

**--APPROVED--**  
**BRUNSWICK TOWN COUNCIL MINUTES**  
**May 6, 2002**  
**MUNICIPAL MEETING FACILITY**

**7:30 P.M.** Chair Priest called the meeting to order and asked for the Pledge to the Flag.

**Councilors Present:** W. David Watson, Jacqueline A. Sartoris, Robert A. Galloupe, Douglas A. Rice, Charles R. Priest, Nancy E. Randolph, Thomas E. Crimmins and Stephen H. McCausland.

**Councilors Absent:** Forrest Lowe.

**Others Present:** Donald Gerrish, Town Manager; Elin M. Gould, Acting Town Clerk; Pat Harrington, Assistant Town Manager; John Eldridge, Finance Director; James Ashe, Superintendent of Schools; Tom Farrell, Parks and Recreation Director; Gary Howard, Fire Chief; Jerry Hinton, Police Chief; John Foster, Public Works Director; Clark Labbe, Deputy Fire Chief; several Principals and members of the School Board; John Richardson, State Representative District 49; Stanley Gerzofsky, State Representative District 50; many citizens, members of the press and TV Video Crew.

**Minutes of Previous Meeting: April 16, 2002**

**Councilor Sartoris moved, Councilor Randolph seconded, to approve the minutes of April 16, 2002. The motion carried with eight (8) yeas.**

Councilor Randolph requested a correction to her correction of the April 1, 2002 minutes, in which the name of Dr. Chamberlain had been substituted for Dr. Worthing. It was, in fact, Dr. Worthing who made the comments. Hearing no objection from the Council, Chair Priest accepted the correction to the correction.

**Correspondence:**

Manager Gerrish shared the resignation of Robert Wixted from the Marine Resource Committee. A thank you letter for his service to the Committee will be sent to Mr. Wixted, and the position will be advertised.

Manager Gerrish announced that the Council had received a petition concerning the Mere Point Village and town policy on subdivisions. The petition was received on April 22, 2002 and all the Councilors and Planning Board members have received copies.

Councilor Sartoris asked that at some future time the Council consider rescheduling the Appointments Sub-committee interviews to occur further in advance of a meeting in order to have time to put together reports for the other Councilors.

Councilor Priest asked the public to consider that there are three new committees in need of members: the Road Acceptance Committee, the Re-use of the High School Committee, and the Cable TV Franchise Negotiating Committee. The positions are being advertised and applications are due Friday, May 10, 2002.

**Manager's Report:**

1. **Financial Update** – Manager Gerrish projected that excise tax revenues would exceed projections by \$125,000. Interest on the General Fund is projected to be short by \$100,000. The State has again revised their numbers regarding Revenue Sharing and it is now expected that Brunswick will receive about \$65,000 less than budgeted predictions. Overall, revenues are expected to be \$100,000 more than anticipated, which is less than in past years, but still good. On the expenditure side, it is anticipated that we will come in under budget by \$100,000 to \$150,000.

2. **Report from Parks and Recreation on Tobacco Free Zones** – Tom Farrell, Director of Parks and Recreation gave a report on a new policy which the Recreation Commission unanimously adopted at its meeting of April 17, 2002, regarding Tobacco Free Zones. The Recreation Commission has worked for the past year with Access Health, an organization that works to prevent student smoking and promote good health in the community. Mr. Farrell acknowledged the presence in the audience of Linda Christie, the Director of Access Health, Cathy Christiansen, a co-chair, and several members of the organization. He then explained that both an ordinance and a resolution, which would be less binding, were considered. It was decided to adopt a resolution and educate the public as they encounter people smoking in facilities or at events. Mr. Farrell then read the resolution in its entirety.

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

3. **Authorization to apply for a Grant for the Fire Department** - This is to authorize the application for a federal grant for equipment for the Fire Department. The equipment includes a thermal imaging device and associated equipment. The Grant is for \$26,830, with the Town share at \$2,683. The Town's share would come from the operating budget.

**Councilor Crimmins moved, Councilor Watson seconded, to authorize the application for a Federal Grant to purchase equipment for the Fire Department. The motion carried with eight (8) yeas.**

*(A copy of the grant application will be attached to the official minutes.)*

4. **Approval of Watershed Grant** – This is to accept a \$13,500 grant for a Coastal Watershed Program study. The match for this grant is in-kind for the town.

