

BRUNSWICK TOWN COUNCIL
Agenda
April 28, 2014
6:45 P.M. – Executive Session
7:00 P.M. – Regular Meeting
Council Chambers
Town Hall
85 Union Street

Executive Session: for a personnel matter [1 M.R.S.A. §405(6)(A)]

Pledge of Allegiance

Roll Call

Public Comment:

Correspondence:

Council Committee Updates

Acknowledgment that meeting was properly noticed

Adjustments to the Agenda:

MANAGER’S REPORT:

- (a) Financial Update
- (b) Report from the McKeen Center for the Common Good
- (c) Announcement of Brunswick Spring Clean Up
- (d) Report on proposed raised crosswalk on Pleasant Street
- (e) Review of budget workshop and meeting schedule

PUBLIC HEARINGS

47. The Town Council will hold a public hearing on the following alcohol license applications, and will take any appropriate action. (Manager)

Full-Time Spirituous, Vinous & Malt

Labonte Acquisition Company
D/B/A: The Great Impasta (new owner)
42 Maine Street

Lynn Labonte

Full-Time Vinous & Malt

Broadway Delicatessen, Inc.
D/B/A: Broadway Deli
142 Maine Street

Nancy Bigelow

HEARING/ACTION

48. The Town Council will hear public comments on a CDBG grant application for Greater Brunswick Housing Corporation, and will take any appropriate action. (Manager)

HEARING/ACTION

NEW BUSINESS

49. The Town Council will hear a report on a location permit to install a proposed electrical line along public ways for SolarCity to serve Bowdoin College, and will take any appropriate action. (Manager)

ACTION

50. The Town Council will consider supporting a Letter of Intent for a CDBG grant for Frosty's Donuts for a project at Brunswick Landing, and will take any appropriate action. (Manager)

ACTION

51. 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 March 31, 2014
- b) Approval of the Minutes of April 7, 2014
- c) Approval of nominations of election workers for 2014-15
- d) Appointment of Jeff Emerson as the Health Officer with a term to expire on 04/19/2017
- e) Appointment of Dan Devereaux as the Harbor Master with a term to expire on 04/30/2017
- f) Appointment of Jeff Hutchinson as Codes Officer and Local Plumbing Inspector with a term to expire on 05/03/2015
- g) Appointment of Carl Adams as alternate Codes Officer and alternate Local Plumbing Inspector with a term to expire on 05/03/2015
- h) Approval of gas utility permits from Maine Natural Gas for sections of Beech Drive, Chestnut Road and Sumac Drive

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

Brunswick Town Council
Agenda
April 28, 2014
Council Notes and Suggested Motions

Executive Session: for a personnel matter [1 M.R.S.A. §405(6)(A)]

Suggested Motion

Motion to go into executive session to discuss a personnel matter per 1 M.R.S.A. §405(6)(A).

COUNCIL COMMITTEE UPDATES

Councilors with information on the Committees they are involved with will share information with the Council and public.

MANAGER'S REPORT

- (a) Financial Update: Mr. Eldridge will update the Council on the Town's financial picture to date for the current fiscal year. Copies of financial reports will be posted online, but are not included in your packet.

Suggested Motion: No motion is required.

- (b) Report from the McKeen Center for the Common Good: Sarah Seames, who leads the center, along with a Bowdoin student, will provide a brief overview of the good work this center does for the community. A copy of the webpage for the center is included in your packet.

Suggested Motion: No motion is required.

- (c) Announcement of Brunswick Spring Clean Up: This item informs the public of the upcoming spring clean-up that is currently running through May 3rd. More information on what is included is on the Public Works website. A copy of the program flyer is included in your packet.

Suggested Motion: No motion is required.

- (d) Report on proposed raised crosswalk on Pleasant Street: Mr. Eldridge will report on this item and confirm what direction the Council would like to proceed with this proposed project.

Suggested Motion: No motion is required.

- (e) Review of budget workshop and meeting schedule: Mr. Eldridge will remind Councilors of upcoming dates. Please note that workshops will begin at 6:00 p.m. There is also a workshop prior to the regular meeting on May 5th regarding the Town Manager's search, and meeting with MMA to discuss the hiring process.

Suggested Motion: No motion is required.

PUBLIC HEARING

47. This item is the required public hearing on these two new licenses for The Great Impasta, under new ownership, and the Broadway Deli. Copies of the public hearing notice and applications are included in your packet.

Suggested Motion:

Motion to approve alcohol licenses for the Great Impasta, 42 Maine Street, and Broadway Deli, 142 Maine Street.

