

BRUNSWICK TOWN COUNCIL

Agenda

July 25, 2011

6:45 P.M.– Executive Session

7:00 P.M. – Regular Session

Municipal Meeting Room

Brunswick Station

16 Station Avenue

Executive session –Disposition of Real Property per 1 M.R.S.A. §405(6)(C)

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Financial Update
- (b) Council Committee Updates
- (c) Nomination Papers Availability
- (d) Election of MMA Vice President and Executive Committee Members (*Action Required*)
- (e) Discussion of August meeting schedule

PUBLIC HEARINGS

88. The Town Council will hear public comments on the following Special Amusement Licenses, and will take any appropriate action. (Manager)

Special Amusement Licenses:

165 Park Row, Inc

D/B/A: Brunswick Inn

165 Park Row

Eileen Hornor

MCM Corp

D/B/A: Hacienda Pancho Villa Mexican Restaurant

164 Pleasant Street

Fernando Saldana

HEARING/ACTION

89. The Town Council will hear public comments on “An Ordinance Authorizing the Funding and Acquisition of a New Fire Rescue Vehicle,” and will take any appropriate action. (Manager)

HEARING/ACTION

TABLED ITEMS

83. The Town Council will consider authorizing the Town Manager to negotiate a purchase agreement with Bowdoin College for the exchange of Longfellow School for the McLellan building, and will take any appropriate action. (Chair King and Councilor Knight)

ACTION

NEW BUSINESS

90. The Town Council will consider a request from the McKeen Woods Association for the Town of Brunswick to accept their fire hydrant, and will take any appropriate action. (Chair King)

ACTION

91. The Town Council will consider having Town staff draft an ordinance relative to allowing for domesticated farm animals within the Town’s designated Growth Area, and will take any appropriate action. (Councilor Favreau)

ACTION

92. The Town will consider establishing a Capital Improvement Plan Committee/Process, and will take any appropriate action. (Chair King)

ACTION

93. 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 the Minutes of July 11, 2011

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

Brunswick Town Council
Agenda
July 25, 2011
Council Notes and Suggested Motions

Executive session –Disposition of Real Property per 1 M.R.S.A. §405(6)(C)

Motion to go into executive session to discuss disposition of real property per 1 M.R.S.A. §405(6)(C).

MANAGER’S REPORT:

- (a) Financial Update: Manager Brown will update the Council on the Town’s financial situation as of the end of the fiscal year. Copies of the financial reports are online only.

Suggested Motion: No motion is required.

- (b) Council Committee Updates: Councilors on Committees will share information with the Council and public on their activities.

Suggested Motion: No motion is required.

- (c) Nomination Papers Availability: Nomination papers for Town Council and School Board will be available starting on July 29th, and need to be returned no later than Friday, September 9th. Districts 5, 7 and one At-Large seat will be up for election in November.

Suggested Motion: No motion is required.

- (d) Election of MMA Vice President and Executive Committee Members (Action Required) The Council will vote for the MMA Vice-President and Executive Committee Members. There are no contested races. A copy of the information from MMA is included in your packet.

Suggested Motion:

Motion to approve the slate for the MMA Vice President and Executive Committee Members as presented on the voting ballot.

- (e) Discussion of August meeting schedule: The Council currently has one meeting in August scheduled for the 15th. Councilors have expressed an interest changing this date, or consider holding no meetings in August. Chair King has suggested holding one meeting on August 8th, instead of the 15th. A copy of a memo from Manager Brown is included in your packet.

Suggested Motion: No motion is required.

PUBLIC HEARINGS

88. This item is the required public hearing on two special amusement license renewals. The Brunswick Inn would like to have music, mostly acoustic, in their first floor parlor and bar/breakfast room. Hacienda Pancho Villa would like to have dancing and DJ's in their restaurant/dining area. Copies of the public hearing notice and applications are included in your packet.

Suggested Motion:

Motion to approve special amusement licenses for the Brunswick Inn, located at 165 Park Row, and for Hacienda Pancho Villa Mexican Restaurant, located at 164 Pleasant Street.

89. This item is the required public hearing on the proposed ordinance to fund the acquisition of a new fire rescue vehicle, which had been included in Year 2011-2012 of the CIP, adopted at your last meeting. Copies of the public hearing notice, draft ordinance and a memo from the Fire Department are included in your packet.

Suggested Motion:

Motion to adopt "An Ordinance Authorizing the Funding and Acquisition of a New Fire Rescue Vehicle."

TABLED ITEMS

83. This item was tabled at your last meeting so additional information could be provided to the Council. Copies of a memo from Manager Brown, including a possible layout for the McLellan building, a list of pros and cons of the two proposals for the buildings, and sections of a memo from the Council's April 4th meeting on facilities, are included in your packet.

Suggested Motion:

There is no suggested motion and the Council can determine necessary action, if any.

NEW BUSINESS

90. This item, sponsored by Chair King, is a request by the McKeen Woods Association for the Town to accept their fire hydrant. They feel they are being double billed for fire protection, and if accepted by the Town, they are willing to keep it free of snow in the winter. Copies of a letter of request from the Association, along with explanatory emails and an aerial view of the area, are included in your packet.

Suggested Motion:

Motion for the Town of Brunswick to accept the fire hydrant located at the McKeen Woods condominium project.

91. This item is sponsored by Councilor Favreau in response to a request from residents to make provisions so they can continue to keep their horses in the growth area, which is not currently allowed under the Zoning Ordinance. Staff is looking for direction from the Council as to whether you wish to proceed with an ordinance (similar to the approach used with the chicken ordinance that is included in Chapter 4 – Animal of the Code of Ordinances.) Staff has prepared a memo, including several questions, in order to determine in what direction the Council wishes to proceed. A copy of memo from Anna Breinich, including a chart showing what other communities are doing, is included in your packet.

Suggested Motion:

There is no suggested motion and the Council can determine necessary action, if any.

92. This item is sponsored by Chair King and is relative to a future process for the CIP. Would the Council like to form a committee, similar to what was used several years back, or if there are other suggestions on how to improve the process? Copies of a draft Committee charge, past minutes from 2002 when the committee was originally proposed, and a “Capital Improvement Workbook” that was used in 2003, are included in your packet.

Suggested Motion:

There is no suggested motion and the Council can determine necessary action, if any.

93. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Copies of the applications are included in your packet.

Suggested Motion:

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

CONSENT AGENDA

- (a) Approval of the Minutes of July 11, 2011: A copy of the minutes is 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 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>10 Taxes</u>							
111190 41101 Property Taxes	28,604,706	28,604,706.00	28,816,655.39	-92,367.36	.00	-211,949.39	100.7%*
111190 41103 Deferred Property Taxe	-200,000	-200,000.00	.00	.00	.00	-200,000.00	.0%
111190 41104 Tax Abatements	-75,000	-75,000.00	-58,732.26	-5,321.01	.00	-16,267.74	78.3%
111190 41105 Interest on Taxes	65,000	65,000.00	68,233.63	12,364.95	.00	-3,233.63	105.0%*
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	12,712.98	.00	.00	-2,712.98	127.1%*
111190 41107 Tax Lien Interest Reve	0	.00	18,612.64	.00	.00	-18,612.64	100.0%*
111190 41109 Payment in Lieu of Tax	185,000	185,000.00	218,318.71	55,000.00	.00	-33,318.71	118.0%*
111190 41197 BETE reimbursement	87,821	87,821.00	125,153.00	.00	.00	-37,332.00	142.5%*
111190 41198 Homestead exemption re	323,265	323,265.00	234,013.00	.00	.00	89,252.00	72.4%*
111191 41110 Excise Tax - Auto	2,375,000	2,375,000.00	2,524,769.82	235,845.76	.00	-149,769.82	106.3%*
111191 41111 Excise Tax Boat/ATV/Sn	24,000	24,000.00	24,776.00	4,659.20	.00	-776.00	103.2%*
TOTAL Taxes	31,399,792	31,399,792.00	31,984,512.91	210,181.54	.00	-584,720.91	101.9%
TOTAL REVENUES	31,399,792	31,399,792.00	31,984,512.91	210,181.54	.00	-584,720.91	
<u>20 Licenses & Fees</u>							
121111 42207 Passport Fees	0	.00	1,325.00	625.00	.00	-1,325.00	100.0%*
121111 42208 Postage Fees	0	.00	109.80	36.60	.00	-109.80	100.0%*
121111 42209 Passport Picture Reven	0	.00	288.00	120.00	.00	-288.00	100.0%*
121411 42100 Building Permits	94,100	94,100.00	141,707.80	18,583.50	.00	-47,607.80	150.6%*
121411 42101 Electrical Permits	14,000	14,000.00	25,960.48	1,853.54	.00	-11,960.48	185.4%*
121411 42102 Plumbing Permits	8,500	8,500.00	14,144.50	1,782.50	.00	-5,644.50	166.4%*
121411 42103 Zoning Board Fees	0	.00	225.00	75.00	.00	-225.00	100.0%*
121611 42200 Hunting & Fishing Lice	1,500	1,500.00	1,337.10	146.60	.00	162.90	89.1%*
121611 42201 Dog License Fee	2,104	2,104.00	2,384.00	23.00	.00	-280.00	113.3%*
121611 42202 Vital Statistics	48,000	48,000.00	53,533.00	4,551.00	.00	-5,533.00	111.5%*
121611 42203 General Licenses	22,280	22,280.00	25,455.88	2,855.88	.00	-3,175.88	114.3%*
121611 42204 Victulars Licenses	19,425	19,425.00	22,875.00	3,525.00	.00	-3,450.00	117.8%*
121611 42205 Shellfish Licenses	19,925	19,925.00	18,475.00	325.00	.00	1,450.00	92.7%*
121611 42206 Neutered/Spayed Dog Li	3,820	3,820.00	4,292.00	42.00	.00	-472.00	112.4%*
121611 42207 Passport Fees	8,375	8,375.00	6,600.00	.00	.00	1,775.00	78.8%*
121611 42208 Postage Fees	0	.00	89.57	5.20	.00	-89.57	100.0%*
121611 42209 Passport Picture Reven	1,728	1,728.00	1,800.00	.00	.00	-72.00	104.2%*
121911 42300 Planning Board Appl Fe	10,000	10,000.00	14,341.98	525.00	.00	-4,341.98	143.4%*
122121 42400 Fire Permits	1,000	1,000.00	790.00	260.00	.00	210.00	79.0%*
122221 42500 Conc Weapons Permits R	600	600.00	760.00	100.00	.00	-160.00	126.7%*
123131 42600 Public Works Opening F	500	500.00	1,072.00	8.00	.00	-572.00	214.4%*

FOR 2011 12

20	Licenses & Fees	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL Licenses & Fees	255,857	255,857.00	337,566.11	35,442.82	.00	-81,709.11	131.9%
	TOTAL REVENUES	255,857	255,857.00	337,566.11	35,442.82	.00	-81,709.11	
30 Intergovernmental								
131122	43505 FD EMPG grant	19,500	19,500.00	10,076.73	.00	.00	9,423.27	51.7%*
131122	43506 FD SAFER grant	34,000	34,000.00	31,440.99	.00	.00	2,559.01	92.5%*
131132	43103 Highway Grant Fund	170,000	170,000.00	207,568.00	.00	.00	-37,568.00	122.1%*
131142	43104 State General Assistan	15,000	15,000.00	27,184.84	4,343.29	.00	-12,184.84	181.2%*
131190	43102 State Tax Exemption Re	10,000	10,000.00	.00	.00	.00	10,000.00	.0%*
131192	43101 State Revenue Sharing	1,425,000	1,425,000.00	1,539,380.05	136,883.49	.00	-114,380.05	108.0%*
131192	43105 Emergency Management	0	.00	14,133.96	.00	.00	-14,133.96	100.0%*
131192	43106 Snowmobile Receipts	1,500	1,500.00	1,588.80	.00	.00	-88.80	105.9%*
134546	43120 State Education Subsid	11,781,402	11,781,402.00	11,465,930.92	1,123,621.69	.00	315,471.08	97.3%*
134546	43121 State Adult Educ. Subs	31,000	31,000.00	33,699.11	.00	.00	-2,699.11	108.7%*
134546	43122 St Fiscal Stabilizatio	1,075,140	1,075,140.00	1,099,032.00	13,791.00	.00	-23,892.00	102.2%*
134546	43150 Federal Education Subs	361,000	361,000.00	594,356.95	.00	.00	-233,356.95	164.6%*
	TOTAL Intergovernmental	14,923,542	14,923,542.00	15,024,392.35	1,278,639.47	.00	-100,850.35	100.7%
	TOTAL REVENUES	14,923,542	14,923,542.00	15,024,392.35	1,278,639.47	.00	-100,850.35	
40 Charges for services								
141111	44110 Agent Fee Auto Reg	37,500	37,500.00	42,005.00	4,229.00	.00	-4,505.00	112.0%*
141111	44111 Agent Fee Boat/ATV/Sno	1,500	1,500.00	1,536.00	312.00	.00	-36.00	102.4%*
141111	44140 Housing Services Fees	610,000	610,000.00	611,415.04	50,951.22	.00	-1,415.04	100.2%*
141611	44131 Advertising Fees	0	.00	1,364.52	549.21	.00	-1,364.52	100.0%*
142121	44155 Ambulance Service Fees	695,000	695,000.00	786,893.02	88,929.62	.00	-91,893.02	113.2%*
142121	44166 Special Detail - Fire	1,000	1,000.00	2,132.25	.00	.00	-1,132.25	213.2%*
142221	44161 Witness Fees	4,500	4,500.00	4,120.00	550.00	.00	380.00	91.6%*
142221	44162 Police Reports	4,100	4,100.00	3,797.50	367.50	.00	302.50	92.6%*
142221	44163 School Resource Office	70,272	70,272.00	70,272.00	.00	.00	.00	100.0%*
142221	44165 Special Detail - Polic	9,000	9,000.00	19,554.25	3,397.00	.00	-10,554.25	217.3%*
142221	44167 Dispatch Services fees	120,000	120,000.00	94,103.21	10,000.00	.00	25,896.79	78.4%*
143131	44174 PW Labor & Materials	0	.00	1,360.70	353.56	.00	-1,360.70	100.0%*
143431	44175 Recycling Revenue	18,000	18,000.00	31,823.52	3,706.00	.00	-13,823.52	176.8%*
144545	44100 School Tuition, etc	638,928	638,928.00	758,333.80	352,896.64	.00	-119,405.80	118.7%*
	TOTAL Charges for services	2,209,800	2,209,800.00	2,428,710.81	516,241.75	.00	-218,910.81	109.9%
	TOTAL REVENUES	2,209,800	2,209,800.00	2,428,710.81	516,241.75	.00	-218,910.81	

FOR 2011 12

50	Fines & Penalties	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
50 Fines & Penalties								
151621	45103 Unlicensed Dog Fines	7,500	7,500.00	16,600.00	25.00	.00	-9,100.00	221.3%*
152121	45104 False Alarm Fire	2,000	2,000.00	2,000.00	200.00	.00	.00	100.0%*
152221	45100 Ordinance Fines	1,400	1,400.00	1,038.00	.00	.00	362.00	74.1%*
152221	45101 Parking Tickets	16,000	16,000.00	8,440.00	525.00	.00	7,560.00	52.8%*
152221	45102 Leash Law Fines	1,000	1,000.00	455.00	125.00	.00	545.00	45.5%*
152221	45105 False Alarm Police	500	500.00	505.00	.00	.00	-5.00	101.0%*
	TOTAL Fines & Penalties	28,400	28,400.00	29,038.00	875.00	.00	-638.00	102.2%
	TOTAL REVENUES	28,400	28,400.00	29,038.00	875.00	.00	-638.00	
60 Interest earned								
161193	46100 Interest Earned	100,000	100,000.00	2,191.06	97.52	.00	97,808.94	2.2%*
	TOTAL Interest earned	100,000	100,000.00	2,191.06	97.52	.00	97,808.94	2.2%
	TOTAL REVENUES	100,000	100,000.00	2,191.06	97.52	.00	97,808.94	
70 Donations								
171952	47000 BDC Contrib to Econ De	75,000	75,000.00	75,000.00	75,000.00	.00	.00	100.0%*
171952	47001 MRRA grant	50,000	50,000.00	49,992.00	8,332.00	.00	8.00	100.0%*
	TOTAL Donations	125,000	125,000.00	124,992.00	83,332.00	.00	8.00	100.0%
	TOTAL REVENUES	125,000	125,000.00	124,992.00	83,332.00	.00	8.00	
90 Other								
191011	49000 Administration Miscell	70	70.00	.00	.00	.00	70.00	.0%*
191111	49000 Finance Miscellaneous	2,500	2,500.00	17,201.71	45.00	.00	-14,701.71	688.1%*
191111	49101 Workers Comp Reimb	0	.00	8,754.00	.00	.00	-8,754.00	100.0%*
191111	49105 Postage & Handling	2,500	2,500.00	2,660.00	258.00	.00	-160.00	106.4%*
191111	49106 W/C Proceeds	0	.00	1,552.07	359.50	.00	-1,552.07	100.0%*
191111	49210 Insurance Proceeds	0	.00	10,514.35	10,025.00	.00	-10,514.35	100.0%*
191192	49100 Cable Television	205,000	205,000.00	157,547.22	.00	.00	47,452.78	76.9%*

FOR 2011 12

90	Other	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
191411	49000 Codes Miscellaneous	1,500	1,500.00	367.27	80.00	.00	1,132.73	24.5%*
191611	49000 Town Clerk Miscellaneous	1,500	1,500.00	1,116.75	84.00	.00	383.25	74.5%*
191911	49000 Planning Miscellaneous	0	.00	3.50	.00	.00	-3.50	100.0%*
191941	49000 Natural Resources Misc	0	.00	1,347.00	.00	.00	-1,347.00	100.0%*
192121	49000 Fire Miscellaneous	500	500.00	304.29	30.00	.00	195.71	60.9%*
192194	49151 Fire Vehicle Sales	0	.00	400.00	.00	.00	-400.00	100.0%*
192221	49000 Police Miscellaneous	3,000	3,000.00	1,217.26	.00	.00	1,782.74	40.6%*
192294	49153 Police Vehicle Sales	12,000	12,000.00	16,003.00	.00	.00	-4,003.00	133.4%*
193131	49000 Public Works Miscellan	0	.00	85.00	10.00	.00	-85.00	100.0%*
193194	49154 Public Works Vehicle S	0	.00	27,546.00	.00	.00	-27,546.00	100.0%*
194141	49103 General Assistance Rec	0	.00	40.00	.00	.00	-40.00	100.0%*
194545	49000 School Miscellaneous R	174,500	174,500.00	64,881.60	9,044.60	.00	109,618.40	37.2%*
195051	49000 Recreation Miscellaneous	0	.00	53.33	.00	.00	-53.33	100.0%*
199980	48100 General Fund Transfer	127,512	127,512.00	158,251.89	30,739.89	.00	-30,739.89	124.1%*
TOTAL Other		530,582	530,582.00	469,846.24	50,675.99	.00	60,735.76	88.6%
TOTAL REVENUES		530,582	530,582.00	469,846.24	50,675.99	.00	60,735.76	
GRAND TOTAL		49,572,973	49,572,973.00	50,401,249.48	2,175,486.09	.00	-828,276.48	101.7%

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

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2011/12
Sequence 1	5	Y	N	Print revenue as credit: N
Sequence 2	0	N	N	Print totals only: N
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: Roll projects to object: N
JUNE 2011 REVENUE REPORT Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2011/10
To Yr/Per: 2011/12
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 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/> 10 General Government <hr/>							
11000 Administration	398,714	489,633.75	448,955.63	47,654.31	.00	40,678.12	91.7%
11050 Personnel Department	0	.00	.00	.00	.00	.00	.0%
11100 Finance Department	629,846	629,846.00	585,913.66	55,991.31	.00	43,932.34	93.0%
11150 Technology Services Dept	223,420	259,420.00	236,764.11	19,909.22	4,951.50	17,704.39	93.2%
11200 Municipal Officers	113,415	113,415.00	109,293.30	31,982.87	.00	4,121.70	96.4%
11220 Municipal Building	176,338	179,224.10	152,981.26	15,559.84	9,418.01	16,824.83	90.6%
11230 Risk Management	525,446	425,446.00	421,337.65	1,564.78	.00	4,108.35	99.0%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	88,540	88,540.00	76,232.21	6,881.52	.00	12,307.79	86.1%
11300 Assessing	249,824	249,824.00	219,654.19	20,336.82	412.04	29,757.77	88.1%
11400 Codes Enforcement	167,563	167,563.00	163,094.45	15,547.31	.00	4,468.55	97.3%
11600 Town Clerk & Elections	318,614	318,614.00	293,760.22	29,430.79	4,627.55	20,226.23	93.7%
11900 Planning Department	244,036	246,036.00	226,577.16	28,122.81	10,875.00	8,583.84	96.5%
11950 Economic Development Dept	251,619	254,199.00	223,317.22	22,229.15	27,800.00	3,081.78	98.8%
TOTAL General Government	3,387,375	3,421,760.85	3,157,881.06	295,210.73	58,084.10	205,795.69	94.0%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,638,877	2,692,491.00	2,618,397.04	249,707.19	5,682.80	68,411.16	97.5%
12200 Police Department	3,487,867	3,295,329.00	3,209,349.18	288,650.14	981.68	84,998.14	97.4%
12210 Police Special Detail	0	.00	18,549.84	3,881.61	.00	-18,549.84	100.0%
12220 Emergency Services Dispatc	556,516	629,054.00	606,304.64	58,789.65	.00	22,749.36	96.4%
12310 Streetlights	190,000	190,000.00	156,651.71	13,089.99	.00	33,348.29	82.4%
12320 Traffic Signals	18,600	28,100.00	26,649.12	1,502.65	.00	1,450.88	94.8%
12330 Hydrants	364,680	365,680.00	278,312.85	.00	.00	87,367.15	76.1%
12340 Civil Emergency Preparedne	4,000	1,700.00	800.00	.00	.00	900.00	47.1%
TOTAL Public Safety	7,260,540	7,202,354.00	6,915,014.38	615,621.23	6,664.48	280,675.14	96.1%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	370,796	376,096.00	364,719.16	35,269.77	.00	11,376.84	97.0%
13110 PW General Maintenance	696,667	709,667.00	603,849.59	95,403.11	40,092.17	65,725.24	90.7%
13120 PW Winter Maintenance	785,439	787,439.00	786,549.10	160.87	.00	889.90	99.9%
13130 Refuse Collection	585,199	585,199.00	493,216.14	46,148.34	25,527.34	66,455.52	88.6%

