

BRUNSWICK TOWN COUNCIL

Agenda

May 6, 2013

6:30 P.M. – Executive Session

7:00 P.M. – Regular Meeting

Municipal Meeting Room

Brunswick Station

16 Station Avenue

Executive session – Disposition of real property per M.R.S.A. §405(6)(C)

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Council Committee Updates
- (b) Town Proclamation recognizing Town Commons Day (*Action Required*)

PUBLIC HEARINGS

47. The Town Council will hear public comments on amendments to the Code of Ordinance Chapter 15 (Traffic and Vehicles) regarding changing the direction of the one-way on upper Park Row and to make the end of Park Row a right-hand turn only, with the amendments to be enacted on an emergency and regular basis, and will take any appropriate action. (Manager)

HEARING/ACTION

48. The Town Council will hear public comments regarding the proposed 2013-2014 Municipal Budget and Capital Improvement Plan 2013-2018, and will take any appropriate action. (Manager)

HEARING/ACTION

NEW BUSINESS

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

ACTION

CONSENT AGENDA

- (a) Approval of the Minutes of April 22, 2013
- (b) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the June 11, 2013 Election
- (c) Approval of Registrar's extended hours for the June 11, 2013 Election

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

Brunswick Town Council
Agenda
May 6, 2013
Council Notes and Suggested Motions

Executive session – Disposition of real property per M.R.S.A. §405(6)(C)

Suggested Motion:

Motion to go into executive session to discuss the disposition of real property per M.R.S.A. §405(6)(C).

MANAGER’S REPORT:

- (a) Council Committee Updates: Councilors with information on the Committees they are involved with will share information with the Council and public.

Suggested Motion: No motion is required.

- (b) Town Proclamation recognizing Town Commons Day: Typically on an annual basis, the Town Council proclaims Town Commons Day. This year the May 8th date will represent the 294th anniversary of the date the Pejepscot Proprietors granted land to the Town of Brunswick. A copy of the Proclamation is included in your packet.

Suggested Motion:

Motion to adopt the Proclamation for Town Commons Day.

PUBLIC HEARINGS

47. This item is the required public hearing on amendments to the Code of Ordinance Chapter 15 (Traffic and Vehicles) regarding changing the direction of the one-way on upper Park Row and to make the end of Park Row a right-hand turn only. Staff is asking to have this enacted on both an emergency and regular basis so that it will be in effect prior to the Maine State Music Theater’s summer program. Copies of the draft ordinance, a diagram of the proposed project, and a traffic assessment are included in your packets.

Suggested motion:

Motion to adopt ordinance amendments to the Code of Ordinance Chapter 15 (Traffic and Vehicles) regarding changing the direction of the one-way on upper Park Row from College Street north to Maine Street, and in the same area, to make the end of Park Row a right-hand turn only, with the amendments to be enacted on an emergency and regular basis.

48. This item is the required public hearing for the proposed 2013-2014 Municipal Budget and Capital Improvement Plan 2013-2018. Adoption of the budget is scheduled for May 23, 2013. Councilors should bring their budgets to the meeting.

Suggested motion: No action is required.

NEW BUSINESS

49. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Copies of the report from the Appointments Committee and applications are included in your packet.

Suggested Motion:

Nominations will be made, with no seconds required, and the Council will then vote on the nominations.

CONSENT AGENDA

- (a) Approval of the Minutes of April 22, 2013: A copy of the minutes is included in your packet.
- (b) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the June 11, 2013 Election: This item is to appoint the Warden and Deputy Wardens for the School Budget Validation Election.
- (c) Approval of Registrar's extended hours for the June 11, 2013 Election: This item is to consider setting extended registrar hours for this June's referendum. A copy of the notice for the extended hours is included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.

MANAGER'S REPORT - A NO BACK UP MATERIALS

MANAGER'S REPORT - B BACK UP MATERIALS



TOWN OF BRUNSWICK

PROCLAMATION

WHEREAS, *the Pejepscot Proprietors by their vote of May 8, 1719, granted land to “Ly in General and perpetual Comonage” to the Town of Brunswick; and*

WHEREAS, *May 8, 2013 is the 294rd anniversary of that vote,*

THEREFORE, *We the TOWN COUNCIL OF BRUNSWICK, the successors in office of the Selectmen, being mindful of the history and heritage of our Town, respectful of the inspiring wisdom of the first Planners of our community, and proud of the part they have played in preserving to our use a portion of the lands with which they were so richly endowed, knowing full well our later needs in that respect,*

DO HEREBY PROCLAIM *May, 8, 2013, as TOWN COMMONS DAY*

Signed this 6th day of May, 2013

*Suzan Wilson
Brunswick Town Council Chair*

ITEM 47

BACK UP MATERIALS

Proposed Ordinance Amendments
Changing Direction of One-Way on Upper Park Row
Drafted – 04/10/2013
Public Hearing –
Adopted –
Effective –

Be it ordained by the Town Council of the Town of Brunswick, Maine, that Chapter 15, Articles III, the Municipal Code of Ordinances, Town of Brunswick, Maine, is amended by removing the struck-out language and adding the underlined language as follows:

Chapter 15
TRAFFIC AND VEHICLES
ARTICLE III.
SPECIFIC STREET REGULATIONS

Sec. 15-46. One-way streets.

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

*Park Row, southerly from Bath Road northerly from College Street to Maine Street to
~~College Street.~~*

Sec. 15-50. Right turn only.

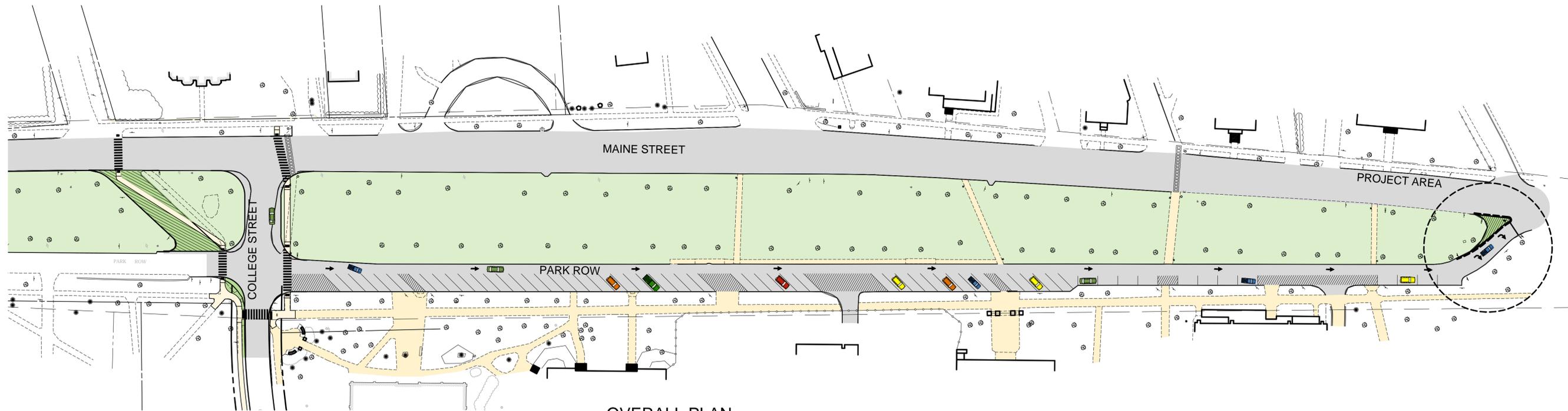
A right turn only movement is required at the following locations and intersections:

.....

(7) At the northern end of the section of Park Row which is between College Street and the Joshua Chamberlain statue plaza, at its intersection with Maine Street.

Adopted by the Brunswick Town Council at their Regular Meeting held on _____.
It will become effective thirty days after adoption.

