

BRUNSWICK TOWN COUNCIL

Agenda

February 3, 2020

Executive Session - 6:15 P.M.

Regular Meeting - 6:30 P.M.

Council Chambers

Town Hall

85 Union Street

Roll Call of Members/Acknowledgement Notice

EXECUTIVE SESSION:

Executive session to discuss acquisition of real property per 1 M.R.S.A. §405(6)(C)

Pledge of Allegiance

Adjustments to Agenda

Public Comments/Announcements

MANAGER'S REPORT

- a) Budget schedule
- b) Mere Creek Golf Course
- c) Asylum Seekers – Transportation
- d) Downtown Streetscape Project
- e) Village Review Guidelines

NEW BUSINESS

13. The Town Council will consider the relocation of the Farmer's Market, possible changes to fees, and setting a public hearing for the proposed parking ordinance changes, and will take any appropriate action. (Town Manager Eldridge)

ACTION

14. The Town Council will consider appointing a representative to the Metro Board, and will take any appropriate action. (Town Manager Eldridge)

ACTION

15. The Town Council will consider setting a public hearing for March 2, 2020 regarding proposed text amendments relative to street standards to Chapters 14 and 15 of the Municipal Ordinance, and will take any appropriate action. (Town Manager Eldridge)

ACTION

16. The Town Council will consider setting a public hearing for February 18, 2020 regarding proposed zoning ordinance text amendments to define and allow Environmental Resource Center as a conditional use in the Growth Outdoor (GO) Zoning District, and will take any appropriate action. (Planning Board)

ACTION

17. The Town Council will receive a report from the Planning Board detailing proposed text amendments to the Zoning Ordinance regarding outdoor lighting, and will take any appropriate action. (Planning Board)

DISCUSSION

18. The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. (Appointments Committee)

ACTION

CORRESPONDENCE/COMMITTEE REPORTS

CONSENT AGENDA

- a) Approval of the minutes of January 21, 2019
- b) Appointment of Fran Smith as Warden and Susan Karnes, Sara King and Joe Zrioka as Deputy Wardens for the March 3, 2020 Election

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

Emails to Town Council - towncouncil@brunswickme.org

**Brunswick Town
Council Agenda
February 3, 2020
Council Notes and Suggested Motions**

EXECUTIVE SESSION:

Executive session to discuss acquisition of real property per 1 M.R.S.A. §405(6)(C)

Suggested Motion:

Motion to go into executive session to discuss the acquisition of real property per 1 M.R.S.A. §405(6)(C)

MANAGER’S REPORT

A memo from the Manager addressing items in the manager’s report is included in your packet.

- a) Budget schedule
- b) Mere Creek Golf Course
- c) Asylum Seekers – Transportation
- d) Downtown Streetscape Project
- e) Village Review Guidelines

NEW BUSINESS

13. **Notes:** The public hearing for this item was held January 21, 2020. Following that meeting, the Farmers Market Committee held two meetings to discuss locating the Market along the existing sidewalks bisecting the mall. Ultimately, the attached plan was deemed to be the best option given the direction received from the Council and the public. If acceptable to the Council, this approach will require a public hearing on February 18, 2020 for a parking ordinance change to allow extended parking, conceivably by permit only, but would not make Park Row one-way, which was a concern of many people. This layout also includes an extension of the existing sidewalk on Park Row up to Fitch Place. The estimated cost is approximately \$35,000, but this sidewalk also provides additional safety benefits year-round. Staff has also developed a cost estimate to repair a portion of the mall the Market has been operating on, and the Market has indicated that they would be willing to pay an increased fee up to \$5,000 to offset future turf management expenses based on the most recent proposed layout. The layout includes three (3) vehicles on the mall. There were options discussed which could eliminate vehicles from the mall completely, but resulted in greater impacts overall. A copy of a memo from Assistant Manager Ryan Leighton, the proposed layout of the Market, a copy of a memo from Commander Mark Waltz regarding parking changes, and the proposed parking ordinance revisions are included in the packet.

Suggested Motions:

- 1. Motion to relocate the Farmer’s Market along existing sidewalks bisecting the Mall as proposed.

