

(Revised- April 8th)
BRUNSWICK TOWN COUNCIL
Agenda
April 11, 2011
7:00 P.M.
Municipal Meeting Room
Maine Street Station
16 Station Avenue

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER'S REPORT:

- (a) Council Committee Updates
- (b) Information on downtown road work being done by Brunswick-Topsham Water District
- (c) Acceptance of the Maine Association of Substance Abuse Programs Subcontract for Prevention Services and Approved Expense Reimbursement Grant
- (d) Acceptance of the Strategic Underage Drinking Grant
- (e) Budget Update
- (f) Longfellow School Phase I Environmental Assessment/Study

PUBLIC HEARINGS

30. The Town Council will hear public comments on an Alcoholic Beverage license application, and will take any appropriate action. (Manager)

Full-Time Malt

Harris Golf, Inc.
D/B/A: Mere Creek Golf Course
41 Merriconeag Dr.

Jeffrey Harris

HEARING/ACTION

31. The Town Council will hear public comments on the proposed Property Assessed Clean Energy (PACE) Ordinance, and will take any appropriate action. (Councilor Atwood, Councilor Tucker, and Councilor Pols)

HEARING/ACTION

NEW BUSINESS

32. The Town Council will discuss residents' request to have the Town accept the seven fire hydrants in Willow Grove, and will take any appropriate action. (Councilor Pols)
ACTION
33. The Town Council will consider a lease agreement for parking with Brooks Farm and Feed, and will take any appropriate action. (Manager)
ACTION
34. The Town Council will consider notifying the appropriate Federal authorities that the Town of Brunswick is no longer interested in acquiring the Shooting Range facility at NASB, and will take any appropriate action. (Manager)
ACTION
35. The Town Council will consider a request for Sellers of Prepared Food on Public Ways for outdoor seating for Gelato Fiasco, 74 Maine Street, and will take any appropriate action. (Manager)
ACTION
36. (ADDED) The Town Council will consider setting a public hearing to eliminate reverse angle parking on Station Avenue, and will take any appropriate action. (Manager)
ACTION
37. (ADDED) The Town Council will consider accepting the Constructive Possession for Surplus Federal Property at NASB – East Brunswick Remote Radio Transmitter Site, and will take any appropriate action. (Manager)
ACTION

CONSENT AGENDA

- (a) Approval of the Minutes of March 21, 2011
- (b) Appointment of Jeff Hutchinson as Codes Officer and Local Plumbing Inspector with a term to expire on 05/03/2012
- (c) Appointment of Carl Adams as alternate Codes Officer and alternate Local Plumbing Inspector with a term to expire on 05/03/2012
- (d) Approval of Utility Location Permits from the Brunswick & Topsham Water District to replace a main on a section of Summer Street and on sections of Maine Street and Park Row
- (e) Approval of Quit Claim Deeds for properties located at
 - Map 051 Lot 001 Sub 000 Typ 468
 - Map 051 Lot 001 Sub 000 Typ 185
 - Map 017 Lot 011 Sub 000 Typ 000
 - Map 051 Lot 001 Sub 000 Typ 098
 - Map 022 Lot 054 Sub 000 Typ 176
 - Map 051 Lot 001 Sub 000 Typ 460
 - Map 051 Lot 001 Sub 000 Typ 311
 - Map 022 Lot 054 Sub 000 Typ 155
 - Map U13 Lot 071 Sub 000 Typ 000

- (f) Approval of games of chance for the St. John the Baptist Parish Bazaar on June 16, 2011, June 17, 2011, and June 18, 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
April 11, 2011
Council Notes and Suggested Motions

MANAGER'S REPORT:

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

Suggested Motion: No motion is required.

- (b) Information on downtown road work being done by Brunswick-Topsham Water District: This item is to inform the public about road work being done in the downtown area starting on April 11.

Suggested Motion: No motion is required.

- (c) Acceptance of the Maine Association of Substance Abuse Programs Subcontract for Prevention Services and Approved Expense Reimbursement Grant: The Police Department received this \$2,500 grant to be used to reduce illegal drinking or alcohol-related law violations for underage drinking. There is no town match required. A representative from the Police Department will be at the meeting to answer any questions. A copy of the grant is included in your packet.

Suggested Motion

Motion to accept the Maine Association of Substance Abuse Programs Subcontract for Prevention Services and Approved Expense Reimbursement Grant in the amount of \$2,500.

- (d) Acceptance of the Strategic Underage Drinking Grant: The Police Department has received this \$3,000 grant from DHHS to provide additional details related to underage drinking. There is no town match required. A representative from the Police Department will be at the meeting to answer any questions. A copy of the grant is included in your packet.

Suggested Motion

Motion to accept the Strategic Underage Drinking Grant in the amount of \$3,000.

- (e) Budget Update: The plan is to submit the proposed budget to the Council at your April 25th meeting and hold the public hearing on May 16th. The date of adoption would be May 26th, so we will have a month to work on the budget. Since there is a busy meeting schedule, the possible workshop dates available are Thursday, May 12, and Thursday, May 19. You may wish to cancel your May 5th meeting on Smart Meters to allow for a budget workshop, and it may be necessary for us to hold a Saturday workshop on the budget to provide additional time to work on.

Suggested Motion: No motion is required.

- (f) Longfellow School Phase I Environmental Assessment/Study: The item is to inform the Council that the Town will be doing this assessment, which needs to be completed in order to determine the scope of work at Longfellow. The cost will be \$6,000 and will be paid for out of savings from the Economic Development Department's budget. A copy of the proposal from Ransom Environmental Consultants is included in your packet.

