

**BRUNSWICK TOWN COUNCIL**

**Agenda**

**May 5, 2014**

**6:00 P.M. – Workshop**

**7:00 P.M. – Regular Meeting**

**Council Chambers**

**Town Hall**

**85 Union Street**

6:00 P.M. - The Town Council will hold a Workshop with MMA on the Town Manager Search

Pledge of Allegiance

Roll Call

Public Comment:

Memorial Day Committee

Correspondence:

Council Committee updates

Adjustments to the Agenda:

**MANAGER’S REPORT:**

- (a) Town Proclamation recognizing Town Commons Day (*Action Required*)
- (b) Permission to expend Highway Safety Grant (*Action Required*)

**PUBLIC HEARING**

- 54. The Town Council will hold a public hearing 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)

**PUBLIC HEARING/ACTION**

**NEW BUSINESS**

- 55. The Town Council will consider setting a public hearing for May 29, 2014, on a CDBG grant application of Frosty’s Donuts for a project at Brunswick Landing, and will take any appropriate action. (Manager)

**ACTION**

56. The Town Council will discuss returning to detailed meeting minutes and improving search capabilities for the Town website, in particular for Council minutes and packets, and will determine if further action is needed. (Councilor Millett and Councilor Brayman)

**DISCUSSION**

**CONSENT AGENDA**

- a) Approval of the minutes of April 28, 2014
- b) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the June 10, 2014 Election
- c) Approval of Registrar's extended hours for the June 10, 2014 Election
- d) Approval of Games of Chance for Knights of Columbus

Workshop to follow regular meeting:

Following the regular meeting the School Department will present their budget.

**Brunswick Town Council**  
**Agenda**  
**May 5, 2014**  
**Council Notes and Suggested Motions**

6:00 P.M. - The Town Council will hold a Workshop with MMA on the Town Manager Search

**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) Town Proclamation recognizing Town Commons Day (Action Required): Annually basis, the Town Council proclaims Town Commons Day. This year the May 8th date will represent the 295<sup>th</sup> anniversary of the date the Pejepscot Proprietors granted land to the Town of Brunswick. Copies of the Proclamation, along with the Town Commons Committee annual report, are included in your packet.

Suggested motion:

Motion to adopt the Proclamation for Town Commons Day.

- (b) Permission to apply for and expend Highway Safety Grant (Action Required) This item is to allow the Police Department to expend a grant that they received from the Bureau of Highway Safety regarding the Seat Belt Enforcement and Education Campaign. The amount is for \$3,000 and requires no Town match. A copy of a letter from the Bureau is included in your packet.

Suggested Motion:

Motion to allow the Police Department to expend a grant from the Bureau of Highway Safety regarding the Seat Belt Enforcement and Education Campaign in the amount of \$3,000.

**PUBLIC HEARING**

54. This item is a public hearing on a location permit for SolarCity. This location permit allows SolarCity to install an underground electrical line to service Bowdoin College. Prior to this hearing, Bowdoin College sent notices to abutters of locations where the electrical line will be run. The line is being proposed to be installed in the right-of-way down Hambleton Avenue, and along Harpswell Road to Farley Field House. The College, SolarCity and the Town Attorney continue to work out final details. At your meeting, the Town Attorney will be prepared to discuss the hearing requirement, provide conditions to be attached to the permit, and discuss any potential maintenance role for the College. Copies of the previous memo from the Town Attorney, a letter from Bowdoin, and the draft permit, including plans and aerial map of the location, are included in your packet.

Suggested motion:

Motion to approve a location permit for SolarCity to install an underground electrical line to service Bowdoin College, with the line running from Bowdoin property on Brunswick Landing to the College through the right-of-way down Hambleton Avenue, along Harpswell Road to Farley Field House. There will be specific conditions to be attached to the permit. (They will be provided at your meeting.)

**NEW BUSINESS**

55. This item is to consider setting a public hearing for May 29, 2014, on a CDBG grant application for Frosty's Donuts for a project at Brunswick Landing. The Town has received verbal assurance from DECD that the Town will be invited to apply. The next step is to set a public hearing on the application. There is a ten day advertisement requirement and the application is due May 30<sup>th</sup>, so staff is recommending setting the public hearing on this meeting so there is time enough to get the hearing in the newspaper by May 19<sup>th</sup>. By waiting to hold the public hearing until May 29<sup>th</sup> (rather than the regular Town Council meeting on May 19<sup>th</sup>) Linda Smith is allowed enough time to work with Frosty's to have a complete or substantively complete application for the public and Council to review when the notice is published, and still give the Council enough time to adequately review the application prior to the public hearing. The public hearing will be part of the special budget adoption meeting. A copy of the approved letter of intent will be included in your packet.

Suggested motion:

Motion to set a public hearing for May 29, 2014, on a CDBG grant application for Frosty's Donuts for a project at Brunswick Landing.

56. This item is sponsored by Councilor Millett and Councilor Brayman to discuss returning to detailed meeting minutes and improving search capabilities for the Town website, in particular for Council minutes and packets. No action is being proposed, just feedback to allow for the proper research to be done if there is any desire on the part of the Council to change the current procedure.

Suggested motion: This is a discussion item so there is no proposed action.

**CONSENT AGENDA**

- a) Approval of the Minutes of April 28, 2014: A copy of the minutes will be included in your packet.
- b) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the June 10, 2014 Election This item is to appoint the Warden and Deputy Wardens for the State Primaries and School Budget Validation Referendum.
- c) Approval of Registrar's extended hours for the June 10, 2014 Election: This item is to consider setting extended registrar hours for this June's referendum. A copy of the notice for the extended hours is included in your packet.

- d) Approval of Games of Chance for Knights of Columbus: This is the semi-annual approval of these games for the Knights of Columbus. A copy of their application will be included in your minutes.

*Suggested Motion:*

Motion to approve the Consent Agenda.

*Suggested Motion:*

Motion to adjourn the meeting.

Workshop to follow regular meeting:

Following the regular meeting the School Department will present their budget.

# MANAGER REPORT A BACK UP MATERIALS



## TOWN OF BRUNSWICK

### PROCLAMATION

**WHEREAS,** *the Pejepscot Proprietors by their vote of May 8, 1719, granted land to “Ly in General and perpetual Comonage” to the Town of Brunswick; and*

**WHEREAS,** *May 8, 2014 is the 295th anniversary of that vote,*

**THEREFORE,** *We the TOWN COUNCIL OF BRUNSWICK, the successors in office of the Selectmen, being mindful of the history and heritage of our Town, respectful of the inspiring wisdom of the first Planners of our community, and proud of the part they have played in preserving to our use a portion of the lands with which they were so richly endowed, knowing full well our later needs in that respect,*

**DO HEREBY PROCLAIM** *May, 8, 2014, as TOWN COMMONS DAY*

*Signed this 5th day of May, 2014*

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***Benet Pols***  
***Brunswick Town Council Chair***

DATE April 22, 2014

TO: Brunswick Town Council

FROM: Town Commons Committee

RE: Annual Report on Activities

The Town Commons Committee continues to keep an eye on the maintenance and improvement of the Brunswick Town Commons. Our committee meets quarterly. This year we added some new members: Doug Rice, Pam Griffin and Fred Koerber. Other members include: Priscilla Davis, Joan Hoppe, Eric Koehler, Julie Isbill (Chair), Peter Labbe, Mike Laskey, Chris Livesay, and Johnny Ring. Peter Baecher is our staff liaison.

Perhaps our most notable accomplishment this year has been the creation of a new Town Commons brochure and map. Next we will be working to update the directional signs in the Commons.

Other accomplishments include:

- Ongoing repair of the split rail fence.
- Two work days with Bowdoin students, one to remove white pines in the pitch pine barren and the other to clean up the trails after winter.
- Roadside trash clean-up on Earth Day.
- Reviewed and ultimately discouraged a large natural materials sculpture project proposed by a Bowdoin art student.
- Prepared a draft orientation package for new members and other interested parties. When complete we will post it in the Town Commons section of the Town's website.
- Although accomplished more than a year ago, we should note that Eagle Scout, Ben Strickland, built a new segment of trail leading to Monument E, which includes a boardwalk across the boggy area leading to the monument.

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# MANAGER'S REPORT - B BACK UP MATERIALS



Paul R. LePage  
Governor

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



John E. Morris  
Commissioner  
  
Lauren V. Stewart  
Director

March 19, 2014

Dear Law Enforcement Partners:

The Maine Bureau of Highway Safety (MeBHS) is accepting applications for the 2014 "Buckle Up – No Excuses!" Seat Belt Enforcement and Education Campaign. The campaign will start on **May 19<sup>th</sup>** and end on **June 1, 2014 in conjunction with the national Click It or Ticket program.. It will focus on high visibility seat belt enforcement and occupant protection education.**

Grant funding is available to reimburse departments for dedicated overtime details for occupant protection (seat belt and child safety seat) enforcement. Participating departments will be required to conduct a minimum of 40 hours of dedicated overtime details to support the national mobilization. MeBHS will provide up to \$3,000.00 for dedicated overtime details for occupant protection enforcement.

**INCENTIVE EQUIPMENT:** As an incentive for your continued participation in the NHTSA High Visibility Enforcement Campaigns, the Bureau is offering to purchase up to 2 In-Cruiser Video Cameras without match to each department that is currently participating in the "2014 Drive Sober, Maine" Campaigns (December 13-January 1 and August 15-September 1<sup>st</sup>) and who participate in the spring "Click It or Ticket" Campaign (May 19<sup>th</sup> – June 1<sup>st</sup>). Participation in all campaigns and compliance with all grant process requirements, including paperwork submission deadline dates, is required to be eligible for an equipment incentive following the close of the grant period.

Departments who participate in this campaign must conduct a minimum of 40 hours of details and conduct fifty percent (50%) of the details at night between the hours of 6:00 P.M. and 2:00 A.M.

Participating departments will **not** be required to provide a cash match to participate in this program. However, departments will be required to submit seat belt violation ticket numbers and or copies of seat belt tickets with their cash request paperwork so that MeBHS can document an in-kind match.

Highway Safety Coordinators will be available to answer questions about grant submission, incentive requirements and grant application. Please call (207) 626-3840 with any questions.

Additional program details and application instructions are listed below. **Your grant application must be received by our office on or before April 14, 2014. This is a strict deadline to assure timely grant processing.**



Buckle Up. Drive Safely.

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

**The state saw a decrease in motor vehicle fatalities in 2013 especially in the 16-24 age group. In 2013, thirty-two (32) young drivers between the ages of 16-24 were killed on Maine highways. Of the 32 fatalities, 17 were not wearing seat belts. It is the efforts of the many law enforcement agencies around the state that have contributed to this decrease, but we can't stop until the number is zero. Therefore, we are asking all of the participating agencies to emphasize and increase your efforts in seat belt enforcement and education during this 2014 Buckle Up. No Excuses! Campaign and throughout the year. It is only through your dedication and commitment to occupant protection that we can achieve our GOALS and reduce the numbers of unbelted fatalities on our roadways.**

**Informational handouts and other information related to the campaign can be found at the website listed below.**

<http://www.trafficsafetymarketing.gov/CAMPAIGNS/Seat+Belts/Click+It+or+Ticket/National+Mobilization>

Please submit your application to participate in the 2014 "Buckle Up – No Excuses!" Seat Belt Enforcement and Education Campaign. We look forward to working with you.

Sincerely,



Lauren V. Stewart, Director  
Maine Bureau of Highway Safety

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Buckle Up. Drive Safely.



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

# 2014 "BUCKLE UP – NO EXCUSES!" SEAT BELT ENFORCEMENT AND EDUCATION CAMPAIGN

The 2014 "Buckle Up – No Excuses!" Seat Belt Enforcement and Education Campaign focuses on high visibility seat belt enforcement and occupant protection education. The campaign will run from **May 19 to June 1, 2014**.

**High Visibility Enforcement** means officers will make as many traffic stops as possible. The purpose behind high visibility enforcement is to give the motoring public the perception that police are actively enforcing traffic laws and to make contact with the public.

**Occupant Protection Education** may include any efforts made by your agency during the grant period to provide instruction and/or educational opportunities for children, teens or adults in any aspect of occupant protection.

**Enforcement details may be conducted in day or nighttime hours** and preferably during times when traffic volumes are adequate to permit numerous traffic stops. **MeBHS requires agencies to conduct fifty percent (50%) of their enforcement details during the nighttime hours between 6:00 P.M. and 2:00 A.M.**

**Below are a few tips on positive nighttime enforcement:**

- **Two person cruisers can be effective in observing seat belt violations**
- **Patrol in well-lit areas**
- **Have a spotter (plain clothes at an intersection) calling in violations**
- **Set up safety checkpoints (having the officer that is directing the vehicles into the safety check point observing the violations)**

**Participating departments should have the commitment of their officers to ensure that planned details are conducted. Departments will be expected to follow the plan given in the application with the understanding that some details may change due to circumstances beyond your control.**

MeBHS will support your efforts during this campaign with paid and earned media coverage. We may request departmental assistance at press events for this campaign. Participating departments are encouraged to attract local media for your particular events.

In addition to enforcement efforts, departments will be required to document their educational efforts in their final summary and evaluation report. Information must include date and time of the event, involved officers, target audience, number of participants, and a brief description of the presentation.

Departments must collect and submit information on the number of traffic stops made and the number of citations and warnings issued during the overtime details. The "Seat Belt Enforcement Detail Report" will be included with your award packet for your use.



Buckle Up. Drive Safely.

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

**Only one cash reimbursement request** will be submitted for this campaign. The cash request and all required accompanying paperwork **must be received by MeBHS by June 27, 2014.** Departments must submit, with the cash request, a list of all the seat belt violation ticket numbers and/or copies of seat belt tickets that were given out during the enforcement details. The MeBHS **will not pay for details in excess of 4 hours**, unless the detail is pre-approved by MeBHS or a documented impaired driving arrest is made during the course of the detail by the assigned officer.

## **APPLICATION PROCESS**

The application deadline for this program is **April 14, 2014.** Please E-MAIL, if possible, your completed application package to: [Angela.roberts@maine.gov](mailto:Angela.roberts@maine.gov). MeBHS does require receipt of the original signature on pages where a signature is required. For this grant, **original signatures are required on pages 2 and 14.** Please mail **ONLY** those pages with the original signatures on them to our office. We will attach those original signature pages to your e-mailed application.

Departments will be notified of application approval by receiving an award package and contracts. Applicants who are denied will be notified by letter. Please call MeBHS at 626-3840 if you have any questions about the application process.

## **2014 CIOT AND "BUCKLE UP – NO EXCUSES!" SEAT BELT ENFORCEMENT & EDUCATION TIMELINE**

The MeBHS will adhere to the following timeline for this campaign. Departments must adhere to the timeline as part of the grant process requirements:

**April 14:** Application submission deadline. Departments should e-mail their applications to MeBHS, if possible, following the "Application Process" procedures listed above.

