

BRUNSWICK TOWN COUNCIL
Agenda
September 19, 2011
6:45 P.M. – Executive Session
7:00 P.M. – Regular Meeting
Municipal Meeting Room
Brunswick Station
16 Station Avenue

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

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Financial Update
- (b) Council Committee Updates
- (c) Letter to Congressional Delegation on AMTRAK funding (*Action Required*)

PUBLIC HEARINGS

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

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

HEARING/ACTION

NEW BUSINESS

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

ACTION

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

ACTION

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

ACTION

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

ACTION

CONSENT AGENDA

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

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

Brunswick Town Council
Agenda
September 19, 2011
Council Notes and Suggested Motions

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

Suggested Motion:

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

MANAGER’S REPORT:

- (a) Financial Update: Manager Brown will update the Council on the Town’s financial picture. The reports are available on-line, but are not included in your packet.

Suggested Motion: No motion is required.

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

Suggested Motion: No motion is required.

- (c) Letter to Congressional Delegation on AMTRAK funding (Action Required): This item comes in response to a request by Councilor Pols. The House Appropriations Committee on Transportation & Housing recently passed their 2012 funding bill, which would cut funding for AMTRAK by 60%, and prohibits federal dollars to be used to fund operating expenses, for state-supported routes, both of which would impact Brunswick’s train service. The draft letter is informing the federal delegation of the Town Council’s disapproval of this action.

Suggested Motion:

Motion to have the Town Manager send letters to the Congressional delegation stating the Council’s opposition to the reduction in funding to train service as passed in the 2012 funding bill of the House Appropriations Committee on Transportation & Housing.

PUBLIC HEARINGS

102. This item is the public hearing on the renewal of an Automobile Graveyard and Junkyard License for Brunswick Auto Recycling, LLC on 117 Bath Road. The facility has passed inspection. A copy of the public hearing notice, application, and inspection report are included in your packet.

Suggested motion:

Motion to approve an application for an Automobile Graveyard and Junkyard License for Brunswick Auto Recycling, LLC.

NEW BUSINESS

103. This item returns to the Council after being sent back to the Planning Board for their full recommendation. The Board held a second public hearing on September 13, to reconsider the proposed CU7 zoning district and to reach consensus on maximum density and the definition of recreation facility. After the hearing and review, the Planning Board voted to accept the staff revision, lowering the maximum density to 8 units per acre and deleting recreational facility as a permitted use, and to further recommend the Council adoption of this amendment. Bowdoin College was agreeable to the Planning Board's recommendation. At this time, the Council action would be to set a public hearing for next meeting. Copies of a memo from Planning Department, letter from Bowdoin College, the rezoning proposal, and maps are included in your packet.

Suggested Motion:

Motion to set a public hearing for October 3, 2011, on amendments to the Zoning Ordinance relative to creating a CU7 zoning district for the Longfellow School property.

104. This item is sponsored by Chair King for the Council to formally vote to locate the proposed police station on properties located at the corner of Pleasant and Stanwood Streets as the location for a new police station. A copy of a memo from Manager Brown, providing background on this location and project, is included in your packet

Suggested Motion:

Motion to affirm that the Council's intention is to locate a future police station at the corner of Pleasant and Stanwood Streets.

105. This item is sponsored by Councilor Atwood to discuss requesting AMTRAK quiet zone designation for Union and Stanwood Streets. Copies of a memo from Manager Brown and an email from MDOT are included in your packet.

Suggested Motion: There is no suggested motion.

106. This item is to consider approval of the request from the Brunswick Downtown Association to hold their annual Outdoor Arts Festival on August 18, 2012. The event requires Council approval under Chapter 10, Section 26(b)(14) of the Municipal Code. This ordinance also allows the Council to waive the \$500 fee (except for the \$25 application fee), which the BDA is asking the Council to do. You have waived the fee in the past. Representatives of the BDA will be at the meeting to answer any questions. A copy of their letter is included in your packet.

Suggested Motions:

- 1) Motion to approve the request from Brunswick Downtown Association to hold an Outdoor Arts Festival at the Lower Mall on August 18, 2012.
- 2) Motion to waive the \$500 fee except the \$25 application fee to hold this event, as allowed under Chapter 10, Section 26(b)(14).

CONSENT AGENDA

- (a) Approval of the minutes of September 6, 2011: A copy of the minutes is included in your packet.
- (b) Approval of Utility Location Permits for Maine Natural Gas for sections of Jordan Avenue and Botany Place: Attached are two applications for Utility Location Permits received from Maine Natural Gas.
- In application ULP 2011-15, Jordan Ave Maine Natural Gas seeks authorization to install a 2” gas main, from the existing gas main under the sidewalk on the west side of Federal Street, across Federal Street to the sidewalk on the north side of Jordan Avenue, then west under the sidewalk about 150 feet.
- In application ULP 2011-16, Botany Place Maine Natural Gas seeks authorization to install a 4” gas main along Botany Place, with the gas main will cross Botany Place in 3 locations:

1. Just east of the intersection with Fiddlehead Fern Trail
2. Just east of the intersection with Firethorn Path
3. Just east of the intersection with Sweetfern Lane

The gas main will be installed along Botany Place in 2 locations:

1. From just east of Fiddlehead Fern Trail along the north side of Botany Place to a point east of Firethorn Path, total distance of about 350 feet. The gas main will be installed out the pavement of Botany Place.
2. From just east of Sweetfern Lane along the north side of Botany Place to Maine Street, a total distance of about 150 feet. The gas main will be installed outside the pavement on Botany Place.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.

MANAGER'S REPORT - A
NO BACK UP MATERIALS
IN COUNCIL PACKETS
BUT ON LINE

FOR 2012 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/> 10 General Government <hr/>							
11000 Administration	392,515	392,515.00	45,442.26	27,130.53	.00	347,072.74	11.6%
11100 Finance Department	650,894	650,894.00	93,718.83	47,847.36	844.13	556,331.04	14.5%
11150 Technology Services Dept	255,238	255,238.00	67,294.57	12,886.26	20,179.00	167,764.43	34.3%
11200 Municipal Officers	115,415	115,415.00	4,926.36	1,497.56	.00	110,488.64	4.3%
11220 Municipal Building	177,939	177,939.00	18,537.61	13,131.76	4,802.97	154,598.42	13.1%
11230 Risk Management	428,550	428,550.00	118,259.63	2,045.05	29,250.90	281,039.47	34.4%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	85,655	85,655.00	10,997.71	5,529.78	2,025.00	72,632.29	15.2%
11300 Assessing	247,033	247,033.00	36,389.22	16,691.17	2,378.60	208,265.18	15.7%
11400 Codes Enforcement	0	.00	.00	.00	.00	.00	.0%
11600 Town Clerk & Elections	329,488	329,488.00	40,038.92	22,510.86	.00	289,449.08	12.2%
11900 Planning Department	427,944	427,944.00	60,362.16	32,415.85	55.07	367,526.77	14.1%
11950 Economic Development Dept	162,775	162,775.00	42,163.58	24,535.63	-21,000.00	141,611.42	13.0%
TOTAL General Government	3,273,446	3,273,446.00	538,130.85	206,221.81	38,535.67	2,696,779.48	17.6%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,796,745	2,796,745.00	376,704.20	215,192.54	23,841.34	2,396,199.46	14.3%
12200 Police Department	3,574,510	3,574,510.00	579,356.20	355,432.39	15,757.11	2,979,396.69	16.6%
12210 Police Special Detail	0	.00	5,347.99	3,334.03	.00	-5,347.99	100.0%
12220 Emergency Services Dispatc	687,442	687,442.00	91,406.03	49,808.28	.00	596,035.97	13.3%
12310 Streetlights	190,000	190,000.00	13,512.41	13,512.41	.00	176,487.59	7.1%
12320 Traffic Signals	27,600	27,600.00	491.45	491.45	.00	27,108.55	1.8%
12330 Hydrants	365,885	365,885.00	4,200.95	.00	.00	361,684.05	1.1%
12340 Civil Emergency Preparedne	2,000	2,000.00	.00	.00	.00	2,000.00	.0%
TOTAL Public Safety	7,644,182	7,644,182.00	1,071,019.23	637,771.10	39,598.45	6,533,564.32	14.5%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	389,222	389,222.00	52,551.80	28,841.02	.00	336,670.20	13.5%
13110 PW General Maintenance	735,295	735,295.00	139,298.50	85,013.08	10,746.97	585,249.53	20.4%
13120 PW Winter Maintenance	821,853	821,853.00	.00	.00	.00	821,853.00	.0%
13130 Refuse Collection	587,353	587,353.00	47,386.25	42,608.65	288,101.55	251,865.20	57.1%
13140 Recycling	261,148	261,148.00	20,860.67	20,820.67	237,027.37	3,259.96	98.8%

