

BRUNSWICK TOWN COUNCIL

Agenda

September 8, 2015

7:00 P.M.

Council Chambers

Town Hall

85 Union Street

Roll Call of Members

Acknowledgement of Meeting Notice

Pledge of Allegiance

Adjustments to Agenda

CONSENT AGENDA:

- a) Approval of the minutes of August 3, 2015
- b) Abatement of personal property taxes that were assessed in error
- c) Approval of an Utility Location Permit and Utility Easement for Maine Natural Gas on a section of Town Hall Place and its parking lot
- d) Permission to apply for, and if received, to expend, a MMA Safety Grant for two new office chairs
- e) Permission to apply for, and if received, to expend, a MMA Safety Grant for fire safety clothing
- f) Permission to apply for, and if received, to expend, the Emergency Management Planning Grant for 2015

Public Comments

Correspondence

- Letter from the School Superintendent regarding repair project for Coffin Elementary and Brunswick Junior High School
- Memo regarding a special permit issued by the Planning Board for the Grace Reformed Baptist Church

Committee Reports

MANAGER'S REPORT:

- a) Recognition of donation of a granite bench in honor of Numa and Jean McDuff
- b) Recognition of Brunswick's designation of a Bicycle Friendly Community by the League of American Bicyclists
- c) Update on Pine Street Gate access to Brunswick Landing
- d) Update on Downtown Brunswick being considered for a Commercial Historic District nomination by the Maine Historic Preservation Commission
- e) Update on Zoning Rewrite Process
- f) Report on the repeal of Thomas Point Closure
- g) Update on 3 Lincoln Street

h) Notice of property tax bills being mailed

PUBLIC HEARING

89. The Town Council will hear public comments on an application for Special Amusement License, and will take any appropriate action. (Manager)

Special Amusement

Bowdoin College

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

David Saul Smith Union

S. Catherine Longley

HEARING/ACTION

NEW BUSINESS

90. The Town Council will consider setting a public hearing for September 21, 2015, for “An Ordinance Authorizing the Replacement and Upgrade of the Boiler and Domestic Hot Water System at Brunswick High School, With Total Project Costs Not to Exceed \$575,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$575,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder,” and will take any appropriate action. (Manager)

ACTION

91. The Town Council will consider setting a public hearing for September 21, 2015, for “An Ordinance Authorizing the Funding and Completion of the Reappraisal and Revaluation of All Taxable Real Property and All Tax-exempt Real Property Located Within the Town of Brunswick With Total Project Costs Not to Exceed \$400,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$400,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder,” and will take any appropriate action. (Manager)

ACTION

92. The Town Council will consider accepting a Department of Environmental Protection Stream Crossing Infrastructure Improvement Project conditional contract award in the amount of \$93,800 for culvert work on River Road, and will take any appropriate action. (Manager)

ACTION

93. The Town Council will consider appointments to the Brunswick/Topsham Water District, and will take any appropriate action. (Appointments Committee)

ACTION

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

Brunswick Town Council
Agenda
September 8, 2015
Council Notes and Suggested Motions

CONSENT AGENDA:

- a) Approval of the minutes of August 3, 2015: A copy of the minutes is included in your packet.
- b) Abatement of personal property taxes that were assessed in error: The Assessor has identified an account that was assessed in error and is requesting an abatement. A copy of her memo is included in your packet.
- c) Approval of an Utility Location Permit and Utility Easement for Maine Natural Gas on a section of Town Hall Place and its parking lot: These two items have been requested by MNG at Town Hall Place. First, there is a utility permit to allow installation of a gas main on sections of Town Hall Place. The second is an easement that would allow the main to cross the municipal parking lot between the Central Fire Station and “Cool as a Moose.” Copies of a memo from John Foster, the easement, and utility permit application are included in your packet.
- d) Permission to apply for, and if received, to expend, a MMA Safety Grant for two new office chairs: This grant is to assist with funding for two office chairs that need replacement. They are approximately \$500 each, and if the Town is successful in getting the grant the cost would be reduced to \$170 each. Staff will be available to answer any questions. Copies of a memo from Jessica Factor, along with supporting materials, are included in your packet.
- e) Permission to apply for, and if received, to expend, a MMA Safety Grant for fire safety clothing: This grant is to purchase twenty sets of wild land firefighting pants to be used in brush fire responses. If awarded, this could reduce the already budgeted cost by up to \$2,000. Staff will be available to answer any questions. A copy of a memo from the Fire Department is included in your packet.
- f) Permission to apply for, and if received, to expend, the Emergency Management Planning Grant for 2015: The Fire Department is requesting permission to apply for this grant in the amount of \$21,800 to help offset the cost of Emergency Management Planning, which the Town is required to do. This is an annual grant the Fire Department has received the last several years. Chief Brillant will be at the meeting to answer any questions. A copy of his memo is included in your packet.

