

BRUNSWICK TOWN COUNCIL

Agenda

February 7, 2011

7:00 P.M.

Municipal Meeting Room

Maine Street Station

16 Station Avenue

Pledge of Allegiance

Roll Call

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER'S REPORT:

- (a) Council Committee Updates
- (b) Report on concept of TIFs for Brunswick Landing and McKeen Street Housing
- (c) Report from the Marine Resource Committee requesting the authority to open and close coastal waters (*Action Required*)
- (d) Report on Longfellow Days events

NEW BUSINESS

- 14. The Town Council will consider a "Policy Prescribing Green Building Standards for Municipal Buildings in the Town of Brunswick," and will take any appropriate action. (Councilor Atwood)
ACTION
- 15. The Town Council will hear a progress report from the Police Station Subcommittee, and will take any appropriate action. (Councilor King, Councilor Tucker, Councilor Watson, and Councilor Perreault)
ACTION
- 16. The Town Council will consider no longer appointing three citizens to the Brunswick Teen Center Board, and will take any appropriate action. (Councilor Favreau)
ACTION
- 17. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. (Manager)

CONSENT AGENDA

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

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

Brunswick Town Council
Agenda
February 7, 2011
Council Notes and Suggested Motions

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) Report on the concept of TIFs for Brunswick Landing and McKeen Street Housing: Manager Brown will report to the public the concept of TIFs for these two locations. A copy of a memo from Manager Brown will be included in your packet.

Suggested Motion: No motion is required.

- (c) Report from the Marine Resource Committee requesting the authority to open and close coastal waters (Action Required): Councilor Wilson, on behalf of the Committee, is requesting the Council give the Committee the annual authority to open and close coastal waters to shellfish harvesting. This approval takes the responsibility of opening and closing flats from the Council and gives it to the Committee. A copy of a memo from Officer Devereaux will be included in your packet.

Suggested Motion:

Motion to authorize the Marine Resource Committee to open and close coastal waters per Chapter 11, Marine Activities Structures and Ways, Section 11-161 Opening and Closing of Coastal Waters.

- (d) Report on the Longfellow Days' events: This item is a reminder of the events for this year. A copy of the event schedule is included in your packet.

Suggested Motion: No motion is required.

NEW BUSINESS

14. Councilor Atwood is sponsoring this item on behalf of the Recycling and Sustainability Committee. This proposed policy would require municipal projects that meet certain thresholds to be built to certain LEED standards. Alex Anesko from the committee will be available to answer any questions. Copies of the draft Policy and Supplementary Materials prepared by the Committee will be included in your packet.

Suggested Motion:

Motion to enact the "Policy Prescribing Green Building Standards for Municipal Buildings in the Town of Brunswick."

15. This report from the Police Station Subcommittee will detail their progress. The Committee has eliminated all but the following sites for consideration: Stanwood/Pleasant Street and two locations on Bath Road. They are requesting the Council authorize spending funds to get concept rendering of both a one-story and two-story station. A copy of their report is included in your packet.

Suggested Motion:

Motion to authorize the Town Manager to get renderings of a one-story and two-story police station.

16. Councilor Favreau is sponsoring this item. In 2004 the Council voted to endorse the Teen Center Board by appointing a Councilor and three citizens. Since then, their relationship with People Plus has continued to grow to the point that People Plus would like to incorporate the Teen Center Board under their bylaws. They would still wish to continue have the Council appoint a Councilor representative. A copy of the charge is included in your packet.

Suggested Motion:

Motion to no longer appoint three citizens, but continue to appoint a Councilor representative to the Brunswick Teen Center Board.

17. 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 January 24, 2011: A copy of the minutes is included your packet.
- (b) Appointment of Deputy Fire Chief Jeff Emerson as the Health Officer: This is the three-year appointment for this position.
- (c) Appointment of Officer Dan Devereaux as the Harbor Master: This is the three-year appointment for this position.

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 BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: February 1, 2011

RE: MRRA TIF's and Affordable Housing TIF (Agenda item Manager Report B)

The purpose of agenda item **Manager's Report B** is to present the **preliminary** thoughts regarding the possible adoption of tax increment financing projects that are related to the closing of Naval Air Station Brunswick.

At this time, there have been some initial discussions with MRRA and with Mr. George Schott about the possible framework of the TIF projects. It is not the intention of any of the parties to complete the TIF application process for the next tax year, but rather to develop the proposals in a careful and deliberate manner. It is acknowledged that TIF programs are often controversial and sometimes difficult to explain. The stated goal is to provide complete information to the Council and the public as these projects evolve in an attempt to reduce the controversy and to increase the public's understanding of the purpose and benefits of adopting the TIF plans.

We have had discussions with MRRA about the potential adoption of two Tax Increment Financing plans on the main base. The first TIF would be for an area of approximately 576 acres not associated with the airport property. . The Council held a workshop with MRRA on this subject last year and we have continued to have discussions. The preliminary plan would result in a sharing of new taxes generated as a result of the redevelopment. It is anticipated that the taxes that are returned to MRRA would be used to support eligible project development costs under the TIF statute which will be identified in the Development Program as part of the Town sponsored TIF application to the State of Maine. We will continue to develop the specifics of this and will return to the Council in public session to update the Council and the public as this evolves.

The second TIF that has been discussed pertains to the area of approximately 154 acres within the boundaries of the Airport public benefit conveyance at Brunswick Landing. The current concept is that if an activity that is aeronautical in nature and taxable, then the TIF plan would reimburse MRRA 100% of the taxes generated by that activity. Development projects would include investments in buildings, infrastructure to support economic development and costs associated with acquisition of leasehold

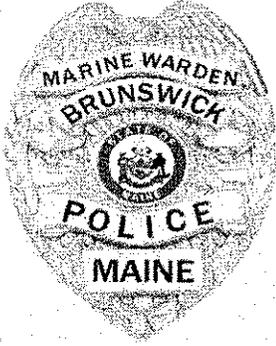
interest by private businesses. If the activity is non-aeronautical and taxable, the Town of Brunswick would retain 100% of the taxes generated and be used to supplement the Downtown TIF identified eligible project costs

We have also had discussions with Mr. George Schott in regards to an Affordable Housing TIF. Our initial discussion has been limited to the housing located on McKeen Street. Mr. Schott has shared with us that it is his plan to develop the McKeen street military housing into owner occupied units. His model anticipates a large number of the units to be occupied by retirees, empty nesters and some traditional families. He has also been very specific that he is not asking for any of the taxes to be funded back to him, the Town of Brunswick will retain 100% of the taxes generated. Mr. Schott anticipates upgrading the utilities as needed and resurfacing the inner streets as needed. It is his intention to request the streets be accepted by the Town of Brunswick upon completion of the utility and street improvements. He has also offered to the Town of Brunswick the recreation assets in the neighborhood. These consist of some playgrounds, ball field and a community center. We will be coordinating these discussions with MRRA as MRRA has an adopted housing plan.

In each of the three TIF projects, we will identify how the Town of Brunswick will utilize the taxes generated and retained. Some of the current considerations include the following:

1. Diverting funds from the two MRRA TIF's to the Downtown TIF to fund some of the activities identified in that plan. The activities include the debt service for the renovations to the Union Street School, reimbursement of the acquisition costs of the Maine Street Station property from more than a decade ago and other approved project costs in the Downtown TIF plan. We will also advocate that some of the funds be used to fund our annual highway maintenance budget.
2. The current consideration for the use of the Affordable Housing TIF will be to appropriate the funds for the Brunswick School Department budget.

MANAGER'S REPORT - C BACK UP MATERIALS



From the Desk
of
BRUNSWICK MARINE RESOURCES
OFFICER/HARBOR MASTER

January 25, 2011

TO: Mr. Gary Brown, Brunswick Town Manger; Council Suzan Wilson Marine Resources Liaison
CC: Chairman Mark Latti, Marine Resources; Fran Smith Brunswick Town Clerk
FROM: Daniel Devereaux MRO/HM
REF: Marine Resource Committee Authority

Dear Mr. Brown,

The Brunswick Marine Resource Committee is respectfully seeking its annual authority from the Brunswick Town Council to open in close coastal waters within the Town of Brunswick jurisdiction.

This request is under direction of the **Brunswick Municipal Code Chapter 11, Marine Activities Structures and Ways Section 11-161 Opening and Closing of Coastal Waters**. See below:

- a) *The marine resource committee, with the approval of the commissioner of marine resources, and the direct consent of the town council, and this consent to be given by the town council on an annual basis at their first regular meeting after the organization meeting, may open and close coastal waters. Except for emergency closures, or openings, the marine resource committee shall call a public hearing and shall send a copy of the notice to the Department of Marine Resources. At the hearing, the staff shall present evidence obtained from its survey and other sources, and members of the public may present evidence in support or refutation of the evidence presented by the staff. In the event of an emergency closure, or openings, the marine resource committee shall hold a public hearing as soon as practical, considering the need for adequate public notice and participation.*

The chair may determine that an opening or closing shall be placed on the agenda and shall direct staff to give notice of the hearing. Notice shall be posted at the town office, and published in a newspaper of general circulation no less than seven (7) days before the date of the hearing.

- b) *After the hearing is closed, the marine resource committee shall make findings of fact on the relevant evidence presented. They shall then make a conclusion based on those findings of fact as to whether opening of coastal waters as requested is warranted by the recovery of the resource; or the freedom from predation, competition or other resource problem. If so, the marine resource committee with the concurrence of the department of marine resources shall order the coastal waters opening and shall set such time limitations and other harvesting conditions as are consistent with good conservation practices. If the request is to close the coastal waters, the marine resource committee shall make a conclusion based on their findings of fact as to whether closing the coastal waters is warranted by depletion of the shellfish, destruction of existing seed; or predation, competition or other resource problem. If so, the marine resource committee shall order the coastal waters closed until further request for opening by the staff. Any proposal for opening or closing of coastal waters shall be approved by the commissioner of marine resources prior to enactment.*

- c) *When the marine resource committee opens or closes the coastal waters, the committee's action may be reviewed at a regularly or specially scheduled town council meeting. The town council may uphold, reverse or amend the opening or closing decision of the marine resource committee.*

This is typically done on the first annual meeting of the Town Council. With this authority the Brunswick Marine Resource Committee is authorized to open and close shellfishing grounds for conservation based on evidence provided to them by staff or the public. It alleviates the Town Council from public hearings concerning the closure of coastal waters. It however does not prohibit the Town Council from reviewing and reversing decisions made by the Marine Resource Committee.

The Marine Resource Committee on an occasional basis will open and close areas to ensure sustainability or allow undersized shellfish to reach marketable size without being disturbed. They also use this authority to close areas they have recently reseeded with juvenile shellfish. \

To conduct these types of closures the Town Council must with a majority approval give its permission. If you have any questions or concerns please contact me.

Respectfully,

Daniel R. Devereaux MRO/HM

Daniel R. Devereaux MRO/HM

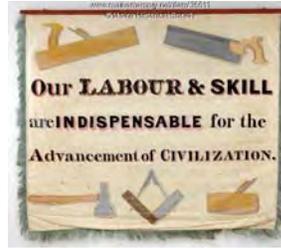
MANAGER'S REPORT - D BACK UP MATERIALS

Longfellow Days 2011

Longfellow & the Maine Crafts Tradition



This year's programs were developed after a consortium of Maine museums acquired a group of hand-painted parade banners from the early 1800s. These unusual artifacts had been commissioned by the Maine Charitable Mechanic Association to promote skilled trades. Accordingly, as our events celebrate Longfellow's poetry, they also explore the vocational and patriotic values - Virtue, Independence, Equality - in his vision of the artisan, and masters of living crafts in our community today.



Longfellow Days 2011 is scheduled for February 6 through February 27. It will include lectures, presentations, poetry readings, tours, and demonstrations, including those by modern craftspeople from Brunswick and surrounding towns.

SUNDAY AFTERNOON POETRY READINGS

February 6, 1 pm, Herb Coursen, Edward Gottfried, Anne Bowman

February 13, 1 pm, Alice Persons, Rob Farnsworth, Ruth Bookey

February 20, 1 pm, Marcia Brown, Annie Finch, Helene McGlaufflin

Location: Curtis Memorial Library Fireplace Room. Coffee courtesy of Bohemian Coffee House. Admission: Free.

LECTURES, WORKSHOPS, AND TOURS

Thursday, February 10, 5:45 pm - **Maine Studios and Farms**. Slideshow compiled by Christine Macchi, director, Maine Fiberarts, followed by ...

Thursday, February 10, 6:30 pm - **The Voice of Foreign Pastures**. Natural fibers permeate every part of the globe, from the remote desert of northern Kazakhstan to the ancient streets of Tibet. World traveler Linda Cortright (*right*), editor and publisher of *Wild Fibers* magazine and cashmere goatherd, presents a look at the changing world of natural fibers beginning with the animal that offers its locks to environmental and cultural issues. Location: Frontier Café, Fort Andross. Admission: \$10 in advance, \$12 at the door, includes both events. Reservations: 725-5222.



Saturday, February 12, 10 am-4 pm; Sunday, February 13, 11 am-3 pm - **You in Silhouette**. Cut by Ruth Monsell, this traditional portraiture is a romantic keepsake. Location: Cabot Mill Antiques, Fort Andross. Open parking all weekend. (This silhouette of Bowdoin student Longfellow was the early 19th-century version of the yearbook photo.) Admission: Call 866-212-7288 for cost and appointments.



Saturday, February 12, 2 pm - **Inside the Organ**. Ray Cornils, music director at First Parish Church and Portland Municipal Organist, gives a behind the scenes tour of the 1883 Hutchings, Plaisted, and Company pipe organ at First Parish Church. Location: First Parish Church, Maine Street/Bath Road, Brunswick. Admission: Free.

