

BRUNSWICK RECREATION COMMISSION

Wednesday July 15, 2020
7:00p.m.

TOWN HALL WITH COMMISSIONERS VIA ZOOM
85 UNION STREET

AGENDA

1. Minutes of June 17, 2020.
2. Citizens input/correspondence:
 - Email from Ms. Lorel Nazzaro Regarding Dogs at Simpsons Point
 - Email from M. Sue Stableford Regarding Dogs at Simpsons Point
3. Adjustments to the agenda
4. Recreation Program Report – Troy Smith, Deputy Director & Tom Farrell Director
 - Summer Vacation Care Program Cancelled
5. **OLD BUSINESS**
 - a. COVID -19 Outdoor Facility Signage & Facility Use Requirements
 - b. Veterans Plaza Project Update – Director Farrell
(Commission will View a Short Shown a Video Inviting the Public to attend both the Groundbreaking Ceremony & Dedication Later this Year.)
 - c. LC3 Meeting Update – Chair Lyne
6. **NEW BUSINESS** -
 - a. Kate Furbish West – Trailhead & Parking Lot Project
7. **OTHER BUSINESS**
8. Date for next meeting is August 19, 2020. Meeting will be held at the Brunswick Town Hall Located in Town Council Chambers unless In-Person Meeting Restrictions are Still in Place Beginning at 7:00pm.
9. Adjournment

BRUNSWICK RECREATION COMMISSION

DATE: June 17, 2020

TIME: 7:00 pm

**DIGITAL MEETING
VIA ZOOM MEETINGS**

MINUTES

Present: Chair Mike Lyne, Commissioners William Wilkoff, Brianne Smithson, Melissa Archbell and Eric Foushee.

Absent: None.

Also Present: Parks and Recreation Director, Tom Farrell; Deputy Director, Troy Smith; Parks and Facilities Manager, Dennis Wilson

Chair Lyne welcomed everyone to the Zoom meeting and then took a role call by calling on Commissioners and staff individually to introduce themselves.

1 **MINUTES**

1a **MINUTES OF FEBRUARY 12, 2020**

Minutes up for consideration were included in packets disseminated to the Recreation Commission in advance of today's meeting.

COMMISSIONER FOUSHEE MOVED TO APPROVE THE MINUTES; SECONDED BY COMMISSIONER SMITHSON; VOTE 5-0 UNANIMOUS OF THOSE PRESENT.

2 **CITIZENS INPUT AND CORRESPONDENCE**

None.

3 **ADJUSTMENTS TO THE AGENDA**

None.

4 **RECREATION PROGRAM REPORT**

Director Farrell began his address by first noting that this meeting will deal with the past three months in which the Recreation Department has been closed to the public due to Maine Governor Janet Mills' emergency declaration to close non-essential businesses in an effort to slow the spread of COVID-19. Farrell queued up a number of slides regarding what the Recreation Department has done in terms of the facilities. Director Farrell began by recalling that the Governor of Maine, as well as several departments of State of Maine government, have been involved in determining guidelines for all types of businesses to reopen. In terms of the business and services that the Recreation Department provides, Farrell explained that there are many different types of facilities operated by the department.

Farrell then shared that on April 2nd the first set of signs were posted at all 50 locations managed by the Town of Brunswick. The first sign, Farrell explained, was the most restrictive and essentially had everything closed, with the exception of the Bike Path, all of the hiking trails, boat launches and the Senior Gardens. These signs, Farrell added, were

followed by a number of subsequent changes as a result of the Governor lifting certain restrictions as it pertained to certain facilities. Farrell directed everyone's attention to the screen where those signs were on display and emphasized that viewers can see that different guidelines that were posted, like May 1st which allowed for the opening of more facilities, May 12th which allowed for the opening of athletic fields with no more than 10 individuals, and June 12th when athletic fields could open to no more than 50 individuals. Farrell clarified that the reason he wanted to show the signs is that every time there were changes to the guidelines new signs would be produced the day that the guidelines were updates and the new signage was posted at all 50 locations so that the guidelines were current.

Director Farrell then directed everyone's attention to one of the last messages to go out on June 10th and one of the most controversial issues the Parks and Recreation dealt with in terms of facility re-openings. Farrell continued on to explain that there were a number of individuals who wanted to be on playgrounds when the State of Maine clearly required them to be closed due to the fact that for a long period of time there was concern that the virus could live on surfaces for extended periods of time. To that point, Farrell explained that the Town of Brunswick had limited reasonable ability to regularly sanitize all the playgrounds, especially given the square footage of all of the surfaces on the playgrounds. Farrell noted that all communities in Maine and around the country had playgrounds closed until the week beginning on June 8th. Farrell added that Maine's governor did open up playgrounds through the Maine DECD or Department of Economic and Community Development guidelines which allowed us to open playgrounds with patrons using appropriate care, maintaining physical distancing as much as possible and they were also encouraged to use hand sanitizer before and after use of the playground. In addition to the signage, Farrell noted, there was caution tape around the playgrounds so that the entire apparatus was caution taped off during the time of the closure.

Director Farrell then began discussing the Recreation Center, which remains closed although gymnasiums were allowed to open as of June 17th, however Farrell clarified that the Recreation Center administrative offices at the Brunswick Landing had been closed up until Monday, June 15th when the offices opened for registration only. Staff at the Parks Department, Farrell added, are still evaluating when the Recreation Center itself will reopen to the public. Farrell specified that the hope is for the Recreation Center to open in the coming week, on a day to be determined, but the reason that the building is not reopening right away is that the last month has been spent on attempting to offer the community some level of recreation programming throughout the summer. Farrell explained that Recreation Center staff have been involved in daily meetings with several healthcare professionals, including those from the state level as well as Midcoast Hospital, working to interpret guidelines and determine what would be the most minimal risk activities to deliver to the community. Additionally, Farrell noted that staff has been collaborating with numerous affiliate organizations who are also struggling with decisions of whether or not to run summer programming and spring leagues. Following the first big Parks and Recreation Event, Movies in the Parking Lot, which will occur at the Recreation Center instead of at Davis Park, the Recreation Center staff will turn their attention to opening the Recreation Center. Farrell reiterated that the Recreation Center will open in the coming week, consistent with the guidelines, but it is unclear presently when it will open. Once that

information is determined, Farrell explained, it will go on the website and Facebook page like all the advisories shown at the beginning of the meeting. Farrell then added that Deputy Director Smith would speak in greater detail with regard to the work that has been done in the last month in preparation for both Movies in the Parking Lot and summer programming before turning to Deputy Director Smith for his remarks.

Deputy Director Smith began by reiterating Farrell's remarks about the work that the Parks and Recreation Department has been up to, including analysis and implementation of the ever changing regulations with regard to operation as well as meeting with the NRPA, MRPA, and many other community Parks and Recreation Departments in order to share insights and develop processes relevant to Brunswick in particular. Smith then began introducing the current Recreation programs that are definitely going to occur for the 2020 summer.

Smith first highlighted the Movies in the Park program that has been a popular program for many summers. While this program typically occurs in the park, it was adjusted this year given the nature of the pandemic, limitations on space, and the requirement to keep the total number of participants to 50 or less. In order to make this program possible for the summer the Recreation Department worked with the Northwest Neighborhood Association to meet the Maine DECD guidelines for drive-in theaters. This resulted in Movies in the Park shifting to the Recreation Center parking lot with the first film of the summer being shown on Thursday, June 18th. Smith noted that the movie will be shown on a massive 30x40 ft. screen in the corner of the parking lot and the screen is large enough it takes up over half of a basketball court. Smith then explained that folks who are looking to join can arrive beginning at 7:30pm for the first movie at 8:30pm which is Avengers End Game and the parking lot can hold up to 100 cars. Smith added that this will be the first of three films that will be shown, but details on the remaining two films have yet to be determined by the group. Smith concluded that the event organizers believe this is going to be a very safe and exciting opportunity that will likely be well attended by people excited to get out. Smith continued on to add that this event, as always, is a free event with some really great sponsors.

Deputy Director Smith then segued into discussing the regulations for the event. Smith listed off the regulations which included the expectation that attendees will stay in their vehicle during the show and the fact that the sound will be broadcast via FM radio so that everyone can listen to the broadcast in their vehicle. Smith noted that all of the regulations can be viewed on the Parks and Recreation Department website in addition to being given out as attendees enter the parking lot for the event. Finally, Smith noted that the Recreation Center will be open for restroom use as needed. Smith concluded that the Parks Department staff and Movies in the Park organizers are all really excited to see what the turnout will be and how the event goes. Smith further concluded that a lot of work has gone into preparations and said that, on behalf of the Northwest Brunswick Neighborhood Association, all are really excited about the upcoming event. Finally, Smith reiterated that the movie will be the Avengers End Game and it will begin at 8:30pm.

Next, Deputy Director Smith began detailing the processes undertaken by Recreation

Department staff to analyze programs that have been historically provided by the department and determining whether or not sufficient alterations can be made in order to adhere to the latest regulations for social spacing and pre-screening. Smith then listed the programs that were determined to be run efficiently, while considering the new guidelines:

Teen Dance Club
Kids Kayaking and Paddleboard Camp
Golf for Kids
Mad Science- Mission: Code
Mad Science- Makers of the Future
Soccer Day Camp

Smith noted that information on all of the programs listed can be found on the Parks and Recreation Department web page and detailed information regarding the safety standards will be finalized by the coming Monday. Smith added that the hope is for these programs to run as safely as possible or by minimizing the risk during this time.

Deputy Director Smith then began discussing the Vacation Summer Camp program which has required the greatest level of attention and is typically the most popular with Brunswick area families needing care for their children throughout the summer. Smith highlighted that the program title has changed this year to Summer Vacation Care due to many typical camp elements being removed including the elimination of bus trips and swimming and traditional activities will have to be altered to meet social distancing. Smith acknowledged that a great deal of time this meeting will be spent describing the plan that was derived as a result of participating in meetings and zoom calls with medical professionals, camp directors, parks and recreation directors throughout the whole country. Smith noted that the meetings were in an effort to determine the best steps to take as it relates to COVID-19 and also noted that there are many recreation programs throughout the country that have decided not to operate recreation programming. Smith established that both he and Director Farrell felt it was important to help parents get back to work and to provide a program for those already in the workforce who need care, while attempting to mitigate risk.

Next, Smith began to explain the PowerPoint presentation displayed on the screen which outlines the 2020 Summer Vacation Care program. Smith added that the outline for the camp was developed using the Maine Day Camp and Summer Recreation Program Guidelines. Smith explained that the department plans to operate three different care locations, the Brunswick Junior High School, Harriet Beecher Stowe School and the Brunswick High School if needed, which can serve up to 42 children per site. Smith highlighted that the Harriet Beecher Stowe program will feature an extended day from 7:30-5:30pm, while the Brunswick Junior High School will feature care from 9-4pm. Smith stressed that the drop-off process will likely take more time so the program will begin accepting children at 8:45am.

On the next slide, Smith explained that campers will complete a health check upon returning to camp each day and these health checks will occur during drop off at the entrance to each different location. Smith added that all campers and staff will be asked questions following

a checklist, while they remain in their vehicles and masks will be required during this process. Smith specified that staff will take children's temperatures with a touchless thermometer, ask them if they have a fever, do a visual check of the child and, upon successful completion of the health check; children will then be escorted into the building. Smith established that the same protocols will be in place for both campers and staff, including hand washing, temperature checks and the health questionnaire, as well as the standard to refuse access to anyone with a fever greater than 100.4 F. Smith also established that anyone showing symptoms of illness will not be allowed to return to camp for 72 hours.

Deputy Director Smith then began discussing how personal hygiene would be promoted at camp and acknowledged that this will likely be many children's first experience leaving home and will be their first step towards returning to school in the fall. As a result, Smith noted that personal hygiene will be promoted and staff will model and teach children how to properly wash their hands and cover coughs and sneezes. Smith also noted that there will be ample signage posted at each site. Smith summarized that the goal is to work with children as they adjust to what may likely be their experience for the coming school year. Smith highlighted that there will be handwashing stations at all of the locations, children will be observed washing their hands following bathroom use to ensure it is being done properly and cleaning protocols will be enforced as well. In addition, Smith noted that there will be another health screening for the afternoon that will consist of a visual check and may feature an additional temperature check if needed.

Smith then segued to discussing the personal belongings of all those present at camp. Smith emphasized the importance of labeling all personal materials that are brought to camp in order to reduce the risk of disease transmission. Additionally, Smith highlighted that each child will have an 18 gallon bin, which were so kindly donated by Lowe's, with their name on it and will remain separate from all other bins throughout the camp. Smith listed off the acceptable items that guardians are encouraged to send to camp with their children including a backpack, change of clothes, zip lock bag containing a fresh face mask, water bottle, and lunch box. Smith stop his listing to focus on the lunch topic, noting that Midcoast Hunger Prevention will once again be partnering with the Parks and Recreation Department to offer lunch throughout the summer, but unlike seasons past where children had to qualify for free and reduced lunch, either the pandemic or a change in their policy has allowed for all children to be offered free lunch and daily snack through Midcoast Hunger Prevention. Smith also circled back to the topic of water bottles, taking time to emphasize that campers will be required to have their own water bottles because use of water fountains will be restricted to fountains that have a bottle filling feature as opposed to a drinking spout. Smith then continued his listing of acceptable personal belongings to bring to camp and noted that children will be allowed to bring electronics, toys or books to camp in order to use them during down time. Smith expressed that the most important factor with regard to these items is that they are not shared with other campers.

Next, Smith began detailing how personal protective equipment would be utilized at camp. Smith specified that all staff will be required to follow State guidelines and wear a cloth mask when social distancing cannot be guaranteed. Smith continued on to state that this will be the expectation for both campers and staff but, staff will be expected to wear their masks

for nearly the entirety of the day as they will be speaking loudly, giving instructions and directing their groups. Smith highlighted that the times when masks will be worn in particular include traveling in groups, interfacing with other campers or staff, when 6ft distance is not guaranteed, and when entering any common areas of the school building. Smith reiterated that the individual sites will feature children broken up in distinct cohorts of no more than 14 children and the hope is that these groups will not have to be joined together at any time, but masks will be worn if this is necessary. Smith conveyed that the Parks and Recreation Department will provide two masks for each camper, which should be washed or cleaned daily to maintain proper hygiene, but they can bring in a mask of their own if they have a mask preference, they do not favor the mask provided or don't like it. Additionally, Smith stated that the camp will provide ample hand sanitizer available.

Smith then stated that another important aspect of this process is the details about cleaning and that Recreation Department staff has been working with the school administrators and custodial staff on these details. Smith explained that some Parks and Recreation maintenance staff and Summer Vacation Care staff will help to keep up with the cleaning of important areas using disinfectants and wipes on all of the frequent touch points. Additionally, Smith noted that doors will be left open as much as possible and efforts will be made to eliminate shared equipment like basketballs and hula hoops. To that point, Smith specified that each cohort will have their own set of equipment and equipment will not be shared between sites except on very rare occasions, which would be preceded by a thorough sanitation or items would be left unused for the appropriate amount of time before sharing.

Grouping, as Smith stated, is one of the biggest changes to the Summer Vacation Care program as it will be required that participants enroll in all 7 weeks of the program. The reasoning behind this, Smith explained, is to keep kids in their same groups with a 7:1 camper to staff ratio. Smith continued to explain that each group would consist of 14 children and 2 staff members from the beginning to the end of camp. Smith emphasized that this is the most ideal scenario and the Rec will work to maintain that as best as possible, as well as have a regular camp routine, daily schedule, designated individual space, designated group space, personal equipment, group equipment, and plans for potential interactions. Smith concluded that this will be extremely helpful for contact tracing with the regard to the path of the potential spread. Additional practices, Smith included, is the pledge to meet the standard that camp groups would not exceed the Governor's orders with regard to gathering size of no more than 50 combined campers and staff at any one site so there will be 42 children and up to 8 staff members. Smith reiterated that the 16 member cohorts would not be mixing and children and their staff leaders will remain in the same groups. Smith explained that the reasoning behind this restriction is the potential for cross contamination. As such, Smith highlighted once more that groups will be confined to contact amongst only their own group and these groups will be built as best as the Recreation Department can see fit. Smith provided the example that these groups may be built based on known friend groups, neighborhood groupings or genders, but ultimately settled on the fact that the Recreation Department will choose the method that makes the most sense.

Next, Smith detailed how activities and equipment will be handled and established that the main challenge is ensuring that equipment remains separate as well as traditional activities,

which may have been camper favorites, as they may consist of too much contact or require campers to be too close. Smith added that he has been referencing posts on sites like Pinterest and Facebook and has referenced activity books in order to find ideas and information on activities that campers can do and will allow the care program to be as fun as possible. Smith noted that, while this hasn't been explicitly included in any slides, staff are really looking to utilize the outdoors as it is really the safest venue for any activity that is undertaken by both children and adults. To that point, Smith expressed that he is hopeful that the good weather trend will continue to be dry and allow for the camp to remain outside, but the school space will be required if there is inclement weather.

Deputy Director Smith addressed the expectations for lunch, snack and bathroom breaks next. Smith began by stating that food will be eaten outside as much as possible in designated groups and 6 feet away from anyone else. Smith reiterated that children will be escorted to the bathroom and each group will be assigned their own stall within the restroom. Additionally, Smith noted that children will be asked to sanitize their hands upon entering the bathroom and will be required to wash their hands prior to leaving the bathroom. Finally, Smith noted that the bathrooms will be cleaned every 2-3 hours, with particular attention being paid to high-touch areas.

The next slides Smith began to discuss included the procedures in case of exposure. Smith acknowledged that the information is not included on the slideshow, but confirmed that the Parks and Recreation Department staff have been working with Midcoast Hospital, Brunswick area pediatricians, the School Department, other summer camps, Brunswick's Health Officer and the Maine CDC. Smith highlighted that the Summer Vacation Care program will feature a new position, the Health Manager, who will have a health background and assure that the guidelines are being followed, staff are properly recording health check data, diagnosing certain symptoms and respond to any COVID or non-COVID related illness.

As the slideshow concluded, Deputy Director Smith reiterated that this program is one that the Parks and Recreation Department looks forward to. Smith stressed that, while preparations have required quite a bit of work this year, staff are confident that a solid plan is in place and the schools have been incredibly cooperative and have worked with their resources to ensure that they are comfortable with the program moving forward. Finally, Smith restated that this will likely be the first experience children have to prepare for hopefully returning to school in the fall. Smith concluded his address by welcoming questions from Recreation Commissioners and welcomed Parks and Recreation Director Farrell to add his remarks as well.

Director Farrell expressed that he did have remarks that he wanted to add because he felt it was incredibly important for Recreation Commissioners to be aware that the 7-page document they were given outlining the guidelines goes into much greater detail than the PowerPoint presentation. Farrell explained that the way in which stakeholders developed this tool as a way to guide the program was through a number of Zoom calls that included the following players, Jeff Emerson-Deputy Fire Chief and Brunswick Health Officer, Melissa Fochesato- Midcoast Hospital's Director of Community Health, Ellen Goulding-

Head RN at Midcoast Hospital, Christine Jenkins- Maine CDC, Kristin Collins- Town of Brunswick Attorney, Jonathan Fisk- Summer Vacation Care Director, Dennis Wilson- Parks and Facilities Manager. Farrell continued on to explain that the Recreation Department had to bring their proposal to the Brunswick School Department because the School Department regulations are governed by the Department of Education rather than the Department of Economic and Community Development (DECD) who determines the guidelines for summer recreation camps. Farrell explained his previous comment by clarifying that these two separate entities are determining guidelines for recreation programming and for recreation programming that occurs at schools.

Director Farrell then summarized that after the issues were worked out with the different stakeholders, the proposal was brought to the Brunswick School Department in order to request permission for use of the schools in order to have the program at the different schools. Farrell explained that Parks and Recreation staff had told the School Department in the beginning of the process that the intention was to have the program at the schools, even though it was known that the schools were closed and there was no clear date when they would re-open. Farrell also acknowledged that initially there was hesitancy to allow the programming to be held there, but after a very long, thoughtful process to develop the guidelines, a meeting was scheduled with the Superintendent and Assistant Superintendent. Farrell continued on to recount that Parks and Recreation staff inquired what additional information would be needed and they asked that the School Department Pediatricians, Alyssa Goodwin and Gretchen Loeffler, review the guidelines as they have been working with the schools to analyze guidelines as they pertain to school. Additionally, Farrell noted that they were also reviewed by Doctor Hagler and there were 3 different iterations that were sent back and forth as feedback was received from the different doctors. Farrell continued on to note that as feedback was received, it resulted in changes being made to the document and, upon the approval of the doctors; the Superintendent approved the proposal to use the school facilities.

Director Farrell then addressed members of the public who may be watching and asserted that he confident saying that the Vacation Care program has been put together with an extremely thoughtful approach and this process was likely more thoughtful than a lot of other programs that are going on in different towns. Additionally, Farrell asserted the important for people to understand that the doctors were very clear throughout the process that no entity could market a program like this and claim that it is 100% safe. To that point, Farrell established that the goal of this program, to the greatest extent possible, is to minimize risk. Farrell noted that he did not say this to scare people one way or the other, but all should be aware that a better job could not have been done with regard to launching the program. Unfortunately, Farrell stated, the State of Maine did not release the operation guidelines for summer camps until late May which meant that it wasn't until after this point that the process could begin. As a result, Farrell summarized, the program was able to be launched at the end of June, but after completing the work and as registrations opened up, only 10 individuals registered for the program that typically serves about 275 children. Farrell recognized that some parents are probably hesitant to send their children to summer camps this year, but also admitted that the cost of the program went up dramatically or by about 30%. Farrell explained that this increase is due to the cost of staff needed to meet

cleaning protocols, the cost of hiring a health manager, the cost of providing PPE for campers and staff, and the increased cost of providing additional equipment that would not have been associated with the program in the past.

Farrell concluded that it is important for the community to know this because the Recreation Department received questions and commentary that many parents had already exhausted their vacation time during the first 6 weeks of the COVID-19 shutdown and, in looking forwards summer, were very hopeful that the Recreation Department would do something because of this. Farrell recognized that many families would be able to come up with a plan under these extreme circumstances, but the Parks Department was trying to be responsive to the community need. Farrell further concluded that these are the reasons why the cost of the program has drastically increased and why it took so long for details about the summer program to emerge.

Farrell closed out his remarks by noting that the program begins on Monday, June 29th, which is 10 days from the current Recreation Commission meeting. Farrell explained that it remains to be seen however whether or not the program will be able to be delivered at two sites or all three sites. To that point, Farrell noted that each site can support 42 children, but there are only 11 children signed up since registration opened at 9am on Tuesday June 16th. Farrell summarized that he wanted to give everyone this background information because this is an unusual time and the Parks Department has done everything possible to be responsive to the demand for the biggest program that the department operates in the summer. Farrell then welcomed questions or comments from Commissioners.

Chair Lyne commended the Recreation Department staff for the time and effort dedicated to this program and for being ready to provide a summer camp as our society has become ready for summer camps to occur. Lyne also noted that its clear a tremendous amount of work went into the process and the coalition that made this happen likely started to work on this a while ago in order to get this far down the road and be so prepared. Lyne concluded by expressing his gratitude for the hard work done by all before asking the remaining Commissioners for feedback.

Commissioner Wilkoff echoed Chair Lyne's praise for the Parks Department staff, the other stakeholders and the tremendous work being done. Wilkoff continued on to note that, as more data has emerged about the virus, the safer this program seems while following the proposed guidelines. Wilkoff added that he has learned that those under the age of 20 are half as likely to contract the disease and also added that, while we should all practice good hygiene with regard to contact surfaces, this particular virus poses a problem because of ventilation. Wilkoff concluded that he hopes the community would feel comfortable with sending their children to a program which operates primarily outside, in big spaces and with social distancing because the Recreation Department staff did a great job preparing the program.

5
5a

OLD BUSINESS
LOWER MALL IMPROVEMENTS AND THE BRUNSWICK FARMERS
MARKET

Chair Lyne welcome Parks and Facilities Manager Dennis Wilson to the meeting and invited Dennis to update the Recreation Commission on the work being done there. Wilson began by informing the group that as of late April and early May work had begun to rehabilitate the land on the lower mall, which included decompacting the soil where the Farmers Market was located for the previous season and installed new sod through the main part and along Park Row. Wilson explained that he used an AirSpade through the roots to decompact the soil and check on the root systems of the trees before the new sod was installed. Public Works, Wilson explained, also installed about 500 feet of new sidewalk along Park Row. Additionally, Wilson noted that sod was installed along 1/3 of the new sidewalk for the Farmers Market and the rest was put down as seed. Wilson added that the Farmers Market will start back up on June 30th but, there is a little more work to complete before they come back onto the Mall. Wilson noted that if everything goes as planned and on schedule, the Maintenance Crew will be doing some slit seeding the ice rink area starting on either the coming Friday or Monday. Wilson expressed that it is his desire to have that work completed before the Farmers Market returns to the Mall. Wilson stated that some work remains with regard to the trees that need to be AirSpaded in order to check tree roots and decompact the soil, but this will likely be an ongoing process throughout the summer. Wilson noted that this work will be taking place in the Northerly area of the Mall and along Maine Street.

Farrell asked Wilson to provide remarks on the site that the Parks and Recreation Department provided for the Farmers Market while the space on the Mall was still being rehabilitated. Due to COVID-19 the Farmers Market was moved to the St. Johns parking lot. The plan remains, Wilson explained, to move the Farmers Market back to the Mall on the 30th, but this was an effort to help out the Farmers Market as much as possible until that time. Wilson affirmed that this change has been working out well for the vendors.

Farrell then asked Wilson to provide additional details on the AirSpade process as this is something that the Parks Department has never utilized before and Wilson has ample experience with this method. Wilson explained that an AirSpade is a tool used to focus air from an air compressor through a small nozzle at 1200 mph. Wilson continued to explain that it focuses on the air pockets of the soil and explodes it to create decompaction. Wilson noted that this work to soften the soil targeted about 4-6 inches of soil in order to allow for greater air and water flow. Wilson added that this tool and process is very safe with regard to the health of trees as well as underground utilities. Wilson noted that he has used this device throughout the root systems of 5 different trees, has excavated all of the stems of the trees and checked the roots before filling back in with existing soil and mixed soil. Once that process was complete, Wilson summarized, seed or sod was able to be installed.

Facilities Manager Wilson provided further details on the AirSpade device, which he mentioned was originally utilized by the military to find land mines. Wilson noted that this particular usage speaks to how safe this tool is to use around equipment, utilities, and root systems. Wilson reiterated that it is safe for tree roots as it will not harm them, but will instead target air pockets and reduce soil compaction. Wilson concluded that there is a long way to go with this process, but it is off to a great start.

Farrell added that Wilson has brought a level of expertise in Arboriculture and with the Air Spading process that had not been previously held by a Parks and Facilities Manager. Farrell noted that this tool is a pretty amazing piece of equipment and stated, if one were to go out and look at the treated area, there is a marked improvement in the sodded area and around the trees, however there is still a fair amount of work to be done with regard to the Mall. Farrell then thanked Wilson for his efforts and acknowledged that he brings a level of expertise and talent that will be a great benefit to the Town of Brunswick.

Chair Lyne asked if this process changes the plan to relocate the Farmers Market or if it was just an effort to rehabilitate land that was permanently damaged. Wilson referenced the slide show once more and noted that he was down on the Mall with the Farmers Market Committee over the past weeks. Wilson stated that they were looking at the area that the Town Council had approved for them to be relocated to for the duration of the summer. Wilson added that the group worked to measure the space and develop a plan to allow for social distancing that would align with COVID-19 regulations while also maintaining the same footprint that the Council had approved. Wilson explained that the white triangles on the map are where the new tents will be setup. Wilson continued to explain that these spaces are just moved farther apart and one of the tents will be rotated so that the entrance is on the Maine Street sidewalk of the Mall rather than the diagonal sidewalk in order to maintain social distancing and ensure that two vendors do not have entrances across from one another. Wilson noted that the circles outlined in black represent the previous vendor stalls that were moved.

