

BRUNSWICK TOWN COUNCIL

Agenda

October 3, 2011

Executive Session - 6:00 P.M.

Regular Meeting - 7:00 P.M.

Municipal Meeting Room

Maine Street Station

16 Station Avenue

Executive session – Property Acquisition and Disposition per 1 M.R.S.A. §405(6)(C) and a Personnel Matter to discuss the Town Manager’s evaluation per 1 M.R.S.A. §405(6)(A)

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Council Committee Updates
- (b) Presentation of flag to Town by American Legion
- (c) Permission to apply for an Emergency Management Planning Grant (*Action Required*)
- (d) Acceptance of MMA Risk Management Services Scholarship Grant (*Action Required*)
- (e) Mill Street Construction Update

PUBLIC HEARINGS

107. The Town Council will hear public comments on the following Alcoholic Beverage License applications, and will take any appropriate action. (Manager)

AKI, Inc
D/B/A: AKI, Inc
94 Maine Street

Laura Cigri, Bihong Liu
Valami Ly, Tina Cigri

Apple New England LLC
D/B/A: Applebee’s Neighborhood Grill & Bar
11 Gurnet Road

Apple New England LLC

HEARING/ACTION

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

Frontier Group
D/B/A: Frontier
14 Maine Street

Michael Gilroy

HEARING/ACTION

109. The Town Council will hear public comments on amendments to the Zoning Ordinance relative to creating a CU7 zoning district on the Longfellow School property, and will take any appropriate action. (Manager)

HEARING/ACTION

NEW BUSINESS

110. The Town Council will consider setting a public hearing for October 17, 2011, on Chapter 4 “Animals” ordinance amendments to allow domestic farm animals in the growth area, and will take any appropriate action. (Councilor Favreau)

ACTION

111. The Town Council will consider authorizing the Town Manager to enter into an agreement with the firm of Donham & Sweeney for initial design services for a new police station to be located at the corners of Pleasant and Stanwood Street, and to authorize funding for the initial design services, and will take any appropriate action. (Chair King)

ACTION

112. The Town Council will consider requesting the Planning Board to review the Zoning ordinance to eliminate dimensional restriction for municipal projects in the TR-1 District, and will take any appropriate action. (Manager)

ACTION

113. The Town Council will consider authorizing the Town Manager to execute a purchase and sales agreement with Bowdoin College to exchange the Longfellow School and the McLellan Building, and will take any appropriate action. (Manager)

ACTION

114. The Town Council will consider setting a public hearing for October 17, 2011, on amendments to Chapter 14 of the Codes of Ordinances regarding street acceptance and standards ordinance, adding two more previously approved projects to those exempt from the standards, and will take any appropriate action. (Manager)

ACTION

115. The Town Council will consider setting a public hearing for October 17, 2011, to close out a CDBG award in the amount of \$40,000 for a Public Service Grant for Coastal Counties Workforce, Inc, and will take any appropriate action. (Manager)

ACTION

116. The Town Council will consider setting a public hearing for October 17, 2011, to close out a CDBG award in the amount of \$200,000 for an Economic Development Program award for Maine Tool & Machine, and will take any appropriate action. (Manager)

ACTION

117. The Town Council will consider setting a public hearing for October 17, 2011, on Zoning Amendments to expand the Telecommunications 2 Overlay Zone, and will take any appropriate action. (Manager)

ACTION

118. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. (Manager)

ACTION

CONSENT AGENDA

- (a) Approval of minutes of September 19, 2011
- (b) Appointment of Wardens and Deputy Wardens for the Election on November 8, 2011
- (c) Approval of the Election Warrant for November 8, 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
October 3, 2011
Council Notes and Suggested Motions

Executive session – Property Acquisition and Disposition per 1 M.R.S.A. §405(6)(C) and a Personnel Matter to discuss the Town Manager’s evaluation per 1 M.R.S.A. §405(6)(A)

Suggested Motion

To go into executive session to discuss Property Acquisition and Disposition per 1 M.R.S.A. §405(6)(C) and a Personnel Matter for the Town Manager’s evaluation per 1 M.R.S.A. §405(6)(A).

MANAGER’S REPORT:

- (a) Council Committee Updates: Councilors with information on the Committees they are involved with will share information with the Council and public.

Suggested Motion: No motion is required.

- (b) Presentation of flag to Town by American Legion: Members of the Legion will present the Council with a blue star flag.

Suggested Motion: No motion is required.

- (c) Permission to apply for an Emergency Management Planning Grant (Action Required): The Fire Department is requesting permission to apply for this grant in the amount of \$15,000 to help offset the cost of Emergency Management Planning. Chief Brillant will be at the meeting to answer any questions. A copy of his memo is included in your packet.

Suggested Motion:

Motion to allow the Fire Department to apply for an Emergency Management Planning Grant in the amount of \$15,000.

- (d) Acceptance of MMA Risk Management Services Scholarship Grant (Action Required): The Fire Department is requesting permission to accept this grant to assist in payment of a Rapid Intervention Class. This class was one they had budgeted for so this will offset some of that budget amount. The deadline to apply for this grant was in August. The Council was not going to be meeting until September, so the Manager authorized the Department to apply, with the understanding it would come back to the Council for acceptance. Deputy Chief Don Koslosky will be at your meeting to answer any questions. A copy of the grant application is included your packet.

Suggested Motion:

Motion to accept and expend an MMA Safety Scholarship Grant in an amount of \$2,000.00 to assist in the cost of a Rapid Intervention Class.

(e) Mill Street Construction Update: MDOT is planning to repair the bent beam on the overpass of the Black Bridge that was hit by a truck on Mill Street a couple of years ago. This has nothing to do with car traffic on the Black Bridge. In order to do the repair they need to block a lane on Mill Street. It looks like they are planning to work as follows:

1. Limit work hours/lane closure to 9 a.m. to 3:30 p.m. weekdays. When they are working south bound Mill Street (Rte 1) traffic will be allowed and north bound traffic will be detoured straight on Pleasant Street at the Mill/Stanwood intersection and then rerouted back to Rte 1 on Maine Street at Mason Street. They plan to increase the green time to minimize delays for detoured traffic at Pleasant/Maine intersection.
2. They will put up a changeable message board on I-295 warning users of delay.

Work will start in mid to late October and take two to three weeks to complete

PUBLIC HEARINGS

107. This item is the required public hearing for two new Alcoholic Beverage License applications for AKI, Inc (former O'Shea's location) and Applebee's which is under new ownership. Copies of the public hearing notice and applications are included in your packet.

Suggested Motion:

Motion to approve Alcoholic Beverage License applications for AKI, Inc, 94 Maine Street, and Applebee's Neighborhood Grill & Bar, 11 Gurnet Road.

108. This item is the required public hearing on a renewal Special Amusement License application for the Frontier for live music. Copies of the public hearing notice and application are included in your packet.

Suggested Motion:

Motion to approve a Special Amusement License application for Frontier, 14 Maine Street.

109. This item is the required public hearing on amendments to the Zoning Ordinance relative to creating a CU7 zoning district on the Longfellow School property. These amendments were supported by the Planning Board and Bowdoin College, lowered the maximum density to 8 units per acre, and deleted recreational facility as a permitted use. Copies of the public hearing notice, a memo from Planning Department, a letter from Bowdoin College, the rezoning proposal, and maps are included in your packet.

Suggested Motion:

Motion to adopt amendments to the Zoning Ordinance relative to creating a CU7 zoning district on the Longfellow School property.

NEW BUSINESS

110. This item, sponsored by Councilor Favreau, is to consider setting a public hearing on ordinance amendments to allow domestic farm animals in the growth area. It comes 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. The proposed amendments will set a limit of two farm animals on parcels of that are two acres or larger within the growth zone. There will be a permitting process under Chapter 4 “Animals” of the Municipal Code that is very similar to what was developed in 2009 to allow chickens in the growth area. A copy of the draft language is included in your packet.

Suggested Motion:

Motion to set a public hearing for October 17, 2011, on ordinance amendments to allow domestic farm animals in the growth area.

111. This item is to authorize the Manager to enter into an agreement with the firm of Donham & Sweeney for initial design services for a new police station. It will also approve the expenditure of \$75,000 to fund the cost of the work. After interviewing six firms, the Police Station Building Committee has recommended this firm to complete the necessary design and planning tasks for the proposed building. Copies of a memo from Manager Brown outlining the agreement, the proposal, and the resolution to authorize the expenditure are included in your packet.

Suggested Motion:

Motion to authorize the Town Manager to enter into an agreement with the firm of Donham & Sweeney for initial design services for a new police station to be located at the corners of Pleasant and Stanwood Street, and to adopt “A Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$75,000 from Available Unassigned General Fund Revenues to Fund Costs Relating to Planning and Designing a New Police Station.”

112. This item is to have the Town Council request that the Planning Board review the Zoning ordinance to eliminate dimensional restriction for municipal projects only in the TR-1 District so that the proposed police station’s footprint would be permitted at the Pleasant/Stanwood location. The location’s zoning district currently has a limitation of 7,500 square feet, with the station proposed to have a 10,000 square foot footprint. What is being proposed for consideration is the elimination of the dimensional requirements for municipal facilities only, and would not apply to commercial uses. A copy of a memo from Manager Brown is included in your packet.

Suggested Motion:

Motion to request that the Planning Board review the Zoning ordinance to eliminate the dimensional restriction for municipal projects only in the TR-1 District and to make a recommendation to the Council on zoning amendments.

113. This item is for the Town Council to consider authorizing the Town Manager to execute a purchase and sales agreement with Bowdoin College to exchange the Longfellow School and the McLellan Building. This exchange has been discussed by the Council several times, both publicly and in executive session. A memo from Manager Brown outlining the exchange is included in your packet.

Suggested Motion:

Motion to authorize the Town Manager to execute a purchase and sale agreement between the Town of Brunswick and Bowdoin College subject to the terms generally described in the document presented to Council titled *Town of Brunswick-Bowdoin College Longfellow School McLellan Building exchange agreement*, and subject to such revisions as are approved by the Town Manager and the Town Attorney that do not materially alter the terms of such exchange agreement. The Manager is further authorized to act on behalf of the Town of Brunswick to negotiate and execute and deliver documents necessary or desirable for the closing of this transaction.

114. This item is to set a public hearing for October 17, 2011, on amendments to Chapter 14 of the Codes of Ordinances regarding street acceptance and standards ordinance. It would add in two additional approved projects (Botany Place and Sandelin Subdivision) to the list of projects exempt from the standards, since they were left out in error when the ordinance was adopted in 2009. Copies of a memo from Manager Brown and the draft language are included in your packet.

Suggested Motion:

Motion to set a public hearing for October 17, 2011, on amendments to Chapter 14 of the Codes of Ordinances regarding the street acceptance and standards ordinance, adding two more approved projects to those exempt from the standards.

115. This item is to set a public hearing that is required as part of the closeout for a CDBG award for Public Service Grant for Coastal Counties Workforce, Inc. Brian Dancause will be at your meeting to answer any questions on this item. A copy of his memo, which also covers the next item, is included in your packet.

Suggested Motion:

Motion to set a public hearing for October 17, 2011, to close out a CDBG award in the amount of \$40,000 for a Public Service Grant for Coastal Counties Workforce, Inc.

116. This item is to set a public hearing that is required as part of the closeout for a CDBG award for an Economic Development Program award for Maine Tool & Machine. Brian Dancause will be at your meeting to answer any questions on this item. A copy of his memo is included in your packet.

Suggested Motion:

Motion to set a public hearing for October 17, 2011, to close out a CDBG award in the amount of \$200,000 for an Economic Development Program award for Maine Tool & Machine.

117. This item is for the Town Council to set a public hearing for October 17, 2011, on Zoning amendments to expand the Telecommunications 2 Overlay Zone. At their September 27, 2011 meeting, the Planning Board voted to forward a recommendation to Council to expand the physical area of this zone and make text amendments to Section 214 of the Zoning Ordinance that regulates the placement of telecommunications towers. This comes at the request of First Wave Media in order to construct a 199 foot radio tower to re-launch the former WCME radio station. Copies of a memo from the Planning Department, the proposed language, and a map are included in your packet.

Suggested Motion:

Motion to set a public hearing for October 17, 2011, on Zoning amendments to expand the Telecommunications 2 Overlay Zone.

118. 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 required, and the Council will then vote on the nominations.

CONSENT AGENDA

- (a) Approval of Minutes of September 19, 2011: A copy of the minutes is included in your packet.
- (b) Appointment of Wardens and Deputy Wardens for the Election on November 8, 2011: This item is for the appointment of Wardens and Deputy Wardens for the upcoming election. A copy of a memo from the Town Clerk, with the list of nominees, is included in your packet.
- (c) Approval of the Election Warrant for November 8, 2011: This item approves the election warrant for the Town's municipal election. A copy of the warrant 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

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

MANAGER'S REPORT - C BACK UP MATERIALS

To: Gary Brown, Town Manager

From: Chief Brilliant, Fire Department

Ref: Emergency Management Performance Grant

Date: September 23, 2011

I'm requesting approval for submission of an Emergency Management Planning Grant. Chief Labbe had applied for this grant a few years ago to help offset the cost of Emergency Management Planning. The grant has been continued each year through a simple roll over agreement. This year the State is requiring us to submit an application. The deadline for submission is October 17th. The grant provides for 50% reimbursement, but can be increased to 100% through the in-kind match.

The focus of this program is to develop and enhance local emergency management capacity. This includes such functions as planning, training, exercise, public outreach and enhancement and upkeep of facilities and equipment.

The EMP grant requires a 50% match, which can be cash or in kind (donated time or resources, or related costs paid out). We have been using the ARES/ CERT team training as our in kind match.

The grant request would help cover the following:

1. 15% of the Fire Chief's salary and benefits or approximately 6 hours per week
2. Related Communications expenses. (Phones and Wireless MIFI)
3. Miscellaneous emergency supplies

Our request is for approximately \$15000 with an in kind match of approximately \$33,000.

MANAGER'S REPORT - D BACK UP MATERIALS



**Maine Municipal Association
Risk Management Services
Scholarship Grant Application**

Name: Donald Koslosky
 Title: Deputy Chief
 Entity (City/Town, etc.): Town of Brunswick
 Department: Fire/EMS
 Address: 21 Townhall Pl.
 Phone: (207) 725-5541 Cell Phone: (207) 319-9028

STOP If you have not read all of the instructions, please do so now!

Do you currently have safety or risk management responsibilities? If so, please explain. (N/A for "special group awards")

What specific safety or risk management educational activity do you wish to participate in? Please attach information from the sponsoring organization. Include cost estimates for all aspects of the educational activity. (See below).

See attached.

Attach a one page written summary explaining why participating in this safety or risk management activity will help you in your current position. For "special group awards" indicate the need, scope of program, goals/objectives and anticipated outcome.

Attach written recommendation from your current supervisor.

Have you applied for or received grants or funding from other sources for this training? Yes No

If yes, from whom: _____ Amount: _____

Cost of educational event you want to participate in?	Registration	
	Course Materials	5,500.00
	Overnight/Meals	
	Travel	
	Total Costs of Event	5,500.00

Applicant Signature: Donald R. Koslosky Jr. Date Signed: 8/12/2011
 Print Name: Donald R. Koslosky JR. Title: Deputy chief
 Key Official Signature: Gary Brown Date Signed: 8/15/11
 Print Name: Gary Brown Title: TOWN MANAGER

For further information regarding this program, please contact our:
 Loss Control Technician at 1-800-590-5583
 Please mail or fax the completed application and supporting documents to: (please keep a copy for your records)
Maine Municipal Association, Risk Management Services
 60 Community Drive, PO Box 9109, Augusta, ME 04332-9109
 Attn: Loss Control Dept.
 Fax: 207-624-0127
 (We will accept applications by Fax, but illegible or incomplete applications will not be considered.)

Town of Brunswick, Maine

Incorporated 1739

Brunswick Fire Department



"Working Today for a Safer Tomorrow"



KEN BRILLANT, CHIEF
JEFF EMERSON, DEPUTY CHIEF
DONALD KOSLOSKY, DEPUTY CHIEF

21 TOWN HALL PLACE
BRUNSWICK, ME 04011
TELEPHONE 207-725-5541
FAX # 207-725-6638
WWW.BRUNSWICKME.ORG

Maine Municipal Association
Risk Management Services
Loss Control Department
PO Box 9109
Augusta, ME 04332-9109

August 12, 2011

Re: Safety Scholarship Grant

Dear RMS Awards Committee,

The Brunswick Fire Department is applying for a Special Group award under the MMA Scholarship Grant Program. We are looking to put on a Rapid Intervention Class with an outside Instructor who developed this course and delivers it at the New Hampshire State Fire Academy.