Saturday, February 12, 3 pm - **Stem to Stern**. Architectural tour of First Parish Church, designed by Richard Upjohn, built by master craftsmen in 1845-46, and newly restored by Maine artisans. The neo-Gothic style was a radical departure for church buildings of the day and influenced church architecture for a half century. Location: First Parish Church, Maine Street/Bath Road, Brunswick. Admission: Free.



Sunday, February 13, 2 pm-5 pm - **Diagonal Knitting: A Different Slant**. Artist and author Katharine Cobey, Maine's 2010 Master Craft Artist, will speak about knitting great shapes at 2:30 p.m. Cobey is a featured exhibitor at Maine Fiberarts. Location: Maine Fiberarts Gallery, 13 Maine Street, Topsham. Admission: Free. Other: Snow date, February 20.



Wednesday, February 16, 12:15 pm - **Persisting Traditions: 19th-Century Maine Artisan Work and Culture.** Winter Wisdom lecture by Carol Toner, Maine Studies Program Director, University of Maine. Toner will discuss 17 recently acquired silk hand-painted banners paraded in Portland in 1841 by artisan guilds at the pinnacle of their economic and social prominence. They were saved in a cooperative effort by 16 Maine museums, historical organizations, and supporters. They are housed

at the Maine Historical Society. Location: Curtis Memorial Library Morrell Room. Admission: Free.

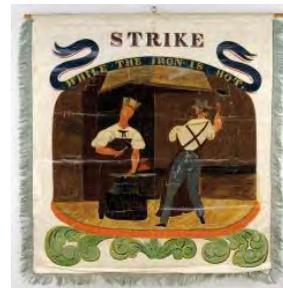


Saturday, February 10, 11 am-2 pm - **Time Flies.** Open house with Chris Balzer of Balzer Family Clock Works, featuring clock-making stories, historic timepieces on display, and informal appraisals of your old watch or clock. The Balzer family specializes in tower clock restoration and manufacture. Local projects include the street clocks in Bath and Topsham, the L.L. Bean clock, and many in Portland. Location: The Keeping Room, Brunswick Inn on Park Row. Admission: Free.



Tuesday, February 22, 10 am - **The Kennebec Company Workshop Tour.** See cabinetry made, from wood selection to finish. Named America's Best Cabinetmaker of Period-Inspired Cabinetry by *This Old House*, Kennebec apprentices and masters craft timeless pieces using traditional woodworking in a modern facility. Children over 12 welcome with parent. Location: Wing Farm Parkway, off Congress Street, Bath. Admission: Reservations required, 721-0141. Free.

Woolwich forge of acclaimed restorer and fabricator Gerry Galuza. A shipwright, wheelwright, millwright, and blacksmith, Galuza creates railings, gates, and outdoor furniture. Location: Call for directions and a time slot, 729-5311. Admission: Free. Other: Not handicapped accessible. Snow date, Friday, February 25.



Thursday, February 24, noon-3 pm - **The Village Blacksmith.** Visit the



Sunday, February 27, noon-3 pm - **Tours of Longfellow's Home at the Joshua Chamberlain House.** Courtesy of Pejepscot Historical Society. Location: 226 Maine Street, Brunswick. Admission: Free.

Sunday, February 27, 6:30 pm - **Longfellow Birthday Celebration.** Author and knitter Robin Hansen reads from her new book, *Ice Harbor Mittens*. Gary Lawless of Gulf of Maine

Books hosts an open poetry reading. Location: Unitarian Universalist Church, corner of Pleasant Street and Middle Street, Brunswick. Admission: Free.

Photos courtesy of First Parish Church online, Maine Historical Society, and Pejepscot Historical Society.

For more information go to brunswickdowntown.org.

Longfellow Days is a month-long program of the Brunswick Downtown Association and Bowdoin College made possible through support from the Nathaniel Davis Fund, the Senter Fund, and the Association of Bowdoin Friends.

ITEM 14

BACK UP MATERIALS

A Policy Prescribing Green Building Standards for
Municipal Buildings in the Town of Brunswick
Drafted 01/31/2011

Definitions –

For purposes of this policy, a qualifying project is any new construction or major renovation project to be owned, occupied, or funded in whole or in part by the Town of Brunswick that is of 5,000 square feet in floor area or greater. A major renovation project is any renovation estimated to cost twenty-five percent or more of the insured value of the structure to be renovated. This policy indicates the policy herein.

1. All qualifying projects shall be designed and built to meet the minimum U.S. Green Building Council's LEED Standards; higher levels (e.g., Silver, Gold, Platinum) shall be pursued when practical. Official LEED certification of completed buildings may be requested at the discretion of the Town Council.
2. All qualifying projects shall achieve an EPA Energy Performance Rating that is as high as practical, with a minimum Rating of 75.
3. The Town Council shall publicly discuss, after appropriate public notice, any project that fails to meet the recommended standards in this policy. The discussion shall occur during planning stages of the project, and before project approval, to provide sufficient time for the public to comment on the project.
4. This policy shall be filed in the Town Clerk's Office, the Town Manager's Office and the Office of Planning and Development. Existing Town policies affected by this policy shall be revised to include reference to this policy, as appropriate (e.g., as a document revision or addendum), under direction of the Town Manager. Policies adopted by the Town in the future, and affected by this policy, shall likewise include reference to this policy.

This policy was enacted by the Brunswick Town Council at their regular meeting of

_____.

Supplementary Materials Pertaining to
A Policy Prescribing Green Building Standards
for Municipal Buildings in the Town of Brunswick

Prepared by
Brunswick Recycling and Sustainability Committee

January 31st, 2011

Forward

In April of 2007, the Town Council voted to change the name of the Recycling Committee to the Recycling and Sustainability Committee, amending the charge of the group to include a focus on efforts such as the US Mayors' Climate Protection Agreement, adopted by the Council at that time with a unanimous vote, and to include making recommendations to improve the efficiency of the town's operations.

The mission of the Recycling and Sustainability Committee is:

- to study and develop recommendations for the sustainable management of Brunswick's solid waste;
- to study and develop recommendations for sustainable management of the town's facilities and government operations; and
- to ensure that these management programs operate with efficiency and a recognition of environmental and public health concerns and that they meet the needs of the citizens and the business community of Brunswick.

Areas of concern to be considered include the following, among others:

- Facilities management and efficiency;
- Operational efficiencies and sustainability in town government; and
- Public education and awareness.

In October of 2009, the Town Council voted unanimously to direct the Town Manager to assign staff to work with the Recycling and Sustainability Committee to develop a policy statement for Council consideration that would be the basis for future decisions regarding buildings, building improvements, vehicle purchases, and other Town decisions that may contribute to climate change.

The Committee is pleased to bring forth such a policy recommendation, focusing on new municipal buildings and renovations of existing municipal buildings.

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Policy Recommendation

A Policy Prescribing Green Building Standards for Municipal Buildings in the Town of Brunswick

Definitions

For purposes of this policy, a *qualifying project* is any new construction or major renovation project to be owned, occupied, or funded in whole or in part by the Town of Brunswick that is of 5,000 square feet in floor area or greater. A *major renovation* project is any renovation estimated to cost twenty-five percent or more of the insured value of the structure to be renovated. *This policy* indicates the policy herein.

-1-

All qualifying projects shall be designed and built to meet the minimum U.S. Green Building Council's LEED Standards; higher levels (e.g., Silver, Gold, Platinum) shall be pursued when practical. Official LEED certification of completed buildings may be requested at the discretion of the Town Council.

-2-

All qualifying projects shall achieve an EPA Energy Performance Rating that is as high as practical, with a minimum Rating of 75.

-3-

The Town Council shall publicly discuss, after appropriate public notice, any project that fails to meet the recommended standards in this policy. The discussion shall occur during planning stages of the project, and before project approval, to provide sufficient time for the public to comment on the project.

-4-

This policy shall be filed in the Town Clerk's Office, the Town Manager's Office and the Office of Planning and Development. Existing Town policies affected by this policy shall be revised to include reference to this policy, as appropriate (e.g., as a document revision or addendum), under direction of the Town Manager. Policies adopted by the Town in the future, and affected by this policy, shall likewise include reference to this policy.

Approach taken by the Committee

The following nine pages are taken from the presentation given by the Recycling and Sustainability Committee, October 2010.

BRUNSWICK GREEN BUILDING INITIATIVE

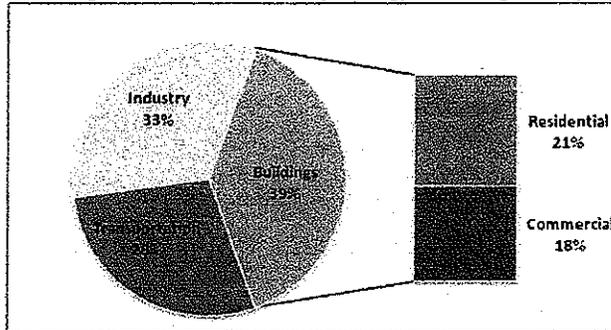
A building's energy efficiency impacts the environment and the bottom line

Buildings account for nearly 40% of GHG emissions¹

Improving building energy efficiency saves money and reduces emissions

Municipalities are a logical place to start. Cities and towns have an opportunity to lead

Buildings Share of U.S. Primary Energy Consumption (2006)



¹U.S. Department of Energy (DOE), *2008 Buildings Energy Data Book*, Section 1.1.1, 2008

BRUNSWICK GREEN BUILDING INITIATIVE

Green Buildings and Energy Efficient Buildings

Two Leading Standards

USGBC LEED encompasses many Green Building practices, including energy efficiency²

US EPA Portfolio Manager focuses on energy efficiency only, and forms a part of LEED³



²<http://www.usgbc.org> or google 'usgbc'

³http://www.energystar.gov/index.cfm?c=evaluate_performance.bus_portfoliomanager or google 'epa portfolio manager'

BRUNSWICK GREEN BUILDING INITIATIVE

USGBC LEED

Points are earned in the following categories

- Sustainable Sites
- Water Efficiency
- Energy and Atmosphere
- Materials and Resources
- Indoor Environmental Quality
- Innovation and Design

Point totals determine whether a building may be LEED Certified, Silver, Gold, or Platinum

The Energy and Atmosphere category pertains directly to Energy Efficiency and ties into the EPA Portfolio Manager



BRUNSWICK GREEN BUILDING INITIATIVE

US EPA Portfolio Manager

Buildings are scored (0-100)

- Scores are percentile rankings based on EPA's database of buildings
- Based on energy efficiency alone
- Takes into account building usage (e.g., school, office, etc.) and age
- A score of 75-100 means the building ranks in the top quarter of all buildings in its category for energy efficiency

LEED Energy and Atmosphere credits are earned based on EPA score

Use of the EPA database is free



BRUNSWICK GREEN BUILDING INITIATIVE

Why we should do both LEED and EPA

Why LEED?

- LEED is the leading framework for Green Buildings. Certified architects and engineers understand the framework and how to work within it.
- Maine towns already adopting LEED for municipal buildings include Portland, South Portland, Bangor, Bar Harbor, and York.
- LEED provides mechanisms for checking how green your building really is, after it is built.

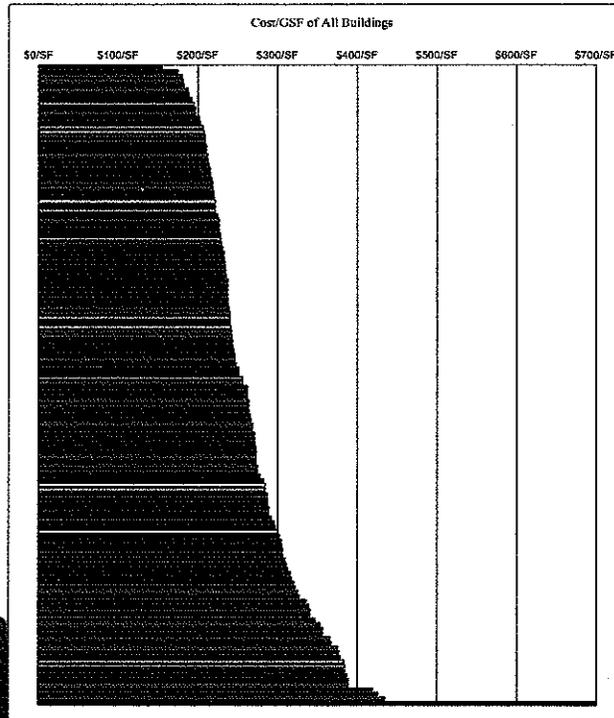


Why LEED, Continued

Studies have shown that LEED buildings are statistically *no more expensive* to build than non-LEED buildings⁴

This graph compares cost per square foot of LEED and non-LEED buildings⁵

green=LEED certified
silver=LEED silver
gold=LEED gold
blue=non-LEED



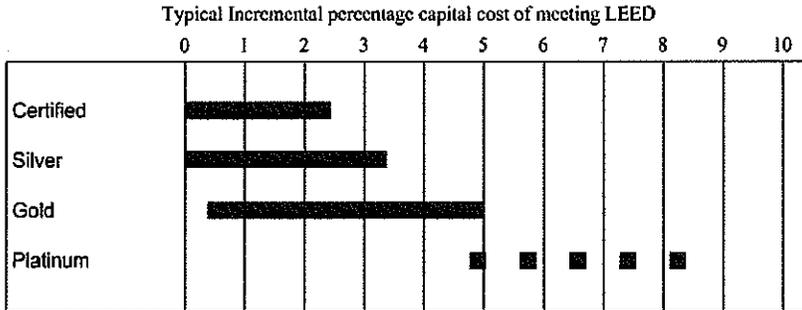
⁴From *Costing Green* (see next note) "LEED-seeking buildings are scattered throughout the range of costs for all buildings studied, with no apparent pattern to the distribution. This was tested statistically using the t-test method of analyzing sample variations."

