

**-REVISED-**  
**BRUNSWICK TOWN COUNCIL**  
**Agenda**  
**October 19, 2009**  
**6:30 P.M.: Executive Session**  
**Regular Meeting Resumes: 7:00 P.M.**  
**Municipal Meeting Room**  
**Maine Street Station**  
**16 Station Avenue**

**Executive Session: Acquisition of Real Estate 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) Report regarding WHEELS
- (d) Election Reminders relative to moving District 4
- (e) Accepting Forfeited Asset (Action Required)
- (f) Receipt of the Energy Grant Award (Action Required)
- (g) Budget Impacts of the Excise and TABOR II Referendum Questions
- (h) Update on the Finance Committee

**PUBLIC HEARINGS:**

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

Full-Time Spirituous, Vinous & Malt  
Verreault Tourism Properties  
D/B/A: Captain Daniel Stone Inn (New)  
10 Water St

John Verreault

Benchwarmers, LLC.  
D/B/A: Benchwarmers Restaurant and Sports Pub  
212A Maine Street

Richard Towle

**HEARING/ACTION**

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

Bowdoin College  
D/B/A: Bowdoin College Dining Service – Magee’s Grill  
David Saul Smith Union

Susan Burt

**HEARING/ACTION**

158. The Town Council will hear public comments on Ordinance amendments relative to allowing chickens within the Growth Zone, and will take any appropriate action. (Councilor Pols, Councilor Daughtry, and Councilor Atwood)

**HEARING/ACTION**

159. The Town Council will hear public comments in order to accept a \$50,000 CDBG Economic Development award on behalf of Maine Tool & Machine LLC to fund the extension of three phase power to 228 Old Portland Road, and will take any appropriate action. (Manager)

**HEARING/ACTION**

**NEW BUSINESS:**

160. The Town Council will discuss the methods of enforcement placed on applicants who are issued permits through a vote of the Town’s Planning Board and/or Zoning Board of Appeals, and will determine if any future action is necessary. (Councilor Klatt)

**DISCUSSION**

161. The Town Council will hear a report from the Recycling and Sustainability Committee on their Brunswick Climate Action Plan, and will take any appropriate action. (Councilor Klatt)

**DISCUSSION**

162. The Town Council will consider approving the request from Brunswick Downtown Association to hold their Annual Outdoor Arts Festival on August 21, 2010, and will take any appropriate action. (Manager)

**ACTION**

163. The Town Council will consider a request from the Brunswick Downtown Association for use of the Lower Mall for the Taste of Brunswick Event, to be held on June 19, 2010, and will take any appropriate action. (Manager)

**ACTION**

**CONSENT AGENDA**

- (a) Approval of the Minutes of October 5, 2009

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

**Brunswick Town Council**  
**Agenda**  
**October 19, 2009**  
**Council Notes and Suggested Motions**

**Executive Session: Acquisition of Real Estate Per 1 M.R.S.A. § 405(6)(C)**

Motion to go into Executive Session to discussion of Acquisition of Real Estate Per 1 M.R.S.A. § 405(6)(C)

**MANAGER'S REPORT:**

- (a) Financial Update: The Town Manager will provide a financial update for the Town. Copies of the financial summary reports are included in your packet.  
  
*Suggested Motion:* No Motion 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 Required.
- (c) Report regarding WHEELS: This item will give an update on the WHEELS program. Susan Wygal from the Transportation Coalition will be at your meeting to present this report.  
  
*Suggested Motion:* No Motion Required.
- (d) Election Reminders relative to moving District 4: Fran Smith, Town Clerk, will remind District 4 voters of their new voting location at the Recreation Center at 30 Federal Street.  
  
*Suggested Motion:* No Motion Required.
- (e) Accepting Forfeited Asset (Action Required): The Court has awarded the Police Department funds in the amount of \$4,820.00 that were forfeiture funds resulting from a drug arrest. A copy of the letter from the Court is included in your packet.  
  
*Suggested Motion:*  
Motion to accept and expend Forfeited Assets in the form of funds in the amount of \$4,820.00 related to Criminal Action Docket No. CR-09-2019.
- (f) Receipt of the Energy Grant Award (Action Required): The Town has received notification from the U.S. Department of Energy that the Town of Brunswick has been awarded a \$100,900 Energy Efficiency and Conservation Block Grant. Town staff

(Economic and Community Development, Public Works and Finance) submitted an application to DOE on June 25. Funds will be used to pay for heating system upgrades and associated chimney upgrades/repairs at the following Town-owned facilities: Curtis Memorial Library, Public Works office/garage and Superintendent's Office. These three projects are among the eight recommendations included in the Recycling and Sustainability Committee's Climate Action Plan, which will be presented later in the meeting. A copy of an email from Mr. Dancause explaining this item is included in your packet.

Suggested Motion:

Motion to accept and expend an Energy Efficiency and Conservation Block Grant from the U.S. Department of Energy in the amount of \$100,900.00.

- (g) Budget Impacts of the Excise and TABOR II Referendum Questions: Manager Brown will provide the Council and public the possible impact of these two citizens' initiated questions on Brunswick's budget. A copy of his memo will be included in your packet.

Suggested Motion: No Motion Required.

- (h) Update on the Finance Committee: Manager Brown will update the Council on the status of the Finance Committee.

Suggested Motion: No Motion Required.

**PUBLIC HEARINGS:**

156. This item is for a public hearing and approval of alcohol licenses for new restaurants, Benchwarmers, located at 212 A Maine Street, and Captain Daniel Stone Inn (under new ownership) located at 10 Water Street. Copies of the public hearing notice and the applications are included in your packet.

Suggested Motion:

Motion to approve alcoholic beverage licenses for Benchwarmers Restaurant and Sports Pub and Captain Daniel Stone Inn.

157. This item is for a public hearing and approval of a special amusement license for Magee's Grill, located at Bowdoin College in the Smith Union. This is a renewal license and they are proposing to have bands. Copies of the public hearing notice and the application are included in your packet.

Suggested Motion:

Motion to approve a special amusement license for Magee's Grill (Bowdoin Dining Services).

158. Councilor Pols, Councilor Daughtry, and Councilor Atwood are sponsoring this item, which has its public hearing this evening. Based on comments made at your last meeting, staff made modifications to the language. Copies of the revised language and public hearing notice are included in your packet.

Suggested Motion:

Motion to adopt ordinance amendments to Chapter 4 (Animals) of the Municipal Code of Ordinances relative to allowing chickens within the Growth Zone.

159. This item is the public hearing that is required prior to accepting this \$50,000 CDBG Economic Development award on behalf of Maine Tool & Machine LLC to fund the extension of three phase power to 228 Old Portland Road. Copies of the public hearing notice and a memo from Brian Dancause are included in your packet.

Suggested motion:

Motion to accept and expend a \$50,000 CDBG Economic Development award on behalf of Maine Tool & Machine LLC to fund the extension of three phase power to 228 Old Portland Road.

**NEW BUSINESS:**

160. This item is sponsored by Councilor Klatt. This item is to discuss the “checks and balances” concerning the enforcement of stipulations and conditions placed on applicants who are issued permits through a vote of the Planning Board or Zoning Board of Appeals. The Council will discuss what process is in place to track the compliance of permits issued and how well that process is working. The Council will discuss any problems with this process and how to address these problems. Copies of a memo from Councilor Klatt, an email, material from the Planning Department, and the Code Enforcement Officer’s job description are included in your packet.

Suggested Motion:

There is no suggested motion since this is a discussion item.

161. This item, sponsored by Councilor Klatt, is a report from the Recycling and Sustainability Committee. It is the result of their work in developing a plan to implement the U.S. Mayor’s Climate Protection Agreement, which the Council voted in 2007 to sign. The Committee was charged with this duty in April of 2008. They, along with town staff, Bowdoin College and others, have completed an assessment of the Town’s baseline municipal greenhouse gas emissions, which is explained in their report. The Committee is looking for feedback from the Council. Copies of the summary and report are included in your packet.

Suggested Motion:

There is no suggested motion since this is a discussion item.

162. This item is to consider approval of the request from the Brunswick Downtown Association to hold their annual Outdoor Arts Festival on August 21, 2010. The event requires Council approval under Chapter 10, Section 26(b)(14) of the Municipal Code. This ordinance also allows the Council to waive the \$500 fee (except for at \$25 application fee), which the BDA is asking the Council to do. You have waived the fee in the past. Representatives of the BDA will be at the meeting to answer any questions. A copy of their letter is included in your packet.

Suggested Motion:

- 1) Motion to approve the request from Brunswick Downtown Association to hold an Outdoor Arts Festival on August 21, 2010.
  - 2) Motion to waive the \$500 fee except the \$25 application fee to hold this event, as allowed under Chapter 10, Section 26(b)(14).
163. This item is also a request from the BDA regarding the use of the Lower Mall for the Taste of Brunswick event, in which local restaurants participate. There are two motions to consider; first, on the approval of the event as outlined in Chapter 10 Section 10-26(6)(b), and second, whether or not to allow sales of alcohol at this event. The final decision of alcohol sales lies with the State, but they will consider the vote of the Council in their decision. Representatives of the BDA will be at your meeting to explain their request. A copy of their letter is included in your packet.

Suggested Motions:

- 1) Motion to approve the BDA's request for the Taste of Brunswick event to be held on June 19, 2010.
- 2) Motion to permit (or not permit) the sale of alcohol at the Taste of Brunswick Event on June 19, 2010.

**CONSENT AGENDA**

- (a) Approval of the Minutes of October 5, 2009: The draft minutes are included in your packet for your review and approval.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.

# MANAGER'S REPORT - A BACK UP MATERIALS

FOR 2010 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/> 10 General Government <hr/>							
11000 Administration	497,316	497,316.00	70,987.20	28,112.79	556.17	425,772.63	14.4%
11050 Personnel Department	0	.00	85.92	36.36	.00	-85.92	100.0%
11100 Finance Department	664,679	664,679.00	139,372.05	47,835.11	547.28	524,759.67	21.1%
11150 Technology Services Dept	197,600	197,600.00	108,501.76	14,296.11	-20,236.00	109,334.24	44.7%
11200 Municipal Officers	109,015	109,015.00	18,962.17	4,225.98	.00	90,052.83	17.4%
11220 Municipal Building	171,450	171,450.00	37,543.04	10,754.75	-4,794.92	138,701.88	19.1%
11230 Risk Management	445,500	445,500.00	138,002.89	5,199.14	82,964.00	224,533.11	49.6%
11240 Employee benefits	0	.00	.00	.00	.00	.00	.0%
11250 Cable TV	99,318	99,318.00	24,934.79	10,271.30	.00	74,383.21	25.1%
11300 Assessing	289,918	289,918.00	60,275.14	20,714.68	1,985.14	227,657.72	21.5%
11400 Codes Enforcement	213,741	213,741.00	47,222.32	16,269.46	.00	166,518.68	22.1%
11600 Town Clerk & Elections	341,372	341,372.00	58,189.29	19,440.34	.00	283,182.71	17.0%
11900 Planning Department	310,101	310,101.00	60,139.14	20,559.51	118.45	249,843.41	19.4%
11940 Natural Resources Departme	0	.00	.00	.00	.00	.00	.0%
11950 Economic Development Dept	194,280	194,280.00	42,340.41	14,399.79	.00	151,939.59	21.8%
TOTAL General Government	3,534,290	3,534,290.00	806,556.12	212,115.32	61,140.12	2,666,593.76	24.6%
<hr/> 20 Public Safety <hr/>							
12100 Fire Department	2,610,381	2,610,381.00	602,477.96	190,729.91	17,532.84	1,990,370.20	23.8%
12200 Police Department	4,061,417	4,061,417.00	832,300.99	287,832.78	16,304.89	3,212,811.12	20.9%
12210 Police Special Detail	0	.00	1,725.42	698.93	.00	-1,725.42	100.0%
12310 Streetlights	208,500	208,500.00	34,610.25	21,372.17	-8,085.00	181,974.75	12.7%
12320 Traffic Signals	18,600	18,600.00	5,567.61	1,462.15	.00	13,032.39	29.9%
12330 Hydrants	364,680	364,680.00	3,900.00	.00	.00	360,780.00	1.1%
12340 Civil Emergency Preparedne	4,000	4,000.00	.00	.00	.00	4,000.00	.0%
TOTAL Public Safety	7,267,578	7,267,578.00	1,480,582.23	502,095.94	25,752.73	5,761,243.04	20.7%
<hr/> 30 Public Works <hr/>							
13100 Public Works Administratio	457,466	457,466.00	98,932.15	34,138.95	.00	358,533.85	21.6%
13110 PW General Maintenance	714,297	714,297.00	265,461.00	117,667.98	-7,602.10	456,438.10	36.1%
13120 PW Winter Maintenance	819,476	819,476.00	77.62	.00	.00	819,398.38	.0%
13130 Refuse Collection	556,588	556,588.00	118,353.47	71,986.24	.00	438,234.53	21.3%

FOR 2010 03

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13140 Recycling	231,620	231,620.00	54,167.35	36,473.46	.00	177,452.65	23.4%
13150 PW Central Garage	552,166	552,166.00	76,256.26	34,760.62	1,683.24	474,226.50	14.1%
TOTAL Public Works	3,331,613	3,331,613.00	613,247.85	295,027.25	-5,918.86	2,724,284.01	18.2%
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40 Human Services							
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14100 General Assistance	144,273	144,273.00	26,472.30	9,194.92	441.00	117,359.70	18.7%
14120 Health & Social Services	2,611	2,611.00	.00	.00	.00	2,611.00	.0%
TOTAL Human Services	146,884	146,884.00	26,472.30	9,194.92	441.00	119,970.70	18.3%
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45 Education							
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14500 School Department	33,471,084	33,471,084.00	4,418,708.70	2,422,024.38	.00	29,052,375.30	13.2%
TOTAL Education	33,471,084	33,471,084.00	4,418,708.70	2,422,024.38	.00	29,052,375.30	13.2%
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50 Recreation and Culture							
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15000 Recreation Administration	434,601	434,601.00	95,289.88	31,131.90	.00	339,311.12	21.9%
15050 Rec Buildings and Grounds	676,422	676,422.00	132,418.31	43,049.84	4,412.35	539,591.34	20.2%
15100 Coffin Pond	62,213	62,213.00	32,248.14	9,070.60	.00	29,964.86	51.8%
15300 Teen Center	5,000	5,000.00	.00	.00	.00	5,000.00	.0%
15310 People Plus	70,000	70,000.00	35,000.00	.00	.00	35,000.00	50.0%
15400 Curtis Memorial Library	1,082,842	1,082,842.00	270,710.52	90,236.84	.00	812,131.48	25.0%
TOTAL Recreation and Culture	2,331,078	2,331,078.00	565,666.85	173,489.18	4,412.35	1,760,998.80	24.5%
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60 Intergovernmental							
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16000 County tax	1,149,612	1,149,612.00	.00	.00	.00	1,149,612.00	.0%
TOTAL Intergovernmental	1,149,612	1,149,612.00	.00	.00	.00	1,149,612.00	.0%
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70 Unclassified							
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FOR 2010 03

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	122,161	122,161.00	84,697.45	2,939.45	.00	37,463.55	69.3%
17010	Assistance to St. Johns	16,000	16,000.00	.00	.00	.00	16,000.00	.0%
17020	Cemetery Care	2,500	2,500.00	500.00	250.00	.00	2,000.00	20.0%
17030	Wage Adjustment Account	125,000	125,000.00	3,539.90	.00	.00	121,460.10	2.8%
17050	High School Spring Street	0	.00	1,836.28	.00	.00	-1,836.28	100.0%
	TOTAL Unclassified	265,661	265,661.00	90,573.63	3,189.45	.00	175,087.37	34.1%
80 Debt Service								
18000	2000 CIP G/O Bonds	336,000	336,000.00	.00	.00	.00	336,000.00	.0%
18020	2006 CIP G/O Bonds	292,000	292,000.00	.00	.00	.00	292,000.00	.0%
	TOTAL Debt Service	628,000	628,000.00	.00	.00	.00	628,000.00	.0%
	GRAND TOTAL	52,125,800	52,125,800.00	8,001,807.68	3,617,136.44	85,827.34	44,038,164.98	15.5%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	Year/Period: 2010/ 3
Sequence 1	2	Y	N	Print revenue as credit: Y
Sequence 2	9	Y	N	Print totals only: Y
Sequence 3	0	N	N	Suppress zero bal accts: Y
Sequence 4	0	N	N	Print full GL account: N

Double space: N  
Report title: SEPTEMBER 2009 EXPENDITURE REPORT  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2009/ 1  
To Yr/Per: 2009/12  
Include budget entries: N  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1

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 2010 03

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
10 Taxes						
111190 41101 Property Taxes	28,900,276	28,900,276.00	28,559,448.94	28,559,448.94	340,827.06	98.8%
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	-12,040.21	-9,666.75	-62,959.79	16.1%
111190 41105 Interest on Taxes	65,000	65,000.00	15,366.83	1,267.85	49,633.17	23.6%
111190 41106 Tax Lien Costs Revenue	10,000	10,000.00	11,491.70	53.08	-1,491.70	114.9%
111190 41107 Tax Lien Interest Reve	0	.00	16,783.04	16.06	-16,783.04	100.0%
111190 41109 Payment in Lieu of Tax	175,000	175,000.00	.00	.00	175,000.00	.0%
111190 41198 Homestead exemption re	0	.00	305,843.00	305,843.00	-305,843.00	100.0%
111191 41110 Excise Tax - Auto	2,325,000	2,325,000.00	718,986.85	223,532.81	1,606,013.15	30.9%
111191 41111 Excise Tax Boat/ATV/Sn	23,000	23,000.00	2,927.50	218.40	20,072.50	12.7%
TOTAL Taxes	31,223,276	31,223,276.00	29,618,807.65	29,080,713.39	1,604,468.35	94.9%
TOTAL REVENUES	31,223,276	31,223,276.00	29,618,807.65	29,080,713.39	1,604,468.35	
20 Licenses & Fees						
121411 42100 Building Permits	15,000	15,000.00	15,927.00	4,918.75	-927.00	106.2%
121411 42101 Electrical Permits	14,000	14,000.00	3,473.36	1,096.20	10,526.64	24.8%
121411 42102 Plumbing Permits	8,500	8,500.00	2,366.25	600.00	6,133.75	27.8%
121411 42103 Zoning Board Fees	300	300.00	.00	.00	300.00	.0%
121411 42105 Mobile Home Permits	300	300.00	.00	.00	300.00	.0%
121411 42106 Institutional Permits	12,000	12,000.00	.00	.00	12,000.00	.0%
121411 42107 Alts/Addns Permits	12,000	12,000.00	.00	.00	12,000.00	.0%
121411 42108 Comm/Indus Permits	10,000	10,000.00	.00	.00	10,000.00	.0%
121411 42109 Multiple Dwellings	1,000	1,000.00	.00	.00	1,000.00	.0%
121411 42110 Accessory Structures	3,500	3,500.00	.00	.00	3,500.00	.0%
121611 42200 Hunting & Fishing Lice	1,500	1,500.00	333.75	122.05	1,166.25	22.3%
121611 42201 Dog License Fee	2,200	2,200.00	119.00	41.00	2,081.00	5.4%
121611 42202 Vital Statistics	46,000	46,000.00	14,740.00	4,821.00	31,260.00	32.0%
121611 42203 General Licenses	23,180	23,180.00	2,193.00	998.00	20,987.00	9.5%
121611 42204 Victulars Licenses	20,625	20,625.00	1,600.00	250.00	19,025.00	7.8%
121611 42205 Shellfish Licenses	21,000	21,000.00	125.00	.00	20,875.00	.6%
121611 42206 Neutered/Spayed Dog Li	3,620	3,620.00	170.00	60.00	3,450.00	4.7%
121611 42207 Passport Fees	7,600	7,600.00	2,550.00	550.00	5,050.00	33.6%
121611 42208 Postage Fees	0	.00	10.19	.00	-10.19	100.0%
121611 42209 Passport Picture Reven	1,350	1,350.00	600.00	84.00	750.00	44.4%
121911 42300 Planning Board Appl Fe	10,000	10,000.00	2,646.61	1,532.91	7,353.39	26.5%
122121 42400 Fire Permits	1,500	1,500.00	280.00	280.00	1,220.00	18.7%