FOR 2012 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13150 PW Central Garage	621,748	621,748.00	48,932.46	31,889.59	13,193.50	559,622.04	10.0%
TOTAL Public Works	3,416,619	3,416,619.00	309,029.68	209,173.01	549,069.39	2,558,519.93	25.1%
<hr/> 40 Human Services							
14100 General Assistance	148,848	148,848.00	23,941.05	13,494.10	63.42	124,843.53	16.1%
14120 Health & Social Services	2,701	2,701.00	.00	.00	.00	2,701.00	.0%
TOTAL Human Services	151,549	151,549.00	23,941.05	13,494.10	63.42	127,544.53	15.8%
<hr/> 45 Education							
14500 School Department	33,301,672	33,301,672.00	1,430,335.93	744,651.10	.00	31,871,336.07	4.3%
TOTAL Education	33,301,672	33,301,672.00	1,430,335.93	744,651.10	.00	31,871,336.07	4.3%
<hr/> 50 Recreation and Culture							
15000 Recreation Administration	408,643	408,643.00	54,357.96	28,625.30	.00	354,285.04	13.3%
15050 Rec Buildings and Grounds	620,335	620,335.00	74,318.68	42,683.86	1,645.87	544,370.45	12.2%
15310 People Plus	75,000	75,000.00	37,500.00	.00	.00	37,500.00	50.0%
15400 Curtis Memorial Library	1,087,355	1,087,355.00	179,975.80	89,987.92	.00	907,379.20	16.6%
TOTAL Recreation and Culture	2,191,333	2,191,333.00	346,152.44	161,297.08	1,645.87	1,843,534.69	15.9%
<hr/> 60 Intergovernmental							
16000 County tax	1,187,020	1,187,020.00	.00	.00	.00	1,187,020.00	.0%
TOTAL Intergovernmental	1,187,020	1,187,020.00	.00	.00	.00	1,187,020.00	.0%
<hr/> 70 Unclassified							

FOR 2012 02

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	141,758	141,758.00	105,428.27	75,011.27	.00	36,329.73	74.4%
17010	Additional School Assistan	10,000	10,000.00	.00	.00	.00	10,000.00	.0%
17020	Cemetery Care	3,000	3,000.00	250.00	250.00	.00	2,750.00	8.3%
17030	Wage Adjustment Account	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
17051	Longfellow School Building	0	.00	4,610.66	4,232.80	.00	-4,610.66	100.0%
17052	School Master Plan	0	.00	606.80	606.80	.00	-606.80	100.0%
	TOTAL Unclassified	194,758	194,758.00	110,895.73	80,100.87	.00	83,862.27	56.9%
80 Debt Service								
18020	2006 CIP G/O Bonds	276,000	276,000.00	.00	.00	.00	276,000.00	.0%
18030	2011 GO CIP Bonds	282,643	282,643.00	.00	.00	.00	282,643.00	.0%
	TOTAL Debt Service	558,643	558,643.00	.00	.00	.00	558,643.00	.0%
	GRAND TOTAL	51,919,222	51,919,222.00	3,829,504.91	2,052,709.07	628,912.80	47,460,804.29	8.6%

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

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2012/ 2
Sequence 1	2	Y	N	Print revenue as credit: Y
Sequence 2	9	Y	N	Print totals only: Y
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: Roll projects to object: N
AUGUST 2011 EXPENDITURE REPORT Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2008/10
To Yr/Per: 2011/12
Print Full or Short description: F Include budget entries: N
Print MTD Version: Y Incl encumb/liq entries: N
Print Revenues-Version headings: N
Format type: 2 Sort by JE # or PO #: J
Print revenue budgets as zero: N
Include Fund Balance: N Detail format option: 1
Include requisition amount: N

FOR 2012 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>10 Taxes</u>						
111190 41101 Property Taxes	30,485,096	30,485,096.00	.00	-18,060.00	30,485,096.00	.0%
111190 41103 Deferred Property Taxe	-200,000	-200,000.00	.00	.00	-200,000.00	.0%
111190 41104 Tax Abatements	-75,000	-75,000.00	-13.72	-13.72	-74,986.28	.0%
111190 41105 Interest on Taxes	65,000	65,000.00	14,394.81	6,779.73	50,605.19	22.1%
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	12,374.23	11,579.10	-2,374.23	123.7%
111190 41107 Tax Lien Interest Reve	0	.00	16,169.38	16,169.38	-16,169.38	100.0%
111190 41109 Payment in Lieu of Tax	205,000	205,000.00	.00	.00	205,000.00	.0%
111190 41198 Homestead exemption re	0	.00	255,182.00	255,182.00	-255,182.00	100.0%
111191 41110 Excise Tax - Auto	2,475,000	2,475,000.00	488,185.51	253,584.71	1,986,814.49	19.7%
111191 41111 Excise Tax Boat/ATV/Sn	24,000	24,000.00	3,523.40	785.00	20,476.60	14.7%
TOTAL Taxes	32,989,096	32,989,096.00	789,815.61	526,006.20	32,199,280.39	2.4%
TOTAL REVENUES	32,989,096	32,989,096.00	789,815.61	526,006.20	32,199,280.39	
<u>20 Licenses & Fees</u>						
121111 42207 Passport Fees	8,000	8,000.00	1,100.00	550.00	6,900.00	13.8%
121111 42208 Postage Fees	0	.00	73.20	54.90	-73.20	100.0%
121111 42209 Passport Picture Reven	1,700	1,700.00	348.00	192.00	1,352.00	20.5%
121411 42100 Building Permits	150,000	150,000.00	10,875.66	5,334.15	139,124.34	7.3%
121411 42101 Electrical Permits	23,000	23,000.00	5,002.90	2,679.64	17,997.10	21.8%
121411 42102 Plumbing Permits	11,000	11,000.00	3,097.50	1,382.50	7,902.50	28.2%
121411 42103 Zoning Board Fees	0	.00	75.00	75.00	-75.00	100.0%
121611 42200 Hunting & Fishing Lice	1,430	1,430.00	198.25	104.00	1,231.75	13.9%
121611 42201 Dog License Fee	2,402	2,402.00	77.00	27.00	2,325.00	3.2%
121611 42202 Vital Statistics	48,000	48,000.00	10,977.80	6,069.40	37,022.20	22.9%
121611 42203 General Licenses	22,635	22,635.00	1,485.00	665.00	21,150.00	6.6%
121611 42204 Victulars Licenses	20,775	20,775.00	1,025.00	500.00	19,750.00	4.9%
121611 42205 Shellfish Licenses	19,200	19,200.00	250.00	125.00	18,950.00	1.3%
121611 42206 Neutered/Spayed Dog Li	4,210	4,210.00	110.00	48.00	4,100.00	2.6%
121611 42208 Postage Fees	0	.00	4.95	.00	-4.95	100.0%
121911 42300 Planning Board Appl Fe	15,000	15,000.00	575.00	400.00	14,425.00	3.8%
122121 42400 Fire Permits	900	900.00	.00	.00	900.00	.0%
122221 42500 Conc Weapons Permits R	600	600.00	90.00	90.00	510.00	15.0%
123131 42600 Public Works Opening F	500	500.00	32.00	24.00	468.00	6.4%
TOTAL Licenses & Fees	329,352	329,352.00	35,397.26	18,320.59	293,954.74	10.7%
TOTAL REVENUES	329,352	329,352.00	35,397.26	18,320.59	293,954.74	
<u>30 Intergovernmental</u>						

FOR 2012 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
131122 43505 FD EMPG grant	0	.00	-.06	-.06	.06	100.0%
131122 43506 FD SAFER grant	20,000	20,000.00	.00	.00	20,000.00	.0%
131132 43103 Highway Grant Fund	200,000	200,000.00	53,770.00	53,770.00	146,230.00	26.9%
131142 43104 State General Assistan	20,000	20,000.00	1,576.86	1,576.86	18,423.14	7.9%
131190 43102 State Tax Exemption Re	25,000	25,000.00	.00	.00	25,000.00	.0%
131192 43101 State Revenue Sharing	1,450,000	1,450,000.00	338,284.65	106,650.54	1,111,715.35	23.3%
131192 43106 Snowmobile Receipts	1,500	1,500.00	.00	.00	1,500.00	.0%
134546 43120 State Education Subsid	12,406,261	12,406,261.00	1,579,002.03	789,501.02	10,827,258.97	12.7%
134546 43121 State Adult Educ. Subs	31,000	31,000.00	.00	.00	31,000.00	.0%
134546 43150 Federal Education Subs	97,500	97,500.00	.00	.00	97,500.00	.0%
TOTAL Intergovernmental	14,251,261	14,251,261.00	1,972,633.48	951,498.36	12,278,627.52	13.8%
TOTAL REVENUES	14,251,261	14,251,261.00	1,972,633.48	951,498.36	12,278,627.52	
40 Charges for services						
141111 44110 Agent Fee Auto Reg	37,500	37,500.00	8,089.00	3,961.00	29,411.00	21.6%
141111 44111 Agent Fee Boat/ATV/Sno	1,500	1,500.00	278.00	6.00	1,222.00	18.5%
141611 44131 Advertising Fees	0	.00	177.70	85.00	-177.70	100.0%
142121 44155 Ambulance Service Fees	700,000	700,000.00	140,422.30	60,406.21	559,577.70	20.1%
142121 44166 Special Detail - Fire	500	500.00	.00	.00	500.00	.0%
142221 44161 Witness Fees	3,500	3,500.00	20.00	20.00	3,480.00	.6%
142221 44162 Police Reports	3,600	3,600.00	485.00	291.00	3,115.00	13.5%
142221 44163 School Resource Office	73,987	73,987.00	.00	.00	73,987.00	.0%
142221 44165 Special Detail - Polic	11,000	11,000.00	5,901.75	3,440.00	5,098.25	53.7%
142221 44167 Dispatch Services fees	131,274	131,274.00	20,000.00	.00	111,274.00	15.2%
143431 44175 Recycling Revenue	18,000	18,000.00	7,576.00	4,898.00	10,424.00	42.1%
144545 44100 School Tuition, etc	433,600	433,600.00	.00	.00	433,600.00	.0%
TOTAL Charges for services	1,414,461	1,414,461.00	182,949.75	73,107.21	1,231,511.25	12.9%
TOTAL REVENUES	1,414,461	1,414,461.00	182,949.75	73,107.21	1,231,511.25	
50 Fines & Penalties						
151621 45103 Unlicensed Dog Fines	10,000	10,000.00	625.00	200.00	9,375.00	6.3%
152121 45104 False Alarm Fire	2,000	2,000.00	.00	.00	2,000.00	.0%
152221 45100 Ordinance Fines	600	600.00	.00	.00	600.00	.0%
152221 45101 Parking Tickets	9,000	9,000.00	1,130.00	620.00	7,870.00	12.6%
152221 45102 Leash Law Fines	500	500.00	100.00	100.00	400.00	20.0%

