

BRUNSWICK TOWN COUNCIL
Agenda
October 6, 2014
Regular Meeting - 7:00 P.M.
Council Chambers
Town Hall
85 Union Street

Roll Call

Pledge of Allegiance

Acknowledgment that meeting was properly noticed

Public Comment

Correspondence

Recognition of Pancreatic Cancer Awareness Month

Adjustments to the Agenda

MANAGER'S REPORT:

- a) Recognition of Chief Ken Brilliant becoming a Maine Certified Chief Fire Officer
- b) Update on Zoning Ordinance Rewrite
- c) Report on the Environmental Investigation at the Quarry Area of former NAS
- d) Discussion of upcoming Council workshop
- e) Approval of MMA Safety grant applications (*Action required*)
- f) Update on Water Street boat launch
- g) Update from the Solid Waste Task Force
- h) Announcement of the Household Hazardous Waste Day

NEW BUSINESS

118. The Town Council will discuss sending a letter to the Department of Environmental Protection regarding opening the Simpson Point boat ramp for boats with submerged propellers on a seasonal basis October 1st to April 30th, and will determine if any future action is necessary. (Manager)

DISCUSSION

119. 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 August 18, 2014
- b) Approval of the Minutes of July 28, 2014
- c) Approval of the Minutes of July 30, 2014

- d) Approval of the Minutes of September 15, 2014
- e) Approval of the Minutes of September 22, 2014
- f) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the November 4, 2014 Election
- g) Approval of the Election Warrant for November 4, 2014
- h) Approval of extended voter registration hours for the November Election

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

No action will occur.

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

Brunswick Town Council
Agenda
October 6, 2014
Council Notes and Suggested Motions

CORRESPONDENCE

- Recognition of Pancreatic Cancer Awareness Month: Per a citizen's request, a copy of a memo and proclamation are included in your packet.

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) Recognition of Chief Ken Brillant becoming a Maine Certified Chief Fire Officer: This item recognizes the Chief's accomplishment of meeting the professional development criteria of the MFCA certification program to reach the level of Chief Fire Officer Level III. A copy of a letter from the Maine Fire Chiefs' Association is included in your packet.

Suggested Motion: No motion is required.

- b) Update on Zoning Ordinance Rewrite: This is an opportunity for the Committee to provide an update to the Council and public on the progress they are making on the rewrite, along with a review of the meetings they have held.

Suggested Motion: No motion is required.

- c) Report on the Environmental Investigation at the Quarry Area of former NAS: This is an opportunity to provide information to the Council and public about the environmental study the Navy is conducting on the Quarry Area located on the former NAS Brunswick property. The environmental investigation is being extended to a portion of the Town Commons. A copy of the Navy's fact sheet is included in your packet.

Suggested Motion: No motion is required.

- d) Discussion of upcoming workshop: This item is to discuss a date for a proposed workshop with the Town Attorney regarding right-to-know and conflict of interest. We are recommending Thursday, October 23rd.

Suggested Motion: No motion is required.

- e) Approval of MMA Safety grant applications (Action required): This item is to have the Council endorse the Town's applications, and if received, allows the Town to expend the grant funds from MMA for two safety grants. We had to apply for the grants prior to your meeting, since the deadline was September 30th. The first one is for necessary ergonomic items for the Tax Office. The second one is for the Fire Department to assist with the

purchase of two sets of firefighting turnout gear. Copies of the two grant applications are included in your packet. Should the Council not want us to pursue these, the applications will be withdrawn.

Suggested Motion:

Motion to endorse the applications for two MMA Safety grants, and if received, to allow expenditure of funds in the amount of up to \$2,000 each for ergonomic items for the Tax Office and two sets of turnout gear for the Fire Department.

- f) Update on Water Street boat launch: This item provides information regarding this project, since the bids have been received, and the project is expected to begin this fall. Negotiations with the Maine Department of Agriculture, Conservation and Forestry as well as with the selected contractor have been completed but contracts are not yet finalized. Parks and Recreation Director Tom Farrell will be in attendance to provide this report and answer any questions.

Suggested Motion: No motion is required.

- g) Update from the Solid Waste Task Force: This item is to provide an update on the Task Force's work since their charge required a report back to the Council in October. Mr. Eldridge will provide a brief report on the activities of the Task Force to date.

Suggested Motion: No motion is required.

- h) Announcement of the Household Hazardous Waste Day: The Town is once again hosting a fall Household Hazardous Waste Day at Public Works on Saturday, October 18th from 9 a.m. to 1 p.m. The event is open to all Brunswick residents and gives them a safe opportunity to dispose of their household hazardous waste materials. To bring material to the facility, the Town requires pre-registration. A copy of the brochure is included in your packet.

Suggested Motion: No motion is required.

NEW BUSINESS

118. This item is for the Council to discuss sending a letter to the Department of Environmental Protection regarding opening the Simpson Point boat ramp to boats with submerged propellers on a seasonal basis from October 1st to April 30th. This request comes from the Brunswick River and Coastal Waters Commission, which voted unanimously to send this recommendation to the Council. A copy of the Commission's recommendation is included in your packet. A letter to the Department of Environmental Protection is being drafted.

Suggested Motion:

This is a discussion item at this point to allow the public an opportunity to hear about this request prior to any Council action.

119. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. They are recommending reappointments of Mary Anne Lawler to the Water District Trustees and John Poutree to the Zoning Board of Appeals, along with Millie Stewart to the Captain Fitzgerald Recreation & Conservation Area Master Plan Committee as the current abutter. Copies of the applications are included in your packet.

Suggested Motion:

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

CONSENT AGENDA

- a) Approval of the Minutes of August 18, 2014: A copy of the minutes will be included in your packet.
- b) Approval of the Minutes of July 28, 2014: A copy of the minutes will be included in your packet.
- c) Approval of the Minutes of July 30, 2014: A copy of the minutes will be included in your packet.
- d) Approval of the Minutes of September 15, 2014: A copy of the minutes will be included in your packet.
- e) Approval of the Minutes of September 22, 2014: A copy of the minutes will be included in your packet.
- f) Appointment of Fran Smith as Warden and Elin Gould, Sara King, and Joe Zrioka as Deputy Wardens for the November 4, 2014 Election: These are appointments for the November election.
- g) Approval of the Election Warrant for November 4, 2014: A copy of the warrant will be included in your packet.
- h) Approval of extended voter registration hours for the November Election: A copy of the notice will be included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

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

Suggested Motion:

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

No action will occur.

Suggested Motion:

Motion to adjourn the meeting.

Correspondence

BACK UP MATERIALS

From: Richelle Stacy
Sent: Wednesday, September 17, 2014 2:29 PM
To: Town Council
Subject: Pancreatic Cancer Awareness Proclamation for the month of November

Dear Brunswick Town Council:

As your constituent, I am writing on behalf of the Pancreatic Cancer Action Network and the estimated 39,590 Americans who will die of pancreatic cancer in 2014, approximately 200 of whom live in Maine. In 2014, pancreatic cancer will afflict more than 46,420 Americans, 73% of whom will die within one year of their diagnosis, and 94% of whom will die within five years of diagnosis.

I lost my father to pancreatic cancer on August 15th, 2014. He had an agonizing 6 months battling pancreatic cancer. As a constituent and the only daughter of someone who lost their life to this disease, I feel the need to be the voice fighting against pancreatic cancer for those who no longer can. It is heart wrenching and needs your support for increased funding for increased research and awareness. I won't allow my dad's fight to be unheard and unnoticed.

To date, pancreatic cancer is the fourth leading cause of cancer death in the United States, and it is the only major cancer with a five-year relative survival rate in the single digits at just six percent. Furthermore, the incidence and death rate for pancreatic cancer are increasing, and pancreatic cancer is anticipated to move from the fourth to the second leading cause of cancer-related death in the U.S. by 2020. We need your help to shine a spotlight on this disease and finally make progress in developing treatments and early detection tools. By issuing a proclamation supporting the observance of November 2014 as Pancreatic Cancer Awareness Month in Maine, you can help us to raise awareness in our community.

I have attached a draft of the proclamation text for your review. The proposed text not only recognizes November as Pancreatic Cancer Awareness Month, but also notes that the Recalcitrant Cancer Research Act was signed into law in 2012. This legislation is very important for pancreatic cancer, because it requires the National Cancer Institute to develop "scientific frameworks" (strategic plans) for pancreatic and other deadly cancers. The proposed text notes that the current federal funding situation endangers the progress that could be made as a result of this new law and that federal funding for medical research is important to our state's economy. I am happy to provide additional official Pancreatic Cancer Action Network material, including pancreatic cancer facts and statistics and NCI funding information, upon request.

We request that a total of two originals of the proclamation to be made available for our records. Please contact me at 774-444-0440, Richelleannstacy@gmail.com with any questions. I look forward to working with you to issue a proclamation that will recognize November as Pancreatic Cancer Awareness Month and bring much needed attention to this deadly disease. Thank you for your interest in this important issue.

Sincerely,

Richelle Ann Stacy
674 River Rd.
Brunswick, ME 04011

Municipality of Brunswick Proclamation

RESOLUTION

Declaring the month of November “Pancreatic Cancer Awareness Month” in the Municipality of Brunswick.

WHEREAS in 2014, an estimated 46,420 people will be diagnosed with pancreatic cancer in the United States and 39,590 will die from the disease;

WHEREAS pancreatic cancer is one of the deadliest cancers, is currently the fourth leading cause of cancer death in the United States and is projected to become the second by 2020;

WHEREAS pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just six percent;

WHEREAS when symptoms of pancreatic cancer present themselves, it is generally late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 94 percent of pancreatic cancer patients die within the first five years;

WHEREAS approximately 200 deaths will occur in the State of Maine in 2014;

WHEREAS the *Recalcitrant Cancer Research Act* was signed into law in 2012, which calls on the National Cancer Institute to develop a scientific frameworks, or strategic plans, for pancreatic cancer and other deadly cancers, which will help provide the strategic direction and guidance needed to make true progress against these diseases; and

WHEREAS, it will be very difficult to leverage the opportunities that come out of the scientific framework developed as a result of the *Recalcitrant Cancer Research Act* unless sustained and adequate funding is provided to the National Institutes of Health and National Cancer Institute; and

WHEREAS federal funding for medical research is critical to job protection and creation in the State of Maine; and

WHEREAS the Pancreatic Cancer Action Network is the national organization serving the pancreatic cancer community in the municipality of Brunswick and nationwide through a comprehensive approach that includes public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer;

WHEREAS the Pancreatic Cancer Action Network and its affiliates in the municipality of Brunswick support those patients currently battling pancreatic cancer, as well as to those who have lost their lives to the disease, and are committed to nothing less than a cure;

WHEREAS the good health and well-being of the residents of the municipality of Brunswick are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; therefore be it

RESOLVED that the Senator designate the month of November 2014 as “Pancreatic Cancer Awareness Month” in the municipality of Brunswick.

