

**BRUNSWICK TOWN COUNCIL**

**Agenda**

**March 10, 2014**

**7:00 P.M.**

**Council Chamber**

**Town Hall**

**85 Union Street**

Pledge of Allegiance

Roll Call

Acknowledgment that meeting was properly noticed

Public Comment:

Correspondence:

Council Committee Updates

Adjustments to the Agenda

**MANAGER'S REPORT:**

- a) Report on a grant through the Maine Outdoor Heritage Fund for the Captain William Fitzgerald Recreation and Conservation Area Sandplain Grassland Restoration Project (*Action required*)
- b) Recognition of vehicle purchase from the Sewer District
- c) Appointment of representatives to the Midcoast Council of Government/MidCoast Economic Development District (*Action required by Chair*)
- d) Report on vacant positions
- e) Update on the new Town Hall (McLellan Building) renovation
- f) Report relative to the removal of the Black Bridge

**PUBLIC HEARING**

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

Columbus Club of Brunswick, Inc  
D/B/A: Columbus Club of Brunswick  
2 Columbus Drive

Rick Lewis

**HEARING/ACTION**

**NEW BUSINESS**

20. The Town Council will consider creating the River and Coastal Waters Commission, and will take any appropriate action. (Councilor Wilson and Councilor Walker)

**ACTION**

21. The Town Council will consider setting a public hearing for March 24, 2014, on amendments to Chapter 11 “Marine Activities, Structures and Ways - Article 1 Harbor, Coastal Tidal and Navigable Fresh Waters” relative to the Harbormaster’s authority and mooring requirements, and will take any appropriate action. (Councilor Wilson and Councilor Walker)

**ACTION**

22. The Town Council will consider a request from the Brunswick Downtown Association for use of the Lower Mall for the Taste of Brunswick Event, to be held on Saturday, June 14, 2014, and will take any appropriate action. (Manager)

**ACTION**

23. The Town Council will consider the following requests for Sellers of Prepared Food on Public Ways on the Brunswick Mall, and will take any appropriate action. (Manager)

Farmer’s Market	Danny’s Dogs
The Crabby Lobster	Wrappers

**ACTION**

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

Bombay Mahal, 99 Maine Street  
Flipside, 111 Maine Street  
Gelato Fiasco, 74 Maine Street  
Shere Punjab, 46 Maine Street

**ACTION**

25. The Town Council will consider authorizing the submittal of a Letter of Intent for a housing assistance grant on behalf of the Brunswick Housing Authority, and will take any appropriate action. (Manager)

**ACTION**

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

**ACTION**

**CONSENT AGENDA**

a) Approval of the Minutes of February 24, 2014

**Brunswick Town Council**  
**Agenda**  
**March 10, 2014**  
**Council Notes and Suggested Motions**

**MANAGER'S REPORT:**

- a) Report on a grant through the Maine Outdoor Heritage Fund for the Captain William Fitzgerald Recreation and Conservation Area Sandplain Grassland Restoration Project (Action required): This request follows the Town Council's action of February 24, 2014, to endorse a prescribed burn of 33 acres or ½ of the total 66 acre Captain William Fitzgerald Recreation and Conservation Area parcel. Councilor Walker had indicated at the meeting that there were potential grant funds that could be used to assist with the project. Subsequent to the Town Council meeting, Town staff provided information at Councilor Walker's request to support the grant application, which required a February 28th deadline for submittal. If the Town receives this grant, it would come back to the Town Council to approve expending it. Copies of memos from Tom Farrell and the grant application are included in your packet.

Suggested Motion:

Motion to ratify applying for a grant through the Maine Outdoor Heritage Fund for the Captain William Fitzgerald Recreation and Conservation Area Sandplain Grassland Restoration Project.

- b) Recognition of vehicle purchase from the Sewer District: The Sewer District has offered to sell the Town of Brunswick a used vehicle at a cost of \$1,000, which is well below the book value of \$6,500. This is a generous offer from the Sewer District and the staff would like to recognize this publically. The vehicle will be used by the Codes Enforcement Office, to replace an old vehicle in need of major repairs at a cost of \$3,000. A copy of a letter from the Sewer District outlining their offer is included in your packet.

Suggested Motion: No motion is required.

- c) Appointment MidCoast Economic Development District - Linda Smith and John Eldridge (Action required by Chair): There are two organizations known as the Midcoast Council of Government (MCOG) and the Midcoast Economic Development District (MCEDD) which operate functionally as one entity. The Town of Brunswick has representation on both. The Town has 3 appointments it can make to MCEDD. Historically it has only appointed two people, usually the Town Manager and the Development Director. Because Denise Clavette and Gary Brown have both left employment with the Town, Brunswick has no representation on MCEDD at this time. MCEDD is the mechanism by which the Town of Brunswick can access EDA funds. (For example, the EDA funds helped support the Brunswick Station development project in 2009. Brunswick Landing has also been able to access EDA funding.) It would be appropriate for the Council Chair to make these two appointments to MCEDD.

Suggested Motion: No motion since the Chair can make these appointments.

- d) Report on vacant positions: Mr Eldridge will update the Council on positions that are vacant and not being filled permanently until the Council works through the budget process. Some are filled on a temporary basis. The need for the positions will be discussed further in the budget process.

*Suggested Motion:* No motion is required.

- e) Update on the new Town Hall (McLellan Building) renovation: Mr. Eldridge will report on the status of this project.

*Suggested Motion:* No motion is required.

- f) Report relative to the removal of the Black Bridge: MDOT has indicated that the Black Bridge will be removed this summer. This is our opportunity to inform the public about this project. A copy of a letter from MDOT regarding the removal of the bridge is included in your packet.

*Suggested Motion:* No motion is required.

### **PUBLIC HEARING**

19. This item is the required public hearing and action on a renewal of the special amusement license for Columbus Club. They are requesting live bands, dancing and comedy shows in the banquet hall area. A copy of the application is included in your packet.

*Suggested Motion:*

Motion to approve a special amusement license for Columbus Club of Brunswick, 2 Columbus Drive

### **NEW BUSINESS**

20. This item, sponsored by Councilor Wilson and Councilor Walker, creates a River & Coastal Waters Commission (RCWC). The RCWC concept was introduced at your last meeting as part of the discussion around the Harbor Management Plan adoption. The two Councilors are coming back to the Council with a revised commission charge for your approval. The sponsoring Councilors will provide additional explanations. Copies of a memo from Councilor Wilson and Councilor Walker, which also addresses item 21, and the draft charge are included in your packet.

*Suggested Motion:*

To create the River and Coastal Waters Commission (RCWC) as an advisory committee to the Town Council, with the attached charge and membership.

21. This item is sponsored by Councilor Wilson and Councilor Walker and is requesting a public hearing be set on the ordinance amendments relative to the Harbormaster's authority and strengthening language around moorings, including charging fees. The sponsoring Councilors will provide additional explanations. A copy of the draft amendment language is included in your packet.

Suggested Motion:

Motion to set a public hearing for March 24, 2014, on amendments to Chapter 11 "Marine Activities, Structures and Ways - Article 1 Harbor, Coastal Tidal and Navigable Fresh Waters" relative to the Harbormaster authority and moorings.

22. This item is a request from the BDA regarding the use of the Lower Mall for the Taste of Brunswick event, in which local restaurants participate. There are two motions to consider; first, on the approval of the event as outlined in Chapter 10 Section 10-26(6)(b), and second, whether or not to allow sales of alcohol at this event. The final decision of alcohol sales lies with the State, but they will consider the vote of the Council in their decision. The Council has approved this request the last few years and there were no issues at the event. A copy of their letter is included in your packet.

Suggested Motions:

- 1) Motion to approve the BDA's request for the Taste of Brunswick event to be held on June 14, 2014.
- 2) Motion to permit (or not permit) the sale of alcohol at the Taste of Brunswick Event on June 14, 2014.

23. This is the annual approval of the Sellers of Prepared Food on Public Ways on the Brunswick Mall. The fee for the Farmer's Market is \$3,000 and the other vendors pay \$1,500 each. There are three vendors plus the Farmer's Market seeking Council approval to do business on the Mall. All three are renewals; they are Danny's Dogs, Wrappers, and The Crabby Lobster. There is still one vacant spot for a food vendor on the mall. The Town Clerk will be available to answer any questions. Copies of the applications are included in your packet.

Suggested Motion:

Motion to approve licenses for Sellers of Prepared Food on Public Ways for the Brunswick Mall for the Farmer's Market, Danny's Dogs, The Crabby Lobster, and Wrappers.

24. This item is the annual approval of Sellers of Prepared Food on Public Ways on Sidewalks. The renewal applications are for Gelato Fiasco, Flipside, Bombay Mahal, and Shere Punjab. There is no license fee except for a \$25 application fee, but it does require Council approval. The Clerk will be available to answer any questions. Copies of the applications are included in your packet.

Suggested Motion:

Motion to approve licenses for Sellers of Prepared Food on Public Ways on a Sidewalk for Flipside, 111 Maine Street; Gelato Fiasco, 74 Maine Street, Bombay Mahal, 99 Maine Street, and Shere Punjab, 46 Maine Street.

25. This item is for the Council to consider a request from the Brunswick Housing Authority authorizing a Letter of Intent on behalf of the Authority for a housing grant through the Department of Economic & Community Development's CDBG program. The grant would be used to acquire and renovate the 9 unit multi-family dwelling located at 57 Pleasant Street. The Letter does not obligate the applicant to make an application but notifies the State that an application may be submitted. If the BHA decides that it would like to ask the Town to submit a housing grant, they would then asked to be placed on another Council agenda and ask for the Town's authorization to submit the application. Copies of a narrative on the project from John Hodge, Executive Director of the Housing Authority, is included in your packet.

Suggested motion:

Motion to authorize the submittal of the Letter of Intent for a housing assistance grant on behalf of the Brunswick Housing Authority relative to a multi-unit dwelling located at 57 Pleasant Street.

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

Suggested Motion:

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

**CONSENT AGENDA**

- a) Approval of the Minutes of February 24, 2014: A copy of the minutes is included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.

# MANAGER REPORT A BACK UP MATERIALS

# Memo

**To:** Members of the Brunswick Town Council  
**From:** Thomas M. Farrell, Director  
**Date:** March 6, 2014  
**Re:** *Maine Outdoor Heritage Fund Grant Application for the Captain William Fitzgerald Recreation and Conservation Area*

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At the February 24, 2014 meeting of the Brunswick Town Council members voted to authorize Town staff to proceed with a proposed plan to conduct a prescribed burn of approximately 33 acres of the 66 acre Captain William Fitzgerald Recreation and Conservation Area located in East Brunswick to take place in the spring of 2014.

During the Council's deliberations Councilor Walker indicated that he was aware of a potential source of grant funding that might assist in defraying a portion of the costs associated with the restoration of the sand-plain grasslands at the site.

As a result, Town staff worked with Councilor Walker to provide information as requested to support an application for Maine Outdoor Heritage Funding consideration with a corresponding deadline for submittal of Friday, February 28, 2014. Councilor Walker authored and submitted the formal grant request by the deadline.

At the Council's meeting on March 10, 2014 members will be asked to formally authorize the application and its previous submittal.

Councilor Walker and other Town staff will be available at the meeting to address any questions members may have relative to the application and submittal process.

# **Captain Fitzgerald Conservation & Recreation Area Sandplain Grassland Restoration Project**

*Showcasing Fire Management and Natural Community Conservation at a Municipal Recreation Area*

A proposal to the

**Maine Outdoor Heritage Fund Board**

From the

**Town of Brunswick in collaboration with The Maine Forest Service**

## **1. Project Identification**

Project Title: *Captain Fitzgerald Conservation & Recreation Area Sandplain Grassland Restoration Project*

Project Coordinator: Tom Farrell, Director, Brunswick Parks and Recreation Department

Sponsoring Agency: Department of Agriculture Conservation and Forestry

## **2. Funding Category Identification**

Funding Category: Category 3 “*Endangered and Threatened Species Conservation Projects*”

This project addresses:

*3c. A species or species group not listed as threatened or endangered but, based on the best available scientific information, potentially warranting listing in the near future;*

Justification: This project will directly benefit 6 species of state Special Concern known to breed on the property, some of which including little-bluestem associated skipper species, potentially warrant future listing given habitat declines.

*3d. A species, group of species, natural community or ecosystem that has been documented as being in decline or recognized as being at risk of extirpation from the State;*

Justification: Little Bluestem-Lowbush Blueberry Sandplain Grasslands are one of the rarest (S1-Critically Imperiled) upland natural communities in the state of Maine. These communities are rare throughout the northeast. This project will restore natural conditions of this site which is one of the most northerly examples in Maine.

*3f. Education about conservation of rare, threatened and endangered species, species of special concern, and exemplary natural communities*

Justification: There is limited understanding of the natural role of fire in Maine and how it shapes our natural diversity. This project will provide an opportunity to use prescribed burning techniques to restore native conditions to a large natural area proximate to a regional population center. The project team will work with partners to develop on-site interpretive materials and outreach materials for the general public.

### **3. Detailed Project Description and Background**

*“The Plains stretch out in some directions a distance of three or four miles, and are mostly covered by a small, scrubby growth of pines...”*

*“Almost every year some portions of the Plains is burnt over...at midsummer there is an immense crop of blueberries...”*

A.J. Tenney 'Brunswick, A Sketch of the Town' 1887

Historically, Brunswick's sandplain grasslands extended from Brunswick College eastward through Cook's Corner and beyond. Given their well-drained conditions and high developability, few patches remain. The 66-acres of the Captain Fitzgerald Conservation and Recreation Area is the largest remaining patch of this habitat in town ownership. The land was conveyed by the Navy to the town following base closure in 2007. The Navy had previously conducted small scale prescribed burns through the 1990's before the base natural resource manager position was eliminated. The site has remained untreated for at least 15 years and is largely unknown by the general public due to its long history of being off-limits to the public. The town now hopes to re-utilize the site for conservation, passive, and active recreation purposes. The site, once restored and prepared for public use will offer significant trail walking, birding, and recreational blueberry picking opportunities.

The intent of this project is to return the sandplain grassland back to a condition where it can be effectively managed with smaller and less labor intensive burns in future years creating a mosaic of habitat conditions from recently burned forb dominated grassland to grassland with a higher percentage of shrub growth. It is expected that this future approach to rotational management will increase species diversity. Additionally, the requested funding will enable the town complete a resource based recreational master plan for the property, and to develop interpretive signage for the property. The envisioned signage will highlight the value of prescribed burning as a management tool, and highlight the key ecological characteristics of the Little bluestem – Lowbush blueberry Sandplain Grassland natural community type. This interpretive signage will be integrated into the proposed recreational re-use of the property which will include a trail network and limited recreational field development. The proposed burns will be conducted by the Brunswick Fire Department and Maine Forest Service. This effort follows a successful prescribed burn on a smaller patch of sandplain grassland on Brunswick-Topsham Land Trust property in 2013.

### **4. Project Need**

The town of Brunswick is excited about the new recreational possibilities provided as a result of nearly 700-acres of land being conveyed to the town as a result of base closure. However, realizing the conservation and recreational potential of these lands will require significant investment by the town. Currently municipal budgets are stretched thin and due to competing priorities including education, human services, and emergency preparedness, open space and recreation needs are often provided limited funding. The Maine Outdoor Heritage Fund would be instrumental in enabling the town to complete this much need habitat restoration and help us to meet town recreational objectives by showcasing this relatively unknown yet unique habitat type at the Captain Fitzgerald Conservation and Recreation Area.

From an outdoor heritage and environmental standpoint, completing the proposed restoration work will address priorities of the Maine Natural Areas Program and the Maine Wildlife Action Plan by implementing local efforts to protect and enhance natural community functions known to be critically imperiled throughout the state. Additionally, the project will raise public understanding not only of what a natural community is and why they are important, but also the role fire plays in our natural environment. The end result of these efforts will

be a unique inland open space for residents that offers recreational experiences not found in other natural areas along the mid-coast.

### ***5. Project Urgency***

The sandplain grassland at the Captain Fitzgerald has been neglected for at least the past 15 years. As a result, white pine, red oak, gray and white birch have invaded much of the area and now are 10- 15 feet high and higher in some areas. Remaining open grassland is rapidly declining and existing pitch pine stands are becoming over-topped. The ecological function of the area has been impacted and the situation will worsen without sizable, and labor intensive prescribed burns to eliminate competing woody vegetation and limit the future seed source. Costs associated with completing the project will increase the longer this proposed treatment is delayed. Currently, the project partners have scheduled an initial burn in the spring of 2014 (funded independently of this grant request) and are requesting assistance to complete additional treatments in the fall of 2014 or spring of 2015 that will re-establish sandplain baseline conditions. Adding to the urgency is the fact that it is public knowledge that the town has taken ownership of this parcel. Numerous requests for access have already been received. The requested funds will allow the town to complete master recreational planning efforts for the park this summer and prepare appropriate trails and signage adequate for the anticipated public use in a timely manner.

### ***6. Project Objectives***

The primary objective of this project is to restore the native grassland to a condition that will allow effective management into the future. The burn efforts as planned will provide training for Brunswick Fire Department personnel and will reduce the fuel load to the point where the town can safely and effectively conduct smaller patch burns in the coming years to maintain a mosaic of habitat conditions as part of regular park maintenance.