FOR 2012 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
152221 45105 False Alarm Police	700	700.00	.00	.00	700.00	.0%
TOTAL Fines & Penalties	22,800	22,800.00	1,855.00	920.00	20,945.00	8.1%
TOTAL REVENUES	22,800	22,800.00	1,855.00	920.00	20,945.00	
<hr/> 60 Interest earned						
161193 46100 Interest Earned	100,000	100,000.00	136.98	136.98	99,863.02	.1%
TOTAL Interest earned	100,000	100,000.00	136.98	136.98	99,863.02	.1%
TOTAL REVENUES	100,000	100,000.00	136.98	136.98	99,863.02	
<hr/> 70 Donations						
171952 47000 BDC Contrib to Econ De	75,000	75,000.00	.00	.00	75,000.00	.0%
171952 47001 MRRRA grant	65,000	65,000.00	19,166.00	.00	45,834.00	29.5%
TOTAL Donations	140,000	140,000.00	19,166.00	.00	120,834.00	13.7%
TOTAL REVENUES	140,000	140,000.00	19,166.00	.00	120,834.00	
<hr/> 90 Other						
191011 49000 Administration Miscell	0	.00	10.00	.00	-10.00	100.0%
191111 49000 Finance Miscellaneous	2,500	2,500.00	275.00	110.00	2,225.00	11.0%
191111 49105 Postage & Handling	2,500	2,500.00	457.00	234.00	2,043.00	18.3%
191111 49106 W/C Proceeds	0	.00	271.77	271.77	-271.77	100.0%
191192 49100 Cable Television	205,000	205,000.00	.00	.00	205,000.00	.0%
191411 49000 Codes Miscellaneous	0	.00	54.28	14.28	-54.28	100.0%
191611 49000 Town Clerk Miscellaneous	1,300	1,300.00	130.00	70.00	1,170.00	10.0%
191911 49000 Planning Miscellaneous	300	300.00	50.00	.00	250.00	16.7%
192121 49000 Fire Miscellaneous	10,500	10,500.00	41.72	.00	10,458.28	.4%
192221 49000 Police Miscellaneous	11,800	11,800.00	.00	.00	11,800.00	.0%
192294 49153 Police Vehicle Sales	18,500	18,500.00	.00	.00	18,500.00	.0%
194141 49103 General Assistance Rec	0	.00	642.38	642.38	-642.38	100.0%
194545 49000 School Miscellaneous R	74,500	74,500.00	4,019.35	2,988.27	70,480.65	5.4%
195051 49000 Recreation Miscellaneous	0	.00	28.75	28.75	-28.75	100.0%
199980 48100 General Fund Transfer	200,000	200,000.00	.00	.00	200,000.00	.0%
TOTAL Other	526,900	526,900.00	5,980.25	4,359.45	520,919.75	1.1%
TOTAL REVENUES	526,900	526,900.00	5,980.25	4,359.45	520,919.75	
GRAND TOTAL	49,773,870	49,773,870.00	3,007,934.33	1,574,348.79	46,765,935.67	6.0%

09/01/2011 09:21
jhenze

Town of Brunswick
AUGUST 2011 REVENUE REPORT

PG 4
glytdbud

FOR 2012 02

ORIGINAL
ESTIM REV

REVISED
EST REV

ACTUAL YTD
REVENUE

ACTUAL MTD
REVENUE

REMAINING
REVENUE

PCT
COLL

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

REPORT OPTIONS

Sequence	Field #	Total	Page Break	Year/Period: 2012/ 2
Sequence 1	5	Y	N	Print revenue as credit: N
Sequence 2	0	N	N	Print totals only: N
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N
Report title: Roll projects to object: N
AUGUST 2011 REVENUE REPORT Incl inception to soy: N
Carry forward code: 1
Print journal detail: N
From Yr/Per: 2008/10
To Yr/Per: 2011/12
Print Full or Short description: F Include budget entries: N
Print MTD Version: Y Incl encumb/liq entries: N
Print Revenues-Version headings: Y Sort by JE # or PO #: J
Format type: 2 Detail format option: 1
Print revenue budgets as zero: N
Include Fund Balance: N
Include requisition amount: N

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

MANAGER'S REPORT - C BACK UP MATERIALS



Town of Brunswick, Maine

INCORPORATED 1739
OFFICE OF THE TOWN MANAGER

GARY L. BROWN, MANAGER

28 FEDERAL STREET
BRUNSWICK, MAINE 04011
TELEPHONE 725-6659
FAX # 725-6663

September 19, 2011

The Honorable Chellie Pingree
Member of Congress
1318 Longworth HOB
Washington, DC 20515

Dear Congresswoman Pingree;

The House Appropriations Subcommittee on Transportation & Housing has just passed a 2012 funding bill that is unacceptable for transportation in general and passenger trains in particular.

The bill would slash Amtrak's operating grant by 60%. Overall, Amtrak would get \$1.1 billion or half of what it requested to keep the system in repair and prepare for increasing ridership. Furthermore, a provision in the bill that prohibits federal money being used to fund operating expenses for state-supported routes could eliminate almost 150 weekday state-supported trains. This would effectively strand more than nine million passengers, annually, in California, Illinois, **Maine**, Michigan, Missouri, New York, North Carolina, Oklahoma, Oregon, Pennsylvania, Texas, Vermont, Virginia, Washington and Wisconsin.

As you know, the State of Maine and the Town of Brunswick have made significant investments to extend passenger rail service to Brunswick. These investments have been rewarded by the \$35,000,000 grant to fund the rail improvements needed to get AMRTAK to Brunswick. The community and the region are very excited knowing that the arrival of the train is just over a year away.

The bill also would completely eliminate funding to the High-Speed Passenger Rail Program. This popular, over-subscribed grant program was expanding the footprint of passenger trains in the U.S. and laying the groundwork for a truly modern interstate surface transportation grid in America.

Amtrak expects its ridership total for Fiscal 2011, which ends this month, to be the highest in its history. And it's no wonder, with gas prices as high as they've been since 2008. Yet instead of giving American families choices, the House is headed towards shackling us to our cars by taking away trains. This gamble is especially puzzling given the 24,000 jobs that are created for every \$1 billion in passenger rail -- jobs our economy desperately needs.

Please, put Americans back to work by investing in trains as a transportation option for our families.

Thank-you for your consideration to this request.

Sincerely;

Gary Brown
Town Manager

Cc: Brunswick Town Council

DRAFT

ITEM - 102

BACK UP MATERIALS



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

PUBLIC HEARING

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Municipal Meeting Room, Maine Street Station, 16 Station Avenue, Brunswick, at 7:00 P.M. on 9/19/2011 on the following license applications:

Automobile Graveyard/Junkyard

Shawn Letourneau
D/B/A: Brunswick Auto Recycling, LLC
117 Bath Rd.