**April 28:** Award packages sent out to agencies

**May 5:** Participating departments must have their two grant contracts signed by the person responsible for this grant (person listed on page 1 of the grant application under #3, "Individual Who has Legal Authority to Sign Application"). Contracts **MAY BE FAXED** to MeBHS at 287-3042, but the **original signed contracts MUST BE MAILED** to MeBHS also. We will accept faxed contracts in order to meet the contract submission deadline of May 5. The original contracts must also be received in order to comply with all grant processing requirements.

**May 19 - June 1:** Two week seat belt high visibility enforcement and education campaign. Participating departments must conduct at least 40 hours of dedicated overtime details with at least 20 hours conducted at night (between 6:00pm-2:00am) for this campaign. Activities must begin and end on these dates.

**June 27:** Cash reimbursement requests and all accompanying paperwork (detail reports, financial sheets, summary progress report, list of seat belt violation ticket numbers and/or copies of seat belt tickets) must be received by MeBHS for the CIOT and "Buckle Up – No Excuses!" Seat Belt Enforcement and Education Campaign.



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Augusta, ME 04330  
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ITEM 54

BACK UP MATERIALS

## **M E M O R A N D U M**

**TO:** John Eldridge, Acting Town Manager

**FROM:** Stephen E.F. Langsdorf; Kevin J. Haskins  
Town Attorneys

**DATE:** March 27, 2014

**RE:** **Location Permit for SolarCity to Install Underground Electrical Line  
Servicing Bowdoin College**

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This memorandum analyzes the Town of Brunswick's (the "Town") licensing authority to issue a location permit to SolarCity to install an underground electrical line to serve Bowdoin College ("Bowdoin").

### **I. FACTS**

SolarCity is a solar energy service provider and is working with Bowdoin to develop and construct two solar arrays on land and buildings owned by the college. One of the arrays is proposed to be located on land acquired by Bowdoin from the former Brunswick Naval Air Station. Power generated from this array is proposed to be transmitted to the Bowdoin campus via a half-mile medium-voltage distribution line. A portion of this electrical line is proposed to be located along public ways that are within the urban compact area of the Town. SolarCity will own and operate the electrical line.

### **II. ANALYSIS**

A. SolarCity must obtain a location permit before installing the proposed electrical line along public ways

Maine law allows a person other than a transmission and distribution utility to construct electric lines along public ways, provided the person obtains a location permit from the applicable licensing authority.<sup>1</sup> See 35-A M.R.S.A. § 2305-B, §§ 2501-2503, 2507.

Specifically, Maine law provides that a person other than a transmission and distribution utility may construct electrical lines along public ways if:

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<sup>1</sup> The analysis in this memo would likely be the same if SolarCity were considered to be a "transmission and distribution utility," as such entities are still required to obtain a location permit pursuant to 35-A M.R.S.A. § 2503. See 35-A M.R.S.A. §§ 2305-B(1), 2501.

1. The person satisfies the requirements of 35-A M.R.S.A. § 2503;
2. The person or the person's contractor provides a performance bond to the applicable licensing authority;
3. Prior to constructing the line, the person notifies the transmission and distribution utility in whose service territory the line is proposed to be built; and
4. The public utility does not object to the line or, if the public utility does object, the Maine PUC issues a finding that the line is not a duplication of existing transmission or distribution facilities and does not interfere with the adequate and safe delivery of electricity to others.

*Id.* at § 2305-B(2). Bowdoin has represented that it has received written confirmation from Central Maine Power Co. (“CMP”) that CMP does not object to the proposed installation, thereby satisfying conditions 3 and 4. Assuming SolarCity will comply with condition 2, the remaining condition that must be met is condition 1, *i.e.* satisfying the requirements of 35-A M.R.S.A. § 2503.

Section 2503 governs the procedure for obtaining a location permit to construct electrical lines and other “facilities” in or along a public way. Section 2503 applies broadly to “every person making, generating, selling, distributing and supplying gas or electricity” and “any other person engaged in . . . the transmission of heat or electricity.” *Id.* at § 2501(2). Because SolarCity will be generating and transmitting electricity, Section 2503 applies and SolarCity must obtain a location permit from the applicable licensing authority before constructing electrical lines or any similar facilities along public ways. *Id.* (providing that “a person may not construct facilities upon and along highways and public roads without applying for and obtaining a written location permit from the applicable licensing authority under section 2503”).

B. The Town of Brunswick would be the applicable licensing authority for SolarCity's application for a location permit

Maine law provides that municipal officers or their designees are the applicable licensing authority when the public way is a “city street or town way or a state or state-aid highway in the compact areas of urban compact municipalities.” *Id.* at § 2502(1)(B). The Maine Department of Transportation (“Maine DOT”) is the applicable licensing authority when an application for a location permit involves a state or state-aid highway outside the compact areas of urban compact municipalities. *Id.* at § 2502(1)(A).

Here, Bowdoin has indicated that the proposed electrical line will run along streets and state highways that are within the urban compact area of the Town of Brunswick. The Town of Brunswick would therefore be the applicable licensing authority for SolarCity's application for a location permit.

C. The standards of the Maine Department of Transportation would govern the location, depth and height of electrical lines placed along the public ways

Section 2503 provides that where a local licensing authority, such as the Town, has not adopted standards governing the location, depth and height of utilities along state or state-aid highways within municipal urban compact areas, the standards adopted by the Maine DOT govern. *Id.* at § 2503(21)). These standards are codified in the Maine DOT's Utility Accommodation Policy. *See* 17-229 C.M.R. ch. 210 (hereinafter "UAP").

In this case, the Town has not adopted standards governing the location, depth and height of utilities along state or state-aid highways within its urban compact areas, or for any of the Town's city streets or town ways. Consequently, the standards of the Maine DOT as articulated in the Utility Accommodation Policy would govern with respect to the portions of the electrical line running along state aid highways within the Town's urban compact area. For the sake of consistency, these same standards would govern any portion of the line running along the Town's city streets and/or town ways.

D. SolarCity should be listed as a utility on the MaineDOT Utility Database as a condition of receiving a location permit

Pursuant to Maine DOT's Utility Accommodation Policy, only a "utility" may apply for and receive a location permit for construction of an electrical line or similar facility along public ways where the Maine DOT is the applicable licensing authority. *See* UAP at § 5(1). A "utility" is defined under the policy as:

1. A public utility regulated by the Maine Public Utilities Commission; or
2. Other public and private entities that are authorized by 35-A M.R.S.A. ch. 23 to locate their facilities along public ways, provided the entities are "providing services to the general public" or to regulated public utilities.

*Id.* at § 4. The Maine DOT maintains a database—the MaineDOT Utility Database—that identifies entities authorized to locate their facilities along public ways. According to Maine DOT, a utility must be listed on the MaineDOT Utility Database (and also apply for a location permit) in order to locate facilities along a public way within the Maine DOT's jurisdiction. *See* Maine DOT, Utility Services: Rules and Permits, *available at* <http://www.maine.gov/mdot/utilities/utilityissues.htm>.

"Private entities" may not apply for or obtain a location permit under the DOT's Utility Accommodation Policy. UAP at § 5(1). A "private entity" is defined under the policy as a private organization or individual, other than a "utility," that owns, operates, controls and maintains facilities that exist for its own use. *Id.* at § 4.

Here, SolarCity is not a "private entity," because although it proposes to own and operate the proposed electrical line, the line is not for its own use but for Bowdoin's. Rather, SolarCity is a "utility" under the DOT's Utility Accommodation Policy, because it is a private entity that

provides its services to the general public, and Bowdoin College specifically in this case, and is authorized by 35 M.R.S.A. § 2305-B to locate facilities along public ways as long as it satisfies the four conditions identified above. However, to be consistent with the Utilities Accommodation Policy and to remove any doubt as to SolarCity's status as a utility, the Town should require that SolarCity become listed as a utility on the MaineDOT Utility Database as a condition of receiving a location permit.

E. Schedule for SolarCity's submission of an application for a location permit

The following schedule would allow SolarCity's application to be placed on the agenda and heard at the Town Council meeting on Monday, May 5, 2014:

SolarCity submits its application to the Town	April 11, 2014
<p>SolarCity provides the following public notice of its application:</p> <ul style="list-style-type: none"> <li>• Publication of the application in a newspaper of general circulation in the Town</li> <li>• Notice of the application and the hearing to be held on the application at the Town Council's meeting on May 5, 2014, to be provided to abutters by certified mail</li> </ul>	April 18, 2014
Town provides public notice of the hearing to be held on SolarCity's application at the Town Council's meeting on May 5, 2014	April 28, 2014
Deadline for an abutter to file with the Town a written objection to SolarCity's application	May 2, 2014
Town Council meeting / hearing concerning SolarCity's application	May 5, 2014

SEFL:kjh

# Bowdoin

April 30, 2014

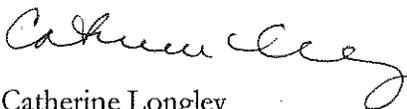
Dear Councilor,

In advance of next Monday's Town Council meeting, enclosed please find the utility location permit application materials SolarCity submitted to the Town on April 11<sup>th</sup>. We also wanted to address some of the questions you raised:

- **Future ownership of the proposed electrical distribution line** – The College has entered into a 20-year Power Purchase Agreement with SolarCity who will own, operate and maintain the line. At the end of 20 years, subject to negotiations, the line could be owned by Bowdoin, SolarCity or another utility, or disconnected if no longer needed to transmit power.
- **Risks and concerns to public safety** – SolarCity and its engineers will address this issue on May 5<sup>th</sup>.
- **Performance bond** – A copy of the performance bond is included in the application materials.
- **Location and depth of line** – SolarCity will work with the local utilities and the Town's Director of Public Works to make sure that the final plans for the electrical line address any concerns.
- **Traffic disruption/trenching** – SolarCity expects that the work within the public right-of-way should be complete in about a week. SolarCity's contractor will need to submit an acceptable traffic management plan prior to receiving a street opening permit from the Town.
- **Restoration of roads/driveways** – SolarCity intends to make every effort to avoid disrupting existing pavement. If pavement does need to be removed, it will be replaced by SolarCity.
- **Cost to the Town** – The Town will not incur any costs associated with this project.
- **Maintenance and liability** – As the owner of the line, SolarCity will be responsible for any maintenance and liability and will comply with underground damage prevention rules by becoming a member of Dig Safe.

Representatives of SolarCity and its engineering firm will address the Council on May 5<sup>th</sup>.

Best regards,



S. Catherine Longley

Senior Vice President for Finance and Administration & Treasurer

TREASURER'S OFFICE

Bowdoin College 5600 College Station, Brunswick, ME 04011-8447 207.725.3242 Fax 207.721.5161



April 11, 2014

Town of Brunswick  
Town Council  
85 Union Street  
Brunswick, ME 04011

Re: Underground Electric Permit  
Bowdoin College  
5600 College Station  
Brunswick, ME 04011

Dear Sir or Madam,

Enclosed you will find the following documents for the purposes of installing an underground electrical line for a solar photovoltaic system for Bowdoin College in Brunswick, ME:

- (1) Copy "Overview of Solar Photovoltaic (PV) Installation at Bowdoin," providing a summary of project purpose and timeline.
- (1) Utility Location Permit Application, detailed on (2) separate application pages to segment and better represent the location of the proposed line.
- (2) Pages titled "Additional Process for Significant Utility Installations" to accompany the Utility Location Permit Application, which provides contact information for the utilities that have been contacted during the planning of the proposed line.
- (1) "Attachment A" to Utility Location Permit Application, providing a project summary and pertinent details regarding the proposed line.
- (2) Copies of the construction plans, signed and sealed by a licensed Professional Engineer, which includes the general location map, specific location plans, and sketch plans.
- (1) Highway Opening Application.
- (1) Performance Bond.
- (1) Copy of "Public Notice."

If there are any questions or concerns regarding the enclosed information, please do not hesitate to contact me directly at 301-875-5532 or [mgitt@solarcity.com](mailto:mgitt@solarcity.com)

Regards,

Matt Gitt

A handwritten signature in red ink, appearing to read "Matt Gitt", is written over the printed name.

Commercial Project Manager

SolarCity

## Overview of Solar Photovoltaic (PV) Installation at Bowdoin College

### **Project Description:**

- Total project is approximately 1.3 MW (2 sites):
  - 3 acres east of Harpswell Road – approximately 700 kW
  - Roofs of Farley Field House, Greason Pool and Watson Arena on Main Campus – approximately 600 kW
- The project will generate approximately 1.6 million kWhs (8% of current annual usage).
- In December 2013 the College signed a 20-year Power Purchase Agreement with SolarCity Corp., headquartered in San Mateo, California. SolarCity will finance, build, own, and maintain the solar installations on College property, with Bowdoin purchasing all generated power.
- To physically connect the PV installation at the base to the main campus, SolarCity and the College will run a half-mile medium voltage distribution line, approximately one-third of a mile of which would be in the Town of Brunswick's right-of-way.
- The proposed underground electrical line begins at an existing transformer near Bowdoin's Watson Arena, runs east to Harpswell Road, continues south along Harpswell Road, turns east all the way down Hambleton Avenue and then along Bowdoin property at the base where it connects to the proposed PV site.
- Because the proposed distribution line is located within an urban compact area, the Town Council is the "licensing authority".
- Please see the attached utility location permit application materials for more detailed information.

### **Proposed Medium Voltage Distribution Line Timeline:**

- Utility Location Permit Application submitted to the Town of Brunswick (4/11/14)
- Public notice completed (4/21/14)
- Utility coordination meeting (prior to 5/5/14)
- Town Council meeting (5/5/14)
- Subject to utility and jurisdiction approvals, complete medium voltage distribution line work, within the Town of Brunswick's right-of-way, in early June (6/2-6/6/14)
- Ground mount and roof mount construction begins in late May and is complete in late July (8 weeks)
- Final inspections and commissioning completed (mid August)

Maine Department of Transportation  
**Utility Location Permit Application**

Utility Job/W.O. No.

14 Day Permit by Rule (PBR)  30 Day Permit by Rule (PBR)  Statutory Application  MaineDOT Project

**Applicant Information:** Date: 4/11/2014  
Utility Name: SolarCity Corporation PBR #:: \_\_\_\_\_  
Joint Utility: \_\_\_\_\_ Joint PBR #:: \_\_\_\_\_

**Primary Contact Information:**  
Name: c/o William S. Harwood Phone: 207-774-4000 Cell: \_\_\_\_\_  
Address: Verrill Dana, LLP, One Portland Square Email: wharwood@verrilldana.com  
Town: Portland State: ME ZIP 04112-0586

**Proposed Installation:** \*Please attach a Location Map and Sketch Plan\*  
Town: Brunswick MaineDOT PIN (if applicable): \_\_\_\_\_  
Type of Installation Proposed: 12.4kV Underground electric distribution line  
Minimum Depth of Cover: 36" (if applicable) Maximum PSI: \_\_\_\_\_  
GPS Coordinates: \*Decimal Degrees\*  

	Latitude (ex: 44.3074199)	Longitude (ex: -69.7775613)
Starting Point:	<u>43.900762</u>	<u>-69.955321</u>
Ending Point:	<u>43.898322 (Cont. pg.2)</u>	<u>-69.954587 (Cont. pg.2)</u>

Comments: Please see Attachment A for additional application submission requirements.