⁵Graph is from *Costing Green: A Comprehensive Cost Database and Budgeting Methodology*, Davis Langdon, 2004.

BRUNSWICK GREEN BUILDING INITIATIVE

Why LEED, Continued

- The incremental cost of LEED is low. The cost of "greening" a non-LEED building to become LEED certified or LEED silver has been shown to be 0-3%, and is trending lower.⁶



⁶*Managing the Cost of Green Buildings*, KEMA, Syphers, et al, 2003.

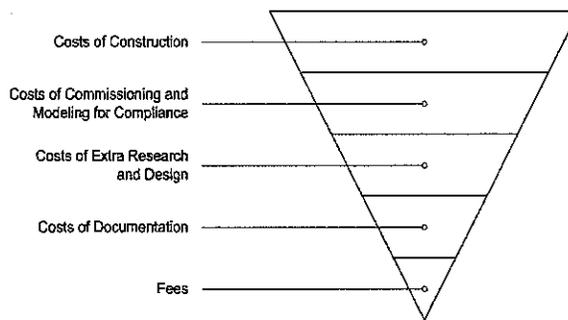
Note that the average additional cost of "greening" in 2003 was 2%, according to *The Costs and Financial Benefits of Green Buildings*.

BRUNSWICK GREEN BUILDING INITIATIVE

Why LEED, Continued

The cost of greening is like an inverted pyramid, with construction costs and LEED commissioning the most expensive components.

Studies have shown that these costs can be brought close to zero by planning for LEED upfront, and employing firms with green building experience.⁷



We can build green *and* stay within budget!



⁷*The Cost of LEED*, GreenBuilding LLC, 2009.

The “Governor's Green Government Council, State of Pennsylvania”, determined in 2003 that Pennsylvania's green building experience had enabled it to build LEED Silver buildings that cost virtually the same as traditional buildings.

– *Building Green in Pennsylvania*.

Seattle, the first municipality in the nation to adopt a LEED Silver requirement for larger (over 5000 ft² occupied space) construction projects, determined that LEED Silver certification should not add cost to a project provided the following (condensed):

- LEED Silver is made a requirement.
- Sustainable design is embedded within the Design Team's culture.
- All parties to the design are included on the Design Team.
- Selected sustainable design strategies are “whole system” in nature.

– *Developing a Public Portfolio of LEED Projects: The City of Seattle Experience*; Athens, Fulton; 2002.

BRUNSWICK GREEN BUILDING INITIATIVE

Why EPA in addition to LEED?

- LEED alone does not guarantee high energy efficiency; it is possible to build LEED-certifiable structures that are no more energy efficient than average.⁸ EPA Portfolio Manager focuses exclusively on energy efficiency.
- Energy Efficiency is what will save the town money and help insulate town energy expenditures from fluctuating energy prices.
- LEED architects will already be familiar with EPA Portfolio Manager. There is no overhead to specifying Portfolio Manager requirements along with LEED.



⁸“Data from this study shows that ... few projects attempt to reach higher levels of energy reduction beyond what is required by local ordinances ...”

– *Cost of Green Revisited: Reexamining the Feasibility and Cost Impact of Sustainable Design in the Light of Increased Market Adoption*, Davis Langdon, 2007.

An Overview of the LEED Rating System

Joseph Macaluso, CCC, Empire State Development

A building can be green without a single standard being applied to it. In fact, to reduce costs, green buildings are often built using a rating system strictly as a guide without ever formally registering the building. Green rating systems do offer a way to measure how green a building is and can supply recognition and validation of that level of commitment.

Rating systems, standards, and guidelines can be classified into two groups: those that relate to specific building components, and those that relate to the building as a whole entity. They range from those that assess specific properties of individual building materials or system/assembly standards from established trade organizations, to those that assess the entire building's overall environmental performance from more recently formed environmentally based organizations. The broader the assessment, the unavoidably more subjective it is.

The Leadership in Energy and Environmental Design (LEED®) standard, developed by the U.S. Green Building Council (USGBC), is the most well known, all-encompassing, whole-building standard in the U.S. It includes:

- LEED-NC is applicable to new commercial, institutional, and high-rise residential buildings.
- LEED-EB is applicable to existing buildings, which includes criteria for maintenance, operations, and refurbishments.
- LEED-CS for core and shell covers a building's structure, envelope, and basic mechanical/electrical/plumbing systems, which are items appropriate for speculative buildings.
- LEED-CI, for commercial interiors applicable to tenant fit-outs.

Only six years into its existence, LEED is the best known green building rating system in the United States. There are over 450 LEED-certified projects with over 3,600 registered for certification.

This number is sure to increase with the full release of LEED-ND for neighborhood development programs and LEED-H for individual homes, a collaborative effort with existing local green homes programs, both of which are in the pilot phase and will follow a similar structure as the established LEED rating systems. Also in discussion are versions tailored to retail, education, and other industrial sectors.

LEED Point System

A LEED rating is achieved through earning points in each of six categories. Within each category, there are subcategories including prerequisites. For example, the Sustainable Sites category contains a prerequisite for Erosion and Sediment Control, and also several other subcategories, including Site Selection and Storm Water Management, for earning possible points if applicable.

LEED-NC Point System

<i>Category</i>	<i>Points</i>
Sustainable Sites	14
Water Efficiency	5
Energy & Atmosphere	17
Materials & Resources	13
Indoor Environmental Quality	15
Innovation & Design Process	5
Total	69

Points Required for LEED-NC Ratings

<i>Level</i>	<i>Points</i>
Platinum	52-69
Gold	39-51
Silver	33-38
Certified	26-32

The rating system is flexible in that it is performance-based, and does not force the applicant into following a narrowly defined set of specifications. The structure and categories in the rating system are often used as a basis for the newer rating systems that are being developed by other entities.

Registration Process

The rating process starts with registering the project. It is recommended that registration be completed early in the process, so that the project can be tracked along the way.

Registration can be completed directly through the USGBC's website. Registration provides access to "LEED Online," an interactive PDF file that allows the registrant to assign individual team members or groups access rights to specific areas to the LEED application/scorecard to receive the appropriate credits. The authorized team members can add documentation, perform calculations, and submit the information to LEED Online.

After registration, and after all the credits have been documented, the applicant submits the information online for a ruling. If the applicant needs an interpretation for a specific credit, there is a \$220 fee. However a website is available that lists rulings on other interpretations that the applicant can check before asking for an interpretation.

The USGBC produces, maintains, and administers the LEED rating system in the United States. The Canada Green Building Council (CaGBC) is responsible for the Canadian version of the rating system. The councils are comprised of well-respected, nationally recognized proponents of sustainable building, from a broad spectrum of manufacturers, building professionals, building owners, and financial institutions.

LEED Point System Breakdown: Project Checklist

Sustainable Sites		14 Possible Points
Prereq 1	Construction Activity Pollution Prevention	Required
Credit 1	Site Selection	1
Credit 2	Development Density & Community Connectivity	1
Credit 3	Brownfield Redevelopment	1
Credit 4.1	Alternative Transportation, Public Transportation Access	1
Credit 4.2	Alternative Transportation, Bicycle Storage & Changing Rooms	1
Credit 4.3	Alternative Transportation, Low Emitting & Fuel Efficient Vehicles	1
Credit 4.4	Alternative Transportation, Parking Capacity	1
Credit 5.1	Site Development, Protect or Restore Habitat	1
Credit 5.2	Site Development, Maximize Open Space	1
Credit 6.1	Stormwater Design, Quantity Control	1
Credit 6.2	Stormwater Design, Quality Control	1
Credit 7.1	Heat Island Effect, Non-Roof	1
Credit 7.2	Heat Island Effect, Roof	1
Credit 8	Light Pollution Reduction	1
Water Efficiency		5 Possible Points
Credit 1.1	Water Efficient Landscaping, Reduce by 50%	1
Credit 1.2	Water Efficient Landscaping, No Potable Use or No Irrigation	1
Credit 2	Innovative Wastewater Technologies	1
Credit 3.1	Water Use Reduction, 20% Reduction	1
Credit 3.2	Water Use Reduction, 30% Reduction	1
Energy & Atmosphere		17 Possible Points
Prereq 1	Fundamental Commissioning of the Building Energy Systems	Required
Prereq 2	Minimum Energy Performance	Required
Prereq 3	Fundamental Refrigerant Management	Required
Credit 1	Optimize Energy Performance	1-10
Credit 2	On-Site Renewable Energy	1-3
Credit 3	Enhanced Commissioning	1
Credit 4	Enhanced Refrigerant Management	1
Credit 5	Measurement & Verification	1
Credit 6	Green Power	1
Materials & Resources		13 Possible Points
Prereq 1	Storage & Collection of Recyclables	Required
Credit 1.1	Building Reuse, Maintain 75% of Existing Walls, Floors & Roof	1
Credit 1.2	Building Reuse, Maintain 95% of Existing Walls, Floors & Roof	1
Credit 1.3	Building Reuse, Maintain 50% of Interior Non-Structural Elements	1
Credit 2.1	Construction Waste Management, Divert 50% from Disposal	1
Credit 2.2	Construction Waste Management, Divert 75% from Disposal	1
Credit 3.1	Materials Reuse, 5%	1
Credit 3.2	Materials Reuse, 10%	1
Credit 4.1	Recycled Content, 10% (post-consumer + 1/2 pre-consumer)	1
Credit 4.2	Recycled Content, 20% (post-consumer + 1/2 pre-consumer)	1
Credit 5.1	Regional Materials, 10% Extracted, Processed & Manufactured Region	1
Credit 5.2	Regional Materials, 20% Extracted, Processed & Manufactured Region	1
Credit 6	Rapidly Renewable Materials	1
Credit 7	Certified Wood	1

LEED Point System Breakdown: Project Checklist, Continued

Indoor Environmental Quality		15 Possible Points
Prereq 1	Minimum IAQ Performance	Required
Prereq 2	Environmental Tobacco Smoke (ETS) Control	Required
Credit 1	Outdoor Air Delivery Monitoring	1
Credit 2	Increased Ventilation	1
Credit 3.1	Construction IAQ Management Plan, During Construction	1
Credit 3.2	Construction IAQ Management Plan, Before Occupancy	1
Credit 4.1	Low-Emitting Materials, Adhesives & Sealants	1
Credit 4.2	Low-Emitting Materials, Paints & Coatings	1
Credit 4.3	Low-Emitting Materials, Carpet Systems	1
Credit 4.4	Low-Emitting Materials, Composite Wood & Agrifiber Products	1
Credit 5	Indoor Chemical & Pollutant Source Control	1
Credit 6.1	Controllability of Systems, Lighting	1
Credit 6.2	Controllability of Systems, Thermal Comfort	1
Credit 7.1	Thermal Comfort, Design	1
Credit 7.2	Thermal Comfort, Verification	1
Credit 8.1	Daylight & Views, Daylight 75% of Spaces	1
Credit 8.2	Daylight & Views, Views for 90% of Spaces	1
Innovation & Design Process		5 Possible Points
Credit 1.1	Innovation in Design	1
Credit 1.2	Innovation in Design	1
Credit 1.3	Innovation in Design	1
Credit 1.4	Innovation in Design	1
Credit 2	LEED Accredited Professional	1
Project Totals		69 Possible Points

An Overview of the EPA Portfolio Manager

Portfolio Manager is an interactive energy management tool that allows you to track and assess energy and water consumption across your entire portfolio of buildings in a secure online environment. Whether you own, manage, or hold properties for investment, Portfolio Manager can help you set investment priorities, identify under-performing buildings, verify efficiency improvements, and receive EPA recognition for superior energy performance.

How can Portfolio Manager help me?

- Manage Energy and Water Consumption for all Buildings
- Rate Building Energy Performance
- Estimate Your Carbon Footprint
- Set Investment Priorities
- Verify and Track Progress of Improvement Projects
- Gain EPA Recognition
- Related Tools

Manage Energy and Water Consumption for All Buildings

Portfolio Manager helps you track and assess energy and water consumption within individual buildings as well as across your entire building portfolio. Enter energy consumption and cost data into your Portfolio Manager account to benchmark building energy performance, assess energy management goals over time, and identify strategic opportunities for savings and recognition opportunities. EPA has developed a Benchmarking Starter Kit to help you get started quickly.

Any building can efficiently track and manage resources through the use of Portfolio Manager. The tool allows you to streamline your portfolio's energy and water data, and track key consumption, performance, and cost information portfolio-wide. For example, you can:

- Track multiple energy and water meters for each facility
- Customize meter names and key information
- Benchmark your facilities relative to their past performance
- View percent improvement in weather-normalized source energy
- Monitor energy and water costs
- Share your building data with others inside or outside of your organization
- Enter operating characteristics, tailored to each space use category within your building.

Rate Your Building's Energy Performance

For many facilities, you can rate their energy performance on a scale of 1–100 relative to similar buildings nationwide. Your building is *not* compared to the other buildings entered into Portfolio Manager to determine your ENERGY STAR rating. Instead, statistically representative models are used to compare your building against similar buildings from a national survey conducted by the Department of Energy's Energy Information Administration. This national survey, known as the Commercial Building Energy Consumption Survey (CBECS), is conducted every four years, and gathers data on building characteristics and energy use from thousands of buildings across the United States. Your building's peer group of comparison is those buildings in the CBECS survey that have similar building and operating characteristics. A rating of 50 indicates that the building, from an energy consumption standpoint, performs better than 50% of all similar buildings nationwide, while a rating of 75 indicates that the building performs better than 75% of all similar buildings nationwide.