Shawn Letourneau

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

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

Fran Smith
Town Clerk

TOWN OF BRUNSWICK

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

APPLICATION FOR LICENSE OR PERMIT

Please complete:

Type of Business: Sole Proprietor-Owner's Name: Shawn Letourneau

Partnership-Partner's Names: _____

Corporation-Corporation Name: _____

Incorporation Date: _____ Incorporation State: _____

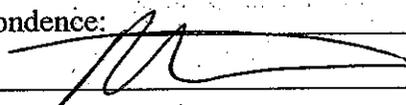
New License: Opening Date _____ Renewal License: Expiration Date: 10-01-11

Business Name: Brunswick Auto Recycling LLC E-Mail: _____

Business Address: 117 Bath Rd Brunswick Business Phone Number: 207-725-4199

Name of Contact Person: Paula Letourneau Contact's Phone Number: _____

Mailing Address for Correspondence: _____

Signature of Applicant:  Date: _____

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

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

Corporations Please Complete:

Address of Incorporation: _____ Phone #: _____

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

Town Clerk Use Only

Approvals: Finance Codes Health Officer Council Police

Codes Officer Signature _____

Health Officer Signature _____

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

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

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

Type of License: Junkyards Paid Fee: \$ 150~ Cash Check Date: 8/31/11

Advertising Fee: \$ _____ Paid

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

Bazaar or Flea Market-Exp. June 30th

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

_____ Annually (\$225)

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

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

Carnival or Circus

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

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

Food Service Establishment (Victualer)-Exp. May 31st

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

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

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

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

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

FSE: *Description of Food to be sold:* _____

Going Out of Business (\$50)

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

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

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

Pawnbroker (\$75) Exp. June 30th

Peddler:

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

Pinball Mach. - Other Amuse Devices (\$35/each) Exp. June 30th _____ Number of Machines/Devices

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

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

Location: _____ Exp. 1st PH in March

As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____

(Signature of owner, officer, partner or agent)

(New applicants must talk to Recreation Dept/There is no proration on new licenses)

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

Describe in detail kind and nature of entertainment- _____

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

Signature of Owner, officer, partner or agent: _____

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

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

Statement of Standards
Brunswick Code of Ordinance and Title 30A, sub 3755-A

Standards. No permit shall be issued for an automobile graveyard, junkyard, or automobile recycling business unless the municipal officers of the Town of Brunswick find the following standards have been met:

1. The automobile graveyard, junkyard, or recycling business must be enclosed by a visual screen at least six (6) feet high and built in accordance with rules adopted by the Maine Department of Transportation in pursuant to Title 30A, Section 3759.
2. No vehicle, machine or equipment with an intact engine or motor may be stored within one hundred (100) feet of any body of water or freshwater or coastal wet land in an automobile graveyard, junkyard or automobile recycling business permitted for the first time after the effective date of this subsection.
3. No vehicle, machine or equipment may be dismantled or stored within five hundred (500) feet of a school, church, cemetery, or public playground or park in an automobile graveyard, junkyard or automobile recycling business permitted for the first time after the effective date of this subsection.
4. No vehicle, machine or equipment may be dismantled or stored over a sand and gravel aquifer or aquifer recharge area in an automobile graveyard, junkyard or automobile recycling business permitted for the first time after the effective date of this subsection.
5. No vehicle, machine or equipment containing fluids may be dismantled or stored within the one hundred-year floodplain in an automobile graveyard, junkyard or automobile recycling business permitted for the first time after the effective date of this subsection.
6. No vehicle, machine or equipment may be dismantled or stored in an automobile graveyard, junkyard or automobile recycling business permitted for the first time after the effective date of this subsection within one hundred (100) feet of a well that serves as a public or private water supply, excluding a private well which serves only the automobile graveyard, junkyard or automobile recycling business or the owner or operators abutting residence.

7. The yard, field or other area used for the automobile graveyard, junkyard, or automobile recycling business is owned by fee title without any encumbrances. In the alternative, the person may present notarized, written permission for the establishment, operation or maintenance of the automobile graveyard, junkyard or recycling business from the person owning the encumbrances.

8. No vehicle, machine, equipment or junkyard junk may be located, stored or dismantled closer than twenty (20) feet from any lot line unless the person has notarized written permission from the abutting property owner.

9. The following standards must be performed when dismantling any vehicle, machine or equipment:

i. The battery must be removed.

ii. Engine lubricant, transmission fluid, brake fluid and engine coolant must be drained into watertight, covered containers and must be recycled or disposed of in accordance with applicable federal or state laws, rules or regulations.

iii. Fluids from a vehicle may not be permitted to flow or be discharged into or onto the ground. The person establishing, operating or maintaining the automobile graveyard, junkyard or automobile recycling business must comply with all applicable federal or state laws related to hazardous material must be complied with.

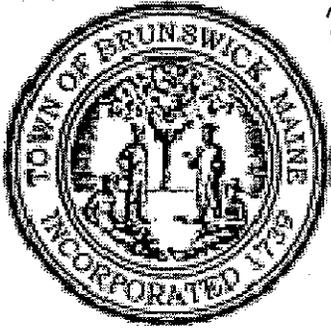
10. Before a permit is issued, the municipal officers designee shall inspect the premises and issue a report to the municipal officers regarding compliance with this subsection and any other applicable local, state or federal laws, ordinances, rules and regulations. No permit shall be issued if the person seeking the permit refuses to grant permission for this inspection.

I, Paula Letourneau have read the above and I am
Please print

in compliance with the standards.



Signature



Town of Brunswick, Maine

INCORPORATED 1739

OFFICE OF:

Marine Resources & Harbor Management

28 FEDERAL STREET BRUNSWICK, MAINE 04011-1581
TELEPHONE (207) 725-6631 FAX (207) 725-6663
Email- ddevereaux@brunswickpd.org



Daniel R. Devereaux
Marine Resource Officer-
Harbormaster

J. Paul Plummer
Marine Resource Officer-
Deputy Harbormaster

9/14/2011

TO: FRANCIS SMITH, TOWN CLERK

RE: 2011/12 Brunswick Auto Recycling Site Inspection

Dear Ms. Smith,

Please be advised that I conducted an onsite inspection of the Brunswick Recycling/Auto Recycling Corporation located at 117 Bath Rd on September 14, 2011. During this inspection I did not note any discrepancies and found the establishment to be in compliance with all Town of Brunswick ordinances pertaining to recycling and auto graveyards. If you have any questions please feel free to contact me.

Regards,

Daniel R. Devereaux, MRO/HM

Brunswick Auto Recycling

Business/Company

Map 41 Lot 2A

Map / Lot Number

117 Bath Rd.
Brunswick, ME 04011

Address

207-725-4199

Telephone Number

Daniel R. Devereaux MRO/HM
Brunswick P D MR Div

Name of inspector

September 14, 2011

Date of inspection

Standards

1. Was the automobile junkyard/recycling business enclosed by a visual screen at least six feet high and built according to MDOT rules pursuant to Title 30A, Section 3759?
2. Were any vehicles, machines or equipment w/ an intact engine or motor stored within 100 feet of any body of water or freshwater or coastal wetland?
3. Were any vehicles, machines or equipment being dismantled or stored within 500 feet of a school, church, cemetery, or public playground or park?
4. Were any vehicles, machines or equipment being dismantled or stored over any sand or gravel aquifers or aquifer recharge areas?
5. Were any vehicles, machines or equipment containing fluids being dismantled or stored within the 100-year flood plain?
6. Were any vehicles, machines or equipment being dismantled or stored within 100 feet of a well that serves as a public or private water supply?
7. Was the area used for the business owned by fee title without any encumbrances?
8. Were any vehicles, machines, equipment or junk located, stored or being dismantled any closer than 20 feet from any lot line?

Yes	No
✓	
	✓
	✓
	✓
	✗
✓	
	✓

Standards

- 9. *Were batteries removed from dismantled vehicles?*
- 10. *Were engine lubricants, transmission fluids, brake fluids and engine coolants drained from vehicles into a watertight, covered container and either are being recycled or disposed of in accordance with Federal or State laws, rules or regulations?*
- 11. *Were fluids from any vehicle being permitted to flow or be discharged into or onto the ground in any way?*

Yes	No
✓	
✓	
	✓

Notes: None

I Daniel R. Devereaux MRO/HM have inspected the premises of Brunswick Auto Recycling and found the business to be in compliance with all Brunswick Municipal Regulations

September 14, 2011

Date



Daniel Devereaux

Brunswick Police Department Marine Division

ITEM - 103

BACK UP MATERIALS



TOWN OF BRUNSWICK, MAINE
INCORPORATED 1739
DEPARTMENT OF PLANNING AND DEVELOPMENT
28 FEDERAL STREET
BRUNSWICK, ME 04011

ANNA M. BREINICH, AICP
DIRECTOR OF PLANNING & DEVELOPMENT

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

September 14, 2011

To: Brunswick Town Council
Gary Brown, ICMA-CM, Town Manager
Kris Hultgren, Town Planner
From: Anna Breinich, AICP *AMB*
Subject: Proposed Zoning Amendment for Planning Board Consideration: Creation of New Zoning District, College Use 7 (CU7) for Reuse of Longfellow School

At the August 8, 2011 Town Council meeting, Council considered setting a public hearing to receive comments and possibly take action on the proposed CU7 zoning district as recommended by the Planning Board without consensus reached on two issues: maximum density and the definition of recreational facility. As you recall, after much discussion, Council took action to return the proposed amendment to Planning Board for a recommendation on the two outstanding issues of density and definition of recreational facility. Since that time, staff received the attached letter from S. Catherine Longley, Bowdoin College, requesting maximum density be reduced to 8 units per acre, from 10 units per acre. In addition, the College agreed to delete recreational facility as a permitted use as requested by the Longfellow Avenue neighbors.

Per Council's request, a second public hearing was held by the Planning Board on September 13, 2011 to reconsider the proposed CU7 zoning district and to reach consensus on maximum density and the definition of recreational facility. After review and public comment regarding the zoning amendment, the Planning Board by unanimous vote (2 members absent) accepted the staff revision lowering maximum density to 8 units per acre and deleting recreational facility as a permitted use, and further recommended Council's adoption of the proposed zoning amendment.