MANAGER REPORT A BACK UP MATERIALS

From: Joan Kiszely
Sent: Tuesday, September 23, 2014 3:20 PM
To: John Eldridge
Subject: Maine Fire Chiefs Association

Dear Mr. Eldridge,

On behalf of the Maine Fire Chiefs' Association, it is my pleasure to inform you that Chief Ken Brillant has applied for and been accepted as having met the professional development criteria of the MFCA certification program, Chief Fire Officer Level III.

Chief Brillant is now a certified Fire Chief in the State of Maine. The program represents Chief Ken Brillant's commitment to public service and professional excellence. The Town of Brunswick should be proud of this accomplishment.

Chief Ken Brillant will be recognized for receiving this certification at the MFCA Annual Membership meeting being held on Wednesday, October 1, 2014 at 10:30 a.m. at Maine Municipal Association, Augusta, ME.

We welcome you to attend!

Sincerely,



Chief St. Michel
Chair of the MFCA
Certification Committee

**MANAGER'S REPORT - B
NO BACK UP MATERIALS**

MANAGER'S REPORT - C BACK UP MATERIALS



Environmental Investigation

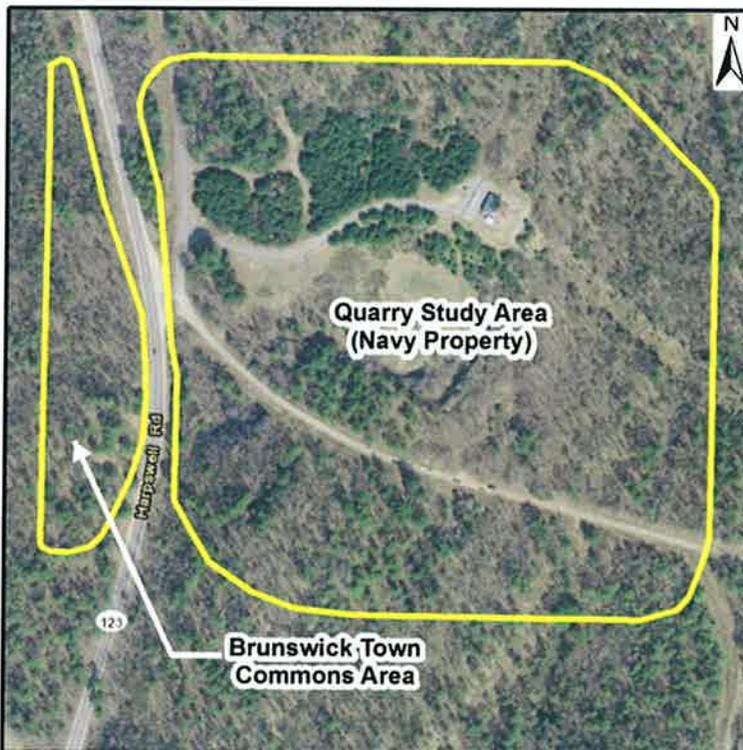
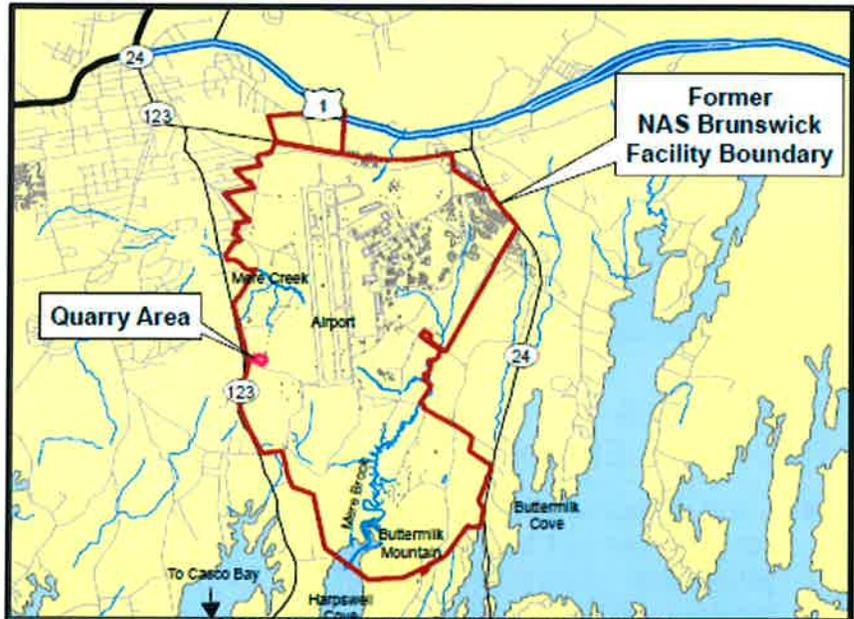
Former NAS Brunswick Quarry, Maine

Fact Sheet No. 1

September 2014

BACKGROUND

The Navy is currently in the process of completing an investigation of the Former NAS Brunswick Quarry Site which lies east of Route 123 (see Figures 1 and 2). This investigation is being performed under the CERCLA program and is being overseen by the US Environmental Protection Agency and the Maine Department of Environmental Protection. The Quarry site is a several acre area containing landfilled materials and other miscellaneous debris typical of Navy operations from the past.



PREVIOUS INVESTIGATIONS AND CONCLUSIONS

Besides the landfilled materials, the Navy has spent the last several years assessing and cleaning up small discarded military items from training and disposal activities at the Quarry. Most of these items have been metal fragments, small fuzes which are similar in size and effects to a large firecracker, and flares. As the studies moved west towards route 123, very few items have been found. Although there is a very low probability of finding any discarded military items, due to the uncertainties associated with the historical uses of the quarry, the Navy has decided to expand the search area across Route 123 on property called the Brunswick Town Commons.

Figure 2: Map Showing Quarry Study Areas

PRESENT SCOPE OF WORK

To complete the study and cleanup process for the Quarry Site, the Navy will be extending the investigation area beyond where it is normally expected to find discarded military items. The expanded area was developed based on current data and potential historical site uses to ensure the extent of military munitions are identified. Any items discovered on this property that represent a potential safety concern will be addressed expeditiously by the Navy team of experts after notifying the Town of Brunswick. The investigation west of Route 123 will last approximately 2 weeks and begin in late September or early October and involve the use of metal detectors and similar equipment.

WHAT DOES THE WORK ENTAIL?

- It will include use of a land surveyor to stake out paths that will be walked by the investigation team. Limited trimming of low tree branches and thick ground brush will be necessary, but no wide-spread vegetation cutting is needed.
- A team of three to four technical experts will use metal detectors to investigate paths known as transects. They will dig up all items detected and record their findings.

WHAT IS EXPECTED TO BE FOUND?

- As was the case with the wooded area on Navy property south of the Quarry, most of what is found is considered cultural debris, consisting of cans, fence scrap, wire, nuts, bolts, and any other common metal debris.
- Expected munitions related debris includes fragments from detonated items, which are not of any concern, but will help complete

the picture showing the extent to which debris may have been scattered.

- Within the Quarry area on the Navy property, very few items of concern have been found. Items found include intact or partially intact items, such as; charges used to dispense items from military aircraft, fuze components, and aircraft rocket parts. Therefore, there is a remote possibility that such items could be west of Harpswell Road.

IS THERE ANY DANGER TO THE PUBLIC?

- Protocol requires the contractor to maintain a safe distance between personnel conducting investigations of potential munitions items and non-essential personnel, especially the public. For this investigation that distance is approximately 150-ft, and is maintained by a safety observer. If someone were to be passing through the woods near the ongoing operation, the work would be suspended until the safe distance is restored.
- There is no reason to consider this area a hazard. If munitions items similar to those found within the quarry exist on the property, they are not easily detonated, and are likely to be buried in the forest floor duff and shallow surface soil.
- This survey is being performed as a conservative measure by the Navy for the protection of human health and the environment.
- Signage will be posted delineating the study area.

CONTACT INFORMATION

- Please direct any questions to: Mr. Paul Burgio, BRAC Environmental Coordinator at (215) 897-4903, or paul.burgio@navy.mil.

For More Information:
MR. Paul Burgio, (215) 897-4903
Paul.burgio@navy.mil

**MANAGER'S REPORT - D
NO BACK UP MATERIALS**

MANAGER'S REPORT - E BACK UP MATERIALS



**Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application**

Name: Jessica Factor Title: Human Resources Mgr.
 Entity (City/Town etc.): Town of Brunswick Department: H.R.
 Address: 85 Union Street City: Brunswick ME Zip: 04011
 Phone: 201-225-6653 Cell Phone: _____



If you have not read all of the instructions, please do so now!

Please describe the safety equipment/services you are considering purchasing. Include the intended purchase, installation or completion date for your project.

Please see the attached -

Why is this safety equipment/service needed? (You are welcome to attach additional sheets).

Please see the attached -

How will this safety equipment/service help to reduce workplace injuries and provide your entity with a safer work environment?

Please see the attached -

Cost (or quote) of equipment/service. (Attach to application). \$2,000 (\$250-500 per chair; balance applied to counter work stations)

Have you committed funds for your portion of this activity? Yes No

Have you applied for or received grants or funding from other sources for this endeavor? Yes No

If Yes, from whom: _____ Amount (\$): _____

Jessica Factor _____
Applicant Signature Date Sept 29, 2014

John Elbridge _____
Key Official Signature Date 9/30/14
(City/Town Mgr., Selectperson, Director)

Jessica Factor _____
Print Name

JOHN S ELBRIDGE _____
Print Name

Human Resources Manager _____
Title

ACTING TOWN MGR _____
Title

For further information regarding this program, please contact our:
Loss Control Technician at 1-800-590-5583

Please mail or fax the completed application and supporting documents. (Keep a copy for your records).

To:
**Maine Municipal Association
Risk Management Services
Attn: Loss Control Dept.
60 Community Drive
PO Box 9109
Augusta, ME 04332-9109
Fax: 207-624-0127**

(We will accept applications by Fax, but illegible or incomplete applications will not be considered.)



Town of Brunswick, Maine

Incorporated 1739

HUMAN RESOURCES DEPARTMENT

JESSICA B. FACTOR, HUMAN RESOURCES MANAGER

85 UNION STREET
BRUNSWICK, ME 04011
TELEPHONE 207-725-6653
FAX # 207-725-6663

September 28, 2014

Attn: Loss Control Department
Maine Municipal Association
Risk Management Services
60 Community Drive
Augusta, ME 04332-9109

RE: Safety Enhancement Grant Application

Dear RMS Awards Committee:

Please find enclosed a Safety Enhancement Grant application, with supporting materials, from the Town of Brunswick. We appreciate your consideration of this information.

We wish to submit a Safety Grant Application towards the purchase of ergonomic items. These items include two high-back chairs; one petite chair, and towards the replacement of desktop counters in our Tax Office.