EPA's energy performance rating system, based on source energy, accounts for the impact of weather variations as well as changes in key physical and operating characteristics of each building. Buildings rating 75 or greater may qualify for the ENERGY STAR label.

Commercial buildings eligible to receive a rating, representing over 50 percent of US commercial floor space, are:

- Bank/Financial Institution
- Courthouse
- Data Center
- Hospital (acute care and children's)
- Hotel
- House of Worship
- K–12 School
- Medical Office
- Municipal Wastewater Treatment Plant
- Office
- Residence Hall/Dormitory
- Retail Store
- Supermarket
- Warehouse (refrigerated and non-refrigerated)

EPA is always working to develop rating criteria for additional segments of the commercial building market. For those buildings that are not eligible to receive a rating, EPA has created a list of reference energy performance targets. These are based on average energy use calculated across different types of buildings. These energy performance targets are not normalized for climate nor adjusted for activities which may affect energy use. All targets are expressed in energy use intensity and are derived from the Commercial Buildings Energy Consumption Survey.

Estimate Your Carbon Footprint

Portfolio Manager calculates your building's greenhouse gas emissions (including carbon dioxide, methane, and nitrous oxide) from on-site fuel combustion and purchased electricity and district heating and cooling. Portfolio Manager also enables tracking of avoided emissions from any Renewable Energy Certificates. While the emissions calculations are based on the amount of energy your building consumes, they have no bearing on its energy performance rating. The methodology for calculating greenhouse gas emissions in Portfolio Manager was designed to be consistent with the Greenhouse Gas Protocol developed by the World Resources Institute and World Business Council for Sustainable Development, and is compatible with the accounting, inventory and reporting requirements of EPA's Climate Leaders program, as well as other state and NGO registry and reporting programs. For more detailed information on emissions calculations, refer to the Technical Description of Greenhouse Gas Emission Calculations.

Set Investment Priorities

Portfolio Manager provides a platform to track energy and water use trends as compared with the costs of these resources. This is a valuable tool for understanding the relative costs associated with a given level of performance, helping you evaluate investment opportunities for a given building and identify the best opportunities across your portfolio.

The built-in financial tool within Portfolio manager allows you to compare cost savings across buildings in your portfolio while also allowing you to calculate cost savings for a specific project. Being able to quickly and clearly obtain figures showing cumulative investments in facility upgrades or annual energy costs eases decision making for best practice management of your buildings nationwide.

Verify and Track Progress of Improvement Projects

You can use Portfolio Manager to generate a Statement of Energy Performance (SEP) for each building, summarizing important energy information and building characteristics such as site and source energy intensity, CO₂ emissions, gross floor area, and number of personal computers. The Statement of Energy Performance can help you to apply for the ENERGY STAR label; satisfy LEED for Existing Buildings (LEED-EB) requirements; support mortgage, sale, and/or lease transactions; document performance in energy service contracts; and communicate energy performance with tenants/owner/customers

Gain EPA Recognition

You can use Portfolio Manager to share your data with EPA and earn recognition for energy performance within a building or across your entire portfolio. Share best practices, become a Leader for energy improvement, or top energy performance, or simply gain exposure through development of success stories or showcasing a directory of achievements for clients. Recognition opportunities include:

ENERGY STAR label — Recognition for superior energy performance in a single building

ENERGY STAR Leaders — Recognition for organization-wide improvement or top energy performance

ENERGY STAR Partner of the Year — Recognition for outstanding contributions to reducing greenhouse gas emissions through energy efficiency

Supporting Materials and Correspondence

From Presentation, October 2010

BRUNSWICK GREEN BUILDING INITIATIVE

The Harriet Beecher Stowe Elementary School: A Case Study Underway⁹

- Will be LEED certifiable
- Target EPA score of 95 (existing Brunswick schools have scores around 50, or average).
- Will be almost twice as energy efficient as an average building of its type, *saving the town and taxpayers more than \$70,000 per year.*
- Construction costs are within budget. Construction costs were far more dependent on the bid market and other factors than LEED.



⁹Data obtained from PDT Architects, Portland ME, 2010

Energy Performance Model Results for Harriet Beecher Stowe School, from PDT Architects, Portland ME

Note, the "Energy Performance Rating" is the EPA Portfolio Manager rating.

Target Energy Performance Results

The design achieved a rating of 75 or higher:

APPLY for "Designed to Earn the ENERGY STAR"

NOTE: Values are 78% Electricity - Grid Purchase and 22% Natural Gas. The Target & Average Building energy use for this facility are calculated based on fuel mix of input estimated energy use.

View Statement of Energy Design Intent

Energy	Target	Actual Building
Energy Performance Index (EPI)	85	85
Energy Reduction (%)	47	45
Greenhouse Gas Intensity (lbCO ₂ e/ft ² /yr)	58	59
Site Energy Use Intensity (kBtu/ft ² /yr)	74	74
Total Annual Source Energy (kBtu)	4,394,741	4,394,741
Total Annual Site Energy (kBtu)	3,247,000	3,247,000
Total Annual Energy Cost (\$)	1,783,074	1,783,074
Electricity Intensity (kWh/ft ² /yr)	84	83
Gas Intensity (therms/ft ² /yr)	17%	17%

Facility Information		Energy Use Intensity	
Harriet Beecher Stowe School Portland, ME 04101 K-12 School		Total Annual Site Energy (kBtu) 3,247,000	Total Annual Energy Cost (\$) 1,783,074
Total Annual Site Energy (kBtu) 3,247,000	Total Annual Energy Cost (\$) 1,783,074	Total Annual Site Energy (kBtu) 3,247,000	Total Annual Energy Cost (\$) 1,783,074
Total Annual Site Energy (kBtu) 3,247,000	Total Annual Energy Cost (\$) 1,783,074	Total Annual Site Energy (kBtu) 3,247,000	Total Annual Energy Cost (\$) 1,783,074

LEED Case Studies – Municipal Buildings

East End School – Portland

Portland, Maine -- The East End School was designed by Stephen Blatt Architects of Portland, with Joe Hemes, AIA, LEED AP, as Project Architect. It is the first public school in Maine to be awarded a "Silver" LEED rating.

The design of the East End Community School started with several community workshops, which were held to determine the "high performance and green building" goals for the school. The architects realized these goals using an integrated design process with their design team including Fore Solutions and Portland Public Schools. The project, built by Ledgewood Construction and completed in 2006, incorporated many local and regional sustainable building products. The classrooms employ state of the art daylighting techniques coupled with lighting controls to save energy. The building high level of energy efficiency earned a maximum (\$120,000) grant from Maine's "High Performance Schools" Program.

The school has the first "green roof" in Maine, composed of a soil medium and alpine plants which absorb and filter rainwater, provide insulation to the building, and extend the life of the roof beneath. A major portion of the cost of the 1,800 square foot green roof was provided by a grant from Casco Bay Estuary Partnership to demonstrate new techniques for controlling and cleaning stormwater.

On the roof, 18 solar photovoltaic panels generate 2.6 kW, enough electricity to power the average house. The solar panels were donated by Fred Padula of Portland, Maine to encourage education regarding sustainable energy production.

The East End Community School also received a "Merit Building" Award at the third "Excellence in Sustainable Design and Development Awards Program" at the Integrated Design/Integrated Development (IDID) Conference presented by the New Hampshire American Institute of Architects' Environmental Guild and The Jordan Institute in October 2006. The IDID Awards honor architecture and landscape architecture that demonstrate a high level of sustainable principles and excellence in design.

Falmouth Police Station – Falmouth

Falmouth, Maine -- The Falmouth Police Department is the first police station in Maine to receive a "LEED NC Silver" certification from the USGBC. The design reflects the traditional character of the town. It emphasizes the fact that "green" comes in many different shapes and styles. This project also met the challenge of achieving "LEED silver" while maintaining a tight budget which was fixed prior to the decision to attempt LEED certification. The additional first cost for LEED certification was approximately 3% of the total \$2.1 million construction budget.

The Police Department's former home was located in a corner of the existing Town Hall and was highly inadequate to meet the Police forces needs. The new station was designed to address the many space and operational issues that were not being addressed at there former location. Many LEED requirements worked to accomplish many of these requirements for a more hospitable space. One example of this is the building was designed for all regularly occupied spaces to have ample sunlight and access to views to the outside, while the interior portion of the building houses all record storage, changing rooms, and other non-occupied building spaces.

The construction of the building took advantage of SIPS (Structural Insulated Panel System) wall panels to help create a very highly insulated building perimeter, which will lend itself to reducing energy costs for years to come. Finish materials for the building were carefully selected to be both locally manufactured products and to contain recycled materials whenever possible.

Western District Police Station – St. Paul MN

Saint Paul's Western District Police Station was the first LEED certified building in Saint Paul as well as the first LEED certified police station in Minnesota. The police department, public works staff and consultants worked with Xcel Energy's Energy Design Assistance program to produce the building's energy efficiencies, exceeding the current Minnesota State Building Code for efficiency by at least 40 percent and reducing the long-term operating costs of the building. It is 48 percent more energy efficient than traditional commercial structures.

The LEED Gold certification exceeded the target Mayor Chris Coleman set to have the building certified LEED Silver. Among the building's features are:

- ⊙ High-efficiency heating and cooling with in-floor heating for the garage and first-floor perimeter and an energy recovery exhaust system that captures heat or cold air as it exits the building and uses it to temper the incoming air;
- Use of an Energy Star-rated white roof system for reducing cooling load;
- Eastern and southern exposures for daylight and passive solar gain;
- Innovative storm water management system that includes a combination of rain gardens, holding ponds and permeable pavement to manage storm water run-off on site;
- High-efficiency lighting and occupancy sensors;
- Locally-produced pre-cast concrete wall and floor panels, providing long life and low maintenance; and
- Use of A-410 refrigerant in the cooling system which does not produce ozone layer-depleting emissions.

Jack Evans Police Headquarters Building, Dallas Texas

The Jack Evans Police Headquarters is the new home of the Dallas Police Department. The facility serves primarily as administration offices for the department; with some specialized police functions such as a physical evidence laboratory and a Police Museum. The facility operates 24 hours a day, seven days a week. It's energy efficient design will save the City of Dallas \$246,000 per year in energy costs. Energy efficiency is optimized by a number of features, including:

- 1 Higher wall insulation values
- 2 Lower U-factor insulating glazing units
- 3 Reflective roofing material
- 4 Electric lighting design to 0.99W/sf
- 5 Continuous dimming daylighting controls in perimeter spaces
- 6 Occupancy sensors installed throughout the building

LEED Policies and Ordinances – Maine Municipalities

Bangor

CITY ADOPTS SUSTAINABLE BUILDING DESIGN STANDARDS

In pursuit of our goal to be the most environmentally friendly city in Maine, the Bangor City Council recently approved a new standard for City owned building construction and renovation projects. This standard, Leadership in Energy and Environmental Design (LEED), requires the City and its architects, designers, and construction firms to integrate environmental design and energy efficiency into projects from their very beginning. The result will be reduced energy use and operating costs through longer lived, environmentally friendly structures that are healthier places to work and visit. Buildings consume: 70% of electricity and 12% of water; are responsible for 30% of greenhouse gas emissions; and produce 65% of all waste in the U.S. Such environmental impacts can only be reduced by integrating energy conservation and low impact environmental design into construction standards. A copy of the City's LEEDS policy can be found at: http://www.bangormaine.gov/cs_finance_env.php.

The Rundown, newsletter of the Office of the Environmental Coordinator, Bangor ME, May 1, 2009:

"Fire Station 6 is in the LEED"
By Wendy Warren

The City of Bangor was the first municipality in the State to adopt Leadership in Energy and Environmental Design (LEED) standards for City projects. The new Fire Station 6 under construction on Griffin Road, is the first project undertaken under this policy. LEED is a third-party certification program and the nationally accepted benchmark for the design, construction, and operation of high performance green buildings. LEED promotes a whole-building approach to sustainability by recognizing performance in five key areas of human and environmental health: 1) sustainable site development; 2) water savings; 3) energy efficiency; 4) materials selection; and 5) indoor environmental quality. Fire Station 6 will be LEED certified and may reach the second level of attainment - Bronze. LEED is based on a system of points earned for meeting various standards. As those points increase, they reflect a level of achievement that distinguishes a project from others. Tours of the Fire Station and its LEED features will be available by appointment when the Station opens in April 2009. Contact Captain Tony Ritano at 992-4690 to make arrangements.

Bar Harbor

On June 13, 2006, Bar Harbor amended its municipal codes to award a density bonus of an additional market-rate dwelling unit for construction projects in which all dwelling units meet LEED standards. This bonus applies to projects within a Planned Unit Development and compliance is determined by either application or by affidavit for adherence during construction.

Portland

On April 6, 2009, the Portland City Council adopted Resolution 14-08/09, requiring all new construction and renovation municipal projects over 5,000 sq ft and costing more than \$250,000 and all new construction and renovation projects funded by the City over 10,000 sq ft and costing more than \$250,000 to achieve LEED Silver certification.

York

On May 17, 2008, the Town amended the Town Zoning Ordinance to include Article Nine, requiring all municipal buildings and buildings funded by the Town at 75% or more of the total construction cost and exceeding 5,000 gross sq ft to achieve at minimum LEED Silver certification.

According to the U.S. Green Building Council, as of September 24, 2010, various LEED initiative, including legislation, executive orders, resolutions, ordinances, policies, and incentives were found in 45 states, including 442 localities (384 cities/towns and 58 counties), 34 state governments, 14 federal agencies or departments, and numerous public school jurisdictions and institutions of higher education across the United States.