**Councilor Sartoris moved, Councilor Randolph seconded, to accept and to expend the grant. The motion carried with eight (8) yeas.**

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

5. **Traffic signal at Mason, Federal and Water Streets** – John Foster, Public Works Director, explained that the signal at the intersection of Mason, Federal and Water Streets, is temporary during bridge rehabilitation by the State. No Town money is involved in this project. The expected duration of the project is four to six months. On Friday, May 10, 2002, or soon thereafter, and once again in the project's future, Route 1 and Water St. will be shut down for about ten to fifteen minutes to remove and replace six steel beams. Traffic will be diverted, however, emergency vehicles could get through.

Councilor Randolph thanked Mr. Foster for the clarification and for the time and effort of the Department.

6. **Sister City Project** – Manager Gerrish announced that Councilors Lowe and Sartoris would be the Council representatives to travel to Trinidad, Cuba.

7. **Browntail moth program** – Manager Gerrish announced that the spraying for brown tail moths will take place about May 10, 12, or 13. Property owners have been notified. Four or Five do not want their properties sprayed and measures will be taken so that it does not occur.

**Adjustments to the Agenda:** Manager Gerrish requested to add an item from the Memorial Day Committee, to authorize a banner over Maine Street from 5/14/2002 to 5/28/2002 to promote the Memorial Day Parade.

**Councilor McCausland moved, Councilor Watson seconded, to authorize a banner over Maine Street from 5/14/2002 to 5/28/2002 to promote the Memorial Day Parade. The motion carried with eight (8) yeas.**

71. **The Town Council will hear public comments on the following requests for Alcoholic Beverage Licenses and will take any appropriate action.**

**Full Time Malt:**

**John Guida d/b/a Rosita's Mexican Food  
212 Maine Street**

**John Guida**

**Full Time Malt and Vinous:**

**Jesus Laurelez d/b/a Corner Pocket Billiards  
4 Pleasant Street**

**Jesus Laurelez**

Chair Priest opened the public hearing; hearing no comments, he closed the public hearing.

**Councilor Sartoris moved, Councilor Rice seconded, to approve Alcoholic Beverage License applications for Rosita's Mexican Food and Corner Pocket Billiards. The motion carried with eight (8) yeas.**

*(A copy of the Public Hearing notice will be attached to the official minutes.)*

**72. The Town Council will hear public comments on the proposed redistricting ordinance relative to updating boundary lines for voting districts and will take any appropriate action.**

Chair Priest opened the public hearing; hearing no comments, he closed the public hearing.

Manager Gerrish requested that after the public hearing is held, the item be tabled until the May 20, 2002 meeting so that the ordinance will be effective after the June Primary.

**Councilor McCausland moved, Councilor Randolph seconded, to table this item until May 20, 2002. The motion carried with eight (8) yeas.**

*(A copy of the Public Hearing notice will be attached to the official minutes. A copy of the map and legal description are attached to the official minutes of April 16, 2002.)*

**73. The Town Council will hear public comments on the proposed 2002-03 Municipal Budget, and will take any appropriate action.**

Chair Priest summarized a new procedure being followed this year. There will be two hearings on the budget, one tonight on the proposed Manager's budget, and one on June 6, 2002 on the proposed budget the Council will adopt. On May 30, 2002, the Council will give the Manager and Superintendent its direction on if and how the Council would like the budget revised. The second public hearing will be held on June 6, 2002 and on June 10, 2002 the Council will adopt the budget.

Manager Gerrish provided an overview of the Municipal Budget. The proposed budget is up 6.59%. On the municipal side, revenues are up \$85,000. Excise tax and ambulance fees are projected to be higher than last year. Interest on the general fund, cable TV fees, and revenue sharing are expected to be lower. Brunswick's share of the County budget is up \$112,000, almost a 13% increase, the major portion being for the jails. There are three new positions being proposed, an additional communications officer in the Police Dept., a position in the Finance Dept. starting in January to help with accounting and audit requirements, and a position on Economic Development, in response to the #1 Council goal for this year, to deal exclusively with this issue. The proposed budget also calls for a 3% salary increase in non-union positions, in line with the five union contracts.

