

BRUNSWICK TOWN COUNCIL

Agenda

August 4, 2014

6:00 P.M. – Executive Session

7:00 P.M.

Council Chambers

Town Hall

85 Union Street

Executive session – Personnel matter regarding the Town Manager search per 1 M.R.S.A. §405(6)(A)

Roll Call

Pledge of Allegiance

Acknowledgment that meeting was properly noticed

Public Comment

Correspondence

Council Committee Updates

Adjustments to the Agenda

MANAGER’S REPORT

- a) Sewer District update on pending charter changes due to recent state law change
- b) Acceptance of a donation of \$2,000 to fund Project Lifesaver (*Action required*)
- c) Nomination papers availability
- d) Update on train idling issue
- e) Update on Longfellow Avenue parking

NEW BUSINESS

99. The Town Council will consider creating a Finance Committee, and will take any appropriate action. (Councilor Brayman)

ACTION

100. The Town Council will receive a list of properties acquired through the tax lien foreclosure process and will take any appropriate action. (Manager)

ACTION

101. The Town Council will consider authorizing the execution of the Maine Natural Resource Conservation Program Project Agreement relating to the removal of an earthen dam and the restoration of approximately 55.3 acres of wetlands at the Kate Furbish Preserve, and will take any appropriate action. (Manager)

ACTION

102. The Town Council will consider setting a public hearing for September 2, 2014, for “An Ordinance Authorizing Storm Drain Improvements and Reconstruction of Nancy Drive, Patricia Road and Pierce Lane, with Total Project Costs Not to Exceed \$580,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$580,000 (plus the cost of issuance),” and will take any appropriate action. (Manager)

ACTION

103. The Town Council will consider setting a public hearing for September 2, 2014, for “An Ordinance Authorizing the Acquisition of a Trackless Sidewalk Tractor and Associated Attachments, with Total Project Costs Not to Exceed \$146,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$146,000 (plus cost of issuance),” and will take any appropriate action (Manager)

ACTION

104. The Town Council will consider adopting “A Resolution Authorizing the Overexpenditure of the 2013-14 Appropriation for Technology Services by an Amount Not to Exceed \$40,000,” and will take any appropriate action. (Manager)

ACTION

105. The Town Council will consider approving “A Resolution Authorizing Forgiveness of the Balance of an Advance to the School Department for the Renovation of Hawthorne School in the Amount of \$186,580,” and will take any appropriate action. (Manager)

ACTION

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

ACTION

CONSENT AGENDA

- a) Approval of the Minutes of July 21, 2014
- b) Approval of gas utility location permit applications for Maine Natural Gas for sections of Elm Street, Middle Street, Everett Street and Swett Street

Brunswick Town Council
Agenda
August 4, 2014
Council Notes and Suggested Motions

Executive session – Personnel matter regarding the Town Manager search per 1 M.R.S.A. §405(6)(A)

Suggested motion:

Motion to go into executive session for a personnel matter regarding the Town Manager search per 1 M.R.S.A. §405(6)(A)

COUNCIL COMMITTEE UPDATES

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

MANAGER’S REPORT

- a) Sewer District update on pending charter changes due to recent state law change: Leonard Blanchette from the Sewer District will update the Council on pending Sewer District charter changes that are being required by a recent state law change (P.L. 2013, ch. 555). Copies of a memo from Pierce Atwood to the Sewer District, outlining the changes they need to make, and the state law, are included in your packet.

Suggested motion: No motion is required.

- b) Acceptance of a donation of \$2,000 to fund Project Lifesaver (Action required): This item is for the Town to accept and expend a donation of \$2,000 to help fund the Police Department’s participation in Project Lifesaver. This program provides monitoring transmitters for family members with autism or Alzheimer’s/dementia. The devices are radio transmitters, which would allow the Police to quickly locate the wearer if he/she wanders off. The hope is that by quickly locating a wandering loved one, they will be found before they come to harm. The remainder of the cost will be funded by another donation the Council has already accepted. A copy of a memo from Captain Waltz is included in your packet.

