



## **MEREPOINT BOAT LAUNCH**

### **CITIZENS ADVISORY COMMITTEE**

A REPORT OF SUGGESTED FACILITY OPERATION AND MANAGEMENT  
POLICIES

**NOVEMBER 15, 2005**

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## **Executive Summary**

The Merepoint Boat Launch Citizens Advisory Committee (CAC) is a citizen's board appointed by the Town Council to review and make recommendations regarding the design and management of a proposed public access boat launch on the eastern side of the Merepoint peninsula between Paul's Marina and the Birch Island Corporation landing. The CAC has reviewed site designs and management approaches at seventeen other facilities in the region. This report includes a review of each facility and makes recommendations for 24 elements of facility management and operations. Key findings and outcomes of the CAC work include:

- Most public access boat launch facilities in the region occur in residential neighborhoods;
- Most facilities investigated for this document are accessed from residential roads that are 22 to 24 feet wide;
- Most public access boat launch facilities offer 24 hour access for the launching and retrieval of boats;
- The proposed Merepoint boat launch is an average size with an average number of parking spaces when compared to facilities offering similar services in the region;
- Most public access coastal boat launches in the region do not reach capacity more than a few times per season and do not report significant traffic back-up at the ramp or regular need for overflow parking ;
- There are one hundred and thirty-three *coastal* public boat launch facilities throughout the 29 town region included in IF&W's boater poll;
- Given the distribution of alternative sites in the region, the lack of overcrowding reported by facility managers, and that the proposed size is average for this region, it is unlikely that over-crowding will be an issue at the Merepoint facility;
- In the event that the proposed facility does reach capacity, the CAC has recommended signage that would inform would be users prior to their traveling down Merepoint road;
- Kayak / trailered rig conflicts are reported as rare at other facilities. In particular, both uses are readily accommodated at other sites having two ramps, as is proposed for the Merepoint facility.
- No facility in the region provides specifically designed, separate hand carry access accommodations.
- The proposed Merepoint facility offers a designated drop off and make ready area specifically for hand-carry craft and includes a designated foot trail leading to the ramp and stairs from the ramp leading to the shore for those paddlers not comfortable with launching directly from the ramp itself.
- More non-boater amenities, including picnic tables, shoreline benches, trails, and interpretive materials, are proposed at the Merepoint facility than are present at other facilities constructed with the primary purpose of launching and retrieving boats.
- Operational expenses (estimated to be approximately \$15,000 annually) are comparable to other similar Brunswick facilities.

The following table summarizes key design characteristics and management recommendations considered by the CAC and compares these to other facilities in the region:

|                             | Merepoint                        | Regional <sup>1</sup>               |
|-----------------------------|----------------------------------|-------------------------------------|
| <b>Residential location</b> | Yes                              | 70%                                 |
| <b>Number of spaces</b>     | 55                               | 57 <sup>2</sup>                     |
| <b>Hours launching</b>      | 24                               | 24 (94%)                            |
| <b>Hours other use</b>      | Sunrise-Sunset                   | Sunrise-Sunset (65%)                |
| <b>Staffing</b>             | Weekends & Holidays <sup>3</sup> | No staffing (60%)                   |
| <b>Limits on Rig Size</b>   | 45 feet                          | No posted limit (100%) <sup>4</sup> |
| <b>Lighting</b>             | Yes <sup>5</sup>                 | Yes (65%)                           |
| <b>Fees</b>                 | No                               | No (65%) <sup>6</sup>               |

<sup>1</sup> Percentages based on the 17 sites investigated for this document unless otherwise noted

<sup>2</sup> Calculation based on the 10 facilities similarly constructed for the purpose of boat launching and retrieval

<sup>3</sup> Facility to be staffed on weekends and holidays during the peak season

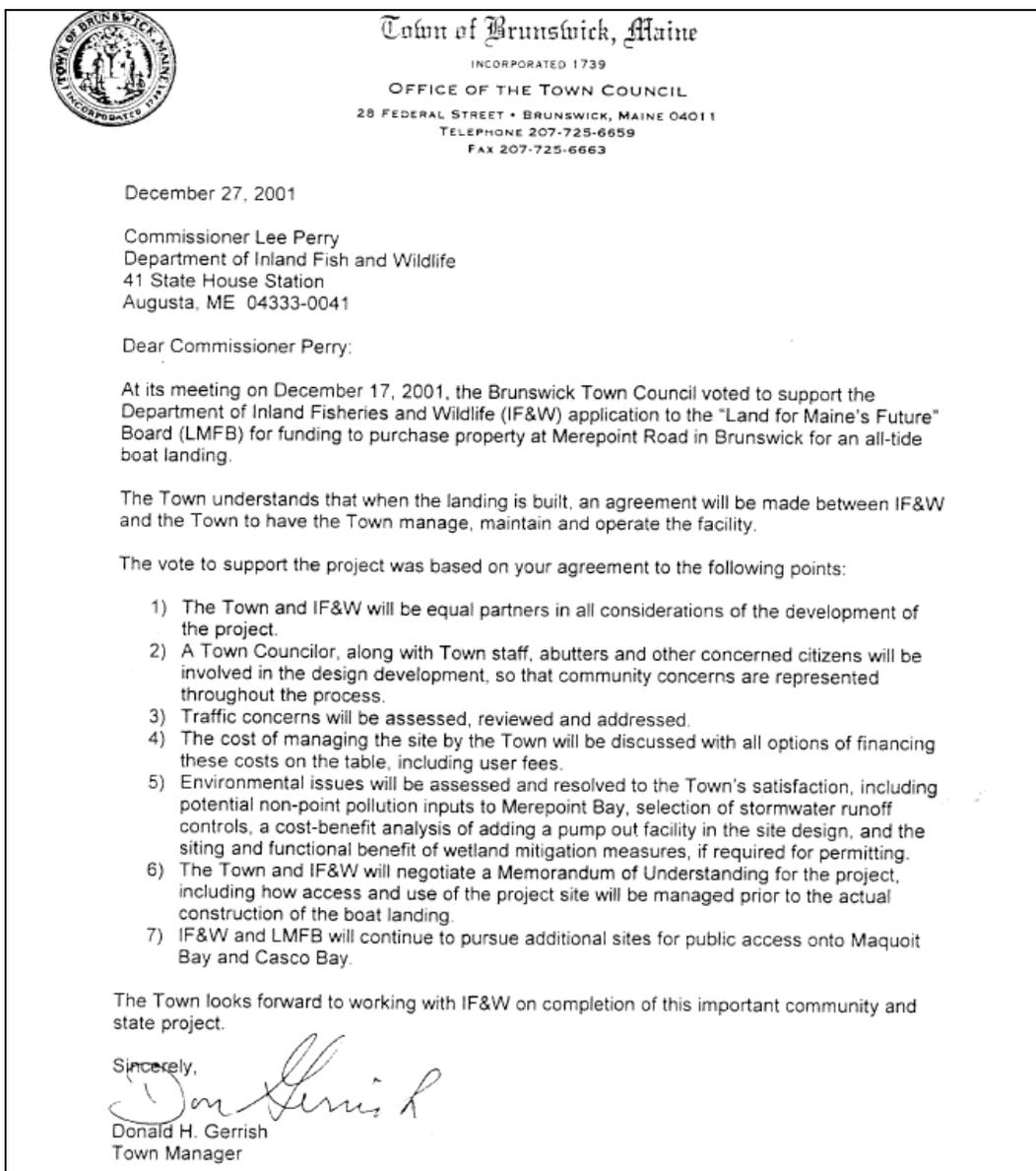
<sup>4</sup> Large rigs may be limited by water depths or turning radii at some facilities

<sup>5</sup> Recommendation not to light on full-time basis, but design a low light approach satisfactory to BPD

<sup>6</sup> Most fees are in the \$2-\$5 range and pay the salary of the attendant and minimal maintenance

## Introduction

On May 5, 2003 the Brunswick Town Council appointed a citizens' board to review proposed designs and management concerns for an all-tide public access boat launch facility at Merepoint. The creation of this citizens' advisory committee is a direct result of the Town of Brunswick's commitment to ensuring that community concerns are represented and addressed throughout the planning process for this facility. This commitment was formalized in a December 27, 2001 letter from Don Gerrish on behalf of the Brunswick Town Council supporting what was then a funding request to the Land for Maine's Future for purchase of the Merepoint property. The points outlined in this letter were the original impetus for the formation of the Merepoint Boat Launch Citizens Advisory Committee (CAC). This letter is attached below:



The CAC was appointed to serve in an advisory capacity to balance neighborhood concerns and the broader Brunswick community interest with facility management

options necessary to develop a successful public boat launch site. The committee charge includes seven aspects of facility development and operations. The following is the Town Council charge to the CAC:

- 1) *Dissemination of Public Information:* The committee will oversee the construction of a web page on the existing Town of Brunswick site that will inform residents of upcoming meetings, opportunities for formal public comment, site engineering and design changes, and status of local, state and federal permits for project approval.
- 2) *Provide Comment on Final Facility Designs:* The Maine Department of Inland Fisheries and Wildlife (IF&W) has completed an initial facility layout plan as part of the Environmental Assessment submission as required under the National Environmental Policy Act. Public comment on the preliminary design has been received, and it is expected that IF&W will soon draft final facility plans to satisfy permitting requirements. As these plans are drafted the committee will review steps taken to address public concerns.
- 3) *Advise the Town Council on Facility Operation and Management Policies:* The committee will review public comment received to date regarding facility operations and management. The committee will work with town staff including representatives of the Parks and Recreation Department, Planning Department, Public Works Department, and Police Department in crafting suggestions for facility operation.
- 4) *Assessment of Annual Operating Expenses:* Based on recommendations for facility operations, the committee will work town staff to assess the likely annual operating budget for this facility.
- 5) *Assessment of Water Management Issues:* The committee will work with town staff to identify potential navigational and safety hazards associated with the project, and options for dealing with these issues as part of regular facility operation.
- 6) *Assessment of Transportation Management Issues:* The committee will work with town staff to identify potential road improvements, signage, and traffic controls that may be necessary to handle an increase of visitors to Mere Point, minimize traffic impacts on the neighborhood, and ensure the safety of Mere Point residents. This task will consider options for directing users to the site while avoiding congested in town areas, bicycle and pedestrian issues, and options to minimize conflicts on Birch Island Road.
- 7) *Development of a Boater Education Program:* The committee will suggest approaches to promote environmentally responsible and safe boating practices. Suggestions will be used in the development of informational signage, mailings, and programming on Brunswick Community Cable

*The CAC consists of the following 11 members:*

- 2 Town Councilors (*Doug Rice & Jacqueline Sartoris*)
- 1 member of the Brunswick Marine Resources Committee (*Jack Lemont*)
- 1 member of the Brunswick Conservation Commission (*Colleen McKenna*)
- 1 member of the Brunswick Recreation Committee (*Jack Murphy*)
- 1 representative of the Birch Island Corporation (*Mark Snow resigned XXX*)
- 2 Mere Point residents (*Nancy Sherin & Charlie Wallace*)
- 1 representative of the recreational boater community (*Tony Yuodsnukis*)
- 2 residents at large (*Roger Howell & John Blood*)

*Staff support for the CAC has included:*

- 1 representative of the Planning & Development Department (*Steve Walker*)
- 1 representative of the Public Works Department (*John Foster*)
- 1 representative of the Parks and Recreation Department (*Tom Farrell*)
- 2 representatives of the Brunswick Police Department (*Rick Desjardins, Commander, & Dan Devereaux, Marine Warden*)
- 1 representative of the Brunswick Fire Department (*Clark Labbe*)

## **Summary of Council Charges**

Since the CAC's first meeting in June of 2003, efforts have been focused on the first six items outlined in the Town Council charge. The following is a brief summary of progress to date on each of the various charges.

### *1) Dissemination of Public Information*

Early in the CAC process, a web page link was established from the Planning and Development Department homepage ([www.brunswickme.org/planning/mpbl/mpbl.htm](http://www.brunswickme.org/planning/mpbl/mpbl.htm)). This page was created in response to the Town Council's request that the CAC continually provide information regarding upcoming meetings and past discussions. The web-page includes facility design plans, footprint overlays on aerial photographs, size comparisons with the existing facility at Sawyer Park, meeting announcements, and links to all CAC work products including meeting minutes, summaries the status of various design and operation issues, and a draft facility operation budget. To date, all meetings have been advertised on the Town meeting calendar, advertised on Brunswick Cable 7, notices of the meetings have been sent to an e-mail list of over 80 individuals that has been maintained and updated by the Planning Department, and CAC meetings have been televised live and re-broadcast regularly.

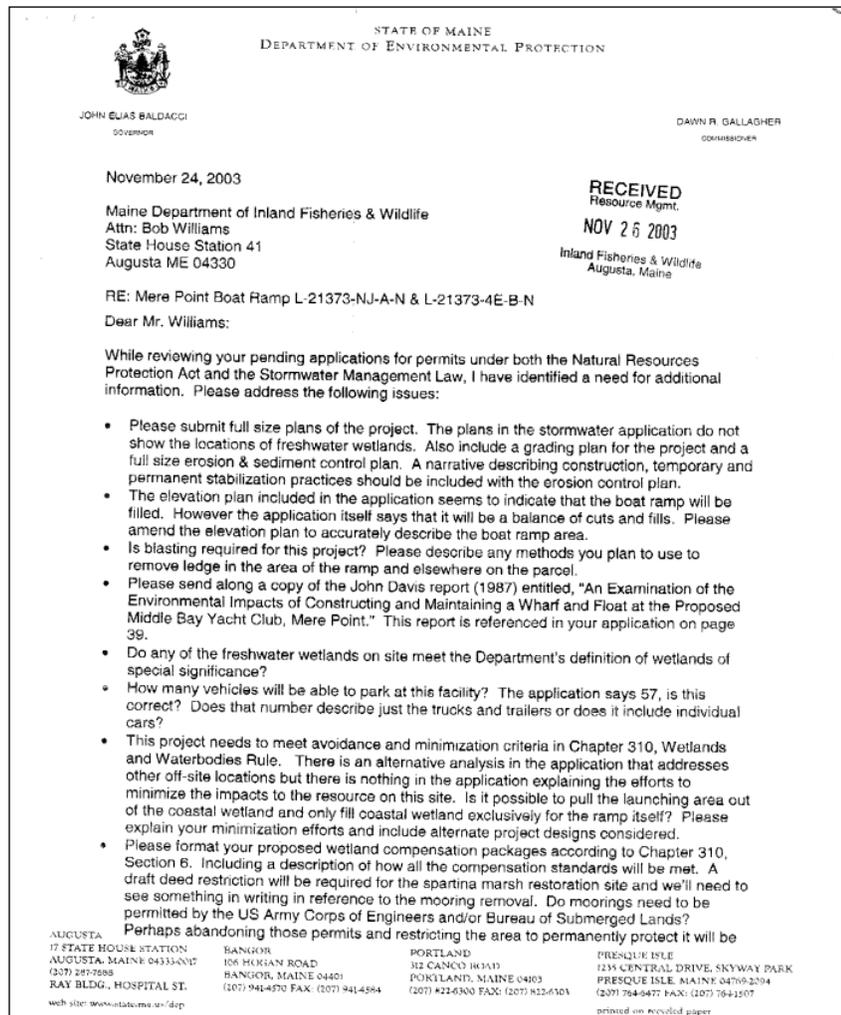
### *2) Provide Comment of Final Facility Designs*

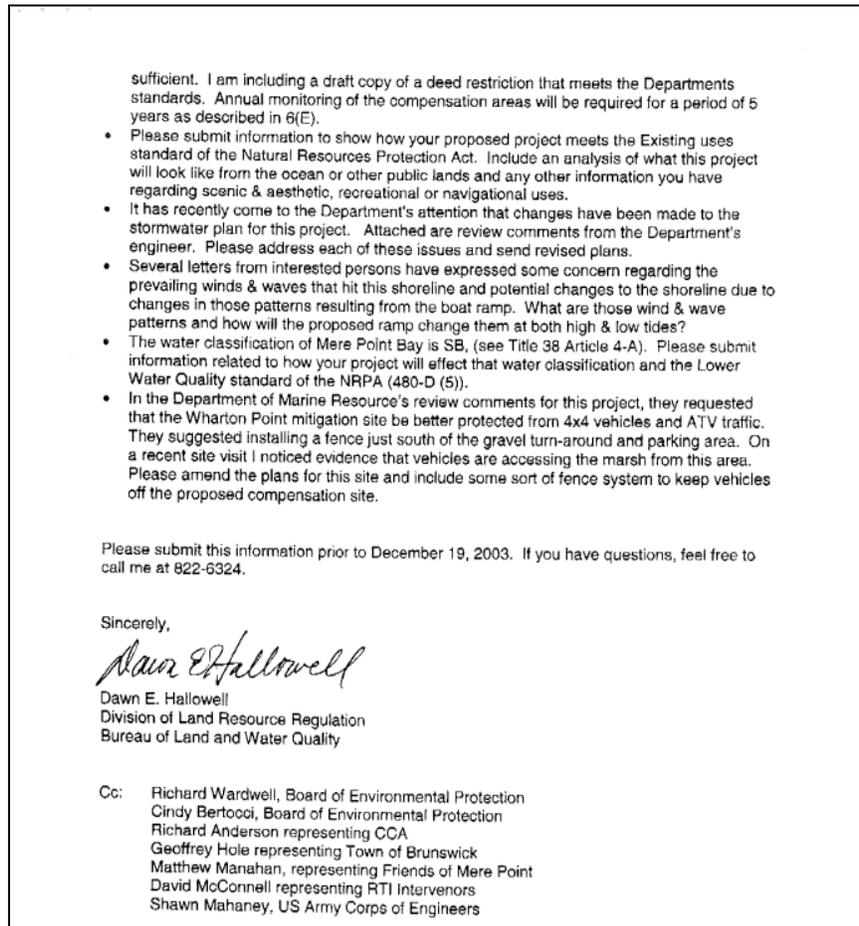
Initial design alternatives considered by IF&W in 1999 included parking layouts in excess of 100 spaces. By late 2000, the design had been revised to include 73 paved parking spaces and a proposal for an additional 27 spaces on a grass over gravel surface. IF&W revised their plan and suggested an 84 space design to be constructed in phases. Town representatives felt that an 84 space design was still too large for the location. After much discussion with Town staff and elected officials the facility was downsized to 57 spaces. The Town Engineer offered suggestions in attempt to improve traffic circulation within the site which dropped the total number of spaces to 55. This design was submitted to MDEP for review in May 2003. At this time, IF&W had clearly marked 16 spaces as shared use (parking for rigs or single cars), but never suggested that other unmarked spaces could not be used by single cars. Currently, the Town and IF&W are discussing the potential for marking additional spaces as shared use in order to clarify that cars without trailers are welcome to park in the facility.