The Town Hall building moved to our new facility this past April, 2014. Prior to our move, there was significant consideration given to ergonomics, including ongoing pre-move discussions with Town Administration, Town Facilities, General Contractor representatives and Architect firm. Amy Wagner from SafetyWorks visited our former building in November of 2013. This was the first of multiple visits from Amy, with the last in July of 2014. Amy provided helpful ergonomic suggestions, not only for our 28 Federal Street space, but also in preparation and after our move to the new building.

While most of the existing furniture was moved from the former Town Hall location to the new building; several new desk spaces need to be constructed. Amidst these new spaces would be the Tax Office, which would be desktops of an "L" shape and meant to be adjustable (up and down, to accommodate Employees' varying heights).

Upon moving into our new building, we were disappointed to find that the Tax Office desktops (pictures enclosed) were not adjustable. Instead, while the main desks (facing customers) were adjustable, the counters on the right-hand side were fixed. After three weeks, we received a First Report of Injury resulting from the space. This claim remains open and active.

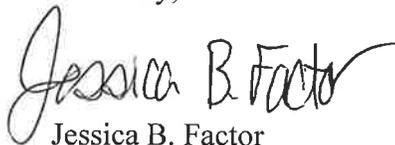
The Town has been in ongoing discussions with the General Contractor and Architect to remedy these spaces. We have temporarily lowered the front counters, as high-back chairs are not available in a taller, teller-style model chair. (Numerous sources were utilized during our search). As we continue to move forward in remedying this situation on the Town's end, we wish to purchase three chairs that would be ergonomically appropriate for the Employees. These include two high-back chairs for the Tax Office (noted above), and one petite model chair for our Human Services office.

The balance of our Grant Submittal would be applied towards the adjustment of the counters in the Tax office. (Current estimates from our General Contractor total over \$25,000 for total adjustments as a whole).

Brunswick's Facilities Foreman coordinated a visit from Creative Office Pavilion last Tuesday, September 23rd. Draft plans are underway to remedy the counters in the Tax Office, resulting in three adjustable workspaces. This was our desired outcome prior to our Town Hall's move in April. Per the current claim, including feedback from both the MMA Workers' Compensation Representative (Michelle Emery) and also the healthcare providers at U.S. HealthWorks (treating medical provider); installing adjustable counters should resolve the ongoing claim and provide for an appropriate workspace for Brunswick's Tax Employees.

Thank you for your consideration of this grant request. Please don't hesitate to contact me with any questions. I can be reached at 725-6653.

Sincerely,



Jessica B. Factor
Human Resources Manager

Enclosures

**Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application**

Please describe the safety equipment/services you are considering purchasing. Include the intended purchase, installation or completion date for your project.

The Town of Brunswick's Safety Grant Application is towards the purchase of three new chairs for Employees. The chairs include two high-back models and one petite. The balance is towards the installation of adjustable counters in our Tax Office, resulting in much-needed ergonomic improvements. The chair purchases, as well as the construction to adjust the counters, would occur as soon as coordination is feasible between Town Facilities and the General Contractor. An ongoing (open) WC claim places this high on the list for resolution.

Why is this safety equipment/service needed?

The attached letter will present our need for these improvements. As noted above, the open WC injury claim currently totals over \$7,600. The Town has been informed by numerous sources (SafetyWorks, State of Maine, MMA, medical providers) that the current injury can't be resolved without adjustments to the work station. Amy Wagner of SafetyWorks has made multiple visits and assessed the Tax Office three times. She verifies the need for these changes, as documented on the attached letter, dated May 15, 2014. (This letter followed her visit to our new building on April 24, 2014). Follow-up visits with Amy Wagner included May 27th/28th and July 1st.

How will this safety equipment/service help to reduce workplace injuries and provide your entity with a safer work environment?

The proposed adjustments to the work space would provide injury resolve (FROI filed April, 2014) and provide for ergonomic-appropriate workstations. A second FYI report will verify the need for these ergonomic changes within the Tax Office.

May 15, 2014

Jessica Factor
Town of Brunswick
85 Union Street
Brunswick, ME 04011

Request No. 300540

Dear Jessica,

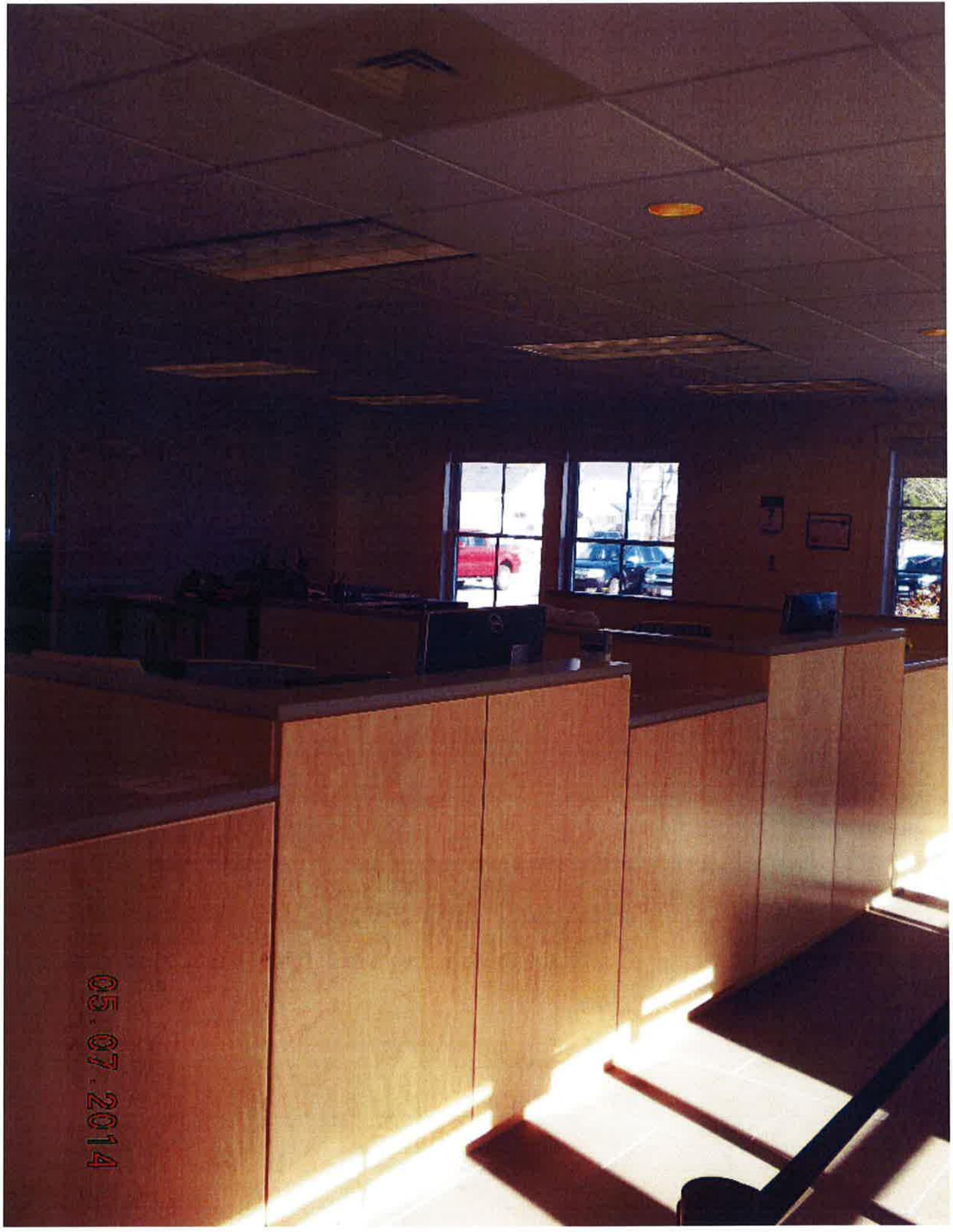
Thank you for choosing SafetyWorks! This is in response to your request, on 04/14/2014 for ergonomic evaluations for your organization's employees at 85 Union Street.

The Tax Department and the Code Enforcement Office are beautiful spaces but not employee ergonomically friendly spaces and both also offer challenges for customers as well. In the Tax Department the whole work surface should be adjustable, not just the front counter. Since most of the equipment that the clerks use is on the side counter, if the front counter height is changed to meet the needs of the individual clerks they will be forced to work at two different heights creating a high risk for injury. Ashley's keyboard tray is installed incorrectly; it needs to be moved four inches to the left to accommodate the use of her mouse. She also needs a high low/sit stand/drafting chair that has a larger pan (20"), to accommodate all the paper forms slots or multi section standing document holders will help reduce awkward reaches and all standing stations need foot rests and all clerks should have headsets. The cash drawers should be installed to the left of their customer service side of their work areas and should be turned so the drawer opens with the money in line with the clerk. To increase safety of the clerks and comfort of the customers a service shelf should be added to the customer side.

The codes area causes the employee to work in a number of awkward angles; the workstation is narrow and is a sharp L shape without a rounded or angled work space for the employee. The customer service area is very narrow and the lower portion creates an obstacle to standing employee and customer. For handicap customers the lower counter does not provide space for the customer and employee to work, it is too narrow and has no leg/wheel chair space. This may violate Americans with Disabilities Act for access.

Sincerely,

Amy Wagner
Occupational Safety Engineer
SafetyWorks!

