

BRUNSWICK TOWN COUNCIL

Agenda

December 15, 2014

6:00 P.M. – Council Photos

6:30 P.M. – Executive Session

7:00 P.M. – Regular Meeting

Council Chambers

Town Hall

85 Union Street

Executive Sessions: Consultations with legal counsel concerning the legal rights and duties of the body [1 M.R.S.A. §405(6)(E)]

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) Financial Update
- b) Holiday trash and recycling pick-up schedule
- c) Town Office holiday closures Wednesday, December 24th at noon and Friday, December 26th
(Action required)
- d) Update on salary adjustments for nonunion Town employees
- e) Update on METRO bus service to Brunswick

NEW BUSINESS

146. The Town Council will consider setting a public hearing for January 20, 2015, regarding an application for a CDBG grant under the MicroEnterprise Program for Blue Dog Daycare for a project at Brunswick Landing, and will take any appropriate action.
(Manager)

ACTION

147. The Town Council will consider approving a proposed Sewer District Charter amendment to increase the Sewer District's debt limit from \$20,000,000 to \$40,000,000, and will take any appropriate action. (Manager)

ACTION

148. The Town Council will consider permitting CGI Communications to produce a video about the Town of Brunswick at no charge, by having the Town provide a letter of introduction to its businesses to solicit interest in purchasing CGI Communications video production services, and will take any appropriate action. (Manager)

ACTION

149. The Town Council will consider filing a request to participate as an Intervenor regarding the NNEPRA's layover facility application with DEP, and will take any appropriate action. (Chair Pols)

ACTION

150. 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 December 1, 2014
- b) Approval of Games of Chance for Knights of Columbus, 2 Columbus Drive
- c) Approval of Quitclaim Deed Map 045 Lot 003 Sub 000 Typ 169

Recognition of outgoing Councilors

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

Brunswick Town Council
Agenda
December 15, 2014
Council Notes and Suggested Motions

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) Financial Update: Manager Eldridge will update the Council on the Town's financial picture to date for the current fiscal year. Copies of financial reports will be posted online, but are not included in your packet.

Suggested Motion: No motion is required.

- b) Holiday trash and recycling pick-up schedule: Public Works announces in observance of Christmas and New Year's Day there will be no curbside collection of trash or recycling materials on Thursday, December 25th and Thursday, January 1st. Pine Tree Waste will run a make-up collection for the Thursday route on each following Saturday, December 27th and January 3rd.

Suggested Motion: No motion is required.

- c) Town Offices holiday closures Wednesday, December 24th at noon and Friday, December 26th: (*Action required*) Due to the Christmas Holiday, Manager Eldridge is requesting that the Town Hall Offices be closed starting at noon on Christmas Eve to reopen on Monday, December 29th. A copy of a memo is included in your packet.

Suggested Motion:

Motion to close the Town Offices on Wednesday, December 24th beginning at noon and Friday, December 26th all day.

- d) Update on salary adjustments for nonunion Town employees: This item is to update the Council on this subject.

Suggested Motion: No motion is required.

- e) Update on METRO bus service to Brunswick: This item is to update the Council and public on additional discussions relative to providing this service to Brunswick. Copies of a memo and supporting materials are included in your packet.

Suggested Motion: No motion is required.

NEW BUSINESS

146. This item is for the Council to consider setting a public hearing for January 20, 2015, regarding an application for a CDBG grant under the MicroEnterprise Program for Blue Dog Daycare for a project at Brunswick Landing. Development has reviewed the Town of Brunswick's MicroEnterprise Assistance Program Letter of Intent (LOI) on behalf of the Blue Dog Daycare and provided a formal letter of invitation to the Town to apply. The deadline for the application is January 30, 2015. As is similar with other CDBG programs, a public hearing is required as a part of the application. Due to the holiday and inauguration schedule, it is necessary to request that the Town Council set a public hearing for the January 20, 2015 Council meeting at the December 15, 2014 meeting. The draft application for Blue Dog Daycare will be available to Town Council members and to the general public when the Public Hearing notice is officially posted on January 9, 2015. A copy of the invitation letter is included in your packet.

Suggested Motion

Motion to set a public hearing for January 20, 2015, for the MicroEnterprise application on behalf of Blue Dog Daycare.

147. This item is for the Council to consider approving proposed Sewer District Charter amendments to increase the District's debt limit from \$20,000,000 to \$40,000,000, as required as part of the amendment process. The District will hold their hearing on December 11th and assuming there are no issues from rate payers, the next step is for this Council approval request, which is a requirement of their charter. If Council approval is granted, the issue goes to the Legislature for their approval and then will go to a vote of the voters within the boundaries of the Sewer District. That vote will be no earlier than June 2015, but more likely in November 2015. A copy of the memo from the Sewer District is included in your packet.

Suggested Motion:

Motion to approve the proposed Sewer District Charter amendments to increase the Sewer District's debt limit from \$20,000,000 to \$40,000,000, so that it can be considered by the Legislature and then the Sewer District voters.

148. As discussed at the December 1, 2014 Town Council meeting, CGI Communications, located in Rochester, New York, contacted the Brunswick Department of Economic & Community Development about their cost free Community Showcase Video Program that they operate in partnership with the National League of Cities (NLC) and the U.S. Conference of Mayors. The videos CGI produces promote tourism, educate and welcome future residents, help recruit new businesses and are then featured as a link on the official municipal website, social media sites and other local websites that aid in the promotion of the communities. CGI Communications has offered to include the Town of Brunswick in this program year's production schedule (2014-15). The Town Council members raised concerns (1) about the potential to be perceived as "endorsing" CGI Communications and (2) wanting information from other Maine municipalities on their experience with the company. Follow-up was done by the Business Development Manager and is included in the memo in your packet. Linda Smith, the Business Development Manager, will be available to answer any additional questions.

Suggested Motion:

Motion to allow the Town Manager to move forward with a no-cost Agreement with CGI Communications for video activities and products for the Town of Brunswick for the late spring / early summer 2015.

149. This item is sponsored by Chair Pols and asks the Council to consider filing a request to participate as an Intervenor for the NNEPRA's layover facility application with DEP. A copy of this "Notice Regarding Filing of Requests to Participate in Public Hearing as an Intervenor" is included in your packet.

Suggested Motion:

Motion to have the Town of Brunswick file a request to participate as an Intervenor in the DEP public hearing for the train layover facility.

150. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Copies of a Committee memo and the 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 December 1, 2014: A copy of the minutes is included in your packet.
- b) Approval of Games of Chance for Knights of Columbus, 2 Columbus Drive: This is the semi-annual approval of games of chance. A copy of their application is included in your packet.
- c) Approval of Quitclaim Deed Map 045 Lot 003 Sub 000 Typ 169: This item deeds back a property to its owner, who has paid all back taxes. A copy of the deed is included in your packet.

Suggested Motion:

Motion to approve the Consent Agenda.

Recognition of outgoing Councilors

This is an opportunity to recognize outgoing Councilors Gerald Favreau and Benet Pols.

Suggested Motion:

Motion to adjourn the meeting.