Comments received from abutting land owners and Town staff resulted in IF&W reconsidering the use of Birch Island Lane for facility access. Areas previously thought to meet wetland criteria based on investigations conducted outside of the growing season were re-assessed in June 2004. As a result, IF&W revised their design to include an access independent of Birch Island Lane. Additionally, pull through parking spaces that exited onto Birch Island Lane, that were previously part of the facility design, were eliminated in order to further minimize the potential for unnecessary traffic interfering with existing residential use of this lane. IF&W has offered to construct a private access lane leading to and from the Birch Island Corporation's (BIC) gravel parking area that would not require crossing the ramp access road. The CAC has encouraged this approach, but to date, BIC has not accepted any of the alternatives.

Throughout the review process, the CAC has shown consistent support for accommodating uses of this facility in addition to the launching and retrieval of power boats. As a result of discussions with IF&W, the current design includes shoreline benches, picnic facilities, an informational kiosk, pedestrian pathway and bridge, and a dedicated drop-off and make ready area for kayaks. IF&W originally proposed a gravel pad in the upper intertidal area for kayakers to have an alternative launch area. This gravel pad would have provided a convenient area from which to launch at high tide, but would have required kayakers to cross algae-covered rocks at lower tides. As a result of concerns raised by Friends of Merepoint (FOMP) and MDEP, the gravel pad area was dropped from the final design. In testimony submitted to the Board of Environmental Protection in October 2003, Timpson & Associates, Inc., acting on behalf of FOMP, argued that additional salt marsh impacts of up to 2,550 square feet would occur as a result of "...increased foot-traffic activity expected adjacent to the kayak launching pad area." Subsequently, MDEP asked IF&W to reconsider the kayak launch area in order minimize the area of fill placed within the intertidal zone (letter attached).

The Town and IF&W remain committed to accommodating hand-carry boaters at this facility. Although launching kayaks from boat ramp surfaces is a common practice without apparent problems at other facilities surveyed as part of the CAC investigations, the Town and IF&W continue to look into ways to provide enhanced hand-carry access to the Merepoint site. The Town and IF&W are currently investigating the possibility of replacing some of the proposed rip-rap on the side of the ramp with large granite slabs to form stairs leading to the intertidal zone. This would allow an alternative location for those kayakers who may not be comfortable with using the ramp surface itself, without increasing project footprint or environmental impact.





### 3) Advise the Town Council on Facility Operation and Management Policies

Much of the CAC efforts to date have focused on this aspect of the Town Council charge. Public comment has been taken at the end of each meeting, and this comment has proven helpful in identifying the key design and management issues addressed to date by the CAC. Two documents submitted at the August 7, 2003 meeting were especially helpful as initial issue outlines. The first was submitted by Elizabeth Butler, and the second by committee members Mark Snow and Nancy Sherin. Both are attached below as an introduction to the CAC issues list. Additionally, the CAC has reviewed public comment received during the Coastal Protection zone impervious surface change deliberations, 2003 Planning Board sketch plan review, BEP process and 10 CAC meetings. As a result, the CAC identified 26 issues to discuss and has prepared this document summarizing findings and recommendations. The CAC will reconvene after the first season of operations to assess aspects of facility management and formulate revised recommendations where necessary.

#### 4) Assessment of Annual Operating Expenses

The CAC has reviewed management approaches at several other facilities in the region and has based the following draft operating budget estimates on this review as well as experience in operating similar facilities at Water Street and Sawyer Park.

##### **Draft Budget for Maintenance and Operation of Proposed Mere Point Boat Launch**

|   |               |
|---|---------------|
| <i>Attendant (During weekends and holidays from Memorial Day through Labor Day in the first year of operation 7am until 7:30pm)<br/>(34 days x 12.5 hours per day x 10.48 per hour)<br/>(Hourly wages for personnel include both base pay and benefits)</i> | 4,454.00      |
| <i>Refuse Collection (3 hours per week x 52 weeks @ 16.99 per hour)</i>   | 2,650.44      |
| <i>Park Ranger (7 hours per week x 35 weeks @ 10.48 per hour)<br/>(April through November)</i>  | 2,567.60      |
| <i>Seasonal Maintenance (4 hours per week x 35 weeks @ 9.72 per hour)<br/>(April through November)</i>  | 1,360.80      |
| <i>Seasonal Installation and Removal of Floats<br/>(5 hours x 3 workers x 2 times per year @ 16.99 per hour)</i>  | 509.70        |
| <i>Snow Plowing and Removal (15 storms x 2 hours @ 16.99 per hour)</i>  | 509.70        |
| <i>Pavement Striping</i>  | 220.00        |
| <i>Vault Toilet Pump Out</i>  | 400.00        |
| <i>Toilet Tissue</i>  | 110.00        |
| <i>Sign Maintenance and Replacement</i>   | 150.00        |
| <i>Repair of floats, hardware, paint and lumber</i>   | 300.00        |
| <i>Emergency Telephone</i>  | 504.00        |
| <i>Annual Catch Basin Cleanout</i>  | 70.00         |
| <i>Electricity</i>  | 600.00        |
| <i>Miscellaneous</i>  | <u>250.00</u> |
| <i>Total Draft Budget</i>   | \$ 14,656.24  |

#### 5) Assessment of Water Management Issues

Based largely on CAC discussions and issues identified, the Brunswick Town Council adopted a *Harbor, Coastal, Tidal and Navigable Fresh Waters* ordinance in April 2005. This ordinance provides for clear local enforcement abilities at all Town launch facilities and Town waters. Furthermore, the CAC has worked with IF&W to propose design

elements to minimize the potential for navigational conflicts with the neighboring BIC landing.

6) *Assessment of Transportation Management Issues*

The CAC has consulted regularly with the Town Engineer and Brunswick Police Department while discussing best approaches to minimizing any potential traffic conflicts on Merepoint Road. Additionally, CAC discussions contributed directly to facility redesigns that eliminated shared use of Birch Island Lane. The CAC has also been involved in discussions resulting from offers made by IF&W to BIC to provide alternative access roads that would not require BIC traffic crossing the proposed ramp access road. The results of all transportation management issue discussions are included in the summarized CAC issue list that follows.

7) *Development of a Boater Education Program*

Although many of the management suggestions made by the CAC as well as modifications requested during the BEP process will help to guide proper boater behavior at the Merepoint facility, the CAC to date has not initiated a formal boater outreach program. This charge is seen as a second phase of work for the CAC once design and management issues are finalized and a public launch facility on Merepoint is approved.

## **CAC Issues List and Recommendations**

As previously discussed, the CAC has identified 26 design and management issues based on public input received to date and has prepared the following document summarizing findings and recommendations. Attached below are two memos received by the CAC at its August 2003 meeting. These documents as well as other public input received helped to guide CAC discussions.

*Submitted to CAC by Elizabeth Butler August 2003*

### MERE POINT BOAT RAMPS PROBLEMS TO ADDRESS

An effective and realistic management plan for the proposed Mere Point Ramps is essential in the interests of all those who have a stake in it – boat owners, residents in the ramps' immediate neighborhood and the Town as a whole. This memorandum is designed to pinpoint some potential problems. Some may arise only infrequently; some will be a matter of daily concern; all should be addressed at the outset before they arise. A mechanism should also be in place to address and resolve future, presently unforeseeable issues - - i.e., will the Town have the right to modify the memorandum of understanding with the State if future conditions require it?

#### How Can The Public Know The Real Facts About The Likely Impact of The State Proposal?

1. What current launch ramps are most relevant comparisons to predict future usage patterns - - and why?
  - what size and type of rigs; how many will park at the site after launching - - and for how long;
  - for how long should rigs be permitted to park at the site;
  - how many will launch and not require parking - - and what will they do with the rigs after launching;
  - how will the launch ramp be publicized -- e.g., State website? How are other launch sites publicized?
  - how could excessive usage be moderated if it were to occur?
2. Which traffic study (State or CCBE) is more accurate and why? Is more study of this critical issue required?
3. How can Brunswick determine the realistic costs for maintaining and policing the site in future years?
4. How can Brunswick determine whether the road will require rebuilding or widening to permit safe access?
5. How can Brunswick determine whether the increased traffic will make the road unsafe for pedestrian and bicycling use? How can this current use be accommodated?
6. Should there be any preference of any sort for Brunswick residents or Maine residents?
7. Should there be user fees - - at least for non-residents?
8. What should be the hours of permitted use? How will this be enforced?

- 2 -

Authorized Uses

1. What uses will be authorized to ensure access to all of the public?  
- swimming; picnicking; play ground equipment; bicycle parking; sail boating; kayaking; etc.?
2. How will the facility be designed so as to accommodate use by all of the public, rather than simply power boat users??
3. What uses will be unauthorized, and how will such use be controlled?  
- E.g., jet skis; commercial launching.

Maintenance and Control of the Facility

1. How will disorder or accidents during the launching process be dealt with?
2. What provision will there be for sanitary facilities and how will they be maintained?
3. What provision will there be for users' disposal of trash and garbage and how will these items be disposed of?
4. Who each day will clean up the area?

Rights of Way

1. How will the Birch Island and perhaps other rights of way be preserved on a full-time basis?

Traffic Control

1. On occasions when the facility is full, how will other potential users be prevented from driving down the Mere Point Road? At what point? Where will they go?
2. Will parking or temporary standing be allowed along the Mere Point Road while rigs await an available ramp? How can that be enforced?
3. How will continuous two-way traffic be ensured for fire and police vehicles and ambulances?
4. How will continuous two-way traffic be ensured for Mere Point Road residents, including the residents at the tip of the Point?
5. What turn-around facility will be available?
6. What steps will be taken to handle traffic when there is a back-up of vehicles and trailers on the Mere Point Road waiting their turn to enter and use the facility?
7. How wide are 55 foot rigs? How wide is Mere Point at it narrowest points?

