

**BRUNSWICK TOWN COUNCIL**

**Agenda**

**June 17, 2013**

**6:30 P.M. – Executive Session**

**7:00 P.M. – Regular Meeting**

**Municipal Meeting Room**

**Brunswick Station**

**16 Station Avenue**

**Executive session – Consultations with Legal Council per M.R.S.A. §405(6)(E)**

Roll Call

Pledge of Allegiance

Public Comment:

Correspondence:

Adjustments to the Agenda:

**MANAGER’S REPORT:**

- (a) Recognition of Class “A” Champion Girl’s Tennis Team
- (b) Financial Update
- (c) Council Committee Updates
- (d) Update on MDOT Quality Community Program 2012 funding requests for 3 projects:  
*(Action Required)*

**PUBLIC HEARINGS**

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

**Special Amusement**

165 Park Row  
D/B/A: Brunswick Inn  
165 Park Row

Eileen Horner

**HEARING/ACTION**

- 66. The Town Council will hear public comments regarding the proposed Recreation, Trails, and Open Space Management Plan, and will take any appropriate action. (Councilor Pols)

**HEARING/ACTION**

**NEW BUSINESS**

67. The Town Council will consider adopting “A Resolution Authorizing an Emergency Advance and Appropriation of up to \$150,000 for the Purpose of Acquiring and Installing a Telecommunications System and Related Improvements,” and will take any appropriate action. (Manager)

**ACTION**

68. The Town Council will consider accepting a sidewalk easement from the Unitarian Universalist Church of Brunswick, and will take any appropriate action. (Manager)

**ACTION**

**CONSENT AGENDA**

- (a) Approval of the Minutes of June 3, 2013
- (b) Approval of Games of Chance and Beano for Knights of Columbus, 2 Columbus Drive
- (c) Approval of Games of Chance for the Brunswick Lodge of Elks, B.P.O. Elks #2043, 179 Park Row
- (d) Quit claim deed for property known as Map 041 Lot 011 Sub 000 Typ 005

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

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

**Brunswick Town Council**  
**Agenda**  
**June 17, 2013**  
**Council Notes and Suggested Motions**

**Executive session – Consultations with Legal Council per M.R.S.A. §405(6)(E)**

Suggested Motion:

Motion to go into executive session to Consultations with Legal Council per M.R.S.A. §405(6)(E).

**Correspondence:**

Email regarding Longfellow Avenue (Councilor Tucker)

**MANAGER’S REPORT:**

- (a) Recognition of Class “A” Champion Girl’s Tennis Team (Councilor Favreau): This item recognizes the team for their recent state championship win. Members of the team will be at your meeting.
- (b) Financial Update: Manager Brown will update the Council on the Town’s financial picture to date for the current fiscal year. Copies of financial reports will be posted online, but are not included in your packet.

Suggested Motion: No motion is required.

- (c) 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.

- (d) Update on MDOT Quality Community Program 2012 funding requests for 3 projects: the installation of four pedestrian activated flashing crosswalk warning systems, the engineering and permitting for the 7.2 mile continuation of the Androscoggin River Bicycle and Pedestrian Path between and through Brunswick, West Bath and Bath (joint request made by the City of Bath), and the completion of the Brunswick portion of the Androscoggin Riverwalk (Action Required): This is a follow-up on the three funding requests authorized by Council on July 23, 2012 for the town to apply or provide a letter of intent to support Bath’s grant request. MDOT recently approved two of the three applications for future design and/or construction funding: the pedestrian activated flashing crosswalk systems, and engineering and permitting for the Androscoggin River Bicycle and Pedestrian Path extension. The third project, to complete the Androscoggin Riverwalk, was not approved for future funding at this time. Copies of a memo from Anna Breinich and Tom Farrell, detailing the approval process and next steps, as well as related correspondence from MDOT, are included in this packet.

Suggested Motion:

Motion to indicate the Town of Brunswick's continued interest in moving the projects forward when funding becomes available and the expected or actual date (and approval process if not already approved) for local matching funds officially made available for design and/or construction. This does not commit local match funds but indicates a continuing interest in the project with a target date for providing the local match, should Council approve such funding at a later date.

**PUBLIC HEARINGS**

65. This item is the required public hearing for a renewal Special Amusement License for the Brunswick Inn. They are requesting acoustic music in the bar/great room, front parlors and breakfast room. Copies of the public hearing notice and application are included in your packet.

Suggested Motion:

Motion to approve a special amusement license for Brunswick Inn, located at 165 Park Row.

66. This item, sponsored by Councilor Pols, is a public hearing on the proposed Recreation, Trails, and Open Space Management Plan. The Council will be asked to approve naming the 591-acre REC-7 parcel the Kate Furbish Preserve; and will be asked to adopt the RTOS Management Plan. For the past two years, the stakeholders committee has been meeting to develop this plan. The process included public meetings and input. Copies of a memo from Councilor Pols and Denise Clavette, the full plan, summary of public meetings and abutter letters will be included in your packet.

Suggested Motion:

Motion 1

Motion to approve naming the 591-acre REC-7 parcel, the Kate Furbish Preserve as recommended by the Recreation Commission; Recreation, Trails and Open Space stakeholder committee; and agreed upon by the abutters/public meeting attendees at the June 6, 2013 meeting.

Motion 2

Motion to adopt the Recreation, Trails and Open Space (RTOS) Management Plan, for properties conveyed to the Town of Brunswick from Brunswick Naval Air Station. The RTOS Management Plan includes overarching management goals for all public benefit conveyance lands, and includes only the Kate Furbish Preserve (REC-7 parcel) section addressed at this time; as well as the conceptual plan for the perimeter trail. The Captain William A. Fitzgerald, USN, Recreation and Conservation Area and other REC parcels will have their own management plans developed at subsequent dates for consideration by the Town Council. Those sections will be added to the plan once approved by the Town Council.

## **NEW BUSINESS**

67. This item is to adopt “A Resolution Authorizing an Emergency Advance and Appropriation of up to \$150,000 for the Purpose of Acquiring and Installing a Telecommunications System and Related Improvements.” The need for the new telecommunications system was identified in the CIP. The Town had considered a three year lease, but has determined that the lease is not in the best interest of the town and that it would be better to advance the funds from the Brunswick Area Network Fund (\$80,000) and the Road Reconstruction Fund (\$70,000). These funds will be repaid over the next three years. A copy of the draft resolution will be included in your packet

*Suggested Motion:*

Motion to adopt “A Resolution Authorizing an Emergency Advance and Appropriation of up to \$150,000 for the Purpose of Acquiring and Installing a Telecommunications System and Related Improvements.”

68. This item is for the Council to consider accepting a sidewalk easement from the Unitarian Universalist Church of Brunswick. This easement acceptance’s request comes as part of the Planning Board approval for constructing a new church and the necessary relocation of 2 vehicle loading/unloading spaces. Copies of the Town Planner’s memo and the draft easement are included in your packet.

*Suggested Motion:*

Motion to accept accepting a sidewalk easement from the Unitarian Universalist Church of Brunswick.

## **CONSENT AGENDA**

- (a) Approval of the Minutes of June 3, 2013: A copy of minutes is included in your packet.
- (b) Approval of Games of Chance and Beano for Knights of Columbus, 2 Columbus Drive: This is the semi-annual approval of games of chance and beano. Copies of their applications are included in your packet.
- (c) Approval of Games of Chance, Card Games, and Bingo for the Brunswick Lodge of Elks, B.P.O. Elks #2043, 179 Park Row: This item is the semi-annual approval of games for the Elks. A copy of their letter of request is included in your packet.
- (d) Quit claim deed for property known as Map 041 Lot 011 Sub 000 Typ 005: This item will deed a property back to its owners as they have paid owed taxes. A copy of the Quitclaim Deed is included in your packet.

*Suggested Motion:*

Motion to approve the Consent Agenda.

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

*Suggested Motion:*

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

*Suggested Motion:*

Motion to adjourn the meeting.

Correspondence

**BACK UP MATERIALS**

**Fran Smith**

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**Subject:** FW: Longfellow Avenue

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**From:** michael longley [mlongle1@gmail.com]  
**Sent:** Wednesday, June 12, 2013 12:48 PM  
**To:** Ben Tucker; Sarah Brayman  
**Subject:** Longfellow Avenue

Hello Councilors,

I'm writing to share a few thoughts regarding the recent increase in traffic along Longfellow Avenue associated with the temporary closing of College Street; I understand a percentage of the recent increase will revert back to College Street when it is re-opened. However, and given the nature of the changes being made to College Street I fully expect the vast majority of drivers may be inclined to continue using Longfellow Avenue indefinitely. To the extent this proves to be the case it will not be a 'positive' for the Longfellow Neighborhood. Here are a few of my thoughts for your consideration:

1. The safety of residents, Bowdoin students, event attendees, dog walkers and all other pedestrians crossing Longfellow Avenue may be compromised by the volume and speed of traffic as it exists today.
2. Event parking, often on both sides of the street and sometimes running its full length, may present a new and serious safety problem particularly after sunset.
3. As I write this and given the wet road conditions and high traffic volume, considerably more road-noise is being heard than I've ever heard before while indoors with all doors and windows closed.
4. Commercial truck traffic seems to have increased significantly. Can re-routing commercial traffic to Maine Street from Bath Road be considered/accomplished?
5. The installation of Speed Limit signs and the use of a speed radar trailer would be helpful to improve safety in the neighborhood.
6. I believe additional traffic counts should be taken now and, again, after College Street is re-opened.
7. It may not be too early to explore the possible installation of speed tables similar to those being installed on College Street. It might be that only one installation near the intersection of Coffin Street and Longfellow Avenue would be needed to improve overall safety along the street.
8. The presence of law enforcement on the street would be helpful.
9. If current traffic levels continue unchecked after College Street is re-opened I believe every resident of Longfellow Avenue - over time - will experience a lower quality of life and/or a reduction of property value.

Thank you for reading this message. Please feel free to let me know if you have any question(s).