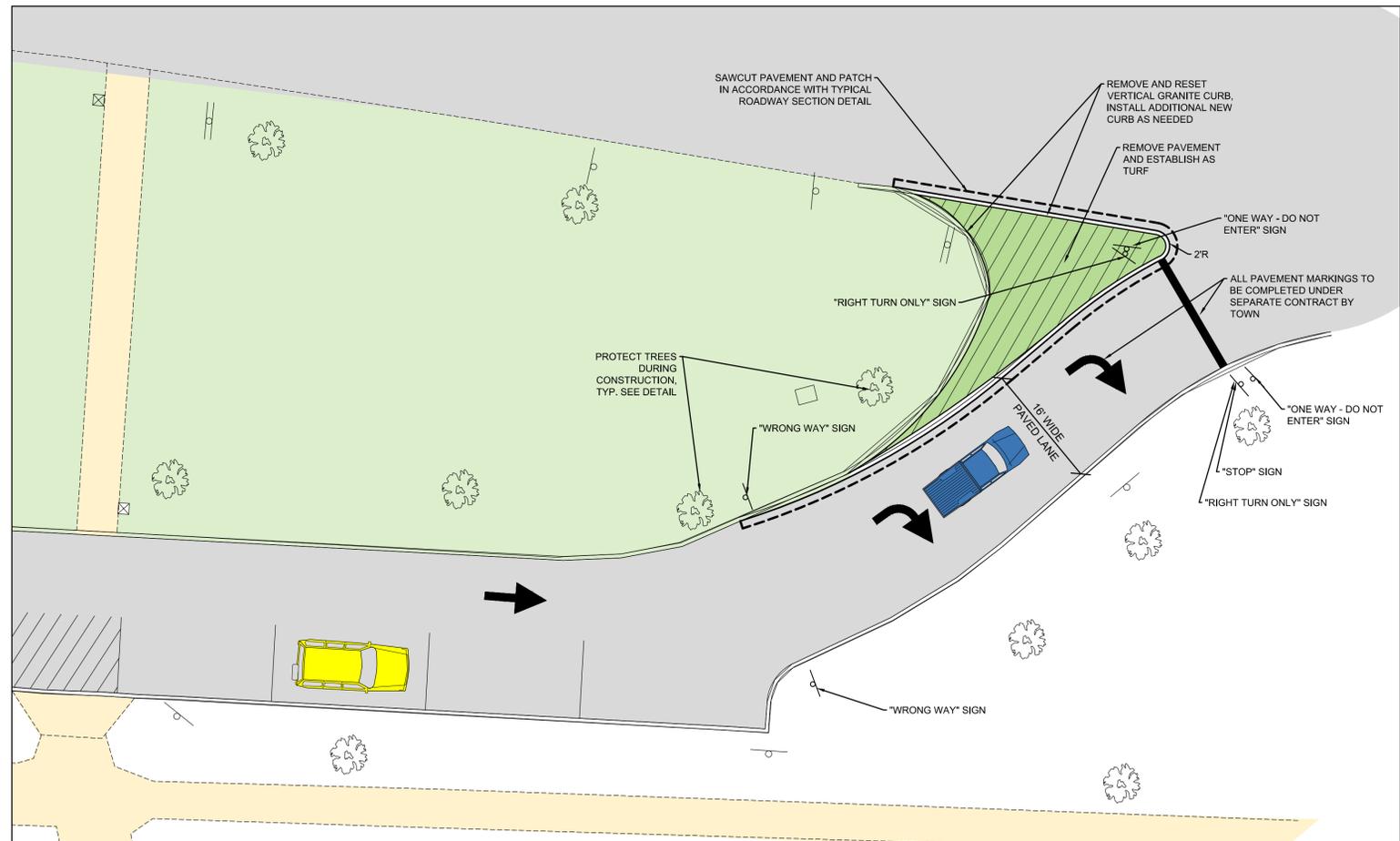
Attest: _____
Town Clerk



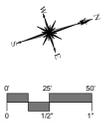
OVERALL PLAN
SCALE 1"=50'

NOTES:

1. PAVEMENT MARKING SHOWN ON THIS PLAN ARE FOR INFORMATIONAL PURPOSES ONLY, AND ARE NOT THE RESPONSIBILITY OF THE CONTRACTOR. THE TOWN WILL BE RESPONSIBLE FOR REMOVING ALL EXISTING PAVEMENT MARKINGS AND INSTALLING NEW PAVEMENT MARKINGS ASSOCIATED WITH SWITCHING THE DIRECTION OF PARK ROW VEHICLE TRAFFIC.
2. THE TOWN WILL REMOVE EXISTING SIGNS AND INSTALL ALL NECESSARY SIGNS.
3. THE CONTRACTOR SHALL COORDINATE ALL WORK WITH BOWDOIN COLLEGE TO ACCOMMODATE ONGOING CAMPUS OPERATIONS AND PARKING NEEDS ALONG PARK ROW.
4. THE WORK SHOWN ON THE "INTERSECTION CONSTRUCTION PLAN" PORTION OF THIS DRAWING IS INTENDED TO DEPICT ALL WORK INCLUDED AS BID ALTERNATE 1 IN THE CONTRACT DOCUMENTS.



INTERSECTION CONSTRUCTION PLAN
SCALE 1"=10'



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DESCRIPTION	DATE	BY
90% PLANS ISSUED FOR REVIEW	4-12-13	DMR

PARK ROW IMPROVEMENTS PLAN
COLLEGE STREET RECONSTRUCTION
TOWN OF BRUNSWICK
COLLEGE STREET
BRUNSWICK, MAINE

DESIGNED	DMR	DMR
DRAWN		CHECKED
SCALE	AS NOTED	
DATE	APRIL 12, 2013	
PROJECT NO.	3516-03	
DWG NO.	LO-PR	

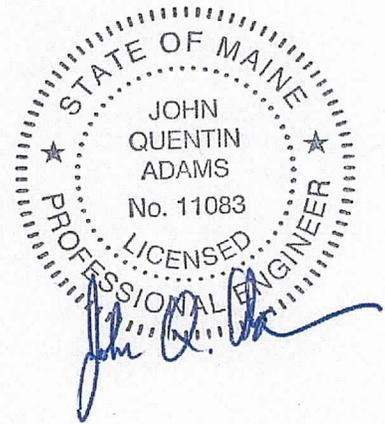
Traffic Assessment

TO: **Town of Brunswick
Bowdoin College**

FROM: John Q. Adams, P.E., PTOE
Senior Transportation Engineer
Milone & MacBroom, Inc.

DATE: March 13, 2013

RE: **Traffic Assessment
Park Row Traffic Flow Reversal
MMI #3516-03-2**



This memo serves as an assessment of the impacts of reversing the traffic flow on Park Row from its intersection with College Street northerly to its intersection with Maine Street. Currently this section of Park Row has a one-way southbound traffic flow with angled and parallel parking located along the east side. Bowdoin College would like to revise the traffic flow on this section of Park Row to be one-way northbound.

This revision to Park Row is part of a larger project which will make roadway improvements on College Street from its western intersection with College Street to its eastern intersection with Sills Drive. The improvements include; sidewalk and pavement replacement, the addition of traffic calming and streetscape elements to slow traffic volumes and discourage cut-through traffic, and the upgrading of utilities including; drainage, sewer and water. The traffic calming and streetscape elements will include the additions of raised speed tables, street trees, lighting, and bollards.

This assessment will review the impacts to each of the study intersections from reversing the traffic flow on Park Row (from College St north to Maine St) from its current one-way southerly flow to a one-way northerly flow. The study intersections include;

- Park Row north at Maine Street
- College Street at Park Row
- College Street at Maine Street
- College Street at Sills Drive

We have completed an assessment of traffic volumes, accident data, and traffic operations and queuing at the study intersections. The sight distance looking out of Park Row north at Maine Street was reviewed. In addition, a signing and marking plan is being prepared for the revised Park Row parking layout and traffic flow reversal.

Traffic Volumes

Traffic counts were taken at the study intersections on November 29, 2012 while Bowdoin College was in session during the weekday AM and PM peak hours. These traffic counts are shown on Figure TR-1 enclosed. Generally the AM peak hour was 8 to 9 AM and the PM peak hour was 4 to 5 PM. For analysis purposes these traffic counts were adjusted (increased) by 13% in accordance with typical DOT procedures to account for the typical higher volume summer conditions. The seasonally adjusted traffic

counts serve as the 2013 Existing Conditions analysis for the AM and PM Peak Hours. These volumes are shown on Figure TR-2.

The results of our traffic counts also identified the traffic volumes entering and exiting Park Row north. The Park Row north trips are shown on Figure TR-3. It indicates that in the morning there were a total of 68 trip-ends (50 entering and 18 exiting) and in the PM peak hour there was 44 trip-ends (16 entering and 28 exiting). With the seasonal adjustment accounted for, these traffic volumes increase to 77 trip-ends during the AM peak hour and 51 trip-ends during the PM peak hour. Figure TR-3 shows the distribution of trips into and out of Park Row under existing conditions (access and traffic flow) and Figure TR-4 shows the distribution of trips into and out of Park Row under the proposed conditions (access and traffic flow reversed).

With the proposed change in traffic flow and access to this section of Park Row the traffic volumes generated were redistributed to account for vehicles entering at the south end of Park Row at College Street and exiting at the north end of Park Row at Maine Street. The overall traffic volumes are shown with the revised distribution of Park Row trips on Figure TR-5.

Accident Data

The latest available three-year accident data (2009 – 2011) from Maine DOT was reviewed and none of the study intersections were identified as High Crash Locations (HCLs). Intersections or sections of roadway are considered to be HCLs if they experience eight or more accidents in three-year period and have a critical rate factor (CRF) greater than 1.0. The following summarizes the DOT accident data:

- College St at Maine St – 2 accidents, including 1 rear-end/sideswipe and 1 intersection movement.
- Maine St at Potter St and Park Row – 1 accident which was a rear-end/sideswipe.
- College St at Sills Dr – 5 accidents including 4 rear-end/sideswipe and 1 intersection movement.