(W02155111.1)

**MEMORANDUM**

TO: MERE POINT BOAT LAUNCH CITIZENS ADVISORY COMMITTEE  
FROM: Mark P. Snow and Nancy Sherin, Members  
DATE: August 7, 2003  
RE: Recommendations for Operational Controls

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1. STAFFING: On-site staff during weekends and holidays, Memorial Day to Labor Day. Periodic patrol at other times. Monitoring of wind and sea conditions in order to close ramp when unsafe, and/or bring in staff to assist with launches or retrievals. Patrol and response capability on the water for enforcing water safety and no mooring regulations. Consistent with other large facilities.
2. HOURS OF OPERATION: 7 a.m. to 7 p.m. Consistent with other large facilities and pursuant to police department recommendation.
3. LIGHTING: No lighting visible from water other than reflectors/luminous footlights on wharf, consistent with prior discussions. IF&W recommendations and navigation safety.
4. MAXIMUM RIG SIZE: For discussion: Designed to prevent congestion due to oversize rigs.
5. FEES: For discussion. Designed to offset operational expense to Town.
6. SIGNAGE:
  - (a) Hours of Operation / Closed-Open/Emergency Closure Signs
    - (i) at entrance from Merepoint Road
    - (ii) at intersection of Merepoint Road and Maine Street
  - (b) "No Parking – Fire Lane" signs along all roadways and especially at access points to rights of ways adjoining premises. Necessary to prevent overuse and congestion and to preserve access for emergency vehicles and abutters.
  - (c) "No Parking" signs on areas other than designated parking spaces.
  - (d) "Stop" sign on ramp approach at BIC crossing lane.

|     |                       |  |
|-----|-----------------------|--|
|     | (e)                   | “No Trespassing – Private Road” signs at all abutting right-of-way openings, and “No Trespassing” along fence at regular intervals.  |
|     | (f)                   | “Do Not Block Gate – Fire Lane” sign on ramp approach at BIC crossing point. Paint striping with “Keep Clear” on ramp approach pavement at BIC crossing.   |
|     | (g)                   | “No Fires” signs where appropriate.  |
|     | (h)                   | “No overboard discharge” sign by ramp.   |
|     | (i)                   | “No jet skis”. For discussion – how to control?  |
|     | (j)                   | “No Mooring” signs on shore facing water and on ramp.  |
|     | (k)                   | “Maximum Tie Up 5 Minutes” signs on float.   |
|     | (l)                   | “No Littering” signs.  |
|     | (m)                   | “No Overnight Parking or Camping” signs.   |
|     | (n)                   | “No Drinking of Alcoholic Beverages” signs.  |
| 7.  | FENCING:              | Chain link, entire facility perimeter, per IF&W plan. Six foot height along BIC boundary. To extend onto shore.<br><br>Fencing to prevent overflow parking on areas other than designated parking areas.       |
| 8.  | GATES:                | (i) Manual: at top of ramp – to close with closing of facility. Consistent with prior police department comments.<br>(ii) automatic/pass code – to admit to BIC lot, to minimize back up onto launch approach. |
| 9.  | EMERGENCY CALL BOXES: | Prominent emergency call boxes for police/fire/paramedics.   |
| 10. | STAFF HUT:            | One hut for staff and maintenance equipment  |
| 11. | DUMPSTER:             | One dumpster for waste material. Satellite trash cans, to be emptied daily.  |
| 12. | COST ESTIMATES:       | Determine costs of foregoing plus regular maintenance and litter cleanup.  |
| 13. | UNDEVELOPED AREA:     | Dedication of undeveloped areas of parcel to conservation easement to prevent expansion, and preserve aesthetic attributes and environmental buffering.  |

**CAC Issues Considered:**

**I. Traffic on Mere Point Road:**

Both IF&W and FOMP have commissioned their own traffic studies. Using the highest numbers of trips per hour counts recorded at the two busiest facilities in the state (South Portland and Biddeford), IF&W has analyzed impacts on Merepoint Road. This analysis is based on the highest traffic volumes observed at the Biddeford facility (48 trips per hour as recorded by IF&W) which draws from a larger area with fewer alternative launch options and is a larger facility (refer to *Public Boat Launch Facilities in Southern Maine*); and the highest traffic volume recorded at South Portland (58 trips per hour recorded by FOMP) most of which (75%) was generated by passenger cars visiting the facility for

waterfront trails and not associated with use of the launch facility. Typical traffic generated at the Merepoint facility is expected to be significantly less due to the relatively lower population concentration in the Brunswick area and the higher density of other launch facilities within the surrounding towns (Figure 1. *Public Boat Launching Facilities in Southern Maine*). After reviewing the police data summarized over the past 5 years, no high accident areas have been identified along Merepoint Road, and no accidents involving bicyclists or pedestrians are on record. Traffic concerns discussed at the CAC level have focused on the potential for accidents involving bicyclists and pedestrians especially given the existing shape and width of the road with additional trailered boat traffic. The CAC has recommended the following:

- a) At the time of Planning Board review, IF&W should provide an addendum to the traffic study as submitted with state applications. This addendum should address peak season use of Birch Island Lane and Mere Point Road as well as pedestrian and bicycle use of Mere Point Road.
- b) Additional data regarding traffic generated by the facility and potential for conflicts to bicycle and pedestrian use of Merepoint Road should be compiled for submission to the Planning Board for a workshop in early December 2005.
- c) IF&W should meet directly with the Brunswick Bike & Pedestrian Advisory Committee (BPAC) and Planning Board representative(s) to hear the BPAC concerns prior to final Planning board submission. IF&W has discussed additional work on pedestrian and bicycle issues and potential traffic calming measures with John Balicki (BBPAC, formerly MDOT) in July 2004.
- d) Although a MDOT Traffic Permit is not required for this project based on traffic projections, a permit is being prepared and will be submitted to MDOT for review so that the project benefits from the expertise available at the state level.

The attached memo and follow-up e-mail were both submitted by John Foster, Public Works Director, in response to citizen inquiries and CAC interest in potential for road surface improvements on Merepoint Road.

*BOAT LAUNCH FILE*

# Brunswick, Maine

John A. Foster, PE  
Town Engineer/Director PWD  
e-mail: [foster@brunswickme.org](mailto:foster@brunswickme.org)

Public Works Department  
9 Industry Road  
Brunswick, Maine 04011  
(207) 725-6654 (Ext. 17)  
FAX (207) 725-6655  
[www.brunswickme.org/dpw](http://www.brunswickme.org/dpw)

22 September, 2005

Ray Youmans  
49 Minott Shore Road  
BRUNSWICK ME 04011

COPY

SUBJECT: Condition of Mere Point Road

Dear Dr. Youmans:

I am writing in response to your September 17, 2005 letter regarding the condition of Mere Point Road, particularly for walkers, motorcyclists and bicyclists. You indicate your main concern is for safe shoulders for bicycle travel and improved sight distance at several curves. We share your concern and have been seeking project funding to make the needed improvements.

We have had periodic engineering studies done of the pavement condition for all the Town roads and have noted the last 2.37 miles of Mere Point Road has deteriorated from "Good" to "Fair" between 1994 and 2003. That section of roadway was last reconstructed and paved in 1988 and 1989. We have been able to improve the first 3.03 miles with periodic overlays during the past several years to keep this section in "Good" condition but the 2.37 mile section will require reconstruction as the road subbase has failed in several areas and the pavement is too rutted and deteriorated to allow for a cost effective overlay. We have requested project funds in the amount of \$1,010,000 to allow the reconstruction by contract of the end section and the work has been placed in the Town Council approved Capital Improvement Plan for FY 2007-2008.

Until the project is actually funded we will continue to monitor and make spot repairs as necessary. We look forward to getting the project fully funded but given the BRAC process we will also consider phasing the road improvements as you suggested if total funding is not available as originally projected.

Thank you for you comments and we would appreciate your support when funding for this project comes before the Town Council for consideration. If you have any further questions or suggestions please feel free to call me.

