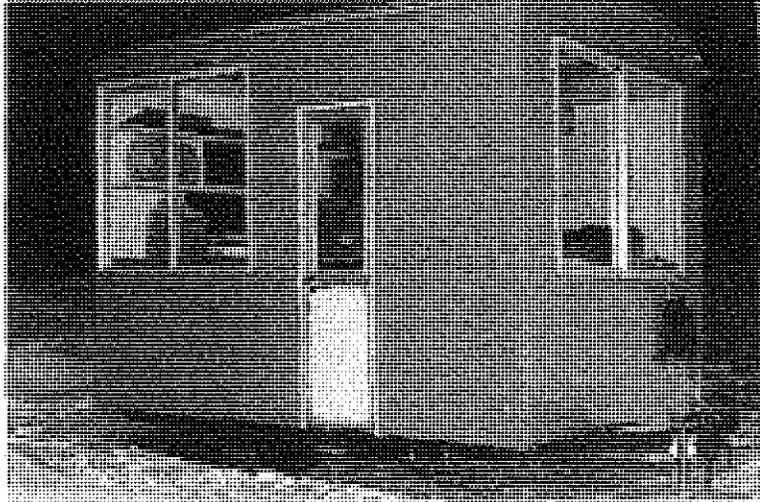
**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

# Northeast Noodle

*Fresh, seasonal and local ingredients*

A portable food business committed to locally farmed ingredients – naturally raised meats, fresh greens, herbs, and vegetables served over choice of noodles.



## 12 x 7 concession trailer (2009):

- finished interior
- three serving windows
- exterior covered in corrosion resistant aluminum sheet
- metal roof
- 20' of Formica countertops
- 3 bay stainless steel sink,
- separate hand-wash sink
- inside lighting
- four 110 V outlets
- slip proof mat on floor
- 18" griddle
- 2' x 18" chill table
- coffee pot
- fresh water tank
- waste water tank
- Three 20 lb. Propane grill tanks
- 2010 State health inspection

Northeast Noodle's menu has been designed and prepared by our chef and co-owner, Damian Gormley. Damian has a multitude of food experience and food expertise as a small livestock/produce farmer and as a professional cook. His most recent professional cooking assignment was with Chartwells North America, a division of Compass Group International. Damian's specialty was cooking individual stir-fry dishes designed on the spot by each customer (same strategy as Northeast Noodle)

**Menu includes:**

Choice of noodles: rice, soba, or udon

Choice of stir-fried toppings: veggies, tofu, beef, chicken or combos

Choice of sauces

Macaroni – noodles with cheese and seasonal greens

Vegetarian dishes

Gluten-free dishes

Beverages: bottled water, sparkling water, Boylen Brand soda, Wicked Joe Hot Coffee, Wicked Joe Iced Coffee

**Goals and Objectives of *Northeast Noodle*:**

To create an appealing, festive profile in the community while providing good fast food that is nutritious and low in fat. To maintain an upbeat, positive, healthy and fun image with a colorful concession stand and flags. To develop a synergistic relationship with local farmers and the community of Brunswick.

**Northeast Noodle**

Damian Gormley  
Patricia Boissevain  
185 Ferry Road  
Lisbon, ME 04250  
625-4177  
[pboiss@gmail.com](mailto:pboiss@gmail.com)



**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

OTHER: ASSOCIATION - BRUNSWICK FARMERS MARKET

Type of Business:  Sole Proprietor-Owner's Name: \_\_\_\_\_

Partnership-Partner's Names: \_\_\_\_\_

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: \_\_\_\_\_

Business Name: BRUNSWICK FARMER MKT E-Mail: \_\_\_\_\_

Business Address: P.O. BOX 124, BRUNSWICK, ME Business Phone Number: (207) 729-1872

Name of Contact Person: PETE KARONIS Contact's Phone Number: 729-1872

Mailing Address for Correspondence: 332 AUGUSTA RD TOPSHAM, ME

Signature of Applicant: PJ Karonis Date: 2/7/11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**

Address of Incorporation:			Phone #:
Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_

Health Officer Signature \_\_\_\_\_

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of PP Food Paid Fee: \$ 3,000 Cash /  Check Date: 2/7/11

Advertising Fee: \$ \_\_\_\_\_  Paid

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**  
\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle-Exp. December 31<sup>st</sup>** \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)-Exp. May 31<sup>st</sup>**  
 FSE with Malt, Vinous & Spirituous Liquor (\$250)  
 FSE with Malt and Vinous (\$200)  
 FSE with Malt or Vinous (\$175)  
 FSE with Sit Down, no Alcohol (\$100)  
 FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Going Out of Business (\$50)**  
60 Day License (Must also Complete an Application for Going out of Business Sale, and include a list of inventory)

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type. \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**  
\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)  
Location: Mall \_\_\_\_\_ Exp. 1<sup>st</sup> PH in March  
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick.  
[Signature] \_\_\_\_\_ (Signature of owner, officer, partner or agent)  
(New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement (\$100)-Exp. w/Alcohol License**  
Describe in detail kind and nature of entertainment- \_\_\_\_\_  
Describe in detail room or rooms to be used under this permit- \_\_\_\_\_  
Signature of Owner, officer, partner or agent: \_\_\_\_\_

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

Type of Business:  Sole Proprietor-Owner's Name: Sean McDonald

Partnership-Partner's Names: \_\_\_\_\_

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: 5-31-11

Business Name: DANNY'S Dogs E-Mail: \_\_\_\_\_

Business Address: 20 Marymeeting RD Brunswick ME 04011 Business Phone Number: \_\_\_\_\_

Name of Contact Person: Sean McDonald Contact's Phone Number: 7260881

Mailing Address for Correspondence: 20 Marymeeting RD, Brunswick, ME 04011

Signature of Applicant: Sean McDonald Date: 2-17-11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

\_\_\_\_\_  
Codes Officer Signature

\_\_\_\_\_  
Health Officer Signature

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food Paid Fee: \$ 1500.00  Cash /  Check Date: 2/16/11

Advertising Fee: \$ \_\_\_\_\_  Paid

License Fees & Schedule: Please check the type of license you are applying for.

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**  
\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle-Exp. December 31<sup>st</sup>** \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)-Exp. May 31<sup>st</sup>**

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,

B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: Hot Dogs, Burgers, Steak + Cheese, TLT, Soda, Milk, Chips

**Going Out of Business (\$50)**

60 Day License (Must also Complete an Application for Going out of Business Sale, and include a list of inventory)

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

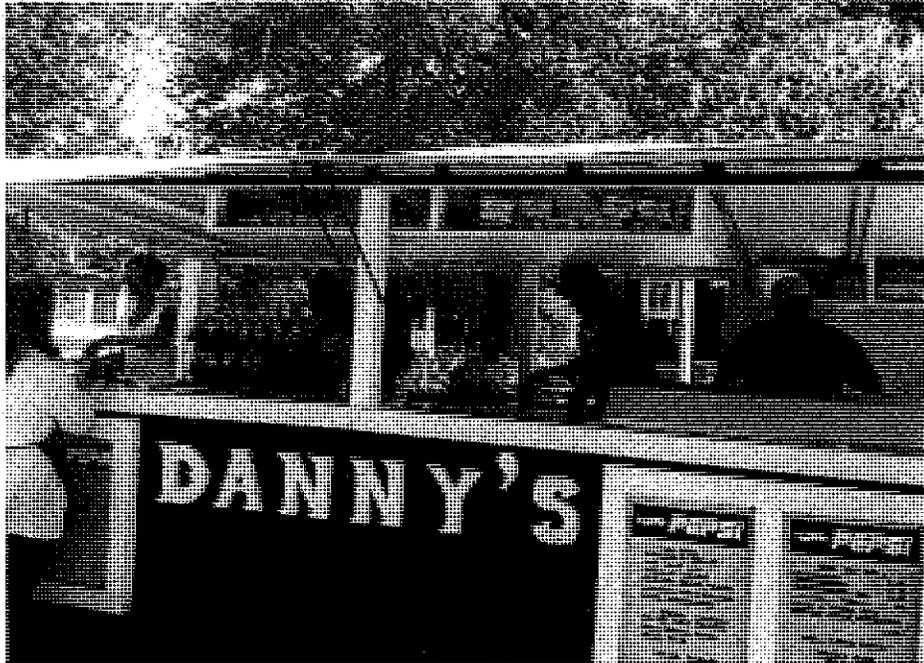
**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other) Location: _____ Exp. 1<sup>st</sup> PH in March</p> <p>As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____</p> <p><u>James McV...</u> (Signature of owner, officer, partner or agent)</p> <p>(New applicants must talk to Recreation Dept/There is no proration on new licenses)</p>
--

<p><input type="checkbox"/> <b>Special Amusement</b> (\$100)-Exp. w/Alcohol License Describe in detail kind and nature of entertainment- _____</p> <p>Describe in detail room or rooms to be used under this permit- _____</p> <p>Signature of Owner, officer, partner or agent: _____</p>
--

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens





**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

Type of Business:  Sole Proprietor-Owner's Name: Jonathan Holmes

Partnership-Partner's Names: \_\_\_\_\_

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: \_\_\_\_\_

Business Name: Lola's Taqueria E-Mail: lolastacos@yahoo.com

Business Address: 8 View St Business Phone Number: 207 751 1884

Name of Contact Person: Jonathan Holmes Contact's Phone Number: 802 318 0499

Mailing Address for Correspondence: 8 View St Brunswick ME 04011

Signature of Applicant: [Signature] Date: 2/17/11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners: Title Address % of Stock or ownership

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_

Health Officer Signature \_\_\_\_\_

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food Paid Fee: \$ 1,500 Cash/  Check/  Date: 2/17/11

Advertising Fee: \$ \_\_\_\_\_  Paid

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

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\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

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 FSE with Sit Down, no Alcohol (\$100)  
 FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Going Out of Business (\$50)**  
60 Day License (*Must also Complete an Application for Going out of Business Sale, and include a list of inventory*)

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**  
\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)  
Location: Mall Vendor \_\_\_\_\_ Exp. 1<sup>st</sup> PH in March  
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_  
Janette Hill (Signature of owner, officer, partner or agent)  
(New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement** (\$100)-Exp. w/Alcohol License  
Describe in detail kind and nature of entertainment- \_\_\_\_\_  
Describe in detail room or rooms to be used under this permit- \_\_\_\_\_  
Signature of Owner, officer, partner or agent: \_\_\_\_\_

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

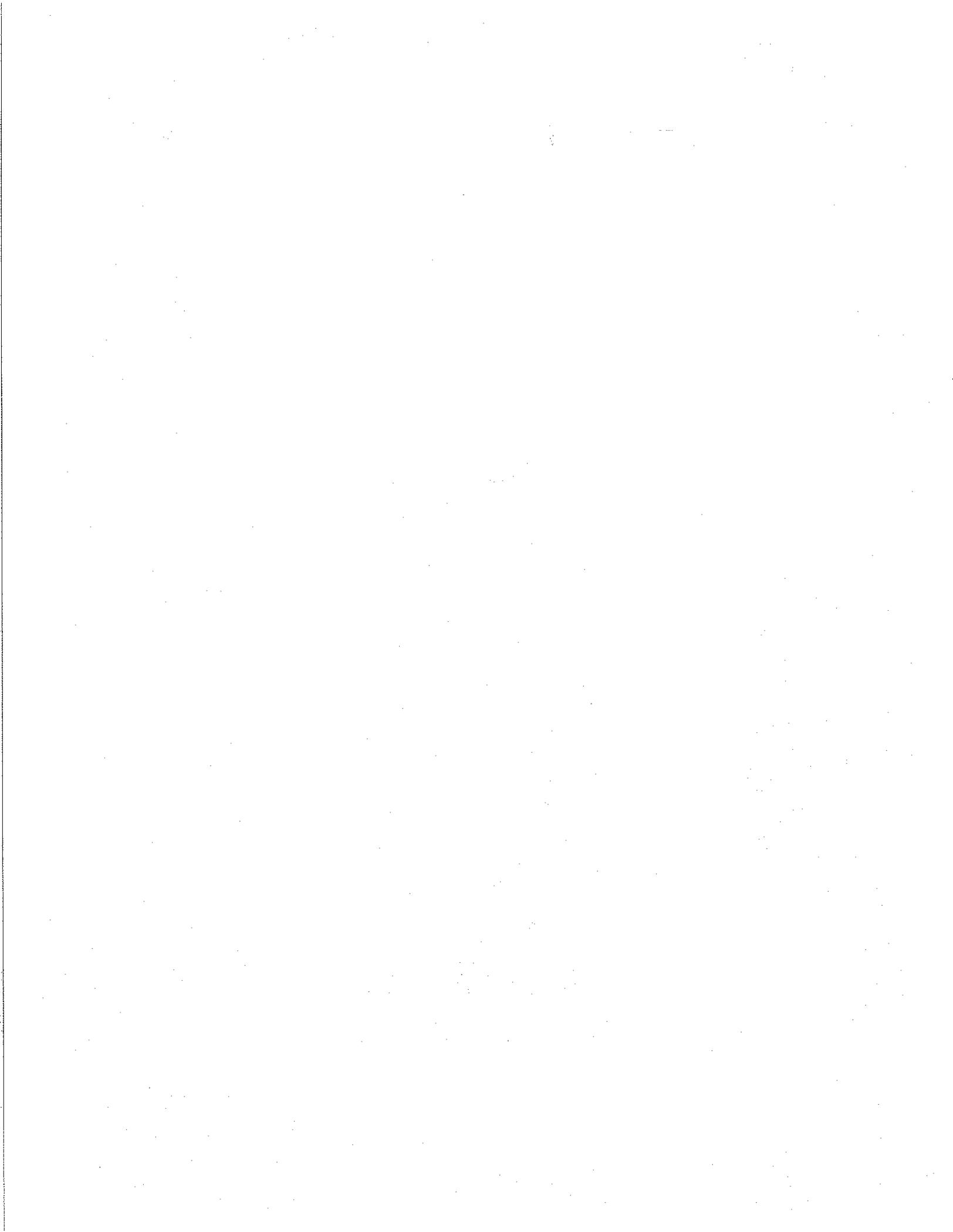
**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

# LOLA'S TAQUERIA

Menu

Quesadilla	\$2.50
Tostitos	\$1.50
Enchiladas	\$3.50
Tacos	\$1.00
Burrito	\$2.00
Chili	\$1.50
Hot Sauce	\$0.50
Soft Drink	\$0.75
Ice Cream	\$1.00
Donuts	\$0.50
Coffee	\$0.75
Tea	\$0.75
Milk	\$0.75
Water	\$0.50
Apple Juice	\$0.75
Orange Juice	\$0.75
Strawberry Juice	\$0.75
Pineapple Juice	\$0.75
Apple Pie	\$1.50
Chocolate Pie	\$1.50
Key Lime Pie	\$1.50
Apple Cider	\$1.50
Hot Chocolate	\$1.00
Ice Cream Sandwich	\$1.00
Cookie	\$0.50
Cheesecake	\$1.50
Crème Brûlée	\$1.50
Flourless Chocolate Cake	\$1.50
Red Velvet Cake	\$1.50
Vanilla Cake	\$1.50
White Chocolate Cake	\$1.50
Yeast Cake	\$1.50
Apple Pie	\$1.50
Chocolate Pie	\$1.50
Key Lime Pie	\$1.50
Apple Cider	\$1.50
Hot Chocolate	\$1.00
Ice Cream Sandwich	\$1.00
Cookie	\$0.50
Cheesecake	\$1.50
Crème Brûlée	\$1.50
Flourless Chocolate Cake	\$1.50
Red Velvet Cake	\$1.50
Vanilla Cake	\$1.50
White Chocolate Cake	\$1.50
Yeast Cake	\$1.50





**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

Type of Business:  Sole Proprietor-Owner's Name: DAVID E Brown Teresa L Brown  
 Partnership-Partner's Names: \_\_\_\_\_  
 Corporation-Corporation Name: \_\_\_\_\_  
Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: \_\_\_\_\_

Business Name: WRAPPERS E-Mail: dt1137@Comcast.NET

Business Address: 22 MORGANSON LN TOPSHAM Business Phone Number: 319-5023

Name of Contact Person: DAVID BROWN Contact's Phone Number: 725-1489

Mailing Address for Correspondence: 22 MORGANSON LANE TOPSHAM ME 04084

Signature of Applicant: David Brown Date: 1/23/11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Name of Corp. Officer, Owner, or Partners: Title Address % of Stock or ownership

Table with 4 columns: Name of Corp. Officer, Owner, or Partners; Title; Address; % of Stock or ownership. Multiple rows for listing officers.

