

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.

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

FOR 2014 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>00 Fill</u>							
19000 General Fund Transfers Out	1,435,975	1,435,975	1,900,975.00	1,900,975.00	.00	-465,000.00	132.4%
TOTAL Fill	1,435,975	1,435,975	1,900,975.00	1,900,975.00	.00	-465,000.00	132.4%
<u>10 General Government</u>							
11000 Administration	487,927	487,927	135,670.21	37,061.39	.00	352,256.79	27.8%
11100 Finance Department	680,948	680,948	207,703.81	55,467.95	942.06	472,302.13	30.6%
11150 Technology Services Dept	328,531	328,531	138,106.02	49,446.47	77,467.66	112,957.32	65.6%
11200 Municipal Officers	126,615	126,615	11,600.91	2,623.90	.00	115,014.09	9.2%
11220 Municipal Building	166,850	166,850	47,382.15	11,050.99	1,054.00	118,413.85	29.0%
11230 Risk Management	414,750	414,750	148,117.76	31,512.08	.00	266,632.24	35.7%
11240 Employee benefits	0	0	-59,048.01	-12,965.59	.00	59,048.01	100.0%
11250 Cable TV	37,360	37,360	10,013.38	2,494.30	66.51	27,280.11	27.0%
11300 Assessing	297,218	297,218	84,942.42	20,037.21	-1,642.29	213,917.87	28.0%
11400 Codes Enforcement	0	0	115.00	115.00	.00	-115.00	100.0%
11600 Town Clerk & Elections	356,478	356,478	97,627.87	28,377.11	1,380.08	257,470.05	27.8%
11900 Planning Department	541,059	541,059	133,418.65	35,777.01	3,900.00	403,740.35	25.4%
11950 Economic Development Dept	104,564	104,564	28,878.84	7,663.13	.00	75,685.16	27.6%
TOTAL General Government	3,542,300	3,542,300	984,529.01	268,660.95	83,168.02	2,474,602.97	30.1%
<u>20 Public Safety</u>							
12100 Fire Department	2,985,969	2,985,969	867,090.34	219,182.90	19,995.81	2,098,882.85	29.7%
12150 Central Fire Station	41,054	41,054	7,267.19	5,908.32	339.98	33,446.83	18.5%
12160 Emerson Fire Station	50,350	50,350	8,154.30	5,031.31	446.76	41,748.94	17.1%
12200 Police Department	3,684,953	3,684,953	1,038,719.25	273,729.39	16,783.00	2,629,450.75	28.6%
12210 Police Special Detail	0	0	7,632.42	1,132.98	.00	-7,632.42	100.0%
12220 Emergency Services Dispatch	721,909	721,909	216,721.41	62,134.98	.00	505,187.59	30.0%
12250 Police Station Building	68,730	68,730	8,545.92	6,991.53	.00	60,184.08	12.4%
12310 Streetlights	205,000	205,000	58,057.14	15,197.28	1,608.00	145,334.86	29.1%
12320 Traffic Signals	31,600	31,600	9,592.85	4,732.53	.00	22,007.15	30.4%
12330 Hydrants	429,178	429,178	105,427.90	101,226.95	.00	323,750.10	24.6%
12340 Civil Emergency Preparedness	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL Public Safety	8,220,743	8,220,743	2,327,208.72	695,268.17	39,173.55	5,854,360.73	28.8%

FOR 2014 04

30	Public Works	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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30	Public Works							
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13100	Public Works Administration	414,090	414,090	117,932.41	31,761.28	289.16	295,868.43	28.5%
13110	PW General Maintenance	1,629,304	1,629,304	294,700.74	81,240.54	53,285.09	1,281,318.17	21.4%
13120	PW Winter Maintenance	0	0	-28.23	.00	.00	28.23	100.0%
13130	Refuse Collection	573,143	573,143	137,815.39	52,110.33	261,107.21	174,220.40	69.6%
13140	Recycling	289,743	289,743	69,954.27	23,407.09	227,282.23	-7,493.50	102.6%
13150	PW Central Garage	781,964	781,964	182,573.77	58,223.12	56,192.50	543,197.73	30.5%
	TOTAL Public Works	3,688,244	3,688,244	802,948.35	246,742.36	598,156.19	2,287,139.46	38.0%
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40	Human Services							
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14100	General Assistance	170,106	170,106	42,836.89	10,429.11	729.50	126,539.61	25.6%
14120	Health & Social Services	2,744	2,744	693.57	.00	.00	2,050.43	25.3%
	TOTAL Human Services	172,850	172,850	43,530.46	10,429.11	729.50	128,590.04	25.6%
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45	Education							
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14500	School Department	35,570,775	35,570,775	6,590,931.51	2,385,743.70	.00	28,979,843.49	18.5%
	TOTAL Education	35,570,775	35,570,775	6,590,931.51	2,385,743.70	.00	28,979,843.49	18.5%
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50	Recreation and Culture							
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15000	Recreation Administration	435,014	435,014	122,602.94	31,697.93	192.68	312,218.38	28.2%
15050	Rec Buildings and Grounds	657,996	657,996	176,811.14	45,920.83	1,392.97	479,791.89	27.1%
15150	Rec Federal St Building	15,840	15,840	3,834.37	2,090.93	.00	12,005.63	24.2%
15250	Rec Building 211	122,151	122,151	7,526.98	2,831.89	9,033.75	105,590.27	13.6%
15300	Teen Center	10,000	10,000	10,000.00	.00	.00	.00	100.0%
15310	People Plus	105,000	105,000	100,000.00	.00	.00	5,000.00	95.2%
15400	Curtis Memorial Library	1,215,000	1,215,000	425,391.42	120,103.45	-4,900.00	794,508.58	34.6%
	TOTAL Recreation and Culture	2,561,001	2,561,001	846,166.85	202,645.03	5,719.40	1,709,114.75	33.3%
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60	Intergovernmental							
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FOR 2014 04

60	Intergovernmental	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16000	County tax	1,249,487	1,249,487	1,249,487.00	1,249,487.00	.00	.00	100.0%
	TOTAL Intergovernmental	1,249,487	1,249,487	1,249,487.00	1,249,487.00	.00	.00	100.0%
70 Unclassified								
17000	Promotion and Development	160,258	160,258	124,963.24	11.61	625.00	34,669.76	78.4%
17010	Additional School Assistance	10,000	10,000	.00	.00	.00	10,000.00	.0%
17020	Cemetery Care	3,000	3,000	500.00	.00	.00	2,500.00	16.7%
17030	Wage Adjustment Account	68,000	68,000	.00	.00	.00	68,000.00	.0%
	TOTAL Unclassified	241,258	241,258	125,463.24	11.61	625.00	115,169.76	52.3%
80 Debt Service								
18010	2003 High School Refunding Bo	0	0	798,737.50	798,737.50	.00	-798,737.50	100.0%
18020	2006 CIP G/O Bonds	260,000	260,000	232,000.00	232,000.00	.00	28,000.00	89.2%
18030	2011 GO CIP Bonds	269,450	269,450	591,850.00	591,850.00	.00	-322,400.00	219.7%
18040	Police Station Bond	394,448	394,448	321,224.43	321,224.43	.00	73,223.57	81.4%
18050	2010 Elementary School Bond	0	0	1,333,558.35	1,333,558.35	.00	-1,333,558.35	100.0%
	TOTAL Debt Service	923,898	923,898	3,277,370.28	3,277,370.28	.00	-2,353,472.28	354.7%
	GRAND TOTAL	57,606,531	57,606,531	18,148,610.42	10,237,333.21	727,571.66	38,730,348.92	32.8%

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

FOR 2014 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
10 Taxes						
111190 41101 Property Taxes	35,022,679	35,022,679	34,893,261.19	-1,122,188.15	129,417.81	99.6%
111190 41103 Deferred Property Tax	-200,000	-200,000	.00	.00	-200,000.00	.0%
111190 41104 Tax Abatements	-75,000	-75,000	-75,608.17	-69,667.68	608.17	100.8%
111190 41105 Interest on Taxes	75,000	75,000	22,618.29	4,949.32	52,381.71	30.2%
111190 41106 Tax Lien Costs Revenu	14,000	14,000	12,063.26	162.00	1,936.74	86.2%
111190 41107 Tax Lien Interest Rev	0	0	12,899.15	.00	-12,899.15	100.0%
111190 41109 Payment in Lieu of Ta	235,000	235,000	61,517.22	7,283.77	173,482.78	26.2%
111190 41197 BETE reimbursement	185,780	185,780	.00	.00	185,780.00	.0%
111190 41198 Homestead exemption r	411,673	411,673	312,820.00	.00	98,853.00	76.0%
111190 41199 Miscellaneous tax adj	3,320	3,320	.00	.00	3,320.00	.0%
111191 41110 Excise Tax - Auto	2,700,000	2,700,000	1,054,974.03	257,929.61	1,645,025.97	39.1%
111191 41111 Excise Tax Boat/ATV/S	24,000	24,000	3,178.90	-17.50	20,821.10	13.2%
TOTAL Taxes	38,396,452	38,396,452	36,297,723.87	-921,548.63	2,098,728.13	94.5%
TOTAL REVENUES	38,396,452	38,396,452	36,297,723.87	-921,548.63	2,098,728.13	
20 Licenses & Fees						
121111 42207 Passport Fees	8,000	8,000	2,775.00	350.00	5,225.00	34.7%
121111 42208 Postage Fees	0	0	39.85	.00	-39.85	100.0%
121111 42209 Passport Picture Reve	1,500	1,500	912.00	144.00	588.00	60.8%
121411 42100 Building Permits	110,000	110,000	55,415.47	13,503.40	54,584.53	50.4%
121411 42101 Electrical Permits	31,000	31,000	10,808.56	2,350.80	20,191.44	34.9%
121411 42102 Plumbing Permits	13,500	13,500	8,975.83	2,290.00	4,524.17	66.5%
121611 42200 Hunting & Fishing Lic	1,350	1,350	303.25	78.00	1,046.75	22.5%
121611 42201 Dog License Fee	2,302	2,302	171.00	102.00	2,131.00	7.4%
121611 42202 Vital Statistics	42,000	42,000	19,815.00	4,272.00	22,185.00	47.2%
121611 42203 General Licenses	24,500	24,500	2,610.00	340.00	21,890.00	10.7%
121611 42204 Victulars/Innkeepers	21,650	21,650	1,000.00	.00	20,650.00	4.6%
121611 42205 Shellfish Licenses	20,700	20,700	250.00	25.00	20,450.00	1.2%
121611 42206 Neutered/Spayed Dog L	4,210	4,210	290.00	182.00	3,920.00	6.9%
121611 42208 Postage Fees	0	0	59.85	.00	-59.85	100.0%
121911 42300 Planning Board Appl F	20,000	20,000	2,040.00	75.00	17,960.00	10.2%
122121 42400 Fire Permits	700	700	190.00	90.00	510.00	27.1%
122221 42500 Conc Weapons Permits	600	600	350.00	70.00	250.00	58.3%
123131 42600 Public Works Opening	500	500	56.00	32.00	444.00	11.2%
TOTAL Licenses & Fees	302,512	302,512	106,061.81	23,904.20	196,450.19	35.1%
TOTAL REVENUES	302,512	302,512	106,061.81	23,904.20	196,450.19	

FOR 2014 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>30 Intergovernmental</u>						
131122 43505 FD EMPG grant	15,000	15,000	4,169.87	4,169.87	10,830.13	27.8%
131122 43506 FD SAFER grant	20,000	20,000	.00	.00	20,000.00	.0%
131132 43103 Highway Grant Fund	208,000	208,000	.00	.00	208,000.00	.0%
131142 43104 State General Assista	27,000	27,000	3,008.02	2,105.59	23,991.98	11.1%
131190 43102 State Tax Exemption R	26,000	26,000	8,241.45	8,241.45	17,758.55	31.7%
131192 43101 State Revenue Sharing	1,059,000	1,059,000	352,643.01	118,177.21	706,356.99	33.3%
131192 43106 Snowmobile Receipts	1,264	1,264	.00	.00	1,264.00	.0%
134546 43120 State Education Subsi	10,840,108	10,840,108	4,786,515.51	2,591,317.20	6,053,592.49	44.2%
134546 43121 State Adult Educ. Sub	31,000	31,000	.00	.00	31,000.00	.0%
TOTAL Intergovernmental	12,227,372	12,227,372	5,154,577.86	2,724,011.32	7,072,794.14	42.2%
TOTAL REVENUES	12,227,372	12,227,372	5,154,577.86	2,724,011.32	7,072,794.14	
<u>40 Charges for services</u>						
141111 44110 Agent Fee Auto Reg	50,000	50,000	19,230.00	4,546.00	30,770.00	38.5%
141111 44111 Agent Fee Boat/ATV/Sn	1,500	1,500	336.00	25.00	1,164.00	22.4%
141611 44131 Advertising Fees	0	0	635.16	157.85	-635.16	100.0%
142121 44155 Ambulance Service Fee	875,000	875,000	348,005.06	86,476.49	526,994.94	39.8%
142121 44166 Special Detail - Fire	1,000	1,000	1,786.40	842.16	-786.40	178.6%
142221 44161 Witness Fees	3,000	3,000	750.00	.00	2,250.00	25.0%
142221 44162 Police Reports	3,600	3,600	1,035.00	681.50	2,565.00	28.8%
142221 44163 School Resource Offic	80,000	80,000	.00	.00	80,000.00	.0%
142221 44165 Special Detail - Poli	1,000	1,000	9,409.00	1,215.00	-8,409.00	940.9%
142221 44167 Dispatch Services fee	139,268	139,268	52,750.82	10,831.79	86,517.18	37.9%
143431 44175 Recycling Revenue	25,000	25,000	9,076.90	3,517.50	15,923.10	36.3%
144545 44100 School Tuition, etc	166,411	166,411	.00	.00	166,411.00	.0%
TOTAL Charges for services	1,345,779	1,345,779	443,014.34	108,293.29	902,764.66	32.9%
TOTAL REVENUES	1,345,779	1,345,779	443,014.34	108,293.29	902,764.66	
<u>50 Fines & Penalties</u>						
151621 45103 Unlicensed Dog Fines	5,000	5,000	225.00	100.00	4,775.00	4.5%
152121 45104 False Alarm Fire	2,000	2,000	.00	.00	2,000.00	.0%
152121 45107 Fire Code Violation F	0	0	100.00	.00	-100.00	100.0%