FOR 2011 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13140 Recycling	259,245	259,245.00	231,891.05	19,315.55	20,293.05	7,060.90	97.3%
13150 PW Central Garage	587,471	648,671.00	654,035.58	43,986.85	7,170.00	-12,534.58	101.9%
TOTAL Public Works	3,284,817	3,366,317.00	3,134,260.62	240,284.49	93,082.56	138,973.82	95.9%
<hr/>							
40 Human Services							
<hr/>							
14100 General Assistance	146,525	152,225.00	145,643.19	11,599.16	379.67	6,202.14	95.9%
14120 Health & Social Services	2,701	2,701.00	3,358.38	685.57	.00	-657.38	124.3%
TOTAL Human Services	149,226	154,926.00	149,001.57	12,284.73	379.67	5,544.76	96.4%
<hr/>							
45 Education							
<hr/>							
14500 School Department	33,319,985	33,319,985.00	28,631,049.95	5,424,583.70	.00	4,688,935.05	85.9%
TOTAL Education	33,319,985	33,319,985.00	28,631,049.95	5,424,583.70	.00	4,688,935.05	85.9%
<hr/>							
50 Recreation and Culture							
<hr/>							
15000 Recreation Administration	382,724	373,724.00	354,317.63	35,724.46	287.55	19,118.82	94.9%
15050 Rec Buildings and Grounds	555,399	564,399.00	498,804.07	56,562.82	19,329.51	46,265.42	91.8%
15100 Coffin Pond	0	.00	.00	.00	.00	.00	.0%
15300 Teen Center	4,500	4,500.00	4,500.00	.00	.00	.00	100.0%
15310 People Plus	63,000	63,000.00	63,000.00	.00	.00	.00	100.0%
15400 Curtis Memorial Library	1,030,000	1,037,000.00	1,036,914.64	85,833.33	.00	85.36	100.0%
TOTAL Recreation and Culture	2,035,623	2,042,623.00	1,957,536.34	178,120.61	19,617.06	65,469.60	96.8%
<hr/>							
60 Intergovernmental							
<hr/>							
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							
<hr/>							

FOR 2011 12

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	117,358	111,858.00	107,952.35	16,470.68	332.98	3,572.67	96.8%
17010	Assistance to St. Johns	16,000	16,000.00	10,000.00	10,000.00	.00	6,000.00	62.5%
17020	Cemetery Care	3,000	3,000.00	1,750.00	250.00	.00	1,250.00	58.3%
17030	Wage Adjustment Account	65,000	1,800.00	.00	.00	.00	1,800.00	.0%
	TOTAL Unclassified	201,358	132,658.00	119,702.35	26,720.68	332.98	12,622.67	90.5%
80 Debt Service								
18010	2003 High School Refunding	0	.00	.00	-1,038,225.00	.00	.00	.0%
18020	2006 CIP G/O Bonds	284,000	284,000.00	284,000.00	.00	.00	.00	100.0%
18050	2010 Elementary School Bon	0	.00	.00	-38,360.18	.00	.00	.0%
	TOTAL Debt Service	284,000	284,000.00	284,000.00	-1,076,585.18	.00	.00	100.0%
	GRAND TOTAL	51,093,973	51,095,672.85	45,519,495.27	5,716,240.99	178,160.85	5,398,016.73	89.4%

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

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2011/12
Sequence 1	2	Y	N	Print revenue as credit: Y
Sequence 2	9	Y	N	Print totals only: Y
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: Roll projects to object: N
JUNE 2011 EXPENDITURE REPORT Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2011/10
To Yr/Per: 2011/12
Print Full or Short description: F Include budget entries: N
Print MTD Version: Y Incl encumb/liq entries: N
Print Revenues-Version headings: N
Format type: 2 Sort by JE # or PO #: J
Print revenue budgets as zero: N
Include Fund Balance: N Detail format option: 1
Include requisition amount: N

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

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

MANAGER'S REPORT - D BACK UP MATERIALS



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org



TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Mark Green, MMA President
Town Manager, Town of Sanford

DATE: July 5, 2011

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 12, 2011 by 12:00 noon

Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee is appointed to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying and interested in serving as the MMA Vice President. The MMA Nominating Committee completed its task to put forth a Proposed Slate of Nominees for 2012. This information was mailed to member municipalities along with information on the petition process as established in the MMA Bylaws. ***It is now time for each member municipality to cast its vote.***

Enclosed you will find the MMA Voting Ballot which includes the Slate of Nominees to serve on the MMA Executive Committee as proposed by the MMA Nominating Committee. There were no municipal officials nominated by petition. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association as noted above. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted and the election results confirmed under my direction as President of the Association.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Friday, August 12, after 4:00 p.m. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held ***Thursday, October 6, at 8:00 a.m., at the Augusta Civic Center.*** Newly elected Executive Committee members will be introduced at the MMA Annual Business Meeting and formally take office on January 1, 2012.

If you have any questions on this information or the election process, please contact Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.



MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT

Election of Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 12, 2011



VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

Stephan Bunker, Chair of Selectmen, Town of Farmington

DIRECTORS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Errol "Abe" Additon, Selectman, Town of Leeds

Beurmond Banville, Selectman, Town of Saint Agatha

Laurie Smith, Town Manager, Town of Wiscasset

PLEASE NOTE: The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____
Position: _____

Signature: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

**MAINE MUNICIPAL ASSOCIATION
EXECUTIVE COMMITTEE**

**BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2012**

MMA VICE PRESIDENT (1-Year Term)

STEPHAN BUNKER

- 40 +years in public sector @ federal/military, state, county and municipal levels
- Selectman, Town of Farmington, chairman (20 + yrs, last 4 1/2 years)
- Maine Municipal Association Executive Committee, Member (2007 – present)
- Maine Municipal Association Strategic & Finance Committee (2008, present)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2007 – present)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2007 – present)
- Member, Franklin County Elected Officials Association
- Current Member, Franklin County Budget Committee (8 + years)
- Past Member, Citizen’s Budget Committee, (10 yrs) 5 as Chairman
- Past Member, SAD#9/SAD#58 School Consolidation Planning Committee
- Current member, Farmington Fire & Rescue Department (30 + years)
- Past President, Franklin County Firefighters Association
- Governor Appointee, Maine Fire Protection Services Commission (6 + yrs)
- Adjunct Instructor – Maine Fire Training & Education, SMCC (25 yrs)
- 2009 “9-1-1 Trainer of the Year” awarded by Association of Public Safety Communications Officials, International
- Active duty, US Army Military Police Specialist, K-9s (3 yrs)
- US Coast Guard Reserves, Environmental protection & maritime casualty investigations, retired as Lt. Commander (23 yrs)
- Former Emergency Medical Technician-Basic (10 years)
- Police Officer, Town of Farmington PD (1972-74) full time
- Staff, Maine Criminal Justice Academy – Waterville (4 years)
- Juvenile Crisis Counselor, SAD # 9 Farmington (2 years)
- Emergency Dispatch/Corrections Supervisor, Franklin County (3 years)
- Executive Director, Maine Sheriffs Association, (3 years)
- Masters in Adult Education, University of Maine, Orono (1977)
- Bachelors of Science in Criminal Justice, minor in Sociology, University of Maine, Orono (1974)
- Associate Degree, Law Enforcement Technology, Southern Maine Technical College (1972)
- Maine Criminal Justice Academy Certifications – Corrections Officer, Reserve Officer, Instructor
- Maine Fire Service Training & Education Certifications – Fire Fighter Levels I & II, Instructor, Fire Officer
- William Twarog Memorial- State Government Manager of the Year (1994)

MMA EXECUTIVE COMMITTEE MEMBERS (Three 3-Year Terms)

ERROL “ABE” ADDITON

- Selectman, Town of Leeds (1998 - present)
- Maine Municipal Association Executive Committee, Member (2007 – present)
- Maine Municipal Association Strategic & Finance Committee (2008, present)
- Maine Municipal Association Property & Casualty Pool Board of Directors, Member (2007 – present)
- Maine Municipal Association Workers Compensation Fund Board of Trustees, Member (2007 – present)
- Maine Municipal Association Legislative Policy Committee, Member (2006 – present)
- MMA Legislative Policy Committee -- Rural-Urban Subcommittee (2006)

- **ERROL “ABE” ADDITON (continued)**
- Director, School Administrative District #52 (7 years)
- School Board, Member
- School Budget, Member
- Moderator, Town Meeting, Town of Leeds
- University of Maine (2 years)
- Missouri Auction School, graduate
- Lifetime Dairy Farmer, Maine Dairyman of the Year Recipient
- Auctioneer (28 years)
- Project Graduation Leavitt Area High School
- Maine Harness Racing Commission, chairman (5 years)

BEURMOND BANVILLE

- Selectman, St. Agatha (2008 to present)
- Member and Secretary of the Northern Aroostook Regional Airport (2008-2009)
- Member Northern Aroostook Regional Incinerator Facility (2008 to present)
- Maine Municipal Association Nominating Committee (2010)
- Maine Municipal Association Legislative Policy Committee (2008-2010)
- President and member of the University of Maine at Fort Kent Alumni Association (2008 to present)
- Member University of Maine at Fort Kent Foundation (2008 to present)
- Biathlon World Cup, Fort Kent, Media Chair (2010-2011)
- Can-Am Crown Sled Dog Races, board of directors and Media Chair (2008 to present)
- University of Maine at Fort Kent, recruitment committee (2010-2011)
- Frenchville Planning Board, member and chairman (1973-1976)
- Frenchville Recreation Committee, member and chairman (1973-1976)
- St. Luce Parish Council, Frenchville, chairman (1984-1992)
- St. Luce 150th Anniversary, chairman (1992-1993)
- Frenchville Citizen of the Year (1994)
- Boy Scouts of America, adult leader (1984 to present)
- Knights of Columbus, member since (1970) Officer, locally and at state level, throughout the period.
- Graduate Community High School at Fort Kent (1972)
- Bachelors Degree, University of Maine at Fort Kent (1970)
- Journalist, Bangor Daily News (1972-2007) covered all aspects of life in northern Maine. Bureau Chief of BDN's St. John Valley Bureau (1972-2007)

LAURIE SMITH

- Town Manager, Town of Wiscasset (2010 – present)
- Assistant Manager/Community Relations/Finance Director, City of Auburn (2005– 2010)
- Interim City Manager, City of Auburn (2007–2008)
- Acting Finance Director, City of Auburn (2004 – 2005)
- Town Manager, Town of Boothbay Harbor (1994-1999)
- Town Manager, Town of Oxford (1991-1994)
- Town Manager, Town of Boothbay (1988-1989)
- Maine Town & City Management Association, Member (199-present); Board member (2000-2005); President (2003-2004)
- Paralegal, various law firms in Portland, Maine (1986 – 1988)
- University of Maine, Orono, Public Administration, B.A. (1986)
- Continuing education and professional development through University of Maine, Maine Municipal Association, Maine Town & City Management Association, Maine Local Roads Center and International City Management Association (1988 – 2008)

MANAGER'S REPORT - E BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: July 20, 2011

RE: August Schedule

When the annual calendar was adopted in January, the scheduled included one meeting in August. The one meeting date is set for August 15th. Subsequently there have been alternatives suggested. The suggestions range from no meeting at all in August, one meeting at the beginning of the month, two meetings, one at the beginning and one at the end.

I have added an agenda item under the Manager's report to see if what if anything the Council wants to do regarding a meeting schedule for August. I am include calendars of the months of August and September with this memo for your convenience.

August 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

ITEM 88

BACK UP MATERIALS



Town Clerk's Office
28 Federal Street
Brunswick, ME 04011

PUBLIC HEARING

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Municipal Meeting Room, Maine Street Station, 16 Station Avenue, Brunswick, at 7:00 P.M. on 7/25/2011 on the following Special Amusement license applications:

Special Amusement

165 PARK ROW, INC.
D/B/A: Brunswick Inn
165 Park Row

Eileen Hornor

MCM Corp
D/B/A: Hacienda Pancho Villa Mexican Restaurant
164 Pleasant St.

Mr. Fernando Saldana

All persons may appear to show cause, if any they may have, why such applications should or should not be approved.

INDIVIDUALS NEEDING AUXILIARY AIDS FOR EFFECTIVE COMMUNICATION
PLEASE CONTACT THE TOWN MANAGER'S OFFICE AT 725-6653 (TDD 725-5521).

Fran Smith
Town Clerk

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: Fernando Saldana

Partnership-Partner's Names: _____

Corporation-Corporation Name: MCU Corp

Incorporation Date: 02-05-05 Incorporation State: ME

New License: Opening Date _____ Renewal License: Expiration Date: 5-24-11

Business Name: Hacienda Rancho Viva E-Mail: _____

Business Address: 164 Pleasant St Brunswick Business Phone Number: 129-0029

Name of Contact Person: Fernando Saldana Contact's Phone Number: 207-409-3390

Mailing Address for Correspondence: 164 Pleasant St Brunswick

Signature of Applicant: [Signature] Date: 5-6-11

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
<u>Fernando Saldana</u>	<u>4</u>	<u>Black Cherry DR</u>	<u>100% owner</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: 7-25-11

Type of License: S.A. Paid Fee: \$ 100. Cash / Date: 5-6-11

Advertising Fee: \$ _____ Paid

E MAILED Jeff E. for inspection 5-6-2011

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

Bazaar or Flea Market-Exp. June 30th

_____ 1-3 Days (\$50) Date and Location of Event: _____

_____ Annually (\$225)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ 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 31st _____ 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 31st

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: American food

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 31st 1-15 Rooms (\$100) 16+ Rooms (\$175)

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

Pawnbroker (\$75) Exp. June 30th

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 30th _____ Number of Machines/Devices

Second Hand Dealer (\$75)-Exp. June 30th

Sellers of Prepared Food on Public Way (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)

Location: _____ Exp. 1st 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 Amusements (\$100)-Exp. w/Alcohol License

Describe in detail kind and nature of entertainment- Dancing - DJ

Describe in detail room or rooms to be used under this permit- Restaurant / Dining

Signature of Owner, officer, partner or agent: _____

Tattooing Establishment (\$75)-Exp. June 30th

Theater (\$150 per screen)-Exp. June 30th _____ 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: _____

Partnership-Partner's Names: _____

Corporation-Corporation Name: 165 Park Row Inc.

Incorporation Date: April 2009 Incorporation State: Maine

New License: Opening Date _____ Renewal License: Expiration Date: 6-29-2011

Business Name: The Brunswick Inn E-Mail: info@thebrunswickinn.com

Business Address: 165 Park Row Business Phone Number: 729-4914

Name of Contact Person: Eileen Horner Contact's Phone Number: 314-3523

Mailing Address for Correspondence: 165 Park Row B'wk

Signature of Applicant: Eileen B Horner Date: 6/1/11

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: 165 Park Row Phone #: 314-3523

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

Eileen Horner President same 100%

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: 7-25-11

Type of License: Special Amusement Paid Fee: \$ 100- Cash / Check Date: JUN 1 - 2011

EMailed Jeff E 6-1-11 Advertising Fee: \$ _____ Paid

Council 20th

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

Bazaar or Flea Market-Exp. June 30th

_____ 1-3 Days (\$50) Date and Location of Event: _____

_____ Annually (\$225)

Bowling Alleys, Pool Halls and Billiards-Exp. June 30th

_____ 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 31st _____ 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 31st

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)

~~Victualer~~ Exp. May 31st 1-15 Rooms (\$100) 16+ Rooms (\$175)

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

Pawnbroker (\$75) Exp. June 30th

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 30th _____ Number of Machines/Devices

Second Hand Dealer (\$75)-Exp. June 30th

Sellers of Prepared Food on Public Way (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)

Location: _____ Exp. 1st 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 Amusements (\$100)-Exp. w/Alcohol License

Describe in detail kind and nature of entertainment- music - mostly acoustic

Describe in detail room or rooms to be used under this permit- 1st floor rooms - parlors, bar/breakfast room

Signature of Owner, officer, partner or agent: _____

Tattooing Establishment (\$75)-Exp. June 30th

Theater (\$150 per screen)-Exp. June 30th _____ Number of Screens

ITEM 89

BACK UP MATERIALS

**TOWN OF BRUNSWICK
NOTICE OF PUBLIC HEARING**

The Town Council will hold a public hearing on Monday, July 25, 2011, at 7:00 p.m. at the Municipal Meeting Room (Room 217), Maine Street Station, 16 Station Avenue, to consider the following:

An Ordinance Authorizing the Funding and Acquisition of a New Fire Rescue Vehicle

The text of the proposed ordinance is too extensive to be included with this notice. Anyone having questions about the proposed ordinance or wishing to obtain copies of it should contact the Brunswick Town Clerk's or Town Manager's Office during regular office hours Monday through Friday from 8:30 a.m. to 4:30 p.m.

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

Frances M. Smith
Town Clerk of Brunswick, Maine

July 14, 2011

**TOWN OF BRUNSWICK, MAINE
ORDINANCE**

An Ordinance Authorizing the Funding and Acquisition of a New Fire Rescue Vehicle

WHEREAS, the Town of Brunswick (the “Town”) has adopted year one, 2011-12, of a proposed capital improvement program for the fiscal years ending June 30, 2012 – 2016 (the “CIP”); and

WHEREAS, the CIP identifies a Fire Department Rescue Vehicle (aka ambulance) to be purchased in the 2011-12 fiscal year at a cost not to exceed \$187,000, to be funded with general obligation debt; and

WHEREAS, the Charter of the Town of Brunswick, Maine (the “Charter”) requires that any capital acquisition to be financed solely or partly by the issuance of bonds or notes to be authorized by ordinance;

NOW THEREFORE THE FOLLOWING ORDINANCE IS ADOPTED.

Section 1. Funding Source and Appropriation. The issue and sale of the Town’s general obligation bonds or notes (and notes in anticipation thereof) is authorized in an aggregate principal amount not to exceed One Hundred Eighty-Seven Thousand (\$187,000), plus the cost of issuance. The proceeds of the bonds and notes are appropriated to finance the cost of acquiring and equipping a new Fire Rescue Vehicle (the “Acquisition”). The bonds and notes may also be used to reimburse the Town for any prior expenditures on the Acquisition, or to refinance notes or advances as authorized herein.

Section 2. Authorization to Acquire Capital Asset. The Town Manager is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town, such contracts, agreements, and other documents and certificates as the Town Manager may determine to be necessary or appropriate in connection with the Acquisition. The aforementioned items shall be in such form and contain such terms and conditions as may be approved by the Town Manager. Such approval shall be conclusively evidenced by the Town Manager’s execution thereof, provided however, that the Town Manager may delegate the authority granted hereunder as the Town Manager deems appropriate.

Section 3. Acquisition Costs Defined. The term “cost” or “costs” as used herein and applied to the Acquisition, or any portion thereof, includes:

- a. the purchase price or acquisition cost of all or any portion of the Acquisition, including all costs of equipping and outfitting the Acquisition, and all costs relating to preparing Acquisition to be ready for its intended use and placed in service;
- b. the cost of financing charges and issuance costs, including premiums for insurance;
- c. the cost of interest prior to the date of the execution of any agreement to procure the Acquisition, through the date the Acquisition is complete and placed in service, however, for a period not to exceed three years from the issue date of the bonds or notes;
- d. the cost of underwriters' fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses related to financing the Acquisition;
- e. the cost of all other financing authorized hereunder, whether related or unrelated to the foregoing;

- f. the cost of any other item or service deemed to be a cost under generally accepted accounting principles (“GAAP”) as determined by the Treasurer.

Section 3. Details of the Bonds or Notes.