Additional objectives include: increasing public awareness of this unique habitat type, and the role that fire plays in our natural environment. These objectives will be addressed initially through a broad outreach and public notification prior to prescribed burns, but will ultimately be accomplished through the development of on-site interpretive signage and a loop trail that leads park users through the grassland. We envision this town park as becoming an attractive recreational amenity for the Brunswick region.

### ***7. Project Outcome***

Outcome 1: Up to 66-acres of sandplain grassland will be restored through prescribed burning efforts. This outcome will be measured based on calculated acreage actually treated in 2014 and 2015. The success of the restoration will be based on vegetation diversity and animal occurrences recorded in the growing season 1-year post treatment.

Outcome 2: An accessible and representative example of sandplain grassland community type complete with trails and interpretive signage will be available to, and utilized by the public. This outcome will be measured with the assistance of Brunswick Park Rangers recording public use of the area.

Outcome 3: Greater awareness of natural communities and specifically sandplain grassland ecology will be gained by the general public. We anticipate an effective communication effort including local media coverage (print, radio, and television), and web-based promotion of the park as an ecologically interesting outing accessible for all ages. Our success for this anticipated outcome will be more challenging to measure, but the town's current recreational programs regularly generate robust customer feedback. We expect that our monitoring comments received and on-site feedback from visitors will provide adequate measure.

## **8. Project Timeline**

April 2014 (prior to grant period) the town has planned an initial burn with assistance from MFS

May – July 2014 complete recreational master plan based on results of ecological and recreation planning consultant input.

July – September 2014 initial trail work and drafting of interpretive signage

April 2015 burn remaining acreage

May 2015 install interpretive signage

## **9. Communication Plans & Target Audience**

All proposed burns will be publicly noticed as required as operational practices. These events will be covered by local media. The town of Brunswick will message the ecological reasons for the burn and identify the Maine Outdoor Heritage Fund as a primary funding partner for the effort. This approach will target the general public with the goal of piquing public interest in the effort and the park. The town of Brunswick web-page will also feature news of the burns and promote park visitation. This on-line communication effort will also clearly identify the Maine Outdoor Heritage Fund as a partner. Interpretive signage installed in the park parking area, and signage along the envisioned interpretive trails will also include the Maine Outdoor Heritage Fund logo.

## **10. Key Personnel**

Tom Farrell, Director of Brunswick Parks and Recreation Department, will act as grant administrator, oversee the restoration effort, oversee the recreational master planning effort, and will oversee the development of interpretive signage.

Ken Brilliant, Chief Brunswick Fire Department, will coordinate on-the-ground burn operations.

John Leavitt, Maine Forest Service, will assist the Brunswick Fire Department with the prescribed burn and will develop site burn plans

## **11. Budget**

See attached

## **B. Optional Documents**

*Letter of support, maps and photograph attached*

## Maine Outdoor Heritage Fund Budget Form

**Project Title:** Captain Fitzgerald Conservation & Recreation Area Sandplain Grassland Restoration Project

### INCOME:

Cash In-Hand	Cash Pending	MOHF Request	Total Cash Revenue	In-Kind Services	Total Budget (Cash + In-Kind)
\$10,000	\$0	<b>\$5,400</b>	\$15,400	\$9,100	\$24,500

List Cash Funding In Hand Sources and Amounts:	List Cash Pending Sources, Amounts and Committal Dates:
\$10,000 Town of Brunswick allocation for Recreational Master Plan	

### EXPENSES:

List Personnel Expenses: (Example: Salary & Benefits)	Cash	In-Kind	Total Cash & In-Kind
Brunswick Fire Department	\$0	\$4,351	\$4,351
Brunswick Police Department	\$0	\$864	\$864
Brunswick Parks and Recreation	\$0	\$2,525	\$2,525

List Other Expenses: (Example: Contractual Services, Supplies, Travel)	Cash	In-Kind	Total
Vehicles and Equipment	\$0	\$1,360	\$1,360
Prescribed Burn Planning & Support	\$1,200	\$0	\$1,200
Interpretive Signage & Footings	\$3,350	\$0	\$3,350
Recreation Master Plan Completion	\$10,000	\$0	\$10,000
Ecological consultant support	\$850	\$0	\$850
	\$0	\$0	\$0

Capital Expenses: (Items over \$5,000)	Cash	In-Kind	Total
	\$0	\$0	\$0

<b>SUB TOTAL:</b>	\$15,400	\$9,100	\$24,500
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Indirect Rate - If Applicable: (Check with Agency/Organization)	Enter Rate		Total
StaCap/DiCap (or other Overhead If Applicable) - On Cash only	0.00%		\$0
Other (If Applicable)	0.00%		\$0

**TOTAL CASH & In-Kind** (Should match Total Budget on Income Section above) **\$24,500**

Scoring Calculations for Matching Funds Section of Grant Evaluation Form - Must exceed 33% to meet requirement:

Cash In Hand: 65% Match Met  
 Total Cash: 65% Match Met  
 Cash & In Kind: 78% Match Met



BRUNSWICK-TOPSHAM  
LANDTRUST

February 26, 2014

**DIRECTORS**

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Doug Bennett, *Vice President*  
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**STAFF**

Angela Twitchell, *Executive Director*  
Caroline Eliot, *Associate Director*  
Chris Cabot, *Farmland Protection Specialist*  
Lee Cataldo, *Outreach & Education Coordinator*  
Peter Greeno, *Director of Development*

Carol Gay, Secretariat  
Maine Outdoor Heritage Fund  
37 Wiscasset Road  
Pittston, Me 04345

Re: Captain Fitzgerald Conservation & Recreation Area Sandplain Grassland  
Restoration Project, Brunswick

Dear Ms. Gay:

I am writing in support of the Town of Brunswick's proposal to restore 66-acres of Little Bluestem-Lowbush Blueberry Sandplain Grassland (S1 natural community) through prescribed burning. We share the town's goals of managing this unique community to enhance and maintain habitat for rare, state-listed plants and animals, cultivate public appreciation for these areas, and build acceptance of fire as a management tool.

Brunswick Topsham Land Trust owns approximately 22 acres of Little Bluestem-Lowbush Blueberry Sandplain Grassland and collaborates with the Town regarding their management. We have conducted a prescribed burn of our acreage and hope to continue use of this management tool in the future. The Land Trust and Town exchange expertise, personnel, training, and experience. This ongoing sharing facilitates management of this critically imperiled community in many ways. It is increasing the number of people locally trained in prescribed burning and wildland firefighting. The public is becoming familiar with and educated about regular use of fire as a management tool. And, we are sharing information and lessons learned from our prescribed burns.

The continued use of prescribed burns and associated benefits to this rare natural community are invaluable to the health and diversity of our region. Your support for Brunswick's proposal will strengthen and encourage our continued partnership around management of this critically imperiled resource.

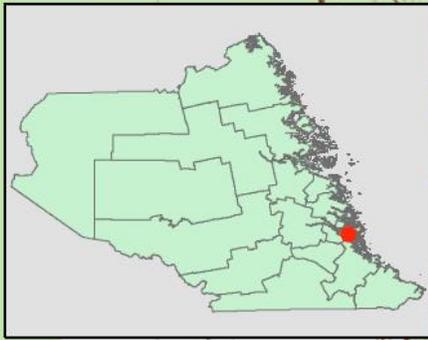
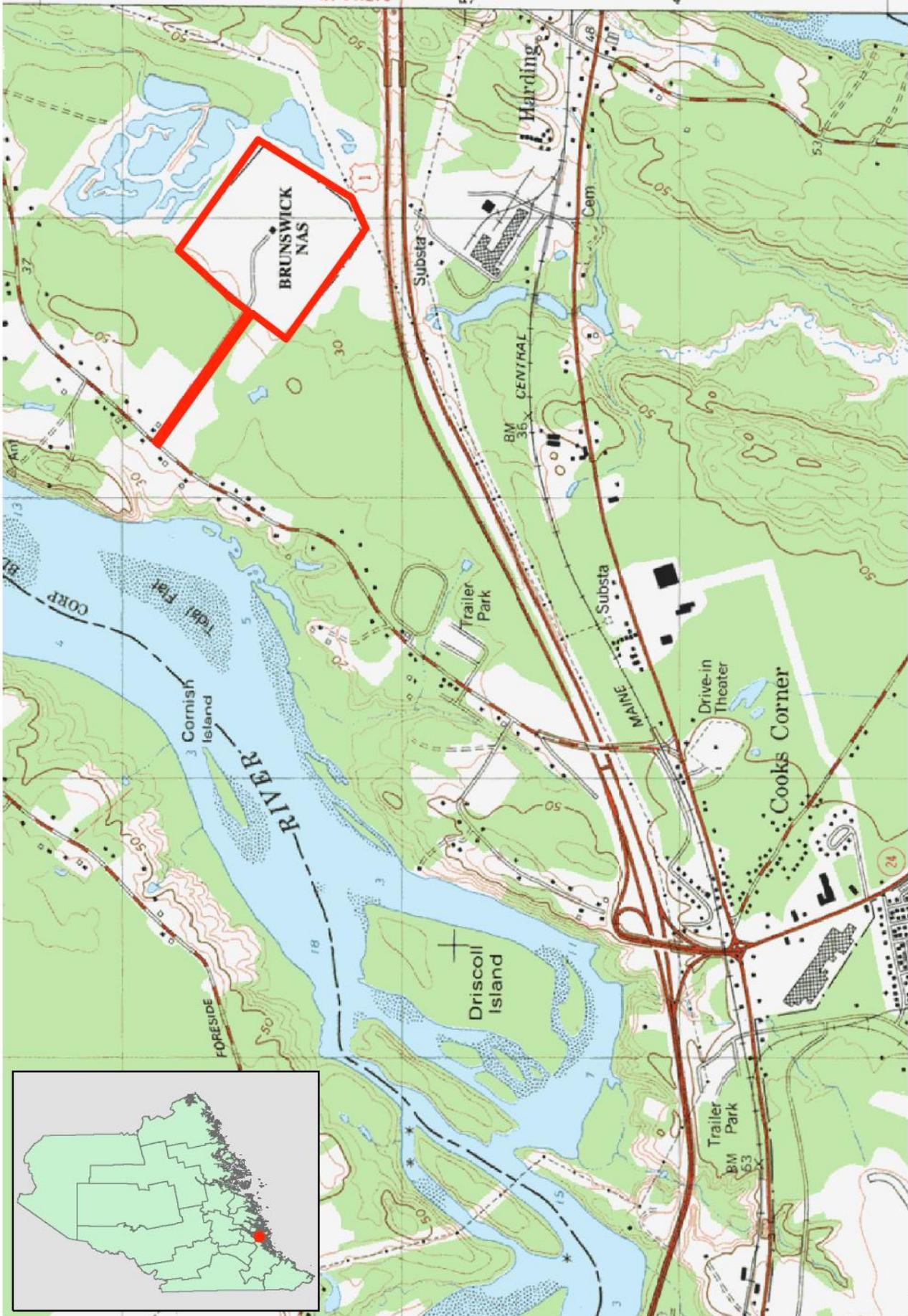
Sincerely,

Angela Twitchell  
Executive Director

108 Maine Street, Brunswick, ME 04011 / 207-729-7694 / [info@btl.org](mailto:info@btl.org) / [www.btl.org](http://www.btl.org)

FSC® certified • SFI Fiber Sourcing certified • Made with Total Chlorine Free (TCF) and Elemental Chlorine Free (ECF) virgin fiber content • 10% post-consumer, Process Chlorine Free (PCF) and lignin-free fiber





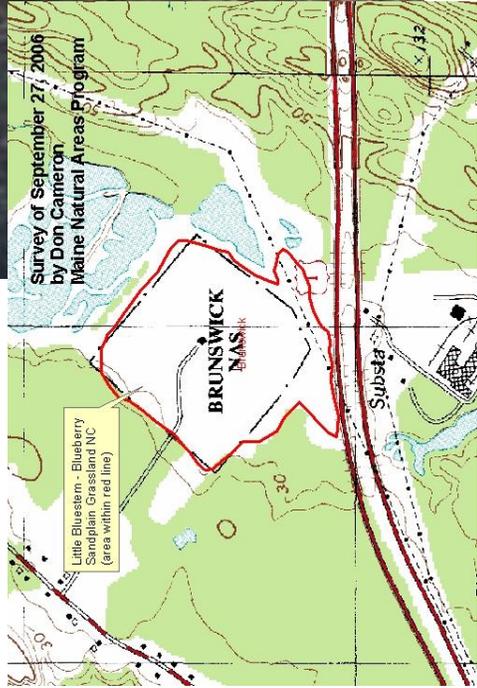
1,500 750 0 1,500 Feet

 Capt Fitzgerald Conservation and Recreation Area



500 250 0 500 Feet

□ Capt Fitzgerald Conservation and Recreation Area





## MAINE OUTDOOR HERITAGE FUND SUMMARY APPLICATION FORM

<b>Date:</b>	February 2014	<b>Funding Category (1, 2, 3 or 4):</b>	3	<b>Sponsoring Agency:</b>	DACF
<b>Project Title:</b>	Captain Fitzgerald Conservation & Recreation Area Sandplain Grassland Restoration Project, Brunswick				
<b>Project Description:</b>	<i>(Brief 1-2 line description of the project's purpose to be used for reporting in public announcements)</i>				
The Town of Brunswick, in collaboration with the Maine Forest Service, plans to restore 66-acres of Little Bluestem-Lowbush Blueberry Sandplain Grassland (S1 natural community) through prescribed burning, and install interpretive signage for visitors.					
<b>Resubmittal (Y/N):</b>	N	<b>Followup (Y/N):</b>	<i>(If Y, include Project Number &amp; Title)</i>		
<b>Location:</b>	Brunswick, Maine	<b>Start Date:</b>	April 2014	<b>End Date:</b>	Aug 2014
<b>Project Coordinator:</b> <i>(designate only 1 project coordinator per project)</i>					
<b>Name:</b>	Tom Farrell, Director	<b>Organization:</b>	Brunswick Parks & Recreation Department		
<b>Phone:</b>	(207) 725-6656	<b>Email:</b>	tfarrell@brunswickme.org		
<b>Address:</b>	<i>(city, state, zip)</i> 220 Neptune Drive, Brunswick, ME 04011				
<b>Partner(s):</b> <i>(Partners help to plan or implement the project, letters of understanding between partnering organizations MUST be included)</i>					
<b>Organization &amp; Email:</b>	Maine Forest Service, John Leavitt	<a href="mailto:john.leavitt@maine.gov">john.leavitt@maine.gov</a>	<b>Draft Fire Plan attached</b>	<input checked="" type="checkbox"/>	
<b>Organization &amp; Email:</b>			<b>Partner Letter Included:</b>	<input type="checkbox"/>	
<b>Organization &amp; Email:</b>			<b>Partner Letter Included:</b>	<input type="checkbox"/>	
<b>Project Summary:</b> <i>(Provide a brief summary, what work the project involves). Further detail may be provided with full proposal.</i>					
The Captain Fitzgerald Conservation & Recreation Area was recently conveyed to the town of Brunswick following the closing of the naval air station. The land has been mapped as a critically imperiled (endangered) natural community type by MNAP. No management has taken place since 2006 prior to base closure. Through this effort we propose to cut invading white pine and hard wood pole-sized trees then used prescribed burning to stimulate native grassland forbs. Interpretive signage will also be installed.					
<b>Project Objectives:</b> <i>(Provide brief description of objectives, what the project will accomplish). Further detail may be provided with full proposal.</i>					
Objectives include: restoration of approximately 66-acres of critically imperiled natural community; habitat enhancement for state listed Dry Land Sedge (documented on the property); habitat enhancement for 22-species of state listed animals of Special Concern; Increased local awareness of and appreciation for the remaining patches of sandplain grassland that historically made up the "plains of Brunswick" that stretched from Bowdoin College to east Brunswick; and increased acceptance of fire as a management tool.					
<b>Budget Section:</b> <i>(Ensure the data below matches the data on the budget form section of the grant proposal)</i>					
<b>Cash Match In Hand:</b>	\$10,000	<i>(List on Budget Form Sources and Amounts)</i>			
<b>Cash Match Pending:</b>	\$0.00	<i>(List on Budget Form Sources, Amounts and Committal Dates)</i>			
<b>MOHF Request:</b>	\$5,400.00	<i>(Includes Administrative Fees if Applicable)</i>			
<b>In-Kind Services:</b>	\$9,100	<i>(Examples include: volunteer time, mileage, donated equipment &amp; supplies)</i>			
<b>Total Budget:</b>	\$24,500	<i>(Cash Match In Hand + Cash Match Pending + In-Kind Services + MOHF Request= Total Budget)</i>			
<b>To Be Completed by Sponsoring Agency:</b> <i>(Check 1, 2, OR 3 and indicate if agency does NOT endorse project)</i>					
1. <input type="checkbox"/> <b>Agency Project</b> <i>(funding will be directed to Agency)</i>					
2. <input type="checkbox"/> <b>Pass Thru Project</b> <i>(funding will be processed with a special services contract initiated by MOHF Secretariat)</i>					
3. <input type="checkbox"/> <b>Pass Thru Project – Agency Partner</b> – <i>(same as #2 AND agency is involved with planning or implementation of the project)</i>					
<input type="checkbox"/> <b>Agency does NOT endorse project</b> <i>(check if agency does NOT endorse - meets MOHF guidelines; however agency doesn't endorse)</i>					

Signature of Commissioner or Director of Applying Natural Resource Agency

Date

**DRAFT**

**PRESCRIBED FIRE PLAN**

**Capt. William Fitzgerald**  
**Recreation & Conservation Area**  
**Brunswick, ME**

Prepared By:  
John Leavitt, Maine Forest Service

Date: February 20, 2014

*Actions taken in compliance with the approved Prescribed Fire Plan will be fully supported. Personnel will be held accountable for actions taken which are not in compliance with elements of this plan regarding execution in a safe manner.*

## RESOURCE OBJECTIVES

- 1) Promote the growth of native grasses and blueberry.
- 2) Maintain and improve habitat for native birds.
- 3) Encourage growth of selected pitch pine.
- 4) Maintain critical grassland-sandplain habitat.