The Municipal budget is up about \$1,000,000, the majority of it coming from salary adjustments and employee benefits (\$445,000), including the 12.5% increased cost of health insurance (\$95,000); risk management (\$110,000); increased cost of hydrant rentals to the Water District (\$62,000); sidewalk/road work (\$80,000), bringing this back to the level of previous years; and new positions (\$84,000).

The Town's valuation is projected to be up \$8,000,000

Manager Gerrish thanked all the Department Heads for their work in putting together the budget.

School Superintendent James Ashe presented the highlights of the school budget. The school budget is up 5.62%, about \$1.3million. \$1,022,000 of it is in salaries (\$422,000) and benefits (\$600,000), health insurance costs having been increased 16%. New positions include two Grade 1 teachers; one guidance counselor at the junior high; at the high school an expansion of one class of foreign language, ½ time math and a full time Social Studies teacher. Also, funds are included for librarians to work summer hours; stipends for two soccer team coaches at the Junior High and an Assistant Lacrosse coach at the high school; the mentor program at the high school; the School Dept. portion of the school Resource Officer; and a part-time person to oversee scheduling, activities and sound/lights at Crooker Theater. The focus of the school budget this year is to maintain class size and provide safe supervision of students after school.

There is a new line in the budget this year, a contingency fund of \$50,000. Capital improvement is up \$43,000 to \$343,000. Funds are included for a bus, which has been approved for State reimbursement next year. \$30,000 is included in this budget to continue to look at elementary space needs. \$18,000 is being included for an after school late bus at the high school and junior high. A payroll software upgrade is included for \$15,000. Debt service has decreased this year by \$53,000; however, State reductions in this area cause the need to make up \$18,000. The budget for Vocation Region 10 is down \$31,000 as SAD 75 and Freeport are picking up more of the tab due to census changes.

The revenue picture is positive. Brunswick is receiving \$275,000 in State revenue increases, \$522,000 in federal impact aid due to military in our schools, \$975,000 for tuition students, \$175,000 miscellaneous, and a reserve fund balance of \$1,000,000, which is higher than in previous years. Overall, the School Dept. is asking the Town for \$559,000 more for next year than this year.

Superintendent Ashe complimented staff at the schools for holding down costs, and thanked the School Board and the school staffs for the work they have done in preparing and reviewing the budget. Mr. Ashe felt this was a reasonable budget considering the economic times and he reiterated the focal points of the budget.

Chair Priest opened the public hearing at 8:26 p.m.

**Maria Padian** urged full funding of the school budget.

*(A copy of Ms. Padian's comments will be attached to the official minutes.)*

**Sarah Lawrence** - felt that the increase in the school budget was a small one. The programs and services being provided in the budget are bare basics. She strongly urged the Council to support the increase.

**Pem Schaefer** – provided a chart and graph showing future implications of the tax increase as proposed. He was astonished at the 6.6% budget increase after the 9% increase last year, and urged the paid town staff to exercise fiscal responsibility.

*(A copy of Mr. Schaefer's comments, chart and graph will be attached to the official minutes.)*

**Karen Hastings**, Beech Drive – applauded the change this year that allows citizen input before decisions are made on the budget. She urged creativity and common sense to find alternatives to increases and asked that the Council remember the people who can't afford the 6.6% and 9% increases on top of the new property valuations. She believes that some of the things in the school budget are luxuries and should be open for discussion. She would like any increase in the taxes to be lowered to something reasonable.

**Jerry Favreau**, 21 Riverview Dr. – commended the principals for holding costs down and controlling their budgets. He still has sticker shock over the Town's 9 % budget increase last year and feels it was up to the Council to chop the budget some more. He requested information regarding the Town Manager's total compensation package for the past five years, as well as proposed changes, by the next meeting.

**Carole Graves**, Pleasant Hill Rd. – doesn't understand why the elderly are not considered when they increase the taxes. She asked if anyone had considered how many employees may have health insurance through a spouse and are double covered, and if a savings could be realized there.