- a. Execution and Delivery of Bonds and Notes. The bonds and notes issued hereunder, and any issued as the result of exchanges or transfers, shall be signed by the Treasurer and be countersigned by the Chair of the Town Council. The bonds and notes shall have the seal of the Town affixed thereon, and be attested by the Town Clerk. The Treasurer and Chair of the Town Council, from time to time, shall execute such bonds and notes as may be required to provide for exchanges or transfers of bonds and notes hereinbefore authorized .
- b. Tax Exempt Bonds. The Treasurer and Chair of the Town Council are individually authorized to covenant and agree, on behalf of the Town and for the benefit of the holders of such bonds and notes, that the Town will file any required reports and take any other action that may be necessary to ensure that interest on the bonds and notes will remain exempt from federal income taxation and that the Town will refrain from any action that would cause interest on the bonds and notes to be subject to federal income taxation.
- c. No Arbitrage Certification. The Treasurer and Chair of the Town Council are individually authorized to covenant and certify on behalf of the Town that no part of the proceeds of the bonds and notes shall be used directly or indirectly to acquire any securities or obligations, the acquisition of which would cause such bonds or notes to be “arbitrage bonds” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended.
- d. Qualified Tax Exempt Obligations. The Treasurer is hereby authorized and empowered to take all such action as may be necessary to designate such bonds and/or notes as qualified tax-exempt obligations for purposes of Section 265(b) of the Code; it being the Town’s intention that the Treasurer, with advice of bond counsel, to make the required Section 265(b) election with respect to such bonds and notes, but only to the extent the election may be available and advisable as determined by the Treasurer.
- e. Principal Denominations. The principal amount of the bonds of the same maturity shall be such minimum denomination as the Treasurer, in the Treasurer’s discretion, may approve.
- f. Maturities, and Interest Rates. The maturity(ies), interest rate(s) and sale price of the bonds or notes issued hereunder shall be either set out to bid or negotiated by the Treasurer in such manner as the Treasurer deems appropriate and in the best interest of the Town and the financing of the above-referenced Acquisition. The Treasurer be and hereby is authorized to provide that any of the bonds or notes hereinbefore authorized may be made callable, with or without premium, prior to their stated dates of maturity. The bonds or notes hereby authorized shall be in such form and to otherwise contain such other terms and provisions as the Treasurer may approve, his or her approval to be conclusively evidenced by their execution thereof.

- g. Book Entry Certificates In lieu of physical certificates of the bonds and notes, the Treasurer be and hereby is authorized to undertake all acts necessary to provide for the issuance and transfer of such bonds and notes in book-entry form pursuant to the Depository Trust Company Book-Entry Only System. As an alternative to the provisions herein regarding physical transfer of bonds, and the Treasurer is authorized and empowered to enter into a Letter of Representation or any other contract, agreement or understanding necessary or, in the Treasurer's opinion, appropriate in order to qualify the bonds for and participate in the Depository Trust Company Book-Entry Only System.
- h. Consolidation of Bond or Notes. Any or all of the bonds or notes issued hereunder may be consolidated with and become a part of any other issue of bonds or notes authorized to be issued by any previous or subsequent ordinance of the Town Council of the Town of Brunswick.
- i. Other Authorized Officials. If the Treasurer, Chair of the Town Council or Town Clerk are for any reason unavailable to approve and execute the bonds hereinbefore authorized or any other documents necessary or convenient to the issuance, execution and delivery of the bonds, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had performed such act.
- j. Absence of Officials Prior to Delivery. If any of the officials of the Town who have signed or sealed the bonds or notes shall cease to be such officials before the bonds or notes signed and sealed shall have been actually authenticated or delivered by the Town, such bonds and notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such bonds or notes had not ceased to be such officer or official; and also any such bonds and notes may be signed and sealed on behalf of the Town by those persons who, at the actual date of the execution of such bonds and notes, shall be the proper officials of the Town, although at the nominal date of such bonds and notes any such person shall not have been such officer or official.

Section 4. Sale of Bonds or Notes and Registrar, Paying Agent and Transfer Agent

- a. Official Statement. The Treasurer is authorized to prepare, or cause to be prepared, a Preliminary Official Statement and an Official Statement for use in the offering and sale of the bonds or notes. The Preliminary Official Statement and Official Statement shall be in such form and contain such information as may be approved by the Treasurer, with the advice of the underwriter for the bonds or notes and bond counsel for the Town. The distribution of the Preliminary Official Statement and the Official Statement in the name of and on behalf of the Town in connection with offering the bonds or notes is approved.
- b. Underwriter. The Treasurer is authorized to select the underwriter for the bonds and notes, and to execute and deliver such contracts or agreements as may be necessary or appropriate in connection therewith.
- c. Registrar, Paying Agent and Transfer Agent. The Treasurer is authorized to select the registrar, paying agent, and transfer agent for the bonds or notes and to execute and

deliver such contracts and agreements as may be necessary or appropriate to secure their services. The bonds and notes shall be transferable only on the registration books of the Town kept by the transfer agent. Upon surrender of the bonds or notes with an accompanying written instrument of exchange or transfer, executed by the registered owner or the owner's attorney, duly authorized in writing and satisfactory to the transfer agent, the Town and the transfer agent shall make a charge sufficient to cover any tax, fee or any other governmental charge required to be payable with respect to such exchange or transfer. Subsequent to the first exchange or transfer, the cost of preparing new bonds or notes upon exchanges or transfer thereof shall be paid by the person requesting the same.

Section 5. Continuing Disclosure. The Treasurer and Chair of the Town Council be and hereby are individually authorized to covenant, certify, and agree, on behalf of the Town, for the benefit of the holders of such bonds and notes, that the Town will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure that the disclosure requirements imposed by Rule 15c12-12 of the Securities and Exchange Commission are met.

Section` 6. Investment Earnings and Other Bond Proceeds. Any investment earnings on the proceeds of the bonds and notes and any other unexpended proceeds thereof are appropriated for the following purposes:

- a. To any costs of the Acquisition in excess of the amounts authorized herein;
- b. In accordance with the applicable terms and conditions of the Town's Arbitrage and Use of Proceeds Certificate delivered in connection with the sale of the bonds or notes including, to the extent permitted thereunder, to interest on the bonds or notes, or to the Town's general fund;
- c. To any other qualified costs approved by the Town Council and not prohibited by the Town Charter or Ordinances, Maine law or the Internal Revenue Code.

Section 7. Authority to Levy Tax for Debt Service. In each of the years during which any of the bonds or notes are outstanding, there shall be levied a tax in an amount which, with other revenues, if any, available for that purpose, shall be sufficient to pay the interest on said bonds or notes, payable in such year, and the principal of such bonds maturing in such year.

Section 8. Advances to Fund Acquisition. The Town is authorized to make advances, from the Town's general fund to a capital projects fund, in an aggregate amount not to exceed \$187,000, in anticipation of the issuance of bonds or notes, or for the purpose of financing any part of the Acquisition. Advances used in lieu of bonds or notes authorized hereunder, are appropriated to finance the cost, or any part thereof, of the Acquisition. The Treasurer is authorized to establish and amend all details of any advances including, but not limited to the term, interest rates, and payment schedule. The authority to issue the bonds and notes authorized herein shall remain and continue in full force and effect during the entire term of the advance(s). The proceeds of the bonds and notes issued hereunder may be used to repay the advance(s) of any portion thereof.

Section 9. Declaration of Official Intent. Advances from the Town's general fund may finance the original expenditures related to the Acquisition. It is expected that those advances will be reimbursed in part or in whole by the issuance of bonds or notes authorized hereunder. It is the intent of the Town Council that this Ordinance shall constitute the Town's declaration of official intent within the meaning of Treasury Regulation 1.150-2.

Section 10. Abandonment of Borrowing Authority. The Treasurer is empowered to declare, abandoned, the authority to issue any bonds or notes the Treasurer deems to be in excess of the amount necessary to complete the Acquisition. Such a declaration once made may not be reversed other than by ordinance.

Proposed to Town Council: July 11, 2011
Public Hearing: July 25, 2011
Adopted by Town Council:

To: Brunswick Town Council
From: Don Koslosky, Deputy Chief
Ref: Rescue replacement
Date: July 20, 2011

This is an update to the current status of Rescue 2, which is scheduled for replacement in this year's CIP. Rescue 2 is a 2002 PL Custom ambulance on a Ford E-450 chassis. It currently has been taken out of service due to a broken spring in the rear as well there are some issues that need to be addressed in order to pass State Vehicle Inspection.

The truck is 10 years old and replacement of the ambulances should be on a 6-8 year cycle. The question of just replacing the chassis and keeping the same box has been asked in the past. This would save some money, however in this case we would be remounting a box that is ten years old. There are some unknowns with this as there may be some corrosion under the box which we may not be able to diagnose prior to rechassis. There is also the question of any interior items needing to be fixed/ repaired. Things like upholstery, trim floor coverings, wiring, and also repainting. We would also need to take into account any safety features that would have to be added to protect the patient along with our providers.

If we wanted to try this in the future, for example in year 5 of a new truck I would look at this because it would help extend the life of the truck to 11 or 12 years. We start to experience preventative maintenance issues, like springs, brakes after the 5 or 6 year mark and they continue to become more frequent as the truck gets older, especially with the type of use the rescues get. Rescue 2 is 10 years old and on the original chassis. With the use of salt and calcium on the roads in the winter it is destroying the chassis. We are working on a solution to rinse the undercarriage of the trucks to help remove salt and calcium which is eating away at the metal.

Listed below is what other communities of equal size do for replacing ambulances:

Saco: Replaces an ambulance every 4 years.

Augusta: Has 5 ambulances and replaces an ambulance every year with a life expectancy of 5 years per truck.

Biddeford: Had a plan in place to replace every 3 years. The plan has been removed and they currently ask for one when needed.

South Portland: Has 4 ambulances, 2 frontline, and 2 reserves. They are replaced one every other year with a service life of ten years. They spend five years front line then five years reserve.

Auburn contracts Rescue services out.

Lt. Fairbanks who oversees truck maintenance has looked at Rescue 1 which is the next truck to be replaced and he is starting to see a lot of deterioration similar to Rescue 2. We will be scheduling some preventative maintenance to help get Rescue 1 to its scheduled replacement.

Some points that should be considered are Rescue 2 has 80978 miles on it, but also has 8140 hours. Studies show that a police cruiser at idle averages 30 miles/ hour on the engine. Using the same numbers puts Rescue 2 with 244,200 miles on its engine. At the scene of an emergency our trucks go into a high idle mode to sustain emergency lighting and other essential systems on the ambulance for patient care so we are probably exceeding the 30 miles an hour.

The cost of replacement is increasing every year and this year the budget figure we were given is due to Ford no longer having a diesel engine that meets the new emissions standards. They are working on this but it is unknown when they will start producing these engines for the E-450 chassis. We only have two choices, the Chevy Duramax Diesel which we do not get a fleet discount on or the Ford E-450 with the V-10 gas engine. I'm not sold on the gas engine with the cost of fuel and the high heat generated by the engine along with increased maintenance.

We currently have a left over E450 chassis from PI Custom along with specs that are ready to be signed but are waiting for the funds to start the building process.

ITEM 83

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: July 20, 2011

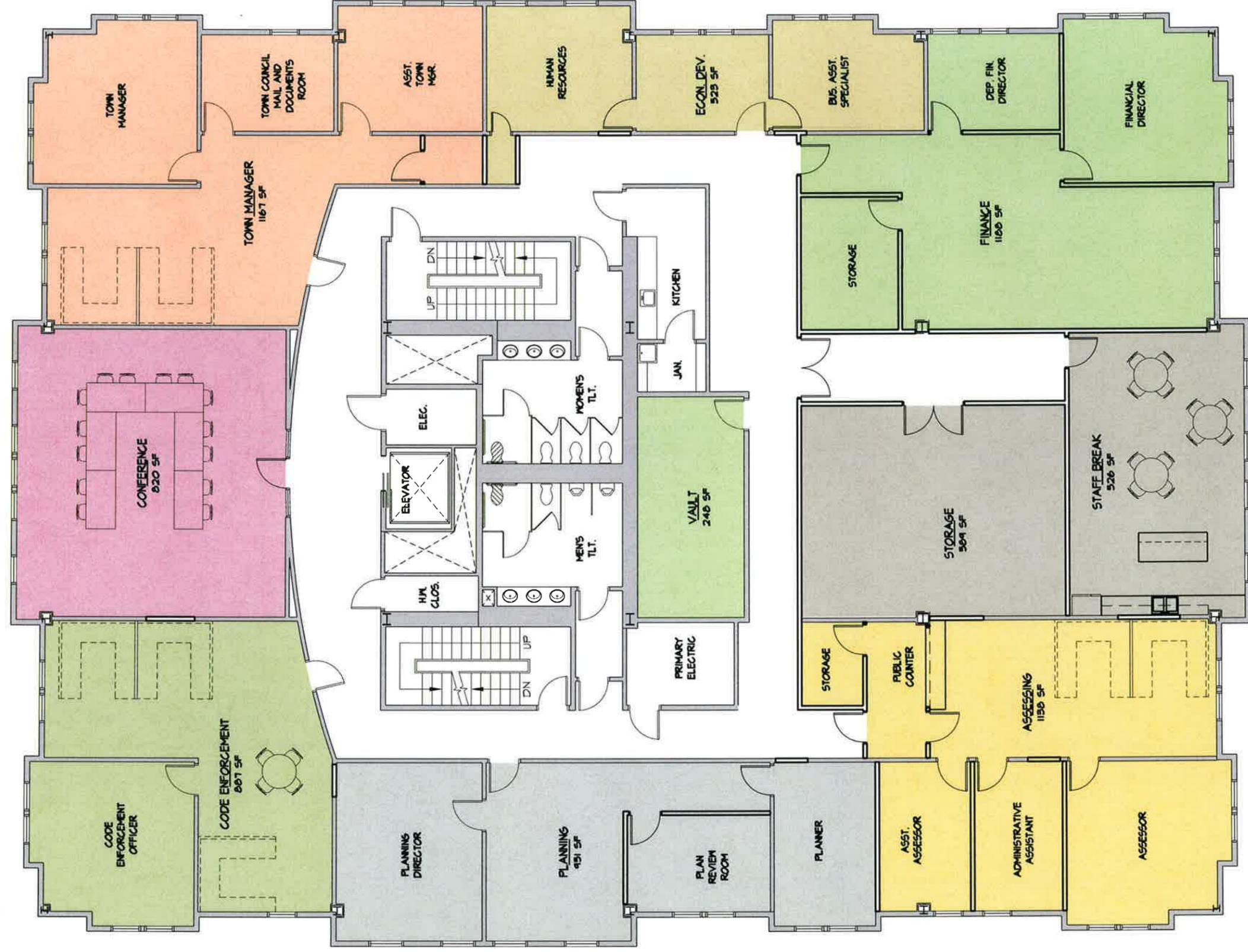
RE: McLellan floor plans

Attached please find **preliminary concept drawings** of the McLellan building. I cannot overstate that these are preliminary. These drawings were done by PDT architects to confirm that we can place existing Town Office functions (other than Police and Dispatch) as well as functions in other locations into the McLellan building.

These plans have been slightly modified from the initial set to reflect current staffing levels.

If the move to McLellan occurs, these plans will certainly be reviewed more closely to ensure that we provide proper placement of functions as well as maximize efficiencies.

Intentionally left blank



PLAN KEY

- EXISTING WALL TO REMAIN
- WALL TO BE DEMOLISHED
- NEW WALL



PDT ARCHITECTS

ARCHITECTURE
INTERIOR DESIGN
PLANNING

49 DARTMOUTH STREET
PORTLAND, MAINE 04101
www.pdtarchs.com

TITLE
SECOND FLOOR PLAN

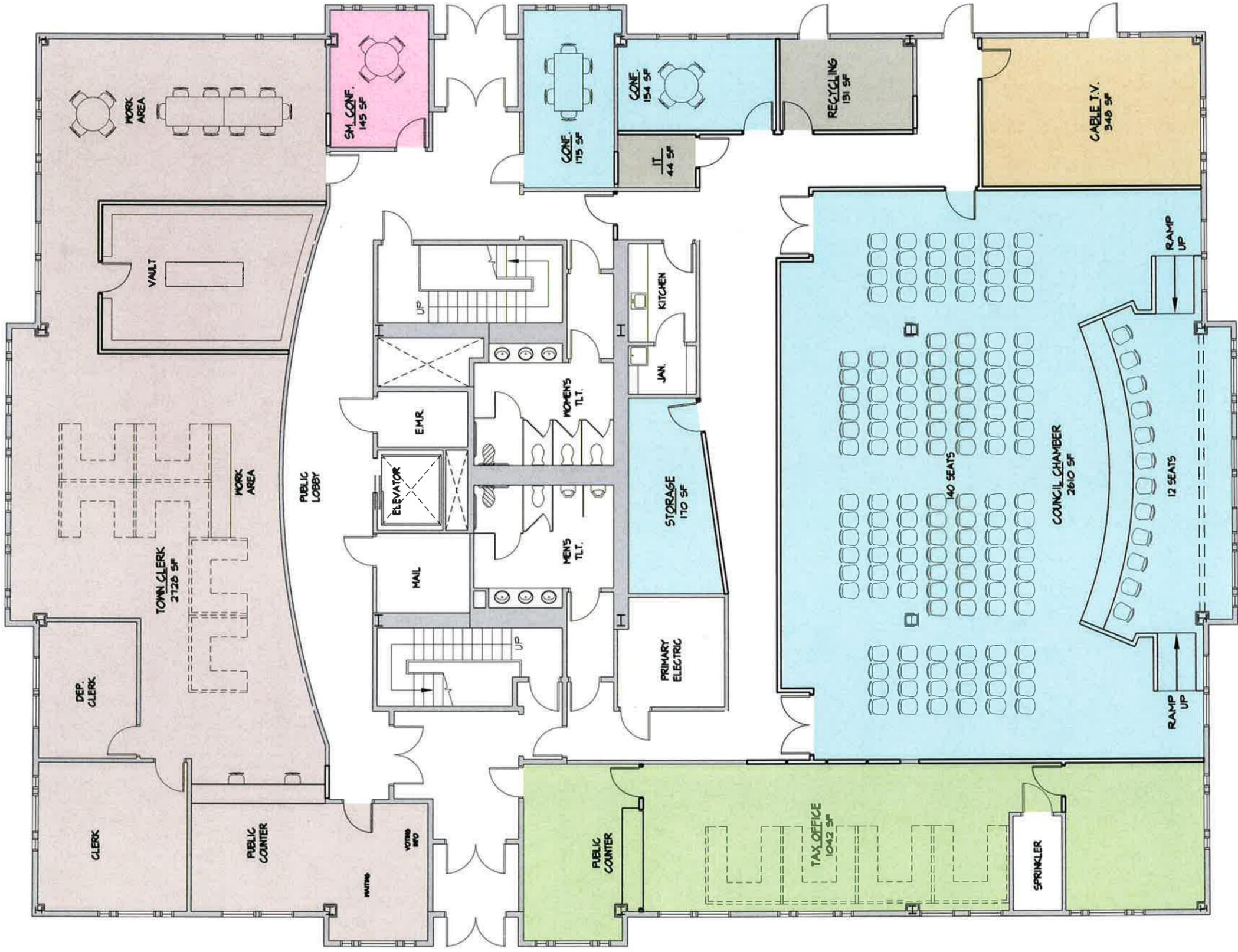
© 2009 PDT Architects

Town of Brunswick
85 Union Street

JOB #
DATE 8 OCTOBER 2010
SCALE 3/32"=1'-0"

SHEET
A2

STATION AVENUE



UNION STREET

NOBLE STREET

PLAN KEY

-  EXISTING WALL TO REMAIN
-  WALL TO BE DEMOLISHED
-  NEW WALL



ARCHITECTURE
INTERIOR DESIGN
PLANNING
48 DARTMOUTH STREET
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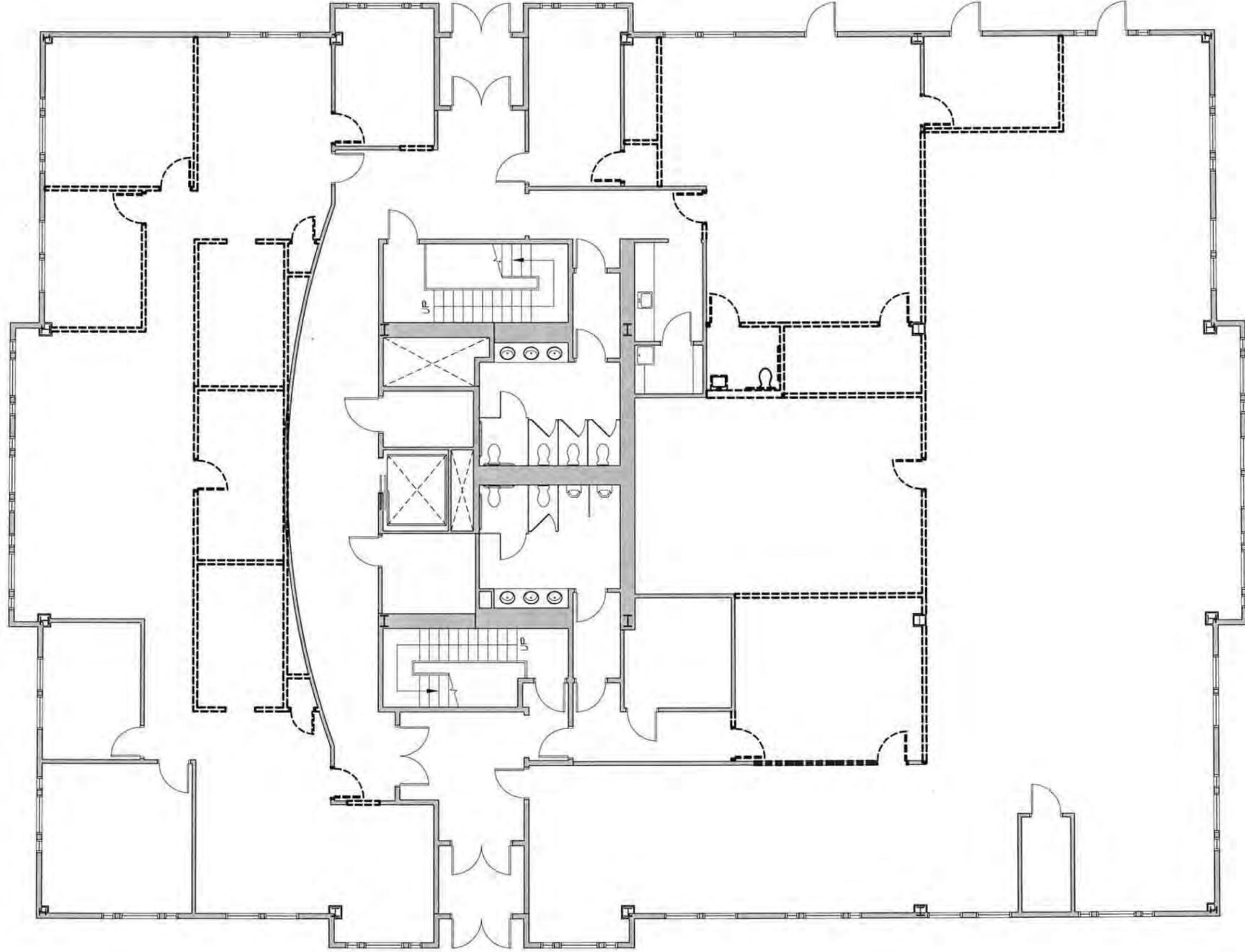
TITLE
FIRST FLOOR PLAN

