

**BRUNSWICK TOWN COUNCIL**  
**Agenda**  
**June 15, 2015**  
**Executive Session – 6:15 P.M.**  
**Regular Meeting - 7:00 P.M.**  
**Council Chambers**  
**Town Hall**  
**85 Union Street**

Roll Call of Members

Acknowledgement of Meeting Notice

**Executive Session: Acquisition of Property [1 M.R.S.A. §405(6)(C)], and Labor Negotiations [1 M.R.S.A. §405(6)(D)]**

Pledge of Allegiance

Adjustments to Agenda

**CONSENT AGENDA**

- (a) Approval of minutes of June 1, 2015
- (b) Approval of minutes of May 28, 2015
- (c) Approval of the Brunswick Downtown Association’s use of the Mall and sale of alcohol for an Emergency Services Tribute Community Barbeque

**Public Comments**

**Correspondence**

**Committee Reports**

**MANAGER’S REPORT:**

- (a) Financial Update
- (b) Update regarding NNEPRA Layover Facility and Auxiliary Power Unit (APU)
- (c) Update on the CGI Communications project
- (d) Reminder of school facilities meeting on June 18

**PUBLIC HEARING**

- 64. The Town Council will hear public comments on the following Special Amusement license applications, and will take any appropriate action. (Manager)

Special Amusement

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

Eileen Horner

Raven's Roost  
D/B/A: Raven's Roost  
103 Pleasant Street

Raven Wing/Ronald Wing Sr. & III

Maine & Noble LLC  
D/B/A: Brunswick Hotel and Tavern  
4 Noble Street

J. Hilary Rockett

MCM Corp  
D/B/A: Hacienda Pancho Villa Mexican  
Restaurant  
164 Pleasant Street

Fernando Saldana

**PUBLIC HEARING/ACTION**

**NEW BUSINESS**

65. The Town Council will hear a report on the Solarize Brunswick project progress, and will determine if any future action is required. (Chair Brayman and Councilor Walker)

**DISCUSSION**

66. The Town Council will consider setting a Public Hearing on July 6, 2015, to review a Community Development Block Grant MicroEnterprise Assistance Program contract amendment, which is assisting two Brunswick businesses, Anew Studio and Fair Winds, Inc., with grant funds to undertake building/leasehold improvements and technical system enhancements, and will take any appropriate action. (Manager)

**ACTION**

67. The Town Council will consider adopting "A Resolution Authorizing a Transfer of the Balance of Funds From the Town's Industrial Park Fund and the Appropriation and Expenditure of Those Funds for the Purpose of Acquiring Real Estate and Razing Building(s) Located at the Northwest Corner of Pleasant and Mill Street," and will take any appropriate action. (Manager)

**ACTION**

68. The Town Council will consider amending the Council Rules regarding how Council action items will be handled at Council meetings, and will determine if any future action is needed. (Chair Brayman)

**ACTION**

69. The Town Chair will appoint Council members to the Finance Committee, and will take any appropriate action. (Chair Brayman)

**ACTION**

70. The Town Council will consider allowing the Town to apply for a DEP grant for Stream Crossing Public Infrastructure Improvement Projects in an amount up to \$95,000, to be used to replace the River Road culvert, and will take any appropriate action. (Manager)

**ACTION**

**Executive Session: Consultations with legal counsel regarding MRRA and the Kestrel Tax Case [1 M.R.S.A. §405(6)(E)]**

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

**Brunswick Town Council  
Agenda  
June 15, 2015  
Council Notes and Suggested Motions**

**Executive Session: Acquisition of Property [1 M.R.S.A. §405(6)(C)], and Labor Negotiations [1 M.R.S.A. §405(6)(D)]**

Motion to go into executive session to discuss Acquisition of Property [1 M.R.S.A. §405(6)(C)] and Labor Negotiations [1 M.R.S.A. §405(6)(D)].

**CONSENT AGENDA**

- a) Approval of minutes of June 1, 2015: A copy of the minutes is included in the packet.
- b) Approval of minutes of May 28, 2015: A copy of the minutes is included in the packet.
- c) Approval of the Brunswick Downtown Association's use of the Mall and sale of alcohol for an Emergency Services Tribute Community Barbeque: This item allows the BDA to hold this event on the Mall on Saturday, June 27<sup>th</sup> from noon to 4 p.m. at no charge, and to allow for the sale of alcohol. If the Council wishes to discuss the issues of either waiving the fee or the sale of alcohol you will want to take this item off the consent agenda. The BDA did hold the Taste of Brunswick for several years where alcohol was sold and there were no issues.

*The Council has the option to remove any item from the Consent Agenda to be considered separately.*

Suggested Motion:

Motion to approve the Consent Agenda.

**CORRESPONDENCE**

This is the opportunity for Councilors to share any correspondence they may have.

**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: Mr. Eldridge will update the Council on the Town's financial picture as the fiscal year comes to an end. Copies of financial reports will be posted online, but are not included in your packet. There will be a year-end meeting on June 29<sup>th</sup> at 6:00 p.m.
- (b) Update regarding NNEPRA Layover Facility and Auxiliary Power Unit (APU): This item is to provide an update on this project. Copies of a memo from Manager Eldridge, draft stormwater license for the facility, and Transportation Committee letter to NNEPRA regarding the installation of the APU will be included in your packet.