Staff respectfully requests Council's consideration to schedule a public hearing for review and action regarding the proposed CU7 zoning district.

Kris Hultgren will be available to answer questions at your meeting.

BOWDOIN COLLEGE

September 8, 2011

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

Dear Charlie,

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

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

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

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

Sincerely,



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

cc. Planning Board members
Anna Breinich
Gary Brown

TREASURER'S OFFICE

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

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

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

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

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

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

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

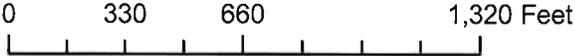
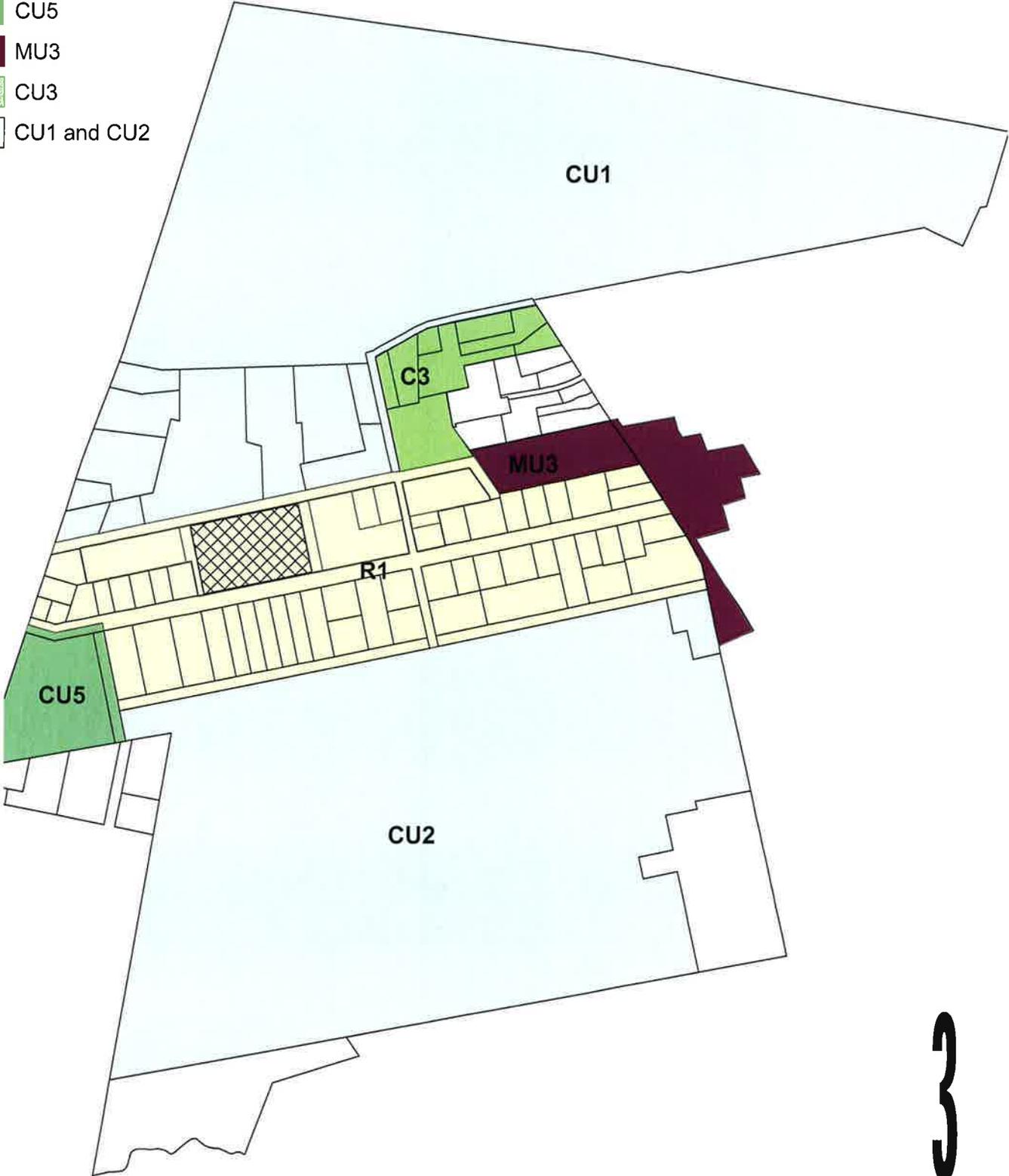
(1) Exception: Maximum building height may not exceed 35 feet within a 25 foot setback of the Longfellow Avenue right-of-way.

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

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

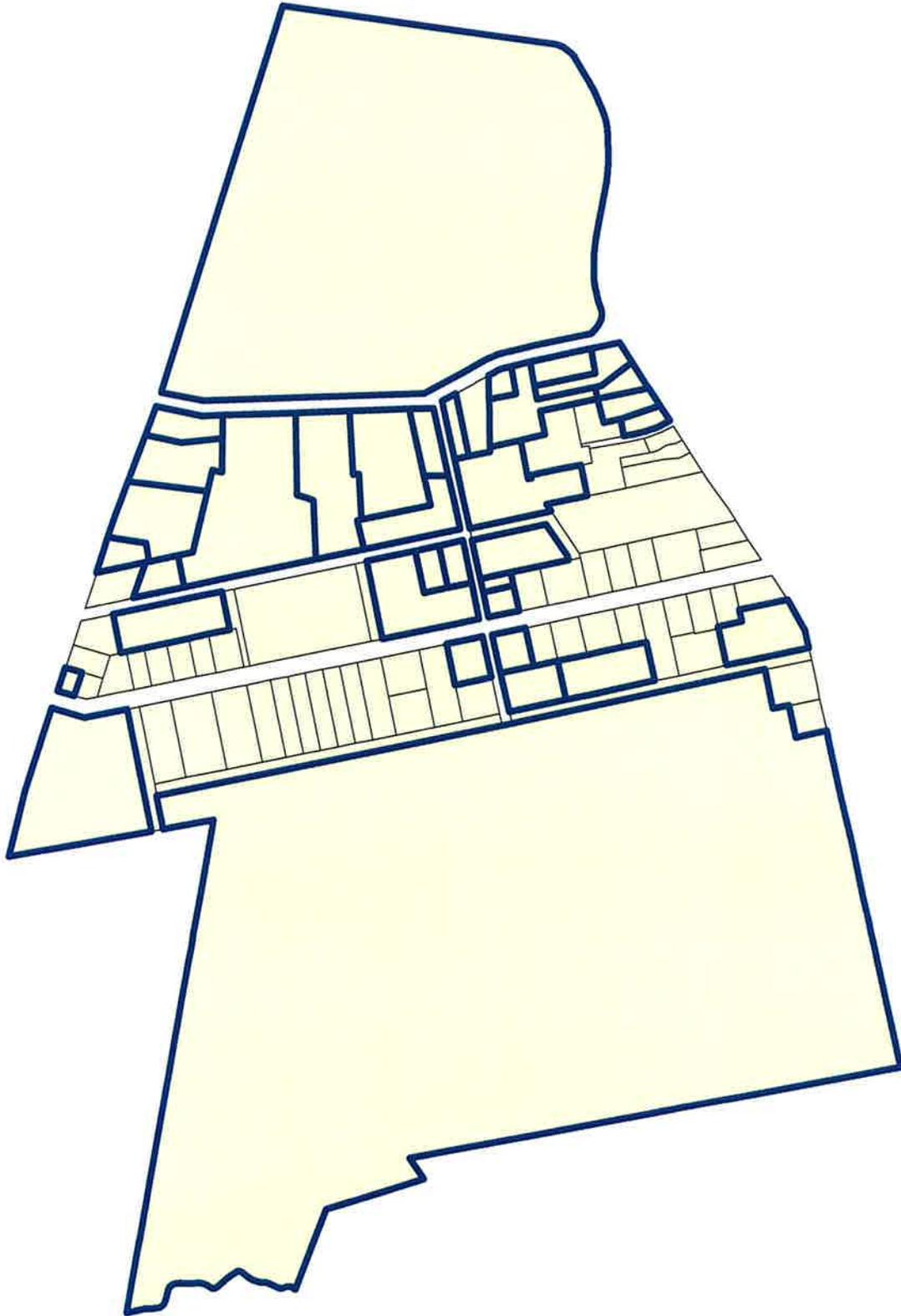
Longfellow Neighborhood Area

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



Longfellow Neighborhood

-  Bowdoin Properties
-  Longfellow Nhood



0 180 360 720 1,080 1,440 Feet



ITEM - 104

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: September 15, 2011

RE: Designation of BDC Properties for future Police Station

Chair King has placed this item on the agenda for the purpose of establishing certainty that the Council continues to support the placement of a new police station at the corner of Pleasant and Stanwood Streets. This memo is intended to provide background information regarding the location, the acquisition of the properties and the anticipated future actions that may occur.

In the fall of 2009, the Council authorized the Town Manager to meet with property owners at two separate locations for the purpose of negotiating the purchase of properties for the new Brunswick Police Station. Ultimately, one location became the preferred site due to a combination of purchase costs and the preference of the Police Department. That location is the four parcels that make up the southeast corner of Pleasant and Stanwood Streets.