## PRESCRIBED FIRE OBJECTIVES

- 1) Consume 40-95% of understory grasses, woody plants, and ground litter.
- 2) Top-kill 50-95% of gray birch.

## BURN AREA DESCRIPTION

**Landowner:** Town of Brunswick  
**Latitude:** 43 degrees 55' 22.1" N  
**Longitude:** 69 degrees 53' 04.6" W  
**Size:** Target: 33 acres  
Allowable: 50 acres  
**Elevation:** Target Top: 31 ft.  
Target Bottom: 25 ft.  
**Aspect:** flat to gently sloping

### General description of site:

This site, once owned by the United States Navy, was used as a radio/radar transmitter site; the land was transferred to the Town of Brunswick in 2012.

The site has been designated by the Maine Natural Areas Program as "S1 - Critically imperiled", because of its' extreme rarity (five or fewer occurrences or very few remaining individuals or acres) or because some aspect of its biology makes it especially vulnerable to extirpation from the State of Maine. It is a recognized sandplain-grassland habitat, which supports blueberry and little bluestem (*Schizachyrium scoparium*) populations. Dry-land sedge (*Carex siccata*) has been observed at this site, and is a species of special concern. Scattered mature pitch pine and white pine are also present.

This site is habitat for 22 known species of birds, including Yellow-rumped Warbler, Eastern Towhee, Prairie Warbler, Pine Warbler, and several species of sparrows.

The Town intends to develop up to 15 acres of the site to support active recreation facilities, including playing fields, playground, and other outdoor amenities. The Town also intends to connect a future extension of the existing Androscoggin River Bicycle Path, which will parallel U.S. Route 1 through this parcel, connecting to Old Bath Road.

### DESCRIPTION OF FUELS ON SITE AND ADJACENT

Natural Fuels: native grasses; blueberry; bracken fern; goldenrod; grey birch; pitch pine; white pine.  
 Activity Fuels: grasses and blueberry.  
 Fuel Model(s): 2; GR4; GS2

#### General description of fuels on site:

This area consists of grasses, blueberry, fern, and scattered pitch pine, white pine, and grey birch.

### WEATHER AND FUEL PARAMETERS

#### Acceptable Prescription Range

	DESIRED	LOW	HIGH
Temperature (degrees)	70	50	85
Relative Humidity (%)	40	30	70
1 HR. Fuel Moisture (%)	07	06	10
10 HR. Fuel Moisture (%)	15	10	20
Live Herbaceous Moisture (%)	50	30	100
Wind Speed (mid-flame - mph)	04	02	07
Wind Speed (20 foot - mph)	10	05	20
Wind Direction (degrees)	135-215		
	90-270 (acceptable)		
	315-45 (unacceptable)		
Mixing Height (feet)	1640 (minimum)		
Transport Winds (mph)	9 (minimum)		

## ACCEPTABLE FIRE BEHAVIOR PREDICTIONS

(\*Rate of spread expressed in feet per minute/chains per hour;  
flame length expressed in feet)

### FUEL MODEL 2

#### Backing Fire

	DESIRED	LOW	HIGH
Rate of Spread	6	3	9
Flame Length	2.5	1	4

#### Head Fire

	DESIRED	LOW	HIGH
Rate of Spread	30	10	70
Flame Length	6	3	10

### FUEL MODEL GR4

#### Backing Fire

	DESIRED	LOW	HIGH
Rate of Spread	8	4.5	12
Flame Length	3.5	2	5

#### Head Fire

	DESIRED	LOW	HIGH
Rate of Spread	69	25	150
Flame Length	8	5	12

### FUEL MODEL GS2

#### Backing Fire

	DESIRED	LOW	HIGH
Rate of Spread	5	3	7
Flame Length	2	1	3

#### Head Fire

	DESIRED	LOW	HIGH
Rate of Spread	26	10	52
Flame Length	5.5	3	8

## SCHEDULING AND NOTIFICATION

### Ignition Scheduling:

Approximate Date: March 15 - April 30, 2014

Time of Day: 1100

Limitation on Days of Week: Monday through Friday

Length of Ignition Phase: 4-5 hours

Length of Burnout Phase: 5-6 hours

### Burn Contacts:

The Town will contact abutting landowners prior to the burn, and will use newspapers, public access television, and other media to inform residents of the burn.

Incident Command will contact the following the morning of the burn:

<u>Individual or Organization</u>	<u>Phone Number</u>
Maine Forest Service-Augusta	1-800-750-9777
Brunswick Fire Department	725-5541
Brunswick Police Department	725-6620
Sagadahoc County Sheriff's Office	443-8529
Maine State Police	657-3030

## WORKFORCE AND EQUIPMENT NEEDS

Incident Command: Unified Command

(Maine Forest Service & Brunswick Fire Dept.)

Ignition Crew: Brunswick Fire Dept. & qualified firefighters

Holding Crew: Brunswick Fire Dept. & qualified firefighters

<u>Personnel Needs:</u>	<u>Total</u>
Ignition Crew	4
Holding Crew	8
<u>Equipment Needs:</u>	
Engines	3 type 7; 2 type 6
Drip torches	4
Radios	12
Misc. Vehicles	2
Backtanks	4
Hand Tools	4
Belt Weather Kits	1
<u>Supplies:</u>	
Drip torch fuel	15 gal.
Fusees	10
Portable pump	2
Drinking water	0.5 gallon/person

## IGNITION AND HOLDING PLAN

### Ignition Plan:

Ignition Methods: Drip torch

Ignition Technique: Backing fire, point-source ignition (dots), flanking fire, and strip-head firing.

### Holding Plan:

Potential Holding Problems: None anticipated.

Location of Holding Forces and Instructions:

Holding squads on flanks; contain fire within dirt road, trails, wet lines, and mowed firebreaks.

Water Sources: engines; pond on-site

Response to Slopovers:

Immediate suppression of all spots and slopovers.

## SMOKE MANAGEMENT PLAN

Ignition operations will be executed to minimize any adverse smoke impacts to the public. Downtown Brunswick is four miles southwest of the burn unit; Cook's Corner is two miles southwest of the burn unit; Downtown Topsham is four miles west of the burn unit; Downtown Bath is three miles east of the burn unit; Midcoast Hospital is 1.2 miles south of the burn unit; Bay Bridge estates trailer park is one mile northeast of the burn unit, and another trailer park is one mile east of the burn unit. The burn unit is immediately adjacent (north) to US Route 1, and State Rd.

Smoke will be managed through various ignition techniques to allow for adequate ventilation.

If smoke adversely impacts public roadways or residential/commercial structures, the burn will be terminated.

## INCIDENT COMMUNICATIONS PLAN

Each firefighter will be assigned a handheld radio. Each engine will also have a radio. All personnel assigned to an ignition team will have a handheld radio and remain in verbal and visual contact with ignition crew leader.

<u>RADIO COMMUNICATIONS</u>			
<u>CHANNEL</u>	<u>FUNCTION</u>	<u>FREQUENCY</u>	<u>REMARKS</u>
1	Command	Brunswick Fire Department	154.265
2	Operations	State Fire	154.310

If air operations are involved, the assigned air-to-ground frequency will be Maine Forest Service Hatchet Mtn. repeater (Rx = 159.4050; Tone 141.3; Tx = 151.1900; Tone 141.3).

### CELL PHONE COMMUNICATIONS

Cell phone communication is encouraged to communicate specific details and minimize radio traffic.

Cell phone numbers: John Leavitt (MFS) 712-8834  
Ken Brilliant (BFD) 751-2929

## SAFETY PLAN

### FIREFIGHTER SAFETY:

**Safety Zones:** Good black, sandy areas.

**Escape Routes:** Mowed fire breaks; black, dirt road

**Safety Hazards:** Smoke, Fire, uneven terrain

**Mitigation of Safety Hazards:**

Stay upwind of fire and smoke.

**PUBLIC SAFETY:** no unauthorized personnel allowed in the burn unit while the fire is being conducted; if smoke adversely impacts public roadways, burn will be terminated.

Consideration will be given to posting an emergency vehicle(s) and/or signs/electronic signboards along US Route 1, to notify passing motorists to the proximity of the prescribed fire.

## MEDICAL PLAN

Notify the Incident Commander of any accident or injury. The IC will initiate on-site response if needed and coordinate additional needs through Brunswick Fire Department.

On-site EMT's: Brunswick Fire Department firefighters

First Aid Kits: One in each vehicle.

## CONTINGENCY PLAN FOR AN ESCAPED FIRE

- 1) Should an escape occur, the IC (or other designated and qualified person) will be in charge. The IC will organize and manage all on site resources for the suppression response.
- 2) The IC will notify Brunswick Fire Department of the situation and order needed resources, if necessary.
- 3) Strategies for containing escaped fires will consider the safety of firefighters to be paramount.
- 4) Slopovers outside the allowable area which are contained at less than 0.1 acres will not cause the fire to be declared a wildfire as long as no additional resources are required and no private improvements are threatened. If this acreage is exceeded, the burn will be declared a wildfire; at this point efforts to burn the unit will cease and all resources will be committed to containment of the escaped prescribed burn.
- 5) Suppression efforts will utilize mowed contingency lines as secondary fire breaks. Suppression efforts include, but are not limited to, extinguishment and firing/burning out fuels.
- 6) The closest additional resources are:

<u>Resource</u>	<u>Location (miles)</u>	<u>Response Time</u>
Two Type 1 engines	Brunswick Central Station	10 minutes
Type 6 engine	Central Station	10 minutes
Type 3 tender	Central Station	10 minutes
Type 1 engine	Cook's Corner	5 minutes
Type 6 engine	Cook's Corner	5 minutes

## MONITORING PLAN

Monitoring of the burn can occur through data collection at specific plots, photo-documentation, weather observations, fire behavior observations, and fire effects observations as outlined below.

**Data Collection Plots:** Plots may be established pre-burn to determine vegetation composition, density, and cover. Future inventory information may be collected to assess vegetative changes, and characteristics will be monitored post-burn to determine vegetative changes.

**Photo-documentation:** Photos taken at \_\_\_\_\_. Photo-documentation may consist of establishing pre-burn and post-burn photos at fixed photo locations to document changes of vegetation. Photos may also be taken during burn operations.

**Weather Observations:** Weather observations are taken prior to ignition and at half-hour intervals throughout the burn.

**Fire Behavior/Effects Observations:** Fire behavior observations are made throughout the burn duration by the Burn Boss and Ignition Crew to determine whether the prescribed fire objectives are being met.

Burn Plan Approved by:

\_\_\_\_\_ John Leavitt, Maine Forest Service

\_\_\_\_\_ Ken Brilliant, Brunswick Fire Chief

\_\_\_\_\_ Tom Farrell, Brunswick Parks &  
Recreation Director

\_\_\_\_\_ Date

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# MANAGER'S REPORT - B BACK UP MATERIALS

# Brunswick Sewer District

10 PINE TREE ROAD  
BRUNSWICK, MAINE 04011  
www.brunswicksewer.org  
www.facebook.com/brunswicksewer

TELEPHONE (207) 729-0148

FAX (207) 729-0149

February 28, 2014

Anna Breinich, AICP  
Director of Planning and Development  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 04101

RE: 2006 Chevy Impala Donation/Sale

Dear Anna,

I am pleased to inform you that at the February 26, 2014 meeting of the Trustees of the Brunswick Sewer District Board, the trustees unanimously approved the sale of the District's 2006 Chevy Impala to the Town of Brunswick. The sale price will be \$1,000; well below the book value of approximately \$6,500.

As I stated at the meeting, the vehicle was meant to be traded in three years ago when we purchased a new pickup truck. In the District's opinion, the value the dealer offered in trade was too low so we opted to keep the car. The car has not been used as much as we anticipated. When Jeff approached me about the donation, rather jokingly at first, I thought it would be a good idea. Leonard Blanchette, General Manager, and our Board Members were all supportive of the idea. The situation is a win-win.

The Brunswick Sewer District is appreciative of the good working relationship we have with the town. The bartering of services and knowledge we have shared over the past few years are of immense value. It is hard to quantify the exact value, but I know it is well above the \$5,500 difference between the selling price and approximate value of the car. Thank you for the cooperation.

Please contact me after the Town Council has approved sale/donation so we can arrange for transfer of the vehicle.

Sincerely,



Robert A. Pontau Jr, PE  
Assistant General Manager

CC: Leonard Blanchette, General Manager

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

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

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

# MANAGER'S REPORT – F BACK UP MATERIALS



Paul R. LePage  
GOVERNOR

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

David Bernhardt  
COMMISSIONER

February 11, 2014

Town of Brunswick  
Gary Brown, Town Manager  
28 Federal St.  
Brunswick, ME 04011-1583

RE: Black Free Bridge, WIN 020470.00

Dear Gary Brown:

This letter is to share information re the above referenced bridge removal project scheduled to be done this summer. As you know, the road-going portion of the Black Free Bridge in Brunswick and Topsham is to be completely demolished. Demolition should be rapid and other than short lane closures controlled by flaggers to allow equipment and/or material loading or drop off, the specific work area will be cordoned off and free flowing traffic maintained.

The limited nature of the work combined with minor traffic and abutter impacts allow flexibility in our public process. While no formal public meeting will be held, we would welcome an opportunity to present the project scope, schedule, and details to the planning board at one of their scheduled meetings, if they so desire.

If you have any comments or questions, or are interested in a planning board presentation, please contact me directly at 207-624-3550.

Sincerely,

Joel C. Kittredge  
Project Manager

JCK/clr



PRINTED ON RECYCLED PAPER

ITEM 19

BACK UP MATERIALS



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

## **PUBLIC HEARING**

The Municipal Officers of the Town of Brunswick will hold a Public Hearing at the Council Chamber, Municipal Offices, 85 Union Street, Brunswick, at 7:00 P.M. on 3/10/2014 on the following Special Amusement license applications:

### **Special Amusement**

Columbus Club, Inc.

D/B/A: Knights of Columbus, Sekenger Council #1947  
2 Columbus Drive

Bruce Talbot, G.K.

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

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

Fran Smith  
Town Clerk

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR SPECIAL AMUSEMENT LICENSE**

Please complete:

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

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

Corporation-Corporation Name: Columbus Club of Brunswick, Inc

Incorporation Date: 11/10/1938 Incorporation State: \_\_\_\_\_

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

Business Name: Columbus Club of Brunswick Inc E-Mail: Rlewisvolvo@hotmail.com

Business Address: 2 Columbus Drive, Bruns., Me Business Phone Number: 207-729-6552

Name of Contact Person: Rick Lewis Contact's Phone Number: 841-1076

Mailing Address for Correspondence: 2 Columbus Drive, Brunswick, Me 04011

Signature of Owner, Officer, Partner or Agent: 

Date: 2/4/14

**Corporations Please Complete:**

Address of Incorporation:		Phone #:	
Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
Richard D. Lewis	15 Ames Way	Brunswick, Me 04011	Grand Knight
William Sulzberger	22 Perry Dr.	Brunswick, Me 04011	Deputy Grand Knight
Antoine Colombe	579 Meadow Rd	Topsham, Me 04086	Treasurer
Omer Gagne	Union St	Brunswick, Me 04086	Financial Sec.

**Town Clerk Use Only**

License Fee \$100.00  Paid Advertising Fee \$ \_\_\_\_\_  Paid

Required Approvals:  Finance  Codes/Fire  Council PH Date: \_\_\_\_\_

Mailed or Issued Date: \_\_\_\_\_

Clerk Notes:

**OVER**

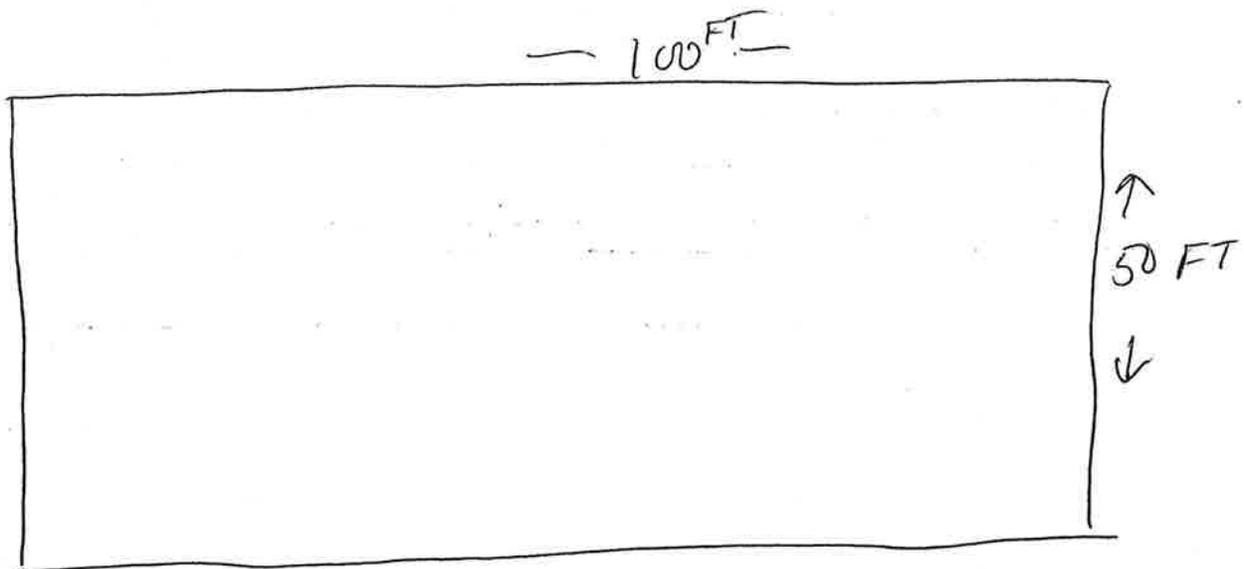
Describe in detail the kind and nature of entertainment:

Live Bands and dancing  
Comedy stars

Describe in detail the room or rooms to be used under this license:

Banquet Hall is 100 x 50 FT.