Intersection Sight Distance

We have field checked the intersection sight distance looking out of Park Row and Maine Street. This is to accommodate the proposed right-turn out only movement from Park Row onto Maine Street. Based on a posted speed of 25 mph, which would require a minimum of 250 ft, the sight distance is more than satisfactory. It was noted that there is some sign clutter and a utility pole which can partially obscure the view. We would recommend a strategic relocation of existing signs so that they are not in the sight triangle.

Traffic Operations and Queuing

We have completed traffic operations analysis for the 2013 weekday AM & PM peak hours under two conditions. The first condition is the Existing Condition with Park Row operating in a southbound traffic flow. The Proposed Condition is with the Park Row traffic flow reversed to northbound only. The traffic volumes used in the analysis are based on the raw traffic counts that have been adjusted (increased by 13%) to account for the higher summertime traffic volumes. Traffic operations analysis for unsignalized intersections are graded on a scale similar to academic grades: level-of-service (LOS) A is from 0 to 10 seconds of average delay, LOS B is from 10 to 15 seconds of average delay, LOS C is from 15 to 25 seconds, LOS D is from 25 to 35 seconds, LOS E 25 to 50 seconds and LOS F is average delay greater than 50 seconds. Synchro traffic modeling software was utilized in the analysis.

The following tables summarize the results.

**Table 1 - Park Row and Potter St at Maine St
Level-of-Service/(LOS) Delay (sec)/95th Queue (ft)**

	2013 AM PEAK HOUR		2013 PM PEAK HOUR	
	Existing	Proposed	Existing	Proposed
Overall	A(0.8s)	A(0.9s)	A(0.8s)	A(1.6s)
Maine NB	A(0s)/0'	A(0s)/0'	A(0.1s)	A(0.1s)/0'
Maine SB	A(1.1s)/3'	A(0s)/0'	A(0.2s)/1'	A(0s)/0'
Potter EB	D(27.4s)/6'	D(27s)/6'	C(24.4s)/12'	D(30s)/15'
Park WB	-	B(13.2s)/9'	-	B(11.8s)/12'

**Table 2 - Maine St at College St
Level-of-Service (LOS)/Delay (sec)/95th Queue (ft)**

	2013 AM PEAK HOUR		2013 PM PEAK HOUR	
	Existing	Proposed	Existing	Proposed
Overall	A(4.1s)	A(3.4s)	A(7.9s)	A(5.0s)
Maine NB	A(0.s)/0'	A(0)/0'	A(0s)0'	A(0s)/0'
Maine SB	A(1.5s)/4'	A(2.1s)/6'	A(1.5s)/5'	A(1.7s)/5'
College WB RT	B(12.6s)/14'	B(12.3s)/9'	B(13.6s)/31'	B(12.6s)/19'
College WB LT	D(30.1s)/50'	D(29.3s)/36'	F(52.5s)/110'	E(38.0s)/62'

**Table 3 – College St at Sills Dr
Level-of-Service (LOS)/Delay (sec)/95th Queue (ft)**

	2013 AM PEAK HOUR		2013 PM PEAK HOUR	
	Existing	Proposed	Existing	Proposed
Overall	A(5.7s)	A(5.7s)	A(3.8s)	A(3.2s)
Harpswell NB	A(1.6s)/4'	A(1.5)/5'	A(1.3s)3'	A(1.3s)/3'
Sills SB	A(0s)/0'	A(0s)/0'	A(0s)/0'	A(0s)/0'
College EB	D(25.1s)/75'	D(26.6)/77'	C(24.9s)/59'	C(21.6s)/46'

**Table 4 – College St at Park Row
Level-of-Service (LOS)/Delay (sec)/95th Queue (ft)**

	2013 AM PEAK HOUR		2013 PM PEAK HOUR	
	Existing	Proposed	Existing	Proposed
Overall	A(1.5s)	A(2.1s)	A(1.6s)	A(1.7s)
Park Row NB	B(10.1s)/1'	B(11.4s)/2'	A(9.8s)/2'	B(10.1s)/2'
Park Row SB	B(10.4s)/3'	-	B(11.6s)/5'	-
College EB	A(0s)/0'	A(1.8s)/2'	A(0s)/0'	A(0.9s)/1'
College WB	A(0.7s)/1'	A(1.5s)/2'	A(0.5s)/1'	A(1.5s)/3'

The result of the traffic analysis indicates that generally the revised traffic flow on Park Row will not have a significant impact to traffic operations within the four studied intersections. The new right-turn out only movement will generally function well at LOS “B” during the both the AM & PM peak hours and should not experience significant queuing. To summarize the results for each intersection:

1. Park Row at Maine St:

Overall this intersection will continue to function at LOS A under the proposed condition. There was a slight increase in overall delay due to the addition of a fourth leg to the intersection (Park Row Right-turn only movement). In the AM peak hour the overall average delay increases from 0.8 to 0.9 seconds, and during the PM peak hour it increases from 0.8 to 1.6 seconds of average delay. The Park Row right-turn out only movement functions well at LOS “B” and no significant queuing (12 ft or less).

Our opinion is that the right-turn out only from Park Row should function satisfactory and safely. This should be a safer movement than the existing left-turn movement into Park Row. The right-turn out will generally be a low speed movement entering a low speed traffic flow and will require crossing and interrupting only one lane of traffic. One concern we have however, is the unsafe condition of vehicles potentially exiting straight (illegally) or turning left (illegally) from Park Row. We are proposing to redesign the exit lane from Park Row to restrict the movement to right-turn out only. In addition there will be a stop bar and stop sign added as well as signs and markings to reinforce the right-turn out only and the one-way northbound operation. We would recommend that within both 6 months and 1 year of the change that a review of accident data be conducted at the intersection to ensure safe operations and that there are no significant accident patterns.

2. Maine St at College St:

Overall this intersection will continue to function at LOS “A” although slightly better under the proposed condition. The overall delay during the AM peak hour decreases from 4.1 to 3.4 seconds of average delay. During the PM peak hour it decreases from 7.9 to 5.0 seconds of average delay. One contributing factor to the decrease is the removal of the southbound Park Row movements from the intersection. Another contributing factor are the vehicles utilizing Park Row for left and right-turns out of College Street in lieu of waiting. This will reduce the number of vehicles exiting College Street. We estimated that approximately 25% of vehicles exiting College Street may utilize Park Row as an alternative. During the AM peak hour this amounts to 15 left-turns and 13 right-turns, and during the PM peak hour 25 left-turns and 29 left-turns.

3. College St at Sills Drive

Overall this intersection will continue to function at LOS A under the proposed condition. There was a slight increase in overall delay due to the addition of a trips utilizing this intersection to access the Park Row parking area (12 in the AM and 2 more during the PM)

4. College St at Park Row

Overall this intersection will continue to function at LOS A under the proposed condition. There was a slight increase in overall delay due primarily to the College Street movements that are turning into both Park Row legs of the intersection.