48. This is the required public hearing on this CDBG grant application for the Greater Brunswick Housing Corporation. They are requesting the Town submit a request to the DECD for a \$450,000 Housing Assistance grant. They are currently planning to acquire a six-unit apartment house located at 27 Spring Street. Additional information on the property and the project are included in Linda Smith's memo. Copies of a memo from Ms. Smith, the Letter of Intent the Town submitted to DECD, the letter of invitation the Town received from DECD, and the resolution from the GBHC for the Town Council to approve will be included in your packet.

Suggested Motion:

Motion to adopt the "Brunswick Town Council Resolution" that supports applying for a Community Development Block Grant in the amount of \$450,000, on behalf of Greater Brunswick Housing Corporation, to carry out a housing assistance program.

NEW BUSINESS

49. This item is to inform the Council and public about an upcoming public hearing, which will be held at the Town Council meeting of May 5. After the hearing, the Council will consider approving this utility permit. This location permit allows SolarCity to install an underground electrical line to service Bowdoin College. In addition to this discussion at your meeting, Bowdoin College also sent notices to abutters where the electrical line will be run from Brunswick Landing to College owned buildings. The line is being proposed to be installed in the right-of-way down Hambleton Avenue, along Harpswell Road to Farley Field House. The College, SolarCity and the Town Attorney have been working on this project. A copy of a memo from the Town Attorney detailing this project will be included in your packet.

Suggested Motion:

No motion is required, just confirmation the Council recognizes this public hearing will occur on May 5th.

50. This item is a request from Frosty's Donuts for the Council to submit a letter of intent for a CDBG grant in amount of \$160,050 to provide funding to support their production expansion to 119 Orion Street at Brunswick Landing. With the growth of this business since being purchased by new owners in 2012, this project would develop a production space for them so they can continue to expand their business.

Copies of a memo from Linda Smith, draft Letter of Intent, and Town of Topsham's withdrawal letter, since they originally put in a Letter of Intent when a Topsham location was being considered, will be included in your packet.

Suggested Motion:

Motion to support a Letter of Intent for a CDBG grant in amount of \$160,050 for Frosty's Donuts for a project at Brunswick Landing

51. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Normally these nominations are made the first meeting of the month, but since there are no additional interviews scheduled until mid-May, the Appointments Committee would like to make appointments at this meeting. They are also recommending amending the charge of the River and Coastal Waters Committee to allow for two alternate citizen members. Copies of 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 March 31, 2014: A copy of the minutes is included in your packet.
- b) Approval of the Minutes of April 7, 2014: A copy of the minutes is included in your packet.
- c) Approval of nominations of election workers for 2014-15: The Council is required to appoint election workers who have been nominated by the municipal parties on a biannual basis. The lists contain the names of the current workers and have been approved by the local chairs. Lists of the workers are included in your packet.
- d) Appointment of Jeff Emerson as the Health Officer with a term to expire on 04/19/2017: This is the three-year appointment for this position.
- e) Appointment of Dan Devereaux as the Harbor Master with a term to expire on 04/30/2017: This is the three-year appointment for this position.
- f) Appointment of Jeff Hutchinson as Codes Officer and Local Plumbing Inspector with a term to expire on 05/03/2015
- g) Appointment of Carl Adams as alternate Codes Officer and alternate Local Plumbing Inspector with a term to expire on 05/03/2015

Items CA(f) and CA(g) are the state required reappointments of Jeff Hutchinson and Carl Adams as the Codes Officer and Local Plumbing Inspector and the alternate Codes Officer and alternative Local Plumbing Inspector respectively.

- h) Approval of gas utility permits from Maine Natural Gas for sections of Beech Drive, Chestnut Road and Sumac Drive: See below
In application ULP 2014-02, Beech Drive Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on south side of Blueberry Lane, a short section of gas main will run northerly along the centerline of Beech Drive to the center of the cul-de-sac located at the northerly terminus of Beech

Drive. The balance of the gas main will run from the south side of Blueberry Lane along the east and south side of Beech Drive to a point about 150 feet east of Hemlock Drive the gas main will then cross Beech Drive and run westerly along the northerly side of Beech Drive to Hemlock Road. Approximately 3300 feet of 2" gas main.

In application ULP 2014-03, Chestnut Road Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on the east and south side of Beech Drive. The new gas main will run from the proposed gas main north across Beech Drive along the easterly side of Chestnut Road to the northerly terminus of Chestnut Road. Another section of gas main will run from the south side of Beech Drive along the west side of Chestnut Road to the north side of Sumac Drive approximately 1330 feet of 2" gas main.

In application ULP 2014-04, Sumac Drive Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on the south side of Beech Drive. One section of gas main will run northerly along the east side of Sumac Drive to the terminus of Sumac Drive. Another section of new gas main will run from the proposed gas main along the west and north side of Sumac Drive to the east side of Locust Lane approximately 1370 feet of 2" gas main.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.