**DIAGRAM**



ITEM 20

BACK UP MATERIALS

Memo: For Town Council Packet March 10  
Narrative and Summary For Agenda Items # 20 and #21

From: Co-sponsors, Councilors Walker and Wilson  
MRO/Harbormaster (Officer) Dan Devereaux

**(#20) Next Steps after charge of River and Coastal Waters Commission (RCWC):**

Once the Council acts on Appointments Committee recommendations later this spring, the RCWC will begin work on the Management Objectives and Priorities as outlined in the Harbor Management Plan (HMP). The HMP will be utilized as a conceptual, guiding document, though not a literal "instruction manual". The "heart" of the HMP centers on principles of protecting and improving public access to our waters, balancing the needs of diverse (and competing) interests, protection of natural resources; and considerations of related economic benefits to the Town and its citizens. The Commission will offer many future opportunities for public participation - ongoing and in various ways.

Examples of RCWC focus which are not meant to be prescriptive or all-inclusive: the Commission may study and evaluate public use and access to coastal waters; make advisory recommendations to the Town Council regarding policy and regulatory matters concerning the town's jurisdictional waters; provide through the office of the Harbormaster oversight of maintenance and care of Town owned waterfront facilities.

There will be other entities with whom the Commission (and Harbormaster) will consult during the course of its work. Many opportunities, and collaborations, are described within the HMP. Examples include regional watershed stewards, land trusts, Town departments, State and Federal agencies. The "heart" of the HMP centers on principles of protecting and improving public access to our waters, balancing the needs of diverse (and competing) interests, protection of natural resources; and considerations of related economic benefits to the Town and its citizens.

**(#21) Information and rationale regarding proposed Marine Ordinance Revisions.**

MRO/Harbormaster (Officer) Devereaux, assisted by Councilors Walker and Wilson recommend a few immediate revisions to the current Marine Activities, Structures and Ways Ordinance. Most (if not all) these revisions have been mentioned in the HMP consultants' report, and in previous recommendations from the Army Corps of Engineers, as representing necessary, good operational practices.

The proposed revisions are specific items pertinent to harbormaster operations which have been vetted (since 2005 or earlier) by town council, staff, various committees and adhoc study groups. It is Harbormaster and sponsor-Councilors' opinion that these changes represent the "basics" that should form the backbone of a functional marine ordinance. The revisions, if adopted, would bring Brunswick in line with other harbor towns.

These concepts were (again) discussed at the January 2014 Town Council Retreat. There was unanimous support among the councilors for Councilors Walker and Wilson to bring the ordinance revisions to the Council in late winter/early spring for public hearing. The intention was to implement the approved ordinance changes ahead of the 2014 boating season.

**To summarize:**

Integral to our recommendation(s) was the desire to have these specific items completed in time to institute before this year boating season. We believe these revisions will provide an up-to-date, more appropriate "baseline" for use by the newly formed (RCWC) commission as it moves towards implementation of the HMP.

Harbormaster and Co-sponsor Councilors believe the proposed revisions are important, and long overdue, therefore should not wait on the shelf any longer.

Respectfully,

Councilor Steve Walker  
Councilor Suzan Wilson  
Harbormaster (Officer) Dan Devereaux

**Motion:** To create the River and Coastal Waters Commission (RCWC) as an advisory committee to the Town Council, with the following charge and membership:

**River & Coastal Waters Commission (RCWC) Charge:**

The River and Coastal Waters Commission (RCWC) advisory to the Town Council will work towards implementation of the Management Objectives and Priorities as outlined in the Harbor Management Plan. The Commission will bring recommendations for policy, oversight and/or action(s) to the Town Council, over time, as appropriate.

Town Council will have ultimate authority over adopting Commission recommendations.

**Administrative Matters:** RCWC will meet bimonthly, quarterly, or other frequency as determined by the Commissioners and Staff. Commission will elect its slate of officers, at interval deemed most appropriate to its Membership.

**Staffing and Membership:** The Commission will be composed of Seven (7) Voting Members; Two (2) Ex-Officio Non-Voting Members; One (1) Non-Voting Primary Staff Member, as described below.

Primary Staff will be Brunswick Harbor Master.

Ex-Officio will be two (2) Town Councilors. District 2 and District 3 Councilors will be designated for the initial term.

Other Town Staff and/or representatives of relevant groups may provide support, or consultation as-needed (for specific issues under discussion) when requested by the Harbor Master or Commission.

Seven (7) Voting Members:

Designated Members: One (1) Member from the Parks and Recreation Commission; One (1) Member from the Conservation Commission; One (1) Member from the Marine Resources Committee. (Selected by their respective committees.)

Town Council Appointed Members to be recommended by Appointments Committee for Three-Year Terms:

One (1) Member who represents water-dependent commercial interests.

Three (3) Citizen Members who shall represent different geographic areas of the Community. Appointments committee may also give consideration to knowledge and experience that is directly relevant to the issues delineated in the HMP.

ITEM 21

BACK UP MATERIALS

## Chapter 11

### MARINE ACTIVITIES, STRUCTURES AND WAYS\*

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\* **Cross References:** Conservation commission, § 2-76 et seq.; buildings and building regulations, Ch. 5; fire prevention and protection, Ch. 7; housing, Ch. 8; solid waste, Ch. 13; streets, sidewalks and other public places, Ch. 14; discharge of sewerage into surface waters prohibited, § 16-26; zoning and subdivision of land, App. A; marine construction, App. A, § 407.

**State Law References:** Waters and navigation, 38 M.R.S.A. § 1 et seq.

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**Art. I. Harbor, Coastal, Tidal and Navigable Fresh Waters, §§ 11-1--11-25**

**Art. II. Reserved, §§ 11-26--11-70**

**Art. III. Shellfishing, §§ 11-71--11-165**

**Div. 1. Generally, §§ 11-71--11-95**

**Div. 2. Marine Resource Committee, §§ 11-96--11-110**

**Div. 3. Shellfish Regional Advisory Commission, §§ 11-111--11-130**

**Div. 4. License, §§ 11-131--11-160**

**Div. 5. Regulations, §§ 11-161--11-165**

## ARTICLE I.

### HARBOR, COASTAL, TIDAL AND NAVIGABLE FRESH WATERS

#### **Sec 11.0 General**

- (a) Purpose: to establish the harbor, coastal, tidal and navigable waters within the waters of the Town of Brunswick, Maine, and to regulate these waters in order to ensure safety to persons and property, to promote availability, preservation and use of valuable public resources, and to create a fair and efficient framework for administration of the same.
- (b) Authority: This article is adopted pursuant to the authority granted by M.R.S.A Title 38 Section 1-13 and M.R.S.A Title 30-A section 3001.

#### **Sec. 11-1 Definitions**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**Anchorage:** All navigable waters defined within the municipal boundaries of the Town of Brunswick.

**Boat Yard:** A place adjacent to coastal waters, where, as a business or gainful occupation, boats are hauled, stored, repaired and/or constructed.

**Channels:** Those paths designated by this chapter for navigation in or access to the harbor, coastal, tidal and navigable fresh waters of Brunswick. **There shall be no mooring or anchoring in ANY defined channel.**

**Commercial use:** A use with profit as a primary aim.

**Houseboat:** A raft, hull, barge or vessel, designed primarily to be used as a commercial establishment or living quarters, rather than for navigation.

**Idle speed:** The minimum speed necessary to maintain steerage and control of a moving watercraft

**Jurisdictional Waters:** All navigable waters within the confines of the municipal boundaries of Brunswick, including the New Meadows and Androscoggin Rivers as well as any navigable fresh water.

**Marina:** An all-tide waterfront facility, whose activities include sales, storage, and maintenance of boats, and which provides slips or moorings for permanent or transient berthing, sells fuel, and supplies for boats and provides vehicle parking

**Mooring:** A means of securing a vessel to a particular location, other than a pier or dock, an underwater device either, helix, granite block, or mushroom, which tethers boats. A temporary mooring is one which is constructed to be hauled out of the water seasonally. A permanent mooring is one which is constructed to winter over in the water. A flats mooring is one which is located on the mud flats at low tide.

**Mooring Service:** A business engaged in installing and inspecting moorings, which employs mooring inspectors.

**Non-resident:** All persons not residents of the Town of Brunswick are classified as non-residents.

**Resident:** A person who occupies a dwelling for more than 6 months in a calendar year within the Town of Brunswick, a Brunswick real estate tax payer, or a registered voter in the Town of Brunswick.

**Town Wharfs:** Any floats or structures located within the confines of town owned or operated boat launches.

**Watercraft:** Any type of vessel, boat, barge, float, or craft used as a means of transportation on the water.

(Ord. of 4-4-05)

### Sec. 11-2 Channels

- (A) *Establishment of channels.* Two (2) channels are established, described as follows:
- (1) Commencing at the **Old** Bath Road bridge (formerly Route #1) as it crosses the New Meadows River, thence following the high water mark of the New Meadows River southerly to the southerly tip of Howard Point, thence easterly to the town line between Brunswick and West Bath, thence following the town line northerly to the Bath Road bridge, thence westerly along the Bath Road bridge to the point of beginning.
  - (2) Commencing at the mean high water line on the Merepoint Boat Launch ramp surface and extending approximately three hundred fifty (350) feet to the southeast between buoys marking the fifty (50) foot wide approach lane to the ramp.
- (B) *Passage of vessels.* A person shall not use any watercraft or any other device or structure within the described channels so as to interfere with or impede the passage of vessels in the channel in any manner.
- (C) *Mooring.* A person shall not place, anchor, or moor any watercraft within the described channels without the permission of the harbormaster.

(Ord. of 4-4-05)

### Sec. 11-3 Harbormaster

- (A) *Appointment.* The town shall appoint a harbormaster annually on May 1<sup>st</sup> for a period of three years.
- (B) *Duties.* The harbor master shall have the following powers and duties:

(1) Upon completion of required training and certification by the Maine Harbormaster Association and the Maine Criminal Justice Academy the harbormaster shall have the authority granted by MRSA Title 38 Sections 1 -1A and the authority to carry a weapon and make arrest.

(2)~~(1)~~To the extent of jurisdiction, enforce any and all federal, state and local laws, ordinances, codes, rules or regulations relating to the management and control of Brunswick's harbor, coastal, tidal and navigable fresh waters, shores, coastline, boat launch facilities, and floats; and provide information or seek input as appropriate from any source, including the marine resources committee, marine wardens, town manager, town council, or town attorney.

(3)~~(2)~~Approve and control the placement of moorings within the harbor, coastal, tidal and navigable fresh waters of Brunswick.

(Ord. of 4-4-05)

## Sec. 11-4 Moorings

- (A) *Registration.* All moorings, existing at the effective date of this article amendment, located in the harbor, coastal, tidal and navigable fresh waters of Brunswick shall be registered annually by May 1<sup>st</sup> with the Office of the Harbormaster. All new mooring shall be registered prior to the location of the mooring. Registrations shall be on forms provided by the harbormaster that, ~~at a minimum,~~ require the following information:
- (1) Description of vessel including state and/or federal registration numbers, make and model, color, length, propulsion, draft and weight of the watercraft moored
  - (2) ~~Type of mooring ball or buoy;~~ The applicants name (or names, in the event the mooring is to be held jointly by adult members of the same household), physical address of any abutting property, mailing address, home phone number, and email address if applicable
  - (3) Type and weight of mooring
  - (4) Type and size of bottom and top chains
  - (5) A name, address, and telephone number of a local emergency contact, whom the mooring owner authorizes to make decisions surrounding the mooring in their absence
  - (6) GPS location of mooring
  - (7) The signature of the applicant and date of application
  - (8) Date of installation and most recent inspection
  - (9) **Fees:**
    - (a) Mooring registration fees shall be determined by the Brunswick Town Council, and may be amended from time to time. Mooring registrations and fee schedules will be available at the Town Clerks Office.
  - (10) Mooring Inspection
    - (a) A complete inspection, on a form provided by the harbormaster, of existing moorings outside of commercial mooring fields must be completed and submitted every other year and upon initial installation by a certified mooring inspector listed in the Town's mooring inspector registry.
  - (11) Registrations forms that fail to provide the above listed information will be deemed incomplete. Incomplete applications shall be returned to the applicant without further action by the harbormaster. Fraudulent registration forms is grounds for immediate termination of the mooring assignment.

*Existing moorings:* All existing moorings in the harbor, coastal, tidal and navigable fresh waters of

~~Brunswick shall be registered within ninety (90) days of the effective date of this article. The harbormaster shall send via First Class U.S. Mail notification of the registration requirement and a copy of this article to all owners of existing moorings.~~

~~New moorings: After the effective date of this article, all moorings shall be registered prior to location of the mooring.~~

(B) *Placement standards.* The harbormaster shall approve the location of all moorings in the harbor, coastal, and tidal waters of Brunswick, except for existing commercial moorings in mooring fields already approved by the Army Corps of Engineers and the Maine Department of Environmental Protection. All moorings shall meet the following standards:

- (1) Moorings shall be ~~reasonably~~ adequate for the size, weight and windage of the watercraft.
- (2) Moorings shall be located in areas that do not interfere with navigation.
- (3) Moorings shall not encroach into the channels of Brunswick.
- (4) Moorings shall be located in areas that do not ~~unreasonably~~ **adversely** affect natural resources.
- (5) Moorings shall not be located in areas that are inconsistent with the terms or conditions offered to, or required by, any federal, state or local agency as part of a regulatory permitting process.

All ~~new~~ moorings that meet the above standards but are not placed in the location approved by the harbormaster shall be moved by the owner at his or her own expense in accordance with the instructions of the harbormaster. ~~Any existing moorings that do not meet the above standards shall be removed, repaired, replaced or relocated as applicable. In the event of the failure of the owner to comply with this subsection (b),~~ **In the event of a mooring owner's failure to comply with the relocation and/or removal instructions of the harbormaster,** the harbormaster shall move or remove the improperly located mooring and the cost shall be borne by the owner of the mooring.

- (6) **Where practicable, the harbormaster may locate the mooring within reasonable proximity of the of the riparian owners property.**

(C) *Identifying numbers.* Identifying numbers shall be issued to mooring owners, and mooring balls and buoys must be clearly marked with the issued number. Numbers shall be a minimum of four (4) inches and visible at all times. Replacement mooring balls and buoys shall maintain the originally assigned number. **An annual mooring registration sticker, issued by the Harbor Master upon completion and approval of the mooring application, shall be affixed to the top of the mooring buoy for which it was assigned.**

**(D) Number of Moorings: Riparian owners with moorings that are currently occupied and were registered in the coastal waters of the town of Brunswick after April 4, 2005 shall be entitled to register the same number moorings provided they are being used.**

- (E) Termination: All persons who had been assigned a mooring and whose mooring assignment is to be terminated by the harbormaster for reasons of non-compliance with this article or any other reason shall receive written notification from the harbormaster. This notice shall state the fact of the termination and the reason for such termination

**Sec. 11-5. Operation of watercraft.**

Operation of watercraft at greater than idle speed within two hundred (200) feet of the shoreline or within the channels of Brunswick is prohibited.

(Ord. of 4-4-05)

**Sec. 11-6. Town launch facilities.**

- (A) Use of town launch facilities consistent with the provisions of this article shall be permitted.
- (1) Commercial uses of town launch facilities require a special activity permit from the town clerk
- (B) The following activities are prohibited at town launch facilities:
- (1) Storage of bait, catch, for unreasonable periods of time, as determined by the harbormaster.
- (2) Processing of seafood products; for the purposes of this section, "processing" does not include washing clams by repeated submersion of bushel bags in the water.
- (3) Anchoring or mooring.
- (4) Tying up to floats for more than thirty (30) minutes.
- (5) Swimming or fishing in designated areas.
- (6) Power loading or unloading, boat washing, boat painting, and bilge draining.

(Ord. of 4-4-05)

**Sec. 11-7. Disruptive conduct.**

No person shall disrupt the safe and lawful activities, or in any way threaten the public safety, in or around town launch facilities, floats, harbors, or tidal and coastal waters of the Town of Brunswick.