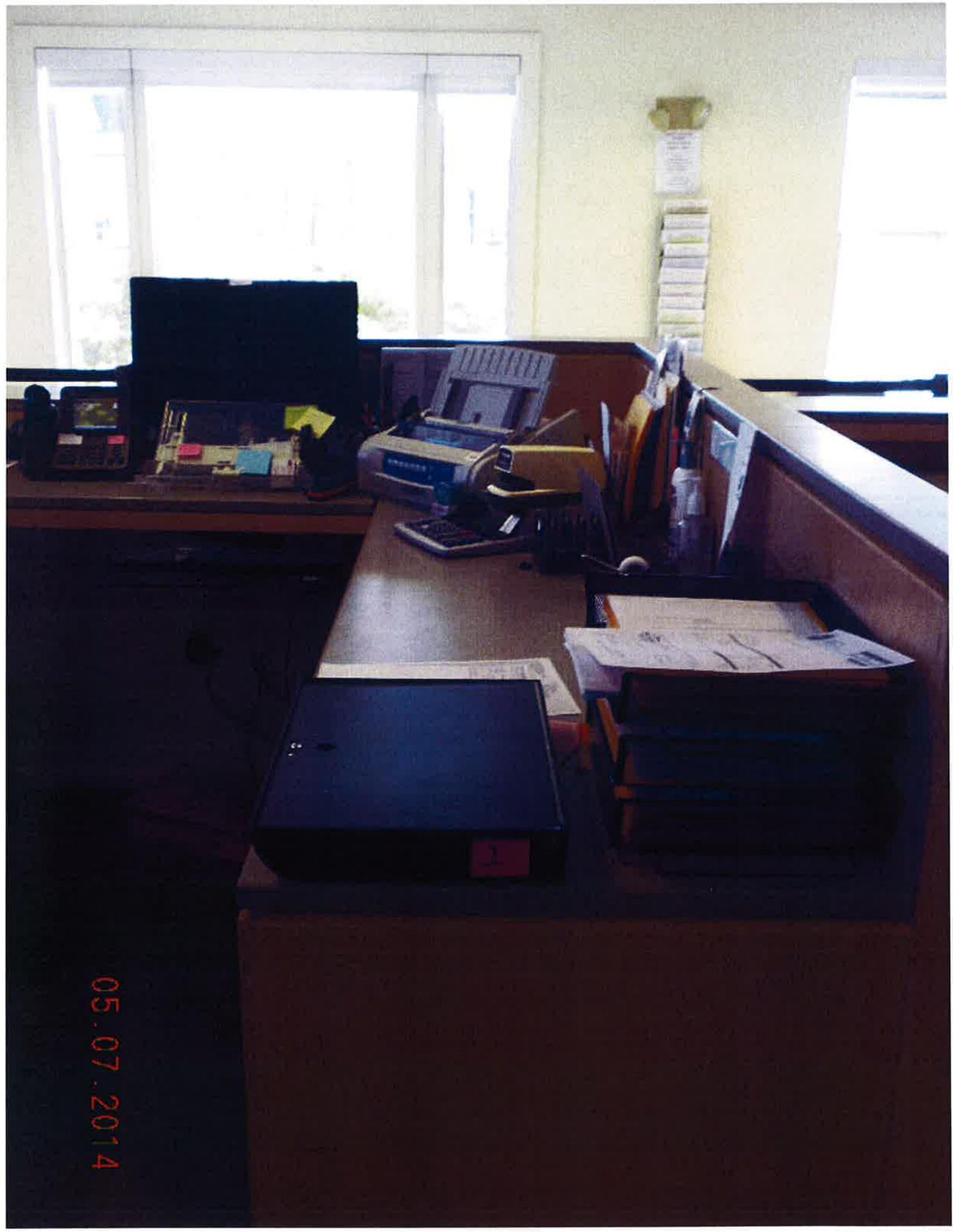


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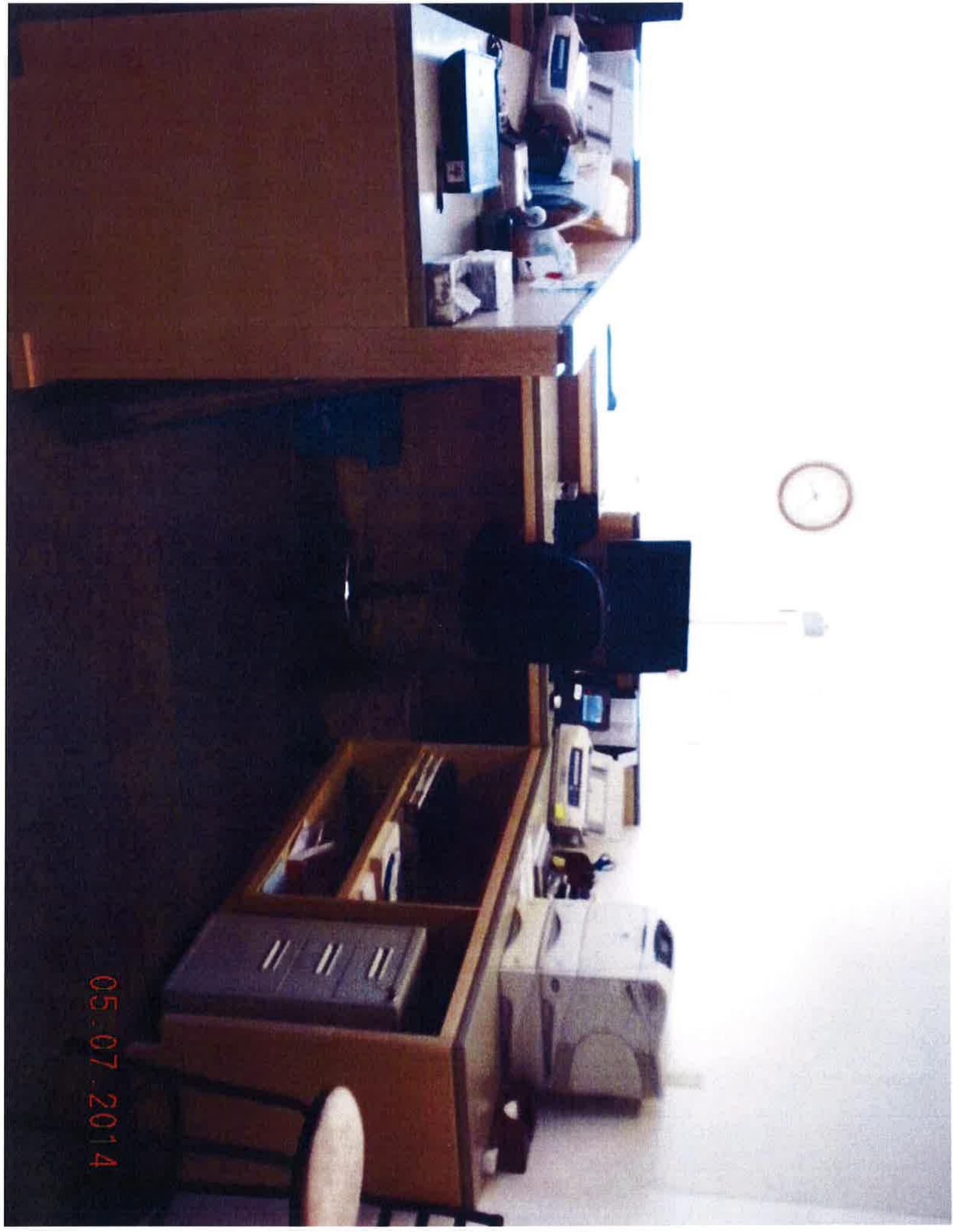
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05.07.2014





05.07.2014



**Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application**

Name: Donald Koslosky Title: Deputy Chief
 Entity (City/Town etc.): Town of Brunswick Department: Fire/EMS
 Address: 21 Townhall Place City: Brunswick ME Zip: 04011
 Phone: (207) 725-5541 ext. 3 Cell Phone: (207) 319-9028



If you have not read all of the instructions, please do so now!

Please describe the safety equipment/services you are considering purchasing. Include the intended purchase, installation or completion date for your project.

See Attached

Why is this safety equipment/service needed? (You are welcome to attach additional sheets).

See Attached

How will this safety equipment/service help to reduce workplace injuries and provide your entity with a safer work environment?

See Attached

Cost (or quote) of equipment/service. (Attach to application). \$ 3,592.00

Have you committed funds for your portion of this activity? Yes No

Have you applied for or received grants or funding from other sources for this endeavor? Yes No

If Yes, from whom: MMA Amount (\$): \$ 6,000.00

<u>Jessica Foster (for Donald Koslosky)</u> Applicant Signature	<u>09/30/2014</u> Date	<u>John A. Eldredge</u> Key Official Signature (City/Town Mgr., Selectperson, Director)	<u>9/30/14</u> Date
<u>Jessica Foster (for Donald Koslosky)</u> Print Name		<u>John A. Eldredge</u> Print Name	
<u>H.R. Morrill - Deputy Fire Chief-Operations</u> Title		<u>Acting Town Mgr.</u> Title	

For further information regarding this program, please contact our:
Loss Control Technician at 1-800-590-5583

Please mail or fax the completed application and supporting documents. (Keep a copy for your records).

To:

**Maine Municipal Association
Risk Management Services
Attn: Loss Control Dept.
60 Community Drive
PO Box 9109
Augusta, ME 04332-9109
Fax: 207-624-0127**

(We will accept applications by Fax, but illegible or incomplete applications will not be considered.)

Please describe the safety equipment/services you are considering purchasing. Include the intended purchase, installation or completion date for your project.

Brunswick Fire Department would like to purchase two sets of firefighting turnout gear for use during emergent and non-emergent responses. The gear is used daily by our department on fire responses and car accidents for extrication. Once awarded the grant we would like to have operational within 120 days due to having to order.

We will be purchasing the following equipment:

(2) Structural firefighting gear \$1,796.00

Total Cost of Project: \$3,592.00

Why is this safety equipment/services needed?

The two sets of turnout gear are needed to replace gear that does not meet current NFPA standards.

How will this safety equipment/service help to reduce workplace injuries and provide your entity with a safer work environment?

These two sets of turnout gear will help reduce injuries by providing turnout gear that meets NFPA standards. It will also provide more protection at trainings and emergency scenes. Also these two sets will have the new (DRD) Drag Rescue Device that is required in the turnout gear for aiding in the removal of a downed firefighter.



MMA Risk Management Services Safety Enhancement Grant Program

MMA's Risk Management Services is committed to helping Workers Compensation Fund members provide the tools necessary to implement safe work practices and build solid risk management programs. The Safety Enhancement Grant program is funded through the Workers Compensation Fund and is available only to current participants in the Fund.

PURPOSE

Safety Enhancement Grants offer financial incentives to Members to purchase safety equipment or services that assist in reducing the frequency and severity of workplace injuries. The grants match your investment on a 2:1 ratio basis. Interested members must submit an application form including the description and intended purpose of the safety equipment or service and how it will make the workplace safer. Grant requests must be for single items or groups of related items.

ELIGIBILITY

Only current Workers Compensation Fund members are eligible to participate. Grants are awarded in May and October of each year. To be eligible for the May awards, your application must be received between October 1 and April 30. Applications for the October awards must be received between May 1 and September 30.

GRANT AWARDS

Members are eligible for awards in amounts up to \$2,000 per project. The minimum cost for requested items must be \$200. There is an annual limit of \$5,000 per member. A maximum of two applications per member may be submitted in a "grant period." Grant monies must be used for the purchase of the approved safety related equipment or services within twelve months of the date of approval. We reserve the right to review appropriate documentation of all expenses.

EVALUATION CRITERIA

The purchase of safety equipment or services with grant funds under this program is intended to directly enhance the health and safety of employees. Awards will not be made for items considered to be among those purchased by a member in the normal course of their operations such as police weapons, firearms, tasers and the like. Routine expenses for the members operations such as equipment repair, licensing, etc. do not qualify. Disposable personal protective equipment such as hardhats, safety shoes, gloves or glasses do not qualify. A few examples of equipment or services that do qualify for consideration are:

- Emergency Eye Wash Stations
- Lockout / Tag-out Equipment
- Trench Protective Systems
- Dump Loks
- Gas Detectors
- Chainsaw Safety Personal Protective Equipment
- Road Hazard Cones & Safety Vests
- Ergonomic Equipment
- Confined Space Safety Equipment
- Flammable Liquid Safety Cabinets
- Turnout Gear
- SCBA Equipment
- Hydraulic Tailgate Lifts or Other Lifting Devices

A committee of RMS management staff reviews all applications. Awards are made on a competitive basis contingent on available funds. Applications requesting items that directly enhance the safety of employees from severe or frequent workplace exposures, demonstrate need and provide or replace non-existent or sub-standard older equipment will be given priority. All applicants will be notified in writing. We cannot accept incomplete or illegible applications. Applications that do not meet program guidelines will not be considered.



***Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application***

APPLICATION GUIDELINES

- ◆ Completed applications and all appropriate supporting documentation must be received in the specified timeframe for the May or October award period.
- ◆ Since each grant application is reviewed on its own merit, requests must be for single items or groups of related items. For example: a trench box, 3 SCBA's etc. or Lockout/Tagout devices including a list of the specific items needed to do the job.
- ◆ Applications must provide a description of the safety equipment or service requested and cost, as well as your financial commitment. (Attach written vendor estimates, etc.)
- ◆ Explain why this particular equipment or service is needed and how it will aid in reducing the frequency and/or severity of workplace injuries.
- ◆ Items purchased prior to grants being awarded are NOT eligible for an award.
- ◆ A key official (Town/City Manager, Selectperson, Director) of the requesting entity must sign the application. No more than two applications per entity may be submitted in a "grant period."
- ◆ Award decisions are made by the RMS Awards Committee. All grant awards are final. Grants will be valid for one year following the date awarded.
- ◆ Award commitments will be based on this application, but documentation of purchase will be required before funds are disbursed.
- ◆ Reimbursement will not be made for the cost of items or services that have also been paid for by other grant or funding sources.

HOW TO APPLY FOR A GRANT

- 1) Read both pages of instructions.
- 2) Complete attached application following guidelines. Get signatures.
- 3) Attach quotes and supporting documentation. Please do not return instruction pages.
- 4) Mail or fax the documents. (Keep a copy for your records).

To:

**Maine Municipal Association
Risk Management Services
Attn: Loss Control Dept.
60 Community Drive
PO Box 9109
Augusta, ME 04332-9109
Fax: 207-624-0127**

Note: Application must be completed entirely, dated and signed by applicant and key official in order to be considered for a grant.

**MANAGER'S REPORT - F
NO BACK UP MATERIALS**

**MANAGER'S REPORT - G
NO BACK UP MATERIALS**

MANAGER'S REPORT - H BACK UP MATERIALS

Household Hazardous Waste Collection Day

Saturday, October 18, 2014, 9 a.m. to 1 p.m.

What Do I Bring???

FROM THE WORK BENCH:

- Oil Based Paints
- Stains & Varnishes
- Wood Preservatives
- Paint Strippers/Thinners
- Lighter Fluid
- Solvent / Adhesives

FROM THE HOUSE:

- Rubber Cement
- Fiberglass Resins
- Photo Chemicals
- Chemistry Sets
- Furniture Polish
- Floor & Metal Polish
- Oven Cleaner
- Drain & Toilet Cleaner
- Spot Remover
- Rug & Upholstery Cleaner
- Solvents
- Lithium & NiCad Batteries
- Mercury Thermometers

FROM THE YARD:

- Insecticides, Fungicides
- Chemical Fertilizers
- Weed Killers
- Moth Balls
- Flea Control Products

FROM THE GARAGE:

- Fuels/Gasoline/Kerosene
- Engine Degreaser
- Brake/Transmission Fluid
- Antifreeze
- Car Wax, Polishes
- Driveway Sealer
- Roofing Tar
- Swimming Pool Chemicals



WHAT NOT TO BRING!!!

- ◇ No Motor Oil (Recycle at Graham Rd Landfill)
- ◇ No Cooking Oil
- ◇ No Tires (Accepted at Gr. Rd Landfill for a fee)
- ◇ No Latex Paint (Air dry or solidify w/ Kitty Litter & bring to Graham Rd Landfill - GRL)
- ◇ No Flashlight/Alkaline Batteries (AA, AAA, C, D or 9V, non rechargeable, accepted at Graham Rd Landfill - GRL as trash)
- ◇ No Fluorescent Bulbs (accepted at GRL)
- ◇ No Car Batteries (accepted at GRL)
- ◇ No Empty Containers (accepted at GRL)
- ◇ No Non Household Generated Wastes (Commercial or Industrial)
- ◇ No Radioactive Wastes
- ◇ No Smoke Detectors
- ◇ No Biological Wastes
- ◇ No Explosives/Ammunition
- ◇ No Prescription Meds
- ◇ No Syringes/Sharps (see website FMI)
- ◇ No Asbestos Material (see website FMI)
- ◇ No Compressed Gas Cylinders (20 lb Propane tanks accepted at GRL to recycle)

FMI call 725-6654 or visit our website at www.brunswickme.org

WHAT IS HOUSEHOLD HAZARDOUS WASTE (HHW)?

Household hazardous waste is any product that is classified as toxic (poisonous), corrosive, flammable or reactive (explosive). Such products can be found in most homes, garages, or workshops.



Many of these products can be identified by reading labels. LOOK FOR THE WORDS: POISON, CORROSIVE, TOXIC, VOLATILE, FLAMMABLE, CAUTION, DANGER, OR WARNING.

HOW DO I SAFELY TRANSPORT & DISPOSE OF IT?

- Carefully load HHW into your car or truck.
- NEVER MIX chemicals together!!!
- NEVER SMOKE or eat while handling or transporting hazardous materials.
- Bring materials in original containers; be sure they are securely closed, tighten all caps or lids.
- Pack containers in sturdy upright boxes and pad with newspaper, if necessary, to prevent spillage. Max container size is 30 gallons.
- Leaking or broken containers must be contained.
- Leave pets at home.
- Pack your vehicle and drive to Brunswick Public Works at 9 Industry Road (across from the former Times-Record building) at the time designated when you pre-registered.
- Do not get out of your vehicle while at the site unless told to do so!!!
- Have proof of Brunswick, Topsham, Harpswell, West Bath, Georgetown or Bowdoin residency in your vehicle (driver's license, vehicle registration, tax or utility bill)
- Follow directions from attendants, your car will be offloaded by Clean Harbors, Hazardous Waste technicians.

Do Evil Spirits Lurk in Your Home?

Clean the skeletons out of your closets, basement, and garage.

Come to Brunswick's Household Hazardous Waste Collection Day on October 18, 2014.

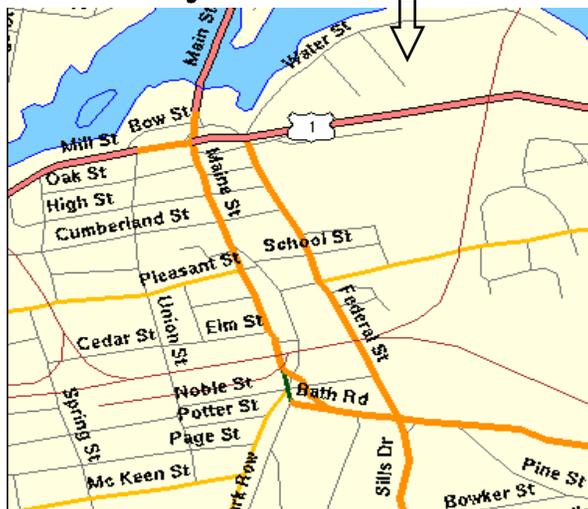
How to Pre-Register:

Call Brunswick Public Works at 725-6654 with your name, mailing address and a list of the HHW material you will be bringing. You will be given a time period in which to show up with your material on Saturday, October 18, 2014.

The collection has been organized by
The Town of Brunswick Public Works Department and
The Brunswick Recycling Committee.

This collection is Operated by:
Clean Harbors Environmental Services, Inc.
South Portland, Maine
North Andover, MA 01845

Industry Road Collection Site



Brunswick Public Works Dept
9 Industry Rd
Brunswick, Maine 04011

Household Hazardous Waste Collection Day 2014



DATE: Saturday,
October 18, 2014

PLACE: Brunswick Public Works
9 Industry Road
Brunswick, ME 04011

TIME: 9 a.m. to 1 p.m.

Pre-Registration is Required

(You can pre-register by calling 725-6654 and you will be given a specific time to show up on Saturday, October 18, 2014 with your HHW.)

This event is FREE to residents.

Proof of Town of Brunswick, Topsham, Harpswell, Georgetown, West Bath, or Bowdoin Residency is required

**No Commercial Haulers
No Commercial Waste**

ITEM 118

BACK UP MATERIALS



Town of Brunswick, Maine

INCORPORATED 1739
MARINE RESOURCES & HARBOR MANAGEMENT
85 PLEASANT STREET
BRUNSWICK, MAINE 04011
TELEPHONE 207-725-5521 FAX 207-725-6663
Email – ddevereaux@brunswickpd.org



Daniel R. Devereaux
Marine Resource Officer
Harbormaster

TO: The Brunswick Town Council
CC: John Eldridge, Acting Town Manager
FROM: Mark Worthing (Rivers Coastal Waters Commission Chair)
DATE: August 4, 2014

On July 23, 2014 the Brunswick River and Coastal Waters Commission voted unanimously to send the following recommendation to the Town Council;

The River and Coastal Waters Commission recommends to the Brunswick Town Council that they request that the Maine Department of Environmental Protection allow the reopening of the Simpson's Point boat ramp to boats with submerged propellers on a seasonal basis from October 1 through April 30 each year.

This decision was based on the following reasons;

- 1) *Eelgrass. MDR Assessment Corporation has monitored the eelgrass since 2008 and concluded in their November 2012 report that the decline in eelgrass at Simpson's Point is clearly unrelated to motor vessel traffic.*
- 2) *Safety of shellfish harvesters. Opening Simpson's Point would allow shorter, safer transits to shellfish areas during the harsher seasons compared to the travel distance to those areas from the Mere Point Boat Launch.*
- 3) *Public opinion. At the RCWC public forum of July 16, 2014, citizens expressed willingness and need to share the resources of Simpson's Point and to compromise for the safety of all.*

ITEM 119

BACK UP MATERIALS

APPOINTMENTS COMMITTEE

To:

Brunswick Town Council

From:

Gerald Favreau
Chair Appointments Committee

Date:

09/17/2014

Fellow Councilors,

On the evening of September 17, 2014, the Appointments Committee was scheduled to interview with candidates/applicants for three (3) Committees. Due to conflicting committees meeting on the same night I met and interviewed the 3 candidates/applicants for the following Committees:

Capt. Fitzgerald Rec. & Conservation Commission
Water District Trustees
Zoning Board of Appeals

The Appointments Committee was in agreement that the following be recommended for appointments as follows:

Capt. Fitzgerald Rec. & Conservation Commission:

Millie Stewart (New appointment) uncontested

Water District Trustees:

Mary Anne Lawler (Re-appointment) uncontested

Zoning Board of Appeals:

John Poutree (Re-appointment) uncontested

Summary of Received Applications

9/15/2014

Date of Application

Capt. Fitzgerald Rec. & Conservation Com

Millie

Stewart

281 Old Bath Rd

725-5452

8/27/2014

Will this be a reappointment N

MembershipType:

Interview Time:

Wed., Sept. 17, 2014, at 6:15

Water District Trustees

Mary Anne

Lawler

22 Kimberley Circle

729-5455

8/25/2014

Will this be a reappointment Yes

MembershipType: Full

Interview Time:

Wed., Sept. 17, 2014 at 6:00 p

Zoning Board of Appeals

John

Poutree

10 View St

725-2336

9/12/2014

Will this be a reappointment Yes

MembershipType: Full

Interview Time:

Wed., Sept. 17, 2014 at 6:30 p

BRUNSWICK BOARD COMMISSION AND COMMITTEE CURRENT & UPCOMING OPENINGS FOR 2014

The Brunswick Town Council will be holding interviews in August, for the following Board Commission and Committee vacancies listed below. Interested citizens should complete an application form, available in the Town Clerk's Office. Please return applications to the Town Clerk's Office by 4:30 P.M. on Monday, August 18, 2014, in order to be interviewed on Wednesday, August 20, 2014. Dates for September interviews – deadline Monday, September 15th for September 17th interview.