Sincerely,

TOWN OF BRUNSWICK



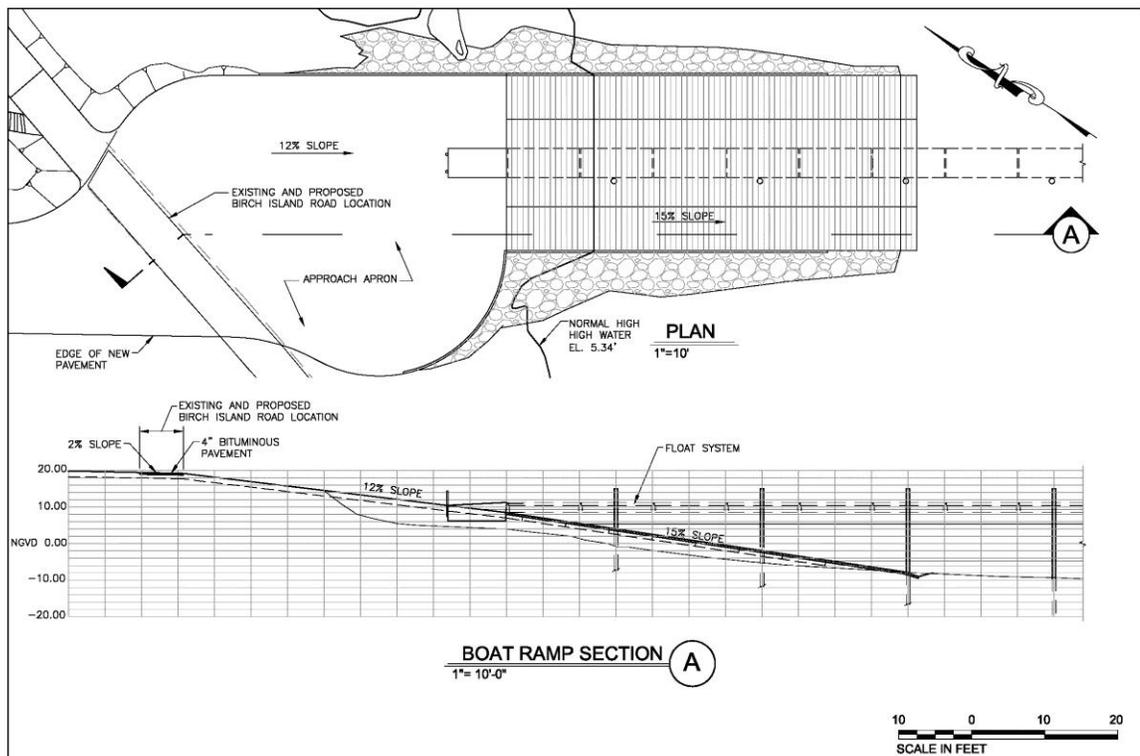
John A. Foster,  
Town Engineer/Director PWD  
cc: Steve Walker, Natural Resource Planner  
Councilor Sartoris, District 2

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## II. Traffic within Facility:

Most concerns regarding traffic flow within the facility resulted from the original facility design sharing the existing Birch Island Lane as a point of facility entrance and exit. The design has been revised and does not use the Birch Island Lane as originally proposed as a result of public concern as well as environmental permitting requirements. The remaining traffic concerns raised about the facility primarily involve whether or not there is the potential for conflicts at the point where the Birch Island Corporation access road crosses the facility travel lanes leading to the ramp. Although IF&W has repeatedly expressed confidence that the currently proposed crossing is safe, based upon the engineered design and appropriate signage, IF&W nevertheless has offered to construct a separate designated access way to the Birch Island Corporation facility in order to accommodate BIC traffic in a way that would not necessitate a crossing above the ramp. These offers were made during and following discussions initiated by the Town of Brunswick staff and elected officials that included BIC representation, but these offers have been rejected by BIC (see attached letter and schematic). Given that alternative designs have not been accepted, the CAC has recommended signage to clearly identify the crossing (refer to section VI), and recommends the following:

- a) At the time of Planning Board review provide crossing design details that demonstrate that the ramp crossing onto BIC property can be safely accommodated with proper signing, grades, and gating. A draft cross-section of this area is provided below.



*Pile / mere point boat ramp*

*T. Holtwijk*



JOHN ELIAS BALDACCI  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF  
INLAND FISHERIES AND WILDLIFE  
284 STATE STREET  
41 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0041

LEE E. PERRY  
COMMISSIONER

March 3, 2003

Marc Conrad, President and Members  
Birch Island Corporation  
6 Park Avenue  
Dover, Massachusetts 02030

Re: Birch Island Corporation (BIC) – Access Road

Dear President Conrad and Members of BIC:

Thank you for your continued interest in discussing the impacts of the Maine Department of Inland Fisheries and Wildlife's proposal to establish a boat launching facility adjacent to BIC property. Based upon comments expressed both by BIC members during the December 11, 2002 meeting and by you in your previous letters related to the original site plan, I understand that the BIC membership is concerned about reduced maneuverability of vehicles on the BIC property that would result if the proposed road entrance to BIC property were relocated as initially proposed.

The Department has reviewed your concerns and concluded that this is an avoidable impact. The purpose of this letter is to inform you of the changes that were made to address your concerns. I request that you distribute this letter to each BIC member so that they are aware of our response to their concerns.

The existing road to BIC property will remain in its present location. Attached please find a modified site plan of the access facility as well as our engineer's sketches showing the various slopes and grades of the road where the BIC road crosses the access drive. The section of BIC road, which crosses the access site road above the ramp approach area, will be virtually level (side to side). The only slope associated with this section of road (i.e. side to side) that necessary to drain rainwater off the pavement. The slope of the BIC road (from the north) that crosses the intersection of the access approach drive, and the slope of the BIC road exiting this intersection (to the south and leading toward the BIC property), are also shown in the engineer's sketches. The exit grade of the BIC road will be an upgrade. Permission from BIC membership to grade this road onto the BIC property, at the property line, could reduce the slope on the south side of the intersection to an almost level grade.



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FISH AND WILDLIFE ON THE WEB: [www.mefishwildlife.com](http://www.mefishwildlife.com)

PHONE: (207) 287-5202

e-mail address: [webmaster\\_ifw@state.me.us](mailto:webmaster_ifw@state.me.us)

No portion of the BIC road has a steeper slope than the slopes currently existing on the BIC road today. The portion of the BIC road that is not proposed for use by the public will remain at its existing width and with its present gravel surface. Only the section of the existing road which crosses the access approach area (i.e. within the intersection) will be paved. This paved area will also be painted showing the crossing area of the BIC right of way.

The Department and its Engineer have concluded that the intersection design provides for safe use by the public and safe passage by your members. This intersection is proposed as a three-way stop with only the traffic exiting the ramp area having the right to proceed without stopping. The distance between the south edge of the access approach road and the BIC property line is also of sufficient length to accommodate a BIC vehicle that may need to stop and unlock a gate (should a gate be installed at this location) without blocking any vehicles using the access site.

Please note that the Department has added a turnout area for use as an unloading zone for kayaks as requested during the public meetings. Also, the pedestrian path from main parking areas has been relocated slightly to accommodate pedestrian traffic to the ramp from both the parking area and the kayak unloading area. This change resulted in a different location for the pedestrian path crossing of the BIC road and an added section of path down over the riprap side of the ramp leading to an area where users of kayak type watercraft can more easily disembark onto the waters of Middle Bay.

The Department believes this modified design addresses the access needs of BIC, eliminates any vehicle maneuvering issues on the BIC property, and provides safe and reasonable public access to the ramp area.

While the Department has addressed your concerns, I would like to further accommodate your interests and again offer the BIC membership an enhanced access route to your property across the Department's lands. The location of the new access route (shown in yellow) and the existing route (shown in part in green) are noted on the attached sketch plan. If agreement were reached on the new location, the Department would eliminate the existing BIC road and restore the area to natural vegetation.

Our offer to provide you with enhanced road access is slightly different from our previous offer. The route to the BIC property would be the same from Mere Point Road to a short distance past the right turn entrance location leading onto the access facility. The new route would begin past this turn (as shown) and continue to approach the BIC property, first over the existing access drive and then over a (one-way) third lane to be built exclusively for BIC traffic (adjacent and to the north of the existing two lanes of the access drive). The one-way third lane would extend along most of the right side of the first section of the access site entrance road (as shown) and then connect to a two-way spur road (to be built) leading directly to the back of the BIC property at approximately the same location we previously discussed. The exit route for vehicles from the BIC property would include traveling back over the two-way spur road and then traveling

over the one-way (two lane) road through the center of the main parking areas to the exit location of the access site as shown on the access site plan.

This enhanced vehicle access will eliminate the need for any BIC vehicles to cross any access site drives or any access vehicle traffic site on the way into your property. The third lane would be identified with signs as the "BIC Property Access Only". This third lane would also be paved and of better quality than your existing gravel road. We do not anticipate any back up or stacking of vehicles in this section of the access facility or in the traveled way to the exit.

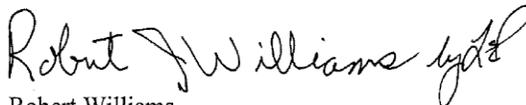
The Department and Town will maintain all travel lanes within the footprint of the access facility. Maintenance of the short spur road leading to the BIC property would be the responsibility of BIC.

This new route would be established in a permanent license to BIC and would be granted in exchange for all BIC members releasing all rights (prescriptive and other types) lying within that currently used section of the BIC road and surrounding areas, which crosses the Department's land. Releases would be necessary from all persons associated with BIC before a license would be granted to any single person. The Department requests that all BIC members be given the opportunity to consider this proposed exchange of an enhanced road access to the BIC property.

Please advise me in writing by March 17, 2003, if BIC is interested in pursuing this offer. After this date, the Department will close the public comment process (associated with the site footprint) and will begin final design in preparation for permit applications for the modified footprint developed since the public meeting in Brunswick.