Farrell once again asked Wilson to provide additional remarks with regard to the challenges that the market is facing as the space they are currently occupying has requirements that the State of Maine has created guidelines for Farmers Markets to follow. Farrell added that the Town Council approved this plan prior to the advent of COVID-19 and now questions remain about the acceptable number of vendors existing in the space that was authorized by the Town Council now that increased distancing is required. Wilson agreed that these new stipulations certainly posed a challenge as they were now tasked with getting all of the existing vendors back onto the Mall within the approved footprint. Wilson explained that the group utilized measuring tapes and flags for markers but, this process, Wilson concluded, was not an easy undertaking. Wilson continued to explain that they made this new spacing work on paper but, on June 30th when they are back on the Mall Wilson plans to be present in order to ensure that social distancing and Farmers Market guidelines are being adhered to, including the prepackaging of foods, restricting patronage to 50 people or less and maintaining 6 foot spacing. Wilson concluded that the effectiveness is yet to be determined, but in theory it seems like it will be effective.

5b

BROWNTAIL MOTH UPDATE

Wilson began his remarks by establishing that the current year has been mild in terms of Brown tail Moth, but the Maine Department of Agriculture, Conservation, and Forestry noted that the has rated this area as moderate. Wilson rebuked this finding and expressed his feeling that it was more on the lower end of moderate. Wilson explained that a management plan in place for 5 different locations was enacted this year in areas where large groups of people congregate. Wilson continued to explain that spraying was

conducted on 4 of the locations, but the treatment of the lower Mall was cancelled after observations found that the Brown tail was not really significant. Wilson noted that this is due to the particularly moist spring that helped to slow the moth emergence from their nest through biological controls. To that point, Wilson added that they were either slow to emerge or didn't at all which resulted in the moths not developing in mass quantities as they normally do. Wilson concluded that the combination of the wet spring and past treatment campaigns significantly reduced the population for the current year.

Wilson noted that the Maintenance crew is still observing the condition of the trees, but are using the threshold of 10 nests per tree as the parameter to determine inclusion in the spraying program. Wilson also noted that the locations targeted this year were the Bike Path, Edwards Field, Shulman Field and Lishness Field. Wilson reiterated that the treatment on the Lower Mall was cancelled as it was not worth inclusion in the treatment program. Wilson identified that this may change in the coming year, but the hope is for the levels of infestation to keep reducing rather than increasing. Wilson then repeated his belief that this year presented a fairly mild or low risk for exposure.

Chair Lyne asked Wilson if this was just the case for Brunswick or if the conditions were different further North and South of Brunswick. Wilson affirmed that the exposures are more significant further up the coast and referenced the areas depicted on the map projected for viewers. Wilson summarized that the areas with high exposures are shown in red and also identified that these areas are certainly not far from Brunswick. Wilson named Brunswick's neighboring towns of Bath and Woolwich as two of the areas that have seen high exposure rates in comparison to Brunswick's. Wilson added that he has gone to those areas to survey their infestations and found that they are prevalent on species like crab apple trees and cherry trees. Wilson also added that Oak Trees tend to be targeted by the moths, but their attack on oak trees this year seems to be minimal. Lyne replied to Wilson stating that the red area was centered over Brunswick during the previous summer and Wilson explained that the outbreak area is slowly moving North and Downeast.

Lyne thanked Wilson for his remarks and welcomed Recreation Commissioners to ask questions of Wilson. As there were no questions for Wilson, he was dismissed from the meeting and Lyne moved on to the next order of business.

5c **BUDGET ADOPTION**

Lyne explained that up next the Recreation Commissioners would be discussing the budget, but also highlighted that the budget season was largely missed by Commissioners due to the orders to remain home as a result of COVID-19.

Director Farrell began by acknowledging that the budget had not reached Recreation Commissioners until it was submitted, but it had been talked about since it was submitted. Farrell referenced the slideshow in order to explain the coversheet that each department's budget book acted as a lead into giving the public an idea of how the budget would break out, what major statistical issues and items were for each department. Farrell noted that this projection happens to be the Parks and Recreation Department's which showed Recreation participation levels, the number of facilities the Parks and Recreation Department has

acquired since 2001, and broke down the different cost centers for the department. Farrell recognized that the public probably would not be able to see the details provided, but noted that the second slide, which was provided to Commissioners in their packets, displays the breakdown of what the Town Manager was asked to do after the budget was received and Farrell stated that he would provide an overview of this page for the Recreation Commissioners.

In the first set of adjustments, Farrell explained, there was a reduction in the Parks and Recreation Departments request for \$49,210, which was money slated for the remaining development of the trails on the Kate Furbish Preserve. Farrell noted that this was a result of the department meeting with the Town Manager and the Town Council requesting for the department to consider areas to reduce. Farrell explained that upon discussion with the Town Manager, it was determined that this project could actually be subsidized by Development Impact Fees so the decision was made to remove it from the budget with the understanding that the Parks and Recreation Department will appear before the Town Council in order to request that the Council give authorization for the appropriation of those impact fees in order for the work to continue forward and hopefully be completed by fall of 2020.

The second round of adjustments that the Town Council requested, Farrell noted, was a reduction in the Gator Utility Vehicle that was supposed to be dedicated for use on the Furbish Preserve. This vehicle, Farrell added, would be used to travel the 7 or 8 miles of trails regularly to check on the space and while the department was hoping for this tool, it was removed from the budget.

In the final request of the Town Manager's budget, Farrell explained, the Town Council asked for a reduction in the seasonal maintenance workers. Farrell continued to explain that these 2 positions totaled \$15,080 and these positions were held by staff who worked from May to September. Farrell added that for a number of years the park rangers were included in the budget once again after they were removed from the budget following their utilization from 2000 to 2010. To that point Farrell explained that they were not included in the budget from 2010 to 2019 when the Rivers and Coastal Waters Commission requested that they be included in the budget once more. Farrell continued to explain that they were cut once again for the 2020 budget and were included in the 2021 budget but, they were removed the budget based on these reductions. Farrell noted that the Department is hopeful to come up with the funds, which total about \$70,000, but Farrell stated that the Department will be able to achieve that through savings in the current budget and in looking forward to next year in terms of how the budget is managed. Farrell acknowledged that utility estimates are typically pretty conservative and the Department budgets for more than the actual bill is typically less than that. Farrell added that this is done on purpose so that there is enough money to cover the cost of the utilities, but there is typically some savings there. Farrell also added that the Department would look to the Special Revenue Fund if necessary to find additional money to make up that shortfall as well.

Farrell concluded that the Town Council did not want to see any layoffs and those layoffs were contemplated in this budget discussion. Farrell highlighted that the good news is that

the full time staff remain and even though there has been the element of COVID-19 this has not really changed the workload in terms of the Parks and Recreation Department. Farrell then provided the example that, although the ball fields are not currently playable, there is still a need to maintain them, as well as other facilities like the Mall, the Playgrounds, and the yearly gateway beautification. Farrell summarized that business has continued as usual for the parks aspect of this Department, while the recreation aspect of the Department is what has been most heavily affected. Farrell noted that with the closing of the Recreation Center and the lack of Recreation Programming allowed, as well as the potential for a second wave of the virus as projected by the CDC, it is unknown what will happen moving forward. Farrell expressed his hope that this potential second wave wouldn't be as devastating as some have projected it to be, the Recreation Center will be able to continue to remain open and programming will be able to be offered, but the reality is that many programs have been cancelled.

Farrell provided the example of the Maine State Fairs and Festivals which have been cancelled throughout much of the fall season. Farrell explained that the department is trying to work to continue to provide programming that has been traditionally offered. Farrell then informed the group that the Brunswick Downtown Association had to cancel the Sidewalk Art Festival and Music on the Mall; however they are hoping to have some semblance of this Music on the Mall concert series program. Farrell explained that there is a possibility for them to come to the Recreation Center to be able to listen to a performer while maintaining social distancing guidelines from inside of their vehicles, similarly to the set up for the Movies in the Park program. Farrell concluded that if the Movies in the Parking Lot program is successful, the collaboration between stakeholders is successful and the State of Maine agrees that these programs can be held based on the guidelines that they put forth, there may be a concert there as early as the second week of July.

Farrell then segued into discussing the impacts on the budget and expressed that these impacts on every department's budgets are currently unknown because we don't know how the virus will continue to play out. Farrell expressed his hope that we will be on an upward trajectory with regard to COVID-19 and the ability to reintroduce recreation programming, but, after these few summer programs are launched, some tough decisions will have to be made including the Halloween Parade & Ski and Skate Sale as those events draw large crowds in close proximity to one another. Farrell established that these are not decisions that will need to be made today, but it is unclear what things will look like throughout the fall months. Farrell summarized that the Recreation Department leaders feel that there are adequate resources available in the approved budget in order to deliver the services that are traditionally offered if things were to open up full scale. Farrell hypothesized that, if this were to happen in the late fall; there wouldn't be a challenge with staffing in order to deliver the programs typically offered by the department prior to COVID-19. Farrell then welcomed questions from Recreation Commissioners that they may have about processes undertaken with regard to the budget.

Farrell then welcomed the Recreation Commissioners to ask questions about the budget. Lyne replied with one inquiry and asked what the Summer Camp Counselor hiring process would look like given that there could be upwards of 120 children in the program, but there

are only 10 children enrolled. Lyne then asked how many counselors the Recreation Department has lined up for Summer Vacation Care. Farrell responded noting that the Recreation Department intends to hire the full staff needed to operate all three of the summer camp locations. Farrell explained that the Department has adequate staff in order to do it as both Deputy Director, Troy Smith, and the Camp Director, Jonathan Fisk, have been working to conduct interviews, decisions about employment have been made and staff trainings are scheduled to occur in the coming week. Farrell acknowledged that these potential candidates were warned in the beginning that this would not be a normal year. Farrell continued on to add that since many of the staff are minors, they have been asked to speak candidly with their parents about the fact that they are looking to be employed in an area that carries some level of risk and the fact that they will be responsible for practicing proper hygiene, wearing face masks and shields, and taking the temperatures of participants. Farrell summarized that, for the most part, everyone has agreed to move forward with employment under those conditions.

Additionally, Farrell noted that the Parks and Recreation Department has worked with the Town of Brunswick Attorney because the seasonal contract every employee is given would be signed by the employee as well as the parent if they are a minor. Farrell explained that there is new language in this document that explicitly states that, while all of the hired staff will be trained, their employment will be contingent upon adequate enrollments in the program. Farrell then hypothesized that if only one or two of the locations were operational, some number of the staffers trained would not be actively working in the program because the Recreation Department could not afford to employ them all. Farrell recognized that he and Deputy Director Smith have had many discussions around this point as adequate staff hours something the department has tackled with seasonal hires in the past. To that point Farrell explained that those who were hired for the positions, but may not be able to work in those positions would likely be able to be utilized to a lesser degree in other programs and for fewer hours. Farrell then provided the example of the Brunswick Town Hall where there is a tent and staging line outside of the building with directional signage and Parks and Recreation Department staff dealing with the public, informing them of the guidelines for entering the building and conducting business based on the different departments the patron may need to access. Farrell concluded that the Department does have some flexibility in terms of hours that could be made available to some staff members if they cannot be employed in the Vacation Care program, but there isn't enough of a need to employ everyone in this capacity.

Lyne responded by commending the Recreation Department staff once again for the thought and tremendous effort that was paid to this process and the program offering. Lyne acknowledged that, for many of these kids, the hope of a potential position is even good because there aren't a lot of options out there for summer employment. Without any further questions or comments from Commissioners with regard to the budget or summer staffing, Lyne looked to Farrell once again as he moved onto the next item of business.

5d **VETERANS PLAZA UPDATE**

Farrell noted that his update was very brief and referenced two press releases that were included in Recreation Commissioners' materials for the present meeting. The first press

release, Farrell noted, was the fact that a contract was entered into with Atlantic Construction to build the Plaza so the Plaza is under contract and there will be a groundbreaking ceremony on August 17th, 2020. Farrell added that there is a video they were looking to show at the present meeting but challenges with technology would not allow that to happen. It will be up on the website, Farrell noted, and is a video that some may have already seen as it was aired for a few days around Memorial Day. The short, 2 minute video, Farrell explained, details the background of the project and announces the groundbreaking ceremony on August 17th at 11am. Additionally, Farrell explained that the dedication of the monument would be on November 11th, Veterans Day, at 11:00 am and Farrell mentioned that the public is invited to attend both events.

Farrell recognized the Brunswick TV Cable 3 staff for their efforts to craft such a well-done video. Farrell also recognized Chet Garrison who provided the narration for the video. Farrell summarized that this video gives the public a really good idea about the project in a reasonable timeframe and encourages the public to attend the groundbreaking and dedication.

The second piece of materials included in packets, Farrell explained, was an announcement that the Veterans Council is very excited to make, which is the selection of the dedication speaker for the event. Farrell continued on to explain that her name is Gretchen Evans, a former Command Sargent in the United States Army. Farrell noted that is retired and was recently featured on the 207 program broadcast on WCSH channel 6. Farrell added that her husband, Bob, is an alumnus of Bowdoin College and both recently relocated to Brunswick at the beginning of 2020. Additional accolades Farrell mentioned included her feature spots on both the Today Show, the Megan Kelly Show, CBS's Courage in Sports program and she was also featured on Bear Grylls' competition show that will air later this summer. Farrell explained that this program features disabled veterans competing as part of a team competition. Farrell summarized that she is a fantastic woman and he is incredibly impressed by her and her husband Bob. Farrell further summarized that he couldn't believe they were located right here in Brunswick and when the Veterans Committee reached out to her she so graciously agreed.

Additionally, Farrell noted that there is a new Military Hall of Fame opening in either North or South Carolina and of the first class of inductees there are probably only 2 of the 5 that may be well-known to Mainers. Farrell continued on to explain that of the first inductees into the Hall of Fame, Gretchen is one of them, as well as Pat Tillman, the former defensive back for the Arizona Cardinals who was killed in action. Farrell circled back to Gretchen's achievements, including that she has a very impressive resume, has written and published a book called Leading From the Front, and is just an extraordinary person. Farrell concluded that the Veterans Committee could not be more pleased to have her as the guest speaker for the dedication in November.

6

NEW BUSINESS

FOST REPORT ON THE BRUNSWICK LANDING

Farrell reminded the group that this is a weighty document and the Recreation Department has been waiting years for this document. Farrell explained that this document is very

important and includes some really important information that addresses concerns that many have had in terms of contaminants. The letter that was with the FOST Report, Farrell noted, is the assignment of the deed from the U.S. Navy to the Department of the Interior and is really what triggers the beginning of the conveyance process to the Town of Brunswick.

In the next three weeks, Farrell explained, the Parks Department expects to receive a letter from the Department of the Interior asking the Town of Brunswick to take constructive possession of the property. If the Town signs on this document, which it has in many instances in the past with previous parcels since the closing of the Former Naval Base, Farrell explained, the Town of Brunswick would then take on all essential rights of ownership and liabilities. To that point, Farrell noted that the planning process would really be able to begin in earnest with respect to the property and, once the document is signed, the final deeds with their restrictions would be prepared by the Department of the Interior for delivery to the Town of Brunswick. Typically, Farrell noted, a draft document would be sent to the Town, the draft would be reviewed by the Town Attorney, mutually agreeable language would need to be reached with regard to the document and the deed would ultimately be conveyed and recorded.

Director Farrell concluded that this process could come some months after constructive possession, but it is important for the Recreation Commission to be aware of the fact that the work that Chair Lyne and Commissioner Archbell have led on the LC3 committee with regard to future planning for the parcel around the Recreation Center is real. To that point Farrell explained that some members of this effort may have wondered how long it would take before the property actually comes into the Town's ownership. Farrell added that it has been somewhat frustrating as this process has been delayed almost 3 years for various reasons, but now it is occurring. Farrell summarized that this is good news and begs the question of when the Recreation Commission feels it would be appropriate to reconvene the LC3 Committee group.

Lyne replied that the next meeting of the committee is imminent and there are many reasons why the group should get back together, including the fact that we are starting to take steps toward business as usual in terms of COVID-19 and, while it is unclear what the seasons will look like, getting work done now would be great. Lyne proposed that they should reconvene at the time of constructive possession, but Lyne also looked to Director Farrell to provide a deadline for when the Town Council would need to take action. Farrell replied that the Town Council does not need to take action on this item as the Town Manager has authority to sign constructive possession documents. Lyne added that he was aware that the Town of Brunswick Attorney had the FOST Report for months prior and noted that the Town of Brunswick could have constructive possession with the month meaning that the LC3 Committee could potentially meet in the coming month. Farrell agreed with Lyne who then recommended getting word out to the committee to begin this scheduling process as it may be hard to get everyone together in the summer time.

Additionally, Lyne expressed that one of the challenges will be determining who still wants to be involved in the LC3 Committee because of the delay in the process and since the

advent of COVID-19. To that point, Lyne expressed that the LC3 Committee may have lost the inclusion of the hockey rink stakeholders because they have been aggressively looking at other sites. Lyne concluded that this has been really challenging to get serious about this parcel of land without having control over the lot and it has been challenging to plan fundraising efforts since the Town of Brunswick did not have any say over who controlled it. Lyne concluded that this is exciting news and settled on the fact that it best to get the group back together as soon as possible.

Farrell then looked to Commissioner Archbell for her insights. Archbell agreed that it will be good for the group to get back together and expressed excitement that the Town of Brunswick officially got the land from the U.S. Navy. Archbell noted that she had not had an opportunity to look through the FOST report once more, but affirmed her interest in continuing to represent the Recreation Committee on the LC3 Committee. Farrell also agreed that it is timely to get people back together, but also questioned how the impacts to the economy could impact the effort. To that point Farrell expressed that the upcoming meeting could be an interesting one because it is very unclear where the stakeholders stand in terms of their abilities to make a commitment to this effort in a meaningful way as their commitment will be needed in order to make anything significant happen on the site in the short term.

Farrell concluded that there is an obligation to at least get back to everyone and express that, while the timing may not be the best, the Town of Brunswick is coming into ownership of the land finally. Lyne and Archbell agreed and Lyne confirmed that he will be in touch with Farrell about coordinating that meeting. Lyne also committed to reading the FOST in more detail in order to better understand how the land can be used since the land does come with conditions which will impact what can be built there. Lyne concluded that the next month will be spent trying to coordinate a meeting, getting stakeholders up to speed and hearing from the ice rink stakeholders specifically about their interest in continuing the effort.

Lyne explained that it is important for the public to be aware that, regardless of what is built on the Brunswick Landing, a few years ago the intention was for there to be fundraising efforts in order to build a pool and possibly an ice rink and it was likely to be more fruitful as a joint venture going after larger donors than as many smaller projects. The reality, Lyne stated, is that the ice rink stakeholders may have chosen another location which means that the LC3 Committee will need to reassess how to approach this project. At the minimum, Lyne added, a pool study has been completed, Coffin Pond is closed and on the surface the feasibility study suggests that a pool would do well on the Brunswick Landing. Lyne also added that there is always a need for grass fields and artificial turf fields, but he is also optimistic that the ice rink stakeholders may still be able to be convinced of the benefits of the site as it would be a good location for them as well.

Lyne concluded that this is the time to get it started again and also hypothesized that this whole effort may be coming from the Recreation Commission as a whole depending upon how many people want to be involved.

7 **OTHER BUSINESS**

BRUNSWICK HIGH SCHOOL GRADUATION

Farrell expressed that he felt it important to mention that the Recreation Department was involved with the Brunswick High School Graduation Ceremony this year. Farrell explained that the department was involved quite a bit, over a number of weeks, working with Rick Wilson and other administrators from the Brunswick High School as they contemplated where they would hold graduation. Farrell added that there were many sites contemplated, but ultimately it was held on the Brunswick Landing with assistance from the Brunswick Downtown Association, the School Department and the Brunswick Police Department. The options contemplated, Farrell explained, included graduation being held at the high school, a graduation procession down Maine Street where BDA businesses had decorated store fronts in honor of the graduates. Farrell added that the Parks Department collaborated with BDA to install signs and banners honoring the graduates on lamp posts throughout downtown Brunswick. This assistance also entailed lighting the Gazebo on the Mall with orange lights the week preceding graduation. Farrell concluded that the graduation was ultimately moved to the Brunswick Landing and did not include a parade.

Farrell commended Facilities Manager Wilson and Parks Crew for their labors because they did an awful lot of work to support the effort and to make graduation for the seniors as meaningful as possible by giving them as much public notice as possible in the downtown Brunswick area in order to express how unfortunate a year it is and how unique a class it is. Farrell concluded that the coordinators did the best they could to let them know that the Town of Brunswick realizes this about them and recognizes their graduation because it certainly wasn't what they had anticipated.

Lyne echoed Director Farrell's praise and added that it was certainly an odd feeling and it was unfortunate that they were not able to experience the typical band performances and the chorus. Lyne noted that he went and felt that they did as good a job as can be expected. Lyne reiterated that he really appreciated the efforts and noted that, while the Recreation Commission hasn't been meeting over the past few months, the staff at the Recreation Center has clearly been working very hard.

- 8 The date for next meeting is July 15, 2020. The hope is that the group will be able to meet in person in the not too distant future but the meetings will continue to be held in this digital format until then. Farrell explained that the Town Manager has directed this and the Town Council continues to meet in this format as well. Farrell also noted that when the group is able to meet again in person, there will still be an option to remote into the meeting digitally. The meeting it will be held beginning at 7:00pm.

9 **ADJOURNMENT**

COMMISSIONER WILKOFF MOVED TO ADJOURN THE MEETING; SECONDED BY COMMISSIONER ARCHBELL; VOTE 5-0 UNANIMOUS OF THOSE PRESENT.

The meeting was adjourned at 8:25 pm.

Tom Farrell

From: Lorel Nazzaro <pestoplant@yahoo.com>
Sent: Monday, July 13, 2020 12:17 PM
To: Tom Farrell
Subject: dogs

Dear Tom Farrell,

Is there anything the Town can do regarding dogs at the Simpson's Pt swimming facility? People bring them on a leash and then release them so that they can swim freely. They are a nuisance. Or people have them on very long leashes where they can interact and present distance problems - others trying to avoid them while keeping a safe 6 ft distance. I've also seen evidence of owner's not picking up after their dogs, a real health hazard. Especially during the Governor's mandate, could you allow dogs to be present, at least during swim season, only from Oct. 1 to June 1.

Thank you,
Lorel Nazzaro

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Tom Farrell

From: Sue Stableford <sues9404@gmail.com>
Sent: Monday, July 13, 2020 2:26 PM
To: Tom Farrell
Subject: Dogs at Simpsons Point

Hello Thom,

I'm writing to ask if a new type of rule about dogs could be implemented at Simpsons Point. There's the old problem of owners not leashing dogs but frankly, the biggest problem now is the number of dogs. As you know, access to the water is limited. People often stand on the ramp with big dogs on an 8 foot leash, taking up so much room that it's hard for swimmers to get in. Then there are the folks who tie their dogs to the metal posts in front of the ramp. Yesterday, someone tied 2 dogs there who barked and barked when another dog went by. It doesn't make for a nice experience.

I'm also concerned because social distancing requires that we stay away from others. It's really hard to get down to the water and keep distance with many dogs taking up so much space.

I know people want to swim with their dogs and cool them off, but I think people should have priority. Might it be possible to implement a rule found on many beaches where dogs are allowed (on leash) before 9 am and after 6 pm? This accommodation would be welcome to many locals who depend on the Point for swimming and talk about this problem.

Thanks.

Sue Stableford
12 Larkspur Ln
Brunswick

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Sue Stableford

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Program Report

CURRENT OR RECENTLY COMPLETED

KAYAK AND STAND UP PADDLEBOARD CAMP- 30 COMBINED PARTICIPANTS ½ DAY AND FULL GOLF FOR KIDS- 10 PARTICIPANTS

BOYS SUMMER BASKETBALL CAMP- 10 3/4th graders, 12 5th/6th graders, 12 7th/8th graders

BACKYARD CAMP OUT- 25 Families – 80 participants

UPCOMING SUMMER PROGRAMS

❑ **GIRLS BASKETBALL CAMP:**

The clinic runs from July 20th-24th at the Recreation Center Gymnasium for 3rd/4th Graders from 9-10am, for 5th/6th Graders from 10:15am-11:30am and for 7th/8th Graders from 11:45-1pm. The fee for 3rd/4th Graders is \$39 for Brunswick Residents and \$52 for Non-Residents. The fee for 5th-8th Graders is \$45 for Brunswick Residents and \$59 for Non-Residents. Sam Farrell, Head Coach of the Brunswick High School Varsity Girls Basketball program, will be leading our Summer Basketball Camp for girls once again this summer! Program is limited to 12 players. Players must bring their own ball and water bottle, maintain proper hygiene and complete a daily health screening prior to attending each daily session.

❑ **TEEN DANCE CAMP:**

Starting the week of July 27th-31st The Brunswick Parks and Recreation Department will be offering a week long hip-hop, contemporary and Broadway jazz technique dance camp for teens that will meet each day from 1pm – 4:30 pm at the Recreation Center. The fee is \$140.00 for Brunswick residents and \$186.00 for Non-Residents per participant. This class involves a fusion of jazz, contemporary and hip-hop dance styles. Jazz is fun, upbeat and is based in ballet, while hip-hop is known for riding the beat of the music in creative and interesting ways. These two styles are fused together in contemporary dance, a style of expressive movement that combines elements of several dance genres including modern and classical dance. The resulting combination is both hard-hitting and emotionally compelling. Students should bring water to class and wear flexible comfortable clothing. There will be an opportunity to perform at the end of the session, so attendance is required. 15 Participant maximum for this program and only 5 spaces remain.

❑ **MAKERS OF THE FUTURE- MAD SCIENCE SUMMER CAMP:**

July 20th- July 24th from 9am – 3pm we are offering a science summer camp in partnership with Mad Science of Maine. This week- long program for youth ages 6 through age 12 as of start of program will be held at the Brunswick Recreation Center Preschool Facility on Venture Avenue. The cost of the program is \$260 for Brunswick residents and \$345 for non-residents. The theme for this week is MAKE-ing and this cutting edge camp is guaranteed to inspire the emerging inventor, designer, artist, engineer, and tinkerer! STEAM thinking gets activated through hands-on exploration with intelligent robots, stop-motion animation, game design, and app-enabled building blocks that teach innovation. Children engage with the inventor's cycle by snapping together electronic building blocks to create various gizmos and gadgets. Discover the FUN-damentals of programming with three intelligent robots that have big personalities. Build mechanical devices to solve problems and invent an app-enabled smart car. We move from the past to the present of game design, leading an animated character on an adventure using coding blocks. Take a look back at early animation and then move to the present using green screens to create animation shorts. MAKE and take-home a robot, circuit creature, VR Goggles and so much more. This camp shows every child that the future is theirs for the MAKE-ing!

❑ **MISSION:CODE- MAD SCIENCE SUMMER CAMP:**

August 3rd – August 7th from 9am – 3pm we are proud to offer a second science summer camp in partnership with Mad Science of Maine. This week- long program for youth ages 7 through age 12 as of start of program will be held at the Brunswick Recreation Center Preschool Facility on Venture Avenue. The

cost of the program is \$260 for Brunswick residents and \$345 for non-residents. The theme for this week is <Mission: Code>, a unique summer camp experience that allows kids to learn essential coding skills while also engaging in active games and hands-on learning. Kids will develop computational thinking and problem solving skills in an online game environment where you give a robot a set of instructions to follow in order to solve the level. Each coding session provides kids with a fundamental skill set including algorithms, functions, relative directions and sequences. The combination of online activities paired with engaging offline activities like scavenger hunts, programming a witty robot, inventing a droid, code-cracking mysteries and team robotics challenges that keep kids active and reinforce coding skills is a winning formula for fun in the summer! Children will be given access to this coding platform for up to 1 year. Additional take-homes include building and developing a board game and puzzles that help children practice their computational skills.