Town of Brunswick
85 Union Street

JOB #
DATE 8 OCTOBER 2010
SCALE 3/32"=1'-0"

SHEET
A1

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Town of Brunswick
85 Union Street

TITLE
FIRST FLOOR DEMO PLAN

JOB #
DATE 8 OCTOBER 2010
SCALE 3/32"=1'-0"

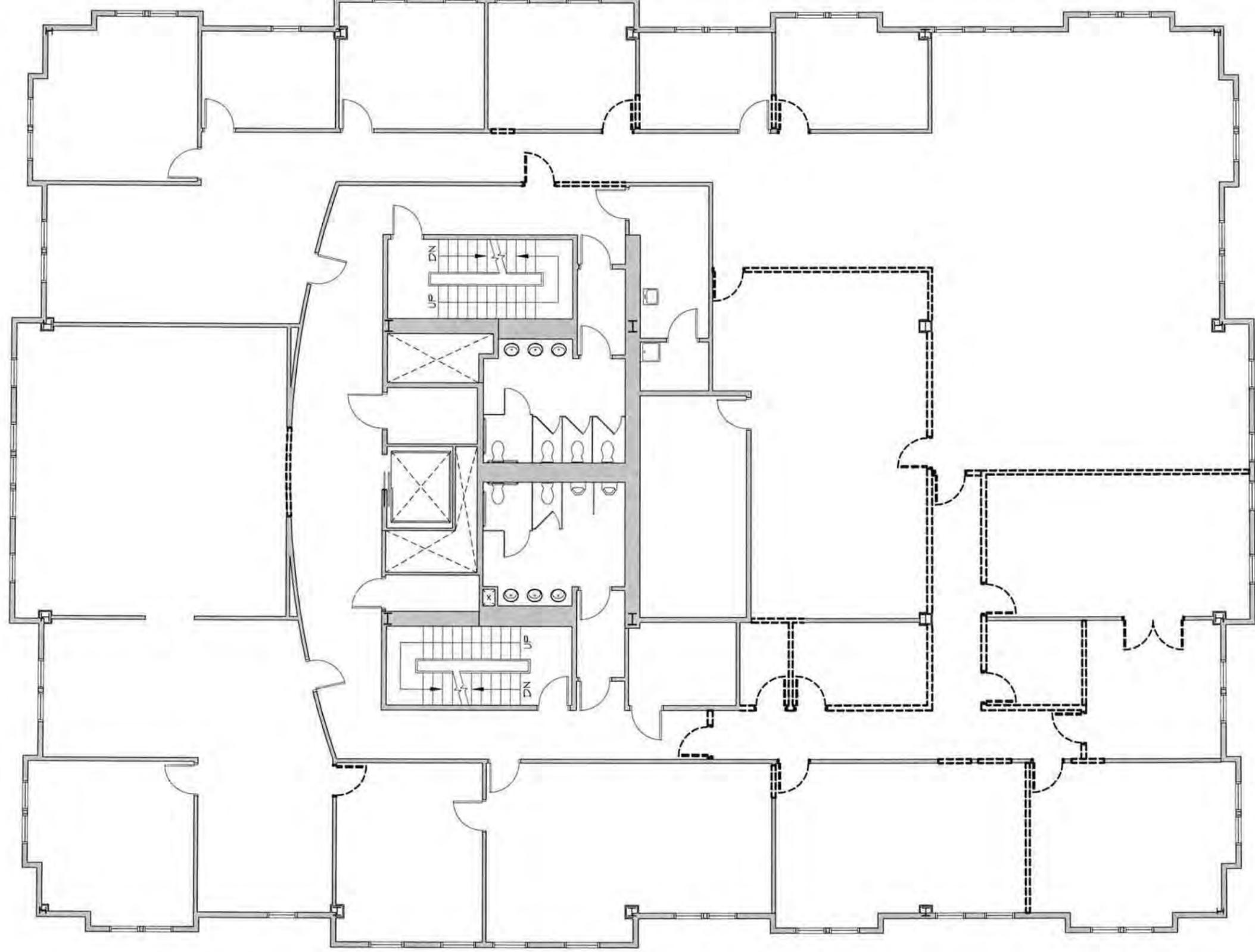
SHEET
D1

ARCHITECTURE
INTERIOR DESIGN
PLANNING

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H:\MASTER PROJ FILES\BRUNSWICK MUNICIPAL RE-USE STUDIES\MCLL ELLAN BLDG-PROPOSED-SECOND.DWG

Town of Brunswick
85 Union Street

TITLE
SECOND FLOOR DEMO PLAN

© 2009 PDT Architects

ARCHITECTURE
INTERIOR DESIGN
PLANNING

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ARCHITECTS

JOB #

DATE 8 OCTOBER 2010

SCALE 3/32"=1'-0"

SHEET

D2

Matrix of Pros and Cons on McLellan and Longfellow Buildings Proposals
As Prepared by Manager Brown

ISSUE	SALE	EXCHANGE
Financial impact, short term (2011-2015)	Brunswick receives \$1, 000,000 at point of sale, balance of \$1,000,000 over 4 years. The revenue is offset by cost to remove hazardous materials.	Brunswick funds cost of hazardous material abatement. Brunswick invests in fit-out of McLellan building. Brunswick makes safety improvements to College Street. Current estimates for these activities total \$450,000.
Financial impact, long-term	A decision to extend lease at current Council Chambers or alternative location will be required.	Consolidation of functions results in elimination of lease payments for Council Chambers. Lease cost for Council Chambers is estimated at \$63,500 beginning September 2014. Operating cost of McLellan results in an increase of ~\$27,000
Operational impact, short term	No impact identified.	Brunswick Council Chambers require a location, as well as document storage currently at former Times-Record Building.
Operational impact, long term	Current Town Office is undersized preventing on-site storage of documents, sufficient meeting space and a segregation of administrative staff in separate buildings.	McLellan is large enough on the first 2 floors to satisfy Council Chambers, Cable TV, current Town office functions, additional meeting space, and document storage.
Parking impact.	Town Office staff and customers will continue to use most of Bank Street public parking, an alternative solution to parking problem at Maine Street Station will be required (Bowdoin not likely to agree to a parking garage on land that they retain)	Relocating Town functions to McLellan will result in 20 parking spaces freed up (does not include Police) at municipal lot. McLellan parking lot has been identified as possible location for a parking garage to address parking problem at Maine Street Station.
Future use of 28 Federal Street	No change of use	Different suggestions have been discussed at staff level. These range from sale of property to demolition of property to provide additional parking space, green space off Federal Street, free up space behind current Maine Street businesses to provide for exterior uses on back sides of buildings.

2. Municipal Offices (Longfellow School, McLellan Building, Town Hall and Council Chamber):

Background:

McLellan and Longfellow School: With the voter approved Stowe School being built, the Longfellow School will be abandoned by the School Department in June 2011. At the end of 2008, Bowdoin College and the Town had preliminary discussions about exchanging the Longfellow School for the McLellan building. In 2010 the McLellan building and Longfellow School were both appraised by their respective owners. The Longfellow School appraised at less than \$1,000,000, and the McLellan building appraised at \$4.3 million.

The Town and Bowdoin engaged in preliminary negotiations, and in December 2010 the College offered two options to the Town.

- a. **Option 1:** Bowdoin will purchase the Longfellow School for a price of \$2,000,000, with \$1,000,000 paid at closing and the balance paid over a four-year period. The Town will be responsible for the remediation of any hazardous waste, the Longfellow property will be zoned for an appropriate College Use (excluding student residential use) prior to conveyance and the Town will make safety improvements to College Street out of its CIP budget over a period of years.
- b. **Option 2.** Bowdoin will receive the Longfellow School in exchange the Town of Brunswick will receive the McLellan building. The zoning, hazardous waste abatement and safety improvements to College Street remain the same as the previous option. The Town would not assume occupancy until January 2014, and at that time it would only be the first two floors. Bowdoin would continue to have use of the third floor of the McLellan building for a period of time and have a limited number of parking spaces. The initial period of time requested by Bowdoin was for five years (2019); however subsequent discussions have indicated that this period of time would extend to 2025. In both cases, the Town is also subject to a parking agreement with the College to provide 39 parking spaces, locations to be determined.

Council Chambers: To provide for a Council Chamber and TV3 location, in 2009 the Town entered into a five-year lease with Bowdoin College at Maine Street Station, with Bowdoin subsidizing the lease by 75%. The lease for the Council Chamber space will expire in August 2014. At that time, if the Town remains in that space, our relationship will change from a sublease with Bowdoin College to a direct lease with JHR. The annual lease cost will likely increase a total of \$48,000, from \$15,200 to \$63,500. (Last year rent payment through sublease with Bowdoin was \$6.00 sq ft, vs. an estimate \$25.00 sq. ft. with JHR.)

In 2008-2009, it was determined there is no alternative location in other town facilities to serve as Council Chambers. Although many have suggested that the Town finds space in one of the schools, that idea was rejected once the actual use of the space was quantified. In addition to the Town Council, the meeting space is also regularly used by the School Board, the Planning Board, the Marine Resources Committee, the Conservation Committee, the Village Review Board, MRRA, Cable TV Committee, and other Town Committees on an as needed basis.

In 2008 the Town explored the possibility of acquiring adjacent property on Center Street for the purpose of building a facility to house Council Chambers and some Town Departments. The

cost to acquire the property (\$750,000) plus the project cost to build the facility (between \$2,727,300 and \$3,242,275) was determined to be too expensive to justify the project.

In 2010 PDT architects were asked to review previous space needs for the Town Office and to see how they could be placed, along with the Council Chambers and TV3, into the McLellan building. While their design is not likely the end product, their work demonstrates that all Departments currently in the Town Office, the two Departments currently in Hawthorne School, the Council Chambers and TV 3 can fit into two floors of McLellan. In addition to consolidating the operations into one building, the layout also provides for additional meeting room and conference space that is currently lacking. The other significant benefit is that Departments would be able to have access to files and documents that are currently stored offsite.

If the Town elects to swap Longfellow School for McLellan, then a subsequent decision that will need to be made is what to do with the current building at 28 Federal Street. The delay in gaining access to the McLellan building provides the Town with the luxury of time to make a decision. The Town can use the three years to determine if the best use of the property is to sell it or redevelop it for another public use (parking, park or other).

Staff recommendation:

The exchange of Longfellow for McLellan should be the option selected by the Council. The McLellan Building provides an opportunity to consolidate town services into the same building and to provide for sufficient meeting space for Town Committees, staff and public organizations. If the exchange option is selected, the Council should establish a subcommittee to develop the plan for renovating the McLellan Building and the subsequent plan for disposition of the Federal Street property.

Fiscal impact of recommendation: PDT Architects have initially estimated renovation cost at \$100,000. This cost is paid for by not paying rent two years at Maine Street Station. Utility costs at McLellan last year were around \$70,000. Utilities at 28 Federal Street are budgeted at \$43,000, so this is an increase of \$27,000. The disposition of the Longfellow School also represents a savings in the budget of approximately \$25,000 (this is an estimate based on recent annual cost but with no occupancy of the building).

3. Former Times Record Building

Background:

In 2005, the Town acquired the former Times Record building for possible municipal uses. After being ruled out for a police station, the Town invested in renovating the building for use by the Southern Maine Community College. It was also anticipated at that time that SMCC would purchase the building from the Town. In 2009, the Town was advised that SMCC would not be purchasing the building. At that time, the facility was reexamined for the purpose of determining if it could be used as a police station and it was determined it was not appropriate to do so.

The Town has been attempting to sell this asset for the past year with no success. The Council received one offer and it was rejected. A year ago when the budget was being developed, it was discussed that as the FY'12 budget is developed and if the building was not sold, that a decision would be made to keep it or to demolish it. As we get closer to the budget being presented, a decision needs to be made on this building.

ITEM 90

BACK UP MATERIALS

McKeen Woods Association Request for Fire Hydrant Acceptance by the Town of Brunswick

On 5/1986 the developers of McKeen Woods Town Home Subdivision was given final approval for 40 homes and a multi purpose building.

The Planning and Codes Departments at the time of this development stipulated that 1" water lines be installed to each home for the mandated fire protection sprinkler system. A Fire Hydrant was also installed at 500' for phase II and III that never were built as the developer went under and the bank took it over. As a result only 13 townhomes were completed in two buildings (unit#28 to Unit#40).

Where each home has the 1" waterline mandated for the sprinkler system each homeowner is billed quarterly a \$34.50 fee for that line as well as our individual water usage. McKeen Woods Town Home Association also receives a quarterly water bill for the unused Fire Hydrant in the amount of \$216.00.

We feel that we as homeowners are being double billed for fire protection and hereby request that the Town of Brunswick accept this Fire Hydrant. We will continue to keep it free of snow in the winter time in case the Brunswick Fire Department ever needs to use it.

Originally we were requesting it be removed as it was never needed for the remainder of the development that never was built but the Fire Chief has asked us to leave it in case it is ever needed as a back up so we are no longer requesting its removal.

We have included in this packet the Planning Department Blue Print Document #7320601 from March 1986, a couple explanatory e-mails between Gary Brown, Alan Frasier and Jean Powers as well as the Water District Map showing GIS Summary, the aerial view, and the quarterly Fire Hydrant Bill from the Water District to McKeen Woods Association.

Frank Douglass, Vice President of McKeen Woods will be doing the presentation to the Brunswick Town Council on July 25th requesting the Town of Brunswick accept this Fire Hydrant.

If you have any questions in regards to this issue before it is brought before you on the 25th please feel free to give me a call and I will answer you the best I can.

Thank you,

Jean Powers

Jean Powers

From: Gary Brown [gbrown@brunswickme.org]
Sent: Wednesday, June 22, 2011 8:53 AM
To: Alan Frasier
Cc: patriciafoley49@yahoo.com; Joanne King; Gerry Favreau; John Perreault; 'Jean Powers'; 'Dan Knowles'
Subject: RE: Water lines and Planned Unit Development- McKeen Woods

Thanks for this explanation.

I understand the position of the Association in light of the approved plan and the incomplete build out. I also understand that this specific hydrant may not meet the specific requirement based on the lack of complete build out. I am sure that others will understand the Fire Department's reluctance to lose the potential benefit of having this hydrant in place. They see it as a step backwards. I believe that if we can accept the hydrant, leave the road private and put the hydrant in the overall fire suppression fee that Brunswick pays to the BTWD, then everyone wins (or at least nobody loses).

I also acknowledge that this may also set another precedent that may result in other projects coming forward and asking for Brunswick to accept their private hydrants.

Gary Brown, ICMA-CM
Town Manager
Town of Brunswick
207.725.6659 ext 201

www.brunswickme.org

From: Alan Frasier [mailto:ajfrasier@btwater.org]
Sent: Wednesday, June 22, 2011 8:44 AM
To: Gary Brown
Cc: patriciafoley49@yahoo.com; Joanne King; Gerry Favreau; John Perreault; 'Jean Powers'; 'Dan Knowles'
Subject: RE: Water lines and Planned Unit Development- McKeen Woods

Gary,

The original issue was that the homeowner's association does not believe the hydrant is needed because the planned development was not completed. If the Fire Department (or other local authority) determines that the hydrant is not needed then it should be removed. A similar situation occurred with a private hydrant on Summer Street several years ago where the Fire Department determined it was not needed so the owner removed it.

Your question below is a different issue. In answer to your question, yes, the Town can accept a private hydrant as public. The HOA would no longer pay for private fire protection, the District would maintain the hydrant, and the Town would be responsible for maintaining access to the hydrant in winter. Town acceptance of a private road causes acceptance of the hydrants as well. To my knowledge, however, Town acceptance of a private hydrant on a private road is unprecedented.

Developers are notified of their responsibility to pay for private fire protection with respect to the private / public status of the hydrants. Following is language from our standard contract for main extensions to serve developments:

13. The Developer is advised that he will be responsible for all hydrant rental charges (fire service charge) until such time as the Town accepts the street and/or hydrant(s). All fire hydrants shall become public upon

acceptance of the way on which they are located as a Town accepted municipal way. The Developer may request the Town to consider acceptance of the hydrants as public hydrants prior to acceptance of the way on which they are located as a municipal way. The Town is not obligated to do so and has historically not done so. It shall be the Developer's responsibility to provide the District with documentation of the Town's acceptance of either the way as a municipal way or the hydrants as public hydrants.

I hope this is helpful. Feel free to call if you have any questions.

Alan

From: Gary Brown [mailto:gbrown@brunswickme.org]
Sent: Monday, June 20, 2011 1:57 PM
To: 'Alan Frasier'
Cc: patriciafoley40@comcast.net; Joanne King; Gerry Favreau; John Perreault; Jean Powers
Subject: RE: Water lines and Planned Unit Development- McKeen Woods

Alan,

Joanne King will be sponsoring an item for Council action regarding the hydrant that is the subject matter of Jean Powers email(s). I expect that the action will be for the Town to assume the annual cost of the specific hydrant. Can you advise me if that is possible, and assuming that it is, what we need to do so that McKeen Woods is no longer charged a fee for this hydrant?

Thanks

Gary Brown, ICMA-CM
Town Manager
Town of Brunswick
207.725.6659 ext 201

www.brunswickme.org

From: Jean Powers [mailto:jpowers@comcast.net]
Sent: Thursday, May 19, 2011 10:24 AM
To: Gary Brown
Cc: 'Alan Frasier'; patriciafoley40@comcast.net; Joanne King; Gerry Favreau; John Perreault
Subject: Water lines and Planned Unit Development- McKeen Woods

Good morning Gary,

Alan called me late yesterday afternoon and we had a good conversation in regards to McKeen Woods request that the Fire Hydrant in question be removed. Alan did say that the standard procedure for residential is one every 500' and the one approximately 30-40' beyond Unit#28 is at 490'. There are two on Country Lane and one is within 255' and the other is within 215' of this hydrant in question and it is basically more open space between the two not woods as noted.

The more I thought about what Alan said, that if the town agrees that this one is not needed because the subdivision was never completed (that there is also coverage close by) to the approved design scale he would have it removed. If it was installed because of the initial design of a forty unit subdivision and it is technically not needed we do formally

request it be removed. I am sure this can be verified one way or another by the Planning and Fire Department records that it was installed because of the forty unit plans and I referenced the Planning Department information on my 5/17 e-mail to you.

Will patiently await your answer on this request and hope it is a positive one.

Thank you,
Jean Powers

From: Jean Powers [mailto:~~jeanpowers@comcast.net~~]
Sent: Wednesday, May 18, 2011 4:06 PM
To: 'Alan Frasier'
Cc: 'Gary Brown'; 'Joanne King'
Subject: Water lines and Planned Unit Development- McKeen Woods

Alan,

Thank you for this information but I would like to have you come and see the situation for yourself. I hope that either you or someone from your office would be willing to do that. My number is 725-2291.

I know the attachment you sent me shows many trees but it is wide open access from McKeen Woods to Country Lane and that is what we were basing our request on as well. Most of the trees are non existent and students walk through there from Country Lane through our property on a daily basis on their way to and from school year round.

Thank you ,
Jean Powers

From: Alan Frasier [mailto:ajfrasier@btwater.org]
Sent: Wednesday, May 18, 2011 11:08 AM
To: 'Jean Powers'; 'Gary Brown'; 'Joanne King'; 'Suzan Wilson'; 'John Perreault'; 'Gerry Favreau'; 'Debbie Atwood'; 'Benet Pols'; 'Ben Tucker'; 'Margo Knight'; 'Dave Watson'; 'Patricia Foley'
Subject: RE: Water lines and Planned Unit Development- McKeen Woods

Good Morning,

Nobody has asked for this information yet, but I think it may be helpful.

Attached is a map of the water lines near McKeen Woods. The District owns the main serving the development (shown in yellow). McKeen Woods pays a private fire protection charge for the private hydrant shown at the end of the line. Unlike Willow Grove and Birch Meadows, the District does not own the hydrant.

There is a public hydrant on Baribeau at the entrance to McKeen Woods (partly covered by the letter "V" on the map). There are also two hydrants shown on Country Lane. Distances from each of the three hydrants to the McKeen Woods hydrant are also shown.