(Ord. of 4-4-05)

**Sec. 11-8. Menaces to navigation.**

The harbormaster is authorized to take whatever action is necessary and appropriate to remove any menace to navigation within the harbor, coastal, tidal and navigable fresh waters of the Town of Brunswick. This shall include, but is not limited to, contracting for removal of the menace by the authorities of the State of Maine, Federal Government, or a private contractor at the expense of either the Town of Brunswick, some other governmental entity, or the private entity responsible for the creation of the menace.  
(Ord. of 4-4-05)

**Sec. 11-9. Dumping of sewage prohibited.**

No person may discharge, spill or permit to be discharged sewage, garbage, or other pollutants from any boat into the harbor, coastal, tidal and navigable fresh waters within the boundaries of the Town of Brunswick or onto the ice or banks thereof in such a manner that the same may fall or be washed into such waters or in such a manner that the drainage may flow into such waters.  
(Ord. of 4-4-05)

**Sec. 11-10. Failure to obey order of the harbormaster.**

As provided by 38 M.R.S.A., Section 13, a person is guilty of failure to obey an order of the harbormaster if the person intentionally, knowingly or recklessly fails to obey any lawful order of the harbormaster authorized pursuant to 38 M.R.S.A., Section 1, et seq. Failure to obey an order of the harbormaster is a Class E Crime.  
(Ord. of 4-4-05)

**Sec. 11-11. Forfeiture.**

Any skiff, float, dock, fishing gear, or wharf left tied to a town float without proper identification, or left sunk, or awash, for a period exceeding forty-eight (48) hours shall be deemed abandoned for the purposes of this section. Moorings and skiffs abandoned by their owners shall be impounded by the harbormaster and disposed of according to the procedure outlined in 25 M.R.S.A., Section 401. The town shall not be liable for any damage sustained by ~~an~~ the impounded property. skiff or mooring  
(Ord. of 4-4-05)

**Sec. 11-12. Enforcement.**

This chapter shall be enforced pursuant to the provisions of 30-A M.R.S.A. § 4452, as amended from time to time. Any person found in violation of this article shall, after notice and hearing, lose his or her mooring privileges and all rights to use the town launch facilities and floats. In addition, the town shall have available all other remedies provided by law.  
(Ord. of 4-4-05)

**--11-25. Reserved.**



# Town of Brunswick, Maine

INCORPORATED 1739  
MARINE RESOURCES & HARBOR MANAGEMENT  
85 PLEASANT STREET  
BRUNSWICK, MAINE 04011  
TELEPHONE 207-725-5521 FAX 207-725-6663  
Email – [ddevereaux@brunswickpd.org](mailto:ddevereaux@brunswickpd.org)



Daniel R. Devereaux  
Marine Resource Officer  
Harbormaster

## MEMO

3/5/14

To: Councilor Steve Walker & Suzan Wilson  
From: Daniel R. Devereaux MRO/HM  
CC: John Eldridge, Acting Town Manager, Fran Smith, Town Clerk

RE: **Mooring Fee Schedule Addendum**

I have attached a comparison of different mooring fee structures from other municipalities across the Maine. It appears that the suggested fee's offered to me on Monday March 3, 2014 by Councilor Wilson of \$50.00 resident and \$100.00 non-resident; appear very comparable to fees charged by other coastal municipalities along the Coast.

I would also suggest that these resident and non-resident fees apply to those moorings which are located in any designated commercial mooring fields or yacht clubs within the Town's jurisdictional waters

If you have any questions or concerns please feel free to contact me.

ITEM 22

BACK UP MATERIALS



February 24, 2014

Ms. Fran Smith, Town Clerk  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 04011

Re: 2014 Taste of Brunswick

Dear Fran,

On behalf of the Brunswick Downtown Association ("BDA") and the Taste of Brunswick Committee, I would like to make our formal application to the Brunswick Town Council for our sixth annual Taste of Brunswick event.

The BDA, working primarily with Downtown restaurants and the Pejeboscot Historical Society, is planning to host the 2014 Taste of Brunswick on the Mall on Saturday, June 14 from 11 am to 4 pm. The Taste of Brunswick again will be offering tastings from over 12 restaurants and food providers, music, and a beer tent. The BDA will work in cooperation with the Brunswick Police, Fire, Public Works, and Parks and Recreation Departments to ensure that this community event continues to be a safe and entertaining family-oriented destination.

In the past, the Town Council has agreed to waive the \$500 event fee for similar BDA events in Downtown. If possible, we ask the Town Council to waive this event fee. There is minimal income raised, and a portion of that income is contributed to the Pejeboscot Historical Society. Much of the remaining income is re-invested in marketing Brunswick and the event.

Thank you for your consideration in this matter. Please contact me if you need any additional information regarding this application for the Taste of Brunswick event.

Sincerely,

Debora King  
Executive Director

Brunswick Downtown Association  
85 Maine Street PO Box 15 Brunswick, Maine 04011  
207-729-4439  
[director@brunswickdowntown.org](mailto:director@brunswickdowntown.org)  
[www.brunswickdowntown.org](http://www.brunswickdowntown.org)

ITEM 23

BACK UP MATERIALS

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

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

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

Corporation-Corporation Name: BRUNSWICK FARMERS MKT Assoc

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

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

Business Name: BRUNSWICK FARMERS MKT E-Mail: \_\_\_\_\_

Business Address: PO BOX 124 BRUNSWICK ME Business Phone Number: (207) 729-1877

Name of Contact Person: PETE KARONIS Contact's Phone Number: \_\_\_\_\_

Mailing Address for Correspondence: PO BOX 124 BRUNSWICK ME

Signature of Applicant: P. Karonis Date: 2/25/14

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Farmer's Market Paid Fee: \$ 3000. Cash /  Check Date: 2-25-14

S.F.F.P. Advertising Fee: \$ \_\_\_\_\_  Paid

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_

\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: \_\_\_\_\_

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)

Location: BRUNSWICK MALL \_\_\_\_\_ Exp. 1<sup>st</sup> PH in March

As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_

P. J. Francis (Signature of owner, officer, partner or agent)

(New applicants must talk to Recreation Dept/there is no proration on new licenses)

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

Type of Business:  Sole Proprietor-Owner's Name: Michael Cote

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

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

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

Business Name: The Crabby Lobster E-Mail: \_\_\_\_\_

Business Address: 54 Ash Point Hallowell, ME 04601 Business Phone Number: 522-7868

Name of Contact Person: Michael Cote Contact's Phone Number: 6 6

Mailing Address for Correspondence: \_\_\_\_\_

Signature of Applicant: [Signature] Date: 2/7/14

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: 3-10-14

Type of License: Seller of Prepared Food Paid Fee: \$ 1500.00 Cash /  Check Date: FEB 19 2014

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

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with<sup>2</sup> Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input checked="" type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other) Location: <u>ON THE MALL</u>    Exp. 1<sup>st</sup> PH in March As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____ <u>[Signature]</u> (Signature of owner, officer, partner or agent) (New applicants must talk to Recreation Dept/there is no proration on new licenses)</p>
---

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

NEW TIRE CENTER

Service All Makes

REGISTERED  
NO. 1708 BAO  
STATE OF NEW YORK



7x14

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

Type of Business:  Sole Proprietor-Owner's Name: SEAN McDONALD

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

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

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

Business Name: JANNY'S DOGS E-Mail: \_\_\_\_\_

Business Address: 36 MARYKATE RD BRUNSWICK, ME Business Phone Number: 7260386

Name of Contact Person: SEAN McDONALD Contact's Phone Number: 7260386

Mailing Address for Correspondence: 36 MARYKATE RD BRUNSWICK, ME 04011

Signature of Applicant: \_\_\_\_\_ Date: 2-20-14

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: S.P.P.P.W. Paid Fee: \$ 1500 Cash /  Check Date: FEB 24 2014

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

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_

\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)

Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_ #Weeks/\$25/week    \_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)

Location: Louisa Mall, Mowse St Exp. 1<sup>st</sup> PH in March

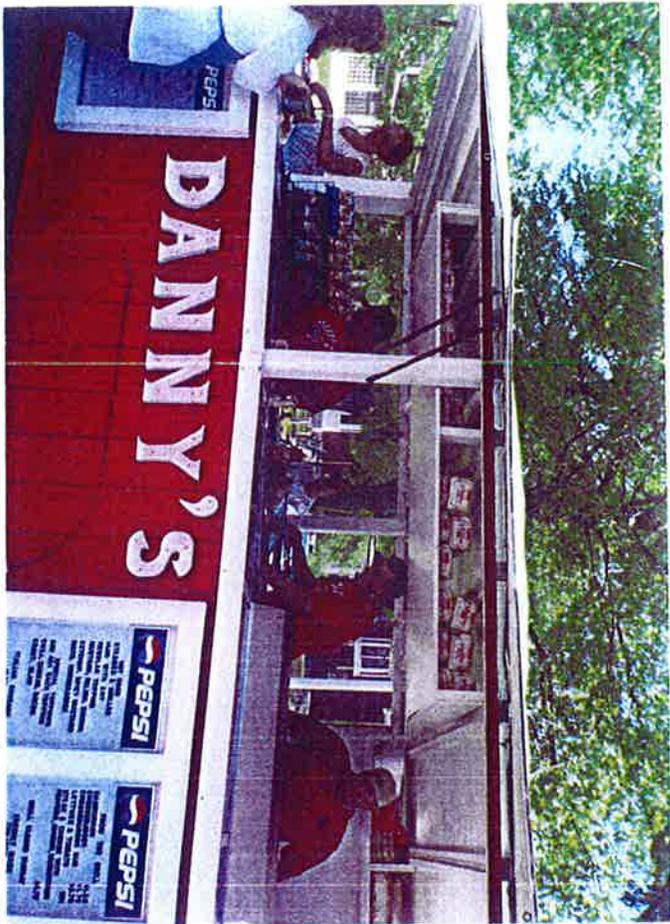
As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_

[Signature] (Signature of owner, officer, partner or agent)

(New applicants must talk to Recreation Dept/there is no proration on new licenses)

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens



**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

Type of Business:  Sole Proprietor-Owner's Name: DAVID & TERESA BROWN

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

Corporation-Corporation Name: \_\_\_\_\_

Incorporation Date: \_\_\_\_\_ Incorporation State: \_\_\_\_\_

New License: Opening Date 3/14  Renewal License

Business Name: Wrappers E-Mail: BROWN1137@hotmail.com

Business Address: 22 Merganser Lane Topsham ME Business Phone Number: 725-1489

Name of Contact Person: DAVID BROWN Contact's Phone Number: 319-5023

Mailing Address for Correspondence: 22 Merganser Lane Topsham Maine 04086

Signature of Applicant: David Brown Date: 2/2/2014

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners: Title Address % of Stock or ownership

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of PP food on public way Paid Fee: \$ 1500.00 Cash /  Check Date: FEB - 4 2014  
Advertising Fee: \$ \_\_\_\_\_  Paid

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: WRAPS, Hot dogs, Lobster/CRAF Rolls, Crisps  
Drinks, ICE CREAM, Lemonade,

**Innkeeper**-Exp. May 31<sup>st</sup>  1-15 Rooms (\$100)  16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)  **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75) \_\_\_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input checked="" type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other) Location: <u>WRAPPEN on Mall</u> _____ Exp. 1<sup>st</sup> PH in March As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____ _____ (Signature of owner, officer, partner or agent) (New applicants must talk to Recreation Dept/there is no proration on new licenses)</p>
---

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens



ITEM 24

BACK UP MATERIALS

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

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

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

Corporation-Corporation Name: Bombay Mahal

Incorporation Date: \_\_\_\_\_ Incorporation State: Brunswick, ME

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

Business Name: Bombay Mahal E-Mail: \_\_\_\_\_

Business Address: 99 maine Street Brunswick ME 04011 Business Phone Number: (207) 729-5260

Name of Contact Person: Raj Sharma Contact's Phone Number: (207) 712 6211

Mailing Address for Correspondence: 99 maine St Brunswick, ME 04011

Signature of Applicant: R.K. Sharma Date: 1/27/14

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

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

**Corporations Please Complete:**

Address of Incorporation: 99 maine St Brunswick, ME Phone #: (207) 729-5260

Name of Corp. Officer, Owner, or Partners: Title Address (City, State, Zip) % of Stock or ownership

Raj Kumar Sharma President 99 maine St Brunswick, ME 04011 100%

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: SPFPW Paid Fee: \$ 25 - Cash  Check  Date: FEB 24 2014

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

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_

\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles -- one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: Indian Cuisine

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_\_\_ 1 Year (up to 12 months \$100)

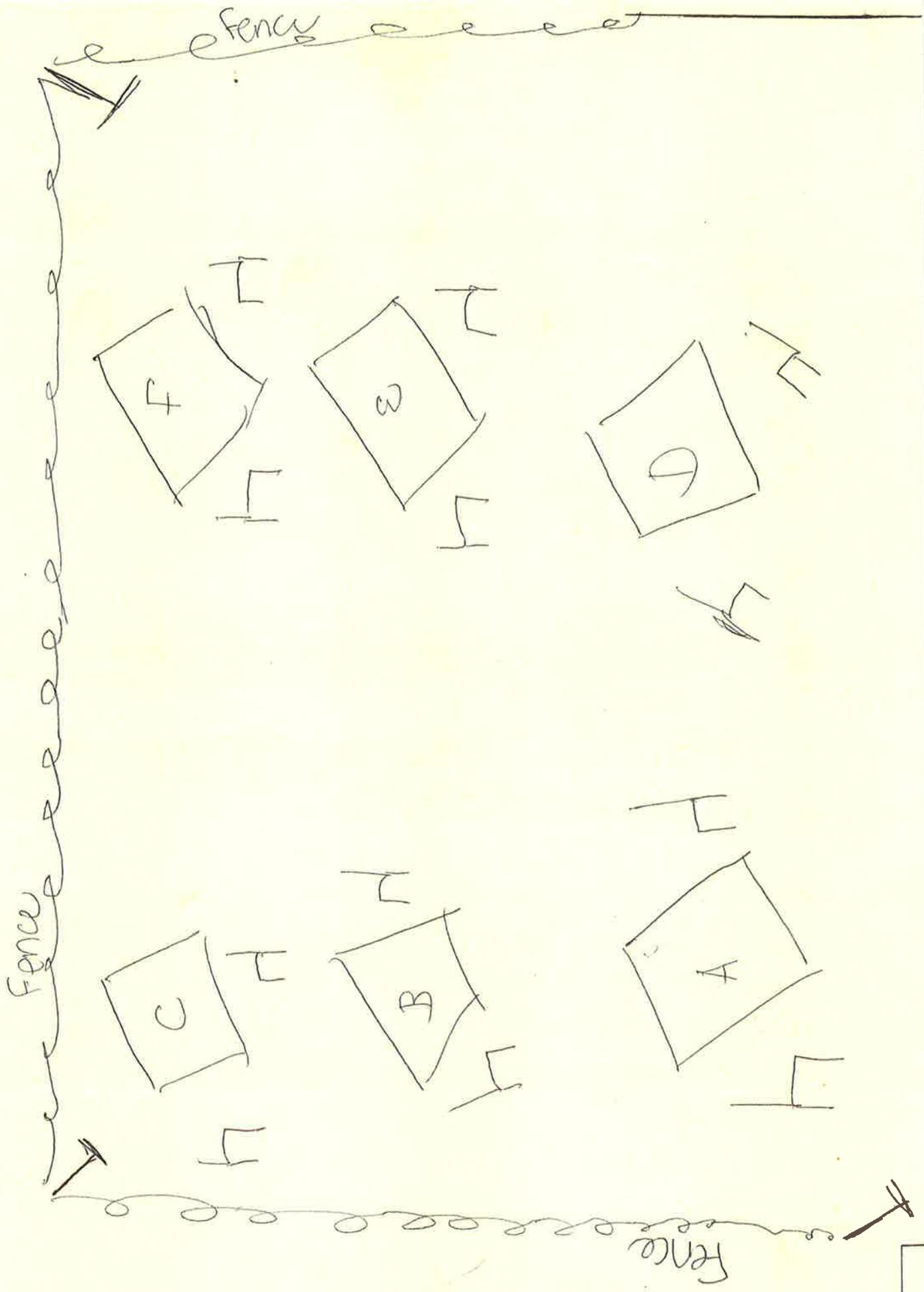
**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other) Location: _____ <i>Exp. 1<sup>st</sup> PH in March</i> As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____ _____ (Signature of owner, officer, partner or agent) (New applicants must talk to Recreation Dept/there is no proration on new licenses)</p>
--

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens



**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

Please complete:

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

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

Corporation-Corporation Name: MIRACLE ON MAINE

Incorporation Date: 8/2010 Incorporation State: ME

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

Business Name: FLIPSIDE PIZZA E-Mail: INFO@ELCAMINO MAINE.COM

Business Address: 111 MAINE ST Business Phone Number: 373-9448

Name of Contact Person: ELOISE HUMPHREY Contact's Phone Number: 725-8228

Mailing Address for Correspondence: 15 CUSHING ST BRUNSWICK, ME

Signature of Applicant: [Signature] Date: 2/4/14

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

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

**Corporations Please Complete:**

Address of Incorporation: 49 PLEASANT ST Phone #: 725-0355

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
<u>ELOISE HUMPHREY</u>	<u>President</u>		<u>50</u>
<u>PAUL COMASKEY</u>	<u>Vice President</u>		<u>25</u>
<u>DAPHNE COMASKEY</u>	<u>Secretary</u>		<u>25</u>

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food Paid Fee: \$ 25- Cash /  Check Date: 2-18-14

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

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

NO  FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input checked="" type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)</p> <p>Location: <u>111 MAINE ST - BRUNSWICK, ME 04011</u>    Exp. <u>1<sup>st</sup> PH in March</u></p> <p>As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick.</p> <p>_____ (Signature of owner, officer, partner or agent)</p> <p>(New applicants must talk to Recreation Dept/there is no proration on new licenses)</p>
--

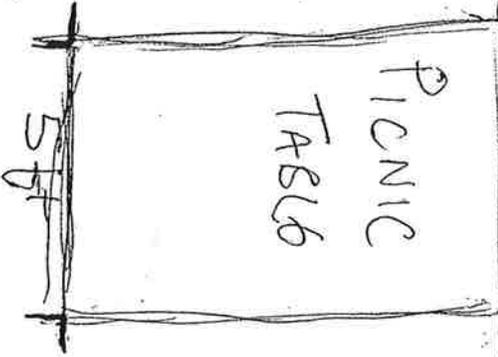
**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

||| Main

Entry way

Picnic TABLE  
6ft



Picnic TABLE  
6ft



12ft from curbside to table



12ft curbside to table



MAIN Street

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

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

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

Corporation-Corporation Name: THE Gelato Fiasco, Inc.