□ **SUMMER SOCCER CAMP:**

This soccer clinic, run in conjunction with Seacoast Soccer, runs from August 3rd-6th at Edwards Field for 6-10 year olds from 9-10:15 am and for 11-14 year olds from 10:45am-12n. The fee is \$55 for Brunswick Residents and \$73 for Non-Residents. This summer we have restructured the camp to focus mainly on individual skill development to allow us to lower the risk associated with COVID19 as much as possible. Players will be matched up with the same coach for the week with each day beginning with a fun warm-up which gets everyone loose and offers many touches on the ball. As individuals in their group they will play fun games and exercises which promote confidence with the ball. All campers receive a Nike t-shirt, but are required to bring their own soccer ball and water bottle.

FALL PROGRAMMING UNDER REVIEW—TYPICAL PROGRAMS INCLUDE:

Brunswick Youth Soccer League (BYSL)
Start Smart Soccer
Cross Country Running Club
Cross Country Trail Biking
Youth Field Hockey and Youth Field Hockey Travel Team
Hip Hop Dance for Teens and Youth
Mad Science
Lego
Goblins Parade and Creepy Creature Party on Thursday, October 31st
Jr. High Halloween Dance (date to be determined)
Halloween Window Painting (date to be determined)
Annual Ski and Skate Sale on Sunday, November 1st

REOPENING OF THE RECREATION CENTER

PHASE 1

Week of July 13th-17th AND Week of July 20th- 24th

9am-1pm- Basketball Clinic (program registration required)

1pm-2pm- Cleaning and Ventilation

2pm-4pm- Track Use (walking only) & Basketball Shooting (2 shooter max, 1hr max)

Week of July 27th-31st

8:30am- 10:30am- Track Use (walking only) & Basketball Shooting (2 shooter max, 1hr max)

10:30am- 12:30pm Cleaning and Ventilation

12:30pm-4:30pm- Teen Dance Camp (program registration required)

RECREATION CENTER GUIDELINES FOR USE:

- Users will need to wear face coverings when 6 feet of physical distancing cannot be maintained and upon entering/exiting/registering the recreation center (Face coverings do not need to be worn during exercise).
- Check in will be required for all users.
- A facility use waiver will need to be completed on your first visit for use of the Recreation Center. Minors will need a signed waiver by parent/guardian.
- The lobby chairs are spread out for quick breaks or shoe changing
- Please bring a water bottle or drink, water fountains will be unavailable
- Basketball Hoops will be limited to two shooters per hoop. (1 hr. max use). No contact games allowed.
- Track will be for walking only. Inner lane will be for slower traffic.
- One way directional entry and exits into the Recreation Center.
- Hand Sanitizer will be available.
- Users not following use guidelines will be asked to leave the Recreation Center.

MOVIES WHILE YOU PARK

The Northwest Brunswick Neighborhood Association
in Collaboration with Brunswick Parks & Recreation
PRESENTS
Third Thursday
MOVIES
While You
PARK
Brunswick Parks & Rec Center Parking Lot
Free Family Fun!
THIRD THURSDAY IN JUNE, JULY & AUGUST
ARRIVE UP TO AN HOUR EARLY TO PARK (LIMITED SPACE AVAILABLE)
Additional CDC Guidelines, Event Info & most Current Updates found on our Facebook Page
JUNE 18 @ 8:30PM — AVENGERS: ENDGAME (2019) PG-13
JULY 16 @ 8:00PM — STAR WARS: THE RISE OF SKYWALKER (2019) PG-13
AUG 20 @ 7:30PM — **MYSTERY BOX**
Movie Concessions by Parks & Rec — more updates/giveaways: [@moviesintheparkbrunswick](#)
Rain Dates on Sundays, June 21, July 19 and Aug — Movie start times above (with parking 1hr before)

IN ADDITION TO THE DAVIS FUND GRANT, THIS YEAR'S MOVIES BROUGHT TO YOU BY:

WE ALSO HONOR OUR INCREDIBLE LOCAL BUSINESSES THAT MAKE OUR ANNUAL EVENT POSSIBLE

Bolco * The Brunswick Hotel * Edible Arrangements * Frontier * Frosty's Donuts * Gelato Fiasco * Greater Brunswick Physical Therapy * Jane Milllett - Remax Riverside * Lamongrass * Little Dog * Morning Glory * Priority Real Estate Group * Taco the Town * The Tondreau Corporation

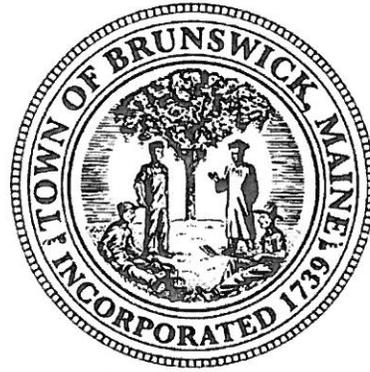
BASKETBALL COURT USE ADVISORY



The CDC continues to identify team sports as a higher risk activity for the spread of COVID-19. Smaller, skill based activities are lower risk. Large full court game play is not recommended as this is a higher risk activity for the spread of COVID19. The Town of Brunswick recommends using basketball courts with the following guidelines.

- Cover coughs or sneezes using the inside of the elbow.*
- Do not congregate in large groups.*
- Avoid touching your face after handling a ball. No spitting.*
- Do not make physical contact with other players. Try and maintain physical distancing whenever possible.*
- If you arrive and the court is crowded, consider an alternate location.*

PLAYGROUND USE ADVISORY



*Per Maine Department of Economic and Community
Development Guidelines issued on June 10, 2020*

*“Outdoor playgrounds can be used with appropriate care.
The public is encouraged to use hand sanitizer both
before and after use of the playground and should
maintain physical distancing as much as possible.”*



Brunswick Parks and Recreation Department

COVID-19 Facility Closures & Precautions for Outdoor Spaces

Updated July 1, 2020

In an effort to slow the spread of coronavirus (COVID-19) and encourage social distancing, effectively immediately, all Brunswick Parks and Recreation Department **restrooms** and **Coffin Pond Swim Area** are **CLOSED** until further notice. Signs will be posted at all affected locations. As previously announced, the **Recreation Center at Brunswick Landing** remains closed with the exception of administrative offices which are now open.

Parks and Recreation Department **athletic fields** are **open but limited to no more than 50 people at any one field at any one time**. Please maintain a distance of six feet from people who are not a part of your household. All parks and recreation department **playgrounds** are **now open**. Outdoor playgrounds can be used with appropriate care. The public is encouraged to use hand sanitizer both before and after use of the playground and should maintain physical distancing as much as possible. Parks and Recreation Department **outdoor basketball courts** are **now open**. Use guidelines are posted at all courts.

The public is asked to adhere to current CDC social distancing recommendations (**minimum of 6 feet distance from others**).

The Town's **2.6 mile paved Androscoggin River Bicycle Path, dog park, multi-use trails, additional hiking trails and boat launches** remain **open** with strict CDC social distancing rules in place. If you choose to go for a walk, or exercise outside, please maintain a distance of six feet from people who are not a part of your household. The **Senior Gardens located along Industry Road** remain **open** with strict CDC social distancing protocols required.

All public and private gatherings of more than 50 people are banned. If you see large groups gathering at recreation facilities in excess of fifty people in number, please contact the Department of Parks and Recreation at 725-6656 Monday through Friday from 8 a.m. to 5 p.m. and the Brunswick Police Department at 725-5521 after hours and on weekends.

We need your help to keep our parks safe to you and others. Please stay home if you are sick and practice good hygiene. Wash your hands after touching surfaces within the parks. Avoid touching your face. Sneeze or cough into a tissue or the inside of your elbow. Place garbage in trash receptacles.

Please check <https://www.brunswickme.org/parks-recreation> for new updates regarding closures and restrictions. If you see something that needs attention, please call the Parks and Recreation Department at 725-6656.



Brunswick Parks and Recreation Department

COVID-19 Facility Closures & Precautions for Outdoor Spaces

Updated June 12, 2020

In an effort to slow the spread of coronavirus (COVID-19) and encourage social distancing, effectively immediately, all Brunswick Parks and Recreation Department **restrooms**, **Coffin Pond Swim Area** and **outdoor courts** are **CLOSED** until further notice. Signs will be posted at all affected locations. As previously announced, the **Recreation Center at Brunswick Landing** remains closed with the exception of administrative offices which are now open.

Parks and Recreation Department **athletic fields** are **open but limited to no more than 50 people at any one field at any one time**. Please maintain a distance of six feet from people who are not a part of your household. All parks and recreation department **playgrounds** are **now open**. Outdoor playgrounds can be used with appropriate care. The public is encouraged to use hand sanitizer both before and after use of the playground and should maintain physical distancing as much as possible.

Visitors to town owned parks are asked to adhere to current CDC social distancing recommendations (**minimum of 6 feet distance from others**).

The Town's **2.6 mile paved Androscoggin River Bicycle Path**, **dog park**, **multi-use trails**, **additional hiking trails** and **boat launches** remain **open** with strict CDC social distancing rules in place. If you choose to go for a walk, or exercise outside, please maintain a distance of six feet from people who are not a part of your household. The **Senior Gardens located along Industry Road** remain **open** with strict CDC social distancing protocols required.

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Brunswick Parks and Recreation Department

COVID-19 Facility Closures & Precautions for Outdoor Spaces

Updated May 12, 2020

In an effort to slow the spread of coronavirus (COVID-19) and encourage social distancing, effectively immediately, all Brunswick Parks and Recreation Department **playgrounds, restrooms, outdoor athletic courts** and the **dog park** are **CLOSED** until further notice. Signs will be posted at all affected locations.

Parks and Recreation Department **athletic fields** are **open but limited to no more than 10 people on site at any one time**. Please maintain a distance of six feet from people who are not a part of your household.

Visitors to town owned parks are asked to adhere to current CDC social distancing recommendations (**minimum of 6 feet distance from others**).

The Town's **2.6 mile paved Androscoggin River Bicycle Path, multi-use trails, additional hiking trails and boat launches** (excepting the Mill Street Canoe Portage) **remain open** with strict CDC social distancing rules in place. If you choose to go for a walk, or exercise outside, please maintain a distance of six feet from people who are not a part of your household.

The **Senior Gardens located along Industry Road** **remain open** with strict CDC social distancing protocols required.

All public and private gatherings of more than 10 people are banned. If you see large groups gathering in parks, please contact the Department of Parks and Recreation at 725-6656 Monday through Friday from 8 a.m. to 5 p.m. and the Brunswick Police Department at 725-5521 after hours and on weekends.

As previously announced, the Recreation Center, all Parks and Recreation programs, services and activities remain closed or canceled.

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Brunswick Parks and Recreation Department

COVID-19 Facility Closures & Precautions for Outdoor Spaces

Updated May 1, 2020

In an effort to slow the spread of coronavirus (COVID-19) and encourage social distancing, effectively immediately, all Brunswick Parks and Recreation Department **playgrounds, athletic fields, restrooms, outdoor athletic courts** and the **dog park** are **CLOSED** until further notice. Signs will be posted at all affected locations.

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Please check <https://www.brunswickme.org/parks-recreation> for new updates regarding closures and restrictions.

If you see something that needs attention, please call the Parks and Recreation Department at 725-6656.



Brunswick Parks and Recreation Department COVID-19 Facility Closures & Precautions for Outdoor Spaces

Updated April 2, 2020

In an effort to slow the spread of coronavirus (COVID-19) and encourage social distancing, effectively immediately, all Brunswick Parks and Recreation Department **playgrounds, athletic fields, restrooms, outdoor athletic courts** and the **dog park** are **CLOSED** until further notice. Signs will be posted at all affected locations.

Visitors to town owned parks are asked to adhere to current CDC social distancing recommendations (**minimum of 6 feet distance from others**).

The Town's **2.6 mile paved Androscoggin River Bicycle Path, multi-use trails, additional hiking trails and boat launches** (excepting the Mill Street Canoe Portage) **remain open** with strict CDC social distancing rules in place. If you choose to go for a walk, or exercise outside, please maintain a distance of six feet from people who are not a part of your household.

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Please check <https://www.brunswickme.org/parks-recreation> for new updates regarding closures and restrictions.

If you see something that needs attention, please call the Parks and Recreation Department at 725-6656.

TOWN OF BRUNSWICK

**FACILITY USE REQUEST
COVID-19 ADDENDUM**

As a further condition of being permitted to use Town of Brunswick recreational facilities as requested in the attached Facility Use Request Form, the organization agrees to the following protocols related to safe operations during the COVID-19 pandemic:

1. Understanding that it is impossible to predict what the public health situation will be during the course of the time for which the facility is requested, the organization understands and agrees that the Town of Brunswick may terminate the organization's use of the facility at any time and with no advance notice, if deemed necessary in order to comply with any local, state or federal public health order or to respond to other COVID-19 developments.
2. The organization:

_____ Is part of a national or regional affiliation that has promulgated guidelines related to safe practices for COVID-19 and agrees to follow those guidelines. A copy of the guidelines is attached.

_____ Is not part of a national or regional affiliation and agrees to follow the attached guidelines for safe practices for COVID-19.
3. The organization agrees to completely cancel all use of the facility by the organization for at least fourteen days if a confirmed case of COVID-19 is detected among any of the participants, coaches or volunteers.
4. The organization assumes all responsibility and liability for ensuring the safety of its participants and volunteers related to COVID-19, and releases and agrees to indemnify and hold harmless the Town of Brunswick from any liability for the same.
5. The organization agrees to comply with all posted signage and other policies related to use of the Facility.

By:

Organization

**Town of Brunswick
Parks & Recreation 2020-2021 Recreation Center Use
COVID-19 Authorization/Waiver**

I, _____ (print name of parent/guardian), the parent or legal guardian of _____ (child's name) the participating child indicated below (the "Child") hereby state that I understand and agree to the following:

1. The Child's use of and participation in activities (including open use times) at the Brunswick Recreation Center includes the risk of exposure to communicable diseases, including but not limited to COVID-19. COVID-19 IS EXTREMELY CONTAGIOUS AND SPREADS THROUGH DIRECT PERSON-TO-PERSON CONTACT. FEDERAL AND STATE AUTHORITIES RECOMMEND SOCIAL DISTANCING AS A MEANS TO PREVENT THE SPREAD OF COVID-19, WHICH MAY NOT BE POSSIBLE DURING PARTICIPATION IN THE ACTIVITIES. IF CONTRACTED, COVID-19 CAN LEAD TO SEVERE ILLNESS, PERSONAL INJURY, PERMANENT DISABILITY, AND DEATH. PARTICIPATING IN THE ACTIVITIES COULD INCREASE MY AND THE MINOR'S RISK OF CONTRACTING COVID-19. THE TOWN OF BRUNSWICK IN NO WAY WARRANTS THAT COVID-19 INFECTION WILL NOT OCCUR THROUGH PARTICIPATION IN THE ACTIVITIES.
2. I agree not to allow my child to enter or use the Recreation Center if my child:
 - a. Has a cough or sore throat
 - b. Has a fever or feels feverish
 - c. Has shortness of breath
 - d. Has a loss of taste or smell
 - e. Has been around anyone exhibiting these symptoms within the past 14 days
 - f. Is living with anyone who is sick or quarantined
 - g. Has been out of state in the last 14 days (except to NH, VT, CT, NJ, NY or where a negative test result has been received in accordance with State of Maine quarantine requirements)
3. I understand that while the Town of Brunswick is endeavoring to prevent exposure of facility users to people who are infected with COVID-19 through sanitation and other preventative measures, I acknowledge that such screenings may not be 100% effective. I am aware of these hazards and I, for myself and my Child, voluntarily assume the risks associated with participation. Further, I hereby waive and release, for myself and my Child all rights and claims against the Town of Brunswick, its officers, employees, agents, volunteers and supervisors from all losses, injury, illness, damages, fees and other expenses arising out of, or in connection with participation at the Recreation Center.
4. This Authorization is valid through December 31, 2021. I understand that if I revoke this Authorization or any part thereof, the Child will no longer be able to use or participate at the Recreation Center through December 31, 2021.

Date

Parent/guardian signature

Printed name of participating Child

Contact Phone number (for contact tracing purposes only) _____

**Town of Brunswick
Parks & Recreation 2020-2021 Recreation Center Use
COVID-19 Authorization/Waiver**

1. I understand my participation in activities (including open use times) at the Brunswick Recreation Center includes the risk of exposure to communicable diseases, including but not limited to COVID-19. COVID-19 IS EXTREMELY CONTAGIOUS AND SPREADS THROUGH DIRECT PERSON-TO-PERSON CONTACT. FEDERAL AND STATE AUTHORITIES RECOMMEND SOCIAL DISTANCING AS A MEANS TO PREVENT THE SPREAD OF COVID-19, WHICH MAY NOT BE POSSIBLE DURING PARTICIPATION IN THE ACTIVITIES. IF CONTRACTED, COVID-19 CAN LEAD TO SEVERE ILLNESS, PERSONAL INJURY, PERMANENT DISABILITY, AND DEATH. PARTICIPATING IN THE ACTIVITIES COULD INCREASE MY RISK OF CONTRACTING COVID-19. THE TOWN OF BRUNSWICK IN NO WAY WARRANTS THAT COVID-19 INFECTION WILL NOT OCCUR THROUGH PARTICIPATION IN THE ACTIVITIES.

2. I agree not to enter or use the Recreation Center if I:
 - a. Have a cough or sore throat
 - b. Have a fever or feel feverish
 - c. Have shortness of breath
 - d. Have a loss of taste or smell
 - e. Have been around anyone exhibiting these symptoms within the past 14 days
 - f. Am living with anyone who is sick or quarantined
 - g. Have been out of state in the last 14 days (except to NH, VT, CT, NJ, NY or where a negative test result has been received in accordance with State of Maine quarantine requirements)

3. I understand that while the Town of Brunswick is endeavoring to prevent exposure of facility users to people who are infected with COVID-19 through sanitation and other preventative measures, I acknowledge that such screenings may not be 100% effective. I am aware of these hazards and I, for myself, voluntarily assume the risks associated with participation. Further, I hereby waive and release, for myself all rights and claims against the Town of Brunswick, its officers, employees, agents, volunteers and supervisors from all losses, injury, illness, damages, fees and other expenses arising out of, or in connection with participation at the Recreation Center.

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Date

Name Printed

Signature

Contact Phone number (for contact tracing purposes only) _____

Email (optional- to be made aware of any facility changes/closures, etc) _____

BRUNSWICK VETERANS PLAZA

LANDSCAPE PLANS

BRUNSWICK, MAINE

SHEET #	SHEET TITLE	SHEET SEQUENCE	ISSUE DATE	REVISION DATE
L-0.0	COVER & CONTEXT PLAN	1 of 1	02.28.2020	07.02.2020
L-0.1	SURVEY & EXISTING CONDITIONS PLAN (PROVIDED BY TOWN OF BRUNSWICK)	1 of 1	02.28.2020	
L-1.0	SITE PREP & DEMO PLAN	1 of 1	02.28.2020	
L-2.0	GRADING & DRAINAGE PLAN	1 of 1	02.28.2020	
L-3.0	MATERIALS PLAN	1 of 1	02.28.2020	07.02.2020
L-3.1	LAYOUT PLAN - BASELINE / CENTERPOINT	1 of 3	02.28.2020	
L-3.2	LAYOUT PLAN	2 of 3	02.28.2020	
L-3.3	HONOR BLOCK LAYOUT PLAN	3 of 3	02.28.2020	07.02.2020
L-4.0	LIGHTING PLAN	1 of 1	02.28.2020	
L-5.0	PLANTING PLAN	1 of 1	02.28.2020	
L-6.0	DETAILS - HARDSCAPE HONOR BLOCKS	1 of 6	02.28.2020	07.02.2020
L-6.1	DETAILS - HARDSCAPE & PAVING	2 of 6	02.28.2020	
L-6.2	DETAILS - MONUMENTS	3 of 6	02.28.2020	07.02.2020
L-6.3	DETAILS - BENCH	4 of 6	02.28.2020	
L-6.4	DETAILS - FLAG POLES	5 of 6	02.28.2020	
L-6.5	DETAILS - BANNER POLES	6 of 6	02.28.2020	
L-7.0	DETAILS - PLANTING	1 of 1	02.28.2020	



CONTEXT MAP 

ISSUED: 02.28.2020 REVISED: 07.02.2020

FOR CONSTRUCTION

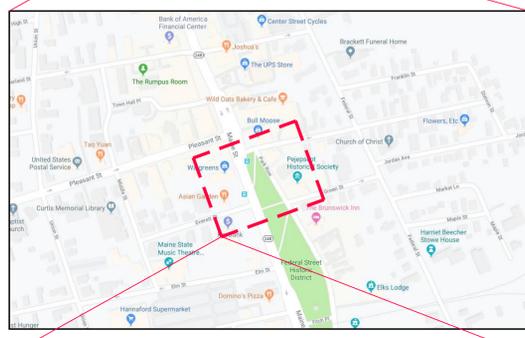
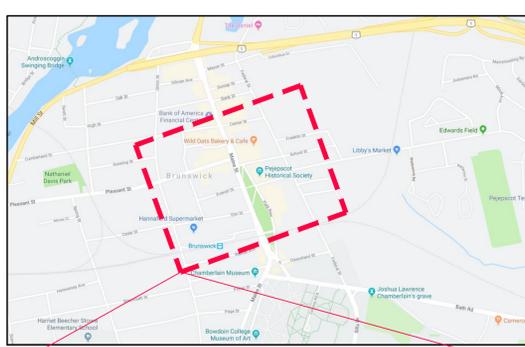
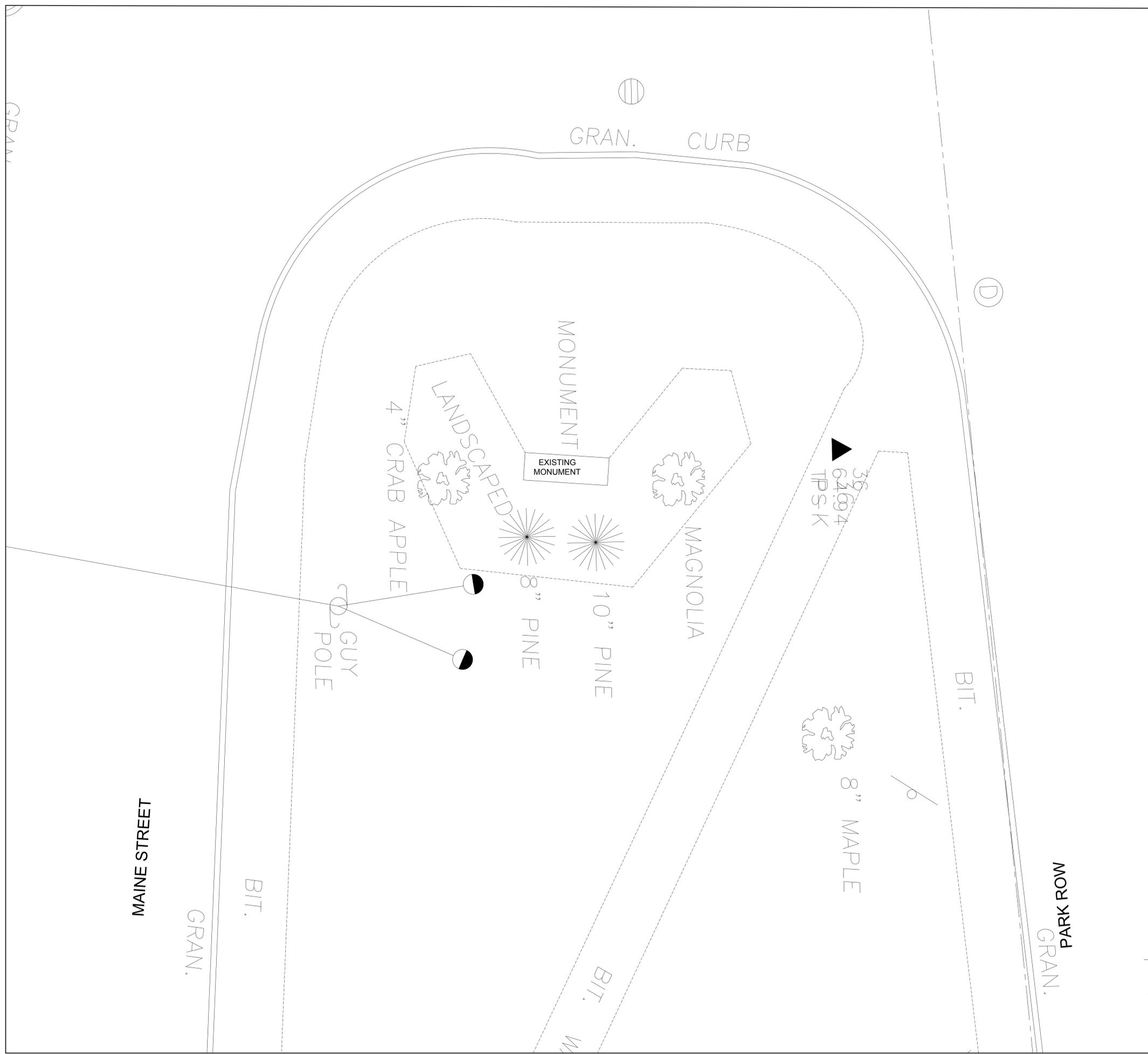
RICHARDSON & ASSOCIATES

11 Middle Street
Saco, Maine 04072

Richardsonassociates.com

P: 207-286-9291
F: 207-286-9650





SITE CONTEXT MAP

SURVEY AND EXISTING CONDITIONS PLAN
(PROVIDED BY TOWN OF BRUNSWICK)

BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

1:0.1

Scale: 1/4"=1'-0" (original drawing size)
Original Drawing Size: 24" x 36"



Richardson & Associates, Landscape Architects / 11 Middle Street, Suite 94071, E. 207.286.979
7.207.286.9503 / info@richardsonassoc.com

Original Issue Date: 07.28.2020
Issued for: **FOR CONSTRUCTION**
Revision Dates:
1. 07.02.2020 Revised Design with "Branch of Service Pavers" & Updated Texts on Sentinel Posts





EROSION CONTROL NOTES

1. The geotextile fabric shall meet the design standards for Best Management Practices for Silt Fences according to the Maine Department of Transportation.
2. The Sediment Control Fence shall be in place prior to any construction activity begins on the property and remain in place for the extent of the construction period.
3. When two sections of filter cloth adjoin each other, they shall be overlapped by 6", folded and stapled at support posts.
4. Routine inspections and maintenance shall be performed as needed to prevent bulges in the silt fence due to deposition of sediment. Sediment deposits shall be removed after each storm event.
6. Post construction activities, remove the Sediment Control Fence by hand and properly dispose of all sediment collected by the fence.
7. Sediment Control Fence shall be left in place until vegetation is firmly established.

PREPARATION AND DEMOLITION NOTES

1. The Town of Brunswick shall be responsible for tree removal, tree protection and erosion control as noted on L-1.1
2. The Contractor shall take appropriate measures to protect all existing trees and vegetation in proximity to any staging areas or other areas of disturbance not noted on this plan.
3. Although individual clusters of trees are shown as protected, contractor may use their discretion in grouping trees in protection areas to accommodate site access needs, as long as all trees are sufficiently protected.
4. Prior to excavation, appropriate utility companies shall be contacted and Dig-Safe Center shall be called at 1-800-DIG-SAFE, at least 72 hours (3 working days) in advance.
5. Contractor shall dispose of materials in compliance with local, state, and federal laws.
6. Contractor shall provide enclosed and secure limit of work throughout the project until final acceptance. To be coordinated with the Town of Brunswick.
7. Contractor to return all disturbed areas to existing condition within the limit of work.
8. the site is to be contained by a min. 6' ht. chain link fence. The site is to be locked and secured at the end of each day.

NOTE:
THE TOWN OF BRUNSWICK SHALL PERFORM ALL DEMOLITION (TREE AND SHRUB REMOVAL, TEMP. WALKING SURFACE) W/ THE EXCEPTION OF WORK ASSOCIATED W/ THE RELOCATION OF THE EXISTING MONUMENT

Richardson & Associates, Landscape Architects
 11 Middle Street, Suite, Maine 04071, L 207.786.979
 7.207.286.9600 info@richardsonassoc.com

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 2.