Standard practice for hydrant spacing is to place them approximately 500 feet apart in residential areas. The location of the McKeen Woods hydrant appears appropriate given that the route to the hydrants on Country Lane is through a wooded area.

Please note that the District does not require or insist that hydrants be installed anywhere. That decision is made by the Fire Department and Planning Board as part of the development approval process. Private fire protection charges will continue unless or until the Town allows the hydrant to be removed.

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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From: Jean Powers [mailto:japowers@comcast.net]
Sent: Tuesday, May 17, 2011 10:04 AM
To: 'Alan Frasier'; 'Gary Brown'; 'Joanne King'; 'Suzan Wilson'; 'John Perreault'; 'Gerry Favreau'; 'Debbie Atwood'; 'Benet Pols'; 'Ben Tucker'; 'Margo Knight'; 'Dave Watson'; 'Patricia Foley'
Subject: Water lines and Planned Unit Development- McKeen Woods
Importance: High

Good morning all,

I now have some new information that has come to light on our request for Hydrant abatement. I was told this morning that when McKeen Woods was designed in the early 80's it was for over forty townhomes, therefore the Fire Department and Water District insisted on the additional fire hydrant beside Unit #28 even though there is one right beside our home Unit # 40 at the street entrance to McKeen Woods.

Only thirteen units were ever built because the original owner went under. The balance of the land that was for the extra thirty or so townhomes has since been sold to another individual making that hydrant unnecessary for McKeen Woods. We had no idea that we no longer needed that fire hydrant as the balance of McKeen Woods was never built. We have paid for something not needed for over twenty five years and would like to have it rectified.

Since the Willow Grove hydrants have been accepted (and soon to be Birch Meadow) by the Town Council, we as an association feel now that we have been unfairly treated for many years. As a result of realizing that we do not need that additional hydrant McKeen Woods is now requesting that the Town of Brunswick make the decision to have it removed or capped. We are also requesting that the Water District cease billing the McKeen Woods Association for it being there. This extra hydrant is not needed by McKeen Woods and in all the years it has been there we believe it has never been used.

Please take care of this issue in a timely manner. Looking forward to your response.

Respectfully,
Jean Powers
40 Redwood Lane
Brunswick, Maine

From: Alan Frasier [mailto:~~ajfrasier@btwater.org~~]
Sent: Thursday, May 12, 2011 4:10 PM
To: 'Gary Brown'
Cc: 'Jean Powers'
Subject: RE: Water lines and Planned Unit Development

Birch Meadows map attached.

Alan

From: Gary Brown [mailto:gbrown@brunswickme.org]
Sent: Wednesday, April 27, 2011 1:38 PM
To: Alan Frasier
Cc: 'Jean Powers'
Subject: RE: Water lines and Planned Unit Development

Al;

Can you tell me if you have an answer to the question below?

Thanks as always.

Gary Brown, ICMA-CM
Town Manager
Town of Brunswick
207.725.6659 ext 201

www.brunswickme.org

From: Alan Frasier [mailto:ajfrasier@btwater.org]
Sent: Wednesday, April 13, 2011 7:47 AM
To: Gary Brown
Cc: 'Jean Powers'
Subject: RE: Water lines and Planned Unit Development

Gary,

We will check and I will get back to you.

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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From: Gary Brown [mailto:gbrown@brunswickme.org]

Sent: Tuesday, April 12, 2011 2:21 PM

To: ajfrasier@btwater.org

Cc: Jean Powers

Subject: Water lines and Planned Unit Development

Al,

As you may be aware, the Council voted last night to accept the hydrants in the Willow Grove development. I have been asked to find out if there are any other similar developments in Brunswick where the water lines are not on public ways but are maintained by the water district.

Thanks

Gary Brown, ICMA-CM

Town Manager

Town of Brunswick

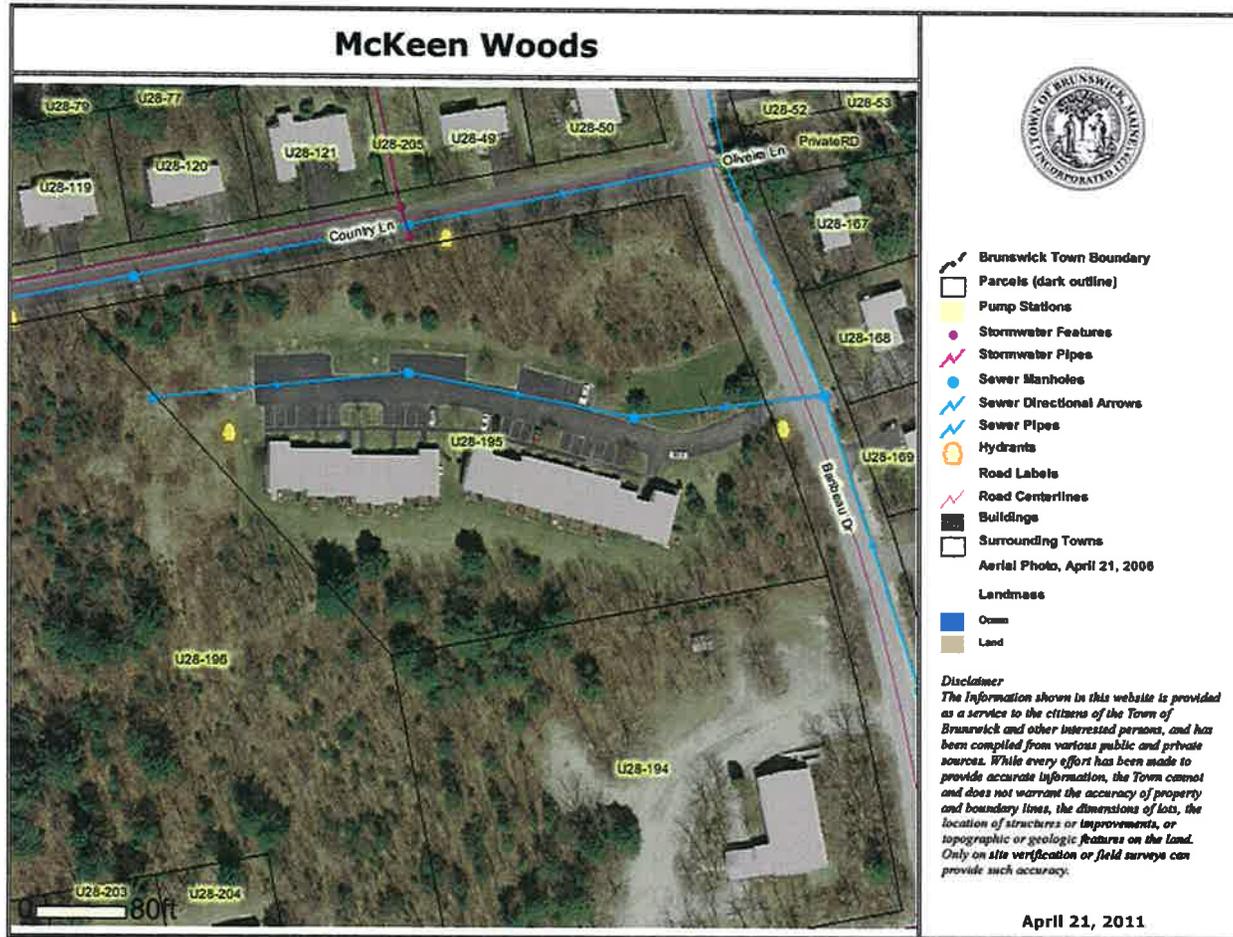
207.725.6659 ext 201

www.brunswickme.org

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GIS SUMMARY:
 8" Main
 1 HYD
 1.5" DS to each unit







**BRUNSWICK & TOPSHAM
WATER DISTRICT**

Telephone: (207) 729-9956
Fax: (207) 725-6470

Mailing Address

PO Box 489
Topsham, ME 04086

Visit our website at www.btwater.org

ACCOUNT NUMBER

44072000000

NAME AND SERVICE ADDRESS

Mckeen Woods Homeowners
Redwood Ln

BILLING PERIOD: 11/17/2010 To 2/17/2011

METER READINGS		USAGE	DESCRIPTION	AMOUNT
Previous	Current	(in HCF)*		
			PREVIOUS BALANCE:	\$0.00
			Private Fire Protection - 6 Inch	\$216.00
<p>If you would like your <u>next</u> statement to be paid through our auto-pay program, please call the office at 729-9956 or visit our website at www.btwater.org.</p>				

AMOUNT DUE: \$216.00

NOTICE ID	SEQUENCE CODE	BILLING DATE	DUE DATE
177994		2/28/2011	03/28/11

*HCF = Hundred (100) Cubic Feet

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ITEM 91

BACK UP MATERIALS



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

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

ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

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

July 19, 2011

Memo to: Brunswick Town Council
Gary Brown, ICMA-CM, Town Manager
From: Anna Breinich, AICP *AMB*
Subject: Providing for Domesticated Farm Animals within the Growth Area

At the request of Town Council Vice-Chair, Jerry Favreau, Planning and Development staff, Town Clerk and Animal Control Officer have researched and met to discuss providing for domesticated farm animals within the Town's designated Growth Area. This is in response to a resident's request to allow them to keep 2 existing horses in the R-7 zoning district which is in violation of existing district standards. Presently, horses are considered farm animals and, as such, are only permitted on farms. Farms are permitted by right in the Growth Area Zoning Districts of R-3 and R-5, as well as all Rural Area Zoning Districts in Brunswick.

I have researched how other municipalities provide for domesticated farm animals with a summary table attached to this memo. In addition, we have researched the broader topic of "urban agriculture," land area requirements by animal type and number, feed and shelter recommendations, setbacks necessary to ensure compatibility with adjacent uses, waste management considerations and code administration. A similar approach was used two years ago when the Town Council requested staff to develop regulations to permit domesticated chickens in the Growth Area. The keeping of domesticated chickens and associated structures are now permitted in Brunswick's Growth Area and regulated by the Town's Code of Ordinances, Chapter 4 – Animals.

As mentioned above, staff also met to discuss allowing domesticated farm animals, in addition to chickens, throughout Brunswick. Before proceeding any further, staff requests direction from Town Council per the following:

1. Is there an interest to allow domesticated farm animals throughout Brunswick's Growth Areas?
2. If so, is there a desire to limit animals by type and size (horses, cows, swine, sheep, goats, ducks, etc.)?
3. What are important considerations to Councilors for inclusion in any regulations, such as lot size necessary for specific type and number of animals including pasture land, fencing and structural setbacks, waste management, feed storage, odor, noise and lighting, etc.?
4. Should animals be permitted only accessory to a residential use and only for non-commercial purposes?
5. Should we license animals with annual renewals/inspections by the Animal Control Officer?

Per your direction, staff will then proceed accordingly. Any questions, feel free to contact me. Thank you for your consideration.

cc:Fran Smith, Town Clerk
Heidi Nelson, Animal Control Officer
Jeff Hutchinson, Codes Enforcement Officer

Regulation of Domesticated Farm Animals

Municipality	Allow Farm Animals w/in Growth Area		Ordinance Used	Restrictions	Total Population 2010
	Yes	No			
Auburn, ME		X	Zoning Ordinance	Only in rural districts	23,203
Augusta, ME	X		Nuisance Ordinance	On complaint, police enforced	18,560
Bath, ME	X		Land Use Code	Planning Board approval if lot less than 2 acres	8,514
Burlington, VT	X		Zoning and Animal Control Ordinances	Up to 4 domestic animals as an accessory use; problems in regulating	38,889
Derry, NH	X		Livestock Ordinance	Excludes swine, sheep and goats; 1 or more acres req.	34,021
Des Moines, WA	X		Keeping of Animals in Residential Zones Code	All inclusive; for large animals, uses abutter sign-off and further limitations due to small lot size and incompatibility to adjacent uses	29,267
Dover, NH	X	X	Chicken Ordinance	Only sheep and goats	26,884
Freeport, ME		X	Zoning Ordinance	Prohibited in Village, Mixed Use, Commercial, Industrial Districts	7,800
Kennebunk, ME		X	Zoning Ordinance	Only for commercial purposes	10,476
Lewiston, ME		X	N/A	None Permitted	35,690
Lincoln City, OR	X		Zoning Ordinance	As a special use (Animals and Gardens); accessory only	7,437
Merrimack, NH	X		Zoning Ordinance	None	25,119
Morgan Hill, CA	X		Animals and Land Use	Comprehensive in approach; licensing of animal use	33,556
Rockland, ME	X		Zoning Ordinance	Conditional approval for R-B	7,609
Santa Clara, CA	X		Keeping of Certain Animals Code	Specific regs per animal type	102,361
West Chester, PA	X		Code of Ordinances	Special Use Permit required	17,861

ITEM 92

BACK UP MATERIALS

Draft
Town of Brunswick
The Capital Improvement Development Committee and Process

I. Establish an Administrative Structure

A. CIP Coordinator

Town Manager

B. Committee

Membership to be decided by Council

C. Goals

The committee should establish goals for the Capital Improvement Plan

D. Establish CIP time frame

Municipal statutes require a 5 year CIP Program with first year being a CIP budget

E. Define Capital Improvements

The definition should time in with financial reporting requirements and Town financial reports and consider:

- A. Durability
- B. Expense
- C. Non-recurring
- D. Fixed Asset

F. CIP Calendar

The Plan should be developed according to the attached schedule

G. Citizen Participation Plan in the CIP Process

To be determined by Council

II. Evaluating Financial Capacity

- A. Review of State and Town Statutes
- B. Review historical funding methods, amounts and trends
- C. Review of financial considerations influencing the CIP
- D. Inventory possible capital funding options/bonding etc.

- E. Preparation of alternative funding level options and their implications
- F. Recommendations

III. Capital Project Evaluation Criteria

The number of projects that will be proposed often exceeds funds to support all projects. To choose between diverse projects an evaluation and ranking criteria can be used to aid in this difficult decision-making. Developing criteria prior to selecting projects provides the Town with an objective basis to develop a plan.

IV. Capital Needs Assessment

- A. Capital Assets inventory by the Town – identifies what Town owns, age, condition, maintenance history and replacement cost

V. Identifying Projects for the CIP

- A. Review prior Town capital projects
- B. Inventory current capital needs with Town departments and the public
- C. Assess costs, operating cost impacts, ect.
- D. Evaluate and prioritize projects based on evaluation criteria

VI. Prepare Five Year Capital Improvement Program and One Year Capital Budget

- A. Submit to Town Manager, who will review, revise as necessary, and submit to Town Council
- B. Public Hearing
- C. Revisions/adoption

Town Council Minutes

August 5, 2002

Page 2

This will be used to replace trees on town property in front of her home to replace those removed after being damaged by the ice storm.

4. Report on MDOT lot on Mill Street

Manager Gerrish said the Maine Department of Transportation (MDOT) has pledged to work to make this location more beautiful.

Councilor Randolph encouraged other councilors to view the presentation on the developer's plan for this site.

1. Financial Update

Manager Gerrish said the town has finished its first month of this fiscal year. The good news is the state revenue sharing check was the highest amount the town has received in sixteen (16) years. The town will need to spend money to purchase a new airboat at twenty four thousand dollars (\$24,000) and to do the ground work for the Joshua Chamberlain project for fifteen thousand dollars (\$15,000). The funds will come from savings in the budget.

5. (ADDED) Report on Joshua Chamberlain Statue

Dick Morrell reported on the status of this project. They are hoping to have the statue by October. They also hope to have funds to give the town toward maintenance.

3. Report on CIP Process

Manager Gerrish explained his memo regarding the proposed Capital Improvement Plan (CIP) process. A committee is included in the process. He hopes to have a CIP prepared by December.

(A copy the proposed Capital Improvement Plan process will be attached to the official minutes.)

Adjustments to the Agenda: None

141. The Town Council will hear public comments on the following requests for Alcoholic Beverage Licenses and will take any appropriate action:

Full-Time Malt, Spirituous, and Vinous

**MacMillan & Co., LLC d/b/a MacMillan & Co.
96 Maine Street**

Full-Time Malt and Vinous

John Hall



Town of Brunswick
Office of the Town Manager
MEMO

TO: Town Council
FROM: Don Gerrish *DHG*
DATE: August 1, 2002
RE: New Capital Improvement Program Process

Attached please find a proposed new Capital Improvement Program process. This proposal details the process we would use in developing the CIP Plan and a time frame for the work to be completed.

I look forward to discussing this with the Council and initiating this new process.

II. Evaluating Financial Capacity

- A. Review of State and Town Statutes
- B. Review historical funding methods, amounts and trends
- C. Review of financial considerations influencing the CIP
- D. Inventory possible capital funding options/bonding etc.
- E. Preparation of alternative funding level options and their implications
- F. Recommendations

III. Capital Project Evaluation Criteria

The number of projects that will be proposed often exceeds funds to support all projects. To choose between diverse projects an evaluation and ranking criteria can be used to aid in this difficult decision-making. Developing a criteria prior to selecting projects provides the Town with an objective basis to develop a plan

IV. Capital Needs Assessment

- A. Capital Assets inventory by the Town—identifies what Town owns, age, condition, maintenance history and replacement costs.

V. Identifying Projects for the CIP

- A. Review prior Town capital projects
- B. Inventory current capital needs with Town department and the public
- C. Assess costs, operating cost impacts, etc.
- D. Evaluate and prioritize projects based evaluation criteria

VI. Prepare Five Year Capital Improvement Program and One year Capital Budget

- A. Submit to Town Manager who will review, revise as necessary and submit to Town Council
- B. Public Hearing
- C. Revisions/adopton

Town of Brunswick

The Capital Improvement Process

I. Establish an Administrative Structure

A. CIP Coordinator

Assistant Town Manager Patricia Harrington

B. Committee

Appoint a CIP committee responsible for researching and recommending policies and presenting a five-year Capital Improvement Plan and one year capital improvement budget to the Town Council for final approval. The Committee should consist of the Council Chair, Council Vice-Chair, Planning Board Chair, Town Manager, School Superintendent, Finance Director and two citizens.

C. Goals

The committee should establish goals for the Capital Improvement Plan

D. Establish CIP timeframe

Municipal statutes require a 5 year CIP Program with first year being a CIP budget.

E. Define Capital Improvements

The definition should time in with financial reporting requirements and Town financial reports and consider:

- a. Durability
- b. Expense
- c. Non-recurring
- d. Fixed Asset

F. CIP Calendar

The Plan should be developed according to the attached schedule.

G. Citizen Participation Plan in the CIP Process

Town of Brunswick--Capital Improvement Program Development Time Schedule

	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec
I. Administrative Structure						
A. CIP Coordinator Assigned						
B. Committee Appointed						
C. Committee Establish Goals						
D. Committee Establish Timeframe						
E. Committee Establish Participation Plan						
II. Evaluating Financial Capacity						
A. Review State Statutes						
B. Review past funding/amounts etc						
C. Review other financial consideration						
D. Inventory funding mechanisms						
E. Prepare funding options						
F. Develop Recommendations						
III. Capital Project Evaluation Criteria						
IV. Capital Needs Assessment						
V. Identify Project for the CIP						
A. Review prior projects						
B. Inventory capital needs						
C. Assess costs, other impacts						
D. Evaluate against criteria						
VI. Prepare Plan						
A. Submit to Manager/Council						
B. Public Hearing/revions/adoption						

Item 13



**CAPITAL IMPROVEMENT
WORKBOOK**

Capital Improvement Plan Development Committee

Charles Priest, Town Council Chair
Forrest Lowe, Town Council Vice Chair
Rita Worthing, Planning Board Chair
Don Gerrish, Town Manager
Jim Ashe, School Superintendent
Alan Yuodsnukis, School Board Member

Staff

Patricia Harrington, Assistant Town Manager
Theo Holtwijk, Director of Planning
John Eldridge, Finance Director

TOWN OF BRUNSWICK, CAPITAL IMPROVEMENT PLAN WORKBOOK

- 1: Overview**
- 2: Review of Charter Requirement**
- 3: Agreeing to the CIP Timeframe**
- 4: Defining Capital Improvements**
- 5: Evaluating the Town's Financial Capacity**
 - Historical Trends**
 - Sources of Funds**
 - Financial Considerations**
- 6: Population Changes/Approved Plans**
- 7: Discuss/Prepare Citizen Participation Plan for the Process**
- 8: Establishing Community Goals**
- 9: Developing Capital Project Evaluation Criteria**
- 10: Review of Capital Requests from Town and School**
 - a. Town Facilities Tour/Review Overall Facilities Needs**
 - b. Public Works Town Tour/Review Public Works Requests with John Foster**
 - c. Review General Government Requests/Don Gerrish/John Eldridge**
 - d. Review Pubic Safety Requests with Chief Howard and Chief Hinton**
 - e. Review Parks & Recreation Requests with Tom Farrell**
 - f. Review Planning and Bike and Sidewalk Requests with Theo Holtwijk**
 - g. School Department Requests with Jim Ashe and Jim Oikle**
 - h. Curtis Library Request with Steve Podgajny**
- 11: Prioritize Capital Request Using Goals and Criteria**
- 12: Develop One Year Budget and 5 Year Plan to present to Town Council**

Capital Improvement Program Overview

General Comments:

- Long time coming
- Important to start a process that will be credible for years to come

Purpose:

- Pulls together in one place the collective wishes for the community and lays out the depth of the collective needs.
- Prioritize current and future needs to fit the anticipated level of financial resources—not only look at what the Town needs, but what it can afford.
- Focus attention of the Town's financial capacity, needs and goals.
- Provides a formal, well thought-out mechanism for decision making and budgeting.
- Link long-term planning with actions of the Town through capital budgets.
- Avoid waste of resources.
- Inform citizens and build awareness of needed projects.

