

**BRUNSWICK TOWN COUNCIL**

**Agenda**

**December 19, 2011**

**6:30 P.M. - Executive session**

**7:00 P.M.**

**Municipal Meeting Room**

**Brunswick Station**

**16 Station Avenue**

**Executive session – Consultations with legal counsel per M.R.S.A. §405(6)(E) and Economic Development to discuss the MRRA TIF 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) Presentation of new Town of Brunswick web page
- (d) Update on Amtrak Conference

**PUBLIC HEARINGS**

- 144. The Town Council will hear public comments on an application for an Alcoholic Beverage License, and will take any appropriate action. (Manager)

**Full-Time Vinous & Malt**

Xue Hua Zhang/Xu Hang Zhang

D/B/A: China Rose

42 Bath Road

Xue Hua Zhang/Xu Hang Zhang

**HEARING/ACTION**

## **TABLED ITEMS**

142. The Town Council will hear public comments on a proposed Fireworks Ordinance prohibiting the sale and use of fireworks in Brunswick, to be enacted on an emergency and regular basis, and will take any appropriate action. (Councilor Tucker)

**ACTION**

## **NEW BUSINESS**

145. The Town Council will consider setting a public hearing for January 17, 2012, for Zoning Ordinance amendments to allow municipal facilities to exceed the applicable zoning district maximum impervious cover and maximum building footprint standards each by not more than forty (40%) percent, and will take any appropriate action. (Manager)

**ACTION**

146. The Town Council will consider setting a public hearing for January 17, 2012, for amendments to the Municipal Code of Ordinances Chapter 15 Traffic and Vehicles Streets, Sidewalks and Other Public Places to clarify the authority of the Parking Enforcement Officer, restrict parking near the new Harriet Beecher Stowe School, create a no parking zone on Noble Street near the Inn, allow moped parking in yellow striped no parking zones on Maine Street, provide all day parking on Elm Street, and remove bus stops on Station Avenue and on Maine Street near Potter Street, and will take any appropriate action. (Manager)

**ACTION**

147. The Town Council will consider adding a citizen member with an interest in sustainability to the Police Station Building Committee, and will take any appropriate action. (Chair King)

**ACTION**

148. The Town Council will hear a report on a proposed CIP process, and will take any appropriate action. (Councilor Wilson)

**ACTION**

149. The Town Council will consider appointments to Town Boards and Committees, and will take any appropriate action. (Appointment's Committee)

**ACTION**

## **CONSENT AGENDA**

- (a) Approval of the Minutes of December 1, 2011
- (b) Approval of the Minutes of December 5, 2011
- (c) Approval of Beano and Games of Chance for the Knights of Columbus

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

**Brunswick Town Council  
Agenda  
December 19, 2011  
Council Notes and Suggested Motions**

**Executive session – Consultations with legal counsel per M.R.S.A. §405(6)(E) and Economic Development to discuss the MRRA TIF per 1 M.R.S.A. §405(6)(C)**

*Suggested Motion:*

Motion to go into executive session to consult with legal counsel per M.R.S.A. §405(6)(E) and to discuss Economic Development regarding the MRRA TIF per 1 M.R.S.A. §405(6)(C).

**MANAGER’S REPORT:**

- (a) Financial Update: Manager Brown will update the Council on the Town’s financial picture as the Town nears the halfway mark for the fiscal year. Copies of financial reports will be posted online, but are not included in your packet.

*Suggested Motion:* No motion is required.

- (b) 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.

- (c) Presentation on new Town of Brunswick webpage: Representatives from Perry and Banks, who are designing the new site, will make a brief presentation to the Council on what the site will look like. A copy of a website summary is included in your packet.

*Suggested Motion:* No motion is required.

- (d) Update on Amtrak Conference: Manager Brown will update the Council and public on the recent conference he attended.

*Suggested Motion:* No motion is required.

**PUBLIC HEARINGS**

144. This item is the required public hearing for a new application for an Alcoholic Beverage License for China Rose, which is under new ownership. Copies of the public hearing notice and the application are included in your packet.

*Suggested Motion:*

Motion to approve an application for an Alcoholic Beverage License for China Rose, 42 Bath Road.

## TABLED ITEMS

142. This item was tabled at the last meeting in order to provide more public notice on the amendments allowing fireworks' use in the growth area under a permitting process. Town Attorney Scully has also made some additional changes to the proposed ordinance that incorporated items from the discussion at the last meeting and made other minor revisions. Copies of a memo from Chief Brilliant and the last version of the ordinance that included the permit that now has the additional revisions, are included in your packet.

### Suggested Motions that were tabled at last meeting

#### Amendment to Motion:

Motion to amend the proposed ordinance to allow for the use of fireworks in certain sections of town with a town issued permit.

#### Main Motion:

Motion to adopt the proposed Fireworks Ordinance prohibiting the sale and use of fireworks in Brunswick, to be enacted on an emergency and regular basis.

## NEW BUSINESS

145. This item is to consider setting a public hearing for January 17, 2012, for Zoning Ordinance amendments relative to relaxing building size and impervious surface limitations for municipal facilities. The Council requested that the Planning Board review the Zoning Ordinance to eliminate the dimensional restriction for municipal projects in all zoning districts and to make a recommendation to the Council on zoning amendments. After careful deliberation, the Planning Board voted 3-2 at their December 13, 2011 meeting to recommend a revised amendment for the Council's consideration, and staff requests the Council set a public hearing to take comment on the following:

Amend section 3.17 Municipal Facilities as follows:

#### **“306.17 Municipal Facility**

A Municipal Facility is any facility, which is used to meet a municipal need, including public schools, recreational facilities, municipal offices, and utilities provided by the Brunswick and Topsham Water District and Brunswick Sewer District necessary to provide utility services to residents of the Town.

Municipal Facilities are permitted in all zoning districts. ~~Public Schools shall be subject to a maximum impervious surface coverage limit of 15% or the applicable zone standards, whichever is greater. Municipal Facilities may exceed the applicable zoning district maximum impervious coverage and maximum building footprint standards each by not more than forty (40%) percent.”~~

Copies of a memo from the Planning Department, a table with dimensional/density comparisons, and draft Planning Board minutes are included in your packet.

Suggested Motion:

Motion to set a public hearing for January 17, 2012, to amend the Zoning Ordinance to allow municipal facilities to exceed the applicable zoning district maximum impervious cover and maximum building footprint standards each by not more than forty (40%) percent.

146. This item is for the Council to consider setting a public hearing for January 17, 2012, for amendments to the Municipal Code of Ordinances Chapter 15 Traffic and Vehicles Streets, Sidewalks and Other Public Places. These recommendations come from the Police Department. Included in these changes are the following: clarifying the authority of the Parking Enforcement Officer, restricting parking near Harriet Beecher Stowe School, creating a no parking zone on Noble Street near the Inn, allowing moped parking in yellow striped no parking zones on Maine Street, providing all day parking on Elm Street, and removing bus stops on Station Avenue and on Maine Street near Potter Street. Copies of two memos from Captain Waltz and the draft ordinance are included in your packet.

Suggested Motion:

Motion to set a public hearing for January 17, 2012, for amendments to the Municipal Code of Ordinances Chapter 15 Traffic and Vehicles Streets, Sidewalks and Other Public Places to clarify the authority of the Parking Enforcement Officer, restrict parking near the new Harriet Beecher Stowe School, create a no parking zone on Noble Street near the Inn, allow moped parking in yellow striped no parking zones on Maine Street, provide all day parking on Elm Street, and remove bus stops on Station Avenue and on Maine Street near Potter Street.

147. This item, sponsored by Chair King, asks to add an additional citizen to the Police Station Building Committee. The position will be for a person with an interest in sustainability building and will add this element of expertise to the committee.

Suggested Motion:

Motion to add an additional citizen with a background in sustainability building to the Police Station Building Committee.

148. This item is sponsored by Councilor Wilson. She will present the first draft of the Capital Improvement Plan Subcommittee and a new way of handling the CIP process. A copy of the draft proposal is included in your packet.

Suggested Motion: No motion is required.

149. 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 the Minutes of December 1, 2011: A copy of the minutes is included in your packet.
- (b) Approval of the Minutes of December 5, 2011: A copy of the minutes is included in your packet.
- (c) Approval of Beano and Games of Chance for the Knights of Columbus: Copies of the applications for their semi-annual licenses are included in your packet.

### *Suggested Motion:*

Motion to approve the Consent Agenda.

### *Suggested Motion:*

Motion to adjourn the meeting.

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

FOR 2012 05

	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	154,298.18	42,180.26	.00	238,216.82	39.3%
11100 Finance Department	650,894	650,894.00	243,993.79	44,265.16	820.45	406,079.76	37.6%
11150 Technology Services Dept	255,238	255,238.00	115,212.40	7,003.94	942.50	139,083.10	45.5%
11200 Municipal Officers	115,415	115,415.00	34,896.19	24,975.27	.00	80,518.81	30.2%
11220 Municipal Building	177,939	177,939.00	62,730.16	11,445.98	-5,624.03	120,832.87	32.1%
11230 Risk Management	428,550	428,550.00	149,183.74	-4.35	.00	279,366.26	34.8%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	85,655	85,655.00	32,043.54	6,163.50	1,973.00	51,638.46	39.7%
11300 Assessing	247,033	247,033.00	93,814.17	19,142.50	1,269.24	151,949.59	38.5%
11400 Codes Enforcement	0	.00	.00	.00	.00	.00	.0%
11600 Town Clerk & Elections	329,488	329,488.00	120,017.98	32,517.98	5,408.88	204,061.14	38.1%
11900 Planning Department	427,944	427,944.00	163,054.70	32,601.80	-3,632.92	268,522.22	37.3%
11950 Economic Development Dept	162,775	162,775.00	83,854.79	16,008.31	-21,000.00	99,920.21	38.6%
TOTAL General Government	3,273,446	3,273,446.00	1,253,099.64	236,300.35	-19,842.88	2,040,189.24	37.7%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,796,745	2,796,745.00	1,072,048.92	220,235.25	32,630.64	1,692,065.44	39.5%
12200 Police Department	3,574,510	3,574,510.00	1,421,205.44	244,913.14	1,231.84	2,152,072.72	39.8%
12210 Police Special Detail	0	.00	11,225.05	1,221.79	.00	-11,225.05	100.0%
12220 Emergency Services Dispatc	687,442	687,442.00	247,444.70	48,342.31	215.56	439,781.74	36.0%
12310 Streetlights	190,000	190,000.00	58,050.69	15,857.28	.00	131,949.31	30.6%
12320 Traffic Signals	27,600	27,600.00	9,735.88	2,814.68	.00	17,864.12	35.3%
12330 Hydrants	365,885	365,885.00	95,671.90	.00	.00	270,213.10	26.1%
12340 Civil Emergency Preparedne	2,000	2,000.00	99.98	.00	.00	1,900.02	5.0%
TOTAL Public Safety	7,644,182	7,644,182.00	2,915,482.56	533,384.45	34,078.04	4,694,621.40	38.6%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	389,222	389,222.00	147,616.46	30,786.92	.00	241,605.54	37.9%
13110 PW General Maintenance	735,295	735,295.00	324,138.88	26,902.99	1,664.82	409,491.30	44.3%
13120 PW Winter Maintenance	821,853	821,853.00	89,164.19	89,027.63	171,256.86	561,431.95	31.7%
13130 Refuse Collection	587,353	587,353.00	183,091.60	42,463.05	209,528.40	194,733.00	66.8%
13140 Recycling	261,148	261,148.00	95,556.79	32,531.78	166,565.36	-974.15	100.4%

FOR 2012 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13150 PW Central Garage	621,748	621,748.00	191,843.22	56,710.34	17,686.00	412,218.78	33.7%
TOTAL Public Works	3,416,619	3,416,619.00	1,031,411.14	278,422.71	566,701.44	1,818,506.42	46.8%
<hr/> 40 Human Services							
14100 General Assistance	148,848	148,848.00	59,199.83	11,959.57	3,810.88	85,837.29	42.3%
14120 Health & Social Services	2,701	2,701.00	678.55	.00	.00	2,022.45	25.1%
TOTAL Human Services	151,549	151,549.00	59,878.38	11,959.57	3,810.88	87,859.74	42.0%
<hr/> 45 Education							
14500 School Department	33,301,672	33,301,672.00	8,406,072.82	2,288,601.87	.00	24,895,599.18	25.2%
TOTAL Education	33,301,672	33,301,672.00	8,406,072.82	2,288,601.87	.00	24,895,599.18	25.2%
<hr/> 50 Recreation and Culture							
15000 Recreation Administration	408,643	408,643.00	148,506.21	29,772.08	.00	260,136.79	36.3%
15050 Rec Buildings and Grounds	620,335	620,335.00	236,642.13	43,112.94	-5,443.00	389,135.87	37.3%
15310 People Plus	75,000	75,000.00	75,000.00	.00	.00	.00	100.0%
15400 Curtis Memorial Library	1,087,355	1,087,355.00	449,939.56	89,987.92	.00	637,415.44	41.4%
TOTAL Recreation and Culture	2,191,333	2,191,333.00	910,087.90	162,872.94	-5,443.00	1,286,688.10	41.3%
<hr/> 60 Intergovernmental							
16000 County tax	1,187,020	1,187,020.00	1,187,020.00	.00	.00	.00	100.0%
TOTAL Intergovernmental	1,187,020	1,187,020.00	1,187,020.00	.00	.00	.00	100.0%
<hr/> 70 Unclassified							