While going through our training records one deficiency I noted was the lack of formal Rapid Intervention Training throughout the department. In order for us to deliver such training we had to contact a training company out of New Hampshire that was also willing to work with us. This will be broken down to one classroom session and one hand on session.

This includes self-rescue and rescue of a downed firefighter. Because Brunswick Fire Department is used by many communities as their "Safety Engine" the goal is to give a formal training following the new NFPA standard 1407.

In closing I believe this class meets a majority of your considerations. It will provide us with advanced specialized training that is used not only in Brunswick but regionally as well. Also in order for us to obtain this training we have to look outside of the state because it is not available at the local level.

I appreciate your review of this request and look forward to your assistance in completing this important safety enhancement.

Respectfully,

Donald R. Koslosky Jr.
Deputy Chief

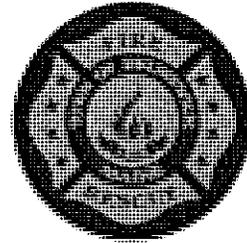
Town of Brunswick, Maine

Incorporated 1739

Brunswick Fire Department



"Working Today for a Safer Tomorrow"



KEN BRILLANT, CHIEF
JEFF EMERSON, DEPUTY CHIEF
DONALD KOSLOSKY, DEPUTY CHIEF

21 TOWN HALL PLACE
BRUNSWICK, ME 04011
TELEPHONE 207-725-5541
FAX # 207-725-6638
WWW.BRUNSWICKME.ORG

Maine Municipal Association
Risk Management Services
Loss Control Department
PO Box 9109
Augusta, ME 04332-9109

August 12, 2011

Re: Safety Scholarship Grant

Dear RMS Awards Committee,

I am writing a letter of recommendation for Donald R. Koslosky Jr. who is applying for a Special Group award through MMA's Scholarship Grant program.

It is my goal as the Chief of this department to not only have individuals qualified in Rapid Intervention and self-rescue but have the knowledge and training to perform a rescue safely.

Deputy Chief Koslosky is the Operations Chief and is responsible for training both volunteer and career firefighters within the Town

If you have any questions please don't hesitate to contact me at 725-5541 extension 11.

Thanks,

Kenneth A. Brillant
Chief



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
PO Box 9109
Augusta, Maine 04332-9109

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
Fax (207) 626-0513

September 20, 2011

Donald Koslosky
Town of Brunswick
21 Townhall Place
Brunswick, ME 04011

RE: Safety Grant Scholarship Program Application # SS-11-009

Dear Deputy Chief Koslosky:

Congratulations!!! We have reviewed your Safety Grant Scholarship application for the Rapid Intervention Class and we are pleased to approve it for a maximum amount of \$20000.00. Once the training has taken place, please send us the supporting receipts and a copy of the payment so that we are able to reimburse you.

Proof of completion and reimbursement request must be submitted no later than 1 year from the date of issue of the grant or the grant will be withdrawn. Funds may only be used for the training as applied for.

Any additional funding or grants received will be considered primary and reimbursement will not be made for scholarship costs that have also been paid for by other grant programs or funding sources. Any such funding must be reported to MMA with your reimbursement request.

If you have any questions, please do not hesitate to contact me. Once again, congratulations and thanks for your interest in safety.

Sincerely,

Jon Hachey
Loss Control Technician
Risk Management Services



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
PO Box 9109
Augusta, Maine 04332-9109

Telephone No.

(207) 626-5583
(800) 590-5583 Maine Only
Fax (207) 626-0513

August 18, 2011

Donald Koslosky
Town of Brunswick
21 Townhall Place
Brunswick, ME 04011

RE: Safety Grant "Scholarship" Program Application – SS-11-009

Dear Deputy Chief Koslosky:

We received your application for the Safety Scholarship Grant Program to attend the Rapid Intervention Class.

Your application appears to be in order and has been submitted to the committee for review. We may need to contact you for additional information during the review process. You can expect to hear from us shortly.

Thank you for your interest in this program and workplace safety in general. If you have any questions, please give us a call.

Sincerely,

Jon Hachey
Loss Control Technician

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

ITEM 107

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 10/3/2011 on the following Alcoholic Beverage license applications:

Full-Time Spirituous, Vinous & Malt

AKI, INC
D/B/A: AKI, INC
94 Maine Street

Laura Cigri
Valami Ly
Tina Cigri
Bihong Liu

Apple New England LLC
D/B/A: Applebee's Neighborhood Grill & Bar
11 Gurnet Rd

Apple New England LLC

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

**Department of Public Safety
Division**

Liquor Licensing & Inspection



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

<u>BUREAU USE ONLY</u>	
License No. Assigned:	
Class:	
Deposit Date:	
Amt. Deposited:	

PRESENT LICENSE EXPIRES NEW OWNER

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) - (Sole Proprietor, Corporation, Limited Liability Co., etc.) Apple New England LLC			2. Business Name (D/B/A) Applebee's Neighborhood Grill & Bar		
DOB:			DOB:		
DOB:			Location (Street Address) 11 Gurnet Road		
Address 225 Bush Street, Suite 1470			City/Town Brunswick	State ME	Zip Code 04011
			Mailing Address Attn: Ron Igarashi, 6200 Tree Blvd., Ste. 250		
City/Town San Francisco	State CA	Zip Code 94104	City/Town Independence	State OH	Zip Code 44131-6943
Telephone Number (415) 673-5900	Fax Number		Business Telephone Number (207) 721-9920	Fax Number (207) 721-9923	
Federal I.D. # 45-2596142			Seller Certificate #		

3. If premises are a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

complete Supplementary Questionnaire, if YES

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: John F. Marley, Jr.
8. If business is ~~XXXX~~ under new ownership, indicate starting date: on or about September 15, 2011
Requested inspection date: TBD Business hours: 11 a.m. - 12 a.m. Monday - Sunday
9. Business records are located at: Above addresses
10. Is/are applicants(s) citizens of the United States? YES NO
Applicant is a Delaware Limited Liability Company

11. Is/are applicant(s) residents of the State of Maine? YES NO Applicant is authorized to transact business in Maine
12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married: Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
For Applicant - See Supplementary Questionnaire		
John F. Marley, Jr., General Manager	07-10-1952	Philadelphia, PA
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Harpwell, Maine		

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
 Offense: _____ Location: _____
 Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: Developers Diversified Cook's Corner LLC, c/o Developers Diversified Realty Corporation, 3300 Enterprise Parkway, Beachwood, OH

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____ 44122-7249
Full service restaurant. See attached diagram.

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: August 1, 2011

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1 mile Which of the above is nearest? church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on July 28, 2011
Town/City, State Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

SECRETARY

SUPPLEMENTAL QUESTIONNAIRE

EXHIBIT A

Applicant: Apple New England LLC, a Delaware Limited Liability Company

<u>Name</u>	<u>DOB</u>	<u>Address/Prev. 5 Yrs.</u>	<u>Title</u>	<u>Interest</u>
Gregory Grant Flynn	2/24/1964	3821 Jackson Street San Francisco, CA 94118 2001 to Present	CFO	none
Daniel Victor Krebsbach	10/21/1959	7304 259 th Place Northeast Redmond, WA 98053 2005 to Present	President	none
Lorin Miguel Cortina	5/06/1966	2110 Redington Road Hillsborough, CA 94010 2006 to Present	Executive VP/CFO	none
Ronald Shigeru Igarashi	8/31/1961	920 Eastlake Drive Eastlake, OH 44095 1996 to Present	Secretary	none

***Applicant Owner:** Apple American Group II, LLC – 100% Member/Manager

<u>Name</u>	<u>DOB</u>	<u>Address/Prev. 5 Yrs.</u>	<u>Title</u>	<u>Interest</u>
Gregory Grant Flynn	2/24/1964	3821 Jackson Street San Francisco, CA 94118 2001 to Present	President/ CFO	none
Lorin Miguel Cortina	5/06/1966	2110 Redington Road Hillsborough, CA 94010 2006 to Present	Executive VP/CFO	none
Ronald Shigeru Igarashi	8/31/1961	920 Eastlake Drive Eastlake, OH 44095 1996 to Present	Secretary	none
David Bradley Pettinger	5/30/1959	15029 21 st dr SE Mill Creek, WA 98012	COO	none

*** See Attached Organizational Chart**

**Department of Public Safety
Division**

Liquor Licensing & Inspection

Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.



BUREAU USE ONLY	
License No. Assigned:	
Class:	
Deposit Date:	
Amt. Deposited:	

PRESENT LICENSE EXPIRES New

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

RESTAURANT (Class I,II,III,IV) RESTAURANT/LOUNGE (Class XI)
 HOTEL-OPTIONAL FOOD (Class I-A) HOTEL (Class I,II,III,IV)
 CLASS A LOUNGE (Class X) CLUB-ON PREMISE CATERING (Class I)
 CLUB (Class V) GOLF CLUB (Class I,II,III,IV)
 TAVERN (Class IV) OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
AKI, LLC			AKI, LLC		
DOB:			DOB:		
AKI, LLC			DOB:		
DOB:			Location (Street Address)		
DOB:			94 Maine Street		
Address			City/Town		State
7 Rowe Court			Brunswick, ME		Zip Code
Freeport, ME 04037			Brunswick, ME		04011
City/Town			City/Town		State
Freeport			Brunswick		ME
State			State		Zip Code
ME			ME		04011
Zip Code			Zip Code		
04037			04011		
Telephone Number		Fax Number	Business Telephone Number		Fax Number
207-632-8660					
Federal I.D. #			Seller Certificate #		
45-3147382					

3. If premises are a hotel, indicate number of rooms available for transient guests: _____
 4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
 5. Is applicant a corporation, limited liability company or limited partnership? YES NO

complete Supplementary Questionnaire ,If YES

6. Do you permit dancing or entertainment on the licensed premises? YES NO
 7. If manager is to be employed, give name: Kemal Cigci
 8. If business is NEW or under new ownership, indicate starting date: 11/3/11
 Requested inspection date: 11/1/11 Business hours: 11:00 am - 11:00 PM
 9. Business records are located at: 94 Maine Street, Brunswick, ME 04011
 10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Kemal Cigci	8/9/1965	Turkey
Tommy NG	8/8/1958	Hongkong

Residence address on all of the above for previous 5 years (Limit answer to city & state)

13 cottage street Freeport, ME 04032
7 Rowe Court, Freeport, ME 04032

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) Serving foods & beverages and wine

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES NO Applied for: Applied for 9/10/11

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1/2 mile Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Freeport, ME on 9/12/11, 20____
Town/City, State Date

Please sign in blue ink

[Signature]
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

ITEM 108

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 10/3/2011 on the following Special Amusement license applications:

Special Amusement

Frontier Group
D/B/A: Frontier
14 Maine Street Box 10

Mr. Michael Gilroy

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: _____

Partnership-Partner's Names: _____

Corporation-Corporation Name: Frontier Group

Incorporation Date: Nov 2004 Incorporation State: Maine

New License: Opening Date _____ Renewal License: Expiration Date: _____

Business Name: Frontier E-Mail: GIL@explorefrontier.com

Business Address: 14 Maine St Box 10 Business Phone Number: 725-5222

Name of Contact Person: Michael Gilroy Contact's Phone Number: 233-8252

Mailing Address for Correspondence: 14 Maine Street Box 10 Brunswick ME 04011

Signature of Applicant: [Signature] Date: 9/19/11

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: 14 Maine St Box 10 Brunswick ME 04011 Phone #: 725-5222

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

Michael Gilroy President 527 Ledge Rd 100%
Yarmouth, ME 04096

Town Clerk Use Only

Approvals: Finance Codes Health Officer Council Police

Codes Officer Signature

Health Officer Signature

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

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

Waiting on: _____ Mailed or Issued Date: _____ PH Date: _____

Type of License: Special Amusement Fee: \$ 100- Cash / Check Date: 9/19/11

Advertising Fee: \$ _____ Paid

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*)

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

Junkyard 0 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- Live Music

Describe in detail room or rooms to be used under this permit- Theater and cafe

Signature of Owner, officer, partner or agent: Michael J. King

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

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

Intentionally left blank

ITEM 109

BACK UP MATERIALS



**TOWN OF BRUNSWICK
PUBLIC HEARING**

THE BRUNSWICK TOWN COUNCIL will hold a public hearing at their regular meeting on Monday, October 3, 2011, 7:00 p.m. in the Municipal Meeting Room (Room 217), Brunswick Station, 16 Station Avenue, to receive public comment on the following amendments:

ITEM 1- Zoning Amendment - relative to creating a CU7 (College Use) zoning district on the Longfellow School property.

For more information contact the Town Manager's office at 725-6659

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

Fran Smith, Town Clerk
Brunswick, Maine

Times Record – September 23, 2011



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

September 27, 2011

To: Brunswick Town Council
Gary Brown, ICMA-CM, Town Manager
From: Anna Breinich, AICP
Subject: Proposed Zoning Amendment for Council Consideration: Creation of new zoning district, College Use 7 (CU7) for reuse of Longfellow School.

Staff respectfully requests Council's consideration of the attached zoning ordinance amendment to create a College Use District, CU7. The intent of the proposed new CU7 zoning district is to allow for an appropriate reuse of the now closed Longfellow Elementary School, compatible with adjacent existing zoning districts. As you know, Bowdoin College has publicly stated their interest in acquiring the property for college use.

Presently, the ~ 40,000 sq. ft. school building on 2.5 acres is zoned R-1, as is the majority of Longfellow Avenue. R-1 allows for one permitted use that being single-family/2-family residential use at a density of 3 units/acre. The school property is primarily surrounded by lands owned by Bowdoin College per the attached parcel map of the street. In addition, CU1, the College Core Zoning District is located directly across South Street from the school property; CU5, Brunswick Apartments is located within 400 ft. at the corner of Longfellow Avenue and Upper Park Row; and CU3, College St., is also located within 400 ft., beginning at the corner of Coffin and South Streets.

The 2008 Comprehensive Plan includes the area in the Town Residential land use area (R1, R7, R8, parts of TR5, CU2, CU6, MU3 and MU6), described as a mix of older neighborhoods adjacent to the Town Core and the newer portion of Bowdoin campus. The vision for the land use area is to remain primarily a residential and educational area of the community, with a compatible range of residential uses, very limited commercial uses and college related residential and non-residential uses. New development should be allowed at densities ranging from 3-24 units per acre with lot sizes reduced or eliminated. College Use and Mixed Use standards should remain as is.

By Town Council's action on April 4, 2011, the Brunswick Planning Board was requested to consider an amendment to the zoning ordinance for the Longfellow School property in order to allow for an appropriate College Use, excluding student residential use. Based upon existing conditions, zoning and vision for the area, staff proposed a new College Use Zoning District, CU7, less intensive than the adjacent CU1 District, yet more of a mix of residential and college related uses than currently permitted in the R1 District. Staff also recommended a rezoning of all Bowdoin property on the north side of Longfellow Avenue.

Two workshop sessions were held by the Planning Board in addition to several meetings held before and after the workshop sessions with Longfellow Avenue residents, Bowdoin College representatives and Town staff to discuss a number of concerns, principally associated with density, height and inclusion of recreation facility as a use. The revisions made based on neighbor's comments are footnoted in the attached amendment. In addition, per residents' request, staff scaled back the area to be rezoned to now only include the Longfellow School parcel. At the request of the Planning Board, a legal opinion was obtained from Town Attorney, Pat Scully, regarding whether this resulted in "spot zoning." His attached opinion states that so long as a rezoning of land is consistent with the Town's adopted Comprehensive Plan, as in this specific case, it is not considered "spot zoning."

The Planning Board held its first public hearing on the proposed amendment on July 26, 2011 and took action to forward the attached zoning ordinance amendment to create a new College Use zoning district, CU7, for Longfellow School noting that the Board was unable to reach consensus on issues of density and the definition of recreational facility, further requesting Town Council to revisit these issues (unanimous vote in favor with one member absent). On August 8, 2011, Council took action to return the proposed amendment to Planning Board for a recommendation on the two outstanding issues of density and definition of recreational facility.

A second public hearing of the Planning Board was held on September 13, 2011 to reconsider the proposed CU7 zoning district and to reach consensus on maximum density and the definition of recreational facility. Prior to the hearing, staff received the attached letter from S. Catherine Longley, Bowdoin College, requesting maximum density be reduced from the proposed 10 to 8 units per acre. In addition, the College agreed to delete recreational facility as a permitted use also as requested by the Longfellow Avenue neighbors. After review and public comment regarding the zoning amendment, the Planning Board by unanimous vote (2 members absent) accepted the staff revision lowering maximum density to 8 units per acre and deleting recreational facility as a permitted use, and further recommended Council's adoption of the proposed zoning amendment.

Thank you for your consideration. I will be in attendance at the meeting to address any questions.