Scale: 1/4"=1'-0" (original drawing size)
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12'
8'
4'
0'

SITE PREP & DEMO PLAN
BRUNSWICK VETERANS PLAZA
 BRUNSWICK, ME

L-1.0



Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, 207.286.979 / 207.286.9603 / info@richardsonassoc.com

Original Issue Date: 07.28.2020
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2.

GRADING NOTES

1. All areas not requiring grading shall be left undisturbed. Contractor shall minimize disturbance to preserve existing plantings.
2. All spot grades shall prevail over contours.
3. Contractor shall field verify all existing grades, elevations and field verify location of existing plants and utilities as necessary. Any discrepancies shall be reported immediately to the landscape architect. General/Site Contractor to coordinate with LA for any necessary tree removal and shall be responsible for such removal.
4. Grading staking shall be approved by landscape architect prior to construction. The contractor shall notify the landscape architect 48 hours prior to required site visit.
5. Contractor shall ensure a 2% cross-slope on all walks. Discrepancies shall be reported immediately to the landscape architect.
6. The contractor shall maintain tree protection fences during grading work. Leave protection in place and maintain until all construction work has been completed and all danger of damage has passed or as otherwise directed by the owner.
7. Grading and construction in proximity of existing trees or adjacent to tree protection areas shall be done with extreme care so as not to damage trees or root systems of trees or compact soil in the area.
8. No grading or construction shall occur within tree protection areas.
9. General/Site Contractor is responsible for all erosion & sediment control measures and shall comply with all erosion control and storm water management requirements of authorities having jurisdiction.
10. Contractor shall comply with requirements of authorities having jurisdiction to maintain stable and safe excavations.
11. Utility information shown is approximate only. Prior to construction, Landscape contractor shall verify all subsurface utilities and structures with Building Contractor and Site Work Contractor.
12. Prior to excavation, appropriate utility companies shall be contacted and Dig-Safe Center shall be called at 1-800-DIG-SAFE, at least 72 hours (3 working days) in advance.

NOTE:
CONTRACTOR TO ENSURE POSITIVE DRAINAGE AWAY FROM PLAZA MONUMENTS AND STRUCTURES. NO POOL TO OCCUR

GRADING & DRAINAGE KEY

- DRAINAGE FLOW
- XX.XX+ PROPOSED SPOT ELEVATION
- XX.XX- EXISTING SPOT ELEVATION

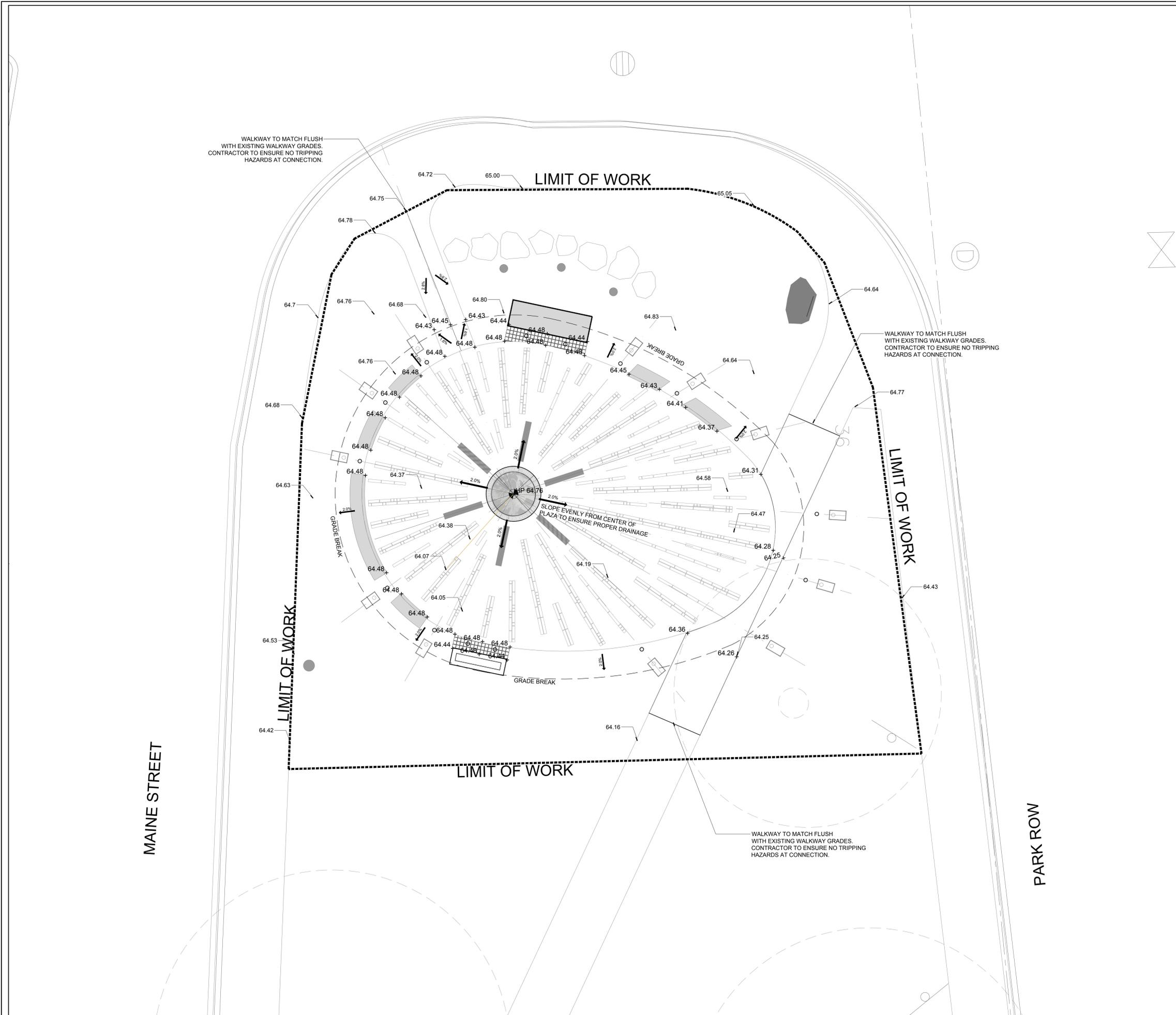
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GRADING AND DRAINAGE PLAN

BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

L-2.0



WALKWAY TO MATCH FLUSH WITH EXISTING WALKWAY GRADES. CONTRACTOR TO ENSURE NO TRIPPING HAZARDS AT CONNECTION.

WALKWAY TO MATCH FLUSH WITH EXISTING WALKWAY GRADES. CONTRACTOR TO ENSURE NO TRIPPING HAZARDS AT CONNECTION.

WALKWAY TO MATCH FLUSH WITH EXISTING WALKWAY GRADES. CONTRACTOR TO ENSURE NO TRIPPING HAZARDS AT CONNECTION.

MAINE STREET

PARK ROW

LIMIT OF WORK

LIMIT OF WORK

LIMIT OF WORK

LIMIT OF WORK



Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, 207.786.979 / 7.07.2016, 9503 Fall@richardsonassoc.com

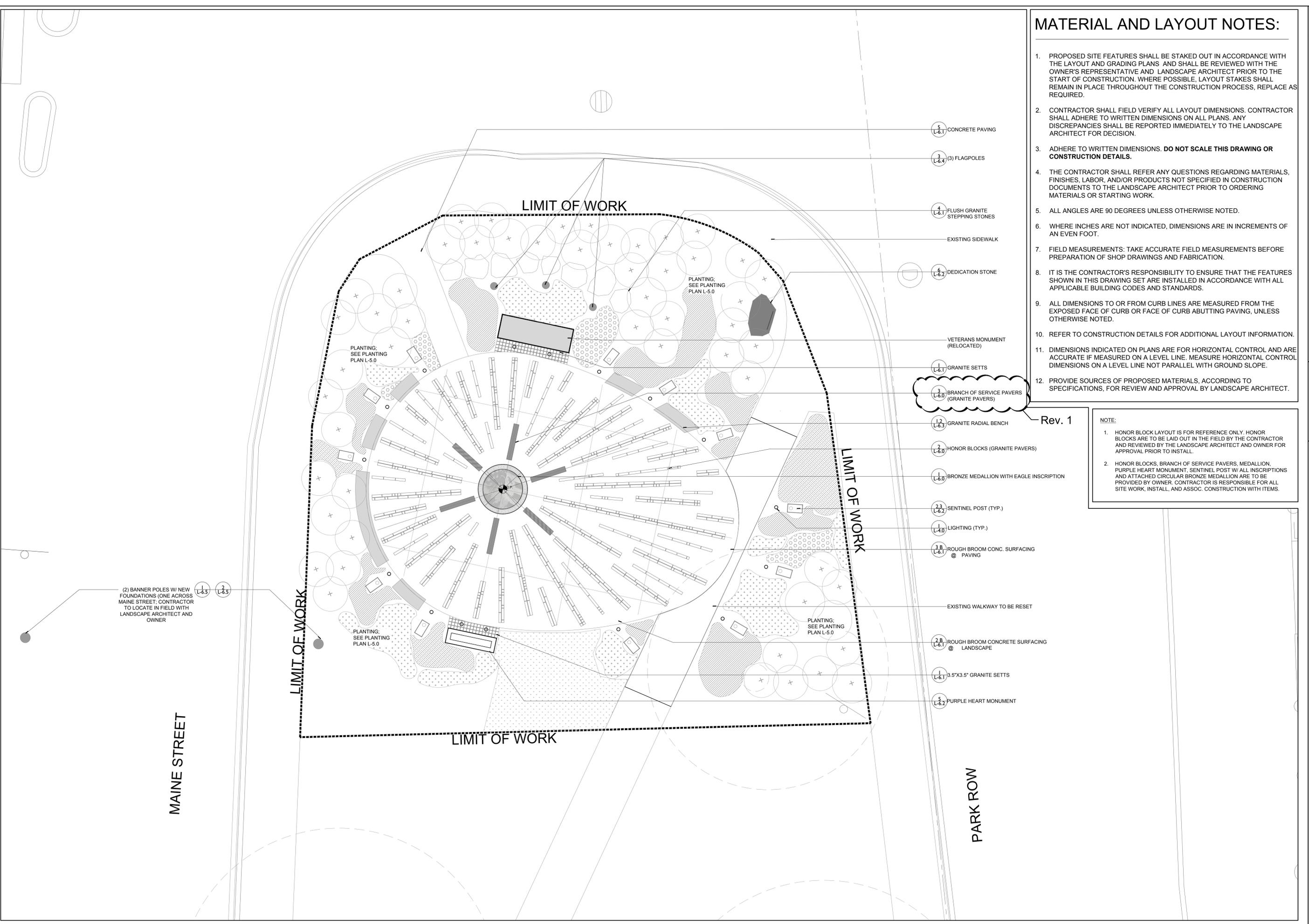
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2.

MATERIAL AND LAYOUT NOTES:

1. PROPOSED SITE FEATURES SHALL BE STAKED OUT IN ACCORDANCE WITH THE LAYOUT AND GRADING PLANS AND SHALL BE REVIEWED WITH THE OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT PRIOR TO THE START OF CONSTRUCTION. WHERE POSSIBLE, LAYOUT STAKES SHALL REMAIN IN PLACE THROUGHOUT THE CONSTRUCTION PROCESS, REPLACE AS REQUIRED.
2. CONTRACTOR SHALL FIELD VERIFY ALL LAYOUT DIMENSIONS. CONTRACTOR SHALL ADHERE TO WRITTEN DIMENSIONS ON ALL PLANS. ANY DISCREPANCIES SHALL BE REPORTED IMMEDIATELY TO THE LANDSCAPE ARCHITECT FOR DECISION.
3. ADHERE TO WRITTEN DIMENSIONS. **DO NOT SCALE THIS DRAWING OR CONSTRUCTION DETAILS.**
4. THE CONTRACTOR SHALL REFER ANY QUESTIONS REGARDING MATERIALS, FINISHES, LABOR, AND/OR PRODUCTS NOT SPECIFIED IN CONSTRUCTION DOCUMENTS TO THE LANDSCAPE ARCHITECT PRIOR TO ORDERING MATERIALS OR STARTING WORK.
5. ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
6. WHERE INCHES ARE NOT INDICATED, DIMENSIONS ARE IN INCREMENTS OF AN EVEN FOOT.
7. FIELD MEASUREMENTS: TAKE ACCURATE FIELD MEASUREMENTS BEFORE PREPARATION OF SHOP DRAWINGS AND FABRICATION.
8. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE FEATURES SHOWN IN THIS DRAWING SET ARE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES AND STANDARDS.
9. ALL DIMENSIONS TO OR FROM CURB LINES ARE MEASURED FROM THE EXPOSED FACE OF CURB OR FACE OF CURB ABUTTING PAVING, UNLESS OTHERWISE NOTED.
10. REFER TO CONSTRUCTION DETAILS FOR ADDITIONAL LAYOUT INFORMATION.
11. DIMENSIONS INDICATED ON PLANS ARE FOR HORIZONTAL CONTROL AND ARE ACCURATE IF MEASURED ON A LEVEL LINE. MEASURE HORIZONTAL CONTROL DIMENSIONS ON A LEVEL LINE NOT PARALLEL WITH GROUND SLOPE.
12. PROVIDE SOURCES OF PROPOSED MATERIALS, ACCORDING TO SPECIFICATIONS, FOR REVIEW AND APPROVAL BY LANDSCAPE ARCHITECT.

NOTE:

1. HONOR BLOCK LAYOUT IS FOR REFERENCE ONLY. HONOR BLOCKS ARE TO BE LAID OUT IN THE FIELD BY THE CONTRACTOR AND REVIEWED BY THE LANDSCAPE ARCHITECT AND OWNER FOR APPROVAL PRIOR TO INSTALL.
2. HONOR BLOCKS, BRANCH OF SERVICE PAVERS, MEDALLION, PURPLE HEART MONUMENT, SENTINEL POST W/ ALL INSCRIPTIONS AND ATTACHED CIRCULAR BRONZE MEDALLION ARE TO BE PROVIDED BY OWNER. CONTRACTOR IS RESPONSIBLE FOR ALL SITE WORK, INSTALL, AND ASSOC. CONSTRUCTION WITH ITEMS.



Rev. 1

Scale: 1/4"=1'-0" (original drawing size)
Original Drawing Size: 24" x 36"

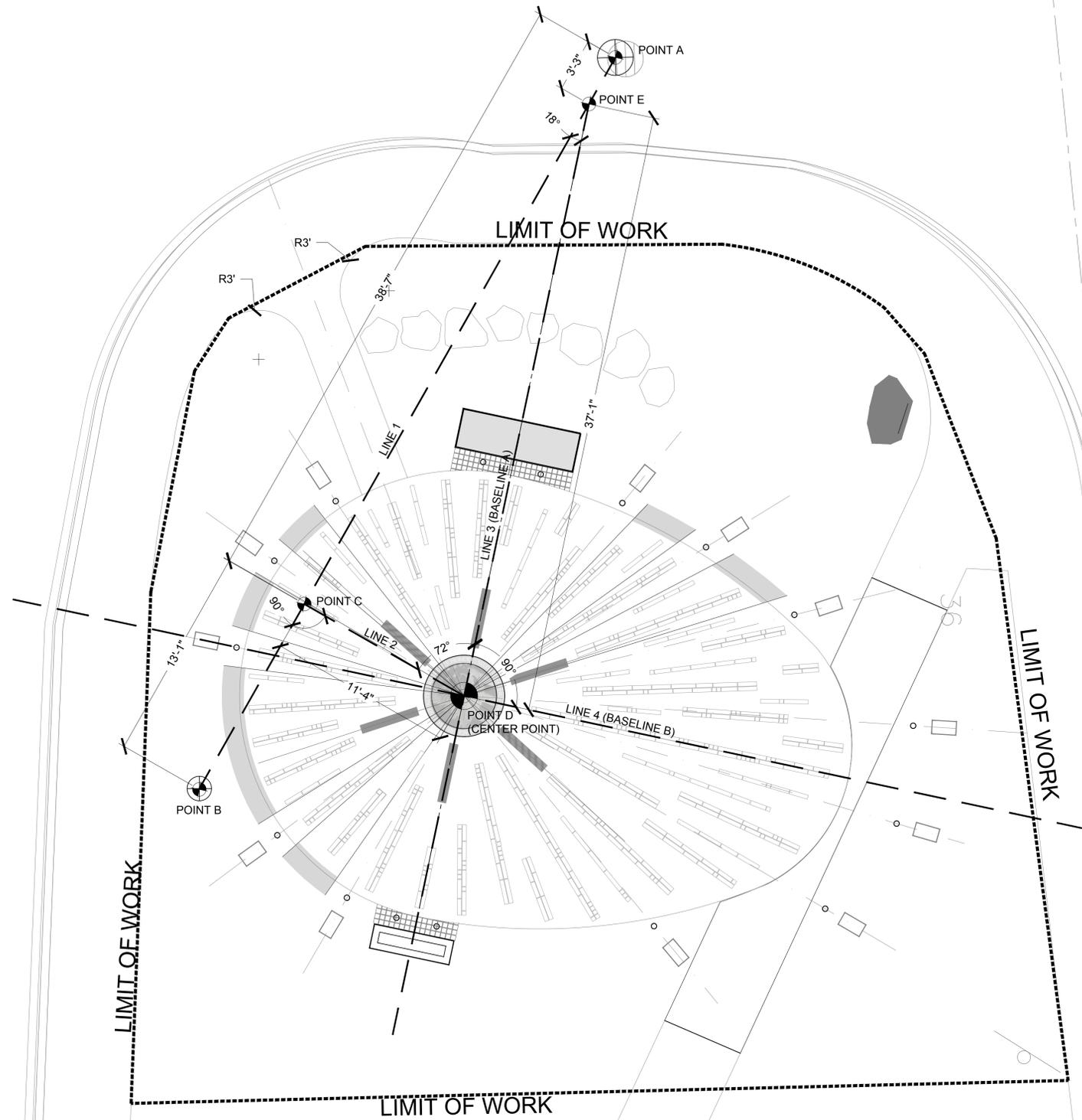


MATERIALS PLAN
BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

L-3.0

MAINE STREET

PARK ROW



MATERIAL AND LAYOUT NOTES:

1. PROPOSED SITE FEATURES SHALL BE STAKED OUT IN ACCORDANCE WITH THE LAYOUT AND GRADING PLANS AND SHALL BE REVIEWED WITH THE OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT PRIOR TO THE START OF CONSTRUCTION. WHERE POSSIBLE, LAYOUT STAKES SHALL REMAIN IN PLACE THROUGHOUT THE CONSTRUCTION PROCESS, REPLACE AS REQUIRED.
2. CONTRACTOR SHALL FIELD VERIFY ALL LAYOUT DIMENSIONS. CONTRACTOR SHALL ADHERE TO WRITTEN DIMENSIONS ON ALL PLANS. ANY DISCREPANCIES SHALL BE REPORTED IMMEDIATELY TO THE LANDSCAPE ARCHITECT FOR DECISION.
3. ADHERE TO WRITTEN DIMENSIONS. **DO NOT SCALE THIS DRAWING OR CONSTRUCTION DETAILS.**
4. THE CONTRACTOR SHALL REFER ANY QUESTIONS REGARDING MATERIALS, FINISHES, LABOR, AND/OR PRODUCTS NOT SPECIFIED IN CONSTRUCTION DOCUMENTS TO THE LANDSCAPE ARCHITECT PRIOR TO ORDERING MATERIALS OR STARTING WORK.
5. ALL ANGLES ARE 90 DEGREES UNLESS OTHERWISE NOTED.
6. WHERE INCHES ARE NOT INDICATED, DIMENSIONS ARE IN INCREMENTS OF AN EVEN FOOT.
7. FIELD MEASUREMENTS: TAKE ACCURATE FIELD MEASUREMENTS BEFORE PREPARATION OF SHOP DRAWINGS AND FABRICATION.
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DIRECTIONS FOR ESTABLISHING CENTER POINT:

1. STRING A LINE FROM POINT A TO POINT B
2. DETERMINE POINT C BASED ON DIMENSIONS SHOWN ON PLAN
3. ESTABLISH LINE 2 (PERPENDICULAR FROM LINE 1) AND POINT D BASED ON DIMENSIONS SHOWN ON PLAN
4. ESTABLISH LINE 3 (BASELINE A) BY STRINGING A LINE FROM POINT D TO POINT E
5. ESTABLISH LINE 4 (BASELINE B) STARTING FROM POINT D, WHICH IS PERPENDICULAR FROM LINE 3

POINT	LOCATION
A	DRAIN ON SCHOOL STREET
B	EXISTING POLE
C	38'-7" FROM POINT A; 13'-1" FROM POINT B
D	CENTER POINT (FOR BASELINE A & BASELINE B)
E	3'-3" FROM POINT A
LINE	LOCATION
1	LINE FROM POINT A TO POINT B
2	LINE FROM POINT C TO POINT D; 90 DEGREES / PERPENDICULAR FROM LINE 1
3	BASELINE A
4	BASELINE B



Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, 207.286.979
7.207.286.9503 info@richardsonassoc.com

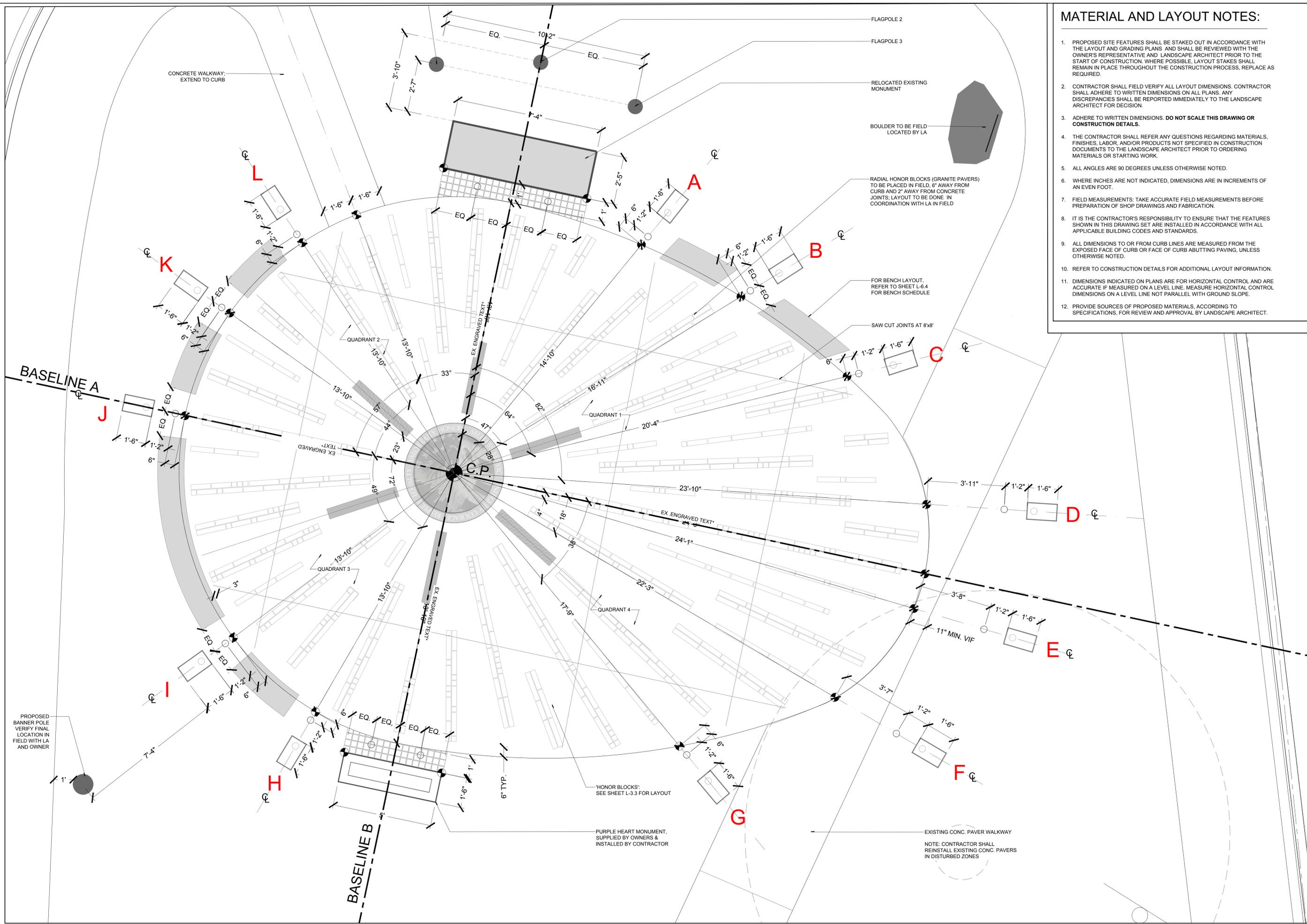
Original Issue Date: 07.28.2020
Issued for: **FOR CONSTRUCTION**
Revision Dates:
1. 07.02.2020 Revised Design with "Branch of Service Pavers" & Updated Texts on Sentinel Posts
2.