At the June 21, 2010, Council meeting, the Council unanimously voted to adopt the 2010-14 Capital Improvement Program (CIP). This CIP placed the replacement Police Station as a priority and for the project to begin in fiscal year 2010-2011.

At the September 7, 2010, Council meeting, the Council again voted unanimously to set a public hearing on a bond ordinance for the purpose of purchasing the four parcels at Pleasant and Stanwood Streets. The vote to adopt the bond ordinance passed on an 8-1 vote. After the bond ordinance was adopted by the Council, a citizen petition was presented to the Council to submit the bond to the voters. The Council rescinded the ordinance in order to provide a broad based review of the selection of a location for the new police station. The Council on November 15 unanimously voted to add citizens to the Police Station Committee and to give them a specific charge to look at the previously selected sites and new sites for a police station.

The Committee reviewed several locations, and in March of 2011 recommended to the Council that the previously selected location at Pleasant and Stanwood streets be the site for the new Police Station. The Council accepted this recommendation by a 7-1 vote at the March 21 meeting.

At the April 4 Council meeting on facilities, the Council unanimously voted (8 Councilors present) to request that BDC fund the purchase of the properties at Pleasant and Stanwood Streets for the new Police Station.

The BDC has acquired the parcels and has been making progress to get the lots cleared for redevelopment.

The BDC met on September 14 and renewed its commitment to convey these parcels to the Town for a Police Station. The prevalent discussion has been that the BDC and the Town would exchange properties of similar value. The most frequent property that has been discussed has been the property at 28 Federal Street. The BDC understands that at this time, there is not a commitment by the Town to exchange any properties for the Pleasant Street parcels.

ITEM - 105

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: September 15, 2011

RE: AMTRAK Quiet Zones

The arrival of the AMTRAK trains to Brunswick is a little more than a year away. As the time gets closer, we have begun to have some interest expressed about the process of requesting quiet zone designations for some of the street crossings. A quiet zone designation would limit or eliminate the sounding of the train horn as it approaches the intersections.

Councilor Atwood has requested that an agenda item be included for the September 19 meeting to discuss quiet zone designation for Union and Stanwood Streets. Attached to this memorandum is correspondence between Nate Moulton of MDOT and me regarding quiet zone designation. The correspondence does not identify a location but the information is generic to any location that AMTRAK would be crossing in Brunswick.

The request for quiet zone designation is delayed until all improvements at the crossings are complete. The work to complete the upgrades will be sometime in 2012.

I have inquired to NNRPRA what the scope of work is at the Union and Stanwood St crossings so that we will know if the upgrades meet some of the threshold requirements for quiet zone designation.

At this time it is the staff recommendation that the Town undertakes the following tasks associated with seeking quiet zone designation for the Union and Stanwood Street crossings:

1. Continue to collect data regarding the scope of the improvements that are made at the intersections at Union and Stanwood Streets.
2. Determine the financial impact (if any) to the Town to upgrade the crossings to qualify for quiet zone designation.
3. Work collaboratively with MDOT on any pertinent safety concerns that would be associated with a quiet zone designation at the crossings.
4. Keep the Council and public informed of progress and findings regarding the quiet zone designation for Union and Stanwood Streets.

Gary Brown

From: Moulton, Nathan [Nathan.Moulton@maine.gov]
Sent: Tuesday, August 09, 2011 7:04 AM
To: Gary Brown
Subject: RE: quiet zones

Hi Gary,

The municipality is the requesting party and is responsible for any required upgrades to the crossings if any are needed beyond the improvements being funded by the NNEPRA as part of the track upgrade. There are several steps to the process, one of the first is to run each crossing through the FRA's quiet zone calculator to see if the crossings fall below FRA's national threshold for quiet zones (which has just been reduced due to an increase in crossing accidents at quiet zones nationally). This cannot be done until the crossing upgrades are complete and the owner of each crossing has updated the FRA inventory, so you cannot do this in advance of the actual work being completed on the ground, you will also need the # of train movements and speed for each day as well as traffic counts at each crossing etc.

The process is detailed on the FRA's website at

http://www.fra.dot.gov/rrs/pages/fp_1475.shtml.

I can assist with some of the paperwork when you are able to go forward as I did the first time around.

Nathan Moulton
Director, Rail Program
MaineDOT, Office of Freight Transportation
16 State House Station
Augusta, Maine 04333
Ph. (207) 624-3563
Fax (207) 624-3099

From: Gary Brown [mailto:gbrown@brunswickme.org]
Sent: Monday, August 08, 2011 9:19 AM
To: Moulton, Nathan
Subject: quiet zones

Nate;

As you may be aware, there is an interest on the part of some here in Brunswick to request quiet zone designation for some of the Downeaster crossings. Although the arrival of the AMTRAC is over a year away, I need to know what the process is for requesting the designation as well as what costs may be required and if the Town is responsible for the costs.

Thanks

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

ITEM – 106

BACK UP MATERIALS



September 2, 2011

Ms. Fran Smith, Town Clerk
Town of Brunswick
28 Federal Street
Brunswick, ME 04011

Re: Application for 2012 Brunswick Outdoor Arts Festival by the Brunswick Downtown Association

Dear Fran,

On behalf of the Brunswick Downtown Association (BDA) and the Brunswick Outdoor Arts Festival Committee we would like to make our formal application to the Brunswick Town Council for the 2012 Brunswick Outdoor Arts Festival.

As in the past four years, we propose holding the 2012 Brunswick Outdoor Arts Festival on the third Saturday of the Month in August. The proposed date for the 2012 festival will be August 18, 2012. As in the past five years, the BDA proposes holding the festival from 9AM to 5PM on the sidewalks of Maine Street between the intersections of Pleasant, Mason and Mill Street, the municipal parking lot in front of Bull Moose Music including the Mall. The proposed festival will once again include a juried art exhibit featuring artist's booths, artisan demonstrations, live music, children's activities and performances by local theatre groups. We have included a map of the proposed festival area for your review. The BDA has worked in cooperation for the prior five years with the Brunswick Police, Planning, Code Enforcement, Public Works and Parks and Recreation Departments to bring this successful event to our community in order to showcase Brunswick as a multi cultural destination for residents and visitors alike. The Town Council has agreed to waive the \$500 event fee for the Festival in the past. If possible, we once again ask the Town Council to waive this event fee. A considerable part of the budget for this event includes marketing Brunswick and the festival as well as providing public rest room facilities (porto potties) for the day of the festival. The \$500 that will have been paid to the Town will be applied toward the cost of these marketing efforts and public rest room facilities.

Thank you for your consideration in this matter. Please contact me if you need any additional information regarding this application or the Brunswick Outdoor Arts Festival. Please contact us as soon as possible to advise if our application has been accepted and if our request to hold the 2012 Brunswick Outdoor Arts Festival has been approved. We have also applied to reserve the Mall for August 18, 2012. We look forward to another year of collaboration between the Brunswick Downtown Association and Town of Brunswick to make the 2012 Brunswick Outdoor Arts Festival a tremendous success!

PO Box 15
85 Maine Street
Brunswick, Maine
207-729-4439
brunswickdowntown@verizon.net

Sincerely,



Dave Nadeau & Keith Garovoy, Events Co-Chair
Dee Perry, President
Stephanie Slocum, Executive Director
Brunswick Downtown Association

PO Box 15
85 Maine Street
Brunswick, Maine
207-729-4439
brunswickdowntown@verizon.net

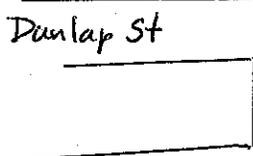
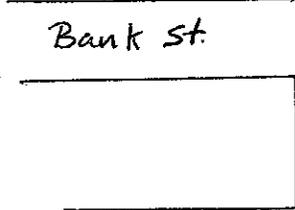
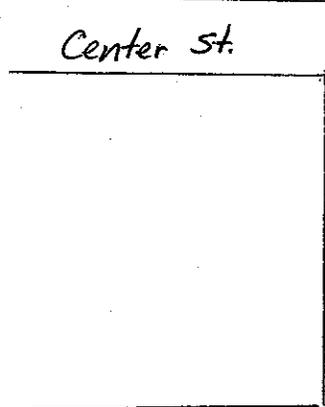
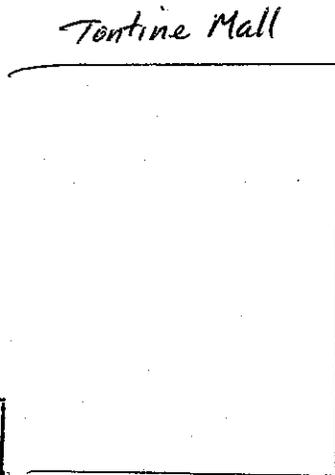
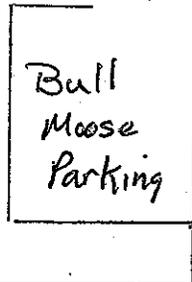
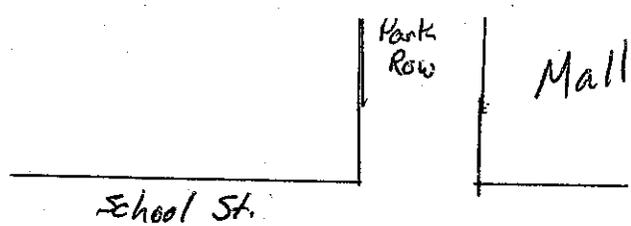
2012 Proposed
Brunswick Outdoor
Arts Festival
MAP