Park Row Revised Parking and Traffic Flow Plan

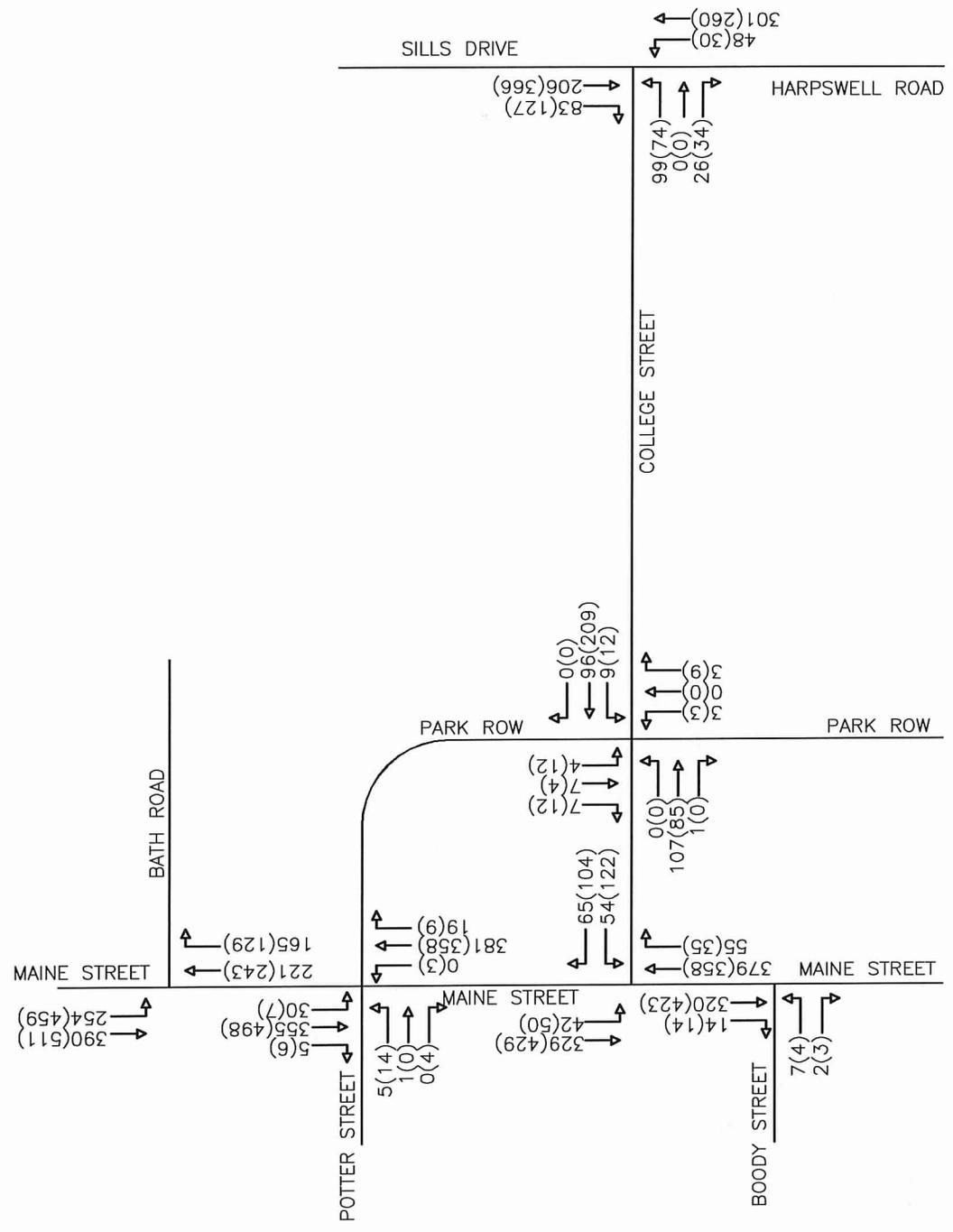
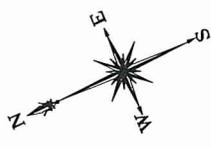
We are preparing a plan for the revised Park Row layout. The existing parking area had 56 angled spaces and 12 parallel spaces. The revised layout will have 7 less angled spaces for a total of 61 parking spaces. This is primarily due to the elimination of spaces at the south end of Park Row to accommodate large

trucks that will occasionally make deliveries and will be turning onto Park Row from College Street. We have proposed a stop bar and stop sign for the Park Row approach to Maine Street. In addition there will be signs and markings to reinforce the right-turn out only and the one-way northbound operation.

Summary

Based on the traffic assessment herein, we offer the following conclusions and recommendations.

- Four intersections were studied as part of this assessment. These included:
 - ✓ Park Row north at Maine Street
 - ✓ College Street at Park Row
 - ✓ College Street at Maine Street
 - ✓ College Street at Sills Drive
- This study evaluated the impacts to the study intersections from the reversal of flow on Park Row from College Street to Maine Street from one-way southbound to one-way northbound.
- In general all of the intersections will function similarly comparing the existing condition with the proposed. In general all of the intersections will function at LOS “A” with some delay experienced by the sidestreets.
- Our review of the MDOT latest available three-year accident period (2009-2011) indicates that there are no existing significant accident patterns at the study intersections.
- Sight distance from the Park Row exit onto Maine Street is more than satisfactory. There is some sign clutter within the sight triangle that should be relocated, however to improve the sight distance.
- It is our opinion that the proposed reversal of traffic flow to one-way northbound and right-turn out only movements from Park Row will function satisfactory and safely. However, there is the potential for motorists to illegally exit via a left-turn or through movement which could be a safety hazard. Therefore, we are proposing to redesign the exit lane from Park Row to restrict the movement to right-turn out only. In addition, there will be a stop bar and stop sign added as well as signs and markings to reinforce the right-turn out only and the one-way northbound operation. We would also recommend that within both 6 months and 1 year of the change that a review of accident data be conducted at the intersection to ensure safe operations and that there are no significant accident patterns.



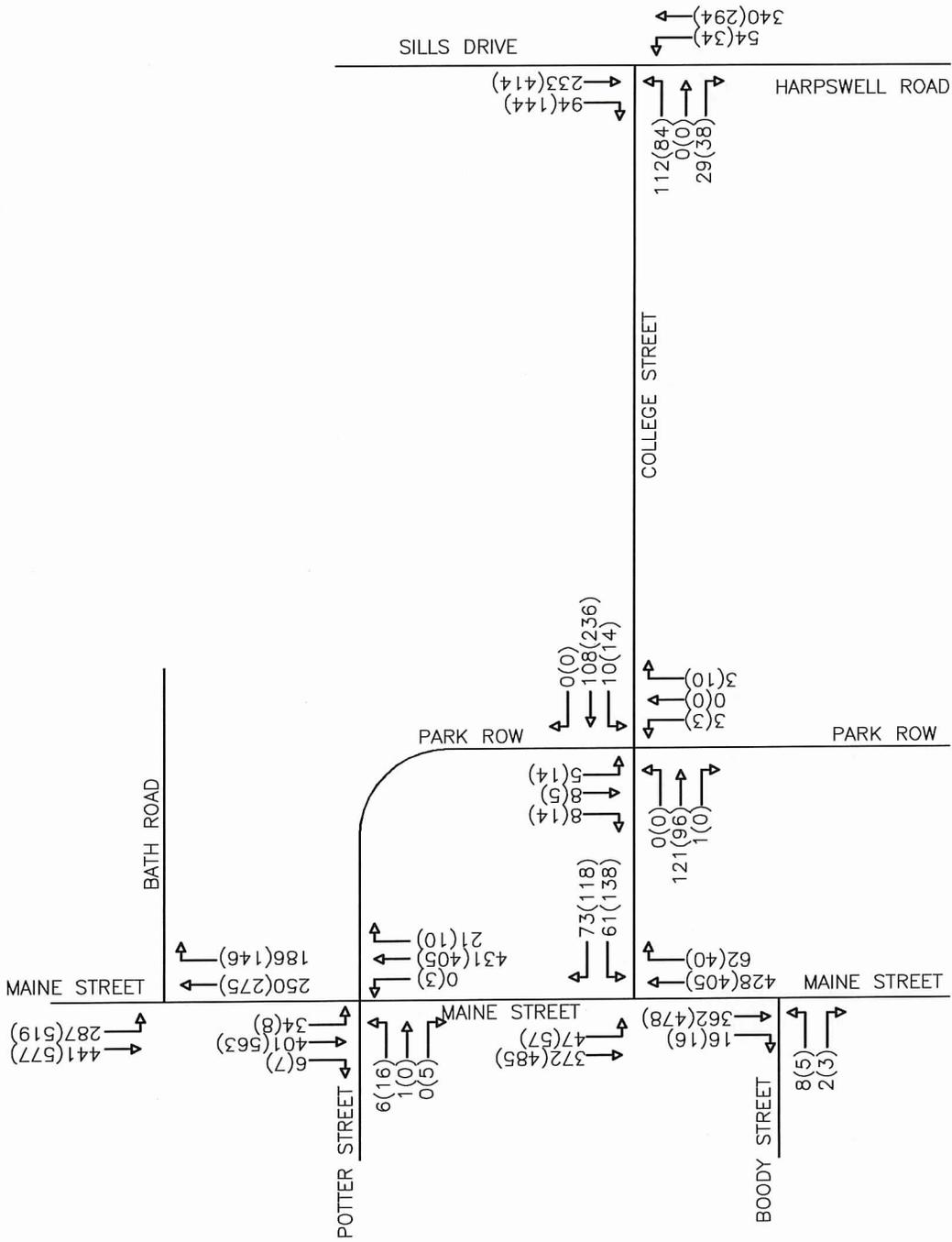
DRAWING NAME:
FIG. TR-1

2012 RAW VEHICLE TRAFFIC COUNTS
COLLEGE STREET RECONSTRUCTION
BRUNSWICK, ME
TOWN OF BRUNSWICK/BOWDOIN COLLEGE

REVISED: ---

DATE	MAR 8, 2013
SCALE	NTS
PROJ. NO.	3516-03
DESIGNED	JQA
DRAWN	DMR
CHECKED	JQA

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AM PEAK HOUR: XX
 PM PEAK HOUR: (XX)
 COUNTS TAKEN: 11-29-2012
 COLLEGE IN SESSION

DRAWING NAME:

FIG. TR-2

2013 SEASONALLY ADJUSTED TRAFFIC COUNTS

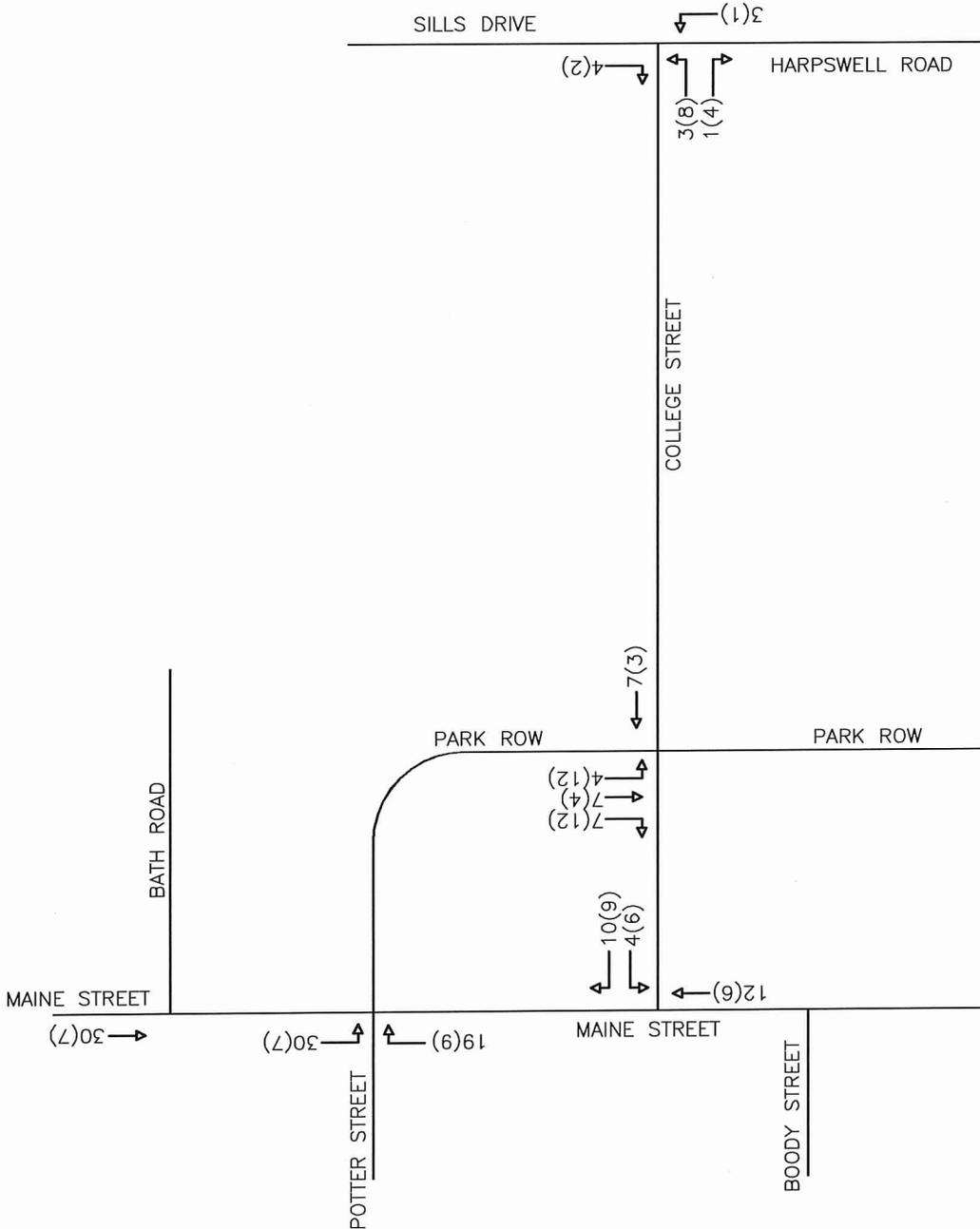
**COLLEGE STREET RECONSTRUCTION
 BRUNSWICK, ME**

TOWN OF BRUNSWICK/BOWDOIN COLLEGE

REVISED: ---

DATE	MAR 8, 2013
SCALE	NTS
PROJ. NO.	3516-03
DESIGNED	JQA
DRAWN	DMR
CHECKED	JQA

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AM PEAK HOUR: XX
 PM PEAK HOUR: (XX)
 COUNTS TAKEN: 11-29-2012
 COLLEGE IN SESSION

DRAWING NAME:

FIG. TR-3

PARK ROW EXISTING TRIP DISTRIBUTION

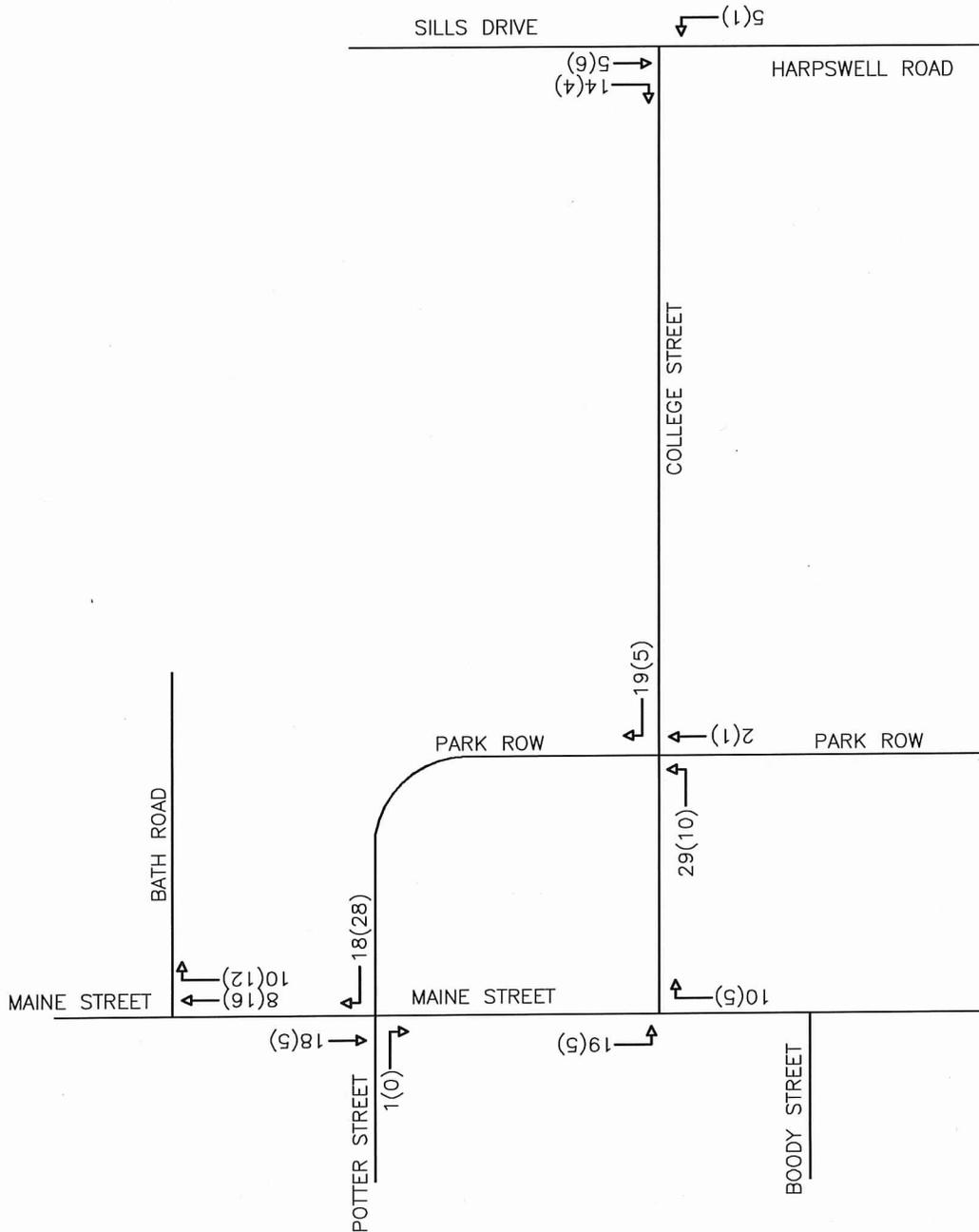
**COLLEGE STREET RECONSTRUCTION
 BRUNSWICK, ME**

TOWN OF BRUNSWICK/BOWDOIN COLLEGE

REVISED: ---

DATE	MAR 8, 2013
SCALE	NTS
PROJ. NO.	3516-03
DESIGNED	JQA
DRAWN	DMR
CHECKED	JQA

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AM PEAK HOUR: XX
 PM PEAK HOUR: (XX)
 COUNTS TAKEN: 1-29-2012
 COLLEGE IN SESSION

DRAWING NAME:

FIG. TR-4

PARK ROW REVISED TRIP DISTRIBUTION

**COLLEGE STREET RECONSTRUCTION
 BRUNSWICK, ME**

TOWN OF BRUNSWICK/BOWDOIN COLLEGE

REVISED: ---

DATE: MAR 8, 2013

SCALE: NTS

PROJ. NO.: 3516-03

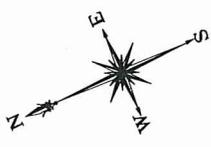
DESIGNED: JQA

DRAWN: DMR

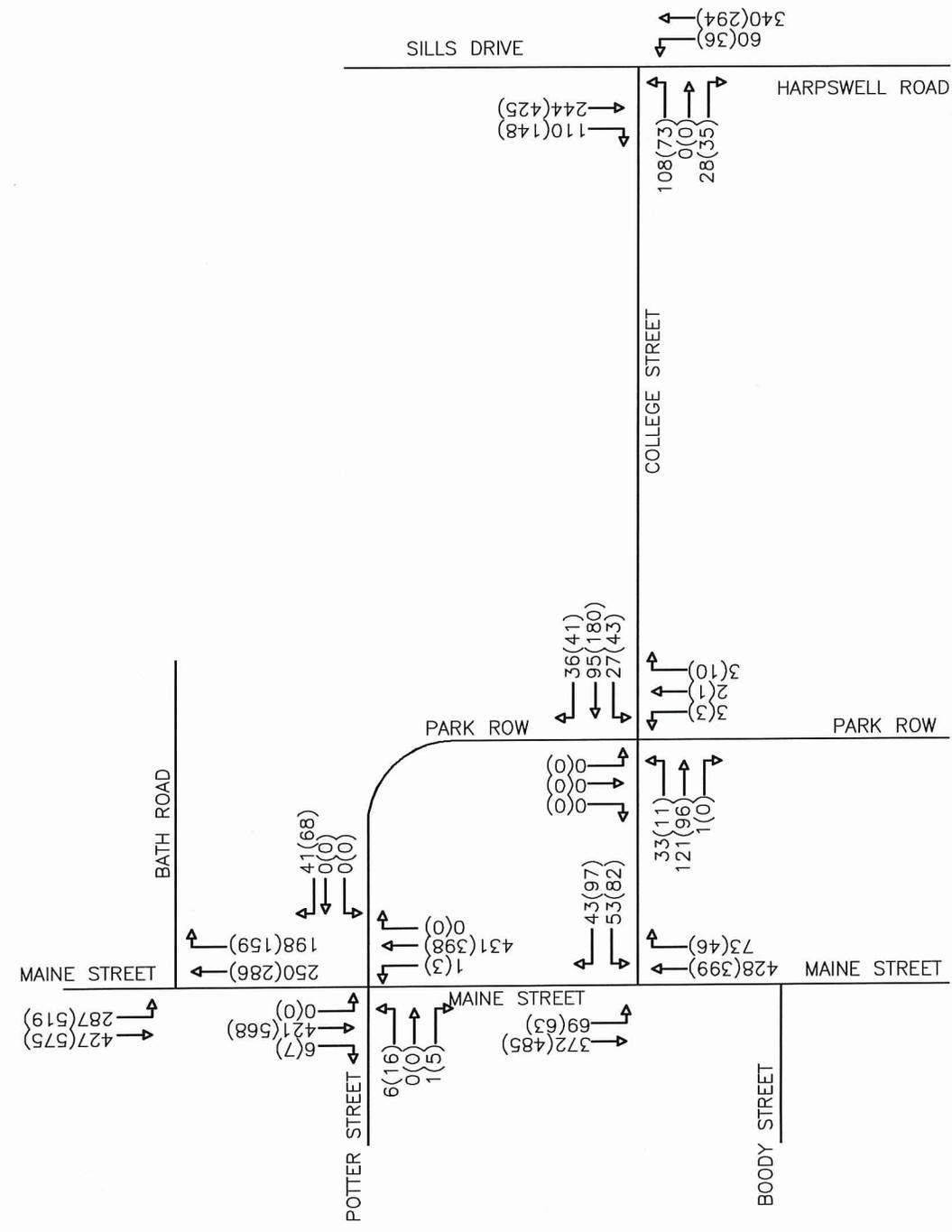
CHECKED: JQA



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AM PEAK HOUR: XX
 PM PEAK HOUR: XX
 COUNTS TAKEN: 11-29-2012
 COLLEGE IN SESSION



2013 ADJUSTED AND REDISTRIBUTED VOLUMES

**COLLEGE STREET RECONSTRUCTION
 BRUNSWICK, ME**

TOWN OF BRUNSWICK/BOWDOIN COLLEGE

DRAWING NAME:

FIG. TR-5

DATE	MAR 8, 2013
SCALE	NTS
PROJ. NO.	3516-03
DESIGNED	JQA
DRAWN	DMR
CHECKED	JQA

REVISED: ---

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ITEM 48

NO BACK UP MATERIALS

ITEM 49

BACK UP MATERIALS

To: Brunswick Town Council

From: Councilor Watson, Chair Appointments Committee

Date: 04/30/2013

On the evenings of 04/16/2013 the Appointments' Committee met to interview applicants for eight (8) committees (Boards/Commissions).

For this interview process, the Committee is brings forward two persons for appointment.

Both persons are being recommended for appointment to the Assessment Review Board for which there are two seat for appointment.

Stephen Holt a new appointment and

Charles Washington a reappointment

The Committee did interview three other persons for the Conservation Commission. Where there is another candidate who was not able to attend and will be rescheduled. We will not be bringing those recommendations at this time, as there are five candidates for four seats.

Ervin Synder was also interviewed at an earlier time and we recommend him for the ZBA

There were to other person not able to attend and they will be rescheduled as well.

BRUNSWICK BOARDS AND COMMITTEE OPENINGS

The Brunswick Town Council will be holding interviews on Wednesday, April 17, 2013, to the following Boards and/or Committees vacancies listed below. Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Tuesday, April 16, 2013

Assessment Board of Review

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

Cable TV

1 member – 3 year term to expire on 09/06/2015

Conservation Commission

1 member – balance of 3 year term to expire on 05/01/2014

Fair Hearing Authority

3 members – 2 year terms to expire on 10/01/2014

Marine Resource Committee

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

1 Alternate (no license holder) – 3 year term to expire on 05/01/2016

1 member (Recreation license holder) – 3 year term to expire on 05/01/2015

1 member (Commercial Harvesters) – 3 year terms to expire on 05/01/2016

Personnel Board

1 full member – balance of 3 year term to expire on 01/12/2015

Recreation Commission

2 members – balance of 3 year terms to expire on 01/07/2015

Recycling & Sustainability Committee

2 members – 3 year term to expire on 01/12/2016

1 member – balance of 3 year term to expire on 01/12/2015

Sewer District Board of Trustees

1 full member – 3 year term to expire on 04/01/2016

Trust Fund Advisory Committee

1 member – 3 year term to expire on 05/10/2015

Village Review Board

2 full members – balance of 3 year terms to expire on 10/20/2015

1 member – balance of 3 year term to expire on 10/20/2013

Zoning Board of Appeals

1 associate member – balance of 3 year term to expire on 12/18/2014

1 associate member – 3 year term to expire on 07/01/2015

2 full members - 3 year terms to expire on 11/20/2015

Additional Upcoming Vacancies

The Brunswick Town Council will be holding interviews on Wednesday, May 15, 2013, to the following Boards and/or Committees vacancies listed below. Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Monday, May 13, 2013

Conservation Commission

2 members – 3 year terms to expire on 05/01/2016

Marine Resource Committee

1 member (no license holder) – 3 year term to expire on 05/01/2016

Stephen F. Holt
11 Tamarack Drive
Brunswick, Maine 04011-3474

March 20, 2013

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

RE: Assessment Review Board

Dear Sir/Madam,

Enclosed for your consideration, please find information in support of my application to be considered for a current vacancy on the Assessment Review Board.

If you, the Appointment Committee, or others have any questions or need additional information, please contact me at your convenience.

Thank you.

Sincerely,



Stephen F. Holt

Cc: Cathleen Donovan

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

For Office Use Only
<u>3/22/13</u> Date App.
Received
_____ Date App.
Entered
_____ Appointed

Full Name: Stephen Fuller Holt Date 3/18/2013

Street Address: 11 Tamarack Dr., Brunswick, ME 04011

Home Telephone #: 406-2052 E-mail Address: olewoodsman@hotmail.com I live in Council District #: 2

I wish to be considered for appointment to the:

Assessment Review Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS: TERM BEGINS: _____

and/or

ASSOCIATE MEMBERSHIP STATUS: _____ TERM EXPIRES: 1/12/2015

Do you currently serve on any Town Board/Committee/Commission? No If so, please state name of Board/Committee/Commission and the number of years of service:

Number of Years _____ Date term expires _____

Occupation: Property Tax Administration and Management

Employer: Iberdrola USA Management Corporation Work Telephone #: 688-6068

List any civic organizations to which you belong:

None currently. Recently relocated to Brunswick.

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

Please refer to attached resume. Experience includes former State Property Tax Div. employee, legislative property tax appeals commission appointment,

Certified Maine Assessor, Certified General Real Estate Appraiser, tax appeal management, tax policy, State licensing board chairman, various professional associations, etc.

