

**Adopted
BRUNSWICK TOWN COUNCIL
Minutes
February 1, 2016
Executive Session – 6:15 P.M.
Regular Meeting - 7:00 P.M.
Council Chambers
Town Hall
85 Union Street**

Councilors Present: W. David Watson, Stephen S. Walker, Suzan Wilson, John M. Perreault, Jane F. Millett, Sarah E. Brayman, Kathy Wilson and Alison Harris

Councilors Absent: Councilor Daniel E. Harris

Town Staff Present: John S. Eldridge, III, Town Manager; Fran Smith, Town Clerk; Derek Scrapchansky, Assistant Town Manager; Jeff Emerson, Deputy Fire Chief; Heidi Nelson, Animal Control Officer; Mark Waltz, Police Commander; Bryan Cobb, IT Manager; and TV video crew

Chair Brayman called the meeting to order, asked for roll call, and acknowledged that the meeting was properly noticed.

Executive Session: Personnel Matter [1 M.R.S.A. §405(6)(A)]

Chair Brayman moved, Councilor K. Wilson seconded, to go into executive session to discuss union negotiations per 1 M.R.S.A. §405(6)(D) and to discuss a personnel matter per 1 M.R.S.A. §405(6)(A). The motion carried with eight (8) yeas.

Chair Brayman resumed the meeting and led the Pledge of Allegiance.

Adjustments to Agenda – None

CONSENT AGENDA *(This item was discussed at 7:00 p.m.)*

a) Approval of the minutes of January 19, 2016

Councilor Perreault moved, Councilor Watson seconded, to adopt the Consent Agenda. The motion carried with eight (8) yeas.

Public Comments *(This item was discussed at 7:01 p.m.)*

None

Correspondence *(This item was discussed at 7:01 p.m.)*

Councilor K. Wilson provided a list of local gas stations that will pump gas for senior citizens.

Jane Millett asked that the information be placed on the Town website.

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Councilor Perreault spoke about Brunswick High School music program's success at the district music competition.

Councilor Walker talked about a new business, Rossignol's Hair Shoppe, and said the Codes Enforcement staff was very helpful to them.

Councilor Watson spoke about an upcoming commemoration of the five year anniversary of the Base closure. He will update the Council when more information is available.

COMMITTEE REPORTS *(This item was discussed at 7:09 p.m.)*

- Bicycle and Pedestrian Advisory Committee
- Finance Committee
- Human Rights Task Force
- Mare Brook Watershed Committee
- Recycling and Sustainability Committee
- Rivers and Coastal Waters Commission

Reports were given on the above committees.

Chair Brayman made the following Council Committee appointments: Councilor Walker to fill her slot on the Finance Committee, Chair Brayman to fill Councilor Walker's slot on the Recycling and Sustainability Committee; and the following to union contract negotiations: Councilor Watson for AFSCME, Councilor Millett for Communications, Councilor Walker for Police and Councilor Alison Harris for Public Works.

MANAGER'S REPORT

a) Project Tracking Report *(This item was discussed at 7:31 p.m.)*

Manager Eldridge provided this report, and responded to questions from Councilor Watson and Councilor Millett.

b) Report on Longfellow and Page Street parking permit program *(This item was discussed at 7:36 p.m.)*

Manager Eldridge provided this report.

(A copy of the Report from Commander Waltz will be attached to the official minutes.)

c) Report on 2016 mooring licensing process *(This item was discussed at 7:38 p.m.)*

Fran Smith, Town Clerk, provided this report.

d) Report on the Brunswick Commercial Historic District status *(This item was discussed at 7:39 p.m.)*

Manager Eldridge provided this report.

Debora King, Executive Director of BDA, spoke regarding this item.

(A copy of the letter from the Maine Historic Preservation Commission will be attached to the official minutes.)

PUBLIC HEARING

- 11. The Town Council will hear public comments for amendments to Chapter 15 “Traffic and Vehicles” of the Municipal Code of Ordinances regarding banning parking on a section of Weymouth Street from Union Street and extending west 100 feet, and will take any appropriate action. (Councilor Millett) *(This item was discussed at 7:45 p.m.)***

Chair Brayman spoke regarding this item.

Chair Brayman opened the public hearing.

Councilor Millett introduced the item.

Councilor K. Wilson spoke regarding this item.

Chair Brayman closed the public hearing.