**Ronald Dumont**, Meadowbrook - feels Brunswick is going out of its way to increase taxes to the point where the elderly and the retired won't be able to live here anymore. He would like the Council to consider the possibility of reducing the 6% increase as much as possible and feels it might be in the best interest of the citizens of Brunswick to consider a referendum to limit taxes to a reasonable amount.

**Bob Graves**, 10 Colonial Dr. – appreciates the time the Council and School Board put in, as well as the creativity of the teachers who work very hard for Brunswick. He feels the proposed Grade 1 teacher is a need and cannot be overlooked. As far as facilities, he is embarrassed that students are going to school in portable buildings. The Town will need to get creative in funding, the budget is important to the children and to the teachers to show that we value them.

**Janet Brand**, 318 Bunganuc Rd. – stated her thanks for opening up the budget process to be more citizen friendly. She is positive there could be a cut in both budgets of more than 3% and the Brunswick recipients need not be affected.

*(A copy of Ms. Brand's comments will be attached to the official minutes.)*

**Sherry Nadell** - feels that the community is only as good as its schools. The requests by the School Board are relatively small. She encourages the Town to look for alternative revenue sources. Ms. Nadell asks that the school budget be supported. She asks that line items be looked at on both the Town and the school sides before deciding on an overall amount of increase.

**Sarah Bloy**, Church Rd – asked the Town Council to support the school budget. She noted the changing population that is served by the schools and the enormous needs. She feels that the school budget is bare bones.

**Molly Pitcher** – commented on what she felt was the inappropriateness of some in handing out politically partisan literature at this meeting.

**Ruth Fraser**, Collinsbook Rd. – commented that her tax bill is far too high for her social security check. She would like the Council to provide details of all the real property removed from the tax rolls in the last ten years, specifically for such things as the Land Trust and conservation easements, and what tax revenue was lost in each case. She would also like to know how much additional property the proposed Open Space plan will remove from the tax roles and the lost tax revenue associated with it, as well as what the projections are for bottom line budget totals for the next five years.

**Pem Schaefer** – commented that the increase last year and the proposal for this year has no accommodation for numerous major capital programs that have been talked about in the past couple of years, such as a fire station, schools, a recreation center, and bike path extensions. He feels that the Council owes the public, by the next meeting, a summary of all capital plans being looked at in the discussion of this budget increase. Mr. Schaefer took exception with Molly Pitcher's earlier comments.

**Molly Pitcher** - stated that she had no response to Mr. Schaefer's comment.

**Ervin Snyder** – urges the Council to look at developing a process to evaluate good worthwhile projects that come before them. The Council needs to look at discretionary programs and make some decisions about what we can and can't afford. He asked the Council to be a leader in Maine in adopting a program that invites other entities to join together and tell our representatives in Washington that universal health care needs to be addressed, as those costs will continue to rise. He also questioned why Brunswick doesn't have an impact fee ordinance.

**Joan Hoppe** – is for open space. It is cheaper than developments that don't pay for themselves.

**Charlie Wallace**, 501 Mere Point Rd. – pointed out that you couldn't keep increasing anything, at any percentage, without paying the price of compounding. He appealed to the Council and the Town Manager to come up with a list of bare bones needs versus wants, and the tax implications of each.

**John Richardson**, State Representative Dist. 49 - encouraged the Council to ignore divisiveness and work together, whether philosophically for or against the budget increases. He talked about the additional funding he was able to get for local schools by working in a bipartisan fashion.

Point of order raised by Councilor Crimmins, with a request to get back to the subject of the budget.

Hearing no further comments, Chair priest closed the public hearing at 9:37 p.m.

**Councilor McCausland moved, Councilor Randolph seconded, that the Manager and School Superintendent work together to reduce the initial budget increase by half.**

Councilor Sartoris stated that they were just asked to review the budget on a line-by-line basis and try to sort out the needs from the wants. Picking a number at this point is arbitrary, before going through the workshops. She said the Council needs to take the responsibility for deciding where the cuts should occur.

Councilor Crimmins supported Councilor McCausland's motion. It would mean seeing the effects early rather than in the last week or two of the process. Setting a tone of listening to what the people are saying, he said this is a fair figure to start with, even though it may still be too high.