Respectfully,  
Michael Longley  
26 Longfellow Avenue

# MANAGER'S REPORT - A NO BACK UP MATERIALS

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

FOR 2013 11

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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00 Fill							
19000 General Fund Transfers Out	1,635,000	2,102,750	2,102,750.00	5,500.00	.00	.00	100.0%
TOTAL Fill	1,635,000	2,102,750	2,102,750.00	5,500.00	.00	.00	100.0%
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10 General Government							
11000 Administration	443,895	443,895	476,186.84	46,640.21	.00	-32,291.84	107.3%
11100 Finance Department	676,347	676,347	574,928.86	68,975.50	432.43	100,985.71	85.1%
11150 Technology Services Dept	309,447	309,447	268,709.99	13,289.47	7,105.00	33,632.01	89.1%
11200 Municipal Officers	127,615	127,615	87,423.02	2,922.38	.00	40,191.98	68.5%
11220 Municipal Building	185,178	185,178	134,341.01	12,982.54	1,570.13	49,266.86	73.4%
11230 Risk Management	429,050	429,050	366,623.52	6,624.13	.00	62,426.48	85.5%
11240 Employee benefits	0	0	-87,621.26	-137,189.42	.00	87,621.26	100.0%
11250 Cable TV	66,983	66,983	60,760.89	7,865.98	.00	6,222.11	90.7%
11300 Assessing	279,406	279,406	228,511.12	28,105.56	7,722.34	43,172.54	84.5%
11600 Town Clerk & Elections	352,539	355,404	303,340.14	32,954.22	2,308.00	49,755.86	86.0%
11900 Planning Department	443,416	443,416	370,990.84	48,301.26	699.95	71,725.21	83.8%
11950 Economic Development Dept	94,751	94,751	91,248.39	10,543.61	.00	3,502.61	96.3%
TOTAL General Government	3,408,627	3,411,492	2,875,443.36	142,015.44	19,837.85	516,210.79	84.9%
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20 Public Safety							
12100 Fire Department	2,944,930	2,945,930	2,563,255.37	294,724.99	18,842.44	363,832.19	87.6%
12200 Police Department	3,763,288	3,763,288	3,234,422.81	363,892.40	649.92	528,215.27	86.0%
12210 Police Special Detail	0	0	19,594.35	3,254.46	.00	-19,594.35	100.0%
12220 Emergency Services Dispatch	715,702	715,702	621,370.56	73,145.33	.00	94,331.44	86.8%
12310 Streetlights	190,000	190,000	166,465.19	14,339.52	.00	23,534.81	87.6%
12320 Traffic Signals	31,600	31,600	20,794.68	2,959.15	.00	10,805.32	65.8%
12330 Hydrants	407,770	407,770	301,377.80	.00	.00	106,392.20	73.9%
12340 Civil Emergency Preparedness	2,000	2,000	800.00	.00	.00	1,200.00	40.0%
TOTAL Public Safety	8,055,290	8,056,290	6,928,080.76	752,315.85	19,492.36	1,108,716.88	86.2%
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30 Public Works							

FOR 2013 11

30	Public Works	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13100	Public Works Administration	412,725	412,725	363,261.22	44,068.87	.00	49,463.78	88.0%
13110	PW General Maintenance	1,627,417	1,627,417	1,373,326.33	171,596.10	10,957.58	243,133.09	85.1%
13130	Refuse Collection	583,765	583,765	436,305.78	54,886.60	105,354.80	42,104.42	92.8%
13140	Recycling	273,792	273,792	235,011.24	21,956.30	83,016.40	-44,235.64	116.2%
13150	PW Central Garage	724,623	724,623	699,058.10	53,704.94	15,108.00	10,456.90	98.6%
	TOTAL Public Works	3,622,322	3,622,322	3,106,962.67	346,212.81	214,436.78	300,922.55	91.7%
40 Human Services								
14100	General Assistance	166,695	166,695	140,920.03	18,137.48	1,326.90	24,448.07	85.3%
14120	Health & Social Services	2,744	2,744	2,762.02	692.36	.00	-18.02	100.7%
	TOTAL Human Services	169,439	169,439	143,682.05	18,829.84	1,326.90	24,430.05	85.6%
45 Education								
14500	School Department	33,491,029	33,491,029	26,177,027.93	3,006,781.92	.00	7,314,001.07	78.2%
	TOTAL Education	33,491,029	33,491,029	26,177,027.93	3,006,781.92	.00	7,314,001.07	78.2%
50 Recreation and Culture								
15000	Recreation Administration	417,915	417,915	362,721.17	44,709.36	.00	55,193.83	86.8%
15050	Rec Buildings and Grounds	668,672	668,672	576,439.11	66,954.05	7,803.20	84,429.69	87.4%
15300	Teen Center	5,000	5,000	5,000.00	.00	.00	.00	100.0%
15310	People Plus	75,000	75,000	75,607.18	.00	.00	-607.18	100.8%
15400	Curtis Memorial Library	1,192,405	1,192,405	1,081,845.92	100,675.08	.00	110,559.08	90.7%
	TOTAL Recreation and Culture	2,358,992	2,358,992	2,101,613.38	212,338.49	7,803.20	249,575.42	89.4%
60 Intergovernmental								
16000	County tax	1,183,264	1,183,264	1,183,264.00	.00	.00	.00	100.0%
	TOTAL Intergovernmental	1,183,264	1,183,264	1,183,264.00	.00	.00	.00	100.0%
70 Unclassified								

FOR 2013 11

70	Unclassified	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17000	Promotion and Development	161,558	156,058	147,829.11	2,610.96	.00	8,228.89	94.7%
17010	Additional School Assistance	10,000	10,000	10,000.00	.00	.00	.00	100.0%
17020	Cemetery Care	3,000	3,000	1,750.00	500.00	.00	1,250.00	58.3%
17030	Wage Adjustment Account	35,000	35,000	.00	.00	.00	35,000.00	.0%
17051	Longfellow School Building	0	77,722	45,429.80	.00	.00	32,292.25	58.5%
17052	School Master Plan	0	174,500	133,022.15	3,516.45	37,291.60	4,186.25	97.6%
	TOTAL Unclassified	209,558	456,280	338,031.06	6,627.41	37,291.60	80,957.39	82.3%
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80	Debt Service							
18020	2006 CIP G/O Bonds	268,000	268,000	268,000.00	.00	.00	.00	100.0%
18030	2011 GO CIP Bonds	274,010	274,010	274,010.00	-7,305.00	.00	.00	100.0%
18050	2010 Elementary School Bond	0	0	-.50	.00	.00	.50	100.0%
	TOTAL Debt Service	542,010	542,010	542,009.50	-7,305.00	.00	.50	100.0%
	GRAND TOTAL	54,675,531	55,393,868	45,498,864.71	4,483,316.76	300,188.69	9,594,814.65	82.7%

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

FOR 2013 11

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>10 Taxes</u>						
<a href="#">111190 41101 Property Taxes</a>	32,225,201	32,225,201	32,770,605.49	.00	-545,404.49	101.7%*
<a href="#">111190 41103 Deferred Property Tax</a>	-200,000	-200,000	.00	.00	-200,000.00	.0%
<a href="#">111190 41104 Tax Abatements</a>	-75,000	-75,000	-23,464.31	-605.07	-51,535.69	31.3%
<a href="#">111190 41105 Interest on Taxes</a>	76,000	76,000	64,563.90	4,622.96	11,436.10	85.0%*
<a href="#">111190 41106 Tax Lien Costs Revenu</a>	13,000	13,000	13,000.70	.00	-.70	100.0%*
<a href="#">111190 41107 Tax Lien Interest Rev</a>	0	0	15,084.86	.00	-15,084.86	100.0%*
<a href="#">111190 41109 Payment in Lieu of Ta</a>	260,000	260,000	185,543.79	7,283.77	74,456.21	71.4%*
<a href="#">111190 41197 BETE reimbursement</a>	134,838	134,838	163,270.00	.00	-28,432.00	121.1%*
<a href="#">111190 41198 Homestead exemption r</a>	384,439	384,439	293,057.00	.00	91,382.00	76.2%*
<a href="#">111190 41199 Miscellaneous tax adj</a>	-4,842	-4,842	.00	.00	-4,842.00	.0%
<a href="#">111191 41110 Excise Tax - Auto</a>	2,550,000	2,550,000	2,511,812.66	279,439.62	38,187.34	98.5%*
<a href="#">111191 41111 Excise Tax Boat/ATV/S</a>	25,000	25,000	20,368.80	5,849.20	4,631.20	81.5%*
<a href="#">111191 41112 Excise Tax - Airplane</a>	0	0	134,723.05	129,402.00	-134,723.05	100.0%*
TOTAL Taxes	35,388,636	35,388,636	36,148,565.94	425,992.48	-759,929.94	102.1%
TOTAL REVENUES	35,388,636	35,388,636	36,148,565.94	425,992.48	-759,929.94	
<u>20 Licenses &amp; Fees</u>						
<a href="#">121111 42207 Passport Fees</a>	8,000	8,000	7,118.95	1,125.00	881.05	89.0%*
<a href="#">121111 42208 Postage Fees</a>	0	0	249.35	19.95	-249.35	100.0%*
<a href="#">121111 42209 Passport Picture Reve</a>	1,500	1,500	2,580.00	360.00	-1,080.00	172.0%*
<a href="#">121411 42100 Building Permits</a>	100,000	100,000	123,938.62	17,234.35	-23,938.62	123.9%*
<a href="#">121411 42101 Electrical Permits</a>	27,000	27,000	39,571.17	5,129.42	-12,571.17	146.6%*
<a href="#">121411 42102 Plumbing Permits</a>	12,000	12,000	16,252.50	1,787.50	-4,252.50	135.4%*
<a href="#">121411 42103 Zoning Board Fees</a>	0	0	75.00	.00	-75.00	100.0%*
<a href="#">121611 42200 Hunting &amp; Fishing Lic</a>	1,000	1,000	1,174.50	167.50	-174.50	117.5%*
<a href="#">121611 42201 Dog License Fee</a>	2,302	2,302	2,573.00	45.00	-271.00	111.8%*
<a href="#">121611 42202 Vital Statistics</a>	46,000	46,000	51,547.00	5,317.00	-5,547.00	112.1%*
<a href="#">121611 42203 General Licenses</a>	24,230	24,230	18,995.00	3,055.00	5,235.00	78.4%*
<a href="#">121611 42204 Victulars/Innkeepers</a>	22,875	22,875	22,162.50	17,300.00	712.50	96.9%*
<a href="#">121611 42205 Shellfish Licenses</a>	20,250	20,250	20,775.00	1,150.00	-525.00	102.6%*
<a href="#">121611 42206 Neutered/Spayed Dog L</a>	4,210	4,210	4,646.00	74.00	-436.00	110.4%*
<a href="#">121611 42208 Postage Fees</a>	0	0	47.40	.00	-47.40	100.0%*
<a href="#">121911 42300 Planning Board Appl F</a>	10,000	10,000	30,147.85	689.20	-20,147.85	301.5%*
<a href="#">122121 42400 Fire Permits</a>	900	900	420.00	40.00	480.00	46.7%*
<a href="#">122221 42500 Conc Weapons Permits</a>	600	600	1,507.00	125.00	-907.00	251.2%*
<a href="#">123131 42600 Public Works Opening</a>	500	500	712.00	16.00	-212.00	142.4%*