Attachments

BOWDOIN COLLEGE

September 8, 2011

Charlie Frizzle, Chair
Planning Board
Town of Brunswick
28 Federal Street
Brunswick, ME 04011

Dear Charlie,

In anticipation of next Tuesday's scheduled Planning Board meeting, we wanted to update you on Bowdoin's position regarding the proposed CU7 zone.

If the College acquires the property, the primary use will be as an Educational Facility, as defined in the Brunswick Zoning Ordinance. Therefore, the College is agreeable to removing Recreation Facility as a permitted use in the proposed zone.

Further, the College is amenable to reducing the density in the proposed CU7 from 10 to 8 units per acre.

We hope that these changes will assist the Planning Board in its deliberations.

Sincerely,



S. Catherine Longley
Senior Vice President for Finance and Administration & Treasurer

cc. Planning Board members
Anna Breinich
Gary Brown

TREASURER'S OFFICE

5600 College Station • Brunswick • Maine 04011-8447 • Tel 207.725.3242 • Fax 207.721.5161.

Longfellow Area Rezoning Proposal (CU7) - 4/29/11; rev. 6/8/11, 6/29/11, 7/11/11, 9/13/11

Key: "P"= permitted use; "X"= prohibited use; "-"= special permit required; "*" = special requirements

Use/District	CU1	CU2	CU3	CU4	CU5	CU6	CU7 - Proposed	R1
Bank	X	X	X	X	X	X	X	X
Bed and Breakfast	-	-	-	-	-	-	-	X
Boarding House	X	X	P	X	X	X	X	X
Business Office	X	X	X	X	X	X	X	X
Car Wash	X	X	X	X	X	X	X	X
Congregate/Assisted Living	X	X	X	X	X	X	X	X
Convenience Store	X	X	X	X	X	X	X	X
Club or Lodge	X	X	X	X	X	X	X	X
College Dining Facility	P	-	P	X	X	X	P (1)	X
College Office	P	P	P	P	*	P	P	X
Community Center	P	-	P	P	X	X	X	X
Contractor's Space	X	X	X	-	X	X	X	X
Drive-Through	X	X	X	X	X	X	X	X
Dwelling, Single and Two Family	P	P	P	P	P	P	P	P
Dwelling, 3 or More Units	P	-	P	P	P	P	P	X
Gasoline Service Station	X	X	X	X	X	X	X	X
Golf Course	X	X	X	X	X	X	X	X
Greenhouse or Florist	P	-	-	P	X	X	P	X
Educational Facility	P	P	P	P	X	P	P	X
Farm	X	X	X	P	X	X	X	X
Hotel/INN	X	X	X	*	X	X	X	X
Industry Class I	X	X	X	X	X	X	X	X
Industry Class II	X	X	X	X	X	X	X	X
Junkyards	X	X	X	X	X	X	X	X
Kennel	X	X	X	X	X	X	X	X
Library or Museum	P	P	P	P	X	P	P	X
Media Studio	P	P	P	P	X	P	P	X
Motor Vehicle Sales	X	X	X	X	X	X	X	X
Motor Vehicle Service/Repair	X	X	X	X	X	X	X	X
Parking Facility	P	P	P	P	X	-	X	X
Photographers/Artists Studio	P	P	P	P	X	X	P	X
Professional Office	P	X	P	X	X	X	P	X
Recreation Facility	P	P	P	X	X	X	X	X
Religious Institution	P	-	P	P	P	P	P	X
Residence Hall	P	-	P	*	*	X	X	X
Restaurant	P	X	-	*	X	X	X	X
Retail Class I	X	X	X	X	X	X	X	X
Retail Class II	X	X	X	X	X	X	X	X
Service Business Class I	X	X	X	X	X	X	X	X
Service Business Class II	X	X	X	X	X	X	X	X
Veterinary Office	X	X	X	X	X	X	X	X
Warehousing and Storage	X	X	X	X	X	X	X	X
Theater	P	-	P	P	X	P	P	X

(1) College Dining Facilities permitted only as an accessory use.

Longfellow School Rezoning Proposal (CU7) - 4/29/11; rev. 6/8/11; 6/29/11, 7/11/11, *9/13/11**

Standard/District	CU1	CU2	CU3	CU4	CU5	CU6 (Amended 5/21/01 R)	CU7 - Proposed	R1
Minimum Lot Area	10,000 sf	10,000 sf	10,000 sf	10,000 sf	20,000 sf	10,000 sf	10,000 sf	10,000 sf
Maximum Density	12 units per acre	10 units per acre	10 units per acre	5 units per acre	24 units per acre	8 units per acre	8 units per acre*	See maximum below
Minimum Lot Width	65 ft	65 ft	65 ft	65 ft	65 ft	65 ft.	65 ft**	65 ft
Minimum Front Yard	15 ft	15 ft*	15 ft	15 ft	see 203.3D	20 ft.	15 ft	15 ft
Minimum Rear Yard	15 ft	15 ft*	15 ft	20 ft	see 203.3D	20 ft.	15 ft	20 ft
Minimum Side Yard	15 ft	15 ft*	15 ft	15 ft	see 203.3D	15 ft.	15 ft	15 ft
Maximum Impervious Surface Coverage	60%	50%	50%	30%	40%	35%	50%	30%
Maximum Building Height							40 ft (1)	35 ft
Maximum Building Height within 200 feet of District Boundary, as permitted in Section 204.3	70 ft	35 ft	45 ft	35 ft	35 ft	35 ft.	n/a	
Maximum Building Height 200 feet from District Boundary	70 ft	55 ft	Same as above	35 ft	35 ft	Same as above	n/a	
Maximum Building Footprint Per Structure	n/a	n/a	10,000 sf	5,000 sf	8,500 sf	5,000 sf	20,000 sf	5,000 sf
Maximum Density using Public Sewer								3 units per acre
Maximum Density using Subsurface Wastewater Disposal Systems								4 units per acre

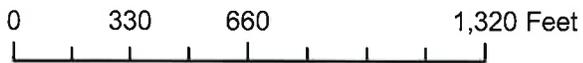
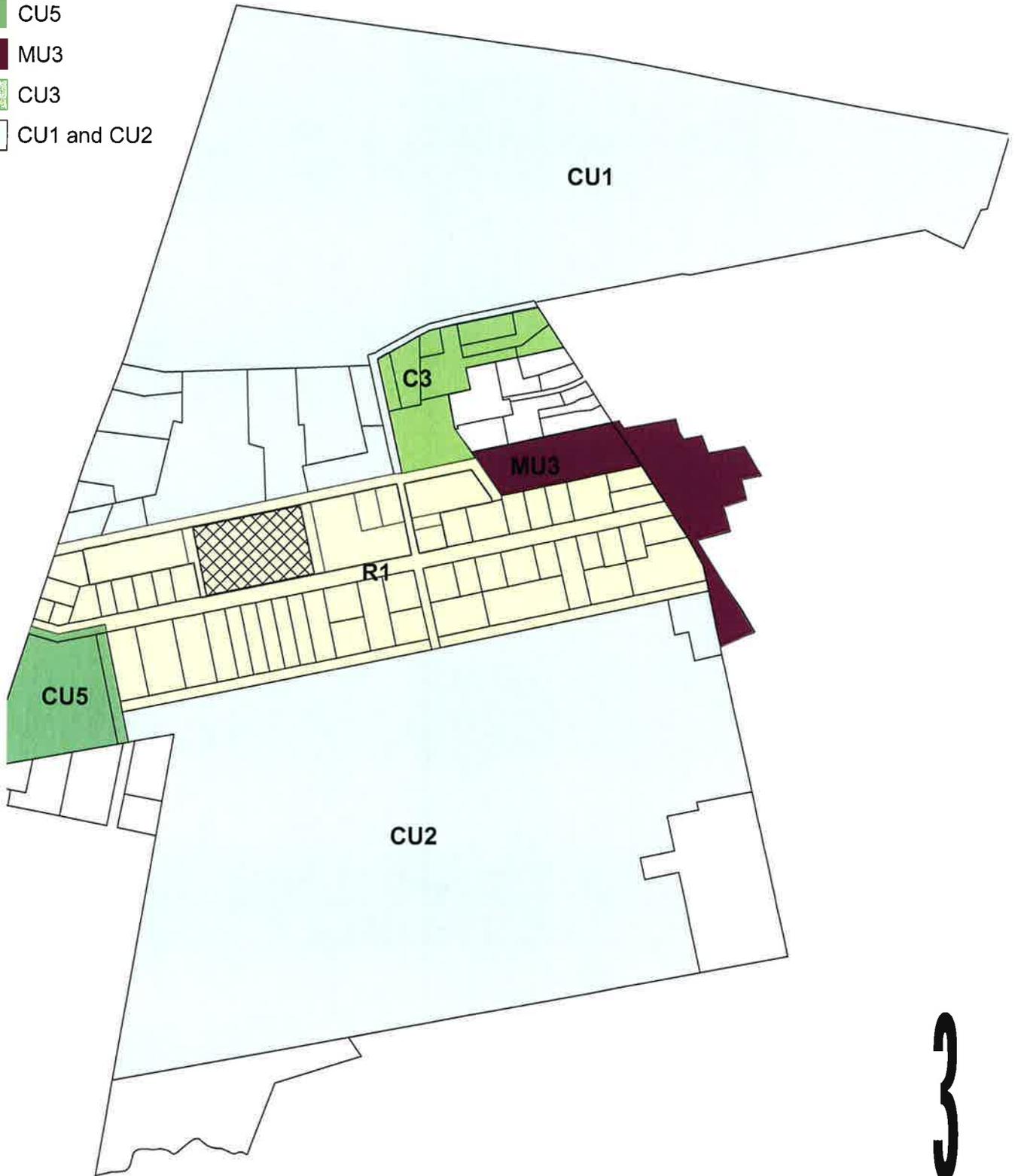
(1) Exception: Maximum building height may not exceed 35 feet within a 25 foot setback of the Longfellow Avenue right-of-way.

**6/29/11 revision: Maximum Density decreased from 12 units/acre to 10 units/acre and Maximum Lot Width increased from 50ft to 65 ft as a result of Longfellow neighbors/Bowdoin/Town meeting on June 23, 2011.

*9/13/11 revision: Maximum Density decreased from 10 units/acre to 8 units/acre and the Recreational Facility Use

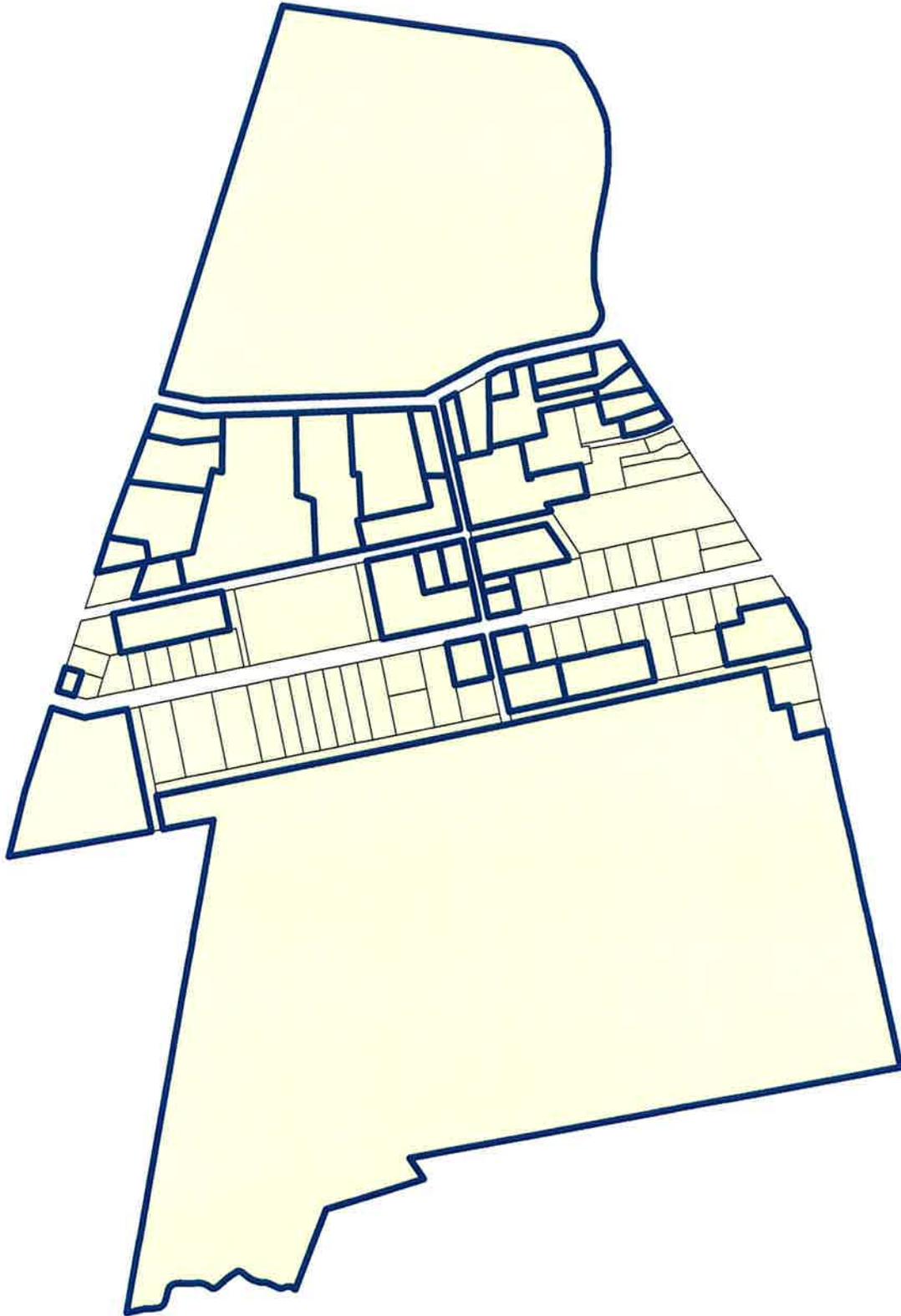
Longfellow Neighborhood Area

- Residential 1
- Proposed CU 7 District
- Residential 1
- CU5
- MU3
- CU3
- CU1 and CU2



Longfellow Neighborhood

-  Bowdoin Properties
-  Longfellow Nhood



0 180 360 720 1,080 1,440 Feet

ITEM 110

BACK UP MATERIALS



**Proposed Ordinance Amendments
Relative To Domesticated Farm Animals in Growth Zone
Public Hearing –
Adopted –
Effective –**

Be it ordained by the Town Council of the Town of Brunswick, Maine, that Chapter 4, Article IV, the Municipal Code of Ordinances, Town of Brunswick, Maine, is amended by adding the underlined language:

**ARTICLE IV.
DOMESTICATED FARM ANIMALS***

Sec. 4-91. Purpose.

The purpose of this article is to provide standards for the keeping of domesticated farm animals within the designated growth area. The article is intended to enable residents of single-family homes to keep a small number of domesticated farm animals on appropriately sized lots while limiting the potential adverse impacts on the surrounding neighborhood.

Sec. 4-92. Definitions.

Domesticated Farm Animals: Domesticated farm animals are defined as bovine, horses, donkeys, mules, sheep, goats, swine, llamas and alpacas.

Sec. 4-93. Keeping of domesticated farm animals on lots located in the growth area, unless as otherwise permitted within a specific zoning district.

- (a) A single-family residence having a minimum lot area of 2 acres is required for the keeping of domesticated farm animals.
- (b) No more than two (2) domesticated farm animals shall be kept on a lot with a single-family dwelling.
- (c) Domesticated farm animals shall only be kept for personal use.
- (d) Outside slaughtering and processing is prohibited.

Sec. 4-94. Barns, stables and other enclosures.

- (a) Minimum setback: Any structure used to house domesticated farm animals must be at least 35 feet from a property line and at least 45 feet from any residential dwelling unit located on a neighboring lot. Securely enclosed roaming or grazing areas must be at least 20 feet from any property line, at least 30 feet from any residential dwelling unit located on a neighboring lot.

- (b) Any new structure or an existing structure proposed for conversion to house domesticated farm animals shall be located in the rear yard of the lot. In the case of a corner lot, a side yard may be used in accordance with applicable zoning district setbacks if more stringent than the minimum setback stated in Sec. 4-94 (a) above.
- (c) The structure shall be provided and designed to provide safe and healthy living conditions for the domesticated farm animals while minimizing adverse impacts to neighboring lot owners.
- (d) The structure shall be well maintained. The use of scrap, waste board, sheet metal or similar materials as construction material is prohibited.
- (e) Domesticated farm animals shall be securely enclosed in a roaming or grazing area sufficient to keep them contained.

Sec. 4-95. Odor, noise and lighting.