FOR 2014 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>152221 45100 Ordinance Fines</u>	600	600	55.00	.00	545.00	9.2%
<u>152221 45101 Parking Tickets</u>	20,000	20,000	7,319.00	2,125.00	12,681.00	36.6%
<u>152221 45102 Leash Law Fines</u>	600	600	25.00	25.00	575.00	4.2%
<u>152221 45105 False Alarm Police</u>	300	300	.00	.00	300.00	.0%
TOTAL Fines & Penalties	28,500	28,500	7,724.00	2,250.00	20,776.00	27.1%
TOTAL REVENUES	28,500	28,500	7,724.00	2,250.00	20,776.00	
60 Interest earned						
<u>161193 46100 Interest Earned</u>	50,000	50,000	4,018.23	1,176.56	45,981.77	8.0%
TOTAL Interest earned	50,000	50,000	4,018.23	1,176.56	45,981.77	8.0%
TOTAL REVENUES	50,000	50,000	4,018.23	1,176.56	45,981.77	
70 Donations						
<u>171952 47000 BDC Contrib to Econ D</u>	75,000	75,000	.00	.00	75,000.00	.0%
<u>171952 47001 MRRA - Eco Dev positi</u>	25,000	25,000	6,249.99	2,083.33	18,750.01	25.0%
<u>171952 47002 MRRA - MCOG DUES</u>	15,000	15,000	.00	.00	15,000.00	.0%
TOTAL Donations	115,000	115,000	6,249.99	2,083.33	108,750.01	5.4%
TOTAL REVENUES	115,000	115,000	6,249.99	2,083.33	108,750.01	
90 Other						
<u>191011 49000 Administration Miscel</u>	0	0	250.00	.00	-250.00	100.0%
<u>191111 49000 Finance Miscellaneous</u>	1,000	1,000	6,311.89	5,350.69	-5,311.89	631.2%
<u>191111 49104 Property & Casualty D</u>	0	0	9,283.00	.00	-9,283.00	100.0%
<u>191111 49105 Postage & Handling</u>	0	0	1,119.00	269.00	-1,119.00	100.0%
<u>191111 49210 Insurance Proceeds</u>	0	0	.00	-4,525.19	.00	.0%
<u>191192 49100 Cable Television</u>	210,000	210,000	.00	.00	210,000.00	.0%
<u>191194 49150 Gen Govt Asset Sales</u>	290,066	290,066	.00	.00	290,066.00	.0%
<u>191411 49000 Codes Miscellaneous</u>	0	0	6.25	.00	-6.25	100.0%
<u>191611 49000 Town Clerk Miscellaneou</u>	1,200	1,200	524.75	144.50	675.25	43.7%
<u>191911 49000 Planning Miscellaneous</u>	150	150	64.80	.00	85.20	43.2%
<u>192121 49000 Fire Miscellaneous</u>	0	0	541.88	295.00	-541.88	100.0%
<u>192221 49000 Police Miscellaneous</u>	10,000	10,000	30,196.96	30,000.00	-20,196.96	302.0%

FOR 2014 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
<u>192294 49153 Police Vehicle Sales</u>	13,500	13,500	.00	.00	13,500.00	.0%
<u>193131 49000 Public Works Miscella</u>	0	0	4.74	.00	-4.74	100.0%
<u>194545 49000 School Miscellaneous</u>	120,000	120,000	12,091.64	6,373.18	107,908.36	10.1%
<u>195051 49000 Recreation Miscellane</u>	0	0	132.80	132.80	-132.80	100.0%
<u>199980 48100 General Fund Transfer</u>	675,000	675,000	275,000.00	275,000.00	400,000.00	40.7%
TOTAL Other	1,320,916	1,320,916	335,527.71	313,039.98	985,388.29	25.4%
TOTAL REVENUES	1,320,916	1,320,916	335,527.71	313,039.98	985,388.29	
GRAND TOTAL	53,786,531	53,786,531	42,354,897.81	2,253,210.05	11,431,633.19	78.7%

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

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

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

MANAGER'S REPORT - D BACK UP MATERIALS



Paul R. LePage
Governor

STATE OF MAINE
Department of Public Safety
Bureau of Highway Safety
164 State House Station
Augusta, Maine
04333-0164



John E. Morris
Commissioner

Lauren V. Stewart
Director

October 15, 2013

**“DriveSober, Maine!”
2014 High Visibility Impaired Driving Enforcement Program**

The Maine Bureau of Highway Safety is requesting applications for sub-grant funding from full-time law enforcement departments to participate in the “DriveSober, Maine!” 2014 High Visibility Impaired Driving Enforcement Program.

The goal of the “DriveSober, Maine!” Program is to increase effective enforcement of traffic-safety related laws and impaired driving incidences as well as impaired driving-related injuries, crashes, and fatalities. The Bureau established a goal in the 2014 Highway Safety Plan to decrease alcohol impaired driving fatalities by 5% from the 5 year average of 45.6 (2008-2010) to 43.3 by December 31, 2014. This program is designed to help meet this goal.

The “DriveSober, Maine!” Program will provide \$10,000.00 in federal funds to law enforcement agencies to reimburse the overtime costs of police officers’ dedicated overtime details. The details must be focused on preventing impaired driving through roadblocks and/or special patrols.

The “DriveSober, Maine!” Program begins on December 13, 2013 and ends on September 1, 2014. This program requires participating Maine law enforcement departments to participate in the two national impaired driving crackdowns while also giving departments the flexibility to schedule overtime details during the months when OUI is a proven problem in their jurisdiction.

For four weeks during the program period, “DriveSober, Maine!” runs in conjunction with the two national “Drive Sober or Get Pulled Over” high visibility impaired driving enforcement crackdowns. Participating departments must conduct at least four details (saturation patrols) or one roadblock during each of the two week national campaign periods. The national high visibility crackdown periods are December 13, 2013 – January 1, 2014 and August 15 – September 1, 2014.

Departments may then schedule overtime OUI details and/or roadblocks throughout the remaining program period, based on the OUI problem and locations in that jurisdiction. Departments are strongly encouraged to schedule enough details in addition to the required details during the two national crackdowns to make use of the total grant funds requested.

Buckle Up. Drive Safely.



Office Located At:
Central Maine Commerce Center
45 Commerce Dr, Suite 1
Augusta, ME 04330
Phone: (207) 626-3840 Fax: (207) 287-3042

MANAGER'S REPORT - E BACK UP MATERIALS

Town of Brunswick, Maine

Incorporated 1739

Brunswick Fire Department

"Working Today for a Safer Tomorrow"



KEN BRILLANT, CHIEF
JEFF EMERSON, DEPUTY CHIEF
DONALD KOSLOSKY, DEPUTY CHIEF



21 TOWN HALL PLACE
BRUNSWICK, ME 04011
TELEPHONE 207-725-5541
FAX # 207-725-6638
WWW.BRUNSWICKME.ORG

To: Gary Brown, Town Manager
From: Don Koslosky, Deputy Chief
Ref: Donation
Date: November 12, 2013

The Fire Department has recently received a donation from the local business Pleasant Street Dental for the amount of \$1,314.00. When this donation was received Dr. James Moshier noted that they would prefer it going to something medical that helps the community. After further discussion it was agreed upon that the funds would best be used to purchase the required medical pumps which aid in administering lifesaving medications.

At this time, we respectfully request the acceptance of these funds to be utilized as noted above. Should you have any additional questions, please do not hesitate to contact me.

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

MANAGER'S REPORT - G 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

November 14, 2013

To: Gary Brown, Town Manager
From: Anna Breinich, AICP
Subject: Zoning Ordinance Rewrite Public Engagement Schedule

As part of the Town's Zoning Ordinance Rewrite, an extensive initial public engagement schedule has been approved by the Zoning Ordinance Rewrite Committee. The schedule is as follows with all public educational and input sessions in **bold** text:

12/3/13

2:00pm - 3:30pm Developer/Designers Zoning Forum (Morrell Meeting Room, Curtis Memorial Library)

4:30pm - 8:30pm Introductory Meetings with Town Boards, Commissions and Committees (3-one hour publicly-noticed meetings at Morrell Meeting Room, Curtis Memorial Library)

12/4/13

7:30am – 9:00am Brunswick Downtown Association/Town-sponsored breakfast zoning forum (Morrell Meeting Room, Curtis Library)

9:30am – 1:30pm Stakeholder Interviews with MRRA, Bowdoin and Brunswick-Topsham Land Trust

2:00pm – 5:30pm Zoning Educational Forum (Public Session – Hannaford Auditorium, SMCC Campus at Brunswick Landing)

6:30pm – 8:00pm Zoning Ordinance Rewrite Public Input Session (Brunswick Junior High School Cafeteria)

12/9/13

5:00pm – 6:30pm Zoning Ordinance Rewrite Public Input Session (Brunswick Junior High School Cafeteria)

12/11/13

6:30pm – 8:00pm Zoning Ordinance Rewrite Public Input Session (Community Room, MTI Building, 8 Venture Avenue at Brunswick Landing)

12/19/13

10:00am – 12:00pm Staff Review Committee Zoning Session (Publicly-noticed meeting at Hawthorne School Administration Building – Superintendent's Conference Room)

Beginning next week, staff and Clarion Associates will be preparing audience-specific invitations and disseminate publicly through newspaper inserts, social media, established distribution lists such as the

Brunswick Blast, post card/flyers at local businesses and Curtis Memorial Library, the Town website and TV3 announcements.

cc: Charlie Frizzle
Margaret Wilson
Dick Visser
Jeff Hutchinson
Jeremy Doxsee, AICP
Don Elliott, FAICP

ITEM 119

BACK UP MATERIALS

TOWN OF BRUNSWICK, MAINE

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

WHEREAS, the Town Council (the “Town Council”) of the Town of Brunswick (the “Town”) has adopted a Capital Improvement Program for the fiscal years ending June 30, 2014-18 (the “CIP”); and

WHEREAS, the CIP recommends a project to renovate, for municipal uses, the McLellan Building, acquired from Bowdoin College and located at 85 Union Street (the McLellan Building Project”) and,

WHEREAS, the Town has engaged an architect and construction manager to design, construct, and manage the McLellan Building Project; and

WHEREAS, the Town Manager, based on information provided by the architect and construction manager, has estimated the total cost of the McLellan Building Project to be \$950,000, all of which is currently expected to be financed through the issuance of general obligation bonds; and

WHEREAS, the Charter of the Town of Brunswick, Maine (the “Charter”) requires that any capital acquisition to be financed solely or partly by the issuance of bonds or notes to be authorized by ordinance;

NOW THEREFORE THE FOLLOWING ORDINANCE IS ADOPTED.

Section 1. Funding Sources and Appropriations.

- a. A total nine hundred and fifty thousand dollars (\$950,000), plus any additional amounts authorized under this ordinance, are appropriated to finance the cost of designing, renovating, and equipping the McLellan Building for municipal use (the “Project”).
- b. The issue and sale of the Town’s general obligation bonds or notes (and notes in anticipation thereof) is authorized in an aggregate principal amount not to exceed nine hundred and fifty thousand dollars (\$950,000), plus the cost of issuance. The proceeds of the bonds and notes are appropriated to finance the costs of the Project. The bonds and notes may also be used to reimburse the Town for any prior expenditures on the Project, or to refinance notes or advances as authorized herein.

Section 2. Authorization to Develop, Construct, and Equip the Project. The Town Manager is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town, such contracts, agreements, and other documents and certificates as the Town Manager may determine to be necessary or appropriate in connection with the Project. The aforementioned items shall be in such form and contain such terms and conditions as may be approved by the Town Manager. Such approval shall be conclusively evidenced by the Town Manager’s execution thereof, provided however, that the Town Manager may delegate the authority granted hereunder as the Town Manager deems appropriate.

Section 3. Project Costs Defined. The term “cost” or “costs” as used herein and applied to the Project, or any portion thereof, includes:

- a. the cost of planning, surveys, engineering, feasibility studies, environmental studies and assessments, legal, accounting, and other professional services associated with the Project;
- b. the costs related to applying for and obtaining all permits, licenses, franchises, and the costs related to regulatory and judicial reviews;
- c. the cost of rights, easements, and franchises acquired in connection with the Project;
- d. the cost of any site work the Town Manager determines is necessary to prepare the site for its intended Project use, including but not limited to the cost of demolition and removal of any structures appurtenant thereto;
- e. the cost of constructing the Project, and all costs determined by the Town Manager to be necessary to place the Project in service and ready for its intended use, including but not limited to, the cost of off-site improvements, and the cost of all labor, materials, building systems, machinery and equipment;
- f. the costs of equipping the project for its intended use including all furniture and fixtures, all fixed or mobile equipment, and leasehold improvements;
- g. the cost of insuring the Project while under construction and for a reasonable period upon substantial completion of the project, including builders risk, general liability, product liability, workers compensation and any other insurance costs the Town Manager determines is related to the Project;
- h. the costs of financing the Project including but not limited to financing charges and issuance costs, underwriters' fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses related to financing the Project;
- i. interest costs prior to and during construction and for a period not to exceed three years from the issue date of the bonds, underwriters' fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses related to the financing transaction;
- j. any other costs identified in the Project budget, and the cost of any other items or services deemed to be cost under generally accepted accounting principles (“GAAP”) as determined by the Town’s Finance Director.

Section 4. Details of the Bonds or Notes.

- a. Execution and Delivery of Bonds and Notes. The bonds and notes issued hereunder, and any issued as the result of exchanges or transfers, shall be signed by the Treasurer and be countersigned by the Chair of the Town Council. The bonds and notes shall have the seal of the Town affixed thereon, and be attested by the Town Clerk. The Treasurer and Chair of the Town Council, from time to time, shall execute such bonds and notes as may be required to provide for exchanges or transfers of bonds and notes hereinbefore authorized.
- b. Book Entry Certificates In lieu of physical certificates of the bonds and notes, the Treasurer be and hereby is authorized to undertake all acts necessary to provide for the issuance and transfer of such bonds and notes in book-entry form pursuant to the

Depository Trust Company Book-Entry Only System. As an alternative to the provisions herein regarding physical transfer of bonds, and the Treasurer is authorized and empowered to enter into a Letter of Representation or any other contract, agreement or understanding necessary or, in the Treasurer's opinion, appropriate in order to qualify the bonds for and participate in the Depository Trust Company Book-Entry Only System.

