

BRUNSWICK TOWN COUNCIL
Agenda
December 5, 2016
Regular Meeting – 7:00 P.M.
Council Chamber
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 November 21, 2016
- b) Approval of an abatement for personal property taxes paid in error for the year 2015 for Providence Maine of 14 Maine Street.

Public Comments

Correspondence

COMMITTEE REPORTS

- Finance Committee
- Master Plan Implementation Committee

Chair Brayman will make an appointment to the Brunswick Explorer Committee

MANAGER'S REPORT

- a) People Plus/Teen Center update
- b) Customer service training session
- c) 946 Mere Point Road
- d) Zoning Ordinance Rewrite Update

NEW BUSINESS

- 132. The Town Council will hear a presentation from Portland Metro about the possibility of extending service to Brunswick, and will take any appropriate action. (Chair Brayman)

ACTION

133. The Town Council will receive a report from the School Board regarding the proposed new elementary school at the Jordan Acres site and renovations to the Brunswick Junior High School, and will take any appropriate action. (Manager)

DISCUSSION/ACTION

134. The Town Council will consider setting a public hearing for December 19, 2016, regarding a proposed Tree City USA Ordinance, and will take any appropriate action. (Chair Brayman)

ACTION

135. The Town Council will consider setting a public hearing for December 19, 2016, regarding the proposed ordinance amendments to the Master Fee Schedule regarding fee increases for use of public sidewalks and vendors on the mall, and for taxi driver and company licenses, and will take any appropriate action. (Finance Committee)

ACTION

136. The Town Council will consider appointments to the Town's Boards and Committees, 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
December 5, 2016
Council Notes and Suggested Motions

CONSENT AGENDA

- a) Approval of the Minutes of November 21 2016: A copy of the minutes is included in your packet.
- b) Approval of an abatement of personal property tax paid in error for the year 2015 for Providence Maine of 14 Maine Street: This business was not operating as of the April 1, 2015 assessment date and the assessor is requesting the Town Council grant an abatement for the tax year 2015.

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.

COMMITTEE REPORTS

Councilors representing the Council on the above committees that have recently met will provide brief updates. If there are any Committee updates beyond those listed, Councilors may also share them with the Council and public.

MANAGER'S REPORT

A copy of a memo from Manager Eldridge providing an overview of the Manager's Report is included in your packet.

- a) People Plus/Teen Center update: Stacy Frizzle will update the Council and public on a proposal for an addition at People Plus, along with grant possibilities they will be pursuing.
- b) Customer service training session: The Manager's office facilitated a customer service training session led by Margaret Noel, Deputy Director of the Augusta Civic Center, on November 29, 2016 at Town Hall.
- c) 946 Mere Point Road: Manager Eldridge will update the Council and the public on this property.
- d) Zoning Ordinance Rewrite Update: Manager Eldridge will update the Council and the public on the proposed update and further steps in this process.

NEW BUSINESS

132. This item is for the Council to hear a presentation from Greg Jordan, Executive Director of the Portland Metro, on the potential for extending the Metro BREEZ service to Brunswick, including cost implications, ridership analysis and possible funding sources. A memo from Manager Eldridge and information on the Metro BREEZ are included in your packet.

Suggested motion:

Move to include funding of \$50,000 and \$60,000 in the next two annual budgets in order to fund the year one and year two matches of the Congestion and Air Quality grant required to fund the expansion of the Metro BREEZ to Brunswick.

OR

Suggested motion 2:

Move to set a public hearing to amend the 2016-2017 municipal budget in order to appropriate \$50,000 from Unassigned Fund Balance as a match to the Congestion Mitigation and Air Quality grant required to fund the expansion of the Metro BREEZ to Brunswick.

133. The School Board will present to the Council the proposed plans and project budget for a new school on the site of the former Jordan Acres and renovations to the Brunswick Junior High School, and will answer any questions. A memo from Manager Eldridge, a referendum timeline, project budgets and a PowerPoint presentation by Finance Director Julie Henze on Debt Service and Tax Impact are included in your packet.

Suggested motion:

There is no suggested motion.

134. This item asks the Council to set a public hearing for December 19, 2016, on a proposed Tree Care Ordinance, as preparation for applying for the designation of Tree City USA. The ordinance establishes tree care standards for public trees and establishes a Tree Committee and specifies its responsibilities, one of which is to develop an annual Arbor Day proclamation. Copies of a memo from Manager Eldridge and the proposed ordinance are included in your packet.

Suggested motion:

Motion to set a public hearing for December 19, 2016, for a proposed Tree Care Ordinance, to be included in Chapter 14 of the Municipal Code of Ordinances.

135. This item, sponsored by the Finance Committee, asked the Council to set a public hearing for December 19, 2016, regarding the proposed ordinance amendments to the Master Fee Schedule regarding fee increases for use of public sidewalks and vendors on the mall, and for taxi driver and company licenses. These fees have not been increased since 2006 and, in order to have the new fees in effect for 2017, the Council will need to set the public

hearing for December 19th, with adoption either after that hearing or in January. Copies of a memo from the Finance Director and the proposed fees are included in your packet.

Suggested motion:

Motion to set a public hearing for December 19, 2016, on proposed ordinance amendments to the Master Fee Schedule regarding fee increases for use of public sidewalks and vendors on the mall, and for taxi driver and company licenses.

136. At this time the Appointments Committee will make nominations to fill vacancies on Town Boards and Committees. Copies of the Appointments Committee's report and 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.

Suggested Motion:

Motion to adjourn the meeting.