

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

Pledge of Allegiance

Roll Call

Public Comment:

Correspondence:

Adjustments to the Agenda:

**MANAGER’S REPORT:**

- (a) Financial Update
- (b) Council Committee Updates
- (c) Approval of Letter of Endorsement for 2013 Saltonstall Kennedy Grant from the National Oceanic and Atmosphere Administrative (NOAA) relative to green crab research (*Action Required*)(Chair Wilson)
- (d) Selection of MMA Voting Delegation for Annual meeting (*Action required*)
- (e) Update on quiet zones for Stanwood and Union Street
- (f) Permission to apply for MMA Safety Enhancement Grant for a Supplied Air Respirator (*Action Required*)
- (g) Granting the Police Chief the authority to approve Off Premise Catering Alcohol permits (*Action Required*)

**PUBLIC HEARINGS**

102. The Town Council will hear public comments on the following Automobile Graveyard application, and will take any appropriate action. (Manager)

Shawn Letourneau  
D/B/A: Brunswick Auto Recycling, LLC  
117 Bath Road

Shawn Letourneau

**HEARING/ACTION**

103. The Town Council will hold a public hearing on amendments to Chapter 15 “Traffic and Vehicles” regarding changing all day parking to two hour parking on sections of upper Park Row, and will take any appropriate action. (Manager)

**HEARING/ACTION**

**NEW BUSINESS**

104. The Town Council will consider setting a public hearing for October 7, 2013, to amend Chapter 14 “Streets, Sidewalks, and other Public Places” section 14-124 “Description of parks and facilities” to add the Kate Furbish Preserve, other public benefit conveyance properties, and McKeen Landing, and will take any appropriate action. (Manager)

**ACTION**

105. The Town Council will consider conditionally accepting Shobe Avenue, Krampf Circle and Windorf Circle as Town Roads, and will take any appropriate action. (Manager)

**ACTION**

**CONSENT AGENDA**

- (a) Approval of the Minutes of September 3, 2013
- (b) Approval of Utility Permits for Maine Natural Gas for sections of Juniper Road, Laurel Road, Beech Drive, and Blueberry Lane
- (c) Approval of Quitclaim Deeds for properties depicted as Map 039 Lot 006 Sub 000 Typ 000; Map 038, Lot 011 Sub 000 Typ 000; and Map 038 Lot 009 Sub 000 Typ 000.

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

**Brunswick Town Council**  
**Agenda**  
**September 16, 2013**  
**Council Notes and Suggested Motions**

**MANAGER'S REPORT:**

- (a) 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.

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

Suggested Motion: No motion is required.

- (c) Approval of Letter of Endorsement for 2013 Saltonstall Kennedy Grant from the National Oceanic and Atmosphere Administrative (NOAA) relative to green crab research (Action Required)(Chair Wilson): This item is for the Council to provide a letter of endorsement for this grant that Darcie Couture (Resource Access International) is applying for. The project goals will be to attempt to halt invasive green crab destruction in the region and the restoration of critical habitat and healthy populations of native species. This will be a regionally supported project and requires no town financial support. Ms. Couture and Dan Devereaux will be at the meeting to answer your questions. A copy of a draft letter is included in your packet.

Suggested Motion:

Motion to support a letter of endorsement for the 2013 Saltonstall Kennedy Grant from the National Oceanic and Atmosphere Administrative (NOAA) to research the green crab destruction solutions.

- (d) Selection of MMA Voting Delegation for Annual meeting (Action required): This item allows the Council to designate a delegate and an alternate to represent Brunswick at the MMA Annual Business Meeting being held on Wednesday, October 2, 2013 at 1:30 p.m. at the Augusta Civic Center. The MMA Bylaws entitle each member community to one voting representative. Councilor Pols will be attending the conference and could serve as our representative. Copies of information on this item are included in your packet.

Suggested Motion:

Motion to nominate Benet Pols as the voting delegate and Gary Brown as the alternate to be Brunswick's voting delegation for MMA Annual meeting.

- (e) Update on quiet zones for Stanwood and Union Streets: Manager Brown will update the Council on the quiet zones. A copy of his memo is included in your packet.

Suggested Motion: No motion is required.

- (f) Permission to apply for MMA Safety Enhancement Grant for a Supplied Air Respirator (Action Required) This item allows the Town to apply for a grant to fund a Supplied Air Respirator for the Fire Department. The grant request amount is \$2,400, and the town's share of \$800 will be provided from the Confined Space Account. A copy of a memo from Deputy Chief Koslosky is included in your packet.

Suggested Motion:

Motion to allow the Town to apply for a MMA Safety Enhancement Grant to assist with costs for a Supplied Air Respirator.

- (g) Granting the Police Chief the authority to approve Off Premise Catering Alcohol permits (Action Required) This item is to add the Police Department as a Council designee with the authority to approve off premise catering permit applications so that establishments with a liquor license can serve at a location other than their own premises. The current procedure is that the applications are received at the Town Clerk's office and are sent to the Police Department for approval; then sent back to the Town Clerk's office to be signed, at which time the applicant returns to pick up their approved application to send to the State. By adding the Police Department as an additional Council designee, the applicant can go directly to the Police Department, where they can obtain the approval and receive their signed application without going to two locations. The vast majority of these applications are for Bowdoin College events at locations other than the designated establishments on campus that serve liquor. There is no charge to the applicant for these approvals.