Scale: 1/4"=1'-0" (original drawing size)
Original Drawing Size: 24" x 36"

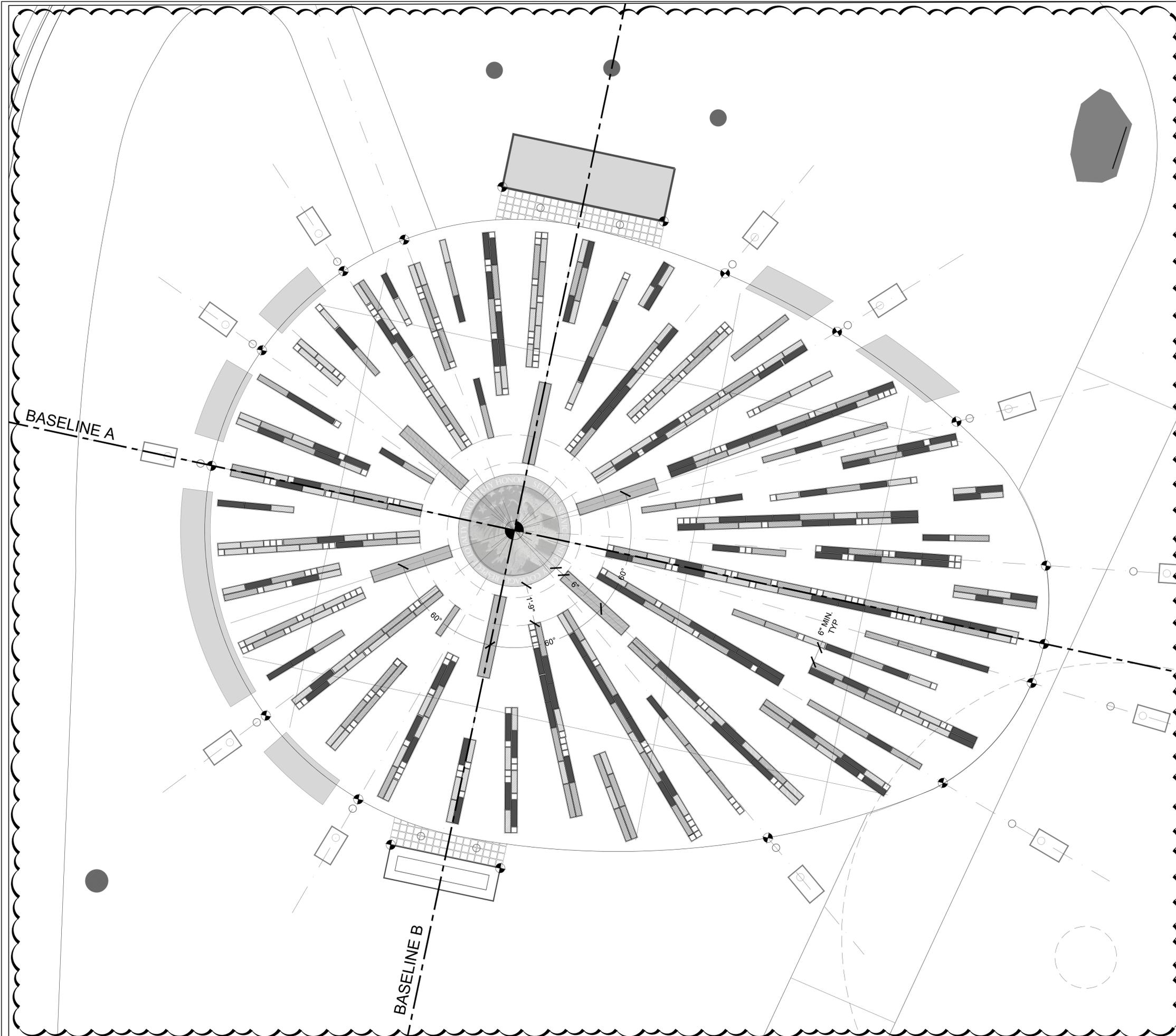


LAYOUT PLAN BASELINES & CENTER POINT
BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

[-3.1



- ### MATERIAL AND LAYOUT NOTES:
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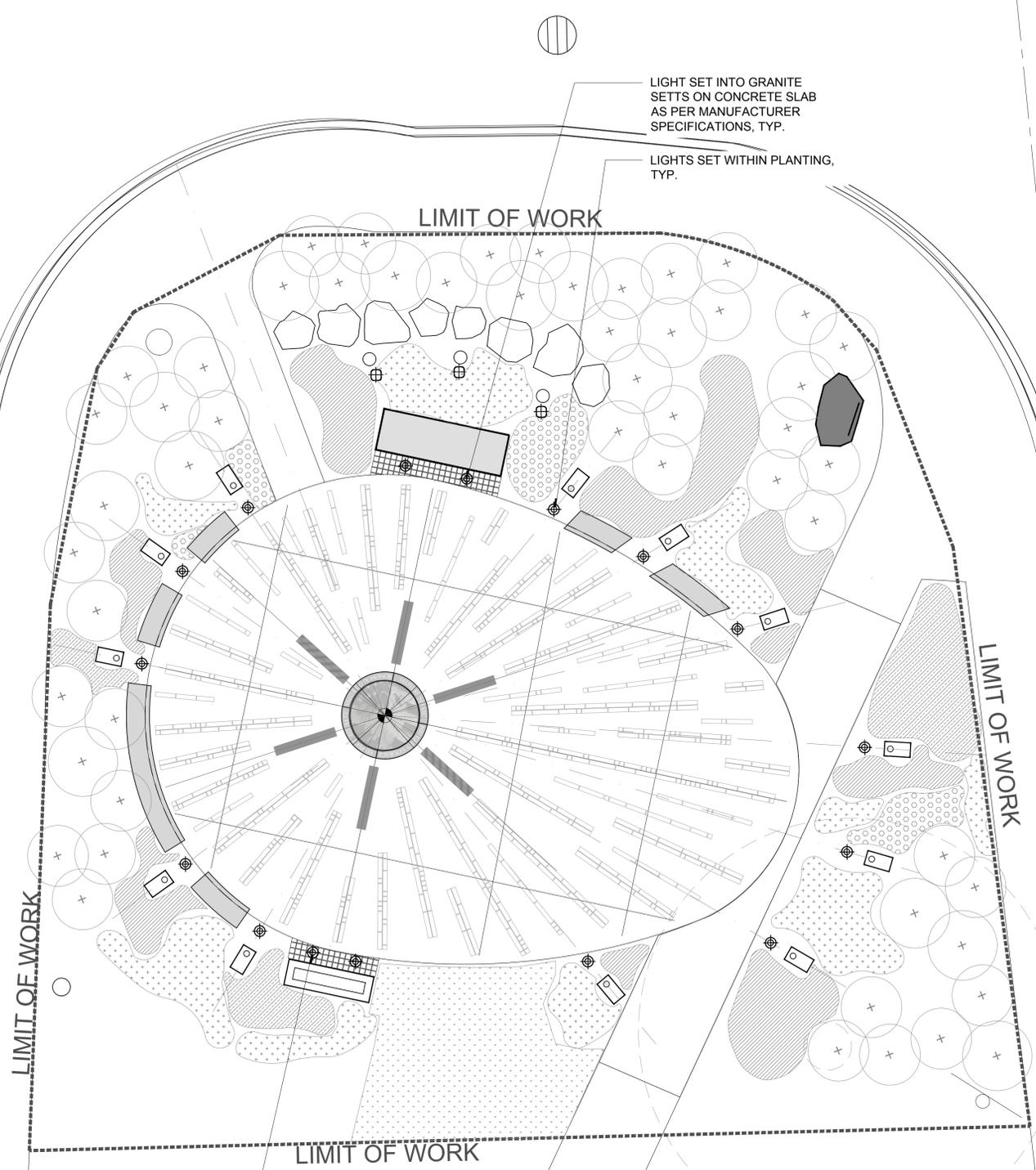
NOTE:

1. CONTRACTOR SHALL PROVIDE MOCK-UPS OF HONOR BLOCK INSTALLATION FOR APPROVAL BY TOWN & LANDSCAPE ARCHITECT.
2. HONOR BLOCKS MEDALLION, PURPLE HEART MONUMENT, SENTINEL POST W/ ALL INSCRIPTIONS AND ATTACHED CIRCULAR BRONZE MEDALLION ARE TO BE PROVIDED BY OWNER. CONTRACTOR IS RESPONSIBLE FOR ALL SITE WORK, INSTALL, AND ASSOC. CONSTRUCTION WITH ITEMS.
3. CONTRACTOR TO BE RESPONSIBLE FOR INSTALLATION OF ALL HONOR BLOCKS.
4. CONTRACTOR TO REFER TO LAYOUT PLAN AS A REFERENCE FOR BLOCK LAYOUT. FINAL LAYOUT TO BE DETERMINED AND VERIFIED IN FIELD BY LANDSCAPE ARCHITECT AND OWNER.
5. TEXT ON HONOR BLOCKS TO BE ORIENTED IN A RANDOM PATTERN.

TOTAL HONOR BLOCK COUNT = 445 2
(L-6.0)

- TYPE 1 (12") = 157
- TYPE 2 (14") = 151
- TYPE 3 (18") = 136
- SQ. BLANK BLOCKS = 200

Rev. 1

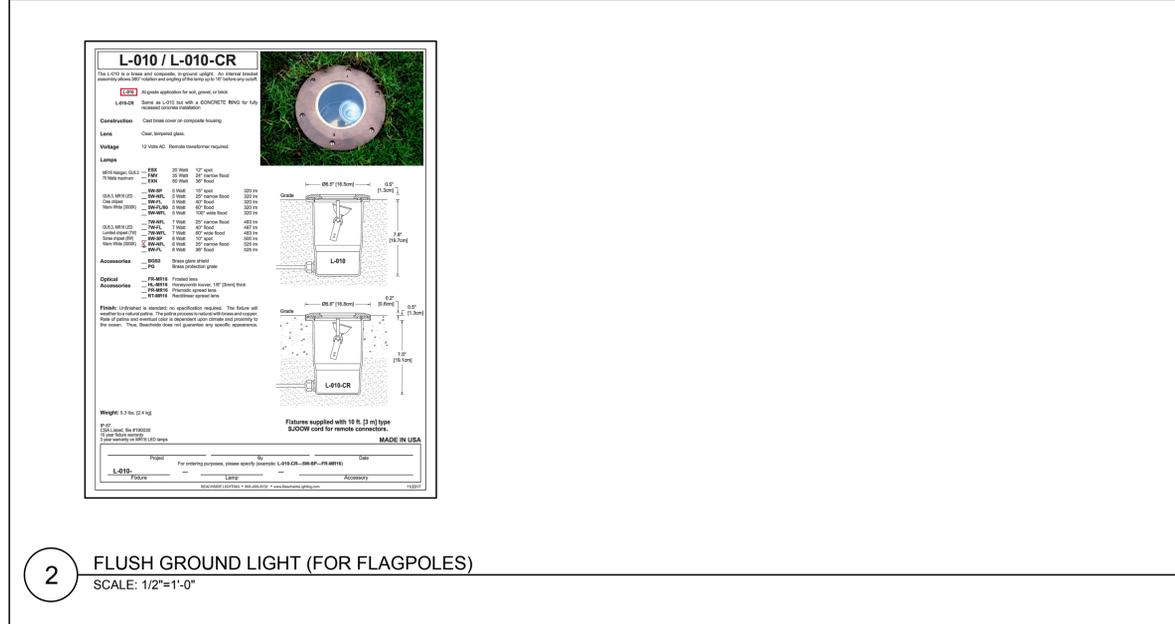
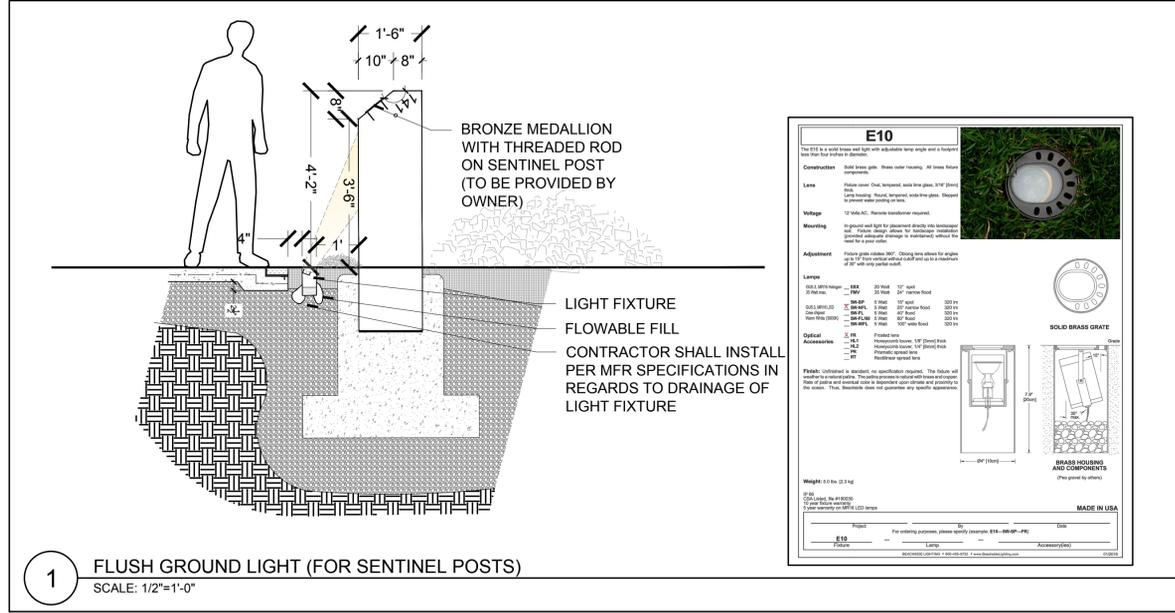


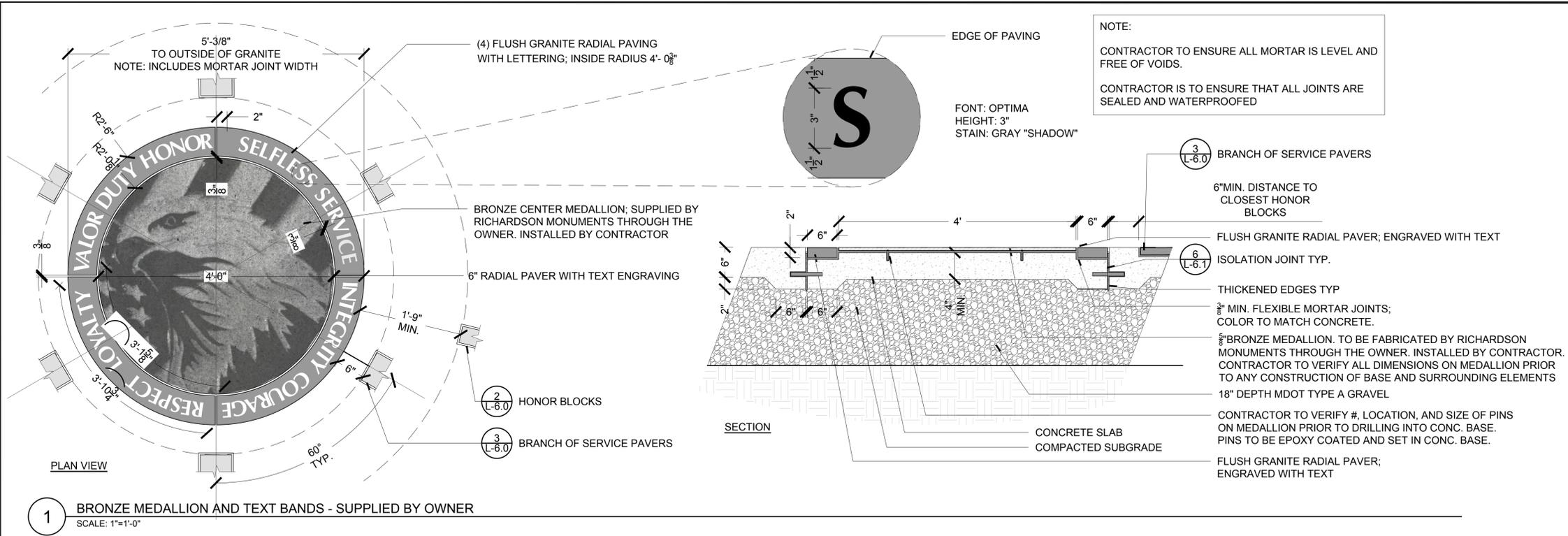
LIGHTING KEY

KEY	TYPE	LOCATION	QTY	PRODUCT
⊕	FLUSH GROUND LIGHT	IN FRONT OF MEMORY PANELS AND MONUMENTS, REFER TO LAYOUT PLAN	16	MFR: BEACHSIDE E-10 25 DEGREE NARROW FLOOD REP: RICK WEEKS 156 LEDGE HILL RD. CENTER TUFTONBORO, NH 03816 PHONE: (603) 515-7007
⊕	FLAGPOLE LIGHT	(3) AT FLAGPOLES AS PER MANUFACTURER SPECS	3	MFR: BEACHSIDE L-010 8-WATT LED REP: RICK WEEKS 156 LEDGE HILL RD. CENTER TUFTONBORO, NH 03816 PHONE: (603) 515-7007

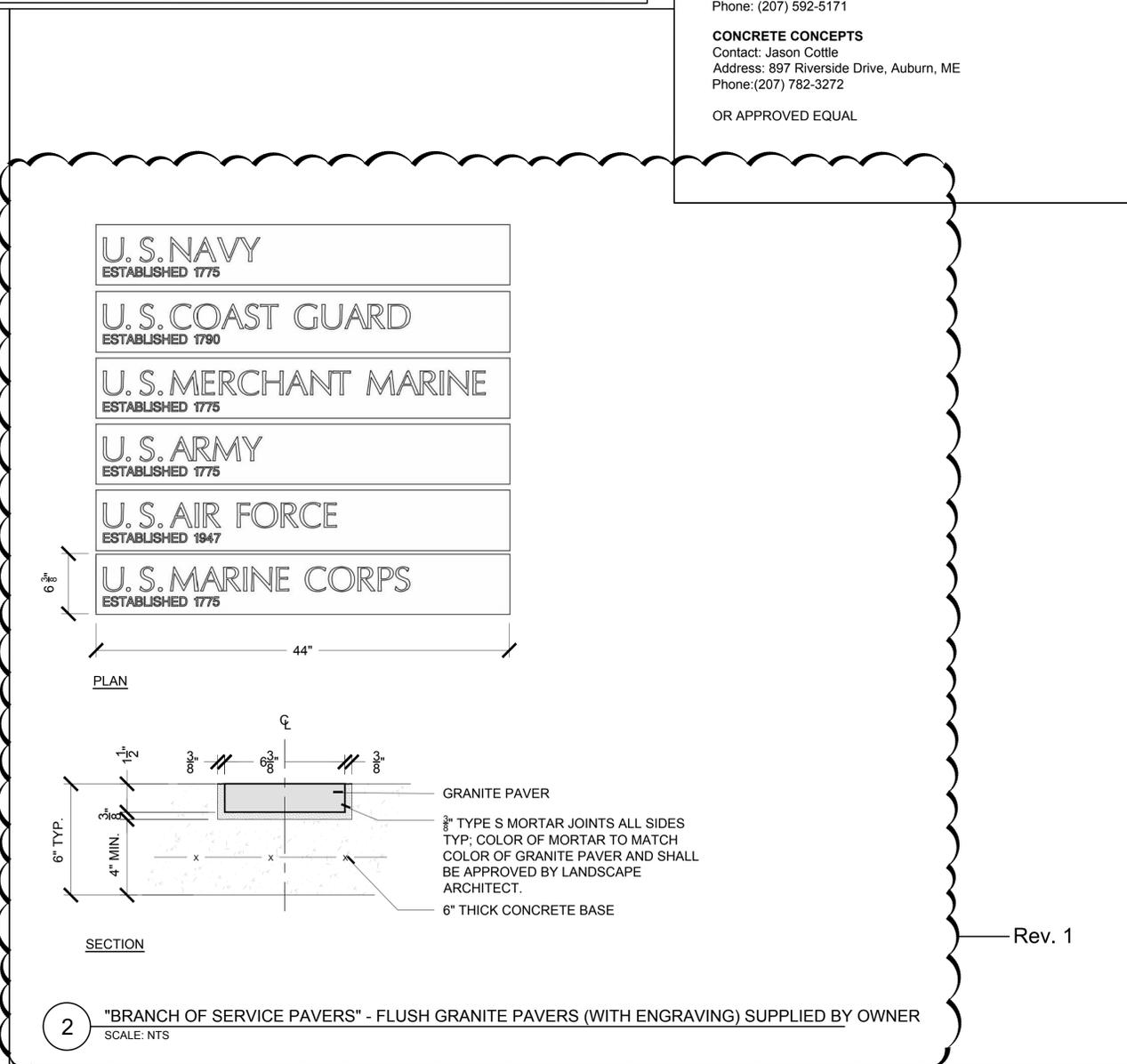
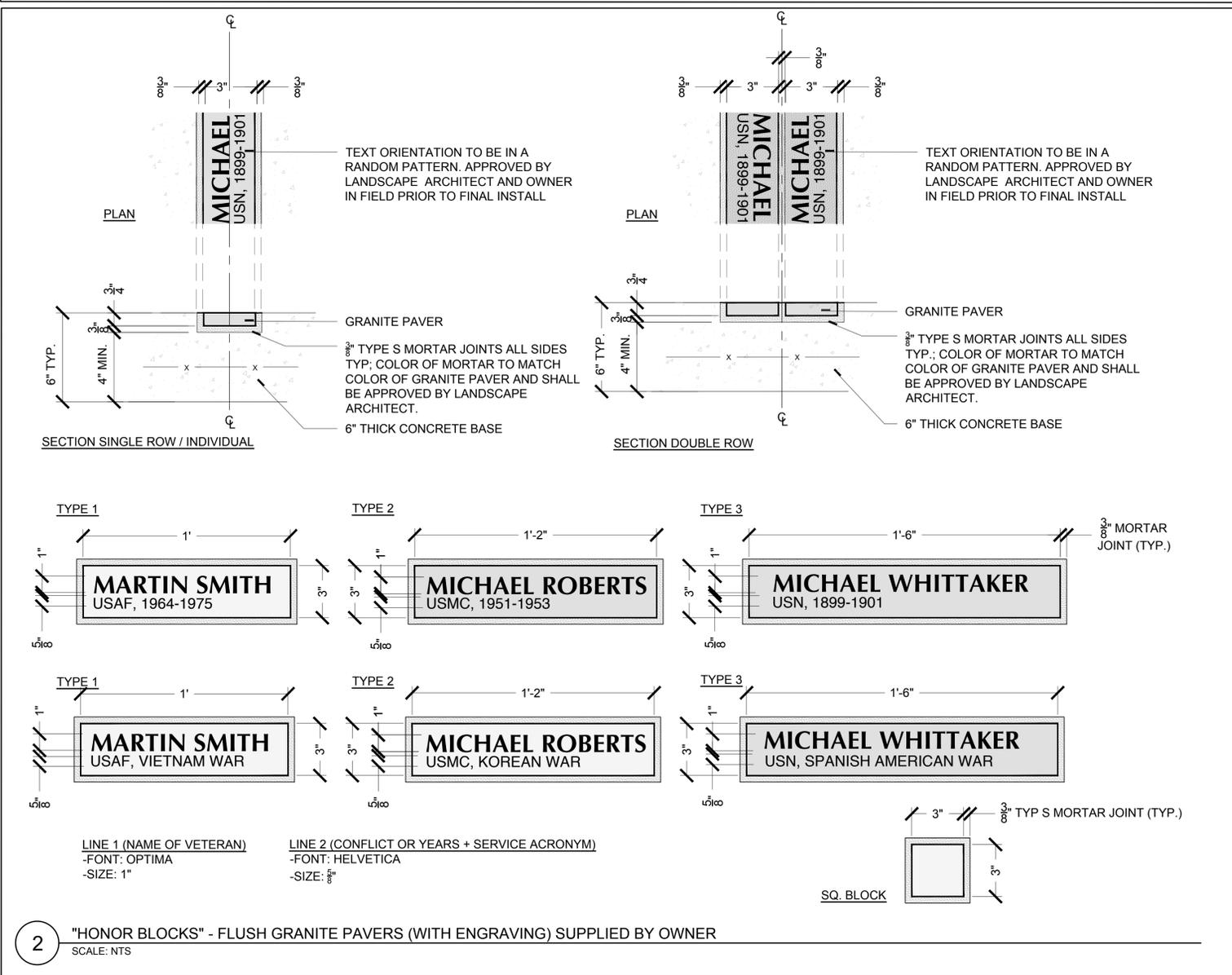
LIGHTING NOTES

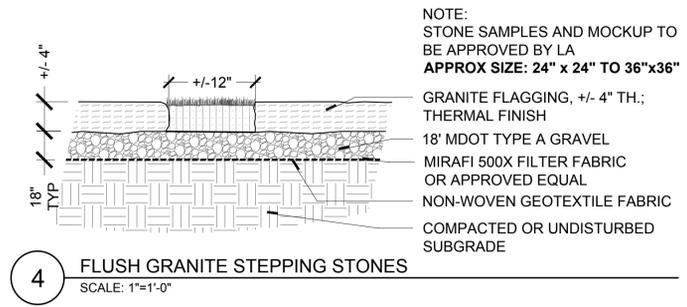
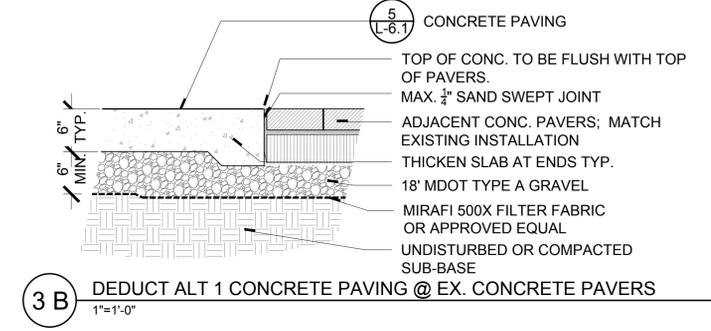
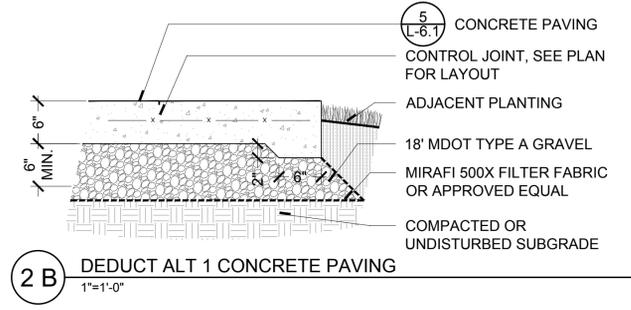
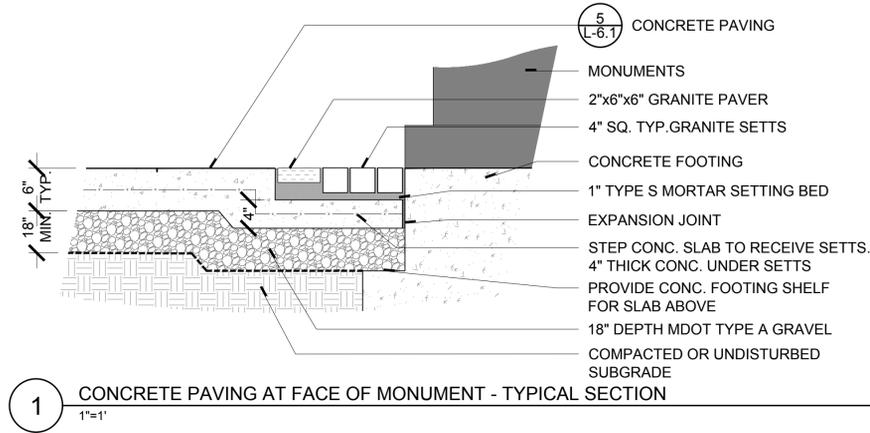
1. This plan is for general layout of fixtures and coordination only. Final lighting and electrical drawings shall be delivered by contractor. All layout and locations to be verified in field by L.A.
2. Lighting and electrical contractor shall be responsible for coordinating all construction activities related to this lighting electrical and lighting plan. Contractor shall be responsible for installing all lighting and coordinating with General Contractor to complete switching requirements.
3. The contractor shall be responsible for electrical wiring that meets all State of Maine and other local codes having jurisdiction.
4. Source of power shall be determined by owner. Contractor shall be responsible for coordination of electrical connection and wiring to the source with owner prior to construction and prior to ordering materials.
5. All switching and connection locations shall be coordinated with owner.
6. Pricing by contractor shall include all fixtures, installation/mounting accessories, diffusers, wiring to power source, electrical connection, and other electrical materials required for operable lighting system.
7. All lights are pure LED unless otherwise noted.
8. All electrical conduit to be schedule 40 and sit a min of 36" below grade.



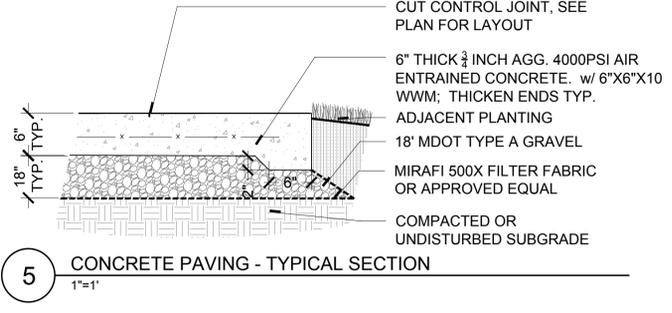


- NOTE:**
- CONTRACTOR SHALL PROVIDE MOCK-UPS OF HONOR BLOCK INSTALLATION FOR APPROVAL BY TOWN & LANDSCAPE ARCHITECT.
 - HONOR BLOCKS TO BE PROVIDED TO CONTRACTOR BY OWNER.
 - BRANCH OF SERVICE PAVERS TO BE PROVIDED TO CONTRACTOR BY OWNER.
 - GRANITE MEDALLION AND SURROUNDING TEXT BANDS TO BE PROVIDED BY OWNER
 - CONTRACTOR TO BE RESPONSIBLE FOR INSTALLATION OF ALL HONOR BLOCKS & BRANCH OF SERVICE PAVERS.
 - CONTRACTOR TO REFER TO LAYOUT PLAN AS A REFERENCE FOR BLOCK LAYOUT. FINAL LAYOUT TO BE DETERMINED AND VERIFIED IN FIELD BY LANDSCAPE ARCHITECT AND OWNER
- TOTAL HONOR BLOCK COUNT = 445
- TYPE 1 = 63
 - TYPE 2 = 127
 - TYPE 3 = 255
- SQ. BLOCKS = 237
- SUGGESTED SPECIALTY CONCRETE CONTRACTORS :**
- DAYS CONCRETE FLOORS**
Contact: Mike Day
Address: 553 U.S. Route 202, North Monmouth, ME
Phone: (207) 592-5171
- CONCRETE CONCEPTS**
Contact: Jason Cottle
Address: 897 Riverside Drive, Auburn, ME
Phone: (207) 782-3272
- OR APPROVED EQUAL





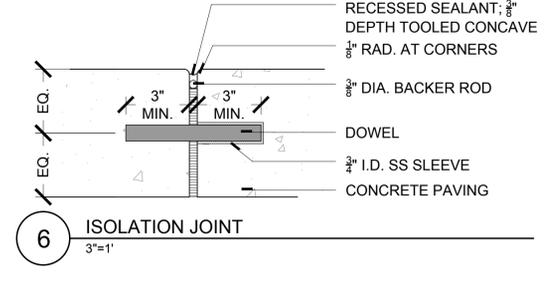
NOTE:
STONE SAMPLES AND MOCKUP TO
BE APPROVED BY LA
APPROX SIZE: 24" x 24" TO 36"x36"



CONC. TO BE FINISHED WITH BUTTERFIELD COLOR (WWW.BUTTERFIELDCOLOR.COM) OR APPROVED EQUAL.