What do the Charter Requirements Tell Us?

- Manager shall prepare and submit to Council a 5 year capital program,
- Program shall include: summary, list, cost estimates, methods of financing and time schedules,
- Program shall include: annual costs for operating and maintaining facilities to be constructed and acquired.

The Charter also tells us:

- Yearly review,
- Town Council to hold public hearing

The CIP Timeframe

Town Charter requires 5-Year Capital Program

What does this mean?

- 1 year budget

- 4 year program

- followed by 6th year "unfunded needs" category

Is this acceptable to the Committee?

Defining "Capital Improvement"

What distinguishes a "capital" budget item from an "operating" budget item?

- Cost
- Useful Life
- Non-recurring

Does the Committee wish to adopt the following definition for "capital" projects?

A capital project is defined as a project of a non-recurring nature with a cost of \$25,000 or more and an estimated service life of 3 years or more. Items such as information technology, paving and major equipment replacement will be included. Items which are excluded include operating expenses and small items.

Evaluating the Town's Financial Capacity

- Historical Trends
 1. *What are some basic financial indicators for sound financial management?*
 2. *Where have our capital funds been directed in the past 10 years?*

- Sources of Funds
 1. *What sources of funds are we using to fund capital projects?*
 2. *What are the policy questions we want to ask ourselves about these sources of funds?*

- Financial Considerations

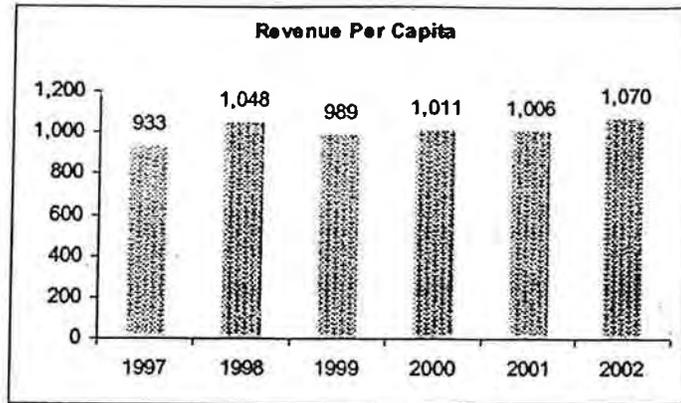
Town of Brunswick

FIGURE 5-1
TOTAL REVENUES PER CAPITA – ALL SOURCES
Constant Dollars

INDICATOR 1

Revenues per Capita

Warning Trend:
 Decreasing net operating
 revenues per capita (constant
 dollars)



Formula:

$$\frac{\text{Net Operating Revenues \& transfers (constant dollars)}}{\text{Population}}$$

Fiscal Year:	1997	1998	1999	2000	2001	2002
Revenue Per Capita (constant dollars)	933	1,048	989	1,011	1,006	1,070
Total Revenue	32,979,710	34,604,375	36,271,215	38,397,116	39,340,209	42,475,839
Consumer Price Index	167.6	170.0	173.5	179.4	184.4	186.9
Total Revenue (constant dollars)	19,677,631	22,120,220	20,905,599	21,403,075	21,334,170	22,726,506
Estimated Population	21,080	21,109	21,138	21,172	21,201	21,230

Analysis:

Examining per capita revenue shows changes in revenues relative to changes in population size and rate of inflation.

Total revenues (taxes, licenses, fees and permits, intergovernmental, charges for services, interest on investments and other) have remained relatively constant in Brunswick. Revenues are generally in line with inflation.

Sources:

Total Revenue:	Town of Brunswick Finance Department
CPI Index:	U.S. Dept. of Labor, Bureau of Labor Standards
Population:	U. S. Census, adjusted

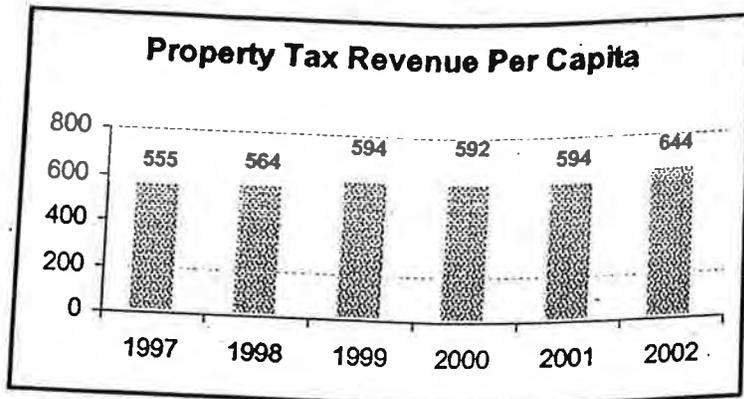
Town of Brunswick

FIGURE 5-2
PROPERTY TAX REVENUE PER CAPITA
 Constant Dollars

INDICATOR 2

Property Tax

Warning Trend:



Formula:

$$\frac{\text{Net Property Tax Revenues (constant dollars)}}{\text{Population}}$$

	1997	1998	1999	2000	2001	2002
Property Tax Per Capita (constant dollars)	555	564	594	592	594	644
Property Tax	19,616,993	20,242,371	21,786,738	22,470,875	23,237,203	25,541,854
Consumer Price Index	167.6	170.0	173.5	179.4	184.4	186.9
Property Tax (constant dollars)	11,704,650	11,907,277	12,557,198	12,525,571	12,601,520	13,666,055
Estimated Population	21,080	21,109	21,138	21,172	21,201	21,230

Analysis:

Property tax revenues on CPI adjusted figures show a per capita increase in 1998 and stabilization thereafter.

Sources:

- Property Tax: Town of Brunswick, Finance Department
- CPI Index: U.S. Dept. of Labor, Bureau of Labor Standards
- Population: U. S. Census, adjusted

Town of Brunswick

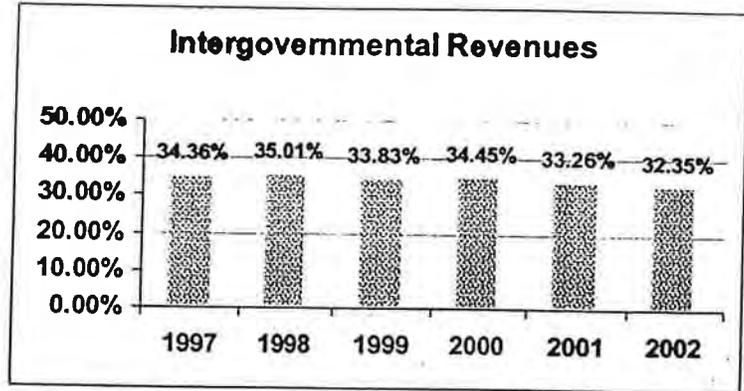
**FIGURE 5-3
INTERGOVERNMENTAL REVENUES**

INDICATOR 3

Intergovernmental Revenues

Warning Trend:

Decreasing amount of intergovernmental revenues as a percentage of gross operating revenues.



Formula:

$$\frac{\text{Net Intergovernmental operating Revenues}}{\text{Gross Operating Revenues}}$$

Fiscal Year:	1997	1998	1999	2000	2001	2002
Total Intergovernmental Revenue	11,332,197	12,115,344	12,270,134	13,228,640	13,083,351	13,741,168
Gross Operating Revenue	32,979,710	34,604,375	36,271,215	38,397,116	39,340,209	42,475,839
Intergovernmental Revenue as a %Of Gross Operating Revenue	34.36%	35.01%	33.83%	34.45%	33.26%	32.35%

Analysis:

Intergovernmental revenues over the five year period have declined in 2001.

Sources:

Intergovernmental Revenue: Town of Brunswick Finance Department
 Total Operating Revenue: Town of Brunswick Finance Department

Town of Brunswick

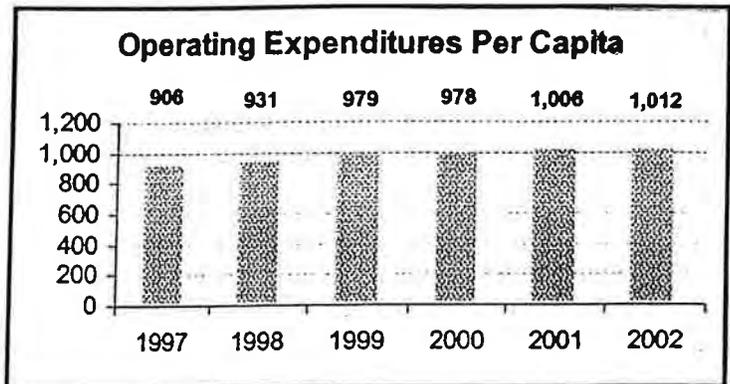
**FIGURE 5-4
OPERATING EXPENDITURES PER CAPITA
Constant Dollars**

INDICATOR 4

Expenditures Per Capita

Warning Trend:

Increasing net operating expenditures per capita (constant dollars)



Formula:

$$\frac{\text{Net Operating Expenditures (constant dollars)}}{\text{Population}}$$

	1997	1998	1999	2000	2001	2001
Operating Expense Per Capita (constant dollars)	906	931	979	978	1,006	1,012
Operating Expenditures	32,031,576	33,431,576	35,911,640	37,155,100	39,371,454	40,142,122
Consumer Price Index	167.6	170.0	173.5	179.4	184.4	186.9
Net Operating Expense (constant dollars)	19,111,919	19,665,633	20,698,351	20,710,758	21,334,170	21,477,861
Estimated Population	21,080	21,109	21,138	21,172	21,201	21,230

Analysis:

Expenditures per capita have risen during the five year period.

Sources:

Operating Expenditures:
CPI Index:
Population:

Town of Brunswick Finance Department
U.S. Dept. of Labor, Bureau of Labor Standards
U.S. Census. adjusted

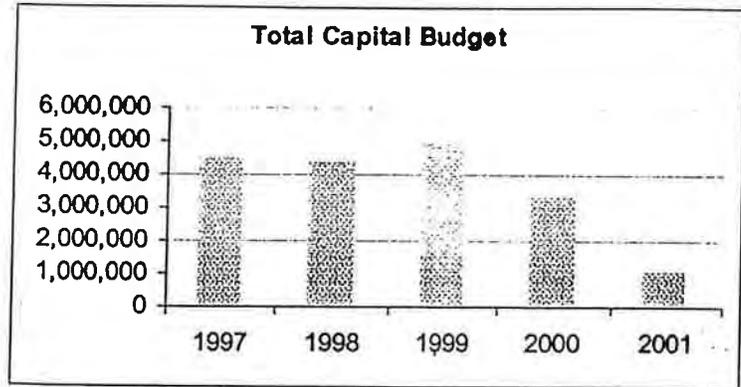
Town of Brunswick

**FIGURE 5-5
CAPITAL BUDGET**

Indicator 5

Warning Trend:

A three or more year decline in Capital Budget as a percentage of Total Revenue.



Formula:

$$\frac{\text{Capital Budget}}{\text{Total Revenue}}$$

	1997	1998	1999	2000	2001
Total Capital Budget	4,465,230	4,349,725	4,952,500	3,275,364	1,002,200
Total Revenue	32,979,310	34,604,375	36,271,215	38,397,116	39,340,209
Capital Budget as a Percentage Of Total Revenue	13.54%	12.57%	13.65%	8.53%	2.55%

Analysis:

Yearly fluctuations in this indicator are the result of the timing and magnitude of different capital projects. However, declines are a warning sign of deferred maintenance.

Sources:

Capital Budget:
Total Revenue:

Town of Brunswick Finance Department
Town of Brunswick Finance Department

Table 5.1
10 Year CIP Commitments

Summary of Description	Total 10 Year Budget	Percent of Total 10 Year Budget
General Government	\$318,000	00.7%
Public Safety	\$1,348,396	3%
Public Works	\$13,141,000	28.5%
Education	\$21,148,485	46%
Parks & Recreation	\$3,197,855	6.94%
Econ Development	\$800,000	1.74%
Other Municipal (includes library, tank removal, etc)	\$6,092,000	13.23%
Total	\$46,045,736 (from all sources of funds)	

Sources of Funds for Capital Projects:

- General Fund Revenues (direct impact on taxes)
- Undesignated and Unreserved General Fund Balances
- General Fund Reserves
- General Obligation Bonds (direct impact on taxes)
- Intergovernmental Transfers
- Impact Fees
- Sale of Assets
- Capital Contributions
- Other

**Table 5.2
General Fund Budgeted Amounts Used for Capital Improvement Projects**

Year:	92-93	93-94	94-95	95-96	96-97	97-98	98-99	99-00	00-01	01-02
Total General Fund Revenue (1)	24,972,451	25,353,515	28,772,775	32,306,325	32,979,710	34,604,375	36,271,215	38,397,116	39,340,209	42,579,348
CIP General Fund Budgeted (2)	355,000	341,000	508,000	788,581	788,000	923,000	972,500	1,897,000	915,000	753,000
Percent	1.42%	1.34%	1.77%	2.44%	2.39%	2.67%	2.68%	4.94%	2.33%	1.77%

- General Fund Revenue figures from Town of Brunswick Comprehensive Annual Financial Report for FY ending 6/30/01, page 88
- CIP General Fund Budgeted figures from Attachment X, prepared by the Town of Brunswick Finance Department

Question: Does the Town wish to establish some percentage of the General Fund Revenue to be directed toward capital projects?

**Table 5.3
Use of General Fund Balance Funds**

Year:	92-93	93-94	94-95	95-96	96-97	97-98	98-99	99-00	00-01	01-02
Total General Fund Revenue (1)	24,972,451	25,353,515	28,772,775	32,306,325	32,979,710	34,604,375	36,271,215	38,397,116	39,340,209	42,579,348
Total Fund Balance (2)	4,474,842	3,579,943	4,581,434	5,832,596	6,355,436	5,247,593	6,126,712	5,357,250	7,306,245	7,306,245
Undesignated Portion of Fund Balance (3)	3,075,237	2,565,143	3,073,964	3,571,790	4,293,842	3,618,643	3,606,490	3,977,213	2,970,669	3,728,753
Per cent Undesignated to General Fund Revenue	12.31%	10.12%	10.68%	11.06%	13.02%	10.46%	9.94%	10.36%	7.55%	8.76%
Funds in excess of 9.5%	\$702,852	\$156,559	\$340,550	\$502,689	\$1,160,769	\$331,227	\$160,725	\$329,487	\$0	\$0
Actual Use of General Fund Balance	\$0	\$802,317	\$84,819	\$0	\$70,000	\$56,200	\$1,858,625	\$680,500	\$420,000 undesignated and \$1,330,064 designated	200,000

- (1) General Fund Revenue figures from Town of Brunswick Comprehensive Annual Financial Report for FY ending 6/30/01, page 88
- (2) Total Fund Balance: Comparative Balance Sheets/General Fund/Finance Department
- (3) Undesignated Portion of Fund Balance/ Comparative Balance Sheets/General Fund/Finance Department

Question: Does the Town wish to adopt a policy which states that funds above 9.5% of the unreserved, undesignated balance will be placed in a separate account reserved for capital projects?

**Table 5.4
Taxable Valuation, Percentage Increase and Tax Rate
1992-2002**

Year:	93-94	94-95	95-96	96-97	97-98	98-99	99-00	00-01	01-02
Taxable Value (1)	864,204,550	873,818,370	888,710,880	905,944,600	916,256,500	934,344,400	947,893,700	1,120,876,600 ***	1,123,054,600
Value Increase	13,684,050	9,613,820	14,892,510	17,233,720	10,311,900	18,087,900	13,549,300	173,532,200 ***	2,178,000
Percent increase	1.61%	1.11%	1.70%	1.91%	1.17%	1.97%	1.45%	18.25% ***	0.19%
Tax Rate (per 1,000)	17.10	18.25	18.90	19.40	20.00	20.90	21.20	18.80 ***	20.50
Percent tax increase (3)	3.01%	6.73%*	3.56%	2.65%	3.09%	4.50%**	1.43%	-11.32% ***	9.04%

- (1) Taxable Value from Memo delivered to Council during 02-02 budget process by Finance Department
- (2) Tax Rate from same memo
- (3) Percent tax increase from same memo

* 1994-95 High School bond debt shows in increase
 ** 1998-99 Library bond debt shows in increase
 *** Revaluation

Table 5.6
Debt Service/Town of Brunswick
1992-2016

Fiscal Year	Total Debt Service	Less TIF Debt	Less School debt service subsidy	Town and School Portion of Debt/Property Tax Impact	Debt Service Per Capita
1992-93	1,050,092.50	160,702.50	33,019.74	856,370.26	\$41
1993-94	1,293,301.04	155,377.50	0.00	1,137,923.54	\$54
1994-95	2,991,128.58	150,052.50	1,237,941.17	1,603,134.80	\$78
1995-96	2,691,779.58	181,842.08	992,321.00	1,517,616.50	\$73
1996-97	2,999,102.50	282,377.50	953,278.68	1,763,446.32	\$84
1997-98	2,521,732.50	274,885.00	892,584.76	1,354,262.74	\$65
1998-99	2,423,987.50	267,380.00	848,481.88	1,308,125.62	\$63
1999-00	3,541,127.50	264,690.00	803,474.83	2,472,962.67	\$117
2000-01	3,524,180.00	256,827.50	347,610.19	2,919,742.31	\$138
2001-02	3,095,995.00	248,962.50	702,337.17	2,144,695.33	\$101
2002-03	2,949,362.50	245,975.00	653,775.02*	2,049,612.48*	\$97
2003-04	2,845,355.00	237,797.50	497,564.63*	2,109,002.87*	\$100
2004-05	2,750,887.50	234,382.05	423,392.05*	2,093,112.95*	\$99
2005-06	2,654,838.75	230,567.50	346,244.66*	2,078,026.59*	\$98
2006-07	1,996,977.50	226,357.50	334,784.18*	1,435,835.82*	\$68
2007-08	1,825,537.50	221,750.00	323,020.50*	1,280,767.00*	\$60
2008-09	1,752,890.00	216,755.00	311,014.28*	1,225,120.72*	\$58
2009-10	1,364,282.50	211,385.00	298,825.73*	854,071.77*	\$40
2010-11	1,248,040.00	142,970.00	286,484.96*	818,585.04*	\$37
2011-12	1,198,241.25	141,471.25	274,022.10*	782,747.90*	\$36
2012-13	1,152,571.25	144,451.25	261,468.90*	746,651.10*	\$34
2013-14	1,003,832.50	141,992.50	248,856.30*	612,983.70*	\$28
2014-15	144,095.00	144,095.00	0	0	
2015-16		0		0	

*Estimated school subsidy and totals by Town of Brunswick Finance Department

Figures provided by Town of Brunswick Finance Department

Population Figures from 1990 Census (20,906), 2000 Census (21,172) and Planning Decision Report

Question: Does the Town wish to adopt a debt service policy?

**Table 5.7
Impact Fees/Town of Brunswick**

Account Title	Total Accumulated as of 12/19/02	Description of Account
Landfill Impact	\$507,821.00	Collected since the late 1980's to cover the capital costs of the Town landfills. The money should or could be used to pay for capital costs of our Landfill expansion costs
Sidewalk Impact	\$6,916.85	Impact fee assessed to the Sandy Ridge Subdivision. Sidewalk not built to date.
Recreation Impact	\$5,871.45	In past years, funds from this account have been used to acquire land adjacent to an existing recreation area at Coffin Pond, to develop the Skate Park and to match federal funds re: Cox Pinnacle.
Traffic/Street Impact/Church Road, Pleasant Street, River Rd	\$28,431.11	The work for this project was completed over ten years ago. Since we are no longer assessing any impact fee due to these improvements this account should be closed out with all funds going to the Town
Traffic/Street Impact Bath Road	\$685,554.02	This projects calls for improving Bath Road between Thomas Point Road and Old Bath Road. A CIP request is filed for this project. Concept plans were prepared by TY Lin and funds collected exceed estimated project construction costs. The 10 year collection of fees period may be questioned as is being reviewed by Geoff Hole.
Street Light Impact	\$29,887.37	For all new subdivisions reviewed by the Planning Board since the late 1980's this impact fee has been assessed based on the number of new street lights needed. Monies in this account should be counted as Town funds as we add the street lights upon completion of each subdivison and acceptance of the public roads. Several subdivisions are under construction so these funds should remain in the account until such time as the roads are complete, accepted and the street lights are installed.
Traffic/St Thomas Pt.	\$2,763.48	The road improvements have been completed (in 1988 and 1994). These funds should revert to the Town.
Fire Substation	\$103,199.33	

Question: Does the Town have specific projects for which the use of impact fees would be appropriate?