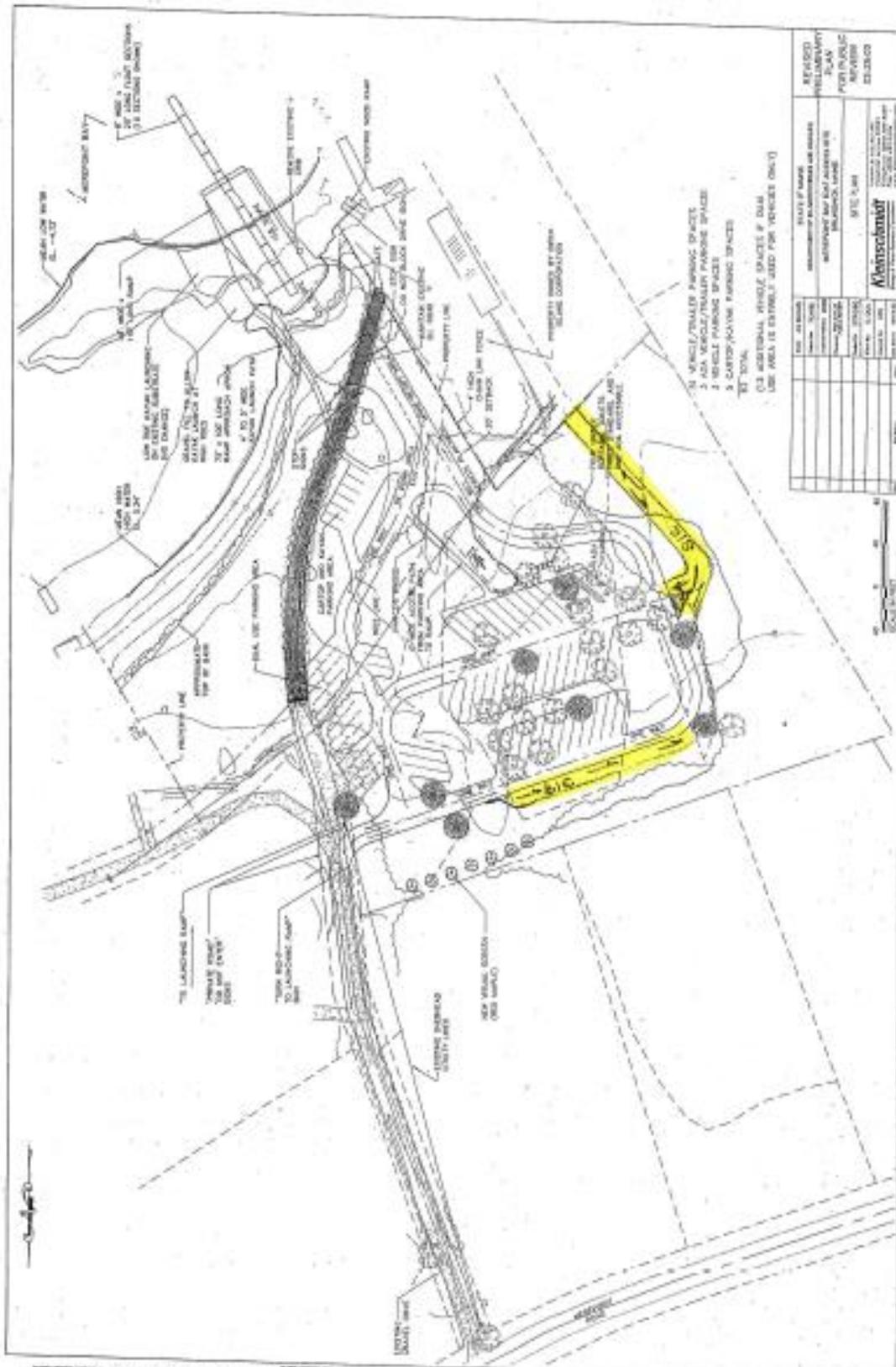
Should you have any questions about this offer, please don't hesitate to contact me a (207) 287-3286.

Sincerely,



Robert Williams  
Federal Aid Coordinator

Cc: Lee Perry, Commissioner  
Don Gerrish, Town Manager  
Steve Walker, Natural Resources Planner





### **III. Lighting:**

Currently, a street light above the BIC garage lights the BIC pier and gravel parking lot, and would cast some light on the proposed ramp area. The CAC is concerned that additional lights at the facility could result in unnecessary light pollution and impact neighboring properties and therefore agrees that any lighting should be minimized to the extent possible. However, the CAC feels that it is important to balance this concern with public safety issues and therefore recommends the following:

- a) Do not light the facility on a full-time basis;
- b) Design a low light situation that satisfies the concerns of the Brunswick Police Department;
- c) Install a remote switch(es) as appropriate that can be operated on an as needed basis by the Brunswick Police Dept. upon arrival to the site;
- d) Add a lit emergency call box to the final project design;
- e) Add reflectors and/or small solar lights to the final design of the proposed floats, footbridge, and outhouses.

### **IV. Limits on Rig Size:**

CAC discussions regarding the size of trailered rigs using this facility are based on concerns for damage to the facility, traffic flow within the facility, and perceived safety issues on Merepoint Road. Commercial haulers already use Merepoint Road on a regular basis for transporting yachts and private ramps and floats to and from both Paul's Marina and Smith's Boatyard. Additionally, commercial haulers take large boats to the BIC property for winter storage and to private homes south of the proposed boat launch also for the purposes of winter storage. As has been previously stated in this report, despite the current use of the Merepoint Road to accommodate the hauling of large boats, there are no reported traffic safety incidents involving boats and other vehicles or pedestrians along the road. However, in response to concerns raised regarding additional boat transport, the CAC recommends the following:

- a) Limit use of the facility to the largest rig size that can negotiate the site as designed and under full capacity parking conditions without causing damage to the facility, parked vehicles, or necessitating travel outside of the designed travel ways. The NRPA application for this project states that the facility has been designed for boats 24-feet and under which generally means total rig sizes under 45-feet.
- b) Include signage at the facility to reinforce this limitation.

## V. Well Protection:

The subject of well protection has been raised by immediate abutters to the project. Their concern stems from the fact that the project will increase impervious surfaces resulting in more runoff, and increase the presence of petroleum products on the site in the form of vehicle and boat engines. This project is subject to both state and local stormwater quantity and quality standards. Additionally, the Board of Environmental Protection (BEP) has included a prohibition on refueling and transfer of oil at the facility in their findings of approval (refer to Section VI. Signage). Soils on the site consist of silt loams over marine clay with limited drainage capacity. The site drains via two ditched swales that flow to a perimeter ditch and culvert at the BIC property. The culvert empties into Merepoint Bay near the existing BIC launch ramp. The proposed post-construction stormwater management plan will utilize the naturally occurring slopes and drainage patterns. Topography of the site and adjacent parcels limits the potential for overland runoff to reach abutting properties other than the BIC parking area which is located at a low point on the shoreline. Given this information, the CAC recommends the following:

- a) Site investigations to date have indicated that blasting will not be required for construction. Should ledge be encountered during construction, require that blasting be the last alternative after drilling, scraping and other means have been exhausted in order to best protect existing wells from fracture. If blasting does occur, require that IF&W complete pre-blast surveys of abutting properties in accordance with standard construction practices and state regulations. These surveys will be completed at the cost of the applicant.
- b) At the time of Planning Board review IF&W should provide additional information regarding stormwater flow paths specifically relating to potential for well contamination at abutting parcels. The MDEP stormwater management plan as submitted indicates that off-site drainage with the capacity to affect wells or structures will not be an issue. IF&W has included additional topographic information on recent plans to help verify these conditions.
- c) The Town of Brunswick has agreed to assist IF&W with the stormwater control structure maintenance measures outlined below in order to help assure proper functioning during facility operations.

### MEREPOINT PROJECT

#### Proposed Stormwater Maintenance Measures

##### Maintenance of Vegetated Swales

1. Mow regularly (minimum of monthly during the growing season). Vegetation height should be maintained between 4 and 6 inches and to promote thick dense vegetation. Clippings should be removed after mowing.
2. Regularly (minimum monthly) remove all litter, branches, rocks and other debris.
3. Annually remove all accumulated sediments that may obstruct flow.
4. Once established, inspect quarterly and after major storm events. Repair damage as required.
5. Ensure maintenance of vegetative cover.

Maintenance of Culvert

1. Inspect at least twice annually (spring and fall) for debris blockage and erosion around inlet and outlet. Repair as required.
2. Inspect after major storms, repair as required.

Maintenance of Infiltration Basin

1. Basins should be inspected annually.
2. Grassed areas should be mowed at least once per year to prevent woody plant growth.
3. Debris and litter should be removed during monthly site inspections.
4. Tilling may be required after several years to maintain infiltration capacity.
5. Accumulated sediments may need to be removed as required to maintain design capacity.

Maintenance of Catch Basin

1. Inspect annually and after major storm events. During inspection:
  - a. Remove accumulated debris, leaves during monthly site.
  - b. Remove accumulated sediments as necessary to ensure proper operation.
  - c. Repair as required.

**VI. Signage:**

Many of the issues discussed by the CAC will require stand alone signs, educational material posted on a kiosk, or other measures to best inform boaters and non-boaters using the facility. The CAC does not feel that the facility should be overwhelmed by signs, but that most of the rules and regulations can be posted in three general locations: an entrance sign similar to those installed at the Bath facilities (refer to *Public Boat Launch Facilities in Southern Maine*); a kiosk similar to that installed at the Raymond facility; and at the floats. Directional signage and parking regulations will need to be posted along the facility loop road and within the parking area. The following signage needs have been identified:

**Facility Entrance Sign:**

- a) Hours of operation
- b) Limitation of rig length
- c) Prohibition on refueling, painting, etc.
- d) General Prohibitions
- e) Special Use Permit requirement

**Parking Area/loop Road:**

- f) "Pet owners must clean up any fecal deposits left by their pets in the boat launching areas and parking lot"

**Town of Brunswick  
Northern Casco Bay  
Public Boat Launch Facility**

The Northern Casco Bay Launch Facility at Mere Point is here for your enjoyment. So that it is an enjoyable facility for all including its neighbors, please observe the following rules:

**Hours**

This facility is closed from 1/2 hour after sunset to 1/2 hour before sunrise except for the launching and retrieving of boats.