- c. Tax Exempt Bonds Option. The Treasurer and Chair of the Town Council are individually authorized to determine whether to issue the bonds and notes authorized herein as taxable bonds and notes or tax-exempt bonds and notes. To the extent such bonds and notes are issued as tax-exempt bonds, the Treasurer and Chair of the Town Council are individually authorized to covenant and agree, on behalf of the Town and for the benefit of the holders of such bonds and notes, that the Town will file any required reports and take any other action that may be necessary to ensure that interest on the bonds and notes will remain exempt from federal income taxation and that the Town will refrain from any action that would cause interest on the bonds and notes to be subject to federal income taxation.
- d. No Arbitrage Certification. The Treasurer and Chair of the Town Council are individually authorized to covenant and certify on behalf of the Town that no part of the proceeds of the bonds and notes shall be used directly or indirectly to acquire any securities or obligations, the acquisition of which would cause such bonds or notes to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended.
- e. Qualified Tax Exempt Obligations. The Treasurer is hereby authorized and empowered to take all such action as may be necessary to designate such bonds and/or notes as qualified tax-exempt obligations for purposes of Section 265(b) of the Code; it being the Town's intention that the Treasurer, with advice of bond counsel, to make the required Section 265(b) election with respect to such bonds and notes, but only to the extent the election may be available and advisable as determined by the Treasurer.
- f. Principal Denominations. The principal amount of the bonds of the same maturity shall be such minimum denomination as the Treasurer, in the Treasurer's discretion, may approve.
- g. Maturities and Interest Rates. The maturity(ies), interest rate(s) and sale price of the bonds or notes issued hereunder shall be either sent out to bid or negotiated by the Treasurer in such manner as the Treasurer deems appropriate and in the best interest of the Town and the financing of the above-referenced Project. The Treasurer be and hereby is authorized to provide that any of the bonds or notes hereinbefore authorized may be made callable, with or without premium, prior to their stated dates of maturity. The bonds or notes hereby authorized shall be in such form and to otherwise contain such other terms and provisions as the Treasurer may approve, his or her approval to be conclusively evidenced by his/her execution thereof.
- h. Consolidation of Bond or Notes. Any or all of the bonds or notes issued hereunder may be consolidated with and become a part of any other issue of bonds or notes authorized to

be issued by any previous or subsequent ordinance of the Town Council of the Town of Brunswick.

- i. Other Authorized Officials. If the Treasurer, Chair of the Town Council or Town Clerk are for any reason unavailable to approve and execute the bonds hereinbefore authorized or any other documents necessary or convenient to the issuance, execution and delivery of the bonds, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had performed such act.
- j. Absence of Officials Prior to Delivery. If any of the officials of the Town who have signed or sealed the bonds or notes shall cease to be such officials before the bonds or notes signed and sealed shall have been actually authenticated or delivered by the Town, such bonds and notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such bonds or notes had not ceased to be such officer or official; and also any such bonds and notes may be signed and sealed on behalf of the Town by those persons who, at the actual date of the execution of such bonds and notes, shall be the proper officials of the Town, although at the nominal date of such bonds and notes any such person shall not have been such officer or official.

Section 5. Sale of Bonds or Notes and Registrar, Paying Agent and Transfer Agent

- a. Official Statement. The Treasurer is authorized to prepare, or cause to be prepared, a Preliminary Official Statement and an Official Statement for use in the offering and sale of the bonds or notes. The Preliminary Official Statement and Official Statement shall be in such form and contain such information as may be approved by the Treasurer, with the advice of the underwriter for the bonds or notes and bond counsel for the Town. The distribution of the Preliminary Official Statement and the Official Statement in the name of and on behalf of the Town in connection with offering the bonds or notes is approved.
- b. Counsel. The Treasurer is authorized to select Issuer Counsel, Bond Counsel and any other counsel the Treasurer deems necessary in connection with the planning, sale and issuance of the notes or bonds, and to execute and deliver such contracts or agreements as may be necessary or appropriate in connection therewith.
- c. Underwriter. The Treasurer is authorized to select the underwriter for the bonds and notes, and to execute and deliver such contracts or agreements as may be necessary or appropriate in connection therewith.
- d. Registrar, Paying Agent and Transfer Agent. The Treasurer is authorized to select the registrar, paying agent, and transfer agent for the bonds or notes and to execute and deliver such contracts and agreements as may be necessary or appropriate to secure their services. The bonds and notes shall be transferable only on the registration books of the Town kept by the transfer agent. Upon surrender of the bonds or notes with an accompanying written instrument of exchange or transfer, executed by the registered owner or the owner's attorney, duly authorized in writing and satisfactory to the transfer agent, the Town and the transfer agent shall make a charge sufficient to cover any tax, fee

or any other governmental charge required to be payable with respect to such exchange or transfer. Subsequent to the first exchange or transfer, the cost of preparing new bonds or notes upon exchanges or transfer thereof shall be paid by the person requesting the same.

Section 6. Refunding. The Treasurer and Chair of the Town Council be and hereby are authorized to execute a refunding of general obligation bonds and notes herein authorized when the Treasurer and the Chair of the Town Council determine that such refunding is in the best interest of the Town. All delegated authority provided pursuant to this ordinance shall also apply to a refunding bond and note issue relating to the general obligation bonds and notes herein authorized.

Section 7. Continuing Disclosure. The Treasurer and Chair of the Town Council be and hereby are individually authorized to covenant, certify, and agree, on behalf of the Town, for the benefit of the holders of such bonds and notes, that the Town will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure that the disclosure requirements imposed by Rule 15c12-12 of the Securities and Exchange Commission are met.

Section 8. Investment Earnings and Other Bond Proceeds. Any investment earnings on the proceeds of the bonds and notes and any other unexpended proceeds thereof are appropriated for the following purposes:

- a. To any costs of the Project in excess of the amounts authorized herein;
- b. In accordance with the applicable terms and conditions of the Town's Arbitrage and Use of Proceeds Certificate delivered in connection with the sale of the bonds or notes including, to the extent permitted thereunder, to interest on the bonds or notes, or to the Town's general fund;
- c. To any other qualified costs approved by the Town Council and not prohibited by the Town Charter or Ordinances, Maine law or the Internal Revenue Code.

Section 9. Authority to Levy Tax for Debt Service. In each of the years during which any of the bonds or notes are outstanding, there shall be levied a tax in an amount which, with other revenues, if any, available for that purpose, shall be sufficient to pay the interest on said bonds or notes, payable in such year, and the principal of such bonds maturing in such year.

Section 10. Advances to Fund Project. The Town is authorized to make advances, from the Town's general fund to a capital projects fund, in an aggregate amount not to exceed \$800,000, in anticipation of the issuance of bonds or notes, or for the purpose of financing any part of the Project. Advances used in lieu of bonds or notes authorized hereunder, are appropriated to finance the cost, or any part thereof, of the Project. The Treasurer is authorized to establish and amend all details of any advances including, but not limited to the term, interest rates, and payment schedule. The authority to issue the bonds and notes authorized herein shall remain and continue in full force and effect during the entire term of the advance(s). The proceeds of the bonds and notes issued hereunder may be used to repay the advance(s) of any portion thereof.

Section 11. Declaration of Official Intent. Advances from the Town's general fund may finance the original expenditures related to the Project. It is expected that those advances will be reimbursed in part or in whole by the issuance of bonds or notes authorized hereunder. It is the intent of the Town Council that this Ordinance shall constitute the Town's declaration of official intent within the meaning of Treasury Regulation 1.150-2.

Section 12. Abandonment of Borrowing Authority. The Treasurer is empowered to declare abandoned, the authority to issue any bonds or notes the Treasurer deems to be in excess of the amount necessary to complete the Project. Such a declaration once made may not be reversed other than by ordinance.

Public Hearing: November 18, 2013
Adopted by Town Council:

**TOWN OF BRUNSWICK
NOTICE OF PUBLIC HEARING**

The Town Council will hold a public hearing on Monday, November 18, 2013 at 7:00 p.m. at the Municipal Meeting Room (Room 217), Maine Street Station, 16 Station Avenue, to consider the following:

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

The text of the proposed ordinance is too extensive to be included with this notice. Anyone having questions about the proposed ordinance or wishing to obtain copies of it should contact the Brunswick Town Clerk's or Town Manager's Office during regular office hours Monday through Friday from 8:30 a.m. to 4:30 p.m.

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

Frances M. Smith
Town Clerk of Brunswick, Maine

November 4, 2013

Printed in the *Times Record* on November ____, 2013

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: November 14, 2013

RE: Resolution to fund the McLellan project

The November 18 Council meeting includes an agenda item to hold a Public Hearing on a proposed bond ordinance to fund the renovations and construction administration for the McLellan project. The Council sub-committee charged with overseeing this project is recommending that this project be funded from the unassigned fund balance.

The proposed resolution is included in the packet and will be available for adoption in the event there is insufficient support for the bond ordinance.

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

WHEREAS, the Town Council (the “Town Council”) of the Town of Brunswick (the “Town”) has adopted a Capital Improvement Program for the fiscal years ending June 30, 2014-18 (the “CIP”); and

WHEREAS, the CIP recommends a project to renovate, for municipal uses, the McLellan Building, acquired from Bowdoin College and located at 85 Union Street (the McLellan Building Project”) and,

WHEREAS, the Town has engaged an architect and construction manager to design, construct, and manage the McLellan Building Project; and

WHEREAS, the Town Manager, based on information provided by the architect and construction manager, has estimated the total cost of the McLellan Building Project to be \$950,000; and

WHEREAS, the Town Manager has determined that the need to fund the McLellan Building project is an emergency within the meaning of section 510 of the Brunswick Town Charter; and

WHEREAS, the Town Office Building Committee, appointed by the Town Council, has recommended up to \$950,000 be appropriated from available unassigned General Fund revenues in order to fund the McLellan Building Project; and

WHEREAS, the Town Manager agrees with the Town Office Building Committee, and has also recommended that up to \$950,000 be appropriated from available unassigned General Fund revenues in order to fund the McLellan Building Project; and

WHEREAS, the Town Council concurs that the need to appropriate up to \$950,000 for the McLellan Building Project is an emergency within the meaning of section 510 of the Charter;

NOW THEREFORE BE IT RESOLVED:

Section 1. Appropriation and Expenditure Authorization. The Town appropriates and authorizes the expenditure of up to \$950,000 from available unassigned General Fund revenues for the McLellan Building Project.

Section 2. Authorization to Develop, Construct, and Equip the Project. The Town Manager is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town, such contracts, agreements, and other documents and certificates as the Town Manager may determine to be necessary or appropriate in connection with the McLellan Building Project. The aforementioned items shall be in such form and contain such terms and conditions as may be approved by the Town Manager. Such approval shall be conclusively evidenced by the Town Manager’s execution thereof, provided however, that the Town Manager may delegate the authority granted hereunder as the Town Manager deems appropriate.

Section 3. Project Costs Defined. The term “cost” or “costs” as used herein and applied to the McLellan Building Project, or any portion thereof, includes:

- a. the cost of planning, engineering, legal, accounting, and other professional services related to the McLellan Building Project;

- b. the costs related to applying for and obtaining all permits, licenses, and related regulatory reviews related to the McLellan Building Project;
- c. the cost of rights and easements;
- d. the cost of constructing the McLellan Building Project, and all costs determined by the Town Manager to be necessary to place the McLellan Building Project in service and ready for its intended use, including but not limited to, the cost of off-site improvements, and the cost of all labor, materials, building systems, machinery and equipment;
- e. the costs of equipping the McLellan Building Project for its intended use including all furniture and fixtures, all fixed or mobile equipment, and leasehold improvements;
- f. the cost of insuring the McLellan Building Project while under construction and for a reasonable period upon substantial completion of the project, including builders risk, general liability, product liability, workers compensation, and any other insurance costs the Town Manager determines is related to the McLellan Building Project;
- g. the cost of application fees, legal, accounting, and other fees related to the McLellan Building Project;
- h. any other costs identified in the McLellan Building Project budget, and the cost of any other items or services deemed to be costs under generally accepted accounting principles (“GAAP”) as determined by the Town’s Finance Director.

Section 4. Other Actions Authorized. Any actions taken to date by the Town Manager in connection with the planning phase of the McLellan Building Project, are hereby ratified, confirmed, and approved.

Section 5. Lapse of Balances. Upon a determination by the Finance Director that the McLellan Building Project is complete or abandoned, any remaining balance in the project account shall lapse to the Town’s General Fund.

Proposed to Town Council: November 18, 2013

Adopted by Town Council:

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: November 13, 2013

RE: Advantages/disadvantages of use of fund balance for Town Office Renovations

As the Council considers that matter of adopting a bond ordinance for renovations at the new Town Office, I have been asked to provide information concerning the advantages and disadvantages of funding the project with available funds as opposed to bonding the project.

1. Using existing funds prevents an increase in the debt service line in the budget. The CIP anticipates a 15 year bond, which would result in an increase in the debt service in the amount of approximately \$95,000, the equivalent of a .3% increase in the tax rate.

Advantage

2. Using existing funds will avoid paying interest over the term of the bonds. The estimated amount of interest is estimated to be \$247,000. **Advantage**

3. Using existing funds reduces the flexibility on the use of the funds later in the year as other projects may be presented. **Disadvantage**

4. Using the existing funds is consistent with the adopted Fund Balance Policy.

5. Adopting the resolution to use fund balance negates the option of issuing tax exempt bonds in the future for this project. **Disadvantage**

6. There may be some thought that we will not be able to utilize these funds to subsidize the budget in 2014. There is nothing to suggest that we will be prevented from using a similar amount as we have for the past two years. I would not suggest that we consider doubling the subsidy from \$1,000,000 to \$2,000,000.

7. The CIP is a planning document. It is intended to provide information on proposed projects and the funding methodology. Neither the projects nor the funding are committed until such time that the Council takes formal and specific action. Adoption of the CIP provides direction to staff on the priorities and timelines for the projects

identified in the CIP. There are previous instances where the CIP identified bonds as the funding source and subsequently the Council authorized the use of fund balance, rather than issuing the bonds. (Rescue vehicles, College Street project)

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: November 13, 2013

RE: Unassigned Fund Balance/funding of Town Office Renovations

The Council sub-committee charged with overseeing the renovations for the new Town Office has recommended that this project be funded with existing funds, rather than bonding the project. I have been asked to provide the Council with historical data regarding the unassigned fund balance and previous uses to fund projects.

As of June 30, 2013, the Town's unassigned fund balance was identified to be **\$10,007,432** (unaudited). The Town's fund balance policy establishes a target balance of 16.67% of budgeted revenues. The current balance is **\$1,030,564** over the target. The fund balance policy also included language that states amounts in excess of the target balance shall be used for capital improvement or other one-time expenditures.

Attached is a sheet that identifies uses of fund balance for the previous 10 years. The sheet identifies amounts appropriated through the adoption of the budget, as well as supplemental appropriations.