Councilor S. Wilson asked questions, to which Councilor Millett and Councilor Perreault responded.

Councilor Watson asked a question, to which Ms. Smith responded.

By unanimous consent, the Council agreed to vote tonight.

Councilor Millett moved, Councilor Watson seconded, to adopt amendments to Chapter 15 “Traffic and Vehicles” of the Municipal Code of Ordinances regarding banning parking on a section of Weymouth Street from Union Street and extending west 100 feet. The motion carried with eight (8) yeas.

(A copy of the adopted resolution will be attached to the official minutes.)

- 12. The Town Council will hear public comments for amendments to Chapter 7 “Fire Prevention and Protection” of the Municipal Code of Ordinances for the purpose of housekeeping changes and to set fee schedules (under Master Schedule of Revenues, Charges, Fees, and Fines Appendix A), and will take any appropriate action. (Manager) *(This item was discussed at 7:53 p.m.)***

Chair Brayman opened the public hearing.

Jeff Emerson, Deputy Fire Chief, introduced this item and responded to questions from Councilor Millett and Councilor Perreault.

Chair Brayman closed the public hearing.

MOTION TO SUSPEND RULES:

Councilor Millett moved, Councilor K. Wilson seconded, to suspend the Council Rules to allow the Council to vote on this item at this meeting. The motion carried with six (6) yeas Councilor Perreault and Chair Brayman opposed (This requires a 2/3 vote of the Council to pass.)

MOTION:

Councilor Millett moved, Councilor Watson seconded, to adopt amendments to Chapter 7 “Fire Prevention and Protection” of the Municipal Code of Ordinances for the purpose of updating language and placing the fee schedule into the “Master Schedule of Revenues, Charges, Fees, and Fines Appendix A.”

Councilor Perreault, Councilor S. Wilson, and Chair Brayman spoke regarding this item.

VOTE ON MOTION:

Councilor Millett moved, Councilor Watson seconded, to adopt amendments to Chapter 7 “Fire Prevention and Protection” of the Municipal Code of Ordinances for the purpose of updating language and placing the fee schedule into the “Master Schedule of Revenues, Charges, Fees, and Fines Appendix A.” The motion carried with eight (8) yeas.

(A copy of the adopted resolution will be attached to the official minutes.)

NEW BUSINESS

13. The Town Council will consider adopting amendments to Chapter 4 “Animals” of the Municipal Code of Ordinance regarding changing the domestic chicken licensing period from one to two years at a fee of \$30 per license and requiring only an initial coop inspection, and will take any appropriate action. (Chair Brayman and Councilor Walker) *(This item was discussed at 7:59 p.m.)*

MAIN MOTION

Councilor Walker moved, Councilor Millett seconded, to adopt amendments to Chapter 4 “Animals” of the Municipal Code of Ordinance regarding changing the domestic chicken licensing period from one to two years at a fee of \$30 per license and requiring only an initial inspection of the coop.

AMENDMENT TO MOTION

Councilor K. Wilson moved, Chair Brayman seconded, to amend the fee from \$30 per license to \$25 per license.

Councilor Millett and Councilor Perreault spoke regarding the amendment.

VOTE ON AMENDMENT TO MOTION

Councilor K. Wilson moved, Chair Brayman seconded, to amend the fee from \$30 per license to \$25 per license. The motion carried with five (5) yeas. Councilor Walker, Councilor Millett, and Councilor S. Wilson were opposed.

VOTE MAIN MOTION AS AMENDED

Councilor Walker moved, Councilor Millett seconded, to adopt amendments to Chapter 4 “Animals” of the Municipal Code of Ordinance regarding changing the domestic chicken licensing period from one to two years at a fee of \$25 per license and requiring only an initial inspection of the coop. The motion carried with eight (8) yeas.

(A copy of the adopted ordinance will be attached to the official minutes.)

14. **The Town Council will consider amending the Bicycle and Pedestrian Advisory Committee charge to provide for three-year staggered terms, and will take any appropriate action. (Councilor K. Wilson) *(This item was discussed at 8:08 p.m.)***

Councilor K. Wilson spoke regarding this item.

Councilor Watson spoke regarding this item.

Councilor K. Wilson moved, Councilor Millett seconded, to amend the Bicycle and Pedestrian Advisory Committee Charge to provide for three-year staggered terms and a one-year term for the Council representative. The motion carried with eight (8) yeas.

(A copy of the adopted changes will be attached to the official minutes.)