FOR 2012 05

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	141,758	141,758.00	113,612.02	11.45	.00	28,145.98	80.1%
17010	Additional School Assistan	10,000	10,000.00	.00	.00	.00	10,000.00	.0%
17020	Cemetery Care	3,000	3,000.00	1,250.00	.00	.00	1,750.00	41.7%
17030	Wage Adjustment Account	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
17051	Longfellow School Building	0	.00	11,665.21	1,580.46	.00	-11,665.21	100.0%
17052	School Master Plan	0	.00	606.80	.00	.00	-606.80	100.0%
	TOTAL Unclassified	194,758	194,758.00	127,134.03	1,591.91	.00	67,623.97	65.3%
80 Debt Service								
18010	2003 High School Refunding	0	.00	962,212.50	.00	.00	-962,212.50	100.0%
18020	2006 CIP G/O Bonds	276,000	276,000.00	240,000.00	.00	.00	36,000.00	87.0%
18030	2011 GO CIP Bonds	282,643	282,643.00	618,933.33	.00	.00	-336,290.33	219.0%
18050	2010 Elementary School Bon	0	.00	1,364,180.85	.00	.00	-1,364,180.85	100.0%
	TOTAL Debt Service	558,643	558,643.00	3,185,326.68	.00	.00	-2,626,683.68	570.2%
	GRAND TOTAL	51,919,222	51,919,222.00	19,075,513.15	3,513,133.80	579,304.48	32,264,404.37	37.9%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	Year/Period: 2012/ 5
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  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2011/ 3  
To Yr/Per: 2012/ 2  
Include budget entries: N  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1

Report title:  
NOVEMBER 2011 EXPENDITURE REPORT

Print Full or Short description: F  
Print MTD Version: Y  
Print Revenues-Version headings: N  
Format type: 2  
Print revenue budgets as zero: N  
Include Fund Balance: N  
Include requisition amount: N

FOR 2012 05

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>10 Taxes</u>						
111190 41101 Property Taxes	30,052,142	30,052,142.00	30,392,800.21	-319,047.27	-340,658.21	101.1%
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	-20,527.18	-819.33	-54,472.82	27.4%
111190 41105 Interest on Taxes	65,000	65,000.00	18,310.59	1,939.06	46,689.41	28.2%
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	12,436.00	.00	-2,436.00	124.4%
111190 41107 Tax Lien Interest Reve	0	.00	16,194.04	.00	-16,194.04	100.0%
111190 41109 Payment in Lieu of Tax	205,000	205,000.00	178,178.21	64,500.00	26,821.79	86.9%
111190 41197 BETE reimbursement	113,257	113,257.00	.00	.00	113,257.00	.0%
111190 41198 Homestead exemption re	319,697	319,697.00	255,182.00	.00	64,515.00	79.8%
111191 41110 Excise Tax - Auto	2,475,000	2,475,000.00	1,129,378.56	189,761.87	1,345,621.44	45.6%
111191 41111 Excise Tax Boat/ATV/Sn	24,000	24,000.00	3,675.35	-128.60	20,324.65	15.3%
TOTAL Taxes	32,989,096	32,989,096.00	31,985,627.78	-63,794.27	1,003,468.22	97.0%
TOTAL REVENUES	32,989,096	32,989,096.00	31,985,627.78	-63,794.27	1,003,468.22	
<u>20 Licenses &amp; Fees</u>						
121111 42207 Passport Fees	8,000	8,000.00	2,325.00	475.00	5,675.00	29.1%
121111 42208 Postage Fees	0	.00	146.40	.00	-146.40	100.0%
121111 42209 Passport Picture Reven	1,700	1,700.00	552.00	48.00	1,148.00	32.5%
121411 42100 Building Permits	150,000	150,000.00	32,765.46	6,187.46	117,234.54	21.8%
121411 42101 Electrical Permits	23,000	23,000.00	10,602.88	1,412.86	12,397.12	46.1%
121411 42102 Plumbing Permits	11,000	11,000.00	8,002.50	1,415.00	2,997.50	72.8%
121411 42103 Zoning Board Fees	0	.00	150.00	.00	-150.00	100.0%
121611 42200 Hunting & Fishing Lice	1,430	1,430.00	395.25	43.50	1,034.75	27.6%
121611 42201 Dog License Fee	2,402	2,402.00	241.00	77.00	2,161.00	10.0%
121611 42202 Vital Statistics	48,000	48,000.00	22,861.00	3,466.20	25,139.00	47.6%
121611 42203 General Licenses	22,635	22,635.00	4,047.50	1,242.50	18,587.50	17.9%
121611 42204 Victulars Licenses	20,775	20,775.00	1,600.00	300.00	19,175.00	7.7%
121611 42205 Shellfish Licenses	19,200	19,200.00	400.00	.00	18,800.00	2.1%
121611 42206 Neutered/Spayed Dog Li	4,210	4,210.00	384.00	138.00	3,826.00	9.1%
121611 42208 Postage Fees	0	.00	4.95	.00	-4.95	100.0%
121911 42300 Planning Board Appl Fe	15,000	15,000.00	4,582.40	2,175.00	10,417.60	30.5%
122121 42400 Fire Permits	900	900.00	520.00	400.00	380.00	57.8%
122221 42500 Conc Weapons Permits R	600	600.00	230.00	.00	370.00	38.3%
123131 42600 Public Works Opening F	500	500.00	88.00	24.00	412.00	17.6%
TOTAL Licenses & Fees	329,352	329,352.00	89,898.34	17,404.52	239,453.66	27.3%
TOTAL REVENUES	329,352	329,352.00	89,898.34	17,404.52	239,453.66	

FOR 2012 05

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>30 Intergovernmental</u>						
131122 43505 FD EMPG grant	0	.00	3,715.43	.00	-3,715.43	100.0%
131122 43506 FD SAFER grant	20,000	20,000.00	8,668.75	8,668.75	11,331.25	43.3%
131132 43103 Highway Grant Fund	200,000	200,000.00	107,540.00	53,770.00	92,460.00	53.8%
131142 43104 State General Assistan	20,000	20,000.00	7,088.06	.00	12,911.94	35.4%
131190 43102 State Tax Exemption Re	25,000	25,000.00	1,161.47	.00	23,838.53	4.6%
131192 43101 State Revenue Sharing	1,450,000	1,450,000.00	676,927.47	117,641.09	773,072.53	46.7%
131192 43105 Emergency Management	0	.00	4,288.07	4,288.07	-4,288.07	100.0%
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	5,889,061.46	789,501.02	6,517,199.54	47.5%
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	84,471.55	84,471.55	13,028.45	86.6%
TOTAL Intergovernmental	14,251,261	14,251,261.00	6,782,922.26	1,058,340.48	7,468,338.74	47.6%
TOTAL REVENUES	14,251,261	14,251,261.00	6,782,922.26	1,058,340.48	7,468,338.74	
<u>40 Charges for services</u>						
141111 44110 Agent Fee Auto Reg	37,500	37,500.00	18,158.00	2,927.00	19,342.00	48.4%
141111 44111 Agent Fee Boat/ATV/Sno	1,500	1,500.00	364.00	9.00	1,136.00	24.3%
141611 44131 Advertising Fees	0	.00	991.36	332.74	-991.36	100.0%
142121 44155 Ambulance Service Fees	700,000	700,000.00	374,384.62	61,986.22	325,615.38	53.5%
142121 44166 Special Detail - Fire	500	500.00	1,198.08	521.04	-698.08	239.6%
142221 44161 Witness Fees	3,500	3,500.00	1,240.30	420.30	2,259.70	35.4%
142221 44162 Police Reports	3,600	3,600.00	993.00	.00	2,607.00	27.6%
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	12,816.50	1,486.50	-1,816.50	116.5%
142221 44167 Dispatch Services fees	131,274	131,274.00	50,000.00	10,000.00	81,274.00	38.1%
143131 44174 PW Labor & Materials	0	.00	29.51	29.51	-29.51	100.0%
143431 44175 Recycling Revenue	18,000	18,000.00	15,739.55	2,818.65	2,260.45	87.4%
144545 44100 School Tuition, etc	433,600	433,600.00	9,599.20	2,600.00	424,000.80	2.2%
TOTAL Charges for services	1,414,461	1,414,461.00	485,514.12	83,130.96	928,946.88	34.3%
TOTAL REVENUES	1,414,461	1,414,461.00	485,514.12	83,130.96	928,946.88	
<u>50 Fines &amp; Penalties</u>						
151621 45103 Unlicensed Dog Fines	10,000	10,000.00	725.00	100.00	9,275.00	7.3%

FOR 2012 05

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
152121 45104 False Alarm Fire	2,000	2,000.00	100.00	.00	1,900.00	5.0%
152221 45100 Ordinance Fines	600	600.00	.00	.00	600.00	.0%
152221 45101 Parking Tickets	9,000	9,000.00	2,095.00	135.00	6,905.00	23.3%
152221 45102 Leash Law Fines	500	500.00	425.00	100.00	75.00	85.0%
152221 45105 False Alarm Police	700	700.00	.00	.00	700.00	.0%
TOTAL Fines & Penalties	22,800	22,800.00	3,345.00	335.00	19,455.00	14.7%
TOTAL REVENUES	22,800	22,800.00	3,345.00	335.00	19,455.00	
60 Interest earned						
161193 46100 Interest Earned	100,000	100,000.00	885.62	612.07	99,114.38	.9%
TOTAL Interest earned	100,000	100,000.00	885.62	612.07	99,114.38	.9%
TOTAL REVENUES	100,000	100,000.00	885.62	612.07	99,114.38	
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	31,664.00	4,166.00	33,336.00	48.7%
TOTAL Donations	140,000	140,000.00	31,664.00	4,166.00	108,336.00	22.6%
TOTAL REVENUES	140,000	140,000.00	31,664.00	4,166.00	108,336.00	
90 Other						
191011 49000 Administration Miscell	0	.00	10.00	.00	-10.00	100.0%
191111 49000 Finance Miscellaneous	2,500	2,500.00	-836.70	-4,769.27	3,336.70	33.5%
191111 49105 Postage & Handling	2,500	2,500.00	1,155.00	190.00	1,345.00	46.2%
191111 49106 W/C Proceeds	0	.00	2,358.31	.00	-2,358.31	100.0%
191111 49210 Insurance Proceeds	0	.00	1,591.10	.00	-1,591.10	100.0%
191192 49100 Cable Television	205,000	205,000.00	51,478.46	51,478.46	153,521.54	25.1%
191194 49150 Gen Govt Asset Sales	0	.00	150,000.00	.00	-150,000.00	100.0%
191411 49000 Codes Miscellaneous	0	.00	55.03	.00	-55.03	100.0%
191611 49000 Town Clerk Miscellaneous	1,300	1,300.00	506.25	85.50	793.75	38.9%
191911 49000 Planning Miscellaneous	300	300.00	110.50	15.00	189.50	36.8%
192121 49000 Fire Miscellaneous	10,500	10,500.00	10,061.72	5.00	438.28	95.8%
192221 49000 Police Miscellaneous	11,800	11,800.00	10,025.00	.00	1,775.00	85.0%

FOR 2012 05

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
192294 49153 Police Vehicle Sales	18,500	18,500.00	2,900.70	.00	15,599.30	15.7%
193131 49000 Public Works Miscellan	0	.00	450.55	.00	-450.55	100.0%
194141 49103 General Assistance Rec	0	.00	1,029.88	.00	-1,029.88	100.0%
194545 49000 School Miscellaneous R	74,500	74,500.00	19,238.88	6,861.85	55,261.12	25.8%
195051 49000 Recreation Miscellaneo	0	.00	199.75	.00	-199.75	100.0%
199980 48100 General Fund Transfer	200,000	200,000.00	200,000.00	.00	.00	100.0%
TOTAL Other	526,900	526,900.00	450,334.43	53,866.54	76,565.57	85.5%
TOTAL REVENUES	526,900	526,900.00	450,334.43	53,866.54	76,565.57	
GRAND TOTAL	49,773,870	49,773,870.00	39,830,191.55	1,154,061.30	9,943,678.45	80.0%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	Year/Period: 2012/ 5
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  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2011/ 3  
To Yr/Per: 2012/ 2  
Include budget entries: N  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1

Report title:  
NOVEMBER 2011 REVENUE REPORT

Print Full or Short description: F  
Print MTD Version: Y  
Print Revenues-Version headings: Y  
Format type: 2  
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

Perry & Banks is continuing work on the new branded Town of Brunswick website. This website is being built on an easy-to-use content management system that includes substantial customization for the Town of Brunswick site. Perry & Banks has created a special link for the Town council meeting on Monday evening, December 19<sup>th</sup>. At this meeting we will review the navigation and menu systems, as well as individual pages throughout the site.

This content management system will give the Town ultimate flexibility and control over its new site. Today's newer site construction technology results in content, graphics and photos added in last – after templates, functionality and navigation programming are complete. This means that while you are viewing the "sneak peek" of the site, some of these final items may change and/or remain to be added. This will be the last stage before final quality, browser and device testing that will happen in late December and through January 2012.

