

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

**Executive session – Personnel matter regarding the Town Manager search process and review of applications 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) Nomination Papers availability
- b) Approval of ballot for MMA’s Legislative Policy Committee

**PUBLIC HEARING**

- 85. The Town Council will hold a public hearing on an application for a special amusement license, and will take any appropriate action. (Manager)

**Special Amusement**

165 Park Row, Inc.  
D/B/A: Brunswick Inn  
165 Park Row

Eileen Horner

**PUBLIC HEARING/ACTION**

- 86. The Town Council will hear public comments for “An Ordinance Authorizing the Acquisition and Installation of Heating, Ventilation, Cooling, and Related Equipment at

the Junior High School, with Total Project Costs Not to Exceed \$454,080 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$454,080 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder,” and will take any appropriate action. (Manager)

**PUBLIC HEARING/ACTION**

87. The Town Council will hear public comments on the Zoning Ordinance amendments relative to eliminating the restriction for pre-election and post-election removal of political signs, and will take any appropriate action.

**PUBLIC HEARING/ACTION**

### **NEW BUSINESS**

88. The Town Council will consider setting a public hearing for July 21, 2014, for amendments to the Zoning Ordinance to consider the rezoning of the MU1 (Rural Mixed Use 1 - Lower Bath Road) District within the Town’s Growth Area to CC (Cooks Corner Center) District and remaining lands outside the Growth Area rezoned to CR2 (Country Residential 2) thereby eliminating the MU1 District in total, and will take any appropriate action. (Manager)

**ACTION**

89. The Town Council will consider engaging Strategic Talent Management to provide assessment services to the Town of Brunswick in connection with the search and recruitment of a new Town Manager, and will take any appropriate action. (Councilor Favreau)

**ACTION**

90. The Town Council will consider setting a public hearing for July 21, 2014, on amendments to the General Assistance Maximums, and will take any appropriate action. (Manager)

**ACTION**

91. The Town Council will consider setting a public hearing for July 21, 2014, on amendments to Chapter 15 (“Traffic and Vehicles – Article IV - Stopping, Standing, Parking) regarding making a section of upper Park Row from South Street to College Street two hour parking only, and will take any appropriate action. (Manager)

**ACTION**

92. The Town Council will consider adopting a charge for the Solid Waste Task Force Committee, and will take any appropriate action. (Manager)

**ACTION**

93. 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 May 29, 2014
- b) Approval of the Minutes of June 2, 2014
- c) Approval of the Minutes of June 16, 2014
- d) Approval of the Minutes of June 23, 2014
- e) Approval of quitclaim deeds for the following: mobile home on land depicted as Map 051 Lot 001 Sub 000 Typ 323; a mobile home on land depicted as Map 022 Lot 054 Sub 000 Typ 198; a mobile home on land depicted as Map 051 Lot 001 Sub 000 Typ 405; and a parcel of land with any buildings depicted as Map 024 Lot 018 Sub 000 Typ 000.
- f) Approval of utility permits for Maine Natural Gas for sections of Spruce Lane, Robin Drive, and Harpswell Road

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

**Brunswick Town Council**  
**Agenda**  
**July 7, 2014**  
**Council Notes and Suggested Motions**

**Executive session – Personnel matter regarding the Town Manager search process and review of applications per 1 M.R.S.A. §405(6)(A)**

Suggested motion:

Motion to go into executive session to discuss a personnel matter regarding the Town Manager search process and the review of applications 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) Nomination Papers availability: Nomination papers for Town Council and School Board will be available starting Friday, July 25<sup>th</sup>, and need to be returned no later than Friday, September 5<sup>th</sup>. Districts 5, 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 required.

- b) Approval of ballot for MMA’s Legislative Policy Committee: This item asks the Council to vote for the 2014-2016 Legislative Policy Committee member for our area and discuss a selection for the Brunswick representative. For the multiple community spot, there are two nominations, Peter Joseph of Freeport and Elinor Multer of Harpswell. The ballot for this choice has to be to MMA by August 6. The Brunswick only appointment does not have a deadline per say. The timing is up to the Council - except the sooner you appoint, the sooner the person can be involved. Copies of the ballot, candidate profiles, MMA memos, and the LPC handbook are included in your packet.