**Facility Limited to Rigs Not Exceeding 45 feet**

**Prohibited**

Parking on grass, boat re-fueling and transfer of oil, boat painting and washing, use of alcohol, or illegal drugs, disorderly conduct, littering, fires or fireworks, camping and overnight parking, damaging or removing vegetation or public property.

Other uses of the launching facility and parking area including but not limited to commercial use, use for special events, and other non-boating related uses are allowed *only* by obtaining special permission from the Town of Brunswick.

- g) "No Parking Outside of Designated Areas - \$250 Fine"
- h) "Fire Lane – No Parking"
- i) "No Storage of Boats or Gear \$\_\_\_ Fine"
- j) "No Overnight Parking"
- k) "Make Ready Area"
- l) Kayak Drop-off / Pick-up Area
- m) Stop signs at BIC crossing

**Entrance to Birch Island Lane:**

- n) "Private Road – Residents Only"

**At ramp/floats:**

- o) "No Power Loading"
- p) "No Swimming or Fishing"
- q) "No Anchoring or Mooring"
- r) "Maximum tie up time 30 minutes"
- s) Airboat sign (see below)

**Buoys in Bay:**

- t) "No Mooring Zone"
- u) "No Wake Zone" BEP has required clear posting from high water line out 200 feet.
- v) Channel buoys to designate defined entrance/exit

**Kiosk:**

- w) Boater education info to include boater safety, boating laws, fishing regulations, water quality issues, protecting eelgrass habitat, tide chart, shellfish closures, special announcements.
- x) "Posting on kiosk only at the discretion of Parks and Recreation Director. Similar to approach under Ordinance Section 14-140 Merchandising and Signs."
- y) Information on rare and endangered wildlife in Casco Bay and boating practices that reduce disturbance to these species.
- z) Information explaining color-coded launch posts

**Off Site Signage:**

- ii) Identify potential locations of directional signs that would direct boaters to the facility.
- iii) Signage prior to dead end stretch of Merepoint Road indicating when parking area is full.

**Airboat Operators:**

Please respect neighboring landowners



- . Follow all Maine boating laws
- . Launch at lowest RPMs possible
- . Operate at headway speed only within 200 feet of shoreline
- . Avoid power loading
- . Do not leave boat idling on landing

*Your cooperation benefits the shellfish industry and local efforts to maintain coastal access*

## **VII. Non-Boater Use:**

Although this facility is designed primarily to accommodate trailered and hand carried boats, the Town of Brunswick is committed to providing a variety of non-boater uses at this facility. Currently, there is no publicly owned open space on the Merepoint peninsula that offers visitors a chance to simply sit by the water. Seventy percent of the Merepoint Boat Launch parcel (almost 5 acres) will remain undeveloped and could support non-boater uses. For these reasons, the CAC has recommended the following:

- a) Accommodate pedestrian and bicycle access in facility design. The facility has been designed with a walking trail, that includes a pedestrian bridge, leading to the waterfront. The entrance road is currently designed to be 24-foot wide allowing adequate space for shared bicycle and pedestrian use.
- b) Install benches along the shoreline overlooking Merepoint Bay.
- c) Install a picnic table(s).
- d) Install a bike rack
- e) Ensure that some parking spaces are clearly marked to indicate single car use in a percentage of the rig-sized spaces.

## **VIII. Commercial Use:**

Many of the facilities considered during our public launch survey, including Sawyer Park, accommodate commercial users including yacht haulers, boat dealers, mooring contractors, fishing and kayaking guides, and island cargo services. It is not the intent of the CAC to have every possible commercial use accommodated, and in order to be responsive to the concerns of neighboring land owners, not every commercial activity should be accommodated. Large boats that require commercial hauling can be accommodated at Paul's Marina and Smith's Boatyard, both located less than one mile from this facility. Cargo headed for Birch Island is currently stored and transported from the BIC facility. Should other commercial activities take place at this site, the CAC recommends the following:

- Consider adoption of a permit process as outlined below, or similar process. The draft attached is based on the Department of Conservation's Special Use Permit process. The usefulness of this process should be monitored during the first few years of operation and adapted as necessary based on experience. The ability of the town to conduct such a program shall be included in the formal agreement with IF&W:

TOWN OF BRUNSWICK  
DEPARTMENT OF PARKS AND RECREATION  
MERE POINT BOAT LAUNCH FACILITY  
SPECIAL ACTIVITY PERMIT  
GUIDELINES

Principles:

- These guidelines apply to public boat launch facilities managed by the Town of Brunswick
- These facilities were primarily constructed with funds dedicated for acquisition and development of sites for use as public recreational facilities and generally with funds derived from gasoline taxes paid by recreational boaters. Non-recreational boating activity allowed at the facility may be permitted only to the degree that it is compatible with public recreational use of the facilities as determined by activity type and timing.
- The Town will not permit non-recreational boating activities at its recreational facilities which may:
  - expose the Town to an increased risk of liability for health & safety of individuals and damage to property;
  - exceed the maximum rig size of \_\_\_\_\_ that has been determined to negotiate the facility without causing damage;
  - increase the operational or maintenance costs of the facility;
  - result in a violation of the Brunswick Municipal Code of Ordinances Chapter 14, Section 14-2 Unreasonable noise on public ways;
  - discriminate against persons on the grounds of race, color, sex, physical or mental disability, religion, age, ancestry or national origin;
  - create an unfair competitive advantage for one person, group or company; or
  - cause the Town to be in a position to unfairly compete with established businesses for a similar segment of a commercial market.

Guidelines:

- Permits are to be issued with the advice of the Director of Parks and Recreation, the Harbor Master consistent with these principles.
- Permits are not to be issued for the conduct of non-water dependent commercial business, except when associated with community or nonprofit fundraising event.
- All permittees must agree to the standard conditions of the permit and any special conditions (*e.g., time of day restrictions, location on site, etc.*) deemed appropriate by the Department.
- Any commercial entity granted a permit must provide proof of adequate liability insurance and include the Town of Brunswick as an “also insured as their interests may arise”.

**Town of Brunswick  
DEPARTMENT OF PARKS AND RECREATION  
Public Access Boat Launch**

**SPECIAL ACTIVITY PERMIT**

**FILE NO:** \_\_\_\_\_

**Applicant:**

**Name** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_ **Zip** \_\_\_\_\_

**Telephone Number:**(\_\_\_\_) \_\_\_\_\_

**Brief Description of Activity:**

**RIDER A**

**SPECIAL ACTIVITIES PERMIT**

The Applicant has read, understands and agrees to the following General Conditions:

1. **COMPLIANCE WITH LAWS:** The Applicant shall comply with all Federal, State and Municipal laws, ordinances and regulations.
2. **PROTECTION OF PROPERTY:** The Applicant shall protect the property of the Town from any and all injury and damage, normal wear excepted.
3. **HOLD HARMLESS:** The Applicant shall indemnify, defend and hold harmless the Town and its agents, officers and employees from any and all loss, liability or claim arising or resulting from the Applicant's use of the premises or activities of the Applicant.
4. **NONTRANSFERABLE:** This permit is not transferable or assignable in whole or in part.
5. **REVOCAABLE:** This permit is revocable upon twenty four (24) hours notice to the Applicant if the Town determines it to be in its best interest to do so.

**In addition to conditions 1 through 5 the following special conditions shall apply:**

1. Permittee activity shall be conducted in such a manner that it will not interfere with the normal use of the facilities associated with the launching or retrieval of boats by the general public for recreational purposes.
2. Parking areas are reserved for normal use of this facility and are not to be occupied by the permittee or guests for reasons other than vehicle parking.
3. The facility shall not be used for storage of equipment, gear, boats, or trailers.  
I have read and agree to comply with conditions specified in Rider A to the permit.

**Applicant** \_\_\_\_\_

**Date** \_\_\_\_\_

**(Not valid until signed by Director, Department of Parks and Recreation)**

**Director** \_\_\_\_\_

**Date** \_\_\_\_\_

### FEE SCHEDULE

|  |                 |
|--|-----------------|
| <b>Boat Launch by Private Hauler<sup>7</sup></b> | \$__ / launch   |
| <b>Marine Product Demonstration</b>              | \$__ annual fee |
| <b>Training by Commercial Business</b>           | \$__ / day      |
| <b>Public Outreach by Non-profit NGO</b>         | \$ 0 / day      |
| <b>Launch by Licensed Shellfish Harvester</b>    | \$ 0 / day      |

### VIV. Overflow Parking:

The parking capacity of the facility, as currently proposed, is based on 4 years of alternative design review and discussions between IF&W and the Town of Brunswick. It is at a size on par with other facilities in the region constructed primarily for the launching and retrieval of boats (refer to *Public Boat Launch Facilities in Southern Maine*). The CAC does not feel that overflow parking should be accommodated given potential for damage to the facility (lawns, stormwater systems, etc.) if parking takes place outside of designated areas and recommends the following:

- Prohibit parking outside of signed/designated spaces at this facility and impose fine for violations.

### X. Gating:

Most facilities surveyed are not gated, but allow 24 hour access for launching and retrieval of boats. The Town of Brunswick launch at Water Street is gated after hours. This decision to gate the Water Street ramp, adjacent to the bike path, was based on the presence of a 24-hour gravel launch located 1,000 feet up the road. Sawyer Park is only gated at the end of the season prior to ice up of the New Meadows. The CAC recommends the following for the Merepoint facility:

- Do not gate the facility initially. Closely monitor the situation for the first few seasons, and if the need presents itself, a gate can be added at a later date.