Also attached are two sheets that identify the ten year history of the fund balance as well as the current detail for the fund balance as of June 30, 2013. The significant information has been highlighted.

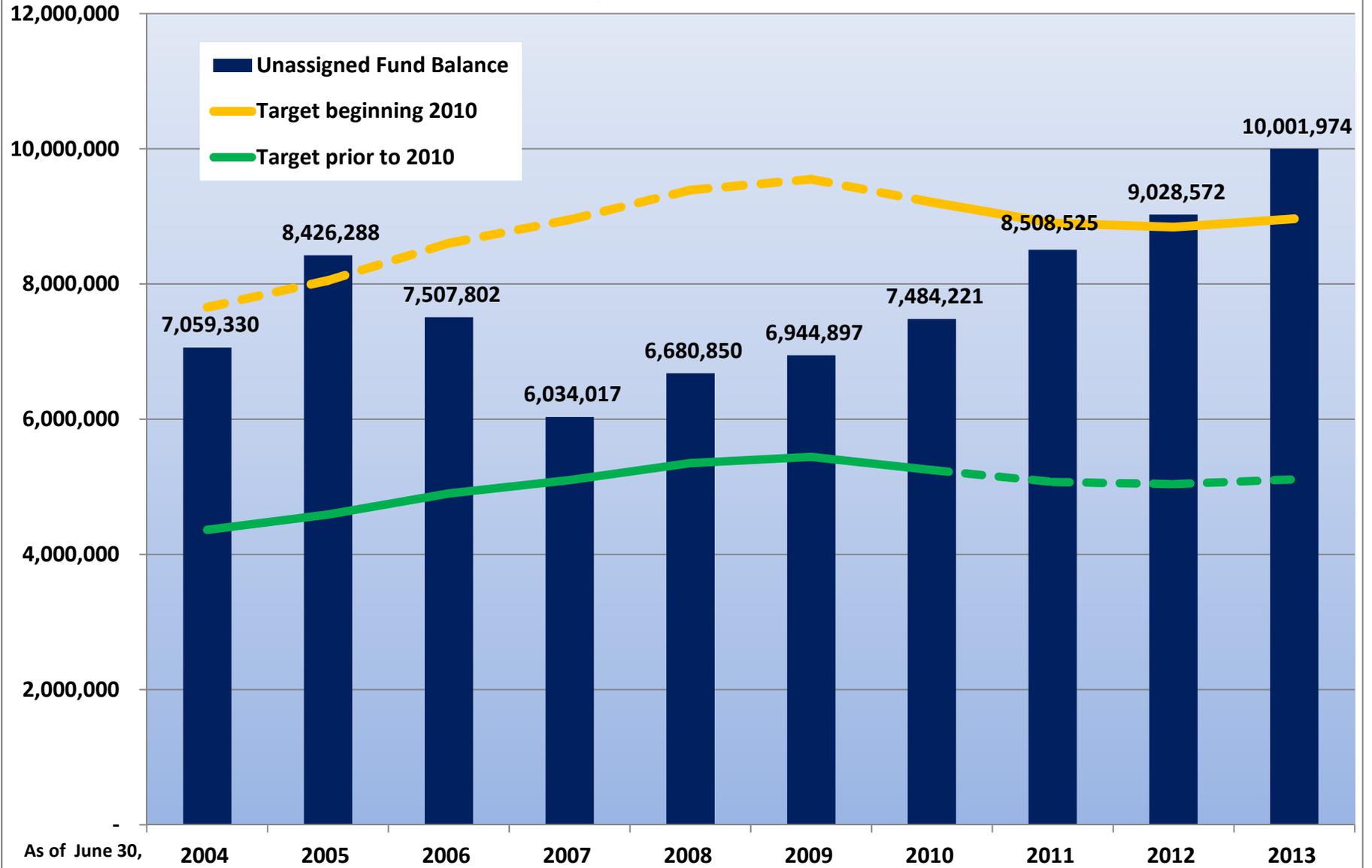
The proposed CIP for fiscal year 2014-15 recommends appropriating \$182,500 from the unassigned fund balance. The activities are building upgrades to Curtis Library and the planning of storm water improvements for Union Street.

The current cost estimate for the renovations of the Town Office are \$865,000 construction and \$90,000 for design services, for a total of \$955,000. The \$90,000 in design services includes phase I, which was \$16,030. We have paid out approximately \$34,000 in total for design services, so that leaves a balance of \$924,476 for construction and remaining design services. The combined cost of the project plus the recommended CIP would result in a total draw of \$1,104,500 from the unassigned fund balance. This leaves a balance of \$8,902,475, a little less than \$75,000 below the 16.67% target.

Although the development of the FY'15 budget is several months away, I expect that we will once again appropriate \$1,000,000 to subsidize the budget. That would bring the fund balance down to \$7,924,932. This would be \$440,710 more than was in the fund three years ago, before we began to subsidize the budget.

Design Services			
Intial Design fees		\$ 16,030.00	Complete and paid
Design Development		\$ 17,753.00	Complete and paid
Construction Documents		\$ 38,357.00	Remaining
Construction Administration		\$ 19,827.00	Remaining
Total		\$ 91,967.00	
Paid to date		\$ 33,783.00	
Balance		\$ 58,184.00	
Construction Project		(October 16 estimate)	
General Conditions		\$ 63,296.00	
Alterations		\$ 38,986.00	
Concrete		\$ 2,000.00	
Metals		\$ 1,320.00	
Rough Carpentry		\$ 11,000.00	
Finish Carpentry/Mill Work		\$ 80,960.00	
Doors, Windows & Glass		\$ 73,400.00	
Finishes		\$207,113.00	
Special Construction		\$ 14,550.00	
Conveying Systems		\$ 2,000.00	
Mechanical		\$116,400.00	
Electrical		\$140,650.00	
sub-total		\$751,675.00	
fee		\$ 52,617.00	
sub-total		\$804,292.00	
Contingency		\$ 60,000.00	
Estimated total		\$864,292.00	
TOTALS for supplemental funding			
Design		\$ 58,184.00	
Construction		\$864,292.00	
TOTALS for supplemental funding		\$922,476.00	

Town of Brunswick Unassigned Fund Balance



Town of Brunswick, Maine
Use of Fund Balance

Description	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Use in Annual Budget	225,000	275,000	250,000	250,000	275,000	275,000	275,000	285,000	140,000	1,000,000
Supplemental Appropriations:	556,069	1,097,500	2,454,000	2,227,074	359,700	387,400	615,500	319,500	447,000	1,482,330
6/9/03 Coffin School Air Quality	400,000									
6/9/03 Public Safety Buildings Planning	75,000									
1/20/04 Homeland Security Grant Match	6,069									
2/2/04 Increase General Assistance Budget	25,000									
6/21/04 Land Acq on Middle Bay Road Commons Trail	50,000									
	<u>556,069</u>									
6/7/04 Jordan Acres School Air Quality		375,000								
6/7/04 Ambulance, GIS, and Facilities Planning		325,000								
6/7/04 Center Street Improvements Grant Match		233,500								
5/2/05 Municipal Building Telephone System Upgrade		24,000								
6/20/05 Jordan Avenue Engineering and Design		75,000								
6/30/05 Winter Maintenance Supplemental		<u>65,000</u>								
		1,097,500								
6/13/05 Public Works Sand and Salt Storage Facility			250,000							
11/21/05 Brunswick Local Redevelopment Authority Startup			75,000							
3/20/06 Jordan Avenue Reconstruction Project			1,684,000							
5/15/06 Real Estate Acquisition Near Central Station			255,000							
6/29/06 Furniture and Fixtures Acq Cook's Corner Sta			100,000							
6/29/06 Flood Damaged Road Repairs October 2005			<u>90,000</u>							
			2,454,000							
9/5/06 Water Street Boat Launch Parking Addition				55,000						
9/5/06 ADA Improvements at Various Parks & Rec Loc				50,000						
9/5/06 Building Demolition at 63 Water Street				35,000						
10/2/06 Park Row Storm Sewer Engineering				75,000						
11/20/06 Single Stream Recycling Startup Costs				135,000						
12/4/06 Edwards Field Land Acquisition (adjacent parcel)				45,000						
1/16/07 Times Record Building Renovations				500,000						
5/21/07 Times Record Building Renovations				200,000						
6/18/07 Wood and Masonry Landfill Closure				510,000						
6/18/07 Times Record Storage Building Acquisition				150,000						
6/25/07 Cook's Corner Fire Station Construction				80,264						
6/25/07 Pleasant Hill Road Reconstruction Project				23,231						
6/25/07 Aerial Platform Truck Additional Costs				3,579						
6/12/09 Municipal Computer System Acquisition				<u>365,000</u>						
				2,227,074						
8/6/07 Police Department Locker Room Renovations					30,000					
8/6/07 Central Station Roof Repairs					18,300					
8/6/07 Dictaphone System for Police Department					11,400					
10/1/07 Central Station Roof Drain Separation					20,000					
10/1/07 Pedestrian Bridge Parking Lot Construction					20,000					
12/17/07 Pleasant Street Storm Drain Repair					20,000					
4/7/08 Economic Development Locations Study					50,000					
6/30/08 Winter Maintenance Supplemental					<u>190,000</u>					
					359,700					
6/2/08 Culvert on Bath Rd at RR Acquisition/Installation						150,000				
6/2/08 Voting Machines Acquisition						62,400				
6/2/08 Recreation Center Boiler Replacement						40,000				
6/2/08 Architectural Hose Tower Roof at Central Station						35,000				
6/2/08 Fire Department Brush Truck Acquisition						35,000				
7/7/08 Marriner Road Storm Drain Outfall Repair						25,000				
11/3/08 Growstown School Roof Repairs						15,000				
12/1/08 Town Manager Recruitment						<u>25,000</u>				
						387,400				
6/1/09 Council Chambers Leasehold Improvements							55,000			
6/1/09 Union Street School Renovations for People Plus							100,000			
6/1/09 Fire Department Utility Truck Acquisition							35,000			
6/1/09 Parks & Recreation Pickup Truck Acquisition							28,000			
8/3/09 Growstown School Repairs							15,000			
9/21/09 Council Chambers Leasehold Improvements							55,000			
4/5/10 Fire Department Rescue Vehicle Acquisition							165,000			
6/21/10 Communications Center Upgrades (Freeport Project)							<u>162,500</u>			
							615,500			
5/27/10 Fire Department Life Pak Monitors								82,500		
5/27/10 Public Works 10 Industry Road Roof Replacement								50,000		
5/27/10 Public Works 10 Industry Road Boiler Replacement								75,000		
8/16/10 People Plus Center Roof Replacement								55,000		
6/30/11 Public Works 9 Industry Road Boiler Replacement								20,000		
6/30/11 Communications Center Upgrades (Freeport Project)								<u>37,000</u>		
								319,500		
7/11/11 School Department Master Plan									200,000	
7/11/11 Longfellow School Hazardous Abatement									100,000	
7/11/11 Adams Road Culvert Replacement Grant Match									25,000	
10/3/11 Police Station Design Services									75,000	
11/21/11 Parks and Recreation Tractor									<u>47,000</u>	
									447,000	
6/30/12 Advance to Times Record Building (write-off)										1,951,782
5/31/12 Capital Budget - Voting Machines										65,000
5/31/12 Capital Budget - College Street Planning										37,000
5/31/12 Capital Budget - Library HVAC Upgrades										15,000
5/31/12 Capital Budget - Communications Equipment										115,250
5/31/12 Capital Budget - Pedestrian Bridge										130,000
5/31/12 Stanwood Street Improvements - URIP funds										100,000
11/19/12 School Department Master Plan Phase II										174,500
4/1/13 College Street Reconstruction										500,000
4/1/13 Fire Department Rescues (2) Acquisition & Balance										<u>345,580</u>
										1,482,330

ITEM 118

NO BACK UP MATERIALS

ITEM 120

BACK UP MATERIALS

30-A §2503. REAPPORTIONMENT

30-A §2503. REAPPORTIONMENT

1. Adoption by ordinance. Districts established for the purpose of electing, from each district, an equal number of municipal officers may be adjusted, by ordinance, by the municipal legislative body subject to the following conditions.

A. Each district must be formed of compact, contiguous territory. Its boundary lines may follow the center lines of streets. [1987, c. 737, Pt. C, §2 and Pt (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. Each district must contain as nearly as possible the same number of inhabitants as determined according to the latest Federal Decennial Census, but districts may not differ in number of inhabitants by more than 10% of the inhabitants in the smallest district created. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

C. The ordinance must include a map and a description of the districts. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

D. The ordinance takes effect on the 30th day after adoption by the legislative body. The new districts and boundaries, as of the effective date, supersede previous districts and boundaries for the purposes of the next regular municipal election, including nominations. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

2. Failure to enact ordinance. The municipal legislative body must enact the reapportionment ordinance within 12 months after the Legislature has reapportioned the House and Senate districts pursuant to the Constitution of Maine, Article IV, Part First, Section 3 and Article IV, Part Second, Section 2 or after a court decision finalizing the reapportionment of districts. The ordinance must be enacted at least 90 days before a regular municipal election occurring within that 12-month period or the previous reapportionment ordinance applies to that election. If the legislative body fails to enact an ordinance within the 12-month period or at least 90 days before a regular election occurring after the 12-month period, all municipal officers to be elected must be elected at large and serve until their terms expire. Such at-large elections continue until the legislative body enacts an ordinance in accordance with subsection 1 at least 90 days before a regular municipal election.

[2001, c. 537, §1 (AMD); 2001, c. 537, §2 (AFF) .]

3. Referendum. Except when the municipal legislative body is the town meeting, the voters of the municipality may require the municipal legislative body to reconsider any ordinance adopted under subsection 1. If the legislative body does not repeal an ordinance so reconsidered, the voters may approve or reject it at a municipal election.

A. Any 5 voters may commence referendum proceedings by filing an affidavit with the municipal clerk stating:

- (1) They will constitute the petitioners' committee;
- (2) They will be responsible for circulating the petition and filing it in proper form;
- (3) Their names and addresses;
- (4) The address to which all notices to the committee are to be sent; and

(5) The ordinance sought to be reconsidered.

Promptly after the affidavit of the petitioners' committee is filed, the clerk shall issue the appropriate petition blanks to the petitioners' committee. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. Petitions under this subsection must meet the following requirements.

(1) Petitions must be signed by a number of voters of the municipality equal to at least 15% of the total number of voters in the municipality at the last presidential election.

(2) All papers of a petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature must be executed in ink or indelible pencil and must be followed by the address of the person signing. While being circulated, petitions must have the full text of the ordinance sought to be reconsidered contained in or attached to the petition.