2. Motion to set a public hearing for February 18, 2020 for amendments to portions of the Municipal Code of Ordinances, Chapter 15 – Traffic and Vehicles, to add vendor permits and restricted on-street parking areas on Park Row as proposed.
 3. Motion to increase the fee for the Farmers’ Market in the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B, from \$3,500.00 to _____.
14. **Notes:** The Town Council voted last November to join the Greater Portland Transit District (METRO) contingent upon a statutory change that would make Brunswick eligible for membership. The Legislature’s Committee on Transportation voted “out to pass” on LD 2009, and this bill is expected to be enacted. As a member of METRO, Brunswick can appoint one member to the Board of Directors. A copy of a memo from Town Manager Eldridge is included in the packet.

Suggested Motion:

The Town Council appoints (Council member or Town Manager/designee) to be Brunswick’s representative on the Greater Portland Transit District Board.

15. **Notes:** The Town Engineer is requesting the Council set a public hearing for March 2, 2020 regarding proposed Municipal Ordinance text amendments that include changes to Chapter 14 – Article IV – Excavation, Chapter 14 – Article VI – Street Acceptance and Standards, and Chapter 15 – Traffic and Vehicles. A copy of a memo from Town Engineer Ryan Barnes, as well as new language to Chapters 14 and 15 are included in the packet.

Suggested Motion:

Motion to set a public hearing for March 2, 2020 regarding proposed Municipal Ordinance text ordinances pertaining to Chapters 14 and 15.

16. **Notes:** The Planning Board is requesting that the Town Council set a public hearing for February 18, 2020 regarding proposed zoning ordinance text amendments to allow for a new conditional use in the Growth Outdoor (GO) Zoning District. The use would allow for a broad scope of activities related to agriculture, aquaculture, environmental studies, land and water conservation and wildlife organizations. The Planning Board deemed the use to be appropriate for the entire GO District, and confirmed that the amendments were consistent with the Town’s 2008 Comprehensive Plan and the BNAS Reuse Master Plan. A copy of a memo from Matt Panfil, Director of Planning and Development, as well as the proposed Zoning Ordinance Text Amendment, staff memos to the Planning Board from November 2019 through January 2020, and correspondence concerning this amendment are included in the packet.

Suggested Motion:

Motion to set a public hearing for February 18, 2020 regarding proposed zoning ordinance text amendments allowing for a new conditional use in the Growth Outdoor (GO) district.

17. **Notes:** The Planning Board has been working on zoning ordinance text amendments related to outdoor lighting standards. Following a January 24th public hearing the Board voted to send two proposed ordinance amendments to the Town Council. The first is a change to require all outdoor lighting comply with standards. The second is a requirement for full cutoff light shielding for all lighting exceeding 1800 lumens (approximately a 100-watt bulb), rather than the current 2600 lumen standard. The third requires the color temperature maximum to 3,000 Kelvin, and the fourth establishes maximum light trespass levels at shared private property lines (0.1 footcandles at residential lines and 0.5 footcandles at commercial lines). The Board is requesting that the Town Council consider holding a public hearing and adopting these changes.

The Planning Board is also contemplating a larger lighting standards project. Since these might result in significant policy changes, the Council may want to consider providing direction to the Board before a significant project is authorized.

A copy of a memo from Matt Panfil, Director of Planning and Development, the Zoning Ordinance Improvement Program (ZIP) Matrix, Staff memos to the Planning Board from November 2019 to January 2020, a List of Other Outdoor Lighting Topics the Planning Board Would Like to Consider, Regional Communities' Lighting Standards Spreadsheet and Supplemental Outdoor Lighting Information from various sources are included in the packet.

Suggested Motion:

There is no suggested motion, as this is a discussion item.

18. **Notes:** The Town Council will consider appointments to the Town's Boards and Committees, and will take any appropriate action. Copies of the Committee's report and 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.

CONSENT AGENDA

- a) **Approval of the minutes of January 21, 2020:** A copy of the minutes is included in your packet.
- b) **Appointment of Fran Smith as Warden and Susan Karnes, Sara King and Joe Zrioka as Deputy Wardens for the March 3, 2020 Election:** These are appointments for the March election.

Suggested motion:

Motion to approve the Consent Agenda

Suggested motion:

Motion to adjourn the meeting.