LAURIE BANKS  
PERRY & BANKS

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

ITEM 144

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 12/19/2011 on the following Alcoholic Beverage license applications:

#### **Full-Time Vinous & Malt**

Xue Hua Zhang/Xu Hang Zhang  
D/B/A: China Rose  
42 Bath Rd

Xue Hua Zhang/Xu Hang Zhang

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

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

Fran Smith  
Town Clerk

**Department of Public Safety  
Division**



**Liquor Licensing & Inspection**

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

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

**PRESENT LICENSE EXPIRES** \_\_\_\_\_

**INDICATE TYPE OF PRIVILEGE:**  MALT  SPIRITUOUS  VINOUS

**INDICATE TYPE OF LICENSE:**

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

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

1. APPLICANT(S) - (Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>Xue Hua Zhang</u> DOB: <u>12/26/1966</u>			2. Business Name (D/B/A) <u>China Rose</u>		
<u>Xu Hang Zhang</u> DOB: _____			Location (Street Address) <u>42 Bath RD.</u>		
Address <u>42 Bath RD</u>			City/Town <u>Brunswick</u>	State <u>ME</u>	Zip Code <u>04011</u>
City/Town <u>Brunswick</u>			State <u>ME</u>	Zip Code <u>04011</u>	Mailing Address <u>42 Bath RD</u>
Telephone Number <u>646-549-3099</u>	Fax Number	Business Telephone Number <u>207-725-8813</u>	Fax Number <u>207-725-5142</u>	Seller Certificate #	
Federal I.D. # <u>45-3947818</u>					

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

complete Supplementary Questionnaire ,if YES

6. Do you permit dancing or entertainment on the licensed premises? YES  NO
7. If manager is to be employed, give name: Jin Zhang
8. If business is NEW or under new ownership, indicate starting date: \_\_\_\_\_  
Requested inspection date: \_\_\_\_\_ Business hours: \_\_\_\_\_
9. Business records are located at: 42 Bath RD. Brunswick, ME. 04011
10. Is/are applicants(s) citizens of the United States? YES  NO

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

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

Name in Full (Print Clearly)	DOB	Place of Birth
Xue Hua Zhang	12/26/66	China
Xu Hang Zhang <small>ME. 04240</small>		China
Jin Zhang 750 Sabattus St. Lewiston	4/12/90	China

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

Xue Hua Zhang - Lewiston, ME (2008-2011) W Chester, PA (2006-2008)  
 Xu Hang Zhang -  
 Jin Zhang - Lewiston, ME (2008-2011) China (Before 2008)

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

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

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

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) Chinese Buffet

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

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

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

If YES, give details: \_\_\_\_\_

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

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

Dated at: Brunswick on DEC-7, 2001  
Town/City, State Date

XUE HUA ZHANG  
Signature of Applicant or Corporate Officer(s)

Please sign in blue ink

\_\_\_\_\_  
Signature of Applicant or Corporate Officer(s)

XU HANG ZHANG

ITEM 142

BACK UP MATERIALS

To: Gary Brown, Manager

From: Ken Brilliant, Fire Chief

Ref: Fireworks Ordinance

Date: December 15, 2011

I reviewed the most current version of the proposed Fireworks Ordinance and have the following comments.

I still recommend that the Council consider either fully allowing the use and sale of fireworks as written in the law or completely ban the use and sale of fireworks. Either way the Fire Department will be involved in some form of enforcement. The use of fireworks is inherently dangerous and nothing is fool proof. As I've stated before I can't say for certain that if the use of fireworks is allowed that there will be increased fires or injuries. However, the potential will certainly be much higher and statistics show that allowing the use has had an increase in fires and injuries.

In regards to the latest proposal which includes the allowed use of Fireworks in the rural areas of town, I have a few concerns. As written it will certainly have an effect on the Fire Department, especially the Fire Prevention Bureau.

Concerns:

1. The proposal requires the applicant provide abutters with written notice and a copy of the application. However, it does not address if an abutter has a problem with the fireworks. What is their right to object or the process? They most likely will be calling the Police and Fire Departments complaining. This permit process has been compared to a burning permit. We issue them and if there is a complaint we investigate and either continue allowing the burn or revoke the permit and extinguish the fire. Usually the complaints surround smoke being a problem. The fireworks complaints would most likely be noise driven. Either way these complaints would need immediate attention to determine if action is required.
2. We are asking the applicant to adhere to set back requirements from combustibles, power lines and spectators. For commercial shows these setbacks are enforced prior to show by the State and our department. These setbacks are critical and I do not want to have something on paper that never really gets enforced. Is there an expectation that we will be spot checking or inspecting for each permit?
3. There is a section that states a permit will not be issued on Class 3 or greater fire days. The permit must be obtained 7 days prior to the event and the weather conditions can change drastically. If this language were to remain I feel that wording should be added to this section advising that we can revoke permits based on the class day.

4. Is there a map which actually outlines where the rural areas are and fireworks would be allowed? We have some rural areas which also have small neighborhoods and I see this creating some potential problems with complaints from fireworks.

I understand why the section allowing the use was added. I feel that this process would at times create a fair amount of work/ review for the Fire Department. Especially where we try to be very proactive with enforcement, which means we need to be out inspecting the sites for compliance prior to issuing a permit.

**TOWN OF BRUNSWICK**  
**Part II MUNICIPAL CODE OF ORDINANCES**  
**Chapter 18 CONSUMER FIREWORKS**

**Sec. 18-1. Purpose and Authority.**

(a) **Purpose.** This ~~e~~Ordinance prohibits the sale and restricts the use of consumer fireworks to ensure the safety of the residents and property owners of the Town of Brunswick and of the general public.

(b) **Title and authority.** This ~~O~~rdinance shall be known as the "Town of Brunswick Consumer Fireworks Ordinance." It is adopted pursuant to the enabling provisions of the Maine Constitution, the provisions of 30-A M.R.S. § 3001, and the provisions of P.L. 2011, ch. 416, § 5 (effective Jan. 1, 2012), *codified at* 8 M.R.S. § 223-A.

**Sec. 18-2. Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**Consumer Fireworks** – "Consumer fireworks" has the same meaning as in 27 Code of Federal Regulations, Section 555.11 or subsequent provision, but includes only products that are tested and certified by a 3rd-party testing laboratory as conforming with United States Consumer Product Safety Commission standards, in accordance with 15 United States Code, Chapter 47. "Consumer fireworks" does not include the following products:

A. Missile-type rockets, as defined by the State Fire Marshal by rule;

B. Helicopters and aerial spinners, as defined by the State Fire Marshal by rule;  
and

C. Sky rockets and bottle rockets. For purposes of this definition, "sky rockets and bottle rockets" means cylindrical tubes containing not more than 20 grams of chemical composition, as defined by the State Fire Marshal by rule, with a wooden stick attached for guidance and stability that rise into the air upon ignition and that may produce a burst of color or sound at or near the height of flight.

**Growth Area** – "Growth Area" means those areas of the Town of Brunswick located within any of the following zoning districts as shown on the official zoning map of the Town of Brunswick as said zoning map may be revised in the future: Town Center Districts, Intown Residential Neighborhoods, Extended Neighborhoods, College Use Districts, Commercial Districts, Large Scale Business & Institutional Districts, the BNAS

Reuse District, the College Use-Town Conservation District, those Mixed Use Districts designated MU2, MU3, MU4 and MU-6, and any other zoning districts identified in the Brunswick Zoning Ordinance as a Growth District.

Rural Area – “Rural Area” means those areas of the Town of Brunswick not located in the Growth Area.

### **Sec. 18-3. Sale of Consumer Fireworks Prohibited.**

No person shall sell, ~~possess with the intent to sell,~~ or offer for sale consumer fireworks within the Town of Brunswick.

### **Sec. 18-4. Use of Consumer Fireworks Restricted.**

~~No person shall use, possess with the intent to use, display, fire, or cause to be exploded consumer fireworks within the Town of Brunswick except in compliance with all federal, state and local laws, ordinances, rules and regulations. The use of consumer fireworks within the Town requires a permit from the Fire Chief or his/her designee on a form provided for by Fire Department in accordance with the requirements of this section.~~

(a) ~~**Restriction Prohibition on use in Growth Area.** No person shall use, possess with the intent to use, display, fire, or cause to be exploded consumer fireworks within the following Growth Area Districts in the Town of Brunswick, as provided for by Chapter Two of the Town of Brunswick Zoning Ordinance: Town Center Districts, Intown Residential Neighborhoods, Extended Neighborhoods, College Use Districts, Commercial Districts, Mixed Use Districts, and Large Scale Business & Institutional Districts. Consumer fireworks may be used in other areas of the Town in accordance with law and subject to the permitting requirements in Section 18-4(b).~~

(b) ~~**Use of Consumer fireworks in Rural Area restricted. use permit required.** Consumer Fireworks may be used in Rural Areas in Brunswick only in accordance with this Section, 18-4(b).~~ A permit from the Town of Brunswick Fire Department is required to use consumer fireworks within ~~the a Rural aArea,s permitted in Section 18-4(a).~~ The application must include, at a minimum, the name and address of the applicant, date of application, date of proposed use, hours and duration of use, location of use, written permission of landowner if location is not on land owned by applicant, plot plan showing area of use, and signature of applicant. The applicant must demonstrate that the applicant has provided written notice, including a copy of the application, to abutting landowners. The permit must be obtained at least seven (7) days prior to the use of the consumer fireworks. No permit may be issued to an applicant who is less than 21 years of age. The applicant shall also submit an an application  ~~filing~~ fee of ~~—twenty five~~ dollars (\$~~—25~~.00).

The following additional conditions apply to the issuance of a consumer fireworks use permit:

(1) The Town assumes no liability for injuries that result from the use of consumer fireworks regardless of the status of a permit.

(2) Consumer fireworks must not be used within 100 feet of any combustible structure or within 50 feet of overhead power lines.

(3) Spectators must be no closer than 75 feet from the discharge point of consumer fireworks.

(4) The Fire Chief or his or her designee may deny or revoke a permit where the proposed use creates a fire danger, a danger to the persons at the location of the anticipated use, or a danger to the general public~~cause exists that environmental or any other condition should preclude such issuance.~~

(5) Any person using consumer fireworks must provide for the cleanup and removal of all debris.

(6) Any person using consumer fireworks must not consume alcohol, be under the influence of alcohol or be otherwise impaired while using the consumer fireworks.

(7) Means to extinguish any spot fires resulting from the use consumer fireworks must be available, including but not limited to, fire extinguishers and a readily available water supply such as a garden hoses. Access to 9-1-1 by landline or mobile telephone also must be available during the use of consumer fireworks should an emergency arise.

(8) A permit for consumer fireworks will not be issued if the forest fire danger is greater than a Class "3".

(9) Consumer fireworks may be used between the hours of 9:00 a.m. and 10:00 p.m., except that on the following dates they may be used between the hours of 9:00 a.m. and 12:30 a.m. the following day: July 4<sup>th</sup>, December 31<sup>st</sup>, and the Saturday and Sunday immediately before and after July 4<sup>th</sup> and December 31<sup>st</sup>.

(10) A person may use consumer fireworks only on that person's property or on the property of a person who has consented to the use of consumer fireworks on that property.

The Fire Chief or his or her designee shall issue a permit if it is found that the use meets the requirements of this Ordinance and will not create a fire danger, a danger to the persons at the location of the anticipated use, or a danger to the general public. A permit is issued for one day; alternate (rain) dates may be listed on the permit. A copy of the approved application shall be forwarded to the Brunswick Police Department and Codes Enforcement Office.

If the Town denies an application for a consumer fireworks use permit, the person aggrieved by such action shall have a right to appeal the decision to the Town Manager by filing a written request for a hearing with the town clerk within seven (7) days of such denial or revocation. The Town Manager shall hear such appeal in within thirty (30) days of the filing of the request for a hearing.

#### Sec. 18-5. Violation and Enforcement.

(a) **Penalty for sale violation.** Any person who violates the provisions of Section 18-3 (Sale of Consumer Fireworks Prohibited) shall commit a civil violation punishable by a penalty of not less than three hundred dollars (\$300.00) and not more than five hundred dollars (\$500.00) plus attorney's fees and costs for the first offense, and a penalty of not less than six hundred dollars (\$600.00) and not more than one thousand dollars (\$1,000.00) plus attorney's fees and costs for subsequent offenses, to be recovered on by complaint for the Town of Brunswick for its ~~the use of the Town of Brunswick~~. Each day such violation occurs or continues to occur shall constitute a separate violation.

(b) **Penalty for use violation.** Any person who violates the provisions of Section 18-4 (Use of Consumer Fireworks Restricted) shall commit a civil violation punishable by a penalty of not less than two hundred dollars (\$200.00) and not more than four hundred dollars (\$400.00) plus attorney's fees and costs for the first offense, and a penalty of not less than three hundred dollars (\$300.00) and not more than six hundred dollars (\$600.00) plus attorney's fees and costs for subsequent offenses, to be recovered by the Town of Brunswick for its use. ~~to be recovered on complaint for the use of the Town of Brunswick.~~ Each day such violation occurs or continues to occur shall constitute a separate violation.

~~(c) **Penalty for willful violation.** Any person who violates the provisions of this Ordinance after having been informed by any officer, employee or agent of the Town of Brunswick that a planned or anticipated detonation or discharge or sale of consumer fireworks would violate this Ordinance shall be fined ten thousand dollars (\$10,000.00) plus attorney's fees and costs, to be recovered on complaint for the use of the Town of Brunswick. Each day such violation occurs or continues to occur shall constitute a separate violation.~~

~~(d)~~(c) **Enforcement.** This Ordinance shall be enforced by the Town of Brunswick Police Department.