Two Brief Summaries of Davis Langdon Green Building Cost Analysis

Excerpt from "What Does Green Really Cost?" by Peter Morris, PREA Quarterly, Summer, 2007

"Having set the goals and incorporated them into the design and construction process, there is still the question of what the sustainable features will cost. Underlying this question, however, is another question: "Compared to what?" In many cases, this question is left unasked or is undefined. The most common comparison, at least in anecdotal reporting, is comparing the cost of the green project with the original project budget or the original anticipated cost of the project: "The final project cost me this much; I originally thought it would cost that much; the difference must be what I spent on making it green." Clearly, this approach has two substantial problems: It assumes the original budget was adequate in the first place, and it assumes that no other changes or enhancements were made. Nevertheless, this is a widely used methodology and is found in many of the studies of the cost of green projects...

"Most of the studies that use this methodology report average green premiums in the range of 1% to 2% to achieve a moderate level of sustainable design, generally equivalent to a LEED Silver rating. Higher levels of sustainability are usually linked to higher green premiums, although the small population of such buildings available for analysis makes statistical calculations impractical. It should also be noted that though the studies show average premiums of 1% to 2%, closer analysis of the data shows that a significant number of projects—often in excess of 50% of the population—report no increase in cost over the budget to incorporate sustainable features."

<http://www.davislangdon.com/upload/images/publications/USA/Morris%20Article.pdf>

Cost of Green Revisited: Reexamining the Feasibility and Cost Impact of Sustainable Design in the Light of Increased Market Adoption, Davis Langdon, 2007

From the Executive Summary : "The 2006 study shows essentially the same results as 2004: there is no significant difference in average costs for green buildings as compared to non-green buildings. Many project teams are building green buildings with little or no added cost, and with budgets well within the cost range of non-green buildings with similar programs. We have also found that, in many areas of the country, the contracting community has embraced sustainable design, and no longer sees sustainable design requirements as additional burdens to be priced in their bids."

<http://www.davislangdon.com/USA/Research/ResearchFinder/2007-The-Cost-of-Green-Revisited/>

Table Showing relationship between ENERGY STAR Rating (a/k/a EPA Portfolio Manager Rating) and LEED-EB (LEED for Existing Buildings) Points.

Optimize Energy Performance

Intent

Achieve increasing levels of energy performance above the prerequisite standard to reduce environmental impacts associated with excessive energy use.

Requirements

Demonstrate the EPA ENERGY STAR energy performance rating that the building has achieved. Utilize ENERGY STAR's Portfolio Manager tool for building types addressed by ENERGY STAR.

OR

For building types not addressed by ENERGY STAR, demonstrate the ENERGY STAR equivalent rating for the building energy use, calculated using the alternate method described in the LEED-EB Reference Guide.

ENERGY STAR Rating	LEED-EB Points
63	1
67	2
71	3
75	4
79	5
83	6
87	7
91	8
95	9
99	10

Submittals - Initial Certification

- Provide a summary of the annual bills, including cost and usage amounts (kilowatt-hours, therms, gallons, etc.), for each type of energy used by the building annually over the performance period.
- Provide copies of the most recent 12 months of building utility bills including both energy use and peak demand, if available.

AND EITHER

- If the building type is addressed by ENERGY STAR, provide Portfolio Manager tool output, the Statement of Energy Performance, documenting the building EPA ENERGY STAR rating over the performance period.
- If previously certified under LEED-NC, provide for the baseline (budget) building and design building projected energy consumption, projected peak demand and the energy points earned under LEED-NC.

OR

- If the building type is not addressed by ENERGY STAR, provide calculations showing the equivalent EPA ENERGY STAR rating for the building calculated using the alternate calculation method described in the LEED-EB Reference Guide.

Correspondence pertaining to the Cost of LEED

Links with relevant information on the incremental cost of LEED (incremental cost shown first, as a percentage).

4-11% from Clean air/cool planet website

http://www.cleanair-coolplanet.org/for_communities/LEED_links/AnalyzingtheCostofLEED.pdf

0-8.5% from *Managing the Cost of Green Buildings*

<http://www.usgbc.org/DisplayPage.aspx?CMSPageID=77>

2-15% from *Building Green*

<http://www.leaduser.com/strategy/cost-leed-report-and-understanding-cost-leed-project-certification>

Also, interesting note, below

If the design team is experienced and the goals aren't too aggressive, there may be no overall added cost because every cost premium has been offset with savings somewhere else. (For example, a smaller HVAC system resulting from a more efficient envelope.) We know this is possible because lots of projects achieve LEED certification on budgets that were set before LEED was introduced as a requirement. However, various studies have targeted a typical premium for LEED projects at 2%–15%, with the high end including a lot of on-site renewable energy generation for LEED-NC EAc2.

Correspondence regarding what the EPA Portfolio Manager score means

Hi Gary --

In short, an EPA rating of 75 simply means that the building has an energy efficiency measure that is as good as 3/4 of similar buildings in the EPA database. It is a percentile rating. EPA periodically surveys buildings in a number of different categories (schools, municipal buildings, ...). A particular rating is always "current", so that a building built twenty years from now with a rating of 75 will be more energy efficient than one built today with the same rating, because the efficiency of building stock is improving over time. EPA includes many factors in its rating, but at the root of it is still energy use per unit area (e.g., MMBtu/sqft), that we are all familiar with. The EPA database is all web-based, and free. An existing building can simply enter utility bill data to get a score; whereas a new building design would need to be software modeled to estimate a score, such as PDT has done with the new school.

We'll include a page with a description of the EPA tool plus references in our packet.
http://www.energystar.gov/index.cfm?c=evaluate_performance.bus_portfoliomanager

Plt let me know if you need additional details. Thanks.

Alex

From: ...
To: ...
Date: Tue, 11 Jan 2011 07:11:55 -0500
Subject: RE: Green Building Ordinance -- request for comments

Thanks Alex.

This looks concise and simple, which is good. Can you provide some information that helps people to understand what an EPA rating of 75 means?

Thanks

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

Correspondence with Superintendent Paul Perzanoski and School Board Chair Corri Perreault

Hi Paul and Corri,

Thank you both for speaking with me recently about the Sustainability Committee's proposed ordinance policy for more energy efficient and sustainably constructed buildings in Brunswick.

The draft ordinance policy is copied below. It was written by Alex Anesko, also on the Sustainability Committee, with input from our Committee, Gary Brown, and other town staff.

You both expressed concerns over the requirements for dealing with major renovations. Here are some clarifications after talking things over with Alex.

The section on renovations is meant to cover the renovations only. That is, it is not the entire building that must meet the ordinance's policy's environmental standards, but only the renovation. For example, if a new wing is being added to an older building, it is only the new wing that must meet the new standard. Also, smaller renovations would not fall under the ordinance policy at all as they would not cost more than 25% of the building's insured value.

It gets complicated when there are expensive building-wide renovations that don't lend themselves to LEED-type alterations. I could imagine, for example, if a building were having a costly asbestos mitigation - it might be very difficult and expensive to then have to bring the whole building up to LEED standards. This is not the intent of the ordinance policy.

On the other hand, if a building is gutted, as was, for example, the old Hawthorne Union St. School, then that would be a perfect time to focus on efficiency - through extra insulation or whatever makes sense. That is exactly the situation where it would be helpful to carefully analyze the renovation and increase prioritization for energy efficiency. (I don't mean to imply that this wasn't done for Hawthorne Union St. - I'm just using it as a theoretical example).

I'd be interested in hearing what renovations you think might be pending for school buildings. Perhaps it would help us think through whether we need to tweak the wording.

Telephone Interview with
Nathan Poore, Town Manager
Falmouth ME.
January, 24, 2011

In 2008, the Town of Falmouth Public Safety Building received LEED NC Silver Certification. According to Town Manager Nathan Poore, the Town originally intended to seek only basic certification, but the final product qualified for the higher level. In fact, the building fell only four points shy of Gold Certification. Today, almost three years later, the Town Manager and the Chief of Police are very pleased with the building's performance, including a 40% reduction in energy usage over a conventional building of similar size. There have been no significant problems with the building.

Mr. Poore estimates that the decision to seek LEED Certification added about \$40,000 to the cost of the \$2.8 million project. This included consulting services by Fore Solutions of Portland to oversee construction and to ensure that the work was done to LEED standards, in addition to the certification fees paid to the U.S. Green Building Council. Initially, some had recommended that the Town build to LEED standards but not incur the extra expense of certification. Mr. Poore, however, believes the money was well spent because of the quality assurance it provided. He also stated that, with greater LEED-related expertise among architects and builders than existed three years ago, it may no longer be as important to hire consultants for project oversight.

The Town of Falmouth is building a new elementary school for which LEED Certification will be sought. In addition, it is possible that certification will be sought when existing school buildings are redeveloped for new municipal purposes. No final decision has been made on this issue however. Finally, at least two commercial buildings in Falmouth have received LEED Certification since the Public Safety Building was completed.

Mr. Poore said that he would be willing to answer any questions that we have concerning Falmouth's experiences in this area.

Measures Passed by other Maine Municipalities

Order 187-08/09

Given first reading & referred to the Energy & Environmental Sustainability Committee on 3/16/09

Public Hearing, Amended & Passage 4/6/09 9-0

JILL S. DUSON (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
DANIEL S. SKOLNIK (3)
CHERYL A. LEEMAN (4)

CITY OF PORTLAND IN THE CITY COUNCIL

JOHN COYNE (5)
JOHN M. ANTON (A/L)
DORY WAXMAN (A/L)
NICHOLAS M. MAVODONES (A/L)

AMENDMENT TO PORTLAND CITY CODE CHAPTER 6, ARTICLE VII GREEN BUILDING CODE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

That Chapter 6, Article VII is hereby enacted to read as follows:

ARTICLE VII. GREEN BUILDING CODE

Sec. 6-165. Purpose

The purpose of this article is to promote standards for construction that result in buildings that are environmentally responsible, energy efficient, provide healthy places to work, consume less energy and create fewer emissions.

Sec. 6-166. Definitions.

The following words shall be defined as set forth below for use in this article.

Funded in whole or in part: Receipt of tax increment financing or a grant, HOME loan, Community Development Block Grant loan or Neighborhood Stabilization Program loan greater than Twenty-Five Thousand Dollars (\$25,000.00).

Renovation:

- (a) At the time of the application, the total construction cost is greater than or equal to the market value of the property as determined by the City's Tax Assessor; or
- (b) A conversion from non-conditioned to conditioned space; or
- (c) An addition of building gross square footage greater than or equal to the gross square footage of the existing building; or
- (d) A change of use.

Sec. 6-1667. Standards for new buildings ~~or~~ and renovation projects.

All new construction and renovation projects to be owned, or occupied by the City of Portland that are of 5,000 square feet in floor area or greater and have a total construction cost of greater than \$250,000, ~~or~~ and all new construction and renovation projects to be funded in whole or in part by the City of Portland that are of 510,000 square feet in floor area or greater and have a total ~~project~~ construction cost of greater than \$250,000 shall be certified to the U.S. Green Building Council's ("USGBC") Leadership in Energy and Environmental Design ("LEED") Silver Standard, and shall achieve the minimum LEED Optimize Energy Performance points necessary to meet the targets of the 2030 challenge as published by Architecture 2030.

~~Sec. 6-167. Standards for new buildings or renovation projects less than 5,000 square feet.~~

~~All new construction and renovation projects to be owned, occupied, or funded, in whole or in part, by the City of Portland that are less than 5,000 square feet or have a total project cost of less than \$250,000 will meet the Maine State Housing Authority Green Building Standards.~~

Sec. 6-168. Submission of LEED checklist.

Upon submission of an application for a building permit for new construction or renovation projects that are required to meet the standards set forth in section 6-1667, the applicant shall also submit a LEED checklist, along with a narrative description detailing how the LEED credits points will be achieved, including the credits points necessary to meet the 2030 challenge.

Sec. 6-169. Certificate of Occupancy.

A copy of the final submission of LEED documentation to the USGBC U.S. Green Building Council (~~"USGBC"~~) shall be submitted to the City's Department of Planning and Urban Development prior to the issuance of a certificate of occupancy for new construction or renovation projects that are required to meet the standards set forth in section 6-1667. A temporary certificate of occupancy may be issued by the City if necessary prior to the submission of final LEED documentation to the USGBC.

Sec. 6-170. Waivers.

The requirement of LEED certification ~~or Maine State Housing Authority Green Building Standards~~ may be waived in an emergency situation or under documented circumstances showing that compliance with this requirement would be cost prohibitive and/or create an unreasonable burden on the construction project or City; have a negative impact on an historic structure; or, if due to specific circumstances, would defeat the intent of LEED Certification ~~or Maine State Housing Authority Green Building Standards~~. Any request for waiver of LEED certification or ~~Maine State Housing Authority Green Building Standards~~ must be accompanied by specific reasons for the waiver and approved by the Director of Planning and Urban Development. If a waiver is granted, a reasonable effort must still be made to maximize the number of LEED points attained by the project.

Sec. 6-171. Appeals.

Any applicant aggrieved by the decision of the Director of Planning and Urban Development may appeal that decision to the City Council by filing an administrative appeal within twenty one (21) days of the issuance of the decision. The City Council shall place the appeal on its next regularly scheduled meeting. The appeal shall be de novo and public comment shall be accepted. The decision of the City Council shall be in writing, final and nonappealable.

Sec. 6-172. Applicability.

This ordinance shall apply to new construction and renovation projects to be owned, occupied, or funded in whole or in part by the City of Portland for which site plan applications, building permit applications (not associated with an approved site plan), or funding assistance requests are submitted on or after the effective date of this ordinance.

City of Bangor Green Building Standards Policy

(TITLE.) Order, Adopting a Policy Requiring that All New Construction and Major Renovations of City Owned or Funded Buildings Meet Leadership in Energy and Environmental Design (LEED) Certification.