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

- Letter from the School Superintendent regarding the repair project for Coffin Elementary and Brunswick Junior High School: A copy of the letter is included in your packet.
- Memo regarding a special permit issued by the Planning Board for the Grace Reformed Baptist Church: This is an acknowledgment of this action, and the Council has been previously informed. A copy of the memo is 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 donation of a granite bench in honor of Numa and Jean McDuff: This item is to acknowledge the donation of this bench by Monique Ford and the McDuff family in honor of their family members. A copy of a memo from Peter Baecher is included in your packet.
- b) Recognition of Brunswick's designation of a Bicycle Friendly Community by the League of American Bicyclists: This item recognizes that Brunswick was selected as one of 350 communities throughout the country to receive this award. The Town had also been recognized in 2005 as Maine's first nationally recognized Bicycle Friendly Community. Much of the credit for this designation is given to the Bicycle & Pedestrian Advisory Committee's work. A copy of the newspaper article is included in your packet.
- c) Update on Pine Street access to Brunswick Landing: This item is to give the Council and the public more information on this new access.
- d) Update on Downtown Brunswick being considered for a Commercial Historic District nomination by the Maine Historic Preservation Commission: This item is to inform the Council and the public of a meeting on September 15, 2015, at 4:00 p.m. at the Curtis Memorial Library regarding this nomination. A copy of the BDA letter is included in your packet.
- e) Update on Zoning Rewrite Process: This item provides an update on this ordinance rewrite process. A copy of a memo from Charles Frizzle is included in your packet.
- f) Report on the repeal of Thomas Point Closure: This item is to inform the Council and the public of the issues surrounding the Marine Resource Committee's decision to rescind this conservation closure. The issue surrounds intertidal resource harvesting conflicts between the locally managed shellfishing industries and the state regulated bait worm industry. Copies of a memo from Dan Devereaux to the Council and letter to the Dept of Marine Resources are included in your packet.
- g) Update on 3 Lincoln Street: This item provides an update on this 6 unit apartment building and its tenants after the building had been posted as unsafe for occupancy or use due to ongoing fire and life safety code deficiencies.
- h) Notice of property tax bills being mailed: The Assessor has completed the tax commitment. The bills will be mailed out beginning Wednesday, September 9th and will continue through the end of the week. A copy of the tax rate information is included in your packet.

PUBLIC HEARING

89. This item is the required public hearing for a Special Amusement license for Magee's Pub at Bowdoin College. They are requesting to have bands, music, comedy, and games. Copies of the public hearing notice and application are included in your packet.

Suggested motion:

Motion to approve the Special Amusement License for Bowdoin College Magee's Pub.

NEW BUSINESS

90. This item is for the Council to consider setting a public hearing for September 21, 2015, for this draft ordinance. The Town's 2016-20 Capital Improvement Program (CIP), adopted on May 28, 2015, recommends funding the replacement of boilers and related equipment at Brunswick High School. The replacement was scheduled to take place in the 2016-17 fiscal year. The School Department is recommending that this project be moved to, and funded in, the current fiscal year. The estimated cost of the project is \$575,000. The Department had originally planned to reconstruct the High School track in this year; however this project is being moved to a future year. Copies of a memo from Manager Eldridge, relative pages from the CIP, a proposed bond ordinance, and a projected amortization schedule for the bonds are included in your packet.

Suggested Motion:

Motion to set a public hearing for September 21, 2015, on "An Ordinance Authorizing the Replacement and Upgrade of the Boiler and Domestic Hot Water System at Brunswick High School, With Total Project Costs Not to Exceed \$575,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$575,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder."

91. This item is for the Council to consider setting a public hearing for September 21, 2015, for this draft ordinance. The Town's 2016-20 Capital Improvement Program (CIP) recommends funding a complete revaluation of all taxable property at an estimated cost of \$400,000, and funding it through bonds. Copies of a memo from Manager Eldridge, relative pages from the CIP, a proposed bond ordinance, a projected amortization schedule for the bonds and a memo from the Assessor are included in your packet.

Suggested Motion:

Motion to set a public hearing for September 21, 2015, on "An Ordinance Authorizing the Funding and Completion of the Reappraisal and Revaluation of All Taxable Real Property and All Tax-exempt Real Property Located Within the Town of Brunswick With Total Project Costs Not to Exceed \$400,000 (plus any other costs authorized hereunder), and Further Authorizing Issuance of Bonds and Notes in an Amount not to Exceed \$400,000 (plus cost of issuance), plus any Additional Appropriation Authorized Hereunder."

92. This item is for the Council to consider taking action on this DEP grant. The Town submitted a proposal to the Maine Department of Environmental Protection (DEP) for assistance with the replacement of a culvert on River Road that was destroyed by a flood in the fall of 2014. The Town is being required, through the permitting process, to upgrade to a pipe arch, a far more expensive option than a traditional culvert. On August 14th the Town was notified by DEP that we had been approved for assistance of \$93,800. To continue in this process, the Town Council needs to authorize staff to enter into a contract with the State of Maine in the amount of \$93,800. Work on the project cannot begin until we receive the Army Corps of Engineers (ACOE) permit that we applied for earlier this year. Copies of a memo from Manager Eldridge and the DEP notification are included in your packet.

Suggested Motion:

Motion to authorize the Town Manager to enter into a contract with the State of Maine in the amount of \$93,800 to be used to fund a culvert on River Road.

93. This item is for the Council to consider nominations to the Brunswick/Topsham Water District. In August, the Appointments Committee met and interviewed David Ivery and Richard Moll for two vacancies on this board with terms to expire on September 13, 2018. Copies of their applications are included in the packet.

Suggested motion:

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

Suggested motion:

Motion to adjourn the meeting.