~~(e)~~(d) **Injunction.** In addition to any other remedies available at law or equity, the Town of Brunswick, acting through its Town Manager, may apply to any court of competent jurisdiction to enjoin any planned, anticipated or threatened violation of this Ordinance.

~~(f)~~(e) **Seizure & disposal of consumer fireworks.** The Town may seize consumer fireworks that the Town has probable cause to believe are used or sold in violation of this Ordinance and shall forfeit seized consumer fireworks to the State for disposal.

**Sec. 18-6. Exceptions.**

This ~~section~~ [Ordinance](#) does not apply to a person issued a fireworks display permit by the Town of Brunswick and/or the State of Maine pursuant to 8 M.R.S.A. § 227-A.

**SECTION 18-7. Severability.**

In the event that any section, subsection or portion of this Ordinance shall be declared by any court of competent jurisdiction to be invalid for any reason, such decision shall not be deemed to affect the validity of any other section, subsection or portion of this Ordinance.

**SECTION 18-8. Effective Date.**

This Ordinance takes effect on January 1, 2012.

ITEM 145

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

December 14, 2011

**To:** Brunswick Town Council  
Gary Brown, ICMA-CM, Town Manager  
**From:** Anna Breinich, AICP  
**Subject:** Proposed Zoning Amendment for Council Consideration: Section 306.17  
Municipal Facilities

By Town Council's action on October 3, 2011, the Brunswick Planning Board was requested to review the Zoning Ordinance to eliminate the dimensional restriction for municipal projects in all zoning districts and to make a recommendation to the Council on zoning amendments. Currently, Section 306.17 allows municipal facilities in all zoning districts but such facility must conform to the applicable district dimensional standards. The proposed amendment forwarded to the Planning Board would continue to allow municipal facilities in all zoning districts and add an exemption to applicable dimensional standards. After careful deliberation the Planning Board voted 3-2 at their December 13, 2011 meeting to recommend the following revised amendment for your consideration. Staff respectfully requests Town Council to consider scheduling a public hearing to take comment and possible action on the following:

Amend section 3.17 Municipal Facilities as follows:

### **306.17 Municipal Facility**

A Municipal Facility is any facility, which is used to meet a municipal need, including public schools, recreational facilities, municipal offices, and utilities provided by the Brunswick and Topsham Water District and Brunswick Sewer District necessary to provide utility services to residents of the Town. Municipal Facilities are permitted in all zoning districts. ~~Public Schools shall be subject to a maximum impervious surface coverage limit of 15% or the applicable zone standards, whichever is greater.~~ **Municipal Facilities may exceed the applicable zoning district maximum impervious coverage and maximum building footprint standards each by not more than forty (40%) percent.**

~~(Amended 6/21/04 E/R)~~

As background, staff provided the draft zoning amendment to Section 306.17 for their consideration. The Planning Board held a workshop on October 25<sup>th</sup> to discuss the proposed amendment and after much deliberation (minutes attached), voted to schedule a public hearing on November 14<sup>th</sup>. At that time, the Planning Board expressed concerns with exempting municipal facilities from all dimensional standards, requested additional

information and tabled further deliberation. Planning Board also requested preliminary information regarding the police station conceptual design so as to understand spatial needs. The presentation was then given by the project architect, Brett Donham, at the December 6<sup>th</sup> Planning Board meeting.

Based upon Board discussions, staff was requested by the Chair to provide additional data regarding existing Town facilities (a comparison between district standards and “as built” for each structure) attached. Staff had previously noted that most Town facilities are generally compliant with regard to setbacks and height standards. However, most exceed maximum building footprint and impervious coverage standards. The attached table supports that statement. Out of seven municipal facilities, only two (Curtis Memorial Library and the Cook’s Corner Fire Station) meet all dimensional requirements. The majority of the remaining facilities surveyed exceed maximum footprint and coverage standards. In light of this information, staff recommended consideration be given to allow municipal facilities to exceed the applicable zoning district’s maximum building footprint and impervious coverage standards by not more than forty (40%) percent.

After careful deliberation, the Planning Board voted 3-2 to accept staff’s amended language as presented above and recommend it for Council’s consideration.

Should you have any questions, or need further clarification, please feel free to contact me.

Attachment

**BRUNSWICK PLANNING BOARD  
TUESDAY, OCTOBER 25, 2011**

**MEMBERS PRESENT:** Chairman Charlie Frizzle, Vice Chair Margaret Wilson, Dann Lewis, Jeff Peters, Dana Totman, Richard Visser and Steve Walker

**STAFF PRESENT:** Kris Hultgren

A meeting of the Brunswick Planning Board was held on Tuesday, October 25, 2011 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Vice Chair Margaret Wilson called the meeting to order at 7:00 P.M.

**Stormwater Ordinance Workshop:** The Planning Board will review and comment on a proposed stormwater ordinance amendment to change Section 504 – Stormwater Management

Kris Hultgren reviewed his Memo to the Planning Board dated October 21, 2011 and stated that the Stormwater Management Ordinance draft by Sebago Technic's has been rewritten since the last meeting of October 4, 2011. Kris stated that this ordinance has two thresholds; if a project requires a DEP permit, and the applicant receives such permit, it will satisfy the town. For projects that do not require a DEP permit, the applicant must meet quality standards based on the table in Section 504.1.A.4.a. Kris stated that the waiver language and maintenance section will be moved to another section of the ordinance. Margaret Wilson stated that this section is much more technical than any others in Section 504. She stated that due to new legislation, the applicant(s) has to treat quality and quantity; as discussed at the last meeting, dealing with quality, staff cannot find the standard as to how it is to be treated. Charlie Frizzle stated that he found this draft to be a dramatic improvement over the version the Board reviewed earlier in the month. He stated that stormwater runoff quality standards are probably buried in the BMP's and LID's referred to in Sebago Technic's draft. Margaret replied that staff from Sebago Technic's has been out and unable to get back to planning staff with an answer as to what exactly the stormwater runoff quality standards are. Dana Totman asked if this were a work in progress with DEP and Kris replied that DEP and towns are moving in the direction of and focusing more on quality standards. Margaret asked which projects the town would be regulating and Kris referred to the sliding scale; Brunswick would be implementing local standards for projects below one acre. The applicant will need to satisfy DEP standards to satisfy the town for projects above one acre.

Jeff Peters stated that Section 4.A.ii needs to be rewritten, simplified so that it can be followed and understood. He added that it should be as precise as possible so that applicants know what they need to comply with. Charlie Frizzle agreed and stated that the best way to make applicants compliant is to help them understand what it is that they need to do; Dana Totman agreed with Jeff and Charlie. Dann Lewis stated that in Section 504.1.A.1 where it states "the applicant must make provision for all stormwater treatment techniques approved under this section to be maintained in perpetuity" was bothersome

as this is a very long time. Dann stated that he does not see how this would be possible or what could be expected. Kris Hultgren replied that the maintenance section is a major component of the overall stormwater direction that staff has been going in and the way the section read, it would require ongoing stormwater treatment. Kris stated that what they are asking is that the homeowners association, developer or entity that the stormwater infrastructure which is part of the development does not break down. Dana asked who would enforce the standard if the applicant does not make these provisions and Margaret suggested wording to reference the subsequent owner will maintain responsibility of stormwater management.

Charlie Frizzle stated that he would like to hear Sebago Technic's comments to the current draft, with revisions made at this meeting, of the Stormwater Ordinance.

**Municipal Facilities Ordinance Workshop:** The Planning Board will review and comment on a proposed zoning amendment to change Section 306.17 – Municipal Facilities.

Kris Hultgren stated that at the last Town Council meeting, refereeing to Section 306.17 of the Brunswick Zoning Ordinance dealing with municipal facilities, it was proposed to remove the requirement that a municipal facility must conform to the dimension restrictions for the zoning district which it is in. Margaret Wilson asked about schools and public service; Kris replied that the intent is to provide a clean slate. Margaret further clarified her question by stating that any municipal building will be exempt from impervious surface requirements and Kris replied that she was correct. Dana Totman stated that the Board has reviewed site plans with these standards before and asked if this request was because of the new police station (proposed location at the corner of Pleasant Street and Stanwood Street). Kris replied that he believed it was. Charlie replied that he believed that the proposed new police station was looking for 10,000 square feet for the new building. Dana inquired as to why the new building is not being designed with the zoning restrictions of the proposed location. Jeff Peters replied that the Planning Board has a requirement to protect the Town and neighborhoods and asked what happens when the building is sold; why should municipal buildings get special consideration. Dana replied that he struggles with relaxing the zoning restrictions for the proposed location of the police station and noted that this is in The Village Review Zone as well. Charlie Frizzle responded by stating that Town Council has only asked the Planning Board to provide to them with ordinance language, which has been done; the Board can then state that they do not recommend the proposed language. Dana replied that the Board attempted similar action previously with Longfellow and the Council sent the language back to the Planning Board; he suggests not making any changes. Margaret, in response to the Council's request believes that the Planning Board has to make a recommendation. Jeff stated that this would be a very dangerous change. Margaret stated that the boat ramp may be a good example as there was much opposition to it and eventually the ramp was built; part of the protection for the town was that the Planning Board required that the ramp was built to a certain standard. Dana responded that the state was the applicant for the boat ramp but agreed that the Planning Board still held them accountable to uphold the standards. Steve Walker stated that he would not be comfortable with a

blanket waiver and would rather see a no practical alternative or standards for buffering rather than waiving all dimensional requirements.

Kris Hultgren stated that planning staff supports this language because municipal facilities use is allowed in all zones; this would allow consistency. Kris also stated that with large scale projects such as the proposed police station would require that it come back to the Planning Board. Margaret Wilson noted that in general dimensional standards cannot be waived; it would need to go to the Zoning Board of Appeals. Charlie Frizzle replied that if the Planning Board had details on why the police station needed the flexibility in meeting the zoning requirements, it would be possible to consider some waivers. Charlie stated that the Planning Board welcomes project specific proposal but stated that the Planning Board is not willing to grant blanket approval for any municipal project in any location. It was decided to set a date for the Public Hearing, make recommendation on zoning language and forward to Town Council per outcome.

**First Wave Media Development Review Process:** The Planning Board will review a request by planning staff to review development plans by First Wave Media as outlined in Section 214 – Telecommunications Overlay Zone.

Kris Hultgren stated that this item was on the Planning Board agenda was because when the Brunswick Commerce Center was approved in June 2009, there was concern to meet a 50 foot wooded buffer on Route 1. Condition 12 in the findings requires that lots proposed for development that abut the Route 1 corridor come back to the Planning Board for review. Kris stated that staff is requesting that the Planning Board delegate review of Lot 5 of the Commerce Center to Planning staff as outlined in Section 214.3. Charlie Frizzle stated he has no problem with allowing the staff to make certain that the 50 foot buffer requirement is met in this case. He is inclined to grant the waiver.

**MOTION BY CHARLIE FRIZZLE TO DELEGATE RESPONSIBILITY OF CONDITION 12 OF THE BRUNSWICK COMMERCE CENTER APPROVAL PROCESS TO PLANNING STAFF AS OUTLINED IN SECTION 214.3 FOR LOT 5 OF THE BRUNSWICK COMMERCE CENTER. SECONDED BY DANA TOTMAN, APPROVED UNANIMOUS.**

Other

Minutes

**MOTION BY CHARLIE FRIZZLE TO APPROVE THE MINUTES OF JULY 12, 2011. SECONDED BY RICHARD VISSER, APPROVED UNANIMOUS OF THOSE PRESENT.**

Adjourned

This meeting was adjourned at 8:24 P.M.

Attest:

Tonya D. Jenusaitis  
Recording Secretary

**BRUNSWICK PLANNING BOARD  
MONDAY, NOVEMBER 14, 2011**

**MEMBERS PRESENT:** Chairman Charlie Frizzle, Vice Chair Margaret Wilson, Dann Lewis, Dana Totman, Richard Visser and Steve Walker

**STAFF PRESENT:** Anna Breinich, Kris Hultgren

A meeting of the Brunswick Planning Board was held on Monday, November 14, 2011 at the Municipal Meeting Facility at Brunswick Station, 16 Station Ave. Chairman Charlie Frizzle called the meeting to order at 7:00 P.M.

**Municipal Facilities Public Hearing:** The Planning Board will hold a public hearing on a proposed zoning amendment to change Section 306.17 – Municipal Facilities.

Kris Hultgren stated that this was a public hearing on a proposed zoning amendment to change Section 306.17, Municipal Facilities, per Town Council request. Kris reviewed his Memo to the Planning Board dated November 10, 2011 and stated that as it currently stands, municipal facilities are allowed in all zoning districts but they must conform to the restrictions in which they reside. Kris stated that after this public hearing, the Planning Board may offer language to the Town Council. Charlie Frizzle replied that post workshop, many members felt the proposed language was too broad or far-reaching. Anna Breinich responded that staff viewed this as an opportune way to fix another problem area of the Brunswick Zoning Ordinance, as the way it is currently written, 95% of the municipal facilities do not meet the current zoning requirements for the district they are located in. Anna stated that the Old Brunswick High School, in 1987, was conforming, but if still standing, it would no longer be due to changes in the Zoning Ordinance. Anna stated that Harriet Becher Stowe Elementary School was grandfathered which is why it is as large as it is, but noted that Town Hall does not meet dimensional requirements. Anna stated that because of the zoning changes over the years, this is the reason why staff was moving for exemption of dimensional requirements in all zoning districts to make things consistent.