Suggested Motion:

Motion to support \_\_\_\_\_ for the MMA 2014-2016 Legislative Policy Committee.

Motion to appoint \_\_\_\_\_ as the Brunswick representative for the MMA 2014-2016 Legislative Policy Committee.

**PUBLIC HEARING**

85. This item is the required public hearing on a renewal Special Amusement License for the Brunswick Inn. They are requesting acoustic music. Copies of the public hearing notice and application are included in your packet.

Suggested Motion:

Motion to approve the application for a special amusement license for the Brunswick Inn, located at 165 Park Row.

86. This item is the required public hearing on a bond ordinance for air quality work and heating efficiency to be done at the junior high school. This is a program that has been funded annually to assist in air quality issues at the school. Per your request, staff from the School Department (Paul Caron and Jim Oikle) will be at your meeting to answer questions about the project. Copies of the draft ordinance and the proposal from Siemens, outlining the scope of work, are included in your packet.

Suggested Motion:

Motion to adopt “An Ordinance Authorizing the Acquisition and Installation of Heating, Ventilation, Cooling, and Related Equipment at the Junior High School, with Total Project Costs Not to Exceed \$454,080 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$454,080 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder.”

87. This item, sponsored by Chair Pols, is the required public hearing on Zoning Ordinance amendments relative to eliminating the sixty day restriction for political signs. At the request of the Council, the Planning Board reviewed existing language that permitted political signs only sixty days prior to an election and mandated removal within five days after the election. Similar language in other communities has been determined to be unconstitutional, so the Council requested the Planning Board come back with adjustments to the language. The Board voted to strike the restriction that limited the time that signs could be up. Copies of a memo from the Planning Department, draft language, and letter from the Town Attorney are included in your packet

Suggested Motion:

Motion to adopt Zoning Ordinance amendments relative to eliminating the restriction for pre-election and post-election removal of political signs.

**NEW BUSINESS**

88. This item is to consider setting a public hearing for July 21, 2014, for amendments to the Zoning Ordinance to consider the rezoning of the MU1 (Rural Mixed Use 1 - Lower Bath Road) District within the Town’s Growth Area to CC (Cooks Corner Center) District and remaining lands outside the Growth Area rezoned to CR2 (Country Residential 2) thereby eliminating the MU1 District in total. At the request of abutting property owners comprising the entire MU1 (Rural Mixed Use1 – Lower Bath Road) zoning district, the Planning Board considered the rezoning of the MU1 lands southeast of Old Bath Road to CC (Cooks Corner Center) zoning district, leaving a very small area remaining as MU1 to the west of Old Bath Road. The primary landowner representing all property owners has a potential development proposal and requested the zoning change prior to the completion of the comprehensive zoning ordinance rewrite later this year. Staff further recommended to rezone those remaining MU1 lands to the west of Old Bath Road to

CR2 (Country Residential 2- Old Bath Road) thereby consolidating a very small zoning district with two larger districts anticipated to remain as part of the rewrite. Planning Board held a public hearing on June 3<sup>rd</sup> to consider the proposed zoning amendment, at which time the Board unanimously recommended the rezoning request be considered by Town Council for adoption. Staff is requesting Council's consideration to schedule a public hearing for review and action of the proposed zoning ordinance amendment. Copies of a memo and other supporting materials including maps are included in your packet.

Suggested Motion:

Motion to schedule a public hearing on July 21, 2014, to consider the rezoning of the MU1 (Rural Mixed Use 1 - Lower Bath Road) District within the Town's Growth Area to CC (Cooks Corner Center) District and remaining lands outside the Growth Area rezoned to CR2 (Country Residential 2), thereby eliminating the MU1 District in total.

89. This item is sponsored by Councilor Favreau to bring back a discussion the Council had at the time they selected the firm to undertake the Town Manager's search. Councilor Favreau is requesting the Council consider engaging the services of Strategic Talent Management to provide assessment services on final candidates. A copy of their original proposal is included in your packet.

