

BRUNSWICK TOWN COUNCIL

Agenda

November 18, 2013

6:00 P.M. – Executive Session

7:00 P.M. – Regular Meeting

Municipal Meeting Room

Brunswick Station

16 Station Avenue

Executive session – Personnel matter regarding the Town Manager’s evaluation per M.R.S.A. §405(6)(A)

Pledge of Allegiance

Roll Call

Public Comment:

Correspondence:

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Financial Update
- (b) Council Committee Updates
- (c) Report from the Recreation Department on the transition to the new recreation center
- (d) Permission to apply for and, if received, to expend a grant through the Maine Bureau of Highway Safety “DriveSober, Maine!” 2014 High Visibility Impaired Driving Enforcement Program (*Action Required*)
- (e) Permission to accept a donation for the Fire Department to purchase medical pumps (*Action Required*)
- (f) Permission to accept donations of \$5,000 each for the Police and Fire Departments (*Action Required*)
- (g) Schedule of public meetings regarding Zoning Ordinance rewrite

PUBLIC HEARINGS

119. The Town Council will hold a public hearing on “An Ordinance Authorizing the Designing, Renovating, and Equipping of the McLellan Building for Municipal Use, with Total Project Costs Not to Exceed \$950,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$950,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder,” and will take any appropriate action. (Councilor Watson, Councilor Favreau, and Councilor Knight)

HEARING/ACTION

TABLED ITEM

118. The Town Council will consider allowing the Town Commons and Growstown School Committees to self-appoint members, and will take any appropriate action. (Chair Wilson)

ACTION

NEW BUSINESS

120. The Town Council will consider setting a public hearing for December 2, 2013, on the “Town of Brunswick Reapportionment Ordinance Establishing New District Boundaries for the Purpose of Electing Municipal Officers and School Board Members,” and will take any appropriate action. (Councilor Tucker and Councilor Knight)

ACTION

121. The Town Council will discuss increasing the cost of the pay-per-bag program, and will determine if any future action is needed. (Councilor Brayman)

DISCUSSION

122. The Town Council will consider approving the Public Works Union Contract, and will take any appropriate action. (Manager)

ACTION

CONSENT AGENDA

- (a) Approval of the Minutes of November 4, 2013
- (b) Approval of games of chance for Brunswick Lodge of ELKS

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

Brunswick Town Council
Agenda
November 18, 2013
Council Notes and Suggested Motions

Executive session – Personnel matter regarding the Town Manager’s evaluation per M.R.S.A. §405(6)(A)

Suggested motion:

Motion to go into executive session for a personnel matter regarding the Town Manager’s evaluation per M.R.S.A. §405(6)(A).

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) Report from the Recreation Department on the transition to the new recreation center: Tom Farrell will provide the Council and public an update on the status of the move to the new recreation center at Brunswick Landing.

Suggested motion: No motion is required.

- (d) Permission to apply for and, if received, to expend a grant through the Maine Bureau of Highway Safety “DriveSober, Maine!” 2014 High Visibility Impaired Driving Enforcement Program (Action Required): This item allows the Police Department to apply for this grant to assist with OUI enforcement. A copy of the letter of request is included in your packet.

Suggested motion:

Motion to apply for and, if received, to expend a grant through the Maine Bureau of Highway Safety “DriveSober, Maine!” 2014 High Visibility Impaired Driving Enforcement Program.

- (e) Permission to accept a donation for the Fire Department to purchase medical pumps (Action Required): This item is to accept and expend a donation from Pleasant Street Dental in the amount of \$1,314. The funds will be used to purchase the required medical pumps. A copy of a memo from the Fire Department is included in your packet.

Suggested motion:

Motion to accept and expend a donation from Pleasant Street Dental in the amount of \$1,314 to be used by the Fire Department to purchase medical pumps.

- (f) Permission to accept donations of \$5,000 each for the Police and Fire Departments (Action Required): Both the Police and Fire Departments recently each received a \$5,000 anonymous donation. There are no specific use requirements other than the funds be used by those Departments.