Richard Visser stated that in terms of the proposed Police Station, it seems as though it is a problem with footprint and asked if there were any other requirements which they needed to be exempt from. Anna Breinich replied that the building has not been designed yet. Town Manager, Gary Brown, reiterated Anna's response that the building has not yet been designed and noted that if they are forced to comply, there is still time to do so. Gary stated that the proposed building is intended to be two story and should not exceed height requirements. Richard asked if impervious surface was going to be an issue and Gary responded that the architect is anticipating parking for 70 vehicles; this number includes the full fleet of Police vehicles as well as staff and other vehicles which are currently located elsewhere. Richard responded by reiterating that at the last meeting the Board was hesitant to go all the way with the proposed language. He stated that the 7,500 square feet is a problem, but noted that he is aware that on the other side of Stanwood Street starts the HC1 Zoning District and a 20,000 square foot building is permissible in

this zone. Richard stated that he is willing to allow the proposed police station 10,000 square feet but he wanted to know if there were other requirements not being met with the anticipated design. Gary stated that they do not plan to use the proposed location for any other use other than a municipal facility; he stated that there has been controversy over this location for many years and noted that if you limit this space for municipal use only then that would be the only use allowed. Charlie Frizzle responded that they have gotten into a discussion on the Police Station and its requirements when the proposal before the Planning Board would affect every municipal building currently in town and any municipal building proposed at any spot in town in the future. He stated that this spectrum was part of what originally bothered the members of the Board. Charlie stated the Board can limit their recommendation to only the proposed police station, but noted that this is not what is being asked of them at this time. Gary responded by stating the initial Council request was site specific and in speaking with Anna, it was suggested that this would be an opportunity to clean the ordinance up. Gary stated that he was sure that if the Planning Board wished to limit any zoning changes to just the one location, the Town Council would be happy. Charlie asked the Board members if they wished to, at this time, limit the recommendation to just the proposed Police Station location (corner of Pleasant Street and Stanwood Street). Richard Visser stated that he wished to limit the recommendation; Margaret Wilson agreed but stated that she cannot make a decision that 10,000 square feet is acceptable without knowing why it is needed. Charlie replied that he reviewed the Town Council minutes and stated that the 10,000 square feet came from there, but noted that there wasn't much as to why. He stated that for the sake of keeping the Police Station process moving, he was willing to believe that this has been thought about enough to know that they need 10,000 square feet.

Dann Lewis stated that he was quite concerned that there are zoning regulation in place which are trying to accomplish something for the town and he is not comfortable with giving the town cart blanche to just ignore those rules and restrictions. He is very curious as to why this site was chosen for the Police Station if the building size that they want would not fit. Dann stated that if town facilities are designed to be within the Downtown walking area, this site doesn't seem to fit. Dann stated that because the Town Hall does not meet the current zoning requirements is irrelevant; it did when it was built and it is an old building.

Gary Brown, in responding to Margaret Wilson's question about the need for 10,000 square feet, stated that the discussions over space have revolved around 10,000 square per discussions with the architects. He stated that in talking with the architect it has been determined that the first floor needs to be roughly 9,800 square feet because there are certain functions that cannot happen on another level. Gary stated that they did not want to restrict the first floor to 10,000 square feet but to allow the architect the ability to determine what it should be. Dana Totman stated that in reviewing Police Station Committee notes, he believes police bicycles, stolen bicycles, police boats, police van and special vehicles collectively consume 12,000 – 13,000 square feet and noted that the report went on to say that because of this, a new building should be around 20,000 square feet. Gary replied that the boats and vans will not be inside the building. Gary stated that there has been some discussion that the proposed facility have sufficient capacity so that

it could potentially store the boats but it was decided at the committee meeting that it would be better for the larger items to be stored off site than at the corner of Pleasant and Stanwood Streets. Gary noted that Police Stations do need to have different types of garage functions such as a Sally Port, and stated that most of the first floor will be administrative offices, lobby space, the Sally Port and some garage space. Margaret Wilson stated that if she had a sketch plan and application and was told by the architect that this is what is needed and why then she could make a decision, but stated that this is hard to do in the abstract. Dana Totman responded by stating that typically when you have a site you design a building that accommodates its characteristics; in this instance, this does not seem to be the case. Dana stated that they are shooting in the dark, but agrees that this is the site the town wants for a Police Station, but asked why the building cannot be designed to fit the site; the Board just does not have the details. Gary replied that if it would help the Planning Board to feel more comfortable, they can take a step back and the architect can present specific information on the programming needs and address why the building size has to be larger on the first floor. Gary stated that he would want to be sure that the Planning Board knows that this would not be a site plan but an opportunity to provide more information so that they can then make an informed recommendation Town Council. Charlie replied that this would assist the Planning Board in making the right decision and asked that the committee/architect look at the overall impervious surface; if this becomes another issue, it can be dealt with at the same time.

Charlie Frizzle opened the meeting to the public hearing. No public present; public hearing closed.

Motion by Charlie Frizzle to table the proposed language until such time that the town can come back to the Board with specific information with respect to the dimensional requirements that are needed for the police station.

**Stormwater Ordinance Workshop:** The Planning Board will review and comment on a proposed stormwater ordinance amendment to change Section 504 – Stormwater Management.

Kris Hultgren reviewed his Memo to the Planning Board dated November 10, 2011 and stated that Sebago Technics's comments to the changes to the stormwater ordinance made by staff and the Planning Board were attached. Kris stated that staff is looking to wrap this section up and to hold a development community meeting. Charlie Frizzle stated that it was a surprise to him that when reading the response from Sebago Technics it stated that there are no quality standards; they don't exist and they don't want them to exist. Charlie stated that what is being said is that "if you build it this way, it satisfies the quality standards". Charlie stated that he still had one issue and asked if a Permit by Rule is a Section 500? Kris stated that it was, but is slightly different. Kris reviewed the Stormwater by Rule definition and stated that this can be cleaned up with some language changes.

Charlie Frizzle stated that it appeared that they have two urban impaired streams and one that is not quite impaired but noted that Sebago Technics is concerned if this stream is left out, it could send the wrong message. Charlie and Margaret Wilson suggested some language changes. Kris Hultgren replied that Brunswick has three streams that are classified as being impaired by DEP: Mere Brook, unnamed tributary to the Androscoggin near Jordan Avenue and the unnamed tributary to the Androscoggin near Water Street. Kris stated that the fourth stream being referenced is classified as being a TMDL (total maximum daily load) and is watched very closely; this is near River Road.

Margaret Wilson suggested new wording for ongoing water treatment and noted that it is limited to the moment. Charlie Frizzle suggested that they add deed restrictions; the owner must make provisions for maintenance of water treatment via deed restrictions.

Other

No other business at this meeting.

Minutes

**MOTION BY DANA TOTMAN TO APPROVE THE MINUTES OF AUGUST 2, 2011. SECONDED BY RICHARD VISSER, APPROVED UNANIMOUS OF THOSE PRESENT.**

**MOTION BY DANN LEWIS TO APPROVE THE MINUTES OF SEPTEMBER 13, 2011. SECONDED BY DANA TOTMAN, APPROVED UNANIMOUS OF THOSE PRESENT.**

Adjourned

This meeting was adjourned at 8:02 P.M.

Attest

Tonya D. Jenusaitis  
Recording Secretary

ITEM 146

BACK UP MATERIALS

## Memorandum

**To: TM Brown**

**From: Capt. Waltz**

**Date: November 21, 2011**

**Re: Proposed Changes to Traffic and Vehicles (Section 15) of Brunswick Town Code**

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Attached are proposed changes to the Traffic and Vehicles portion (Chapter 15) of the Brunswick Town Code. If you are in agreement, would you be willing to forward these the Town Council for their consideration? The explanations for the requested changes are below.

Clarify the Authority of the Parking Enforcement Officer to Issue Tickets. The current ordinance allows the Chief of Police and his police officers to enforce Chapter 15 (Traffic and Vehicles). Police officers are defined as someone with arrest powers. The new parking enforcement officer will not have arrest powers, but needs to be able to issue parking tickets. We propose adding a definition of parking enforcement officer and giving the person the authority to issue parking tickets (police officers can still issue them as well).

Harriet Beecher Stowe School. I have attached a copy of a memo to Superintendent Perzanoski which explains the problems in greater detail, but essentially, more people appear to be picking up their children after school than the designers contemplated. This has resulted in a hazardous situation because cars are parking in areas not intended for parking. The access road becomes clogged, people park on the landscaping of the loop and it is difficult to see children passing between cars. Essentially, we are trying to ease the problem by giving the PD the ability to enforce restricted parking zones in areas where there simply should not be parking and creating some more spaces by making a portion of the access road one way (in the direction of Spring towards Armory Street) and allowing parking there between 2:45 PM and 4:00 PM. We only ask for the change between 2:45 PM and 4:00 PM because there is not a problem in the morning and we don't want to inconvenience people who use the Stanwood entrance any more than necessary.

Other changes sought in order to ease congestion in the area of the school include forbidding parking on the west side of Spring Street in front of the school because the road is too narrow for the parking and two lanes of traffic. We also seek to forbid parking on the south side of Page Street (between Union and Spring) and the east side of Spring (between McKeen and Page) weekdays from 8AM to 4PM. The reason for the time limit to the restriction is some residents on Page Street tell me that the parking is

important to them on nights and weekends and since the school is not open during those hours, it is a good compromise to limit the restriction to when we need it to keep the road from being too congested and unsafe for children.

Finally, we seek to codify/expand the no parking zones at the intersection of Page and Spring Street to create greater visibility of children in the crosswalk.

Inn at Maine Street Station. We have had a temporary no parking zone on Noble Street just west of the Inn at Maine Street station's parking lot curb cut. The reason for the zone is because when a car parks on Noble Street at this location, the resident across Noble Street from the Inn has trouble backing out of their driveway. When we made the temporary restriction we were able to add a couple spaces immediately in front of the Inn at Maine Street Station. The temporary zones have been in effect since June (the current pavement striping is in accordance with the temporary restrictions) and there have been no issues. We seek to make the temporary zone permanent.

Moped Parking. A local resident who uses a moped regularly recently got a ticket for parking it on the sidewalk. The resident states that he does not like to use a full space for a moped when the spaces are at a premium for cars. The current ordinance does not allow the parking of mopeds on the sidewalk and we would not support a change to allow this for a number of reasons (obstacle on sidewalk, too much risk involved with operating the moped on a sidewalk, etc.) The solution we have proposed is to allow a single moped to be parked on the yellow striped no parking zones on Maine Street. The purpose of these zones is to keep an area open for visibility and the parking of a moped does not impede this purpose.

Maine State MusicTheatre. The Maine State music theater has requested some more all day parking on Elm Street because they have lost access to spaces the previously used in the Hannaford lot. We seek to remove the two-hour limit on the south side of Elm Street between Middle and Union.

Bus Stops. This change in the ordinance removes the bus stop on Station Avenue so that cars may park in the area. The stop is no longer necessary since there is now the loading zone in the area where the visitor's center is located. We have also removed a bus stop on Maine Street by Potter Street which is no longer used and has yellow painted curb.

## Memorandum

**To:** Superintendent Perzanoski  
**From:** Capt. Waltz  
**Date:** October 31, 2011  
**Re:** Traffic Issues at Harriet Beecher Stowe School

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At your request, Sgt. Russell Wrede and I observed Harriet Beecher Stowe School (“HBS”) during arrival and dismissal times the week of October 24<sup>th</sup>.

### Observations

#### *Congestion*

While congestion does not seem to be too much of a problem in the morning because cars drop off students and immediately leave, it is a significant problem in the afternoon. It appears the school’s designers did not expect to have so many parents picking up their children after school. The congestion manifests itself as follows:

- By 2:55 PM, all of the designated spots for pickup are full and cars begin to park along the access road. While there are no parking spaces along the road, approximately twenty-five cars are parked there by the end of the school day. This makes it difficult to have two way traffic in the access road and/or see children leaving school;



Figure 1. Cars Parked on North Side of HBS Access Road

- Cars also park on the opposite side of the loop from the designated pickup spaces, or even in the loop itself. Many of these cars park partially on the lawn, between the new trees. Due to the cars in the wrong side of the loop – or the cars that simply stop in the loop – the loop becomes clogged and it makes it impossible for traffic to move and difficult to see children;
- The handicapped pickup space is occupied by the same person each day by 2:50 PM. Bath Bus Service arrives in a van to pickup another handicapped child by 2:55 PM and parks in the no parking zone north of the handicapped pick up spot, making visibility difficult;
- Parents park on both sides of Armory Street clogging this street and making ingress/egress difficult; and
- In September (we did not observe this the week of 10/24), I observed people stopping on Spring Street to pick up students. This clogged Spring Street because it is not wide enough for parking on both sides and two-way traffic. Parking on Spring Street also makes the crosswalk at Page Street less visible.

### Possible Solutions

The only two guaranteed solutions are not practicable – buying more land to enlarge the pickup/drop off areas or forcing students to ride the bus. I also fear that the problems may get worse with snow banks cutting further down on visibility and parking space. In fact, it may be necessary to remove the snow after each storm.