Suggested Motion:

The Town Council will authorize the Town of Brunswick to engage the services of Strategic Talent Management to provide assessment services to the Town of Brunswick in connection with its search and recruitment of a new Town Manager. These assessment services shall be limited to the final three candidates at a cost of \$650.00 per candidate or a maximum cost of \$1,950.00.

90. This item is to set a public hearing for July 21, 2014, to change the current General Assistance maximums. This is the annual adoption of the limits, with changes only to GA overall maximums. Copies of a memo and supporting materials, including explanation of Overall Maximum levels, are included in your packet.

Suggested Motion:

Motion to set a public hearing for July 21, 2014, on amendments to the General Assistance Maximums for increases to GA overall maximums.

91. This item is to set a public hearing for July 21, 2014, on amendments to Chapter 15 ("Traffic and Vehicles – Article IV - Stopping, Standing, Parking) regarding making a section of upper Park Row from South Street to College Street two hour parking only. This request comes from Bowdoin College to eliminate all day parking, which will free up spots for visitors and other members of the public. Traditionally, the spots have been filled by either students or staff who park for extended times. Copies of the draft language and a photo with diagram of the area are included in your packet.

Suggested Motion:

Motion to set a public hearing for July 21, 2014, on amendments to Chapter 15 (“Traffic and Vehicles – Article IV - Stopping, Standing, Parking) regarding making a section of upper Park Row from South Street to College Street two hour parking only.

92. This item is to create a Solid Waste Task Force Committee that will explore and make recommendations relative to issues surrounding the Graham Road Landfill. A copy of the draft charge as prepared by Mr. Eldridge will be attached to the official minutes.

Suggested Motion:

Motion to adopt a charge for the Solid Waste Task Force Committee. (Chair Pols will appoint this committee once it is approved.)

93. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Copies of the Appointments Committee’s 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 May 29, 2014: A copy of the minutes is included in your packet.
- b) Approval of the Minutes of June 2, 2014: A copy of the minutes is included in your packet.
- c) Approval of the Minutes of June 16, 2014: A copy of the minutes is included in your packet.
- d) Approval of the Minutes of June 23, 2014: A copy of the minutes is included in your packet.
- e) Approval of quitclaim deeds for the following: a mobile home on land depicted as Map 051 Lot 001 Sub 000 Typ 323; a mobile home on land depicted as Map 022 Lot 054 Sub 000 Typ 198; a mobile home on land depicted as Map 051 Lot 001 Sub 000 Typ 405; and a parcel of land with any buildings depicted as Map 024 Lot 018 Sub 000 Typ 000: This item deeds back properties to their owners, who have paid all back taxes. Copies of the deeds are included in your packet.
- f) Approval of utility permits for Maine Natural Gas for sections of Spruce Lane, Robin Drive, and Harpswell Road: Below is information on the attached permits:

In application ULP 2014-13, Spruce Lane Maine Natural Gas seeks authorization to install a 2” gas main from the existing gas main located on the south side of Hemlock Road, the proposed gas main will run southerly along the east side of Spruce Lane outside the pavement to the back side of the cul-de-sac. Approximately 400 feet of 2” gas main.

In application ULP 2014-14, Robin Drive Maine Natural Gas seeks authorization to install a 2” gas main from the existing gas main located on the west side of Church Road. The new gas main will run from the existing gas main across Church Rd to the sidewalk on the north side of Robin Drive and continue in the sidewalk to a point just west of Kyle Street, the proposed gas main will then cross Robin Drive to a point outside the pavement on the south side of Robin Drive, the proposed gas will continue easterly to the back side of the cul-de-sac. Approximately 1170 feet of 2” gas main.

In application ULP 2014-15, Harpswell Road Maine Natural Gas seeks authorization to install a 2” gas main from the existing gas main located in the sidewalk, on the east side of Harpswell Road at the south side Bowker Street. The new gas main will run southerly in the sidewalk from the existing gas to an existing gas main located in the sidewalk at a point across from Longfellow Avenue. Approximately 725 feet of 2” gas main.

*Suggested Motion:*

Motion to approve the Consent Agenda.

*Suggested Motion:*

Motion to adjourn the meeting.