(3) When filed, each paper of a petition must have an affidavit, executed by the circulator of the petition, attached to it stating:

(a) That the circulator personally circulated the paper;

(b) The number of signatures on the paper;

(c) That all the signatures were signed in the circulator's presence;

(d) That the circulator believes them to be the genuine signatures of the persons whose names they purport to be; and

(e) That each signer had an opportunity before signing to read the full text of the ordinance sought to be reconsidered.

(4) Petitions must be filed within 30 days after the municipal legislative body adopts the ordinance sought to be reconsidered. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

C. The following procedure shall be followed after the petition is filed with the municipal clerk.

(1) Within 20 days after the petition is filed, the municipal clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, the particulars which render it defective. The clerk shall promptly send a copy of the certificate to the petitioners' committee by registered mail. A petition certified insufficient for lack of the required number of valid signatures may be amended once if the petitioners' committee files a notice of intention to amend it with the clerk within 2 days after receiving the copy of the clerk's certificate and files a supplementary petition upon additional papers within 10 days after receiving a copy of the certificate. This supplementary petition must comply with the requirements of paragraph B, subparagraphs (2) and (3). Within 5 days after it is filed, the clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of that certificate to the petitioners' committee by registered mail as in the case of an original petition. If a petition or amended petition is certified insufficient and the petitioners' committee does not elect to amend the petition or request review under subparagraph (2), within the time required, the clerk shall promptly present the clerk's certificate to the municipal legislative body and the certificate is then a final determination as to the sufficiency of the petition.

(2) If a petition has been certified insufficient and the petitioners' committee does not file notice of intention to amend it or if an amended petition has been certified insufficient, the committee, within 2 days after receiving the copy of the certificate, may file a request that it be reviewed by the municipal legislative body. The legislative body shall review the certificate at its next meeting following the filing of the committee's request and approve or disapprove it. This determination is then final as to the sufficiency of the petition.

(3) A final determination as to the sufficiency of a petition is subject to court review. A final determination of insufficiency, even if sustained upon court review, does not prejudice the filing of a new petition for the same purpose. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

D. When a petition is filed with the clerk under this subsection, the ordinance sought to be reconsidered is suspended from taking effect. This suspension ends when:

- (1) There is a final determination of insufficiency of the petition;
- (2) The petitioners' committee withdraws the petition;
- (3) The council repeals the ordinance; or
- (4) Thirty days have elapsed after a vote of the municipality on the ordinance. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

E. The following procedure shall be followed if a petition is determined to be sufficient.

(1) When a petition has been finally determined sufficient, the municipal legislative body shall promptly reconsider the referred ordinance by voting its repeal. If the legislative body fails to repeal the referred ordinance within 30 days after the date the petition was finally determined sufficient, it shall submit the referred ordinance to the voters of the municipality.

(2) The vote of the municipality on a referred ordinance shall be held at least 30 days and not more than one year after the municipal legislative body's final vote on the ordinance. If no regular municipal election is to be held within this period, the legislative body shall provide for a special election; otherwise the vote shall be held at the same time as a regular election occurring within this period, except that the legislative body, in its discretion, may provide for a special election at an earlier date within the prescribed period. Copies of the referred ordinance shall be made available at the polls.

(3) The form of the ballot for the repeal of the ordinance shall be substantially as follows:

"Shall the ordinance entitled '.....' be repealed?

YES // NO //"

(The voters shall indicate their choice by a cross or check mark placed in the appropriate box opposite the words YES or NO.)

(4) A petition may be withdrawn at any time before the 15th day prior to the day scheduled for a vote of the municipality. The petitioners' committee must file with the municipal clerk a request for withdrawal signed by at least 4 members of the petitioners' committee. Upon filing this request, the petition has no further effect and all proceedings on the petition shall be terminated. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

F. If a majority of the voters who vote on a referred ordinance vote for its repeal, it is considered repealed upon certification of the election results. [1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. A, §16 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. A, §16 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

4. Exception. This section does not apply to municipalities whose charters specify different methods of reapportionment.

[1987, c. 737, Pt. A, §2; 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]

SECTION HISTORY

1987, c. 737, §§A2,C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD). 1989, c. 104, §§A116,C10 (AMD). 1989, c. 104, §§A116,C8,10 (AMD). 2001, c. 537, §1 (AMD). 2001, c. 537, §2 (AFF).

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TOWN CHARTER
ARTICLE II.
TOWN COUNCIL

Section 201. Composition, eligibility, election and terms.

(a) There shall be a town council of 9 members. Two members shall be elected by the voters of the town at large, and one member shall be elected by the voters of each of the 7 districts, as provided in section 202 of this article.

(b) Only voters, or persons eligible to be voters, who reside in the town shall be eligible to hold office of councilor.

(c) Each member shall be elected for a term of 3 years and shall serve until a successor is elected and qualified. The terms of office shall be staggered and shall be initially elected as follows:

For the regular annual election held in 2006:

District 2--A one year term
District 5--A two year term
District 7--A two year term
At large expiring in 2006--A two year term.

For the regular annual election held in 2007:

District 1--A three year term
District 2--A three year term
District 3--A two year term
District 4--A two year term
District 6--A three year term
At large expiring in 2007--A two year term

(Amended November 6, 1990; amended November 8, 1994--Effective January 1, 1995; amended November 8, 2005--Effective January 1, 2006, Exh. A-1)

Section 202. Establishment of voting districts and qualifications; review of district boundaries.

(a) There are 7 districts in the Town of Brunswick which shall continue with their current boundaries until they are adjusted according to subsection (b). District members of the Council and School Board shall reside in the districts from which they have been elected.

(b) District boundaries shall be adjusted pursuant to Title 30-A, Section 2503 of the Maine Revised Statutes, as that section may be amended from time to time.

(Amended November 6, 1990; amended November 3, 1998--Effective January 1, 1999)

**TOWN OF BRUNSWICK
REAPPORTIONMENT ORDINANCE
ESTABLISHING NEW DISTRICT BOUNDARIES FOR THE PURPOSE OF
ELECTING MUNICIPAL OFFICERS AND SCHOOL BOARD MEMBERS**

WHEREAS, the latest Federal Decennial Census became official April 1, 2011;
and

WHEREAS, section 201 of the Brunswick Town Charter provides for nine councilors, one each elected from seven districts and two elected at large; and

WHEREAS, section 202 of the Brunswick Town Charter requires district boundaries to be adjusted pursuant to Title 30-A, Section 2503 of the Maine Revised Statutes, as that section may be amended from time to time; and

WHEREAS, Title 30-A, Section 2503 of the Maine Revised Statutes requires the municipal legislative body to form, by enactment of an ordinance, districts of compact, contiguous territories that contain as nearly as possible the same number of inhabitants as determined according to the Federal Decennial Census, which ordinance must include a map and description of the districts; and

WHEREAS, the Brunswick Town Council appointed a committee that has worked diligently to meet the requirements of Title 30-A, Section 2503 of the Maine Revised Statutes and has prepared a map and description of the new district boundaries for the seven districts, attached hereto as Exhibits A and B;

NOW, THEREFORE, the following ordinance is hereby enacted:

Section 1. The new district boundaries of Districts 1 through 7 are established for the purposes of electing municipal officers and school board members commencing with the November 2014 election.

Section 2. This ordinance shall remain in effect until adjusted pursuant to section 202 of the Brunswick Town Charter and Title 30-A, Section 2503 of the Maine Revised Statutes according to the official results of the next Federal Decennial Census.

Proposed to Town Council – _____
Public Hearing –
Adopted by Town Council –

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT ONE

Generally, includes that part of Brunswick bounded northerly by the Brunswick-Bath Town Line, westerly by Brunswick-Topsham Town Line to the south end of Driscoll Island by the Androscoggin River (Brunswick-Topsham Town Line), southerly by the Route 1 south bound lane and the Route 1 south bound on-off ramp to Cooks Corner, Gurnet Road to Board Road, southerly by Board Road and Woodward Point Road to Pine Ledge Landing, southerly by Pine Ledge Landing to and along the northerly bound of Lot 25 Map 39, easterly by the New Meadows River (Brunswick-West Bath Town Line), more particularly described as follows:

BEGINNING in the Androscoggin River at the intersection of the Bath-Brunswick-Topsham Town Lines,

Thence southwest by the Brunswick-Topsham Town Line and the Androscoggin River to a point westerly of the southerly bounds of Lot 6C as shown on Map 41 of the Brunswick Assessing Maps,

Thence southeasterly to and by the northerly bounds of said Lot 6C, Map 41 along the bank of the Androscoggin River to a small stream,

Thence westerly and southerly along the small stream to about the center of Lot 6B, Map 41, Central Maine Power's utility line,

Thence southeasterly to the centerline of the southbound lane of Route 1,

Thence easterly by the centerline of the southbound lane of Route 1 to the centerline of the off-on ramp of the southbound lane of Route 1,

Thence southerly by the centerline of the Route One on-off ramp to the centerline of Bath Road and Gurnet Road at Cooks Corner,

Thence southerly by the centerline of Gurnet Road to the intersection of the centerline with the centerline of Board Road,

Thence southeasterly by the centerline of Board Road to the centerline of Woodward Point Road,

Thence southerly by the centerline Woodard Point Road to the centerline of Pine Ledge Landing,

Thence southeasterly, easterly, and northeasterly by the centerline of Pine Ledge Landing to the northerly property line of Lot 25 Map 39,

Thence southeasterly by the northerly line of said Lot 25 Map 39 to the shore of Thomas Bay,

Thence southerly along the shore of Thomas Bay to a point on the shore east of Tide Water Way,

Thence easterly to the centerline of the New Meadows River in Thomas Bay and the Brunswick-West Bath Town Line,

Thence northerly by the New Meadows River and the Brunswick-West Bath Town Line to the Brunswick-Bath Town Line,

Thence northwesterly by the Brunswick-Bath Town Line to the Androscoggin River and the Brunswick-Topsham Town Line and the Point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT TWO

Generally, includes that part of Brunswick bounded northerly by College Street, Coffin Street, South Street, westerly by Maine Street, Mere Point Road, shore of Maquoit Bay, Brunswick-Freeport Town Line, southerly by Brunswick- Freeport Town Line, Brunswick-Harpswell Town Line, easterly by the bounds of the former Brunswick Naval Air Station, Garrison Street, and Harpswell Road:

BEGINNING at intersection of College Street, Sills Drive, and Harpswell Road centerlines,

Thence westerly by the centerline of College Street to the centerline of Coffin Street,

Thence southerly by the centerline of Coffin Street to the centerline of South Street,

Thence westerly by the centerline of South Street to the centerline of Park Row,

Thence southerly by the centerline of Park Row to the centerline of Longfellow Avenue,

Thence westerly by the centerline of Longfellow Avenue to the centerline of Maine Street,

Thence southerly by the centerline of Maine Street and Mere Point Road to the northerly bounds of Lot 14A as shown on Map 31 of the Brunswick Assessing Maps,

Thence westerly by the northerly bounds of said Lot14A Map 31 to the easterly shore of Maquoit Bay,

Thence northerly by the easterly shore of Maquoit Bay and the inlet to Rossmore Road,

Thence southerly from Rossmore Road by the inlet and west shore of Maquoit Bay past Maquoit Landing to the Brunswick-Freeport Town Line,

Thence easterly and southerly by the Brunswick-Freeport Town Line to the intersection with the Brunswick-Harpswell Town Line,

Thence northerly by the Brunswick-Harpswell Town Line through Mere Point Bay and Middle Bay Cove across land to the west shore of Harpswell Cove and the westerly bounds of the former Brunswick Naval Air Station,

Thence northerly by the westerly bounds of the former Brunswick Naval Air Station to the intersection of Hambleton Avenue and Garrison Street,

Thence northerly by the centerline of Garrison Street, Harpswell Road to the point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT THREE

Generally, includes that part of Brunswick bounded westerly by the Brunswick-Durham Town Line and the Brunswick-Freeport Town Line, southerly by the Brunswick-Freeport Town Line and the shore of Maquoit Bay, easterly by Mere Point Road and Maine Street, northerly by Richards Drive, Peary Drive, Baribeau Drive, Pleasant Hill Road, Woodside Road, Church Road, Greenwood Road, and Durham Road:

BEGINNING at the intersection of Durham Road and the Brunswick-Durham Town Line,

Thence southwesterly by the Brunswick-Durham Town Line and the Brunswick-Freeport Town Line to the southwesterly corner of the Brunswick Town political bounds,

Thence southeasterly by the Brunswick-Freeport Town Line to the shore of Maquoit Bay,

Thence northeasterly by the west shore of Maquoit Bay past Maquoit Landing along the inlet to Rossmore Road,

Thence southerly from Rossmore Road by the inlet and the east shore of Maquoit Bay and Mere Point to the northerly bounds Lot 14A as shown on Map 31 of the Brunswick Assessing Maps,

Thence easterly by the northerly bounds of said Lot 14A, Map 31 to the centerline of Mere Point Road,

Thence northerly by the centerline of Mere Point Road and Maine Street to the centerline of Richards Drive,

Thence northwesterly by the centerline of Richards Drive to the centerline of Barrows Street,

Thence southerly by the centerline of Barrows Street to the centerline of Peary Drive,

Thence westerly by the centerline of Peary Drive to the centerline of Baribeau Drive,

Thence southerly by the centerline of Baribeau Drive to the centerline Pleasant Hill Road,

Thence westerly by the centerline of Pleasant Hill Road to the centerline of Woodside Road,

Thence northerly by the centerline of Woodside Road and Church Road to the centerline of Greenwood Road,

Thence westerly by the centerline of Greenwood Road through “Deep Cut” across Old Portland Road to the centerline of Durham Road,

Thence westerly by the centerline of Durham Road the Brunswick-Durham Town Line and the point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT FOUR

Generally, includes that part of Brunswick bounded northerly by the Androscoggin River and Brunswick-Topsham Town Line, easterly by Mill Street, Stanwood Street, McKeen Street, and Church Road, southerly by Greenwood Road and Durham Road, westerly by the Brunswick-Durham Town Line:

BEGINNING at the intersection of the Brunswick-Durham Town Line and the Brunswick-Topsham Town Line in the Androscoggin River,

Thence southeasterly by the Brunswick-Topsham Town Line and the Androscoggin River to the centerline of the railroad tracks at the “Black Bridge”,

Thence southeasterly by the centerline of the railroad tracks to the centerline of Mill Street,

Thence southerly by the centerline of Mill Street and Stanwood Street to the centerline of McKeen Street,

Thence westerly by the centerline of McKeen Street to the centerline of Church Road,

Thence southwesterly by the centerline of Church Road to the centerline of Greenwood Road,

Thence westerly by the centerline of Greenwood Road through “Deep Cut” across Old Portland Road to the centerline of Durham Road,

Thence westerly by the centerline of Durham Road to the Brunswick-Durham Town Line,

Thence northerly by the Brunswick-Durham Town Line to the point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT FIVE

Generally, includes that part of Brunswick bounded northerly by the Brunswick – Topsham Town Line (Androscoggin River), westerly by the railroad tracks (formerly Maine Central Railroad), Federal Street, Sills Drive, and Harpswell Road, Garrison Street, former Brunswick Naval Air Station, and Harpswell Cove, southerly by the Brunswick-Harpswell Town Line, easterly by Brunswick-Harpswell Town Line, Brunswick-West Bath Town Line, the shore of Thomas Bay, Pine Ledge Landing, Woodward Point Road, Board Road, Gurnet Road, Cooks Corner along the on-off ramp to the south lane of Route 1, along the south bound Route 1 lane to Central Maine Power’s utility lines to the Androscoggin River and the Brunswick-Topsham Town Line.