**Location Description:**

On ME-123, Harpswell Road, beginning at a point approximately 650 feet  
Route #, I.R. # or Name shown on Location Map Distance (including units – feet, meters)  
North of Intersection of Harriet Way and extending in a  
Direction (North, South, etc...) Ref. Point (Intersection of major road, Route Number, Town Line, Bridge)  
Southerly direction for a distance of 910 feet (Cont. pg.2)  
Direction (i.e. Northerly, Southerly, Easterly or Westerly) Distance (including units – i.e. feet, meters, etc...)

**Expected Construction Schedule:** Start: 6/2/2014 Completion: 6/6/2014

Do you intend to provide public notice?\*  Yes  No: \* Reference Public Notice Supplement

Date Published: TBD Name of Newspaper: Times Record

By signing this Application for Utility Location Permit, the undersigned hereby certifies: a) that he/she is a duly authorized employee and representative of the utility/entity identified above ("Applicant"); b) that the information provided herein is true and accurate; c) that the Application is understood to be for a limited period and that the Applicant, at its sole expense, may have to adjust, remove, or relocate its facilities in the future; and d) that the Applicant will maintain its facilities in accordance with MaineDOT's Utility Accommodation Rules (17-229 C.M.R. Chapter 205) and all other applicable laws.

**Signature:**  **Signature:** \_\_\_\_\_  
**Printed Name** Matt Gitt **Printed Name:** \_\_\_\_\_  
**Title:** Project Manager **Title:** \_\_\_\_\_

\*\*\* A copy of this application shall be sent to the applicable municipality in which the facility is proposed to be installed \*\*\*

Maine Department of Transportation
Utility Location Permit Application

Utility Job/W.O. No.

14 Day Permit by Rule (PBR) 30 Day Permit by Rule (PBR) Statutory Application MaineDOT Project

Applicant Information: Date: Utility Name: PBR #: Joint Utility: Joint PBR #:

Primary Contact Information: Name: Phone: Cell: Address: Email: Town: State: ZIP

Proposed Installation: Please attach a Location Map and Sketch Plan\* Town: MaineDOT PIN: Type of Installation Proposed: Minimum Depth of Cover: Maximum PSI: GPS Coordinates: \*Decimal Degrees\* Latitude Longitude Starting Point Ending Point

Comments: Please see Attachment A for additional application submission requirements.

Location Description: (Continued from page 1)

On ME-123, Harpswell Road, beginning at a point approximately 25 feet Southwest of Intersection of Hambleton Avenue and extending in a Easterly direction for a distance of 858 feet

Expected Construction Schedule: Start: 6/2/2014 Completion: 6/6/2014

Do you intend to provide public notice?\* Yes No \* Reference Public Notice Supplement

Date Published: Name of Newspaper:

By signing this Application for Utility Location Permit, the undersigned hereby certifies: a) that he/she is a duly authorized employee and representative of the utility/entity identified above ("Applicant"); b) that the information provided herein is true and accurate; c) that the Application is understood to be for a limited period and that the Applicant, at its sole expense, may have to adjust, remove, or relocate its facilities in the future; and d) that the Applicant will maintain its facilities in accordance with MaineDOT's Utility Accommodation Rules (17-229 C.M.R. Chapter 205) and all other applicable laws.

Signature: Matt Gitt Signature: Printed Name: Matt Gitt Printed Name: Title: Project Manager Title:

\*\*\* A copy of this application shall be sent to the applicable municipality in which the facility is proposed to be installed \*\*\*

ADDITIONAL PROCESS FOR SIGNIFICANT UTILITY INSTALLATIONS

Proposed installations involving **underground facilities of at least 492 feet in length or the installation of 25 or more utility poles** require evidence of coordination with at least one representative for every Utility have existing or proposed installations within the general location. See Section 5 – MaineDOT Utility Accommodation Policy.

UTILITY AND NAME OF UTILITY CONTACT	DATE OF MEETING OR CONVERSATION	PHONE NUMBER	IDENTIFICATION OF ANY MAJOR CONCERNS AND HOW EACH CONCERN WILL BE ADDRESSED.

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Proposed installations involving **underground facilities of at least 492 feet in length or the installation of 25 or more utility poles** require evidence of coordination with at least one representative for every Utility have existing or proposed installations within the general location. See Section 5 – MaineDOT Utility Accommodation Policy.

UTILITY AND NAME OF UTILITY CONTACT	DATE OF MEETING OR CONVERSATION	PHONE NUMBER	IDENTIFICATION OF ANY MAJOR CONCERNS AND HOW EACH CONCERN WILL BE ADDRESSED.

# ATTACHMENT A

## TO SOLARCITY UTILITY LOCATION PERMIT APPLICATION

### I. Project Overview

Bowdoin College and SolarCity are developing two solar arrays consisting of a total of 1.3 MW of generation capacity. SolarCity is a nationwide developer of solar projects. Construction is scheduled to begin this spring. The installation will generate approximately 1.6 million kWhs, or 8% of Bowdoin's current annual power usage. The estimated simple payback of the project is 14 years.

One of the two solar arrays (consisting of approx. 700 kW) will be located on land the College acquired from the former Brunswick Naval Air Station ("BNAS"), while the other (approx. 600 kW) will be located on the roofs of Farley Field House, Greason Pool, and Watson Arena. Power generated by the solar array located on the former BNAS will be transmitted to College-owned buildings on the main campus via an underground, half-mile medium-voltage distribution line. A portion of the line (approximately one-third of a mile) is proposed to be located within the public right-of-way.

### II. Additional Submission Requirements

Additional applicable submission requirements described on the application form and the MaineDOT Utility Accommodation Policy are set forth below.

- (a) Description of the General Location.** The location of the proposed underground electrical line, as detailed in attached plans, begins at an existing transformer on Bowdoin's campus, and enters public right-of-way by Harpswell Road approximately halfway between Chamberlain Avenue and Harriet Way. The underground line will then run south beside the road shoulder parallel to Harpswell Road for approximately 910 feet, at the intersection of Hambleton Avenue. At this point, it will cross under Harpswell Road and continue underneath Hambleton Avenue for a distance of approximately 858 feet until it reaches Bowdoin property at the former BNAS where it will connect to the proposed solar array.
- (b) Description of the Proposed Installation.** Per attached plans, the proposed electrical line will transfer solar power at 12.4kV, 3-phase AC from the ground mounted solar array to one of the College's two large electrical feeds—the "south campus loop"—in (1) 5" HDPE electrical conduit and containing (3) #2 AWG 15kv cables & ground. The conduit and cable will be installed via directional boring for minimal surface disturbance. The plans detail the installation of 5 vaults (manholes) in the public right-of-way between Watson Arena and the PV array at the former BNAS; however, this is a liberal estimate and fewer may be required. These areas will need to be excavated a maximum

6' by 6' for the directional boring equipment to operate, as well as to install vaults. This construction will take approximately 5 working days.

- (c) Minimum Depth Below Ground.** Minimum depth of cover is 36".
- (d) Method of Installation.** SolarCity is requesting that the Town of Brunswick grant an exception, if necessary, to allow the underground line to be installed utilizing directional boring and HDPE conduit as an alternative to trenching and concrete encased PVC conduit (see the requirement at Section 9(5)(B) of the MaineDOT Utility Accommodation Policy to have 4 inches of concrete above and on either side of an underground electric supply line). Since the Utility Accommodation Policy recognizes the permissibility of trenchless installation methods (see pages 10, 23, and 30 of the Utility Accommodation Policy), an exception may not be necessary in this case. If, however, the Town determines that an exception is necessary, trenchless installation is being proposed as in the best interest of Bowdoin, the Town of Brunswick, and its residents for several reasons:

  - (i)** Using directional boring will minimize amount of disturbed surface soil.
  - (ii)** It will greatly reduce, if not entirely eliminate, the need to cut into paved public roads or driveways.
  - (iii)** Addresses any concern over cutting newly paved roads, or any concern over the restoration of roads to original condition.
  - (iv)** Construction will be both quicker and less obtrusive to both neighbors and traffic.
  - (v)** Directional boring can easily achieve greater depths for additional protection.
  - (vi)** Satisfies National Electric Code.
  - (vii)** The line will utilize overcurrent fault protection.
  - (viii)** In the event that the distribution line is accidentally damaged, it will only affect Bowdoin, interrupting only the distribution of power from the solar array to the Bowdoin campus.
- (e) Public Notice.** The applicant will provide notice in a newspaper of general circulation in the area of the proposed installation, and will notify individual abutters by certified mail, return receipt requested.
- (f) Notice to Transmission and Distribution Utility.** Through Bowdoin College, SolarCity provided notice to Central Maine Power Co. ("CMP") of the proposed installation. A representative for CMP stated that the company does not object to the proposed installation.

- (g) Owner's Signature.** The application form included with this application is signed by Matt Gitt, Project Manager of SolarCity.
- (h) Construction by Others.** The Applicant, SolarCity, will be the entity that is responsible for the construction, ownership, and operation of the distribution line.
- (i) Specific Location Plan.** See attached plan set which includes Location Plan (C-101, C-102).
- (j) General Location Map.** See attached plan set which includes Location Map (E-101: 3, Overall Project Plan).
- (k) Sketch Plan.** See attached plan set, included with Location Plan (C-101, C-102).
- (l) Supporting Data.**
- (i)** Joint use or ownership of the Facility within a year of the installation is not anticipated.
  - (ii)** SolarCity has contacted all known utilities in the area based on information it received from DigSafe and public records. A meeting with interested or affected parties has tentatively been scheduled, with dates listed in Utility Location Permit Application. Additionally, several parties contacted have indicated that the proposed project has no impact on them and are therefore not interested in meeting with SolarCity.
  - (iii)** A copy of this application is being submitted to the Clerk of the Town of Brunswick.
  - (iv)** The name, address, and telephone number of a person that will be available to answer questions regarding the application or to review the Proposed Installation on-site are:

Matt Gitt  
Project Manager, SolarCity Corporation  
24 St. Martin Dr., Bdg 2, Unit 11  
Marlborough, MA 01752  
301-875-5532

or

William S. Harwood, Esq.  
Verrill Dana, LLP  
One Portland Square  
Portland, ME 04112-00586  
(207) 774-4000

**(m) Special Materials and Highway Structures.** No part of the Proposed Installation is to be made on or within 25 feet of a Highway Structure or area involving Special Materials.

**(n) Traffic Control Plan.**

**(i) Freeways.** Because Harpswell Road and Hambleton Avenue are not Freeways, as that term is defined in the MaineDOT Utility Accommodation Policy, a Traffic Control Plan is not required for the proposed installation.

**(ii) Maintenance of Traffic—State and State-aid Highways.** SolarCity is committed to working with the Town prior to construction or maintenance to develop a traffic strategy for construction work requiring access from Harpswell Road and Hambleton Avenue, with any traffic control methods consistent with the current version of the Manual on Uniform Traffic Control Devices.

**(o) Scenic Areas.** The installation will not affect any scenic areas.

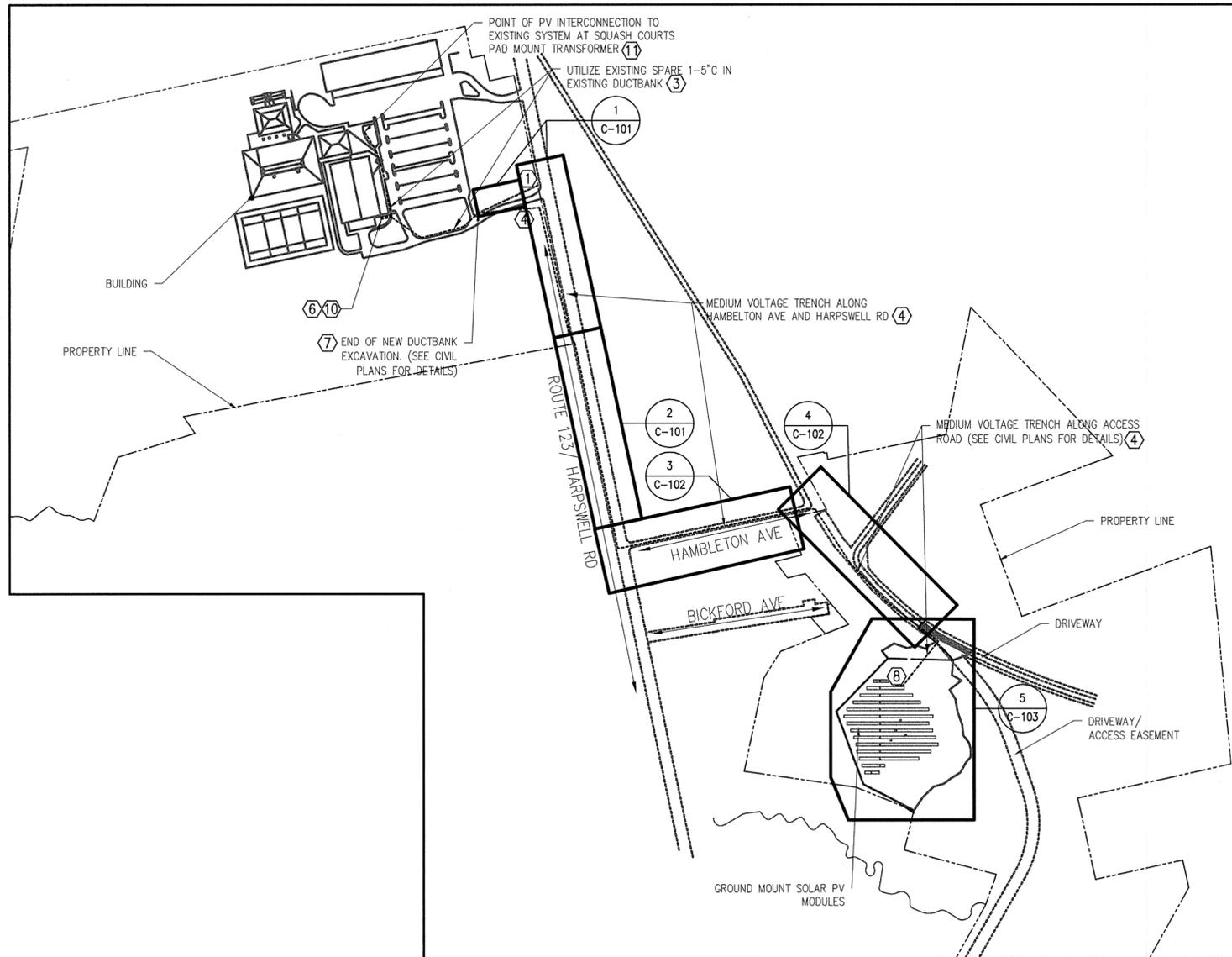
**(p) Additional Process for Significant Facility Installations.** Because the proposed installation is greater than 500 feet in length, Solar City has provided evidence of coordination with at least one representative for every utility having existing or proposed installations within the general location of the proposed line. Evidence confirming this coordination is provided in the table at page 3 of the Utility Location Permit Application form.