Existing Vacancies on Boards Commissions and Committees

Assessment Review Board

1 member – 3 year term to expire on 01/01/2017

Bicycle and Pedestrian Advisory Committee

1 member – no set term

Conservation Commission

1 member – balance of 3 year term to expire on 05/01/2016

Downtown & Outer Pleasant Street Master Plan Implementation Committee

1 member - Pleasant Street Business Owner

1 member - Creative Economy

Fair Hearing Authority

3 members – balance of 3 year terms to expire on 10/01/2014

Marine Resource Committee

1 alternate member – Commercial Harvester - 3 year term to expire 05/01/2017

1 alternate member – Non License holder balance of 3 year term to expire 05/01/2015

Personnel Board

1 alternate member – balance of 3 year term to expire on 01/12/2015

Recreation Commission

1 member – balance of 3 year term to expire on 07/01/2016

Recycling Committee

1 member – 3 year term to expire on 01/01/2017

Zoning Board of Appeals

1 associate member – balance of 3 year term to expire on 07/01/2016

1 associate member – balance of 3 year term to expire on 07/01/2015

Special committee –

William Fitzgerald USN Recreation and Conservation Area Master Plan Committee

2 citizens (on being a current abutter to the site)

Upcoming vacancies for 2014 (Please apply at least one month prior to the month vacancy occurs – you may apply for an upcoming vacancy at any time)

May

Trust Fund Advisory Committee

1 member (citizen) – 3 year term to expire on 5/10/2017

July

Recreation Commission

1 member – balance of 3 year term to expire on 07/01/2016

September

Water District - Brunswick

1 member – 3 year term to expire on 09/13/2017

October

Village Review Board

1 member (district resident) – 3 year term to expire on 10/20/2017

1 member (architect/historian) – 3 year term to expire on 10/20/2017

December

Zoning Board of Appeals

1 full member – 3 year term to expire on 12/18/2017

1 associate member – 3 year term to expire on 12/18/2017

Town of Brunswick
Application for
Appointment to Board/ Commission/ Committee

For Office Use Only	
<u>8-25-14</u>	Date App.
_____	Received
_____	Date App.
_____	Entered
_____	Appointed

Full Name: Mary Anne D. Lawler Date August 22, 2014

Street Address: 22 Kimberley Circle Home Phone # 729-5455

Cell/mobile Phone #: _____ E-mail Address: molmag@mac.com I live in Council Dist. #: 1

I wish to be considered for appointment to the:

Brunswick Topsham Water District Board of Trustees
(NAME OF BOARD/COMMISSION/COMMITTEE)

Check one or both:

FULL MEMBERSHIP STATUS: TERM BEGINS: 09/14
and/or

ASSOC/ALT MEMBERSHIP STATUS: _____ TERM EXPIRES: 09/17

Do you or any relative currently serve on any Town Board/Commission/Committee? Yes If so, please state name of Board/Commission/Committee, the number of years of service, and the relationship to this applicant:

Brunswick Topsham Water District
Board of Trustees # of Years 12 Date term exp. 09/14 Relationship Self

Your occupation:
Retired

Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:

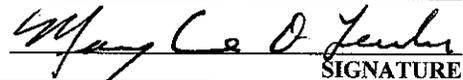
Kappa Gamma Pi

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

See Biographical Sketch (attached)

Have you previously served on a Town board/commission/committee? Yes If so, please list the board/commission/committee and years of service:

Brunswick Topsham Water District Board of Trustees - 12 Years


SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

Applicants may submit a cover letter and resume with the application form.
Applications should be returned to the TOWN CLERK'S OFFICE, 85 Union Street, Brunswick, Me 04011.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Commissions/Committees

PLEASE NOTE: This completion of this application allows a person to be considered for a Town

Board/Commission/Committee, but does not guarantee placement on a Board/Commission/Committee.

APPLICANT – PLEASE COMPLETE THE QUESTIONS BELOW

Board/Commission/Committee Applying For: Brunswick Topsham Water District Board of Trustees

Term Length: 3 Years

1. Do you have any questions about what the Board/Commission/Committee does or on its charge?

No

2. Do you have any practical experience or formal education that would be relevant to the Board/Commission/Committee?

See Biographical Sketch (attached)

3. Why would you like to be on the Board/Commission/Committee?

To continue work on plans set in place over the past 12 years. To continue to keep the Brunswick Topsham Water District one of, if not the, best in Maine.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

See Biographical Sketch (attached)

PLEASE REVIEW THE TOWN OF BRUNSWICK BOARDS, COMMISSIONS, AND COMMITTEES APPOINTMENT POLICY PRIOR TO SUBMITTING THIS APPLICATION. YOU MAY VIEW THE POLICY AT <http://www.brunswickme.org/departments/town-clerk/boards-committees/> OR OBTAIN A COPY FROM THE TOWN CLERK'S OFFICE.

Mary Anne D. Lawler



22 Kimberley Circle
Brunswick, Maine 04011

August 22, 2014

Biographical Sketch

Mary Anne Lawler was born in New York City. She grew up on Long Island, New York graduating from Our Lady of Mercy Academy before attending the College of Notre Dame of Maryland in Baltimore, Maryland where she earned a Bachelor of Arts Degree majoring in History.

Following graduation from Notre Dame, Mary Anne joined the IBM Corporation. She held various positions in Systems Engineering and Marketing before appointment to the position of Corporate Director of Standards. This position detailed working with governments {in the US this required many contacts with the Federal Communications Commission, the Department of Defense, the National Institute of Standards and Technology, the General Services Administration, and the Environmental Protection Agency; while in Europe many contacts were established with directorates of the European Commission}. Also Mary Anne represented IBM to various U.S. based industry organizations including the American Water Works Association and the American National Standards Institute. Additionally Mary Anne represented IBM to the International Standards Organization and the International Electrotechnical Commission both located in Geneva, Switzerland. Finally, Mary Anne served as Chairman of the International Committee responsible for developing and coordinating Information Technology Standards worldwide {known formally as ISO/IEC JTC1}.

Mary Anne was awarded the Edward Lohse Information Technology Medal by the American National Standards Institute for: participation in the development of National and International Information Technology Standards; demonstrated leadership in the promotion of Information Technology Standards, and fostering cooperation among the bodies involved in global standardization.

During Mary Anne's previous terms as Water District Trustee, she has served as Vice President of the Board for 1 1/2 years and as President of the Board for 2 1/2 years. She is currently serving a second term as President of the Board. During this time, she participated in gaining approval from the PUC for a reasonable rate increase, fair union negotiations, and the smooth replacement of the superintendent following the

unexpected retirement of the previous superintendent. Many other things were accomplished during this time, including but not limited to the construction of a new water tank, replacement of the water main on River Road, the implementation of a GIS system, the initiation of an automated asset management plan. an assessment of the needs of the Jackson facility, and maintaining facilities while staying within budget.

Mary Anne and her husband, Mike, both retired in 1999 and relocated from Stamford, Connecticut to Brunswick where they currently reside with their Golden Retrievers Milly and Murphy.

Mary Anne has a long history of volunteer service to the community and would like to continue that here in Brunswick.

TOWN OF BRUNSWICK
Application for
Appointment to Board/ Committee/ Commission

For Office Use Only	
9/12/14	Date App.
	Received
	Date App.
	Entered
	Appointed

Full Name: JOHN R POUTREE Date 9-12-14

Street Address: 10 VIEW ST

Home Telephone #: 725 2336 E-mail Address: _____ I live in Council District #: 4

I wish to be considered for appointment to the:

ZONING BOARD OF APPEALS
(NAME OF BOARD/COMMITTEE/COMMISSION)

Check one or both:

FULL MEMBERSHIP STATUS:

TERM BEGINS: 12-19-2014

ASSOCIATE MEMBERSHIP STATUS:

TERM EXPIRES: _____

Do you currently serve on any Town Board/Committee/Commission? YES If so, please state name of Board/Committee/Commission and the number of years of service:

ZONING BOARD OF APPEALS Number of Years 28 Date term expires 12-18-2014

Occupation: RETIRED

Employer: _____ Work Telephone #: _____

List any civic organizations to which you belong:

AMERICAN LEGION

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

I HAVE A BS DEGREE WHICH INCLUDED INDUSTRIAL AND RESIDENTIAL DESIGN COURSES. 28 YEARS EXPERIENCE ON THE ZONING BOARD.

Have you previously served on a Town board/committee/commission? _____ If so, please list the board/committee/commission and years of service:

John R Poutree
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION.

Applicants may submit a cover letter and resume with the application form. Applications should be returned to the TOWN CLERK'S OFFICE, 28 Federal Street, Brunswick, Me 04011 - BY 4:30 P.M. on the date specified by the public notice.

You will be contacted to set up an interview with the Appointment Committee

It is the intent of the Town to televise proceedings of Boards/Committees/Commissions

THIS APPLICATION AND ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 04/12/2011 BY 60322 UC/ML/STP

Board/Committee/Commission Applying For: ZONING BOARD OF APPEALS

Term Length: 3 YEAR

1. Do you have any questions about what the Board/Committee/Commission does or on its charge?

NONE

2. Do you have any practical experience or formal education that would be relevant to the Board/Committee/Commission?

B.S. IN INDUSTRIAL TECHNOLOGY. I HAVE BEEN A MEMBER OF THE Z.B.A. FOR 28 YEARS

3. Why would you like to be on the Board/Committee/Commission?

I HAVE YEARS OF EXPERIENCE AND KNOWLEDGE THAT I WOULD LIKE TO CONTINUE TO USE AS A MEMBER OF THE Z.B.A.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

YES

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

NO

6. Do you have anything you would like to add?

NO

DISCRETION OF OWNERS. SIGNATURE AND TITLE OF APPLICANT REQUIRED IN THIS SECTION

Millie Simpson Stewart
281 Old Bath Road
Brunswick, Maine 04011

August 27, 2014

To Town Council Appointment Committee,

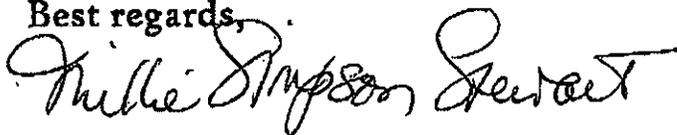
I am submitting an application for appointment to the William Fitzgerald USN Recreation and Conservation Area Master Plan Committee because I am an abutting property owner and my family has owned land in this location for nearly 150 years. I know the neighborhood well, having lived on the Old Bath Road on the family farm my entire life.