BEGINNING in the Androscoggin River at the intersection of Brunswick-Topsham Town Line and the railroad trestle formerly of Central Maine Railroad, said trestle is located just east of Water Street,

Thence easterly by the Brunswick-Topsham Town Line and the Androscoggin River to a point just south of Driscoll Island,

Thence southeasterly to and by the northerly bounds of said Lot 6C, Map 41 along the bank of the Androscoggin River to a small stream,

Thence westerly and southerly by the small stream to about the center of Lot 6B, Map 41, Central Maine Power’s utility line,

Thence southeasterly to the centerline of the southbound lane of Route 1,

Thence easterly by the centerline of the southbound lane of Route 1 to the centerline of the off-on ramp of the southbound lane of Route 1,

Thence southerly by the centerline of the Route One on-off ramp to the centerline of Bath Road and Gurnet Road at Cooks Corner,

Thence southerly by the centerline of Gurnet Road to the intersection of the centerline with the centerline of Board Road,

Thence southeasterly by the centerline of Board Road to the centerline of Woodward Point Road,

Thence southerly by the centerline Woodard Point Road to the centerline of Pine Ledge Landing,

Thence southeasterly, easterly, and northeasterly by the centerline of Pine Ledge Landing to the northerly property line of Lot 25 Map 39,

Thence southeasterly by the northerly line of said Lot 25 Map 39 to the shore of Thomas Bay,

Thence southerly along the shore of Thomas Bay to a point on the shore east of Tide Water Way,

Thence easterly to the centerline of the New Meadows River in Thomas Bay and the Brunswick-West Bath Town Line,

Thence southerly by the Brunswick-West Bath Town Line and the Brunswick-Harpswell Town Line to the Gurnet Strait,

Thence from the Gurnet Strait by the Brunswick-Harpswell Town Line through Long Reach and Harpswell Cove to the westerly shore of Harpswell Cove,

Thence northerly along Harpswell Cove to the southerly bounds of the former Brunswick Naval Air Station,

Thence northerly by the westerly bounds of the former Brunswick Naval Air Station to the intersection of Hambleton Avenue and Garrison Street,

Thence northerly by the centerline of Garrison Street, Harpswell Road, Sills Drive, and Federal Street to the intersection of Federal Street and the railroad tracks, formerly Central Maine Railroad,

Thence northerly by the railroad tracks, crossing the trestle just east of Water Street, to the Androscoggin River and Brunswick-Topsham Town Line and the point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT SIX

Generally, includes that part of Brunswick bounded easterly by the railroad tracks, Federal Street, and Sills Drive, southerly by College Street, Maine Street, McKeen Street, Union Street, Page Street, Spring Street, and Weymouth Street, westerly by Stanwood Street and Mill Street, northerly by the Androscoggin River:

BEGINNING in the Androscoggin River at the intersection of Brunswick-Topsham Town Line and the railroad trestle formerly of Central Maine Railroad, said trestle is located just east of Water Street,

Thence southerly by the railroad tracks to the intersection of the railroad tracks and Federal Street,

Thence southerly by the centerline of Federal Street and Sills Drive to the centerline of College Street,

Thence westerly by the centerline of College Street to the centerline of Maine Street,

Thence northerly by the centerline of Maine Street to the centerline of McKeen Street,

Thence westerly by the centerline of McKeen Street to the centerline of Union Street,

Thence northerly by the centerline of Union Street to the centerline of Page Street,

Thence westerly by the centerline of Page Street to the centerline of Spring Street,

Thence northerly by the centerline Spring Street to the centerline of Weymouth Street,

Thence westerly by the centerline of Weymouth Street to the centerline of Stanwood Street,

Thence northerly by the centerline of Stanwood Street and Mill Street to the centerline of the railroad tracks at the "Black Bridge",

Thence northwesterly by the centerline of the railroad tracks to the Brunswick-Topsham Town Line and the Androscoggin River,

Thence northerly and easterly by Brunswick-Topsham Town Line and the Androscoggin River to the point of BEGINNING.

Town of Brunswick
Cumberland County
State of Maine
2013 Voter Redistricting

DISTRICT SEVEN

Generally, includes that part of Brunswick bounded westerly by Church Road and Woodside Road, southerly by Pleasant Hill Road, Baribeau Drive, Peary Drive, and Richards Drive, easterly by Maine Street, South Street, and Coffin Street, northerly by College Street, Maine Street, McKeen Street, Union Street, Page Street, Spring Street, Weymouth Street, and Stanwood Street:

BEGINNING at the intersection of the centerlines of Stanwood Street and Weymouth Street,

Thence southerly by the centerline of Stanwood Street to the centerline of McKeen Street,

Thence westerly by the centerline of McKeen Street to the centerline of Church Road,

Thence southwesterly by the centerline of Church Road to the centerline of Woodside Road,

Thence southerly by the centerline of Woodside Road to the centerline of Pleasant Hill Road,

Thence easterly by the centerline of Pleasant Hill Road to the centerline of Baribeau Drive,

Thence northerly by the centerline of Baribeau Drive to Peary Drive,

Thence easterly by the centerline of Peary Drive to the centerline of Barrows Street,

Thence northerly by the centerline of Barrows Street to the centerline of Richards Drive,

Thence southeasterly by the centerline of Richards Drive to Maine Street,

Thence northerly by the centerline of Maine Street to Longfellow Avenue,

Thence easterly by the centerline of Longfellow Avenue to the centerline of Park Row,

Thence northerly by the centerline of Park Row to the centerline of South Street,

Thence easterly by the centerline of South Street to the centerline of Coffin Street,
Thence northerly by the centerline of Coffin Street to College Street,
Thence westerly by the centerline of College Street to Maine Street,
Thence northerly by the centerline of Maine Street to the centerline of McKeen Street,
Thence westerly by the centerline of McKeen Street to the centerline of Union Street,
Thence northerly by the centerline of Union Street to the centerline of Page Street,
Thence westerly by the centerline of Page Street to the centerline of Spring Street,
Thence northerly by the centerline Spring Street to the centerline of Weymouth Street,
Thence westerly by the centerline of Weymouth Street to the centerline of Stanwood Street and the point of BEGINNING.

TRACT	BLOCK
Voting District 1	
011100	1053
011100	1063
011100	1062
011100	1061
011100	1060
011100	1059
011100	1058
011100	1057
011100	1056
011100	1044
011100	1054
011100	2002
011100	1052
011100	1051
011100	1050
011100	1049
011100	1048
011100	1047
011100	1046
011100	1045
011100	1055
011100	2012
011100	1000
011100	3008
011100	3007
011100	3006
011100	3005
011100	3002
011100	3001
011100	3000
011100	2000
011100	2013
011100	2001
011202	3000
011100	2010
011100	2008

011100	2007
011100	2006
011100	2005
011100	2004
011100	2003
011100	2009
011100	2014
011100	1008
011100	1019
011100	1018
TRACT	BLOCK
011100	1017
011100	1016
011100	1014
011100	1013
011100	1012
011100	1011
011100	1020
011100	1009
011100	1015
011100	1007
011100	1006
011100	1005
011100	1004
011100	1003
011100	1002
011100	1043
011100	2011
011100	1001
011100	1010
011100	1033
011100	1042
011100	1041
011100	1040
011100	1039
011100	1038
011100	1037
011100	1036
011100	1035

011100	1034
011100	1021
011100	1032
011100	1026
011100	1022
011100	1023
011100	1024
011100	1025
011100	1031
011100	1027
011100	1028
011100	1029
011100	1030

	TRACT	BLOCK
Voting District 2	011201	6009
	011201	6014
	011201	6013
	011201	6012
	011201	6003
	011201	6011
	011201	6007
	011201	6010
	011201	6002
	011201	6008
	011201	6006
	011201	6005
	011202	2021
	011201	6015
	011201	6004
	011201	6016
	011201	6017
	011201	6018
	011201	6019
	011201	6020
	011201	6021
	011201	6022
	011201	6023
	011201	6024
	011202	2011
	011201	6001
	011202	2020
	011201	5014
	011202	2022
	011202	2015
	011201	5024
	011201	5020
	011100	2032
	011100	2033
	011100	2043
	011100	2044

011100	4042
011201	5003
011201	5012
011201	5013
011201	5015
011201	5017
011201	5019
011201	5021
011201	5016
011201	5033
TRACT	BLOCK
011201	5040
011201	5039
011201	5038
011201	5037
011201	5036
011201	5022
011201	5034
011201	5023
011201	5032
011201	5031
011201	5028
011201	5027
011201	5026
011201	6000
011201	5035
011201	5018
011300	2023

	TRACT	BLOCK
Voting District 3	011201	5029
	011202	1036
	011202	1037
	011202	1038
	011300	1008
	011300	1009
	011300	1010
	011201	5006
	011201	5030
	011202	1033
	011201	5001
	011201	5002
	011201	5004
	011201	5025
	011201	5005
	011201	4011
	011201	4006
	011201	5011
	011201	4000
	011201	4001
	011201	4002
	011201	4003
	011202	1035
	011201	4005
	011202	1034
	011201	4007
	011201	4008
	011201	4009
	011201	4010
	011202	1032
	011201	5000
	011201	4004
	011300	2017
	011300	2009
	011300	2010
	011300	2011

011300	2012
011300	2013
011300	2014
011300	2008
011201	5007
011300	2016
011300	1011
011300	2019
011300	2020
011300	2021
TRACT	BLOCK
011300	2022
011300	2024
011300	2025
011300	2015
011300	1028
011300	2018
011300	2007
011201	5008
011300	2026
011300	1027
011300	1024
011201	5010
011300	2000
011300	2005
011300	2001
011300	2002
011300	2003
011300	2004
011201	5009
011300	2006

	TRACT	BLOCK
Voting District	4	
	011201	2000
	011201	1033
	011201	1032
	011201	1031
	011201	1029
	011201	1028
	011201	2001
	011201	1027
	011201	1030
	011201	2002
	011201	2003
	011201	2004
	011201	2005
	011201	2006
	011201	2007
	011201	2009
	011201	2010
	011201	2011
	011201	1002
	011201	1026
	011201	2008
	011300	1016
	011201	1004
	011300	1002
	011300	1003
	011300	1004
	011300	1005
	011300	1006
	011300	1007
	011300	1012
	011300	1013
	011300	1000
	011300	1015
	011202	5009
	011300	1017

011300	1018
011300	1019
011300	1020
011300	1021
011300	1022
011300	1023
011300	1025
011300	1026
011300	1029
011300	1014
011201	1011
011201	1024
011201	1023
011201	1021
011201	1019
011201	1018
011201	1017
011201	1016
011201	1015
011201	1014
011300	1001
011201	1012
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011201	1008
011201	1007
011201	1006
011201	1005
011201	1003
011201	1022
011201	1001
011201	1000
011201	1013
011201	1020

	TRACT	BLOCK
Voting District	5	
	011100	2046
	011100	4000
	011100	3017
	011100	3016
	011100	3015
	011100	3014
	011100	3013
	011100	3012
	011100	3011
	011100	3010
	011100	3009
	011100	3004
	011100	4032
	011100	2047
	011100	4003
	011100	2045
	011100	2042
	011100	2041
	011100	2040
	011100	2039
	011100	2038
	011100	2037
	011100	2036
	011100	2035
	011100	2034
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	011100	3003
	011100	4017
	011100	4031
	011100	4030
	011100	4029
	011100	4028
	011100	4027
	011100	4026
	011100	4025

011100	4024
011100	4023
011100	4022
011100	4021
011100	4020
011100	4001
011100	4018
011100	4002
011100	4016

TRACT	BLOCK
011100	4015
011100	4014
011100	4013
011100	4012
011100	4011
011100	4009
011100	4007
011100	4006
011100	4005
011100	4004
011100	2027
011100	4019
011202	3010
011202	3027
011202	3026
011202	3025
011202	2023
011202	3024
011202	3001
011202	3002
011202	3003
011202	3004
011202	3005
011202	3006
011202	3007
011100	2029
011202	3009

011202	2017
011202	3011
011202	3012
011202	3013
011202	3014
011202	3015
011202	3016
011202	3017
011202	3018
011202	3019
011202	3020
011202	3021
011202	3022
011202	3008
011202	2001
011100	4010
011100	2026
011100	2025
011100	2024
011100	2023
011100	2022
011100	2021
011100	2020
011100	2019
011100	2018
011100	2017
011100	2016
011202	2019
011202	2000
011202	2018
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011202	2003
011202	2004
011202	2006
011202	2007
011202	2008
011202	2009
011202	3029
011202	2012

011202	2013
011202	2014
011202	3028
011100	2028
011100	2015
011202	3040
011100	4054
011100	4055
011100	4056
011100	4033
011202	3045
011202	3044
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011100	4008
011202	3039
011202	3038
011202	3037
011202	3033
011202	3032
011202	3031
011202	3030
011202	3023
011202	3042
011100	4044
011100	4034
011100	4035
011100	4036
011100	4037
011100	4038
011100	4039
011100	4040
011100	4041
011100	4043
011100	4052
011100	4045
011100	4046
011100	4051

011100	4050
011100	4049
011100	4048
011100	4047

	TRACT	BLOCK
Voting District 6	011202	5016
	011202	5021
	011202	5008
	011202	5010
	011202	5020
	011202	5019
	011202	5007
	011202	5017
	011202	4014
	011202	5022
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	011202	5015
	011202	5018
	011202	4026
	011202	4020
	011202	4034
	011202	4021
	011202	4022
	011202	4023
	011202	4012
	011202	4025
	011202	4017
	011202	4027
	011202	4028
	011202	4033
	011202	4032
	011202	4031
	011202	4030
	011202	4024
	011202	4011
	011202	5024
	011202	2005
	011202	2010