Suggested Motion:

Motion to accept and expend a donation of \$2,000 to fund a portion of the Brunswick Police Department’s participation in Project Lifesaver.

- c) Nomination papers availability: Nomination papers for Town Council and School Board are available and need to be returned no later than Friday, September 5th. Districts 5 and 7, and one of the At-Large seats for both the Town Council and School Board will be up for election in November.

Suggested Motion: No motion is required.

- d) Update on train idling issue: Mr. Eldridge will provide an update on the issue. He hopes to receive a list of alternatives from NNEPRA that will be provided to the Council once it is received.

Suggested Motion: No motion is required.

- e) Update on Longfellow Avenue parking: The Police Department will update the Council and public on the possibility of making some changes to parking restrictions on Longfellow Avenue.

Suggested Motion: No motion is required.

NEW BUSINESS

99. This item, sponsored by Councilor Brayman, returns from your last meeting and asks the Council to consider creating a Finance Committee. A copy of the draft charge will be included in your packet.

Suggested motion:

Motion to approve creating a Finance Committee, as attached.

100. This item provides the Council with a list of properties acquired through the tax lien foreclosure process. Mr. Eldridge is recommending that the Town Council direct the Finance Committee to review the individual cases to make recommendations to the full Council. Copies of a memo from Mr. Eldridge, a list of properties, and the Town's tax-acquired policy are included in your packet.

Suggested motion:

Motion to send the list of properties acquired through the tax lien foreclosure process to the Finance Committee to review and make recommendations for further actions at the September 2, 2014 meeting.

101. This item is to authorize execution the Maine Natural Resource Conservation Program Project Agreement relating to the removal of an earthen dam and the restoration of approximately 55.3 acres of wetlands at the Kate Furbish Preserve. The Council approved the Town applying for this grant, with the Maine Coastal Heritage Trust administering it, in September 2013. Staff reported back to the Council on February 3, 2014, that the Maine Natural Resources Conservation Program (MNRCP) approved the funding in the amount of \$136,000. The next step is approval of the agreement that allows the Department of Environmental Protection and Army Corps of Engineers to release the funds. Mr. Farrell, Mr. Eldridge and Councilor Walker have been working with the appropriate entities to ensure that the Town's intended uses of trail creation and conservation/recreational use will be allowed under this agreement. The agreement would prohibit buildings and other types of development, uses that had also been prohibited under the terms of the Navy conveyance. Copies of the agreement and surveys are included in your packet.

Suggested motion:

Motion to authorize the Town Manager to execute on behalf of the Town, the Maine Natural Resource Conservation Program Project Agreement relating to the removal of an earthen dam and the restoration of approximately 55.3 acres of wetlands at the Kate Furbish Preserve.

102. This item is to set a public hearing for September 2, 2014, for “An Ordinance Authorizing Storm Drain Improvements and Reconstruction of Nancy Drive, Patricia Road and Pierce Lane, with Total Project Costs Not to Exceed \$580,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$580,000 (plus the cost of issuance).” This item was discussed and approved as part of the CIP process. At that time, the project was estimated to cost \$500,000, all to be funded with bond proceeds. The current estimated cost is \$580,000. The recommendation is that the entire cost be funded with bond proceeds. Copies of the draft ordinance and cost estimate are included in your packet.

Suggested motion:

Motion to set a public hearing for September 2, 2014, for “An Ordinance Authorizing Storm Drain Improvements and Reconstruction of Nancy Drive, Patricia Road and Pierce Lane, with Total Project Costs Not to Exceed \$580,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$580,000 (plus the cost of issuance).

103. This item is to set a public hearing for September 2, 2014, for “An Ordinance Authorizing the Acquisition of a Trackless Sidewalk Tractor and Associated Attachments, with Total Project Costs Not to Exceed \$146,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$146,000 (plus cost of issuance).” Originally, this tractor was to be funded through the Public Works Vehicle Replacement Fund. During the 2014-15 budget deliberations, funding to that reserve fund was reduced by \$100,000. Citing the necessity of replacing the tractor, Mr. Eldridge indicated that he would recommend funding its acquisition with debt. Copies of the draft ordinance and cost estimate are included in your packet.