**GENERAL NOTES:**

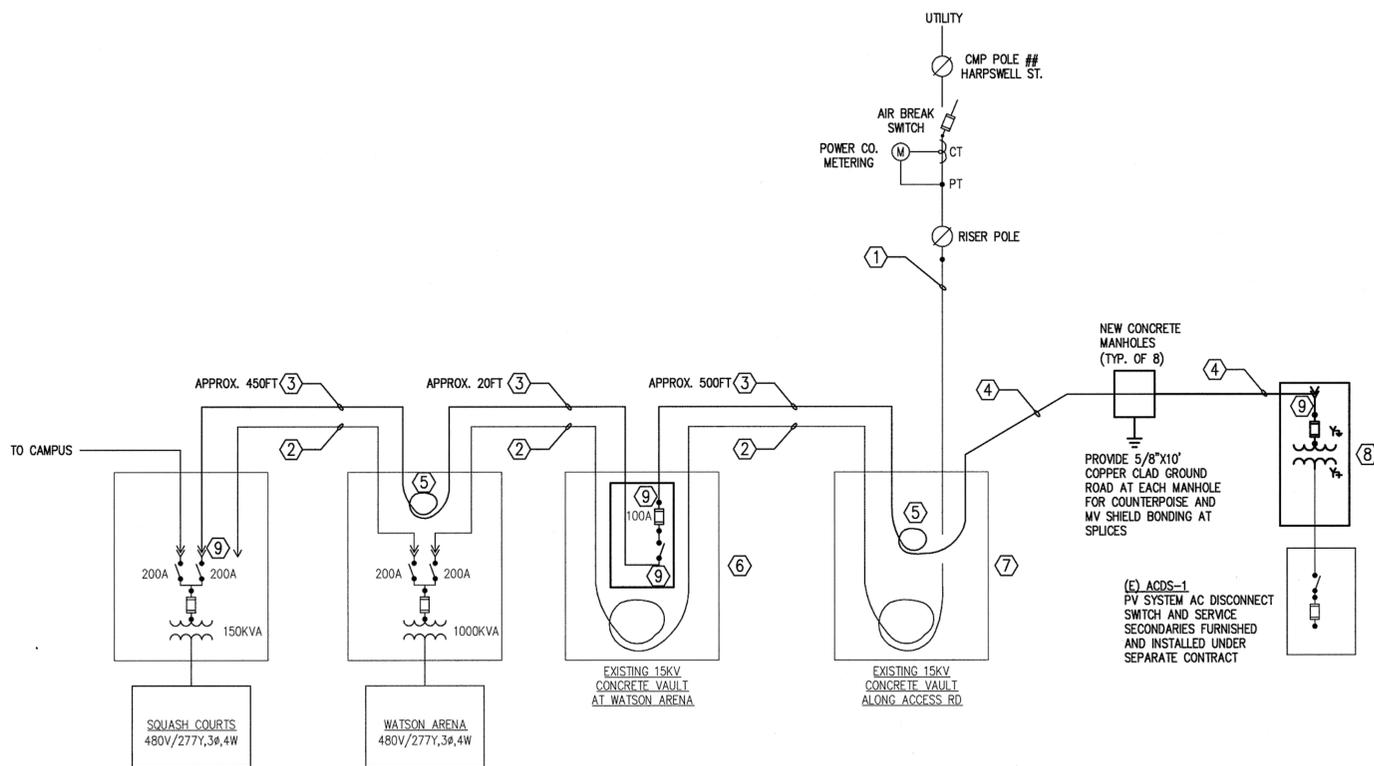
1. REFER TO SHEET C-101, C-102, AND C-103 FOR ENLARGED PLAN VIEWS

**KEYED NOTES:**

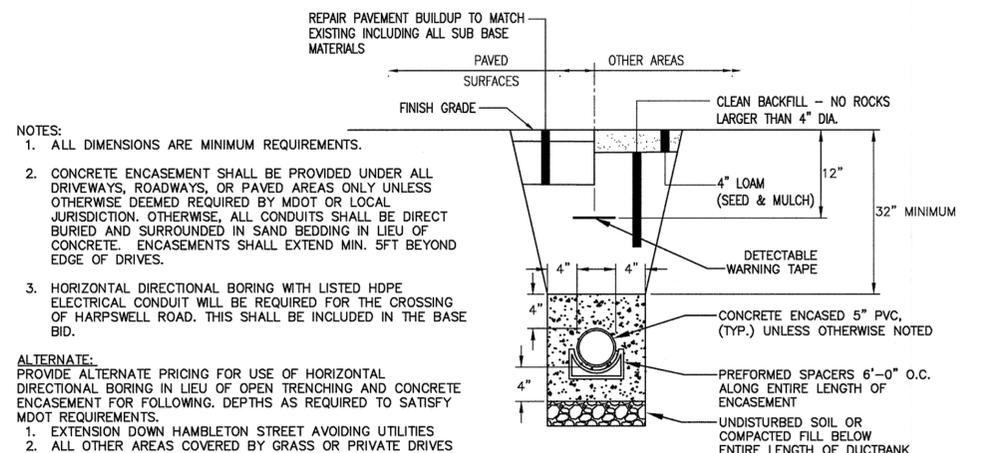
- ① EXISTING HARPSWELL ROAD SERVICE LATERAL CONTAINS 1-5°C SPARE AND 1-5°C W/ (3)#2/0 CU TYPE MV-105 15KV CABLES & #4/0GND
- ② EXISTING CAMPUS LOOP. CONTAINS 1-5°C W/ (3)#2/0 CU TYPE MV-105 15KV CABLES & #4/0GND
- ③ NEW GROUND MOUNT PV SYSTEM RADIAL INSTALLED IN EXISTING 1-5°C SPARE CONDUIT. MANDREL CLEAN CONDUITS THEN INSTALL (3)#2 AWG CU TYPE MV-105 15KV CABLES & #2GND (OKOGUARD SHIELDED OKOSEAL 133% OR EQUAL).
- ④ NEW GROUND MOUNT PV SYSTEM RADIAL INSTALLED IN NEW DUCTBANK. 1-5°C SPARE CONDUIT AND 1-5°C W/ (3)#2 AWG CU TYPE MV-105 15KV CABLES & #2GND (OKOGUARD SHIELDED OKOSEAL 133% OR EQUAL). SEE DUCT BANK DETAIL FOR ADDITIONAL INFORMATION.
- ⑤ PROVIDE MIN 15 FEET OF NEW COILED 15KV CABLE IN VAULT MAINTAINING SEPARATION FROM EXISTING 15KV CABLING.
- ⑥ FURNISH AND INSTALL NEW PAD MOUNTED 15KV, 200A FUSIBLE OIL SWITCH FOR GROUND MOUNT PV RADIAL FEED ISOLATION. INSTALL ONTO EXISTING CONCRETE VAULT ADJACENT TO ICE RINK PAD MOUNT TRANSFORMER. (COOPER POWER SYSTEMS MOST SERIES #KPM1533 OR SIMILAR WITH LOAD BREAK ELBOW TERMINATIONS AND FAULT INDICATORS)
- ⑦ EXISTING CONCRETE UTILITY VAULT. EXTEND NEW GROUND MOUNT PV DUCTBANK TO VAULT FOR CONTINUATION OF NEW 15KV PV RADIAL CABLE THROUGH EXISTING CONDUITS. PROVIDE CORE HOLES THROUGH EXISTING VAULT SIDEWALL AND SEAL PENETRATIONS WITH LINK SEALS OR SIMILAR.
- ⑧ NEW GROUND MOUNT PV ARRAY STEP UP TRANSFORMER TR-1. 480V WYE PRIMARY TO 12,470V WYE SECONDARY 750kVA, 150°C DEG RISE, Z=5.75%, NEMA 3R WITH BAYONET FUSING, LIGHTNING ARRESTORS AND BUSHINGS FOR 200A LOAD BREAK ELBOW CABLE TERMINATIONS.
- ⑨ PROVIDE NEW 200A LOAD BREAK ELBOW TERMINATIONS WITH FAULT INDICATORS FOR ALL MV CABLE TERMINATIONS. PROVIDE NEW BUSHINGS AND INSERTS AS NECESSARY.
- ⑩ EXISTING PAD MOUNT TRANSFORMER FOR ICE RINK. NEW GROUND MOUNT PV RADIAL SHALL BE ROUTED THROUGH FOUNDATION VIA EXISTING SPARE 1-5°C AS REQUIRED.
- ⑪ EXISTING PAD MOUNT TRANSFORMER FOR SQUASH COURTS. NEW GROUND MOUNT PV RADIAL SHALL BE TERMINATED AT EXISTING SPARE 2-WAY CONNECTION AS INDICATED.



**3 OVERALL PROJECT PLAN**  
SCALE: NONE  
NOTE: REFER TO CIVIL PLANS FOR SCALED PLANS OF ALL NEW EXCAVATION



**1 POWER ONE-LINE**  
SCALE: NONE



- NOTES:**
- ALL DIMENSIONS ARE MINIMUM REQUIREMENTS.
  - CONCRETE ENCASEMENT SHALL BE PROVIDED UNDER ALL DRIVEWAYS, ROADWAYS, OR PAVED AREAS ONLY UNLESS OTHERWISE DEEMED REQUIRED BY MDOT OR LOCAL JURISDICTION. OTHERWISE, ALL CONDUITS SHALL BE DIRECT BURIED AND SURROUNDED IN SAND BEDDING IN LIEU OF CONCRETE. ENCASEMENTS SHALL EXTEND MIN. 5FT BEYOND EDGE OF DRIVES.
  - HORIZONTAL DIRECTIONAL BORING WITH LISTED HDPE ELECTRICAL CONDUIT WILL BE REQUIRED FOR THE CROSSING OF HARPSWELL ROAD. THIS SHALL BE INCLUDED IN THE BASE BID.
- ALTERNATE:**  
PROVIDE ALTERNATE PRICING FOR USE OF HORIZONTAL DIRECTIONAL BORING IN LIEU OF OPEN TRENCHING AND CONCRETE ENCASEMENT FOR FOLLOWING. DEPTHS AS REQUIRED TO SATISFY MDOT REQUIREMENTS.
- EXTENSION DOWN HAMBLETON STREET AVOIDING UTILITIES
  - ALL OTHER AREAS COVERED BY GRASS OR PRIVATE DRIVES

**2 ELECTRICAL DUCT BANK DETAIL**  
SCALE: NONE

511 Congress St., Suite 200, Portland ME 04101  
P: (207) 775-5401 F: (207) 772-4762 www.ameco.com

PLEASE NOTE THIS DOCUMENT MAY NOT ACCURATELY REPRESENT THE FINAL DOCUMENT. ONLY AN ENGINEER, ARCHITECT OR SURVEYOR SIGNED, SEALED AND DATED PAPER COPY, PROVIDED BY THIS OFFICE, MAY BE UTILIZED FOR BIDDING OR CONSTRUCTION PURPOSES.

STATE OF MAINE  
WILSON #9269  
LICENSED PROFESSIONAL ENGINEER

CURRENT ISSUE STATUS:

NO.	DATE	REVISION DESCRIPTION
1	04-10-14	ISSUED FOR CONSTRUCTION
0	03-27-14	ISSUED FOR CONSTRUCTION
0		REVISION ISSUE DESCRIPTION

PROJECT: BOWDOIN COLLEGE: GROUND MOUNT PV MEDIUM VOLTAGE LINE EXTENSION BRUNSWICK, MAINE

PROJECT NUMBER: 361813828
PROJECT MANAGER: MSD
A/E OF RECORD: CAW
DRAWN BY: DAB
CAD FILE: E-101
SCALE: NONE
GRAPHIC SCALE: 0" = 1"
TITLE: ELECTRICAL PLAN
DRAWING NO: E-101
SHEET: 1 OF 4