I am a graduate of Brunswick High School and the University of Maine at Orono. I worked as a reporter for several Maine newspapers for 24 years, and now have worked 33 years as Director of Volunteer Services at Mid Coast Hospital.

If you have further questions, please call me at work, 373-6015, or mstewart@midcoasthealth.com.

Thank you for considering my application.

Best regards,

A handwritten signature in cursive script that reads "Millie Simpson Stewart". The signature is written in dark ink and is positioned above the printed name.

Millie Simpson Stewart

Town of Brunswick
Application for
Appointment to Board/ Commission/ Committee

For Office Use Only	
8/27/14	Date App.
	Received
	Date App.
	Entered
	Appointed

Full Name: Millie Simpson Stewart Date 8-27-14

Street Address: 781 Old Bath Rd, Brunswick Home Phone # 725-5452

373-6015 work #

Cell/mobile Phone #: _____ E-mail Address: mstewart@midcoasthealth.com I live in Council Dist. #: 5

I wish to be considered for appointment to the:

William Fitzgerald USN Rec + Consol Area Mater. Plan Committee
(NAME OF BOARD/COMMISSION/COMMITTEE)

Check one or both:
FULL MEMBERSHIP STATUS:

TERM BEGINS: Fall, 2014

and/or
ASSOC/ALT MEMBERSHIP STATUS:

TERM EXPIRES: ?

Do you or any relative currently serve on any Town Board/Commission/Committee? No If so, please state name of Board/Commission/Committee, the number of years of service, and the relationship to this applicant:

of Years _____ Date term exp. _____ Relationship _____

Your occupation: Director of Volunteer Services

Employer: Mid Coast Hospital Work Telephone #: 373-6015

List any civic organizations to which you belong:

Home To Home, AAUW, NCH Auxiliary, Reg. Hist. Socy,
Naval Maritime Museum.

Note any prior experience knowledge, or abilities that you have which would contribute to the activities of the board/committee/commission:

Abutter, property owner/ former owner of site for many years Fitzgerald

Have you previously served on a Town board/commission/committee? Yes If so, please list the board/commission/committee and years of service:

250th Anniversary Committee - Chair 1986-1990
Nathaniel Davis' Fund Committee - Chair / 20 years?
Town Brunswick School Committee - 1980s. Millie Simpson Stewart
SIGNATURE

PLEASE COMPLETE THE QUESTIONS ON THE BACK OF THIS APPLICATION

Applicants may submit a cover letter and resume with the application form.
Applications should be returned to the TOWN CLERK'S OFFICE, 85 Union Street, Brunswick, Me 04011.

You will be contacted to set up an interview with the Appointment Committee.

It is the intent of the Town to televise proceedings of Boards/Commissions/Committees

PLEASE NOTE: This completion of this application allows a person to be considered for a Town

Board/Commission/Committee, but does not guarantee placement on a Board/Commission/Committee.

APPLICANT - PLEASE COMPLETE THE QUESTIONS BELOW

Board/Commission/Committee Applying For: William Fitzgerald Rec. & Conservation Area
Term Length: 7 Master Plan Committee

1. Do you have any questions about what the Board/Commission/Committee does or on its charge?

No

2. Do you have any practical experience or formal education that would be relevant to the Board/Commission/Committee?

BA degree in journalism

3. Why would you like to be on the Board/Commission/Committee?

Abutting property owner / conservation area in my neighborhood.

4. Are you aware of the time involved and would you be able to attend most of the meetings?

Yes

5. Do you have any conflict of interest that might involve either a direct financial gain or other gain?

No

6. Do you have anything you would like to add?

I have a history of the area that perhaps no one else has, which would be helpful to the committee.

PLEASE REVIEW THE TOWN OF BRUNSWICK BOARDS, COMMISSIONS, AND COMMITTEES APPOINTMENT POLICY PRIOR TO SUBMITTING THIS APPLICATION. YOU MAY VIEW THE POLICY AT <http://www.brunswickme.org/departments/town-clerk/boards-committees/> OR OBTAIN A COPY FROM THE TOWN CLERK'S OFFICE.

CONSENT AGENDA - A BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Agenda
August 18, 2014
6:00 P.M.
Executive Session Room
Town Hall
85 Union Street

Councilors Present: Chair Benet Pols, W. David Watson, John M. Perreault, Gerald E. Favreau, Jane F. Millett, Sarah Brayman, and John Richardson, Jr.

Councilors Absent: Councilors Stephen S. Walker and Suzan Wilson were not at the meeting, but joined via a conference call.

Others Present: Jessica Factor, Human Resources Manager

Chair Pols called the meeting to order, called the roll, and acknowledged that the meeting was properly noticed.

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

Councilor Watson moved, Councilor Brayman seconded to go into executive session for a Personnel matter regarding Town Manager applicant interviews per 1 M.R.S.A. §405(6)(A). The motion carried with seven (7) yeas. Councilor Walker and Councilor Wilson were not present for the vote.

Councilor Watson moved, Councilor Favreau seconded, to adjourn the meeting. The motion carried with seven (7) yeas.

The meeting adjourned at 6:23 p.m.

PLEASE NOTE: THERE IS NO VIDEO RECORDING OF THIS MEETING.

Frances Smith
Town Clerk/Assistant to the Town Manager
September 11, 2014

October 6, 2014
Date of Approval

Council Chair

CONSENT AGENDA - B BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
July 28, 2014
5:00 P.M.
Conference Room 206
Town Hall
85 Union Street

Councilors Present: Chair Benet Pols, W. David Watson, Stephen S. Walker, Suzan Wilson, John M. Perreault, Gerald E. Favreau, Jane F. Millett, Sarah Brayman, and John Richardson, Jr.

Councilors Absent: None

Others Present: David Barrett, MMA; Steve Langsdorf, Town Attorney; and Joy Prescott, School Board member.

Chair Pols called the meeting to order, called the roll, and acknowledged that the meeting was properly noticed.

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

Chair Pols moved, Councilor Brayman seconded, to go into executive session for a Personnel matter regarding Town Manager applicant interviews per 1 M.R.S.A. §405(6)(A). The motion carried with six (6) yeas. Councilor Walker, Councilor Favreau, and Councilor Richardson arrived after the vote.

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

The meeting adjourned at 9:05 p.m.

PLEASE NOTE: THERE IS NO VIDEO RECORDING OF THIS MEETING.

Frances Smith
Town Clerk/Assistant to the Town Manager
August 4, 2014

October 6, 2014
Date of Approval

Council Chair

CONSENT AGENDA - C BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
July 30, 2014
5:00 P.M.
Conference Room 206
Town Hall
85 Union Street

Councilors Present: Chair Benet Pols, W. David Watson, Stephen S. Walker, Suzan Wilson, John M. Perreault, Gerald E. Favreau, Jane F. Millett, Sarah Brayman, and John Richardson, Jr.

Councilors Absent: None

Others Present: David Barrett, MMA; Steve Langsdorf, Town Attorney; and Joy Prescott, School Board member.

Chair Pols called the meeting to order, called the roll, and acknowledged that the meeting was properly noticed.

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

Chair Pols moved, Councilor Brayman seconded, to go into executive session for a Personnel matter regarding Town Manager applicant interviews per 1 M.R.S.A. §405(6)(A). The motion carried with nine (9) yeas.

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

The meeting adjourned at 9:25 p.m.

PLEASE NOTE: THERE IS NO VIDEO RECORDING OF THIS MEETING.

Frances Smith
Town Clerk/Assistant to the Town Manager
August 4, 2014

October 6, 2014
Date of Approval

Council Chair

CONSENT AGENDA - D BACK UP MATERIALS

Draft
BRUNSWICK TOWN COUNCIL
Minutes
September 15, 2014
6:30 P.M. – Executive Session
7:00 P.M. – Regular Meeting
Council Chambers
Town Hall
85 Union Street

Councilors Present: Chair Benet Pols, W. David Watson, Stephen S. Walker, Suzan Wilson, John M. Perreault, Gerald E. Favreau, Jane F. Millett, Sarah E. Brayman, and John Richardson, Jr.

Councilors Absent: None

Town Staff Present: John Eldridge, Finance Director/Interim Town Manager; Fran Smith, Town Clerk/Assistant to the Town Manager; Anna Breinich, Director of Planning and Development; Tom Farrell, Parks and Recreation Director; Steve Langsdorf, Town Attorney; Julie Henze, Deputy Finance Director; Dan Devereaux, Marine Resources Officer; and TV video crew

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

Executive Session: consultations with legal counsel regarding pending or contemplated litigation [1 M.R.S.A. §405(6)(E)]

Councilor Millett moved, Councilor Favreau seconded, to go into executive session for a consultation with legal counsel regarding pending or contemplated litigation per 1 M.R.S.A. §405(6)(E). The motion carried with nine (9) yeas.

MEETING RESUMED AT 7:10 P.M.

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

Public Comment: *(This item was discussed at 7:13 p.m.)*

Richard Fisco, 2 Lincoln Street, spoke regarding the Town Manager search process and a need for additional public input.

Michelle Small, 34 Stanwood Street, spoke regarding upcoming Council candidate debate, sponsored by the League of Women Voters, on Thursday October 2nd. She also commented on the Zoning Rewrite, saying she hoped citizens getting involved.

Kathy Wilson, Pleasant Street, spoke on the Town Manager search process and role of Council.

Correspondence *(This item was discussed at 7:25 p.m.)*

Councilor Perreault spoke regarding the outside lights on after hours at HBS. Tom Farrell responded to his comments.

Councilor Millett spoke regarding an email from **Chad Olcott** that addressed the proposed Sharrow on Federal Street.

Council Committee Updates *(This item was discussed at 7:28 p.m.)*

A reports was given on the Finance Committee.

Adjustments to the Agenda *(This item was discussed at 7:30 p.m.)*

None

MANAGER'S REPORT:

a) Financial Update *(This item was discussed at 7:30 p.m.)*

Mr. Eldridge provided this update.

b) Appointment of Brunswick representative to the MMA Legislative Policy Committee
(Action Required) *(This item was discussed at 7:31 p.m.)*

Mr. Eldridge spoke regarding this item.