FOR 2013 11

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL Licenses & Fees	281,367	281,367	344,492.84	53,634.92	-63,125.84	122.4%
TOTAL REVENUES	281,367	281,367	344,492.84	53,634.92	-63,125.84	
<u>30 Intergovernmental</u>						
131122 43505 FD EMPG grant	0	0	12,679.21	.00	-12,679.21	100.0%*
131122 43506 FD SAFER grant	20,000	20,000	11,927.50	3,255.00	8,072.50	59.6%*
131132 43103 Highway Grant Fund	215,000	215,000	208,544.00	52,136.00	6,456.00	97.0%*
131142 43104 State General Assista	35,000	35,000	19,913.16	2,669.97	15,086.84	56.9%*
131190 43102 State Tax Exemption R	26,000	26,000	5,284.07	.00	20,715.93	20.3%*
131192 43101 State Revenue Sharing	1,450,000	1,450,000	1,335,955.13	209,717.76	114,044.87	92.1%*
131192 43105 Emergency Management	4,288	4,288	.00	.00	4,288.00	.0%*
131192 43106 Snowmobile Receipts	1,500	1,500	1,264.42	.00	235.58	84.3%*
134546 43120 State Education Subsi	10,451,354	10,451,354	9,379,847.73	543,922.57	1,071,506.27	89.7%*
134546 43121 State Adult Educ. Sub	31,000	31,000	32,967.59	.00	-1,967.59	106.3%*
134546 43150 Federal Education Sub	0	0	144,683.19	21,476.78	-144,683.19	100.0%*
TOTAL Intergovernmental	12,234,142	12,234,142	11,153,066.00	833,178.08	1,081,076.00	91.2%
TOTAL REVENUES	12,234,142	12,234,142	11,153,066.00	833,178.08	1,081,076.00	
<u>40 Charges for services</u>						
141111 44110 Agent Fee Auto Reg	50,000	50,000	47,695.00	5,599.00	2,305.00	95.4%*
141111 44111 Agent Fee Boat/ATV/Sn	1,500	1,500	1,282.00	353.00	218.00	85.5%*
141611 44131 Advertising Fees	0	0	1,460.11	80.85	-1,460.11	100.0%*
142121 44155 Ambulance Service Fee	800,000	800,000	856,203.92	22,116.56	-56,203.92	107.0%*
142121 44166 Special Detail - Fire	500	500	1,559.60	.00	-1,059.60	311.9%*
142221 44161 Witness Fees	3,500	3,500	3,800.00	450.00	-300.00	108.6%*
142221 44162 Police Reports	3,600	3,600	3,433.00	227.00	167.00	95.4%*
142221 44163 School Resource Offic	77,424	77,424	77,424.00	.00	.00	100.0%*
142221 44165 Special Detail - Poli	1,000	1,000	24,475.50	4,040.00	-23,475.50	2447.6%*
142221 44167 Dispatch Services fee	135,000	135,000	125,928.83	10,609.00	9,071.17	93.3%*
143131 44174 PW Labor & Materials	0	0	1,658.51	1,572.03	-1,658.51	100.0%*
143431 44175 Recycling Revenue	25,000	25,000	25,361.72	3,838.00	-361.72	101.4%*
144545 44100 School Tuition, etc	220,812	220,812	180,255.00	1,157.00	40,557.00	81.6%*
TOTAL Charges for services	1,318,336	1,318,336	1,350,537.19	50,042.44	-32,201.19	102.4%
TOTAL REVENUES	1,318,336	1,318,336	1,350,537.19	50,042.44	-32,201.19	
<u>50 Fines &amp; Penalties</u>						
151621 45103 Unlicensed Dog Fines	6,750	6,750	7,050.00	400.00	-300.00	104.4%*

FOR 2013 11

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>152121 45104 False Alarm Fire</u>	2,000	2,000	750.00	.00	1,250.00	37.5%*
<u>152121 45107 Fire Code Violation F</u>	0	0	300.00	100.00	-300.00	100.0%*
<u>152221 45100 Ordinance Fines</u>	600	600	638.00	30.00	-38.00	106.3%*
<u>152221 45101 Parking Tickets</u>	6,000	6,000	21,822.00	2,710.00	-15,822.00	363.7%*
<u>152221 45102 Leash Law Fines</u>	500	500	525.00	.00	-25.00	105.0%*
<u>152221 45105 False Alarm Police</u>	300	300	40.00	5.00	260.00	13.3%*
<u>152221 45106 Restitution</u>	0	0	131.00	.00	-131.00	100.0%*
TOTAL Fines & Penalties	16,150	16,150	31,256.00	3,245.00	-15,106.00	193.5%
TOTAL REVENUES	16,150	16,150	31,256.00	3,245.00	-15,106.00	
60 Interest earned						
<u>161193 46100 Interest Earned</u>	100,000	100,000	17,013.64	1,183.45	82,986.36	17.0%*
TOTAL Interest earned	100,000	100,000	17,013.64	1,183.45	82,986.36	17.0%
TOTAL REVENUES	100,000	100,000	17,013.64	1,183.45	82,986.36	
70 Donations						
<u>171952 47000 BDC Contrib to Econ D</u>	75,000	75,000	75,000.00	.00	.00	100.0%*
<u>171952 47001 MRRA - Eco Dev positi</u>	50,000	50,000	41,660.00	4,166.00	8,340.00	83.3%*
<u>171952 47002 MRRA - MCOG DUES</u>	15,000	15,000	15,208.50	.00	-208.50	101.4%*
TOTAL Donations	140,000	140,000	131,868.50	4,166.00	8,131.50	94.2%
TOTAL REVENUES	140,000	140,000	131,868.50	4,166.00	8,131.50	
90 Other						
<u>191111 49000 Finance Miscellaneous</u>	1,000	1,000	20,715.43	9,136.48	-19,715.43	2071.5%*
<u>191111 49104 Property &amp; Casualty R</u>	0	0	10,039.00	.00	-10,039.00	100.0%*
<u>191111 49105 Postage &amp; Handling</u>	0	0	2,606.00	362.00	-2,606.00	100.0%*
<u>191111 49106 W/C Proceeds</u>	0	0	16,146.90	.00	-16,146.90	100.0%*
<u>191111 49210 Insurance Proceeds</u>	0	0	10,108.72	1,918.28	-10,108.72	100.0%*
<u>191192 49100 Cable Television</u>	200,000	200,000	163,822.44	109,173.92	36,177.56	81.9%*
<u>191194 49150 Gen Govt Asset Sales</u>	0	0	262.00	.00	-262.00	100.0%*
<u>191411 49000 Codes Miscellaneous</u>	0	0	102.50	.00	-102.50	100.0%*
<u>191611 49000 Town Clerk Miscellane</u>	1,200	1,200	1,126.40	74.50	73.60	93.9%*

FOR 2013 11

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<a href="#">191911 49000 Planning Miscellaneou</a>	200	200	115.50	20.00	84.50	57.8%*
<a href="#">192121 49000 Fire Miscellaneous</a>	9,000	9,000	11,518.45	.00	-2,518.45	128.0%*
<a href="#">192221 49000 Police Miscellaneous</a>	9,000	9,000	12,054.04	10.00	-3,054.04	133.9%*
<a href="#">192294 49153 Police Vehicle Sales</a>	16,000	16,000	.00	.00	16,000.00	.0%*
<a href="#">193131 49000 Public Works Miscella</a>	0	0	-845.15	.00	845.15	100.0%*
<a href="#">194141 49000 Human Services Misc</a>	0	0	1.00	.00	-1.00	100.0%*
<a href="#">194141 49103 General Assistance Re</a>	0	0	6,014.71	.00	-6,014.71	100.0%*
<a href="#">194545 49000 School Miscellaneous</a>	174,500	174,500	248,186.21	14,760.09	-73,686.21	142.2%*
<a href="#">195051 49000 Recreation Miscellane</a>	0	0	527.73	.00	-527.73	100.0%*
<a href="#">199980 48100 General Fund Transfer</a>	200,000	200,000	200,000.00	.00	.00	100.0%*
TOTAL Other	610,900	610,900	702,501.88	135,455.27	-91,601.88	115.0%
TOTAL REVENUES	610,900	610,900	702,501.88	135,455.27	-91,601.88	
GRAND TOTAL	50,089,531	50,089,531	49,879,301.99	1,506,897.64	210,229.01	99.6%

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

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

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# MANAGER'S REPORT - D BACK UP MATERIALS



# TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT  
28 FEDERAL STREET  
BRUNSWICK, ME 04011

ANNA M. BREINICH, AICP  
DIRECTOR OF PLANNING & DEVELOPMENT

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

June 13, 2013

**To:** Brunswick Town Council  
Gary Brown, Town Manager  
**From:** Anna Breinich, AICP  
Tom Farrell, Director of Parks and Recreation Department  
**Subject:** **MDOT Quality Community Program Transportation Enhancement Funding Approvals**

MaineDOT recently approved two Brunswick projects for future design and/or construction funding, letters attached. Applications for both projects were approved by Town Council on July 23, 2012 and submitted for funding consideration on August 3, 2012. Briefly, the approved projects and funding levels are as follows:

- ***The installation of four pedestrian activated flashing crosswalk warning systems at locations to be determined, to improve overall bike and pedestrian safety and for children walking or biking to school.*** As you may recall, Dan Stewart, MaineDOT Bicycle, Pedestrian and Small Harbor Improvement Programs Manager offered Brunswick free technical assistance to complete the plan. Based upon the application, MaineDOT anticipates the project will need up to \$100,000 in federal funds, which is contingent upon the additional required local match of a minimum of 20% or \$25,000.
- ***The engineering and permitting for the 7.2 mile continuation of the Androscoggin River Bicycle and Pedestrian Path between and through Brunswick, West Bath and Bath.*** This application was submitted by the City of Bath cooperatively with the Towns of Brunswick and West Bath, endorsed Council letter of support attached. MaineDOT anticipates the project to need up to \$160,000 in federal funds, contingent on the additional required local match of a minimum of 20%, or \$40,000. All local shares have yet to be determined.