- (a) Excessive odors from domesticated farm animals, manure, or other related substances shall not be perceptible at the property boundaries as determined by the Codes Enforcement Officer.
- (b) Perceptible noise, as determined by the Codes Enforcement Officer, from domesticated farm animals shall not be a disturbance to neighboring lot owners.
- (c) Only motion-activated cut-off luminaire lighting may be used to light the exterior of the structure.

Sec. 4-96. Waste storage and removal.

Provision must be made for the storage and removal of domesticated farm animal manure and other waste material. All stored manure and other waste material shall be covered by a fully enclosed structure with a roof line or lid over the entire structure. Manure and other waste material shall not be permitted to accumulate on the premises for a period exceeding seven (7) days.

Sec. 4-97. Licensing requirements.

A person who keeps domesticated farm animals shall obtain an initial license for a fee of one hundred dollars (\$100.00). The license shall expire annually on the last day of April. Renewal licenses will be at a fee of fifty dollars (\$50.00). The license shall be issued by the town clerk after favorable inspection by the Brunswick Animal Control Officer or designee. The license fee is nonrefundable if the license is not approved. There will be a late fee assessed to licenses that have expired, in the amount of twenty five dollars (\$25.00). The fine will double after the license has been expired for more than thirty (30) days.

Sec. 4-98. Complaints.

When any person files a complaint with the Codes Enforcement Officer that this Article is being violated, the Codes Enforcement Officer shall examine the subject of the complaint and take appropriate action within a reasonable amount of time not to exceed five (5) working days. The Codes Enforcement Officer shall keep a record of these complaints and his action on them, and report to the complainant, upon request. If the Codes Enforcement Officer declines to take action on a complaint, neither that non-action nor any written record or report on the complaint constitutes an order, requirement, decision or determination which can be appealed to the Codes Appeal Board. Whether or not to take action on a complaint is committed to the sole and exclusive discretion of the Codes Enforcement Officer.

Sec. 4-99. Penalty.

In addition to any other enforcement action which the town may take, violation of any provision of this article shall be a civil violation and a fine not exceeding one hundred dollars (\$100.00) may be imposed. Each day that a violation continues will be treated as a separate offense.

Sec. 4-100. Removal of domesticated farm animals.

- (a) If one of the existing 2 domesticated farm animals has one or more offspring the following would apply. At which time the offspring reaches the age of 6 months, either the offspring or one of the existing domesticated farm animals must be permanently removed from the property so as not to exceed the maximum number of domesticated farm animals per Sec. 4-93. If a veterinarian determines that the offspring cannot be removed by the age of 6 months, the owner shall submit a written request for time extension to the Code Enforcement Office stating the specific medical reason(s) for the delay and the time period necessary to resolve the matter.
- (b) Any violation of the provisions of this article or of the license shall be grounds for an order from the Codes Enforcement Officer to remove the domesticated farm animals. The animal control officer may also order the removal of the domesticated farm animals upon a determination that the domesticated farm animals pose a health risk. If a domesticated farm animal dies, it must be disposed of promptly in a sanitary manner.

Adopted by the Brunswick Town Council at their Regular Meeting held on _____, 2011.

It will become effective thirty days after adoption.

Attest: _____

Town Clerk

ITEM 111

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: Donham-Sweeney design services

RE: September 28, 2011

The Police Station Building Committee has recommended the design team led by Donham-Sweeney to complete the necessary design and planning tasks for the proposed Brunswick Police Station.

The design team includes local architects Douglas Richmond and Robert Kahn, plus Brunswick based civil engineers SiteLines and structural engineers Lincoln-Haney. The team is further complimented by traffic consultant TYLIN out of Falmouth; Geotechnical engineers SW Cole from Gray, Mechanical Systems from Yarmouth and Terry DeWan of Yarmouth. This team has significant local representation.

Assuming that the Council accepts the recommendation, the next steps will be for D&S to work with the PD to determine programming needs, perform a site analysis, begin design options to include site plans, building layout, and exterior design and elevations (what the building will look like and where it will sit on the properties).

The following steps will then take the project through to final building and systems design, permitting and construction cost estimates. Once these tasks have been completed, it is anticipated that a complete project budget can be presented to the Council and the public for project funding. We have also discussed D&S participating with the Building Committee to assist in the selection of the construction manager, assuming that will be choice of the building committee.

As with any other project of this nature, the fees for the professional services are based on percentage of the construction cost. As we do not know the construction cost at this time and will incur expenses, it will be necessary for the Council to authorize an appropriation of funds. I have discussed with D&S the manner to fund the initial stages of their work and we have agreed to the following methodology.

It has been publicly discussed that the police station will be approximately 20,000 square feet in size. The construction cost estimate provided in 2009 was \$190.00 per

sf. This figure has been updated by 10% to a current construction cost estimate of \$210.00 per sf. This then results in a construction cost of \$4,200,000. Their initial fee to complete above identified tasks is 1.4%. This results in a fee of \$58,800 for their services. Added to this will be direct expenses such as printing, travel and other costs. In the event that the estimate of \$4,200,000 is high, the excess payment will be credited to the next phase. Conversely, if it is low, then additional funding will be required.

The overall fee structure has been discussed and we have agreed to use the State of Maine Bureau of General Services model as a guide. A copy of that is attached to this memo. We have agreed that this project qualifies as a C rate project. The % of cost varies based on the size of the project; the higher the cost of the project, the lower the %. After some negotiations we have agreed to a total rate not to exceed 8.6%. They had initially proposed a somewhat higher rate.

The staff recommendation is that this phase of the project be funded with an advance from the General Fund in the amount of \$75,000. This will cover the tasks identified above as well as provide for additional funding for other services that may be needed. The resolution that is included with this action is worded in a manner that we can include this cost in an eventual bond ordinance for the full project costs.

It is important to point out that this is the first appropriation to fund professional services. There may be others as this project proceeds prior to full bonding of the project.

STATE OF MAINE ARCHITECTURAL PROJECTS SCHEDULE OF RECOMMENDED FEES

Revised Schedule 2/89

New Construction Cost		A Rate	B Rate	C Rate
\$50,000	and below	10.0	11.0	12.0
\$50,000	to \$99,999	9.5	10.5	11.5
\$100,000	to \$149,999	9.2	10.2	11.2
\$150,000	to \$199,999	8.9	9.9	10.9
\$200,000	to \$299,999	8.5	9.5	10.5
\$300,000	to \$399,999	8.2	9.2	10.2
\$400,000	to \$499,999	8.0	9.0	10.0
\$500,000	to \$599,999	7.9	8.9	9.9
\$600,000	to \$699,999	7.8	8.8	9.8
\$700,000	to \$799,999	7.7	8.7	9.7
\$800,000	to \$ 899,999	7.6	8.6	9.6
\$900,000	to \$ 999,999	7.5	8.5	9.5
\$1,000,000	to \$1,499,999	7.3	8.3	9.3
\$1,500,000	to \$1,999,999	7.1	8.1	9.1
\$2,000,000	to \$2,499,999	7.0	8.0	9.0
\$2,500,000	to \$2,999,999	6.9	7.9	8.9
\$3,000,000	to \$3,999,999	6.8	7.8	8.8
\$4,000,000	to \$4,999,999	6.7	7.7	8.7
\$5,000,000	to \$6,999,999	6.5	7.5	8.5
\$7,000,000	to \$8,999,999	6.3	7.3	8.3
\$9,000,000	to \$10,999,999	6.1	7.1	8.1
\$11,000,000	to \$14,999,999	6.0	7.0	8.0
\$15,000,000	to \$19,999,999	5.9	6.9	7.9
\$20,000,000	to \$29,999,999	5.8	6.8	7.8
\$30,000,000	to \$50,000,000	5.7	6.7	7.7
For renovation projects add to percentage above		2.0	2.5	3.0
for that portion of the project that is renovation.				

EXAMPLES OF BUILDINGS ACCORDING TO DEGREE OF COMPLEXITY

A-Rate For structures of simple architectural character such as : Warehouses, Garages, Hangers, Garages, Loft Buildings, Parking Structures.

B-Rate For structures of usual architectural character such as: Office Bldgs. and Institutional Bldgs., Schools, dormitories, College Buildings (except special purpose Laboratories and Clinics), Armories

C-Rate For structures of individual or specialized architectural character:
Libraries, Communications Buildings, including Radio and TV Studios,
Clinics, Laboratories, Health Centers Theaters (Performing Arts).

The fees above are based on the cost of construction and apply to lump sum, single contractor contracts. Where separate contracts are involved or where the construction is to be performed on a cost plus fee basis, an additional charge should be negotiated. When new additions are combined with alterations to an existing building, the fee should be adjusted based on value proportionately in accordance with the schedule. For multiple and different uses occurring in a single building, the fee may be adjusted proportionately to each occupancy. The fee for multiple or repetitive units, employing one or more repeated plans, should be negotiated.

Brett Donham AIA, Principal
Jeffrey D. Shaw AIA, LEED® AP, Principal

C. Christopher Logan AIA, Associate

BRUNSWICK POLICE STATION and FEE

PROPOSED SCOPE OF SERVICES
28 September 2011

BD

SERVICES PRIOR TO FUNDING

SCHEMATIC DESIGN

- Develop a full Space Needs Program including detailed interviews with Police Department staff.
- Site Analysis (views to and from, traffic flow, orientation, neighborhood and Town context, sun exposure)
- Schematic Design Options, including site plans, building layouts, massing, exterior materials and order of magnitude cost estimates for each option. Up to 3 meetings with the Building Committee and the Police Department to review and discuss the options and to settle on a preferred option.
- Final Schematic Design, including site plan, building layout, massing, exterior elevations, exterior materials and order of magnitude cost estimate. This phase would include interior room layouts showing all the furniture and equipment, plus a colored rendering of what the building could look like.
- Building Systems Conceptual Design: structure, plumbing, fire protection, HVAC electrical, and utility, including life-cycle studies to help develop the preferred HVAC systems. Reviews with the Building Committee are part of this phase.
- Zoning and Regulatory Review Analysis including meetings with the Building and Planning Departments to review the schematic design and our analyses and receive comments and direction for the design.
- Schematic Design Pricing Documents. The purpose of these documents is to describe the scope of work in sufficient detail that a quantity take-off construction cost estimate by an independent cost estimator can be prepared. These documents include conceptual utility, site layout, landscape, floor plans, building sections, a typical wall section, exterior elevations, finish and door schedules, narrative descriptions for all the structural, mechanical and electrical systems, and an outline specification.
- Cost Estimate. This is a quantity take-off, multi-page construction cost estimate broken into CSI division. In addition, we will prepare a project cost estimate showing all the possible "soft" costs including furniture, fixtures, equipment, supervision, fees, and contingencies. Meetings will be held with the Building Committee to review this information in draft form before it is finalized.
- Assistance in selecting a CM at Risk to provide pre-construction and construction services. Work with the CM to confirm our cost estimates.

FEE: \$58,800

SERVICES FOLLOWING FUNDING

DESIGN DEVELOPMENT including updated cost estimate.

CONSTRUCTION DOCUMENTS including final architectural, civil, landscaping, plumbing, fire protection, HVAC, electrical, fire alarm, infrastructure for emergency communications systems drawings and specifications

BID DOCUMENTS including Supplementary General Conditions and coordination with Town Counsel regarding the Construction Contract and General Conditions to the Contract.

BIDDING Assistance to the CM with bidding including addenda responses to bidder's questions and analysis of bids.

CONSTRUCTION ADMINISTRATION including running a pre-construction conference, review and approval of all shop drawings and other submittals, review of the proposed Schedule of Values, response to contractors questions, running the weekly job coordination meetings, preparing meeting notes, review and approval of monthly applications for payment, monitoring the construction schedule, punch list inspections and write-ups, final close out, responses to issues arising during the first year of construction and 11 month follow-up inspection and warranty punch list.

TOTAL FEE: 8.6% of construction costs

ADDITIONAL SERVICES provided by others or by Donham & Sweeney as the Town chooses.

- Additional project renderings, 3D "flythrough" or other presentation materials beyond the scope described above
- Topographic and utility survey of the site.
- Geotechnical analysis of the site for building construction consisting of test borings or test pits and related analysis.
- Environmental and HazMat remediation.
- Zoning variance preparation and representation, site plan, design review and Historic District approvals.
- Traffic studies.
- Design and application for LEED certification.
- Selection and bidding of furnishings
- Construction testing services.
- Design and specify new communications equipment, CCTV and recording equipment, AV systems, security systems, telephone systems, and computer systems.

FEES HOURLY

- Principals [BD and JS], \$160./hr
- Associates, \$110./hr
- Licensed architects, \$85./hr.
- Drafters and CAD operators, \$60. to \$75./hr. depending on experience

EXPENSES, invoiced at cost plus 10%

- Printing
- Travel
- Long distance telephone

**TOWN OF BRUNSWICK, MAINE
TOWN COUNCIL**

A Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$75,000 from Available Unassigned General Fund Revenues to Fund Costs Relating to Planning and Designing a New Police Station

WHEREAS, the Town of Brunswick (the “Town”) and its Police Department (the “Department”) have identified the need for a new police station; and

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

WHEREAS, the CIP identifies a 2011-12 project to construct and equip a new police station, at an estimated cost of \$5,104,000 (the “Project”); and

WHEREAS, the Town Council has voted its intent to locate the Project at the corner of Stanwood and Pleasant streets; and

WHEREAS, the Town Council has appointed a committee (the “Police Station Committee”) to plan and develop the Project; and

WHEREAS, the Police Station Committee has reviewed proposals from several firms and has recommended that the Town contract with the firm of Donham & Sweeney Architects (the “Architect”) to provide architectural and related services to plan, design, and prepare construction specifications for the Project (“Architectural Services”); and

WHEREAS, the Town Manager estimates that the Town will have additional costs related to planning, developing, and permitting the Project which, together with the Architectural Services, are estimated to be \$75,000 (the “Planning Phase”); and,

WHEREAS, the Town does not have funding appropriated for the Planning Phase; and

WHEREAS, the Town Council has determined that the need to move forward with the Planning Phase is immediate; and

WHEREAS, the Town Manager has determined that the need to fund the costs associated with the Planning Phase is an emergency within the meaning of section 510 of the Charter; and

WHEREAS, the Town Manager has recommended that up to \$75,000 be appropriated from available unassigned General Fund revenues in order to fund the Planning Phase; and

WHEREAS, the Town Council concurs that the need to appropriate up to \$75,000 for the Planning Phase is an emergency within the meaning of section 510 of the Charter;

NOW THEREFORE BE IT RESOLVED:

1. Appropriation and Expenditure Authorization. The Town appropriates and authorizes the expenditure of up to \$75,000 from available unassigned General Fund revenues for costs

associated with the Planning Phase. Costs of the Planning Phase shall include Architectural Services as defined herein as well as:

- a. the cost of planning, surveys, engineering, feasibility studies, environmental studies and assessments, legal, accounting, and other professional services associated with the Project; and
 - b. the costs of applying for and obtaining all permits, licenses, and other costs related to regulatory and judicial reviews related to the Project; and
 - c. other costs determined by the Town Manager to be necessary to plan and prepare for construction of the Project.
2. Advances to Fund the Planning Phase. Funds shall be advanced, from the Town's General Fund, in an aggregate amount not to exceed \$75,000 with the funds to be repaid to the General Fund upon funding of the Project. 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. Should the Project be abandoned, the advances will be converted to a permanent appropriation.
 3. Declaration of Official Intent. Advances from the Town's general fund may finance the original expenditures related to the Planning Phase of the Project. It is expected that those advances will be reimbursed in part or in whole by the issuance of bonds or notes, if and when authorized. It is the intent of the Town Council that this Resolution shall constitute the Town's declaration of official intent within the meaning of Treasury Regulation 1.150-2.
 4. Other Actions Authorized. Any actions taken to date by the Town Manager in connection with the Planning Phase of the Project, are hereby ratified, confirmed, and approved.

Proposed to Town Council – October 3, 2011
Amended by Town Council –
Adopted by Town Council –

ITEM 112

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: September 28, 2011

RE: Zoning Ordinance amendment

The properties at the corner of Pleasant Stanwood Street are in the TR-1 District. The dimensional standards limit the size of the footprint for structures built in this district. The current limitation is 7,500 square feet. The anticipated footprint for the new police station is estimated to be 10,000 square feet.

There has been concern about amending the zoning ordinance in the past specific to this location. The concern has been focused on the possible commercial use of this property.

The staff recommendation to amend the zoning ordinance eliminates the dimensional requirements/restrictions only for municipal facilities. Specific for this project, it will allow for a larger building footprint. . This would allow for the Police Station to be built at the selected location but would not subsequently allow for a larger footprint if the property were to be considered for any other use. .