15. **The Town Council will consider setting a public hearing for February 16, 2016, on amendments to Chapter 15 “Traffic and Vehicles” of the Municipal Code of Ordinances regarding changes to parking restrictions and creating a one-way section on the Harriet Beecher Stowe Elementary School access road, and will take any appropriate action. (Manager) *(This item was discussed at 8:11 p.m.)***

Commander Waltz introduced this item and responded to questions from Councilor Millett, Chair Brayman, Councilor K. Wilson, and Councilor Perreault.

Chair Brayman moved, Councilor K. Wilson seconded, to set a public hearing for February 16, 2016, on amendments to Chapter 15 “Traffic and Vehicles” of the Municipal Code of Ordinances regarding changes to parking restrictions and creating a one-way section on the Harriet Beecher Stowe Elementary School access road. The motion carried with eight (8) yeas.

16. **The Town Council will discuss changes to the Council Rules of Order and Procedure relative to Town Council interactions with the Town Manager, staff, and the Town Attorney, and will determine if any future action is necessary. (Manager)**
(This item was discussed at 8:20 p.m.)

Manager Eldridge introduced this item, and responded to questions from Councilor Millett and Councilor Perreault.

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

Councilor Watson moved, Councilor Perreault seconded, to adopt changes to the Council Rules of Order and Procedure relative to Town Council interactions with the Town Manager, staff, and the Town Attorney. The motion carried with eight (8) yeas.

(A copy of a memo from Manager Eldridge and the adopted changes will be attached to the official minutes.)

17. **The Town Council will consider setting up a Council Subcommittee to review the Council Rules, and will take any appropriate action. (Chair Brayman)** *(This item was discussed at 8:30 p.m.)*

Chair Brayman introduced this item.

Chair Brayman moved, Councilor Perreault seconded, to establish and adopt a charge for “Town of Brunswick, Maine - Council Committee on Rules” to review the Council Rules of Order and Procedure. The motion carried with eight (8) yeas.

Chair Brayman appointed Councilor S. Wilson, Councilor Alison Harris, and Councilor Dan Harris to the Committee.

(A copy of the adopted charge will be attached to the official minutes.)

18. **The Town Council will consider appointments to the Town’s Boards, Commission, and Committees, and will take any appropriate action. (Appointments Committee)**
(This item was discussed at 8:36 p.m.)

Councilor K. Wilson made the following nominations:

Assessment Review Board

- Ralph Palmer (new appointment) for a term to expire on 01/12/2019

Personnel Board

- William Locke (reappointment) for term to expire on 01/12/2019

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Planning Board

- William Dana (reappointment) for a term to expire on 02/23/2019
- Richard Visser (reappointment) for a term to expire on 02/23/2019

Recycling and Sustainability Committee

- Sarah Wolpow (reappointment) for a term to expire on 01/01/2019

Sewer District Board of Trustees

- Jacqueline Sartoris (new appointment but has served in the past) for balance of term to expire on 04/01/2017

Trust Fund Advisory Committee

- Matthew Orlando (new appointment) for balance of term to expire on 05/10/2016 and then to a full term to expire 05/10/2019 since the balance of term is for a short period.

Councilor Perreault requested to remove the Sewer District Board appointment from the slate.

The Council voted eight (8) yeas on the above slate without the Sewer District Trustee.

There was a discussion about the reason the Council is required to appoint Sewer District Trustees.

The Council voted on the appointment of Jacqueline Sartoris to the Sewer Board of Trustees. The vote was six (6) yeas with Councilor Walker abstaining, as Ms. Sartoris is his wife, and Councilor Perreault was opposed.

19. **The Town Council will consider ratifying the union contract between the Town of Brunswick and the Teamsters for the Parks and Recreation Maintenance Workers Union, and will take any appropriate action. (Manager) (This item was discussed at 8:48 p.m.)**

Manager Eldridge spoke regarding this item.

Councilor Watson spoke regarding this item.

Chair Brayman moved, Councilor K. Wilson seconded, to ratify the union contract between the Town of Brunswick and the Teamsters for the Parks and Recreation Maintenance Workers Union. The motion carried with eight (8) yeas.

(A copy of the union contract will be attached to the official minutes.)

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

The meeting adjourned at 8:50 p.m.

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

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Frances M. Smith
Town Clerk
February 5, 2016

February 16, 2016
Date of Approval

Council Chair