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

Town of Hampden Board of Assessment Review, Town of Manchester Revaluation Advisory Committee, and various Governor and legislative commission and board appointments



SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

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

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Assessment Review Board

Term Length: 3 years

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

No.

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

Yes. Thirty years experience in various professional property tax administration, law, and management; administrative appeals, related commissions and boards, appointed chairman, forestry and current use taxation, real estate appraisal, Licensed Forester, complex properties, appraisal reviews, and related experiences.

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

To become involved in Town government, provide my experience in areas that I can contribute in a positive fashion; to bring objectivity, fairness and equity to the Board of Assessment Review, and offer demonstrated leadership when appropriate.

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

Yes and yes.

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

None, the need to recuse myself on any matters brought before the Board as necessary due to professional or personal reasons notwithstanding.

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

I would consider the opportunity to serve the Town of Brunswick as a member of the Board of Assessment Review a privilege. Thank you.

- Formed separate inter-department teams that successfully designed new interactive property tax software and the elimination of ghost assets from compliance filings.
- Directs State tax reform participation, analysis, testimony and discussions.

CMP GROUP and CMP

1988 – 1999

Property Tax Administrator

- Project manager of several complex and protracted litigation cases involving generation and other assets before the Supreme Judicial Court (Maine Law Court) and State administrative boards.
- Designed and installed property tax software systems.
- Advised senior management on strategic tax issues and planning.
- Planned and conducted all tax functions including compliance and negotiations.

MAINE YANKEE ATOMIC POWER COMPANY

1988 – 1998

Property Tax Agent

BUREAU OF TAXATION, STATE OF MAINE

1984 - 1988

Property Appraiser, Property Tax Division

Responsible for special purpose, generation, and utility appraisals for State Valuation and tax policy discussions with the Legislature and Office of the Governor.

EDUCATION AND TRAINING

- M.F., Graduate School, University of Maine, 2006. Forest Policy, Taxation, and Resource Economics.
- B.S., University of Maine, BS, 1980. Natural Resource Management and Economics.
- Applied Leadership Course and Certificate, CMP
- Colby College Leadership Institute
- Barton School of Business, WSU, and National Tax Association utility conferences.
- Harvard University, Project on Negotiations.
- Financial Accounting Institute (Utility Finance and Accounting for Finance Professionals)

AFFILIATIONS

- Maine Chamber and Tax Policy Committee and similar affiliations
- NE Utility Property Tax Managers
- IAAO, including Charter Public Utility Section member. Also numerous State chapter leadership positions.
- National Association of Utility Tax Representatives
- Northeast Region Association of Assessing Officers
- Maine Association of Assessing Officers including many leadership positions.
- State of Maine Tax School Faculty
- Wichita State University Public Utilities Conference Planning Committee
- Certified Maine Assessor and Certified General Real Estate Appraiser

ADDITIONAL RELEVANT EXPERIENCE AND AFFILIATIONS

- Member, Commission to Study Statutory Procedures for Local Property Tax Abatement Appeals, State of Maine, 116th Legislature.
- Gubernatorial appointment, Governor's Council on Landowner Relations and Landowner and Sportsman Relations Advisory Board, 2000-2007.
- Gubernatorial appointment, Board of Licensure of Foresters, 1998-2007. Chairman 2004, 2006, and 2007.

TECHNICAL ARTICLES AND PUBLICATIONS

- State of Maine Forester Licensure Program and Policy Review. Holt, Stephen F. Master of Forestry Paper. The Graduate School, the University of Maine, May 2006, 154 pp.
- NUG, EWG's and IPP's: Has Speilberg Taken over the Power Industry. John W. Gulliver, Stephen F. Holt, 24th annual Wichita State University/National Tax Association Appraisal of Communications Transportation, Energy and Transportation Industries for Ad Valorem Taxation July 24-26, 1984, p.33-39.
- The Valuation of Generation Properties in a Transitional Market Holt, Stephen F. 25th Annual Wichita State University/National Tax Association Appraisal of Communications, Energy and Transportation Industries for Ad Valorem Taxation, August 6-10, 1995, p.57-62.
- Current Issues in Electric Industry Restructuring, IAAO Public Utility Proceedings. Presented at the IAAO Public Utility Seminar, March 14, 1998, Reno, NV, 21 pp.

PRESENTER, LECTURER AND INSTRUCTOR

Barton School of Business, Wichita State University. Presenter and moderator at several National Tax Association and Wichita State University annual Appraisal of Communications, Energy and Transportation Properties for Ad Valorem Taxation Conferences.

Graduate Assistant - Instructor of Valuation Science and Forest Economics for the Graduate School, University of Maine.

Instructor of courses involving valuation methods, appraisal of public utilities, real estate law, forest taxation, capitalization, and tax policy for the University of Maine, Bureau of Taxation and Maine State Government.

Presenter to several professional assessing and appraisal bodies involving utility properties.

Several articles published in professional and association references.

Registered Professional Forester, State of Maine, No. 724 (9/1/81).

LEGAL, REGULATORY AND JUDICIAL AFFAIRS

Appraisals, depositions and testimony for federal agencies and the courts involving criminal, civil, and probate matters, as well as resource litigation and condemnation proceedings in several Superior Courts. Also, testimony before State of Maine joint Legislative committees, regulatory agencies, and the State Board of Property Tax Review. Former consultant on retainer to several law firms. Preparatory casework and appeal management before the Maine Supreme Judicial Court.

APPRAISAL PORTFOLIO

Federal Agencies

U.S.A. Army Corps of Engineers
U.S.A. Department of Defense, USAF

Environmental Protection Agency

State of Maine Agencies and Municipalities

Executive Department, Office of Governor
Bureau of Public Lands
Maine Forest Service

Department of Conservation
Board of Pesticide Control
Several Maine municipalities

Corporations

Georgia-Pacific Corporation
Champion International Corporation
International Paper Company

Scott Paper Company
Diamond Occidental Corporation
Great Northern Paper Company

Financial Institutions

Bank of Boston
Federal Reserve, Boston
Maine Savings Bank
Shawmut Financial

Key Bank
Heritage Bank

Norstar Bank
Casco Northern Bank
Bangor Savings Bank, and others

Stephen F. Holt is Lead Analyst, Iberdrola USA Management Corporation (IUMC), the service company of Iberdrola USA located in New Gloucester, Maine. Iberdrola USA owns several regulated electric and gas companies in Maine and New York including Central Maine Power (CMP), Maine Natural Gas, New York State Electric & Gas (NYSEG), and Rochester Gas and Electric (RG&E). Assets include electric generation, transmission and distribution as well as natural gas storage and distribution facilities. Mr. Holt is primarily involved in property tax management for IUMC including compliance, analyses, valuation and appraisals, state and local relations, negotiations, litigation, and legislation review. Previously, Mr. Holt was property tax manager for CMP and Maine Yankee Atomic Company, and an appraiser with the Maine Bureau of Taxation. He received his undergraduate and graduate degrees from The University of Maine. He has been a member of the Wichita utilities conference planning committee for several years since the early 1990s, serving both as moderator and presenter. He is a past or present member of several assessing and professional organizations including IAAO and the IAAO Public Utility Section, is a Certified General Real Estate Appraiser in the States of Maine and New York, has taught valuations courses, and authored related articles.

Town of Brunswick

Application for Appointment to Board/ Committee/ Commission

For Office Use Only	
Date App.	Received
MAR - 4 2013	
Date App.	Entered
	Appointed

3/20
7:45

Full Name: Ervin D. Snyder Date 3/4/13

Street Address: 1 Colonial Dr., Brunswick

Home Telephone #: 729-4317 E-mail Address: ervinsnyder@comcast.net I live in Council District #: _____

I wish to be considered for appointment to the:
Zoning Board of Appeals
(NAME OF BOARD/COMMITTEE/COMMISSION)

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

Do you currently serve on any Town Board/Committee/Commission? No If so, please state name of Board/Committee/Commission and the number of years of service:

* Town Council 2 terms, School Bd 13 years Number of Years _____ Date term expires _____

Occupation: Retired Attorney

Employer: N/A Work Telephone #: _____

List any civic organizations to which you belong:
First Parish Church
Mid Coast Hospital Board

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:
Formerly municipal attorney for several Lincoln County Towns & School
Board Attorney for numerous school districts

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

Ervin D. Snyder
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

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

~~PLEASE NOTE: This completion of this application for any person to be considered for a Town Board/Committee/Commission is subject to the approval of the Board/Committee.~~

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Zoning Board of Appeals

Term Length: full term

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

No

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

Former municipal attorney for several Lincoln County Towns - assisted their respective Planning Boards + ZBAs.

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

My past experience will allow me to make positive contribution on issues which come before the ZBA

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

Yes

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

No

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

No

THE CONFIDENTIALITY OF THIS STATEMENT IS IRREVOCABLE AND THE APPLICANT ACCEPTS FULL RESPONSIBILITY FOR THE CONTENTS OF THIS STATEMENT.