FOR 2010 03

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
122221 42500 Conc Weapons Permits R	400	400.00	85.00	.00	315.00	21.3%
123131 42600 Public Works Opening F	500	500.00	24.00	8.00	476.00	4.8%
TOTAL Licenses & Fees	216,075	216,075.00	47,243.16	15,361.91	168,831.84	21.9%
TOTAL REVENUES	216,075	216,075.00	47,243.16	15,361.91	168,831.84	
<u>30 Intergovernmental</u>						
131132 43103 Highway Grant Fund	202,500	202,500.00	.00	.00	202,500.00	.0%
131142 43104 State General Assistan	20,000	20,000.00	1,010.29	1,005.79	18,989.71	5.1%
131190 43102 State Tax Exemption Re	10,000	10,000.00	.00	.00	10,000.00	.0%
131192 43101 State Revenue Sharing	1,800,000	1,800,000.00	429,879.83	33,280.43	1,370,120.17	23.9%
131192 43106 Snowmobile Receipts	1,500	1,500.00	.00	.00	1,500.00	.0%
134546 43120 State Education Subsid	13,985,285	13,985,285.00	3,257,129.13	1,085,709.71	10,728,155.87	23.3%
134546 43121 State Adult Educ. Subs	30,000	30,000.00	.00	.00	30,000.00	.0%
134546 43122 St Fiscal Stabilizatio	753,426	753,426.00	.00	.00	753,426.00	.0%
134546 43150 Federal Education Subs	550,000	550,000.00	173,764.18	.00	376,235.82	31.6%
TOTAL Intergovernmental	17,352,711	17,352,711.00	3,861,783.43	1,119,995.93	13,490,927.57	22.3%
TOTAL REVENUES	17,352,711	17,352,711.00	3,861,783.43	1,119,995.93	13,490,927.57	
<u>40 Charges for services</u>						
141111 44110 Agent Fee Auto Reg	35,000	35,000.00	11,582.00	3,550.00	23,418.00	33.1%
141111 44111 Agent Fee Boat/ATV/Sno	1,700	1,700.00	332.00	48.00	1,368.00	19.5%
141111 44140 Housing Services Fees	610,000	610,000.00	152,853.66	50,951.22	457,146.34	25.1%
141611 44131 Advertising Fees	0	.00	371.00	297.55	-371.00	100.0%
142121 44155 Ambulance Service Fees	675,000	675,000.00	174,500.02	59,124.80	500,499.98	25.9%
142121 44166 Special Detail - Fire	1,000	1,000.00	.00	.00	1,000.00	.0%
142221 44161 Witness Fees	5,000	5,000.00	.00	.00	5,000.00	.0%
142221 44162 Police Reports	3,700	3,700.00	847.00	337.50	2,853.00	22.9%
142221 44163 School Resource Office	69,178	69,178.00	.00	.00	69,178.00	.0%
142221 44165 Special Detail - Polic	5,000	5,000.00	1,956.50	795.50	3,043.50	39.1%
143131 44174 PW Labor & Materials	0	.00	304.87	.00	-304.87	100.0%
143431 44175 Recycling Revenue	20,000	20,000.00	7,200.52	2,297.80	12,799.48	36.0%
144545 44100 School Tuition, etc	935,000	935,000.00	.00	.00	935,000.00	.0%
145051 44187 Coffin Pond	25,000	25,000.00	18,412.70	613.00	6,587.30	73.7%
TOTAL Charges for services	2,385,578	2,385,578.00	368,360.27	118,015.37	2,017,217.73	15.4%
TOTAL REVENUES	2,385,578	2,385,578.00	368,360.27	118,015.37	2,017,217.73	

50 Fines & Penalties

FOR 2010 03

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
151621 45103 Unlicensed Dog Fines	7,950	7,950.00	645.00	345.00	7,305.00	8.1%
152121 45104 False Alarm Fire	3,000	3,000.00	100.00	.00	2,900.00	3.3%
152221 45100 Ordinance Fines	1,000	1,000.00	25.00	25.00	975.00	2.5%
152221 45101 Parking Tickets	16,000	16,000.00	2,296.00	930.00	13,704.00	14.4%
152221 45102 Leash Law Fines	1,000	1,000.00	410.00	.00	590.00	41.0%
152221 45105 False Alarm Police	1,500	1,500.00	5.00	5.00	1,495.00	.3%
152221 45106 Restitution	0	.00	275.00	.00	-275.00	100.0%
TOTAL Fines & Penalties	30,450	30,450.00	3,756.00	1,305.00	26,694.00	12.3%
TOTAL REVENUES	30,450	30,450.00	3,756.00	1,305.00	26,694.00	
60 Interest earned						
161193 46100 Interest Earned	150,000	150,000.00	1,230.25	354.53	148,769.75	.8%
TOTAL Interest earned	150,000	150,000.00	1,230.25	354.53	148,769.75	.8%
TOTAL REVENUES	150,000	150,000.00	1,230.25	354.53	148,769.75	
70 Donations						
171952 47000 BDC Contrib to Econ De	75,000	75,000.00	.00	.00	75,000.00	.0%
TOTAL Donations	75,000	75,000.00	.00	.00	75,000.00	.0%
TOTAL REVENUES	75,000	75,000.00	.00	.00	75,000.00	
90 Other						
191011 49000 Administration Miscell	2,000	2,000.00	205.08	179.74	1,794.92	10.3%
191111 49000 Finance Miscellaneous	2,500	2,500.00	428.43	245.00	2,071.57	17.1%
191111 49101 Workers Comp Reimb	2,000	2,000.00	12,477.00	12,477.00	-10,477.00	623.9%
191111 49104 Property & Casualty Re	0	.00	8,287.00	8,287.00	-8,287.00	100.0%
191111 49105 Postage & Handling	3,000	3,000.00	784.00	264.00	2,216.00	26.1%
191111 49106 W/C Proceeds	0	.00	1,784.59	1,175.28	-1,784.59	100.0%
191111 49210 Insurance Proceeds	0	.00	9,620.10	.00	-9,620.10	100.0%
191192 49100 Cable Television	205,000	205,000.00	.00	.00	205,000.00	.0%
191411 49000 Codes Miscellaneous	500	500.00	455.95	170.50	44.05	91.2%
191611 49000 Town Clerk Miscellaneous	1,500	1,500.00	433.45	182.25	1,066.55	28.9%

FOR 2010 03

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
191911 49000 Planning Miscellaneous	0	.00	9.00	.00	-9.00	100.0%
191941 49000 Natural Resources Misc	0	.00	1,137.00	920.00	-1,137.00	100.0%
192121 49000 Fire Miscellaneous	500	500.00	210.00	210.00	290.00	42.0%
192221 49000 Police Miscellaneous	0	.00	478.03	310.43	-478.03	100.0%
192294 49153 Police Vehicle Sales	12,000	12,000.00	.00	.00	12,000.00	.0%
193131 49000 Public Works Miscellan	0	.00	40.54	.00	-40.54	100.0%
194141 49000 Human Services Misc	0	.00	6,192.48	6,146.48	-6,192.48	100.0%
194141 49103 General Assistance Rec	0	.00	330.00	330.00	-330.00	100.0%
194545 49000 School Miscellaneous R	228,710	228,710.00	23,712.25	20,862.25	204,997.75	10.4%
195051 49000 Recreation Miscellaneo	0	.00	441.26	.00	-441.26	100.0%
TOTAL Other	457,710	457,710.00	67,026.16	51,759.93	390,683.84	14.6%
TOTAL REVENUES	457,710	457,710.00	67,026.16	51,759.93	390,683.84	
GRAND TOTAL	51,890,800	51,890,800.00	33,968,206.92	30,387,506.06	17,922,593.08	65.5%

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

REPORT OPTIONS

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Sequence	Field #	Total	Page Break	
Sequence 1	5	Y	N	Year/Period: 2010/ 3
Sequence 2	0	N	N	Print revenue as credit: N
Sequence 3	0	N	N	Print totals only: N
Sequence 4	0	N	N	Suppress zero bal accts: Y

Report title:  
SEPTEMBER 2009 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

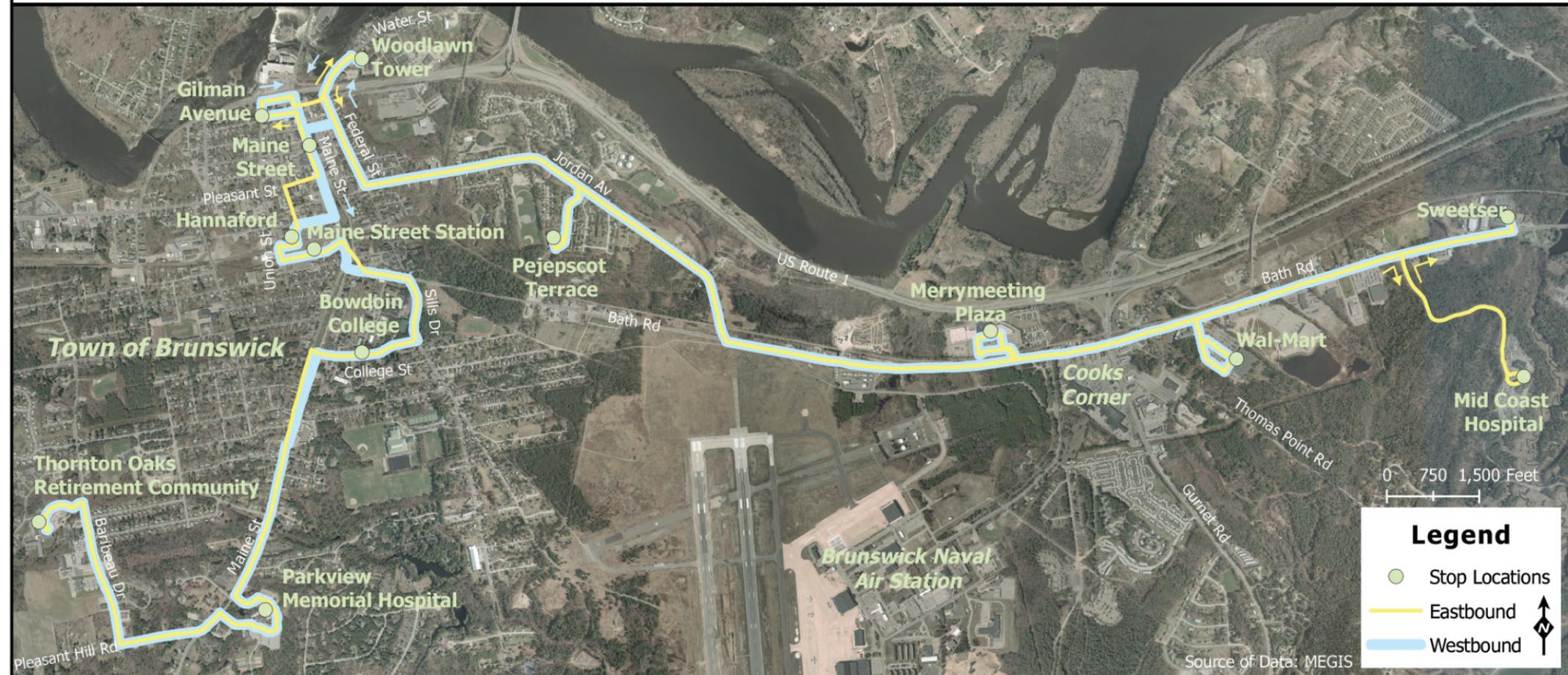
Double space: N  
Roll projects to object: N  
Incl inception to soy: N  
Carry forward code: 1  
Print journal detail: N  
From Yr/Per: 2009/ 1  
To Yr/Per: 2009/12  
Include budget entries: N  
Incl encumb/liq entries: N  
Sort by JE # or PO #: J  
Detail format option: 1

MANAGER'S REPORT - B  
NO BACK UP MATERIALS

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MANAGER'S REPORT - C  
BACK UP MATERIALS

# Brunswick Shuttle - Proposed Route



# Brunswick Explorer Bus Service

## General Information

- Fixed Route service in Brunswick
- Monday through Friday 7:30 AM to 5:30 PM
- Limited deviation for ADA service

## Vehicles

- Mid-size transit buses with wheelchair lift
- Gasoline/Electric hybrid
- Seating for 18 ambulatory passengers and 2 wheelchair positions.
- 2 position bike racks

## Route (see attached map)

- Eastbound: starting on Baribeau Drive and ending at Sweetser on Bath Road
- Westbound: returning from Sweetser to Baribeau Drive.
- One hour each direction
- Requests for deviation to be called in to dispatch

**Fare:** \$1/one-way trip. Discounted passes available.

## Funding

- Capital funds - 95% federal and state, 5% local match.
- Operating Funds - 80% federal Congestion Mitigation Air Quality (CMAQ) funding, 20% local match.
- CMAQ funding for three years
- Local operating match secured for first year with some 3 yr. pledges
- Local match support from:
  - Town of Brunswick
  - Sweetser
  - Bowdoin College
  - Midcoast Hospital
  - United Way of Mid Coast Maine

**Projected Start-up:** Summer 2010

## Operator

Coastal Trans, Inc., Maine DOT designated regional transportation provider.

## Project Development

This project came out of the work of the Midcoast Collaborative for Access to Transportation (MCAT) with the support of Maine DOT. MCAT is a collaborative that includes many local social service providers, Brunswick Housing Authority, Bowdoin College and the Towns of Brunswick and Topsham.

MANAGER'S REPORT - D  
NO BACK UP MATERIALS

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MANAGER'S REPORT - E  
BACK UP MATERIALS

JANET T. MILLS  
ATTORNEY GENERAL



REGIONAL OFFICES:  
84 HARLOW ST., 2ND FLOOR  
BANGOR, MAINE, 04401  
TEL: (207) 941-3070  
FAX: (207) 941-3075

44 OAK STREET, 4TH FLOOR  
PORTLAND, MAINE, 04101-3014  
TEL: (207) 822-0260  
FAX: (207) 822-0259  
TDD: (877) 428-8800

TEL: (207) 626-8800  
TTY: 1-888-577-6690

STATE OF MAINE  
OFFICE OF THE ATTORNEY GENERAL  
6 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0006  
September 29, 2009

14 ACCESS HIGHWAY, STE 1  
CARIBOU, MAINE, 04736  
TEL: (207) 496-3792  
FAX: (207) 496-3291

Detective Rich Cutliffe  
Brunswick Police Department  
28 Federal Street  
Brunswick, ME 04011

RE: State v. James Dorrington, CR-09-2019  
Town of Brunswick Approval

Dear Det. Cutliffe:

Enclosed please find a Town of Brunswick Approval form for the forfeiture of the currency seized in this case. As you can see, the Town Council, or a representative thereof, needs to sign this form and return it to me so that I can provide you with a court order that will transfer a portion of the property that was seized to the Town of Brunswick. Please let me know if you have any questions for me.

Thank you.

Sincerely,

DEPARTMENT OF THE ATTORNEY GENERAL  
State of Maine  
By: *Lea Anne Sutton*  
Lea-Anne Sutton  
Assistant Attorney General

STATE OF MAINE  
OFFICE OF THE ATTORNEY GENERAL  
6 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0006  
TEL: (207) 626-8800  
TTY: 1-888-577-6690

STATE OF MAINE  
Cumberland, SS

UNIFIED CRIMINAL DOCKET  
Criminal Action  
Docket No. CR-09-2019

State of Maine

}  
}  
}  
}  
}  
}  
}  
}

City/Town Of Brunswick  
Approval Of Transfer  
15 M.R.S.A. §5824(3)  
and §5826(6)

v.

James Dorrington,  
Defendant

AND  
\$4,820.00 US CURRENCY, DEFENDANT IN REM #1

NOW COMES the City/Town of Brunswick, Maine, by and through its legislative body, the City/Town Council, and does hereby grant approval pursuant to Section 5824(3) and Section 5826(6) of Title 15 of the Maine Revised Statutes Annotated, to the transfer of the above captioned Defendant(s) *In Rem*, namely \$4,820.00 US Currency, or any portion thereof, on grounds that the City/Town of Brunswick Police Department did make a substantial contribution to the investigation of this or a related criminal case.

**WHEREFORE**, the City/Town of Brunswick Town Council does hereby approve of the transfer of the Defendant(s) *In Rem*, or any portion thereof, to the City/Town of Brunswick, Maine pursuant to 15 M.R.S.A. §5824(3) and §5826(6).