ITEM 93

BACK UP MATERIALS

BRUNSWICK CITIZENS

The Brunswick Town Council will be appointing Brunswick citizens on Monday, June 20, 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

Conservation Commission

- 2 members – 3 year terms to expire on 05/01/2014

Davis Fund Committee

- 2 members – 3 year terms to expire on 06/30/2014

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
- 1 Resident/Participate in Program – term of 5 years to expire on 06/03/2016

Marine Resource Committee

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

People Plus Board of Trustees

- 1 member (Brunswick resident) – 3 year term to expire on 07/01/2014

Recreation Commission

- 1 member – 3 year term to expire on 07/01/2014

Trust Fund Advisory Committee

- 1 member – term of 3 years to expire on 05/10/2014

Zoning Board of Appeals

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

Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Monday, June 13, 2011

Individuals needing auxiliary aids for effective communication, please contact the Town Manager's Office at 725-6653 (TDD 725-5521).
Times Record 6/10/2011

Summary of Received Applications

7/19/2011

Date of Application

Conservation Commission

Newell	Augur	3 Colonial Dr	729-9148	6/13/2011
Will this be a reappointment	no	MembershipType:	Interview Time:	<input type="text" value="**June 15, 5:45 p.m."/>
John	Kanwit	4 Bunganuc Landing	729-5105	5/16/2011
Will this be a reappointment	No	MembershipType:	Interview Time:	<input type="text" value="May 18, 7:30"/>
David	Kilgour	23 Pogy Lane	442-0948	6/6/2011
Will this be a reappointment	no	MembershipType:	Interview Time:	<input type="text" value="July 20, 6:00 p.m."/>
Kermit	Smyth	23 Juniper Road	725-8420	4/2/2011
Will this be a reappointment	Yes	MembershipType:	Interview Time:	<input type="text" value="April 20, 7:00 p.m."/>

Davis Fund Committee

David	Knight	22 Page Street	798-4600	3/29/2011
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="May 18, 6:00"/>

Downtown & Outer Pleasant St Plan Implem

Newell	Augur	3 Colonial Dr	729-9148	6/13/2011
Will this be a reappointment	no	MembershipType:	Interview Time:	<input type="text" value="**June 15, 5:45 p.m."/>
Paul	Dostie	27 Noble St	725-0027	4/7/2011
Will this be a reappointment		MembershipType:	Interview Time:	<input type="text" value="April 20, 7:15 p.m."/>
Elisabeth	Doucett	6 Ledgewood Dr	406-0581	4/7/2011
Will this be a reappointment	No	MembershipType:	Interview Time:	<input type="text" value="April 20, 7:30 p.m."/>
Andrew	Jawitz	4 Evergreen Drive	370-5481	5/10/2011
Will this be a reappointment		MembershipType: Creative Economy	Interview Time:	<input type="text" value="May 18, 7:15"/>
Stephanie	Slocum	Brunswick Downtown Assoc.	729-5137	3/11/2011
Will this be a reappointment		MembershipType: BDA member	Interview Time:	<input type="text" value="March 17, 7:00 p.m."/>
Emily	Swan	4 Page St	729-7714	1/26/2011
Will this be a reappointment		MembershipType: Citizen At Large	Interview Time:	<input type="text" value="6:15 p.m., Wed Feb. 16"/>
Toby	Tarpinian	1 Gilman Ave		3/7/2011
Will this be a reappointment		MembershipType: Business Owner -	Interview Time:	<input type="text" value="March 17, 6:45 p.m."/>
Sande	Updegraph	724 Durham Rd	725-1345	1/14/2011
Will this be a reappointment		MembershipType: Citizen At large	Interview Time:	<input type="text" value="March 17, 6:00 p.m."/>

Housing Authority

Suan	Morgan	30 Water St, Apt 410	449-7761	6/6/2011
Will this be a reappointment	No	MembershipType: BHA resident/partic	Interview Time:	<input type="text" value="June 15, 6:30 p.m."/>

People Plus Board of Trustees

Claudia Adams	15 Shearwater Way	721-0068	7/18/2011
Will this be a reappointment	MembershipType: Council App	Interview Time:	<input type="text" value="July 20, 2011, at 6:15"/>

Recreation Commission

Kristi Hatrick	4 Micmac Ln	725-1232	3/29/2011
Will this be a reappointment yes	MembershipType:	Interview Time:	<input type="text" value="May 18, 6:30"/>

Suzanne Krauss	12 Songbird Ln	751-4735	5/25/2011
Will this be a reappointment no	MembershipType:	Interview Time:	<input type="text" value="June 15, 6:00 p.m."/>

Trust Fund Advisory Committee

Alphonso Ripa	10 Bunganuc Landing Rd.	725-4104	3/30/2011
Will this be a reappointment yes	MembershipType:	Interview Time:	<input type="text" value="May 18, 6:15 p.m."/>

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

5118
6 30

For Office Use Only	
3/29/11	Date App.
	Received
	Date App.
	Entered
	Appointed

Full Name: KRISTI HATRICK Date 03-28-11

Street Address: 4 MICMAC LANE, BRUNSWICK ME 04011

Home Telephone #: 725-1232 E-mail Address: khatrick@comcast.net I live in Council District #: 35

I wish to be considered for appointment to the:
RECREATION COMMISSION

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:
FULL MEMBERSHIP STATUS: X TERM BEGINS: 07/02/11
and/or
ASSOCIATE MEMBERSHIP STATUS: _____ TERM EXPIRES: _____

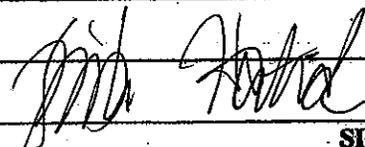
Do you currently serve on any Town Board/Committee/Commission? X If so, please state name of Board/Committee/Commission and the number of years of service:
RECREATION COMMISSION Number of Years 2 Date term expires 07/01/11

Occupation: AT HOME MOM (FORMERLY WORKED AS AN ATTORNEY)
Employer: N/A Work Telephone #: N/A

List any civic organizations to which you belong:
FIRST PARISH CHURCH
BOWDOIN HOST FAMILIES BOARD

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
I HAVE ALREADY SERVED ON THE REC COMM. FOR 2 YEARS AND I CHAIRED THE BICYCLE SAFETY SUBCOMMITTEE.

Have you previously served on a Town board/committee/commission? X If so, please list the board/committee/commission and years of service:
RECREATION COMMISSION 2 yrs.
BICYCLE SAFETY SUBCOMMITTEE 6 mos.


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: RECREATION COMMISSION

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?

WORKED IN POLITICS FOR 4 YEARS

WORKED AS AN ATTORNEY FOR 4 YEARS

MOM OF 2

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

I HAVE THOROUGHLY ENJOYED MY TIME ON THE COMMISSION AND AM EXCITED TO CONTINUE MY TENURE ON IT - THIS TIME WITH NO (OR AT LEAST SHORTER) "DEEP-IN-THE-HEADLIGHTS-HUH??" TIME AT THE BEGINNING - IF REAPPOINTED, IT WOULD BE GREAT TO HIT THE GROUND RUNNING.

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 LOVE TO BE REAPPOINTED.

Town of Brunswick

O:\Word\Boards-fran\Application For Board 12 03.DOC Revised 12/03

Application for For Appointment to Board/ Committee/ Commission

Office Use Only _____ Date App.

Received _____ Date App.

Full Name

:Andrew Jawitz _____ **Date 4-8-2011** _____

Entered _____ Appointed _____

Street Address:

4 Evergreen Drive Harpswell, ME 04079

Home Telephone #: **2073705481** _____

E-mail Address: **_ajawitz@newmediatransit.com** _____

I live in Council District #: _____

I wish to be considered for appointment to the:

Downtown Master Plan Update 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? N If so, please state name of Board/Committee/Commission and the number of years of service:

_____ Number of Years _____ Date term expires

Occupation: Non-Profit Outreach Coordinator, Social Media Marketing Consultant, Film/Video Producer

Employer: Rockhouse Mountain Productions

Work Telephone #: 207 370 5481

List any civic organizations to which you belong:

Five Rivers Arts Alliance (Board of Directors- 2 Years)

Pioneer Workshop

CarFree Maine

PLaED (Youth Service Basketball League in Portland)

Maine Film and Video Association (Board of Directors- 1 Year)

Maine Alliance for Sustainable Transportation

Maine Rail Transit Coalition

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

Masters of Arts Columbia University M.A. AMER STUDIES candidacy included studies at the Graduate School of Architecture, Planning and Preservation. I Studied the application of oral history and folklore techniques to Placemaking.

I have been involved in rail transit advocacy since I worked at the Conway Scenic Railroad in North Conway NH.

I am currently involved in producing a series of documentary web-shorts promoting public transit accessibility in rural areas and I am also researching best-practices in the statewide application of Open-Transit Data Information Systems.

Have you previously served on a Town board/committee/commission? N 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 resnme 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: _____

Term Length: _____

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

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

Graduate School of Architecture, Planning and Preservation- Columbia University

(Requirements for MA in Amer Studies)

Maintenance of Way Crew, Crawford Notch Line, Conway Scenic Railroad

Extensive outreach/media skills including access to professional quality video production/editing tools, social media networking and crowdsourcing techniques.

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

I can not think of any other region that has so many exciting opportunities awaiting it in the near future! The opportunity to participate the historic changes occurring in Brunswick is an unquantifiable asset.

Taking into account the preferences of the current Generation Y, Brunswick is making wise decisions in line with the lifestyle choices of highly-educated college graduates. It is because of initiatives like the Downtown Master Plan that our region has positioned itself to be highly attractive to creative capital. We have the potential to present to the highly-mobile, population young creative-entrepreneurs the unique combination of small town, New England, civic-engagement while also offering the walkability, livability and fossil-fuel independence of a much larger urban-metro. Having been raised in rural New England while also living in New York City has given me an appreciation of the virtues of both lifestyles. However, I've never been able a way to bring the best of the country into the city, but in Brunswick we can bring the best of the city into the country!

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

I am aware of the time involved and will be willing to devote myself, fully. _____

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

As a documentary filmmaker I am looking for ways to promote public transportation in our region through web-video and I am also exploring the use of Open-Source, Multi-Modal, Journey Planning Applications to encourage tourists to visit our region via public transportation. I do not see this as a conflict of interest as both projects are based in the same motivations I have outlined for joining this Committee. _____

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

I would be honored to be included in the duties required of the Committee. Having been involved in the Creative Economy of this region I can speak from direct experience that the momentum has been growing for young, creative professionals to settle in Brunswick from out-of-state. Having served on the Board of Directors for the Five Rivers Arts Alliance for almost 2 years I have witnessed the immediate results that FRAAs youth-outreach programs have produced. Including the formation of a new grassroots, creative placemaking group called the Pioneer Workshop. The Pioneer Workshop currently has a steering committee of 15 young artists/musicians/entrepreneurs and other creative professionals and a broad reach of about 50 members. Of 15 members on the steering committee only two have not moved here from another state within the last two years!

Thanks to initiatives like the Maine Street Station development and the Downtown Master Plan we are very likely to see those numbers multiply considerably! _____

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

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

MAY 16 2011

Full Name: John H Kanwit Date 12 May 2011
Street Address: 4 Bunganus Landing, Brunswick
Home Telephone #: 229-5105 E-mail Address: johnkanwit@me.com I live in Council District #: 3

I wish to be considered for appointment to the:
Conservation Commission
(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: Physician
Employer: Self Work Telephone #: 229-5105

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:

Previously served on Associate Com. as noted below
Homeowner with Conservation Easement on my property for many years - I believe it is

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

important to have such input on this Commission
2 years ago for ~ 6-8 months

[Signature]
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: Conservation Commission

Term Length: _____

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

Yes

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

See reverse side

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

I believe it is important that the Conservation Commission consist of members with a variety of backgrounds and viewpoints. This should include at least one member who has an easement on his/her property that perhaps can represent the property owner's perspective regarding conservation issues.

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?

5/14
6 PM

Town of Brunswick

Application for
Appointment to Board/ Committee/ Commission

For Office Use Only	
3/29/11	Date App.
	Received
	Date App.
	Entered
	Appointed

Full Name: DAVID C. Knight Date 3/25/11
 Street Address: 22 PAGE ST., BRUNSWICK ME 04011
 Home Telephone #: 798 4600 E-mail Address: knightdm@gwi.net I live in Council District #: 6

I wish to be considered for appointment to the:

DAVIS COMMITTEE

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 7/1/11

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 6/30/14

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:

DAVIS Number of Years 9 Date term expires 6/30/11

Occupation: Fundraising Consultant

Employer: Self Work Telephone #: 798-4600

List any civic organizations to which you belong:

BRUNSWICK DOWNTOWN ASSOCIATION (BOARD), PEOPLES PLUS (Vol.), BEACON HIST. SOC., CURTIS MEM. LIBRARY, MAINE FIBRARIES (Chair)

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

Pres., Brunswick (Corp) PUBLIC FND., (Lake Forest, NH), BRD., RNAU Foundation (Portsmouth NH), numerous non-profits

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

JUST DAVIS for the past 9 years. - 1 year as Chair

David Knight
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: DAVIS COMMITTEE

Term Length: 3 yrs

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

No - I have been serving on the Davis Committee for quite some time, the charge is clear. Too, we have a very talented/experienced Committee (KISSLET, DONOVAN, DOORAN, O'Donnell, Stewart, Rush - Peabody)

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

I consult non-profit on fundraising (10yrs) for 30 years, I have worked in non-profits (16 years as an officer of the organization). I sit on two foundation boards (1 as president)

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

Brunswick is blessed both with a large number of non-profits, and also with a population that understands the importance of volunteerism. I want to help them better serve Brunswick.

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

yes

Brunswick sp. to meet the charge of the Davis Comm.

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

no financial gain. I do recuse myself from any vote - or discussion unless asked by the Committee - on any application from the BRUNSWICK DOWNTOWN ASSN.

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

(1) It has been a privilege (2) I wish to work with the town finance people to boost the \$ avail each year for distribution.

DAVID C. KNIGHT

22 Page Street, Brunswick, Maine 04011 – 207-798-4600 – knightdm@gwi.net

CAREER HISTORY

- 2010 - present RNAV Foundation – Board of Advisors, Portsmouth, NH
RNAV is a private grant-making foundation.
- 2000-present Brodie, Collins, Cheral & Associates, Bethesda, MD
Senior Associate
Consultants on communications and fundraising strategies
- 1996-present The Brunswick Public Foundation (BPF), Lake Forest, IL
President
BPF is an independent grant-making foundation founded by the Brunswick Corporation.
- 1993-2000 Center for Marine Conservation (now The Ocean Conservancy)
Washington, D.C.
Vice President for Development
- 1988-1993 Aircraft Owners & Pilots Association, Air Safety Foundation,
Frederick, MD
Vice President for Development
- 1983-1988 American Enterprise Institute for Public Policy Research
Washington, D.C.
Director of Development, and Director of Corporate Relations &
Special Projects (1985-1988)
Manager of Corporate Relations (1983-1985)
- 1976-1983 Georgetown University, Washington, D.C.
Director of Development, Main Campus (1979- 1983)
Regional Director of Development and
Director of the Georgetown Parents Association (1976-1979)
- 1969-1976 MacMurray College, Jacksonville, IL, B.A. Economics & Government
Director of Alumni Relations (1974-1976)
Assistant Director of Development (1972-1974)
Assistant Director of Admissions (1969-1972)

Civic and Personal Interests: Board of Directors, Brunswick (ME) Downtown Association; Chair, Nathaniel Davis Committee for the Town of Brunswick; Board Chair, Maine Fiberarts (Topsham, ME); co-Chair Bowdoin College Host Family Program, Secretary, Development Committee, People Plus(Brunswick), kayak building, camping, golf, sailing.

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

For Office Use Only	
Date App. Received	MAR 30 2011
Date App. Entered	
Appointed	

Full Name: AL J. RIPA Date 2/30/11

Street Address: 10 BUNGANUC Ldg. Rd.

Home Telephone #: 725-4104 E-mail Address: ajripa9@comcast.net I live in Council District #: 3

I wish to be considered for appointment to the:

TRUST Fund Advisory Committee
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:
FULL MEMBERSHIP STATUS: TERM BEGINS: 5/10/11
and/or
ASSOCIATE MEMBERSHIP STATUS: TERM EXPIRES: 5/10/13

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:
TRUST Fund Adv. Committee Number of Years 6 Date term expires 5/10/11

Occupation: FINANCIAL CONSULTANT

Employer: ROYAL BANK of CANADA Work Telephone #: 207-791-1516

List any civic organizations to which you belong:
N/A

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
20 + years of investment experience - primary careers.

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

AJ Ripa
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: TRUST Fund Adv. Committee

Term Length: 3 Year

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

Currently serving
No questions

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

MBA Bus. Mgmt / Finance
+ current job as financial consultant

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

My background and experience lend itself perfectly to this committee

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

Yes - will attend all meetings

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

None

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

NA

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 so 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

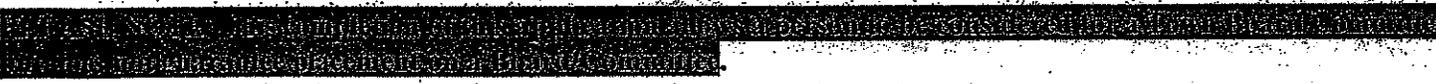
Have you previously served on a Town board/committee/commission? Y If so, please list the board/committee/commission and years of service:
Village Rev. Bd - see above
Downtown Master Plan Com - 2 yrs
Comp Plan Committee (1st Comp Plan) - 2-3 yrs Emily J. Swan
SIGNATURE

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 DMP, 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. + DMP. 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

1-14-11 Date App.

Received

Date App.

Entered

Appointed

Feb 14
revised

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:

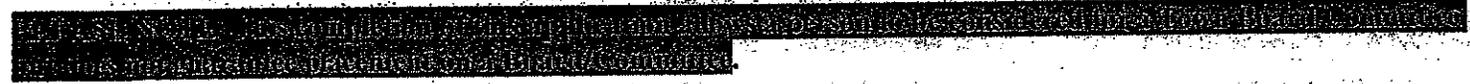
Sande Updegraph
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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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

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

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 Impromention
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:
FULL MEMBERSHIP STATUS: Business Owner TERM BEGINS: _____
and/or
ASSOCIATE MEMBERSHIP STATUS: _____ Category 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: Retail Manager/Owner

Employer: Morning Glory Natural Food 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.

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 + Outer Pleasant Implementation

Term Length: 3 years

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

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?

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
For Brunswick Downtown Association (BDA)

Street Address: 85 Maine Street

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.

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: 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

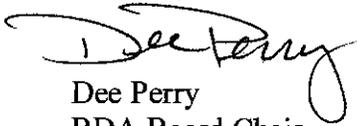
Dear Chairperson King,

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

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

For Office Use Only
Date App. Received
APR - 4 2011
Date App. Entered
Appointed

Full Name: Kermit C. Smyth Date April 3, 2011

Street Address: 23 Juniper Road, Brunswick

Home Telephone #: 725-8420 E-mail Address: Kesmaine@netscape.net I live in Council District #: 2

I wish to be considered for appointment to the: Conservation Commission

(NAME OF BOARD/COMMITTEE/COMMISSION)

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

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:
Conservation Commission Number of Years 3 Date term expires May 1, 2011

Occupation: Research chemist - retired

Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:
Friends of Monksmeeting Bay, Maine Mineralogical and Geological Society

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
FOMB: lead part of water quality monitoring program; lead Sierra Club service trips - invasive plant removal, revegetation, trail work; land steward for two properties.

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

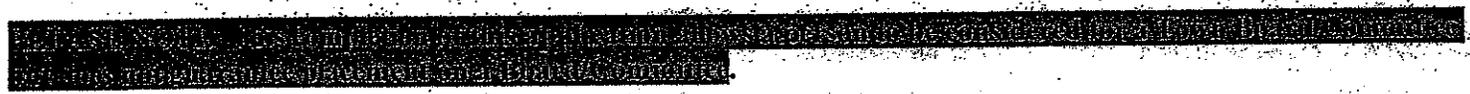
Kermit C. Smyth
SIGNATURE

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: Conservation Commission

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?

Amherst College, B.A. in chemistry

Stanford University, Ph.D. in physical chemistry

Extensive research in combustion chemistry, National Institute of Standards and Technology

Bowdoin College, 10 courses in environmental studies

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

I have a long-standing interest in environmental and conservation issues and would like to help Brunswick in these areas

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
APR - <u>7</u> 2011 _____ Date App. Received
_____ Date App. Entered
_____ Appointed

Full name: *Elisabeth Doucett* **Date:** *4/4/2011*

Street Address: *6 Ledgewood Drive, Brunswick*

Home telephone: *406-0581* **Email address:** *edoucett@curtislibrary.com* **Live in district:** *4*

I wish to be considered for appoint to the:

Downtown Master Plan Implementation Committee

Full membership status: *X* **Term begins:** *2011*

Associate membership status: **Term expires:** *2014 (3 year)*

Do you currently serve on any Town Board/Committee/Commission? *No*

Occupation: *Library Director*

Employer: *Curtis Memorial Library* **Work telephone:** *725-5242, ext. 211*

List any civic organizations to which you belong: *AAUW, Wood Pond Village Homeowner's Association, Brunswick Downtown Association (in my capacity as library director)*

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

*Managed both large and small business, including developing and executing strategic plans.
Worked in both nonprofits and for-profit businesses so I understand how their needs/audiences intersect.
Have successful experience as a fundraiser/grant-writer.*

Have you previously served on a Town board/committee/commission? *NO*



SIGNATURE

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

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

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?

As a librarian I'm a very good researcher. I also have an MBA and fifteen years experience in managing businesses, developing and implementing strategic plans for large/complicated organizations and building consensus/coalitions that drive action. Finally, I have experience as a fundraiser and manager for nonprofit organizations.

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

I think it is important that Curtis Library and other local nonprofits have a voice in the implementation of the Master Plan. Second, I think my business experience could be helpful in making the Plan a reality. Finally, I would like to participate because I think this is a critical period in the Town's history and that it is important for citizens to step up and contribute their time and talents to making this period of change a good one for Brunswick.