Given the realities we have to work with, here my recommended approach and some alternatives:

1. Make the school access road one-way (in the direction of Spring Street towards Stanwood Street) between the hours of 2:45 PM and 4:00 PM. The one way section will be from the easternmost intersection of the access road and the loop west to Armory Street. Vehicles coming from Stanwood Street will have to park in the spaces at that end of the lot and walk to the front door. The vehicles can exit out of Stanwood or Armory. During this hour and 15 minutes only, cars may park on north side of the access driveway for the purpose of picking up/dropping off. Basically the proposal is to let people do what they are currently doing, but make the road one-way so that it can be done more safely.

*Alternative.* Turn the head-in spaces on the south side of the access road (between the two intersections with the loop) into additional pickup-drop-off slots. Leave the access road two-way and ban parking on the access road at all times. This is not my preferred option because you would displace your staff only to have the spaces sit empty much of the day and

when I counted parking spaces on the 24<sup>th</sup>, there were not enough empty spaces on the Stanwood end of the lot to compensate for all of the cars lined up on the access road.

*Possible Addition.* Request the Town Council to designate all of the pickup/drop off spaces “No Idling” (a parent suggested this when we were observing the parking lot).

2. Request the Town Council to designate the side of the loop opposite the current pickup-drop off spaces as “No Parking” so that we can enforce them. This should keep the loop open for traffic and protect the landscaping. A formal “No Parking” designation should also be requested for the area at the entrance (North of the handicapped parking space) so that it too can be enforced. The sign which states “Pickup/drop off” should be moved about 15 feet south to avoid confusion (currently it creates the impression that one can park in yellow painted “No Parking” area north of the handicapped space).

*Possible Addition.* You might also want to consider changing one of the current pickup-drop off spaces to an additional handicapped space (so that there will now be two).

3. In order to cut down on congestion on the side streets, request the Town Council to make the west side of Armory Street, the west side of Spring Street from Weymouth to McKeen, and the east side of Spring Street from Page to McKeen no parking or standing. On Spring Street these no parking zones will also increase the visibility of the crosswalk crossing Spring Street at Page Street.

If you would like to meet on site to discuss my suggestions, just let me know. While I don't guarantee that these changes will solve all of the congestion problems, I think they will make things more orderly and cut down on both the congestion and the risk to children. They should also encourage the entire parking lot to be used.

I have attached a diagram (not to scale) of my suggested changes, superimposed on the most recent Google Map aerial photo available (taken during construction).

I am in the process of preparing some other parking ordinance revisions for submission to the council for consideration and we could include these changes if you like.



Suggested Changes for Harriet Beecher Stowe Lot and Access Road



Key

No Parking

Standing for Pickup only  
2:45 PM to  
4:00 PM

One Way  
(West) 2:45  
PM to 4:00  
PM

Two Way  
Traffic at All  
Times

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## Chapter 15

### TRAFFIC AND VEHICLES\*

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\* **Cross References:** Animals, Ch. 4; dogs, § 4-26 et seq.; fire prevention and protection, Ch. 7; housing, Ch. 8; vehicles for hire, § 10-96 et seq.; solid waste, Ch. 13; streets, sidewalks and other public places, Ch. 14; zoning and subdivision of land, App. A; traffic impact analysis required in certain circumstances, App. A, § 409.3, L; subdivision regulations, App. A, § 501 et seq.

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Art. I. In General, §§ 15-1--15-25

Art. II. Traffic-Control Devices, §§ 15-26--15-45

Art. III. Specific Street Regulations, §§ 15-46--15-70

Art. IV. Stopping, Standing, Parking, §§ 15-71--15-100

Art. V. Rules for Operation of Vehicles, §§ 15-101--15-120

Art. VI. Pedestrians, §§ 15-121--15-140

Art. VII. Bicycles and Skateboards, §§ 15-141--15-144

#### ARTICLE I.

#### IN GENERAL

##### Sec. 15-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Parking Enforcement Officer is an individual authorized by the chief of police to issue parking tickets.*

##### Sec. 15-2. Enforcement.

The chief of police, through the police officers in his department, shall enforce this chapter and shall regulate the flow of traffic on all public ways. In addition to police officers, parking enforcement officers may enforce the parking regulations set forth in this chapter. When necessary to meet an emergency situation in the interest of the health, safety or general welfare of the residents of the town, the chief may temporarily suspend any provision of this chapter. He may restrict and divert vehicular and pedestrian traffic, and he may restrict or regulate parking.

(Ord. of 5-2-88, § 3)

## ARTICLE III.

### SPECIFIC STREET REGULATIONS\*

#### Sec. 15-46. One-way streets.

The following public ways are one-way streets, and vehicles may move only in the indicated directions:

Harriet Beecher Stowe School Access Road, westerly from one hundred ten (110) feet west of Spring Street to Armory Street from 2:45 PM to 4PM, Monday through Friday.

## ARTICLE IV.

### STOPPING, STANDING, PARKING\*

#### Sec. 15-71. Rules governing stopping and parking.

The following rules govern the stopping and parking of vehicles:

- (1) *Prohibited in certain places.* Except in compliance with a statute or with this chapter, a person shall not stop or park a vehicle on any public way in any of the following places:

- i. At any place where official signs or yellow striped areas or yellow curbing indicates a restricted, no-stopping or no-parking area. Except however, on Maine Street, a moped as defined by 29-A M.R.S.A. §101(36) may park in a yellow striped restricted area which is not adjacent to a disabled parking stall. No more than one moped may park in a single restricted area and any restricted time limit applicable to the section of street still applies.

#### Sec. 15-72. Restricted parking area legend.

Restricted parking areas of any type must be indicated by yellow curbing, yellow striped areas or by appropriate signs.

(Ord. of 5-2-88, § 29)

#### Sec. 15-74. No-parking areas.

The following areas are designated as no-parking areas:

Harriet Beecher Stowe School Access Road, north side, commencing at Spring Street extending westerly one hundred (100) feet west of the intersection with Armory Street, except between 2:45 PM and 4:00 PM Monday through Friday, when parking is permitted from one hundred and ten (110) feet west of Spring Street, westerly to Armory Street;.

Harriet Beecher Stowe School Access Road Loop, north side, commencing at the western intersection with the Harriet Beecher Stowe School Access Road easterly to the eastern intersection with the Harriet Beecher Stowe School Access Road;

Harriet Beecher Stowe School Access Road Loop, south side, commencing at the western intersection with the Harriet Beecher Stowe School Access Road easterly forty-eight (48) feet,

Noble Street, north side, commencing at Maine Street and extending westerly sixty (60) fifty (50) feet, and north side, commencing at the west side of the curb cut for the driveway to the Inn at Maine Street Station and extending in a westerly direction twenty-eight (28) feet;

Page Street, south side commencing at Union Street, westerly to Spring Street, 8 AM to 4 PM, Monday through Friday. The 8 AM to 4 PM

Page Street, north side, commencing at Spring Street, and extending easterly forty (40) feet.

Spring Street, east side, commencing at McKeen Street extending northerly to forty feet south of Page Street, 8 AM to 4 PM, Monday through Friday, and east side commencing forty (40) feet south of Page Street and extending to forty (40) feet north of Page Street.

Spring Street, west side, commencing at McKeen Street extending northerly to Weymouth Street.

#### **Sec. 15-76. Restricted on-street parking areas.**

(a) A person shall not park a vehicle for more than two (2) consecutive hours in any parking space adjacent to a curb between the hours of 8:00 a.m. and 6:00 p.m. on any day except Friday, Sunday, and a public holiday and between the hours of 8:00 a.m. and 9:00 p.m. on Friday in the following areas:

~~Elm Street, southerly side, from Middle Street, and extending westerly to Union Street,~~

#### **Sec. 15-84. Bus stops designated.**

(a) Bus stops are established at the following locations:

~~(2) Maine Street, west side commencing at Potter Street and extending southerly forty-six (46) feet.~~

~~(3) Station Avenue, commencing two hundred (200) feet easterly of the intersection of Union Street and extending easterly one hundred ten (110) feet.~~

ITEM 147

NO BACK UP MATERIALS

ITEM 148

BACK UP MATERIALS

**Proposed Capital Improvement Plan Process**  
**Draft 12/15/2011**

1. The Brunswick School Department will be responsible for the development of their CIP and will hold public meetings and public hearings. The School Department will forward their annual work program and five year CIP to the Town so that the information will be available to meet the deadline in the Town Charter.
2. The CIP will continue to be a five year plan.
3. The CIP should be redefined. The new definition will be narrowed to facility issues and major infrastructure issues.
  - a. The redefined CIP should not include annual purchases. Equipment and vehicles are consumables. These non-CIP items would become regular budgetary lines. Examples of this include the annual purchase of police cruisers and public works equipment. The current practice is not consistently applied.

(For example: In the current general fund budget, there are purchases for DPW equipment and police cruisers {\$240,000 and \$112,000 respectively} but Fire and Parks are required to put \$35,000 in the CIP. This is further confused by placing the ACO vehicle in the CIP where the cruisers are in the general fund budget).

- b. After reviewing staff recommendations, we should be able to identify the amount needed annually to fund the departmental equipment purchases. We could allocate a dollar amount to a "general" replacement/reserve fund; then prioritize how the funds are distributed to the departments during the budget process.

Some years more (or less) may go to one department than that same department received in previous years. This gets away from "spend it or lose it" thinking, while ensuring that adequate funds would be available for the departmental needs.

4. The Council Chair will appoint a subcommittee of 3 Councilors and the Manager to review staff recommended projects and purchases. This sub-committee would then make a report/recommendation to the Council for the Town CIP.

Any recommendations for the subsequent budget will be included in the budget presented to the Council by the Manager. (This is consistent with the Charter)

5. The timing of this should be prior to the submission of the budget by the Manager. So, by working backwards, the work should be completed by April 1 of each year.

6. Annual funding methodologies:

- a. Larger projects (facilities/infrastructure) will identify funding methodology and projected impact on operating costs and tax rate.
- b. We currently have sufficient knowledge to predict when some large items will need to be replaced. We could establish reserve funds so that when the purchase is needed, the funds have been set aside, avoiding spikes to the funding requests. Example: We have 3 ambulances, each at a cost of ~\$180,000. They have a life expectancy of 10 years. If we can get on a schedule of replacing one every 3 years, then we set up a reserve fund of \$60,000 per year. This becomes much easier to manage than the large requests.
- c. Streamlining, and reserve budgeting, helps us to establish a pay as you go strategy rather than taking on debt.

ITEM 149

BACK UP MATERIALS

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# Summary of Received Applications

12/15/2011

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Date of Application

## Assessment Review Board

<b>Michael</b>	<b>Olivo</b>	<b>79 Jordan Ave</b>	<b>729-3526</b>	<b>10/14/2011</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Oct. 19th at 6:30 p.m."/>
<b>Dorothy</b>	<b>Ollier</b>	<b>21 Lisbon Rd</b>	<b>751-4919</b>	<b>10/17/2011</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Oct. 19th at 6:45 p.m."/>

## Personnel Board

<b>Arthur</b>	<b>Boulay</b>	<b>32 Federal Street</b>	<b>721-0772</b>	<b>10/27/2011</b>
Will this be a reappointment	yes	MembershipType: Full (moving up fro	Interview Time:	<input type="text" value="Nov. 16 at 6:00 p.m."/>
<b>Dale</b>	<b>King</b>	<b>1 Simpson Pt Rd</b>	<b>729-8806</b>	<b>11/28/2011</b>
Will this be a reappointment	yes	MembershipType: Full Member	Interview Time:	<input type="text" value="December 14, at 6:00 p.m."/>

## Police Station Building Subcommittee

<b>Michael</b>	<b>Wilson</b>	<b>115 Echo Rd.</b>	<b>725-2968</b>	<b>12/12/2011</b>
Will this be a reappointment	No	MembershipType: Citizen - Substaina	Interview Time:	<input type="text" value="December 14, at 6:15 p.m."/>

## Recycling & Sustainability Committee

<b>Pamelia</b>	<b>Edgerton</b>	<b>29 McLellan St</b>	<b>729-3703</b>	<b>11/14/2011</b>
Will this be a reappointment	yes	MembershipType:	Interview Time:	<input type="text" value="Nov. 16 at 6:30 p.m."/>

## Zoning Board of Appeals

<b>John</b>	<b>Poutree</b>	<b>10 View St</b>	<b>725-2336</b>	<b>10/7/2011</b>
Will this be a reappointment	yes	MembershipType: Full member	Interview Time:	<input type="text" value="Oct. 19th at 6:15 p.m."/>

## BRUNSWICK BOARDS AND COMMITTEE OPENINGS

The Brunswick Town Council will be holding interviews on Wednesday, December 14,, 2011, to the following Boards and/or Committees vacancies listed below. Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Monday, December 12, 2011

### Assessment Review Board

2 members – 3 year terms to expire on 01/12/2015

### Bicycle and Pedestrian Advisory Committee

1 member – no set term

### Davis Fund Committee

1 members – 3 year term to expire on 06/30/2014

### Fair Hearing Authority

3 members – 2 year term to expire on 10/01/2012

### Housing Authority

1 Resident/participant in program member – Balance of 5 year term to expire on 06/03/2014

### Marine Resource Committee

1 Alternative (Commercial Harvester) – 3 year term to expire on 05/01/2014

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

### Personnel Board

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

2 full members – 3 year terms to expire on 01/12/2015

2 alternate members – 3 year terms to expire on 01/12/2015

### Recycling & Sustainability Committee

2 members – 3 year terms to expire on 01/12/2015

### Village Review Board

1 Pejepscot Historical Society member – balance of 3 year term to expire on 10/01/2013

1 member – 3 year term to expire on 10/20/2014

1 resident of district area – 3 year term to expire on 10/20/2014

### Zoning Board of Appeals

1 Associate member –3 year term to expire on 12/18/2014

1 Full member –3 year term to expire on 12/18/2014

Police Station - Sustainability member

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

For Office Use Only
11/28/11 Date App.
Received
Date App.
Entered
Appointed

Full Name: DALE KING Date 11/28/11

Street Address: 1 SIMPSONS Pt. RD.