011202	4006
011202	4007
011202	4008
011202	4019
011202	4010
011202	4018
011202	5006
011202	4013
011202	4004
011202	4015
TRACT	BLOCK
011202	4016
011202	5023
011202	4009
011202	4038
011202	1002
011202	4041
011202	4040
011202	1004
011202	1003
011202	4043
011202	4039
011202	5000
011202	4037
011202	4036
011202	5005
011202	1006
011202	1007
011202	1008
011202	4042
011202	4000
011202	5004
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011202	4001

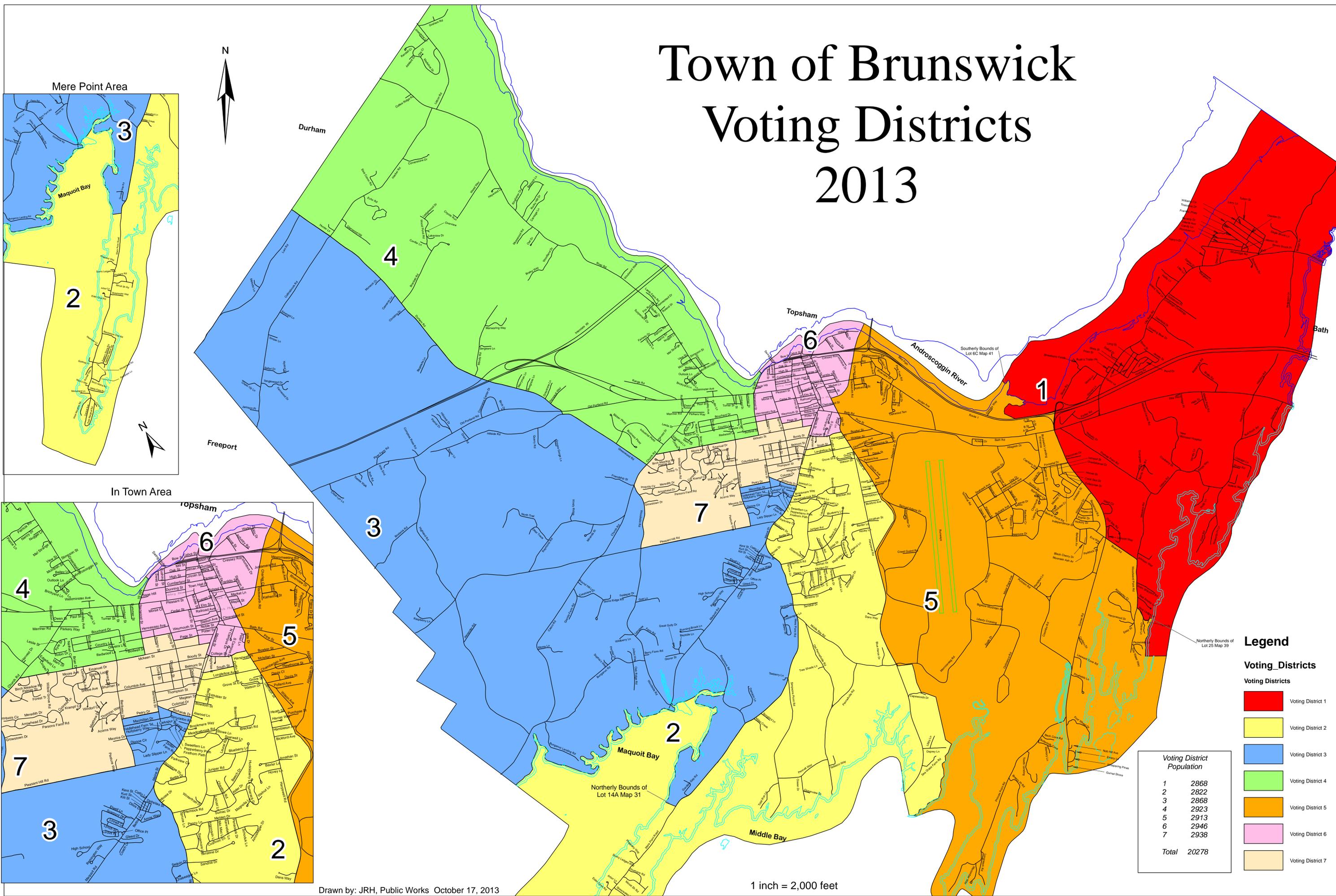
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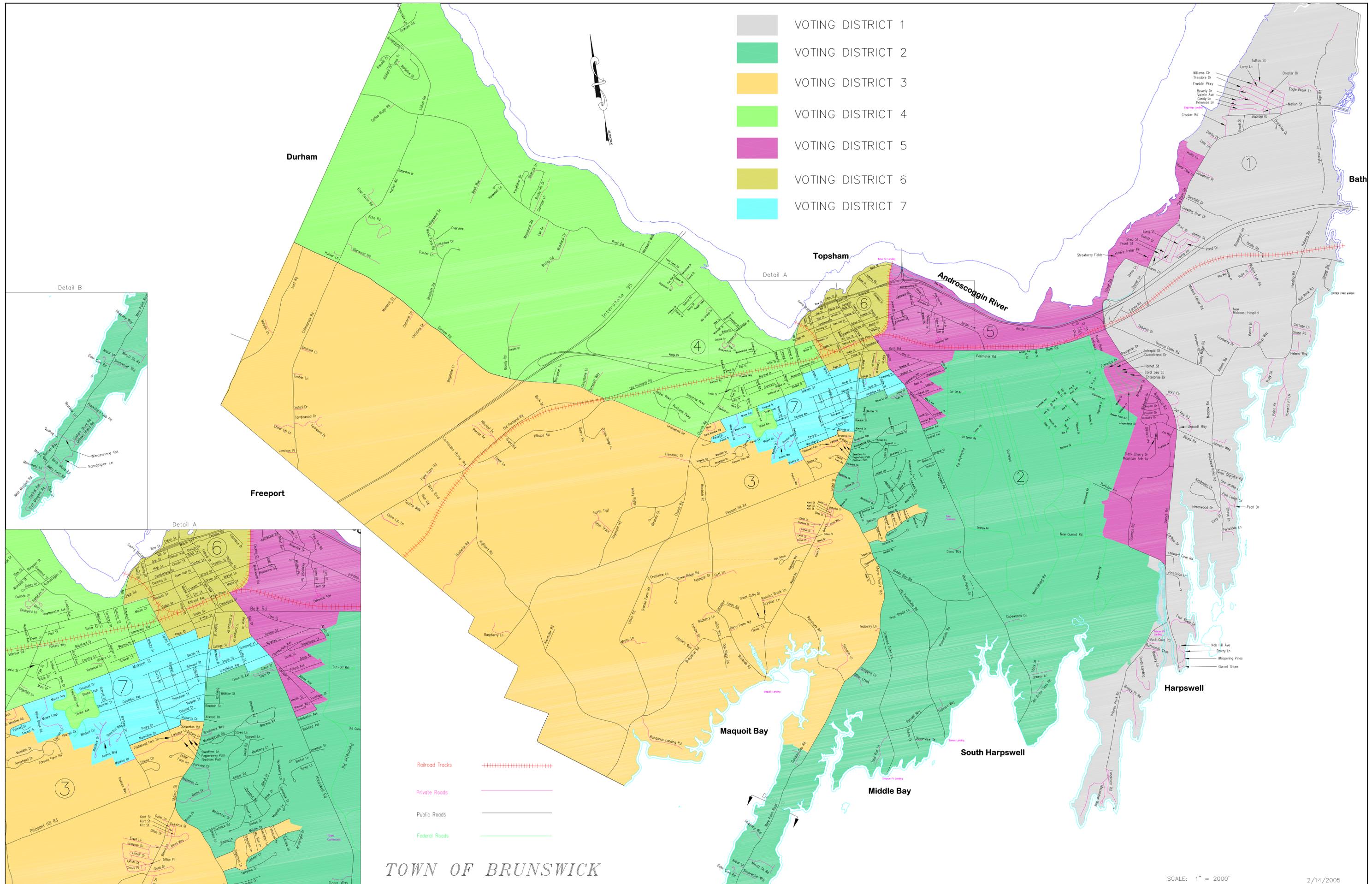
Voting District 7

011202	1019
011202	1005
011202	1009
011202	1010
011202	1011
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011202	1014
011202	1015
011202	1016
011202	1018
011202	1020
011202	1021
011202	1022
011202	1017
011201	3005
011202	1023
011201	3001
011202	1024
011202	1025
011202	1026
011202	1027
011202	1028
011202	1029
011202	1030
011202	1031
011202	1039
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011201	3007
011201	3008
011201	3009
011201	3010
011201	3000

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011201	3013
011201	3014
011201	3015
011202	2016
011201	3016
011201	3003

Town of Brunswick Voting Districts 2013





- VOTING DISTRICT 1
- VOTING DISTRICT 2
- VOTING DISTRICT 3
- VOTING DISTRICT 4
- VOTING DISTRICT 5
- VOTING DISTRICT 6
- VOTING DISTRICT 7

TOWN OF BRUNSWICK

ITEM 121

BACK UP MATERIALS

MEMORANDUM

TO: Sarah Brayman, Chair
Capital Improvements Program (CIP) Committee

FROM: John Eldridge
Finance Director

DATE: November 14, 2013

RE: Graham Road Landfill
Pay per Bag

At your request, we have prepared this short summary of the financial position of the above-referenced enterprise funds. The attached worksheets illustrate those funds' activities since their inception. Two conclusions are evident from these worksheets:

- The Graham Road Landfill continues to experience annual operating losses.
- The funds being set aside in the Pay per Bag fund do not appear to be growing at a rate sufficient to fund the estimated future cost of closing and monitoring the Landfill.

Graham Road Landfill

The Graham Road Landfill began operating in 1984. The Town began recording its financial activities in an enterprise fund starting with the 2004-05 fiscal year. Prior to that, financial operating activities were recorded primarily in the Town's general fund.

The largest contributor to the operating losses is the recognition of a current expense based on the estimated future costs to close and monitor the landfill. These are commonly referred to as closure and post-closure costs. Ideally, the fund would accumulate sufficient funds during the life of the landfill to pay the future closure and post-closure costs. In this way, the current users, not future taxpayers, would be paying for the eventual cost of closing and monitoring the landfill.

Woodard and Curran estimates the total closure and post closure costs at \$8,435,000. Further, at current disposal rates, the landfill has an estimated remaining life of 22 years. Presumably with inflation, the future cost of the closure and post-closure costs would be substantially higher. At June 30, 2013, the closure and post closure liability, attributable to the amount of landfill capacity used as of that date, was \$6,613,581.

Pay per Bag

The Pay-per-Bag program started in 2007. Residents are required to purchase Town-supplied garbage bags in order to have their rubbish collected at curbside. Shortly after the program began, the council voted its intent that the net revenue from the bag sales would be set aside to fund, to the greatest extent possible, the anticipated landfill closure costs. The Town currently adds approximately \$220,000 per year to that fund. As of June 30, 2013, the Town had accumulated \$1,610,778 in that fund. Measured against the current liability for closure, less the available cash in the landfill fund, the Town is short of its goal by

approximately \$4,600,000. Over the next 22 years, the Town would need to accumulate sufficient funds to close the current gap as well as costs associated with future disposal. As the Town's cost to acquire bags continues to increase, the net revenue from bag sales will decrease.

In summary, the Town faces a significant future costs to close the Graham Road Landfill. Its challenge is made more difficult by the failure to accumulate sufficient resources to-date for the capacity already used. Unfortunately, these challenges are likely to be further complicated by whatever solution the Town is required to implement as part of its on-going discussions with the Maine DEP regarding wastewater treatment at the Landfill.

Attachments

cc: Town Manager
Town Engineer

TOWN OF BRUNSWICK, MAINE
Statement of Net Assets
Graham Rd Landfill
As of June 30,