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_ Health Officer Signature \_\_\_\_\_

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food Paid Fee: \$ 1500 - Cash / Check Date: FEB - 9 2011

Advertising Fee: \$ \_\_\_\_\_  Paid

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**  
\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle-Exp. December 31<sup>st</sup>** \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)-Exp. May 31<sup>st</sup>**

- FSE with Malt, Vinous & Spirituous Liquor (\$250)
- FSE with Malt and Vinous (\$200)
- FSE with Malt or Vinous (\$175)
- FSE with Sit Down, no Alcohol (\$100)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Going Out of Business (\$50)**  
60 Day License (*Must also Complete an Application for Going out of Business Sale, and include a list of inventory*)

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**  
\_\_\_\_ #Weeks/\$25/week    \_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup>    \_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

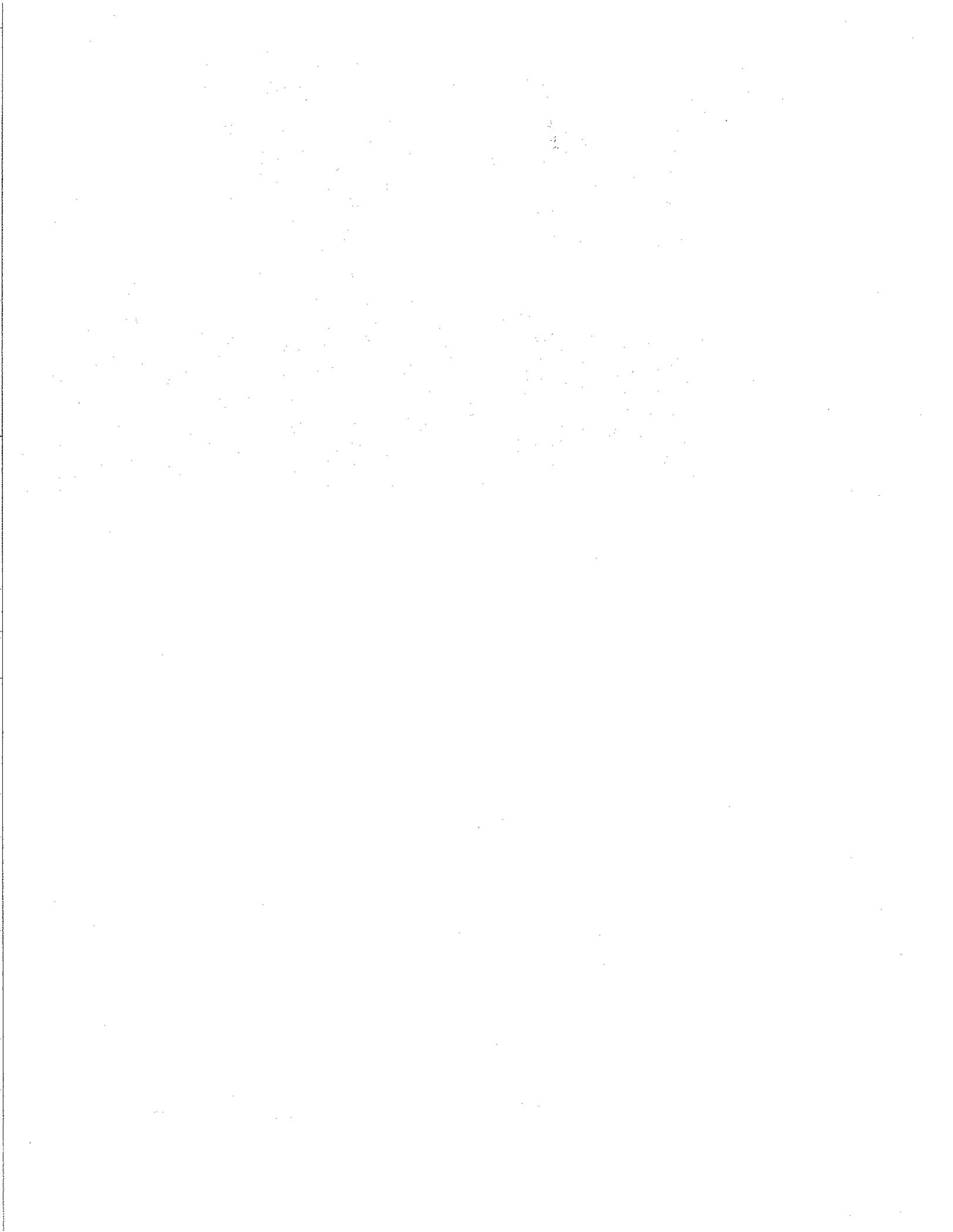
**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)  
Location: WRAPPERS - NMM    Exp. 1<sup>st</sup> PH in March  
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_  
(Signature of owner, officer, partner or agent)  
(New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement** (\$100)-Exp. w/Alcohol License  
Describe in detail kind and nature of entertainment- \_\_\_\_\_  
Describe in detail room or rooms to be used under this permit- \_\_\_\_\_  
Signature of Owner, officer, partner or agent: \_\_\_\_\_

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup>    \_\_\_\_\_ Number of Screens





ITEM 25

BACK UP MATERIALS



*Town Clerk's Department*  
207-725-6658

Fran Smith, Town Clerk

MEMO

To: Town Council  
From: Fran Smith, Town Clerk  
Date: February 22, 2011  
Re: **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** applications

---

The Town Clerk's Office has received a request for **SELLERS OF PREPARED FOOD ON PUBLIC WAYS** for:

The Great Impasta

Please consider this request at your March 7, 2011 Council Meeting.



**TOWN OF BRUNSWICK**

28 Federal Street Brunswick, Maine 04011 TEL: (207) 725-6658 FAX: (207) 725-6663

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

Type of Business:  Sole Proprietor-Owner's Name: \_\_\_\_\_

Partnership-Partner's Names: \_\_\_\_\_

Corporation-Corporation Name: The Great Impacts Inc

Incorporation Date: 10/1984 Incorporation State: Maine

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: \_\_\_\_\_

Business Name: The Great Impacts Inc E-Mail: \_\_\_\_\_

Business Address: 42 Maine Street Business Phone Number: 207-729-5858

Name of Contact Person: Alisa Coffin Contact's Phone Number: 207-729-5858

Mailing Address for Correspondence: 42 Maine Street Brunswick ME 04011

Signature of Applicant: [Signature] Date: 1/27/11

There will be a late fee for any expired licenses (\$25) w/ fees higher than (\$50) and (\$10) for licenses w/ fees (\$50) or less. The fine will double after the license has been expired for more than 30 days. New licenses are prorated by the half-year.

**Select Type of License you are applying for on back of this page**

**Corporations Please Complete:**  
 Address of Incorporation: 42 Maine St Brunswick ME Phone #: 207-729-5858  
 Name of Corp. Officer, Owner, or Partners: Title Address % of Stock or ownership

<u>The Great Impacts Inc</u>	<u>Alisa Coffin</u>	<u>President</u>	<u>100%</u>
	<u>Wesley Coffin</u>	<u>Secretary</u>	<u>0%</u>
	<u>3 Washington Ave Bailey Island 04003</u>		

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_ Health Officer Signature \_\_\_\_\_

Temp Food Service:  Maine Dept of Human Services Valid License  Maine Dept of Agriculture License

Seller of Prepared Food on Public Way:  Insurance Binder  Picture of Cart (also will need FSE License)

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food on Public Way Paid Fee: \$ 25 Cash /  Check Date: 1/31/11

Advertising Fee: \$ \_\_\_\_\_  Paid

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**  
\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**  
\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle-Exp. December 31<sup>st</sup>** \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)-Exp. May 31<sup>st</sup>**

- FSE with Malt, Vinous & Spirituous Liquor (\$250)
- FSE with Malt and Vinous (\$200)
- FSE with Malt or Vinous (\$175)
- FSE with Sit Down, no Alcohol (\$100)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Going Out of Business (\$50)**  
60 Day License (Must also Complete an Application for Going out of Business Sale, and include a list of inventory)

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard**     **Automobile Graveyard (\$50 each, both Exp. Oct. 1<sup>st</sup>)**     **Auto Recycling (\$250-5 Yrs)**  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker (\$75) Exp. June 30<sup>th</sup>**

**Peddler:**  
\_\_\_\_ #Weeks/\$25/week    \_\_\_\_ #Months (up to-3 mnths-\$50/ up to-6 mnths \$75)    \_\_\_\_ 1 Year (up to 12 mnths \$100)

**Pinball Mach. - Other Amuse Devices (\$35/each) Exp. June 30<sup>th</sup>** \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer (\$75)-Exp. June 30<sup>th</sup>**

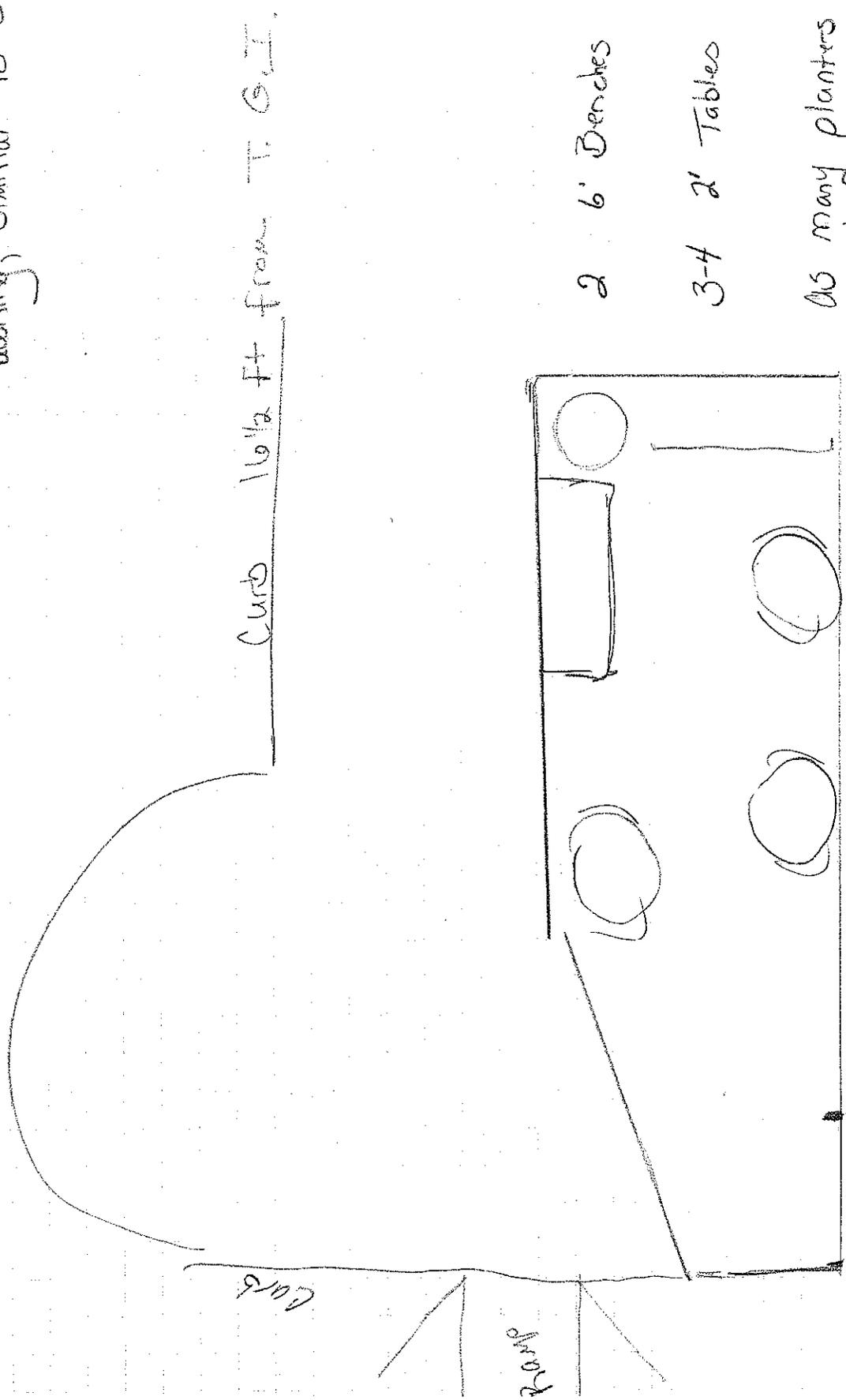
**Sellers of Prepared Food on Public Way (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)**  
Location: 42 Main St Brunswick ME 04011    Exp. 1<sup>st</sup> PH in March  
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_  
ABC (Signature of owner, officer, partner or agent)  
(New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement (\$100)-Exp. w/Alcohol License**  
Describe in detail kind and nature of entertainment- \_\_\_\_\_  
\_\_\_\_\_  
Describe in detail room or rooms to be used under this permit- \_\_\_\_\_  
\_\_\_\_\_  
Signature of Owner, officer, partner or agent: \_\_\_\_\_

**Tattooing Establishment (\$75)-Exp. June 30<sup>th</sup>**

**Theater (\$150 per screen)-Exp. June 30<sup>th</sup>** \_\_\_\_\_ Number of Screens

Roll in awning, to replace present  
awning, similar to Grand City.



Curb 16 1/2 ft from T. G.I.