Dated: \_\_\_\_\_

\_\_\_\_\_  
Chairperson/Mayor/Selectman/Clerk

(Impress Legislative Body Seal Here)

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# MANAGER'S REPORT - F BACK UP MATERIALS

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**From:** Brian Dancause [mailto:bdancause@brunswickme.org]  
**Sent:** Wednesday, October 14, 2009 11:23 AM  
**To:** 'Gary Brown'  
**Cc:** 'Craig Worth'; 'Dave Markovchick'  
**Subject:** energy grant projects

Gary,

Summary of projects to be completed using the Town's Energy Efficiency and Conservation Block Grant award:

**1. Curtis Memorial Library.** Replace the existing burners on two boilers with dual fuel (#2 fuel oil and natural gas) burners, and repair chimney cracks/defects, bringing the chimney up to code. The project will result in annual energy savings of the equivalent of 3,000 gallons of #2 fuel oil (30%) and a reduction of 27,050 kg of CO2 emissions.

Estimated Project Costs:

\$20,333 to install dual fuel burners  
\$18,850 to repair chimney  
\$ 4,900 for breeching (from boilers to chimney)

**2. Public Works.** Replace existing boilers with high efficiency oil-fired boilers. (No dual fuel burner available.) The project will result in annual energy savings of 2,100 gallons of #2 fuel oil (30%) and a reduction of 22,483 kg of CO2. If natural gas is used to fuel the new high efficiency boiler, the project would achieve an additional 30% fuel savings and reduce CO2 emissions by an additional 13,255 kg.

Estimated Project Cost:

\$27,329 for boiler and chimney replacement

**3. Superintendent's Office.** Convert burner (from #2 fuel oil to natural gas) and repair chimney. The project will result in annual energy savings of the equivalent of 1,140 gallons of #2 fuel oil and reduced CO2 emissions of 10,279 kg.

Estimated Project Cost:

\$30,000 for burner conversion and chimney repair

\$ 44,083 Curtis Memorial Library  
\$ 27,329 Public Works office & garage  
\$ 30,000 Superintendent's Office  
\$101,412 Total for all projects  
\$100,900 Energy Efficiency & Conservation Block Grant

Please call or email me, if you need anything further...

-Brian

**Brian K. Dancause**  
**Business Development & Support Specialist**  
**Town of Brunswick**  
**Department of Economic & Community Development**  
**28 Federal Street**  
**Brunswick, ME 04011**  
**tel: 207.721.0292; fax: 207.725.6663**  
**[bdancause@brunswickme.org](mailto:bdancause@brunswickme.org)**

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# MANAGER'S REPORT - G BACK UP MATERIALS

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**TOWN OF BRUNSWICK**  
TOWN MANAGERS OFFICE  
MEMORANDUM

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TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: October 13, 2009

RE: November 3 referendum questions 2 and 4.

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There are two questions on the November 3 ballot that if passed will have an impact on the Town of Brunswick. The purpose of this memorandum is to provide the Council and residents with information on the impact of these two questions. It is not the intent of this document to recommend a position or present information that is either favorable or non-favorable.

**Question 2** concerns a reduction in the rates for excise tax on motor vehicles. The result would be to reduce the rate for vehicles that are less than 4 years old. The proposal also eliminates excise tax for certain vehicles for the first 3 years. A copy of the summary of the bill presented to the Legislature is presented below:

*This bill decreases the excise tax imposed on motor vehicles for the first year from 24 mills to 12 mills, for the 2nd year from 17 1/2 mills to 8 mills and for the 3rd year from 13 1/2 mills to 4 mills and imposes a 4 mills rate for the 4th and succeeding years. This bill also exempts from the excise tax imposed on motor vehicles the first 3 model years of a hybrid gasoline-electric vehicle, a fuel-cell-fueled or hydrogen-fueled vehicle or a highly energy efficient vehicle that has a highway fuel economy estimate of at least 40 miles to the gallon. After the first 3 years, the rate of excise tax is the same as on other motor vehicles of the same age.*

*This bill also exempts from the sales tax 100% of the sale or lease price of a new hybrid gasoline-electric vehicle, a fuel-cell-fueled or hydrogen-fueled vehicle or a vehicle with a highway fuel economy estimate of at least 40 miles per gallon.*

The current revenue budget estimates that we will collect \$2,325,000 in excise tax. Estimated impact of the referendum ranges from 35% to 50% of the amount of excise tax that would be lost. A 35% reduction would be a loss of \$813,750. If this were to be replaced with property tax revenue, it would require a 2.9% increase in the mill rate. A 50% reduction would be a loss of \$1,162,500. If this amount were to be replaced with property tax revenue, it would result in a 4.15% increase in the mill rate.

**Question 4** is the so-called TABOR 2 referendum. If passed, it will require voter approval of increases in the property taxes that exceed an amount that is established by formula. In Brunswick, after budget adoption by the Council, a subsequent referendum would occur, much like what has been taking place with the school budget votes the past two years. A copy of the summary of this bill submitted to legislature is presented below:

*An Act to Provide Tax Relief*  
**SUMMARY**

*This bill proposes to restrain the growth in state and local government by imposing expenditure limitations on state and local government and by requiring a procedure of voter approval of certain state tax increases.*

*Under this bill, growth in annual expenditures of the General Fund, the Highway Fund and Other Special Revenue Funds are limited according to increases in population and inflation. For the General Fund and Highway Fund budgets, revenues exceeding the expenditure limitation must be distributed by directing 20% of that excess to a budget stabilization fund and 80% of that excess to a tax relief fund. The budget stabilization funds may be used only in years when revenues are not sufficient to fund the level of expenditure permitted by the growth limits. The Tax Relief Reserve Fund must be used to provide tax relief through broad-based reductions in tax rates or refunds proportional to individual income tax personal exemptions claimed in the previous tax year. The Highway Fund Reserve Fund must be used to provide a decrease in motor fuels taxes. For state agencies that manage Other Special Revenue Funds, the managers of those funds must report excess surpluses to the Legislature with a plan for refund of those revenues.*

*Under this bill, a state tax increase would require a majority vote of each House of the Legislature and majority approval of the voters.*

*State expenditure limits contained in this bill could be exceeded by a majority vote of each House of the Legislature and majority approval by the voters.*

***Municipal and county LD 1 expenditure limits could be exceeded by a majority approval by the voters of that local district.***

*Annual indexing of motor fuel taxes would also require majority voter approval.*

*This bill requires counties and municipalities to use a model cost center budget summary already developed by the Department of Audit and requires information in that format to be made available to local voters, filed annually with Maine Revenue Services and posted on any publicly accessible website maintained by the county or municipality as well as Maine Revenue Services' website.*

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

ITEM 156

BACK UP MATERIALS



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

### **PUBLIC HEARING**

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Municipal Meeting Room, Maine Street Station, 16 Station Avenue, Brunswick, at 7:00 P.M. on 10/19/2009 on the following Alcoholic Beverage license applications:

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

VERREAULT TOURISM PROPERTIES

D/B/A: CAPTAIN DANIEL STONE INN (NEW)  
10 WATER ST

JOHN VERREAULT

BENCHWARMERS, LLC

D/B/A: BENCHWARMER'S RESTAURANT AND Sports Pub.  
212 A MAINE ST

RICHARD TOWLE

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  
Liquor Licensing & Inspection  
Division**



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

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.

PRESENT LICENSE EXPIRES NEW

INDICATE TYPE OF PRIVILEGE:  MALT  SPIRITUOUS  VINOUS

**INDICATE TYPE OF LICENSE:**

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

REFER TO PAGE 3 FOR FEE SCHEDULE

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

1. APPLICANT(S) --(Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
JOHN VERREAULT DOB: 2-28-62			CAPTAIN DANIEL STONE INN		
KIM VERREAULT DOB: 7-29-67					
DOB:			Location (Street Address)		
Address			10 WATER STREET		
1 SEAFLOWS LANE			City/Town State Zip Code		
			BRUNSWICK ME. 04011		
			Mailing Address		
			PO BOX 37		
City/Town State Zip Code			City/Town State Zip Code		
JACO ME 04072			BRUNSWICK ME 04011		
Telephone Number Fax Number			Business Telephone Number Fax Number		
207 373-1854 207 373-1857			207 373-1854 207 373-1857		
Federal I.D. #			Seller Certificate #		
04-3379083			113 9753		

3. If premises is a hotel, indicate number of rooms available for transient guests: 30
4. State amount of gross income from period of last license: ROOMS \$ N/A FOOD \$ N/A LIQUOR \$ N/A
5. Is applicant a corporation, limited liability company or limited partnership? YES  NO
- If YES, complete Supplementary Questionnaire
6. Do you permit dancing or entertainment on the licensed premises? YES  NO
7. If manager is to be employed, give name: JOHN B. SMIGIELSKI
8. If business is NEW or under new ownership, indicate starting date: TBD - 12-01-2009/TARGET.  
Requested inspection date: ASAP Business hours: M-F 8:00 AM - 5:00 PM
9. Business records are located at: 10 WATER STREET, BRUNSWICK, ME. 04011
10. Is/are applicants(s) citizens of the United States? YES  NO
11. Is/are applicant(s) residents of the State of Maine? YES  NO

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

Name in Full (Print Clearly)	DOB	Place of Birth
① JOHN VERREAUULT	2-28-62	LEWISTON, ME
② KIM VERREAUULT	7-29-67	BIDDEFORD, ME
③ JOHN SMIGIELSKI	10-09-57	BROOKLYN, NY

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

① SACO, MAINE ② SACO MAINE ③ BOOTHBAY HARBOR MAINE

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

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_  
 Offense: \_\_\_\_\_ Location: \_\_\_\_\_  
 Disposition: \_\_\_\_\_

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

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) \_\_\_\_\_  
PLEASE SEE ATTACHED DOCUMENTS

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?  
 YES  NO  Applied for: 09-18-09

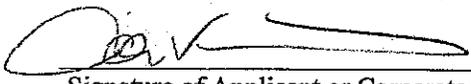
19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .5 MILE Which of the 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: MORTGAGE WITH SACO & BIDDEFORD SAVINGS.

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, MAINE on 09-17, 20 09  
Town/City, State Date

  
 Signature of Applicant or Corporate Officer(s)  
John Verreault  
 Print Name

Please sign in blue ink

  
 Signature of Applicant or Corporate Officer(s)  
KIMBERLY VERREAUULT  
 Print Name

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

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

1. APPLICANT(S) --(Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
Benchwarmers, LLC			Benchwarmers RESTAURANT		
DOB: 9/16/09			AND SPORTS PUB		
DOB:			Location (Street Address)		
DOB:			212 A MAINE STREET		
Address			City/Town State Zip Code		
212 MAINE STREET			BRUNSWICK ME 04011		
SUITE A			Mailing Address		
			212 A MAINE STREET		
City/Town		State	City/Town		State
BRUNSWICK		ME	BRUNSWICK		ME
Zip Code			Zip Code		
04011			04011		
Telephone Number		Fax Number	Business Telephone Number		Fax Number
Federal I.D. #			Seller Certificate #		
27-0987827			1141493		

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

complete Supplementary Questionnaire, If YES

6. Do you permit dancing or entertainment on the licensed premises? YES  NO
7. If manager is to be employed, give name: \_\_\_\_\_
8. If business is NEW or under new ownership, indicate starting date: OCTOBER 2009  
Requested inspection date: \_\_\_\_\_ Business hours: 12pm-10pm MONDAY - SUNDAY
9. Business records are located at: \_\_\_\_\_
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
Jeremy Saxton	4/26/1979	Brunswick, ME
Richard Towle	4/10/40	Hartland, Me

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

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) \_\_\_\_\_

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

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? 310 Which of the above is nearest? Church

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

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

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

Dated at: Brunswick Maine on 9/25/ 2009  
Town/City, State Date

Please sign in blue ink  
Signature of Applicant or Corporate Officer(s) \_\_\_\_\_  
Signature of Applicant or Corporate Officer(s) \_\_\_\_\_

ITEM 157

BACK UP MATERIALS



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

## **PUBLIC HEARING**

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Municipal Meeting Room, Maine Street Station, 16 Station Avenue, Brunswick, at 7:00 P.M. on 10/19/2009 on the following Special Amusement license applications:

### **Special Amusement**

Bowdoin College

D/B/A: Bowdoin College Dining Service- Magee's Grill

David Saul Smith Union

Susan Burt

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

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

Fran Smith  
Town Clerk

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

Type of Business:  Sole Proprietor-Owner's Name: \_\_\_\_\_

Partnership-Partner's Names: \_\_\_\_\_

Magee's  
GRI II

Corporation-Corporation Name: The President & Trustees of Bowdoin College

Incorporation Date: 1995 Incorporation State: Maine

New License: Opening Date \_\_\_\_\_  Renewal License: Expiration Date: 8/30/09

Business Name: Bowdoin College

Business Address: 6200 College Sta., Brunswick, ME Business Phone Number: 207-725-3201

Name of Contact Person: Allen W. DeLong Contact's Phone Number: 725-3201

Mailing Address for Correspondence: SAME

Signature of Applicant: Allen W. DeLong Date: 7/22/09

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

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

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

Codes Officer Signature \_\_\_\_\_

Health Officer Signature \_\_\_\_\_

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: S. Amusement Paid Fee: \$ 100.00 Cash/  Check Date: 8-5-09

Advertising Fee: \$ \_\_\_\_\_  Paid

To Codes on 8-5-09

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

**Bazaar or Flea Market-Exp. June 30<sup>th</sup>**

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards-Exp. June 30<sup>th</sup>**

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

**Carnival or Circus**

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

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

**Food Service Establishment (Victualer)-Exp. May 31<sup>st</sup>**

- FSE with Malt, Vinous & Spirituous Liquor (\$250)
- FSE with Malt and Vinous (\$200)
- FSE with Malt or Vinous (\$175)
- FSE with Sit Down, no Alcohol (\$100)
- FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering, B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: \_\_\_\_\_

**Going Out of Business (\$50)**

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

**Innkeeper-Exp. May 31<sup>st</sup>**     1-15 Rooms (\$100)     16+ Rooms (\$175)

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

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

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

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)  
Location: \_\_\_\_\_ Exp. 1<sup>st</sup> PH in Marc h  
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_ (Signature of owner, officer, partner or agent)  
(New applicants must talk to Recreation Dept/There is no proration on new licenses)

**Special Amusement (\$100)-Exp. w/Alcohol License**  
Describe in detail kind and nature of entertainment- Pub is approx. 40' x 60' with 2 balconies-Morrell Lounge is central Lounge space 40' x 100'  
Describe in detail room or rooms to be used under this permit- (see above) used for bands music, comedy and dances  
Signature of Owner, officer, partner or agent: Allen W. DeLong

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

ITEM 158

BACK UP MATERIALS



**TOWN OF BRUNSWICK  
PUBLIC HEARING**

**THE BRUNSWICK TOWN COUNCIL will hold a public hearing** at their regular meeting on Monday, October 19, 2009, 7:00 p.m. in the Municipal Meeting Room (Room 217), Maine Street Station, 16 Station Avenue, to receive public comment relative to ordinance amendments to allow chickens within the Growth Zone.

A copy of the full proposed ordinance is available at the Town Clerk's office, 28 Federal Street, or on line at <http://www.brunswickme.org/clerk/publichearings.htm>.

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

Fran Smith, Town Clerk  
Brunswick, Maine

Times Record: October 8, 2009

**Domesticated Chickens Code Provisions (Proposed as an amendment to Chapter 4, entitled Animals, of the Brunswick Municipal Code of Ordinances and as presented to Brunswick Planning Board, June 2, 2009, AB rev. 9/23/09)**

**Purpose**

The purpose of this Ordinance is to provide standards for the keeping of domesticated chickens. The Ordinance is intended to enable residents to keep a small number of female chickens while limiting the potential adverse impacts on the surrounding neighborhood.

**Definitions**

**Chicken Pen.** An enclosure connected to a henhouse for the purpose of allowing chickens to leave the henhouse while remaining in an enclosed, predator-safe environment.

**Enclosure.** The combined area of a henhouse and chicken pen.

**Henhouse.** A structure for the sheltering of female chickens. A legally existing non-conforming detached shed, garage or barn that may be located within the required district setback can be used for this purpose if it meets all ~~the other~~ standards contained in this Ordinance.

**Section I. Keeping of Domesticated Chickens Located in the Growth Area.**

- (a) No more than 6 chickens shall be allowed per single-family detached dwelling property. No chickens shall be permitted within multi-family complexes, including duplexes.
- (b) Only female chickens are permitted with no restriction on chicken species.
- (c) Chickens shall be kept only for personal use.
- (d) Advertising the sale of eggs, chicken breeding or fertilizer production is prohibited.
- (e) Outside slaughtering of chickens is prohibited.

**Section II. Enclosure**

- (a) Chickens must be kept in a secure henhouse or chicken pen area at all times. At no time shall chickens be kept in a residence including attached structures.
- (b) Chickens shall be secured within the henhouse during non-daylight hours.
- (c) Enclosures must be clean, dry and odor-free, kept in a neat and sanitary condition at all times, in a manner that will not disturb the use or enjoyment of abutters due to noise, odor or other adverse impact.
- (d) An enclosure shall not be located in the front yard.

**Section III. Henhouse**

- a) A henhouse shall be provided and designed to provide safe and healthy living conditions for the chickens while minimizing adverse impacts to abutters.
- b) The structures shall be fully enclosed with latchable doors and windows. Windows and vents must be covered with predator and bird proof wire of less than one inch openings.
- c) The henhouse shall be well maintained. The use of scrap, waste board, sheet metal, or similar materials for the construction of the structure is prohibited.

- d) Henhouses shall only be located in rear yards. In the case of a corner lot, a side yard may be used in accordance with applicable zoning district setbacks but in no cases shall the henhouse be closer than 20 10 feet to the side property line. ~~An enclosure shall not be located in a front yard.~~
- e) No henhouse shall be located within 20 10 feet of a rear or side property line.

#### **Section IV. Chicken Pens**

- a) Chicken Pens. Chicken pens may be provided. Where provided, the chicken pen shall be attached to the henhouse and the walls shall be constructed, consisting of sturdy wire fencing, other than chicken wire, and buried at least twelve inches in the ground, and The roof shall be covered with wire, aviary netting, chicken wire or solid roofing in a manner to prevent the escape of chickens. ~~The use of chicken wire is prohibited.~~
- b) Chicken pens shall only be located in rear yards. In the case of a corner lot, a side yard may be used in accordance with applicable zoning district setbacks but in no cases shall the henhouse be closer than 20 10 feet to the side property line. ~~An enclosure shall not be located in a front yard.~~
- c) No chicken pen shall be located within 20 10 feet of a rear or side property line.

#### **Section V. Odor, Noise and Lighting**

- a) Odors from chickens, chicken manure, or other chicken-related substances shall not be perceptible at the property boundaries.
- b) Perceptible noise from chickens shall not be a disturbance to abutters.
- c) Only motion-activated lighting may be used to light the exterior of the henhouse.