Councilor Galloupe said there is no doubt that the proposed budget will be cut, and that the Council should be giving some direction to the paid staff on where to cut.

Councilor Rice said he would like to have seen the budget come to the Council at 3%. He said it is important to follow the process and he has heard that a 6% or above increase is not acceptable. The Council needs to work to get it down to something the citizens can live with.

Councilor Randolph was not pleased at starting over 6%. She has heard from many business people and residents in her downtown district.

Chair Priest said it is clear that this budget is going to be cut. There is a step-by-step process throughout the month of May so that immediately leaping on a percentage is wrong. He thought that the Council should listen to the evidence, hear again from the public, and decide in June.

Councilor Watson was hoping for a 0% increase, but that is a want, not a need of the town. Realistically, there will be an increase, but he will not support 6%.

**Vote on motion: In favor: Watson, Randolph, Crimmins, McCausland. Opposed: Sartoris, Galloupe, Rice, Priest. The motion fails.**

**74. The Town Council will receive an update on the Vendors on the Mall and will take any appropriate action.**

Councilor Crimmins gave a brief history and account of the events surrounding the removal of vendors' carts from the Mall. He also presented a petition with over 1700 signatures asking that the vendors be allowed to stay on the Mall.

*(A complete copy of Councilor Crimmins' comments will be attached to the official minutes.)*

**Councilor Crimmins moved, Councilor Watson seconded, to schedule a public hearing for May 20, 2002 to consider amending Chapter 10 of the Brunswick Code of Ordinances to allow the food vendors to remain on the Mall 24 hours a day from April 1 to November 30 each year.**

Councilor Sartoris would like information on the Town's liability regarding storage on Town owned property overnight, available for the public hearing. She feels there were some misleading comments made and that no one on the Council wants to remove the vendors from the Mall during the day. The issue, rather than being about hot dogs, is about taking a public park and turning it into de facto commercial space. Councilor Sartoris will, however, support the public hearing.

Councilor Randolph will not support the public hearing and does not want the vendors there in the evening. She would like the ordinance to remain as it is. On and off procedures have been achieved in an efficient fashion.

Manager Gerrish reported that the Parks and Recreation Director, Police Chief, Public Works Director and Town Manager had met with all the vendors to discuss the problem of getting on and off the Mall. They looked at all the sites. The vendors were very cooperative and reasonable to work with. Some of the vendors needed ramps to get on; they now report that they have been able to do so in a reasonable amount of time. It is more work, but they are accomplishing it. The Town has agreed to move some signage, if the vendors feel that would help. Some concerns surfaced about the ability to get off the Mall later in the day during the busy summertime. The two groups will continue to work together throughout the summer, with the possibility of giving cones to the vendors to reserve parking spaces near the time they are ready to leave for the day.

In response to Chair Priests question, Mr. Gerrish stated that there are currently no restrictions on evening hours.

Councilor Galloupe stated that he has had more telephone calls regarding this issue than any other, almost all in favor of letting the vendors stay on the Mall overnight.

**Laura Brann**, resident – read a prepared statement in favor of allowing the four vendors carts to stay on the Mall overnight.

*(A copy of Ms. Brann's statement will be attached to the official minutes.)*

**Bob Whyte**, resident and father of Z-Dogs owner – stressed that the question is about whether or not the carts should be removed from the Mall overnight, not removing them from the Mall altogether.

Councilor Randolph said that removing the carts altogether is not and has not ever been an issue. She wants them on the Mall, just not overnight. She would like the vendors and Town staff to work it out between them, and she will vote against having a public hearing on the issue.

Councilor Sartoris initially said she would vote for the public hearing, but would now like more time to learn what solutions the vendors and Town staff can work out in a collaborative manner. She regrets some of the comments and letters that have gone out about this, partly because they have misconstrued the issue of whether or not the Council wants the vendors on the Mall. Councilor Sartoris proposed a cooling off period of about a month.

Councilor Sartoris moved, Councilor Randolph seconded, to table this item until July and receive an interim report to see if the issue needs to be revisited sooner. In favor: Sartoris, Rice, Priest, Randolph. Opposed: Watson, Galloupe, Crimmins, McCausland. The motion failed.