PROGRESS PRINT

**PLAN REFERENCES:**

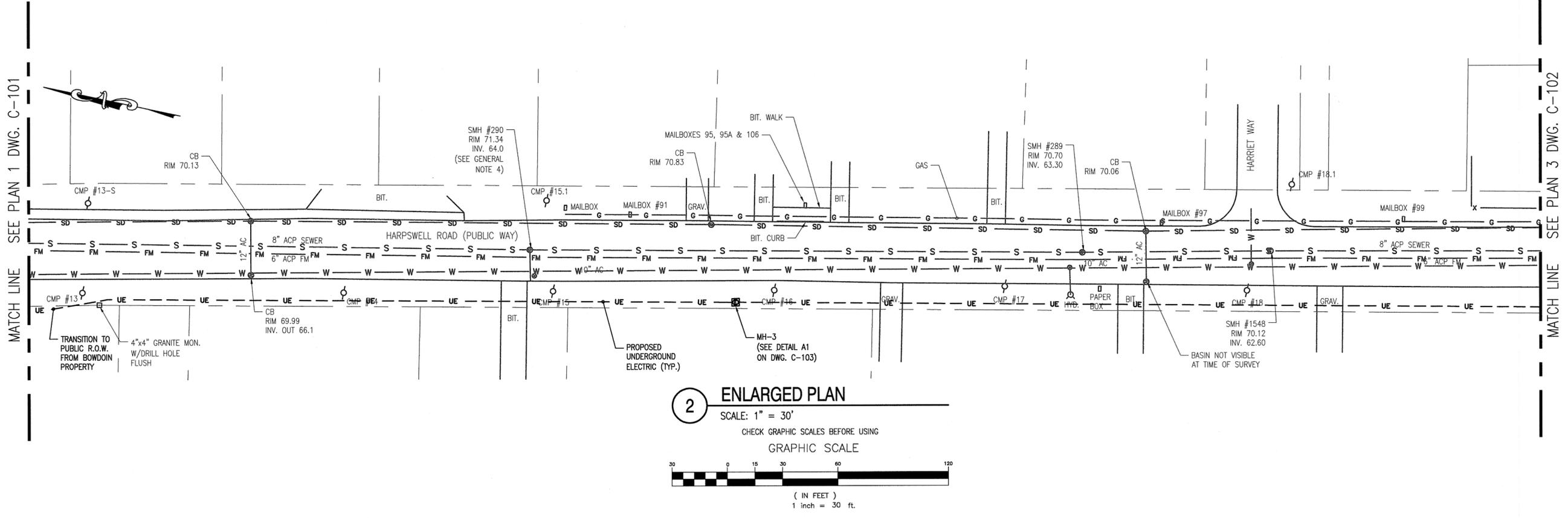
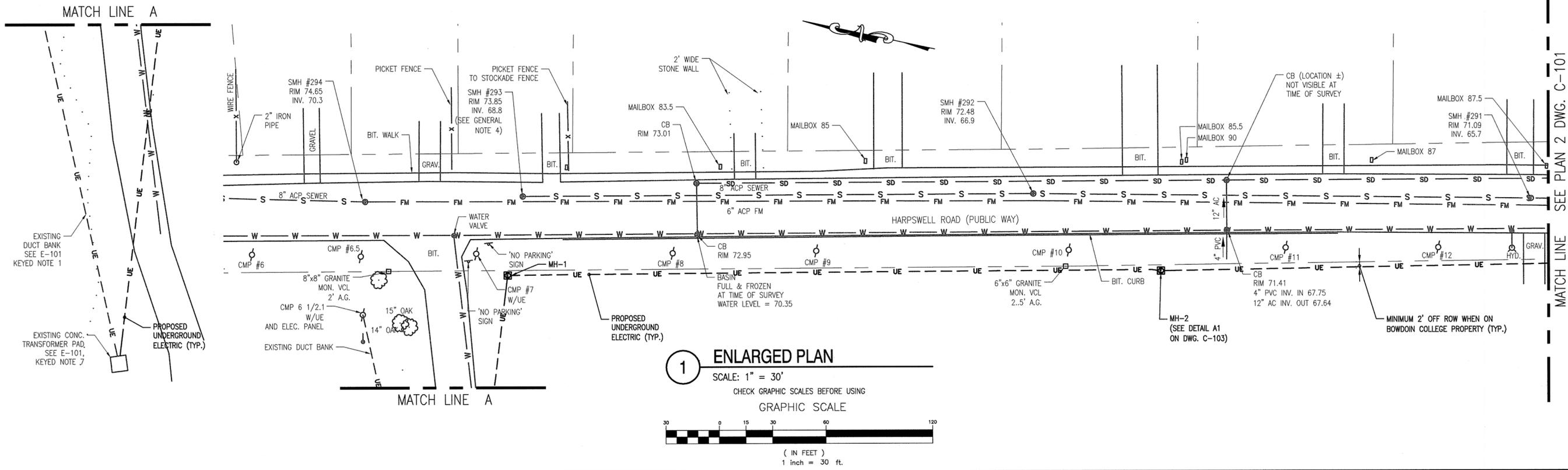
1. PLAN ENTITLED "BOUNDARY PLAN 2 WEST SIDE PARCEL SURVEYS, FORMER NAVAL AIR STATION BRUNSWICK, ME", PREPARED FOR BOWDOIN COLLEGE AND TOWN OF BRUNSWICK, SHEETS C4-C5, AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS PLAN BOOK 213, PAGE 129.
2. PLAN ENTITLED "BRUNSWICK SEWER DISTRICT, BRUNSWICK MAINE", DATED SEPTEMBER 12, 1977.
3. PLAN ENTITLED "STANDARD BOUNDARY SURVEY AND FINAL SUBDIVISION PLAN OF CLOVER PLACE, HAMBLETON AVE., BRUNSWICK, ME", DATED JULY 24, 2009 AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS, PLAN BOOK 209, PAGE 228.

**GENERAL NOTES:**

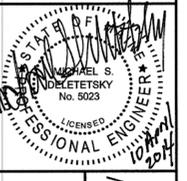
1. EXISTING CONDITIONS ARE BASED ON A TOPOGRAPHIC SURVEY PERFORMED BY AMEC, ENVIRONMENT & INFRASTRUCTURE IN FEBRUARY 2014, WITH EXISTING SNOW COVER AND MAY REQUIRE A FIELD REVIEW IN THE SPRING.
2. BEARINGS ARE BASED ON MAINE STATE GRID COORDINATE SYSTEM, WEST ZONE NAD 83 (CORS). VERTICAL DATUM IS BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
3. RIGHT OF WAY INFORMATION IS APPROXIMATE AND IS BASED ON MONUMENTATION FOUND AND PLAN REFERENCES.
4. SEWER INVERTS ARE BASED ON PLAN REFERENCE 2.

**GENERAL NOTES (CONT.):**

5. ALL UNDERGROUND UTILITY INFORMATION PRESENTED HEREON WAS DETERMINED FROM SURFACE EVIDENCE AND PLANS OF RECORD. ALL UNDERGROUND UTILITIES SHOULD BE LOCATED IN THE FIELD PRIOR TO COMMENCEMENT OF ALL SITE WORK. CALL DIGSAFE 1(888) 344-7233 A MINIMUM OF 72 HOURS PRIOR TO PLANNED ACTIVITY.
6. REFER TO SHEET E-101, DETAIL 3 FOR OVERALL PROJECT PLAN VIEW



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P: (207) 775-6401 F: (207) 772-4762 www.ameco.com



**PROJECT:** BOWDOIN COLLEGE: GROUND MOUNT PV MEDIUM VOLTAGE LINE EXTENSION  
BRUNSWICK, MAINE

ISSUE NO.	DATE	DESCRIPTION
1	04-10-14	RESUBMITTED FOR CONSTRUCTION
2	03-27-14	ISSUED FOR CONSTRUCTION
3		REVISION ISSUE DESCRIPTION

PROJECT NUMBER: 361813828  
PROJECT MANAGER: MSD  
A/E OF RECORD: MSD  
DRAWN BY: DAB  
CAD FILE: C-101  
SCALE: 1" = 30'  
GRAPHIC SCALE: 0" 1"  
TITLE: CIVIL PLANS  
DRAWING NO: C-101  
SHEET: 2 OF 4

PROGRESS PRINT

**GENERAL NOTES:**

- EXISTING CONDITIONS ARE BASED ON A TOPOGRAPHIC SURVEY PERFORMED BY AMEC, ENVIRONMENT & INFRASTRUCTURE IN FEBRUARY 2014, WITH EXISTING SNOW COVER AND MAY REQUIRE A FIELD REVIEW IN THE SPRING.
- BEARINGS ARE BASED ON MAINE STATE GRID COORDINATE SYSTEM, WEST ZONE NAD 83 (CORS). VERTICAL DATUM IS BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
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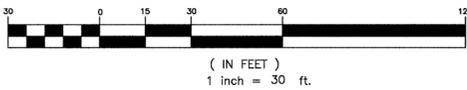
**PLAN REFERENCES:**

- PLAN ENTITLED "BOUNDARY PLAN 2 WEST SIDE PARCEL SURVEYS, FORMER NAVAL AIR STATION BRUNSWICK, ME", PREPARED FOR BOWDOIN COLLEGE AND TOWN OF BRUNSWICK, SHEETS C4-C5, AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS PLAN BOOK 213, PAGE 129.
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- PLAN ENTITLED "STANDARD BOUNDARY SURVEY AND FINAL SUBDIVISION PLAN OF CLOVER PLACE, HAMBLETON AVE., BRUNSWICK, ME", DATED JULY 24, 2009 AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS, PLAN BOOK 209, PAGE 228.

**3 ENLARGED PLAN**

SCALE: 1" = 30'

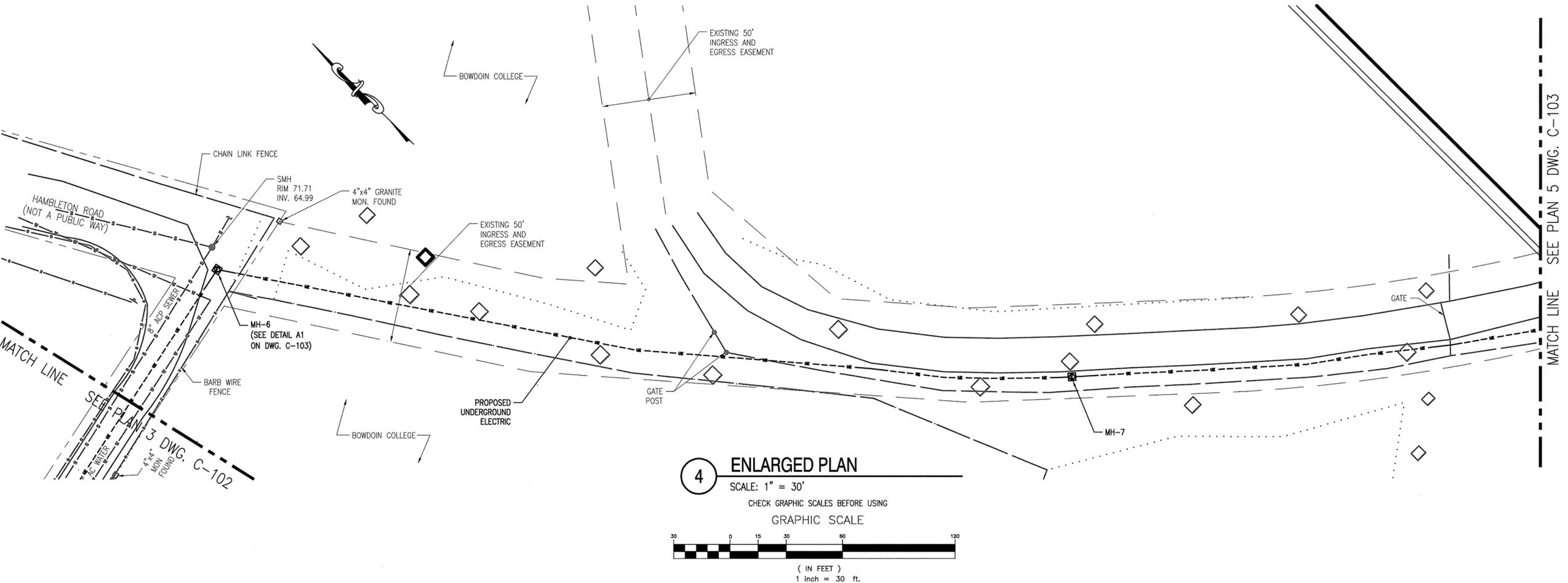
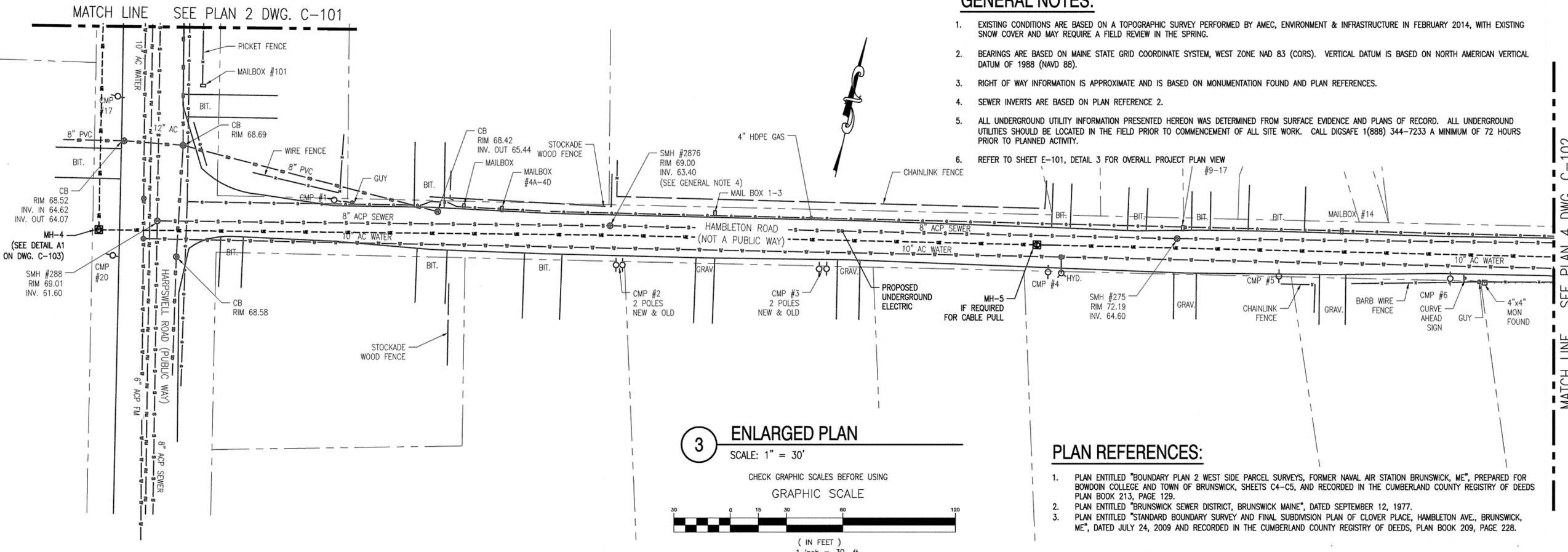
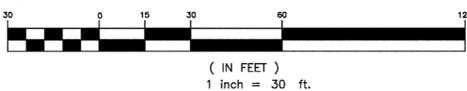
CHECK GRAPHIC SCALES BEFORE USING  
GRAPHIC SCALE



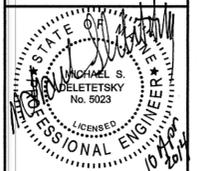
**4 ENLARGED PLAN**

SCALE: 1" = 30'

CHECK GRAPHIC SCALES BEFORE USING  
GRAPHIC SCALE



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P: (207) 775-5401 F: (207) 772-4762 www.ameco.com



PROJECT: BOWDOIN COLLEGE: GROUND MOUNT PV MEDIUM VOLTAGE LINE EXTENSION  
BRUNSWICK, MAINE

REV	DATE	DESCRIPTION
1	04-10-14	ISSUED FOR CONSTRUCTION
0	03-27-14	ISSUED FOR CONSTRUCTION
		REVISION ISSUE DESCRIPTION

PROJECT NUMBER: 361813828  
PROJECT MANAGER: MSD  
A/E OF RECORD: MSD  
DRAWN BY: DAB  
CAD FILE: C-102  
SCALE: 1" = 30'  
GRAPHIC SCALE:  
0" 1"  
TITLE: CIVIL PLANS  
DRAWING NO: C-102  
SHEET: 3 OF 4