Councilor Perreault nominated Councilor Brayman as Brunswick's representative on the MMA Legislative Policy Committee. The motion carried with nine (9) yeas. (There is no second required for a nomination)

c) Selection of MMA Voting Delegation for Annual Meeting *(Action required)* *(This item was discussed at 7:33 p.m.)*

Chair Pols moved, Councilor Perreault seconded, to appoint Councilor Brayman as the voting delegate and John Eldridge as the alternate to be Brunswick's voting delegation for MMA Annual meeting. The motion carried with nine (9) yeas.

(A copy of information on this item will be attached to the official minutes.)

d) Review of Emerson Station repair reports *(This item was discussed at 7:34 p.m.)*

Mr. Eldridge spoke regarding this item.

Michael Ouellet, President Ouellet Associates, spoke regarding this item and responded to questions from Councilor Perreault and Councilor Watson.

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

Mr. Eldridge spoke regarding this item.

(Copies of a memo from Mr. Eldridge, a letter from Wright Pierce, a letter from Mr. Ouellet and the report from Ouellet Associates will be included in the official minutes.)

e) Report on public conveyance deed from the Navy for Parcels REC-5 and REC-7 *(This item was discussed at 7:58 p.m.)*

Mr. Eldridge spoke regarding these items.

Chair Pols and Councilor Richardson spoke in response to a question from Councilor Millett.

(A copy of a memo from Mr. Eldridge and the deeds will be attached to the official minutes.)

f) (ADDED) Update on activities of the Recreation Department *(This item was discussed at 8:02 p.m.)*

Mr. Farrell spoke regarding this item. He also responded to questions from Chair Pols, Councilor Favreau, Councilor Watson, and Councilor Brayman.

PUBLIC HEARING

112. The Town Council will hear public comments on the following Automobile Graveyard and Junkyard application, and will take any appropriate action. (Manager) *(This item was discussed at 8:16 p.m.)*

Shawn Letourneau

**D/B/A: Brunswick Auto Recycling, LLC
117 Bath Road**

Shawn Letourneau

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

Councilor Favreau moved, Councilor Watson seconded, to approve the application for an Automobile Graveyard and Junkyard license for Brunswick Auto Recycling, LLC., located at 117 Bath Road. The motion carried with nine (9) yeas.

113. The Town Council will hear public comments on applications for Special Amusement Licenses, and will take any appropriate action. (Manager) *(This item was discussed at 8:18 p.m.)*

Special Amusement

Bowdoin College

D/B/A: Bowdoin Dining Services – Magee’s Pub

David Saul Smith Union

Allen W. Delong

Frontier Group

D/B/A: Frontier

14 Maine Street

Michael Gilroy

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

Chair Pols moved, Councilor Brayman seconded, to approve Special Amusement Licenses for Bowdoin College Magee’s Pub and Frontier. The motion carried with nine (9) yeas.

NEW BUSINESS

- 114. The Town Council will hear a report from the Finance Committee with recommendations for a sale date for properties acquired through the tax lien foreclosure process, and will take any appropriate action. (Finance Committee)**
(This item was discussed at 8:19 p.m.)

Councilor Brayman and Mr. Eldridge spoke regarding this item.

Mr. Eldridge and Steve Langsdorf, Town Attorney, responded to questions from Councilor Watson and Councilor Favreau.

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

Chair Pols moved, Councilor Walker seconded, to set December 15, 2014, as the sale date for properties if outstanding obligations are not paid, as included in the attached list, and to authorize the Town Manager to extend the deadline on an individual basis should the Manager determine that an extension is warranted. The motion carried with nine (9) yeas.

(A copy of the memo and list will be attached to the official minutes.)

- 115. The Town Council will consider accepting Botany Place Drive, Section B-1 and a portion of Section B-2 as town roads, and will take any appropriate action. (Manager)**
(This item was discussed at 8:32 p.m.)

Mr. Eldridge spoke regarding this item and responded to questions from Councilor Wilson and Councilor Watson.

Scott Howard, Developer, spoke regarding this item and responded to questions from Councilor Watson, Councilor Perreault, and Councilor Brayman.

Anna Breinich, Director of Planning and Development, also responded to the questions.

Councilor Millett recused herself.

Chair Pols moved, Councilor Wilson seconded, to accept Botany Place Drive, Section B-1 and a portion of Section B-2 as town roads and approve the Warranty Deed. The motion carried with eight (8) yeas. Councilor Millett abstained.

(A copy of a memo from Mr. Foster, along with a map of the street and the Warranty Deed, will be attached to the official minutes.)

116. The Town Council will discuss the creation of a combination of “Sharrow” and dedicated bike lane on Federal Street, and will determine if any future action is needed. (Councilor Perreault and Councilor Millett) (This item was discussed at 8:45 p.m.)

Councilor Perreault spoke regarding this item.

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

Rich Cromwell, Co-Chair of the Bicycle and Pedestrian Advisory Committee, spoke regarding this item and responded to a question from Councilor Perreault.

Karen Topp, 58 Federal Street, spoke regarding this item.

CONSENT AGENDA *(This item was discussed at 9:07 p.m.)*

a) Approval of the Minutes of September 2, 2014

Councilor Millett moved, Councilor Favreau seconded, to approve the Consent Agenda. The motion carried with nine (9) yeas.

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

The meeting adjourned at 9:07 p.m.

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

Town Council Minutes
September 15, 2014
Page 6

Frances Smith
Town Clerk/Assistant to the Town Manager
September 17, 2014

October 6, 2014
Date of Approval

Council Chair

CONSENT AGENDA - E BACK UP MATERIALS

**Draft
BRUNSWICK TOWN COUNCIL
Special Meeting
Minutes
September 22, 2014
5:00 P.M.
Council Chambers
Town Hall
85 Union Street**

Councilors Present: Chair Benet Pols, W. David Watson, Stephen S. Walker; Suzan Wilson; John M. Perreault, Gerald E. Favreau, Jane F. Millett, and Sarah Brayman

Councilors Absent: John Richardson, Jr.

Others Present: Fran Smith, Town Clerk/Assistant to the Town Manager and Steve Langsdorf, Town Attorney

Chair Pols called the meeting to order, called the roll, and acknowledged that the meeting was properly noticed.

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

Chair Pols moved, Councilor Perreault seconded to go into executive session for a Personnel matter regarding the Town Manager selection process per 1 M.R.S.A. §405(6)(A). The motion carried with eight (8) yeas.

The Council came out of executive session at 5:37 p.m.

117. (ADDED AFTER THE EXECUTIVE SESSION) The Council will consider action regarding the Town Manager selection, and will take any appropriate action. (Chair Pols)

Chair Pols recapped the Town Manager search process.

Councilor Walker moved, Councilor Brayman seconded, to authorize the Council Chair and Town Attorney to negotiate an employment agreement with John Eldridge for the position of Town Manager, as described in the Town Charter, and that the negotiated agreement be returned to the Town Council for their consideration.

Councilor Walker, Councilor Millett, Councilor Perreault, Councilor Brayman, Councilor Wilson, Chair Pols, and Councilor Watson spoke regarding this motion.

Councilor Walker moved, Councilor Brayman seconded, to authorize Council Chair and Town Attorney to negotiate an employment agreement with John Eldridge for the position of Town Manager, as described in the Town Charter, and that the negotiated agreement be returned to the Town Council for their consideration. The motion carried with five (5) yeas. Councilor Watson, Councilor Wilson, and Councilor Favreau were opposed.

Councilor Watson moved, Councilor Millett seconded, to adjourn the meeting. The motion carried with eight (8) yeas.

The meeting adjourned at 5:46 p.m.

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

Frances Smith
Town Clerk/Assistant to the Town Manager
September 23, 2014

October 6, 2014
Date of Approval

Council Chair

Consent Agenda –F
BACK UP MATERIALS

CONSENT AGENDA - G BACK UP MATERIALS

TOWN OF BRUNSWICK
Warrant for Municipal Election
November 4, 2014

COUNTY OF CUMBERLAND, ss}
TOWN OF BRUNSWICK }

TO ELIN M. GOULD, RESIDENT OF THE TOWN OF BRUNSWICK, CUMBERLAND COUNTY, MAINE:

YOU ARE HEREBY REQUIRED, in the name of the State of Maine, to notify and warn the voters of the Town of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 of the following:

YOU ARE HEREBY NOTIFIED, that on November 4, 2014, a Municipal Election will be held in the Town of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 at the following voting place for all voters to vote for the offices indicated herein:

Voting Place Name Brunswick Junior High School **Voting Place Location** 65 Columbia Ave

Polls Open at 7:00 **A.M.** **Polls Close at** 8:00 **P.M.**

Absentee Ballot Processing (check all that apply):

Processed by: Municipal Clerk (Centrally) Warden (At polls)

Date/Time of Processing (check all that apply):

Day **Before** Election Day (11/3/14) *(processing at Town Hall, 85 Union Street)
1-Hour Inspection Time Period: 9:00 a.m. to 10:00 a.m.
Time Processing Begins: 9:00 a.m. (or after time of inspection) to 5:00 p.m.

During Election Day (11/4/14) Processing Time(s): 1:30 p.m., 5:00 p.m. and 8:00 p.m.

Only after 8 p.m. on Election Day (11/4/14)

The following offices will be determined:

- Councilor for Districts 5, 7 and At Large
- School Board for Districts 5, 7, and At Large

Dated at Brunswick this 6th day of October 2014

ATTEST: _____ (Town Clerk)

**TOWN OF BRUNSWICK
RETURN OF WARRANT**

County of Cumberland, ss }
Town of Brunswick }

I certify that I have notified the voters of Brunswick, Districts 1, 2, 3, 4, 5, 6, and 7 of the time and place of the Municipal Election and processing of absentee ballots by posting attested copies of the within warrant at the following locations, each being a public and conspicuous place within the indicated District:

District 1	Mid Coast Hospital
District 2	Parkview Hospital
District 3	Maquoit Market
District 4	Sunshine Laundry
District 5	Libby's Market
District 6	Little Dog Coffee Shop
District 7	Warming's Market

On _____, which is at least 7 days prior to Election Day.
(Date)

Dated at Brunswick this _____ day of October, 2014.

Elin M. Gould, Resident of the Town of Brunswick

CONSENT AGENDA - H BACK UP MATERIALS

Public Notice
Town of Brunswick
Hours for Absentee Voting and Voter Registration
for November 4, 2014 State and Municipal Election

Absentee voting and Voter registration hours for new registrations or changes to existing registrations will be Monday – Friday 8:30 a.m. to 4:30 pm. at the Town Clerk's Office, 85 Union Street.

The Clerk's Office will hold extended voter registration and absentee voting hours from 7:00 a.m. to 7:00 p.m. from Monday, October 27, 2014 to Thursday, October 30, 2014, which is also the deadline to apply for an absentee ballot except under limited special circumstances.

Any questions, please call 725-6658 or go to www.brunswickme.org for more information

Times Record: October 8, 2014