Home Telephone #: 729-8806 E-mail Address: DALE.KING@comcast.net I live in Council District #: 2

I wish to be considered for appointment to the:

PERSONNEL 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:  
PERSONNEL BOARD Number of Years 10 Date term expires 12/31/11

Occupation: BUSINESS OWNER

Employer: SELF Work Telephone #: 729-3688

List any civic organizations to which you belong:  
\_\_\_\_\_  
\_\_\_\_\_

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
I HAVE MANAGED OR OWNED BUSINESS FOR 30 YEARS. IN THOSE 30 YEARS I HAVE INTERVIEWED MANY APPLICANTS FOR VARIOUS POSITIONS.

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

Dale King  
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

PLEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: PERSONNEL BOARD

Term Length: 3 YRS.

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

NO - I HAVE SERVED ON THIS BOARD FOR 10 YRS.

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

YES - HAVE INTERVIEWED MANY APPLICANTS FOR VARIOUS POSITIONS.

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

I LIKE TO BE INVOLVED IN TOWN AFFAIRS AND TO GIVE BACK TO THIS WONDERFUL COMMUNITY WE LIVE IN.

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

YES - I HAVE ATTENDED 90% OF OUR MEETINGS.

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

NO

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

THANKS !!

**ALL CONFLICT OF INTEREST STATEMENTS HERE AND HAVE APPLICANTS RESPOND IF THERE IS ONE**

6:15 pm.

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

For Office Use Only	
12/21/11	Date App. Received
	Date App. Entered
	Appointed

Full Name: Michael Charles Wilson Date Dec. 11, 2011

Street Address: 115 Echo Rd.

Home Telephone #: 725-2969 E-mail Address: MIKEW210@GMAIL.COM live in Council District #: 4

I wish to be considered for appointment to the:

Police Station Building Committee

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:  X

TERM BEGINS: 8/1/2010

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 4/1/2013

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:

Brunswick Recycling & Sustainability Number of Years 1.5 Date term expires 1/1/2013

Occupation: Retired

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

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

See reverse side

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

Michael Wilson  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

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

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Police Station Building Committee

Term Length: \_\_\_\_\_

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

No

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

Worked as consultant on human resource management related projects for three municipal police departments and one state police agency. MPA and PhD in Public Administration, with concentrations in Urban Affairs, Governmental Management and Program Evaluation.

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

My particular interest is in seeing that the new building meets the highest feasible standards of energy efficiency. More generally, I would like to play a role in ensuring that it satisfies the Police Department's current and future requirements, while enhancing the surrounding neighborhood.

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

Yes

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

No

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

No

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

For Office Use Only
10-7-11 Date App.
Received
Date App.
Entered
Appointed

Full Name: JOHN R. POUTREE Date OCT 6, 2011

Street Address: 13 VIEW ST

Home Telephone #: 725 2336 E-mail Address: JR.POUTREE@AOL.COM live in Council District #: 4

I wish to be considered for appointment to the:

ZONING BOARD OF APPEALS  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 12-18-11

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 12-18-14

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

ZONING BOARD OF APPEALS Number of Years 25 Date term expires 12-18-11

Occupation: RETIRED

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

AMERICAN LEGION

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

I HAVE A B.S. IN INDUSTRIAL TECH. WHICH INCLUDED COURSES IN RESIDENTIAL AND COMMERCIAL DESIGN

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

I HAVE BEEN ON THE ZONING BOARD OF APPEALS SINCE MAY '86

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

PLEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: ZONING BOARD OF APPEALS

Term Length: 3 YRS.

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

NO.

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

I HAVE BEEN A MEMBER OF BRUNSWICK'S ZBA. FOR 25 YEARS.

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

I BELIEVE ZONING AND THE ZONING BOARD ARE IMPORTANT TO DEVELOPMENT IN BRUNSWICK.

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

YES. I HAVE MISSED ONLY 2 OR 3 MEETINGS IN 25 YEARS.

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

NO

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

**DO NOT WRITE IN THESE AREAS AND HAVE APPLICANT RESPOND TO THESE ONLY**

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

For Office Use Only	
<del>OCT 14 2011</del>	Date App. Received
_____	Date App. Entered
_____	Appointed

Full Name: MICHAEL W. OLIVO Date \_\_\_\_\_

Street Address: 79 JORDAN AVE

Home Telephone #: 957-6028 E-mail Address: MIKE.OLIVO@MUNICIPAL.COM I live in Council District #: \_\_\_\_\_

I wish to be considered for appointment to the:

BOARD OF ASSESSMENT REVIEW  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 1/13/2012

and/or

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: 1/12/2015

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

BOARD OF ASSESSMENT REVIEW Number of Years 12 Date term expires 1/12/2012

Occupation: REAL ESTATE APPRAISER

Employer: ASSOCIATED APPRAISERS OF ME, INC Work Telephone #: 443-3317

List any civic organizations to which you belong:

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

CERTIFIED GENERAL RE APPRAISER, LIC #CG-15, STATE OF MAINE  
26 YRS APPRAVAL EXPERIENCE IN MID COAST MAINE

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

SEE ABOVE

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

RELEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: BOARD OF ASSESSMENT REVIEW

Term Length: 3 YRS

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

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

SEE ABOVE

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

REQUESTED BY TOWN ASSESSOR

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

YES

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

No

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

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**DO NOT SIGN THIS STATEMENT UNTIL YOU HAVE READ THE ENTIRE APPLICATION**

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

For Office Use Only
Date <u>OCT 17 2011</u>
Received
Date App.
Entered
Appointed

Full Name: Dorothy M. Olier Date 10/13/11

Street Address: 21 Lisbon Falls Rd., Brunswick

Home Telephone #: 207/751-4919 E-mail Address: dolier@remax.net I live in Council District #: \_\_\_\_\_

I wish to be considered for appointment to the:

Board of Assessment Review  
(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:

BAR Number of Years 6 Date term expires 1/12/2012

Occupation: Real Estate Broker

Employer: RE/MAX Riverside Work Telephone #: 207/725-8505

List any civic organizations to which you belong:

Teaford Housing BOD - 6 years; National, State & local chapters of REALTOR organization

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

15 years' experience in residential and commercial real estate

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

see above

Dorothy M. Olier

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

PLEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee, but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Board of Assessment Review

Term Length: 3 yrs.

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?

15 years as licensed real estate broker in Maine, annual continuing education in variety of issues affecting property value.

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

I have an interest in volunteering in some way to benefit the town and feel I have some expertise to contribute in this area.

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

Yes.

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

No.

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

I think this board will be busier and more challenged in the near term and would benefit from having members with the time, interest and experience necessary to meet the need.

**ALL CONFLICT OF INTEREST STATEMENT HERE AND HAVE APPLICANT RESPOND IF THERE IS ONE!**

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

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

Full Name: ARTHUR L BOULAY Date 10/27/11

Street Address: 32 FEDERAL ST - BRUNSWICK

Home Telephone #: 721-0772 E-mail Address: ABOULAY@STRATEGICTALENTMANAGEMENT.COM I live in Council District #: 6

I wish to be considered for appointment to the:

(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?  If so, please state name of Board/Committee/Commission and the number of years of service:  
Personnel Board Number of Years 3 Date term expires 1/12/12

Occupation: Management Consultant  
Employer: STRATEGIC TALENT MANAGEMENT Work Telephone #: 373 9301

List any civic organizations to which you belong:  
BDA ANDROSCOGGIN COUNTY CHAMBER OF COMMERCE

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

Have you previously served on a Town board/committee/commission?  If so, please list the board/committee/commission and years of service:  
Personnel Board, 3 years

[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

PLEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Personnel Board

Term Length: \_\_\_\_\_

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

NONE

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

30 years management experience  
15 years of focused hiring experience

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

A way to contribute to the town

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

YES

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

NO

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

Thank you!

**ALL CONFLICT OF INTEREST STATEMENTS HERE AND HAVE APPLICANT RESPOND TO THESE ITEMS**

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

RECEIVED For Office Use Only
Date App. NOV 14 2011
Received Date App.
TOWN OF BRUNSWICK CLERK'S OFFICE
Entered Appointed

Full Name: Pamela Edgerton Date (1-1)-11

Street Address: 29 McLellan

Home Telephone #: 729-3703 E-mail Address: punnie@mac.com I live in Council District #: 5

I wish to be considered for appointment to the:

Recycling & Sustainability  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 1-1-12

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:

Recycling & Sustainability Number of Years 6? Date term expires 12-31-11

Occupation: Retired

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:  
\_\_\_\_\_  
\_\_\_\_\_

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

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

Pamela Edgerton  
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

PLEASE NOTE: This completion of this application allows a person to be considered for a Town Board/Committee but does not guarantee placement on a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Recycling & Sustainability

Term Length: 3

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

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

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

Continue our work with expanded recycling & energy monitoring & conservation.

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

Yes

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

No

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

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**PUT CONFLICT OF INTEREST STATEMENT HERE AND HAVE APPLICANT RESPOND IF THERE IS ONE**

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# CONSENT AGENDA - A BACK UP MATERIALS

**-Draft-**  
**BRUNSWICK TOWN COUNCIL**  
**Special Meeting**  
**Minutes**  
**December 1 2011**

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

**Councilors Absent:** Councilor Deborah R. Atwood

**Town Staff Present:** Gary Brown, Town Manager; Fran Smith, Town Clerk/Assistant to Town Manager; Denise Clavette, Special Projects Assistant.

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

**Executive session – Economic Development to discuss the MRRA TIF per 1 M.R.S.A. §405(6)(C)**

**Councilor Tucker moved, Councilor Wilson seconded, to go into Executive session to discuss Economic Development relative to the MRRA TIF per 1 M.R.S.A. §405(6)(C). The motion carried with eight (8) yeas.**

The Council will be taking no action at this meeting.

**Councilor Watson moved, Councilor Tucker seconded, to adjourn the meeting. The motion carried with eight (8) yeas.**

The meeting adjourned at 8:15 p.m.

**PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT [WWW.BRUNSWICKME.ORG](http://WWW.BRUNSWICKME.ORG).**

*Frances M. Smith*  
*Town Clerk*  
*December 2, 2011*

December 19, 2011  
*Date of Approval*

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*Council Chair*

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# CONSENT AGENDA - B BACK UP MATERIALS

**-Draft-**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**December 5, 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, and E. Benet Pols

**Councilors Absent:** Councilor Deborah R. Atwood

**Town Staff Present:** Gary Brown, Town Manager; Fran Smith, Town Clerk/Assistant to Town Manager; Ken Brilliant, Fire Chief; Richard Rizzo, Police Chief; Tom Farrell, Parks and Recreation Director; Pat Scully, Town Attorney; Russ Wrede, Police Sergeant; and TV video crew.

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

**Public Comment:**

**Bob Morrison**, Bouchard Drive, spoke about area residents' concerns with the construction of the Amtrak layover facility.

**Peter Anastos**, owner of the Brunswick Fairfield Inn, spoke about the TIF for the Inn at Brunswick Station and how it has affected other hotels in the community.

**Correspondence:**

Chair King spoke about the passing of Harold Emerson, Deputy Fire Chief of the Call Department, and of all the great things he did for this community.

Councilor Pols, Councilor Perreault, Councilor Favreau, and Chair King spoke on concerns that voters had regarding the polling location. Ms. Smith responded to some of their questions.

**Adjustments to the Agenda:**

To add item Manager' Report C regarding a tree donation.

**MANAGER'S REPORT:**

**(a) Council Committee Updates**

Reports were given on the following committees: NNEPRA Advisory Board, Master Plan Implementation Committee, Capital Improvement Committee, and Website Committee.

(b) (ADDED) Authorization of Homeland Security Grant

Manager Brown and Chief Brilliant spoke on this item.

**Councilor Perreault moved, Councilor Watson seconded, to authorize the Town to apply for a Homeland Security Grant in the amount of \$142,500. The motion carried with eight (8) yeas.**

*(A copy of an email will be attached to the official minutes.)*

(c) (ADDED) Donation of Tree by Vail Tree Services

Manager Brown spoke on this item.

**Councilor Knight moved, Councilor Favreau seconded, to accept a donation from Vail Tree Services of a tree for the upper Town Mall. The motion carried with eight (8) yeas.**

**PUBLIC HEARINGS**

141. The Town Council will hear public comments on an application for a Special Amusement License, and will take any appropriate action. (Manager)

1827 LLC

D/B/A: Captain Daniel Stone Inn  
10 Water Street

Kevin Savage

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

**Councilor Favreau moved, Councilor Knight seconded, to approve a special amusement license for 1827 LLC (Captain Daniel Stone Inn) at 10 Water Street. The motion carried with eight (8) yeas.**

142. The Town Council will hear public comments on a proposed Fireworks Ordinance prohibiting the sale and use of fireworks in Brunswick, to be enacted on an emergency and regular basis, and will take any appropriate action. (Councilor Tucker)

Councilor Tucker spoke on this item.