	2005	2006	2007	2008	2009	2010	2011	2012	2013
ASSETS									
Current assets:									
Cash and cash equivalents	\$ 869,431	\$ 901,898	\$ 360,965	\$ 499,185	\$ 473,345	\$ 67,142	\$ 239,329	\$ 349,536	\$ 401,616
Accounts receivable	25,460	3,464	17,889	24,656	31,628	26,121	19,685	16,187	10,081
Due from other funds	-	-	-	-	-	6,768	385,736	-	2,969
Total current assets	<u>894,891</u>	<u>905,362</u>	<u>378,854</u>	<u>523,841</u>	<u>504,973</u>	<u>100,031</u>	<u>644,750</u>	<u>365,723</u>	<u>414,666</u>
Capital assets:									
Land	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000
Construction in progress	121,776	-	-	-	-	-	223,984	-	-
Buildings	54,220	54,220	54,220	54,220	54,220	54,220	54,220	54,220	54,220
Improvements other than buildings	6,602,250	6,938,005	6,938,005	6,938,005	6,938,005	6,967,105	6,967,105	7,367,865	7,367,865
Machinery and equipment	319,317	319,317	319,317	319,317	319,317	495,886	495,886	495,886	495,886
Vehicles	75,000	75,000	75,000	75,000	88,632	88,632	88,632	88,632	88,632
Intangibles	-	-	-	-	6,470	6,470	6,470	6,470	6,470
Less accumulated depreciation	<u>(5,155,208)</u>	<u>(5,292,675)</u>	<u>(5,408,823)</u>	<u>(5,501,316)</u>	<u>(5,608,657)</u>	<u>(5,528,791)</u>	<u>(5,636,694)</u>	<u>(5,754,616)</u>	<u>(5,866,485)</u>
Net capital assets	<u>2,132,355</u>	<u>2,208,867</u>	<u>2,092,719</u>	<u>2,000,226</u>	<u>1,912,987</u>	<u>2,198,522</u>	<u>2,314,603</u>	<u>2,373,457</u>	<u>2,261,588</u>
Total assets	<u>3,027,246</u>	<u>3,114,229</u>	<u>2,471,573</u>	<u>2,524,067</u>	<u>2,417,960</u>	<u>2,298,553</u>	<u>2,959,353</u>	<u>2,739,180</u>	<u>2,676,254</u>
LIABILITIES									
Current liabilities:									
Accounts payable	43,482	19,348	23,476	15,689	10,222	31,086	214,710	16,107	12,760
Retainage payable	-	-	-	-	-	-	9,162	-	-
Accrual of payroll	2,137	2,425	2,032	3,050	3,642	5,300	4,575	2,355	3,771
Interest payable	2,125	1,063	-	-	-	-	-	-	-
Bonds payable -current	255,000	255,000	-	-	-	-	-	-	-
Landfill closure and postclosure	-	444,456	11,500	11,500	11,500	11,500	11,500	11,500	11,500
Compensated absences	-	-	2,500	1,250	1,250	1,250	1,250	1,250	1,250
Due to other funds	<u>213,630</u>	<u>562,261</u>	<u>104,159</u>	<u>109,854</u>	<u>64,283</u>	-	-	<u>32,418</u>	-
Total current liabilities	<u>516,374</u>	<u>1,284,553</u>	<u>143,667</u>	<u>141,343</u>	<u>90,897</u>	<u>49,136</u>	<u>241,197</u>	<u>63,630</u>	<u>29,281</u>
Noncurrent liabilities:									
Bonds payable	255,000	-	-	-	-	-	-	-	-
Landfill closure and postclosure	4,162,019	4,719,305	4,802,286	5,444,557	5,515,485	5,579,760	6,267,932	6,549,960	6,613,581
Compensated absences	<u>8,705</u>	<u>9,111</u>	<u>2,127</u>	<u>2,494</u>	<u>2,182</u>	<u>2,710</u>	<u>4,910</u>	<u>5,268</u>	<u>6,531</u>
Total noncurrent liabilities	<u>4,425,724</u>	<u>4,728,416</u>	<u>4,804,413</u>	<u>5,447,051</u>	<u>5,517,667</u>	<u>5,582,470</u>	<u>6,272,842</u>	<u>6,555,228</u>	<u>6,620,112</u>
Total liabilities	<u>4,942,098</u>	<u>6,012,969</u>	<u>4,948,080</u>	<u>5,588,394</u>	<u>5,608,564</u>	<u>5,631,606</u>	<u>6,514,039</u>	<u>6,618,858</u>	<u>6,649,393</u>
NET ASSETS									
Investment in capital assets, net of related debt	1,622,355	1,953,867	2,092,719	2,000,226	1,912,987	2,198,522	2,314,603	2,373,457	2,261,588
Unrestricted	<u>(3,537,207)</u>	<u>(4,852,607)</u>	<u>(4,569,226)</u>	<u>(5,064,553)</u>	<u>(5,103,591)</u>	<u>(5,531,575)</u>	<u>(5,869,289)</u>	<u>(6,253,135)</u>	<u>(6,234,727)</u>
Total net assets	<u>\$ (1,914,852)</u>	<u>\$ (2,898,740)</u>	<u>\$ (2,476,507)</u>	<u>\$ (3,064,327)</u>	<u>\$ (3,190,604)</u>	<u>\$ (3,333,053)</u>	<u>\$ (3,554,686)</u>	<u>\$ (3,879,678)</u>	<u>\$ (3,973,139)</u>

TOWN OF BRUNSWICK, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Graham Road Landfill
Fiscal year ending June 30,

	2005	2006	2007	2008	2009	2010	2011	2012	2013
OPERATING REVENUES									
Charge for services	\$ 12,600	\$ 13,340	\$ 13,041	\$ 12,771	\$ 12,549	\$ 12,596	\$ 13,562	\$ 13,013	\$ 11,757
Tipping fees	658,257	680,351	536,375	414,716	422,386	398,439	366,553	338,905	309,396
Other	1,138	4,406	8,792	-	-	-	-	-	-
Total operating revenues	<u>671,995</u>	<u>698,097</u>	<u>558,208</u>	<u>427,487</u>	<u>434,935</u>	<u>411,035</u>	<u>380,115</u>	<u>351,918</u>	<u>321,153</u>
OPERATING EXPENSES									
Personnel services	217,440	218,148	185,923	142,424	151,208	165,573	148,551	162,695	176,845
Administrative expenses	36,460	30,500	6,573	6,764	6,736	6,849	7,015	7,242	7,392
Contractual services	173,373	143,301	154,552	145,389	212,160	268,660	237,235	226,345	148,686
Central garage costs	40,000	40,000	40,000	85,000	55,000	40,000	35,000	30,235	40,000
Materials and supplies	51,641	56,296	35,015	37,389	37,315	35,641	36,910	50,475	66,249
Closure and postclosure costs	99,201	1,064,786	96,346	642,271	70,929	64,275	688,172	282,028	63,621
Depreciation	126,380	137,467	116,148	92,494	93,708	112,498	107,903	117,922	111,868
Total operating expenses	<u>744,495</u>	<u>1,690,498</u>	<u>634,557</u>	<u>1,151,731</u>	<u>627,056</u>	<u>693,496</u>	<u>1,260,786</u>	<u>876,942</u>	<u>614,661</u>
Operating gain (loss)	<u>(72,500)</u>	<u>(992,401)</u>	<u>(76,349)</u>	<u>(724,244)</u>	<u>(192,121)</u>	<u>(282,461)</u>	<u>(880,671)</u>	<u>(525,024)</u>	<u>(293,508)</u>
NONOPERATING REVENUES (EXPENSES)									
Interest income	10,555	32,951	269	16,424	5,844	12	38	32	47
Interest expense	(40,375)	(24,438)	(11,687)	-	-	-	-	-	-
Gain on sale of capital assets	-	-	-	-	-	20,000	-	-	-
Total nonoperating revenues (expenses)	<u>(29,820)</u>	<u>8,513</u>	<u>(11,418)</u>	<u>16,424</u>	<u>5,844</u>	<u>20,012</u>	<u>38</u>	<u>32</u>	<u>47</u>
Income (loss) before transfers	(102,320)	(983,888)	(87,767)	(707,820)	(186,277)	(262,449)	(880,633)	(524,992)	(293,461)
Transfers in (Other Funds)	858,938	-	-	-	-	-	459,000	-	-
Transfers in (Gen Fund)	-	-	510,000	120,000	60,000	120,000	200,000	200,000	200,000
Change in net assets	756,618	(983,888)	422,233	(587,820)	(126,277)	(142,449)	(221,633)	(324,992)	(93,461)
Net assets, beginning of year	<u>(2,671,470)</u>	<u>(1,914,852)</u>	<u>(2,898,740)</u>	<u>(2,476,507)</u>	<u>(3,064,327)</u>	<u>(3,190,604)</u>	<u>(3,333,053)</u>	<u>(3,554,686)</u>	<u>(3,879,678)</u>
Net assets, end of year	<u>\$ (1,914,852)</u>	<u>\$ (2,898,740)</u>	<u>\$ (2,476,507)</u>	<u>\$ (3,064,327)</u>	<u>\$ (3,190,604)</u>	<u>\$ (3,333,053)</u>	<u>\$ (3,554,686)</u>	<u>\$ (3,879,678)</u>	<u>\$ (3,973,139)</u>

TOWN OF BRUNSWICK, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Pay-per-bag Program
For the year ended June 30,

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
OPERATING REVENUES							
Sales of bags	\$ 209,700	\$ 340,600	\$ 321,200	\$ 308,900	\$ 328,100	\$ 303,400	\$ 299,100
Total operating revenues	<u>209,700</u>	<u>340,600</u>	<u>321,200</u>	<u>308,900</u>	<u>328,100</u>	<u>303,400</u>	<u>299,100</u>
OPERATING EXPENSES							
Cost of bags	<u>39,912</u>	<u>73,853</u>	<u>81,282</u>	<u>72,789</u>	<u>83,584</u>	<u>80,969</u>	<u>80,200</u>
Total operating expenses	<u>39,912</u>	<u>73,853</u>	<u>81,282</u>	<u>72,789</u>	<u>83,584</u>	<u>80,969</u>	<u>80,200</u>
Operating gain (loss)	<u>169,788</u>	<u>266,747</u>	<u>239,918</u>	<u>236,111</u>	<u>244,516</u>	<u>222,431</u>	<u>218,900</u>
NONOPERATING REVENUES (EXPENSES)							
Cost of program start-up	(88,045)	-	-	-	-	-	-
Interest income	46	9,179	2,950	16	-	50	135
Total nonoperating revenues (expenses)	<u>(87,999)</u>	<u>9,179</u>	<u>2,950</u>	<u>16</u>	<u>-</u>	<u>50</u>	<u>135</u>
Income (loss) before transfers	<u>81,789</u>	<u>275,926</u>	<u>242,868</u>	<u>236,127</u>	<u>244,516</u>	<u>222,481</u>	<u>219,035</u>
Transfers in	<u>88,045</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in net assets	169,834	275,926	242,868	236,127	244,516	222,481	219,035
Net assets, beginning of year	-	169,835	445,761	688,629	924,756	1,169,272	1,391,753
Net assets, end of year	<u>\$ 169,834</u>	<u>\$ 445,761</u>	<u>\$ 688,629</u>	<u>\$ 924,756</u>	<u>\$ 1,169,272</u>	<u>\$ 1,391,753</u>	<u>\$ 1,610,788</u>
Cases sold:							
Small bags (200 bags/case)	1,018	1,673	1,682	1,543	1,720	1,560	1,546
Cost of bags sold	21,927	39,109	45,451	38,583	46,549	44,375	44,106
Cost per bag	0.11	0.12	0.14	0.13	0.14	0.14	0.14
Operating gain on bags sold	79,873	128,191	122,749	115,717	125,451	111,625	110,494
Gain per bag	0.39	0.38	0.36	0.37	0.36	0.36	0.36
Large bags (100 bags/case)	1,079	1,733	1,530	1,546	1,561	1,474	1,445
Cost of bags sold	17,985	33,804	35,805	34,231	37,035	36,594	36,094
Cost per bag	0.17	0.20	0.23	0.22	0.24	0.25	0.25
Operating gain on bags sold	89,915	139,496	117,195	120,369	119,065	110,806	108,406
Gain per bag	0.83	0.80	0.77	0.78	0.76	0.75	0.75

ITEM 122

BACK UP MATERIALS

TOWN OF BRUNSWICK
TOWN MANAGERS OFFICE
MEMORANDUM

TO: Brunswick Council

FROM: Gary Brown, Town Manager

DATE: November 13, 2013

RE: Proposed collective bargaining agreement with Teamster's Local 340

We have reached a tentative agreement with the collective bargaining unit that represents the employees in the Public Works Department. The agreement is a three year contract, beginning July 1, 2013 and ending June 30, 2016. Wage adjustments are not retroactive, but will commence on January 1, 2014.

The agreement includes a COLA adjustment of 2% effective January 1, 2014, and subsequent COLA adjustments on July 1, 2014 and July 1, 2015. Other than the delay of the first adjustment to January 2014, these increases are identical to the increases that have been negotiated with the other three unions and approved by the Council. There are also adjustments in the longevity pay scales. The estimated increase cost of the contract is approximately \$14,000 in the first year, \$14,500 in the second year and \$14,750 in the last year of the contract.

CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
November 4, 2013
6:30 P.M. – Executive Session
7:00 P.M. – Regular Meeting
Municipal Meeting Room
Brunswick Station
16 Station Avenue

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

Councilors Absent: John M. Perreault

Town Staff Present: Gary Brown, Town Manager; Debra Blum, Executive Administrative Assistant to the Town Manager; Terry Goan, Police officer; and TV video crew

Chair Wilson called the meeting to order and asked the Town Clerk for Roll Call.

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

Councilor Watson moved, Councilor Favreau seconded, to go into executive session for a Personnel matter regarding the Town Manager’s evaluation per M.R.S.A. §405(6)(A). The motion carried with seven (7) yeas.

Councilor Pols arrived after executive session.

MEETING RESUMES:

Chair Wilson resumed the meeting and asked for the Pledge of Allegiance.

Public Comment:

Jane Millett, 10 Franklin Street, questioned a \$1 million dollar surplus, where it came from and where was it going to be used.

Correspondence:

Councilor Brayman announced there is new artwork, by Mark Petroff, in the Council Chamber.

Adjustments to the Agenda: None

MANAGER’S REPORT:

(a) **Council Committee Updates**

Town Council Minutes

November 4, 2013

Page 2

Reports were given on the following committees: CIP committee, Recycling & Sustainability Committee, Downtown and Outer Pleasant Street Master Plan Implementation Committee, and the Town Hall Renovation Committee.

Councilor Watson announced that he had received from a citizen four numbered limited edition prints depicting the Civil War that may be displayed at the new Town Hall.

(b) Sewer District update on possible plant upgrade

Leonard Blanchette, General Manager of the Brunswick Sewer District, gave this report.

Councilor Favreau commented.

Councilor Brayman commented and asked a question, which Mr. Blanchette answered.

(A copy of the handout from Mr. Blanchette will be attached to the official minutes.)

(c) Brunswick Downtown Association update

BDA Director Debora King gave this report.

(d) Election reminder

Manager Brown reminded the public about the municipal and state election tomorrow.

(e) Update on move to new Recreation Center

Manager Brown gave this report.

PUBLIC HEARINGS

116. The Town Council will hear public comments on an application for Special Amusement License, and will take any appropriate action. (Manager)

Special Amusement

Nelson Moody

D/B/A: Yankee Lanes

276 Bath Road

Nelson Moody

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

Councilor Watson moved, Councilor Favreau seconded, to approve a special amusement license for Yankee Lanes. The motion carried with (8) eight yeas.

NEW BUSINESS

- 117. The Town Council will discuss the next steps for the Cooks Corner connector road, and will take any appropriate action. (Manager)**

Manager Brown spoke regarding this item, and is seeking the Council's approval to go forward with RFPs for this project.

Councilor Pols asked questions, which Manager Brown answered.

Councilor Brayman asked a question, which Manager Brown answered.

Councilor Watson moved, Councilor Favreau seconded, to direct the Manager to go forward with RFPs for the Cooks Corner connector road project. The motion passed with (8) eight yeas.

- 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)**

Councilor Wilson moved, Councilor Tucker seconded, to table this item. The motion carried with (8) eight yeas.

CONSENT AGENDA

- (a) Approval of the Minutes of October 21, 2013
- (b) Approval of Quitclaim Deed for property depicted as Map 051 Lot 001 Sub 000 Typ 473
- (c) Approval of Games of Chance and Beano for the Knights of Columbus Council 1947

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

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

The meeting adjourned at 8:40 p.m.

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

Town Council Minutes
November 4, 2013
Page 4

Debra Blum
Executive Administrative Assistant
November 14, 2013

November 18, 2013
Date of Approval

Council Chair

CONSENT AGENDA - B BACK UP MATERIALS

Nov 1, 2013

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 *Jan 1, 2014 - June 30, 2014*

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

Sharon Belanger

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