Councilor McCausland moved an amendment to the main motion, to allow the vendors to leave their carts on the Mall until the public hearing.

The Town Manager suggested voting on the motion first, to determine whether or not there will be a public hearing.

Councilor McCausland withdrew his motion.

Mike Hory, 7 Grover Ln. – took exception to Councilor Randolph’s comments. He said that at the last meeting, Councilor McCausland specifically stated that maybe Brunswick had outgrown the carts. Mr. Hory thinks it would be a terrible mistake to remove the carts from the Mall. He also said that by putting off the public hearing, the summer would be half over and the vendors need an answer now. He would like to see the vendors stay on the Mall overnight.

Councilor McCausland moved the question.

Restated motion: Councilor Crimmins moved, Councilor Watson seconded, to schedule a public hearing for May 20, 2002 to consider amending Chapter 10 of the Brunswick Code of Ordinances to allow the food vendors to remain on the Mall 24 hours a day from April 1 to November 30 each year.

Vote on the motion. In favor: Watson, Galloupe, Rice, Crimmins, Priest, McCausland. Opposed: Sartoris, Randolph.

Councilor McCausland, Councilor Crimmins seconded, to allow the food vendors to leave their carts on the Mall overnight until the public hearing. In favor: Watson, Galloupe, McCausland, Crimmins. Opposed: Sartoris, Rice, Priest, Randolph. The motion failed.

Councilor Rice said that the calls he has received have been split. He stated that the Town has an ordinance in place and a public hearing is scheduled to deal with the issue. He asked the Town Manager to find out how this is handled in other towns.

75. The Town Council will consider adopting their goals for 2002 and will take any appropriate action.

Manager Gerrish read six Council Goals for 2002.

Councilor Galloupe stated that #4 had already been started, and that #5 was something that they always do. As to #2, he felt they have never really discussed what to do with the building. The way the item is written says that the Town is going keep the building and do something with it, and he has real doubts about that. He thought the Council should make a decision this year regarding the property.

Councilor Randolph suggested it might just be a problem with the wording of the goal.

Chair Priest felt that razing of the building was not a part of the goal.

Manager Gerrish clarified that his use of the phrase “reuse of the old high school and maintaining and protecting the property” meant while the re-use was being decided.

Councilor Sartoris suggested changing the goal to say “Establish plans for future of the old high school, while maintaining and protecting the property.”

Hearing no objection from the Council, Goal #2 was amended as stated by Councilor Sartoris.

**Councilor Sartoris moved, Councilor Randolph seconded, to adopt the 2002 Town Council Goals as amended. The motion carried with eight (8) yeas.**

*(The Council Goals will be attached to the official minutes.)*

**76. The Town Council will consider proposed revisions to the Town’s Training, Development and Educational Assistance Plan and will take any appropriate action.**

Assistant Town Manager Pat Harrington explained the proposal to separate the plan into two distinct documents, one a Training Plan and the other, an Educational Assistance Plan. The reason for the change is that each plan has separate goals and objectives. The Educational Assistance Plan is written to meet IRS requirements. It is geared toward receiving an education from an accredited institution, such as taking college courses. The Training plan is geared toward daily or weekly training, on the job training, or things that enhance an individual’s work at a particular time. Ms. Harrington requested changing the maximum credit hours per benefit year to eighteen, to align with semester schedules at Southern New Hampshire University, where many employees attend. She went on to explain the details of the proposal and stated that it has been reviewed by the Town Attorney, Department Heads and all five unions.

Manager Gerrish added that the policy is a great benefit to the employee, the citizens and the Town. He explained how the program works and said that it is used by employees in many departments.

**Councilor Rice moved, Councilor Randolph seconded, to adopt revisions to the Training, Development and Educational Assistance Plan with the additional revision of eighteen credits maximum per benefit year. The motion carried with eight (8) yeas.**

*(A copy of the revisions as originally presented will be attached to the official minutes.)*

77. The Town Council will consider approving the Voter Registration hours for the June primaries, and will take any appropriate action.

**Councilor Randolph moved, Councilor Watson seconded, to set the hours for Voter Registration for the June 11, 2002 State Primaries and Referendum as recommended by the Registrar of Voters. The motion carried with eight (8) yeas.**

*(A memo from the Registrar of Voters will be attached to the official minutes.)*

78. The Town Council will consider approving the Election Clerks for 2002 and 2003, and will take any appropriate action.