The staff recommendation is for the Council to ask the Planning Board to develop language that exempts municipal facilities from the dimensional requirements and restrictions in the Zoning Ordinance.

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ITEM 113

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: September 28, 2011

RE: McLellan-Longfellow exchange

The matter of the Town and Bowdoin College exchanging the Longfellow School for the McLellan building has been the subject of several Council meetings, both in public session and executive sessions. At this time, the matter is ready for Council action.

In July the Council authorized the Manager to negotiate a purchase and sale agreement with the College to exchange the two properties. Most of the terms of the agreement have been public for the past several months. Since the July 25th meeting, there has been some refinement of the details but overall the agreement is unchanged. The key elements of the agreement are as follows:

1. The two properties will be exchanged under the following timelines:
 - a. Bowdoin takes possession of Longfellow at time of closing.
 - b. Brunswick takes possession (title) of the McLellan building at closing.
 - b. Bowdoin will enter into a no rent, triple net lease with the Town of Brunswick that will expire on March 15, 2011.
 - c. Bowdoin has the use of the 3rd floor of McLellan Building at no cost for up to 10 years after the Town takes possession.
2. The Town agrees to fund the cost of hazardous materials abatement at Longfellow School, either at the time of renovation or demolition.
3. The Town agrees to make certain improvements on College Street. These improvements are reconstructing the intersections, rebuilding sidewalk and installation of traffic calming structure.
5. The Council will re-zone the Longfellow property for an appropriate College use.
4. Other terms include the Town will have a 10 year lease to maintain a playground at the Longfellow property, the Town

will provide the previously agreed to 39 parking spaces at the McLellan parking lot, the two entities have made an agreement regarding the timing of the Town ending the sub-lease at Building 3 so that Bowdoin may renovate that space.

The McLellan Building has had a structural inspection as well as an inspection of the mechanical systems. Both inspections do not reveal any issues of concern.

The cost to relocate the current Town Departments at Federal Street, Cumberland Street and the Hawthorne school has been estimated to be \$10,000.

The cost to renovate McLellan is in the process of being updated. The architect's initial estimate was \$100,000. The draft of the CIP has a placeholder of \$200,000 for the renovations.

ITEM 114

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: September 28, 2011

RE: Proposed amendment to the Road Acceptance Ordinance

In 2010, the Council adopted the Road Acceptance Ordinance. Section 14-185(c) 1 identified specific roads that had been previously approved by the Planning Board to exempt those roads from the new standards. We became aware this week that Botany Place was not included in the list of exempt roads. This was an oversight on the part of staff. John Foster of Public Works and Anna Breinich support exempting Botany Place from the requirements of the ordinance as the project was approved by the Planning Board prior to the adoption of the Road Acceptance Ordinance.

Below is the current language.

Sec. 14-185. Applicability.

(a) This article shall apply to all streets within the town proposed to be accepted as town ways after the effective date of this article.

(b) Nothing in this article shall be construed to prevent the design and construction of streets which meet higher standards, use improved methods or use higher quality materials. The determination of the acceptability of other standards, methods or materials shall be made by the town council with advice of the planning board and the town engineer.

(c) The following planning board previously approved projects are exempt from this article and are subject to the standard practices of the public works department and the town council in effect on December 31, 2009:

- (1) Jones Farm, Lisbon Rd., thirty-six (36) lots;
 - (2) Wood Pond, Ledgewood Road Phase, nine (9) lots;
 - (3) Great Scott Subdivision, Hacker Rd., twelve (12) lots;
 - (4) Perreault Subdivision, Durham Rd., twelve (12) lots;
 - (5) Brunswick Commerce Center Subdivision, Old Portland Rd., fifteen (15) lots.
- (Ord. of 3-1-10(2))

The recommendation from staff is to amend the ordinance as follows:

(c) The following planning board previously approved projects are exempt from this article and are subject to the standard practices of the public works department and the town council in effect on December 31, 2009:

- (1) Jones Farm, Lisbon Rd., thirty-six (36) lots;
- (2) Wood Pond, Ledgewood Road Phase, nine (9) lots;
- (3) ~~Great Scott Subdivision, Hacker Rd., twelve (12) lots;~~ **Botany Place, Condominiums, Section B and C to Baribeau Drive, sixty two (62) lots**
- (4) Perreault Subdivision, Durham Rd., twelve (12) lots;
- (5) Brunswick Commerce Center Subdivision, Old Portland Rd., fifteen (15) lots.
- (6) Sandelin Subdivision 1, Moody Rd, 8 lots.**



**Proposed Ordinance Amendments
Relative Projects exempted
from Street Acceptance and Standards Ordinance
Drafted – 09/26/2011
Public Hearing –
Adopted –
Effective –**

Be it ordained by the Town Council of the Town of Brunswick, Maine, that Chapter 14, Article VI (Street Acceptance and Standards Ordinance), the Municipal Code of Ordinances, Town of Brunswick, Maine, is amended by adding the underlined language and removing the struck-out language:

**ARTICLE VI.
STREET ACCEPTANCE AND STANDARDS ORDINANCE**

Sec. 14-181. Title.

The ordinance from which this article was derived shall be known and may be cited as the "Street Acceptance and Standards Ordinance" of the Town of Brunswick, Maine. ...

Sec. 14-185. Applicability.

(a) This article shall apply to all streets within the town proposed to be accepted as town ways after the effective date of this article.

(b) Nothing in this article shall be construed to prevent the design and construction of streets which meet higher standards, use improved methods or use higher quality materials. The determination of the acceptability of other standards, methods or materials shall be made by the town council with advice of the planning board and the town engineer.

(c) The following planning board previously approved projects are exempt from this article and are subject to the standard practices of the public works department and the town council in effect on December 31, 2009:

- (1) Jones Farm, Lisbon Rd., thirty-six (36) lots;
- (2) Wood Pond, Ledgewood Road Phase, nine (9) lots;
- ~~(3) Great Scott Subdivision, Hacker Rd., twelve (12) lots;~~
- (3) Botany Place, Condominiums, Section B and C to Baribeau Drive, sixty two (62) lots;
- (4) Perreault Subdivision, Durham Rd., twelve (12) lots;
- (5) Brunswick Commerce Center Subdivision, Old Portland Rd., fifteen (15) lots;--
- (6) Sandelin Subdivision 1, Moody Road, eight (8) lots.

Adopted by the Brunswick Town Council at their Regular Meeting held on _____, 2011.
It will become effective thirty days after adoption.

Attest: _____
Town Clerk

ITEM 115 and 116
BACK UP MATERIALS



TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

28 FEDERAL STREET

BRUNSWICK, ME 04011

MEMORANDUM

TO: Town Council
Gary Brown, Town Manager

FROM: Brian K. Dancause *Brian*

DATE: September 27, 2011

SUBJ: Scheduling October 17, 2011 CDBG Public Hearings for Coastal Counties Workforce, Inc. and Maine Tool & Machine, LLC Projects

As part of the Community Development Block Grant closeout process, the Town of Brunswick is required to hold public hearings on the status of the following CDBG projects:

Coastal Counties Workforce, Inc.

- Project Description: \$40,000 CDBG Public Services Grant for delivery of six WorkReady Credential training courses to individuals in the Brunswick area. The 60-hour WorkReady curriculum trains participants in foundational employment-related "soft skills." The objective of WorkReady training is to equip individuals, who have barriers to employment and/or little work experience, with the skills necessary to obtain entry-level employment and to achieve self-sufficiency.
- Project Status: Five WorkReady Credential training courses, serving 52 participants, were delivered via Merrymeeting Adult Education. The sixth and final training course was not offered, due to under-enrollment. \$32,421 in CDBG funds were drawn down, and required matching funds were expended. This project has been fiscally closed out. Final grant closeout will occur upon project monitoring by CDBG program staff.

Maine Tool & Machine, LLC

- Project Description: \$200,000 CDBG Economic Development Program award for leasehold improvements to Building #553 at Brunswick Landing. CDBG and matching funds supported the relocation and expansion of a local business, allowing it to fit-up a 16,000 square foot building, formerly used for heavy snow removal equipment storage, for the company's precision manufacturing operations.
- Project Status: Leasehold improvements have been completed and company has commenced operations in new facility. New equipment has been installed, and company is recruiting machinists to operate new equipment. \$200,000 in CDBG funds have been drawn down, and matching funds have been expended. CDBG award has been fiscally closed out. Final grant closeout will occur upon hiring of seven new employees, four of whom must come from low or moderate income households.

BRIAN K. DANCAUSE • BUSINESS DEVELOPMENT & SUPPORT SPECIALIST

PHONE: 207-721-0292 x 2 • FAX: 207-725-6663

BDANCAUSE@BRUNSWICKME.ORG • WWW.BRUNSWICKME.ORG/ECDEV

ITEM 117

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

September 28, 2011

Memo to: Town Council,
Gary Brown, Town Manager
From: Kris Hultgren, Town Planner
Subject: Expansion of the Telecommunications Overlay 2 Zone

At its meeting on September 27, 2011, the Planning Board voted unanimously (6-0) to forward a recommendation to the Town Council to expand the physical area of the Telecommunications Overlay 2 Zone (TCZ2) and make text amendments to Section 214 of the Zoning Ordinance that regulates the placement of telecommunication towers.

First Wave Media, Inc. proposed the zoning change to accommodate a 199' AM radio tower it plans to use to resurrect and re-launch the former WCME radio station that operated in Brunswick from the 1950s to 1972. The location of the tower would be on Lot 5 of the Brunswick Commerce Center located off of the Old Portland Road. A location map is attached to this memo. The Zoning Ordinance Amendment is needed for two main reasons. First, the existing telecommunication zones located off of Hillside Road and in Cooks Corner cannot serve the needs of the new AM tower because of physical constraints on the property and the inability to collocate on existing towers. Second, only monopole telecommunication towers are currently allowed in the TCZ2 Zone and a guy wired tower is necessary to support the AM radio tower proposed by First Wave Media. Other changes proposed include a change in the maximum height of a tower in the TCZ2 Zone from 190' to 199' to improve the tower's performance and language added to Section 214 of the Zoning Ordinance requiring techniques to mitigate bird and bat injuries.

This is the third site proposed by First Wave Media to construct its AM tower. The first location was also on Old Portland Road at the "Old Drive-In Movie Theater" lot but lease negotiations with the owner broke down. The second proposal was for a lot at the intersection of Pleasant Hill Road and Church Road (400 Pleasant Hill Road) but the location was withdrawn after a Planning Board workshop with significant public opposition to the site.

Attached to this memo is a map showing the location of the new TCZ2 Overlay Zone and the text amendments to Section 214 of the Zoning Ordinance.

Staff asks that the Town Council consider setting a public hearing on the proposed Zoning Ordinance Amendment. Thank you for considering this request. I will be available at the Town Council meeting on October 3 to answer any questions you may have.

cc: Anna Breinich, Director of Planning & Development
Jeff Hutchinson, Codes Enforcement Officer
Charlie Frizzle, Chair, Planning Board

214 Telecommunications Zones (TCZ)

214.1 Permitted Uses. All telecommunication towers are permitted within the Telecommunications Zones as a matter of right. Telecommunication includes, but is not limited to:

- VHF and UHF Television
- FM Radio and AM Radio
- Private radio transmission and reception facilities on all bands licensed by the FCC.
- Public radio communications services using bands licensed by the FCC.
- Fixed-Point Microwave transmission and reception

214.2 DIMENSIONAL TABLE

<u>Standard/District</u>	<u>TCZ1</u>	<u>TCZ2</u>
Minimum Lot Area	80,000 sf	30,000 sf
Minimum Lot Width	200'	60'
Minimum Front Yard	30'	30'
Minimum Rear Yard	30'	30'
Minimum Side Yard	30'	30'
Maximum Impervious Surface Coverage	50%	50%
Maximum Tower Height	400'	190' 199'

Comment [KMH1]: Change in maximum tower height from 190' to 199' in TCZ2 Zone. Change 1 of 3

Note: For the purposes of Section 214.2 leased land shall be treated as a lot.

214.3 Permit from FAA. In order to erect a telecommunication tower, the applicant must first obtain a permit from the Federal Aviation Administration. As part of the application for a building permit, the applicant shall file with the Codes Enforcement Officer a copy of the application to, and the permit issued by, the Federal Aviation Administration. Upon compliance with all the requirements of this section, the Codes Enforcement Officer shall issue a building permit to the applicant without the necessity of site plan review.

214.4 Other Provisions. The following additional standards shall be complied with:

- A. The installation and operation of all towers and equipment shall be in accordance with Federal Aviation Administration and Federal Communications Commission regulations.
- B. A new wireless telecommunications tower and related equipment must be screened with plants from view by abutting properties, to the maximum extent practicable. Existing plants and natural landforms on the site shall also be preserved to the maximum extent practicable. The cutting of trees or other vegetation within the "fall zone" stipulated in section 214.4.K, below, shall be limited to the minimum necessary for: 1) construction of the tower, accessory structures, fencing and vehicular access to the facility, 2) removal of trees that are dead, diseased and/or create a hazard, and 3) a footpath through the area not to exceed 6 (six) feet in width.
- C. The applicant shall provide at least one parking space for each tower along with circulation

and vehicle access

- D. All towers must be constructed so as to meet or exceed the manufacturer's specifications and the current building code of the Town
- E. The owner shall arrange for an annual inspection of each tower to determine that it meets the most current B.O.C.A. standards. One copy of the inspection results shall be submitted to the Code Enforcement Officer with a plan and schedule for correction of each deficiency noted. The owner shall have the deficiency corrected within 90 days of the receipt of the report
- F. A wireless telecommunications tower that is not operated for a continuous period of twelve (12) months shall be considered abandoned. The Codes Enforcement Officer shall notify the owner of an abandoned tower in writing and order the removal of the tower within ninety (90) days of receipt of the written notice. The owner of the facility shall have thirty (30) days from the receipt of the notice to demonstrate to the Codes Enforcement Officer that the tower has not been abandoned. If the Owner fails to show that the tower is in active operation, the owner shall have sixty (60) days to remove the tower. If the tower is not removed within this time period, the municipality may remove the tower in accordance with the financial guarantee provided for this purpose at the time of issuance of the building permit in accordance with section 214.4.N.3.D, below. The owner may apply to the Codes Enforcement Officer for release of the financial guarantee when the tower is removed to the satisfaction of the Codes Enforcement Officer. By May 1 of each year, the tower owner shall submit a letter to the Codes Enforcement Officer stating the name and address of owners of equipment on the tower as of April 1 of that year.
- G. Provided there are no FAA color requirements to the contrary, a new wireless telecommunications tower and related equipment must be constructed with material and colors that match or blend with the surrounding natural or built environment, to the maximum practical extent. Galvanized metal shall be considered to satisfy this provision
- H. A new wireless telecommunications tower and related equipment must be designed and constructed to accommodate the collocation of at least three independent arrays of antennae and related equipment.
- I. In any case where a tower is determined by the FAA to need obstruction marking or lighting, the applicant must demonstrate that it has or will request the least visually obtrusive marking and/or lighting scheme in FAA applications. Security lighting must comply with the lighting provisions of section 109.3.
- J. A new wireless telecommunications tower and related equipment must be fenced to discourage trespass on the facility and to discourage climbing on any structure by trespassers. Fencing shall be a minimum of six (6) feet in height and be topped with barbed wire.
- K. In the TCZ2 zone, only AM radio towers/antennas or similar installations may be installed with guy wire support and transmission wiring. All other new wireless telecommunications towers must be a freestanding monopole structure with a round base and section throughout its length. Any tower constructed in the TCZ2 shall be designed to collapse upon itself and no habitable structure shall be located within 100' of the tower. The tower owner shall own or otherwise have control of the land within this 100' "fall zone" in order to assure compliance with this requirement.
- L. In the TCZ1 zone, if guy wires and anchors are to be located on adjoining property, permanent easements must be obtained by the applicant and presented to the Codes Enforcement Officer as part of the application for a building permit

Comment [KMH2]: Change to allow AM radio towers or other towers that need guy wires as an operational necessity to use them. Change 2 of 3

M. Accessory facilities may not include offices, long-term vehicle storage, other outdoor storage, or broadcasting studios, except for emergency purposes, or other uses that are not needed to send or receive transmission signals.