#### **Section VI. Waste Storage and Removal**

- a) Provision must be made for the storage and removal of chicken manure. All stored manure shall be covered by a fully enclosed structure with a roof line or lid over the entire structure. All other manure not used for composting or fertilizing shall be removed from the property.

#### **Section VII. Licensing Requirements**

- a) A person who keeps domesticated chickens shall obtain a license for a fee of twenty-five (\$25) dollars. The license shall expire annually on the last day of April. The license shall be issued by the Town Clerk after favorable inspection by the Brunswick Animal Control Officer or designee. The twenty-five dollar (\$25) fee is non-refundable if the license is not approved. The initial license shall be assessed on a semi-annual basis. There will be a late fee assessed to licenses that have expired, in the amount of ten dollars (\$10.) The fine will double after the license has been expired for more than thirty (30) days.

#### **Section VIII. Penalty**

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

**Section IX. Removal of Chickens**

- a) Any violation of the provisions of this article or of the license shall be grounds for an order from the Codes Enforcement Officer to remove the chickens and the chicken-related structures. The Animal Control Officer may also order the removal of the chickens upon a determination that the chickens pose a health risk. If a chicken dies, it must be disposed of promptly in a sanitary manner.

ITEM 159

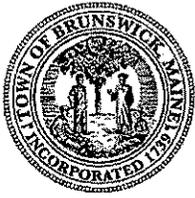
BACK UP MATERIALS

## **Public Hearing Notice**

Town of Brunswick  
Department of Economic and Community Development

The Town of Brunswick will hold a Public Hearing on October 19, 2009 at 7:00 PM in the Municipal Meeting Room (Room 217), Maine Street Station, 16 Station Avenue to discuss acceptance of an Economic Development grant under the Maine Community Development Block Grant program. The purpose of the grant is to support the expansion of Maine Tool & Machine LLC by extending three phase power to a parcel on the Old Portland Road. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase of the CDBG process. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to: Brian Dancause at 28 Federal Street, Brunswick, ME 04011 at any time prior to the Public Hearing. TDD/TTY users may call 771. If you are physically unable to access any of the Town's programs or services, please call Brian Dancause at 721-0292, so that accommodations can be made.





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

MEMORANDUM

TO: Town Council  
Gary Brown, Town Manager

FROM: Brian K. Dancause *Brian*

DATE: September 29, 2009

SUBJ: Public hearing to accept a \$50,000 CDBG Economic Development grant on behalf of Maine Tool & Machine LLC.

**COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION PROCESS:**

- ✓ On June 3, 2009, Town staff submitted a CDBG Economic Development application on behalf of Maine Tool & Machine. Submission of the application was approved by the Council following a June 1 public hearing.
- ✓ On July 30, 2009, the Maine Department of Economic and Community Development invited the Town into the Project Development phase of the CDBG application process.
- During the project development phase of the application process, the Town must hold a public hearing to give members of the community an opportunity to comment on the project. Additionally, the Council must approve the project by formally voting to accept CDBG funds.
- DECD's Office of Community Development executes a grant contract with the Town, upon completion of the project development phase.

**CDBG PROJECT:**

CDBG monies will support the relocation and expansion of Maine Tool & Machine to a parcel on Old Portland Road. Maine Tool & Machine is a locally-owned, precision manufacturer of products for the military aviation, medical and high-end residential markets. While the company's markets are growing, it is constrained by both space and adequate power at its present location (2 Industry Road). The \$50,000 CDBG award, which will leverage \$697,500 in project financing, will expand three phase power to the Old Portland Road site, allowing Maine Tool & Machine to expand its production and employment. Maine Tool & Machine has signed a commitment letter with a local bank for project financing.

ITEM 160

BACK UP MATERIALS

## MEMORANDUM

From: Councilor Klatt

To: Town Council

Date: October 13, 2009

Subject: October 19, 2009 Agenda Item: The “Checks and Balances” concerning the enforcement of stipulations and conditions placed on applicants who are issued permits through a vote from the Town’s Planning Board and/or Zoning Board of Appeals.

### Discussion Items:

1. When the Planning Board and/or the Zoning Board of Appeals issues a permit on a project for which there is a “plan” that must be followed and possibly added restrictions and conditions, how is this tracked? What are the checks/balances that ensure each project meets the “plan” presented and any added restrictions and conditions set by the Planning Board and/or the Zoning Board of Appeals?
2. If the CEO is responsible, what process or method is in place to facilitate this enforcement?
3. Does the Planning Board and/or the Zoning Board of Appeals inform the CEO of the approved “plan” and any added restrictions and conditions?
4. Is there a tracking system in place to ensure all required steps are taken?
5. Is there a follow up system in place with either the CEO or the Planning Board and/or Zoning Board of Appeals to ensure all required step are taken?
6. Are citizen/neighbor complaints the only way the CEO knows there is a problem, or potential problem with a project?

These are general questions that I think warrant discussion on the part of the full Council. The Council is ultimately responsible for all ordinances in the Town, so we should be aware of the entire process and if there is any room for improvement we should pursue it.

This is not about any one project or applicant. It seems that a complete follow up system should be in place to ensure any and all Planning Board and/or Zoning Board of Appeals stipulations are met in the time frame specified. Otherwise we are not acting responsibly and not ensuring the safety of the public and/or the integrity of the projects approved by the Planning Board and/or the Zoning Board of Appeals.

Thank you for your efforts in discussing this matter. I look forward to publicly discussing this item with the full Council.

Karen Klatt

District 4 Brunswick Town Councilor

[www.karenklatt.me](http://www.karenklatt.me)

**From:** Councilor Klatt [mailto:kjklatt@brunswickme.org]  
**Sent:** Tuesday, September 15, 2009 8:18 PM  
**To:** 'Gary Brown'  
**Cc:** 'Town Council'; 'Anna Breinich'; 'Pat Scully'  
**Subject:** RE: Violation; 10/20/08 DEP Letter of Warning CTS 15291 (Field Determination ID#7324)

Gary,

Thank you for getting back to me so quickly. I really appreciate it.

I have been pondering and concerned for quite some time now with the process of how this all works and where the "checks and balances" are. It is my understanding that the Planning Board votes to allow projects and will sometimes issue conditions to be followed. I believe the same actions are executed in the same manner with the Zoning Board of Appeals. Then (as stated in your email below) it is up to the Codes Enforcement Office to make sure these conditions and any other stipulations regarding the projects are enforced. My question and concern is "Who is making sure these conditions are being enforced?" Where are the "checks and balances" to make sure these conditions and any other stipulations are followed? Are the members of the Planning Board and Zoning Board of Appeals ever notified that the conditions and stipulations they approved for these projects are being followed? Or are they left to hope and trust the applicant will comply with these conditions or the Codes Enforcement Office will enforce them? Should a concerned neighbors or citizens be the one to make sure these conditions are followed? Or should these Boards (who approved the projects) be the ones to make sure these conditions and other stipulations are being followed? Where is the accountability in this process? Like I said, I have wondered about and questioned how well this process is working. I would like to make it clear that this is not about one particular applicant, issue, or project. In the last couple of years, I have seen many different problems from many different issues occurring with this process we are currently practicing. There may be a lack of "checks and balances" and accountability. It's a topic that needs to be addressed.

Gary, please don't feel like you have to answer these questions, for I would like to make this an agenda item for discussion at the first meeting in October (10/5/09). The Council can discuss these questions at that time. I have copied this email to the Councilors to give them a heads up and plenty of time to think about this topic before the October meeting.

I think it is a good idea and would like you to provide this and any information (and other concerns) about these recent activities on Mr. Coomb's property to both the Planning Board and Zoning Board of Appeals. Both Boards have been involved with issues concerning this property.

Thanks for spurring my thoughts on this issue. And again, thank you for your prompt response.

Karen Klatt  
District 4 Brunswick Town Councilor  
721-9634

---

**From:** Gary Brown [mailto:gbrown@brunswickme.org]  
**Sent:** Tuesday, September 15, 2009 1:24 PM  
**To:** 'Councilor Klatt'  
**Cc:** 'Town Council'; 'Anna Breinich'; 'Pat Scully'; 'Bernie Coombs'  
**Subject:** RE: Violation; 10/20/08 DEP Letter of Warning CTS 15291 (Field Determination ID#7324)

Karen;

We can certainly provide the PB with this information. Enforcement actions are the responsibility of the Codes Enforcement Office and I will ask Jeff Hutchinson to review the conditions for compliance.

I know that we all want compliance and our goal is to achieve compliance with all permits and ordinances.

Gary Brown, ICMA-CM  
Town Manager  
Town of Brunswick  
207 725-6659 ext 201

**From:** Councilor Klatt [mailto:kjklatt@brunswickme.org]  
**Sent:** Tuesday, September 15, 2009 11:37 AM  
**To:** 'Brown, Gary'  
**Cc:** 'Town Council'; 'Anna Breinich'; 'Pat Scully'  
**Subject:** FW: Violation; 10/20/08 DEP Letter of Warning CTS 15291 (Field Determination ID#7324)

Gary,

I would like the Planning Board to be informed of this issue on Mr. Coombs' property. I would also like the Planning Board to review the conditions they required of Mr. Coombs when they all voted to allow his new building to be permitted. I would also like a review of those conditions.

Thank you for your concern and time with this important matter.

Karen Klatt  
District 4 Brunswick Town Councilor  
721-9634

--- On **Tue, 9/15/09**, Cathy Eastman <cathy.eastman@yahoo.com> wrote:

From: Cathy Eastman <cathy.eastman@yahoo.com>  
Subject: Violation; 10/20/08 DEP Letter of Warning CTS 15291 (Field Determination ID#7324)  
To: John.Maclaine@maine.gov  
Cc: Michael.Mullen@maine.gov  
Date: Tuesday, September 15, 2009, 2:15 PM

Hi John,

Thank you for calling me back on 9/11; this is a review of the conversations I had with you and Mike Mullen that day, and that you have scheduled an on-site inspection for today, 9/15.

DEP Letter of Warning referenced above clearly delineates what was and is expected of the landowner under The Erosion and Sedimentation Control Law - "...if a person is filling, displacing or exposing soil or other earthen materials, he or she is required to take measures to prevent unreasonable erosion of soil or sediment beyond the site or into a natural resource, such as...stream brook...(and) Erosion control measures must be installed before the activity begins, be *maintained, kept in place, and functional* until the site is permanently stabilized". By the same

token it would appear, at minimum, the Town should take action if they become aware these erosion control measures are not in place.

Three witnesses, other than myself, have observed what just occurred on this property, even after the Letter of Warning; and that no erosion control measures were in place as per our discussion.

As Mike Mullen said - the landowner is doing exactly what he was told not to do.

It is reasonable to expect that a fine is in order as well as rectification of this erosion control problem. Not only have these measures not been in place, we have had an unusually high amount of rain since June and there were no DEP-required plantings in place either (due by Spring) nor "maintained, kept in place, nor functional" erosion control measures throughout the time.

Thanks again; I will talk with you soon. Cathy Eastman (207)504-7316



# 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

October 14, 2009

Memo to: Councilor Karen Klatt  
Brunswick Town Council  
Gary Brown, Town Manager  
From: Anna Breinich, AICP  
Subject: Requested Summary of June 23<sup>rd</sup> Planning Board Workshop Meeting

Per your request, I have attached the approved minutes from the June 23, 2009 Brunswick Planning Board workshop. The minutes are also available online at <http://www.brunswickme.org/planning/Agendas/PB.June.23.09.Minutes.pdf>. The meeting consisted of a workshop session with Town Attorney, Pat Scully, to review the roles and responsibilities of the Planning Board, recent court decisions and other matters brought forward by Planning Board members. As such, the minutes provide a general summary of the discussion supplemented by the DVD recording of the meeting. I reviewed the recording of the 1.5 hour meeting in order to provide you with additional detail of the discussion, summarized below:

### **Roles and Responsibilities Highlights (Chapter 12.2, Planning Board Ordinance, Brunswick Code of Ordinances):**

- Advisory to the Town Council on policy issues (e.g., ordinance amendments).
- Quasi-judicial when reviewing and acting on plan.
- Must review and act on plans during public meetings, having no ex parte communications.
- Individual members can not conduct investigations nor produce their own evidence when reviewing plans, and must judge a plan based on review criteria as stated in the Zoning Ordinance.

### **Conflict of Interest Discussion (M.S.R.A. Title 30-A, Section 2605.):**

- Differences between conflict of interest and perception
- Should follow Town Council Conflict of Interest Policy

### **Recent Planning-Related Court Decisions (2008):**

- Nagarde v. Westport: Determination of standing in Planning Board review/approval process.
- Nestle v. Fryeburg (Poland Springs): Decision states that Comprehension Plan is only visionary, not regulatory. Zoning Ordinance implements Comprehensive Plan and is regulatory.
- Toomey v. Frye Island: Decision regarding what constitutes reasonable return on investment.
- Bog Lake: Shoreland zoning case in Northfield; distinction between legislative and adjudicatory roles.
- Mills v. Town of Eliot: Decision related to family member subdivision exemptions. Court stated that findings of fact are needed at the Building Permit stage in order to determine intent to evade subdivision law using family exemption; assumes evasion of law first.

**Board Member Discussion Items:**

**1) Consideration of Prior Conduct of Applicants:**

- Planning Board should not consider prior conduct of an applicant, past violations in their review of current application.
- Prior conduct and/or past violations are not plan review criteria as stated in the Zoning Ordinance.
- Planning Board may evaluate/consider the credibility of an applicant.
- Be concise in conditions of approval.
- Planning Board does not enforce conditions of approval. Code Enforcement Officer is responsible for enforcement.

**2) Other Topics of Discussion:**

- Requested further discussion regarding locally regulating non-significant vernal pools/wetlands.
- Distribution of agenda materials (hard copy versus electronic).

I look forward to your discussion on the 19<sup>th</sup> and will be available for questions.

**BRUNSWICK PLANNING BOARD  
TUESDAY, JUNE 23, 2009**

**MEMBERS PRESENT:** Charlie Frizzle, Jason Bergquist, Dana Totman, Dick Visser, Margaret Wilson

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

A meeting of the Brunswick Planning Board was held on Tuesday, June 23, 2009 at the Municipal Meeting Facility at the Old Times Record Building, 6 Industry Road. Vice-Chair Margret Wilson called the meeting to order at 7:15 p.m.

**Planning Board Workshop:** The Planning Board will hold a **workshop** to review its role and responsibilities, and receive updates relative to planning law.

Attorney Patrick Scully reviewed the definition of the Roles and Responsibilities of the Planning Board; how this definition applies to the Brunswick Planning Board as a judicative body and distinguished the Brunswick Planning Board from other Municipal Review Boards.

Items discussed:

- Board communication with staff and applicants; what is appropriate and inappropriate
- Due Process
- Conflicts of interest

Attorney Pat Scully reviewed New Case Law and provided the Board with examples.

Examples include:

- Negarde versus Westport,
- Nestle versus Freyburg (Poland Springs),
- Toomey versus Sebago Lake, and
- Mills versus the Town of Eliot.

**Other Business**

Vice-Chair Margret Wilson asked the Board how the meeting materials could be disseminated in a more organized and easily accessible manner. It was decided that applications would be mailed or passed out to members upon receiving and all other handouts, Minutes and Agendas would be posted to a common, public link on the Planning Department's website. Materials received from applicants would be updated up to Monday at 4:30 p.m. prior to a Planning Board scheduled meeting.

The meeting was adjourned at approximately 8:54 p.m.

Attest:

Tonya Dawn Jenusaitis  
Recording Secretary

<p><b>Town of Brunswick</b>  <b>Position Description</b>  <b>FLSA: Exempt</b></p>
---

Position Title: Codes Enforcement Officer Department: Planning & Development

Reports To: Director of Planning and Development

**GENERAL SUMMARY:**

Operating under general direction from the Director of Planning and Development and in accordance with established policies and procedures, the incumbent is responsible for managing, organizing and implementing the day-to-day and long term responsibilities of the Codes Enforcement Division, coordinating activities and the flow of information between departments and citizens boards, performing on-site inspections, providing technical assistance, interpreting building codes, responding to complaints and enforcing all regulations.

**ESSENTIAL JOB FUNCTIONS:\***

- Initiates, interprets and enforces appropriate municipal, State and Federal codes, ordinances and regulations.
- Enforces and interprets the zoning ordinance, town and state land use regulations and all applicable laws, regulations, as well as requirements set forth by citizen committees.
- Oversees the day-to-day activities and personnel of the Code Enforcement department including: performance evaluation of department members, hiring, scheduling, ensuring training needs, supervision, coaching and counseling for future development, and records management.
- Assists with budget preparation responsibilities and maintains financial oversight for appropriate department appropriations and expenditures.
- Reviews plots, plans and specifications for all types of commercial and private construction projects to determine compliance with zoning, subdivision, safety, building, electrical, plumbing and mechanical regulations.
- Approves, rejects or recommends amendments to plans to ensure compliance to all standards and laws.
- Provides technical information, research, and assistance to Town officials, contractors, property owners and the general public regarding the interpretation and application of local codes and ordinances and other applicable regulations.
- Inspects structures and buildings under construction, repair, remodeling or renovation throughout all phases of completion to ensure building plans are followed, and that legal and safety requirements are met.
- Serves as staff to the Zoning Board of Appeals and Codes Appeal Board.
- Investigates complaints, determines appropriate response, and takes any necessary action concerning zoning and code violations, septic or sewer problems, and related matters.
- Assumes responsibility for the issuance of building, electrical, plumbing, sign and change of use permits and ensures compliance with appropriate Municipal, State or Federal ordinances.
- Serves as a member of the Staff Review Board.
- Provides assistance to the Inspection Officer relating to inspections of residential and commercial projects and the Planning Department with regard to zoning amendments, and provides technical support to Town Staff, Planning Board, Town Council and other committees as required.
- Maintains accurate records of Division activities.
- Represents the Department and the Town of Brunswick before various boards and commissions, including Town Council and Town Manager, and participates in various organizations as a representative of the Town and/or Department as appropriate.

**OTHER DUTIES AND RESPONSIBILITIES:**

- Maintains personal professional development in own field of expertise by attending related training seminars and actively participating in professional associations.
- Performs other related duties as required.

**SKILLS/EXPERIENCE/TRAINING REQUIRED:**

Duties require knowledge of engineering, business management, public administration or related field of study equivalent to completion of a 4-year college degree and at least 5 years of progressively responsible experience in construction, building, electrical or plumbing trades in a management or supervisory role or equivalent combination of education and experience.