2 6' Benches

3-4 2' Tables

As many planters with herbs  
as possible

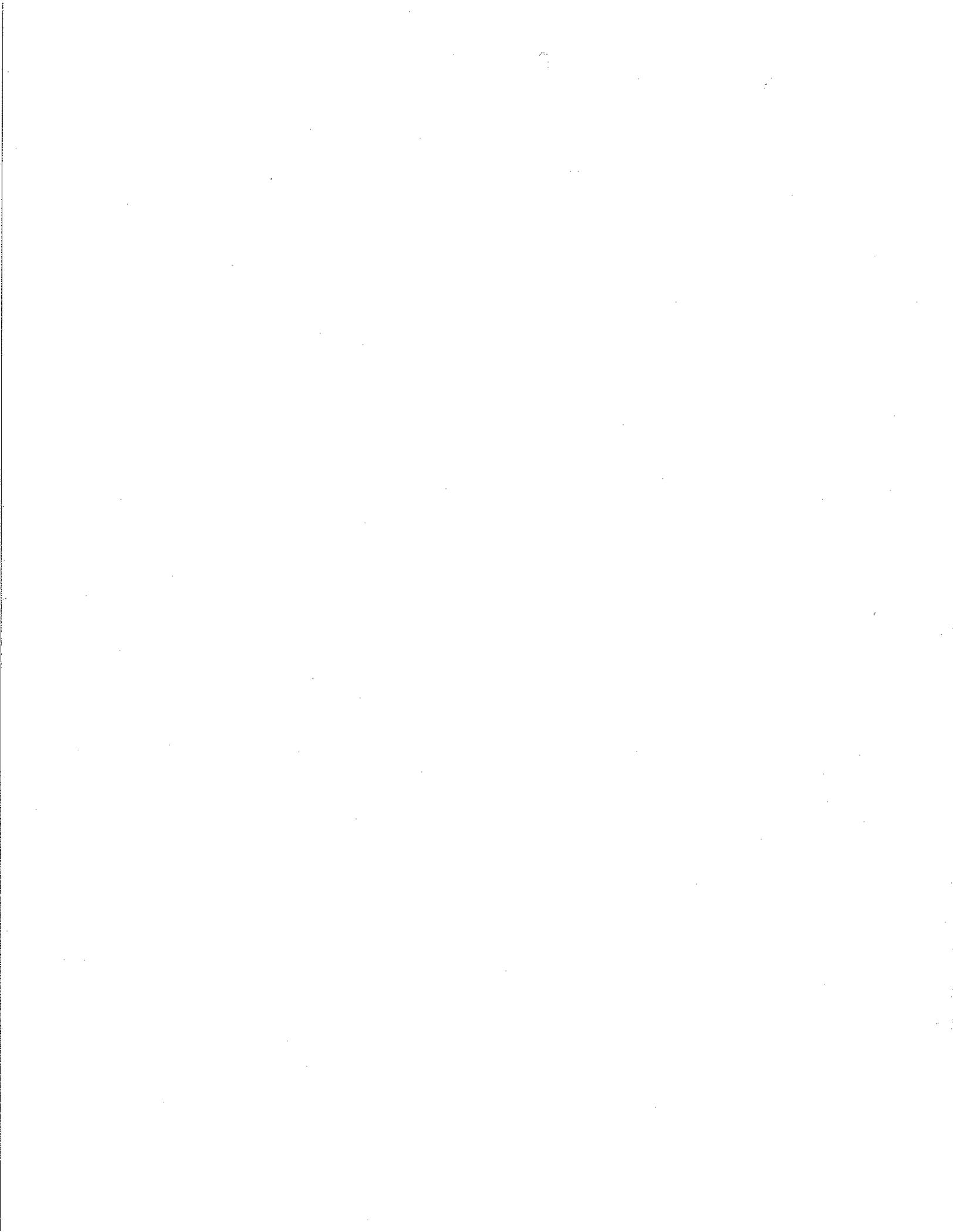
The planters, along with a rope fence will  
make a lovely addition to The Great  
Grand.

Front  
Door

TGI  
ramp

Ramp

Curb



ITEM 26

BACK UP MATERIALS

## Is this really safer than head-in angled parking?

Yes! Tucson, AZ has reported an average of 3-4 bike/car crashes per month before back-in angled parking and none in 4 plus years following implementation.

Overall, back-in angle parking improves the safety of cyclist and drivers by increasing visibility, and makes accessing your car easier and safer.



## Will back-in angle parking be hard to learn?

No. The parking itself is a simple driving operation; it is, in fact, easier than parallel parking, and easier than blindly backing into an active traffic lane. Please be patient with others as we all learn this new parking technique that has a proven record in improving traffic safety.

## Where is back-in angle parking used in the US?

- |                    |                   |
|--------------------|-------------------|
| Arlington, VA      | Birmingham, AL    |
| Charlotte, NC      | Chico, CA         |
| Everett, WA        | Honolulu, HI      |
| Indianapolis, IN   | Knoxville, TN     |
| Marquette, MI      | Missoula, MT      |
| New York, NY       | Olympia, WA       |
| Philadelphia, PA   | Portland, OR      |
| Pottstown, PA      | Salem, OR         |
| Salt Lake City, UT | San Francisco, CA |
| Santa Barbara, CA  | Seattle, WA       |
| Tucson, AZ         | Ventura, CA       |
| Washington, DC     | Wilmington, DE    |



Questions/Comments?

John Foster, Town Eng/PW Director  
jfoster@brunswickme.org  
9 Industry Rd  
Brunswick, ME 04011  
(207) 725-6654  
www.brunswickme.org/dpw

## Town of Brunswick

Maine Street Station  
Station Avenue

## Back-In Angle Parking



## What is Back-in Angle Parking

Back-in angle parking (also called “reverse angle parking”) is a safer type of angle parking that Brunswick is implementing for the 34 on-street angle parking spaces on Station Avenue. Instead of pulling into the parking spot, cars back into their spots, allowing them to make eye contact with oncoming traffic when exiting the parking space.

On Maine Street we have a number of angle parking spaces where you drive in and then must back out into moving traffic. Driver visibility is significantly reduced when backing out and there have been numerous accidents on Maine Street caused by cars backing out of their parking space. We hope to avoid that condition on Station Avenue making parking safer for all. If you prefer not to use the back-in angle parking spaces there are 15 on-street parallel spaces and 95 off-street spaces available in the Maine Street Station parking lots.

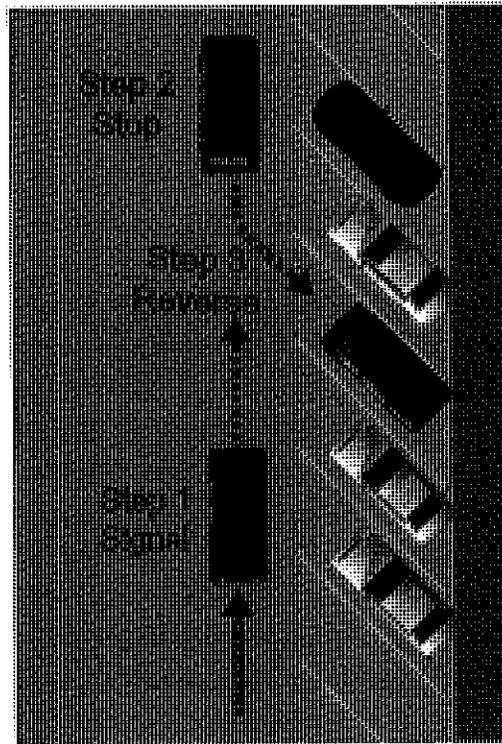
Please do not park head-in to the angle spaces on Station Avenue as that is a traffic violation and subject to a ticket and fine. It will also put the vehicle and others at risk as they will be on the wrong side of the road when backing out if parked head-in.

## How does back-in angle parking work?

Just like parallel parking:

1. Signal a right turn to warn other drivers.
2. Pull past the parking space and stop.
3. Put your car in reverse and back into the parking spot.

These three simple steps are illustrated by the diagram below.



## What are the benefits of back-in parking?

Some anticipated benefits of this parking strategy for Station Avenue are:

1. **Improved visibility and increased field of vision.** When leaving the parking space, motorists are able to see oncoming traffic.
2. **Decreased number of collisions.** Motorists no longer have to back out blindly from their parking space.
3. **Improved safety:**
  - **For children.** Car doors open in a manner that directs children to the back of the vehicle, ushering them towards the sidewalk rather than the street.
  - **For cyclists.** As vehicles exit their parking stall, they are able to see cyclists in the roadway.
4. **Improved loading and unloading.** Trunks are adjacent to the sidewalk and open car doors offer protection from the street, allowing loading and unloading to occur outside of the traveled roadway.
5. **Traffic calming.** Station Avenue is a pedestrian oriented street with a 20 mph Speed Limit, numerous crosswalks and an elevated table in the center area. We want to encourage the slow speed of vehicles using Station Avenue.

ITEM 27

NO BACK UP MATERIALS

ITEM 28

BACK UP MATERIALS

## BRUNSWICK CITIZENS

The Brunswick Town Council will be appointing Brunswick citizens on Monday, April 11, 2011, to the following Boards and/or Committees:

### Downtown and Outer Pleasant Street Plan Implementation Committee - 3 year terms

There are openings for the following categories:

- 2 residents; one each from a Downtown and Pleasant Street neighborhood
- 2 business owners; one who owns a business Downtown and one who owns a business on Pleasant Street
- 2 at-large members citizens
- 1 representative of the creative economy/non-profit community
- 1 representative from the Brunswick Downtown Association

### Assessment Review Board

- 1 full member – 3 year term to expire on 01/12/2014

### Bicycle and Pedestrian Advisory Committee

- 1 Member – no set term

### Conservation Commission

- 2 members – 3 year terms to expire on 01/01/2014

### Fair Hearing Authority

- 3 members – 2 year term to expire on 10/01/2012

### Housing Authority

- 1 resident/participant in program member – Balance of 5 year term to expire on 06/03/2014

### Marine Resource Committee

- 1 Non-License Holder – 3 year term to expire on 05/01/2014
- 1 Alternative (Commercial Harvester) – 3 year term to expire on 05/01/2014
- 1 Alternate (no license holder) – 3 year term to expire on 05/01/2013

### Personnel Board

- 1 member – 3 year term to expire on 01/12/2014

### Planning Board

- 1 member – balance of 3 year term to expire on 02/23/2012
- 2 members – 3 year term to expire on 02/23/2014

### Sewer District Trustees

- 2 members – 3 year terms to expire on 04/01/2014

### Zoning Board of Appeals

- 1 Associate member –balance of 3 year term to expire on 12/18/2011
- 1 Associate member –3 year terms to expire on 7/1/2013

### Growstown School Committee

- Citizen member – no set term.

Interested citizens should complete an application form, available in the Town Clerk's Office or the Town Manager's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on

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# Summary of Received Applications

3/15/2011

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Date of Application

## Assessment Review Board

<b>Benson</b>	<b>Ford</b>	<b>324 Simpson Pt. Rd.</b>	<b>725-1367</b>	<b>11/17/2010</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="6:00 p.m., Wed Feb. 16"/>

## Downtown & Outer Pleasant St Plan Implem

<b>Stephanie</b>	<b>Slocum</b>	<b>Brunswick Downtown Assoc.</b>	<b>729-5137</b>	<b>3/11/2011</b>
Will this be a reappointment		MembershipType: BDA member	Interview Time:	<input type="text" value="March 17, 7:00 p.m."/>

<b>Emily</b>	<b>Swan</b>	<b>4 Page St</b>	<b>729-7714</b>	<b>1/26/2011</b>
Will this be a reappointment		MembershipType: Citizen At Large	Interview Time:	<input type="text" value="6:15 p.m., Wed Feb. 16"/>

<b>Toby</b>	<b>Tarpinian</b>	<b>1 Gilman Ave</b>		<b>3/7/2011</b>
Will this be a reappointment		MembershipType: Business Owner -	Interview Time:	<input type="text" value="March 17, 6:45 p.m."/>

<b>Sande</b>	<b>Updegraph</b>	<b>724 Durham Rd</b>	<b>725-1345</b>	<b>1/14/2011</b>
Will this be a reappointment		MembershipType: Citizen At large	Interview Time:	<input type="text" value="March 17, 6:00 p.m."/>

---

## Growstown School Committee

<b>Philip</b>	<b>Dionne</b>	<b>91 Merrymeeting Rd</b>	<b>729-3043</b>	<b>2/15/2011</b>
Will this be a reappointment		MembershipType:	Interview Time:	<input type="text" value="March 17, 6:15 p.m."/>

## Marine Resource Committee

<b>Dann</b>	<b>Lewis</b>	<b>7 Leeward Cove Rd</b>	<b>319-7774</b>	<b>2/28/2011</b>
Will this be a reappointment		MembershipType: Alternate (no licens	Interview Time:	<input type="text" value="March 17, 6:30 p.m."/>

<b>Anthony</b>	<b>Yuods nukis</b>	<b>276 Bunganuc Rd</b>	<b>729-0823</b>	<b>1/26/2011</b>
Will this be a reappointment		MembershipType: Non-License holde	Interview Time:	<input type="text" value="6:30 p.m., Wed, Feb. 16"/>

**Planning Board**

<b>Shirley</b>	<b>Chase</b>	<b>2 Chase Lane</b>	<b>725-9495</b>	<b>2/14/2011</b>
Will this be a reappointment		MembershipType:	Interview Time:	6:45 p.m., Wed Feb. 16
<b>Dann</b>	<b>Lewis</b>	<b>7 Leeward Cove Rd</b>	<b>319-7774</b>	<b>2/28/2011</b>
Will this be a reappointment		MembershipType:	Interview Time:	March 17, 6:30 p.m.
<b>Steve</b>	<b>Walker</b>	<b>14 Bowdoin St</b>	<b>729-6327</b>	<b>11/15/2010</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	Jan 19th, 6:30 p.m
<b>Margaret</b>	<b>Wilson</b>	<b>13 Dionne Circle</b>	<b>729-0584</b>	<b>11/2/2010</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	Done on Dec. 15, 6:30 p.m.

**Sewer District Trustees**

<b>Charles</b>	<b>Priest</b>	<b>9 Bowker St.</b>	<b>725-5439</b>	<b>2/15/2011</b>
Will this be a reappointment		MembershipType:	Interview Time:	Done by Phone

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only  
Date App. NOV 17 2010 Received  
Date App. \_\_\_\_\_  
Entered \_\_\_\_\_  
Appointed \_\_\_\_\_

Full Name: BENSON FORD Date 11/16/10

Street Address: 324 SIMPSONS Pt. Rd, Brunswick ME

Home Telephone #: 755-1367 E-mail Address: ben and pat ford@gmail.com I live in Council District #: \_\_\_\_\_

I wish to be considered for appointment to the:  
Assessment Review Bd  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: 1/12/11  
and/or  
ASSOCIATE MEMBERSHIP STATUS: \_\_\_\_\_ TERM EXPIRES: 1/12/14

Do you currently serve on any Town Board/Committee/Commission? YES If so, please state name of Board/Committee/Commission and the number of years of service: see above  
ASSESS. REV. Bd. Number of Years 13 Date term expires 1/12/11

Occupation: Retired Attorney

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:  
Brunswick Rotary (former President.) Mentor Brunswick H.S.