N. Guy wired towers/antennas shall include techniques to mitigate bird and bat injuries.

Comment [KMH3]: Change to require techniques on the tower or guy wires that reduce the risk of harm to birds and bats. Change 3 of 3

~~ON:~~ The following standard conditions of approval shall be part of any building permit issued by the Codes Enforcement Officer. Where necessary to ensure that a permitted project meets the criteria of this ordinance, the Codes Enforcement Officer can impose additional conditions of approval. If the Codes Enforcement Officer determines that the tower owner is in non-compliance with any of these conditions of approval, the Codes Enforcement Officer shall order operation of the tower to cease. Reference to the conditions of approval shall be clearly noted on the building permit and shall include:

- 1) The owners of the wireless telecommunications tower and his or her successors and assigns agree to:
 - a. respond in a timely, comprehensive manner to a request for information from a potential collocation applicant, in exchange for a reasonable fee not in excess of the actual cost of preparing a response;
 - b. negotiate in good faith for shared use of the wireless telecommunications tower by third parties;
 - c. allow shared use of the wireless telecommunications tower if an applicant agrees in writing to pay reasonable charges for collocations;
 - d. require no more than a reasonable charge for shared use of the wireless telecommunications tower, based on prevailing market rates within a 20-mile radius and generally accepted accounting principles. This charge may include, but is not limited to, a pro rata share of the cost of site selection, planning project administration, land costs, site design, construction and maintenance, financing, return on equity, depreciation, and all of the costs of adapting the tower or equipment to accommodate a shared user without causing electromagnetic interference. The amortization of the above costs by the facility owner shall be accomplished at a reasonable rate, over the life span of the useful life of the wireless telecommunications tower.
- 2) Upon request by the municipality, the applicant shall certify compliance with all applicable FCC radio frequency exposure guidelines.
- 3) That, prior to issuance of a building permit for a new tower, the applicant shall provide:
 - a) a copy of an executed contract between the applicant and an FCC licensed carrier to provide space on the tower for a minimum of five years,
 - b) copies of all necessary permits and approvals from the FCC, FAA and any other agency having jurisdiction over the tower and the carrier's telecommunications facilities,
 - c) evidence, satisfactory to the Codes Enforcement Officer, that no existing tower can serve the purpose and accommodate the equipment proposed for deployment on the proposed tower. (This evidence may include the contract stipulated in item a, above, drive test data and other correspondence from prospective users of the tower. The Codes Enforcement Officer may require an independent analysis of this evidence prior to issuance of a building permit. If an independent analysis is required, the applicant shall deposit funds in a dedicated Town account to cover the cost of the independent analysis.),
 - d) a financial guarantee, satisfactory to the Codes Enforcement Officer, that shall cover the cost of removal of the tower and related equipment in accordance with section 214.4.F, above.



TCZ2 Overlay Zone Expansion



Durham Rd

Merriman Ln

Birch Dr

Oldport Rd

Hillcrest Dr

Patriot Dr

Hillside Rd

Grouse Gorge Ln

Quarry Rd

295

1475 ft

©2010 Google

© 2011 Google

ITEM 118

BACK UP MATERIALS

BRUNSWICK CITIZENS

The Brunswick Town Council will be appointing Brunswick citizens on Monday, October 3, 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

Special Committee – Police Station Subcommittee

- 1 member – no set term

Davis Fund Committee

- 1 members – 3 year term 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

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

Recreation Commission

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

Village Review Board

- 1 Pejepscot Historical Society member – balance of 3 year term to expire on 10/01/2013
- 1 member – 3 year term to expire on 10/20/2014
- 1 resident of district area – 3 year term to expire on 10/20/2014

Water District Board of Trustees

- 1 member – 3 year term to expire on 09/13/2014

Zoning Board of Appeals

- 1 Associate member –3 year term to expire on 12/18/2014
- 1 Associate member –balance of 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, September 19, 2011

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

Times Record 3/25/2011

Summary of Received Applications

9/20/2011

Date of Application

Downtown & Outer Pleasant St Plan Implem

Name	Address	Phone	Date of Application
Newell Augur	3 Colonial Dr	729-9148	6/13/2011
Will this be a reappointment no	MembershipType:	Interview Time:	**June 15, 5:45 p.m.
Paul Dostie	27 Noble St	725-0027	4/7/2011
Will this be a reappointment	MembershipType:	Interview Time:	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:	April 20, 7:30 p.m.
Jacqueline Ellis	225 Woodward Pt Rd	798-5043	9/19/2011
Will this be a reappointment No	MembershipType:	Interview Time:	Sept 21 at 7:00 p.m.
Andrew Jawitz	4 Evergreen Drive	370-5481	5/10/2011
Will this be a reappointment	MembershipType: Creative Economy	Interview Time:	May 18, 7:15
Stephanie Slocum	Brunswick Downtown Assoc.	729-5137	3/11/2011
Will this be a reappointment	MembershipType: BDA member	Interview Time:	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:	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:	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:	March 17, 6:00 p.m.
Katherine Wilson	144 Pleasant Street	725-0179	7/25/2011
Will this be a reappointment no	MembershipType: Resident of Pleasa	Interview Time:	Sept 21 at 6:00 p.m.

Police Station Subcommittee

Rita	Worthing	26 Eastern Shore Road	729-6050	8/15/2011
Will this be a reappointment	No	MembershipType: Citizen	Interview Time:	<input type="text" value="Sept 21 at 6:15 p.m."/>

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."/>

Village Review Board

Elizabeth	Marr	34 Cumberland St	721-0490	9/19/2011
Will this be a reappointment	No	MembershipType: Citizen	Interview Time:	<input type="text" value="Sept 21 at 7:15 p.m."/>

Water District Trustees

Mary Anne	Lawler	22 Kimberley Circle	729-5455	9/8/2011
Will this be a reappointment	Yes	MembershipType:	Interview Time:	<input type="text" value="Sept 21 at 6:30 p.m."/>

Zoning Board of Appeals

James	Mason	30 McKeen Street	415-2491	9/19/2011
Will this be a reappointment	No	MembershipType: Associate Member	Interview Time:	<input type="text" value="Sept 21 at 6:45 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:

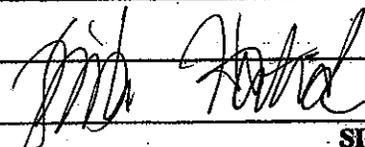
Do you currently serve on any Town Board/Committee/Commission? X If so, please state name of Board/Committee/Commission and the number of years of service:
RECREATION COMMISSION Number of Years 2 Date term expires 07/01/11

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
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

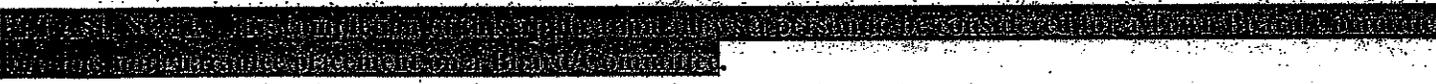
Have you previously served on a Town board/committee/commission? Y If so, please list the board/committee/commission and years of service:
Village Rev. Bd - see above
Downtown Master Plan Com - 2 yrs
Comp Plan Committee (1st Comp Plan) - 2-3 yrs Emily J. Swan
SIGNATURE

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 DmPC, which recommended creation of this committee

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

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

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

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

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

yes

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

no

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



Town of Brunswick

Application for

Appointment to Board/ Committee/ Commission

For Office Use Only

1-14-11 Date App.

Received

Date App.

Entered

Appointed

Feb 14
Unavail.

Full Name: Sande Updegraph Date 1-14-11

Street Address: 124 Durham Road

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

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:

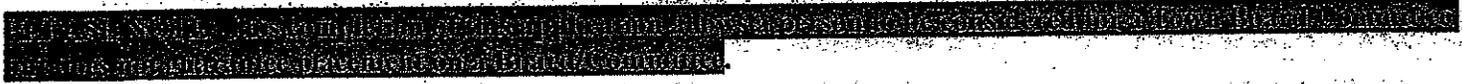
Sande Updegraph
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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: _____ TERM EXPIRES: _____
Category

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

Occupation: Retail Manager/Owner

Employer: Morning Glory Natural 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

Street Address: For Brunswick Downtown Association (BDA)

Office Telephone #: 729-4439

Home Telephone #: 729-5137 E-mail Address: director@brunswickdowntown.org I live in Council District #: N/A

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

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

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

Number of Years _____ Date term expires _____

Occupation: Executive Director

Employer: Brunswick Downtown Association Work Telephone #: 729-4439
(“BDA”)

List any civic organizations to which you belong:
None since my return in January 2011. Prior (2003-2008): Midcoast Hunger Prevention, Tedford Housing, Local Outreach Committee, Food Assistance

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
Eight years of economic development, downtown strategic planning, partnerships with local nonprofit organizations, municipalities, state agencies, and residents.

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

Stephanie B Slocum
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Downtown-Outer Pleasant Street Implementation Committee

Term Length: 3

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

I understand the scope of the Master Plan and expect to work with Committee members to establish priorities which the Committee and others will work on.

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

Masters in Public Administration. Eight years working with municipal staffs, managers, and councils. Private and public Committee work for over thirty years - from the size of Visa to Midcoast Hunger. Experience in project planning and leadership, facilitation, project loss management, problem resolution, and contract negotiation.

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

As the Executive Director of the BDA, I am committed, as well as passionate, about the sustainability and therefore improvement of the Downtown and Outer Pleasant Street Corridor. As the BDA's official representative, I am in a unique position to provide support and representation from the Downtown community which includes Outer Pleasant Street.

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

It is my intent to attend all meetings.

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

No conflict of interest.

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

I have included my resume and a letter from the Chair of the BDA Board indicating the Board's decision to ask Brunswick's Town Council to appoint me as their official representative on this Committee. I would look forward to this appointment as a unique opportunity to contribute to the Town of Brunswick.



March 11, 2011

Joanne King
Chair
Brunswick Town Council
28 Federal Street
Brunswick, ME 04011

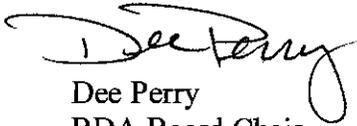
Dear Chairperson King,

The Brunswick Downtown Association ("BDA") was very pleased that the Brunswick Town Council approved the Master Plan for Downtown Brunswick and the Outer Pleasant Street Corridor ("Master Plan").

As was recommended by the Master Plan Committee, the BDA is excited about having a representative on the Master Plan Implementation Committee. At its February Board meeting, the Board members unanimously approved its Executive Director, Stephanie Slocum, submission of her application to be the official representative of the BDA.

We appreciate the opportunity to be an active member of the Master Plan Implementation Committee and look forward to partnering with the Town of Brunswick on improvements to our Downtown and Outer Pleasant Street.

Sincerely,



Dee Perry
BDA Board Chair

Stephanie B. Slocum

59 High Head Road
Harpwell, ME 04079

Contact: 207-329-0951
Email: jslocum43@aol.com

QUALIFICATIONS

Thirty years in non-profit and financial services organizations with focus in the following areas:

- * Business creation, retention, expansion, transition, & recruitment/attraction
- * Project planning/management/execution
- * Strategic planning and execution
- * Profit and loss management/budgeting
- * Solution creation, mediation and facilitation
- * Product development & management
- * Fundraising
- * Marketing/advertising
- * New business development
- * Expense reduction/cost avoidance
- * Client/member relationship management
- * Grant-writing
- * Contract negotiations with S&P 500 companies

RECENT PROFESSIONAL EXPERIENCE

January, 2011 to BRUNSWICK DOWNTOWN ASSOCIATION ("BDA") Brunswick, ME

Present Executive Director

Responsibilities: Management of a downtown revitalization program requiring the development and execution of the Main Street program, a Marketing Plan, and a strategic plan to focus the BDA Board and establish priorities for 2011, as well as the coordination of all program activities locally and state-wide.

October, 2009 to DOWNTOWN MOREHEAD CITY REVITALIZATION ASSOCIATION

January, 2011 ("DMCRA"), Morehead City, NC Executive Director

Responsibilities: Leadership for Main Street revitalization program requiring development and implementation of economic and tourism development initiatives to enhance the Downtown commercial and residential district.

Selected Accomplishments:

- Leadership for an Association that needed to be reorganized, refocused, reinvigorated, and revalued
- Led DMCRA's implementation of the Main Street program, to include facilitating a strategic plan, guiding Program Committees to roles, goals, and priority projects for 2010 focused on maximizing the DMCRA's impact on the Downtown and its businesses, and providing renewed Board commitment, focus, and ownership
- Revived DMCRA value proposition by expanding Board to include representation of Downtown businesses and implementing an aggressive business retention program responsive to needs identified in a survey of businesses including the development of a new Downtown brand, regular communications, Business Forums, enhanced Downtown appearance, and a marketing plan with a cooperative marketing program, and establishment of a new web site and a Visitor Center
- Successful grant applications and implementation management
- Established record-setting fundraising and volunteer recruitment initiatives
- Creation of new events intended to bring people into Downtown, including Saturday Market, Christmas in Downtown Morehead, and First Friday Art Walks

November, 2008 to COLLEGE OF WILLIAM AND MARY/OFFICE OF ECONOMIC

September, 2009 DEVELOPMENT, Williamsburg, VA Volunteer/Special Projects Consultant

Responsibilities: Research for and development of economic development strategies and promotion of economic and community opportunities for the Hampton Roads region including the knowledge economy, the creative economy, tourism enhancement, lodging occupancy partnership and marketing plan, and web site design and content development of economic and demographic indicators intended to attract business location consultants.

June, 2005 to **FREEPORT ECONOMIC DEVELOPMENT CORPORATION**, Freeport, ME
October, 2008 Executive Director

Responsibilities: Lead and manage the non-profit Corporation's business retention, expansion, and attraction programs, work closely with local elected and appointed officials, organizations, business community, and potential clients in promoting Freeport as a desirable, supportive location in which to operate a business, advocacy of business issues with municipal leaders, and partnership building among businesses, government, applicable organizations, and residents.

Selected Accomplishments:

- Provided business retention and expansion support for all businesses (e.g., L.L.Bean, national and regional companies, and locally-owned small businesses), property owners, and non-profits in Freeport including problem resolution and advocacy at Town Council, Planning Board, and Project Review Board meetings, the Town Manager, Town staff, Maine's State Senate President, Maine's Commissioner of Department of Economic and Community Development, and Maine's Governor
- Developed new vision and image program for business attraction strategy, which included data collection, redesigned web site, brochure, and an Available Commercial Property Database, directed at developers, real estate brokers, site locators, and potential businesses
- Established five-year strategic plan of organizational goals, objectives, strategies, tactics, and projects and made measurable progress toward each
- Self-initiated programs to enhance business retention and expansion, including lodging-focused, green, culinary tourism, cultural tourism/creative economy, affordable housing, local education system, geographic regions, and educational/marketing programs
- Coordinated \$17.5 million Tax Increment Financing application and Town Council approval
- Led development of Freeport Chamber of Commerce to proactively address destination marketing, economic development, and business to business services

February, 2004 to **BRUNSWICK DOWNTOWN ASSOCIATION**, Brunswick, ME
June, 2005 Executive Director

Responsibilities: Economic development and marketing of downtown Brunswick, including business retention and recruitment initiatives, identification and implementation of business and community enhancement programs, member business advocacy with government leaders, and partnership building among businesses, town government, applicable organizations, and residents.

Selected Accomplishments:

- Implemented new position and administrative office of Executive Director
- Re-energized Board and membership, making significant progress toward achievement of mission and goals
- Developed and enhanced relationships with community leaders and organizations
- Initiated downtown economic development efforts and successful marketing strategies for current businesses, including a business expo at Bowdoin College, a new restaurant service, and December's Home for the Holidays shopping initiative
- Created and chaired the Business Development Committee responsible for the retention and expansion of current businesses and the recruitment of new businesses
- Provided members with regular, informational communications that enhanced organizational credibility

June, 2002 to **FLEETBOSTON FINANCIAL**, Brunswick, ME
December, 2003 Branch Manager/Consumer Banking and Distribution

Responsibilities: Leadership of branch personnel in the accomplishment of sales, customer service, operations/risk/compliance, and employee favorability goals.

Selected Accomplishments:

- Achievement of highest audit review level after three years of critical care watch list status

- Successive quarters of exceeding all established goals
- Significantly increased level of customer service satisfaction within branch

February, 1999 to **NATIONAL CITY CORPORATION**, Cleveland, OH
 June, 2002 Senior Vice President/Corporate Operations and Information Services
 Client Relationship Manager

Responsibilities: Strategic partnership with executive management of internal lines of business providing appropriate technology solutions. Leadership role in initiation of projects, identification and development of opportunities and supportive business cases, culture modification, and high-level problem resolution. Development and management of client relationships.

Selected Accomplishments:

- Initiated 71 projects in 2001 for a total budget of over \$35,000,000.
- Led opportunity development for check imaging and enterprise-wide solution for edocument management by developing the business case and analyzing alternatives, enabling projected annual savings of \$15,000,000.
- Created and implemented strategic planning process and toolkit for seven clients, facilitating business case analysis and prioritization of multi-year technology plans and identifying opportunities that will achieve long-term goals of improved service quality and increased cost reduction.
- Development and execution of service plans that enhance client relationships and achieve attention to and ensure delivery on client expectations resulting in enhanced service level improvements, leveraging technology opportunities across multiple lines of business, partnership across technology and operations organizations, and proactive problem resolution.