Incorporation Date: 6/2007 Incorporation State: ME

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

Business Name: Gelato Fiasco E-Mail: josh@gelatofiasco.com

Business Address: 74 Maine St Business Phone Number: 607-4007

Name of Contact Person: JOSHUA DITUS Contact's Phone Number: 607-4007

Mailing Address for Correspondence: 2 INDUSTRY RD BRUNSWICK ME 04011

Signature of Applicant: [Signature] Date: 2/6/14

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
JOSHUA DITUS	CEO	100 Varney Mill Rd Beth ME	50
Bruno Probertano	Pres	28 Tower Circle Beth ME	50

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared food on public way Paid Fee: \$ 25 Cash  Check  Date: 2-10-14

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

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: Description of Food to be sold: gelato

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

**Sellers of Prepared Food on Public Way** (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other)

Location: 74 Maine St \_\_\_\_\_ Exp. 1<sup>st</sup> PH in March

As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. \_\_\_\_\_

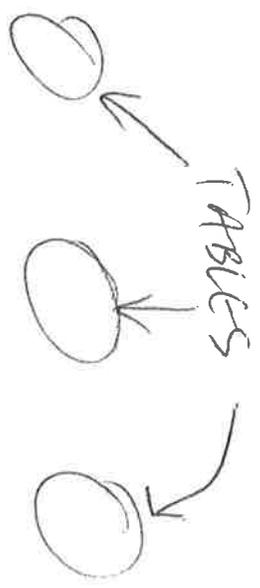
(Signature of owner, officer, partner or agent)

(New applicants must talk to Recreation Dept/there is no proration on new licenses)

**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

MAINE STREET



THE Gelato FIASCO

Entrance

**TOWN OF BRUNSWICK**

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

**APPLICATION FOR LICENSE OR PERMIT**

**Please complete:**

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

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

Corporation-Corporation Name: Gyawali INC

Incorporation Date: Jan 10, 2005 Incorporation State: ME

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

Business Name: Shere Punjab E-Mail: Gyawali.j@gmail.com

Business Address: 46 Maine St Brunswick Business Phone Number: 207-373-0422

Name of Contact Person: Prakash Gyawali Contact's Phone Number: 617-759-1006

Mailing Address for Correspondence: 46 Maine St. Brunswick ME 04011

Signature of Applicant: [Signature] Date: Jan -25, 14

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

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

**Corporations Please Complete:**

Address of Incorporation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name of Corp. Officer, Owner, or Partners: Title Address % of Stock or ownership

Name of Corp. Officer, Owner, or Partners:	Title	Address	% of Stock or ownership
Prakash Gyawali	Pres.	28 Robinson St South Portland ME 04106	100 %

**Town Clerk Use Only**

Approvals:  Finance  Codes  Health Officer  Council  Police

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

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

Waiting on: \_\_\_\_\_ Mailed or Issued Date: \_\_\_\_\_ PH Date: \_\_\_\_\_

Type of License: Seller of Prepared Food on Public Way Paid Fee: \$ 25.00 Cash  Check Date: 1-30-14  
Advertising Fee: \$ \_\_\_\_\_  Paid

**License Fees & Schedule: Please check the type of license you are applying for.**

**Bazaar or Flea Market**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ 1-3 Days (\$50) Date and Location of Event: \_\_\_\_\_  
\_\_\_\_\_ Annually (\$225)

**Bowling Alleys, Pool Halls and Billiards**-Exp. June 30<sup>th</sup>

\_\_\_\_\_ Number of Lanes (\$20 each) \_\_\_\_\_ Number of Tables (\$20 each)

**Carnival or Circus**

\_\_\_\_\_ Number of Days (\$150/day) Date and Location of Event: \_\_\_\_\_

**Commercial Vehicle**-Exp. December 31<sup>st</sup> \_\_\_\_\_ Number of Vehicles (\$75/vehicle) (New licenses issued between 7/1 and 12/31 is \$38 per vehicle) (New Vehicles – one time \$25 inspection fee)

**Food Service Establishment (Victualer)**-Exp. May 31<sup>st</sup>

FSE with Malt, Vinous & Spirituous Liquor (\$250)

FSE with Malt and Vinous (\$200)

FSE with Malt or Vinous (\$175)

FSE with Sit Down, no Alcohol (\$100)

FSE Mobile Carts, Take Out, Coffee, Popcorn, Catering,  
B&B's, Bakeries, or Prepared Seafood Vender, ETC (\$75)

FSE: *Description of Food to be sold:* \_\_\_\_\_

**Innkeeper**-Exp. May 31<sup>st</sup>     1-15 Rooms (\$100)     16+ Rooms (\$175)

**Junkyard Automobile Graveyard** (\$50 each, both Exp. Oct. 1<sup>st</sup>)     **Auto Recycling** (\$250-5 Yrs)  
Plus \$25 application fee for each type \_\_\_\_\_

**Pawnbroker** (\$75) Exp. June 30<sup>th</sup>

**Peddler:**

\_\_\_\_\_ #Weeks/\$25/week    \_\_\_\_\_ #Months (up to-3 months-\$50/ up to-6 months \$75)    \_\_\_\_\_ 1 Year (up to 12 months \$100)

**Pinball Mach. - Other Amuse Devices** (\$35/each) Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Machines/Devices

**Second Hand Dealer** (\$75)-Exp. June 30<sup>th</sup>

<p><input type="checkbox"/> <b>Sellers of Prepared Food on Public Way</b> (\$1500 Mall vendor/\$3,000 Farmers Market/\$25 other) Location: _____ <i>Exp. 1<sup>st</sup> PH in March</i> As part of the application you must submit a letter of intent from insurance carrier, picture of food service device (not needed for renewals) and a victualer's license. I certify that, to the best of my knowledge, I have complied with all laws and ordinances of the State of Maine and the Town of Brunswick. _____ _____ (Signature of owner, officer, partner or agent) (New applicants must talk to Recreation Dept/there is no proration on new licenses)</p>
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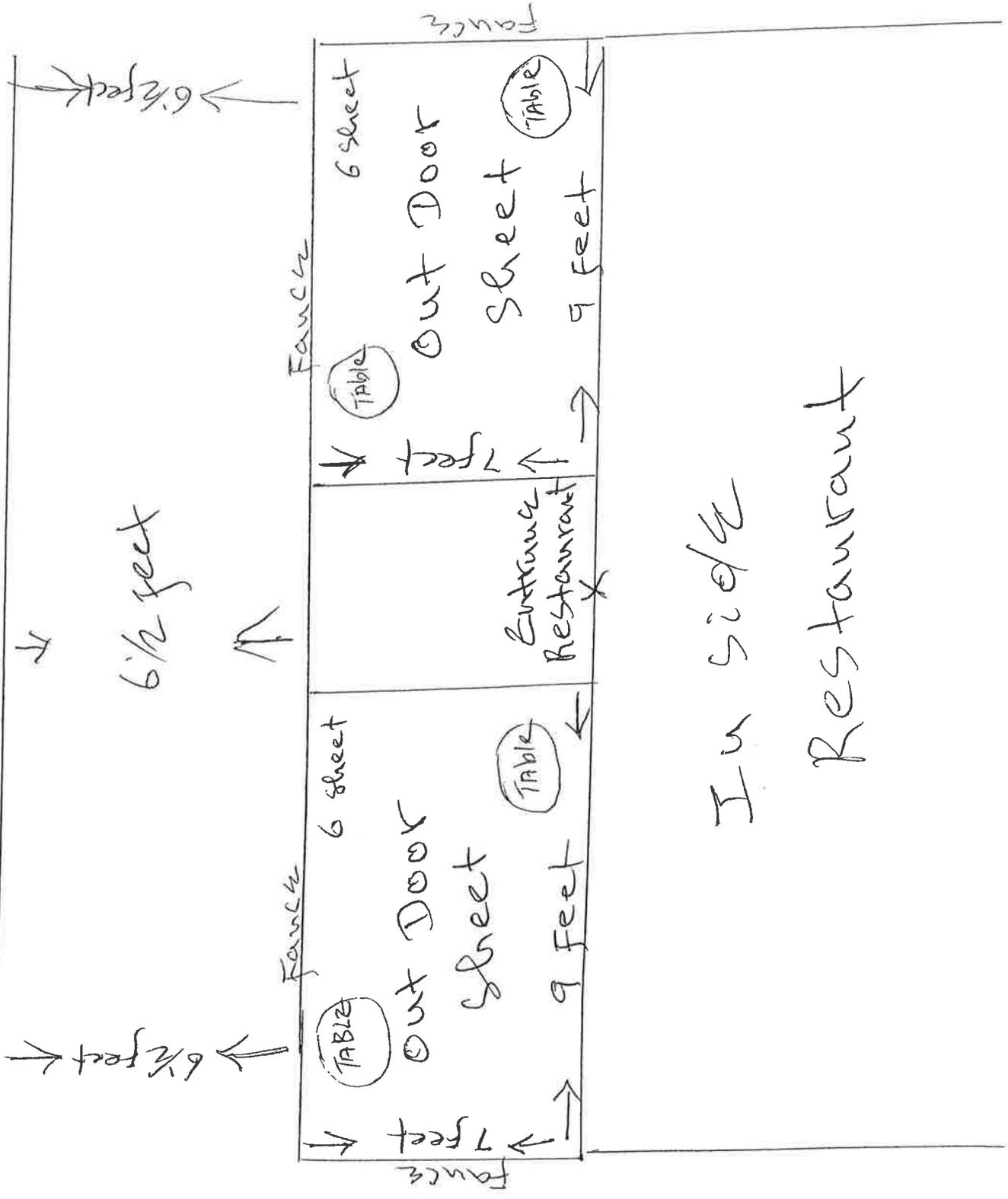
**Tattooing Establishment** (\$75)-Exp. June 30<sup>th</sup>

**Theater** (\$150 per screen)-Exp. June 30<sup>th</sup> \_\_\_\_\_ Number of Screens

MAINE ST



CURVE



In side

Restaurant



ITEM 25

BACK UP MATERIALS

Narrative: 57 Pleasant Street, Brunswick Maine

The proposed housing involves the acquisition and rehab of an existing 9 unit multi-family dwelling. The property sits on approximately 1/4 acre of land and is three blocks from Maine Street, downtown Brunswick. This is a wood frame structure built at the turn of the 20th century and was once used as a hospital. It consists of 7 one bedroom units and 2 two bedroom units serving working individuals, elderly and disabled households. The property is across the street from a variety store and a credit union and is nearby a Catholic and Episcopalian church.

It is our intent to continue to operate this housing for low income households that need 1 and 2 bedroom units.

The largest cost for the project will be the acquisition price followed by a planned renovation of the property. The sales price is \$350,000 and the planned renovations will cost \$147,000.

The planned renovations include replacement of the roof, siding and windows; installation of a new heating system and renovations to units. These renovations would include new appliances, new water saving toilets, new lighting fixtures, and new flooring where needed.

Given the current condition of the property (fair) and the proposed renovations, we strongly believe that this building will be viable for another 20 years without any significant capital improvements. Thus, the proposed funding of replacement reserves will be more than adequate to address any unforeseen needs that may arise in the future.

A majority of the households will be targeted to those households earning less than 50% of the area median income (AMI). Six units will be targeted to households earning less than 50% AMI; Two units targeted to households earning less than 60% AMI and one household targeted to a household earning less than 80% AMI.

What's unique about the proposed purchase is that due to favorable market conditions, GBHC is able to acquire units in good condition and help to preserve as many as 9 quality rental units in Brunswick as "affordable". Up until the last 18-24 months, these units would have sold between \$60,000 and \$65,000 per unit. Today, we are able to purchase them for \$38,000 per unit which allows us to maintain them as affordable for low and moderate wage earning individuals and families.

Our approach to creating affordable housing in Brunswick is to ensure access to decent rental units through acquisition and rehab of existing properties. All housing markets fluctuate between renter and landlord markets. All is well for the people we serve when it is a renters market but when it is in favor of the landlord, those with lower incomes tend to have fewer choices. Further, the choices they have are those with marginal living conditions at best. Our effort to acquire units when the prices are low allows us to buy these marginal units and bring them up in quality and give these households better options.

The GBHC is a 501 c 3 Not-for-profit established by the Brunswick Housing Authority in 1997 to facilitate and create affordable housing. GBHC will be the owner of record of the proposed property.

Current vacancy rates for the Brunswick market is believed to be around 5-6%. This rate has decreased in the last year whereby the estimated vacancy rate was around 8%. This is creating a shift in the market from a “renters” market” to a “landlord” market but at the same time rents have remained stable for the time being. The average cost for a 1 bedroom unit in Brunswick in 2012 was \$730 requiring an average salary of \$29,250 to afford it. A one person household earning up to 50% Area Median Income (\$24,350) can afford only \$609 per month for a one bedroom unit. Again, this highlights that these renters can find housing they can afford but they are of a lower quality. So while the current rental market is somewhat stable, it still remains unaffordable to many lower income households.

The GBHC has used cost estimate approach utilizing past experiences with rehabilitation costs in Brunswick, Me and the knowledge and experience of several trades that we work with in the area. We utilized the expertise of both a builder, whom we routinely use for new construction and rehabilitation projects, and a heating and mechanical supply salesperson to develop estimates for the cost of labor, materials and fixture replacement associated with the rehabilitation work. Also, given our own expertise in owning and managing rental and public housing units, and building new homes, we have a very good base of information to make these estimates.

**Sources & Uses Development Budget - Brunswick Multi-Family 2013**

<b>Uses:</b>		<b>Brunswick</b>			
Acquisition		\$ 350,000	62.22%	\$ 38,888.89	per unit acquisition cost
Rehabilitation		140,000	24.89%	\$ 15,555.56	per unit rehab cost
Soft Costs		7,400	1.32%		
Contingency (10% of Rehab + Soft Costs)		14,740	2.62%	\$ 1,637.78	per unit contingency
Developer Overhead @ 9.83% of Acquisition through Contingency		50,350	8.95%	\$ 5,594.44	per unit developer o/h
		<u>\$ 562,490</u>			
<b>Sources:</b>			100.00%		
CDBG (Grant)		\$ 500,000			
Conventional Loan		62,490			
		<u>\$ 562,490</u>			
		-			

<b>Soft Costs:</b>		
Legal Fees & Title Ins.	Est. per Atty	\$ 3,000
Bank Fee	Per BSI	500
Mortgage Survey		450
Recording & Environmental Fees		300
Appraisal		1,600
Transfer Tax		1,050
Closing Costs		500
		<u>500</u>
Total Soft Costs		\$ 7,400

ITEM 26

BACK UP MATERIALS

# APPOINTMENTS COMMITTEE

---

**To:**

Brunswick Town Council

**From:**

Gerald Favreau  
Chair Appointments Committee

**Date:**

March 10, 2014

Fellow Councilors,

On the evening of February 19 2014, the new Appointments Committee met to interview candidates/applicants for (2) Committees.

**Village Review Board  
Sewer District Trustees**

The Appointments Committee is hereby (unanimously) recommending for appointments as follows:

**To the Village Review Board:**

Gary Massanek (New appointment; Architect)

Laura Lienert (New appointment)

(Contested) Three other candidates: Dan Harris who was interviewed and Sandy Updegraph and Margaret Siegel could not attend the scheduled interview date of February 19, 2014.

Nominations from the floor are always allowed.

**To the Brunswick Sewer District Board of Trustees:**

Charlie Priest (Reappointment)

---

# Summary of Received Applications

2/18/2014

---

Date of Application

## Sewer District Trustees

<b>Charles Priest</b>	<b>9 Bowker St.</b>	<b>725-5439</b>	<b>1/17/2014</b>
Will this be a reappointment	Yes	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Wed., Feb. 19, 2014 at 7:30 p</span>

## Village Review Board

<b>Daniel Harris</b>	<b>1 Mountain Ash Ave</b>	<b>373-1778</b>	<b>2/18/2014</b>
Will this be a reappointment	No	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Wed., Feb. 19, 2014 at 7:15 p</span>

<b>Laura Lienert</b>	<b>10 High St</b>	<b>798-7990</b>	<b>1/17/2014</b>
Will this be a reappointment	No	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Wed., Feb 19, 2014 Waiting fo</span>

<b>Gary Massanek</b>	<b>4 Beech Dr</b>	<b>798-8330</b>	<b>1/21/2014</b>
Will this be a reappointment	No	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Wed., Feb. 19, 2014 at 7:00 p</span>

<b>Margaret Siegle</b>	<b>11 Sand Hill Dr</b>	<b>729-1348</b>	<b>2/4/2014</b>
Will this be a reappointment	No	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Wed., March 19, 2014 at 6:00</span>

<b>Sande Updegraph</b>	<b>724 Durham Rd</b>	<b>725-1345</b>	<b>2/12/2014</b>
Will this be a reappointment	No	MembershipType: Full	Interview Time: <span style="border: 1px solid black; padding: 2px;">Unable to come Feb/March</span>

## **BRUNSWICK BOARD COMMISSION AND COMMITTEE CURRENT & UPCOMING OPENINGS FOR 2014**

The Brunswick Town Council will be holding interviews in February, for the following Board Commission and Committee vacancies listed below. Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Tuesday February 18, 2014, in order to be interviewed on Wednesday, February 19, 2014.