A third application also previously approved by Town Council and submitted for funding consideration in 2012 for the purpose of ***design and construction of the Brunswick portion of the Androscoggin Riverwalk*** was not approved as part of the MaineDOT current workplan. In an email from Dan Stewart, MaineDOT, dated June 11, 2013, he indicates that having the local match in place and completing designs consistent with federal transportation requirements will make the project a more compelling one for subsequent MaineDOT funding rounds. (See attached copy).

MaineDOT has indicated that the above approved projects have been placed in their approved projects list awaiting future funding. The projects will move forward into design only when federal or state funding becomes available, if all eligibility requirements are met and the local match is approved and available. Beginning in 2014, MaineDOT plans to announce “shovel-ready” projects with approved local matches in place for calendar year 2016.

At this time, the Town is being asked to indicate its continued interest in moving the projects forward when funding becomes available and the expected or actual date (and approval process if not already approved) for local matching funds being officially made available for design and/or construction. This does not commit local match funds but indicates a continuing interest in the project with a target date for providing the local match should Council approve such funding at a later date.

Staff recommends Council’s continued support of both MaineDOT-approved projects at this time. In addition, staff also recommends that it continue to serve on the Androscoggin Riverwalk committee and seek to strengthen the application for subsequent consideration by both Council and MaineDOT.

We will be available for questions at your meeting.

Attachments



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Paul R. LePage  
GOVERNOR

David Bernhardt  
COMMISSIONER

June 3<sup>rd</sup>, 2013

Gary Brown  
Town Manager  
28 Federal Street  
Brunswick, ME 04011

Dear Gary:

We are pleased to inform you that your project has been approved for future design and/or construction funding when funding becomes available. The approved project description is: Install four pedestrian activated flashing crosswalk warning systems in Brunswick. Your community applied for federal transportation assistance through MaineDOT. Due to severe federal reductions in funding for the bicycle and pedestrian projects in Maine, MaineDOT was not able to put any projects (including the one referenced above) from the 2012 applications into current budgets.

Your community's project has been placed in our approved projects list awaiting future funding, and will move forward into design once federal or state funding becomes available, if all requirements for eligibility are met including the approval of local match. Based on your application, MaineDOT anticipates the project will need up to \$100,000.00 in federal funds, which is contingent upon the additional required local match of a minimum of 20% or \$25,000.00.

Your community can move forward to design the project with 100% local, private, or other federal or state funds and still be potentially eligible for future construction funds through MaineDOT. We encourage your community to design and/or build the project with other funding if possible, negating the need for MaineDOT funding. It is important to note that all phases of the project will need to meet state and federal standards to remain eligible for any future funding through MaineDOT.

Your community has indicated a commitment to the local cash match to move the project forward. The local cash match must be officially in place before it will be considered for future design and/or construction funding. We plan on adding projects each year (contingent on available funding) until all projects (including your community's) currently approved for future design and construction funding are built. In the beginning of 2014, we plan on announcing projects for calendar year 2016. However, it is important to remember that when a project is shovel ready and a local community has already put the local match in place, it immediately becomes eligible for federal funding through our programs and other grant programs through private and governmental agencies. Once your community has the local match in place,



PRINTED ON RECYCLED PAPER

MaineDOT will inform you as soon as design or construction funding is placed in a future budget.

We share your desire to move your safety project into design and construction as soon as possible. We look forward to our partnership with your community to improve the safety of the transportation system on this project. We appreciate your efforts in hard work in moving the project forward.

**Please list below the expected or actual date (and approval process if not already approved) of local matching funds being officially available for design and construction in order that the project can move forward when funding becomes available:**

---

**Please sign below** to indicate that the municipality is still interested in moving the project forward when funding becomes available. Please call me at 624-3252 with any questions or to go over any issue related to the project that you would like to discuss.

Municipality \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Sincerely,



Dan Stewart  
MaineDOT Bicycle and Pedestrian Program Manager  
16 State House Station  
Augusta, Maine 04333-0016

Azk



STATE OF MAINE  
DEPARTMENT OF TRANSPORTATION  
16 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0016

Paul R. LePage  
GOVERNOR

David Bernhardt  
COMMISSIONER

June 3<sup>rd</sup>, 2013

Andrew H. Deci  
Director of Planning & Development  
55 Front Street  
Bath, ME 04530

Dear Andrew:

We are pleased to inform you that your project has been approved for future design and/or construction funding when funding becomes available. The approved project description is: Design a bicycle and pedestrian facility connecting Bath, West Bath and Brunswick connecting the Brunswick Bike Path to Bath. Your community applied for federal transportation assistance through MaineDOT. Due to severe federal reductions in funding for the bicycle and pedestrian projects in Maine, MaineDOT was not able to put any projects (including the one referenced above) from the 2012 applications into current budgets.

Your community's project has been placed in our approved projects list awaiting future funding, and will move forward into design once federal or state funding becomes available, if all requirements for eligibility are met including the approval of local match. Based on your application, MaineDOT anticipates the project will need up to \$160,000.00 in federal funds, which is contingent upon the additional required local match of a minimum of 20% or \$40,000.00.

Your community can move forward to design the project with 100% local, private, or other federal or state funds and still be potentially eligible for future construction funds through MaineDOT. We encourage your community to design and/or build the project with other funding if possible, negating the need for MaineDOT funding. It is important to note that all phases of the project will need to meet state and federal standards to remain eligible for any future funding through MaineDOT.

Your community has indicated a commitment to the local cash match to move the project forward. The local cash match must be officially in place before it will be considered for future design and/or construction funding. We plan on adding projects each year (contingent on available funding) until all projects (including your community's) currently approved for future design and construction funding are built. In the beginning of 2014, we plan on announcing projects for calendar year 2016. However, it is important to remember that when a project is shovel ready and a local community has already put the local match in place, it immediately becomes eligible for federal funding through our programs and other grant programs through private and governmental agencies. Once your community has the local match in place, MaineDOT will inform you as soon as design or construction funding is placed in a future budget.



PRINTED ON RECYCLED PAPER

We share your desire to move your safety project into design and construction as soon as possible. We look forward to our partnership with your community to improve the safety of the transportation system on this project. We appreciate your efforts in hard work in moving the project forward.

**Please list below the expected or actual date (and approval process if not already approved) of local matching funds being officially available for design and construction in order that the project can move forward when funding becomes available:**

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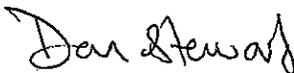
**Please sign below** to indicate that the municipality is still interested in moving the project forward when funding becomes available. Please call me at 624-3252 with any questions or to go over any issue related to the project that you would like to discuss.

Municipality \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Sincerely,



Dan Stewart  
MaineDOT Bicycle and Pedestrian Program Manager  
16 State House Station  
Augusta, Maine 04333-0016



## Town of Brunswick, Maine

INCORPORATED 1739

OFFICE OF THE TOWN COUNCIL  
28 FEDERAL STREET • BRUNSWICK, MAINE 04011  
TELEPHONE 207-725-6659  
FAX 207-725-6663

July 23, 2012

To Whom It May Concern:

The Brunswick Town Council is pleased to support the continuation of our regional efforts to complete the Androscoggin to Kennebec regional trail, connecting the Androscoggin River Bicycle Path in Brunswick, through West Bath to the Kennebec River in Bath. The Town of Brunswick believes that at some point, the project will connect with Maine communities beyond our region and encourage people to use nonmotorized transportation as a means to travel to work. It will also serve as a recreation destination, comprising a significant segment of the 3,000 mile East Coast Greenway, a bike/pedestrian trail connecting Key West, Florida with Calais, Maine.

All one needs to do is see the high usage of the Brunswick portion of the Androscoggin to Kennebec Trail to understand the community's strong link to this important asset. We commit to providing staff and committee support to carry forward our collective vision for a regional trail system.

Sincerely,

Joanne T. King, Chair

Brunswick Town Council

Attest:

Frances M. Smith

Brunswick Town Clerk/

Assistant to the Town Manager

## Tom Farrell

---

**From:** Stewart, Dan <Dan.Stewart@maine.gov>  
**Sent:** Tuesday, June 11, 2013 10:58 AM  
**To:** Tom Farrell  
**Subject:** Brunswick Riverwalk Project.

Hi Tom,

Regarding the Brunswick side of the Riverwalk Project application.....the project was not approved for our current workplans. Brunswick will of course have the opportunity to request future transportation funding for this project based on available federal funding.

Having the non-federal match in place and designs completed that meet federal requirements will increase the likelihood for future funding from a variety of sources.

Please let me know if you need any other guidance on any future transportation needs in Brunswick, and we look forward to continued partnership on transportation projects in Brunswick.

Many thanks,

Dan Stewart  
Bicycle, Pedestrian, and Small Harbor Improvement Programs Manager

Bureau of Transportation Systems Planning  
Multimodal Statewide Planning  
Maine Department of Transportation  
16 State House Station  
Augusta ME 04333-0016  
207-624-3252  
E-mail: [dan.stewart@maine.gov](mailto:dan.stewart@maine.gov)

Web: <http://www.maine.gov/mdot/bikeped/>

ITEM 65

BACK UP MATERIALS



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

## **PUBLIC HEARING**

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Municipal Meeting Room, Maine Street Station, 16 Station Avenue, Brunswick, at 7:00 P.M. on 6/17/2013 on the following Special Amusement license applications:

### **Special Amusement**

165 PARK ROW, INC.  
D/B/A: Brunswick Inn  
165 Park Row

Eileen Hornor

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

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

Fran Smith  
Town Clerk

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

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

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

Corporation-Corporation Name: 165 Park Row Inc.