PREVIOUS PROFESSIONAL EXPERIENCES

KEY BANK CORPORATION Vice President/Electronic Commerce Client Relationship Manager
INTEGRION FINANCIAL SERVICES Director of Product Development, Planning and Management
INTERNET, INC. Director of Merchant Point of Sale Services
VALLEY NATIONAL BANK SVP, Manager of Electronic Delivery Services including merchant debit and credit services and electronic banking

EDUCATION

Roosevelt University, Chicago, IL Masters in Public Administration. GPA-3.9/4.0
University of Maine, Orono, ME Bachelor of Arts, Political Science, Dean's List
Economic Development Certification: Two courses remaining

RECENT AFFILIATIONS

Midcoast Regional Redevelopment Authority: Treasurer/Chair of Finance Committee, and Business Attraction Committee
Freeport Merchants Association: Board Member, Marketing and Events Committee, and Community Relations Committee Member
Memberships: Maine Governor's Advisory Council for Economic Development, Economic Development Council of Maine, Commissioner of Maine's Department of Economic and Community Development's Regional Economic Development Council, Midcoast Business Development and Planning Alliance, Regional Business Park Development Task Force, Midcoast Business Developers Group, SmartGrowth Maine, Maine Real Estate Development Association, Chambers of Commerce
Former Owner and Operator: Mainely Desserts

**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:

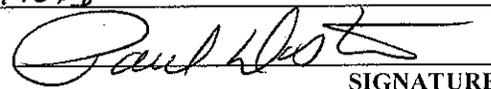
Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

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

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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	
6-13-11	Date App. Received
_____	Date App. Entered
_____	Appointed

Full Name: Newell August Date 6/10/11

Street Address: 3 Colon-Dr 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

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APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Conce Notion 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

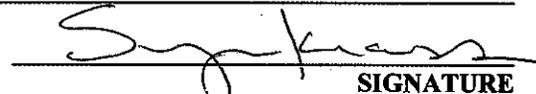
List any civic organizations to which you belong:

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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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:

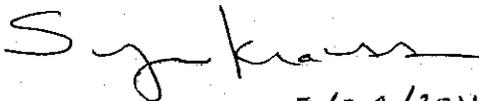
I am respectfully requesting an interview for the opening seat on Brunswick's Recreation Commission.

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

9/21 6p.m.

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

For Office Use Only	
7/25/11	Date App.
<input checked="" type="checkbox"/>	Received
<input type="checkbox"/>	Date App.
<input type="checkbox"/>	Entered
<input type="checkbox"/>	Appointed

Full Name: Katherine E. Wilson Date 7/25/11

Street Address: 144 Pleasant St

Home Telephone #: 725-0179 E-mail Address: JUSTAMINDPIN@gmail.com I live in Council District #: 4

I wish to be considered for appointment to the:

Resident Pleasant St
Downtown & Outer Pleasant St 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? No If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years _____ Date term expires _____

Occupation: Self employed pet groomer

Employer: Self Work Telephone #: 725-0179

List any civic organizations to which you belong:
Very involved in legislation issues concerning animal welfare -
have testified many times

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
been very active in dog clubs - which is like any other group - you
need to find a way to make thing work

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

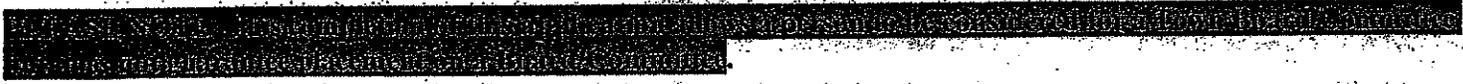
SIGNATURE

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: Downtown and Outer Pleasant St Committee

Term Length: _____

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

Not at this time

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

Worked in a lot of clubs (dog mostly) - lots of work with legislation concerning animal welfare - It takes a lot of listening and compromise to make it all work. Also have been very active in Equal Rights Issue - having testified about all issues - I have a very

level / heard

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

Living in Brunswick and as a life resident of Pleasant St I am concerned about its future as well as present

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
<input checked="" type="checkbox"/> Date App. Received
<input checked="" type="checkbox"/> Date App. Entered
<input type="checkbox"/> Appointed

Full Name: Rita C. Worthing Date August 15, 2011

Street Address: 26 Eastern Shore Rd Brunswick

Home Telephone #: 729-6050 E-mail Address: mrworthing@comcast.net I live in Council District #: 2

I wish to be considered for appointment to the:

Police Station Subcommittee (citizen position)
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: upon appointment

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: project completion

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: Homemaker

Employer: _____ Work Telephone #: _____

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:

BA Bowdoin College (Environmental Studies/Sociology)

Environmental specialist/consultant at Maine DEP (1980-1989)

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

Brunswick Planning Board (16 years) 1988-1995, 1998-2008

Planning Board Chair 14 years

Rita C. Worthing

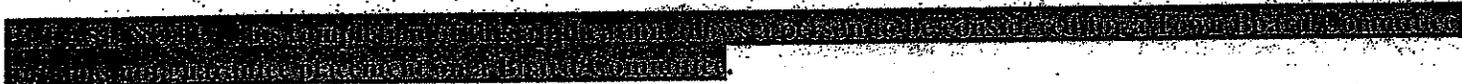
SIGNATURE

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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: Police Station Subcommittee

Term Length: until project completion

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?

- BA Bowdoin College (Environmental Studies/sociology), DEP specialist/consultant
- Planning Board member 16 years. As Planning Board representative I served on the Brunswick CIP for 3 years and on the subcommittee charged with building the Cook's Corner Fire Station. I was also Chair of the PB during the review and construction of the new High School.

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

The new police station proposed for the corner of Pleasant and Stanwood streets is a very important and exciting project for the Town. It has the potential to be a great "gateway" project to our wonderful downtown and I would like to be involved in making sure it is well thought out.

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

Absolutely

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?

I have worked on committees with 3 current Town Councilors. Planning Board with Councilor Pels, CIP with Councilor King and Fire Station subcommittee with Councilor Watson.

6:30pm a/a

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

For Office Use Only	
9/8/11	Date App.
<input checked="" type="checkbox"/>	Received
	Date App.
	Entered
	Appointed

Full Name: Mary Anne D. Lawler Date Sept. 8, 2011

Street Address: 22 Kimberley Circle

Home Telephone #: 729-5455 E-mail Address: Molmag@mac.com I live in Council District #: 1

I wish to be considered for appointment to the:

Water District Trustee

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 09/11

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 09/14

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:

Water District Board Number of Years 9 Date term expires 09/11

Occupation: Retired

Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:

Kappa Gamma Pi

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

30 Years employment with IBA; Policy, Budget, Personnel experience; experience in managing a large organization and successfully completing goals; experience with testing, certification and quality assurance.

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

- Water District Board - 9 years

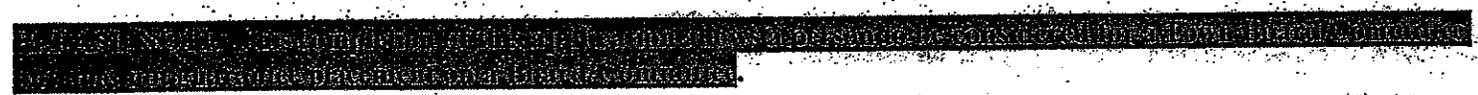
Mary Anne D. Lawler
SIGNATURE

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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: Water District Board

Term Length: 3 years

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

NO

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

Please see attached Resume.

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

To continue to accomplish plans set in place over the last 9 years. To continue to keep BT Water District one of, if not the, best in Maine.

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?

Please see attached Resume.

Mary Anne D. Lawler



22 Kimberley Circle
Brunswick, Maine 04011

September 07, 2011

Biographical Sketch

Mary Anne Lawler was born in New York City. She grew up on Long Island, New York graduating from Our Lady of Mercy Academy before attending the College of Notre Dame of Maryland in Baltimore, Maryland where she earned a Bachelor of Arts Degree majoring in History.

Following graduation from Notre Dame, Mary Anne joined the IBM Corporation. She held various positions in Systems Engineering and Marketing before appointment to the position of Corporate Director of Standards. This position detailed working with governments {in the US this required many contacts with the Federal Communications Commission, the Department of Defense, the National Institute of Standards and Technology, the General Services Administration, and the Environmental Protection Agency; while in Europe many contacts were established with directorates of the European Commission}. Also Mary Anne represented IBM to various U.S. based industry organizations including the American Water Works Association and the American National Standards Institute. Additionally Mary Anne represented IBM to the International Standards Organization and the International Electrotechnical Commission both located in Geneva, Switzerland. Finally, Mary Anne served as Chairman of the International Committee responsible for developing and coordinating Information Technology Standards worldwide {known formally as ISO/IEC JTC1}.

Mary Anne was awarded the Edward Lohse Information Technology Medal by the American National Standards Institute for: participation in the development of National and International Information Technology Standards; demonstrated leadership in the promotion of Information Technology Standards, and fostering cooperation among the bodies involved in global standardization.

During Mary Anne's previous terms as Water District Trustee, she has served as Vice President of the Board for 1 1/2 years and as President of the Board for 2 1/2 years. During this time, she participated in gaining approval from the PUC for a reasonable rate increase, fair union negotiations, and the smooth replacement of the superintendent following the unexpected retirement of the previous superintendent.

Many other things were accomplished during this time, including but not limited to the construction of a new water tank, replacement of the water main on River Road, the implementation of a GIS system, the initiation of an automated asset management plan, an assessment of the needs of the Jackson facility, and maintaining facilities while staying within budget.

Mary Anne and her husband, Mike, both retired in 1999 and relocated from Stamford, Connecticut to Brunswick where they currently reside with their Golden Retriever Milly.

Mary Anne has a long history of volunteer service to the community and would like to continue that here in Brunswick.

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

For Office Use Only	
SEP 19 2011	Date App. Received
	Date App. Entered
	Appointed

Full Name: James Mason Date 9/15/11

Street Address: 30 McKeen Street

Home Telephone #: (207) 415-2491 E-mail Address: jmason@jamesmmason.com I live in Council District #: 7

I wish to be considered for appointment to the:

Zoning Board of Appeals

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS:

n/a

and/or

ASSOCIATE MEMBERSHIP STATUS:

X

TERM EXPIRES:

7/1/2013

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: Attorney

Employer: Self-employed

Work Telephone #: (207) 619-1945

List any civic organizations to which you belong:

SailMaine

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

In addition to being a practicing attorney, I serve as a board member of the Cumberland County Board of Assessment Review.

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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APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Zoning Board of Appeals

Term Length: 22 months remaining

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

What is the difference between an association member and a full member?

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

I am attorney who has been handled cases involving land use issues as well as those utilize administrative appeals, so, I understand the process the Board uses. My time on the Cumberland Count Board of Assessment Review has given me experience serving on a panel hearing citizen matters.

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

Having recently moved to Brunswick this summer, I am looking for a way to get involved in contributing to my community. I've found my time with the Board of Assesment Review to be satisfying and I would be interested in getting involved in land use matters that are not ordinarily part of my own practice.

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?

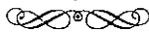
Yes

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

I would welcome the opportunity to use my background and professional expertise to play a role in helping the people of Brunswick.

JAMES M. MASON

Attorney at Law



WORK EXPERIENCE

Adjunct Professor

FALL 2008 - PRESENT

University of New England, *Biddeford, ME*

Developed and taught courses in the Department of Business and Communication, including: *Legal Environment of Business* (F08-F11), overview of the laws and regulations governing the business world; *Employment Law* (S10), a seminar on the laws affecting the workplace and *Communication Law*, a look at the restrictions and protections of the public's freedom of expression (*scheduled for S12*). Averaged 4.6 out of 5.0 for overall rating on student evaluations.

Owner

NOVEMBER 2009 - PRESENT

James M Mason LLC, *Brunswick, ME*

Solo practitioner assisting business owners with legal issues including business formation, partnership agreements, employment law matters and reviewing and drafting contracts. Represent clients in criminal and civil litigation matters. Served as consultant for other attorneys on complex criminal federal appeals and commercial litigation trial matters. Develop and present seminars to small business on workplace issues, including sexual harassment and estate planning.

Executive Coordinator

DECEMBER 2010 -- AUGUST 2011

Friends of Merrymeeting Bay, *Bowdoinham, ME*

Sole staff person for a small environmental non-profit. Responsible for organizing membership activities, fundraising efforts, including grant writing, public outreach and coalition building with other community organizations. Coordinate in-school education visits and twice yearly hands-on outdoor environmental education experience reaching 450 children annually.

Associate Attorney

MAY 2008 -- AUGUST 2009

Smith Elliott Smith & Garmey, *Saco, ME*

Handled business disputes, plaintiff personal injury and products liability cases, collection matters for individuals and businesses in state and federal bankruptcy court. Responsible for all phases of case including client intake, drafting interrogatories and requests for documents, conducting depositions of parties and witnesses, arguing motions and hearings. Negotiated settlements with opposing counsel and insurance companies.

Associate Attorney

2004 - 2007

Emanuel & Dunn, PLLC, *Raleigh, NC*

Defended short and long term disability decisions made by plan administrators under ERISA in federal court. Drafted memorandums of law for summary judgment and upon appeal. Represented drivers on behalf of their insurance company in automobile accident cases from the initial claim, discovery and mediation, through to jury trial.

Coastal Communities Coordinator

2000 – 2001

State of North Carolina, Division of Coastal Management, *Beaufort, NC*

Served as community liaison for a planning and education initiative between NOAA's National Estuarine Research Reserve Program and NC Division of Coastal Management. Interacted with various stakeholder groups in North Carolina coastal communities, including local officials and planners, scientists, community activists and state agencies to develop educational materials and communication strategies for land use planning efforts.

University Education Coordinator

1998 - 2000

State of Louisiana, Louisiana Universities Marine Consortium, *Chauvin, LA*

Responsible for the daily operations of marine center's field based and long distance university-level education programs for member institutions. Recruited instructors, aided in new course development, assembled course materials, and developed marketing strategies and materials to increase enrollment.

EDUCATION

Juris Doctor

2004

Wake Forest University School of Law, *Winston-Salem, NC***Master of Environmental Studies – Environmental Policy**

1998

University of Charleston/Medical University of South Carolina, *Charleston, SC***Bachelors of Arts – History**

1994

Duke University, *Durham, NC*

PROFESSIONAL DEVELOPMENT

- Taught section of continuing legal education course for lawyers and human resources managers advising on the recent changes to the Family Medical Leave Act (Spring 2009)
- Co-Authored "Selected Topics in Tort Damages"- MBA Litigation Institute Handbook (Fall 2008)
- Member, Cumberland County Board of Assessment Review (2010) – member of panel hearing tax abatement appeals from various municipalities throughout Cumberland County
- Licensed to practice in North Carolina (2004) and Maine (2007). Admitted in the U.S. District of Maine, all Federal Districts of North Carolina and the First and Fourth Circuit Court of Appeals

798-4600

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

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

SEP 19 2011

Full Name: Jacqueline ("Jaki") Ellis Date 9/1

Street Address: 225 Woodward Pt Rd

Home Telephone #: 798-5043 E-mail Address: jaki.ellis@myfairpoint.net I live in Council District #: 1

I wish to be considered for appointment to the:
Downtown plan implementation committee
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:
FULL MEMBERSHIP STATUS: TERM BEGINS: 2011
and/or
ASSOCIATE MEMBERSHIP STATUS: TERM EXPIRES: 9

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: Healthy Schools consultant. Also co-chair of ACCESS Health
Employer: Self { Healthy Maine Partnership
Work Telephone #: 798-5043
Home _____

List any civic organizations to which you belong:
ACCESS Health Healthy Maine Partnership, Nature Conservancy
Bruns-Topsham Land Trust, Performing Arts Center at Bath etc etc

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

- ① National consultant and curriculum developer in school health
- ② 8 yrs as Director of School Health, DHHS w/ focus on policy and environmental change in schools and communities

Have you previously served on a Town board/committee/commission? yes If so, please list the board/committee/commission and years of service:
Search committee for school supt (for person before Paul Peranoski) year?

③ 35 yrs working with local schools Jacqueline Ellis SIGNATURE

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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: Brunswick Downtown ^{Plan} Implementation Committee

Term Length: _____

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

Frequency of meetings
Expectations between meetings
See 4.

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

See page 1, especially work w/ schools and communities in Maine
who are attempting to strength policies and environments that
support health of residents - physical, mental and social.