FINISH:
-SURFETECH 15 TOP SURFACE RETARDER
-CLEARGUARD FIRST SEAL W/ NON SLIP ADDITIVE SEALER

*APPLIED PER MANUFACTURES SPECS. CONTRACTOR TO PROVIDE FINISHED CONCRETE SAMPLE FOR LA AND OWNER APPROVAL PRIOR TO INSTALL.



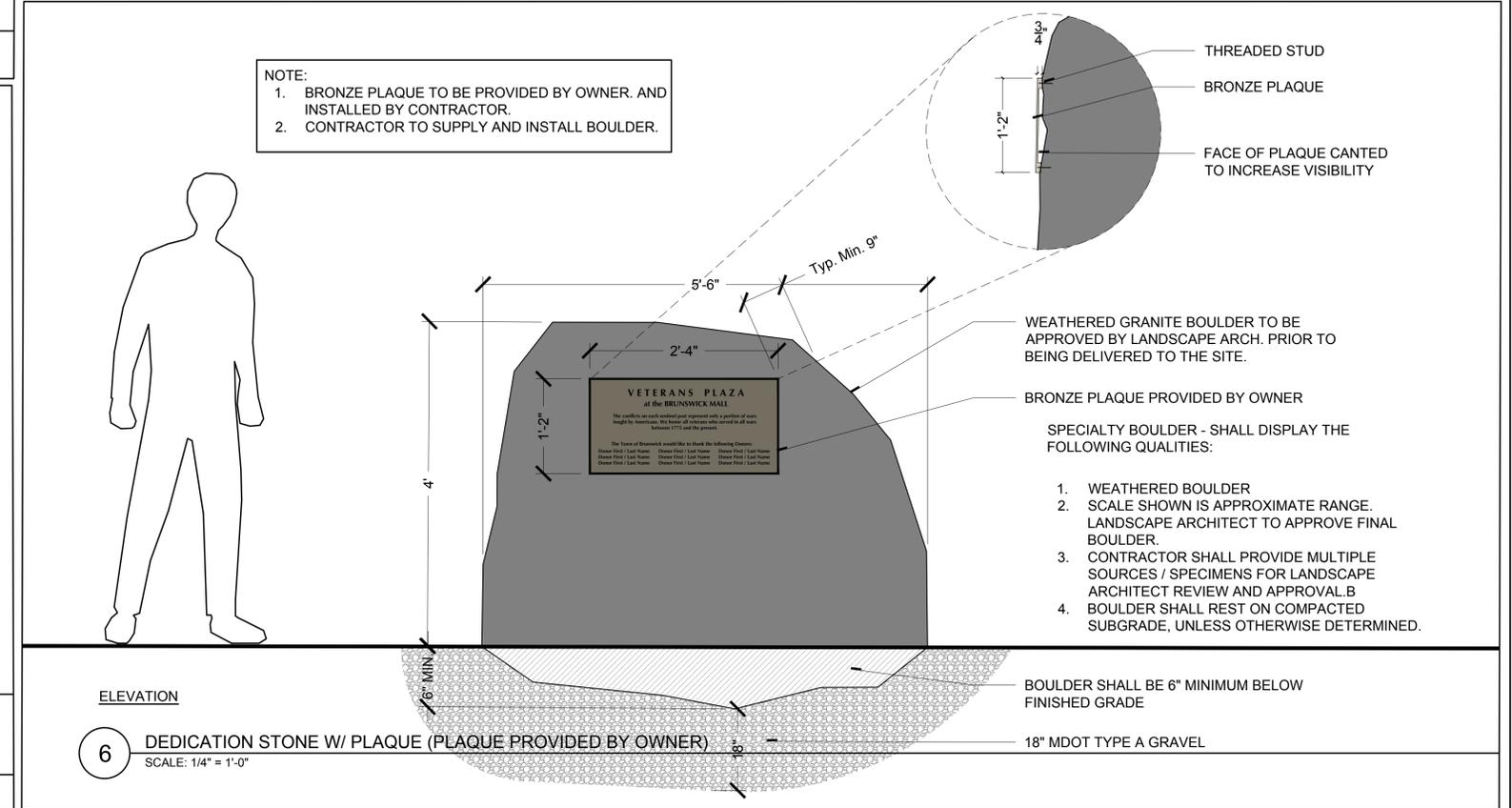
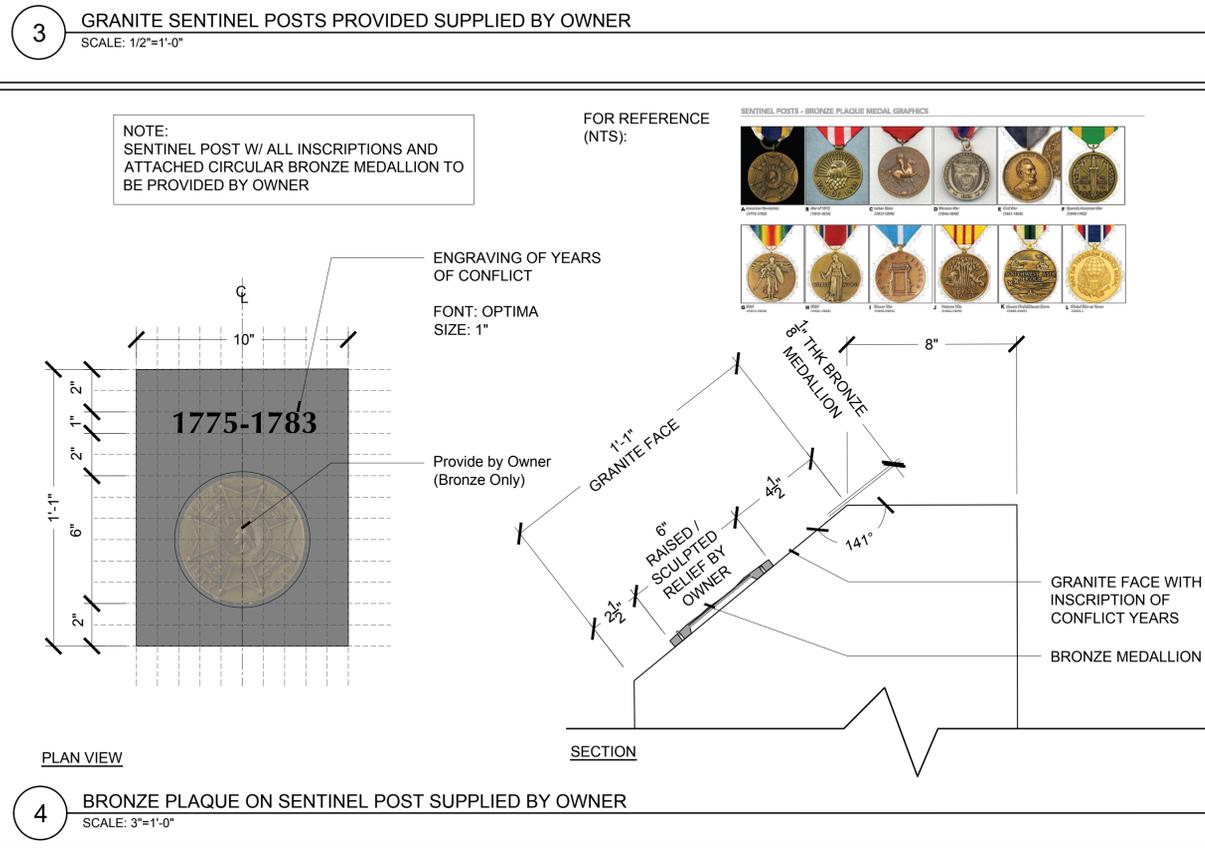
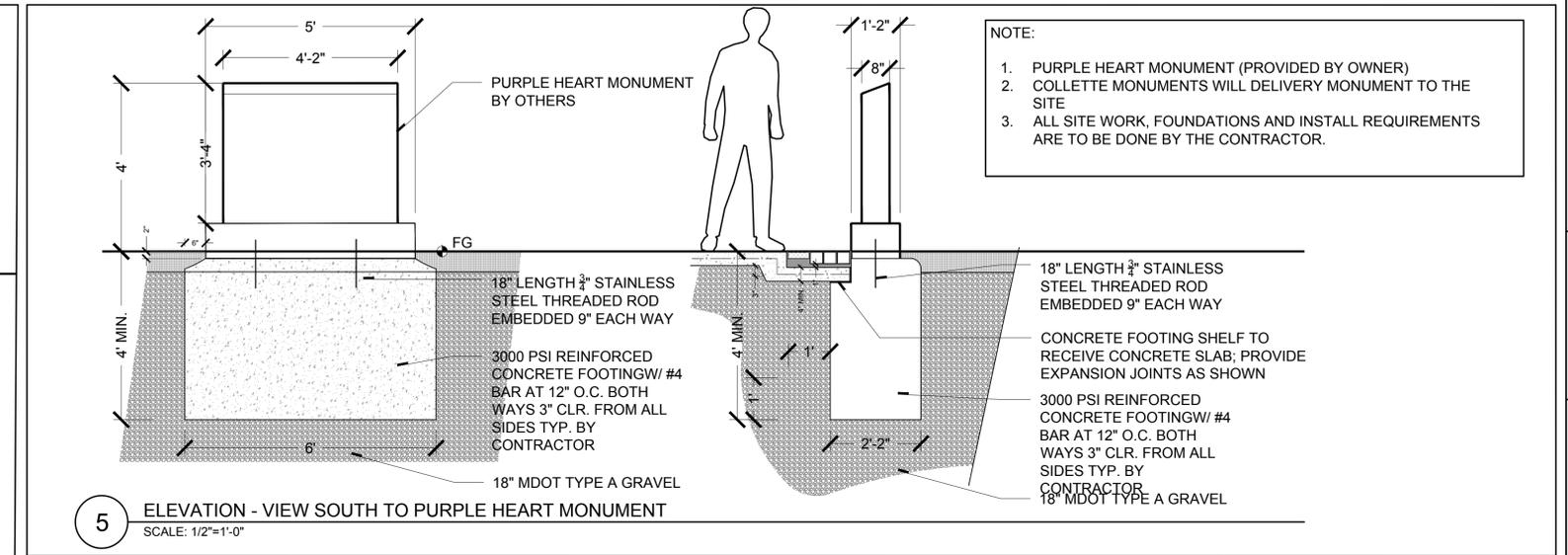
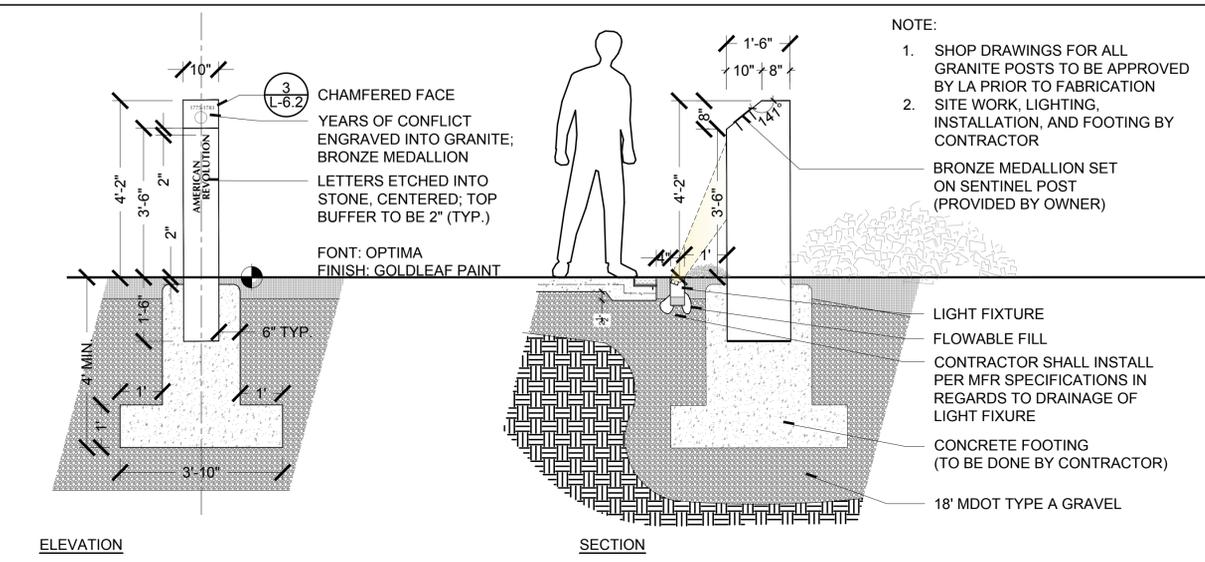
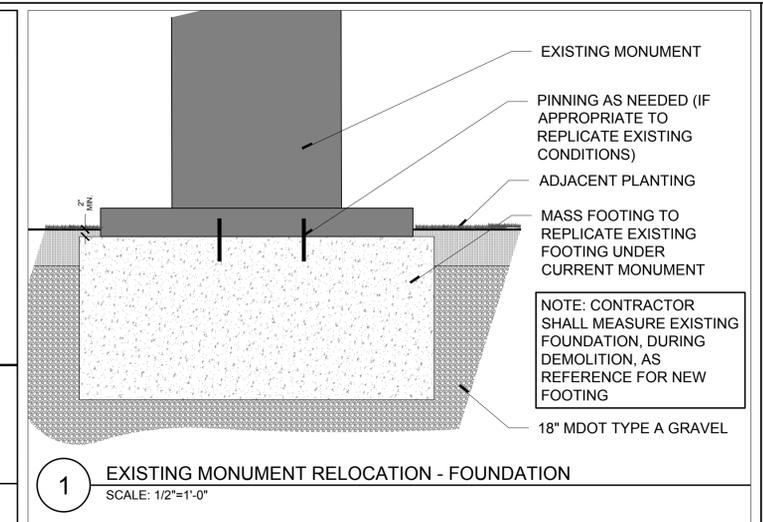
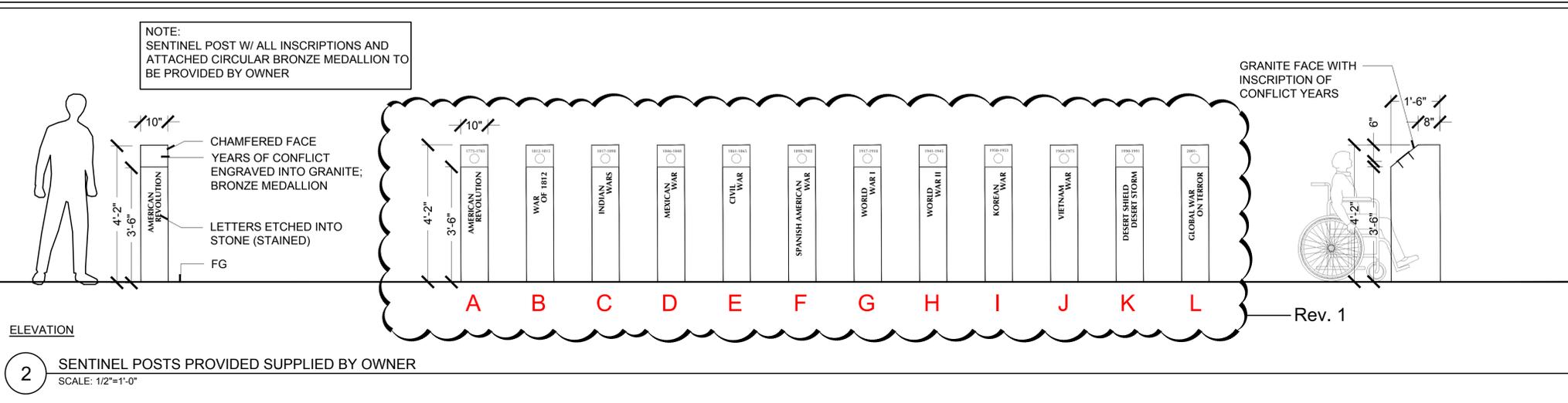
Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, L 207.286.979
F 207.286.9600 P 0301@richardsonassoc.com

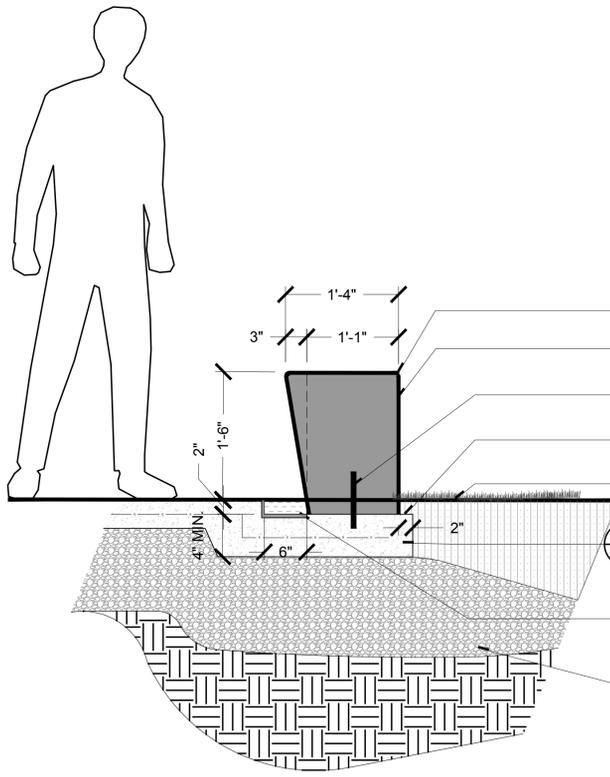
Original Issue Date: 07.28.2020
Issued for: **FOR CONSTRUCTION**
Revision Dates: I. 07.02.2020 Revised Design with "Branch of Service Pavers" & Updated Texts on Sentinel Posts

DETAILS - HARDSCAPE PAVING
BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

L-6.1

Scale: AS NOTED (original drawing size)
Original Drawing Size: 24" x 36"

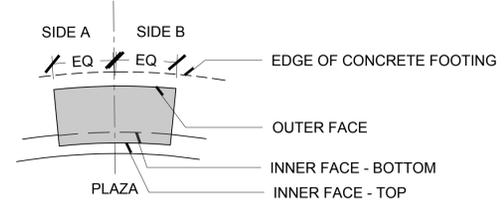




- 1/2" ROUNDS ON ALL UPPER CORNERS
- RADIAL GRANITE BLOCK; THERMAL TOP AND ALL SIDES
- 3/4" STAINLESS STEEL THREADED PIN (2X PER BLOCK)
- EXTEND CONCRETE SLAB 2" BEYOND BENCH EDGE
- ADJACENT PLANTING
- CONCRETE PAVING
- FLUSH GRANITE PAVER
- 18" DEPTH MDOT TYPE A GRAVEL

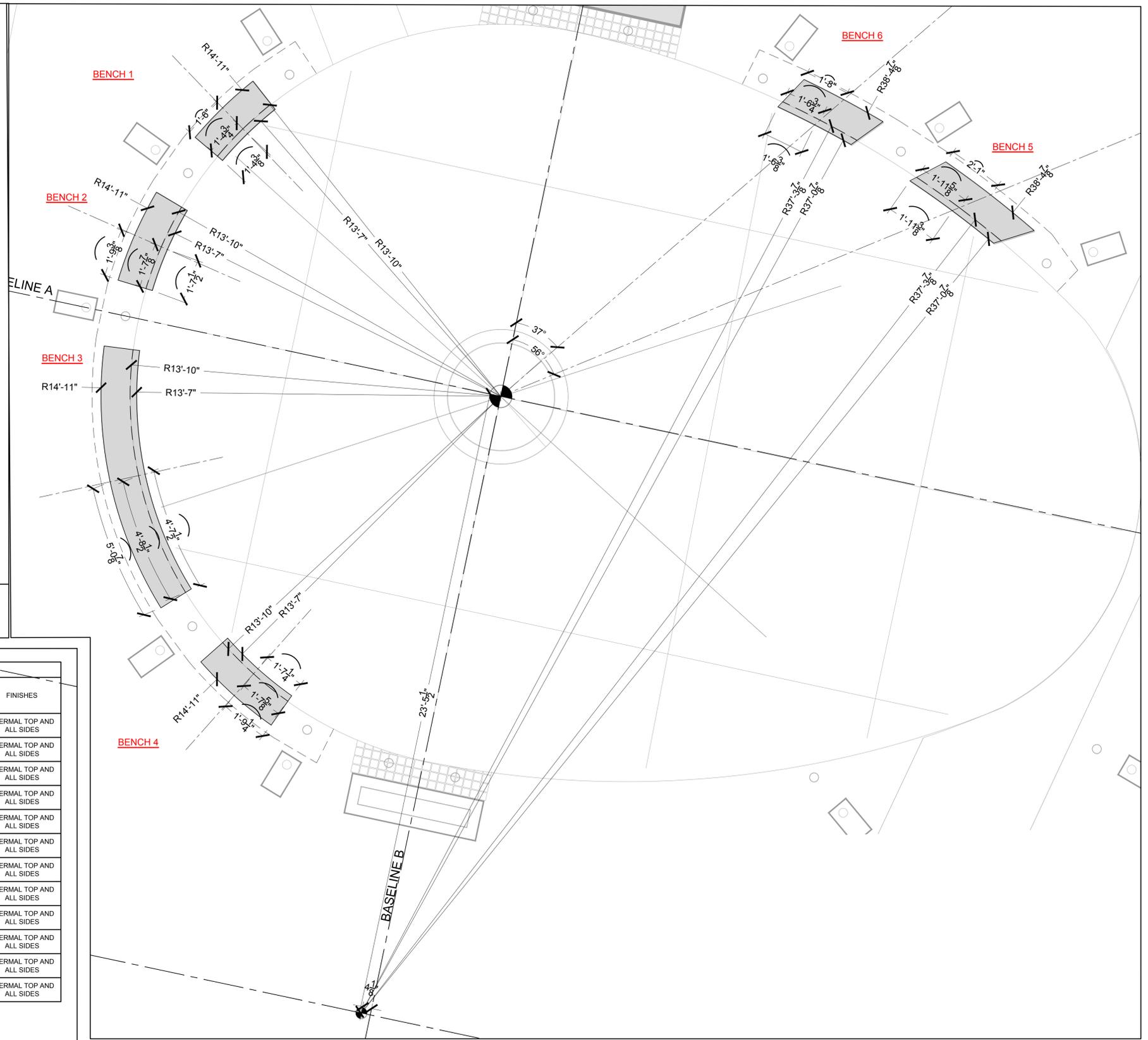
1 GRANITE BLOCK - RADIAL BENCH
SCALE: NTS

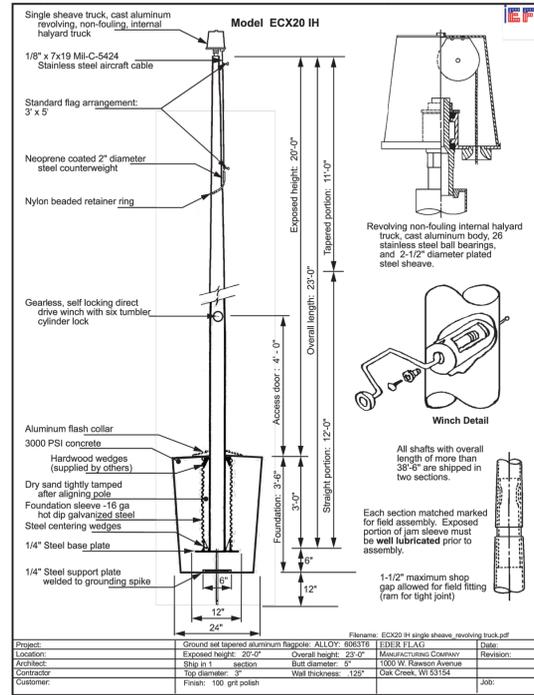
RADIAL GRANITE BENCH SCHEDULE												
BENCH	SIDE	ARC LENGTH AT OUTER FACE	ARC LENGTH AT INNER FACE - BOTTOM	ARC LENGTH AT INNER FACE - TOP	RADIUS - OUTER FACE	RADIUS - INNER FACE - BOTTOM	RADIUS - INNER FACE - TOP	ANGLE OF BENCH CL (INNER FACE TOP) TO CP	BOTTOM WIDTH	TOP WIDTH	HEIGHT	FINISHES
1	A	1'-6"	1'-4 3/8"	1'-4 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
1	B	1'-6"	1'-4 3/8"	1'-4 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
2	A	1'-9 3/8"	1'-7 3/8"	1'-7 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
2	B	1'-9 3/8"	1'-7 3/8"	1'-7 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
3	A	5'-0 7/8"	4'-8 3/8"	4'-7 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
3	B	5'-0 7/8"	4'-8 3/8"	4'-7 3/8"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
4	A	1'-9 3/8"	1'-7 3/8"	1'-7 1/4"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
4	B	1'-9 3/8"	1'-7 3/8"	1'-7 1/4"	14'-11"	13'-10"	13'-7"	-	13"	16"	18"	THERMAL TOP AND ALL SIDES
5	A	2'-1"	1'-11 3/8"	1'-11 3/8"	38'-4 3/8"	37'-3 3/8"	37'-0 3/8"	56°	13"	16"	18"	THERMAL TOP AND ALL SIDES
5	B	2'-1"	1'-11 3/8"	1'-11 3/8"	38'-4 3/8"	37'-3 3/8"	37'-0 3/8"	56°	13"	16"	18"	THERMAL TOP AND ALL SIDES
6	A	1'-8"	1'-6 3/8"	1'-6 3/8"	38'-4 3/8"	37'-3 3/8"	37'-0 3/8"	37°	13"	16"	18"	THERMAL TOP AND ALL SIDES
6	B	1'-8"	1'-6 3/8"	1'-6 3/8"	38'-4 3/8"	37'-3 3/8"	37'-0 3/8"	37°	13"	16"	18"	THERMAL TOP AND ALL SIDES



NOTE:
1. CONTRACTOR TO PROVIDE SHOP DRAWINGS FOR BENCHES FOR APPROVAL BY LA.