### **Existing Vacancies on Boards Commissions and Committees**

#### Assessment Review Board

1 member – 3 year term to expire on 01/01/2017

#### Conservation Commission

1 member – 3 year term to expire on 05/01/2017

#### Downtown & Outer Pleasant Street Master Plan Implementation Committee

1 member - Pleasant Street Business Owner

#### Fair Hearing Authority

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

#### Marine Resource Committee

1 alternate member – Commercial Harvester - 3 year term to expire 05/01/2017

1 alternate member – Non License holder balance of 3 year term to expire 05/01/2015

#### Personnel Board

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

#### Recycling Committee

1 member – 3 year term to expire on 01/01/2017

#### Village Review Board

1 member – Pejepscot Historical Society Representative – balance of 3 year term to expire on 10/20/2016

1 member – balance of 3 year term to expire on 10/20/2016

#### Zoning Board of Appeals

2 associate members – balance of 3 year terms to expire on 07/01/2016

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

### **Upcoming vacancies for 2014 (Please apply at least one month prior to the month vacancy occurs – you may apply for an upcoming vacancy at any time)**

#### April

##### Sewer District

2 members – 3 year terms to expire on 04/01/2017

#### May

##### Marine Resource Committee

1 member – Non License Holder - 3 year term to expire on 05/01/2017

##### Conservation Commission

1 member – 3 year term to expire on 05/01/2017

##### Trust Fund Advisory Committee

1 member (citizen) – 3 year term to expire on 5/10/2017

#### June

##### Housing Authority

1 member (participant in program) – 5 year term to expire on 06/03/2019

##### Davis Fund Committee

2 members – 3 year terms to expire on 06/30/2017

#### July

##### Recreation Commission

1 member – 3 year term to expire on 07/01/2017

#### September

##### Water District - Brunswick

1 member – 3 year term to expire on 09/13/2017

#### October

##### Village Review Board

1 member (district resident) – 3 year term to expire on 10/20/2017

1 member (architect/historian) – 3 year term to expire on 10/20/2017

#### December

##### Zoning Board of Appeals

1 full member – 3 year term to expire on 12/18/2017

1 associate member – 3 year term to expire on 12/18/2017

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

For Office Use Only  
1/17/14 Date App.  
2/4/14 Received  
Date App.  
Entered  
Appointed

Full Name: Charles R. Priest Date 1-16-14

Street Address: 9 Bowker St.

Home Telephone #: 725-5439 E-mail Address: cpriest1@comcast.net I live in Council District #: 5

I wish to be considered for appointment to the:  
Board of Trustees Brunswick Sewer District  
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS:  TERM BEGINS: 4-12-14  
and/or  
ASSOCIATE MEMBERSHIP STATUS:  TERM EXPIRES: 4-1-17

Do you currently serve on any Town Board/Committee/Commission?  If so, please state name of Board/Committee/Commission and the number of years of service:  
Brunswick Sewer District Number of Years 6+ Date term expires 4-1-14

Occupation: Attorney-Legislator

Employer: STATE OF MAINE Work Telephone #: 622-3789

List any civic organizations to which you belong:  
Brunswick Topsham Land Trust

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
service as chair, Board of Trustees, Brunswick Sewer District

Have you previously served on a Town board/committee/commission?  If so, please list the board/committee/commission and years of service:  
Brunswick Sewer District Town Council of Brunswick  
Cable TV Advisory Committee

Charles R. Priest  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

NOTICE: This completion of this application allows an applicant to be considered for a Town Board/Committee/Commission.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Board of Trustees, Brunswick Sewer District

Term Length: 3 years

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

No

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

2 Terms on Sewer District Bd of Trustees

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

Continue Service to District and Town

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

Yes

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

No

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

I appreciate the opportunity to serve

~~THE CONFIDENTIALITY OF THIS INFORMATION IS NOT GUARANTEED BY THE STATE OF MICHIGAN~~

2:45 PM

Application for Appointment to Board/ Committee/ Commission

FEB 18 2014 Date App. Received 2/18/14 Date App. Entered Appointed

Full Name: DANIEL E. HARRIS Date 18 Feb 2014

Street Address: 1 MOUNTAIN ASH AVENUE

Home Telephone #: 373-1778 E-mail Address: delharris@gei.net I live in Council District #: \_\_\_\_\_

I wish to be considered for appointment to the: Village Review Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS: [checked]

TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS: \_\_\_\_\_

TERM EXPIRES: \_\_\_\_\_

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

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Retired

Employer: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

List any civic organizations to which you belong:

Brunswick Downtown Association

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

See Resume, attached

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

In other towns. See Resume, attached

[Signature]

SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

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

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

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

Completion of this application does not constitute an appointment to a Town Board or Committee.

Board/Committee/Commission Applying For: Village Review Board

Term Length: \_\_\_\_\_

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

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

Employed by Town Planning Consultant while in law school.  
Served on local govt boards in Connecticut.  
Served 6 yrs as the Chair Boothbay Board of Selectmen.  
Law practice involved land use/zoning.

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

My background enables me to make contribution to doings  
of the VRB

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

Yes

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

No

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

~~THIS DOCUMENT IS UNCLASSIFIED~~

## RESUME

Daniel E. Harris  
1 Mountain Ash Avenue, Brunswick, Maine 04011  
Email: [deharris@gwi.net](mailto:deharris@gwi.net) , Phone: 207-373-1778

### Education:

B.E. Civil Engineering, Yale University, 1959.  
J.D., Yale Law School, 1962.

### Professional Experience:

October 1999 to 2009. Consultant to Alstom Power Inc., Windsor, Connecticut, US subsidiary of Alstom Holdings SA, Paris. Commercial and legal matters involving sale and installation of power generating equipment and turnkey projects, and miscellaneous legal issues.

February 1999 to October 1999. Special Counsel to Energy Group of Bernstein, Shur, Sawyer & Nelson, Portland, Maine.

1990 through 1998. Vice President and General Counsel, ABB C-E Services, Inc., Windsor, Connecticut, a unit of Asea Brown Boveri's United States operations, engaged in providing construction, retrofitting, maintenance, and technical services, and equipment for power generation to industry and utilities worldwide. Member of senior management team. Annual turnover about \$650,000,000.

Active role in redirecting company strategy to manage changes brought about by rapid deregulation of utilities, and in implementing strategy to focus on helping utility customers adapt to their changing markets.

Established centralized contract administration for the company. Established litigation data base. Supervise outside litigation counsel. Active participant in risk and price review for complex company projects. Provide training in wide range of legal and commercial issues, and business ethics training throughout the company.

To implement company's global strategy, served as executive sponsor to affiliates in Australia and Indonesia to strengthen their ability to deliver goods and services . Assisted recently acquired UK affiliate establish legal function.

Perform general counsel duties for ABB Air Preheater, ABB Power Products Manufacturing, ABB Power Plant Controls, and ABB Power Generation, having aggregate annual turnover of about \$550,000,000..

Negotiate with developers and banks for furnishing merchant power plants on EPC basis.  
Negotiate multi business unit alliances with utility customers.

1985 to 1990. Division Counsel to Industrial Group of Combustion Engineering, Inc. Managed the legal affairs of several divisions and subsidiaries having aggregate annual turnover of about \$500 million, which provide process equipment and services to a wide range of industrial customers. Counseled management on legal and business issues.

Negotiated and participated in the formation of business relationships including joint ventures, acquisitions and divestitures, distributorships and sales representatives, turnkey projects, and in the resolution of disputes.

Conducted seminars on law and negotiating strategy for management.

Developed plain language form documents to facilitate customer relations and to improve efficiency of delivery of legal services.

1983 to 1985. Staff attorney to Power Systems Group of Combustion Engineering, Inc. engaged in providing power generating systems and related products and services to utilities and industry.

Negotiated joint venture and consortium agreements for development of major foreign and domestic projects. Negotiated cogeneration, small power production, and hydroelectric facilities as financed projects, including site and fuel source acquisition, power purchase agreements, wheeling agreements, operating and maintenance agreements, turnkey agreements, non-recourse financing arrangements, and analysis of tax considerations and impact of Public Utility Regulatory Policy Act, Public Utility Holding Company Act, Federal Power Act, and local law and regulations.

Analysis of antitrust and export issues.

1981 to 1983. Western Union Corporation, Upper Saddle River, New Jersey. Associate Counsel in twenty-five member law department of technology oriented telecommunications company having annual turnover of \$1 billion. Prepared SEC filings including proxy materials, form 10-K, registration statements for employee stock purchase plan and other registrations, supervising blue sky compliance and applications for listing on NYSE and regional exchanges.

Negotiated joint ventures and other cooperative arrangements including New York Teleport with New York Port Authority and Merrill Lynch. Negotiated agreements for providing communications facilities to common carriers and users, including sale and lease of satellite transponders, and fiber optic and microwave systems. Created the first UCC Article 9 security interest in an orbiting satellite transponder.

Supervised intellectual property interests of company. Supervised and trained other attorneys and paralegals.

1966 to 1981. Apter & Nahum, Hartford, Connecticut. Partner from 1968. General practice of law with emphasis on corporate, commercial, property, and finance issues. Represented variety of

TOWN OF BRUNSWICK  
Application for  
Appointment to Board/ Committee/ Commission

For Office Use Only  
1/17/14 Date App.  
Received  
1/17/14 Date App.  
Entered  
Appointed

Full Name: Laura A. Lienert Date Jan. 16, 14

Street Address: 10 High Street

Home Telephone #: 798-7990 E-mail Address: golienernts@msn.com I live in Council District #: 6

I wish to be considered for appointment to the:

Village Review Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 2014

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: \_\_\_\_\_

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

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: University Tutor for Anatomy & Physiology and Biology

Employer: University of Maine - Augusta Work Telephone #: 442-7736

List any civic organizations to which you belong:

See letter

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

see letter

Have you previously served on a Town board/committee/commission? No If so, please list the board/committee/commission and years of service:

Laura A. Lienert  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

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

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

Term Length: \_\_\_\_\_

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

See letter

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

See letter

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

See letter

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

See letter

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

See letter

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

See letter

**DISCLOSURE OF INTEREST STATEMENT: I, THE UNDERSIGNED APPLICANT, HEREBY CERTIFY THAT I AM NOT**

**Laura Lienert  
10 High Street  
Brunswick, Maine 04011  
tel: 798 7990  
email: golienerts@msn.com**

January 17, 2014

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

re: Application for appointment to the Village Review Board

To Whom It May Concern:

Please accept this letter as a part of my application for this position.

List any civic organizations to which you belong:

- Vice President, NorthWest Brunswick Neighborhood Association
- Project Creator and Manager of Brunswick's Village Marker Program
- Co-founder of Brunswick's Movies in the Park
- Member, Pejepscot Historical Society
- Class representative, Parents Association, St. John's Catholic School
- Founding President and lifetime member of Historic Morningside Preservation Society

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

- As founding president of the Historic Morningside Preservation Society in 2001, Corpus Christi, Texas I developed programs to enhance the quality of life in a unique historic neighborhood within a city whose population is over 300,000. Administrative role included obtaining non-profit status, board governance and fundraising. Scope of initiatives included the first-ever 4th of July parade, an historic marker program, first-ever Oktoberfest, restored/remodeled Home of the Year and Holiday Open House tours, among others.

Have you previously served on a Town board/committee/commission?

- No

Application - 2nd page

1. Prior to and during my development of Brunswick's Village Marker contest and program I took time to familiarize myself with the activities of the Village Review Board and ultimately formed a collaboration

January 17, 2014

Village Review Board Application

Page 2

with the Village Review Board, Village Improvement Association, Brunswick Downtown Association and NorthWest Brunswick Neighborhood Association for this initiative. I've attended and watched VRB meetings and have spoken with former VRB members about the duties of the board. I feel I have a good understanding of the work involved.

2. Although I have a twenty-plus year career teaching biological sciences on both the high school and collegiate level, I have always been highly engaged in the civic life of every community in which I've resided. As a military family my husband and I have lived in numerous communities around the country. I'm proud to say that I've worked on civic initiatives in each one of them. We moved to Brunswick nine years ago, into our historic home on High Street. We've renovated our John Calvin Stevens designed home over this period and as may be expected, it's a work in progress!

I also worked closely with the general contractor on renovations at 12 High Street, specifically on the design and aesthetics of this 1890s Italianate home, which led to the owners winning the 2012 Brunswick Downtown Association's Preservation award.

I'm familiar with the VRB's processes from having applied for and received approval on various design/build applications and also from having appeared before them on different occasions.

In addition, I've been operating my own business since 2007 as a design consultant specializing in work with historic homes. I provide exterior and interior design and color consultation to clients from Portland to Bath.

3. I believe the VRB serves an important role in guiding economic development in the town through the enhancement and preservation of the unique character and distinct qualities that are among Brunswick's strengths. If the Village is able to achieve its potential, the whole of Brunswick will benefit. I love the Village and believe I can serve the VRB with experience, energy and creativity.

4. Yes, I am aware there are monthly meetings, the potential for additional meetings (sometimes on short notice) and that committee work will be required, in addition to annual activities that require board involvement.

5. No conflict of interest.

6. I hope you give my application your full consideration as I am deeply supportive of the important role the VRB plays in the community and would welcome the opportunity to serve on this board.

Sincerely

A handwritten signature in black ink, appearing to read "Laura Lienert", with a large, stylized flourish extending to the right.

Laura Lienert

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

For Office Use Only	
_____	Date App.
JAN 21 2014	Received
_____	Date App.
_____	Entered
_____	Appointed

Full Name: Gary Massanek Date 1/20/14

Street Address: 4 Beech Drive, Brunswick

Home Telephone #: 207-798-8330 E-mail Address: garymassanek@gmail.com I live in Council District #: 2

I wish to be considered for appointment to the:  
**Village Review Board**

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:  TERM BEGINS: \_\_\_\_\_

and/or

ASSOCIATE MEMBERSHIP STATUS: \_\_\_\_\_ TERM EXPIRES: \_\_\_\_\_

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

\_\_\_\_\_ Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Architect - Retired

Employer: N/A Work Telephone #: N/A

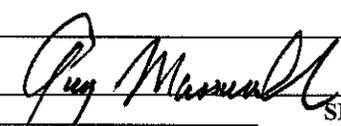
List any civic organizations to which you belong:

N/A

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

Served as member and Chairman of the South Portland Planning Board. Also served on the South Portland Comprehensive Plan Commission.

Have you previously served on a Town board/committee/commission? No If so, please list the board/committee/commission and years of service:

  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

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

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Village Review Board

Term Length: 2 Years

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

No.

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

As a registered architect I can bring my knowledge of the elements of building composition and aesthetics upon which the Board will deliberate the applicant's compliance with the zone's regulations.

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

My wife and I have selected Brunswick to be our new home for many reasons including its village aesthetic and the town's quality of life. I want to contribute my time and expertise to help maintain and improve this quality town environment.

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

Yes.

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

No.

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

No.

January 20, 2014

Appointments Review Committee  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 04011

Dear Committee Member:

Please accept this letter, attached resume and form as my application for membership on the Village Review Board. I believe my training and experience as an architect will add expertise to the board's deliberation of architectural compatibility and compliance with the district's code requirements. In addition, my time serving as both a member and Chairman of the South Portland Planning Board provide me with valuable experience serving on a public review board.

Having recently moved to Brunswick I am interested in volunteering my time and expertise to our new community. We were drawn to Brunswick for many reasons and I wish to help maintain and improve the quality of life that the Town provides.

I am concurrently submitting an application for membership on the Town's Planning Board. I am willing to serve on either board, as the Appointments Committee may see fit. Thank you for your consideration of this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Massanek". The signature is written in a cursive style with a large initial "G".

Gary Massanek, R.A., NCARB

4 Beech Drive  
Brunswick, ME 04011

# GARY A. MASSANEK AIA

4 Beech Drive  
Brunswick, ME 04011  
207 798-8330  
GaryMassanek@gmail.com

## EDUCATION

1982 Master of Architecture I. Syracuse University, School of Architecture

1973 B.S. in Molecular Biology. Brown University

## REGISTRATION

Architectural Registration, State of Maine. #1821  
Architectural Registration, State of Maryland. #9774  
NCARB. #50849

## EXPERIENCE

1997-2013 URS CORP, Hunt Valley, MD  
Project Manager, Project Architect, Marketer, Architectural Group Manager ('99-'07)

1995-1997 J.A. AMMON & ASSOCIATES, Baltimore, MD  
Project Manager, Project Architect. Programming, design, estimating, drafting, specifications writing, and contract administration.

1993-1995 MARSHALL CRAFT ASSOCIATES, INC., Baltimore, MD  
Project Manager, Project Architect. Programming, design, estimating, report and proposal writing. Quality assurance review.