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
13 yrs experience on current Bd. plus previous legal experience with Real Estate and Planning activities

Have you previously served on a Town board/committee/commission? YES If so, please list the board/committee/commission and years of service:  
Brunswick Resources Corp 1990's to 2003

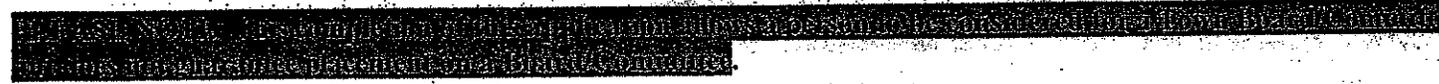
Benson Ford  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION**

Applicants may submit a cover letter and resume with the application form. Applications should be returned to the TOWN CLERK'S OFFICE, 28 Federal Street, Brunswick, Me 04011 - BY 4:30 P.M. on the date specified by the public notice.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Assess Rev. Bd

Term Length: 3 yrs

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

No

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

see above

3. Why would you like to be on the Board/Committee/Commission?

Assessment and Taxes critical budget issue especially in these times of economic hardship

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

No

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only
Date App. Received
JAN 26 2011 Date App. Entered
Appointed

Full Name: Emily Swan Date 1/26/11

Street Address: 4 Page St

Home Telephone #: 729-7714 E-mail Address: eswan@pineisland.org I live in Council District #: 6

I wish to be considered for appointment to the:  
Downtown Master Plan Implementation Committee  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: SOON!  
and/or  
ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: ?

Do you currently serve on any Town Board/Committee/Commission? Y If so, please state name of Board/Committee/Commission and the number of years of service:  
Village Review Board Number of Years 15 or 50 years Date term expires 2013 (I think)

Occupation: Summer camp business mgr

Employer: Pine Island Camp Work Telephone #: 729-7714

List any civic organizations to which you belong:  
Curtis Library Friends + volunteer Amnesty International  
B-T Land Trust (formerly on Board)

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
Service on Village Review Bd + Downtown Master Plan Com - has given me familiarity with downtown issues + problems + solutions to some

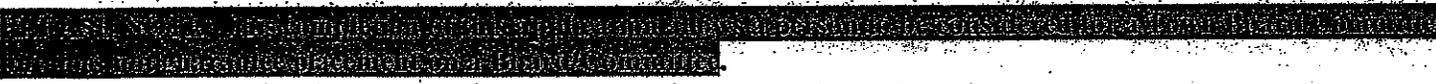
Have you previously served on a Town board/committee/commission? Y If so, please list the board/committee/commission and years of service:  
Village Rev. Bd - see above  
Downtown Master Plan Com - 2 yrs  
Comp Plan Committee (1st Comp Plan) - 2-3 yrs Emily J. Swan  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

Applicants may submit a cover letter and resume with the application form. Applications should be returned to the TOWN CLERK'S OFFICE, 28 Federal Street, Brunswick, Me 04011 - BY 4:30 P.M. on the date specified by the public notice.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Downtown Master Plan Implementation Com

Term Length: ad hoc - until change is done, I think.

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

no, because I was on the DmPC, which recommended creation of this committee

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

Law degree; exp. as chair of Village Rev. Bd. + DmPC. Also, I am an almost daily user of downtown businesses, PO, library, etc., almost always on foot or bike, + have as a result a lot of direct personal experience with the challenges + rewards of using our downtown

3. Why would you like to be on the Board/Committee/Commission?

I served on the drafting committee that fine-tuned the language + format of the Downtown Master Plan + am thus very familiar with its contents. I am a solutions-oriented person + think I could contribute to the process of translating the plan's vision into a concrete action plan

4. Are you aware of the time involved and would you be able to attend most of the meetings?

yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

no

6. Do you have anything you would like to add?



Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
_____	Date App.
_____	Received
_____	Date App.
_____	Entered
_____	Appointed

Full Name: ANTHONY J. YUODSIVUKIS Date \_\_\_\_\_

Street Address: 276 BUNGANUC RD

Home Telephone #: 207-229-0823 E-mail Address: BOPPY42@COMCAST.NET I live in Council District #: 3

I wish to be considered for appointment to the:

MARINE RESOURCES COMMITTEE  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: 5-1-2011  
and/or  
ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: 5-1-2014

Do you currently serve on any Town Board/Committee/Commission?  If so, please state name of Board/Committee/Commission and the number of years of service:

MARINE RESOURCE Number of Years 8 MOS. Date term expires 5-1-2011

Occupation: RETIRED

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

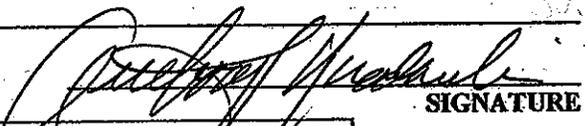
BOARD OF DIRECTORS, TREASURER, BATH AREA FAMILY YMCA  
TOWN OF BRUNSWICK, MARINE RESOURCE COMMITTEE

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

TOWN OF BRUNSWICK, MESE PT. BOAT LAUNCH CITIZEN ADVISORY COMMITTEE;  
AVOID COASTAL OUTDOORSMAN, BOATER, RECREATIONAL FISHERMAN; B.S. FORESTRY  
40YR. BUSINESS EXPERIENCE

Have you previously served on a Town board/committee/commission? YES If so, please list the board/committee/commission and years of service:

MESE PT. BOAT LAUNCH CITIZEN ADVISORY COMMITTEE 3-4 YRS

  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: MARINE RESOURCE COMMITTEE

Term Length: 3 YEARS

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NONE - I HAVE BEEN SERVING ON THE COMMITTEE SINCE SEPT 1, 2010 AS A REPRESENTATIVE OF THE TOWN AT-LARGE

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

- SERVED ON MERE PT. BOAT LAUNCH CITIZEN ADVISORY COMMITTEE  
- GAINED EXPERIENCE WORKING WITH PUBLIC, STATE AGENCIES, TOWN OFFICIALS  
- SPENT MANY YEARS (40+) BOATING BRUNSWICK COASTAL WATERS  
- ENVIRONMENTAL DEGREE (B.S. FORESTRY-UMaine) AND 40 YRS BUSINESS EXPERIENCE

3. Why would you like to be on the Board/Committee/Commission?

- INTENSELY INTERESTED IN BRUNSWICK NATURAL RESOURCES AND THE MANAGEMENT OF THOSE RESOURCES, ESPECIALLY MARINE RESOURCES.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

YES, HAVING SERVED ON THE COMMITTEE ~~FOR~~ SINCE SEPT 1, 2010

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

NO

6. Do you have anything you would like to add?

I HAVE LEARNED A GREAT DEAL SINCE SERVING ON THE MRC AND FEEL I HAVE ADDED TO THE WORK OF THE MRC WITH MY COMMENTS, QUESTIONS, AND ADVICE

Mrs Chase asked to resubmit her 2009 application for ZBA to use as a current application for Planning Board.

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
14/1/11	Date App.
MAY 11 2009	Received
	Date App.
	Entered
	Appointed

Full Name: Shirley Chase Date 5/8/09

Street Address: 2 Chase Lane

Home Telephone #: 725-9495 E-mail Address: SRVIVR@SUSCOM-Maine.net I live in Council District #: 1  
SRVIVR@comcast.net

I wish to be considered for appointment to the:  
ZBA Planning Board.  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: 1/7/09  
and/or  
ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: 4/1/12

Do you currently serve on any Town Board/Committee/Commission? yes If so, please state name of Board/Committee/Commission and the number of years of service:  
ZBA Number of Years 2 Date term expires 7/1/09

Occupation: retired

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:  
Lions Club, Merrymeeting Community Shares, Habitat for Humanity

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
See resumé

Have you previously served on a Town board/committee/commission? yes If so, please list the board/committee/commission and years of service:  
School Board 2?

Shirley Chase  
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

Applicants may submit a cover letter and resume with the application form. Applications should be returned to the TOWN CLERK'S OFFICE, 28 Federal Street, Brunswick, Me 04011 - BY 4:30 P.M. on the date specified by the public notice.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

PLEASE NOTE: The completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: ZBA

Term Length: \_\_\_\_\_

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

no

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

yes, see resumé

3. Why would you like to be on the Board/Committee/Commission?

to contribute to the town of Brunswick

4. Are you aware of the time involved and would you be able to attend most of the meetings?

yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

no

6. Do you have anything you would like to add?

I would like to be a Full time member as I have the time and interest to devote to the position

**THE TOWN OF BRUNSWICK RESERVES THE RIGHT TO ACCEPT OR REJECT ANY APPLICANT'S RESPONSE TO THIS QUESTION.**

# SHIRLEY CHASE

Address: 2 Chase Lane Brunswick, ME 04011

Home phone: (207)-725-9495 Cell phone: (207)-837-1888

svivr@suscom-maine.net

**Projects Experience** **Nathan Clifford Condo Project** June 2008- Current  
Portland, Maine

General contractor liaison for renovation project on a 1900's historic 2 unit in Portland. Overseeing all workmanship and quality control of sub contractors throughout the project.

**Cumberland Apartments** July 2007- September 2007  
Portland, Maine

Provided support and hands on skills in the complete rehabilitation of a 3 unit building. Work included painting, flooring and minor plumbing.

**Middle Street Apartments** October 2006- December 2006  
Bath, Maine

The restoration of an 1800's sea captain's home into 3 livable apartments. Work included re-finishing floors, painting, and updates.

**South Main Street Home** April 1998-September 1999  
New Auburn, Maine

The renovation of a 1920's farm house and barn for resale. Work included painting, papering, installing flooring, and new cabinets.

**Farmhouse Makeover** July 1995-June 1998  
Auburn, Maine

Restoration of a 1790 farmhouse on 20 acres. Work included removing plaster walls, all new wiring, replacing windows etc. and decorating.

**Entrepreneur Endeavors**

**Aesthetics** Fall 1991- Current  
Brunswick, ME

Developed an interior consulting and design business that focused on upholstery, color palettes, and space planning.

**Education**

**University of Southern Maine, Master of Education** 1979  
Gorham, Maine

Focus: Learning Disabilities

**University of Maine, Bachelor of Arts**  
Orono, Maine

1968

Focus: Sociology and Elementary Education

**Construction Skills**

Drywall application, minor electrical, installation of flooring, minor plumbing, interior/ exterior painting, demolition, insulation, installing doors and locks, and decorating

Town of Brunswick

Application for

Appointment to Board/ Committee/ Commission

For Office Use Only

1-14-11 Date App.

Received

Date App.

Entered

Appointed

Feb 14  
Unavail.

Full Name: Sande Updegraph Date 1-14-11

Street Address: 124 Durham Road

Home Telephone #: 125-1345 E-mail Address: fed@freeportmaine.com (office) I live in Council District #: 4

I wish to be considered for appointment to the:  
Downtown Master Plan Implementation Committee  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: \_\_\_\_\_  
and/or  
ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? Yes If so, please state name of Board/Committee/Commission and the number of years of service:  
• Davis Fund  
• Zoning Board of Appeals Number of Years 3(?) Date term expires 2013(?)

Occupation: Executive Director

Employer: Freeport Economic Devel. Corporation Work Telephone #: 865-4743x117

List any civic organizations to which you belong:  
• MRAA BOARD  
• Brunswick Downtown Assoc.  
• Maine Development Foundation  
• Trainriders Northeast  
• Freeport Chamber  
• Yarmouth Chamber  
• Southern Midcoast Chamber

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
certified Economic Development Specialist  
5 years experience @ Freeport Econ. Dev. Corp (FEDC)

Have you previously served on a Town board/committee/commission? \_\_\_\_\_ If so, please list the board/committee/commission and years of service:

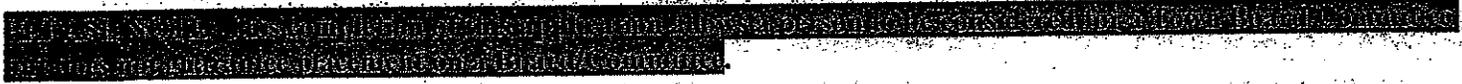
Sande Updegraph  
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
Date App.	Received
Date App.	Entered
	Appointed

Full Name: Margaret Ashworth Wilson Date 10/21/10

Street Address: 13 Dionne Circle, Brunswick

Home Telephone #: 729-0584 E-mail Address: mawilson911@comcast.net I live in Council District #: 3 or 4

I wish to be considered for appointment to the:

Planning Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 1/2011

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? yes If so, please state name of Board/Committee/Commission and the number of years of service:

Planning Board Number of Years 8 Date term expires 12/2010

Occupation: consultant

Employer: self Work Telephone #: 729-0584

List any civic organizations to which you belong:

Board of Directors: United Way of MidCoast ME (also chair Basic Needs Council.)  
" " " " : Brunswick/Topsham Land Trust (chair of Lands Committee)

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Practiced law for 25 years, last several years here in Maine concentrating on land use law.

Have you previously served on a Town board/committee/commission? yes If so, please list the board/committee/commission and years of service:

Chair of Comprehensive Plan Update Committee 2006-9?

Margaret A. Wilson  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For:

Planning Board

Term Length:

3 years

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

no

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

25 yrs as practicing attorney including focus in Maine on land-use law. Also worked with municipality in Wisconsin designing & protecting a public-access recreational trail (Ice Age Trail) as a member of the IAPT board of Directors.

3. Why would you like to be on the Board/Committee/Commission?

I have a good knowledge of the zoning ordinance after 8 years on the Board and having chaired the Comp Plan committee. I would like to carry on the work of the Comp Plan Committee as the Ordinance is re-written to make the planning process more beneficial to the Town and smoother for applicants.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No financial gain currently. I have had to recuse myself a couple of times for projects directly relating to non-profit organizations that I volunteer for (Brunswick-Topsham Land Trust; Habitat 9 Rivers ME)

6. Do you have anything you would like to add?

no

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Downtown Master Plan Implementation

Term Length: 3 years or full term

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

Not clear on the charge because it will be a new committee if approved by the council

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

- Economic Development Specialist certification
- 5 years experience in the field in Freeport
- 20 years in tourism sales & marketing
- 8 years as a small business owner.

3. Why would you like to be on the Board/Committee/Commission?

I support the Master Plan and respect the great effort involved in its creation. While I work in downtown development in Freeport, I would like to be more invested in Brunswick's future.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Not certain until committee has been created but I will devote whatever time, energy and effort is required

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

I am excited and positive about Brunswick's future. I think that the plan creation committee worked thoughtfully to coordinate with Base redevelopment, the MDOT traffic studies, the chambers goals and midcoast tourism plans. I would like to contribute to the next steps

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only
2/15/11 Date App.
Received
Date App.
Entered
Appointed

Full Name: Philip A Dionne Date 2/15/11

Street Address: 91 New meeting Rd

Home Telephone #: 229-3043 E-mail Address: phil.dionne@comcast.net I live in Council District #: 5

I wish to be considered for appointment to the:

Growthtown School

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? No If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Self Employed

Employer: \_\_\_\_\_ Work Telephone #: 225 4263

List any civic organizations to which you belong:

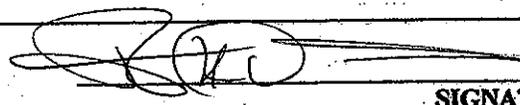
Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Attended Bangor School and did some of the early re building of Growthtown School

Have you previously served on a Town board/committee/commission? Yes If so, please list the board/committee/commission and years of service:

School Board 72-80

Voc 10 187w

  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: GrowthTown School

Term Length: ?

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NO

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

General Contractor in Brunswick since 1972  
Since 1972 have been elected or appointed to local, regional  
state and national boards of Education & Workforce  
Development

3. Why would you like to be on the Board/Committee/Commission?

Having attended to our own school in Brunswick  
I have a determination seeing that it continues to  
be saved

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

J. Wilson  
to call

**Town of Brunswick**  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
Date App.	Received
Date App.	Entered
	Appointed

FEB 15 2011

Full Name: CHARLES R. PRIEST Date 2-14-2011

Street Address: 9 BOWKER ST.