- (c) Update on the CGI Communications project: This item is to provide the Council and the public with an update on this project, which gained Council support early this year. The company has been reaching out to businesses offering to develop videos that highlight their companies. CGI is now entering the next step of creating the videos and will be in the community on July 6<sup>th</sup> and July 7<sup>th</sup>. A copy of a memo from Linda Smith is included in your packet.
- (d) Reminder of school facilities meeting: This to remind the Councilors of the upcoming school facilities meeting on Thursday, June 18<sup>th</sup> at 6:30 p.m. at the Council Chambers.

## **PUBLIC HEARING**

64. This item is the required public hearing on renewal Special Amusement license applications. The requested activities are as follows:
- Brunswick Inn – small bands for parties and weddings
  - Raven’s Roost – bands and DJs
  - Brunswick Hotel and Tavern – live entertainment, music, DJs and dancing
  - Hacienda Pancho Villa Mexican Restaurant – live music and DJs

### *Suggested motion:*

Motion to approve Special Amusement license applications for Brunswick Inn, 165 Park Row; Raven’s Roost, 103 Pleasant Street; Brunswick Hotel and Tavern, 4 Noble Street; and Hacienda Pancho Villa Mexican Restaurant, 164 Pleasant Street.

## **NEW BUSINESS**

65. This item, sponsored by Chair Brayman and Councilor Walker, is an opportunity for the Recycling Committee to present the Solarize Brunswick idea to the Council. There will be no vote at this meeting; instead, information on how the program would work and response to Council questions will take place. At your July 20<sup>th</sup> meeting, there will be a request for Council approval to move forward with this program. Copies of materials prepared by the Committee are included in your packet.

*Suggested motion:* This is no motion, with the item coming back to the Council on July 20<sup>th</sup> for action.

66. This item is for the Council to consider setting a public hearing for July 6, 2015 for the grant. The Maine Department of Economic and Community Development (DECD) provides for individual municipalities to apply for a MicroEnterprise Assistance Program grant of up to \$150,000 maximum funding in any program year. In March 2015, DECD approved a contract awarding the Town of Brunswick \$50,000 on behalf of its business applicant, Blue Dog Day Care. The Town can apply on behalf of other Brunswick microbusinesses for up to an additional \$100,000 as a contract amendment to this original contract award. Two businesses, Fair Winds, Inc. and Anew Studio, have been working with DECD and the Town to apply for MicroEnterprise Assistance Program funds. DECD recommends that the Town hold one Public Hearing and submit one contract amendment request for both applicants. A copy of a memo from Linda Smith is included in your packet.

Suggested motion

Motion to set a public hearing for July 6, 2015, to review a Community Development Block Grant MicroEnterprise Assistance Program contract amendment, which is to assist two Brunswick businesses, Anew Studio and Fair Winds, Inc., with grant funds to undertake building/leasehold improvements and technical system enhancements.

67. This item is for the Council to consider adopting “A Resolution Authorizing a Transfer of the Balance of Funds From the Town’s Industrial Park Fund and the Appropriation and Expenditure of Those Funds for the Purpose of Acquiring Real Estate and Razing Building(s) Located at the Northwest Corner of Pleasant and Mill Street.” The Town’s interest in this property is primarily to provide a right of way for potential future traffic improvements to this intersection that have long ago been identified as needing improvements. Additional information on this is outlined in Manager Eldridge’s memo. Copies of the memo and resolution are included in your packet.

Suggested motion:

Motion to adopt “A Resolution Authorizing a Transfer of the Balance of Funds From the Town’s Industrial Park Fund and the Appropriation and Expenditure of Those Funds for the Purpose of Acquiring Real Estate and Razing Building(s) Located at the Northwest Corner of Pleasant and Mill Street.”

68. This item, sponsored by Chair Brayman, was discussed at your last meeting and comes back now for your consideration. It is to amend the Council Rules regarding how Council action items will be handled at Council meetings. A copy of the drafted changes is included in your packet.

Suggested motion:

Motion to amend the Council Rules regarding how Council action items will be handled at Council meetings.

69. This item is for the Council Chair to appoint Council members to the Finance Committee. Unlike other Council committees, this Committee has terms that expire at the end of June so they can run concurrent with the fiscal year.

Suggested motion:

There is no motion as the appointments are made by the Council Chair.

70. This item is for the Council to consider allowing the Town to apply for a DEP grant for Stream Crossing Public Infrastructure Improvement Projects in an amount up to \$95,000. Staff would like to apply for funding under this DEP grant for replacement of the River Road culvert at the foot of Rocky Hill damaged by the flood event on August 14, 2014. We have currently prepared a concept design and have applied to the US Army Corps of Engineers for a permit to allow the replacement of this culvert. We are awaiting final review and approval of the application. Copies of a memo from John Foster, along with the grant guidelines, are included in your packet.

Suggested motion:

Motion to allow the Town to apply for a DEP grant for Stream Crossing Public Infrastructure Improvement Projects in an amount up to \$95,000 to be used to replace the River Road culvert.

**Executive Session: Consultations with legal counsel regarding MRRRA and the Kestrel Tax Case [1 M.R.S.A. §405(6)(E)]**

Suggested motion:

Motion to go into executive session to discuss Consultations with legal counsel regarding MRRRA and the Kestrel Tax Case [1 M.R.S.A. §405(6)(E)].

Suggested Motion:

Motion to adjourn the meeting.