Mall Inset

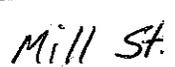
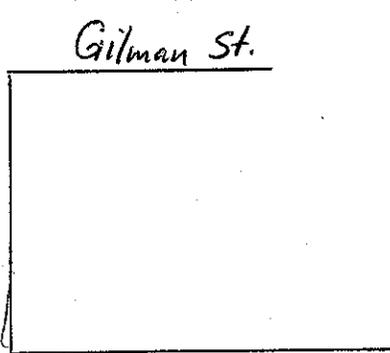
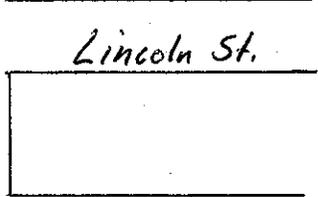
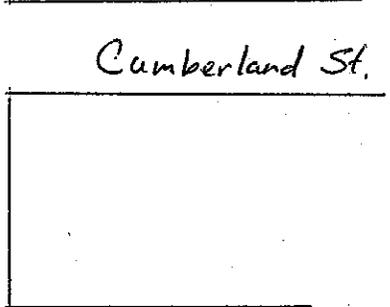
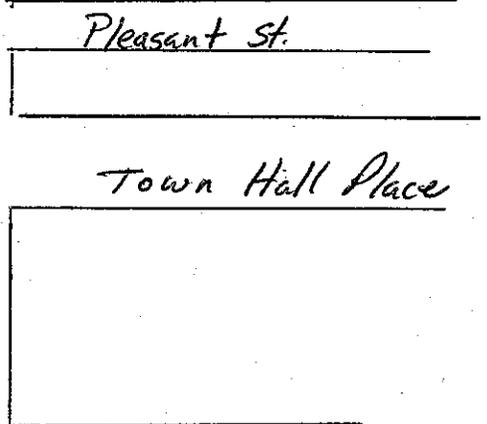
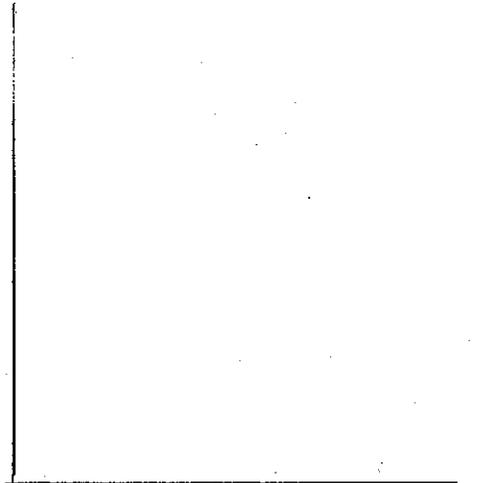
Gazebo
Songwriter's Workshop

Children's Activities
concerts

Artisan
Demonstration
Area



Maine Street



CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
September 6, 2011
7:00 P.M.
Municipal Meeting Room
Brunswick Station
16 Station Avenue

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

Councilors Absent: None

Town Staff Present: Gary Brown, Town Manager; Fran Smith, Town Clerk/Assistant to Town Manager; Don Koslosky, Deputy Fire Chief; Dan Devereaux, Marine Resources Officer, and TV video crew.

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

Public Comment:

Michelle Small, 34 Stanwood Street, spoke on the letter Margo Knight wrote to NEPRA, and the Right to Know Law.

Robert Morrison, 37 Bouchard Drive, spoke on the layover facility and asked that Councilor Perreault and Councilor Pols be appointed to the committee that would help develop it.

Joe Donahue and **William Ciciotte**, American Legion, spoke on their recent activities and their plan to have a 9/11 Day of Remembrance on the Brunswick Town Mall.

Correspondence:

Councilor Perreault apologized to his constituents for not being able to stop the layover facility from going into their neighborhood.

Councilor Watson and Councilor Favreau spoke on the upcoming Brunswick Alumni Association's Street Dance at Thomas Point Beach and other upcoming events.

Councilor Knight spoke on emails from neighbors on Page and Union Streets requesting crosswalks for students to get to the new school. Manager Brown responded that it is being looked at by staff.

Adjustments to the Agenda: None

MANAGER'S REPORT:

(a) **Council Committee Updates**

Town Council Minutes

September 6, 2011

Page 2

There was a report made on the Police Station Subcommittee and the opening of the new school.

(b) Introduction of Kristine Schuman, DECD Account Executive/MRRA liaison

Manager Brown introduced Ms. Schuman, who then made a few remarks about her role.

(c) Nominations to the MRRA Board (*Action Required*)

Manager Brown spoke on this item and responded to questions from the Council.

Councilor Tucker moved, Councilor Watson seconded, to forward the following names to the Governor's Office for consideration to be appointed to the MRRA Board: Arthur Boulay, Lois Skillings and John Dorrer. The motion carried with nine (9) yeas.

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

(d) Safety Enhancement Grant for Fire Department (*Action Required*)

Deputy Chief Koslosky spoke on the grant.

Councilor Watson moved, Councilor Perreault seconded, to allow the Fire Department to apply for, and, if received, to expend, a Maine Municipal Association Safety Enhancement Grant to be used to purchase equipment for the confined space team. The motion carried with nine (9) yeas.

(e) Review of open meeting law and what constitutes a public meeting by the Council

Pat Scully, Town Attorney, spoke on the open meeting law and his understanding of what happened with respect to the letter sent by Councilor Knight. He responded to questions from Councilor Atwood and Councilor Perreault.

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

Michelle Small spoke on this item.

Lindy Ost, 22 Riverview Drive, spoke on this item.

(f) Update on damaged building on Oak Street

Manager Brown gave an update on this building and responded to questions from Councilor Perreault, Councilor Pols and Chair King.

Chris Ledwick, High Street, asked about a structural review and if there is insurance. Manager Brown responded.

Laura Lienert, High Street, said she would like to see action if there is insurance.

(g) **Update on nomination papers**

Fran Smith, Town Clerk, spoke on this item.

PUBLIC HEARINGS

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

Special Amusement Licenses:

Raven's Roost

**D/B/A Raven's Roost (The)
103 Pleasant Street**

Raven O'Brien/Ronald Wing Sr. & II

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

Ronald Wing, business owner, spoke on this item.

Councilor Favreau spoke on this item.

Councilor Perreault moved, Councilor Watson seconded, to approve a Special Amusement License for the Raven's Roost located at 103 Pleasant Street. The motion carried with nine (9) yeas.

NEW BUSINESS

101. **The Town Council will consider a request from the BDA for the 2011 Brunswick Fall Festival on October 1, 2011, and to waive the event's fee, and will take any appropriate action. (Manager)**

Manager Brown spoke on this item.

Stephanie Slocum, BDA Executive Director, spoke on this item.

Councilor Perreault moved, Councilor Watson seconded, to approve the request from Brunswick Downtown Association to hold the 2011 Brunswick Fall Festival on October 1, 2011, and to waive the \$500 fee, except the \$25 application fee to hold this event, as allowed under Chapter 10 Section 26(b)(14). The motion carried with nine (9) yeas.

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

CONSENT AGENDA

- (a) **Minutes of August 8, 2011 meeting**

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

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

The meeting adjourned at 8:20 p.m.

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

Frances M. Smith
Town Clerk
September 12, 2011

September 19, 2011
Date of Approval

Council Chair

CONSENT AGENDA - B BACK UP MATERIALS

MEMORANDUM

TO: Gary Brown, Town Manager
FROM: John A. Foster, Director, PWD
DATE: September 13, 2011
SUBJECT: Utility Location Permits

Attached, for presentation to the Town Council, are two applications for Utility Location Permits received from the Maine Natural Gas.

In application ULP 2011-15, Jordan Ave Maine Natural Gas seeks authorization to install a 2" gas main, from the existing gas main under the sidewalk on the west side of Federal Street, across Federal Street to the sidewalk on the north side of Jordan Avenue, then west under the sidewalk about 150 feet.

In application ULP 2011-16, Botany Place Maine Natural Gas seeks authorization to install a 4" gas main along Botany Place, the gas main will cross Botany Place in 3 locations:

1. Just east of the intersection with Fiddlehead Fern Trail.
2. Just east of the intersection with Firethorn Path.
3. Just east of the intersection with Sweetfern Lane.

The gas main will be installed along Botany Place in 2 locations:

1. From just east of Fiddlehead Fern Trail along the north side of Botany Place to a point east of Firethorn Path, total distance of about 350 feet. The gas main will be installed out the pavement of Botany Place.
2. From just east of Sweetfern Lane along the north side of Botany Place to Maine Street, total distance of about 150 feet. The gas main will be installed outside the pavement on Botany Place.