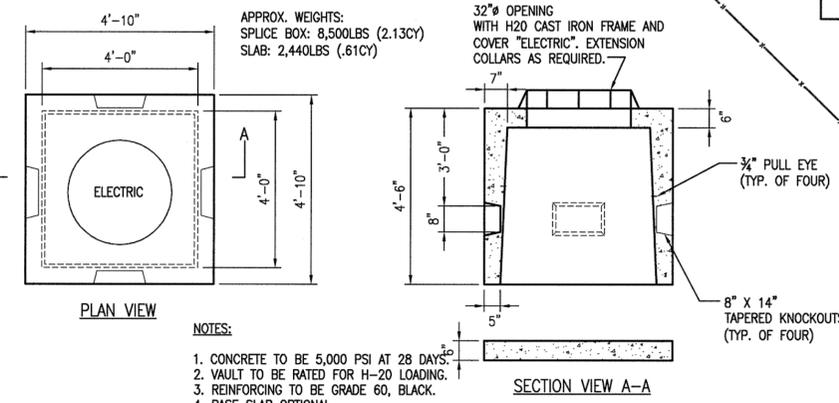
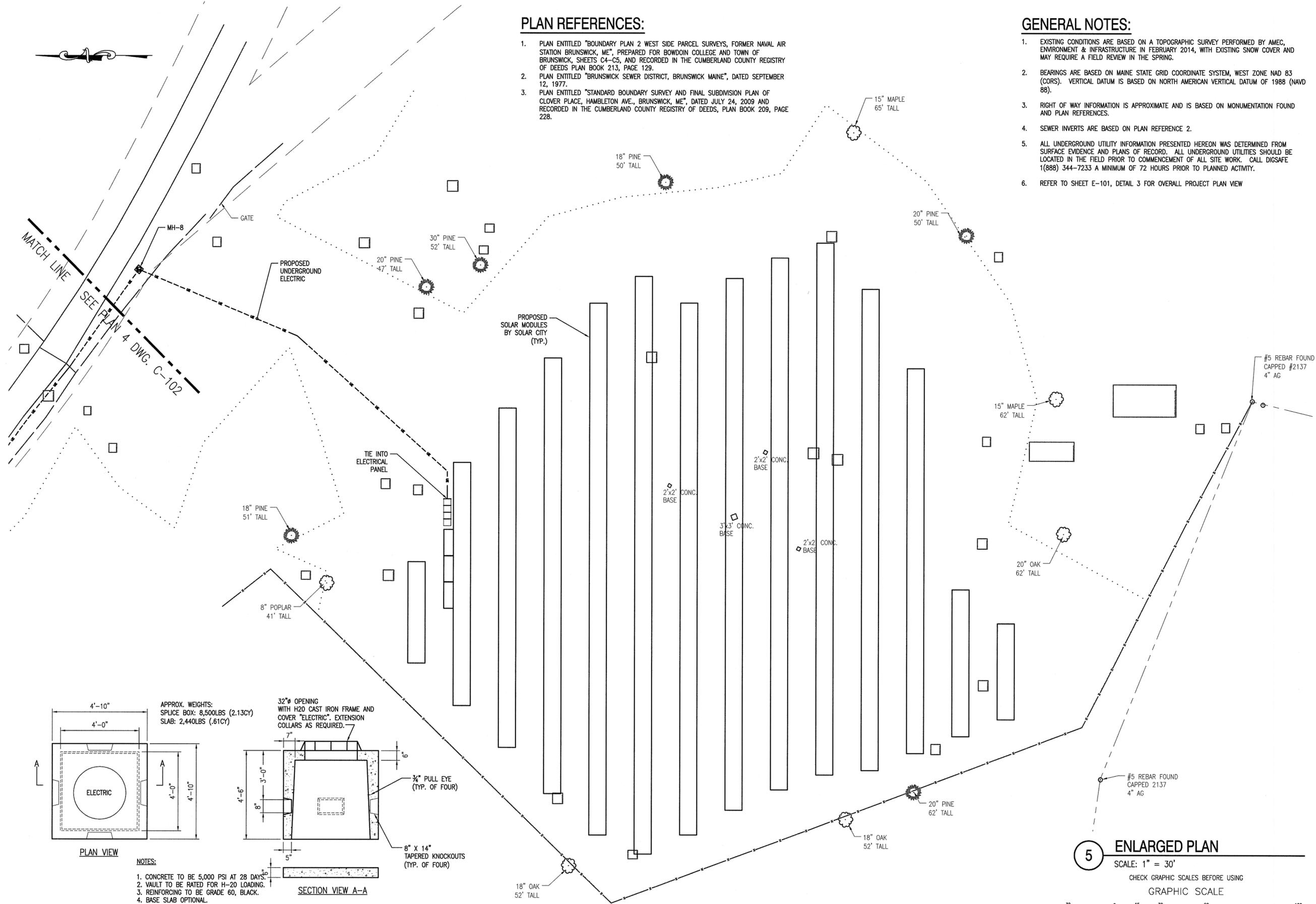
PROGRESS PRINT

**PLAN REFERENCES:**

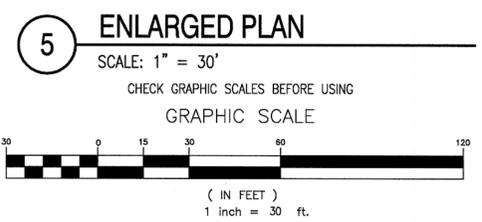
1. PLAN ENTITLED "BOUNDARY PLAN 2 WEST SIDE PARCEL SURVEYS, FORMER NAVAL AIR STATION BRUNSWICK, ME", PREPARED FOR BOWDOIN COLLEGE AND TOWN OF BRUNSWICK, SHEETS C4-C5, AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS PLAN BOOK 213, PAGE 129.
2. PLAN ENTITLED "BRUNSWICK SEWER DISTRICT, BRUNSWICK MAINE", DATED SEPTEMBER 12, 1977.
3. PLAN ENTITLED "STANDARD BOUNDARY SURVEY AND FINAL SUBDIVISION PLAN OF CLOVER PLACE, HAMBLETON AVE., BRUNSWICK, ME", DATED JULY 24, 2009 AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS, PLAN BOOK 209, PAGE 228.

**GENERAL NOTES:**

1. EXISTING CONDITIONS ARE BASED ON A TOPOGRAPHIC SURVEY PERFORMED BY AMEC, ENVIRONMENT & INFRASTRUCTURE IN FEBRUARY 2014, WITH EXISTING SNOW COVER AND MAY REQUIRE A FIELD REVIEW IN THE SPRING.
2. BEARINGS ARE BASED ON MAINE STATE GRID COORDINATE SYSTEM, WEST ZONE NAD 83 (CORS). VERTICAL DATUM IS BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
3. RIGHT OF WAY INFORMATION IS APPROXIMATE AND IS BASED ON MONUMENTATION FOUND AND PLAN REFERENCES.
4. SEWER INVERTS ARE BASED ON PLAN REFERENCE 2.
5. ALL UNDERGROUND UTILITY INFORMATION PRESENTED HEREON WAS DETERMINED FROM SURFACE EVIDENCE AND PLANS OF RECORD. ALL UNDERGROUND UTILITIES SHOULD BE LOCATED IN THE FIELD PRIOR TO COMMENCEMENT OF ALL SITE WORK. CALL DIGSAFE 1(888) 344-7233 A MINIMUM OF 72 HOURS PRIOR TO PLANNED ACTIVITY.
6. REFER TO SHEET E-101, DETAIL 3 FOR OVERALL PROJECT PLAN VIEW



**A1 4'x4' PRECAST CONCRETE MANHOLE**  
SCALE: NTS



PROJECT: BOWDOIN COLLEGE: GROUND MOUNT PV MEDIUM VOLTAGE LINE EXTENSION  
BRUNSWICK, MAINE

REV	ISSUED FOR CONSTRUCTION	DATE
1	ISSUED FOR CONSTRUCTION	04-10-14
0	REVISION	03-27-14

PROJECT NUMBER:	361813828
PROJECT MANAGER:	MSD
A/E OF RECORD:	JBW
DRAWN BY:	DAB
CAD FILE:	C-103
SCALE:	1" = 30'

TITLE:	MV LINE EXTENSION CIVIL PLANS
DRAWING NO.:	C-103
SHEET:	4 OF 4

**amec**  
511 Congress St., Suite 200, Portland ME 04101  
P: (207) 775-5401 F: (207) 772-4762 www.amec.com

PROGRESS PRINT

# Maine Department of Transportation Highway Opening Application

<b>Applicant Information:</b>		Date: 4/11/2014
Name: <b>Matt Gitt, SolarCity Corporation</b>	Phone: 301-875-5532	Pager/Cell: 301-875-5532
Address: 24 St. Martin Dr., Bdg 2, Unit 11	Town: Marlborough	State: MA ZIP: 01752

<b>Primary Contact Information:</b> (Write "SAME" if the primary contact for on-site work will be the Applicant)			
Name: <b>SAME</b>	Phone:	Pager/Cell:	
Address:	Town:	State:	ZIP:

<b>Proposed Work Information:</b>		Highway Number (if known):
Town: <b>Brunswick</b>	Road Name: <b>Harpwell Rd/Hambleton Ave</b>	
Type of Work Proposed: <b>Installation of 12.4kV underground distribution line</b>	*Please attach a sketch plan*	
Who will perform work?: <b>SolarCity</b>		
Anticipated work schedule: Starting Date: <b>6/2/2014</b>	Completion Date: <b>6/6/2014</b>	
If this work is for a utility, has an application for a Utility Location Permit been submitted?	<input checked="" type="checkbox"/> Yes	No N/A
If this work is state funded, is it covered by the State Agency Addendum?	Yes No	<input checked="" type="checkbox"/> N/A
Have all existing utilities in the work area been notified of the proposed work and given an opportunity to comment?	<input checked="" type="checkbox"/> Yes	No
GPS Coordinates of Work Location: (Please enter coordinates in Decimal Degrees, WGS 1984)		
	Latitude (ex: 44.3074199)	Longitude (ex: -69.7775613)
Starting Point:	<b>43.900762</b>	<b>-69.955321</b>
Ending Point:	<b>43.898793</b>	<b>-69.951377</b>

<b>Impact &amp; Fee Information:</b>			
Surface Type:	(A) Unit Cost:	(B) Estimated Area	Impact Value (A)x(B)
<b>Paved Surface:</b> Bituminous Concrete or treated surface/shoulders (Min. fee \$50, see below)	\$50.00 per Sq. Yard	<b>2</b> Sq. Yard(s)	\$ <b>100</b>
<b>Concrete Surface:</b> Portland Cement Concrete or Bituminous on concrete. (Min. fee \$75, see below)	\$75 per Sq. Yard	Sq. Yard(s)	\$
<b>All Other Surfaces:</b> Plain gravel surface or shoulder or area outside roadbed. (Min. fee \$25, see below)	\$5.00 per Sq. Yard	<b>44</b> Sq. Yard(s)	\$ <b>220</b>
<b>Direct Buried Cable:</b> (Low-impact installation of cable outside of the traveled way/shoulder)	\$0.20 per Lineal Foot	Lineal Feet	\$
Other Work in addition to replacing pavement (Specify)			\$
<b>Total Impact Value (Sum of all Impact Values)</b>			<b>\$ 320</b>
<b>Permit Fee</b> (10% of Total Impact Value, OR, if the calculated Permit Fee is less than the highest minimum fee specified above for the surface type impacted, than the highest applicable minimum fee shall be used. (Example: if you impact a paved and a non-paved surface, the applicable minimum fee is \$50).)			<b>\$ 50</b>

**Instructions for Payment:**

**If you are a licensed utility, a municipality or any other governmental entity AND the TOTAL IMPACT VALUE calculated above is \$5,000 or less, please include payment in the amount of the Permit Fee with this application, made out to *Treasurer, State of Maine.***

**If you are NOT a licensed utility, a municipality or any other governmental entity, AND the TOTAL IMPACT VALUE calculated above is \$2,500 or less, AND you will not be impacting the paved or concrete surface of the highway, please include payment in the amount of the Permit Fee with this application. If you ARE proposing to impact the paved or concrete surface of the highway, please include payment in the amount of the TOTAL IMPACT VALUE and all but 10% will be returned to you upon satisfactory completion of the work.**

**If the TOTAL IMPACT VALUE exceeds \$5,000 for licensed utilities, municipalities or other governmental entities, OR \$2,500 for all other applicants, a SPECIAL OPENING PERMIT as described in section II E of the Rules, Regulations and Policies shall also apply. In this circumstance, an escrow account will be established and there is no direct payment submitted with this application.**

**Do you request refund of the entire permit fee contingent on a full width overlay per Section II, A. of the Special Opening Permits?**

**NOTICE TO APPLICANT:** the Applicant is hereby notified that, upon approval of this application, all work shall comply with the following requirements, as applicable: (1) all conditions specified in the Highway Opening Permit; (2) the Department's Highway Opening Rules, Regulations and Policies; (3) the Department's Utility Accommodation Rule (17-229 CMR 210); (4) all conditions of a Utility Location Permit issued pursuant to 17-229 CMR 210; and (5) local ordinances and federal and state laws. In the event of a conflict between any applicable requirements, the more stringent requirement shall govern unless otherwise directed by the Department. Specific attention is directed to the following requirements: (1) Work zone traffic control standards as defined by the Manual on Uniform Traffic Control Devices (MUTCD); (2) Occupational Safety & Health Administration (OSHA) trenching and excavation standards; and (3) 23 MRSA Section 3360-A, Protection of Underground Facilities (a.k.a. "The Dig Safe® Law") which requires notification to various entities at least three working days prior to making any excavation. Additional information may be found at: <http://muted.fhwa.dot.gov>, <http://www.osha.gov/SLTC/trenchingexcavation/>, and [www.digsafe.com](http://www.digsafe.com) respectively. **The applicant further agrees that, upon approval and issuance of a permit, the Department will be notified at least 48 hours in advance of the start of any work.** The Applicant shall be responsible for all final restoration of the affected area to the satisfaction of the Department of Transportation.

Applicant's Signature:  Date: 4/10/2014



# Fidelity and Deposit Company of Maryland

1400 American Lane, T1-13, Schaumburg, IL 60196

Bond No. 09120535

## License and/or Permit Bond

KNOW ALL MEN BY THESE PRESENTS:

That we, SOLARCITY CORPORATION, as Principal, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, incorporated under the laws of the State of Maryland, with principal office P.O. Box 1227, Baltimore, Maryland 21203, as Surety, are held and firmly bound unto TOWN OF BRUNSWICK as Obligee, in the penal sum of One Hundred Fourteen Thousand and 00/100 DOLLARS (\$ 114,000.00), lawful money of the United States, for which payment, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly, by these presents.

WHEREAS, the above bounden Principal has obtained or is about to obtain from the said Obligee a license or permit for Permit No. JB-9411686-00; underground power line installation at Bowdoin College/Town of Brunswick; and the term of said license or permit is as indicated opposite the block checked below:

Beginning the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and ending the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Continuous, beginning the 4 day of April, 2014.