Suggested motion:

Motion to accept and expend anonymous donations of \$5,000 each for the Police and Fire Departments to be used for items for those departments.

- (g) Schedule of public meetings regarding Zoning Ordinance rewrite: Manager Brown will update the Council and the public on the proposed meeting schedule for this committee. A copy of the proposed schedule is included in your packet.

Suggested motion: No motion is required

PUBLIC HEARINGS

119. This item is the required public hearing on this ordinance as part of the process required under the Charter to enact an ordinance. The Council can then determine how they wish to fund the town hall renovation project. The Renovation Committee is recommending the use of funds from the unassigned fund balance, but some Councilors wanted to also consider the option of funding it with a bond. Copies of the following are included in your packet: the draft ordinance, draft resolution to fund from unassigned fund balance, memos on the resolution, advantages/disadvantages of use of fund balance and unassigned fund balance for funding the Town Office Renovations, and the history of fund balance.

Suggested motion:

Motion to adopt “An Ordinance Authorizing the Designing, Renovating, and Equipping of the McLellan Building for Municipal Use, with Total Project Costs Not to Exceed \$950,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$950,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder.”

OR

Renovation Committee’s Recommendation

Motion to adopt “A Resolution Authorizing an Emergency Appropriation and Expenditure of up to \$950,000 for the Purpose of the Designing, Renovating, and Equipping of the McLellan Building for Municipal Use, with Total Project Costs Not to Exceed \$950,000.”

TABLED ITEM

118. This item, which was tabled at the last meeting, asks the Council to consider allowing the Town Commons and Growstown School committees to self-appoint members. In the past, the Council gave similar authority to the People Plus and the Teen Center Boards. At that time, councilors discussed that it might be appropriate for other committees to do this as well. Unlike most Town committees or advisory boards, the Town Commons and Growstown Committee members have no set terms, and the committees make independent decisions within their areas of responsibility. When vacancies occur, the members usually seek applicants to fill those vacancies and the applicants then go through the formal Council appointment process. Currently, the Town Commons Committee has recruited three individuals to fill the three vacancies on the committee. If the Council is interested in making this committee, as well as the Growstown School Committee, self-appointing, this might be an appropriate time to do so in order to make the appointment process more efficient.

Suggested Motion:

Motion to allow the Growstown School Committee and Town Commons Committee to self appoint members.

NEW BUSINESS

120. This item is for the Council to set a public hearing for December 2, 2013, on the “Town of Brunswick Reapportionment Ordinance Establishing New District Boundaries for the Purpose of Electing Municipal Officers and School Board Members.” Under the Town Charter and State Law, the Town has to adjust the Council and School Boards district boundaries after each Federal Decennial Census to ensure the numbers of inhabitants in any given district does not differ in the number of inhabitants by more than 10% of the inhabitants in the smallest district created. The Chair appointed Council Tucker and Councilor Knight to work with the Town Clerk to make necessary adjustments to the districts, which they are bringing to the Council to consider. Copies of the relative State Law and Town Charter sections, the proposed ordinance language, and both the current and proposed maps, showing the districts, are included in your packet.

Suggested motion:

Motion to set a public hearing for December 2, 2013, on the “Town of Brunswick Reapportionment Ordinance Establishing New District Boundaries for the Purpose of Electing Municipal Officers and School Board Members.”

121. This item, sponsored by Councilor Brayman, asks the Council to discuss the possibility of raising the cost of trash bags in the pay-per-bag program in the future. Copies of a memo from John Eldridge and supporting financial information are included in your packet.

Suggested motion: This is a discussion item - no action is requested.

122. This item is to approve the Public Works Union Contract. A memo from Manager Brown outlines the wage increases and the cost of the contract. A copy of the memo is included in your packet.

Suggested motion:

Motion to approve the Public Works Union Contract.

CONSENT AGENDA

- (a) Approval of the Minutes of November 4, 2013: A copy of the draft minutes is attached.
- (b) Approval of games of chance for Brunswick Lodge of ELKS: This item is the semi-annual approval of games of chance for the ELKS. A copy of their request is included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.