WHEREAS, the City wishes to encourage new construction or redevelopment projects to include sustainable design and building practices; and

WHEREAS, the City supports standards for construction that result in buildings that are environmentally responsible, energy efficient, and healthy places to work; and

WHEREAS, reliable studies have shown that buildings consume approximately 70% of the electricity produced in this country and create about 30% of all greenhouse gas emissions in the United States; and

WHEREAS, it is in the community's best interest to curb building energy consumption and emissions;

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BANGOR THAT:

Section 1. All new construction and major renovation projects to be owned, occupied, or funded in whole or in part by the City of Bangor that are of 5,000 square feet in floor area or greater shall be certified to the U.S. Green Building Council's LEED Standards at the most appropriate level. For purposes of this policy, any renovation project estimated to cost twenty-five percent or more of the current value of the structure to be renovated shall constitute a major renovation project.

Section 2. All new construction and major renovation projects to be owned, occupied, or funded, in whole or in part, by the City of Bangor that are less than 5,000 square feet will meet the Maine State Housing Authority Green Building Standards.

Section 3. The City of Bangor recommends that all new buildings and major renovations undertaken by private entities meet LEEDS standards or, at a minimum, the Maine State Housing Authority Green Building Standards. Toward this end, the Code Enforcement Office shall have and make available information on these standards and work, in concert with other interested parties, toward educating property owners on these standards and their value.

Section 4. The requirement of LEED certification may be waived in an emergency situation or under documented circumstances showing that compliance with this requirement would be cost prohibitive and/or create an unreasonable burden on the construction project or City; have a negative impact on an historic structure; or, if due to specific circumstances, would defeat the intent of LEED Certification. Any request for waiver of LEED certification must be accompanied by specific reasons for the waiver and approved by the appropriate Committee of the City Council. Under these circumstances, a reasonable effort must still be made to maximize the number of LEED points attained by the project.

ARTICLE NINE

GREEN BUILDINGS

9.1 Purpose

The purpose of the Green Buildings Article is to promote sustainable building practices through resource conservation, reduction of waste generated in building construction, increases in energy efficiency, and promotion of the health of residents, employees and visitors to the Town of York.

9.2 Standards for New Municipal Buildings.

- A. Any new building funded in whole by the Town of York, or in part if the portion funded by the Town is 75% or greater of total construction costs, shall be certified by the Leadership in Energy and Environmental Design (LEED) Green Building Rating System, to meet or exceed Silver Certification based on the most current criteria of the United States Green Building Council, unless exempted in §9.2.B.
- B. The following types of new municipal buildings shall not be required to be LEED Certified:
 - a. A building designed and used exclusively for storage; or
 - b. A building that has less than 5,000 square feet of gross floor area.
- C. LEED Silver Certification shall be a required element in Requests for Proposals for design and/or construction of any new municipal building which is required to be certified.

9.3 Standards for Private Buildings

Privately funded buildings do not require LEED Certification at this time. The Town recommends private construction to include as many LEED Standards as are feasible.

AMENDED 5/17/2008

[Bar Harbor]

The standards for LEED incentives can be found in the following sections of the LUO:

125-69(M)(6)(a)(2)(d):

M. Planned Unit Development - Outlying Area (PUD-O). [Amended 6-13-2006EN]

[d] For projects that meet, either by application or by affidavit for adherence during construction, the standards of Leadership in Energy & Environmental Design of the U.S. Greenbuilding Council ("LEEDS") or an approved equivalent, for all dwelling units, an additional market-rate dwelling unit may be allowed.

125-69(S)(6)(a)(2)(d):

S. Planned Unit Development - Village (PUD-V). [Added 6-13-2006EN]

[d] For projects that meet, either by application or by affidavit for adherence during construction, the standards of Leadership in Energy & Environmental Design of the U.S. Greenbuilding Council ("LEEDS") or an approved equivalent, for all dwelling units, an additional market-rate dwelling unit may be allowed.

ITEM 15

BACK UP MATERIALS



MEMORANDUM

TO: Brunswick Town Council
FR: Police Station Sub-Committee
RE: Progress Report
DATE: February 2, 2011

In accordance with the charge to this Committee, we are presenting the Brunswick Town Council with a progress report regarding our activities.

We have met on five occasions, including field visits to the McLellan building, the former Times Record Building, NASB, 28 Federal Street and the recently constructed Sanford Police Station.

We have reviewed materials provided to us from earlier studies conducted by the Town on previous plans to address the needs to replace the current police station.

We have taken public votes to eliminate the following location(s) from consideration as a possible location for a new police station:

1. The former Times Record Building on Industry Road
2. McLellan Building
3. Weymouth and Union Street
4. 28 Federal Street

At this time, we have narrowed the site location to one of three remaining locations. The remaining locations are the previously selected properties at Pleasant and Stanwood Streets, and two locations on Bath Road that have been offered by MRRA.

The Committee is requesting that some basic concept renderings of the buildings be developed to provide visual impressions for the remaining locations.

We hope to return to the Council no later than the end of March with a recommendation on the location as well as other considerations.

ITEM 16

BACK UP MATERIALS

established 10/15/01

BRUNSWICK TEEN CENTER

CONTENTS

Proposed Board Composition
Teen Center By-Laws

REQUEST

Select one town councilor to be a member of the
Teen Center board
Appoint 3 citizen members to the board

Brunswick Teen Center
Proposed Board Composition

There shall be seventeen (17) Directors appointed in the following manner:

- a. One member shall be the Director of the Brunswick Parks and Recreation Department, ex-officio, or his/her designee.
- b. One member shall be a representative of the Brunswick School Board, ex officio.
- c. One member shall be a Brunswick Town Councilor, ex officio.
- d. Three (3) members shall be appointed by the Brunswick Town Council.
 - 1) One of these Directors shall be a parent of a teenager.
 - 2) All of these members shall be residents of Brunswick.
- e. The remaining eleven (11) Directors shall be appointed by the Board of Directors.
 - 1) Two of these Directors shall be potential or actual participants of the Teen Center.
 - 2) Two of these Directors shall be parents of teens.
 - 3) One of these Directors shall be a representative of the Brunswick business community.
 - 4) One of these Directors shall be a representative of the Curtis Memorial Library.
 - 5) One of these Directors shall be a representative of the Brunswick Police Department.
 - 6) One member shall be a representative of the ~~55 Plus~~ ^{People Plus} Center.
 - 7) Three of these Directors shall be at-large members.
- f. Except for Teen representatives on the Board, and ex officio members, Directors shall be appointed for three year terms unless filling the remainder of an unexpired term. No Director who has served two consecutive three year terms may be reappointed until one year has passed from the time he/she was last in office. Teen members shall remain eligible to serve on the Board until they have graduated from high school.

DRAFT

DRAFT

DRAFT

BY-LAWS

THE BRUNSWICK TEEN CENTER

ARTICLE I

The name of the corporation is THE BRUNSWICK TEEN CENTER as provided in the certificate of organization of the corporation.

ARTICLE II

Section 1. Purposes: The mission of the Brunswick Teen Center is to provide a safe environment for young people to explore creative outlets, utilize their talents and help to create a well-rounded generation of youth.

ARTICLE III

Section 1. Non-Profit Corporation: This shall be a non-profit corporation, any net income of which shall not inure to the benefit of any private individual. Its purpose and powers shall be exercised only to the extent that they are not inconsistent with the permitted functions and purposes of a charitable corporation as defined in Section 501 of the Internal Revenue Code to which charitable contributions may be made under Section 170 of said Code, it being the intent that contributions made to the corporation shall be deductible as charitable contributions under Section 170 of the Internal Revenue Code, and that the corporation shall be exempt under Section 501 of said Code and Sections ancillary thereto.

a. No part of the assets of the corporation, either principal or income, shall ever inure to the benefit of any private stockholder, or individual, or any person or association that is not itself a charitable corporation as defined in Section 501 of said Internal Revenue Code, or to any of the corporation directors or officers, either directly or indirectly, in the sense these words are used in Section 170(c) of Section 501(3) of said Code.

The corporation shall not engage in any prohibited transactions as defined in Section 503 of said Code, nor carry on any activity which would disqualify said corporation from receiving charitable contributions under said Section 170.

b. No part of the assets, either principal or income, other than in the normal course of business expenditures, shall be distributed to, or applied for, the use of any corporation trust, community chest, fund or foundation, a part or all of the net earnings of which inures to the benefit of any private shareholder or individual or a substantial part of the activities of which is carrying on propaganda or otherwise attempting to influence legislation or the political campaign of a candidate for public office.

c. If and when the corporation is ever liquidated or dissolved, all of its assets, real and personal, shall be distributed to such charitable or exempt corporations (as defined in Section 501) as the Directors of the corporation may determine.

d. This article may not be amended except to conform from time-to-time with the then current Federal Laws relative to deductible charitable contributions for income tax purposes.

ARTICLE IV

OFFICERS AND COMMITTEES

Section 1. Directors: There shall be seventeen (17) Directors appointed in the following manner:

- a. One member shall be the Director of the Brunswick Parks and Recreation Department, ex-officio, or his/her designee.
- b. One member shall be a Brunswick Town Councilor, ex officio.
- c. One member shall be appointed by the Brunswick School Committee.
- d. Three (3) members shall be appointed by the Brunswick Town Council.
 - 1) One of these Directors shall be a parent of a teenager.
 - 2) All of these members shall be residents of Brunswick.
- e. The remaining eleven (11) Directors shall be appointed by the Board of Directors.
- f. Except for Teen representatives on the Board, and ex officio members, Directors shall be appointed for three year terms unless filling the remainder of an unexpired term. No Director who has served two consecutive three year terms may be reappointed until one year has passed from the time he/she was last in office. Teen members shall remain eligible to serve on the Board until they have graduated from high school.

Section 2. Powers and Duties: The Directors shall be responsible for the maintenance and upkeep of the physical plant and will oversee the Teen Center Coordinator in scheduling building use and programming. They shall be responsible for hiring, supervising, disciplining, and compensating the Teen Center Coordinator. They shall be responsible for financing and fund-raising sufficient to keep the Teen Center solvent. They shall annually elect the following officers from among themselves: Chairman, Vice-Chairman, Treasurer and Secretary. Election shall take place at the first meeting of the fiscal year.

a. Chairman and Vice-Chairman: The Chairman shall preside at all meetings and shall be the official spokesperson for the Board or shall otherwise designate this responsibility as he/she deems necessary. The Vice-Chairman shall preside in the Chairman's absence. Each shall have such further duties as the Directors may from time-to-time decide.

b. Treasurer: The Treasurer, or his/her designee, shall oversee the financial transactions of the corporation.

c. Secretary: The Secretary shall keep an accurate record of the meetings of the Directors. The Secretary may also be the Clerk of the corporation.

Section 3. General Term of Office: A Director holds office until his/her successor is duly appointed. Any vacancy on the Board shall be filled as soon as possible by the Town Council or by the Board of Directors, depending on the seat vacated.

Section 4. Committees: The Directors shall appoint any committees considered essential to the Center's efficient operation.

ARTICLE V

MEETINGS AND QUORUM

Section 1. Meetings: Regular meetings of the Directors shall be held monthly at a regularly established time and in a conveniently located place established by vote of the Directors.

Section 2. Quorum: A simple majority of Directors constitute a quorum for the transaction of business at any meeting.

Section 3. Special Meetings: Special meetings of the Directors may be called by the Chairman, or in his/her absence, the Vice-Chairman, or by any two Directors. Written or telephone notice to each Director stating the time, place and purpose of such special meetings shall be required and sent to each Director 24 hours prior to such meetings. If deemed necessary, each Director may be polled by telephone concerning a special issue and the majority opinion will prevail.

Section 4. Agenda: Any Director may have items placed on the agenda. Any item may be placed on the agenda but not more than three times consecutively. A minimum of five day's notice is required for an item to be placed on the agenda. Items may be added at the meeting by a vote of the Board. All agenda items should be submitted to the Director.

Section 5. Attendance: To assure a quorum for meetings, members shall inform the Center Coordinator or Chairman prior to any meeting absence. Any member failing to attend two-thirds of the meetings or three consecutive meetings within the fiscal year, without just cause, may be suspended by a majority vote of the Board. Suspended members who had been appointed by the Town Council shall be reported to the Chairman of the Town Council. The Town Council may declare the position vacant and take action to fill the vacancy.

Section 6. Fiscal Year: The fiscal year shall be from July 1st to June 30th.

ARTICLE VI

Section 1. By-laws Amendment: These by-laws shall be reviewed at least annually by the Directors. These by-laws may be amended at any regular or special meeting of the Directors by an affirmative vote of a majority of Directors.

ARTICLE VII

Section 1. Furnishings: Any furnishings or equipment donated to the Brunswick Teen Center for the use of teens shall become the property of the Teen Center and their final disposition shall be decided by the Directors.

ARTICLE VIII

Section 1. Moneys: All moneys raised through Teen Center activities shall be considered funds of the Teen Center.

ARTICLE IX

Section 1. Conflict of Interest:

a. When a Board member is deemed to have a direct or indirect pecuniary interest on any issue before the Board, the vote on the question or the contract is not voidable or actionable if the official makes full disclosure of interest before any action is taken and if the official abstains from voting on the particular issue and does not attempt to influence a decision in which the official has an interest. The official's disclosure and a notice of abstention from taking part in a decision in which the official has an interest shall be recorded with the Clerk or Secretary.

b. No persons shall serve on the Board of Directors or its committees when:

1. That person or a member of his/her immediate family is employed by the Brunswick Teen Center; or
2. That person has been an employee of the Brunswick Teen Center within the last two years.