Home Telephone #: 725-5439 E-mail Address: cpriest1@comcast.net I live in Council District #: 5

I wish to be considered for appointment to the:

BRUNSWICK SEWER DISTRICT BOARD OF TRUSTEES  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
 FULL MEMBERSHIP STATUS:  TERM BEGINS: 4-1-2011  
 and/or  
 ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? Yes If so, please state name of Board/Committee/Commission and the number of years of service:  
CABLE TV ADVISORY COMMITTEE 10+  
BRUNSWICK SEWER DISTRICT Number of Years 6+ Date term expires 4-1-2011

Occupation: LAWYER

Employer: SELF Work Telephone #: 622-3789

List any civic organizations to which you belong:  
See above

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
Service on the Town Council, service as a Representative to the Legislature, and long service of the Sewer District Board.

Have you previously served on a Town board/committee/commission? Yes If so, please list the board/committee/commission and years of service:  
See above

Charles Priest  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Sewer District Board of Trustees

Term Length: 3 YEARS

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NO

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

I have been chair of the Board for 3+ years.

3. Why would you like to be on the Board/Committee/Commission?

I enjoy service to the customers of  
The Brunswick Sewer District and working to provide  
efficient, inexpensive wastewater services to the  
District.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

YES

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

NO

6. Do you have anything you would like to add?

I have enjoyed serving on the Sewer District Board of  
Trustees and look forward to continuing to do so.

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only
<b>FEB 28 2011</b>
App. Received
Date App. Entered
Appointed

Full Name: DANN H. LEWIS Date 2-28-2011

Street Address: 7 LEWARD COVE RD.

Home Telephone #: 319-7774 E-mail Address: LEWIS-DANN@COMCAST.NET I live in Council District #: 1

I wish to be considered for appointment to the:

PLANNING BOARD

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: AS AVAILABLE

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 2012 OR 2014

Do you currently serve on any Town Board/Committee/Commission? NO If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: RETIRED JAN. 2011

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

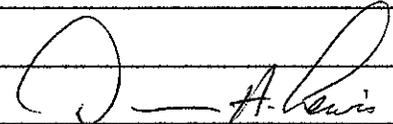
BRUNSWICK REPUBLICAN TOWN COMMITTEE

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

SERVED 12 YEARS AS DIRECTOR OF TOURISM AND COMMUNITY DEVELOPMENT

AND 9 MONTHS AS ACTING COMMISSIONER OF DEPT. OF ECONOMIC & COMMUNITY DEVELOPMENT.

Have you previously served on a Town board/committee/commission? NO If so, please list the board/committee/commission and years of service:



SIGNATURE

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You will be contacted to set up an interview with the Appointment's Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: PLANNING BOARD

Term Length: BALANCE OF TERM OR 3 YRS.

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NO

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

EXPERIENCE AS STATE DIRECTOR OF TOURISM & COMMUNITY DEVELOPMENT  
AND ACTING COMMISSIONER OF D.E.C.D., OVERSIGHT OF COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM.

COLLEGE GRADUATE.

3. Why would you like to be on the Board/Committee/Commission?

TO BE ABLE TO CONTRIBUTE TIME, THOUGHT AND IDEAS  
FOR THE FUTURE DEVELOPMENT OF BRUNSWICK.

I WOULD LIKE TO CONTRIBUTE TO THE COMMUNITY.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

AS A RECENT RETIREE I EXPECT TO ~~BE~~ ABLE TO DEVOTE  
THE TIME NECESSARY TO FULFILL THE RESPONSIBILITIES  
REQUIRED.

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

NO

6. Do you have anything you would like to add?

WE HAVE RESIDED IN BRUNSWICK SINCE 1995, AND INTEND  
TO REMAIN DURING RETIREMENT.

Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only  
**FEB 28 2011**  
App. Received  
Date App. Entered  
Appointed

Full Name: DANN A. LEWIS Date 2-28-2011

Street Address: 7 LEEWARD COVE ROAD, BRUNSWICK

Home Telephone #: 319-7774 E-mail Address: LEWIS\_DANN@COMCAST.NET I live in Council District #: 1

I wish to be considered for appointment to the:

MARINE RESOURCE COMMITTEE

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS:  (ALTERNATE)

TERM EXPIRES: 5-01-13

Do you currently serve on any Town Board/Committee/Commission? NO If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: RETIRED

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

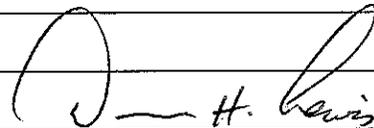
BRUNSWICK REPUBLICAN TOWN COMMITTEE

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

LIFELONG SAILOR, BOAT OWNER & COASTAL MAINE RESIDENT SINCE

1995. 40+ YEARS EXPERIENCE IN PRIVATE + PUBLIC SECTOR MANAGEMENT.

Have you previously served on a Town board/committee/commission? NO If so, please list the board/committee/commission and years of service:



SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

Applicants may submit a cover letter and resume with the application form. Applications should be returned to the TOWN CLERK'S OFFICE, 28 Federal Street, Brunswick, Me 04011 - BY 4:30 P.M. on the date specified by the public notice.

You will be contacted to set up an interview with the Appointment's Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: MARINE RESOURCE COMMITTEE (ALTERNATE)

Term Length: to 5/1/2013

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NO

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

COLLEGE GRADUATE. BUILT AND OPERATED A RESORT + MARINA ON AN ISLAND IN THE BAHAMAS. LIFE LONG SAILOR/BOAT OWNER IN MAINE/NEW ENGLAND WATERS. FAMILIAR WITH BRUNSWICK, HARPSWELL WATERS.

3. Why would you like to be on the Board/Committee/Commission?

TO CONTRIBUTE TO MANAGEMENT OF A TRADITIONAL COASTAL RESOURCE.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

TIME COMMITMENT SHOULD NOT BE A PROBLEM AS I RECENTLY RETIRED. MOST MEETINGS CAN BE MADE WITH ONE OR TWO EXCEPTIONS IF FAMILY TRAVEL CONFLICTS.

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

NO.

6. Do you have anything you would like to add?

I LOOK FORWARD TO BEING ABLE TO DEVOTE TIME AND CONSIDERATION TO A WORTHY LOCAL ISSUE.

**Dann H. Lewis**  
7 Leeward Cove Road  
Brunswick, Maine 04011  
Cell 207.841.3385  
[lewis\\_dann@comcast.net](mailto:lewis_dann@comcast.net)

### **Summary**

Seasoned Business Executive with extensive domestic and overseas experience managing destination marketing organizations for U. S. states, territories and countries and in private sector resort and airline businesses. Outstanding history of creating innovative destination marketing programs leading to increased visitation and expenditure, measured by market and accountability research programs.

### **Strengths**

Exceptional strategic and analytical skills – Persistence and creativity in achieving results – Ability to collaborate effectively with industry leaders, stakeholders and colleagues – Proven team player - Effective manager and mentor – Clear and concise preparation of proposals and implementation options for diverse audiences – In depth understanding of leisure and business travel markets and tourism economic development linkages– Unflagging energy – Ability to produce effective results in compressed time frames.

### **Nevada Commission on Tourism (NCOT)      May 2009-December 2010**

Appointed Director of NCOT in Carson City, Nevada by Governor Jim Gibbons after an extensive national search. Reorganized and re-energized an organization that had just received a 23% reduction in staff and a 58% reduction in funding as a result of the state's fiscal crisis brought on by the collapse of real estate construction and the gaming industry. Re-directed advertising from a national multi ad exposure to a highly focused regional approach, utilizing limited print, television, internet ads and streaming TV in the top six visitor markets determined by research. The year long campaign, produced entirely in house, ran from July 2009 through June 2010 and produced a return in tax revenues of \$110,000,000 or \$31.00 for every \$ of ad expenditure. This was the highest ROI ever recorded by NCOT by nearly 50%. Submitted resignation effective mid-December 2010 based on the uncertainty caused by Nevada's intractable budget deficit and a desire to return to our home in Maine.

### **Maine Department of Transportation      February 2007- February 2008** **Project manager, Transportation & Tourism Research Initiative**

Joined MaineDOT, Bureau of Planning, Transportation Research Division on February 5, 2007 to provide research assistance and to make policy recommendations to the Director and Commissioner concerning the coordination of tourism related activities within the Department and in the coordination of those activities with outside agencies. Completed project February 8, 2008.

of four turbine powered aircraft. Negotiated service contract with TWA. Responsible for all day-to-day operations of the airline.

**Davidson-Peterson Associates, Inc. – 1981 - 1985**  
**Director, West Coast**

Provided consulting services on the design and implementation of marketing programs to clients in the travel and financial services industries. Clients included the Greyhound Corporation, Six Flags Corporation, State of Montana Division of Tourism, California Department of Commerce and the G. A. Thompson Group, Inc.

**New York State Department of Commerce – I Love NY Campaign – 1978 - 1980**  
**Director of Tourism, Deputy Commissioner of Commerce**

Responsible for reorganizing New York State's tourism department to support the \$10,000,000 tourism promotional campaign. Developed and negotiated joint promotional programs with domestic and foreign airlines, ground transportation companies and travel wholesalers. Directed public relations activities, market research and advertising contractors. To this day, the "I Love New York" tourism promotional program was arguably the best destination marketing program in the history of destination development.

**United States Virgin Islands Department of Commerce – 1976 - 1978**  
**Director of Tourism**

Following the infamous "Fountain Valley Massacre" reorganized the Tourism Division of the U.S.V.I. Department of Commerce. Developed and implemented the first professionally planned marketing program for the islands in the USA, Canada and Europe. Initiated and directed market research, advertising and public relations programs. Received Silver Anvil Award from the Public Relations Society of America for Excellence in Promotional Publicity. Responsible for Cruise Ship, Airline service and package tour development programs. Tourist traffic and revenues recovered during this period from a ten year low to an all time high.

**BahamasAir Holdings, LTD – National Flag Carrier of the Bahamas Islands – 1972 - 1975**  
**First Board Chairman**

Following frustrating attempts to maintain sufficient service by air to and within the Bahamas, founded and served as first board chairman of the national airline of the Commonwealth of the Bahamas. Negotiated foreign air carrier certificate from the C.A.B.; created marketing programs for internal services and entry into the Miami-Nassau-Freeport markets. Developed interline relations with U.S. and foreign carriers.

**Bahamas Ministry of Tourism – 1967 - 1972**  
**Deputy Director of Tourism and International Marketing Director**

Developed and directed tourism marketing and package tour development programs for the Bahamas Government in North America and Europe. Responsibilities included Air Service and Cruise Ship development activities. Appointed by the Prime Minister as advisor on aviation matters and acted as liaison with the C.A.B. and C.A.A. (UK) Served as chairman of a committee charged with the formation of a national airline and negotiated the acquisition of two commuter air carriers that led to the formation of Bahamasair.

**Current Development Company, LTD**    Prior to 1967  
**President**

Founded and operated several businesses in the Bahamas Islands, including building and operating a resort hotel, land development company, restaurants and night clubs, and several retail shops.

**Education**

Dartmouth College, Hanover, New Hampshire - Bachelor of Arts  
International Marketing Institute - Harvard Business School, Cambridge, Massachusetts

**Professional Associations**

U.S. Travel Association, Board Member  
National Council of State Travel Directors  
Travel and Tourism Research Association  
Association of Travel Marketing Executives

**References**

Provided upon request

**Town of Brunswick**  
Application for  
Appointment to Board/ Committee/ Commission

3/16  
6:45

For Office Use Only	
3/5/11	Date App.
_____	Received
_____	Date App.
_____	Entered
_____	Appointed

Full Name: Toby Tarpinian Date 2/22/11

Street Address: 1 Gilman Ave Brunswick, Me 04011

Home Telephone #: 707-332-2660 E-mail Address: tjtloretto@aol.com Live in Council District #: 6  
tjt Loretto

I wish to be considered for appointment to the:

Downtown and Outer Pleasant Street Improvement  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  Business Owner TERM BEGINS: \_\_\_\_\_  
and/or  
ASSOCIATE MEMBERSHIP STATUS: \_\_\_\_\_ TERM EXPIRES: \_\_\_\_\_  
Category

Do you currently serve on any Town Board/Committee/Commission? NO If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Retail Manager/Owner

Employer: Morning Glory Natural Foods Work Telephone #: 729-0546

List any civic organizations to which you belong:  
\_\_\_\_\_  
\_\_\_\_\_

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Business Owner, Member of Brunswick Downtown Retailers  
BAS of Business Administration

Have you previously served on a Town board/committee/commission? NO If so, please list the board/committee/commission and years of service:

Toby Tarpinian  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Downtown + Outer Pleasant Implementation

Term Length: 3 years

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

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2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

BAS in Business Administration, Minor in Marketing  
Previously Member of City of San Francisco Downtown Holiday Committee  
Community Events Chairwoman for Ross Dress for Less Retailer

3. Why would you like to be on the Board/Committee/Commission?

I am a small business owner in town and would  
like to be involved with coordinating events to drive  
foot traffic and to elevate the downtown Brunswick  
consumer "experience".

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

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Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
Date App.	Received
Date App.	Entered
Appointed	

MAR 11 2011

Full Name: Stephanie B Slocum Date 3/10/11

Street Address: For Brunswick Downtown Association (BDA)

Office Telephone #: 729-4439

Home Telephone #: 729-5137 E-mail Address: director@brunswickdowntown.org I live in Council District #: N/A

I wish to be considered for appointment to the:

Downtown & Outer Pleasant Street Plan Implementation Committee  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? NO If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Executive Director

Employer: Brunswick Downtown Association Work Telephone #: 729-4439  
(“BDA”)

List any civic organizations to which you belong:

None since my return in January 2011. Prior (2003-2008): Midcoast Hunger Prevention, Tedford Housing, Local Outreach Committee, Food Assistance

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Eight years of economic development, downtown strategic planning, partnerships with local nonprofit organizations, municipalities, state agencies, and residents.

Have you previously served on a Town board/committee/commission? NO If so, please list the board/committee/commission and years of service:

Stephanie B Slocum  
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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You will be contacted to set up an interview with the Appointment's Committee.

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Downtown-Outer Pleasant Street Implementation Committee

Term Length: 3

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

I understand the scope of the Master Plan and expect to work with Committee members to establish priorities which the Committee and others will work on.

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

Masters in Public Administration. Eight years working with municipal staffs, managers, and councils. Private and public Committee work for over thirty years - from the size of Visa to Midcoast Hunger. Experience in project planning and leadership, facilitation, project loss management, problem resolution, and contract negotiation.

3. Why would you like to be on the Board/Committee/Commission?

As the Executive Director of the BDA, I am committed, as well as passionate, about the sustainability and therefore improvement of the Downtown and Outer Pleasant Street Corridor. As the BDA's official representative, I am in a unique position to provide support and representation from the Downtown community which includes Outer Pleasant Street.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

It is my intent to attend all meetings.

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No conflict of interest.