### XI. Single Car Parking Spaces:

IF&W has sized all but 3 of the facility parking spaces as rig size in order to maximize utility. This design is *not* intended to preclude vehicles without trailers from using these spaces, but simply to maximize space utility. In order to clarify the fact that more than three single cars can be accommodated at the site, the CAC recommends that:

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<sup>7</sup> Currently not regulated at other Brunswick facilities. If a fee is charged, the CAC recommends an amount that would not compete with fees charged at Smith's Boatyard or Paul's Marina.

- a) Monitor use and demand of single car spaces during first year and adjust availability as warranted;
- b) If determined to be necessary after the first season of operation, IF&W should designate a certain percentage of the spaces to be signed “trailed rigs only”, and clarify single car access in a certain percentage of other rig-sized spaces with dividing striping to indicate bumper-to-bumper parking.

## **XII. Spill Prevention Control:**

Although refueling and transfer of oil will be prohibited at this facility, there is always the chance of an accidental spill whether from a vehicle or boat gas tank. In effort to minimize the risk of an accidental spill and in order to minimize any potential damage from a spill, the CAC recommends the following:

- a) Train all facility staff in spill response/prevention techniques based on a *Spill Prevention Control and Countermeasure Plan* (SPCC) drafted by the town;
- b) Enforce prohibition on refueling at site;
- c) Address through the future boater education program and signage included on kiosk.

## **XIII. Sanitary Facilities:**

Based on information from the Parks and Recreation Department and experiences of other launch facilities in the region, the CAC recommends the following:

- a) Install two vault toilets both ADA compliant and pumped as needed;
- b) Levels within the holding tanks should be monitored as part of routine facility maintenance.

## **XIV. Hours of Operation:**

Every other boat launch in the region that was investigated as part of the *Public Boat Launch Facilities in Southern Maine* document (attached) allows 24 hour access for the launching and retrieval of boats with the exception of the Water Street launch with its very close proximity to an alternative 24-hour ramp (refer to Section X *Gating*). None of the launches have reported problems as long as routine patrols are maintained. The CAC recommends the following:

- a) Provide 24 hour access for the launching and retrieval of boats and limit non-boater access to ½ hour before sunrise to ½ hour after sunset;
- b) Through formal agreement with IF&W, retain the ability to change hours of operation should need arise in future.

#### **XV. Fees:**

Concerns have been raised by the public regarding potential future costs associated with managing this facility. Although major repairs and associated costs of these repairs will be the continued responsibility of the State of Maine, the Town will be responsible for staffing and day-to-day maintenance. Based on the costs for operating similar facilities in Brunswick and other facilities investigated in the surrounding region, the CAC recommends the following:

- a) Do not charge fees initially;
- b) The Town should keep the option for charging fees open with the understanding that any future fees must be used for facility operation.

#### **XVII. Moorings:**

Currently there are approximately 230 private moorings located in the waters of Merepoint Bay from Paul's Marina to the tip of the Merepoint peninsula. In an attempt to avoid the unauthorized placement of additional moorings, the Town of Brunswick enacted a *Harbor, Coastal, Tidal and Navigable Fresh Water* ordinance in May of 2005. This ordinance requires that existing moorings be registered and clearly marked and that new moorings must receive Harbormaster approval prior to placement. In response to concerns that the launch facility will encourage additional moorings, the CAC recommends that the Town:

- a) Prohibit permanent moorings and temporary anchoring at this facility.
- b) Allow two Helix™ type moorings for official use only.

#### **XIII. Boat Washing:**

Boat washing on-site can mobilize petroleum products, detergents, and other contaminants. The CAC recommends:

- Prohibit boat washing in any part of the facility.

#### **XIV. Trash:**

Most of the facilities surveyed have a carry-in / carry-out policy regarding trash. The Parks and Recreation Department has indicated that they have not experienced problems with Brunswick's current policy on providing or servicing trash receptacles at other local facilities and therefore the CAC recommends:

- install on-site receptacles

**XX. Noise:**

Noise has not been raised as an issue at other public access boat launches in residential areas other than the designated commercial ramp in Portland which is used by freight companies servicing the Casco Bay Islands. Given concerns raised by project abutters, the CAC recommends:

- a) Monitor facility noise during the first season of operation in order to determine what constitutes unreasonable disturbance;
- b) Review the town's noise ordinance with the town attorney and assess applicability for addressing launch ramp noise;
- c) Consider time of day or similar restrictions based on experience of initial season of operation.
- d) Airboat use is an ongoing concern throughout Brunswick's coastal neighborhoods, including the neighborhood of the proposed launch. Signage will be installed at this facility to remind operators of appropriate launch techniques. The Town of Brunswick should continue to monitor this situation and develop policy as necessary.

**XXI. Hunting:**

Hunting is prohibited at this facility under existing state and town laws.

**XXII. Staffing/ Enforcement Patrol:**

After consulting with the Brunswick Police Department, the CAC recommends the following:

- Provide strong staff commitment during the first year of operation and evaluate future needs based on experience.

**XXIII. Staffing/ Use Monitoring:**

After consulting with the Parks and Recreation Department, the CAC recommends the following:

- a) Provide staffing during peak season weekends and holidays from 7:00am to 7:30pm during first year of operation and evaluate future needs based on experience.
- b) Assess staffing needs monthly during the first season and prepare an end of season review to be presented to the Town Council with any staff recommendations for future site staffing and management.

c) Daily routine of Park Rangers should include visual inspection of the launch, float system, make-ready and tie down areas, parking facilities, signage, vault toilets, the foot bridge and any other site conditions to determine if maintenance is required. If maintenance is required, a maintenance crew would be dispatched.

d) Training provided to on-site staff should include oil spill response, boat launching and retrieval, and compliance with color-coded post system.

#### **XXIV. Plowing:**

Due to the fact that the proposed Merepoint launch location on lower Merepoint Bay does not ice in as early in the season as other launch ramps, and provides access in a portion of Casco Bay with little all-tides access currently, the facility will be open all year the facility will not be gated. A travel lane to the ramp will be plowed until Merepoint Bay freezes. The CAC recommends the following:

- Designate the responsible Town department and negotiate plowing responsibilities with Birch Island Corporation.

#### **XXV. Harbor Management:**

The Brunswick Town Council adopted a *Harbor, Coastal, Tidal and Navigable Fresh Waters* ordinance in April 2005. This ordinance provides for clear local enforcement ability at all Town launch facilities and Town waters. Activities on the water will continue to be monitored by the Harbormaster and Marine Warden. The CAC recommends the following:

- a) Regularly assess the Harbor, Coastal, Tidal and Navigable Freshwaters ordinance, specifically as it relates to channels (Section 11-2), and town Launches (Section 11-6), and consider amendments as needed.
- b) Enforce compliance with the color-coded post system as designed by IF&W to guide boat launching in a manner that minimizes secondary impacts from sediment suspension and resulting turbidity.

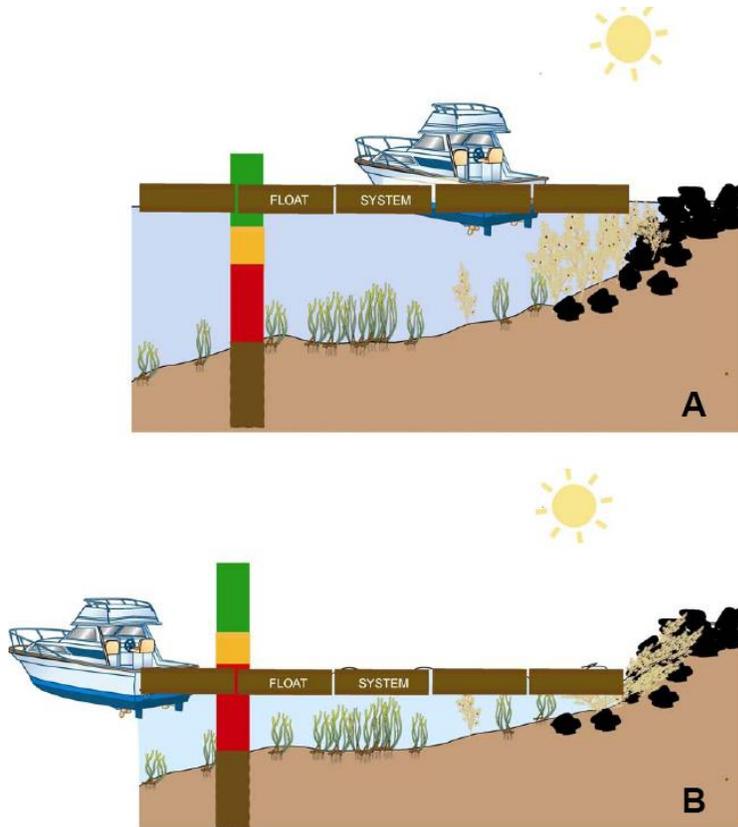


Figure 23. Suggested green-orange-red post system to minimize the impact of boats on the eelgrass habitat at Mere Point. When the water level is in the green zone (A, high tide), boating activity is unrestricted other than the standard of 'no wake zone' and 'travel restricted to the designated channel'. When the water level is in orange zone, the boater should be familiar with low water regulations that will have to be followed if the return occurs at low tide. When the water level is at red (B, low tide), launching is allowed but the boat needs to be walked to the end of the float system before it can be powered up. Such restrictions will not apply to emergency situations.