**Councilor Rice moved, Councilor Crimmins seconded, to approve the Election Clerks for 2002 and 2003 as proposed. The motion carried with eight (8) yeas.**

*(A copy of the lists from the Democratic and Republican Parties will be attached to the official minutes.)*

79. The Town Council will consider authorizing a resolution for the Town to seek quotes from Maine Municipal Association for General Liability Insurance and will take any appropriate action.

Manager Gerrish explained that Maine Municipal Association requires a resolution from the Town Council to authorize the Town to seek quotes from Maine Municipal Association for the Town's general liability insurance. This is not a commitment on the part of the Town to enter into an agreement.

**Councilor Sartoris moved, Councilor Galloupe seconded, to authorize a resolution for the Town to seek quotes from Maine Municipal Association for the Town's General Liability insurance. The motion carried with eight (8) yeas.**

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

80. The Town Council will consider appointing an Audit Committee and will take any appropriate action.

The Finance Director and Town Manager request that the Council appoint an Audit Committee. Mr. Eldridge explained that it is the Council's link to the management of the financial statements and requested the committee be made up of the Council Chair and Vice-Chair, and one citizen member with a background in public finance, to be appointed by the Council.

Councilor Randolph moved, Councilor Watson seconded, to approve the formation of an Audit Committee, to be comprised of the Town Council Chair and Vice Chair, and one citizen from the community with experience in public accounting, and to approve the charge for the committee. The motion carried with eight (8) yeas. (A copy of the charge will be attached to the official minutes.)

81. The Town Council will consider a request for a Utility Location Permit from the Brunswick/Topsham Water District, and will take any appropriate action.

Mr. Gerrish said the Water District has asked permission to do some work on McKeen Street, between Spring and Stanwood Streets, in anticipation of other work being done. He recommends approval.

Councilor McCausland moved, Councilor Sartoris seconded, to approve a Utility Location Permit for the Brunswick/Topsham Water District. The motion carried with eight (8) yeas. (A copy of the application will be attached to the official minutes.)

82. The Town Council will consider a Proclamation to establish May 19, 2002 as Town Commons Day in Brunswick, and will take any appropriate action.

Manager Gerrish read the proclamation.

Councilor McCausland moved, Councilor Watson seconded, to proclaim May 19, 2002 as Town Commons Day. The motion carried with eight (8) yeas.

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

83. The Town Council will consider appointments to various Boards and Committees and will take any appropriate action.

#### Conservation Commission

Councilor Sartoris moved, Councilor Crimmins seconded, to nominate William Ferdinand, Jr. for re-appointment as a full member of the Conservation Commission for a three-year term to expire 5/1/05, and to have the Chair cease nominations and cast one vote for Mr. Ferdinand. The motion carried with eight (8) yeas.

#### Housing Authority

Councilor Sartoris moved, Councilor Crimmins seconded, to nominate Nora Hill as a resident member of the Housing Authority for the balance of a five-year term to expire 6/3/06 and to have the Chair cease nominations and cast one vote for Ms. Hill. The motion carried with eight (8) yeas.

### Sewer District Trustees

**Councilor Sartoris moved, Councilor Crimmins seconded, to nominate Michael Lawler as a Sewer District Trustee for a three-year term to expire 4/1/05 and to have the Chair cease nominations and cast one vote for Mr. Lawler. The motion carried with seven (7) yeas. Opposed: Councilor Randolph.**

Councilor Randolph preferred to abstain, stating that she did not feel comfortable voting when there was more than one applicant and there was not time to read the information on the applicants provided by the appointments sub-committee. However, it was the opinion of the Chair that each Councilor must vote unless they have a conflict of interest.

### Town Commons Committee

**Councilor Sartoris moved, Councilor Rice seconded, to nominate Eric Koehler as a full member (builder) of the Town Commons Committee and to have the Chair cease nominations and cast one vote for Mr. Koehler. The motion carried with eight (8) yeas.**

Councilor Sartoris again requested an earlier deadline for applications to give the sub-committee more time to report to the rest of the Council.