Suggested Motion:

Motion to grant permission to the Police Chief or his designee, in addition to the Town Clerk's Office, to approve Off Premise Catering Alcohol permits.

## **PUBLIC HEARINGS**

102. This item is the public hearing on the renewal of an Automobile Graveyard license, and the Junkyard license for Brunswick Auto Recycling, LLC on 117 Bath Road. The facility has passed inspection. Copies of the public hearing notice, application, and inspection report are included in your packet.

Suggested motion:

Motion to approve applications for an Automobile Graveyard and Junkyard License for Brunswick Auto Recycling, LLC., located at 117 Bath Road.

103. This item is to take public comments on amendments to Chapter 15 “Traffic and Vehicles” regarding changing all day parking to two-hour parking on sections of upper Park Row. Bowdoin College had included two-hour parking spots when they requested the direction of Park Row to be changed earlier this year, but staff missed the request at that time. The purpose of this change is to provide turnover of the parking and to discourage all day parking by Bowdoin staff and students. This would designate seven parking spots for two-hour parking directly in front of the Museum of Art. The Police Chief has temporarily put this restriction in place under Section 15-2 of the Municipal Code. Copies of a memo from Manager Brown, a map, draft language, and the Police Chief’s memo are included in your packet.

*Suggested Motion:*

Motion to adopt amendments to Chapter 15 “Traffic and Vehicles” regarding changing all day parking to two-hour parking on sections of upper Park Row.

**NEW BUSINESS**

104. This item is to set a public hearing to add properties the Recreation Department has received from the U.S. Department of the Interior in 2013 via the constructive possessions process, as well as the McKeen Street Landing parcels donated by the Affordable MidCoast Housing, to the Parks Ordinance section 14-124. As a result, the various regulations for appropriate use of the Town’s parks will apply to these parcels. Section 14-135 of the ordinance is especially important since it would prohibit hunting on these designated parks, which is consistent with the Navy’s position. Copies of a memo from Tom Farrell, maps of the properties, and a draft ordinance are included in your packet.

*Suggested Motion:*

Motion to set a public hearing for October 7, 2013, to amend Chapter 14 “Streets, Sidewalks, and other Public Places” section 14-124 “Description of parks and facilities.” to add the Kate Furbish Preserve, other public benefit conveyance properties, and McKeen Street Landing Park.

105. This item is for the Council to consider accepting Shobe Avenue, Krampf Circle and Windorf Circle as Town Roads. The streets were formerly part of the navy housing and are currently owned by Affordable Midcoast Housing, which has made the necessary upgrades to the roads as required under the Town Road Acceptance ordinance. Copies of a memo from Manager Brown, a memo from John Foster, a map of the area, and draft deeds are included in your packet.

*Suggested Motion:*

Motion to accept Shobe Avenue, Krampf Circle and Windorf Circle as Town Roads.

**CONSENT AGENDA**

- (a) Approval of the Minutes of September 3, 2013: A copy of the minutes is included in your packet.
- (b) Approval of Utility Permits for Maine Natural Gas for sections of Juniper Road, Laurel Road, Beech Drive, and Blueberry Lane: This item is to approve the following Utility Permits:

In application ULP 2013-15, Juniper Road Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on east side of Hemlock Road at the north side of Juniper Road. The new gas main will run from the proposed gas main along the north side of Juniper Road to Blueberry Lane. In most cases the gas main will be installed outside the paved street. Approximately 1700 feet of 2" gas main.

In application ULP 2013-16, Laurel Road Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on the east side of Hemlock Road. The new gas main will run from the proposed gas main along the west side Laurel Road to and across Sparwell Ln. In most cases the gas main will be installed outside the paved street. Approximately 1500 feet of 2" gas main.

In application ULP 2013-17, Beech Drive Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to located on the south side of Blueberry Ln just west of Beech Dr. The new gas main will run from the proposed gas main across Blueberry Ln to west side of Beech Dr then along the west side of Beech Dr to the center of the cul-de-sac at the end of Beech Dr. In most cases the gas main will be installed outside the paved street. Approximately 335 feet of 2" gas main.

In application ULP 2013-18, Blueberry Lane Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on the west side of Laurel Road. The new gas main will run from the proposed gas main across Laurel Road to the south side of Blueberry Ln then run easterly along the south side of Blueberry Ln to a point east of the cul-de-sac at the end of Blueberry Ln. In most cases the gas main will be installed outside the paved street. Approximately 1450 feet of 2" gas main.

- (c) Approval of Quitclaim Deeds for properties depicted as Map 039 Lot 006 Sub 000 Typ 000; Map 038, Lot 011 Sub 000 Typ 000; and Map 038 Lot 009 Sub 000 Typ 000. This item will deed properties back to their owners as they have paid owed taxes. Copies of the Quitclaim Deed are included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.