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

As long as meetings are not during the 9-5 work day, I should be able to attend most of them with no problem.

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
APR - 7 2011 Date App. Received
Date App. Entered
Appointed

Full Name: PAUL DOSTIE Date 4/4/11

Street Address: 27 NOBLE STREET

Home Telephone #: 725-0027 E-mail Address: pdostie@curtislibrary.com I live in Council District #: 6

I wish to be considered for appointment to the:

Down Town and Outer Pleasant Street Corridor 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? NO If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years _____ Date term expires _____

Occupation: REFERENCE LIBRARIAN

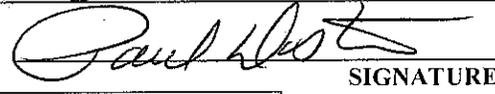
Employer: CURTIS MEMORIAL LIBRARY Work Telephone #: 725-5242 X 228

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:
AS A REFERENCE LIBRARIAN I HAVE EXTENSIVE RESEARCH SKILLS

Have you previously served on a Town board/committee/commission? YES If so, please list the board/committee/commission and years of service:
HARPSWELL MARINE RESOURCES COMMITTEE 2 YEARS

BOARD MEMBER HARPSWELL COMMUNITY TELEVISION 4 YEARS


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: MASTER PLAN IMPLEMENTATION COMMITTEE

Term Length: _____

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

I'm familiar with the menu of options presented by the Master Plan Committee. A copy of all the drafts comes to the Reference Desk at the library.

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

Solid research skills

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

As a resident and library employee, the future of Brunswick is my future. I like how the town has been proactive in the face of the unsettled economic environment and I'd like to contribute.

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

I am aware of the time involved and would be able to attend most meetings.

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've been very impressed with the creative options forwarded by Ms. Knight's committee and hope to see them realized.

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

For Office Use Only	
6-6-11	Date App.
	Received
	Date App.
	Entered
	Appointed

Full Name: DAVID KILGOUR Date 6/3/11

Street Address: 23 TOBY LADE

Home Telephone #: 442 0948 E-mail Address: kilgourclauda@gmail.com I live in Council District #: _____

I wish to be considered for appointment to the:

Conservation
(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: RETIRED

Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:
None

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
Have been a career science teacher.

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

Paul Kilgour
SIGNATURE

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APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Conservation

Term Length: _____

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

Yes

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

Science Major with Master's Degree in Science Teaching

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

I was asked to consider position as a member of the community

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

I could attend most meetings
Two meetings + reading / month

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. _____
JUL 18 2011 Received
Date App. _____
Entered _____
Appointed _____

Full Name: CLAUDIA L. ADAMS Date 7/18/11
Street Address: 15 SHEARWATER WAY BRUNSWICK
Home Telephone #: 721.0068 E-mail Address: _____ I live in Council District #: _____

I wish to be considered for appointment to the:
People Plus Board
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:
FULL MEMBERSHIP STATUS: TERM BEGINS: Sept. 2011
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: CONSULTANT - SENIOR LIVING
Employer: SELF (SHEARWATER CONSULTANTS) Work Telephone #: AS ABOVE

List any civic organizations to which you belong:
SWEETSHOLM BOARD
MCNPP BOARD

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

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.

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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: People Plus

Term Length: Full

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?

R.N. WITH EXTENSIVE PUBLIC HEALTH
EXPERIENCE IN SCRIPSDALS
MANAGED THE OPERATIONS OF 3 PRIVATE
MAINE RETIREMENT COMMUNITIES

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

OPPORTUNITY TO UTILIZE PRIOR EXPERIENCE
IN THE NON-PROFIT AREA FOCUSING
SERVICES (RETIREES)

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?

NB

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

OPPORTUNITY TO VOLUNTEER locally
WITH A FOCUS ON 'SENIORS'.

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

For Office Use Only	
6-13-11	Date App. Received
_____	Date App. Entered
_____	Appointed

Full Name: Newell August Date 6/10/11

Street Address: 3 Colonial Dr

Home Telephone #: 729 9147 E-mail Address: navgus@mainelobby.com I live in Council District #: 7

I wish to be considered for appointment to the:
Conservation of Downtown/Pleasant St.
(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: Lawyer

Employer: Self Work Telephone #: 622 2990

List any civic organizations to which you belong:

YMCA Camp Board & Directors; Vice Chair - Governors Advisory Council; Sponsorship Coordinator - B.Y.S.L.; Maine Economic Research Int

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

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

Bin Council 2005 - 2008

[Signature]
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: ConseNation or Downtown

Term Length: 3 years / Pleasant St.

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?

helped to draft the final version of the Benningh Rural Smart Growth Initiative worked to secure passage of the transitional zoning ordinance/directive while on the Council.

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

I believe both of these boards/commissions will be active in the construction and implementation of a management and design development strategy for two key areas of our town - the base and other pleasant st

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

Yes

It is important that we preserve these resources (especially the environmental resources at the base) while at the same time allowing for responsible business growth.

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?

Looking forward to serving the town once again in an efficient capacity

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

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

Full Name: SUZANNE J.M. KRAUSS Date 5/24/2011

Street Address: 12 SONGBIRD LN, BRUNSWICK, ME 04011

Home Telephone #: 207-751-4735 E-mail Address: suzanne.krauss@gmail.com I live in Council District #: 2

I wish to be considered for appointment to the:

RECREATION COMMISSION

(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: PROPERTY ADMINISTRATOR

Employer: LOCKHEED MARTIN Work Telephone #: 207-751-4735

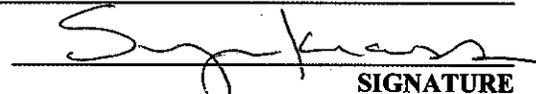
List any civic organizations to which you belong:

PARENTS GROUP - JORDAN ACRES / HBS SCHOOLS

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

PLEASE SEE COVER LETTER AND RESUME

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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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: RECREATION COMMISSION

Term Length: AS REQUIRED

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?

PLEASE SEE COVER LETTER AND RESUME

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

PLEASE SEE COVER LETTER AND RESUME

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

Suzanne Jeanette McDermott Krauss

12 Songbird Lane, Brunswick, Maine 04011

Phone: 207-751-4735

Email: suzanne.krauss@gmail.com

Brunswick Town Council:

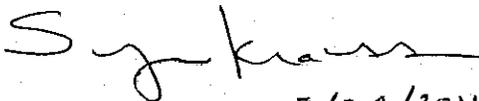
I am respectfully requesting an interview for the opening seat on Brunswick's Recreation Commission.

Raised in Brunswick, I have fond memories of my family's participation in programs such as Peppermint Patty Softball and Babe Ruth Baseball. It seemed as though we spent entire summers growing up on Lishness Field and Edwards Field. In the many years since, it has been wonderful to see the maturing Brunswick Parks and Recreation programs, and I am pleased with the vast selection my children now have the opportunity to take part in.

With recent changes including the closure of the Naval Air Station and faced with the financially challenging budget constraints the next few years are predicted to bring, it will take continued superior stewardship of this fine program to ensure its continued success.

I look forward to meeting with you and discussing my qualifications and desire to keep this community looking ahead.

Sincerely,


5/2A/2011

Suzanne Jeanette McDermott Krauss

12 Songbird Lane, Brunswick, Maine 04011

Email: suzanne.krauss@gmail.com

PROFILE:

Fifteen years of across-the-board experience in the military and aviation communities. Proven written, oral, and diplomatic skills developed under multifaceted, high-pressure operational conditions.

EDUCATION

- 2010 – Defense Acquisition University, enrolled
- 2010 – Joint Professional Military Education, Air Command and Staff College (JPME)
- 1995 – Boston University, BA, International Relations/National Security and Strategy

WORK EXPERIENCE

Naval Air Station Brunswick BRAC Assistant, Lockheed Martin Corporation February 2008 – Present

- As Naval Air Station Brunswick Strategic Communications Director, aligned and incorporated the identified themes and messages into daily activity to promote stated closure objectives; prepared op-eds, speeches, and point papers on Base Realignment and Closure hot-hutton issues
- As Tenant Coordinator, provided BRAC program management support for the mandated closure of Naval Air Station Brunswick; assisted the 41 tenant commands with disestablishment or relocation plans and coordinated personal property disposition
- Liaised closely with Midcoast Regional Redevelopment Authority; provided multiple NASB base tours for prospective tenants
- BRAC Program Management Office representative at Environmental Impact Statement community open houses responsible for informing the public on the process, status, and requirements of the comprehensive study

Officer, United States Navy Reserve

December 2004 – Present

- Volunteered for the Chief of Naval Operations directed “Saber Focus” Intelligence, Surveillance, and Reconnaissance (ISR) combat demonstration in support of a Joint Special Operations Task Force, flying the MQ-9 “Reaper” Unmanned Aerial Vehicle
- Operations Officer for a 140-man unit comprised of civilians, Navy, Marine Corps, Army and Air Force and civilian personnel. Led the detailed immediate and long-range planning for all aspects of command operations through collaboration with multiple supporting agencies
- Commanding Officer responsible for the planning and authorizing of annual travel, training, and funding requirements for 150 personnel in a multi-rated overseas augment unit

Officer, United States Navy

July 1995 - September 2004

- Aircraft Commander on HH-1N search and rescue of a 14 year-old with Down’s Syndrome from a remote mountainous location along the Appalachian Trail
- Performed international missions as Distinguished Visitor/Logistics Pilot in Croatia, Greece, France, Monaco, Italy, Kuwait, and Bahrain for COMFIFTHFLT, COMSIXTHFLT, and COMUSNAVCENT in direct support of Multi-National Maritime Intercept Operations and Operations NOBLE ANVIL, ALLIED FORCE, SOUTHERN WATCH and DESERT FOX
- Naval Air Station Brunswick’s single point-of-contact for 9/11 mobilization matters; compiled over 60 Lessons Learned resulting from Operations NOBLE EAGLE and ENDURING FREEDOM

OTHER QUALIFICATIONS

TS/SCI Clearance granted and current
Military and Commercial rated helicopter, fixed-wing, and unmanned aerial vehicle pilot

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

For Office Use Only
JUN 6 2011 App. Received
Date App. Entered Appointed

Full Name: Susan Morgan Date 6-1-11
Street Address: 30 Water St. Apt 410
Home Telephone #: 449-7761 E-mail Address: _____ I live in Council District #: _____

I wish to be considered for appointment to the:
Brunswick Housing 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: Retired
Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:
PROP - Peoples Regional Opportunity Program
Senior Spectrum - Respite Care

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
I've worked with seniors and single mothers
I know how hard it is to find affordable housing

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 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: Brunswick Housing Committee

Term Length: _____

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

yes

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

I was a single parent with 2 teenage daughters and I had to work 2 jobs to just survive. I made it but it was very difficult.

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

I would like to make sure our senior population has a decent affordable place to live, also divorced or single parents can find decent housing.

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 involved in the community and maybe help someone along the way.

CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
July 11, 2011
Executive Session: 6:45 P.M.
Regular Meeting: 7:00 P.M.
Municipal Meeting Room
Brunswick 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/Assistant to Town Manager; John Eldridge, Finance Director; Ken Brilliant, Fire Chief; Richard Rizzo, Police Chief; John Foster, Public Works Director; Marc Hagan, Deputy Police Chief; Jeff Emerson, Deputy Fire Chief; Don Koslosky, Deputy Fire Chief; Mark Waltz, Police Captain; Lynne Doucette, Police Lieutenant; Joel Bruce, Police Sergeant; and TV video crew.

Chair King called the meeting of July 11, 2011, to order and asked the Clerk for Roll Call.

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

Councilor Watson moved, Councilor Perreault seconded, to go into executive session to discuss Labor Negotiations per 1 M.R.S.A. §405(6)(D). The motion carried with eight (8) yeas. Councilor Tucker arrived after the vote.

Meeting Resumed at 7:00 p.m.

Chair King resumed the meeting at 7:00 pm and asked for the Pledge of Allegiance.

Public Comment:

Chris Ledwick, 4 High Street, and **Kevin Twine**, 21 Oak Street, expressed concerns about the fire damaged building on Oak Street.

Fred Horch, Pleasant Street, asked about having a proactive code to prevent these fires.

Manager Brown responded to questions from citizens and Councilors relative to the status of the building and developing a protection program.

Correspondence: None

Adjustments to the Agenda: None

MANAGER'S REPORT:

(a) Council Committee Updates

A report was given on the Elementary School Building Committee and the grass at the new school.

(b) Nomination Papers Availability

Fran Smith, Town Clerk, gave this update.

(c) Introduction of promoted Police personnel

Chief Rizzo introduced the promoted personnel.

(d) (Added) Meeting on train facility

Manager Brown spoke on this item.

(e) (Added) Update on Pleasant Street construction project

Manager Brown spoke on this item.

(f) (Added) Federal Byrne Grant for Police Department

Captain Mark Waltz spoke on this grant.

(g) (Added) Report on upcoming changes to Comcast service

Manager Brown spoke on this item.

PUBLIC HEARINGS

- 80. The Town Council will hear public comments on the following Special Amusement Licenses, and will take any appropriate action.**

Special Amusement

**American Restaurant Association, LLC
D/B/A: O'Shea's Irish Restaurant & Cantina
94 Maine Street**

Ryan Foley

**Maine & Noble, LLC
D/B/A: Inn at Brunswick
4 Noble Street**

J. Hilary Rockett, Jr.

Town Council Minutes

July 11, 2011

Page 3

Chair King opened the public hearing on O'Shea's.

John Barnicle and **Ryan Foley** spoke on behalf of O'Shea's regarding the license and what they want to do.

George Glover, 65 Willow Grove Road, spoke on his concerns with this license.

The following persons spoke in support of the license:

Davielle Rodgers, 15 Page Street

George Pickering, 25 Bridge Street, Topsham

Cuong Ly, owner of Little Tokyo and China Rose

Joe Russo, 61 Lisbon Falls Road

David Hanson, Topsham resident

Chair King closed the public hearing.

Councilor Atwood, Councilor Tucker, Councilor Pols, Councilor Perreault, Councilor Knight, Councilor Favreau, Councilor Watson, and Chair King either asked questions or spoke on this item.

Councilor Atwood moved, Councilor Favreau seconded, to approve a special amusement license for O'Shea's for a period of three months, subject to the first 11 conditions, excluding #5, contained in the attached letter dated June 27 2011, from Bernstein Shur, and previously agreed to by O'Shea's.

Councilor Atwood and Councilor Favreau agreed to amend their motion to include waiving the fee for O'Shea's when they come back in 3 months.

Councilor Atwood and Councilor Favreau amended the motion to include that music on the first floor must be in the back of the restaurant.

Councilor Atwood moved, Councilor Favreau seconded, to approve a special amusement license for O'Shea's for a period of three months, subject to the first 11 conditions, excluding #5, contained in the attached letter dated June 27 2011, from Bernstein Shur, and previously agreed to by O'Shea's, and, in addition, to allow music on the first floor in the back of the restaurant only and to waive the fee for the application in three months. The motion carried with nine (9) yeas.

Chair King opened the public hearing on the Inn at Brunswick.

Marji Greenhut, 10 Noble Street, and **Jill Standish**, 12 Oakwood Road, spoke on concerns with this license.

Brandon Hussey, from the Inn at Brunswick, spoke on this license and answered questions.

Town Council Minutes

July 11, 2011

Page 4

Chair King closed the public hearing.

Councilor Atwood, Councilor Knight, Councilor Perreault, Councilor Tucker, Chair King and Councilor Wilson spoke on this item.

Councilor Favreau moved, Councilor Pols seconded, to approve a special amusement license for the Inn at Brunswick, located at 4 Noble Street. The motion carried with eight (8) yeas. Councilor Atwood was opposed.

- 81. The Town Council will hear public comments on the following Alcohol License, and will take any appropriate action.**

Full-Time Spirituous, Vinous & Malt

China Bowl

D/B/A: Asian Garden

168 Maine Street

Charlie Chen

Chair King opened the public hearing; hearing no comments, she closed the public hearing.

Councilor Atwood moved, Councilor Watson seconded, to approve the Alcohol License for Asian Garden, located at 168 Maine Street. The motion carried with nine (9) yeas.

- 82. The Town Council will hear public comments on the proposed Capital Improvement Program for 2012-2016, and will take any appropriate action.**

Chair King opened the public hearing.

Jane Millett, 10 Franklin Street, spoke on this item.

Manager Brown spoke on this item.

The Council asked questions, which were answered by staff, and they also had a discussion. Chair King, Councilor Wilson, Councilor Perreault Councilor Pols, Councilor Watson Councilor Tucker and Councilor Knight spoke on this item.

Councilor Atwood moved, Councilor Watson seconded, to approve 2011-2012 (Year 1) of the Capital Improvement Plan. The motion carried with seven (7) yeas. Councilor Wilson and Councilor Perreault were opposed.

NEW BUSINESS

- 83. The Town Council will consider authorizing the Town Manager to negotiate a purchase agreement with Bowdoin College for the exchange of Longfellow School for the McLellan building, and will take any appropriate action.**

Town Council Minutes

July 11, 2011

Page 5

Chair King and Councilor Knight spoke on this item and requested it be tabled until the next meeting.

Jane Millett, 10 Franklin Street, spoke on her concerns with this proposal.

Councilor Atwood, Councilor Perreault, Councilor Watson, and Councilor Favreau asked questions or spoke on this item.

Councilor Favreau moved, Councilor Watson seconded, to table this item until the next meeting. The motion carried with nine (9) yeas.

84. **The Town Council will consider setting a public hearing for July 25, 2011, on “An Ordinance Authorizing the Acquisition of A New Fire Rescue Vehicle at a Cost Not to Exceed \$187,000 (Plus the Cost of Issuance), as well as the Issuance of Bonds or Notes; Capital Leases; or Advances in Order to Finance the Acquisition,” and will take any appropriate action.**

Manager Brown spoke on this item.

Councilor Tucker moved, Councilor Perreault seconded, to set a public hearing for July 25, 2011, on “An Ordinance Authorizing the Acquisition of A New Fire Rescue Vehicle at a Cost Not to Exceed \$187,000 (Plus the Cost of Issuance), as well as the Issuance of Bonds or Notes; Capital Leases; or Advances in Order to Finance the Acquisition” with an amendment that the language reflect the first year of the CIP only. The motion carried with nine (9) yeas

(For the record, the ordinance that was advertised was slightly different than the above ordinance since the attorney made changes, but the amount of the expenditure remained the same. The title of the revised ordinance is “An Ordinance Authorizing the Funding and Acquisition of a New Fire Rescue Vehicle.”)

85. **The Town Council will consider adopting a “Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$200,000 from Available Unassigned General Fund Revenues In Order to Fund a Master Plan for the Brunswick School Department,” and will take any appropriate action.**

Manager Brown spoke on this item.

Councilor Watson moved, Councilor Tucker seconded, to adopt a “Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$200,000 from Available Unassigned General Fund Revenues In Order to Fund a Master Plan for the Brunswick School Department” with an amendment that the language reflect the first year of the CIP only. The motion carried with nine (9) yeas.

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

86. The Town Council will consider approving a Union Contract with the Brunswick Police Communications Officers Association for July 1, 2011 to June 30, 2013, and will take any appropriate action.

Councilor Watson moved, Councilor Favreau seconded, to approve a Union Contract with the Brunswick Police Communications Officers Association for July 1, 2011, to June 30, 2013. The motion carried with nine (9) yeas.

(A copy of the union contract and memo summarizing the changes will be attached to the official minutes.)

87. The Town Council will consider adopting “A Resolution Authorizing an Emergency Appropriation and Expenditure of up \$25,000 from Available Unassigned General Fund Revenues and the Acceptance and Expenditure of Grant Funds in Order to Replace a Culvert on Adams Road,” and will take any appropriate action.

Manager Brown and John Foster spoke and responded to questions on this item.

Councilor Watson moved, Councilor Pols seconded, to adopt a “Resolution Authorizing an Emergency Appropriation and Expenditure of up \$25,000 from Available Unassigned General Fund Revenues and the Acceptance and Expenditure of Grant Funds in Order to Replace a Culvert on Adams Road” with an amendment that the language reflect the first year of the CIP only. The motion carried with nine (9) yeas.

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

88. The Town Council will consider adopting a “Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$100,000 from Available Unassigned General Fund Revenues to Fund Costs Relating to Hazardous Material Abatement as well as Costs Associated with Operating, Maintaining, and Securing the Longfellow Elementary School Property”, and will take any appropriate action.

Manager Brown spoke on this item.

Councilor Perreault, Councilor Watson, and Councilor Knight spoke on this item.

Councilor Watson moved, Councilor Favreau seconded, to adopt a “Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$100,000 from Available Unassigned General Fund Revenues to Fund Costs Relating to Hazardous Material Abatement as well as Costs Associated with Operating, Maintaining, and Securing the Longfellow Elementary School Property” with the amendments to have the language reflect the first year of the CIP only and to add the following paragraph “Prior to authorizing the disbursement of funds for any abatement, the Town Manager shall return to the Town Council for approval.” The motion a carried with nine (9) yeas.

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

CONSENT AGENDA

- (a) Approval of the Minutes of June 20, 2011**
- (b) Approval of the Minutes of June 23, 2011**
- (c) Approval of the Minutes of June 30, 2011**

Councilor Watson moved, Councilor Tucker 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 9:50 p.m.

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

Frances M. Smith
Town Clerk
July 18, 2011

July 25, 2011
Date of Approval

Council Chair