1991-1993 OAK POINT ASSOCIATES, Biddeford, ME  
Project Manager, Project Architect. Programming, design, report and proposal writing, specifications writing, estimating, contract administration, and resident inspection.

1984-1991 STEPHEN BLATT ARCHITECTS, Portland, ME  
Project Manager/Job Captain. Programming, design, drafting, feasibility study writing, specifications writing, and contract administration.

1983-1984 TERRIEN ARCHITECTS, INC., Portland, ME  
Job Captain. Design, drafting, CAD System Implementation and Operation.

1979-1982 SYRACUSE UNIVERSITY, SCHOOL OF ARCHITECTURE, Syracuse, NY  
Graduate Teaching Assistant. Assisted in instruction of Technology courses.

1973-1979 MISCELLANEOUS CONSTRUCTION COMPANIES, Maine, Wisconsin, New York  
Carpenter. Rough and finish house construction, boat building.

## CIVIC ACTIVITIES

1986-1993 City of South Portland Planning Board - member. Chairman 1988

1988-1991 City of South Portland Comprehensive Planning Commission - member

## PERSONAL

Married, two sons. Interests include bicycling, sailing, gardening, travel, history.

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

For Office Use Only
FEB - 4 2014 Date App. Received
_____ Date App. Entered
_____ Appointed

Full Name: Margaret (Peggy) Siegle Date 1/14/2014

Street Address: 11 Sand Hill Drive, Brunswick

Home Telephone #: 729-1348 E-mail Address: peggyjsiegle@gmail.com I live in Council District #: \_\_\_\_\_

I wish to be considered for appointment to the:

Village Review Board

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:  \_\_\_\_\_

TERM BEGINS: \_\_\_\_\_

ASSOCIATE MEMBERSHIP STATUS:  \_\_\_\_\_

TERM EXPIRES: \_\_\_\_\_

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

Number of Years \_\_\_\_\_ Date term expires \_\_\_\_\_

Occupation: Development and Communications Officer

Employer: Habitat for Humanity/7 Rivers Maine Work Telephone #: 386-5081

List any civic organizations to which you belong:

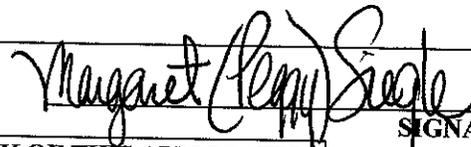
Board of Trustees: Bowdoin International Music Festival

Board of Directors: Brunswick Rotary

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

Extensive not-for-profit leadership experience; personal interest in livable community development and architectural design.

Have you previously served on a Town board/committee/commission? No If so, please list the board/committee/commission and years of service:

  
SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

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

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Village Review Board

Term Length: 3 years

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

No

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

I have worked for Habitat for Humanity for three years and am interested in sustainable housing.

In Portland, I was a trustee of the Friends of Deering Oaks Park.

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

I am interested in protecting the design and development of Brunswick and in making decisions that are

best for the town. I am interested in historic preservation and also the development of livable, sustainable communities.

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

Yes.

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

None.

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

I have lived in Brunswick for over ten years and would like to be involved in any aspect of the town's architectural design and development.

**Peggy Siegle**  
11 Sand Hill Drive  
Brunswick, Maine 04011  
207-729-1348 (H) 207-776-1197 (cell)  
[peggyjsiegle@gmail.com](mailto:peggyjsiegle@gmail.com)

**Summary of Experience:** Substantial resource development and strategic communications success in a professional not-for-profit career includes board and community leadership for multiple not-for-profit organizations. Creative and entrepreneurial success is evidenced in the founding, development and management of a successful indoor sports training business. Proven skills include organizational development and management, financial and personnel management, extensive strategic planning experience.

**Current Position:**

**2011-present     Director of Development and Communications**  
**Habitat for Humanity/7 Rivers Maine, Bath, Maine**

Redesigned development, communications, use of fundraising software procedures  
Manage annual 5K race events, special events; have consistently achieved or exceeded financial goals  
Developed agency, program and retail store communications pieces  
Produce and edit print and online newsletter  
Have established media/new media contacts and procedures for the organization

**Professional Work History:**

**2006-2010     Director of Development and Communications**  
**Kennebec Behavioral Health, Waterville, Maine**

Directed all resource development and communications for \$22 million health agency  
Served on senior management team  
Secured largest grant to date in history of organization  
Represented organization in community as liaison to 45 central Maine towns  
Developed all website content and collaborated on graphic re-design

**2004-2006     Director of Annual Giving**  
**Hyde School, Bath, Maine**

Directed all aspects of annual fundraising; set annual giving record in first year  
Created new annual event for recent alumni  
Constructed new website map and provided web content for alumni and development  
Directed successful 40<sup>th</sup> Anniversary Campaign Celebration for school/alumni

**2002-2004     Director of Development and Communications**  
**Midcoast Chapter American Red Cross, Topsham, Maine**

Increased annual giving each year during tenure  
Produced two most successful fundraising events in the chapter's history to that date  
Achieved bi-weekly media coverage

**1995-2002     Founder and President**  
**Four Seasons Baseball and Softball, Inc., South Portland, Maine**

Founded Maine's first indoor baseball/softball practice and instructional facility  
Established summer camps with municipalities, the Portland Sea Dogs, Bowdoin College  
Hired and supervised a staff of twenty-five full and part-time employees  
Business experienced double-digit growth every year for six years of ownership  
Successful business sold to partnership

**Education:**

Twenty-one credits post-graduate work, Johns Hopkins University, University of Southern Maine

Awarded grant to attend The Fundraising School, Indiana University

**M.S. University of Vermont, Burlington, Vermont**  
Speech Pathology and Audiology  
U. S. Department of Education Fellowship

**B.A. Allegheny College, Meadville, Pennsylvania**  
Communications  
Selected for Ford Foundation-funded, four-year Independent Study Program  
Honors in Speech/Communications  
Phi Beta Kappa

**Computer Skills:** Microsoft Office Suite; fundraising software Giftmaker Pro, Senior Systems, Fundraiser Select; Mac-proficient

**Community Leadership Experience:**

**2012-present**            **Member, Alumni Council**  
**Allegheny College, Meadville, PA**

**2012-present**            **Board of Directors**  
**Rotary Club of Brunswick**

**2009-present**            **Member, Board of Trustees**  
**Bowdoin International Music Festival**

**2004-present**            **Board of Directors**  
**Phi Beta Kappa Association of Maine**  
President, 2006-2012

**2005-present**            **Member, Board of Directors**  
**ACLU of Maine**  
Development Committee Chair 2005-2012; Executive Committee, 2012-present

**Prior Community Leadership Positions**

**Member, Board of Directors**  
**Kennebec Valley Arts Association, Hallowell, Maine**

**Member, Board of Directors**  
**Community Mediation Center, Portland, Maine**

**Member, Board of Trustees**  
**Portland Museum of Art, Portland, Maine**  
Chair, Annual Fund; member, Capital Campaign Committee

**Member, Board of Directors**  
**Friends of Deering Oaks Park, Portland, Maine**

**Member, Board of Directors**  
**Portland Stage Company, Portland, Maine**  
President, Vice President, Secretary; Chair, Major Gifts, Capital Campaign

**Board of Trustees**  
**Waynflete School, Portland, Maine**  
Chair, Development Committee; Chair, Parents Annual Fund

**Recent Awards:** Allegheny College Blue Citation for Outstanding Service to the College (2012)  
Maine Baseball Hall of Fame President's Award (2012)

**Peggy Siegle  
11 Sand Hill Drive  
Brunswick, Maine 04011  
207-729-1348  
207-776-1197 (cell)**

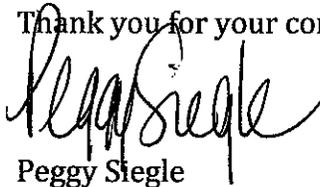
To the Village Review Board,

It is with interest and a willingness to serve my town that I apply to serve on the Village Review Board.

I have lived in Brunswick for eleven years. I work for Habitat for Humanity and I have an interest in livable, sustainable communities. I have an avocational interest in architecture and design.

I understand the commitment required, have extensive non-profit board and community leadership experience and would welcome the opportunity to serve on the Brunswick Village Review Board.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Peggy Siegle', written in a cursive style.

Peggy Siegle

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

For Office Use Only
2/12/2014 Date App.
Received
Date App.
Entered
Appointed

Full Name: Sande Updegraph Date February 10, 2014

Street Address: 724 Durham Road, Brunswick, ME 04011

Home Telephone #: 725-1345 E-mail Address: sandeupdegraph@gmail.com I live in Council District #: 4

I wish to be considered for appointment to the:  
**Village Review Board - at large position**

(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:  
FULL MEMBERSHIP STATUS: X TERM BEGINS: when appointed  
and/or  
ASSOCIATE MEMBERSHIP STATUS: X TERM EXPIRES: 2016

Do you currently serve on any Town Board/Committee/Commission? yes If so, please state name of Board/Committee/Commission and the number of years of service:  
Davis Fund Cte & ZBA Number of Years 5 or 6; 7 Date term expires 2016;2015

Occupation: Executive Director

Employer: Greater Freeport Chamber of Commerce Work Telephone #: 847-5240 x 1

List any civic organizations to which you belong:  
Trustee, MRRA, Freeport Rotary, Freeport Community Improvement Association; Mid Coast Jr. Achievement; Southern Regional Rep for the

Maine Association of Chamber of Commerce Executives

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:  
6 years on the Freeport Economic Development Corporation  
6 or 7 years on the Brunswick ZBA with knowledge of Brunswick zoning ordinances

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

SIGNATURE

**PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.**

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

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

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Committee/Commission Applying For: Village Review Board  
Term Length: through Fall 2016

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

No, it is clearly defined on the Town web site

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?  
Certification from the Economic Development Council of Maine in permitting procedures

and development integration with municipal planning

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

I would like to be involved in the protection of the historic character  
of downtown Brunswick. I am also interested in how the new  
Downtown Master Plan is implemented and how it fits with the  
historic character of the Town.

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

Yes

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

No

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

I am excited about becoming more involved in Brunswick as a  
volunteer

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# CONSENT AGENDA - A BACK UP MATERIALS

**Draft**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**February 24, 2014**  
**Council Chamber**  
**Town Hall**  
**85 Union Street**

**Councilors Present:** Chair Benet Pols, W. David Watson, Stephen S. Walker, Suzan Wilson, John M. Perreault, Gerald E. Favreau, Jane F. Millett, Sarah E. Brayman, and John Richardson, Jr.

**Councilors Absent:** None

**Town Staff Present:** John Eldridge, Finance Director/Interim Town Manager; Fran Smith, Town Clerk/Assistant to the Town Manager; Ken Brilliant, Fire Chief; Anna Breinich, Director of Planning and Development; Tom Farrell, Director of Parks and Recreation; Dan Devereaux, Marine Warden; Mark Waltz, Police Captain; Steve Langsdorf, Town Attorney; and TV video crew

Chair Pols called the meeting to order, led the Pledge of Allegiance, and asked the Clerk for Roll Call.

**Public Comment:**

None

**Correspondence:**

Councilor Favreau stated appointments to the Town boards will take place at the March 10<sup>th</sup> meeting.

Councilor Perreault spoke regarding legislation on virtual schooling and said if the Brunswick schools need to include funds for this, it could be counterproductive to the School Budget. The Town needs to monitor this legislation.

Councilor Wilson thanked the Public Art Group for coming to the last meeting.

Councilor Millett said she was upset about the train idling and she will continue to contact Pat Quinn of NNEPRA about this concern.

**Council Committee Updates**

Reports were given on the following committees: Brunswick Development Corporation, Bicycle and Pedestrian Advisory Committee, and the Town Manager's Search Subcommittee.

Adjustments to the Agenda:None

**MANAGER'S REPORT:**

**(a) Financial Update**

Mr. Eldridge provided this update, and responded to questions from Chair Pols.

**(b) Update on Brunswick Marine Resources, including commercial shellfish license allocation**

Officer Devereaux spoke regarding this item, and responded to questions from Councilor Richardson, Councilor Walker, and Councilor Perreault.

*(A copy of Officer Devereaux' memo will be attached to the official minutes.)*

**(c) Acceptance of Byrne Memorial Grant to replace six cruiser radios *(Action required)***

Mr. Eldridge spoke regarding this item.

**Councilor Watson moved, Councilor Perreault seconded, to accept and expend the Byrne Memorial grant in the amount of \$7,119.00 to replace six mobile radios and their antennas. The motion carried with nine (9) yeas.**

*(A copy of a memo from Captain Waltz will be attached to the official minutes.)*

**(d) Update on the sale of 28 and 30 Federal Street and authorization to extend sale date *(Action required)***

Mr. Eldridge spoke regarding this item.

**Councilor Richardson moved, Councilor Wilson seconded, to authorize the Town Manager to sign Amendment No. 1 to the Contract for the Sale of Commercial Real Estate that would extend the closing between BDC and the Town on the properties at 28 and 30 Federal Street.**

Mr. Eldridge responded to questions from Councilor Millett. Councilor Millett also spoke on this item.

Councilor Perreault asked a question, to which Mr. Eldridge and Councilor Brayman responded.

Councilor Richardson, Councilor Wilson, Councilor Millett, and Chair Pols spoke regarding this item.

**VOTE ON MOTION**

**Councilor Richardson moved, Councilor Wilson seconded, to authorize the Town Manager to sign Amendment No. 1 to the Contract for the Sale of Commercial Real Estate that would extend the closing between BDC and the Town on the properties at 28 and 30 Federal Street. The motion carried with eight (8) yeas. Councilor Millett was opposed.**

*(A copy of the amendment will be attached to the official minutes.)*

**(e) Update on the Municipal Budget**

Mr. Eldridge provided this update and responded to questions from Chair Pols, Councilor Wilson, Councilor Perreault, and Councilor Brayman.

**(f) Report on Standard & Poor's Rating Services**

Mr. Eldridge spoke regarding this item and responded to questions from Chair Pols and Councilor Wilson.

**NEW BUSINESS**

- 16. The Town Council will hear comments from the Parks and Recreation Director and a report from a representative of the Maine Forest Service regarding a proposed prescribed burn of one half of the 66 acre Captain William Fitzgerald Recreation and Conservation Area located off the Old Bath Road in East Brunswick, and will take any appropriate action. (Manager)**

Mr. Farrell made this presentation.

Councilor Watson asked questions, to which Mr. Farrell and Chief Brilliant responded.

Councilor Walker spoke and asked questions, to which Mr. Farrell responded.

**Councilor Favreau moved, Councilor Perreault seconded, to approve the prescribed burn plan for the Captain William Fitzgerald Recreation and Conservation Area to occur in the spring of 2014. The motion carried with nine (9) yeas.**

*(A copy of the prescribed burn plan will be attached to the official minutes.)*

- 17. The Town Council will consider adopting the Harbor Management Plan, and will take any appropriate action. (Councilor Walker and Councilor Wilson)**

Councilor Wilson spoke regarding this item.

Officer Devereaux spoke regarding this item.

**Brunswick Town Council Minutes**

**February 24, 2014**

**Page 4**

**Daniel Bannon**, Baker Designs Project Manager, made a presentation summarizing the Plan.

Councilor Wilson and Councilor Walker spoke further on this report with a suggestion for a Commission.

**FIRST MOTION**

**Councilor Walker moved, Councilor Wilson seconded, to adopt the Town of Brunswick Harbor Management Plan; and to create the River and Coastal Waters Commission as an advisory committee to the Town Council, with the attached membership.**

Councilor Brayman spoke regarding this item and asked questions, to which Councilor Wilson and Councilor Walker responded.

Councilor Watson asked a question, to which Councilor Walker responded.

Councilor Richardson spoke regarding this item.

**Joe Caruso**, 94 Collinsbrook Road, spoke regarding this item.

The original motion was withdrawn.

**SECOND MOTION:**

**Councilor Walker moved, Councilor Wilson seconded, to adopt the Harbor Management Plan. The motion carried with nine (9) yeas.**

*(A copy of the adopted Harbor Management Plan will be attached to the official minutes.)*

**18. The Town Council will hear an update on the Municipal Building project, and will determine if any future action is needed. (Manager)**

Mr. Eldridge spoke regarding this item.

**Alex Anesko**, 309 Maine Street, spoke regarding this item.

Chair Pols, Councilor Millett, Councilor Perreault, Councilor Walker, Councilor Brayman, Councilor Richardson, and Councilor Wilson spoke regarding this item.

Councilor Brayman, Councilor Richardson, Councilor Walker, and Chair Pols asked questions, to which Mr. Eldridge responded.

Councilor Watson asked a question, to which Chair Pols responded.

**CONSENT AGENDA**

- a) **Approval of the Minutes of February 3, 2014**
- b) **Approval of the Minutes of February 10, 2014**

**Brunswick Town Council Minutes**

**February 24, 2014**

**Page 5**

c) **Approval of Quitclaim Deed for Map 025 Lot 005 Sub 000 Typ 018**

**Councilor Perreault moved, Councilor Brayman seconded, to approve the Consent Agenda. The motion carried with nine (9) yeas.**

*(A copy of the quit claim for CA-c will be attached to the official minutes.)*

**Councilor Watson moved, Councilor Brayman seconded, to adjourn the meeting. The motion carried with nine (9) yeas**

The meeting adjourned at 10:08 p.m.

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

*Frances Smith  
Town Clerk/Assistant to the Town Manager  
February 28, 2014*

March 10, 2014  
*Date of Approval*

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Council Chair