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

I am interested in improving my community. Brunswick has
a lot to offer, but could benefit from being more pleasant st
pedestrian + bike friendly ^{and having} a more welcoming Main St.
What is good for health of residents is also promotes a healthy economy.
Our local healthy Maine Partnership has started to work on a project

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

I could not find this under the DMP IC ^{W/ BDA that fits w/}
Committee section of website ^{Downtown plan.}

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?

Now that I am partly retired, I look forward to
being able to help contribute ^{to} / serve my community

Jacqueline Ellis, M.S. in Ed, CHES
Healthy Schools Consultant
jaki.ellis@myfairpoint.net
(207) 798-5043

Professional Experience/Consultation

- 2009-11 Policy Consultant, Maine Assembly on School-based Health Care.
- 2009-10 Advisor to Education Practicum on Youth Obesity Prevention, Daniel Hanley Center for Health Leadership, Augusta, Maine.
- 2001-09 Director, Coordinated School Health Programs, Maine Department of Health and Human Services.
- 1999-01 Facilitator, National School Health Coordinator Leadership Institute, American Cancer Society, National Home Office, Atlanta, Georgia (small group facilitator for 3 annual summer institutes and 3 weekend booster sessions).
- 1998 Coordinator, Design Team, National School Health Coordinator Leadership Institute, American Cancer Society, National Home Office, Atlanta, Georgia (10/98).
- 1998 Consultant to the New York Academy of Medicine and American Skin Association on the development of a K-12 skin health program and curriculum.
- 1995 Consultant on National Health Education Standards assessment rubric development.
- 1993-94 Regional Health Education Training Consultant for *Healthy Kids, Healthy Schools*. Education Training and Research (ETR) Associates.
- 1986-90 K-12 Health Education Coordinator, Maine School Administrative District #75.
- 1986-90 Coordinator for Regional Coalitions (Maine School Health Education Coalition).
- 1984-86 K-12 Health Education Consultant, Georgetown, Woolwich and Phippsburg Schools, Maine.
- 1979-83 K-12 Health Education Coordinator, Bath and West Bath Schools (Maine).

Publications

- 2010 O'Brien LM, Polacsek M, MacDonald PB, Ellis J, Berry S, Martin M. Impact of a school health coordinator intervention on health-related school policies and student behavior. *J Sch Health*. 2010; 80: 176-185.
- 2009 *Benefits of School-Based Health Centers*. Fact sheet for Maine Assembly for School-Based Health Care (MeASBHC).
- 2007 *Healthy Schools, Healthy Kids TV Series*. A series of seven 30-minute programs hosted by Maine's First Lady.
- 2002 *Maine Guidelines for Coordinating School Health Programs*. Maine Departments of Education and Health and Human Services. (Facilitator and Editor)
- 2000 *Safety Makes Sense! A Handbook on Safety and Unintentional Injury Prevention for Middle Schools*. New York, NY: Board of Education of the City of New York.
- 2000 American Cancer Society. *National School Health Coordinator Institute Replication Guide*. Chapter on Essential Structures.
- 1999 *Step by Step to Implementing Health Education Standards*. Santa Cruz, CA: Education, Training and Research Associates (ETR).
- 1999 *Generation Fit: An Action Packet to Promote Nutrition and Physical Activity*. National Home Office of the American Cancer Society. Atlanta, GA.
- 1996 *Telling Fact from Fiction: An Action Packet to Reduce the Influence of Advertising on Youth*. National Home Office of the American Cancer Society. Atlanta, GA.
- 1994 *Actions for Health*, grades 1, 2, and 6 of an elementary health curriculum. Santa Cruz, CA: ETR Associates.
- 1991-93 *Helping Children Stay Off Drugs* (1994) and *Talking with Children about HIV/AIDS: You Don't Need to be an Expert* (low literacy booklets for parents and caregivers). New York City: National Center for Health Education.

- 1991-93 Co-author of "Involving Families and the Community", Volume II of *Healthy Me, Healthy Maine, Primary Prevention Skills for a Healthy Maine*. (Maine DOE)

Presentations at State, National and International Conferences

- 2008 *Physicians and Schools Working Together towards Healthy People 2010 Critical Objectives for Adolescents*. American School Health Association. 11/08.
- 2007 *Building Strong State-Level Partnerships*. Joint meeting of the Society of State Directors of Health, Physical Education and Recreation; National Association of Chronic Disease Directors; and Directors of Health Education and Health Promotion, 12/07.
- 2007 *Coordinating Care for Children at School: A Joint Conference of the Academy of Pediatrics, Maine Chapter; Maine Academy of Family Physicians, Maine Coordinated School Health Program and Maine Association of School Nurses*.
- 2006 Expert Panel Participant: *Strategies for Addressing Chronic Health Conditions within a Coordinated School Health Program*. US CDC, Washington, DC, 10/06
- 2004 *State Successes in CSHP: The Maine Story*. Plenary Session Annual Funded Partners Meeting (CDC DASH), 11/04.
- 2000 Moderator for *Connecting Education and Health: A Panel Discussion with School Superintendents*. American School Health Association, Albuquerque, NM, 10/02.
- 2001 Personal and Social Skills as an Essential Component of School Mental Health Programs. Paris, France, International Union for Health Education and Health Promotion, 6/01.
- 1999 *Encouraging Collaboration between Health Education, Character Education and Social and Emotional Learning (SEL) Programs*. American School Health Association. Kansas City, MO, 10/99.
- 1999 *Think Globally, Act Locally*. Cancer Society of New Zealand Inaugural National Conference. Workshop presented with Dr. John Seffrin, American Cancer Society CEO, Christchurch, New Zealand, 10/99.
- 1996 *Developing Health-Focused Interdisciplinary Units That Work: Using the Right Tools*. Association for Supervision and Curriculum Development Annual Conference, New Orleans, 4/96.
- 1993 *Tools for Advocacy: Preparing Coalition Members to be Effective Advocates*. National School Health Education Coalition Institute, Washington, DC, 7/93.
- 1988 *Developing Grassroots Support for Comprehensive School Health Education: A Statewide Model for School/Community Coalitions*. ASHA Annual Conference, Indianapolis, IN, 10/88

Professional Service

- 2010-12 Chairperson, Council on Administrator Support for School Health, American School Health Association.
- 2001-03 Founder and Chair, Task Force on Administrator Support for School Health, American School Health Association.
- 1996-97 State Coalition Representative to Executive Board of National School Health Education Coalition (NASHEC)
- 1996 Representative of American School Health Association on Gore-Chernomyrdin Commission Health Committee. Attended Joint US-Russia Conference on School Health Education and Health Promotion in Moscow in June, 1996.
- 1995-96 Coordinator, Maine School Health Summit, co-sponsored by the Maine School Health Education Coalition, Maine Governor's Office and Maine Congress of Parents and

Membership in Professional Associations

American School Health Association- 31 years

American Association for Health Education 29 years

Association for Supervision and Curriculum Development: 27 years

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

For Office Use Only	
Date App.	Received
SEP 19 2011	Date App.
	Entered
	Appointed

Full Name: ELIZABETH M. MARR Date Sept 10, 2011

Street Address: 34 Cumberland St.

Home Telephone #: 207 721 0490 E-mail Address: _____ I live in Council District #: 6

I wish to be considered for appointment to the:

Village Review Board
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 10/21/2011

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 10/20/2011

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:

Village Review Board Number of Years 9 Date term expires 10/20/2011

Occupation: Formerly Sr. Research Associate, Director of Customer Service, Office Manager

Employer: Retired Work Telephone #: NA

List any civic organizations to which you belong:

NorthWest Brunswick Neighborhood Association 11 years, NWBNA Board member 9 years
Swinging Bridge Advisory Committee

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

acted as
Maine Preservation member, liaison between Boston Area Hospitals, MIT, and MEEI Laboratory
worked closely with architects for design of new space at MIT & MEEI; Budgeting Analysis Research
writing & editing

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

VRB - 9 years

Elizabeth Marr
SIGNATURE

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APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Village Review Board

Term Length: 3 years

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

No

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

I've worked extensively on architectural plans; researched and wrote history of NWBNA, coordinated and led two tours of the neighborhood and one of historical sites the owners of which were honored by the BDA for preservation efforts; coordinated lecture by Greg Paston, Executive Director of Maine Preservation for Historic Preservation Month; worked with VRB on

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

update of applicable ordinance and Design Guidelines.

I believe historic buildings and neighborhoods

add to the "charm" of Brunswick; are a draw for tourists, and contribute to the economic viability of the town

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

CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
September 19, 2011
6:45 P.M. – Executive Session
7:00 P.M. – Regular Meeting
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; Richard Rizzo, Police Chief; Marc Hagan, Deputy Police Chief, Todd Ridlon, Police Lieutenant; Kris Hultgren, Town Planner; and TV video crew.

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

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

Councilor Knight moved, Councilor Favreau seconded, to go into executive session per 1 M.R.S.A. §405(6)(C) to discuss property acquisition and disposition. The motion carried with eight (8) yeas. Councilor Pols arrived after the vote.

MEETING RESUMES

Chair King resumed the meeting and asked for the Pledge of Allegiance.

Public Comment:

Christine DeTroy, resident, spoke about the letter drafted for the Congressional delegation regarding AMTRAK and how the Town Council had not supported a similar letter a year ago to support bringing the war dollars home.

Songren Cui, 52 Bouchard Drive, said he is not in favor of the Brunswick West site for the layover station and if it happens, he hopes the Council will give serious consideration to a quiet zone at Stanwood and Union Streets.

Correspondence:

Councilor Favreau congratulated Brunswick's high school football team for beating Lewiston.

Adjustments to the Agenda: None

MANAGER'S REPORT:

(a) Financial Update

Manager Brown gave this update.

(b) Council Committee Updates

An update was given on the Police Station Building Committee.

(c) Letter to Congressional Delegation on AMTRAK funding (*Action Required*)

Manager Brown spoke on this item.

Councilor Atwood, Chair King and Councilor Pols spoke on this item.

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

Councilor Tucker moved, Councilor Watson seconded, to have the Town Manager send a letter to the Congressional delegation stating the Council's opposition to the reduction in funding of train service as passed in the 2012 funding bill of the House Appropriations Committee on Transportation & Housing. The motion carried with nine (9) yeas.

(The copy of the letter will be attached to the official minutes.)

PUBLIC HEARINGS

- 102. The Town Council will hear public comments on the following Automobile Graveyard and Junkyard License application, and will take any appropriate action. (Manager)**

**Shawn Letourneau
D/B/A: Brunswick Auto Recycling, LLC
117 Bath Road**

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

Councilor Pols asked a question; Manager Brown responded.

Councilor Tucker abstained from the vote since his firm represents Brunswick Auto Recycling, LLC.

Councilor Watson moved, Councilor Favreau seconded, to approve an application for an Automobile Graveyard and Junkyard License for Brunswick Auto Recycling, LLC. The motion carried with eight (8) yeas. Councilor Tucker abstained.

NEW BUSINESS

103. The Town Council will consider setting a public hearing for October 3, 2011, on amendments to the Zoning Ordinance relative to creating a CU7 zoning district on the Longfellow School property, and will take any appropriate action. (Manager)

Manager Brown spoke on this item.

Councilor Pols moved, Councilor Favreau seconded, to set a public hearing for October 3, 2011, on amendments to the Zoning Ordinance relative to creating a CU7 zoning district for the Longfellow School property. The motion carried with nine (9) yeas.

104. The Town Council will consider affirming the Council's intention to locate a future police station at the corner of Stanwood and Pleasant Streets, and will take any appropriate action. (Chair King)

Chair King spoke on this item.

Councilor Perreault, Councilor Tucker, Councilor Wilson, Councilor Favreau, Councilor Knight, and Councilor Pols spoke on this item.

Councilor Favreau moved, Councilor Watson seconded, to affirm that the Council's intention is to locate a future police station at the corner of Pleasant and Stanwood Streets. The motion carried with nine (9) yeas.

(A copy of a memo from Manager Brown, providing background on this location and project, will be attached to the official minutes.)

105. The Town Council will discuss an AMTRAK quiet zone designation for Union and Stanwood Streets, and will take any appropriate action. (Councilor Atwood)

Councilor Atwood spoke on this item.

Manager Brown spoke on this item and responded to questions from Councilor Pols and Councilor Favreau.

Councilor Wilson spoke on this item.

Bridget Grosser Edmonds, 28 Bouchard Drive, spoke on this item.

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

- 106. The Town Council will consider approving a request from the Brunswick Downtown Association to hold their annual Outdoor Arts Festival on August 18, 2012, and will take any appropriate action. (Manager)**

Manager Brown spoke on this item.

Dave Nadeau, BDA, thanked the Council for supporting this event, and he responded to a question from Councilor Pols.

Councilor Knight stated her husband was on the BDA board, but he receives no direct financial benefit from this so she would like to vote on this item.

Councilor Perreault moved, Councilor Tucker seconded, to approve the request from Brunswick Downtown Association to hold an Outdoor Arts Festival at the Lower Mall on August 18, 2012. The motion carried with nine (9) yeas

Councilor Pols moved, Councilor Favreau seconded, to waive the \$500 fee except the \$25 application fee to hold this event, as allowed under Chapter 10, Section 26(b)(14). The motion carried with nine (9) yeas

(A copy of BDA's letter will be attached to the official minutes.)

CONSENT AGENDA

- (a) Approval of the minutes of September 6, 2011
- (b) Approval of Utility Location Permits for Maine Natural Gas for sections of Jordan Avenue and Botany Place

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

(A copy of the utility permits will be attached to the official minutes.)

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

The meeting adjourned at 7:46 p.m.

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

Town Council Minutes
September 19, 2011
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Frances M. Smith
Town Clerk
September 21, 2011

October 3, 2011
Date of Approval

Council Chair

CONSENT AGENDA - B BACK UP MATERIALS



TOWN CLERK' OFFICE

To: Town Council

From: Fran Smith, Town Clerk

Date: September 26, 2011

Re: Appointment of Wardens and Deputy Wardens for the June Election

CC: Gary Brown, Town Manager

State Law requires that the municipal officers appoint the Wardens and Deputy Wardens who serve at elections. Below is a list of those people I am recommending that you appoint to work at our upcoming Election to be held on Tuesday, November 8, 2011.

Fran Smith, Warden (Voting Place on Election Day)
Alice Bean-Andrenyak, Warden (Absentee Ballot Processing 11/07 and 11/08)
Elin Gould, Deputy Warden
Sara King, Deputy Warden
Annee Tara, Deputy Warden

Thank you

CONSENT AGENDA - C BACK UP MATERIALS

TOWN OF BRUNSWICK
Warrant for Municipal Election
November 8, 2011

COUNTY OF CUMBERLAND, ss}
TOWN OF BRUNSWICK }

TO ELIN M. GOULD, RESIDENT OF THE TOWN OF BRUNSWICK, CUMBERLAND COUNTY, MAINE:

YOU ARE HEREBY REQUIRED, in the name of the State of Maine, to notify and warn the voters of the Town of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 of the following:

YOU ARE HEREBY NOTIFIED, that on November 8, 2011, a Municipal Election will be held in the Town of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 the following polling place for all voters to vote for the offices indicated herein:

Voting Place Name Brunswick Junior High School **Voting Place Location** 65 Columbia Ave

Polls Open at 7:00 A.M. **Polls Close at** 8:00 P.M.

The following offices will be determined:

- Councilor for Districts 5, 7 and At Large
- School Board for Districts 5, 7, and At Large

Date/Time of Processing (check all that apply):

- Day **Before** Election Day (11/07/2011) (at Town Hall, 28 Federal Street)
Inspection Time(s): 9:00 a.m. to 10:00 a.m.
Processing Time(s): 9:00 a.m. to 5:00 p.m.
- During** Election Day (11/08/2011) Processing Time(s): 1:30 p.m., 5:00 p.m., and 8:00 p.m.
(At Brunswick Junior High School, 65 Columbia Ave)

Only after 8 p.m. on Election Day (11/2)

Dated at Brunswick this 3rd day of October 2011

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ATTEST: _____(Town Clerk)

**TOWN OF BRUNSWICK
RETURN OF WARRANT**

County of Cumberland, ss }
Town of Brunswick }

I certify that I have notified the voters of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 of the time and place of the Municipal Election and processing of absentee ballots by posting attested copies of the within warrant at the following locations, each being a public and conspicuous place within the indicated District:

District 1	Mid Coast Hospital
District 2	Parkview Hospital
District 3	Maquoit Market
District 4	Sunshine Laundry
District 5	Libby's Market
District 6	Big Top Deli
District 7	Warming's Market

On _____, which is at least 7 days prior to Election Day.
(Date)

Dated at Brunswick this _____ day of October, 2011.

Elin M. Gould, Resident of the Town of Brunswick