Suggested Motion: No motion is required.

PUBLIC HEARINGS

30. This item is the required public hearing for a new Alcoholic Beverage license application for Harris Golf, Inc. at the Mere Creek Golf Course at NASB. A copy of the application is included in your packet.

Suggested Motion:

Motion to approve an Alcoholic Beverage license application for Harris Golf, Inc., D/B/A: Mere Creek Golf Course, 41 Merriconeag Drive.

31. This item is sponsored by the Council members of the PACE committee and is the required public hearing on this proposed ordinance. A memo from Denise Clavette summarizes the program and the work done to date. Copies of the memo, the draft ordinance, the Property Assessed Clean Energy Administration Contract, the "Maine PACE is preparing for launch" informational sheet, and participating communities are included in your packet.

Suggested Motion:

Motion to adopt the proposed Property Assessed Clean Energy (PACE) ordinance.

NEW BUSINESS

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

Suggested Motion:

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

33. This item is for the Council to consider authorizing the Town Manager to enter into a lease agreement for parking with Brooks Farm and Feed on their Union Street property. Long-term parking for train passengers is no longer available at Cedar Street and the Town is responsible for providing parking. Maine Eastern has agreed to

provide surface materials, JHR is funding the site plan costs and Brooks will do most of the site work. A copy of Manager Brown's memo is included in your packet.

Suggested Motion:

Motion to authorize the Town Manager to enter into an agreement for parking with Brooks Farm and Feed at a cost of \$5,000 per year for two years.

34. At your special meeting on April 4, the Council discussed not accepting the shooting range due to the high operating cost. This item is to ask for the authority for the Town Manager to notify the appropriate Federal authorities that the Town of Brunswick is no longer interested in acquiring the shooting range facility at NASB.

Suggested motion:

Motion to authorize the Town Manager to notify the appropriate Federal authorities that the Town of Brunswick is no longer interested in acquiring the shooting range facility at NASB.

35. This item is the annual approval of Sellers of Prepared Food on Public Ways on Sidewalks for the Great Impasta. There is no license fee except for a \$25 application fee, but it does require Council approval. The Clerk will be available to answer any questions. A copy of the application is included in your packet.

Suggested Motion:

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

36. **(ADDED)** The Town has received the bids on this project after the packet was sent out. This item will set the public hearing for the necessary ordinance changes to eliminate reverse angle parking on Station Avenue and will approved the project work to be done once the amendments are adopted. Copies of the draft ordinance and project cost are included in your packet.)

Suggested Motion 1:

Motion to set a public hearing for April 25, 2011, on ordinance amendments to Chapter 15 to eliminate reverse angle parking on Station Avenue.

Suggested Motion 2:

Motion to accept the bids to create drive-in parking on Station Avenue and to authorize the work once the ordinance amendments have been adopted.

37. **(ADDED)** The Town received this information after the packet was sent out. It is relative to accepting the Constructive Possession for Surplus Federal Property at NASB – East Brunswick Remote Radio Transmitter Site. Copies of the letter and agreement are included in your packet.

Suggested Motion:

Motion for the Town of Brunswick to accept the Constructive Possession for Surplus Federal Property at NASB – East Brunswick Remote Radio Transmitter Site (approximately 66.2 acres.)

CONSENT AGENDA

- (a) Approval of the Minutes of March 21, 2011: The draft minutes are included in your packet.
- (b) Appointment of Jeff Hutchinson as Codes Officer and Local Plumbing Inspector with a term to expire on 05/03/2012
- (c) Appointment of Carl Adams as alternate Codes Officer and alternate Local Plumbing Inspector with a term to expire on 05/03/2012:

Items CA(b) and CA(c) are the state required reappointments of Jeff Hutchinson and Carl Adams as the Codes Officer and Local Plumbing Inspector and the alternate Codes Officer and alternative Local Plumbing Inspector respectively.

- (d) Approval of Utility Location Permits from the Brunswick & Topsham Water District to replace a main on a section of Summer Street and on sections of Maine Street, Bath Road and Park Row:

Application ULP 2011-02 Summer St.: The Brunswick & Topsham Water District seeks authorization to replace the existing 6” water main on Summer Street with an 8” water main. The water main will run across the south side of Pleasant St. to the end of the right of way on Summer St, about 580 feet.

Application ULP2011-03 Maine St, Bath Rd, Park Row: They are seeking authorization to replace the existing 8” water main on Maine Street with a 12” water main. The water main will run from the railroad tracks on Maine St. south 500’ to Bath Road. The existing 12” water main on Bath Rd will be replaced with another 12” water main, from Maine St. to behind the First Parish Church, 310 feet. The existing 6” water main on Park Row will be replaced with an 8” water main, from Bath Rd., behind the First Parish Church, to the railroad tracks on Park Row, 580 feet. See attached photo for alignment. These water mains are being replaced in anticipation of the reconstruction of the intersection of Maine St. and Bath Rd. Copies of the permits are included in your packet.

- (e) Approval of Quit Claim Deeds for properties located at various locations: This item will deed properties back to their owners as they have paid owed taxes. Copies of the Quit Claim Deeds are included in your packet.
- (f) Approval of games of chance for the St. John the Baptist Parish Bazaar on June 16, 2011, June 17, 2011, and June 18, 2011: This is the annual request from this group, which would allow games of chance at the Bazaar. The games include the pan game, high roller, beat the house, and sealed tickets. Copies of their applications are included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.