WHEREAS, the Principal is required by law to file with TOWN OF BRUNSWICK a bond for the above indicated term and conditioned as hereinafter set forth.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the above bounden Principal as such licensee or permittee shall indemnify said Obligee against all loss, costs, expenses or damage to it caused by said Principal's noncompliance with or breach of any laws, statutes, ordinances, rules or regulations pertaining to such license or permit issued to the Principal, which said breach or noncompliance shall occur during the term of this bond, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, that if this bond is for a fixed term, it may be continued by Certificate executed by the Surety hereon; and

PROVIDED FURTHER, that regardless of the number of years this bond shall continue or be continued in force and of the number of premiums that shall be payable or paid the Surety shall not be liable hereunder for a larger amount, in the aggregate, than the amount of this bond and

PROVIDED FURTHER, that if this is a continuous bond and the Surety shall so elect, this bond may be cancelled by the Surety as to subsequent liability by giving thirty (30) days notice in writing to said Obligee.

Signed, sealed and dated the 4th day of April, 2014.

Principal's Name SOLARCITY CORPORATION

PRINCIPAL

By: Tom Branigan

Tom Branigan, Attorney-In-Fact

FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: James Ross

James Ross, Attorney-In-Fact

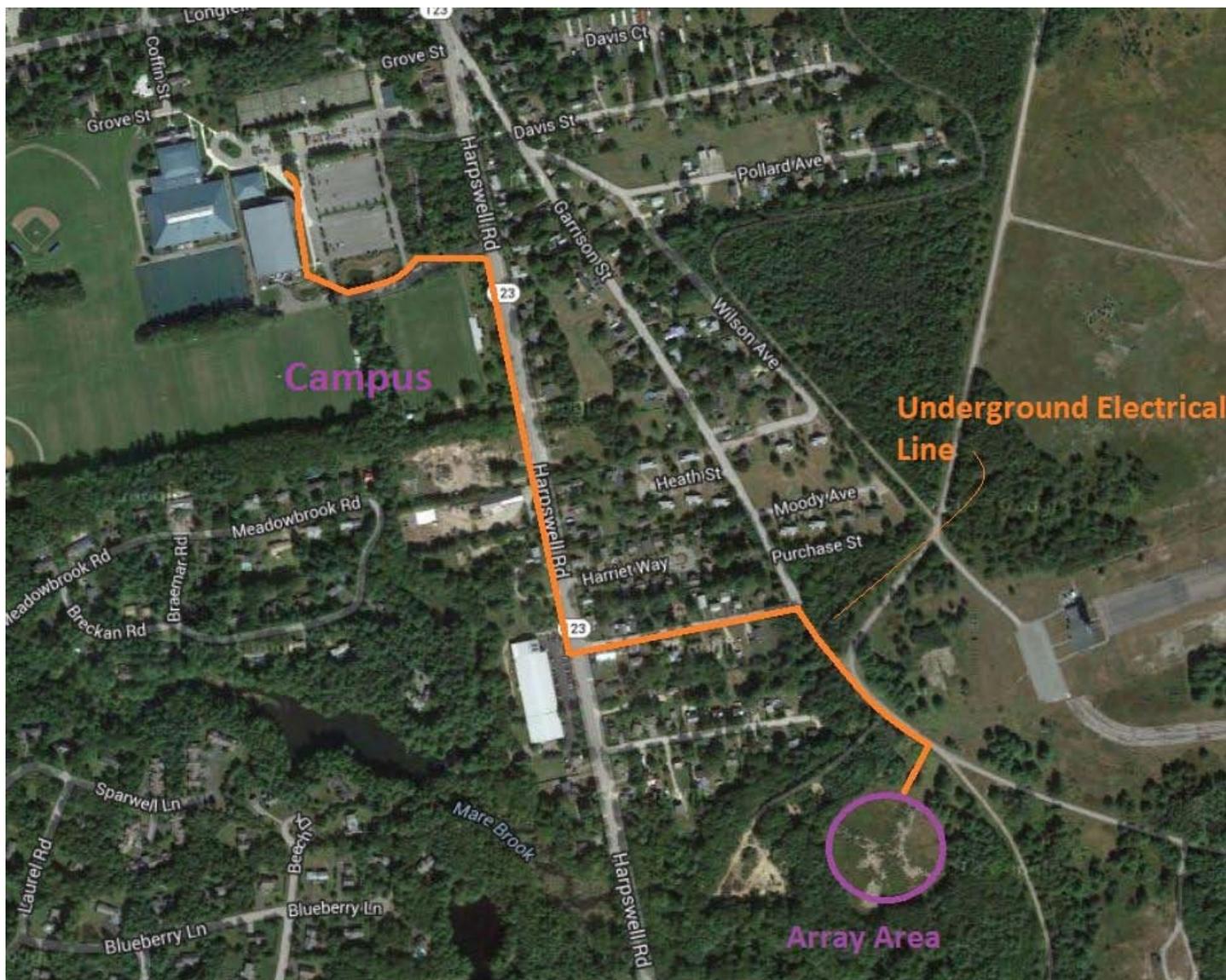
**PUBLIC NOTICE**  
**Town of Brunswick**  
**Application for Utility Location Permit**  
Statutory Application  
Date: April     , 2014

Notice is hereby provided of a public hearing to consider the proposed installation of a half-mile medium-voltage underground electrical line along Harpswell Road and Hambleton Avenue to connect a solar generating facility to Bowdoin College's main campus (hereinafter "Proposed Installation") pursuant to 35-A MRSA § 2503 and 17-229 CMR Chapters 205 and 210.

The public hearing on the Proposed Installation will be held at

Brunswick Town Hall, Council Chambers  
85 Union Street  
Brunswick, ME 04011  
on **Monday, May 5, 2014, at 7:00 p.m.**

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# Project Overview: Underground Electrical Line

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ITEM 55

BACK UP MATERIALS

State of Maine  
**Community Development Block Grant Program**  
**2014 Economic Development Program**  
**Letter of Intent to Apply**

Due the first Friday of each month by 4:00 p.m.\*

Letters of Intent may be submitted via email to: [ocd.loi@maine.gov](mailto:ocd.loi@maine.gov)

Please enter "EDP LOI" in the subject line.

**2014 CDBG Program Funds are not expected to be available before July 1, 2014.**

All communities wishing to apply for assistance under the 2014 Economic Development Program must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent deemed to be fully compliant will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding.

**EDP PROJECT PARTICIPANTS**

**Legal Applicant (Community):**

<b>Applicant:</b>	Town of Brunswick	<b>Phone:</b>	207-725-6659
<b>Address:</b>	85 Union Street	<b>Fax:</b>	207-725-6663
<b>City, ZIP+4:</b>	Brunswick ME 04011	<b>E-Mail:</b>	jeldridge@brunswickme.org
<b>Contact:</b>	John Eldridge, Interim Town Manager		
<b>DUNS #:</b>	Applicant DUNS (Dunn & Bradstreet) #: 077466274 (visit <a href="http://www.nea.gov/grants/apply/DUNS.html">www.nea.gov/grants/apply/DUNS.html</a> if applicant needs to obtain a number)		
<b>OCD Development Program Manager (Name and Date of Consultation Required):</b> Deb Johnson / April 22, 2014			

**Business to be assisted:**

<b>Business</b>	Frosty's Donuts, LLC	<b>Phone:</b>	207-729-4255
<b>Address:</b>	54 Maine Street	<b>Fax:</b>	
<b>City, ZIP:</b>	Brunswick ME 04011	<b>E-Mail:</b>	<a href="mailto:shelbystandre@gmail.com">shelbystandre@gmail.com</a>
<b>Contact:</b>	Shelby & Nels Omdal or Stacey Durrell Stacey.durrell@outlook.com	<b>Title</b>	Partners or Operations Mgr
<b>DUNS #:</b>	Applicant Business DUNS (Dunn & Bradstreet) #: APPLIED FOR (visit <a href="http://www.nea.gov/grants/apply/DUNS.html">www.nea.gov/grants/apply/DUNS.html</a> if business needs to obtain a number)		
<b>Is business to be assisted</b> <input checked="" type="checkbox"/> <b>Retail</b> <input type="checkbox"/> <b>Start-up</b>			

\*If the first Friday of the month falls on a holiday the EDP Letter of Intent will be due by 4:00pm on the next business day.

## EDP ELIGIBLE ACTIVITY CATEGORIES

	<p><b>Grants to Municipalities:</b> for acquisition, relocation, demolition, clearance, construction, reconstruction, installation and rehabilitation <u>associated with public infrastructure</u> projects such as water and sewer improvements, flood and drainage improvements, publicly-owned commercial and industrial buildings, parking, streets, curbs, gutters, sidewalks, etc. <b>\$1,000,000</b></p> <p><u>All public infrastructure must be owned by the municipality or public or private utility and be in support of an identified business.</u></p>
	<p><b>Grants to Municipalities for Direct Business Support:</b> for capital and non-capital equipment, land and site improvements, rehabilitation or construction of commercial or industrial buildings, job training, working capital and capital equipment and be in support of an identified business. <b>Acquisition is not an allowable activity under this group.</b> <b>\$1,000,000</b></p>

***Applicants may apply in only one specific grant activity group.***

## **ECONOMIC DEVELOPMENT PROGRAM FUNDS CANNOT BE USED TO REFINANCE EXISTING DEBT**

### PROJECT INFORMATION

Using the space provided please provide a clear, concise description of the proposed development project. Be sure to clearly explain how EDP funds will be utilized, the financing gap that exists in order to do the project and the timeline in which the CDBG-EDP funds will be expended and information relative to jobs being created and/or retained.

Frosty's Donut Shop was established in 1965 in Brunswick, Maine. In its nearly 50 years, Frosty's has become regarded as an "iconic institution" in the community and has attained regional and national recognition. Since Nels and Shelby Omdal purchased the business in 2012, they have grown the company from a start-up which they ran themselves to having 23 full time employees. They have grown from one to three retail locations and developed a thriving wholesale division that is continuing to expand. They are unable to further develop the business without a larger production facility.

They are seeking production space in the former NASB Building # 51 located at 119 Orion Street at the Brunswick Landing. They will do all donut production in that facility and will have the capacity to add new products to the Frosty's brand and in turn will need to hire more employees. By redeveloping Building #51 at the Brunswick Landing, they will not only be improving the property, but also creating a new "destination" location at the Brunswick Landing as they will host the public for tours of the facility and will have a small retail kiosk on site. Frosty's is requesting \$160,050 in CDBG financing, the Maine Regional Development Authority (MRRA) has been approached for a \$50,000 working capital loan, Bank of Maine has been approached for a \$77,000 line of credit, and the owners have committed \$33,050 of equity to the project. These funds will support a build-out, including new walls and flooring, lighting, back-up generator and other building improvements (\$70,000), purchase of equipment for a new production kitchen (\$208,000), and training for the new employees (\$42,000). Frosty's will hire a minimum of seven (7) new employees within the next year.

When the Omdals re-opened Frosty's in February of 2012, they received a congratulatory letter from U.S. Senator Susan Collins who stated that small businesses are the heart of Maine's economy. They take pride in maintaining the legacy of Frosty's Donuts, offering a high quality product for their faithful customers, providing a living for 30 employees (23 current and 7 new), and supporting the economy of Brunswick and the State of Maine.

## EDP DOLLARS PER JOB CREATED

The maximum CDBG participation per job created with EDP funds is \$30,000.

## JOB RETENTION INFORMATION (Fill in job information below)

**Number of Full-Time Equivalent (FTE) Jobs to be Retained:**

The applicant must also attach documentation to this Letter of Intent such as public announcement of lay-offs, public announcement of imminent closure, financial records) of impending job loss without CDBG Program assistance. **Completion of Job Retention Assurances and Job Retention Summary Documentation must be completed and submitted to the Office of Community Development before applicant will be invited to submit an EDP application.** Forms require completion and must be signed by both the municipal and business CEO. Please pay close attention to the definition of permanent, full time and full time equivalent jobs.

## JOB CREATION INFORMATION (Fill in job information below)

**Number of Full-Time Equivalent (FTE) Jobs to be Created:**

Occupation/Job Title	# of Jobs	Work Location	Hire Date	Hourly Salary	Hourly Salary with eligible fringe benefits
Baker	2	Brunswick Landing	July	14.00	\$19.00 Vacation-Heath; Retirement
Assistant Baker	2	Brunswick Landing	July	11.00	\$14.00 Vacation-Heath; Retirement
Donut Finisher	3	Brunswick Landing	July	10.00	\$13.00 Vacation-Heath; Retirement

In determining CDBG National Objective compliance with job retention only **Permanent** jobs may be counted; temporary jobs may not. Full time jobs require a worker to work at least 1750 hours per year. Part time jobs require a worker to work at least 875 hours but less than 1750 hours per year. Part-time jobs **must** be converted to Full Time Equivalents (FTE). An FTE is defined as two part time jobs. **Seasonal** jobs may count only if the seasonal job lasts long enough and provides sufficient income to be considered the employee's principal occupation. (Contact OCD prior to counting seasonal jobs towards LMI benefit.) **All** permanent jobs created by the project must be counted, regardless of funding source(s). Jobs indirectly created by the project (i.e., remote location, "trickle down" jobs) do not count.

## G. COST ESTIMATES & PROJECT FUNDING

Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds.

Applicants for Economic Development Program funds must certify and provide documentation, at time of application, that there is a 100% cash match of the total EDP award. Matching funds must be directly related to the activities undertaken with EDP funding and must be firm commitments from non-CDBG funds and documented by binding commitment letters submitted with the final application.

Prior commitments and in-kind contributions are not considered as match. Project must demonstrate that there is a gap between sources and uses and that CDBG funds are needed to fill that gap. Communities receiving an EDP award may not receive any other EDP award for the same project or business during the same program year or for the same or project or business from a prior program year that has not met final closeout status.

All construction estimates should be prepared by the Engineer/Architect. Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs. ***Please note projects with a total cost exceeding \$3,000,000 are not eligible for EDP assistance. The minimum request for EDP assistance is \$100,000\*.***

<b>Total Estimated Project Cost:</b>	\$ 320,100	<b>CDBG Request:</b>	\$ 160,050
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<b>Funding Source</b>	<b>Amount</b>	<b>Date Secured</b>
CDBG-EDP	\$ 160,050	Pending approval
MRRA	\$ 50,000	Pending approval
Business Assets	\$ 33,050	Owner Capital
Bank of Maine	\$ 77,000	Line of Credit - Pending
<b>TOTAL:</b>	<b>\$ 320,100</b>	

**EDP PROJECTS IN SUPPORT OF RETAIL BUSINESSES**

**EDP applications in support of a retail business must attach written documentation to this Letter of Intent for each of the following limited conditions:**

1. The retail business represents the provisions of new products and services previously unavailable in the community or is a tourism-related business; and
2. The development or expansion of the retail business represents a net economic gain for the community and the region. Applications supporting a retail business or businesses are required to certify that the development represents a new overall gain for the region economy and not a shift from existing established businesses to a new or expanded one; and
3. The retail business is located in either a downtown district meeting the definition of PL 776 enacted by the 119<sup>th</sup> legislature; or a designated local growth area contained in an adopted and consistent comprehensive plan; and
4. At least 50% of the jobs created by the retail business must be full time jobs.