Chair King opened the public hearing.

The following people spoke on this item:

Mike Laskey, 248 Bunganuc Road  
Randy Dumont, 84 Maquoit Road

**Town Council Minutes**

**December 5, 2011**

**Page 3**

**Rodney Dumont**, 14 Palmer Street  
**Hunter Johnson**, 32 Pollard Avenue  
**Leon Thayer**, 297 Mere Point Road  
**Sue Odell**, 293 Maine Street  
**Rob Peabody**, 19 Tufton Street  
**John Smith**, Water Street  
**Jim Chase**, Gurnet Road

Chair King closed the public hearing.

Councilor Tucker spoke on this item.

**Main Motion:**

**Councilor Tucker moved, Councilor Knight seconded, to adopt the proposed Fireworks Ordinance prohibiting the sale and use of fireworks in Brunswick, to be enacted on an emergency and regular basis.**

Councilor Favreau spoke on this item.

**Amendment to Motion:**

**Councilor Favreau moved, Councilor Perreault seconded, to amend the proposed ordinance to allow for the use of fireworks in certain sections of town with a town issued permit.**

Councilor Pols, Councilor Knight, Councilor Favreau, Councilor Wilson, Councilor Perreault Councilor Watson, and Chair King spoke on item.

Town Attorney Pat Scully responded to questions from Councilor Watson.

Chief Brilliant and Chief Rizzo spoke on the item.

**Councilor Watson moved, Councilor Perreault seconded, to table the proposed amendment until December 19, 2011. The motion carried with eight (8) yeas.**

**Councilor Tucker moved, Councilor Watson seconded, to table to proposed ordinance until December 19, 2011. The motion carried with eight (8) yeas.**

**TABLED ITEM**

**137. The Town Council will consider endorsing the Affordable Midcoast Housing Plan, and will take any appropriate action. (Manager)**

Manager Brown spoke on this item and read the draft resolution.

Councilor Tucker, Councilor Favreau, Councilor Knight, Councilor Wilson, and Councilor Watson spoke on the item.

**Councilor Tucker moved, Councilor Perreault seconded, to adopt the Resolution in Support of the Goals of the Community Regarding the Transition of Navy Housing. The motion carried with seven (7) yeas. Councilor Pols was opposed.**

*(A copy of the adopted Resolution and Housing Plan will be attached to the official minutes.)*

**NEW BUSINESS**

143. The Town Council will consider amending the Special Amusement license for AKI to allow for music on the first floor, and will take any appropriate action. (Manager)

**Councilor Tucker moved, Councilor Favreau seconded, to amend the Special Amusement license for AKI to allow for music on the first floor in addition to the basement area. The motion carried with eight (8) yeas.**

**CONSENT AGENDA**

(a) Approval of Minutes of November 21, 2011

**Councilor Favreau moved, Councilor Tucker seconded, to approve the Consent Agenda. The motion carried with eight (8) yeas.**

**Councilor Watson moved, Councilor Tucker seconded, to adjourn the meeting. The motion carried with eight (8) yeas.**

The meeting adjourned at 8:35 p.m.

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

*Frances M. Smith  
Town Clerk  
December 7, 2011*

December 21, 2011  
*Date of Approval*

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*Council Chair*

# CONSENT AGENDA - C BACK UP MATERIALS



**STATE OF MAINE**  
**DEPARTMENT OF PUBLIC SAFETY GAMING & WEAPONS SECTION**

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164  
 (207) 624-7210

**Application for a License to Operate Beano/Bingo or a Game of Chance**

1. License you are requesting is for: **BEANO**  **OR** **GAMES OF CHANCE**

(PLEASE CHECK ONE)

2. Organization Name is: Knights of Columbus  
Sekenger Council 1947

IF YOU CHECKED GAMES OF CHANCE:

Name of Game: \_\_\_\_\_

Number of Games: \_\_\_\_\_

Open to Public? Yes  No

Beano/Games Organization Number is: 5008

Business Address: 2 Columbus Drive, Brunswick, Maine 04011

Mailing Address: Same Phone: (207) 729-6552

3. Date of Founding March 16, 1919 Place of Founding Brunswick, Maine

**4. Current Officers:**

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Bruce Talbot (Grand Knight)	2 Melden Dr.	Brunswick 04011	729-6426	6/30/12
Patrick J. Lyons Jr. (Deputy GK)	31 Tarratine Dr.	Brunswick 04011	729-7572	6/30/12
Antoine G. Coulombe (Treasurer)	579 Meadow Rd.	Topsham 04086	729-4741	6/30/12
Omer E. Gagne (Advocate)	9 Union St.	Brunswick 04011	837-9593	6/30/12

**5. Location of Beano/Bingo or Game of Chance:**

2 Columbus Drive, Brunswick, Maine

BUILDING	ADDRESS	CITY
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**6. Person responsible for operation of Beano/Bingo or Games of Chance:**

Name: Robert J. Rainville 729-6552 725-1398  
DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: 2 Columbus Drive, Brunswick, ME 04011

E-Mail Address: kcbruns@koc1947.comcastbiz.net

7. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

8. For Beano/Bingo Only: How many times per month do you plan to run Beano/Bingo? 4

What time do doors open for Beano/Bingo? 5 p.m.

9. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply for up to six months of licenses in advance. See back of this form for yearly rates.

January 2012

February 2012

March 2012

April 2012

May 2012

June 2012

Complete this application – both front & back. Sign, date, and return it to the Gaming & Weapons Section at the address shown above.

**FOR OFFICE USE ONLY**

Check # \_\_\_\_\_

Amount \$ \_\_\_\_\_

10. Does the organization own all the equipment used in operating this amusement? Yes  No   
If "NO", please explain the circumstances under which the equipment is to be used: \_\_\_\_\_

11. Has any current officer of this organization or association ever been convicted of violating the gambling or lottery laws of the United States or of the State of Maine? Yes  No   
If "YES", give name and address of the person and the date and place of conviction: \_\_\_\_\_

12. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

\_\_\_\_\_  
**APPLICANT SIGNATURE**  
\_\_\_\_\_

13. The applicant agrees to obey the laws of the State of Maine and of the United States. The applicant agrees to obey the rules and regulations governing Beano/Bingo or Game of Chance promulgated by the Chief of the State Police. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: Bruce A. Talbot  
Name: Bruce Talbot Title: Grand Knight Date: 12/05/2011  
(Please print - must be duly authorized officer of this organization - title is required)

The Licensing Unit must receive this application at least eight days prior to first day on which you plan to conduct Beano/Bingo or a Game of Chance.

\_\_\_\_\_  
**BLANKET LETTER**  
\_\_\_\_\_

14. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo or Game of Chance will take place unless a separate "Blanket Letter of Approval" is filed with the Chief of the State Police.

- Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
- Check here if you have attached a "Blanket Letter of Approval".

\_\_\_\_\_  
**CONSENT**  
\_\_\_\_\_

The undersigned being municipal officers of the (City)(Town) of \_\_\_\_\_ hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 14 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
**FEES**  
\_\_\_\_\_

Beano \$12.00/week or \$36.00/month. Yearly license - \$400.00  
Games \$15.00/week or \$60.00/month. Video Poker \$15.00/week or \$60.00/month. Yearly License - \$700.00  
Card / Cribbage - \$30.00 Per Calendar Year Tournament Game - \$200.00 to \$600 (Based on Players)

**Make checks payable to *Treasurer, State of Maine***



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY GAMING & WEAPONS SECTION

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164
(207) 624-7210

Application for a License to Operate Beano/Bingo or a Game of Chance

1. License you are requesting is for: BEANO [ ] OR GAMES OF CHANCE [X]

2. Organization Name is: Knights of Columbus (PLEASE CHECK ONE)
Sekenger Council 1947

IF YOU CHECKED GAMES OF CHANCE:
Name of Game: Sealed Tickets
Number of Games: 1
Open to Public? Yes [X] No [ ]

Beano/Games Organization Number is: 5008

Business Address: 2 Columbus Drive, Brunswick, Maine 04011

Mailing Address: Same Phone: (207) 729-6552
March 16, 1919 Brunswick, Maine

3. Date of Founding Place of Founding

4. Current Officers:

Table with 5 columns: NAME & TITLE, ADDRESS, CITY/ZIP, PHONE, DATE TERM EXPIRES. Rows include Bruce Talbot (Grand Knight), Patrick J. Lyons Jr. (Deputy GK), Antoine G. Coulombe (Treasurer), and Omer E. Gagne (Advocate).

5. Location of Beano/Bingo or Game of Chance:

2 Columbus Drive, Brunswick, Maine

Table with 3 columns: BUILDING, ADDRESS, CITY

6. Person responsible for operation of Beano/Bingo or Games of Chance:

Name: Antoine G. Coulombe 729-6552 729-4741
DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: Columbus Drive, Brunswick, ME

E-Mail Address: kcbruns@koc1947.comcasbiz.net

7. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

8. For Beano/Bingo Only: How many times per month do you plan to run Beano/Bingo?
What time do doors open for Beano/Bingo?

9. Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply for up to six months of licenses in advance. See back of this form for yearly rates.

January 2012 February 2012 March 2012
April 2012 May 2012 June 2012

Complete this application - both front & back. Sign, date, and return it to the Gaming & Weapons Section at the address shown above.

FOR OFFICE USE ONLY
Check #
Amount \$

10. Does the organization own all the equipment used in operating this amusement? Yes  No   
If "NO", please explain the circumstances under which the equipment is to be used: \_\_\_\_\_

11. Has any current officer of this organization or association ever been convicted of violating the gambling or lottery laws of the United States or of the State of Maine? Yes  No   
If "YES", give name and address of the person and the date and place of conviction: \_\_\_\_\_

12. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

\_\_\_\_\_  
**APPLICANT SIGNATURE**  
\_\_\_\_\_

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Signed: \_\_\_\_\_

Name: Bruce Talbot Title: Grand Knight Date: 12/05/2011  
(Please print - must be duly authorized officer of this organization - title is required)

The Licensing Unit must receive this application at least eight days prior to first day on which you plan to conduct Beano/Bingo or a Game of Chance.

\_\_\_\_\_  
**BLANKET LETTER**  
\_\_\_\_\_

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- Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
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\_\_\_\_\_  
**CONSENT**  
\_\_\_\_\_

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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
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Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
**FEES**  
\_\_\_\_\_

Beano \$12.00/week or \$36.00/month. Yearly license - \$400.00  
Games \$15.00/week or \$60.00/month. Video Poker \$15.00/week or \$60.00/month. Yearly License - \$700.00  
Card / Cribbage - \$30.00 Per Calendar Year Tournament Game - \$200.00 to \$600 (Based on Players)

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1. License you are requesting is for: BEANO [ ] OR GAMES OF CHANCE [X]

2. Organization Name is: Knights of Columbus (PLEASE CHECK ONE)
Sekenger Council 1947

IF YOU CHECKED GAMES OF CHANCE:
Name of Game: Cribbage
Number of Games: 1
Open to Public? Yes [X] No [ ]

Beano/Games Organization Number is: 5008

Business Address: 2 Columbus Drive, Brunswick, Maine 04011

Mailing Address: Same Phone: (207) 729-6552
March 16, 1919 Brunswick, Maine

3. Date of Founding Place of Founding

4. Current Officers:

Table with 5 columns: NAME & TITLE, ADDRESS, CITY/ZIP, PHONE, DATE TERM EXPIRES. Rows include Bruce Talbot, Patrick J. Lyons Jr., Antoine G. Coulombe, and Omer E. Gagne.

5. Location of Beano/Bingo or Game of Chance:

Table with 3 columns: BUILDING, ADDRESS, CITY. Row: 2 Columbus Drive, Brunswick, Maine

6. Person responsible for operation of Beano/Bingo or Games of Chance:

Name: Antoine G. Coulombe 729-6552 729-4741
DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: Columbus Drive, Brunswick, ME

E-Mail Address: kcbruns@koc1947.comcasbiz.net

7. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

8. For Beano/Bingo Only: How many times per month do you plan to run Beano/Bingo?
What time do doors open for Beano/Bingo?

9. Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply for up to six months of licenses in advance. See back of this form for yearly rates.

Blank lines for providing dates to be licensed.

Complete this application - both front & back. Sign, date, and return it to the Gaming & Weapons Section at the address shown above.

FOR OFFICE USE ONLY
Check #
Amount \$

10. Does the organization own all the equipment used in operating this amusement? Yes  No   
If "NO", please explain the circumstances under which the equipment is to be used: \_\_\_\_\_

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If "YES", give name and address of the person and the date and place of conviction: \_\_\_\_\_

12. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

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- Check here if you have attached a "Blanket Letter of Approval".

\_\_\_\_\_ **CONSENT** \_\_\_\_\_

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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ **FEEs** \_\_\_\_\_

Beano \$12.00/week or \$36.00/month. Yearly license - \$400.00  
Games \$15.00/week or \$60.00/month. Video Poker \$15.00/week or \$60.00/month. Yearly License - \$700.00  
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