Possess and maintain appropriate certification as a Code Enforcement Officer as mandated by the State.

Solid knowledge of building methods and materials, construction, techniques, zoning, etc.

Ability to read and interpret blue prints, sketch plans, drawings and plots and make accurate and clear interpretations of written codes and ordinances.

Ability to lead, manage, motivate and direct the activities of departmental personnel.

Excellent customer service skills with the ability to proactively establish and maintain effective working relationships and deal courteously with business executives, vendors, associates, employees, internal departments, federal, state, regional and local agencies, community organizations and the general public.

Ability to establish priorities, organize work and develop short term and long range plans.

Facilitation skills with the ability to successfully communicate ideas and concepts effectively; at various meetings of boards and committees.

Knowledge of budget preparation and finance.

Knowledge of the principles and practices of effective public relations and labor relations.

Strong oral and written communication skills.

Strong records management and maintenance skills.

Strong computer skills and software knowledge.

Strong interpersonal skills and the ability to maintain confidentiality.

Valid drivers' license.

**SUPERVISORY RESPONSIBILITIES:**

Inspection Officer and Administrative Secretary.

**WORKING CONDITIONS/PHYSICAL DEMANDS:**

Moderate to heavy physical activity is required to perform the duties of this position. Responsibilities are conducted in varying weather conditions, and may require incumbent to travel to and work in and around job sites, climb stairs and negotiate steep or sloping embankments, and crawl into confined spaces. Moderate exposure to injury and hazard.

Willingness to work beyond normal business hours (including weekends) to accomplish certain tasks.

*The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.*

**\* External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**

11/04

ITEM 161

BACK UP MATERIALS

# Brunswick Climate Action Plan Part 1

## Executive Summary

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In April 2007, the Brunswick Town Council voted unanimously to sign the U. S. Mayors Agreement committing the town to reduce its greenhouse gas emissions to levels set by the Kyoto Protocol. A year later, the council charged its Recycling and Sustainability Committee to assess Brunswick's greenhouse gas emissions, in particular emissions due to municipal operations.

The attached report contains an assessment of municipal emissions for fiscal year 2007-2008, and preliminary steps Brunswick can take to reduce them.

By all indications, the threat of global warming is real and dire. The effort by the council to take concrete steps to fight it is timely. As we report, the town has already made a number of efficiency improvements that save both money and reduce emissions. With an Energy Efficiency Community Block Grant from the Federal Government, more such improvements will be made.

But this is just a start. Buildings and fleets remain big emitters. Municipal operations typically account for only 5-7% of a town's total emissions. The good news is that improving efficiency remains the low-hanging fruit, and Brunswick will continue to save money and reduce emissions by making such improvements.

The council is in a position to lead by example. Making the whole of Brunswick a low emissions leader must be our long-term goal. Starting with municipal operations is the logical first step.

We are fortunate to have Bowdoin College as part of our community. Bowdoin has already reduced its emissions using a variety of strategies, and will soon release a plan to become a net zero carbon emitter. Bowdoin has funded two summer interns to assist the Committee in drafting this report. We hope this marks the beginning of a mutually beneficial partnership between college and town.

This report is just a beginning, and much work remains. Brunswick can be proud of the steps it has already taken, such as the efficiency measures noted above, and the new energy efficient intermediate school. As a signatory to the Mayors Agreement, Brunswick is already committed to:

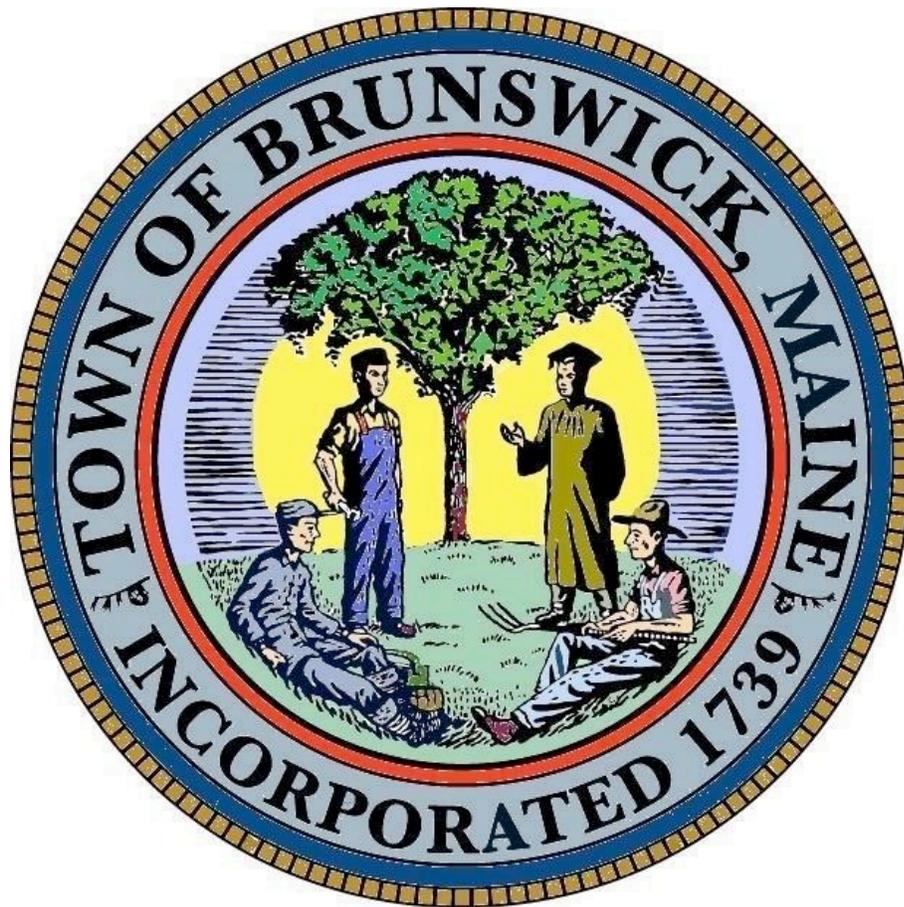
- Make a full baseline assessment of the town's emissions from business and residential activity, as well as municipal;
- Develop a detailed plan to reduce emissions, including targets;
- Track emissions every 3-5 years.

We ask the Town Council to embrace these commitments, and to view the effort as an ongoing challenge, and an opportunity to lead.

**Developed By** : Brunswick Recycling and Sustainability Committee  
**Version Number** : 0.7  
**Date** : 22<sup>nd</sup> September 2009

# Brunswick Climate Action Plan

## Part 1



Developed By : Brunswick Recycling and Sustainability Committee  
Version : 0.7  
Date : 22<sup>nd</sup> September 2009

### Version History

Version Number	Date	Author	Changes Made from previous version
0.1	03/24/2009	A. Anesko	Initial Version
0.2	07/24/2009	D. Funk	Added Municipal Anaysis
0.3	08/09/2009	B. Winner	Added Bowdoin's Response
0.4	08/09/2009	S. Wolpow	Added Forward
0.5	08/09/2009	D. Funk	Added comps from other towns
0.6	08/25/2009	A. Anesko	Draft preparation for initial review
0.7	09/19/2009	A. Anesko	Draft finalized for initial review

**Report Prepared by:** Brunswick Recycling and Sustainability Committee

**Document Contact:** All feedback, suggestions and comments on this document can be sent to Alexander Anesko: [aaanesko@hotmail.com](mailto:aaanesko@hotmail.com)

### Acknowledgements

Thanks go out to many, many people for providing raw data, helping write sections, reviewing, answering questions, correcting spelling errors, you name it! The following is a partial list: Brunswick Town Council, Brunswick Town Manager, Craig Worth, Sarah Wolpow, John Foster, Brenda Poplaski, Scott McKernan, Mike Heath, John Eldridge, Tricia Gould, Diane Lathrop, Nancy Darling, Judy Bean, Amy Malloy, Vanessa Levesque, Tonya Jenusaitis, Clark Labbe, Keisha Payson, Eileen Johnson, Joanna Taatjes, Brooks Winner, David Funk, Mark Battle, Doug Morrell, Nathan Howard, John Hastings, ICLEI staff, Craig Douglas, Frank McVey.

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### 1 Forward

#### ***Northeast of Eden: On Building a Better Future for Brunswick – by Sarah Wolpow***

I have a friend who lives in Eden. While I slog back from the grocery with pricey bags of produce; she laments that her neighborhood can't keep up with the persimmons and figs falling on their walks (then the sidewalks get messy, you understand). I worry about my kids crossing the relatively busy streets near our house; her kids run out the back door to visit their friends blocks away - without crossing a single street. In her neighborhood, the houses have small unfenced backyards which open onto car-free paths that interconnect the community. I know perhaps 10% of the people living in a two block radius of my house; she knows triple that number.

I have storm culverts lining the street outside my house; she has a charming stream bordered by cattails and filled, in the spring, with nesting mallards. I have too much shade to grow veggies; she has sun-drenched community garden space at the end of her block. On hot summer days all the asphalt streets absorb heat and make the town pretty toasty. The streets in my friend's neighborhood are tree-lined and unusually narrow, making her community several degrees cooler than surrounding neighborhoods.

I could go on. For example, her house, because of the narrower streets (less paving), the smaller backyards (less land purchased), the natural water retention system (no storm drains needed), initially cost less than a similarly sized house elsewhere in her town. Yet, not surprisingly, property in her development has appreciated far more than in the surrounding neighborhoods. But, I'll stop here. You get the idea.

Does she live in some sort of back-to-the-earth co-housing commune? Not at all. My friend works for Monsanto (perhaps the last place on earth a back-to-the-earth hippie would wish to be employed). Her neighbors are teachers, firefighters, and small business owners.

How was this possible? Some very smart developers in Davis, California talked a somewhat reluctant, but open-minded planning board into *overcoming the inertia behind business as usual*. They fought for needed exemptions to build a landscaped water retention system (i.e., stream with cattails) rather than putting in storm drains (this step saved \$800 per house in capital costs and the neighborhood doesn't flood when surrounding areas do). They fought for permission to build narrower streets. And on and on.

Replace the figs and persimmons with blueberries and raspberries, and there is no reason we could not be building livable, low-impact communities like this here in Maine, and indeed, in many other places.

I use the above, not as a specific roadmap for what Brunswick should do, but rather as an example of how we need to think in new ways, how we need to take a hard look at business as usual, how we need to be open-minded about change, and how the future can be better than the past.

I don't begrudge my friend her neighborhood. I love living in Brunswick. We have a small, tough community where schools are good, crime is low, and many of us can walk to our downtown. We cross country ski out our backdoors and in a few more minutes we can climb mountains and stroll along the ocean. We still grow things here, we know our farmers, and we've got lobsters.

If we are to hold onto this high quality of life we must act locally to preserve our downtown, our farmland, our schools, and our community. And, we must act globally to reduce climate-changing emissions. Failure to do either will imperil our future and our children's future.

The stakes could not be higher. In a recent speech before a Senate Committee, former Vice President Al Gore warned that "emitting greenhouse gases at current levels would bring a screeching halt to human civilization and threaten the fabric of life everywhere on the Earth." Indeed, civilization is but a thin veneer barely covering over the raw force of our planet's systems. It took only one storm to flatten the city of New Orleans.

According to the Intergovernmental Panel on Climate Change (IPCC) we have already increased average global temperatures by 1.3 degrees Fahrenheit. Another 3-7 degree rise is predicted by century's end, depending on our ability to curb emissions. Eight of the 10 warmest years on record since the 19th century were in the last 10 years. If we don't change business as usual, loss of arctic sea ice is predicted to occur within the next decade - which may set off chain reactions leading to even higher temperatures.

## Brunswick Climate Action Plan – Part 1. Version 0.7

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The Worldwatch institute's State of the World 2008 reports that the damage from global climate change could equal as much as 8 percent of global economic output by the end of this century. Clearly, we can't dig ourselves out of our economic straits if we must also spend more and more money mitigating the effects of severe droughts, floods and storms.

What can little Brunswick do in the face of such a gargantuan task? Roll up our sleeves and get to work. In the words of ICLEI, a group dedicated to working with towns and cities to tackle our most pressing environmental issues "Local Action Moves the World." Brunswick is now one of more than 500 communities in the United States partnering with ICLEI to do just that. These cities and towns are responsible for more than a quarter of U.S. global warming emissions.

ICLEI lays out six sensible steps for a community to follow as it works to become more sustainable. They are:

1. Make a commitment to reducing global warming emissions
2. Inventory current emissions
3. Set targets and goals
4. Establish local action plan
5. Implement local action plan
6. Monitor and evaluate progress

The report you hold in your hand is not a new beginning for the town of Brunswick. Rather, it builds on the hard work of the many individuals who have already helped move our town toward a more healthy, just, and sustainable future. In 2007 the Town Council voted unanimously to sign the US Mayors Agreement committing the town to reduce its greenhouse gas emissions.

Over the last year our committee has been hard at work on Step 2: Inventorying the town's current emissions, while beginning work on Steps 3 and 4. A summary of our results make up the bulk of this report.

## 2 Introduction

### 2.1 Scientific Basis for Global Warming

The earth is warming. Year after year, evidence accumulates showing that global warming is real, that human activity is the primary cause of it, and that transformative measures must be swiftly taken to avoid unparalleled global catastrophe. Consider these recent publications.

- In November, 2007, the Intergovernmental Panel on Climate Change (IPCC), in a report signed off by 130 nations including the United States and China, issued its strongest call for immediate action to combat global warming.<sup>1</sup>
- In January, 2008, NASA observed that “2007 ... continues the strong warming trend of the last thirty years ... The eight warmest years in the record have all occurred since 1998, and the 14 warmest years in the record have all occurred since 1990.”<sup>2</sup> 2008 is expected to be the tenth warmest year on record despite a La Nina cooling effect.<sup>3</sup>
- In June 2008, The U.S. Climate Change Science Program and the Subcommittee on Global Change Research issued warning of “continued, increasingly extreme weather events directly attributable to global warming.”<sup>4</sup>
- In December 2008, the British Meteorological Office's Hadley Centre predicted a global temperature increase of at least 5°C by 2100 assuming business-as-usual energy policies, corroborating the International Energy Agency, which stating that “without a change in policy, the world is on a path for a rise in global temperature of up to 6°C.”<sup>5</sup>

Satellite data already confirm substantial loss of ice sheet mass occurring in both Greenland<sup>6</sup> and Antarctica<sup>7</sup>, in response to temperature increases experienced so far. A global temperature increase of 9-11°F is now widely predicted. The consequences of an increase of that magnitude are profound: ice sheet loss resulting in sea level rise of a meter or more<sup>8</sup>, widespread drought and desertification<sup>9</sup>, enormous species loss<sup>10</sup>, and stronger and more frequent hurricanes.<sup>11</sup>

Ice sheet loss is in fact outpacing the direst predictions of just a few years ago.<sup>12</sup> In March 2009, the Copenhagen Climate Science Congress highlighted the threat of accelerating climate change.

Recent observations confirm that, given high rates of observed emissions, the worst-case IPCC scenario trajectories (or even worse) are being realized. For many key parameters, the climate system is already moving beyond the patterns of natural variability within which our society and economy have developed and thrived. These parameters include global mean surface temperature, sea-level rise, ocean and ice sheet dynamics, ocean acidification, and extreme climatic events. There is a significant risk that many of the trends will accelerate, leading to an increasing risk of abrupt or irreversible climatic shifts.<sup>13</sup>

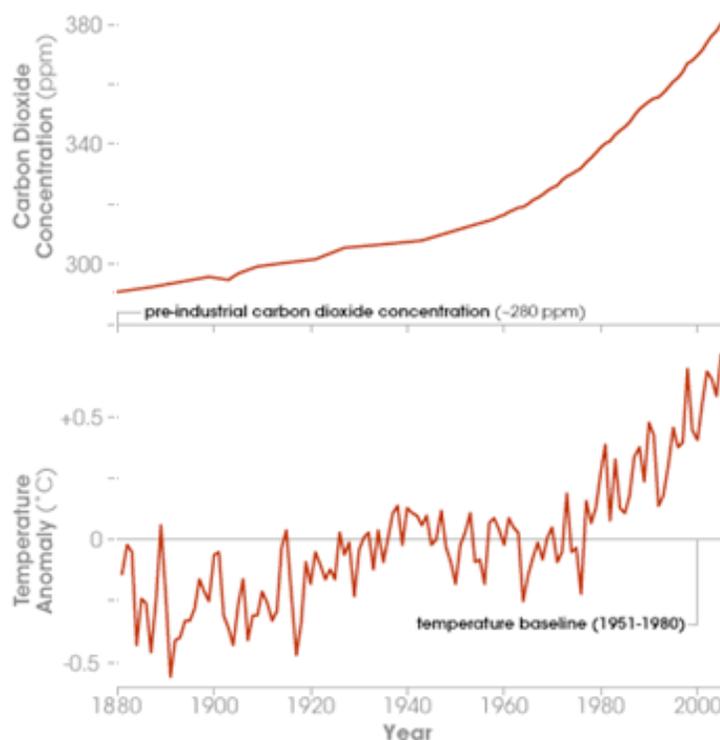
Warnings such as these come with alarming frequency, so common as to be numbing. They represent an emerging scientific consensus, delivered by the most highly respected scientists and institutions in the world. The conference in Copenhagen was attended by some 2000 of the topmost climate scientists in the world. If these scientists now seem to be singing the same tune, it is because the science has led them to it.

Their predictions follow from two well established facts, and a third more recent finding.

1. As a result of commercial and residential building, transportation, industry, agriculture, and other activities, humans have added massive amounts of greenhouse gases (GHGs), especially carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), and nitrous oxide (N<sub>2</sub>O) to the atmosphere and oceans.

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2. Temperature increases since the latter half of the 19<sup>th</sup> century are directly attributable to increased GHG concentrations. Temperature increase above the historical mean has been roughly 0.7°C to date.<sup>14</sup>
3. Several so called “positive feedbacks” have been identified, which have the effect of accelerating global warming beyond the point attributable to direct emissions. A well known example is the reduction in albedo (reflectivity) when arctic ice cover is reduced: more energy from the sun is absorbed by the darker arctic sea, which in turn results in increased temperatures. Another particularly frightening feedback is the predicted release of trapped methane in response to arctic tundra thaw.