6. Do you have anything you would like to add?

I have included my resume and a letter from the Chair of the BDA Board indicating the Board's decision to ask Brunswick's Town Council to appoint me as their official representative on this Committee. I would look forward to this appointment as a unique opportunity to contribute to the Town of Brunswick.



March 11, 2011

Joanne King  
Chair  
Brunswick Town Council  
28 Federal Street  
Brunswick, ME 04011

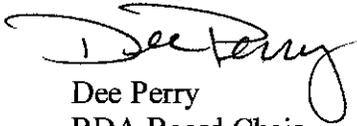
Dear Chairperson King,

The Brunswick Downtown Association ("BDA") was very pleased that the Brunswick Town Council approved the Master Plan for Downtown Brunswick and the Outer Pleasant Street Corridor ("Master Plan").

As was recommended by the Master Plan Committee, the BDA is excited about having a representative on the Master Plan Implementation Committee. At its February Board meeting, the Board members unanimously approved its Executive Director, Stephanie Slocum, submission of her application to be the official representative of the BDA.

We appreciate the opportunity to be an active member of the Master Plan Implementation Committee and look forward to partnering with the Town of Brunswick on improvements to our Downtown and Outer Pleasant Street.

Sincerely,



Dee Perry  
BDA Board Chair

## Stephanie B. Slocum

59 High Head Road  
Harpwell, ME 04079

Contact: 207-329-0951  
Email: jslocum43@aol.com

### QUALIFICATIONS

Thirty years in non-profit and financial services organizations with focus in the following areas:

- \* Business creation, retention, expansion, transition, & recruitment/attraction
- \* Project planning/management/execution
- \* Strategic planning and execution
- \* Profit and loss management/budgeting
- \* Solution creation, mediation and facilitation
- \* Product development & management
- \* Fundraising
- \* Marketing/advertising
- \* New business development
- \* Expense reduction/cost avoidance
- \* Client/member relationship management
- \* Grant-writing
- \* Contract negotiations with S&P 500 companies

### RECENT PROFESSIONAL EXPERIENCE

January, 2011 to BRUNSWICK DOWNTOWN ASSOCIATION ("BDA") Brunswick, ME

Present Executive Director

**Responsibilities:** Management of a downtown revitalization program requiring the development and execution of the Main Street program, a Marketing Plan, and a strategic plan to focus the BDA Board and establish priorities for 2011, as well as the coordination of all program activities locally and state-wide.

October, 2009 to DOWNTOWN MOREHEAD CITY REVITALIZATION ASSOCIATION

January, 2011 ("DMCRA"), Morehead City, NC Executive Director

**Responsibilities:** Leadership for Main Street revitalization program requiring development and implementation of economic and tourism development initiatives to enhance the Downtown commercial and residential district.

#### Selected Accomplishments:

- Leadership for an Association that needed to be reorganized, refocused, reinvigorated, and revalued
- Led DMCRA's implementation of the Main Street program, to include facilitating a strategic plan, guiding Program Committees to roles, goals, and priority projects for 2010 focused on maximizing the DMCRA's impact on the Downtown and its businesses, and providing renewed Board commitment, focus, and ownership
- Revived DMCRA value proposition by expanding Board to include representation of Downtown businesses and implementing an aggressive business retention program responsive to needs identified in a survey of businesses including the development of a new Downtown brand, regular communications, Business Forums, enhanced Downtown appearance, and a marketing plan with a cooperative marketing program, and establishment of a new web site and a Visitor Center
- Successful grant applications and implementation management
- Established record-setting fundraising and volunteer recruitment initiatives
- Creation of new events intended to bring people into Downtown, including Saturday Market, Christmas in Downtown Morehead, and First Friday Art Walks

November, 2008 to COLLEGE OF WILLIAM AND MARY/OFFICE OF ECONOMIC

September, 2009 DEVELOPMENT, Williamsburg, VA Volunteer/Special Projects Consultant

**Responsibilities:** Research for and development of economic development strategies and promotion of economic and community opportunities for the Hampton Roads region including the knowledge economy, the creative economy, tourism enhancement, lodging occupancy partnership and marketing plan, and web site design and content development of economic and demographic indicators intended to attract business location consultants.

June, 2005 to **FREEPORT ECONOMIC DEVELOPMENT CORPORATION**, Freeport, ME  
October, 2008 Executive Director

**Responsibilities:** Lead and manage the non-profit Corporation's business retention, expansion, and attraction programs, work closely with local elected and appointed officials, organizations, business community, and potential clients in promoting Freeport as a desirable, supportive location in which to operate a business, advocacy of business issues with municipal leaders, and partnership building among businesses, government, applicable organizations, and residents.

**Selected Accomplishments:**

- Provided business retention and expansion support for all businesses (e.g., L.L.Bean, national and regional companies, and locally-owned small businesses), property owners, and non-profits in Freeport including problem resolution and advocacy at Town Council, Planning Board, and Project Review Board meetings, the Town Manager, Town staff, Maine's State Senate President, Maine's Commissioner of Department of Economic and Community Development, and Maine's Governor
- Developed new vision and image program for business attraction strategy, which included data collection, redesigned web site, brochure, and an Available Commercial Property Database, directed at developers, real estate brokers, site locators, and potential businesses
- Established five-year strategic plan of organizational goals, objectives, strategies, tactics, and projects and made measurable progress toward each
- Self-initiated programs to enhance business retention and expansion, including lodging-focused, green, culinary tourism, cultural tourism/creative economy, affordable housing, local education system, geographic regions, and educational/marketing programs
- Coordinated \$17.5 million Tax Increment Financing application and Town Council approval
- Led development of Freeport Chamber of Commerce to proactively address destination marketing, economic development, and business to business services

February, 2004 to **BRUNSWICK DOWNTOWN ASSOCIATION**, Brunswick, ME  
June, 2005 Executive Director

**Responsibilities:** Economic development and marketing of downtown Brunswick, including business retention and recruitment initiatives, identification and implementation of business and community enhancement programs, member business advocacy with government leaders, and partnership building among businesses, town government, applicable organizations, and residents.

**Selected Accomplishments:**

- Implemented new position and administrative office of Executive Director
- Re-energized Board and membership, making significant progress toward achievement of mission and goals
- Developed and enhanced relationships with community leaders and organizations
- Initiated downtown economic development efforts and successful marketing strategies for current businesses, including a business expo at Bowdoin College, a new restaurant service, and December's Home for the Holidays shopping initiative
- Created and chaired the Business Development Committee responsible for the retention and expansion of current businesses and the recruitment of new businesses
- Provided members with regular, informational communications that enhanced organizational credibility

June, 2002 to **FLEETBOSTON FINANCIAL**, Brunswick, ME  
December, 2003 Branch Manager/Consumer Banking and Distribution

**Responsibilities:** Leadership of branch personnel in the accomplishment of sales, customer service, operations/risk/compliance, and employee favorability goals.

**Selected Accomplishments:**

- Achievement of highest audit review level after three years of critical care watch list status

- Successive quarters of exceeding all established goals
- Significantly increased level of customer service satisfaction within branch

February, 1999 to **NATIONAL CITY CORPORATION**, Cleveland, OH  
 June, 2002 Senior Vice President/Corporate Operations and Information Services  
 Client Relationship Manager

**Responsibilities:** Strategic partnership with executive management of internal lines of business providing appropriate technology solutions. Leadership role in initiation of projects, identification and development of opportunities and supportive business cases, culture modification, and high-level problem resolution. Development and management of client relationships.

**Selected Accomplishments:**

- Initiated 71 projects in 2001 for a total budget of over \$35,000,000.
- Led opportunity development for check imaging and enterprise-wide solution for edocument management by developing the business case and analyzing alternatives, enabling projected annual savings of \$15,000,000.
- Created and implemented strategic planning process and toolkit for seven clients, facilitating business case analysis and prioritization of multi-year technology plans and identifying opportunities that will achieve long-term goals of improved service quality and increased cost reduction.
- Development and execution of service plans that enhance client relationships and achieve attention to and ensure delivery on client expectations resulting in enhanced service level improvements, leveraging technology opportunities across multiple lines of business, partnership across technology and operations organizations, and proactive problem resolution.

**PREVIOUS PROFESSIONAL EXPERIENCES**

**KEY BANK CORPORATION** Vice President/Electronic Commerce Client Relationship Manager  
**INTEGRION FINANCIAL SERVICES** Director of Product Development, Planning and Management  
**INTERNET, INC.** Director of Merchant Point of Sale Services  
**VALLEY NATIONAL BANK** SVP, Manager of Electronic Delivery Services including merchant debit and credit services and electronic banking

**EDUCATION**

**Roosevelt University, Chicago, IL** Masters in Public Administration. GPA-3.9/4.0  
**University of Maine, Orono, ME** Bachelor of Arts, Political Science, Dean's List  
**Economic Development Certification:** Two courses remaining

**RECENT AFFILIATIONS**

**Midcoast Regional Redevelopment Authority: Treasurer/Chair of Finance Committee, and Business Attraction Committee**  
**Freeport Merchants Association: Board Member, Marketing and Events Committee, and Community Relations Committee Member**  
**Memberships: Maine Governor's Advisory Council for Economic Development, Economic Development Council of Maine, Commissioner of Maine's Department of Economic and Community Development's Regional Economic Development Council, Midcoast Business Development and Planning Alliance, Regional Business Park Development Task Force, Midcoast Business Developers Group, SmartGrowth Maine, Maine Real Estate Development Association, Chambers of Commerce**  
**Former Owner and Operator: Mainely Desserts**

FISHERIES AND WILDLIFE  
Application for  
Appointment to Board/ Committee/ Commission

0102 9 1 2010	Received
	App.
	Entered
	Appointed

Full Name: Stephen S Wallace Date 11-15-10

Street Address: 14 Bowdoin Street

Home Telephone #: 729-6327 E-mail Address: Steve.Wallace@Maine.gov I live in Council District #: 2

I wish to be considered for appointment to the:

PLANNING BOARD

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? Yes If so, please state name of Board/Committee/Commission and the number of years of service:

PLANNING BOARD Number of Years 3 Date term expires 2/23/2011

Occupation: Biologist

Employer: Maine Dept. of Inland Fisheries & Wildlife Work Telephone #: 287-5254

List any civic organizations to which you belong:

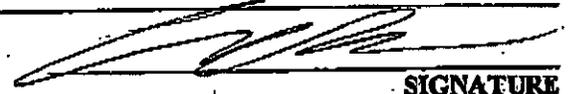
Brunswick-Topsham Land Trust Board  
Merry meeting Audubon Volunteer

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

17+ years of land use planning, Environmental Review,  
and App? and Natural Resource Inventory/Assessment work

Have you previously served on a Town board/committee/commission? Yes If so, please list the board/committee/commission and years of service:

Town of Freeport Conservation Commission - 6 years  
1998 - 2004



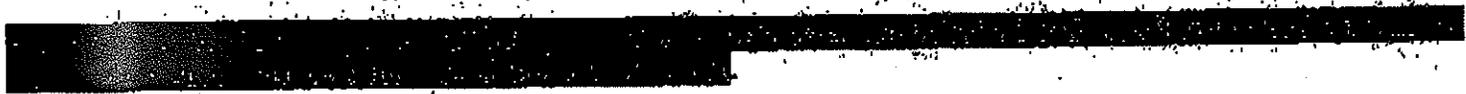
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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It is the intent of the Town to televise proceedings of Boards/Committees/Commissions



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Planning Board

Term Length: 3

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

No. I am a current Member and former town staff.

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

Yes. BA: Environmental Science; BS W.D.L.R. Ecology; 9 years as Environmental Consultant practicing land use planning and Permitting; 5 years Town of Brunswick Planning Dept.; 4 years at MDIF+W Assosy of local + Regional Plans Statewide

3. Why would you like to be on the Board/Committee/Commission?

I am committed to helping shape Brunswick for future generations.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

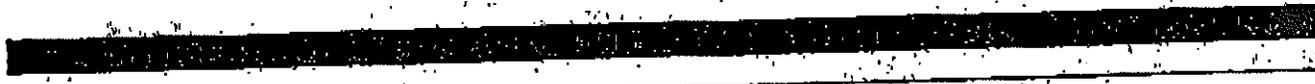
Yes.

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No. I have pressed myself when projects involving BRET come before the Board.

6. Do you have anything you would like to add?

Thank you for considering this application.



Town of Brunswick  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only	
Date App.	Received
Date App.	Entered
Appointed	

Full Name: Margaret Ashworth Wilson Date 10/21/10

Street Address: 13 Dionne Circle, Brunswick

Home Telephone #: 729-0584 E-mail Address: mawilson911@comcast.net I live in Council District #: 3 or 4

I wish to be considered for appointment to the:

Planning Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 1/2011

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

Do you currently serve on any Town Board/Committee/Commission? yes If so, please state name of Board/Committee/Commission and the number of years of service:

Planning Board Number of Years 8 Date term expires 12/2010

Occupation: consultant

Employer: self Work Telephone #: 729-0584

List any civic organizations to which you belong:

Board of Directors: United Way of MidCoast ME (also chair Basic Needs Council.)  
" " " " : Brunswick/Topsham Land Trust (chair of Lands Committee)

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Practiced law for 25 years, last several years here in Maine concentrating on land use law.

Have you previously served on a Town board/committee/commission? yes If so, please list the board/committee/commission and years of service:

Chair of Comprehensive Plan Update Committee 2006-9?

Margaret A. Wilson  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For:

Planning Board

Term Length:

3 years

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

no

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

25 yrs as practicing attorney including focus in Maine on land-use law. Also worked with municipality in Wisconsin designing & protecting a public-access recreational trail (Ice Age Trail) as a member of the IAPT board of Directors.

3. Why would you like to be on the Board/Committee/Commission?

I have a good knowledge of the zoning ordinance after 8 years on the Board and having chaired the Comp Plan committee. I would like to carry on the work of the Comp Plan Committee as the Ordinance is re-written to make the planning process more beneficial to the Town and smoother for applicants.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No financial gain currently. I have had to recuse myself a couple of times for projects directly relating to non-profit organizations that I volunteer for (Brunswick-Topsham Land Trust; Habitat 9 Rivers ME)

6. Do you have anything you would like to add?

no

# CONSENT AGENDA - A BACK UP MATERIALS

**-Draft-**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**February 28, 2011**  
**6:15 P.M. – Executive Session**  
**7:00 P.M. – Regular Meeting**  
**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; John Eldridge, Finance Director; Anna Breinich, Director of Planning and Development; John Foster, Public Works Director; Tom Farrell, Director of Parks and Recreation; Kris Hultgren, Town Planner; Marc Hagan, Police Commander; Dan Devereaux, Marine Warden; Terry Goan, Police Officer; and TV video crew.

**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)

**Councilor Favreau moved, Councilor Tucker seconded, to go into executive session to discuss Labor Negotiations per 1 M.R.S.A. §405(6)(D) and Consultations with Legal Counsel regarding Maine Street Station Lawsuits Per 1 M.R.S.A. §405(6)(E). The motion carried with nine (9) yeas.**

**Public Comment:** None

**Correspondence:**

Councilor Atwood spoke about a letter from Spectrum Generations regarding a March for Meals Event, to be held on March 23<sup>rd</sup>, to increase awareness of the Meals on Wheels program.

**Adjustments to the Agenda:** None

**MANAGER'S REPORT:**

**(a) Financial Update**

Manager Brown gave this update, and responded to a question from Councilor Favreau.