Brunswick Public Works Department has no objection to this underground utility line as proposed, providing it is approved subject to the following conditions:

1. The final locations are subject to adjustment, as determined necessary by the Town Engineer, to provide adequate clearance from any underground facilities as determined by field verification by each utility.
2. All work is subject to compliance with the Town's Street Opening and road restoration requirements.

**Town of Brunswick
Public Works Department**

Application for Utility Location Permit

DATE September 7, 2011

Permit Number: ULP2011-15
(to be provided by Town)

The Maine Natural Gas and _____
(Name of Utility) Joint Utility Name (if applicable)

duly authorized under the laws of the State of Maine to construct, maintain and
operate a natural gas distribution system
(Type of Utility)

within the Right of Way of highways within the State, hereby applies, pursuant to Title 35A M.R.S.A., Section 2503, and 17-229 C.M.R. Chapter 205, for a Location Permit for the following installation in the Town of Brunswick.

Provide a Brief Description. (Attach both a general location map and a detailed plan of the installation indicating the exact utility location with offsets for centerline or edge or right of way provided.):

Name of Street: Jordan Ave
Starting Point: Federal Street End Point: 150' east of Federal Street

Maine Natural Gas proposes to install a 2-inch High Density Polyethylene (HDPE) gas main. The proposed gas main extension will extend the previously proposed gas main located on Federal Street east down Jordan Ave. The gas main will be located on the North Side of the sidewalk.

Minimum Depth of Cover 36" (if applicable) Maximum PSI 60 (if applicable)

"Any person, firm or corporation owning property which abuts the public way described above and claiming to be adversely affected by this proposed location, may file a written objection with the Town of Brunswick Public Works Dept, 9 Industry Rd, Brunswick, ME 04011, stating the cause of said objection within fourteen (14) days after the publication of this notice. The written objection must be served by delivery in hand or by registered certified mail".

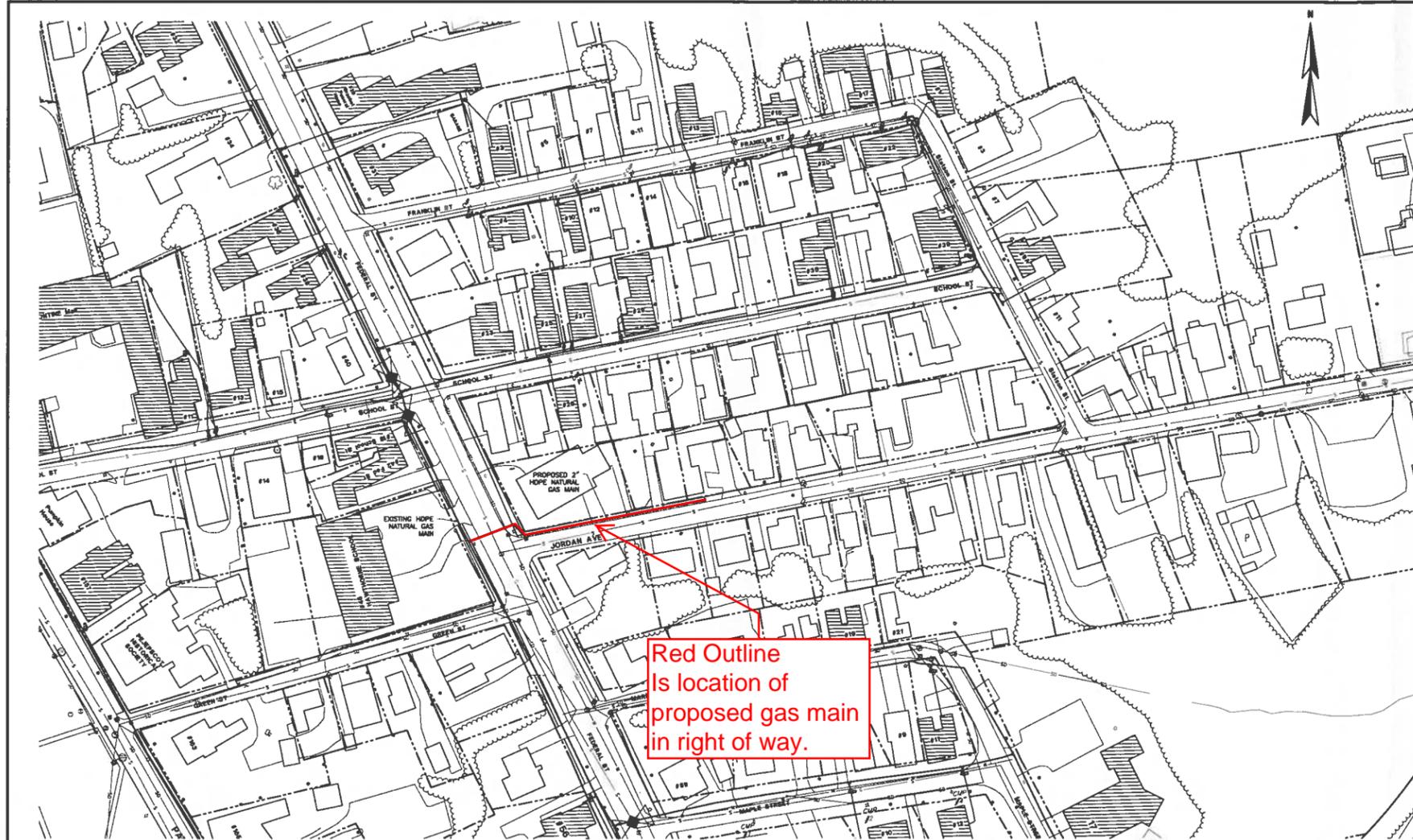
The text of this application will will not be published*: Publish Date: _____

Name of Newspaper: _____

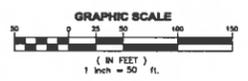
Signature of Utility: Darrel R. Quimby

Print Name and Title: Darrel Quimby -Vice President

*If publication is chosen, the entire application above the double line is to be published. Submit completed applications to the address provided above in the objection statement.



Red Outline
Is location of
proposed gas main
in right of way.



PLAN
SCALE: 1" = 50'

NOTE:
UTILITIES INDICATED ON THE PLANS ARE APPROXIMATE ONLY AND SHALL BE FIELD VERIFIED. ADDITIONAL UTILITIES NOT INDICATED ON LAYOUT PLAN MUST BE FIELD VERIFIED PRIOR TO COMMENCEMENT OF CONSTRUCTION.

WO#: _____ DATE: _____
 DESCRIPTION: _____
 TOTAL FOOTAGE: _____ SIZE: _____ LENGTH: _____
 CONTRACTOR: _____
 FOREMAN: _____
 TEST INFO: _____ PS _____ HR(S) _____
 _____ MRS _____ MEDIUM _____
 PIPE INFORMATION: _____

NO. OF SHEETS									

DRAWN BY: _____
 CHECKED BY: _____
 DATE: _____
 PROJECT NO.: _____
 SHEET NO.: _____ OF _____
 SCALE: _____ AS SHOWN

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 Brunswick, Maine 04011
Maine Natural Gas

MAINE NATURAL GAS
GAS MAIN INVENTORY MAPPING
BRUNSWICK MAINE
GAS MAIN EXTENSION
JORDAN AVE

DRAWING
1 OF 1

**Town of Brunswick
Public Works Department**

Application for Utility Location Permit

DATE September 7, 2011

Permit Number: ULP2011-16
(to be provided by Town)

The Maine Natural Gas and _____
(Name of Utility) Joint Utility Name (if applicable)

duly authorized under the laws of the State of Maine to construct, maintain and

operate a natural gas distribution system
(Type of Utility)

within the Right of Way of highways within the State, hereby applies, pursuant to Title 35A M.R.S.A., Section 2503, and 17-229 C.M.R. Chapter 205, for a Location Permit for the following installation in the Town of Brunswick.

Provide a Brief Description. (Attach both a general location map and a detailed plan of the installation indicating the exact utility location with offsets for centerline or edge or right of way provided.):

Name of Street: Botany Place Drive
Starting Point: Maine Street End Point: Fiddlehead Fern Trail
Name of Street Barrows Drive
Starting Point: Macmillan Drive End Point: Fiddlehead Fern Trail

Maine Natural Gas proposes to install a 4-inch High Density Polyethylene (HDPE) gas main. The proposed gas main extension will extend the previously proposed gas main located in the north side Macmillan and head towards Fiddlehead Fern Trail where the main will be located on the east side of the road. The main will be located on the south and north side of Botany Place Drive.

Minimum Depth of Cover 36" (if applicable) Maximum PSI 60 (if applicable)

"Any person, firm or corporation owning property which abuts the public way described above and claiming to be adversely affected by this proposed location, may file a written objection with the Town of Brunswick Public Works Dept, 9 Industry Rd, Brunswick, ME 04011, stating the cause of said objection within fourteen (14) days after the publication of this notice. The written objection must be served by delivery in hand or by registered certified mail".

The text of this application will will not be published*: Publish Date: _____

Name of Newspaper: _____

Signature of Utility: Darrel R. Quimby

Print Name and Title: Darrel Quimby -Vice President

*If publication is chosen, the entire application above the double line is to be published. Submit completed applications to the address provided above in the objection statement.