Incorporation Date: April 2009 Incorporation State: Maine

New License: Opening Date \_\_\_\_\_  Renewal License

Business Name: 165 Park Row Inc. E-Mail: info@thebrunswickinn.com

Business Address: 165 Park Row Business Phone Number: 729-4914

Name of Contact Person: Eileen Hornor Contact's Phone Number: 314-3523

Mailing Address for Correspondence: 165 Park Row

Signature of Applicant: Eileen B. Hornor Date: 5/31/13

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

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

**Corporations Please Complete:**

Address of Incorporation: 165 Park Row Phone #: 729-4914

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
<u>Eileen Hornor</u>	<u>President</u>	<u>same</u>	<u>100%</u>
<u>James Hornor</u>	<u>VP</u>	<u>as above</u>	<u>100%</u>

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: 6-17-13

Type of License: Special Amusement Paid Fee: \$ 100.00 Cash  Check  Date: MAY 31 2013

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

ITEM 66

BACK UP MATERIALS



## Town of Brunswick, Maine

INCORPORATED 1739

ECONOMIC AND COMMUNITY DEVELOPMENT  
DEPARTMENT

DENISE M. CLAVETTE  
BUSINESS DEVELOPMENT MANAGER

28 FEDERAL STREET  
BRUNSWICK, MAINE 04011  
TELEPHONE 207-721-0292  
FAX # 207-725-6663

TO: Suzan Wilson, Chair Brunswick Town Council and Members of the Brunswick Town Council  
Gary L. Brown, Town Manager

FROM: Benet Pols, Town Councilor, Stakeholder Recreation, Trails and Open Space (RTOS) Management Plan  
Denise M. Clavette, Business Development Manager, RTOS Management Plan Project Leader

DATE: June 11, 2013

RE: Approval of naming REC-7 the Kate Furbish Preserve; and  
Adoption of the Recreation, Trails and Open Space Management Plan  
For the properties conveyed to the Town of Brunswick from Brunswick Naval Air Station

At your next Town Council meeting on June 17, 2013, a Public Hearing will be held on the Recreation, Trails and Open Space (RTOS) Management Plan. The Town Council will be asked to approve naming the 591-acre REC-7 the Kate Furbish Preserve; and will be asked to adopt the RTOS Management Plan. For the past two years, the Town Council approved stakeholder committee met regularly to develop the RTOS Management Plan for the properties conveyed to the Town of Brunswick from Brunswick Naval Air Station (BNAS).

### **Naming REC-7, the Kate Furbish Preserve**

The cultural and historical subcommittee, including Brunswick High School students, did extensive research and presented three names to the Recreation Commission. With public input, overwhelmingly the Kate Furbish Preserve was recommended. Kate's contributions as a pioneering naturalist and her connection to Brunswick made the name the best choice. The June 6, 2013 public meeting consensus supported the name as well.

### **Adopting the Recreation, Trails and Open Space (RTOS) Management Plan**

#### ***RTOS Management Plan Content***

The RTOS Management Plan is designed to be a living document whose purpose, management goals, cultural / historical significance, natural resources, management and use, trails layout and design, along with actions and recommendations will guide the management and use of all of the public conveyance lands to the Town of Brunswick. The document also contains separate sections for the individual parcels that will be conveyed to the Town, and ***specifically has ONLY the Kate Furbish Preserve (REC-7 parcel) section addressed at this time***; as well as the conceptual plan for the perimeter trail. The 66-acre parcel and other REC parcels will have their own management plans, which will be developed by the Recreation and / or Conservation Commissions. Those sections will be approved and added at a later time by the Town Council.

#### ***RTOS Management Plan Public / Abutter Meetings***

The RTOS Management Plan stakeholder committee facilitated two property abutter / public meetings. The first of these meetings was held on September 18, 2013 to review the first draft. Over 50 people attended, and provided valuable input guiding the direction of the next stages of the plan's development.

The most recent public meeting was held June 6, 2013. The final draft RTOS Management Plan highlights, recommendations and action items were reviewed; and the naming of REC-7 to the Kate Furbish Preserve was discussed. The Property Abutter and Public Meeting began with highlights of the Recreation, Trails and Open Space (RTOS) Management Plan given in a PowerPoint presentation by the RTOS Stakeholders. The second part of the meeting consisted of questions, concerns and recommendations for changes to the RTOS Management Plan draft. Questions and concerns were discussed on: budget, historical / archaeological, hunting, horses, trails, dogs, fences / barriers, ecological / natural resources, boat / hand carry access. See attached meeting summary for specific information. Meeting attendees expressed their appreciation in being involved in the process, and the ongoing communications. A summary of the Plan components that generated the most discussion, differing opinions and recommendations are listed below. Changes were made to the plan in response to feedback.

#### **HUNTING**

Abutters / public were divided in support of hunting. Defining the hunting seasons, educating Preserve users and hunters is imperative. Hunting regulations are consistent with State of Maine hunting laws: no hunting within 300 feet of homes. Point made that the Kate Furbish Preserve should allow wheelchair access for veterans to hunt.

#### **HORSES**

RTOS Management Plan stated "No horses allowed". Public / abutters expressed concerns. Resolution was to ***change the recommended policy to:*** At this point in time, horses are not allowed in the Kate Furbish Preserve. Once trail improvements have been made, allowing horses will be considered.

#### **DOGS**

Concerns about allowing dogs: hard to enforce the '6-foot leash' rule; and some people enjoy their dogs unleashed in open spaces, which can disturb the natural habitat. Leash laws will be enforced, but strict enforcement may be hard to achieve. Better signage and volunteers can help implement the policy. Some sensitive areas in Kate Furbish Preserve will not allow dogs.

#### **FENCES / BARRIERS**

Concerns were expressed regarding the fences surrounding and within the public benefit conveyances. When fences have reached beyond their useful life, sections will be removed and not replaced. Some sections may remain to delineate boundary, or prevent access at certain points. Some expressed that fences should be removed as soon as possible.

Thank you in advance for your consideration in adopting the name the Kate Furbish Preserve, and consideration in adopting the Recreation, Trails and Open Space Management Plan.

# **Recreation, Trails and Open Space (RTOS) Management Plan**

## **Property Abutter and Public Meeting**

Public Benefit Conveyance property: management and trails connections to community and Brunswick Landing

### **Meeting Summary**

**Thursday, June 6, 2013**

5:30 – 7:30 PM, Harriet Beecher Stowe Gymnasium, Brunswick

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**RTOS Stakeholders Present:** Tony Barrett, Town Councilor Gerald Favreau, Catherine Ferdinand, Charlie Frizzle, Kristi Hatrick, Bruce Kidman, Fred Koerber, Town Councilor Benet Pols, Bob Rocheleau, Kurt Stinson, Angela Twitchell, and Steve Walker

**Town of Brunswick Staff Present:** Anna Breinich, Denise Clavette, Tom Farrell, Jeremy Doxsee, and Tristan Van Kote.

**Public Present (signed in):** Lu Grayce, Royaline Dyer, Stanley Dyer, Bruce Dyer, Marchall Gott, Mary Donovan, Larry Kline, Jaime Jones, Joshua DeScherer, Marguerite P. Couch, Jennifer Couch, Juris Apse, Ronald Paradis, Anne M. Johnson, Kathy Corcoran, Barbara Coffin, Jym St. Pierre, June Austin, Gary Favreau, Glenn Austin, Delia Austin, Pay Myer, Bruce Myer, Tim Tetu.

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The Property Abutter and Public Meeting began with highlights of the Recreation, Trails and Open Space (RTOS) Management Plan given in a PowerPoint presentation by the RTOS Stakeholders. The second part of the meeting consisted of questions, concerns and recommendations for changes to the RTOS Management Plan draft. Points are listed below:

### **Questions and Concerns:**

#### **BUDGET**

- Who is funding the trails, improvements? What assets are being used to fund? Is there a total project cost?
  - RTOS Management Plan contains trails consultant report with preliminary cost estimate. Project can be funded through budgetary appropriation, seeking grant funding and can be taken from recreational fees from recreation impact fees from subdivisions.

#### **HISTORICAL / ARCHAEOLOGICAL**

- Will there be signage explaining historical context of archeological settings?
  - Stakeholders acknowledge that this will be taken into consideration when planning for trails, historical interpretation.

## HUNTING

- Concerns about hunting policies
  - Stakeholders stated that advocacy, defining hunting seasons, educating both Preserve users and hunters was necessary.
  - Abutters / public were divided, with slightly more than half in support of hunting.
  - Hunting regulations are consistent with State of Maine hunting laws. No hunting within 300 feet of homes.
  - Stakeholders discussed the original thought of no hunting within 300 feet of the trails, however, that essentially would be challenging to enforce and to delineate.
  - Point made that the Kate Furbish Preserve should allow wheelchair access for veterans to hunt. The area is ideal for veterans because it is a former military base and is easily accessible. Stakeholders thought this idea was pertinent, will look into the idea and determine if it is allowed under State of Maine law.

## HORSES

- RTOS Management Plan currently states “No horses allowed”. Public / abutters expressed concerns, and requested rationale behind the policy decision.
  - Currently, existing trails are not adequate for horses. Trail construction requires work and some parts of trails’ natural surface are composed of marine clay, which is not optimal for horses.
  - Public / abutters encouraged stakeholders to allow horses.
  - Resolution was to **change the recommended policy to:** At this point in time, horses are not allowed in the Kate Furbish Preserve. Once trail improvements have been made, allowing horses will be considered.