**Figure 1. CO<sub>2</sub> and Temperature since 1880**  
(Source: NASA Earth Observatory: Global Warming Fact Sheet)

### 2.2 Impacts to Maine

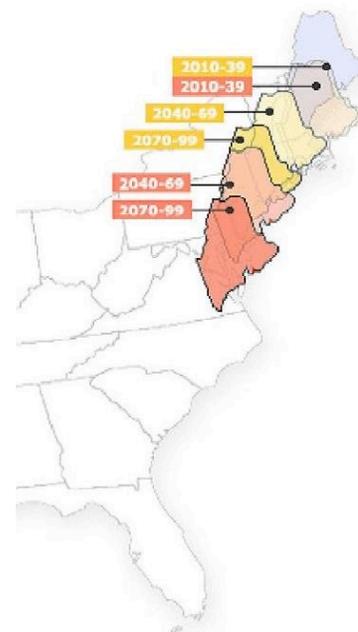
Most people associate climate change with scorching hot weather and rising sea levels. But what specifically is Maine’s forecast?

The Northeast Climate Impacts Assessment predicts that by 2100, Maine will experience “summers warming by 6 -14°F, with dramatic increases in extreme heat in cities [and] winters warming by 8 -12°F, with dramatic decreases in snow cover.”<sup>15</sup>

In an op-ed published in the Portland Press Herald in February 2009, citing a University of Maine report, John Richardson itemized some of the effects of substantially higher temperatures.

1. Forests are expected to have fewer spruce and fir trees and more oaks and maples.
2. Species such as loons, chickadees, lynx and moose could gradually be replaced by bobcat, deer and other southern species.
3. Warmer ocean waters, together with higher acidity, could affect the health of lobsters and other shellfish, while southern flounder may become more common.

And regarding rising sea levels:



**Figure 2. “Migrating” Climates**  
(Source: Northeast Climate Impacts Assessment (NECIA))

## Brunswick Climate Action Plan – Part 1. Version 0.7

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4. Maine's tourism industry should prepare for rising sea levels that could threaten coastal areas, as well as shorter and wetter snow seasons and longer spring and fall seasons.

Climate models have predicted that whatever sea level rise the rest of the world experiences by 2100, it will be worse in New England. If global sea levels rise by three feet, add 8 inches to that for Maine.<sup>16</sup>

Under such conditions, there will be impacts to many Maine industries. Furthermore, Maine can expect scarcity and higher prices for goods produced locally.

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### 2.3 Brunswick's Response: Bowdoin College

For over two hundred years, Bowdoin College has been an important part of the Brunswick community. Like Brunswick, Bowdoin recognizes the importance of acting to reduce its impacts on our climate and move towards a sustainable future.

In June 2007, the college signed on to the American College and University Presidents Climate Commitment (ACUPCC), a nation-wide pledge with nearly 650 signatories that aims to reduce global greenhouse gas emissions through action at institutions of higher education. As a signatory of the ACUPCC, Bowdoin has committed conducting an inventory of its energy use and greenhouse gas emissions, creating a climate action plan and reducing its net greenhouse gas emissions to zero by a target date to be determined by September 2009.

The inventory, completed last year, shows that the college emitted approximated 24,000 tons of CO<sub>2</sub> during its baseline year of 2008. The college has already taken many steps to reduce its emissions and energy use by increasing efficiency in campus buildings, switching fuels and reducing heating fuel use, investing in alternative energy sources such as solar thermal hot water and geothermal heating and cooling systems, and purchasing more local and organic foods.

The college's Climate Action Plan outlines the steps that the college will take to reduce its emissions to net zero and discusses Bowdoin's commitment to be a leader both locally and nationally in climate protection efforts<sup>17</sup>. Students and faculty of the college have been involved in Brunswick's efforts to assess its climate impact and will continue to be involved in the process of reducing the town's emissions and striving towards a sustainable future.

---

### 2.4 Brunswick's Response: Town Council

On April 23rd, 2007, the Brunswick Town Council endorsed the US Mayors Climate Protection Agreement (USMCPA). Subsequently, on April 22nd, 2008, the council formally charged its own Recycling and Sustainability Committee with developing a plan to assess Brunswick's greenhouse gas (GHG) emissions. The council specifically charged the committee to cooperate with "town staff, the Brunswick Sustainability Group, and any others with relevant expertise."

From the US Mayors Climate Protection Agreement (USMCPA), endorsed by the Brunswick Town Council:

Many cities, in this country and abroad, already have strong local policies and programs in place to reduce global warming pollution, but more action is needed at the local, state, and federal levels to meet the challenge. On February 16, 2005 the Kyoto Protocol, the international agreement to address climate disruption, became law for the 141 countries that have ratified it to date.

By the 2005 U.S. Conference of Mayors Annual Meeting in June, 141 mayors had signed the Agreement - the same number of nations that ratified the Kyoto Protocol. In May of 2007, Tulsa Mayor Kathy Taylor became the 500th mayor to sign on.<sup>18</sup>

Under the USMCPA, participating cities commit to take following three actions:

- Urge their state governments, and the federal government, to enact policies and programs to meet or beat the greenhouse gas emission reduction target suggested for the United States in the Kyoto Protocol — 7% reduction from 1990 levels by 2012;

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- Urge the U.S. Congress to pass the bipartisan greenhouse gas reduction legislation, which would establish a national emission trading system; and
- Strive to meet or beat the Kyoto Protocol targets in their own communities, through actions ranging from anti-sprawl land-use policies to urban forest restoration projects to public information campaigns; as a first step, inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan.

To begin fulfilling the town's charge, the Recycling and Sustainability Committee has become a member of ICLEI - Local Governments for Sustainability. ICLEI is an international association of local governments and national and regional local government organizations that have made a commitment to sustainable development. Through ICLEI the committee has gained valuable information about what has worked in other communities as well acquiring advanced software to help track carbon emissions.

The committee is also active with Cool Cities (affiliated with Sierra Club) and including Cool Cities Maine (a/k/a Maine Partners for Cool Communities).

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### 2.5 A Brief Note on Methodology

The primary greenhouse gases are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O). Although by far the largest emissions figures by volume are CO<sub>2</sub>, other gasses can be significant contributors to global warming because they are more potent. For example, over a 100 year period, a given amount of methane causes 25 times more warming than the same amount of carbon dioxide, and nitrous oxide causes a whopping 298 times more warming.

As different fuels are burned they release different combinations of greenhouse gasses. Scientists use the term *carbon dioxide equivalents* (CO<sub>2</sub>eq) to describe the global warming effect of a given mixture of GHGs, typically over a time period of 100 years. In other words, CO<sub>2</sub>eq describes the amount of CO<sub>2</sub> that would have to be emitted to have the same warming effect as the given mixture. The CO<sub>2</sub>eq content of various fuels is listed in an appendix.

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### 2.6 Goals of this Document

This plan fulfills the Town Council's charge outlined above. It also fulfills the first part of objective C1 of the US Mayors Agreement, "inventory global warming emissions in City operations and in the community, set reduction target goals and create an action plan." See Appendix A.1

This plan is intended to be a primary resource for Brunswick's efforts to reduce its GHG emissions. It is also a working document. It is meant to be continually revised. We expect that future assessments and recommendations will be added to the plan, and that recommendations put into practice will be described and tracked herein.

### 3 Emissions Assessment

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#### 3.1 What's Included in this Assessment

This plan assesses emissions from Brunswick's municipal operations only.

1. Municipal electricity consumption for all of Brunswick's operations including buildings, schools, water and sewer, Curtis Memorial Library, street and traffic lights, the transfer station, and pumping stations;
2. Municipal fuel consumption for heat, hot water, and cooking purposes, for all of the above entities;
3. Municipal vehicle fleet fuel consumption;
4. Municipal employee commutes.

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#### 3.2 What's Planned for Inclusion in a Future Assessment

The Following emissions sources are not assessed.

1. Community electricity consumption (where "Community" comprises all of Brunswick, municipal and non-municipal, including private businesses and residences);
2. Community fuel consumption for heat, hot water, cooking, and other purposes;
3. Non-municipal vehicle fuel consumption;
4. Landfill and composting emissions;
5. Effects of vegetation and soil, including water and sewer, forests, wetlands, etc.;
6. Emissions associated with consumed goods and services, including purchases and food;
7. Brunswick Naval Air Station.

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#### 3.3 Municipal Analysis

The Municipal government emissions are divided into six different categories. They are **Buildings and Facilities, Streetlights & Traffic Lights, Water Delivery Facilities, Vehicle Fleet, Wastewater Facilities,** and **Employee Commute.**

We are still collecting data for the final two categories: **Wastewater Facilities,** and **Employee Commute.** We have a complete assessment for the others.

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##### 3.3.1 Buildings and Facilities

The Buildings and Facilities owned and operated by the Municipal Government emitted in the 2008 calendar year approximately **3,600 tonnes of equivalent CO<sub>2</sub>** and used approximately **55,000 MMBtu of energy**. This section was the largest single contributor to the municipal emissions in 2008 at **58.4%**. Electricity alone is costing the town around **\$146,200.00** while heating costs are around **\$238,800.00**. A further breakdown of specific buildings will be in spreadsheet below. Schools are included in the carbon emissions but are omitted from the total cost due to difficulty in obtaining that information.

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##### 3.3.2 Streetlights & Traffic Lights

Streetlights & Traffic Lights accounted for **2.2%** of the municipal share. They emitted approximately **130 tonnes of equivalent CO<sub>2</sub>** and used **2,000 MMBtu of energy**. Operating these lights cost the city of Brunswick **\$179,728.64**.

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### 3.3.3 Water Delivery Facilities

The water delivery facilities, owned by both Brunswick and Topsham, emitted (in Brunswick) close to **220 tonnes of equivalent CO<sub>2</sub>**. The pumping stations and other facilities used by the water district consumed approximately **3,350 MMBtu**. This is **3.6%** of the total and costs the town **\$98,636.00** in electrical costs. Heating and motor vehicle costs have not been incorporated.

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### 3.3.4 Vehicle Fleet

The Brunswick vehicle fleet has the second largest share of the town's emissions at **26.9 %**. The vehicle fleet is made up of every car from police cruisers and dump trucks to reimbursed travel. Burning gasoline and diesel, the vehicle fleet emits approximately **1,650 tonnes of equivalent CO<sub>2</sub>** and costs the town **\$289,761.78**. This cost does not include school bus fleets.

---

### 3.3.5 Wastewater Facilities

The wastewater Facilities, at **5.7%** of the total, emitted a total of approximately **350 tonnes of equivalent CO<sub>2</sub>**. The facilities utilized approximately **3,357 MMBtu** and costs the town \$\_\_\_\_\_. The methane emissions from the wastewater treatment plant are not included in this inventory currently but will be in later editions.

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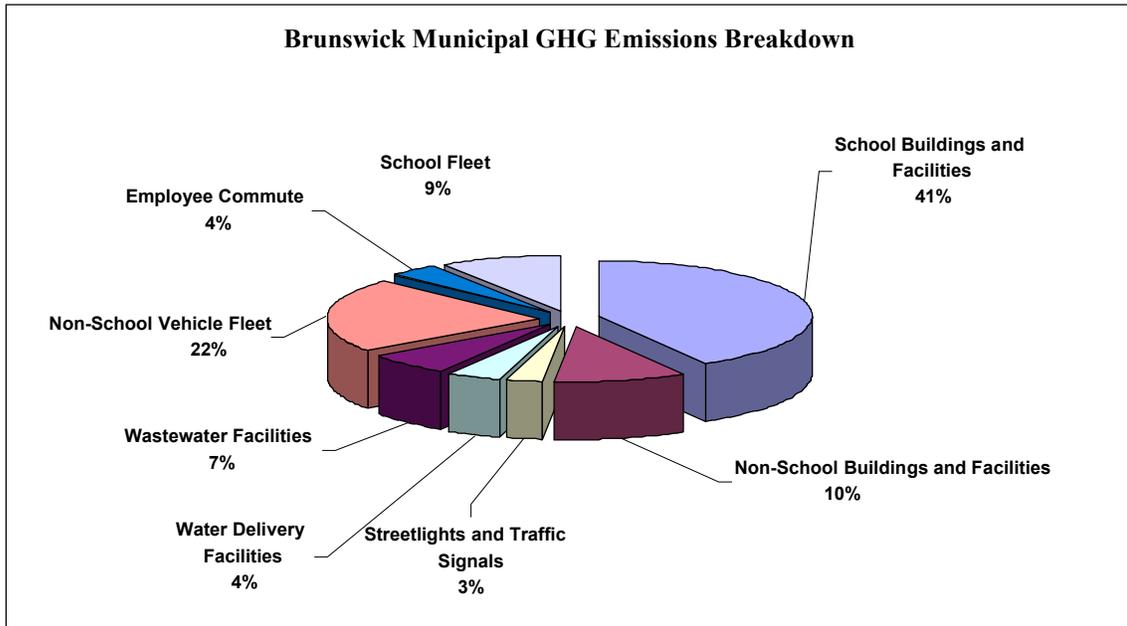
### 3.3.6 Employee Commute

The Brunswick municipal employees travel a total of approximately **380,000 annual miles** to travel to and from work. The longest commute is a round trip distance of 66 miles. Though the town does not pay for it, this travel is costing the municipal employees close to **\$200,000.00** (multiply the VMT by a rate of \$0.55 per mile to get the assumed cost of ownership and gas –set by the IRS and town). This section comprises **3.2%** of the total emissions, releases close to **200 tonnes of CO<sub>2</sub> equivalent** and uses **2,716 MMBtu**. It is important to note that only 69% of the municipal employees are included in this section.

## 3.4 Municipal Emissions Breakdown

### Total Emissions Breakdown

The following illustrates the breakdown of emissions per sector.



Figure

### 3. Brunswick Municipal GHG Emissions Breakdown by Sector

Facility	Metric Tons CO <sub>2</sub> eq
School Buildings and Facilities	2204
Non-School Buildings and Facilities	531
School Fleet	490
Non-School Vehicle Fleet	1164
Employee Commute	196
Streetlights and Traffic Signals	146
Water Delivery Facilities	220
Wastewater Facilities	352

Table 1. Metric Tons CO<sub>2</sub>eq per Sector

We can see that school buildings comprise the greater portion of building emissions and a significant portion of fleet emissions. Furthermore, the school district has contracted with Siemens to perform an energy audit on its facilities. This audit is for the schools only. It therefore makes sense to evaluate emissions for the schools and non-school facilities separately.

## Emissions Breakdown for the Schools

The following illustrates the breakdown of emissions for the schools.

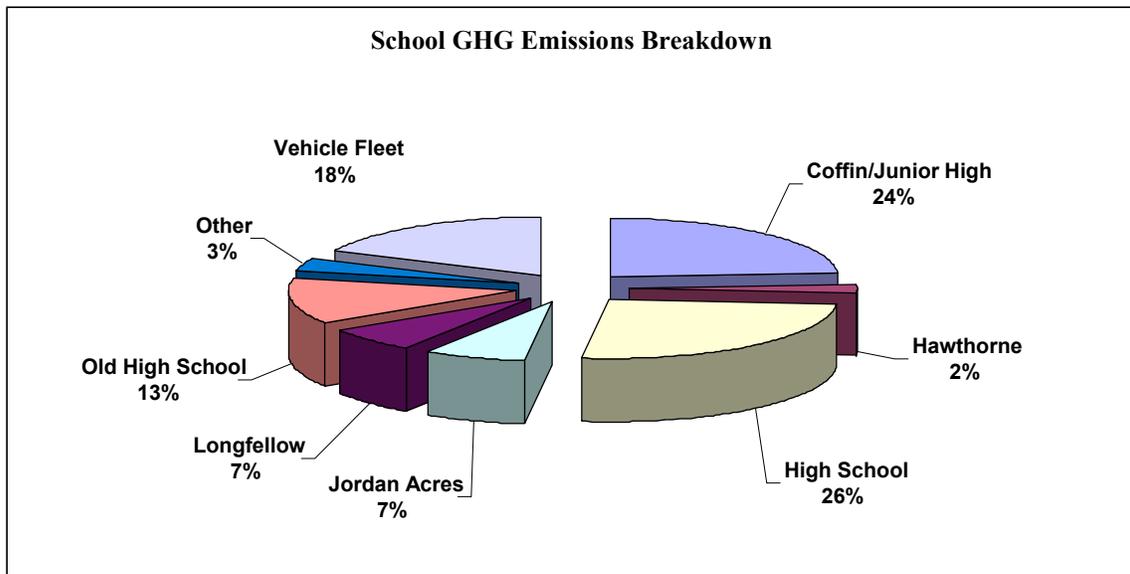


Figure 4. Brunswick Schools GHG Emissions Breakdown

Facility	Metric Tons CO <sub>2</sub> eq
Coffin/Junior High	643
Hawthorne	64
High School	690
Jordan Acres	199
Longfellow	177
Old High School	345
Other	86
Vehicle Fleet	490

Table 2. Metric Tons CO<sub>2</sub>eq per Sector

## Emissions Breakdown Not Including the Schools

The following illustrates the breakdown of emissions for municipal facilities not including the schools.

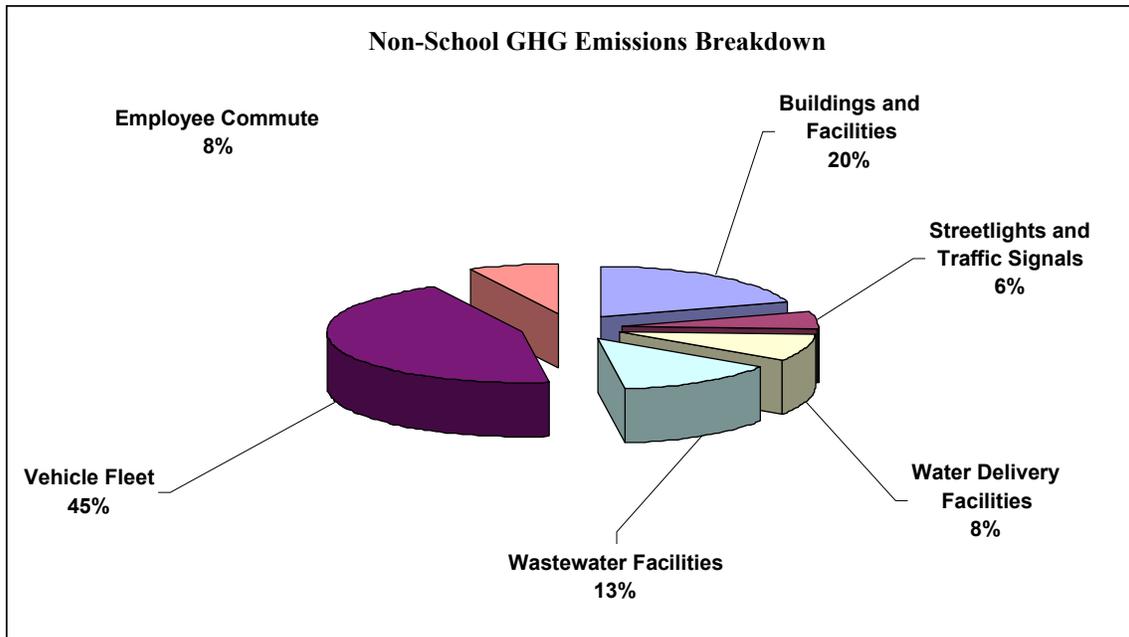


Figure 5. Brunswick GHG Emissions Breakdown for Non-School Facilities

Facility	Tonnes CO <sub>2</sub> eq
Buildings and Facilities	531
Streetlights and Traffic Signals	146
Water Delivery Facilities	220
Wastewater Facilities	352
Vehicle Fleet	1164
Employee Commute	196

Table 3. Metric Tons CO<sub>2</sub>eq per Sector

### 4 Brunswick's Accomplishments To Date

Over the past few years, Brunswick has made a number of energy efficiency upgrades. Listed below are upgrades made to municipal works, not including the schools.