ITEM 17

BACK UP MATERIALS

Summary of Received Applications

2/2/2011

Date of Application

Assessment Review Board

Benson	Ford	324 Simpson Pt. Rd.	725-1367	11/17/2010
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Will Schedule In Februaryry"/>

Planning Board

Steve	Walker	14 Bowdoin St	729-6327	11/15/2010
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Jan 19th, 6:30 p.m"/>

Margaret	Wilson	13 Dionne Circle	729-0584	11/2/2010
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Done on Dec. 15, 6:30 p.m."/>

Trust Fund Advisory Committee

John	Donovan	11 McKeen Street	725-5211	1/1/2011
Will this be a reappointment		MembershipType: Citizen	Interview Time:	<input type="text" value="Interviewed already"/>

Everett	Hanke	48 Matthew Dr	721-9270	12/23/2010
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Jan. 19th, 6:00 p.m."/>

BRUNSWICK CITIZENS

The Brunswick Town Council will be appointing Brunswick citizens on Monday, December 20, 2010, to the following Boards and/or Committees:

✓ Assessment Review Board

2 full members – 3 year term to expire on 01/12/2014

Bicycle and Pedestrian Advisory Committee

1 Member – no set term

Brunswick Teen Center

1 member – 3 year term to expire on 02/07/2013

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 Alternate (no license holder) – 3 year term to expire on 05/01/2013

Personnel Board

2 members – 3 year term to expire on 01/12/2014

Planning Board

1 member – balance of 3 year term to expire on 02/23/2012

2 members – 3 year term to expire on 02/23/2014

Steve Walker - rescheduled from Dec.

Recycling & Sustainability Committee

2 members – 3 year term to expire on 01/1/2014

✓ Trust Fund Advisory Committee

1 member – balance of 3 year term to expire on 05/10/2012

1 member – 3 year term to expire on 05/10/2013

Zoning Board of Appeals

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

1 Associate member – 3 year terms to expire on 7/1/2013

2 Full members - 3 year term to expire on 11/20/2013

Interested citizens should complete an application form, available in the Town Clerk's Office or the Town Manager's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Monday, December 13, 2010.

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

Times Record 12/10/2010

1196:00

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

For Office Use Only	
12/23/10	Date App.
_____	Received
_____	Date App.
_____	Entered
_____	Appointed

Full Name: EVERETT E. HANKE Date 12/17/10

Street Address: 48 MATTHEW DRIVE

Home Telephone #: 721-9270 E-mail Address: EVHANKE@SUNSCOM-MAINE.NET I live in Council District #: _____

I wish to be considered for appointment to the:
TRUST FUND COMMITTEE
(NAME OF BOARD/COMMITTEE/COMMISSION)

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

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

Occupation: Retired - Certified Financial Planner, Investment Advisor
Employer: Self Work Telephone #: _____

List any civic organizations to which you belong:
Hospice Volunteer in Mid Coast Maine - two terms ending 2008

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission: Served 2 terms as Board Member, Hospice Volunteer Mid Coast. Was Treasurer, started their endowment fund, proposed 7% return to allow 5% disbursement and 2% inflation and produced that return before Volunteers merged with CHAMS in May 2010.

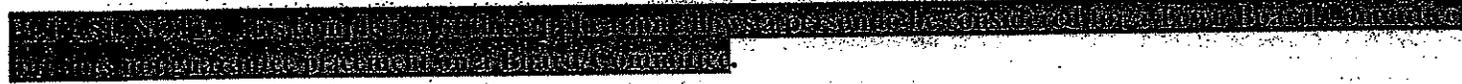
Have you previously served on a Town board/committee/commission? Yes If so, please list the board/committee/commission and years of service:
Elected to this committee May 2007 - three year term
Everett Hanke
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

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



APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: TRUST FUND COMMITTEE

Term Length: 3 yrs.

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

No, other than to want to discover how many funds the Town has, who manages the money and what their returns have been.

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

Board member and operations contact - Mass. Cooperative \$20M+ fund
Board + Treasurer Hospice Volunteer for Mid Coast Maine - started
Hospice Endowment Fund, achieved 7 or 7 1/2% annual
return for 4 years ending 12/31/09 - CHANS now taken

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

over Volunteers,

I am in full retirement
as of December 2010 but want to remain
active and make a time contribution

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

In retirement mode - no problem

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

None at all

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

Trust you want someone with my experience
for your committee.

EVERETT E. HANKE

Financial Services

EDUCATION and BACKGROUND STATEMENT

Formal Education	Colgate University, BA, Geology Northeastern U., MBA, Business Admin.
Professional Designations Training	CFP, Certified Financial Planner, 1993 ChFC, Chartered Financial Consultant, 1983 CLU, Chartered Life Underwriter, 1974 Advanced Estate Planning Certificate, 1983 * Financial Counseling Certificate, 1982 * * The American College, Bryn Mawr, PA
Business Background	New England District Manager (to 1969), Clinton Corn Processing Division of Standard Branda (now R.J. Reynolds, Nabisco), raw material suppliers to the food, beverage and paper industries. 1969 to present; Self-employed Practitioner, offering financial services and products to individuals and businesses. 1969 to 1994: Business offices in the Boston area with licenses and associations as follows. Series 7, General Securities License Mass. Life Insurance Adviser's License Mass. Broker's License for Life, Accident, Health Licensed for Fixed and Variable Annuities UNUM Insurance Co., Personal Producing Gen'l Agent LINSICO/PRIVATE LEDGER, Registered Rep. Investment Advisor Rep. Fiske Capital Management, Registered Rep.
Professional Teaching	1984 Lecturer, Investments Part-time Faculty Member, Northeastern University Center for Continuing Education 1989 Lecturer, Tax Planning & Management Adjunct Faculty, Insurance & Financial Services Institute of Northeastern University, Boston. Adjunct Faculty, College for Financial Planning, Denver, Colorado.
Present Services	Relocated to Brunswick, Maine, September 1994. Currently, all licenses mentioned above have been allowed to lapse. Financial Planning now offered on a "Fee Only" basis.

*Congregational Fund served about
100 Churches in Mass with
assets of \$20 million+.*

*Served as a board member and prior to
my move to Maine in 1994 was "operations
manager".*

MASSACHUSETTS CONFERENCE EDITION

DECEMBER 1994 / UNITED CHURCH NEWS

Congre. Fund more accessible

In a joint agreement between the Massachusetts Conference and the Massachusetts Congregational Fund, a new position of administrator of the Congregational Fund has recently been established.

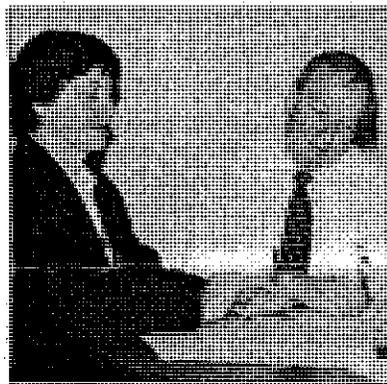
Lois Alexander, a CPA with experience in both corporate and not-for-profit organizations, has been appointed to fill this new position.

Alexander will maintain an office for the Congregational Fund at the Framingham Conference Center.

She will be responsible for the preparation and distribution of quarterly dividend notices and Fund literature, and will make the Fund more accessible by being available to answer the every day questions and concerns of participants.

According to Fund President Robert C. Macomber, the appointment of a fund administrator has become necessary because of the rapid growth in

the two trusts that comprise the Fund have experienced in the past three years.



Lois Alexander confers with Fund Pres. Robert Macomber

"We have more accounts and more funds." More communication is necessarily involved," he said.

"We can no longer keep up with the

needs of the Fund for personal contact on matters such as opening accounts and discussing Fund performance," he said.

Board Member Everett Hanke has until recently taken up the slack by making himself available from his office in Needham, Macomber said. But Hanke is now making plans to retire and move to Maine.

"We felt we needed to provide fund participants with a more consistent presence and more accessibility."

Since the Mass Conference is the Fund's largest investor, the arrangement of working out of the Conference offices will be a convenience for both.

Alexander is employed by the Conference, which is then reimbursed by the Fund.

She can now be reached at the new Massachusetts Congregational Fund number, (800) 514-1111.

FISHERIES AND WILDLIFE
Application for
Appointment to Board/ Committee/ Commission

010Z 9 T	ADN
15 2010	App.
	Entered
	Appointed

Full Name: Stephen S Wallace Date 11-15-10

Street Address: 14 Bowdoin Street

Home Telephone #: 729-6327 E-mail Address: Steve.Wallace@Maine.gov I live in Council District #: 2

I wish to be considered for appointment to the:

PLANNING BOARD

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: _____

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: _____

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

PLANNING BOARD Number of Years 3 Date term expires 2/23/2011

Occupation: Biologist

Employer: Maine Dept. of Inland Fisheries & Wildlife Work Telephone #: 287-5254

List any civic organizations to which you belong:

Brunswick-Topsham Land Trust Board

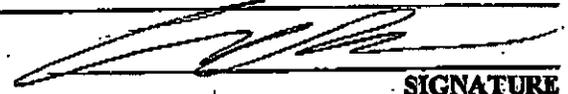
Merry meeting Audubon Volunteer

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

17+ years of land use planning, Environmental Review,
and App? and Natural Resource Inventory/Assessment work

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

Town of Freeport Conservation Commission - 6 years
1998 - 2004



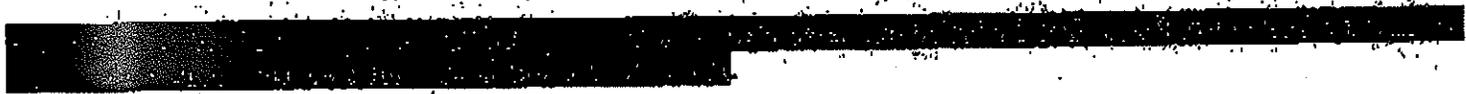
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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: Planning Board

Term Length: 3

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

No. I am a current Member and former town staff.

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

Yes. BA: Environmental Science; BS W.D.L.R. Ecology; 9 years as Environmental Consultant practicing land use planning and Permitting; 5 years Town of Brunswick Planning Dept.; 4 years at MDIF+W Assosy of local + Regional Plans Statewide

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

I am committed to helping shape Brunswick for future generations.

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

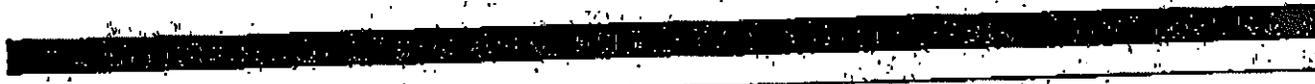
Yes.

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

No. I have pressed myself when projects involving BRET come before the Board.

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

Thank you for considering this application.



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

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

Full Name: JOHN H. DONOVAN Date APR-18-10

Street Address: 11 MCKEEN ST

Home Telephone #: 207-725-5211 E-mail Address: jleodon@gmail.com I live in Council District #: 7

I wish to be considered for appointment to the:

PLEASE REFER TO ATTACHED CORRESPONDENCE

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS: SEE APPLICATION LETTER

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:

NA Number of Years NA Date term expires NA

Occupation: RETIRED

Employer: RETIRED

Work Telephone #: NONE CELL IS 207-319-4712

List any civic organizations to which you belong:

NONE

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

SEE PROFESSIONAL RESUME ATTACHED.

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

ZONING BOARD OF APPEALS 1978 to 1991 - SEVERAL YEARS AS CHAIRMAN
CHAIRMAN, COMMITTEE TO REDRAFT COMPREHENSIVE TOWN PLANT ZONING ORDINANCES
1984 to 1986.

[Signature]
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

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

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: SEE LETTER ATTACHED

Term Length: VARIOUS

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

No

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

YES. SEE RESUME ATTACHED PLUS FORMER SERVICE ON ZONING BOARD OF APPEALS

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

THE TOWN NEED INTERESTED AND CONCERNED CITIZENS. I BELIEVE I HAVE TALENTS + SKILLS TO OFFER TO MEET THOSE NEEDS. I WANT TO BE USEFUL.

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?

NONE KNOWN

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

PLEASE READ ATTACHED LETTER AND RESUME

**John L. Donovan
11 McKeen Street
Brunswick, Maine 04011-3021
207-725-5211**

April 18, 2010

**Brunswick Town Council
Brunswick, Maine 04011**

Ladies and Gentlemen:

Now that I am retired, I wish to become re-involved with Brunswick's town affairs. I offer my name for your consideration for appointment to one or more of the positions for which you are seeking volunteers as you deem appropriate.

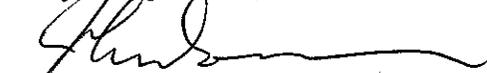
Based upon my background and in the order of my preferences, the Boards and/or Committees to which I seek appointment are:

- 1. Trust Fund Advisory Committee for a any of the available terms**
- 2. Davis Fund Committee for a 3 year term expiring May-10-13**
- 3. Brunswick Housing Authority for a 5 year term expiring Jun-3-15**
- 4. Zoning Board of Appeals as an associate member for a any of the available terms.**

I have included a copy of my latest professional resume` for your convenience. As indicated therein, I have been a telecommuter, working from my home at 11 McKeen St., for the last nineteen years. I worked as a business consultant/financial adviser for PricewaterhouseCoopers, LLP. This work required that I travel extensively usually for as much as 45 to 50 weeks of the year. Consequently, during this period, I was not able to volunteer for service on any town committee or board.

I will be available for an interview at your convenience.