## TRAILS

- Is there a timeline for opening Kate Furbish Preserve trails?
  - As of today, some trails already are available to the public. The RTOS Management Plan addresses the trails timeline, where some are labeled “Open Soon”
- Concerns expressed that grass is already too high, suggestion to mow grass.
  - Parks and Recreation reluctant to mow the grass at this point. Once Plan has been adopted by the Town Council, will do so.
- Map is not clear, hard to discern what type of trails are on the Kate Furbish Preserve
  - Stakeholders acknowledged the map needed improvement. Trails will be delineated more boldly; changes to the map key will be made.
- A user friendly map of recreational spaces and trails should be available to the public online, on a kiosk or on other advertising means.
- The trails on the West and East part of Kate Furbish should be connected, implying that a bridge is required. The issue ensuing is how to accommodate trail users, respect the environment and find a solution that is not too costly.

## **DOGS**

- Concerns about allowing dogs: hard to enforce the '6-foot leash' rule; and some people enjoy their dogs unleashed in open spaces, which can disturb the natural habitat.
  - Stakeholders acknowledged that dogs could be an issue. Leash laws will be enforced, but strict enforcement may be hard to achieve. Better signage and volunteers can help implement the policy. Some sensitive areas in Kate Furbish Preserve will not allow dogs.

## **FENCES / BARRIERS**

- Concerns regarding the fences surrounding and within the public benefit conveyances. Inquiry on when the fences will be removed, and how neighbors can take fences down to remove invasive plant species that are climbing fences and attacking trees.
  - When fences have reached beyond their useful life, sections will be removed and not replaced. Some sections may remain to delineate boundary, or prevent access at certain points.
- What will become of the Jersey barriers that block passageways?
  - Town enforcement of speed limits needs to be allowed, prior to the jersey barriers being removed. Speed limit signs will be installed.
- Fences should be removed as soon as possible.

## **ECOLOGICAL AND NATURAL RESOURCES**

- Public / abutter asked about creating an ecologic reserve. The Kate Furbish area seems big enough to establish an ecological reserve to protect endangered species.
  - No specific delineation for an ecological reserve has been made. However, all trails avoid sensitive areas purposefully.
- Concern regarding the connectivity for animal communities, between Kate Furbish and the rest of the Brunswick Naval Air Station properties, and the rest of the Brunswick community.
  - The removal of fences, a better trail system and allocated parking lots will increase connectivity but further research will need to be done.
- Suggestion to work with the Sagadahoc Regional Plan, as it connects to the RTOS purpose.
- Question about commercial tree harvesting.
  - This has not been discussed among stakeholders. At some point, this may be a point of discussion to remove invasive species or pine plantations.

## **BOAT / HAND CARRY ACCESS**

- Question regarding hand-carry boats and / or unloading.
  - The unloading of boats is not possible in Kate Furbish estuary because of the tidal differences and the need to maintain endangered habitats, including saltmarsh.



# Town of Brunswick, Maine

INCORPORATED 1739  
OFFICE OF THE TOWN MANAGER

GARY L. BROWN, MANAGER

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

August 28, 2012

Dear Property Abutter:

As you may be aware, the Naval Air Station Brunswick (NASB) was decommissioned (closed as a naval air station) May 2011. Since that time, some of the property has been conveyed. The remaining parcels will be conveyed over the next few years, with the Town parcels open to the public for recreational use and conservation.

In 2007, the Town of Brunswick and the Brunswick Local Redevelopment Authority (BLRA) completed an extensive, multi-year public process to create, develop and approve the NASB Reuse Master Plan. The plan serves as a guide to redevelopment, reuse and management of the property, including guidance for developing a perimeter trail system and use of lands to be conveyed to the Town. To that end, the Brunswick Town Council appointed a Town Council committee of stakeholders. Representatives, as listed on this letterhead, represent abutters, the Town Council, Bowdoin College, Midcoast Regional Redevelopment Authority (MRRRA), health care, Maine Inland Fisheries & Wildlife, East Coast Greenway Alliance, Brunswick Topsham Land Trust, Brunswick School Department and the Town of Brunswick's Recreation Commission, Conservation Commission, Planning Board and Bicycle and Pedestrian Advisory Committee.

The stakeholder group has conducted field visits, met monthly and developed a draft plan outline for recreation, trails and open space management and a conceptual perimeter trail system with the guidance and technical assistance grant from National Park Service. Our next step is to have this draft management outline and conceptual trail layout presented to the abutters and public, for review, comment, recommendations and to discuss issues and concerns you may have.

**We are inviting you to participate in a public meeting:**

**Meeting Date:** Tuesday, September 18  
**Meeting Time:** 5:30 – 7 PM  
**Meeting Location:** Harriet Beecher Stowe School Gymnasium

If you have any questions or comments prior to the meeting, feel free to contact any of the following staff from the Town of Brunswick:

Denise Clavette  
Tom Farrell  
Anna Breinich

[dclavette@brunswickme.org](mailto:dclavette@brunswickme.org)  
[tfarrell@brunswickme.org](mailto:tfarrell@brunswickme.org)  
[abreinich@brunswickme.org](mailto:abreinich@brunswickme.org)

Sincerely,

Gary L. Brown,  
Town Manager



# Town of Brunswick, Maine

INCORPORATED 1739  
OFFICE OF THE TOWN MANAGER

GARY L. BROWN, MANAGER

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

May 22, 2013

Dear Property Abutter:

Last year, the Town of Brunswick invited you to participate in our Recreation, Trails and Open Space (RTOS) Management Plan development process for the over 590 acres of adjacent property that is being conveyed to the Town from the former Brunswick Naval Air Station (BNAS). After the public meeting held on September 18, 2012, many of you signed up for continued communications, attended our stakeholder meetings and gave us valuable feedback.

For those who are new to this information, the Brunswick Town Council appointed a committee of stakeholders representing abutters, Town Council, Midcoast Regional Redevelopment Authority, Bowdoin College, health care, Maine Department of Inland Fisheries & Wildlife, East Coast Greenway Alliance, Brunswick Topsham Land Trust, Brunswick School Department and the Town of Brunswick's Recreation Commission, Conservation Commission and Planning Board. The stakeholders continued to conduct field visits, and meet to refine the initial draft for the Recreation, Trails and Open Space Management Plan. Together with the National Park Service and a trails consultant, the stakeholders and the trails working group drafted a proposed trail network and a conceptual perimeter trail system.

The management plan provides information on and makes recommendations for the following topical areas: 1) cultural and historical; 2) ecological and natural resources; 3) management and use; 4) trails and access. Our next step is to present this draft plan and conceptual trail layout to the abutters and public, for your review, comment, recommendations and to discuss any issues and concerns:

**We are inviting you to participate in our second public meeting:**

**Meeting Date:** Thursday, June 6, 2013  
**Meeting Time:** 5:30 – 7 PM  
**Meeting Location:** Harriet Beecher Stowe School Gymnasium

**Please provide an email address prior to the meeting, if you would like us to send the .PDF of the RTOS Management Plan.** The plan will be available on the Town's website [www.brunswickme.org](http://www.brunswickme.org) by May 31. If you have any questions or comments prior to the meeting, feel free to contact any of the following staff from the Town of Brunswick.

Denise Clavette  
Tom Farrell  
Anna Breinich

[dclavette@brunswickme.org](mailto:dclavette@brunswickme.org)  
[tfarrell@brunswickme.org](mailto:tfarrell@brunswickme.org)  
[abreinich@brunswickme.org](mailto:abreinich@brunswickme.org)

Sincerely,

Gary L. Brown, Town Manager

ITEM 67

BACK UP MATERIALS

**TOWN OF BRUNSWICK, MAINE  
TOWN COUNCIL**

**A Resolution Authorizing an Emergency Advance and Appropriation of up to \$150,000 for the Purpose of Acquiring and Installing a Telecommunications System and Related Improvements**

**WHEREAS**, the Town of Brunswick (the “Town”) on May 23, 2013, adopted a capital improvement program for the fiscal years ending June 30, 2014 – 2018 (the “CIP”); and

**WHEREAS**, the CIP identifies the acquisition of a telecommunications system (the “System”) to be acquired in the 2013-14 fiscal year at a cost not to exceed \$150,000; and

**WHEREAS**, the Town had considered a three year lease as an option to finance the acquisition of the System but no longer considers the lease to be its best option; and does not have funding appropriated for the Planning Phase; and

**WHEREAS**, the Town Manager is recommending that the System be ordered immediately so that it may be installed at the Police Station and the Building 211 at Brunswick Landing; and

**WHEREAS**, the failure to acquire the System immediately could delay the occupation of the Police Station and Building 211; and

**WHEREAS**, the financing incentives available for the acquisition of the System are scheduled to expire in July; and

**WHEREAS**, the for the foregoing reasons, Town Manager has determined that the need to acquire the System is immediate, making its acquisition an emergency within the meaning of section 510 of the Charter; and

**WHEREAS**, the Town Manager has recommended that up to \$150,000 be advanced and appropriated from available revenues in two funds (the Brunswick Area Network and the Road Reconstruction Funds); and

**WHEREAS**, the Town Council concurs with the Town Manager that the need to advance and appropriate \$150,000 for the acquisition of the System is an emergency within the meaning of section 510 of the Charter;

**NOW THEREFORE BE IT RESOLVED:**

1. Advances, Appropriation, and Expenditure Authorization. The Town advances a total of \$150,000 and appropriates those advances, and authorizes the expenditure of up to \$150,000 for the acquisition of the System, with the advances to come from:
  - a. Brunswick Area Network Fund - \$80,000
  - b. Road Reconstruction Fund - \$70,000
2. Terms of the Advances. Advances shall be made from the funds identified above in an aggregate amount not to exceed \$150,000. Those advances shall be repaid to those funds over three years and be fully repaid as of June 30, 2016. The advances shall not bear interest.

3. Other Actions Authorized. The Town Manager is authorized to take whatever actions he deems necessary in order to acquire and install the System. Any actions taken to date by the Town Manager in connection with the acquisition and installation of the System are hereby ratified, confirmed, and approved.