#### Accomplishment (2000)

**Description:** PWD vehicles equipped with LED strobes (allows vehicle to be shut down when strobes are on).

#### Accomplishment (2002)

**Description:** All traffic light heads changed to LED bulbs with an estimated 80% reduction in power consumption.

#### Accomplishment (2003)

**Description:** LED bulbs in all town luminary exit signs.

#### Accomplishment (2006)

**Description:** PWD adopts ant-idle policy.

#### Accomplishment (2007)

**Description:** Old Times Record outside insulation.

#### Accomplishment (2007)

**Description:** Old Times Record 20 year old AC units upgrade to new energy efficient models.

#### Accomplishment (2007-2008)

**Description:** Lighting upgrade for Town Hall.

#### Accomplishment (2008)

**Description:** Natural gas boiler and hot water system for the Rec Center.

#### Accomplishment (2005, 2008)

**Description:** Programmable thermostats set at 68 degree in Town Hall and PWD buildings.

#### Accomplishment (2000-2008)

**Description:** The replacement of all CRTs with new flat screens, est. 90% percent less energy.

#### Accomplishment (2004-ongoing)

**Description:** Replacement of inefficient windows in Town Hall with energy efficient windows.

#### Accomplishment (2007-ongoing)

**Description:** PWD diesel powered heavy equipment being upgraded to new EPA emission standards.

### 5 Recommendations

The following project proposals were assembled by Craig Worth in the Spring of 2009, and submitted to the Town Manager, who picked three: Dual Fuel Burner and Chimney Repair at Curtis Memorial Library; Boiler Replacement at Public Works Office and Garage; and Convert Burner at Superintendent's Office. These three were presented in an application for an Energy Efficiency Community Block Grant (EECBG). Brunswick has been awarded just over \$100,000 through the EECBG.

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#### 5.1 Lighting upgrade for Public Works Office, Garage and Storages Buildings

##### Recommendation

**Description:** There are five buildings in total. The main building at 6 Industry Road is 16,000 square feet, 10 Industry is 5,000 square feet, sewer building is 1,200 square feet, storage building 1-6 is 3,200 square feet, and recycling building is 2,900 square feet. These together use approximately 225,000 kWh electricity per year.

Work would entail changing out inefficient fluorescent and mercury vapor lighting with High Efficiency T8 electronic Technology - High Intensity Fluorescent Lighting.

Estimated Annual Electricity savings 30,000 kWh, which equals a reduction of 6,822 kg CO<sub>2</sub>EQ.

**Cost:** \$28,542.

**Status:** *Recommended.* Energy saved makes this project cost a short payback period. **NOTE:** Efficiency Maine may offer incentive program.

---

#### 5.2 Boiler Replacement at Public Works Office and Garage

##### Recommendation

**Description:** The building at 9 Industry Road is 16,000 square feet and consumes 7,000 gallons #2 fuel oil a year, producing 72074 kg CO<sub>2</sub>EQ per year.

**Option #1:** Replace 1950's forced hot water boiler with high efficiency oil or gas fired boiler (no dual fuel burner available), abate asbestos, and line chimney. Estimated reduction of 2,100 gallons #2 fuel oil per year, reducing emissions by 21622 kg CO<sub>2</sub>EQ per year.

**Option #2:** If natural gas is used to fuel the new high efficiency boiler, than an additional 13968 kg CO<sub>2</sub>EQ would be eliminated ((7000-2100) gal \* 0.139957 MMBtu/gal \* (73.567457-53.200036) kg/MMBtu).

**Cost:** Boiler, chimney = \$27,329

**Status:** *Approved.*

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#### 5.3 Boiler Replacement and Insulation for Public Works Storage Building

##### Recommendation

**Description:** The building at 10 Industry Road is 5,000 square feet and consumes 3,800 gallons #2 fuel oil a year, producing 39126 kg CO<sub>2</sub>EQ.

**Option #1:** Replace 1950's steam boiler with high efficiency gas fire boiler, convert steam system to force hot water, abate asbestos, line chimney and install new roof with R30 insulation.

Estimated reduction of 1,500 gallons #2 fuel oil per year, reducing emissions by 15444 kg CO<sub>2</sub>EQ per year.

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*Option #2: If natural gas is used to fuel the new high efficiency boiler, than an additional 6556 kg CO2EQ would be eliminated ((3800-1500) gal \* 0.139957 MMBtu/gal \* (73.567457-53.200036) kg/MMBtu).*

**Cost:** Boiler, chimney, and heating system conversion = \$29,758

**Status:** Recommended. Will save 40% on the fuel amount. If a natural gas burner is used, another 30% could be saved on fuel cost.

---

### 5.4 R30 Insulation with New Roof

#### Recommendation

**Description:** R30 Insulation with new roof at 10 Industry Road. 3% fuel savings by reduction in heat loss.

**Cost:** \$39,800

**Status:** Recommended. Roof work is beyond repair. Roof decking and joist damage will begin if not addressed.

---

### 5.5 Lighting Upgrade at Recreation Center

#### Recommendation

**Description:** Main Building at 30 Federal Street. 20,400 square feet Annual Electricity Usage is approximately 56,000 kWh.

Work would entail changing out inefficient fluorescent and mercury vapor lighting with High Efficiency T8 electronic Technology (High Intensity Fluorescent Lighting)  
Estimated Annual Electricity savings 15,000 kWh equals a reduction of 3,411 kg CO2EQ.

**Cost:** \$44,475

**Status:** Recommended. Energy saved makes this project cost a short payback period. NOTE: Efficiency Maine may offer incentive program.

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### 5.6 Dual Fuel Burner and Chimney Repair at Curtis Memorial Library

#### Recommendation

##### Dual Fuel Burner

**Description:** Install dual fuel burners for two boilers at Curtis Memorial Library. CML is a 16,000 square feet building currently consuming 10,000 gallons a year of #2 fuel oil, which produces 102963 kg CO2EQ.

Installation of dual fuel burners will require repair of chimney cracks and defects to bring the chimney up to code.

**Cost:** \$20,333 (+\$18,850 chimney repair) (+\$4,900 for breeching work if converted to natural gas)

**Status:** Approved.

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### 5.7 Boiler Replacement for Town Hall

#### Recommendation

**Description:** The main building at 28 Federal Street is 15,900 square feet and consumes 4,500

*gallons #2 fuel oil per year, producing 46333 kg CO<sub>2</sub>EQ.*

*Option #1: Replace 1967 forced hot water boiler with high efficiency oil or gas fire boiler (no dual fuel burner available), abate asbestos, and line chimney. Estimated reduction of 1,350 gallons of #2 fuel oil per year, reducing emissions by 13900 kg CO<sub>2</sub>EQ per year.*

*Option #2: If natural gas is used to fuel the new high efficiency boiler, then an additional 8979 kg CO<sub>2</sub>EQ per year would be eliminated.*

**Cost:** \$25,158

**Status:** *Recommended. Will save 30% on the fuel amount. If a natural gas burner is used, another 30% could be saved on fuel cost.*

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### 5.8 Convert Burner at Superintendent's Office

#### Recommendation

**Description:** *The Town is taking over operation of the Superintendent's Office. This building consumes 3,800 gallons of #2 fuel oil per year, producing 39126 kg CO<sub>2</sub>EQ per year. Converting the burner from oil to natural gas will reduce emissions by 10832 kg CO<sub>2</sub>EQ per year.*

**Cost:** \$30,000

**Status:** *Approved.*

### 6 Conclusion

There are a few next steps that Brunswick is already committed to.

- Make a full baseline assessment of the town's emissions from business and residential activity, as well as municipal;
- Develop a detailed plan to reduce emissions, including targets;
- Track emissions every 3-5 years.

And so, we could just leave it at that.

But it is useful to see what other communities are doing to combat global warming. Each of the following cities and towns is struggling with the same problems we identify in this document. Each is taking steps to address them according to its own needs and abilities. Some towns have long been engaged in climate change abatement, others are just getting started.

Brunswick should take notice of their actions. These towns are all close by, mostly within commuting distance, and they collectively share many of Brunswick's characteristics. Any comparisons Brunswick might wish to make in order to evaluate its own climate action plan should start with these towns.

Brunswick should also be inspired! We are by no means alone in the effort to fight global warming, whether locally or statewide. Moreover, Brunswick is neither ahead nor behind the pack in terms of what it has already accomplished, or plans to accomplish, if we may judge by the following group of Maine towns.

Finally, keep in mind that many of the actions taken by these towns thus far are innovative and save them money, in addition to reducing GHG emissions.

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#### 6.1 Bath

- Completed emissions inventory
- Installed insulated bay doors at the public works garage
- Updating heating system in City Hall
- Replacing street lights with LEDs
- Updated lighting in City Hall and installed motion sensors

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#### 6.2 Falmouth

- Built LEED certified police station
- Completed some efficiency upgrades in response to audits of town buildings
- Updated lighting
- Switched from oil heating to propane in city hall
- Purchased four hybrids (including one for the police chief)
- Transitioned to four day work week in City Hall
- Looking into wind and solar power potential

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#### 6.3 Freeport

- Transitioned to four day work week in City Hall
- Installed occupancy sensors

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- Conducted audits on town buildings and made recommended upgrades
- Changing street lights over to CFLs
- Investigating geo-thermal potential
- Changing some zoning ordinances such as allowing smaller parking lots

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### 6.4 Portland

- Implemented “green” purchasing policies
- Built LEED certified schools
- Doing efficiency upgrades
- Built and maintained a network of trails
- Supporting public transportation, walking, and bicycling

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### 6.5 Saco

- Replaced lights in city buildings with CFLs and street lights with LEDs
- Replaced refrigerators and computer screens with more efficient models
- Installing new insulation, windows, and doors
- Erected two wind turbines
- Installed geo-thermal heating and cooling in Saco transportation center
- Installed solar panels and solar hot air heaters
- Distributed CFLs to residents on election day
- Purchased an electric car and a hybrid

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### 6.6 York

- Performed audits and made recommended upgrades in schools
- Changed ordinances to allow for wind turbines
- Approved \$100,000 for the newly formed Energy Steering Committee to conduct its work

### Appendices

#### A.1 Text of the US Mayors Climate Protection Agreement

(As endorsed by the 73rd Annual U.S. Conference of Mayors meeting, Chicago, 2005)

A. We urge the federal government and state governments to enact policies and programs to meet or beat the target of reducing global warming pollution levels to 7 percent below 1990 levels by 2012, including efforts to: reduce the United States' dependence on fossil fuels and accelerate the development of clean, economical energy resources and fuel-efficient technologies such as conservation, methane recovery for energy generation, waste to energy, wind and solar energy, fuel cells, efficient motor vehicles, and biofuels;

B. We urge the U.S. Congress to pass bipartisan greenhouse gas reduction legislation that 1) includes clear timetables and emissions limits and 2) a flexible, market-based system of tradable allowances among emitting industries; and

C. We will strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking actions in our own operations and communities such as:

1. Inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan.
2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
3. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car pooling and public transit;
4. Increase the use of clean, alternative energy by, for example, investing in "green tags", advocating for the development of renewable energy resources, recovering landfill methane for energy production, and supporting the use of waste to energy technology;
5. Make energy efficiency a priority through building code improvements, retrofitting city facilities with energy efficient lighting and urging employees to conserve energy and save money;
6. Purchase only Energy Star equipment and appliances for City use;
7. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;
8. Increase the average fuel efficiency of municipal fleet vehicles; reduce the number of vehicles; launch an employee education program including anti-idling messages; convert diesel vehicles to bio-diesel;
9. Evaluate opportunities to increase pump efficiency in water and wastewater systems; recover wastewater treatment methane for energy production;
10. Increase recycling rates in City operations and in the community;
11. Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO<sub>2</sub>; and
12. Help educate the public, schools, other jurisdictions, professional associations, business and industry about reducing global warming pollution.

#### A.2 Global Warming Potential of Greenhouse Gases

The primary greenhouse gases (GHG) are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O). Global warming potential (GWP) is a quantitative measure of how much a given mass of a particular GHG contributes to global warming.

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Carbon dioxide has a GWP of 1 by definition. Other GHGs are scaled with respect to CO<sub>2</sub>. The following table shows GWP of methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O), the second and third most important GHGs, globally.

Greenhouse Gas (GHG)	Global Warming Potential (GWP)		
	20 years	100 years	500 years
Carbon dioxide (CO <sub>2</sub> )	1	1	1
Methane (CH <sub>4</sub> )	72	25	7.6
Nitrous Oxide (N <sub>2</sub> O)	289	298	153

**Table 2. Global Warming Potentials for CO<sub>2</sub>, CH<sub>4</sub>, and N<sub>2</sub>O**  
(Source: IPCC AR4 WG1, 2007; Chapter 2, Table 2.14)

Following ICLEI protocol, we use *carbon dioxide equivalent* (CO<sub>2</sub>eq) units to describe the global warming effect of a given mixture of GHGs, over a time period of 100 years. CO<sub>2</sub>eq describes the amount of CO<sub>2</sub> that would have to be emitted to have the same effect as the given mixture.

Note that for combustion of fossil fuels, some 99% of the GWP is due to CO<sub>2</sub>, so that the effect and quantification of other GHGs is a relatively minor detail.

### A.3 CO<sub>2</sub>eq Content of Various Fuels

Each fuel is assigned an energy content expressed in MMBtu per unit fuel amount, and an emissions content expressed in CO<sub>2</sub>eq per unit of fuel energy. These values are obtained from the CACP software.

Fuel Type	Unit	Energy Content (MMBtu/unit)	CO <sub>2</sub> eq Content (kg/MMBtu)
Electricity	1 kWh	0.003413	66.628
Gasoline	1 gallon	0.125603	77.265
Diesel	1 gallon	0.122014	78.772
Natural Gas	1 therm	0.100000	56.048
Light Fuel Oil (No. 2)	1 gallon	0.139957	74.992
Propane	1 gallon	0.093305	65.662
Kerosene	1 gallon	0.139957	74.992

**Table 3. Energy and CO<sub>2</sub>eq Content of Fuels**  
(Source: ICLEI Clean Air and Climate Protection Software (CACP) Version 1.1, June 2005)

#### NOTES

Figures obtained from ICLEI CACP software except where noted below.

CO<sub>2</sub>eq content of electricity is obtained by dividing the CO<sub>2</sub>eq kg/kWh figure from CMP (0.2274) by the standard figure for electricity MMBtu/kWh (0.003413). Note that despite inefficiencies inherent in producing and delivering electricity, it is emissions-competitive with other fuels.

CO<sub>2</sub>eq content of gasoline and diesel varies according to vehicle type due to differences in particulates and other non-CO<sub>2</sub> GHGs. This difference is small compared to the fixed emission factor of CO<sub>2</sub>. The values in the table above are for a typical full size automobile.

CACP does not provide a figure for Kerosene. We use the same coefficients as for #2 fuel oil.

### A.4 Appendix: ICLEI – Local Governments for Sustainability

Brunswick has joined an international organization called ICLEI - Local Governments for Sustainability. From ICLEI's website:

ICLEI - Local Governments for Sustainability is an international association of local governments and national and regional local government organizations that have made a commitment to sustainable development. More than 815 cities, towns, counties, and their associations worldwide comprise ICLEI's growing membership. ICLEI works with these and hundreds of other local governments through international performance-based, results-oriented campaigns and programs.

ICLEI provides technical consulting, training, and information services to build capacity, share knowledge, and support local government in the implementation of sustainable development at the local level. Our basic premise is that locally designed initiatives can provide an effective and cost-efficient way to achieve local, national, and global sustainability objectives.

ICLEI was founded in 1990 as the 'International Council for Local Environmental Initiatives'. The council was established when more than 200 local governments from 43 countries convened at our inaugural conference, the World Congress of Local Governments for a Sustainable Future, at the United Nations in New York.

The USMCPA does not provide a tool to assess emissions. ICLEI has developed a software program that does so called Clean Air Cool Planet (CACP). We use this software as the fundamental tool to track and assess Brunswick's GHG emissions. It is described in more detail below.

ICLEI has partnered with a number of other organizations: Cool Cities (affiliated with Sierra Club), including Cool Cities Maine (a/k/a Maine Partners for Cool Communities). We are active with these organizations as well.