**(b) Council Committee Updates**

- **Website Design Committee**
- **Downtown Master Plan Award**
- **Police Station Subcommittee**

Councilor Watson gave an update on the Website Design Committee.

Councilor Knight spoke on the Downtown Master Plan Design Award from the CSS Champions Program. She responded to a question from Chair King.

Councilor Tucker gave an update on the Police Station Subcommittee.

Councilor Favreau also spoke on the Police Station Subcommittee.

Councilor Atwood reported on the Recycling and Sustainability Committee.

*(A copy of the CSS Champions program synopsis, along with information from the Website Design Committee and Police Station Subcommittee, will be attached to the official minutes.)*

**(c) Report from Community Ice**

**Mark Wild**, Board member of Community Ice, gave this report on their work toward an ice facility on the base property and their programming desires. He said they are also trying to determine costs, to see if they want to move forward with an effort to raise money for the project.

Chair King, Councilor Perreault, and Councilor Wilson asked questions, to which Mr. Wild responded.

**(d) Report on LD 69 - An Act To Restore the Historical Town Boundary between Harpswell and Brunswick (*Action Required*)**

Manager Brown spoke on this item. He gave the history of this issue and suggested a committee be formed to meet with Harpswell representatives. He suggested a letter also be sent to the state legislative committee stating that the Town will meet with Harpswell.

Chair King spoke on this item.

**Town Council Minutes**

**February 28, 2011**

**Page 3**

Councilor Tucker spoke on behalf of Representative Priest who feels the Town needs to meet with Harpswell. He also spoke in support of meeting with Harpswell.

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

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

Councilor Wilson spoke on this item. The Marine Resource Committee voted unanimously that they did not want any changes made to the 1998 compromise.

**Councilor Watson moved, Councilor Perreault seconded, to appoint Councilor Tucker, Councilor Wilson and Mark Latti, chair of the Marine Resource Committee, to a committee that will meet with the Harpswell Selectmen to discuss LD 69. The motion carried with nine (9) yeas.**

*(A copy of a letter from the Town of Harpswell and one from Atty. Pat Scully will be attached to the official minutes.)*

**Nancy Pennell**, 257 Pennellville Road, asked questions and made comments.

**Nelia Dunbar**, 54 Pennell Way, spoke on the Council holding firm on the current boundary.

**John Lemont**, 21 Maple Street, spoke on this item and said harvesters are against any changes.

**Frank Strasburger**, 27 Tidal Run Lane, spoke on the need to come up with a compromise to honor history without changing laws.

**Ben Ford**, Simpson's Point, spoke in support of keeping the Town line we have, but he doesn't know what Harpswell wants. He said we can keep what we had in 1998 and still honor history. He inquired about how the legislative process works, to which Manager Brown responded.

**Mark Latti**, Chair of the Marine Resource Committee, spoke on this item. If passed, the Town would lose 30% of harvestable flats and eliminate 15 to 20 out of 57 commercial licenses.

Officer Devereaux spoke on the amount of flats in Harpswell. They have about the same as Brunswick and they own the islands.

Councilor Watson, Councilor Pols, and Councilor Favreau asked questions, to which Manager Brown and Councilor Tucker responded.

**Town Council Minutes**

**February 28, 2011**

**Page 4**

A letter will be sent to Harpswell and the State indicating Brunswick's willingness to meet with Harpswell.

**(e) Report on LD 204 - An Act Regarding the Membership of the Midcoast Regional Redevelopment Authority Board of Trustees**

Manager Brown spoke on this LD, which was reported out Ought to Pass with a divided report.

**(f) Approval of the Recreation, Trails and Open Space Management Plan Stakeholder Committee as required under a National Park Service grant (*Action Required*)**

Anne Breinich spoke on this item and responded to questions from Councilor Wilson and Councilor Watson.

**Councilor Tucker moved, Councilor Watson seconded, to approve the Recreation, Trails and Open Space Management Plan Stakeholder Committee as required under a National Park Service grant. The motion carried with nine (9) yeas.**

*(A copy of a memo and list of committee members will be attached to the official minutes.)*

**(g) (ADDED) Reminder of meeting next week**

Manager Brown spoke on this item.

**(h) (ADDED) Resignation of Dave Markovchick and Kevin Schofield**

Manager Brown spoke on this item.

**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 Brown spoke on this item.

Councilor Atwood asked a question, to which Manager Brown and Mr. Dancause responded.

Councilor Knight asked a question, to which Mr. Dancause responded.

**Ed Underwood**, on behalf of Kestral Aircraft, spoke on this item.

Chair King opened the public hearing; hearing no comments, she closed the public hearing.

**Councilor Watson moved, Councilor Favreau seconded, to accept a \$300,000 Community Development Block Grant Economic Development Program award on behalf of Kestrel Aircraft Company. The motion carried with nine (9) yeas.**

*(A copy of a memo will be attached to the official minutes.)*

**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 spoke on this item.

**Kristi Hatrick**, Recreation Commission, spoke on the recommendations of the subcommittee.

Terry Goan, Community Policing Officer, responded to a question from Councilor Watson.

Councilor Watson also made a recommendation for signs at recreation facilities' entrances.

Councilor Tucker thanked Ms. Hatrick and the Nuki's, who brought this issue to their attention.

Councilor Wilson spoke on this item and the businesses that are helping with it.

Councilor Knight spoke on this item and the business partnerships. She suggested having a flyer at businesses.

**Councilor Tucker moved, Councilor Perreault seconded, to accept the report from the Bicycle Safety Subcommittee of the Recreation Commission regarding bicycle safety recommendations. The motion carried with nine (9) yeas.**

*(A copy of the report and supporting materials will be attached to the official minutes.)*

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 spoke on this item.

Councilor Atwood spoke on this item.

Manager Brown spoke on the crosswalk's cost, which will be a direct cost of \$1,500.

Councilor Wilson spoke on bicycle safety in crosswalks.

Councilor Favreau spoke on this item. He responded to a question from Councilor Watson.

Councilor Pols spoke on this item.

**Councilor Perreault moved, Councilor Favreau seconded, to approve the installation of a new crosswalk on McKean Street near the Crimmins Field path. The motion carried with nine (9) yeas.**

*(A copy of the letter from the committee and memo on the cost from Mr. Foster will be attached to the official minutes.)*

21. **The Town Council will consider approving the AFSCME Union Contract for 2010-13, and will take any appropriate action.**

Manager Brown spoke on this item.

**Councilor Tucker moved, Councilor Perreault seconded, to approve the union contract for 2010-2013 between the Town of Brunswick and the AFSCME Union. The motion carried with nine (9) yeas.**

*(A copy of a summary and the approved contract will be attached to the official minutes.)*

**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

*(A copy of a memo from John Foster and the permit will be attached to the official minutes.)*

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

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

The meeting adjourned at 9:05 p.m.

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

**Town Council Minutes**  
**February 28, 2011**  
**Page 7**

*Frances M. Smith*  
*Town Clerk*  
*March 1, 2010*

March 7, 2011  
*Date of Approval*

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*Council Chair*

# CONSENT AGENDA - B BACK UP MATERIALS

# Brunswick, Maine

John A. Foster, PE  
Town Engineer/Director PWD  
e-mail: foster@brunswickme.org

Public Works Department  
9 Industry Road  
Brunswick, Maine 04011  
(207) 725-6654  
FAX (207) 725-6655

## MEMORANDUM

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TO: Fran Smith, Town Clerk

FROM: John Foster, Public Works Director 

DATE: March 4, 2011

SUBJECT: Route 196, Bridge Wearing Surface Project Agreement

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1. The attachment is being returned to you. This type of item usually goes before the Town Council for approval and execution.
2. We have no issues with the scope of work listed here.



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0016

PAUL R. LePAGE  
GOVERNOR

DAVID BERNHARDT  
COMMISSIONER

Frances M. Smith, Clerk  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 04011-1583

Subject: Route 196, Bridge  
Wearing Surface Projects  
Project No: 016689.00, 016690.00, and 016691.00  
Town of Brunswick and Topsham

Dear Ms. Smith:

The Maine Department of Transportation will soon solicit quotes for the subject project for construction, and pursuant to 29-A MRSA § 2382 (7) we have established a "Construction Area". A copy of 29-A § 2382 is enclosed for your information. Also included is an agreement, which requires signature by the municipal officers, and additional background documents.

The agreement stipulates that the municipality will issue a permit for a stated period of time to the MDOT contractor for transporting construction equipment (backhoes, bulldozers, etc.) that exceed legal weight limits, over municipal roads. The agreement acknowledges the municipality's right to require a bond from the contractor to "guarantee suitable repair or payment of damages" per 29-A MRSA.

29-A MRSA § 2382 (7) states that "*the suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers*". In other words, municipal officers determine the suitability of repairs on municipal ways and bridges.

The State cannot force municipalities to allow overweight vehicles to travel on posted municipal roads. Municipal postings supersede overweight permits. However, the agreement requires municipalities to make reasonable accommodations for overweight vehicles that are operated by contractors and the MDOT in connection with the construction project.

The specific municipal roads involved are not necessarily known at present, as the contractor's plan of operation won't be known until just prior to the start of work. If the municipality plans to require a bond; the amount of the bond should be determined prior to the start of work. If the project number administratively changes, you will be notified, and the agreement modified accordingly. Please return the completed agreement to my attention. Should you have any questions, please contact me at 624-3410.

Sincerely,

Scott Bickford  
Contracts & Specifications Engineer  
Bureau of Project Development



PRINTED ON RECYCLED PAPER

Return this AGREEMENT, when completed, to:

Maine Department of Transportation  
ATTN.: Mr. Scott Bickford, Contracts & Specifications Engineer  
#16 State House Station, Child Street  
Augusta, Maine 04333-0016

Project: 016689.00, 016690.00,  
& 016691.00  
Location: Route 196

Pursuant to 29-A MRSA § 2382, the undersigned municipal officers of the **Town of Brunswick** agree that a construction overlimit permit will be issued to the Contractor for the above-referenced project allowing the contractor to haul non-divisible overlimit loads on municipal ways.

The municipality may require the contractor to obtain a satisfactory bond pursuant to 29-A MRSA § 2388 to cover the cost of any damage that might occur as a result of the overlimit loads. If a bond is required, the exact amount of said bond should be determined prior to the use of any municipal way. The Maine DOT will assist in determining the amount of the bond if requested. A suggested format for a general construction overlimit bond is attached. A suggested format for a construction overlimit permit is also attached. This construction overlimit permit does not supersede rules that restrict the use of public ways, such as posting of public ways, pursuant to 29-A MRSA § 2395.

The maximum speed limit for trucks on any municipal way will be 25 mph (40 km per hour) unless a higher speed limit is specifically agreed upon, in writing, by the Municipal Officers.

**TOWN OF BRUNSWICK**  
By the Municipal Officials

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SPECIAL PROVISION 105**  
**CONSTRUCTION AREA**

A Construction Area located in the **Town of Brunswick** and **Town of Topsham** has been established by the Maine Department of Transportation (MDOT) in accordance with provisions of 29-A § 2382 Maine Revised Statutes Annotated (MRSA).

- (a) The section of highway under construction in the town of Brunswick, Cumberland County on Route 196 Ramp B Bridge southbound over US Route 1 and Ramp C Bridge northbound over US Route 1 and Ramp B Bridge. The section of highway under construction in the town of Brunswick and in the town of Topsham, Sagadahoc County on Route 196 Merrymeeting Bay Bridge over the Androscoggin River.
- (b) (Route 196) Ramp B Bridge over US Route 1 station 304+18.12 to station 307+42.12 of the construction plus approaches. Ramp C Bridge over US Route 1 and Ramp B Bridge station 404+20.92 to station 408+34.92 of the construction plus approaches. Merrymeeting Bay Bridge over US Route 1 station 176+20.00 to station 187+00.00 of the construction plus approaches.

Per 29-A § 2382 (7) MRSA, the MDOT may “*issue permits for stated periods of time for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation. The permit:*

*A. Must be procured from the municipal officers for a construction area within that municipality;*

*B. May require the contractor to be responsible for damage to ways used in the construction areas and may provide for:*

*(1) Withholding by the agency contracting the work of final payment under contract; or*

*(2) The furnishing of a bond by the contractor to guarantee suitable repair or payment of damages.*

*The suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers;*

*C. May be granted by the Department of Transportation or by the state engineer in charge of the construction contract; and*

*D. For construction areas, carries no fee and does not come within the scope of this section.”*

The Municipal Officers for the **Town of Brunswick** agreed that an Overlimit Permit will be issued to the Contractor for the purpose of using loads and equipment on municipal ways in excess of the limits as specified in 29-A MRSA, on the municipal ways as described in the “Construction Area”.

As noted above, a bond may be required by the municipality, the exact amount of said bond to be determined prior to use of any municipal way. The MDOT will assist in determining the bond amount if requested by the municipality.

The maximum speed limits for trucks on any town way will be 25 mph (40 km per hour) unless a higher legal limit is specifically agreed upon in writing by the Municipal Officers concerned.

## GENERAL GUIDANCE

### CONSTRUCTION OVERLIMIT PERMIT AND BONDING

The Maine Bureau of Motor Vehicles (BMV) establishes requirements and standards for the permitting of non-divisible over dimensional and overweight vehicles and loads (collectively overlimit loads) on state roads. These state motor vehicle permits are available on-line. 29-A MRSA and Secretary of State Administrative Rules Chapters 155-157 apply. Additionally, municipalities and county commissioners may issue overweight permits for travel on municipal and county ways maintained by that municipality or county. These permits are typically single trip permits requiring vehicle registration data, intended route etc.

However, in this case we're dealing with *Construction Permits* involving overlimit loads in support of construction projects. According to 29-A MRSA § 2382 (7), a Construction Permit is a permit "for a stated period of time that may be issued for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation". According to 29-A § 2382 MRSA, the construction overlimit permit must be procured from the municipal officers for overweight loads on a municipal way in support of a construction project within that municipality.

By signing the attached agreement, the municipality agrees to issue construction overlimit permits to the MDOT construction contractor.

#### Frequently Asked Questions:

A. Why sign the document in advance of the actual construction contract?

Response: There are three primary reasons: First, to comply with 29-A § 2382. Second, to ensure that there are no surprises regarding the use of municipal roads by the Maine DOT contractor (to reasonably reduce risk and thus keep the cost of construction down) and third, to ensure the town is aware of its rights to control its own roads, and its rights to require a separate contractor's bond. (This is in addition to the Payment Bond and the Performance Bond the Maine DOT requires of the contractor).

B. Different roads may require different levels of scrutiny. How is a posted road handled?

Response: Despite the general construction overweight permit, the contractor cannot exceed the load limit on a posted municipal road without specific municipal permission. 29-A § 2395 MRSA notes that any ways requiring special protection (such as posted roads) will continue to be protected and overweight permits are superseded by such postings. In such a case the contractor would have to use an alternate route.

C. Is there any reason why the contractor cannot be held to indemnify and hold harmless the Municipality beyond the simple posting of a bond?

Response: The objective of our standard letter is to deal with overweight equipment and trucks on municipal ways during construction of a Maine DOT construction project. The bond merely provides a measure of protection against damage to municipal ways as a direct result of construction activity. Other areas of risk and indemnification are beyond the scope of our letter.