Proposed to Town Council: June 17, 2013

Adopted by Town Council:

ITEM 68

BACK UP MATERIALS



## TOWN OF BRUNSWICK, MAINE

INCORPORATED 1739

DEPARTMENT OF PLANNING AND DEVELOPMENT  
28 FEDERAL STREET  
BRUNSWICK, ME 04011

ANNA BREINICH, AICP  
DIRECTOR OF PLANNING & DEVELOPMENT

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

# Memo

**To:** Members of the Brunswick Town Council  
**From:** Jeremy Doxsee, AICP  
**Date:** June 12, 2013  
**Re:** Acceptance of a sidewalk Easement from the UUCB

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On March 26<sup>th</sup> the Planning Board issued a Certificate of Appropriateness to the Unitarian Universalist Church of Brunswick (UUCB) for the Demolition of the Pennell House located at 5 Middle Street and also granted Major Review approval to construct a 8,652 square foot church on the property located at 15 Pleasant Street and 5 Middle Street (Tax Map U13, Lots 73 & 74), in the Town Center 1 (TC1) Zoning District.

One component of the approved project was provision of 2 vehicle loading and unloading spaces located on Middle Street. These 2 spaces will necessitate relocation of the existing sidewalk onto UUCB property. Relocation of the sidewalk will be performed by the UUCB, to Town specifications. As such, the UUCB has drafted a perpetual easement and right-of-way for the relocation of the sidewalk, which must be accepted by the Town before a building permit can be issued. The Town Attorney's office has reviewed the easement (attached hereto) and found it to be acceptable.

**SIDEWALK EASEMENT DEED**

**Unitarian Universalist Church of Brunswick** (“Grantor”), a Maine non-profit corporation, with an address of 15 Pleasant Street, Brunswick, ME 04011, for consideration paid, grants to the **Town of Brunswick**, a municipal corporation, having a place of business at 28 Federal Street, Brunswick, Cumberland County, Maine 04011 (“Grantee”), its successors and assigns, a perpetual easement and right-of-way, which shall run with the land, for the purposes of constructing, excavating, altering, extending, relocating, maintaining, improving, and using a public sidewalk, including other appurtenances thereto, upon, across, and under a portion of the property (the “Burdened Parcel”) described in that deed dated September 13, 1991 and recorded in the Cumberland County Registry of Deeds at Book 9715, Page 199.

The specific portion of the Burdened Parcel to which the rights granted herein apply (the “Easement Area”) is described on Exhibit “A” and shown on Exhibit “B,” each attached hereto.

IN WITNESS WHEREOF, Unitarian Universalist Church of Brunswick has caused this instrument to be executed by \_\_\_\_\_, its \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 2013.

Unitarian Universalist Church of Brunswick

By: \_\_\_\_\_

Name:

Title:

State of Maine

County of Cumberland, ss. \_\_\_\_\_, 2013

PERSONALLY APPEARED the above named \_\_\_\_\_, \_\_\_\_\_ of Unitarian Universalist Church of Brunswick as aforesaid and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said Unitarian Universalist Church of Brunswick.

Before me,

\_\_\_\_\_  
Notary Public

My commission expires:

**EXHIBIT A**  
**Description of the Easement Area**

**Permanent Sidewalk Easement Across Unitarian Universalist Church of Brunswick**

A certain lot or strip of land, situated on the easterly side of Middle Street in the Town of Brunswick, County of Cumberland, State of Maine, being more particularly described as follows:

Beginning at the easterly right of way of Middle Street at the northwesterly corner of land now or formerly of Beverly A. Ouellette (Book 3151, Page 546):

Thence N 03°01'27" W along the easterly right of way of said Middle Street, a distance of 71.77 feet to a point;

Thence S 45°42'07" E, a distance of 9.91 feet to an angle point;

Thence S 03°04'43" E, a distance of 52.85 feet to a an angle point;

Thence S 27°10'07" W, a distance of 13.46 feet to the Point of beginning.

Containing 420 sq. ft., more or less.

Exhibit B

Drawing of the Easement Area

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# CONSENT AGENDA - A BACK UP MATERIALS

**Draft**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**June 3, 2013**  
**7:00 P.M. – Regular Meeting**  
**Municipal Meeting Room**  
**Brunswick Station**  
**16 Station Avenue**

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

**Councilors Absent:** Councilor Benjamin J. Tucker

**Town Staff Present:** Gary Brown, Town Manager; Fran Smith, Town Clerk/Assistant to the Town Manager; Anna Breinich, Director of Planning and Department; Tom Farrell, Director of Parks and Recreation Department; Pat Maher, Police Officer; and the 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:** None

**Correspondence:**

Councilor Perreault spoke regarding the status of the Black Bridge.

Chair Wilson spoke regarding changing the schedule for the July and August meetings.

**Councilor Favreau moved, Councilor Knight seconded, to have Council meetings on July 1<sup>st</sup>, July 15<sup>th</sup> and July 29<sup>th</sup> with no August meetings. The motion carried with six (6) yeas. Councilor Brayman and Councilor Perreault were opposed.**

**Adjustments to the Agenda:** None

**MANAGER'S REPORT:**

**(a) Council Committee Updates**

Reports were given on the following committees: MMA Legislative Policy Committee, the Downtown Master Plan Implementation Committee, and MRRRA TIF discussion meeting.

Chair Wilson appointed Councilor Watson, Councilor Favreau and Councilor Knight to the McLellan Renovation Subcommittee; and Councilor Pols to the CIP Committee.

**Town Council Minutes**

**June 3, 2013**

**Page 2**

**(b) Permission to create the Alex Labbe Fund (*Action required*)**

Tom Farrell, Director of Parks and Recreation, spoke regarding this item, and responded to a question from Councilor Perreault. He then read the resolution.

**Councilor Perreault moved, Councilor Watson seconded, to adopt a “Resolution Establishing The Alex Labbe Fund.” The motion carried with eight (8) yeas.**

*(A copy of a memo from Tom Farrell and draft resolution will be attached to the official minutes.)*

**(c) Report on the opening of the Dog Park**

**Sally Loving**, from BARK, provided this report.

Councilor Perreault and Councilor Favreau thanked Ms. Loving and the BARK group for their work.

**(d) Police Station Update**

Manager Brown provided this update and responded to questions from Councilor Favreau and Councilor Perreault.

**(e) Transition planning for Parks and Recreation**

Manager Brown spoke regarding this item.

Councilor Watson, Councilor Richardson, Councilor Favreau, Chair Wilson, and Councilor Brayman spoke regarding this item.

Mr. Farrell provided information on some summer events and the bike rodeo.

**(f) (ADDED) Election reminder**

Fran Smith, Town Clerk, spoke regarding this item.

Councilor Favreau asked questions, to which Manager Brown responded.

Councilor Pols spoke regarding this item.

**PUBLIC HEARINGS**

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

**Special Amusement**

**MCM Corp**

**D/B/A: Hacienda Pancho Villa Mexican Restaurant  
164 Pleasant Street**

**Fernando Saldana**

**Maine & Noble LLC**

**D/B/A: Inn at Brunswick Station  
4 Noble Street**

**J. Hilary Rockett**

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

**Councilor Perreault moved, Councilor Favreau seconded, to approve special amusement licenses for Hacienda Pancho Villa Mexican Restaurant, 164 Pleasant Street, and Inn at Brunswick Station, 4 Noble Street. The motion carried with eight (8) yeas.**

**NEW BUSINESS**

61. The Town Council will consider setting a public hearing for June 17, 2013, on changes to the Zoning Ordinance relative to the Village Review Zone, and will take any appropriate action. (Manager)

Chair Wilson spoke regarding this item.

Councilor Brayman asked a question, to which Manager Brown responded.

Manager Brown spoke regarding this item.

**Del Wilson**, Bowdoin College, spoke regarding this item and responded to questions from Councilor Brayman and Councilor Watson.

Councilor Favreau and Councilor Pols spoke regarding this item.

Ms. Breinich spoke regarding this item.

Councilor Richardson, Councilor Watson, Councilor Knight, and Councilor Brayman spoke and asked questions, to which Ms. Breinich responded.

**Emily Swan**, Village Review Board, spoke regarding this item.

**Councilor Favreau moved, Councilor Perreault seconded, to set a public hearing for July 1, 2013, on changes to the Zoning Ordinance relative to the Village Review Zone. The motion carried with eight (8) yeas.**

62. The Town Council will consider setting a public hearing for June 17, 2013, regarding the proposed Recreation, Trails, and Open Space Management Plan, and will take any appropriate action. (Councilor Pols)

Councilor Pols spoke regarding this item.

**Councilor Pols moved, Councilor Favreau seconded, to set a public hearing for June 17, 2013, regarding the proposed Recreation, Trails, and Open Space Management Plan for Public Benefit Conveyances from BNAS property. The motion carried eight (8) yeas.**

63. The Town Council will consider a request for Sellers of Prepared Food on Public Ways for outdoor seating, and will take any appropriate action. (Manager)

Shere Punjab, 46 Maine Street  
Little Saigon Restaurant, 44 Maine Street

Cuong Ly, owner of Little Saigon Restaurant spoke regarding this item.

Councilor Perreault and Councilor Watson asked questions, to which Manager Brown responded.

Councilor Richardson and Councilor Knight spoke regarding this item.

**Councilor Brayman moved, Councilor Knight seconded, to approve licenses for Sellers of Prepared Food on Public Ways on a Sidewalk for the Shere Punjab, 46 Maine Street and Little Saigon Restaurant, 44 Maine Street. The motion carried with eight (8) yeas.**

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

Councilor Watson made the following nominations:

Conservation Commission:

Jason Coombs  
Amanda Mahaffey  
Tom Rumpf

Cable TV Committee

Charles Priest

**Town Council Minutes**

**June 3, 2013**

**Page 5**

Marine Resource Committee

Frederick Wigand

Recycling and Sustainability Committee

Holly Green

Sarah Wolpow

Zoning Board of Appeals

Sande Updegraph

The Council voted with eight (8) yeas to appoint the above people to Town Boards.

**CONSENT AGENDA**

**(a) Approval of the Minutes of May 20, 2013**

**(b) Approval of the Minutes of May 23, 2013**

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

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

The meeting adjourned at 8:55 p.m.