### 7 Endnotes

- <sup>1</sup> IPCC *Climate Change 2007: Synthesis Report Summary for Policymakers*, Nov 2007. [http://www.ipcc.ch/pdf/assessment-report/ar4/syr/ar4\\_syr\\_spm.pdf](http://www.ipcc.ch/pdf/assessment-report/ar4/syr/ar4_syr_spm.pdf)
- <sup>2</sup> NASA GISS Surface Temperature Analysis: *Global Temperature Trends: 2007 Summation*. <http://data.giss.nasa.gov/gistemp/>
- <sup>3</sup> World Meteorological Organization *Press Release No. 835*, Dec 2008. [http://www.wmo.int/pages/mediacentre/press\\_releases/pr\\_835\\_en.html](http://www.wmo.int/pages/mediacentre/press_releases/pr_835_en.html)
- <sup>4</sup> CCSP 3.3 Report *Weather and Climate Extremes in a Changing Climate*, Jun 2008. <http://www.climate-science.gov/Library/sap/sap3-3/final-report/default.htm>
- <sup>5</sup> IEA *World Energy Outlook 2008*, Nov 2008. <http://www.iea.org/w/bookshop/add.aspx?id=353>
- <sup>6</sup> Chen J L, Wilson C R and Tapley B D *Satellite Gravity Measurements Confirm Accelerated Melting of Greenland Ice Sheet*. *Science*, Jul 2006. <http://www.sciencemag.org/cgi/content/abstract/1129007v1>
- <sup>7</sup> Velicogna I and Wahr J *Measurements of Time-Variable Gravity Show Mass Loss in Antarctica*. *Science* 311 1754–6, Mar 2006. <http://www.sciencemag.org/cgi/content/abstract/1123785>
- <sup>8</sup> Grinsted A, Moore J C, Jevrejeva S *Reconstructing sea level from paleo and projected temperatures 200 to 2100 AD*. *Climate Dynamics*, Jan 2009. <http://dx.doi.org/10.1007/s00382-008-0507-2>
- <sup>9</sup> Also known as “Desertification, Land Degradation, and Drought” (DLDD). See e.g. UNFCCC Climate Change Talks in Bonn, Germany, June 1-12 2009. <http://unfccc.int/meetings/sb30/items/4842.php>, and others.
- <sup>10</sup> Thomas C D, Cameron A, Green R E, Bakkenes M, Beaumont L J, Collingham Y C, Erasmus B F N, Siqueira M F D, Grainger A, Hannah L *Extinction risk from climate change* *Nature* 427 (6970): 145–148, 2004. [doi:10.1038/nature02121](https://doi.org/10.1038/nature02121).
- <sup>11</sup> PEW Center on Global Climate Change *Hurricanes and Global Warming FAQs* <http://www.pewclimate.org/hurricanes.cfm>
- <sup>12</sup> Hare B *Ice Sheets and Sea Level: New insights since IPCC 2007* Earth System Analysis, Potsdam Institute for Climate Impact Research <http://copportal1.man.poznan.pl/Doc.ashx?Id=51&Mime=application/pdf&Presentation=True>
- <sup>13</sup> <http://climatecongress.ku.dk/>
- <sup>14</sup> Hansen J, Sato M, Ruedy R, Lo K, Lea D W, Medina-Elizade M *Global temperature change* *Proc. Natl Acad. Sci.* 101 16109–14, 2006.
- <sup>15</sup> Anderson B *Climate Change in Maine* Northeast Climate Impacts Assessment (NECIA), Boston University, 2007.
- <sup>16</sup> Yin J, Schlesinger M R, Stouffer R J *Model projections of rapid sea-level rise on the northeast coast of the United States* *Nature Geoscience* 2, 262 – 266, 2009.
- <sup>17</sup> (Bowdoin’s CAP available September 2009)
- <sup>18</sup> Mayors Climate Protection Center. <http://www.usmayors.org/climateprotection/revised/>

ITEM 162

BACK UP MATERIALS



September 25, 2009

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

Re: Application for 2010 Brunswick Outdoor Arts Festival

Dear Fran,

On behalf of the Brunswick Downtown Association (BDA) and the Brunswick Outdoor Arts Festival Committee we would like to make our formal application to the Brunswick Town Council for the 2009 Brunswick Outdoor Arts Festival.

As in the past three years, we propose holding the 2009 Brunswick Outdoor Arts Festival on the third Saturday of the Month in August. The proposed date for the 2010 festival will be August 21, 2010. As in the past three years, the BDA proposes holding the festival from 9AM to 5PM on the sidewalks of Maine Street between the intersections of Pleasant, Mason and Mill Street. The proposed festival will once again include a juried art exhibit featuring artist's booths, live music and performances by local theatre groups. We have included a map of the proposed festival area for your review. The BDA has worked in cooperation for the prior three years with the Brunswick Police, Public Works and Parks and Recreation Departments to bring this successful event to our community in order to showcase Brunswick as an arts destination. The Town Council agreed to waive the \$500 event fee for the 2009 festival. If possible, we once again ask the Town Council to waive this event fee. A considerable part of the budget for this event includes marketing Brunswick and the festival as well as providing public rest room facilities (porto potties) for the day of the festival. The \$500 that will have been paid to the Town will applied toward the cost of these marketing efforts and public rest room facilities.

Thank you for your consideration in this matter. Please contact me if you need any additional information regarding this application or the Brunswick Outdoor Arts Festival. Please contact us as soon as possible to advise if our application has been accepted and if our request to hold the 2010 Brunswick Outdoor Arts Festival has been approved.

Sincerely,

Dave Nadeau & Keith Garovoy, Events Co-Chair  
Rob Jarratt, President  
Greg Farr, Executive Director,  
Brunswick Downtown Association

PO Box 15  
85 Maine Street  
Brunswick, Maine  
207-729-4439  
[brunswickdowntown@verizon.net](mailto:brunswickdowntown@verizon.net)

ITEM 163

BACK UP MATERIALS



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

Re: Application for 2010 Taste of Brunswick

Dear Fran,

On behalf of the Brunswick Downtown Association (BDA) we would like to make our formal application to the Brunswick Town Council for the 2010 **Taste of Brunswick**.

As you know this was a new event introduced for the first time last year. The success of the event was overwhelming and brought many new people downtown to experience our food and restaurants. With more planning and some additional experience we expect to have an even better turn out next year. Moreover, the Taste of Brunswick fits nicely into our strategy to expand our events and reach to people outside of our immediate community. The proposed date for this next event is being scheduled for **Saturday June 19, 2010**. The hours will be 9:00AM to 5:00PM. The primary set-up location and fair will be located on the green like we had last year. As in the past we will work in cooperation with the Brunswick Police, Public Works and Parks and Recreation Departments to bring this successful event to our community in order to showcase the best of Brunswick.

We once again we will ask the Town Council permit the sale of alcohol at this event . We also understand there is a \$25 fee charged to each restaurant that participates and will work with you to distribute the appropriate forms in a timely manner.

Thank you for your consideration in this matter. Please contact me if you need any additional information regarding this application or the Taste of Brunswick. Please contact us as soon as possible to advise if our application has been accepted and if our request to hold the 2010 Taste of Brunswick has been approved.

In closing, we will be working on a comprehensive 2010 calendar of events schedule so we can provide advanced and comprehensive notice for a full offering of events geared to support downtown Brunswick.

Sincerely,

Greg Farr  
Executive Director  
October 13, 2009



Consent Agenda - A  
BACK UP MATERIALS

**-DRAFT --**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**October 5, 2009**  
**Executive Session: 6:30 P.M.**  
**Regular Meeting: 7:00 P.M.**  
**Municipal Meeting Room**  
**Maine Street Station**  
**16 Station Avenue**

**Councilors Present:** Chair M. Hallie Daughtry, W. David Watson, Benjamin J. Tucker, Karen J. Klatt, Gerald E. Favreau, Margo H. Knight, E. Benet Pols, Joanne T. King, and Deborah R. Atwood.

**Councilors Absent:** None

**Town Staff Present:** Gary Brown, Town Manager; Fran Smith, Town Clerk; John Foster, Public Works Director; John Eldridge, Finance Director; Dave Markovchick, Director of Economic and Community Development; Clark Labbe, Fire Chief; Brian Dancause, Economic Development Specialist; Jeff Hutchinson, Codes Officer; Kris Hultgren, Town Planner; Heidi Nelson, Animal Control Officer; Joel Bruce, Police Officer; and TV video crew

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

**Executive session – Labor Negotiations Per M.R.S.A. §405(6)(D)**

**Councilor Watson moved, Councilor Tucker seconded, to go into Executive Session to discuss Labor Negotiations Per M.R.S.A. §405(6)(D). The motion carried with eight (8) yeas. Councilor Klatt arrived after the vote.**

**MEETING RESUMED**

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

**Public Comment:**

**Greg Farr**, Executive Director of Brunswick Downtown Association, thanked the Council and public who came to the BDA Luncheon at which Karen Mills spoke.

**Correspondence:**

Councilor King spoke of her support for a new police station and clarified there was no cost developed yet.

Councilor Knight spoke about a citizen's email on the nice flowers on Maine Street. Councilor Knight and Councilor King indicated who had done the work, including the Village Improvement Committee and Amy Maloney.

**Town Council Minutes**

**October 5, 2009**

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Councilor Klatt announced she would be at Little Dog on October 9<sup>th</sup> from 9:00 a.m. to 11:00 a.m. to meet with constituents.

**Adjustments to the Agenda:**

Councilor Klatt would like to table 145.

**Councilor Klatt moved, Councilor Pols seconded, to table Item 145.**

Councilor Favreau, Councilor Atwood, Chair Daughtry, and Councilor King also spoke on this item.

John Eldridge and Manager Brown responded to their questions.

**Councilor Klatt moved, Councilor Pols seconded, to table Item 145. The motion carried with five (5) yeas. Councilor Watson, Councilor Favreau, Councilor Atwood, and Councilor King were opposed.**

After more discussion, the Council presented another motion.

**Councilor Klatt moved, Councilor Pols seconded, to table Item 145 indefinitely. The motion carried with nine (9) yeas.**

**MANAGER'S REPORT:**

**(a) Council Committee Updates**

Reports were given on the following committees: Land for Brunswick's Future, the Downtown Master Plan, and the Elementary School Building Committee.

**(b) Announcement of annual Household Hazardous Waste Collection Day**

John Foster spoke on this item and responded to a question from Councilor Favreau..

**(c) Authorization of Homeland Security Grant Program (Action Required)**

Chief Labbe spoke on this item and responded to a question from Councilor Favreau.

**Councilor Watson moved, Councilor Favreau seconded, to authorize the Fire Department to retroactively apply for Department of Homeland Security funds in the amount of \$29,000 to fund projects as outlined in the letter from the Fire Chief to Cumberland County EMA. The motion carried with nine (9) yeas.**

*(A copy of Chief Labbe's memo and letter that explain these requests further will be attached to the official minutes.)*

**(d) Update on the MRRRA workshop**

Manager Brown gave this update.

Councilor Atwood, Councilor King, and Councilor Klatt spoke on this item.

**(e) Update on the cost to move Cable TV**

Manager Brown gave this update.

Councilor Favreau, Councilor Knight, Councilor Klatt, and Chair Daughtry spoke on this item.

*(A copy of staff memos will be attached to the official minutes.)*

**(f) Acceptance of EMPG Grant**

Chief Labbe spoke on this item and responded to questions from Councilor Watson and Councilor Favreau.

**Councilor King moved, Councilor Watson seconded, to accept and expend a Local Capacity Grant under the Emergency Management Performance Grant (EMPG) in the amount of \$33,264.50. The motion carried with nine (9) yeas.**

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

**(g) (ADDED) Update on Elections and Political signs**

Fran Smith, Town Clerk, and Manager Brown spoke on this item.

Councilor Favreau, Councilor Atwood, and Councilor Watson spoke on this item.

**PUBLIC HEARINGS:**

**146. The Town Council will hear public comments on Traffic Ordinance amendments regulating parking for Station Avenue, and will take any appropriate action.**

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

Councilor Klatt, Councilor Pols, Councilor Favreau, and Chair Daughtry spoke on this item.

Manager Brown responded to their questions.

**Councilor Pols moved, Councilor Knight seconded, to adopt ordinance amendments to Chapter 15 of the Brunswick Municipal Code of Ordinances relative to parking regulations on Station Avenue. The motion carried with nine (9) yeas.**

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*(A copy of the adopted amendments and a map outlining the parking will be attached to the official minutes.)*

**147. The Town Council will hear public comments on An Ordinance Amending Prior Bond Ordinance to Increase the Amount of Bonds and Notes Authorized to be Issued from an Amount Not to exceed \$750,000 to an Amount Not to Exceed \$1,250,000 and Appropriating Additional Funds Constituting the Bath Road Corridor Impact Fees, to Finance the Reconstruction of Bath Road, and will take any appropriate action.**

Mr. Eldridge spoke on this item.

Councilor Pols asked questions, which Mr. Foster answered.

Chair Daughtry opened the public hearing.

**Jennifer Johnson**, owner of Johnson's Sporting Goods, spoke on this item.

Chair Daughtry closed the public hearing.

Councilor Pols asked questions, to which Mr. Eldridge responded.

**Councilor Watson moved, Councilor Favreau seconded, to adopt An Ordinance Amending Prior Bond Ordinance to Increase the Amount of Bonds and Notes Authorized to be Issued from an Amount Not to exceed \$750,000 to an Amount Not to Exceed \$1,250,000 and Appropriating Additional Funds Constituting the Bath Road Corridor Impact Fees, to Finance the Reconstruction of Bath Road. The motion carried with nine (9) yeas.**

*(A copy of the public hearing notice and the adopted Bond Ordinance will be attached to the official minutes.)*

**148. The Town Council will hear public comments on amending the Bath Road TIF, and will take any appropriate action.**

Mr. Eldridge spoke on this item and responded to a question from Councilor Klatt.

**Jennifer Johnson** responded to a question from Councilor Favreau.

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

Councilor Knight, Councilor Watson, and Councilor Pols spoke on this item.

Mr. Eldridge and Manager Brown answered questions.

**Councilor Watson moved, Councilor Favreau seconded, to adopt the Resolution Approving the Amendment to the Bath Road Development Program and Tax Increment Financing District. The motion carried with nine (9) yeas.**

*(A copy of the public hearing notice, Resolution, and the full Second Amendment to the Development Program for Bath Road Municipal Development District will be attached to the official minutes.)*

**TABLED:**

**145. The Town Council will discuss actions surrounding the proceeds of the sale of the Harbor Technology Building and use of the funds, and will determine if any future action is necessary.**

This item was tabled indefinitely.

**NEW BUSINESS ITEMS:**

**149. The Town Council will consider approving Maine Natural Gas easements within the Municipal parking lots adjacent to the Town Office and Central Fire Station, and will take any appropriate action.**

Manager Brown spoke on this item.

Doug Rice from Wright Pierce, representing Maine Natural Gas, spoke on this item, and responded to a question from Councilor Favreau.

**Councilor Watson moved, Councilor Tucker seconded, to approve easements for Maine Natural Gas within the Municipal parking lots adjacent to the Town Office and Central Fire Station. The motion carried with nine (9) yeas.**

*(A copy of a letter from Wright-Pierce and the easements, with maps, will be attached to the official minutes.)*

**150. The Town Council will consider setting a public hearing on Ordinance amendments relative to allowing chickens within the Growth Zone, and will take any appropriate action.**

Chair Daughtry spoke on this item.

Kris Hultgren, Town Planner, spoke on this item.

Councilor Knight, Councilor Favreau, Councilor Watson, Councilor Klatt, Councilor Pols, Councilor Atwood, and Chair Daughtry spoke and asked questions.

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Jeff Hutchinson, Codes Officer, Fran Smith, Town Clerk, Heidi Nelson, Animal Control Officer, and Manager Brown responded to the questions.

Ted Markow, 20 Peary Drive, spoke on this item.

**Councilor Atwood moved, Councilor Pols seconded, to set a public hearing for October 19, 2009, on proposed ordinance amendments relative to allowing chickens within the Growth Zone. The motion carried with nine (9) yeas.**

- 151. The Town Council will consider setting a public hearing to accept a \$50,000 CDBG Economic Development award on behalf of Maine Tool & Machine LLC to fund the extension of three phase power to 228 Old Portland Road, and will take any appropriate action.**

Manager Brown spoke on this item.

Brian Dancause, Economic Development Specialist, spoke on this item.

**Councilor Favreau moved, Councilor Pols seconded, to set a public hearing for October 19, 2009, to accept a \$50,000 CDBG Economic Development award on behalf of Maine Tool & Machine LLC to fund the extension of three phase power to 228 Old Portland Road. The motion carried with nine (9) yeas.**

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

- 152. The Town Council will discuss crosswalk flags, and will determine if any future action is necessary.**

Councilor Knight spoke on this item.

Greg Farr spoke on this item.

Councilor King, Chair Daughtry, Councilor King, Councilor Favreau, Councilor Klatt, and Councilor Watson spoke on this item.

**Councilor King moved, Councilor Favreau seconded, to adopt the cross walk flag program. The motion carried with nine (9) yeas.**

- 153. The Town Council will consider approving a union contract with the Public Works Teamsters Union, and will take any appropriate action.**

Manager Brown spoke on this item.

**Councilor King moved, Councilor Atwood seconded, to approve the Union Contract between the Town of Brunswick and the Public Works Teamsters Union. The motion carried with nine (9) yeas.**

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*(A copy of the contract and a memo outlining the contract will be attached to the official minutes.)*

- 154. The Town Council will consider authorizing the Town Manager to fill the OEA grant funded position, proposed to be a Special Project Assistant, and will take any appropriate action.**

Manager Brown spoke on this item.

Councilor King asked questions, which Manager Brown answered.

Councilor Favreau and Councilor Tucker also spoke on this item.

**Councilor Watson moved, Councilor King seconded, to authorize the Town Manager to fill the OEA grant funded position, proposed as a Special Project Assistant, to act as a liaison between the Town of Brunswick and MRRA, along with other duties as assigned by the Town Manager. The motion carried with nine (9) yeas.**

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

- 155. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action.**

Councilor Knight made nominations:

Lori Dell to serve on the Fair Hearing Authority  
Holly Greene to serve on the Recycling and Sustainability Committee  
Harold Hutchinson and Richard Moll to serve on the Water District  
Emily Boochever to serve on the Sewer District Trustees.

**The Council voted nine (9) yeas to support those listed above.**

Councilor Favreau thanked them for volunteering.

**CONSENT AGENDA**

- (a) Approval of the Minutes of September 21, 2009**
- (b) Appointment of wardens and deputy wardens for the Election on November 3, 2009**
- (c) Set extended registrar hours for the Election on November 3, 2009**
- (d) Approve election warrant for the Election on November 3, 2009**
- (e) Approval of Utility Location Permits for Maine Natural Gas**

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**Councilor Pols moved, Councilor Knight seconded, to approve the Consent Agenda without the minutes. The motion carried with nine (9) yeas.**

**Councilor Knight moved, Councilor Pols seconded, to approve the minutes with the suggested amendments. The motion carried with nine (9) yeas.**

*(A copy of the Warrant, list of Warden and Deputy Wardens, memo on extended hours, and Utility Location Permits will be attached to the official minutes.)*

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

The meeting adjourned at 9:50 p.m.

**PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. A VIDEO RECORDING OF THE MEETING IS AVAILABLE AT THE TOWN CLERK'S OFFICE DURING REGULAR BUSINESS HOURS.**

*Frances M. Smith  
Town Clerk  
October 7, 2009*

October 19, 2009  
*Date of Approval*

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*Council Chair*