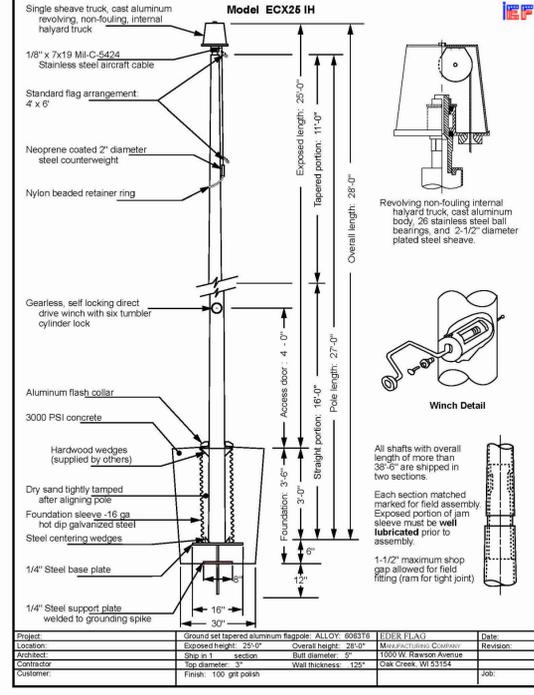
2 RADIAL BENCH SCHEDULE
SCALE: 1/2"=1'-0"





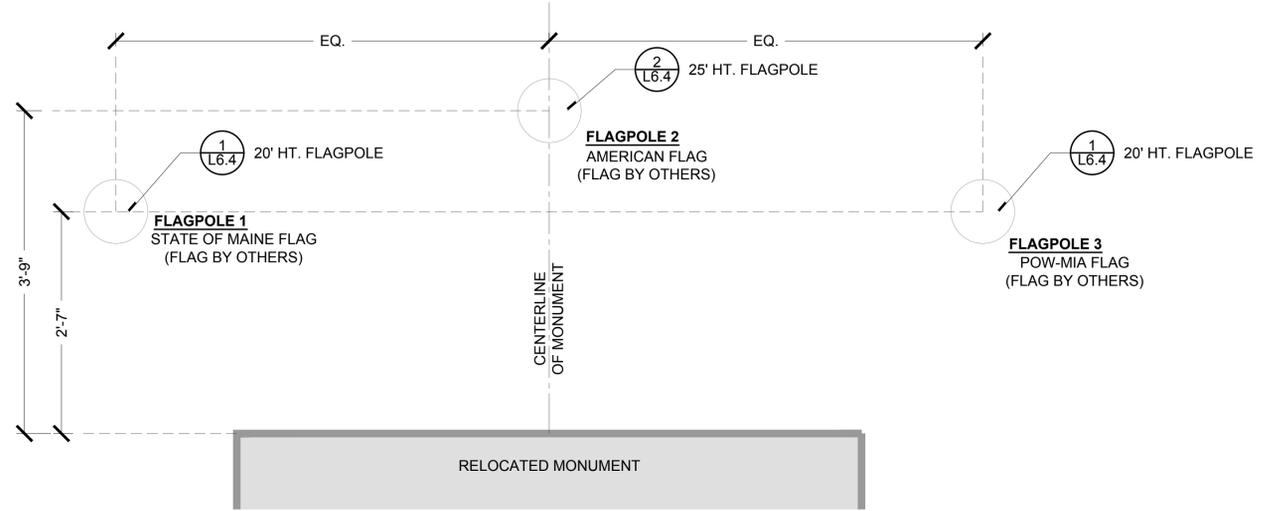
Project:	Ground set tapered aluminum flagpole, ALLOY: 6063T6	DATE: 11/18/21	Date:
Location:	Exposed height: 20'-0"	Overall height: 23'-0"	Manufacturer: Customary
Architect:	Shaft in 1 section	Butt diameter: 6"	1000 W. Rawson Avenue
Contractor:	Top diameter: 6"	Wall thickness: 12g	Oak Creek, WI 53154
Customer:	Finish: 100 grit polish		Job:

1 20' HT. FLAGPOLE (QTY: 2)
SCALE: NTS



Project:	Ground set tapered aluminum flagpole, ALLOY: 6063T6	DATE: 11/18/21	Date:
Location:	Exposed height: 25'-0"	Overall height: 28'-0"	Manufacturer: Customary
Architect:	Shaft in 1 section	Butt diameter: 6"	1000 W. Rawson Avenue
Contractor:	Top diameter: 6"	Wall thickness: 12g	Oak Creek, WI 53154
Customer:	Finish: 100 grit polish		Job:

2 25' HT. FLAGPOLE (QTY: 1)
SCALE: NTS



PLAN VIEW

NOTE:

- FINAL DIMENSION AND DETAILING OF FOOTING TO BE COORDINATED WITH MANUFACTURER AND THE TOWN. 4'-0" MIN. FOOTING DEPTH
- MANUFACTURER'S WEBSITE:
[HTTPS://WWW.FEDERALFLAGS.COM/COMMERCIAL-FLAGPOLES-EH20-152.HTM](https://www.federalflags.com/commercial-flagpoles-eh20-152.htm)

3 FLAGPOLE ELAYOUT PLAN
SCALE: NTS



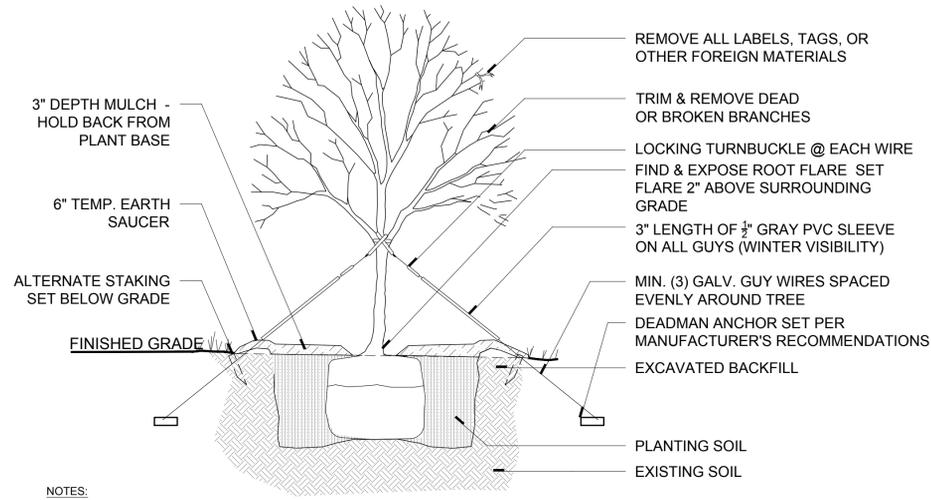
Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, L 207.786.979 / 7.07.2020, 9630 Mail@richardsonassoc.com

Original Issue Date: 07.28.2020
Issued for: **FOR CONSTRUCTION**
Revision Dates: 1. 07.02.2020 Revised Design with "Branch of Service Pavers" & Updated Texts on Sentinel Posts

Scale: AS NOTED (original drawing size)
Original Drawing Size: 24" x 36"

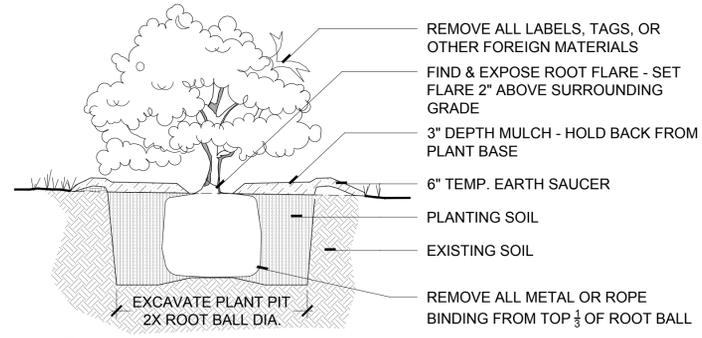
DETAILS - FLAGPOLES
BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

L-6.4



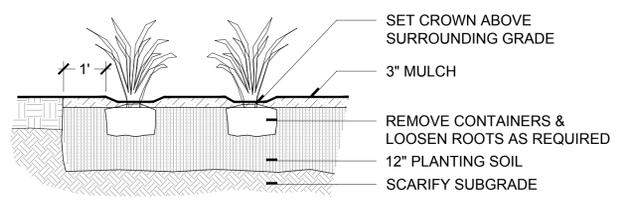
- NOTES:
1. TREE TO BE SET PLUMB.
 2. SECURE TREE AS MAY BE REQUIRED ACCORDING TO TREE SIZE, LOCATION, & WIND/WEATHER CONDITIONS.
 3. IF USING ROOTBALL STABILIZATION, FOLLOW MANUFACTURER'S RECOMMENDATIONS.

1 TREE PLANTING
NTS

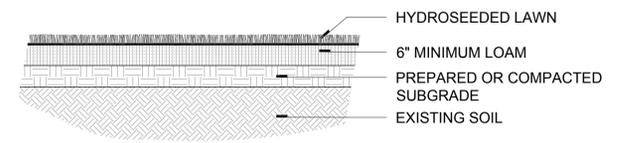


- NOTES:
1. SHRUB TO BE SET PLUMB.
 2. SECURE SHRUB AS MAY BE REQUIRED ACCORDING TO SIZE, LOCATION, & WIND/WEATHER CONDITIONS.
 3. IF USING ROOTBALL STABILIZATION, FOLLOW MANUFACTURER'S RECOMMENDATIONS.

2 SHRUB PLANTING
NTS



3 PERENNIAL PLANTING
1/2"=1'



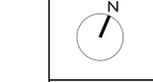
4 LAWN (SEEDED) - TYPICAL SECTION
1/2"=1'



Richardson & Associates, Landscape Architects / 11 Middle Street, Suite, Maine 04071, L 207.786.979
F 207.786.9500 Mail@richardsonassoc.com

Original Issue Date: 07.28.2020
Issued for: **FOR CONSTRUCTION**
Revision Dates:
1. 07.02.2020 Revised Design with "Branch of Service Pavers" & Updated Texts on Sentinel Posts
2.

Scale: AS NOTED (original drawing size)
Original Drawing Size: 24" x 36"



DETAILS - PLANTING
BRUNSWICK VETERANS PLAZA
BRUNSWICK, ME

7-7.0



SAVE THE DATE!

NEW VETERANS PLAZA

**Located on the north end of
Brunswick's Downtown Mall
"A Place to Honor and Reflect"**

**Project Groundbreaking Ceremonies
Monday, August 17, 2020 at 11:00am**

**Formal Dedication Ceremonies
Wednesday, November 11, 2020 at
11:00am**

The public is invited to attend! Mark it in your calendars today!

Those interested in making a donation to the project may do so by sending a check made payable to: Brunswick American Legion Post #20 and noting in the memo section on the check "Veterans Plaza Project" and then mail to:

Jim Oikle, Treasurer, American Legion Post #20, 1 Columbus Drive, Brunswick, Maine 04011

**For full details visit the project website at
www.veteransplaza.info**

MEMORANDUM OF UNDERSTANDING

Landing Community Center

This nonbinding Memorandum of Understanding (MOU) is made by and among the Town of Brunswick, the Bath Area Family YMCA (YMCA), the ^{Mid-Coast} ~~Mid-Coast~~ Regional Redevelopment Authority (MRRRA), and Mid Coast Youth Hockey league (MYHL). Representatives of these parties who have been meeting to discuss the feasibility of a recreation area, as well as other at large representatives are listed in Exhibit A, and form the beginnings of the Landing Community Center Committee (LC3).

The purpose of this MOU is to permit the parties to define their respective tasks and responsibilities in order to plan for the development of a community recreation facility to be located on property adjacent to the Recreation Center located at 220 Neptune Drive, Brunswick, Maine. The following list is representative of the tasks the Committee envisions pursuing.

Tasks and Responsibilities

1. Research and apply for planning resources to accomplish the following tasks.
2. Hire/appoint a Project Manager to organize the committee, organize fundraising efforts for planning, and facilitate the execution of the tasks in this MOU.
3. Develop a master plan for the property that could potentially include an indoor ice rink, an outdoor seasonal pool, up to two field turf fields, and or other recreational facilities identified with public input. The plan shall include cost estimates for each potential component of the facility.
4. Conduct fund raising efforts for planning and feasibility study, which includes hiring of consultants as needed.
5. Conduct a feasibility study to determine fundraising capacity of the community for this project.
6. Develop a plan for ownership of the property and the facility. Ownership plan shall include construction of the facility, and funding for capital improvements.
7. Develop an operating plan for the facilities, including long term maintenance and capital needs. The operating plan shall include maintenance of the facility, staffing...
8. Facilitate the transfer of the property from the U.S. Navy to the Department of the Interior and then to the Town of Brunswick.
9. Conduct fundraising for construction of the facility.
10. Construction of the Facility

Timeline

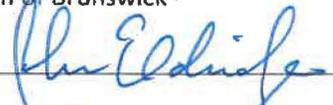
- The town of Brunswick expects to take possession of the approximate 8-acre cleared site no later than 2020.
- Construction of the facilities could begin as early as 2021.
- Further build out will progress with additional fundraising and completion of all facilities is expected continue through 2026.

Amendment and Termination

This MOU may be amended by mutual agreement of the parties, and any party may terminate its responsibilities under this MOU at any time with thirty days prior written notice to the other parties.

Dated:

Town of Brunswick -

By: 

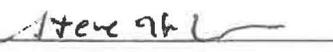
Name: John Eldridge 7/13/2020
Town MGR

Greater Bath Area Family YMCA

By: CR Davis Chair Bath Area Family YMCA
1/8/2020

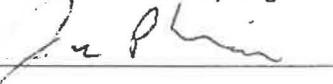
Name:

~~Mid Coast~~ ^{MCYH} Redevelopment Authority

By: 

Name: Steve H. Levesque, its Exec Director

Mid Coast Youth Hockey League Association

By: 

Name: Jeffrey P. Wilson, President - Midcoast Youth Hockey Association

EXHIBIT A

The Landing Committee Center Committee (LC3) IS a volunteer steering committee consisting of the following members:

Mike Lyne – Brunswick Recreation Commission
Bill Patterson – MCYHL, Brunswick Landing Ice Arena
Scott Mills- YMCA
Irl Rosner – YMCA
Dana Totman – at Large
Steve Levesque - MRRA
Kristine Logan - MRRA
Tim Ryan – Bowdoin College
Melissa Archbell – Brunswick Recreation Commission
Tom Farrell – Director Brunswick Parks & Recreation
Linda Smith- Brunswick Economic Development
Angela Twitchell – Brunswick Topsham Land Trust

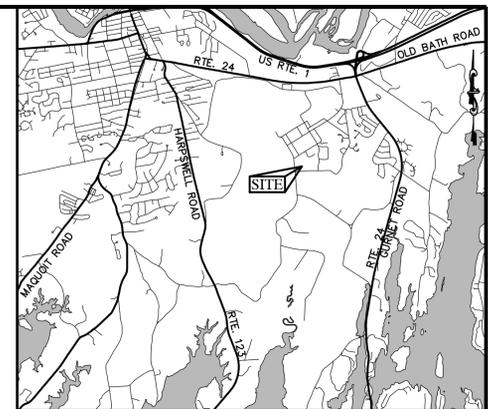
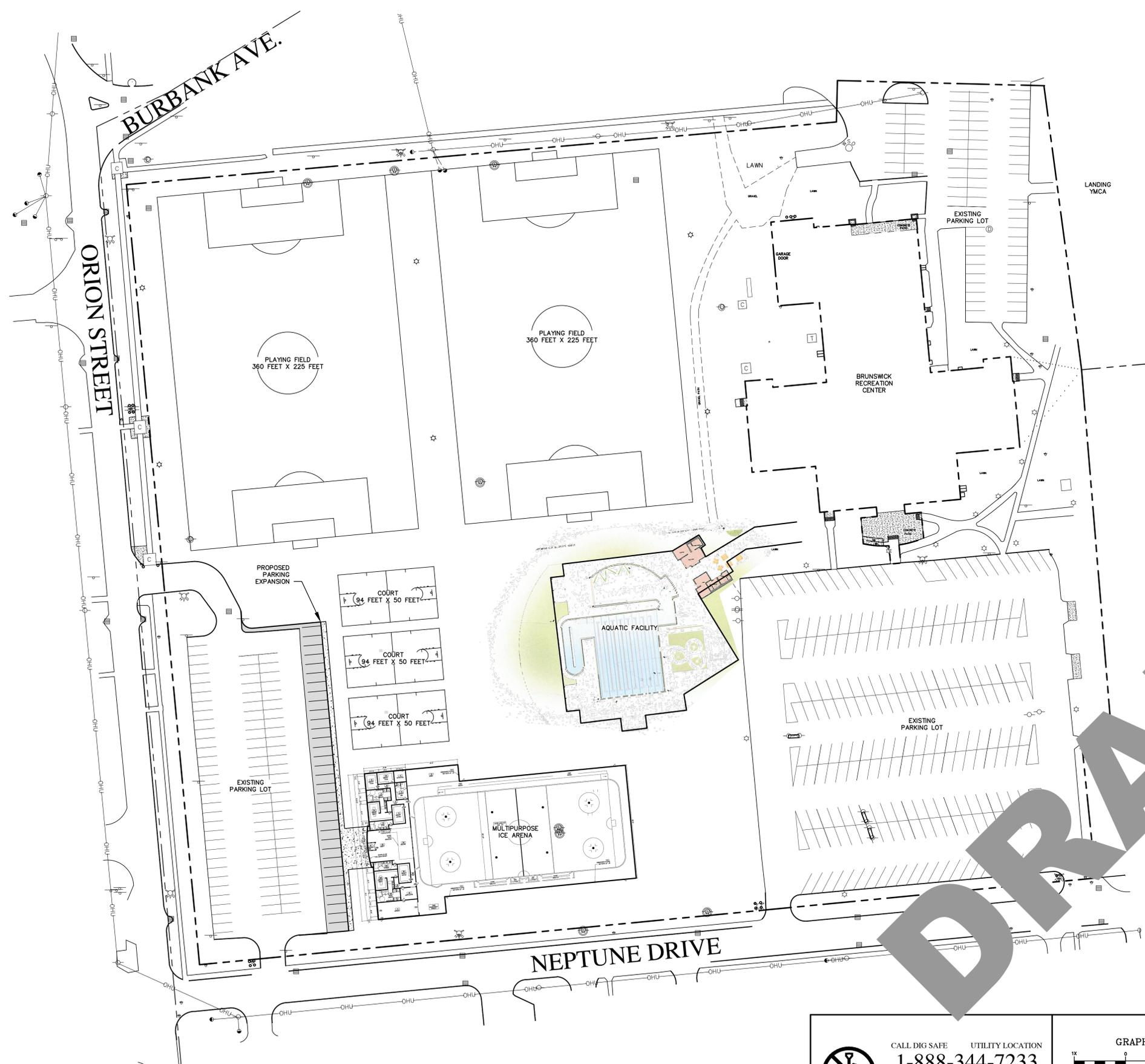
Two years ago, members of the Recreation Commission presented to Town Council and the Town Finance Committee an aquatics center feasibility study which the Recreation Commission had been directed to procure. It was understood, at the time, that due to other more pressing needs in the Town's CIP, it was going to be difficult to consider bonding an aquatics center on the base, although the study clearly states that there is demand. The takeaway was to start looking for partners potentially willing to pursue private fundraising efforts. The origins of this committee stem from those presentations.

LC3 fully understands that this needs to be a regional effort and the make-up of the committee will need to better reflect that in the future.

The Committee recognizes that this site holds great recreational promise for Brunswick and the surrounding communities. The assets being discussed are community amenities that can have extremely positive effects on both the community and economic development of a region. It also recognizes that the efforts present significant challenges. This a superfund site still owned by the Navy, and these assets are very expensive to build and to operate.

Ambitious concepts need thorough planning. To start that effort in earnest, this committee needs standing within the community and agreement amongst the potential stakeholders.

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LOCATION MAP
NOT TO SCALE

LEGEND

- MONUMENT FOUND
- IRON MARKER FOUND
- 5/8" REBAR TOPPED WITH AN ALUMINUM CAP READING "BRUCE W. MARTINSON - PLS 2137" TO BE SET
- BOUNDARY LINE OF SURVEYED PARCEL
- - - BOUNDARY LINE OF ABUTTERS (APPROX.)
- ROAD RIGHT OF WAY LINE (APPROX.)
- COMPUTATIONAL TIE LINE
- ○ ○ ○ ○ STONE WALL (APPROX.)
- EDGE OF TRAVELED WAY
- OHE UTILITY LINE
- COMP 13 UTILITY POLE WITH NUMBER
- IPF IRON PIPE FOUND
- IRF IRON ROD FOUND
- DH DRILL HOLE
- △ 4 ARBITRARY TRAVERSE POINT WITH NUMBER
- 12, 1001 ARBITRARY COMPUTATIONAL POINT NUMBER
- BK 10674, PG 197 DEED BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
- PB 195, PG 130 PLAN BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
- R/W RIGHT OF WAY
- N/F NOW OR FORMERLY HELD BY
- AC. ACRES
- ± MORE OR LESS
- ⊕ SEWER MANHOLE
- ☆ LIGHT POLE
- ⊞ CATCH BASIN
- ⊕ WATER SHUT OFF
- ⊕ HYDRANT
- ⊕ SIGN
- ⊕ WATER VALVE
- ELEVATION TEMPORARY BENCH MARK
- TEST PIT
- MONITORING WELL
- GUY WIRE
- ⊞ CONFINED SPACE UTILITY ACCESS HATCH
- ⊞ MOVABLE BARRICADE
- UNKNOWN UTILITY MANHOLE
- TREE'S
- ELECTRICAL MANHOLE

TITLE:	LC3 CONCEPT PLAN
PROJECT:	BRUNSWICK RECREATION CENTER 220 NEPTUNE DRIVE, BRUNSWICK LANDING
TO BE CONVEYED TO:	TOWN OF BRUNSWICK, MAINE 85 UNION STREET, BRUNSWICK, MAINE 04011

SITELINES
119 PURINTON ROAD, SUITE A
BRUNSWICK, MAINE 04011
207.725.1200

CIVIL ENGINEERS • PLANNERS • LAND SURVEYORS

FIELD WK: TOB	SCALE: 1"=50'	SHEET:
DRN BY: RPL	JOB #: 1809	1
CH'D BY: KPC	MAP/LOT:	
DATE: 09-13-18	FILE: 1809.02 CONCEPT	

CALL DIG SAFE UTILITY LOCATION
1-888-344-7233

STATE LAW REQUIRES ADVANCE NOTICE OF
AT LEAST 3 BUSINESS DAYS BEFORE YOU DIG,
GRADE OR EXCAVATE FOR THE MARKING
OF UNDERGROUND UTILITIES

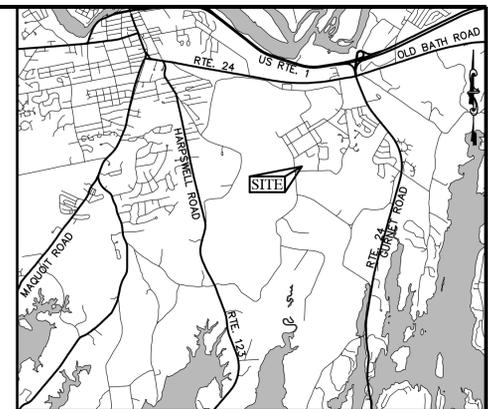
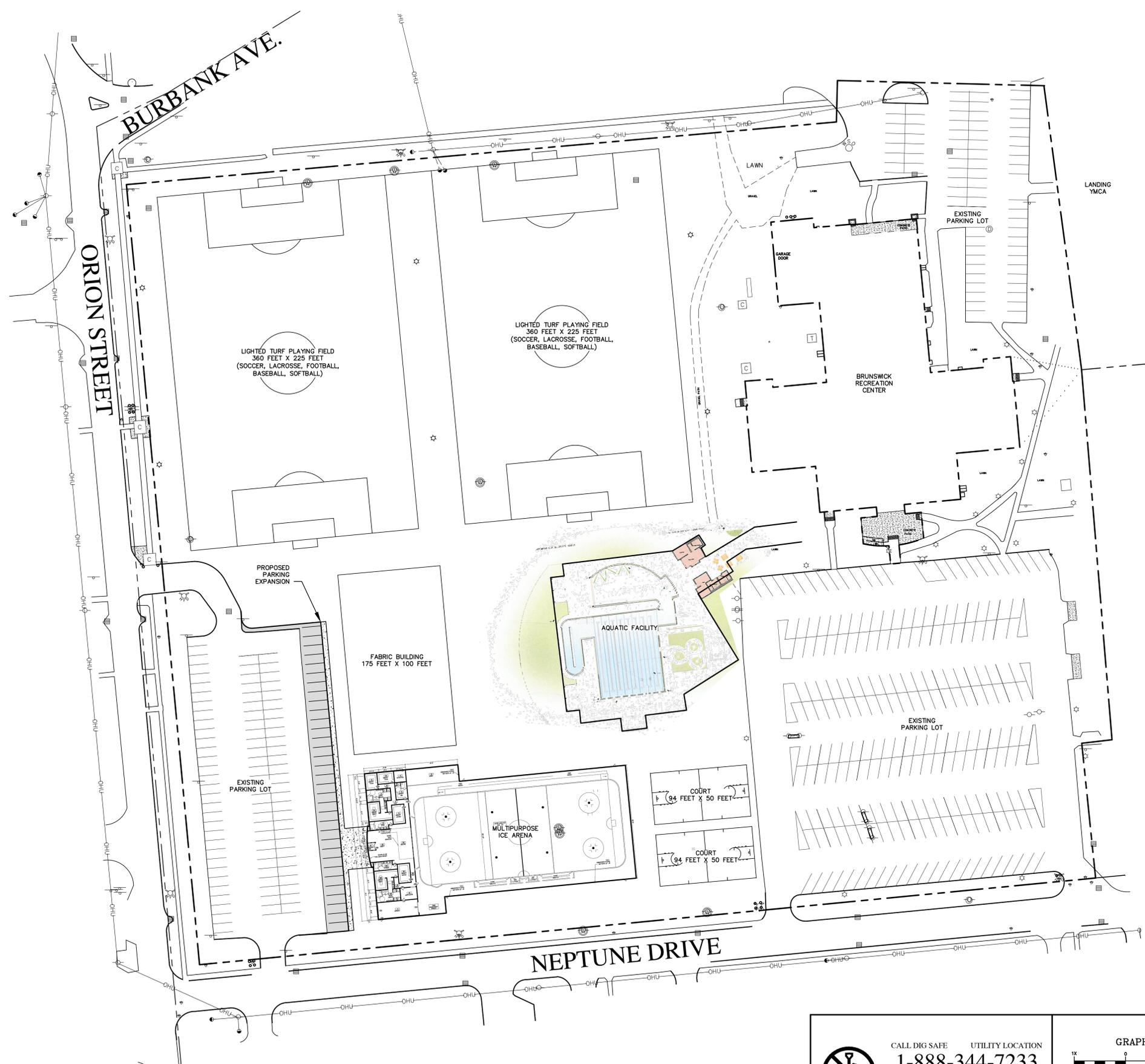
GRAPHIC SCALE

(IN FEET)
1 inch = 1X ft.

ISSUED FOR:
CONCEPT

PROGRESS PRINT
THIS PLAN IS ISSUED FOR REVIEW AND INFORMATION PURPOSES ONLY. THIS PLAN IS SUBJECT TO CHANGE AND IS NOT FOR PRICING OR CONSTRUCTION. PRICING BASED ON THIS PLAN IS NOT BINDING UNLESS SIGNED BY BOTH CONTRACTOR AND OWNER.

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 C:\USERS\JDESKTOP\MELISSA\CAD\1809.02 CONCEPT DWG. SITE. 21512019 2:45 PM. MELISSA ARCHBELL



LOCATION MAP
NOT TO SCALE

LEGEND

■	MONUMENT FOUND
●	IRON MARKER FOUND
○	5/8" REBAR TOPPED WITH AN ALUMINUM CAP READING "BRUCE W. MARTINSON - PLS 2137" TO BE SET
---	BOUNDARY LINE OF SURVEYED PARCEL
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○-○-○-○	STONE WALL (APPROX.)
---	EDGE OF TRAVELED WAY
---	UTILITY LINE
OHE	UTILITY POLE WITH NUMBER
OMP 13	IRON PIPE FOUND
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12, 1001	DEED BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
BK 10674, PG 197	PLAN BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
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⊕	WATER VALVE
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⊕	CONFINED SPACE UTILITY ACCESS HATCH
⊕	MOVABLE BARRICADE
⊕	UNKNOWN UTILITY MANHOLE
⊕	TREE'S
⊕	ELECTRICAL MANHOLE

TITLE: **LC3 CONCEPT PLAN**

PROJECT: **BRUNSWICK RECREATION CENTER
220 NEPTUNE DRIVE, BRUNSWICK LANDING**

TO BE CONVEYED TO: **TOWN OF BRUNSWICK, MAINE
85 UNION STREET, BRUNSWICK, MAINE 04011**

SITELINES
119 PURINTON ROAD, SUITE A
BRUNSWICK, MAINE 04011
207.725.1200

CIVIL ENGINEERS • PLANNERS • LAND SURVEYORS

FIELD WK: TOB	SCALE: 1"=50'	SHEET:
DRN BY: RPL	JOB #: 1809	1
CH'D BY: KPC	MAP/LOT:	
DATE: 09-13-18	FILE: 1809.02 CONCEPT	

CALL DIG SAFE UTILITY LOCATION
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STATE LAW REQUIRES ADVANCE NOTICE OF AT LEAST 3 BUSINESS DAYS BEFORE YOU DIG, GRADE OR EXCAVATE FOR THE MARKING OF UNDERGROUND UTILITIES

GRAPHIC SCALE

(IN FEET)
1 inch = 1X ft.