### Fire Station Planning/Building Committee

Councilor Sartoris raised a number of issues regarding the applications for this committee. Some of the applicants work in some capacity for the Fire Department and there is already representation from the Fire Dept. on the committee. She also cited a potential conflict of interest with an applicant who may be a bidder on the project. She felt that the citizen members should not be affiliated with the Fire Dept., but should come from elsewhere in the community.

Mr. Gerrish stated that Town policy does not preclude employees from serving on a committee as long as they are residents of Brunswick, and there have been cases where that has occurred. As far as bidding, the normal process is for a sealed public bid, in which case a bidder could conceivably be on committee. However, other processes have been used in the past and the process for this project has yet to be determined.

Councilor Crimmins wanted it known that the applicant who may be a bidder brought up this potential conflict of interest before the committee asked and offered to step down for the second half of the process if his bid was chosen. Conversely, if not chosen, he would like to step in for the second half of the process. Councilor Crimmins has no problem with the applicant being on the committee, however, due to perceived conflicts and the number of qualified applicants, he feels consideration should be given to not putting the name in nomination. Councilor Crimmins continued, that the Fire Department relies heavily on volunteers and to exclude those applicants would be a great disservice to the Town.

Councilor Sartoris clarified her position, in that she intended to nominate the applicant who was no longer a volunteer.

**Councilor Sartoris moved, Councilor Crimmins seconded, to nominate Richard Nickerson as a citizen member of the Fire Station Planning/Building Committee. The motion carried with eight (8) yeas.**

**Councilor Sartoris moved, Councilor Rice seconded, to nominate Joanne King as a citizen member of the Fire Station Planning/Building Committee. In favor: Sartoris, Galloupe, Rice, Priest, Randolph, McCausland. Opposed: Watson, Crimmins.**

**Councilor Sartoris nominated Michael Factor as a citizen member of the Fire Station Planning/Building Committee. Mr. Factor was appointed with eight (8) yeas.**

**Councilor Crimmins nominated Harold Emerson as a citizen member of the Fire Station Planning/Building Committee.**

Councilor Rice pointed out the fact that a family member of Mr. Emerson owns real estate that is a potential site for the fire station.

Councilor Crimmins stated that since no land is being considered right now, it would be unfair to eliminate Mr. Emerson on this basis.

Councilor Sartoris said that this information was brought up by Mr. Emerson during his interview.

**Mr. Emerson was appointed with six (6) yeas. Opposed: Sartoris, Galloupe.**

**Councilor Sartoris nominated Peter Masse as a citizen member of the Fire Station Planning/Building Committee. Mr. Masse was appointed with eight (8) yeas.**

In response to Councilor Crimmins' question, Mr. Gerrish said that he would schedule the first meeting of the Committee now that the citizen members are in place.

Old High School:

Manager Gerrish asked for clarification on the Council's intention regarding the committee that was recently formed to look at the use of the old high school.

Councilor Galloupe stated he thought the intention was a committee looking at multi-generational recreation use of the school.

Councilor Crimmins said he thought it was a re-use committee.

Councilor Randolph thought it was a re-use committee, not only focused on multi-generational recreation uses.

Councilor Sartoris understood the committee to be a fact-finding committee looking at multi-generational recreation uses.

Councilor Rice was under the impression that the multi-generational recreation use was only one aspect of the committee's scope.

Councilor McCausland suggested that Councilors give the Town Manager their input in the interim, and that a decision be made at the next meeting.

Mr. Gerrish stated that the ad for the committee was specific to multi-generational recreation program use and felt that the item should come back to the Council for direction and clarification. Chair Priest concurred.

**Councilor Randolph moved, Councilor Crimmins seconded, to adjourn. The motion carried with eight (8) yeas.**

The meeting adjourned at 11:06 p.m.

**PLEASE NOTE: THESE MINUTES ARE NOT VERBATIM. A TAPE RECORDING OF THE MEETING IS AVAILABLE AT THE TOWN CLERK'S OFFICE DURING REGULAR BUSINESS HOURS.**

*Elin M. Gould*  
*Acting Town Clerk*  
*May 10, 2002*

May 20, 2002

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*Date of Approval*

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*Council Chair*