D. Are we required to obtain a bond?

Response: No. In fact, few municipalities have required a construction bond. It is a matter of risk management.

E. If used, what amount should be required on the bond?

Response: Previous MDOT letters used to speak about a maximum bond amount of \$14,000 / mile (\$9,000 / kilometer ) of traveled length, however 29-A § 2382 sets no maximum. The amount of the bond (if any bond is required at all) is based on the individual situation. The MDOT will assist in providing a bond amount estimate if so requested.

F. Why the blanket approval?

Response: The blanket approval we seek is the reasonable accommodation by the municipality to allow the Maine DOT contractor to use town ways (if required ) to haul overweight construction equipment and trucks. This theoretically gives the municipality and the MDOT time to discuss exceptions to a blanket approval. In general, this avoids unnecessary risks and saves money for all concerned in the long run.

G. Who determines the suitability of repairs?

Response: For municipal ways, the suitability of repairs may be determined by municipal officers. The MDOT will assist.

H. What is a non-divisible load?

Response: Per Chapter 157 (The Administration of Over-Dimension and Overweight Permits) under the Secretary of State administrative rules (See Rule Chapters for the Department of the Secretary of State on line), a non-divisible load is defined as: A load which, if separated into smaller loads or vehicles, would:

- 1) make it unable to perform the function for which it was intended;
- 2) destroy its value or;
- 3) require more than eight work hours to dismantle using appropriate equipment. Sealed oceangoing containers, spent nuclear materials in casks, and government-controlled military vehicles and their loads will be considered non-divisible

I. What is the standard for Overweight trucks and equipment?

Response: Overweight means a weight that exceeds the legal limits established in 29-A MRSA Chapter 21.

J. This is an unorganized township with no county or municipal roads. Why should I respond?

Response: Because of limited staff, we send out a standard letter to cover contingencies and minimize risk to the construction process. From time to time the letter may not have a practical application. In most cases of unorganized territories, the agreement is signed and returned as a matter of routine. This ensures that surprises will not be encountered after the start of construction regarding travel over municipal and county ways.

Additional tips:

False Information - Permit are invalidated by false information. A permit is invalidated by the violation of any condition specified by the terms of the permit or by false information given on the application. On evidence of such violation of falsification, the permittee may be denied additional permits.

Proper Registration - Overload permits do not relieve the registrants of vehicles from their obligations to properly register their vehicles in accordance with Motor Vehicle Laws.

Agent's Power of Attorney - If you do require a contractor's bond, make sure you have a copy of the Surety Agent's power of attorney authorizing the surety agent to sign for the surety. Keep the power of attorney with your duplicate original bond at the municipality. The contractor will also have a duplicate original.

Other bonds - The Maine DOT requires a payment bond and a performance bond of the contractor which is held against unsatisfactory performance on the part of the contractor for all construction projects over \$100,000. (The Miller Act (40 U.S.C. 270a-270f) normally requires performance and payment bonds for any federal aid construction contract exceeding \$100,000. 14 MRSA § 871 provides a similar requirement for state funded construction projects.) These bonds cover the proper performance of the contract and the payment of all employees, suppliers and subcontractors.

BOND # \_\_\_\_\_

Date: \_\_\_\_\_

**MUNICIPAL CONSTRUCTION BOND**

KNOW ALL MEN BY THESE PRESENTS: That (name of construction firm)  
 \_\_\_\_\_ and the Municipality of \_\_\_\_\_, as  
 principal, and.....  
 , a corporation duly organized under the laws of the State of ..... and having a  
 usual place of business .....  
 as Surety, are held and firmly bound unto the Treasurer of the Municipality of  
 \_\_\_\_\_ in the sum of  
 \_\_\_\_\_ and 00/100 Dollars (\$) )  
 to be paid said Treasurer of the Municipality of \_\_\_\_\_ or  
 her/his successors in office, for which payment well and truly to be made, Principal and  
 Surety bind themselves, their heirs, executors and administrators, successors and assigns,  
 jointly and severally by these presents.

The condition of this obligation is such that if the Principal designated as Contractor in  
 the Contract to construct Project Number \_\_\_\_\_ in the Municipality of  
 \_\_\_\_\_ promptly and faithfully performs the Contract,  
 without damage to the municipal ways, other than normal wear and tear; then this  
 obligation shall be null and void; otherwise it shall remain in full force and effect.

However, if the Principal designated as Contractor causes damage to any municipal way  
 beyond normal wear and tear, in the construction of the above project through the use of  
 legal weight, legal dimension trucks or equipment; or overweight or over-dimension  
 equipment or trucks (as defined in 29-A MRSA) on the municipal ways, then this bond  
 may be used to guarantee that the contractor either repairs or pays for the damage caused  
 by the use of its equipment or trucks. The degree of damage beyond normal wear and  
 tear will be determined by municipal officials with the assistance of the Maine  
 Department of Transportation.

The Surety hereby waives notice of any alteration or extension of time made by the Municipality.

Signed and sealed this ..... day of ....., 20.....

WITNESS:

SIGNATURES:

CONTRACTOR:

Signature.....

.....

Print Name Legibly .....

Print Name Legibly .....

.....

.....

WITNESS:

SIGNATURES SURETY:

Signature.....

Signature.....

Print Name Legibly .....

Print Name Legibly .....

NAME OF LOCAL AGENCY: .....

ADDRESS .....

TELEPHONE .....

NAME OF SURETY

SURETY ADDRESS:.....

BOND # \_\_\_\_\_

**MUNICIPAL OVERLIMIT PERMIT FOR CONSTRUCTION**

MUNICIPALITY: \_\_\_\_\_

Phone: 207-\_\_\_\_\_; fax: 207-\_\_\_\_\_

**APPLICATION FOR OVERLIMIT PERMIT TO MOVE CONSTRUCTION EQUIPMENT AND LOADS IN EXCESS OF LEGAL LIMITS ON MUNICIPAL WAYS**

Construction Time Period:

Per 29-A § 2382 (7) MRSA, application is hereby made to the MUNICIPALITY OF \_\_\_\_\_ for An Overlimit Permit to move construction equipment, material, objects or loads in excess of legal limits over ways maintained by the MUNICIPALITY in support of construction operations for the following Maine DOT project

Project Description:

Project Identification Number (PIN):

NAME OF PERMITTEE (Construction Company):

STREET/P.O. BOX:

CITY:

STATE/PROV:

ZIP / POSTAL CODE:

PHONE:

FAX:

This object or load cannot be readily reduced to the legal limits.

Signed by:

(name & title)

-----  
Permit is granted. A copy of this signed permit will be provided to the permittee as prove of permit. This permit will automatically expire at the physical completion of the above construction project. The original permit will be held on file at the municipality.

Signed:

Municipal Official

BOND # \_\_\_\_\_

Date:

**MUNICIPAL CONSTRUCTION BOND**

KNOW ALL MEN BY THESE PRESENTS: That (name of construction firm)  
 \_\_\_\_\_ and the Municipality of \_\_\_\_\_, as  
 principal, and.....  
 , a corporation duly organized under the laws of the State of ..... and having a  
 usual place of business .....  
 as Surety, are held and firmly bound unto the Treasurer of the Municipality of  
 \_\_\_\_\_ in the sum of  
 \_\_\_\_\_ and 00/100 Dollars (\$) )  
 to be paid said Treasurer of the Municipality of \_\_\_\_\_ or  
 her/his successors in office, for which payment well and truly to be made, Principal and  
 Surety bind themselves, their heirs, executors and administrators, successors and assigns,  
 jointly and severally by these presents.

The condition of this obligation is such that if the Principal designated as Contractor in  
 the Contract to construct Project Number \_\_\_\_\_ in the Municipality of  
 \_\_\_\_\_ promptly and faithfully performs the Contract,  
 without damage to the municipal ways, other than normal wear and tear; then this  
 obligation shall be null and void; otherwise it shall remain in full force and effect.

However, if the Principal designated as Contractor causes damage to any municipal way  
 beyond normal wear and tear, in the construction of the above project through the use of  
 legal weight, legal dimension trucks or equipment; or overweight or over-dimension  
 equipment or trucks (as defined in 29-A MRSA) on the municipal ways, then this bond  
 may be used to guarantee that the contractor either repairs or pays for the damage caused  
 by the use of its equipment or trucks. The degree of damage beyond normal wear and  
 tear will be determined by municipal officials with the assistance of the Maine  
 Department of Transportation.

The Surety hereby waives notice of any alteration or extension of time made by the Municipality.

Signed and sealed this ..... day of ....., 20.....

WITNESS:

Signature.....  
Print Name Legibly .....

SIGNATURES:

CONTRACTOR:

Print Name Legibly .....

WITNESS:

Signature.....  
Print Name Legibly .....

SIGNATURES SURETY:

Signature.....  
Print Name Legibly .....

NAME OF LOCAL AGENCY: .....  
ADDRESS .....  
TELEPHONE .....

NAME OF SURETY .....  
SURETY ADDRESS:.....

BOND # \_\_\_\_\_

# MUNICIPAL OVERLIMIT PERMIT FOR CONSTRUCTION

MUNICIPALITY: \_\_\_\_\_

Phone: 207-\_\_\_\_\_; fax: 207-\_\_\_\_\_

## APPLICATION FOR OVERLIMIT PERMIT TO MOVE CONSTRUCTION EQUIPMENT AND LOADS IN EXCESS OF LEGAL LIMITS ON MUNICIPAL WAYS

Construction Time Period:

Per 29-A § 2382 (7) MRSA, application is hereby made to the MUNICIPALITY OF \_\_\_\_\_ for An Overlimit Permit to move construction equipment, material, objects or loads in excess of legal limits over ways maintained by the MUNICIPALITY in support of construction operations for the following Maine DOT project

Project Description:

Project Identification Number (PIN):

NAME OF PERMITTEE (Construction Company):

STREET/P.O. BOX:

CITY:

STATE/PROV:

ZIP / POSTAL CODE:

PHONE:

FAX:

This object or load cannot be readily reduced to the legal limits.

Signed by:

(name & title)

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Permit is granted. A copy of this signed permit will be provided to the permittee as prove of permit. This permit will automatically expire at the physical completion of the above construction project. The original permit will be held on file at the municipality.

Signed:

Municipal Official

**SPECIAL PROVISION 105**  
**OVERLIMIT PERMITS**

**Title 29-A § 2382 MRSA Overlimit Movement Permits.**

**1. Overlimit movement permits issued by State.** The Secretary of State, acting under guidelines and advice of the Commissioner of Transportation, may grant permits to move nondivisible objects having a length, width, height or weight greater than specified in this Title over a way or bridge maintained by the Department of Transportation

**2. Permit fee.** The Secretary of State, with the advice of the Commissioner of Transportation, may set the fee for single trip permits, at not less than \$6, nor more than \$30, based on weight, height, length and width. The Secretary of State may, by rule, implement fees that have been set by the Commissioner of Transportation for multiple trip, long-term overweight movement permits. Rules established pursuant to this section are routine technical rules pursuant to Title 5, chapter 375, subchapter II-A.

**3. County and municipal permits.** A county commissioner or municipal officer may grant a permit, for a reasonable fee, for travel over a way or bridge maintained by that county or municipality

**4. Permits for weight.** A vehicle granted a permit for excess weight must first be registered for the maximum gross vehicle weight allowed for that vehicle.

**5. Special mobile equipment.** The Secretary of State may grant a permit, for no more than one year, to move pneumatic-tire equipment under its own power, including Class A and Class B special mobile equipment, over ways and bridges maintained by the Department of Transportation. The fee for that permit is \$15 for each 30-day period.

**6. Scope of permit.** A permit is limited to the particular vehicle or object to be moved, the trailer or semitrailer hauling the overlimit object and particular ways and bridges.

**7. Construction permits.** A permit for a stated period of time may be issued for loads and equipment employed on public way construction projects, United States Government projects or construction of private ways, when within construction areas established by the Department of Transportation. The permit:

A. Must be procured from the municipal officers for a construction area within that municipality;

B. May require the contractor to be responsible for damage to ways used in the construction areas and may provide for:

(1) Withholding by the agency contracting the work of final payment under contract; or

(2) The furnishing of a bond by the contractor to guarantee suitable repair or payment of damages.

The suitability of repairs or the amount of damage is to be determined by the Department of Transportation on state-maintained ways and bridges, otherwise by the municipal officers;

C. May be granted by the Department of Transportation or by the state engineer in charge of the construction contract; and

D. For construction areas, carries no fee and does not come within the scope of this section.

**8. Gross vehicle weight permits.** The following may grant permits to operate a vehicle having a gross vehicle weight exceeding the prescribed limit:

A. The Secretary of State, with the consent of the Department of Transportation, for state and state aid highways and bridges within city or compact village limits;

B. Municipal officers, for all other ways and bridges within that city and compact village limits; and

C. The county commissioners, for county roads and bridges located in unorganized territory.

**9. Pilot vehicles.** The following restrictions apply to pilot vehicles.

A. Pilot vehicles required by a permit must be equipped with warning lights and signs as required by the Secretary of State with the advice of the Department of Transportation.

B. Warning lights may be operated and lettering on the signs may be visible on a pilot vehicle only while it is escorting a vehicle with a permit on a public way.

With the advice of the Commissioner of Transportation and the Chief of the State Police, the Secretary of State shall establish rules for the operation of pilot vehicles.

**9-A. Police escort.** A person may not operate a single vehicle or a combination of vehicles of 125 feet or more in length or 16 feet or more in width on a public way unless the vehicle or combination of vehicles is accompanied by a police escort. The Secretary of State, with the advice of the Commissioner of Transportation, may require a police escort for vehicles of lesser dimensions.

A. The Bureau of State Police shall establish a fee for state police escorts to defray the costs of providing a police escort. A county sheriff or municipal police department may establish a fee to defray the costs of providing police escorts.

B. The Bureau of State Police shall provide a police escort if a request is made by a permittee. A county sheriff or municipal police department may refuse a permittee's request for a police escort.

C. A vehicle or combination of vehicles for which a police escort is required must be accompanied by a state police escort when operating on the interstate highway system.

**10. Taxes paid.** A permit for a mobile home may not be granted unless the applicant provides reasonable assurance that all property taxes, sewage disposal charges and drain and sewer assessments applicable to the mobile home, including those for the current tax year, have been paid or that the mobile home is exempt from those taxes. A municipality may waive the requirement that those taxes be paid before the issuance of a permit if the mobile home is to be moved from one location in the municipality to another location in the same municipality for purposes not related to the sale of the mobile home.

**11. Violation.** A person who moves an object over the public way in violation of this section commits a traffic infraction.

Section History:

PL 1993, Ch. 683, §A2 (NEW).  
PL 1993, Ch. 683, §B5 (AFF).  
PL 1997, Ch. 144, §1,2 (AMD).  
PL 1999, Ch. 117, §2 (AMD).  
PL 1999, Ch. 125, §1 (AMD).  
PL 1999, Ch. 580, §13 (AMD).  
PL 2001, Ch. 671, §30 (AMD).  
PL 2003, Ch. 166, §13 (AMD).  
PL 2003, Ch. 452, §Q73,74 (AMD).  
PL 2003, Ch. 452, §X2 (AFF).