Suggested motion:

Motion to set a public hearing for September 2, 2014, for “An Ordinance Authorizing the Acquisition of a Trackless Sidewalk Tractor and Associated Attachments, with Total Project Costs Not to Exceed \$146,000 (plus any other authorized costs), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$146,000 (plus cost of issuance).”

104. This item is to consider adopting “A Resolution Authorizing the Overexpenditure of the 2013-14 Appropriation for Technology Services by an Amount Not to Exceed \$40,000.” As discussed at the last meeting, these overexpenditures should have been addressed at the year-end meeting. A copy of the resolution is included in your packet.

Suggested motion:

Motion to adopt “A Resolution Authorizing the Overexpenditure of the 2013-14 Appropriation for Technology Services by an Amount Not to Exceed \$40,000.”

105. This item considers approving “A Resolution Authorizing Forgiveness of the Balance of an Advance to the School Department for the Renovation of Hawthorne School in the Amount of \$186,580.” In 2009, the Town Council adopted a Bond Ordinance Authorizing the Issuance of Bonds and Notes in and Amount not to Exceed \$375,000 to Finance Improvements at Hawthorne School in order to Convert the Property to Educational and Office Uses. Subsequently, the Town authorized an advance (aka internal loan) from the Town’s general fund to finance the project authorized in the bond ordinance. The School Department completed the renovations at a total cost of \$365,287, which was to be repaid to the general fund over five years. In the 2012-13 Budget, the Council suspended repayment of the advance. In the following year’s budget discussion, the Manager expressed the understanding and affirmation of the Council that the remaining balance of the advance be forgiven. What this resolution will do is provide formal action on this forgiveness of remaining debt. Copies of a memo from Mr. Eldridge and a draft resolution are included.

Suggested motion:

Motion to adopt “A Resolution Authorizing Forgiveness of the Balance of an Advance to the School Department for the Renovation of Hawthorne School in the Amount of \$186,580.”

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

Suggested Motion:

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

CONSENT AGENDA

- a) Approval of the Minutes of July 21, 2014: A copy of the minutes is included in your packet.
- b) Approval of gas utility location permit applications for Maine Natural Gas for sections of Elm Street, Middle Street, Everett Street and Swett Street: Copies of information on the applications are included in your packet, with explanations below.

In application ULP 2014-17, Swett Street Maine Natural Gas seeks authorization to install a 2” gas main from the existing gas main located on the south side of High St across from the east side Swett St. The proposed gas main will run northerly along the west side of Swett St about 1 foot inside the paved way. Approximately 620 feet of 2” gas main.

In application ULP 2014-18, Everett Street Maine Natural Gas seeks authorization to install a 2” gas main from the proposed gas main to be located on the west side of Middle Street. The new gas main will run from the proposed gas main across Middle

Street to a point on the north side of Everett about 3 feet within the road, continuing along Middle Street 3 feet within the road to a point west of Fairpoint's building where it will transition to the sidewalk and run to Maine Street. Approximately 575 feet of 2" gas main.

In application ULP 2014-19, Middle Street Maine Natural Gas seeks authorization to install a 2" gas main from the proposed gas main to be located on the west side of the apron at Hannaford. The proposed gas main will run northerly about 3 feet within the paved way to a point across from the north side of Everett Street. Approximately 280 feet of 2" gas main.

In application ULP 2014-20, Elm Street Maine Natural Gas seeks authorization to install a 2" gas main from the existing gas main located on the east side of Union Street at south side of Elm Street. The proposed gas main will run easterly in the sidewalk on the south side of Elm Street to Maine Street. Approximately 960 feet of 2" gas main.

Suggested Motion:

Motion to approve the Consent Agenda.

Suggested Motion:

Motion to adjourn the meeting.