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

For Office Use Only
Date App. received
MAR 27 2013
Date App. Entered
Appointed

Full Name: Charles Bowen Washington Date 3/25/13

Street Address: 1 Mac Millan Dr.

Home Telephone #: 725-5115 E-mail Address: Washington@midmaine.com I live in Council District #: _____

I wish to be considered for appointment to the:
Assessment Review Board.
(NAME OF BOARD/COMMITTEE/COMMISSION)

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

Do you currently serve on any Town Board/Committee/Commission? _____ If so, please state name of Board/Committee/Commission and the number of years of service:
Assessment Review Board Number of Years _____ Date term expires _____

Occupation: Commercial RE- Appraiser

Employer: self Work Telephone #: 725-5115

List any civic organizations to which you belong:
Appraisal Institute

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

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

Charles B. Washington
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

You will be contacted to set up an interview with the Appointment Committee
It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

PLEASE NOTE: This application is for consideration by the person to be considered for a Town Board/Committee/Commission. It is not a guarantee of appointment to a Board/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: _____

Term Length: _____

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

no

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

yes

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

just want to continue as
board member

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

yes

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

no

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

no

NO CONFLICT OF INTEREST STATEMENT HERE AND HAVE APPLICANT RESPOND IN THIS SECTION

CONSENT AGENDA - A BACK UP MATERIALS

-Draft-
BRUNSWICK TOWN COUNCIL
Minutes
April 22, 2013
7:00 P.M.
Municipal Meeting Room
Brunswick Station
16 Station Avenue

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

Councilors Absent: Councilor John Richardson, Jr.

Town Staff Present: Gary Brown, Town Manager; Fran Smith, Town Clerk/Assistant to the Town Manager; John Eldridge, Finance Director; Tom Farrell, Director of Parks and Recreation; Don Koslosky, Deputy Fire Chief; Bryan Cobb, Information Technology Specialist; and TV video crew

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

Public Comment:

Deborah King, BDA, thanked the Town for their support of BDA activities throughout the year and spoke about upcoming events.

Leon Thayer, Mere Point Road, spoke about the train.

Correspondence:

Councilor Knight reminded everyone about a medication collection on Saturday.

Councilor Tucker updated the Council on LD 1179 “An Act to Create the Brunswick Landing Job Increment Financing Fund” and said there was no contact with the town by Brunswick’s legislative delegation, which sponsored the bill.

Councilor Pols spoke on a similar bill and both Councilor Tucker and Manager Brown commented on the difference between them.

Adjustments to the Agenda: None

MANAGER’S REPORT:

(a) Financial Update

Manager Brown provided this update.

Town Council Minutes

April 22, 2013

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(b) Council Committee Updates

Updates were given for the Master Plan Implementation Committee.

Councilor Brayman spoke about the Scoop-A-Thon at Gelato Fiasco on April 24th, a fundraiser for the Teen Center.

Susan Weems from the Brunswick Public Art Group spoke about the sculpture that will be placed at Brunswick Station, and about the group's community work.

**(c) Permission to accept, and expend a donation from Cal Ripkin Baseball and Softball
(Action required)**

Manager Brown spoke regarding this item.

Councilor Tucker moved, Councilor Favreau seconded, to accept and expend a donation of \$978 from Cal Ripken Baseball and Softball to be used for improvements to the concession stands at Lishness and Edwards Fields. The motion carried with eight (8) yeas.

(Copies of letters from Tom Farrell and the Cal Ripken organization will be attached to the official minutes.)

(d) Permission to apply for, and expend, if received, a MMA Safety Enhancement grant for the Fire Department (Action required)

Manager Brown spoke regarding this item.

Councilor Watson moved, Councilor Tucker seconded, to accept and expend, if received, a MMA Safety Enhancement grant for the Fire Department in the amount of up to \$2000 to be used toward gear for the firefighters. The motion carried with eight (8) yeas.

(e) Announcement of Brunswick Spring Clean Up

Manager Brown spoke on this item.

(f) Update on Police Station project

Manager Brown provided this update.

PUBLIC HEARINGS

- 42. The Town Council will hold a public hearing on the following special amusement license, and will take any appropriate action. (Manager)**

Special Amusement

Clare's Dolphin Restaurant, Inc.

D/B/A: Joshua's Restaurant & Tavern

123 Maine Street

T.J. Siatras

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

Councilor Favreau moved, Councilor Tucker seconded, to approve a special amusement license for Joshua's Restaurant & Tavern located at 123 Maine Street. The motion carried with seven (7) yeas. Councilor Perreault abstained since he does work for the applicant.

43. The Town Council will hold a public hearing on the following alcohol license, and will take any appropriate action. (Manager)

Full-Time Spirituous, Vinous & Malt

Daisy Pepper Inc.

D/B/A: Pedro O'Hara's

1 Center Street

Timothy T. Kavanaugh

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

Timothy Kavanaugh, owner, spoke on this item.

Councilor Tucker moved, Councilor Watson seconded, to approve an Alcohol License for Pedro O'Hara's located at 1 Center Street. The motion carried with seven (7) yeas. Councilor Perreault abstained since he does work for the applicant.

NEW BUSINESS

44. The Town Council will hear an overview from the Town Manager of the Municipal Budget for 2013-2014 and set a public hearing for May 6, 2013, and will take any appropriate action. (Manager)

Chair Wilson spoke regarding this item.

Manager Brown spoke regarding this item and responded to questions from Councilor Tucker, Councilor Perreault, Councilor Pols, and Councilor Watson.

Councilor Brayman spoke on this item.

Councilor Watson moved, Councilor Tucker seconded, to set a public hearing for May 6, 2013, regarding the proposed 2013-2014 Municipal Budget and Capital Improvement Plan 2013-2018. The motion carried with eight (8) yeas.

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

45. The Town Council will consider setting a public hearing for May 6, 2013, on an amendment to the Municipal Code of Ordinance Chapter 15 (Traffic and Vehicles) regarding changing the direction of the one-way on upper Park Row, and will take any appropriate action. (Manager)

Town Council Minutes

April 22, 2013

Page 4

Manager Brown spoke regarding this item and responded to questions from Councilor Brayman, Councilor Pols, Councilor Perreault, Councilor Watson, and Councilor Favreau.

Councilor Pols moved, Councilor Favreau seconded, to set a public hearing for May 6, 2013, regarding amendments to the Code of Ordinance Chapter 15 (Traffic and Vehicles) changing the direction of the one-way on upper Park Row and to make the end of Park Row a right-hand turn only, with the amendments to be enacted on an emergency and regular basis. The motion carried with eight (8) yeas.

46. **The Town Council will consider approving a request from the Brunswick Downtown Association to hold their annual Outdoor Arts Festival on August 17, 2013, and will take any appropriate action. (Manager)**

Manager Brown spoke regarding this item

Councilor Knight moved, Councilor Favreau seconded, to approve the request from Brunswick Downtown Association to hold an Outdoor Arts Festival on August 17, 2013. The motion carried with eight (8) yeas.

Councilor Favreau moved, Councilor Knight seconded, to waive the \$500 fee except the \$25 application fee to hold this event, as allowed under Chapter 10, Section 26(b)(14). The motion carried with eight (8) yeas.

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

CONSENT AGENDA

- (a) **Approval of the Minutes of April 1, 2013**
- (b) **Appointment of Jeff Hutchinson as Codes Officer and Local Plumbing Inspector with a term to expire on 05/03/2014**
- (c) **Appointment of Carl Adams as alternate Codes Officer and alternate Local Plumbing Inspector with a term to expire on 05/03/2014**
- (d) **Approval of games of chance for the St. John the Baptist Parish Bazaar on June 14, 2013, June 15, 2013, and June 16, 2013**
- (e) **Approval of a utility permit application from Maine Natural Gas for sections of Hennessey Avenue**

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

(A copy of materials for CA-D and CA-E will be attached to the official minutes.)

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

The meeting adjourned at 8:15 p.m.

Town Council Minutes

April 22, 2013

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

Frances Smith

Town Clerk/Assistant to the Town Manager

April 24, 2013

May 6, 2013

Date of Approval

CONSENT AGENDA - B
NO BACK UP MATERIALS

CONSENT AGENDA - C BACK UP MATERIALS



TOWN OF BRUNSWICK
Town Clerk's Department
207-725-6658

Fran Smith, Town Clerk

MEMO

DATE: April 29, 2013

TO: Town Council

FROM: Fran Smith, Registrar

RE: Voter Registration hours for June 11, 2013 School
Budget Validation Referendum

Pursuant to M.R.S.A. Title 21-A, Sec. 122, Subsection 6 A. (2),
the Registrar hereby requests that the extended hours be:

From 8:30 a.m. to 7:00 p.m.
Thursday, June 6

This is the amount of time required by M.R.S.A. Title 21-A, Sec. 122, Subsection 6 and Notice under Sec. 125, which has proven to be adequate since voter registrations are accepted all the hours the Clerk's office is open.