**\*Projects seeking less than \$100,000 in CDBG EDP funds must have received approval from the Office of Community Development prior to submission of the EDP Letter of Intent.**

# Applicant & Business Certifications

As an authorized official of the applicant community and/or business, I certify under the penalties of perjury that:

1. To the best of my knowledge and belief, all information contained in this Letter of Intent and all attached documentation is true and correct and current as of the date signed below;
2. This Letter of Intent complies with all applicable State and federal laws and regulations;
3. **Both parties signing this Letter of Intent are cognizant of the requirement that should the intended Job Creation/Retention National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; DECD may elect to secure such requirement/repayment with assets of the Applicant Business for a term of up to five years should this project be approved for funding;**
4. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding.

Signature of Chief Executive Officer:



Printed or Typed Name:

John Eldridge, Interim Town Manager

Name of Applicant **Community**:

Town of Brunswick

Date:

4/28/2014

Signature of Chief Executive Officer:



Printed or Typed Name:

Shelby Omdal  
Nels Omdal

Name of Applicant **Business**:

Frosty's Donuts, LLC

Date:

ITEM 56

NO BACK UP MATERIALS

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# CONSENT AGENDA - A BACK UP MATERIALS

**Draft**  
**BRUNSWICK TOWN COUNCIL**  
**Minutes**  
**April 28, 2014**  
**6:45 P.M. – Executive Session**  
**7:00 P.M. – Regular Meeting**  
**Council Chambers**  
**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; Linda Smith, Business Development Manager; John Foster, Public Works Director; Steve Langsdorf, Town Attorney; Terry Goan, Patrol Officer; and TV video crew

Chair Pols called the meeting to order, and asked the Clerk for Roll Call.

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

**Councilor Perreault moved, Councilor Millett seconded, to go into executive session to discuss a personnel matter per 1 M.R.S.A. §405(6)(A). The motion carried with seven (7) yeas. Councilor Wilson and Councilor Walker arrived after the vote.**

Chair Pols resumed the meeting, acknowledged that the meeting was properly noticed, and led the Pledge of Allegiance.

**Public Comment:** None

**Correspondence:**

Councilor Richardson said that Steve Leveque from MRRA has indicated that their Board approved working with the Town on a solar project for the new recreation center. They are waiting on the Public Utilities Commission's decision before moving on this project. He hopes to have something to report to the Council in the fall.

Chair Pols spoke about Amy Fagan's email offering to do a Town newsletter. He, along with other Councilors, felt that between the website and local newspapers, information is available to citizens, similar to what a newsletter would provide. He thanked Ms. Fagan for the offer.

Councilor Wilson and Councilor Walker made suggestions on improvements to the town's website.

**Town Council Minutes**

**April 28, 2014**

**Page 2**

**Council Committee Updates**

Reports were given on the BDC and a recommended change to the charge of the River and Coastal Waters Commission.

**Councilor Favreau moved, Councilor Wilson seconded, to change the River and Coastal Waters Commission's charge to add two alternate citizen members. The motion carried with nine (9) yeas.**

**Adjustments to the Agenda:**

Add item 53 to provide additional compensation to the Interim Town Manager.

**MANAGER'S REPORT:**

**(a) Financial Update**

Mr. Eldridge gave this update.

**(b) Report from the McKeen Center for the Common Good**

**Sara Seames**, Center Director, and **Courtney Chuang**, a Bowdoin student, made this presentation.

*(A copy of their presentation will be attached to the official minutes.)*

Chair Pols, Councilor Millett, Councilor Brayman, and Councilor Walker spoke and asked questions, to which **Ms. Seames** responded.

Councilor Walker and Councilor Favreau spoke regarding this item.

**(c) Announcement of Brunswick Spring Clean Up**

Mr. Eldridge spoke regarding this item.

**(d) Report on proposed raised crosswalk on Pleasant Street**

Mr. Eldridge spoke regarding this item.

Chair Pols and Councilor Perreault asked questions, to which John Foster responded.

Councilor Perreault, Councilor Millett, Councilor Favreau, Chair Pols, Councilor Brayman and Councilor Wilson spoke regarding this item.

(e) Review of budget workshop and meeting schedule

Mr. Eldridge spoke regarding this item.

**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

Chair Pols opened the public hearing; hearing no comments, he closed the hearing.

**Councilor Wilson moved, Councilor Perreault seconded, to approve alcohol licenses for the Great Impasta, 42 Maine Street, and Broadway Deli, 142 Maine Street. The motion carried with nine (9) yeas.**

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)

Mr. Eldridge introduced this item.

Chair Pols opened the public hearing.

**John Hodge**, Brunswick Housing Corporation, spoke regarding this item.

Chair Pols closed the public hearing.

Councilor Brayman, Chair Pols, and Councilor Perreault asked questions, to which **Mr. Hodge** responded.

Councilor Watson, Chair Pols, and Councilor Perreault spoke regarding this item.

Mr. Eldridge spoke regarding this item.

Councilor Millet recused herself from participation on this item since others in her firm have listed some of the properties on the GBHC list.

**Councilor Richardson moved, Councilor Favreau seconded, 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. The motion carried with eight (8) yeas. Councilor Millett abstained.**

*(A copy of the application and the resolution from the GBHC will be attached to the official minutes.)*

**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)**

Mr. Eldridge introduced this item.

Chair Pols, Councilor Perreault, Councilor Richardson, Councilor Brayman, and Councilor Millett asked questions, to which **Ms. Katy Longley**, from Bowdoin College, and **Bill Harwood**, Attorney for the College, responded.

Councilor Walker and Councilor Favreau spoke regarding this item.

**Councilor Watson moved, Councilor Wilson seconded, to confirm that a public hearing for a utility permit application for SolarCity will occur on May 5, 2014. The motion carried with nine (9) yeas.**

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)**

Mr. Eldridge and Linda Smith introduced this item.

Councilor Perreault, Councilor Richardson, and Councilor Millett spoke regarding this item.

Councilor Brayman asked a question, to which co-owner **Shelby St Andre**, responded.

Councilor Perreault asked a question, to which Linda Smith responded.

**Councilor Favreau moved, Councilor Brayman seconded, 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. The motion carried with nine (9) yeas.**

**Town Council Minutes**

**April 28, 2014**

**Page 5**

*(A copy of a memo from Linda Smith, a 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 attached to the official minutes.)*

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

Councilor Walker made the following nominations that were unanimously supported by the Council:

Conservation Commission

- Stephen Cohen

River and Coastal Waters Commission

- Mark Worthing (citizen 3 year term)
- Sue Stableford (citizen 2 year term)
- Bill Good (citizen 2 year term)
- Helene Marsh Harrower (Water-Dependent Commercial Interest member 3 year term)
- Mark Holbrook (alternate citizen member 2 year term)
- Douglas Niven (alternate citizen member 2 year term)

**52. (ADDED) The Town Council will consider setting the Charter required public hearing for May 15, 2014, on the proposed Municipal Budget for 2014-2015 and Capital Improvement Plan for 2015-2019, and will take any appropriate action. (Manager)**

Chair Pols spoke regarding this item.

Mr. Eldridge spoke regarding this item.

**Chair Pols moved, Councilor Brayman seconded, to set the Charter required public hearing for May 15, 2014, on the proposed Municipal Budget for 2014-2015 and Capital Improvement Plan for 2015-2019. The motion carried with nine (9) yeas.**

**53. (ADDED) The Town Council will consider providing supplemental compensation for the Interim Town Manager, and will take any appropriate action. (Chair Pols)**

Chair Pols spoke regarding this item.

Councilor Perreault and Councilor Millett spoke regarding this item.

**Chair Pols moved, Councilor Perreault seconded, to provide John Eldridge, while he is the interim Town Manager, an additional \$1,000 per month, effective Feb 10, 2014. The motion carried with nine (9) yeas.**

**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**

Councilor Millett requested an amendment to Item 41 of the April 7, 2014 minutes to say she would be abstaining since others in her firm have some of the properties listed.

**Councilor Wilson moved, Councilor Perreault seconded, to approve the Consent Agenda. The motion carried with nine (9) yeas.**

*(A copy of the CA-C and CA-H will be attached to the official minutes.)*

**Councilor Watson moved, Councilor Perreault seconded, to adjourn the meeting. The motion carried with nine (9) yeas.**

The meeting adjourned at 8:58 p.m.

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

*Frances Smith  
Town Clerk/Assistant to the Town Manager  
April 29, 2014*

May 5, 2014  
*Date of Approval*

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Council Chair

**CONSENT AGENDA - B**  
**NO BACK UP MATERIALS**

# CONSENT AGENDA - C BACK UP MATERIALS

Public Notice  
Town of Brunswick  
Hours for Voter Registration  
for June 10, 2014 State Primary and School Budget Validation  
Referendum

Voter registration hours for new registrations, enrollments, and any address or name changes will be Monday – Friday 8:30 a.m. to 4:30 pm. at the **Town Clerk's Office, Town Hall (2<sup>nd</sup> Floor), 85 Union Street.**

The Clerk's Office will hold extended voter registration hours:

From 8:30 a.m. to 7:00 p.m.  
Thursday, June 5

Absentee ballots will also be available at the times listed above.

Any questions, please call 725-6658 or go to [www.brunswickme.org](http://www.brunswickme.org) for more information

Times Record: May 8, 2014

# CONSENT AGENDA - D BACK UP MATERIALS



**STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE STATE POLICE  
SPECIAL INVESTIGATIONS UNIT**

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164  
(207) 624-7210

MAY 19<sup>TH</sup>  
NEXT MAIL

**Application for a License to Operate Beano/Bingo or a Game of Chance**

**\*\*The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin\*\***

- For what license are you applying (please check one): **BEANO**  **OR GAME OF CHANCE**
- Organization Name: Knights of Columbus C#1 IF YOU CHECKED GAMES OF CHANCE: Name of Game: CARD / CRIBBAGE  
 Organization Number: 500 B Number of Games: TOURNAMENT / DOUBLE ELIMINATION  
 Federal Tax ID # (EIN): 01-0267400 Open to Public? Yes  No   
 Business Address: 2 COLUMBUS DRIVE  
 Mailing Address: BRUNSWICK, ME, 04011 Phone: (207) 729-6552
- Current Officers:
 

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>RICHARD LEWIS</u> <sup>GRAND</sup> KNIGHT	<u>15 AMES WAY</u>	<u>BRUNSWICK ME 04011</u>	<u>941 # 1076</u>	<u>7/1/2014</u>
<u>WILLIAM SALZBERGER</u> <sup>DEPT</sup> ORG	<u>22 PEARL DRIVE</u>	<u>BRUNSWICK ME 04011</u>	<u>751-3854</u>	<u>7/1/2014</u>
<u>TONY COLWOMBE</u> <sup>TREASURER</sup>	<u>579 MEADOW RD</u>	<u>TOPSHAM, ME 04086</u>	<u>729-4741</u>	<u>7/1/2014</u>
<u>DOUG PHINNEY</u> <sup>PREVIOUS SECRETARY</sup>	<u>SPENCE LANE</u>	<u>TOPSHAM, ME 04086</u>	<u>751-4459</u>	<u>7/1/2014</u>
- Location where Beano/Bingo or Game of Chance is to be conducted:  
KNIGHTS OF COLUMBUS - BRUNSWICK 2 COLUMBUS DRIVE BRUNSWICK, ME 04011  
 BUILDING ADDRESS CITY/ZIP
- Person responsible for operation of Beano or Games of Chance:  
DOUG PHINNEY (207) 751-4459  
 NAME DAYTIME PHONE & EVENING PHONE  
 Name & Address where Licenses will be sent: SENIOR COUNCIL #1947 2 COLUMBUS DRIVE BRUNSWICK, ME - 04011  
 E-Mail Address: KCBRUNS@kofc1947.comcastbiz.net
- Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun  
 What are the hours of operation? NOON - 10 PM
- For Tournaments and Beano Only:  
 What time do the doors open? NOON <sup>5 PM</sup> What time does the game start? 1:00 PM <sup>11:00 PM</sup> <sup>FRI</sup>
- Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.  
APR. 25, 2014 5PM-11PM MAY 23, 2014 5PM-11PM  
APR. 27, 2014 NOON-5PM MAY 31, 2014 NOON-5PM  
JUNE 1, 2014 NOON-5PM

(IN PROCESS)

<b>FOR OFFICE USE ONLY</b>	
Check #	_____
Amount \$	_____

9. Does the organization own all the equipment used in operating this amusement? Yes  No

If "NO", please explain the circumstances under which the equipment was acquired:

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine? Yes  No

If "YES" give the person's name, address, and date and place of conviction or date and location of pending charge:

11. If the Applicant is a Fair Association, attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

-----APPLICANT SIGNATURE-----

12. The applicant agrees to obey the laws of the State of Maine and the United States and the rules and regulations governing Beano or Game of Chance promulgated by the Chief of the State Police. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: Douglas I. Phinney 751-4459 Age 18 or older: Yes  No

Name: DOUGLAS I. PHINNEY Title: FATHFUL NAVIGATOR Date: 2/10/2014  
(Please print - must be duly authorized officer of this organization - title is required)

-----BLANKET LETTER-----

13. The following consent must be completed by the municipal officers of the city or town where the Beano/Bingo or Game of Chance will take place unless a separate "Blanket Letter of Approval" is filed with the Chief of the State Police.

- Check here if you have previously filed a "Blanket Letter of Approval" with us, which is still valid
- Check here if you have attached a "Blanket Letter of Approval".

-----CONSENT-----

The undersigned being municipal officers of the City/Town of \_\_\_\_\_ hereby certify that we consent to this application for a license to operate Beano/Bingo or a Game of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 13-A (Beano) or Chapter 62 (Games of Chance) and in accordance with the Rules and Regulations promulgated by the Chief of the State Police governing the operating of Beano/Bingo or Games of Chance.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_

-----FEES-----

3 CAD/RISK  
Beano/Bingo: \$5.00/Special Per Game License; \$12/Week; \$36/Month; \$400/Year  
Game of Chance: \$15/Week; \$60/Month; \$700/Year Video Poker: \$15/Week or \$60/Month Card / Cribbage: \$30 Per Calendar Year  
Tournament Game (up to 100 players): \$75.00/Per Tournament; \$200.00/Month (Two Tournaments per Month); \$1,500/Year (Two Tournaments per Month)

Make check payable to Treasurer, State of Maine

Return the signed and completed application to: Department of Public Safety  
Maine State Police  
Special Investigations Unit  
164 State House Station  
Augusta, ME 04333-0164