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

*Frances Smith*

*Town Clerk/Assistant to the Town Manager*

*June 11, 2013*

June 17, 2013

*Date of Approval*

---

*Council Chair*

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# CONSENT AGENDA - B BACK UP MATERIALS



**STATE OF MAINE**  
**DEPARTMENT OF PUBLIC SAFETY GAMING & WEAPONS SECTION**  
 164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164  
 (207) 624-7210

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

\*\*The Gaming & Weapons Unit must receive this application at least eight days before Beano or a Game of Chance may begin\*\*

1. For what license are you applying (please check one): **BEANO**  **OR** **GAMES OF CHANCE**

IF YOU CHECKED GAMES OF CHANCE:

2. Organization Name: Knights of Columbus #1947 Name of Game: Bingo

Organization Number: 5008 Number of Games: \_\_\_\_\_

Federal Tax ID # (EIN): 01-0267400 Open to Public? Yes  No

Business Address: 2 Columbus Drive Brunswick, Me. 04011

Mailing Address: 2 Columbus Drive Brunswick, Me. 04011 Phone: 729-6552

3. Current Officers:

Bruce Talbot (Grand Knight) 2 Melden Dr. Brunswick 04011 729-6426 6/30/13  
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

Eric Thibodeau (Deputy Grand Knight) 28 Primrose Lane Brunswick 04011 449-2886 6/30/13  
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

Thomas Legare (Treasurer) 4 Shea St. Brunswick 04011 729-9886 6/30/13  
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

C. Matthew Rich (Advocate) 46 Snaws Head Rd. Hayswell 04079 837-9513 6/30/13  
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

4. Location where Beano/Bingo or Game of Chance is to be conducted:

Knights of Columbus Hs 11 2 Columbus Dr. Brunswick, Me. 04011  
BUILDING ADDRESS CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:

Eric W. Thibodeau 729-6552 / 449-2886  
NAME DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: 2 Columbus Dr. Brunswick, Me. 04011

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

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

What are the hours of operation? 5 to 10 pm

7. For Tournaments and Beano Only:

What time do the doors open? 5pm What time does the game start? 6:30pm

8. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to **6 months of licenses for Beano** and **12 months for Games of Chance**. See back of this form for rates.

July 2013                      August 2013                      Sept. 2013  
October 2013                      Nov. 2013                      \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
Check # _____	Amount \$ _____

9. Does the organization own all the equipment used in operating this amusement? Yes  No

If "NO", please explain the circumstances under which the equipment was acquired:

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes  No

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

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

-----APPLICANT SIGNATURE-----

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

Signed: Bruce A. Talbot Age 18 or older: Yes  No

Name: Bruce A. Talbot Title: Grand Knight Date: 5/31/13  
(Please print - must be duly authorized officer of this organization - title is required)

-----BLANKET LETTER-----

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

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

-----CONSENT-----

The undersigned being municipal officers of the City/Town of \_\_\_\_\_ hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 62 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

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

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

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

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

-----FEES-----

Beano: \$5.00/one game; \$12.00/Week; \$36.00/Month; \$400.00/Year    Game of Chance: \$15.00/Week; \$60.00/Month; \$700/Year

Video Poker: \$15.00/Week or \$60.00/Month

Card / Cribbage: \$30.00 Per Calendar Year

Tournament Game (up to 100 players): \$150.00/Per Tournament or \$250.00/Month (Two Tournaments)

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

**Return your signed and completed application to: Department of Public Safety  
Gaming and Weapons Section  
164 State House Station  
Augusta, ME 04333-0164**



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

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

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

\*\*The Gaming & Weapons Unit must receive this application at least eight days before Beano or a Game of Chance may begin\*\*

1. For what license are you applying (please check one): **BEANO**  **OR GAMES OF CHANCE**

IF YOU CHECKED GAMES OF CHANCE:

2. Organization Name: Knights of Columbus #1947 Name of Game: Sealed Tickets

Organization Number: 5008 Number of Games: 1

Federal Tax ID # (EIN): 01-0267400 Open to Public? Yes  No

Business Address: 2 Columbus Drive Brunswick, Me. 04011

Mailing Address: 2 Columbus Drive Brunswick, Me. 04011 Phone: 729-6552

3. Current Officers:

<u>Bruce Talbot (Grand Knight)</u>	<u>2 Mellen Dr. Brunswick 04011</u>	<u>729-6426</u>	<u>6/30/13</u>
<small>NAME &amp; TITLE</small>	<small>ADDRESS</small>	<small>PHONE</small>	<small>DATE TERM EXPIRES</small>

<u>Eric Thibodeau (Deputy Grand Knight)</u>	<u>28 Princess Lane Brunswick 04011</u>	<u>419-2886</u>	<u>6/30/13</u>
<small>NAME &amp; TITLE</small>	<small>ADDRESS</small>	<small>PHONE</small>	<small>DATE TERM EXPIRES</small>

<u>Thomas Legare (Treasurer)</u>	<u>4 Shea St. Brunswick 04011</u>	<u>729-9686</u>	<u>6/30/13</u>
<small>NAME &amp; TITLE</small>	<small>ADDRESS</small>	<small>PHONE</small>	<small>DATE TERM EXPIRES</small>

<u>C. Matthew Rich (Advocate)</u>	<u>46 Snows Head Rd. Harpswell 04079</u>	<u>837-9593</u>	<u>6/30/13</u>
<small>NAME &amp; TITLE</small>	<small>ADDRESS</small>	<small>PHONE</small>	<small>DATE TERM EXPIRES</small>

4. Location where Beano/Bingo or Game of Chance is to be conducted:

Knights of Columbus 2 Columbus Drive Brunswick, Maine  
BUILDING ADDRESS CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:

Thomas H. Legare 729-6552 / 729-9686  
NAME DAYTIME PHONE & EVENING PHONE

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

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

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

What are the hours of operation? 12:30pm to 10pm

7. For Tournaments and Beano Only:

What time do the doors open? \_\_\_\_\_ What time does the game start? \_\_\_\_\_

8. Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

<u>June 2013</u>	<u>July 2013</u>	<u>August 2013</u>
<u>Sept. 2013</u>	<u>October 2013</u>	<u>Nov. 2013</u>

<b>FOR OFFICE USE ONLY</b>	
Check # _____	Amount \$ _____

9. Does the organization own all the equipment used in operating this amusement? Yes  No

If "NO", please explain the circumstances under which the equipment was acquired:

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes  No

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

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

-----APPLICANT SIGNATURE-----

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

Signed: Bruce A. Talbot Age 18 or older: Yes  No

Name: Bruce A. Talbot Title: Grand Knight Date: 5/31/13  
(Please print -- must be duly authorized officer of this organization -- title is required)

-----BLANKET LETTER-----

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

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

-----CONSENT-----

The undersigned being municipal officers of the City/Town of \_\_\_\_\_ hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 62 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

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

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

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

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

-----FEES-----

Beano: \$5.00/one game; \$12.00/Week; \$36.00/Month; \$400.00/Year Game of Chance: \$15.00/Week; \$60.00/Month; \$700/Year

Video Poker: \$15.00/Week or \$60.00/Month

Card / Cribbage: \$30.00 Per Calendar Year

Tournament Game (up to 100 players): \$150.00/Per Tournament or \$250.00/Month (Two Tournaments)

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

Return your signed and completed application to: Department of Public Safety  
Gaming and Weapons Section  
164 State House Station  
Augusta, ME 04333-0164

# CONSENT AGENDA - C BACK UP MATERIALS

6-2-13

Brunswick Town Council

Town of Brunswick

28 Federal Street

Brunswick, Maine 04011

Subject: Brunswick Lodge of ELKS, Request for Gaming License Approval

Dear Sir or Madam,

The Brunswick Lodge of ELKS #2043 is hereby requesting that the town of Brunswick provide approval to run Game of Chance in accordance with Maine State Law from July 1st through December 31<sup>st</sup>, 2013.

Please send approval to Brunswick ELKS Lodge # 2043, 179 Park Row, Brunswick Maine 04011,

Attn: I Sharon Belanger

Please refer any questions or comments to Sharon Belanger at ELK's Lodge # 2043 Phone 729-9572.

Thank You.



Sharon Belanger

cc: Ms Peg Debrow  
Department of Public Safety  
Licensing & Inspection Unit  
164 State House Station  
Augusta, Me 04333-0164

# CONSENT AGENDA - D BACK UP MATERIALS

**MUNICIPAL QUITCLAIM DEED**

The Town of Brunswick, a body corporate, located at 28 Federal Street, Brunswick, Maine, by and through its Town Manager duly authorized by its Town Council, on June 17, 2013 for consideration paid, release to **Carter, Joshua** of Brunswick, ME any interest the Town of Brunswick may have acquired in real estate by virtue of Tax Lien Certificates filed in the Cumberland County Registry of Deeds as follows:

<b>Book</b>	<b>Page</b>	<b>Date Recorded</b>	<b>For Tax Year</b>
<b>28904</b>	<b>148</b>	<b>August 22, 2011</b>	<b>2010</b>
<b>29866</b>	<b>295</b>	<b>August 24, 2012</b>	<b>2011</b>

The real estate is located in the Town of Brunswick, County of Cumberland and State of Maine, and is described as follows:

A certain Mobile Home on land depicted as Map 041 Lot 011 Sub 000 Typ 005 as shown on the Tax Maps and further described in the records of the Tax Assessor of the Town of Brunswick, Maine. Said maps and records dated, April 1, 2010 and April 1, 2011.

The Town of Brunswick has caused this instrument to be signed in its corporate name by its duly authorized Town Manager this **17th** day of **June 2013**.

Signed, Sealed and Delivered by Gary L. Brown, Town Manager of the Town of Brunswick.

TOWN OF BRUNSWICK

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Gary L. Brown  
Town Manager

STATE OF MAINE  
Cumberland, ss.

June 17, 2013

Personally appeared the above named Gary L. Brown, Town Manager of the Town of Brunswick, and acknowledged the above instrument to be his free act and deed in his said capacity and the free act and deed of the Town of Brunswick.

Before me,

\_\_\_\_\_  
Frances M. Smith  
Notary Public  
Commission expires – January 23, 2015

NOTARY PUBLIC  
STATE OF MAINE  
FRANCES M. SMITH  
1110 S. BROADWAY  
PORTLAND, ME 04101