Very Truly Yours,



John L. Donovan

**John L. Donovan
11 McKeen Street
Brunswick, Maine 04011-3021
207-725-5211**

April 20, 2010

Current Occupation

Retired from PricewaterhouseCoopers, LLP February 28, 2010

**PricewaterhouseCoopers, LLP
Director**

Regulatory Advisory Services

Background

Forty-nine years of banking, financial, supervisory and management consulting experience. Senior executive in both thrift and commercial banking institutions including tenure as Chief Executive Officer charged with responsibility of restoring two troubled community thrifts to financial stability and operational integrity. Senior supervisory and examination positions with the U.S. Comptroller of the Currency. Financial and managerial consulting to banks, the medical service industry, a biotech company and non-profit charitable agencies. Experienced in both commercial and consumer lending and troubled asset restructuring. Knowledgeable in treasury and bank operations including deposit taking and check clearings. Principal negotiator in mergers and acquisitions of several financial institutions. Expert witness in judicial hearings, regulatory bodies and legislative bodies including committees of the U.S. Congress. Chairman, elected officer and member of various municipal commissions, regulatory bodies, non-profit organizations and industry trade associations. Joined the Office of the Comptroller of the Currency in 1960; commissioned a National Bank Examiner in 1963. Promoted to Assistant Chief National Bank Examiner in 1966. Promoted to Assistant Regional Administrator in 1968. Promoted to Regional Administrator of National Banks in 1969. Joined Casco Northern Corporation and Casco Northern National Bank as Chief Financial Officer, Executive Vice President and Treasurer in 1973. Management and financial consultant from 1984 to 1987 including tenure as Chief Executive Officer, president and treasurer of Biotherm International, Inc., a biotech company. Joined Brunswick Federal Savings, F.A. in 1987 as Chief Executive Officer, director and president to restore financial stability following an executive officer's embezzlement. Joined HomeBank, FSB in 1991 as Chief Executive Officer, director and president to reorganize operations and address major asset and earnings problems. Retained by Resolution Trust Corporation during conservatorship. Extensive experience as a community bank lender to both consumers and commercial enterprises. Extensive credit review and loan workout experience.

Joined Price Waterhouse, LLP - Washington, D.C. in 1993. Engagements have included advising on regulatory and compliance matters including examination policies,

practices and procedures, compliance and remedial enforcement actions. Works with a variety of financial institutions such as large multinational banks, international banks including their U.S. banking subsidiaries, foreign branches, governmental lending agencies, special purpose banks and community banks on regulatory matters to include credit and treasury risk management, due diligence on asset portfolio acquisitions, compliance management and fair lending reviews, regulatory reporting, process problem diagnosis and corrective measures determination. Specific credit review engagements have included working with foreign and domestic governmental lenders, international banks, U.S. domiciled multinational banks, and U.S. domiciled bank subsidiaries and branches of foreign banks and special purpose lenders.

Recent Experience

- A trained credit reviewer with over 49 years as an underwriter, analyst, commercial and retail lender and credit reviewer. Frequently assists audit teams in reviewing client loan portfolios, allowance analysis, reviewing credit policies and procedures and informal training of audit staff.
- Performs valuation and documentation reviews of commercial loans, commercial mortgage loans, consumer loan portfolios and structured finance vehicles for credit worthiness and valuation;
- Active as a credit review specialist on TS Due Diligence teams.
- A banking regulatory reporting subject matter expert frequently advising clients on reporting matters.
- A trained banking compliance professional.
- Utilizes practical banking experience to advise and assist clients with responding to operational challenges.

Education

- Stonier Graduate School of Banking, (Commercial Degree), Rutgers University, New Brunswick, NJ
- B.A., Xavier University, Cincinnati, OH

ADDITIONAL INFORMATION

PROFESSIONAL AND BUSINESS AFFILIATIONS

- Maine Bankers Association, President, 1982; Chairman of the Legislative Committee, 1975 to 1984
- Maine Savings and Loan League, President, 1990-91; Chairman of Legislative Committee, 1990 to 1993
- American Bankers Association Government Relations Council 1976 to 1984. Frequent service as a committee member on *ad hoc* special interest ABA committees.
- Member and Chairman, Brunswick, ME Zoning Board of Appeals, 1978 to 1991. Chairman, Committee to Redraft Comprehensive Town Plan and Zoning Ordinances, 1984 to 1986.

PUBLICATIONS

- Co-editor and co-author, *The Regulatory Reporting Handbook*, the PricewaterhouseCoopers, LLP Regulatory Handbook Series, 1996-2004
- Contributor to *The Regulatory Risk Management Handbook*, the PricewaterhouseCoopers, LLP Regulatory Handbook Series, 1996-2004
- Contributor to *The Securities Regulatory Handbook*, the PricewaterhouseCoopers, LLP Regulatory Handbook Series, 1996-2004
- Contributor to *The Consumer Banking Regulatory Handbook*, the PricewaterhouseCoopers, LLP Regulatory Handbook Series, 1996-2004
- Contributor to *The Commercial Banking Regulatory Handbook*, the PricewaterhouseCoopers, LLP Regulatory Handbook Series, 1996-2004

SPEECHES

- "Indirect Lending: Some Considerations", National Association of Credit Unions annual convention, Orlando, FL, 2001
- "Risk Management Structure for Banking Groups", PwC Caribbean Banking Practice, Montego Bay, Jamaica, 2003
- "Introduction to Bank Regulatory Reporting", HSBC Finance Corporation reporting staff, Northbrook, IL, 2005
- "Banking Regulatory Reporting and Compliance", BB&T Banking Corp. Internal Audit Department and Finance and Accounting Staff, Wilmington, NC 2005

AWARDS

Brunswick Area Chamber of Commerce "Citizen of the Year Award" for "Exceptional public service in the development of crucial comprehensive planning for the Town of Brunswick" 1985 - 1986



CONSENT AGENDA - A BACK UP MATERIALS

-Draft-
BRUNSWICK TOWN COUNCIL
Minutes
January 24, 2011
(Meeting Rescheduled from January 18, 2011)
7:00 P.M. – Regular Meeting
Municipal Meeting Room
Maine Street Station
16 Station Avenue

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

Councilors Absent: None

Town Staff Present: Gary Brown, Town Manager; Fran Smith, Town Clerk; John Eldridge, Finance Director; David Markovchick, Director of Economic Development; Anna Breinich, Director of Planning and Development; Tom Farrell, Director of Parks and Recreation; Kris Hultgren, Town Planner; and TV video crew.

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

Public Comment: None

Correspondence:

Councilor Atwood spoke on upcoming Home Energy Efficiency Workshops sponsored by the MidCoast Council of Government.

Councilor Perreault spoke on fire hydrant cleanout. Mr. Brown responded to the comment. Chair King and Councilor Watson also spoke on the issue.

Adjustments to the Agenda:

Councilor Atwood withdrew Item #8.

MANAGER'S REPORT:

(a) Financial Update

Manager Brown gave this update.

(b) Council Committee Updates

Reports were given on the following committees: Recycling and Sustainability Committee, Elementary School Building Committee, and Police Station Subcommittee.

Town Council Minutes

January 24, 2011

Page 2

(A copy of a memo from Councilor Atwood on behalf of the Recycling and Sustainability Committee will be attached to the official minutes.)

(c) Report on Communities for Maine's Future Bond Program

Manager Brown spoke on this item.

(A copy of a memo from Brian Dancause that outlines the program will be attached to the official minutes.)

(d) Reminder on renewal of dog licenses

(e) (ADDED) BDA award of Excellence for People Plus renovation

Manager Brown spoke on this item.

(f) (ADDED) Tax Increment Financing (TIF) at Brunswick Landing

Manager Brown spoke on this item and responded to Councilor Pols' question.

PUBLIC HEARINGS

3. The Town Council will consider approval of the following Special Amusement License, and will take any appropriate action.

**Brunswick Lodge of Elks #2043
D/B/A: Brunswick Lodge of Elk's
179 Park Row**

Ms. Angela Brackett

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

Councilor Knight spoke on concerns with noise.

Councilor Pols moved, Councilor Favreau seconded, to approve a Special Amusement License for Brunswick Lodge of Elks. The motion carried with nine (9) yeas.

4. The Town Council will hear public comments on Zoning Ordinance amendments to permit non-aviation, but allowed uses, in the airport zone at Brunswick Landing, and will take any appropriate action.

Manager Brown spoke on this item.

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

Councilor Atwood asked questions, to which Kris Hultgren responded.

Town Council Minutes

January 24, 2011

Page 3

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

Councilor Pols moved, Councilor Favreau seconded, to adopt Zoning Ordinance amendments to permit non-aviation, but allowed uses, in the airport zone at Brunswick Landing. The motion carried with nine (9) yeas.

(A copy of a memo with adopted language will be attached to the official minutes)

- 5. The Town Council will hear public comments on amendments that remove the no parking ban on sections of Merryman Lane, and will take any appropriate action.**

Councilor Perreault spoke on this item.

Chair King opened the public hearing.

Bernie Coombs, Merryman Lane, said he would like all of the no parking signs taken down.

Manager Brown spoke on the item.

Chair King closed public hearing.

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

Councilor Perreault moved, Councilor Tucker seconded, to adopt ordinance amendments to remove the no parking ban on sections of Merryman Lane. The motion carried with nine (9) yeas.

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

NEW BUSINESS

- 6. The Town Council will consider adopting the draft Master Plan for Downtown Brunswick and Outer Pleasant Street Corridor, and will take any appropriate action.**

Councilor Knight spoke on this item.

Councilor Watson spoke on this item. He asked a question, to which Manager Brown responded.

Scott Taylor, 11 High Street, spoke in support of the plan.

Councilor Favreau spoke on this item and thanked Councilors on the committee for their work.

Town Council Minutes

January 24, 2011

Page 4

Councilor Pols spoke about the great work of Councilor Knight on this project.

Councilor Perreault spoke on this item.

Councilor Tucker moved, Councilor Watson seconded, to adopt the draft Master Plan for Downtown Brunswick and Outer Pleasant Street Corridor. The motion carried with nine (9) yeas.

(A copy of the adopted plan will be attached to the official minutes and a copy will be on file in the Town Clerk's Office.)

- 7. The Town Council will consider a draft charge for a Downtown and Outer Pleasant Street Plan Implementation Committee, and will take any appropriate action.**

Councilor Knight spoke on this item.

Councilor Atwood spoke on this item.

Councilor Watson asked a question, to which Councilor Knight responded.

Chair King and Councilor Knight responded to Councilor Atwood's question.

Councilor Watson moved, Councilor Perreault seconded, to adopt the charge for the Downtown and Outer Pleasant Street Plan Implementation Committee. The motion carried with nine (9) yeas.

Councilor Knight and Councilor Perreault will be the Council members on the committee.

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

- 8. The Town Council will hear a report from the PACE Committee and consider setting a public hearing on a proposed PACE ordinance, and will take any appropriate action.**

This item was withdrawn and will be taken up at a future meeting.

- 9. The Town Council will consider approving the Interlocal Agreement and endorsing the Gateway 1 Corridor Action Plan, and will take any appropriate action.**

Manager Brown spoke on this item.

Anna Breinich spoke on this item.

Town Council Minutes

January 24, 2011

Page 5

Councilor Watson, Chair King, and Councilor Perreault asked questions, to which Ms. Breinich responded.

Councilor Perreault, Councilor Tucker, and Councilor Wilson spoke on this item.

Councilor Favreau moved, Councilor Knight seconded, to authorize the Town Manager to sign the Gateway 1 Corridor Coalition Interlocal Agreement, and, further resolve to endorse the so-called Gateway 1 Corridor Action Plan, in principle, and make a “good faith effort” to consider amendments necessary to adopt the Action Plan as part of the Town of Brunswick 2008 Comprehensive Plan within 24 months of approving the Interlocal Agreement. The motion carried with nine (9) yeas.

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

- 10. The Town Council will consider appointing a Council subcommittee to assist with the updating of the Town’s web site, and will take any appropriate action.**

Manager Brown spoke on this item.

Councilor Favreau moved, Councilor Perreault seconded, to move forward on reviewing the Town’s Web page and to appoint a Council subcommittee to work on it. The motion carried with nine (9) yeas.

Chair King appointed Councilor Watson, Councilor Pols, and Councilor Atwood to the Committee.

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

- 11. The Town Council will consider a method to recognize the closing of NASB, and will take any appropriate action.**

Manager Brown spoke on this item.

The Council supported the proposed action. Councilor Tucker and Councilor Favreau will head this up.

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

- 12. The Town Council will consider approving a contract with the Brunswick Benevolent Police Union, and will take any appropriate action.**

Manager Brown spoke on this item and responded to Councilor Pols’ question.

Councilor Tucker moved, Councilor Perreault seconded, to ratify the union contract with the Brunswick Benevolent Police Association. The motion carried with nine (9) yeas.

Town Council Minutes

January 24, 2011

Page 6

(A copy of the Union Contract and a memo from Manager Brown outlining the key elements of the contract will be attached to the official minutes.)

- 13. The Town Council will consider a Resolution authorizing the Town Treasurer to waive foreclosure on certain real estate tax lien mortgages, and will take any appropriate action.**

Manager Brown spoke on this item.

John Eldridge responded to a question from Councilor Perreault.

Councilor Pols spoke on this item.

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

Councilor Tucker moved, Councilor Wilson seconded, to adopt the Resolution authorizing the Town Treasurer to Waive Foreclosure on Certain Real Estate Tax Lien Mortgages. The motion carried with nine (9) yeas.

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

CONSENT AGENDA

(a) Minutes December 20, 2010

(b) Minutes January 3, 2011

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

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

The meeting adjourned at 8:25 p.m.

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

Frances M. Smith

Town Clerk

January 25, 2010

February 7, 2011

Date of Approval

Council Chair

**CONSENT AGENDA –
B and C
NO BACK UP MATERIALS**