ISSUED FOR:
CONCEPT

PROGRESS PRINT
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Stantec Consulting Services Inc.
30 Park Drive, Topsham ME 04086-1737

July 10, 2020

Attention: Tom Farrell, Director
Brunswick Parks and Recreation Department
Town of Brunswick
220 Neptune Drive
Brunswick, ME 04011
tfarrell@brunswickme.org

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

Dear Tom,

Thank you for the opportunity to present The Town of Brunswick Department of Parks and Recreation (BDPR) with this proposal to provide wetland and watercourse delineation and potential vernal pool survey services. Stantec Consulting Services Inc. (Stantec) understanding of the Project and the proposed tasks are based on your recent correspondence and conversations with Rodney Kelshaw. We understand BDPR wants to construct a 30-car parking lot near the existing Kate Furbish Preserve trail head on Merriconeag Road, adjacent to the Mere Creek Golf Club. The parking lot will be located on Town of Brunswick property (parcel #40-164) which is approximately 32 acres. Based on the potential that the proposed parking lot location contains wetlands and other environmental constraints, natural resource assessment and mapping would be required to proceed through the local permitting process. This proposal provides two options for services:

Option 1: Resource assessment and mapping services on the entire 32-acre parcel

Option 2: Resource assessment and mapping services on the approximately 15 acres nearest the proposed parking lot

If we have misunderstood your requests, please contact us.

Scope of Services

Task 1A: Wetland/Watercourse Delineation and Potential Vernal Pool Survey: Entire 32 Acre Parcel (Option 1)

Stantec will conduct a wetland/watercourse delineation and potential vernal pool survey of the parcel, totalling approximately 32 acres as depicted on Figure 1. Wetland boundaries will be delineated using the technical criteria provided in the U.S. Army Corps of Engineers (Corps) *Corps of Engineers Wetlands Delineation Manual*¹ and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual*:

¹ Environmental Laboratory. 1987. *Corps of Engineers Wetlands Delineation Manual*, Technical Report Y-87-1, U.S. Army Engineer Waterways Experiment Station, Vicksburg, MS.

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

Northcentral and Northeast Region (Version 2.0).² Wetland boundaries will be located using a Trimble® Global Positioning System (GPS) receiver capable of submeter accuracy. Information will be collected to complete Corps Wetland Determination Data Forms as appropriate for future permitting needs. Wetland data collected will include wetland classification, dominant vegetation, hydric soil criteria, and evidence of wetland hydrology. Representative photographs will be taken as appropriate. To facilitate preliminary identification of Wetlands of Special Significance (WoSS), as defined in the Maine Natural Resources Protection Act (NRPA), observable site conditions pertinent to WoSS will be collected, and publicly available data will be reviewed following the wetland delineation effort.

Delineated watercourses (e.g., river, stream, or brook) and other potential Waters of the United States will be identified based on the technical guidance available from the Corps on the identification of an Ordinary High Water Mark (OHWM)³, definition of a tributary as described in the Clean Water Act⁴, and as detailed in the Maine Department of Environmental Protection watercourse identification guidance document⁵. Data will be recorded on evidence of hydrology, substrate, bankfull widths, OHWM widths, water depths, and presence of aquatic organisms and vegetation. Representative photographs will be taken as appropriate.

Concurrent with the wetland and watercourse delineation, Stantec will perform a potential vernal pool survey to inform Project planning and to identify potential permitting under municipal zoning, the NRPA and the Corps State of Maine General Permit (GP). Vernal pool surveys are typically conducted in April/May during the breeding period of vernal pool-dependent amphibian species. However, the 2020 vernal pool season has passed so the potential vernal pool survey will identify site features that could function as a vernal pool habitat during the spring breeding season. We will conduct potential vernal pool surveys in accordance with the Maine Association of Wetland Scientists' Vernal Pool Survey Protocol (April 2014), as well as the definitions set forth in Chapter 335, Significant Wildlife Habitat, of the NRPA and the Corps GP.

Delineated wetland and watercourse boundaries and potential vernal pool center point location points will be demarked in the field with flagging during the delineation.

Upon completion of the wetland/watercourse delineation and potential vernal pool survey, Stantec will prepare a narrative memo that summarizes the methodology and results of the field surveys. The memo will include representative photographs of the identified resources, completed Wetland Determination Data Forms (as appropriate), and a figure depicting the locations of identified wetlands, watercourses, and potential vernal pools. Shapefiles and/or .kmz files of identified natural resources will be created and provided to you as part of the deliverable package.

² U.S. Army Corps of Engineers. 2012. *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region (Version 2.0)*, ed. J.S. Wakeley, R.W. Lichvar, C.V. Noble, and J.F. Berkowitz, ERDC/EL TR-12, Vicksburg, MS: U.S. Army Engineer Research and Development Center.

³ U.S. Army Corps of Engineers. 2005. Regulatory Guidance Letter: Ordinary High Water Mark Identification. December 8, 2005. No. 05-05.

⁴ U.S. Army Corps of Engineers. 2015. 33 Code of Federal Regulations, Part 328, "Waters of the United States". June 29, 2015.

⁵ Danielson, T.J. 2018. Natural Resource Protection Act (NRPA) Streams, Rivers, and Brooks. Maine Department of Environmental Protection, Augusta, ME.

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

Task 1B: Wetland/Watercourse Delineation and Potential Vernal Pool Survey: 15 Acres (Option 2)

Stantec will conduct a wetland/watercourse delineation and potential vernal pool survey of the parcel, totalling approximately 15 acres, as depicted on Figure 2. The technical criteria for identification of wetlands, watercourses and potential vernal pools and the data collected for each feature will be performed as described in Task 1A of this proposal. Location of these features will also be completed using a Trimble® GPS receiver capable of submeter accuracy.

Delineated wetland and watercourse boundaries and potential vernal pool center point location points will be demarked in the field with flagging during the delineation.

Upon completion of the wetland/watercourse delineation and potential vernal pool survey, Stantec will prepare a narrative memo that summarizes the methodology and results of the field surveys. The memo will include representative photographs of the identified resources, completed Wetland Determination Data Forms (as appropriate), and a figure depicting the locations of identified wetlands, watercourses, and potential vernal pools. Shapefiles and/or .kmz files of identified natural resources will be created and provided to you as part of the deliverable package.

Task 2: Preliminary Parking Area Site Selection Sketch

Stantec will provide a sketch depicting a proposed location for the parking lot. The parking lot dimensions will be the layout provided to Stantec on July 8, 2020 (Figure 3). Using the on-site mapped wetland, watercourse, and potential vernal pool data in conjunction with available published mapping, including topography, municipal zoning, and tax map boundaries, Stantec will site the proposed parking lot in a location that will attempt to avoid and minimize resource impacts. The sketch is intended to be a planning aid for BDPR to make an informed decision for final placement, design and permitting.

It is assumed that the BDPR will provide Stantec with the current zoning, topography, and other municipal specific GIS Shapefiles to facilitate this sketch development. Please note that this task does not include production of permit drawings or Project permitting services.

Schedule

Stantec will initiate the scope of services upon BDPR approval. The fieldwork, anticipated to begin in mid-July 2020, will be performed within 15 days of receiving the signed approval. The memo and associated mapping will be finalized within 30 days of completion of the fieldwork. This cost estimate is valid for 15 days.

Please note that the anticipated survey schedule is dependent on field conditions and is subject to change. Other factors beyond our control, including federal, state, and local travel and work restrictions based on the ongoing COVID-19 pandemic response actions, may result in field survey and deliverable delays. We do not believe current Executive Orders prevent execution of this work and will notify BDPR as soon as possible of any potential delays in the above delivery schedule.

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

Terms and Conditions

We will perform the work described in this proposal on time and material basis in accordance with attached Professional Services Terms and Conditions. We estimate that we can complete the above Tasks for the costs detailed in the table below. We will not exceed this amount without your prior approval.

Task	Cost
Option 1 – Tasks 1A & 2 Wetland/Watercourse Delineation and Potential Vernal Pool Survey: Entire 32 Acre Parcel	\$3,725
Option 2 – Tasks 1B & 2 Wetland/Watercourse Delineation and Potential Vernal Pool Survey: 15 Acres	\$2,940

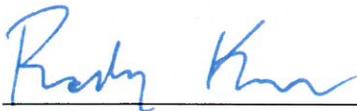
Invoices, correspondence, and final deliverables will be directed to:

Tom Farrell, Director
Brunswick Parks and Recreation Department
Town of Brunswick
220 Neptune Drive
Brunswick, ME 04011
Email: tfarrell@brunswickme.org

If you wish to proceed with the Scope of Services described above, please respond with the signed proposal at your earliest convenience. Please call Rodney Kelshaw with any questions. We look forward to continuing to work with you on your projects.

Regards,

Stantec Consulting Services Inc.



Rodney Kelshaw
Project Scientist/Project Manager
Phone: 207 406 5485
Rodney.kelshaw@stantec.com



Daniel Nein
Senior Associate
Phone: 207 653 7729
dan.nein@stantec.com

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

By signing this proposal, Town of Brunswick authorizes Stantec to proceed with the services herein described and as approved below. The Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

Approved: Option 1: Tasks 1A & 2 (32 Acres) 
Option 2: Tasks 1B & 2 (15 Acres)

Proposal Accepted:  _____ Date: 7/10/2020
Authorized Representative Signature

THOMAS M. FARRELL, DIRECTOR PARKS AND RECREATION
Authorized Representative Printed Name and Title

- Attachments:
- Figure 1: Entire Parcel
 - Figure 2: 15-Acre Sub-parcel Delineation Area
 - Figure 3: Proposed Parking Lot Dimensions
 - Professional Services Terms and Conditions

July 10, 2020
Tom Farrell, Director
Attachment 1: Site Location

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

Attachments: Site Sketches

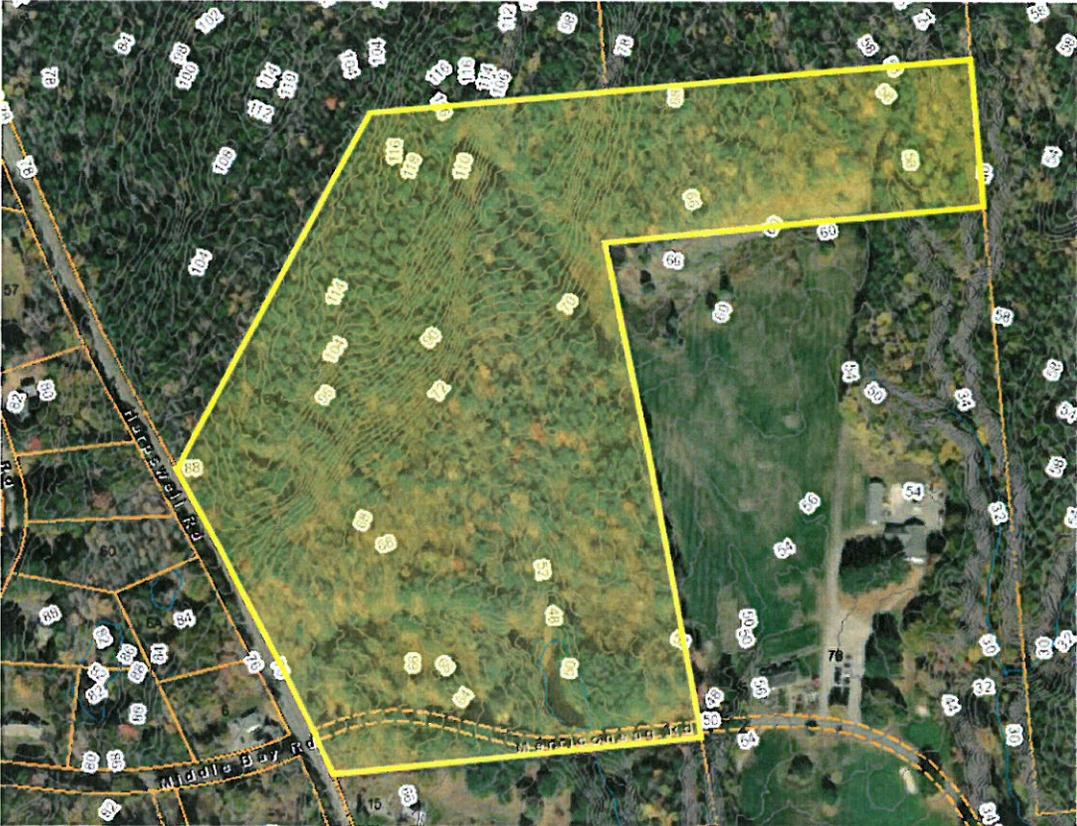


Figure 1: Town of Brunswick property (parcel #40-164); 32 acres, Brunswick, Maine.

July 10, 2020
Tom Farrell, Director
Attachment 1: Site Location

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine



Figure 2: Town of Brunswick property (parcel #40-164); 15-acre sub-parcel, Brunswick, Maine.

July 10, 2020
Tom Farrell, Director
Attachment 1: Site Location

Reference: Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine

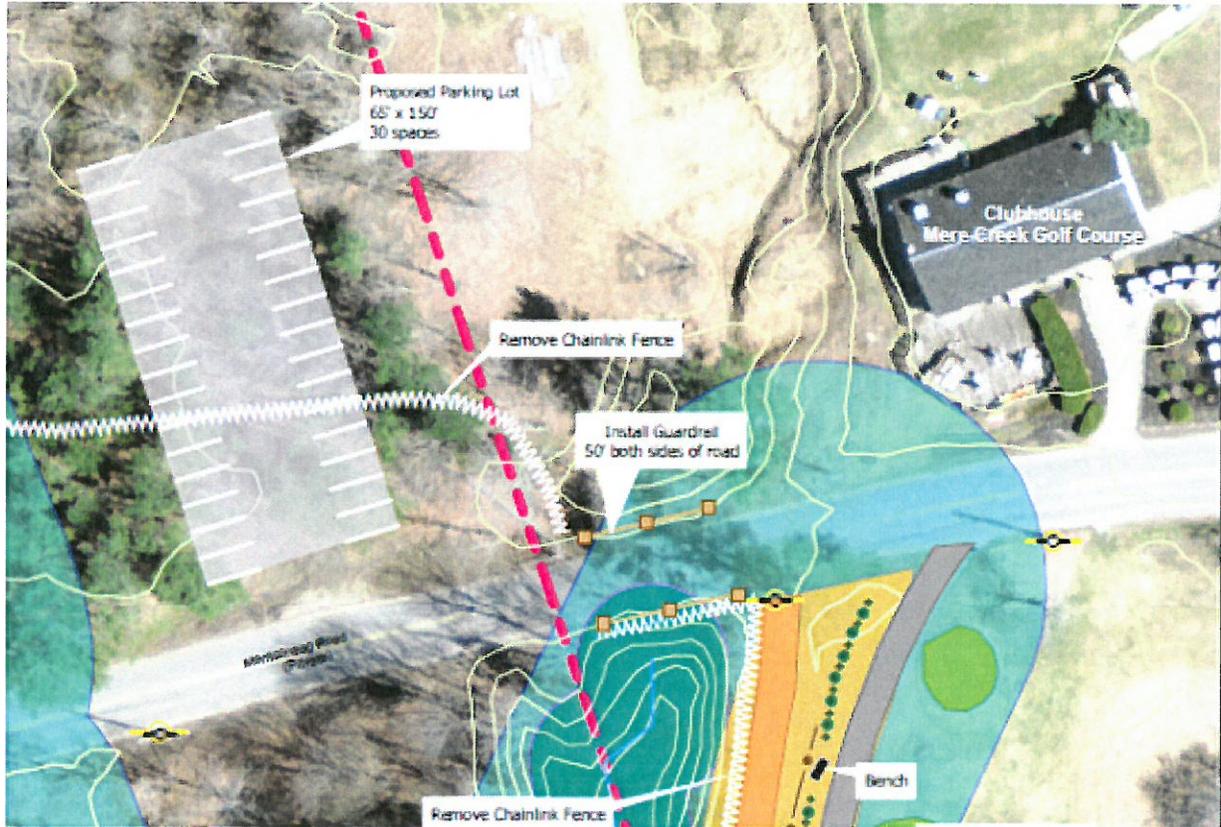


Figure 3: Proposed Parking Lot Dimensions.

The following Terms and Conditions are attached to and form part of the Proposal for Professional Services Wetland/Watercourse Delineation and Potential Vernal Pool Survey in Brunswick, Maine, to be performed by STANTEC and together, when the CLIENT authorizes STANTEC to proceed with the services, constitute the AGREEMENT.

DESCRIPTION OF WORK: STANTEC shall render the services described in the Proposal (hereinafter called the "SERVICES") to the CLIENT.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the CLIENT and STANTEC. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This AGREEMENT supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the PROJECT. All alterations, additions, or deletions to STANTEC's SERVICES or materials to be furnished by STANTEC shall be set forth in a written change order signed by STANTEC. The Change Order shall clearly set forth the adjustment being made to the Contract Price resulting from the change order. In the event that CLIENT orders additional work to be performed and a change order is not executed by the parties, the CLIENT shall be responsible for all costs including without limitation, labor, material, and equipment (collectively the "total costs").

COMPENSATION: Payment is due to STANTEC upon receipt of invoice. Failure to make any payment when due is a material breach of this AGREEMENT and will entitle STANTEC, at its option, to suspend or terminate this AGREEMENT and the provision of the SERVICES. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

NOTICES: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

CLIENT'S RESPONSIBILITIES: The CLIENT shall make available to STANTEC all relevant information or data pertinent to the PROJECT, including PROJECT budget and time constraints, which is required by STANTEC to perform the SERVICES. STANTEC shall be entitled to rely upon the accuracy and completeness of all information and data furnished by the CLIENT, including information and data originating with other consultants employed by the CLIENT whether such consultants are engaged at the request of STANTEC or otherwise. Where such information or data originates either with the CLIENT or its consultants then STANTEC shall not be responsible to the CLIENT for the consequences of any error or omission contained therein. The CLIENT shall give prompt consideration to all documentation related to the PROJECT prepared by STANTEC and whenever prompt action is necessary shall inform STANTEC of CLIENT's decisions in such reasonable time so as not to delay the schedule for providing the SERVICES. When applicable, the CLIENT shall arrange and make provision for STANTEC's safe and secure entry to the PROJECT site as well as other public and private property as necessary for STANTEC to perform the SERVICES.

STANTEC'S RESPONSIBILITIES: In performing the SERVICES, STANTEC will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the SERVICES at the time and the location in which the SERVICES were performed. This standard of care is the sole and exclusive standard of care that will be applied to measure STANTEC's performance. There are no other representations or warranties expressed or implied made by STANTEC. STANTEC does not warrant the SERVICES to any third party and the CLIENT shall indemnify and hold harmless STANTEC from any demands, claims, suits or actions of third parties arising out of STANTEC's performance of the SERVICES. In performing the SERVICES under this AGREEMENT, STANTEC shall operate as and have the status of an independent contractor and shall not act as, or be an employee of the CLIENT. The SERVICES performed by STANTEC shall be subject to the inspection and the review of the CLIENT at all times but such inspection and review shall not relieve STANTEC from its responsibility for the proper performance of the SERVICES.

NO PERFORMANCE GUARANTIES: If the SERVICES include the installation of any equipment, product, materials, or goods of any sort, including plants and vegetation, STANTEC makes no representation or warranty regarding the performance thereof, including any warranty of fitness for a particular purpose or of merchantability.

CONFIDENTIALITY: Confidential information shall mean all information disclosed to STANTEC, which relates to the CLIENT's past, present and future business activities. STANTEC shall hold all such confidential information in trust and confidence for CLIENT, and agrees that it will not, during or after the termination of the Agreement, disclose to any person, firm, corporation or entity, nor use for its own business or benefits, any information obtained by it while in the execution of the terms and conditions of this Agreement without the express permission of the CLIENT, except as required by law, ordinance, regulation or governmental order. This provision does not apply to information that is presently a matter of public knowledge or that becomes known to public in the future via publication or becomes otherwise obtainable from any source available to the public. This confidentiality provision supersedes and supplants any other confidentiality agreement or non-disclosure agreement between CLIENT and STANTEC that pertains to the Project and/or SERVICES.

TERMINATION: Either party may terminate the AGREEMENT without cause upon thirty (30) days notice in writing. If either party breaches the AGREEMENT and fails to remedy such breach within seven (7) days of notice to do so by the non-

defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the CLIENT of STANTEC's invoices within 30 days of STANTEC rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of STANTEC are terminated. On termination by either party, the CLIENT shall forthwith pay STANTEC all fees and charges for the SERVICES provided to the effective date of termination.

SUSPENSION OF SERVICES: If the project is suspended for more than thirty (30) calendar days in the aggregate, Stantec shall be compensated for services performed and charges incurred prior to receipt of notice to suspend and, upon resumption, an equitable adjustment in fees to accommodate the resulting demobilization and remobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the PROJECT is suspended for more than ninety (90) days, Stantec may, at its option, terminate this agreement upon giving notice in writing to the CLIENT.

BUILDING CODES, BYLAWS AND OTHER PUBLIC REGULATIONS: Stantec shall, to the best of its ability, interpret building codes, by-laws and other public regulations as they apply to the PROJECT and as they are published at the time SERVICES commence. Furthermore, Stantec shall observe and comply with all applicable laws, ordinances, codes and regulations of government agencies, including federal, state, provincial, municipal and local governing bodies having jurisdiction over the conduct of the SERVICES ("LAWS"). However, it is expressly acknowledged and agreed by the CLIENT that as the PROJECT progresses such building codes, by-laws, other public regulations and LAWS may change or the interpretation of any public authority may differ from the interpretation of Stantec, through no fault of Stantec, and any extra costs necessary to conform to such changes or interpretations during or after execution of the SERVICES will be paid by the CLIENT.

COST AND SCHEDULE OF CONSTRUCTION WORK: In providing opinions of probable cost and project schedule, it is recognized that neither the CLIENT nor Stantec has control over the costs of labor, equipment or materials, or over the Contractor's methods of determining prices or time. The opinions of probable cost or project duration are based on Stantec's reasonable professional judgment and experience and do not constitute a warranty, express or implied, that the Contractors' bids, project schedules, or the negotiated price of the Work or schedule will not vary from the CLIENT's budget or schedule or from any opinion of probable cost or project schedule prepared by Stantec. Exact costs and times will be determined only when bids have been received for the PROJECT and when the construction work has been performed and payments finalized.

ADMINISTRATION OF CONSTRUCTION CONTRACTS: When applicable, Stantec shall provide field services during the construction of the PROJECT only to the extent that such SERVICES are included and defined in this AGREEMENT. The performance of the construction contract is not Stantec's responsibility nor are Stantec's field services rendered for the construction contractor's benefit.

It is understood and agreed by the CLIENT and Stantec that only work which has been seen during an examination by Stantec can be said to have been appraised and comments on the balance of any construction work are assumptions only.

When field services are provided by Stantec, the authority for general administration of the PROJECT shall reside with Stantec only to the extent defined in this AGREEMENT. In such case, Stantec shall coordinate the activities of other consultants employed by the CLIENT, only to the extent that Stantec is empowered to do so by such other consultants' contracts with the CLIENT.

Stantec shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents nor for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the PROJECT. When field services are provided, no acceptance by Stantec of the work or services of a construction contractor or other consultants, whether express or implied, shall relieve such construction contractor or other consultants from their responsibilities to the CLIENT for the proper performance of such work or services and further, Stantec shall not be responsible to the CLIENT or to the construction contractor or to the other consultants for the means, methods, techniques, sequences, procedures and use of equipment of any nature whatsoever, whether reviewed by Stantec or not, which are employed by the construction contractor or the other consultants in executing, designing, or administering any phases of the PROJECT, or for placing into operation any plant or equipment or for safety precautions and programs incidental thereto.

When field services are provided, Stantec will not be designated as the party responsible for the compliance by others on the construction work site with the purposes or requirements of applicable environmental, occupational health and safety, or similar legislation. The CLIENT shall designate a responsible party, other than Stantec, for the coordination and performance of environmental, occupational health and safety activities on the construction work site as required by applicable legislation and associated regulations.

JOBSITE SAFETY: Neither the professional activities of Stantec, nor the presence of Stantec or its employees and subconsultants at a construction site, shall relieve the CLIENT and any other entity of their obligations, duties and responsibilities with respect to job site safety. Subject only to applicable legislation, Stantec and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions.

ENVIRONMENTAL: Except as specifically described in this AGREEMENT, STANTEC's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

Where the SERVICES include storm water pollution prevention (SWPP), sedimentation or erosion control plans, specifications, procedures or related construction observation or administrative field functions, CLIENT acknowledges that such SERVICES proposed or performed by STANTEC are not guaranteed to provide complete SWPP, sedimentation or erosion control, capture all run off or siltation, that any physical works are to be constructed and maintained by the CLIENT's contractor or others and that STANTEC has no control over the ultimate effectiveness of any such works or procedures. Except to the extent that there were errors or omissions in the SERVICES provided by STANTEC, CLIENT agrees to indemnify and hold STANTEC harmless from and against all claims, costs, liabilities or damages whatsoever arising from any storm water pollution, erosion, sedimentation, or discharge of silt or other deleterious substances into any waterway, wetland or woodland and any resulting charges, fines, legal action, cleanup or related costs.

LIMITATION OF LIABILITY: The CLIENT releases STANTEC from any liability and agrees to defend, indemnify and hold STANTEC harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the SERVICES, excepting liability arising from the sole negligence of STANTEC.

It is further agreed that the total amount of all claims the CLIENT may have against STANTEC under these Terms and Conditions or arising from the performance or non-performance of the SERVICES under any theory of law, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to STANTEC for the SERVICES or \$500,000. No claim may be brought against STANTEC more than two (2) years after the cause of action arose. As the CLIENT's sole and exclusive remedy under these Terms and Conditions any claim, demand or suit shall be directed and/or asserted only against STANTEC and not against any of STANTEC's employees, officers or directors.

STANTEC's liability with respect to any claims arising out of this AGREEMENT shall be absolutely limited to direct damages arising out of the SERVICES and STANTEC shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the CLIENT, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

DOCUMENTS: All of the deliverables, reports, field data, maps and other documents prepared by or on behalf of STANTEC in connection with the PROJECT are instruments of service for the execution of the PROJECT. STANTEC retains the property and copyright in these documents, whether the PROJECT is executed or not. These documents may not be relied upon by any party other than the CLIENT nor be used for any other purpose without the prior written consent of STANTEC. In the event STANTEC's documents are subsequently reused or modified in any material respect without the prior consent of STANTEC, the CLIENT agrees to defend, hold harmless and indemnify STANTEC from any claims advanced on account of said reuse or modification.

STANTEC cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). CLIENT shall release, indemnify and hold STANTEC, its officers, employees, consultants and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of STANTEC, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without STANTEC's written consent.

INTELLECTUAL PROPERTY: Any work product, inventions, ideas or other original work made, conceived or authored by STANTEC and/or STANTEC's employees, agents or subcontractors, including all input materials and output materials, the media upon which they are located (including cards, tapes, disks and other storage facilities), and all software programs or packages (together with any related documentation, source code or codes, object codes, upgrades, revisions, modifications, and any related materials) which are utilized or developed solely by STANTEC and/or STANTEC's employees, agents or subcontractors, or in cooperation with CLIENT, and which may or may not be either confidential or proprietary, in the course of performance of the SERVICES hereunder, regardless of the stage of completion, shall remain the exclusive property of STANTEC.

FORCE MAJEURE: Any default in the performance of the SERVICES caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.

FIELD SERVICES: STANTEC shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the PROJECT, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. STANTEC shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the PROJECT.

USE OF CLIENT'S EQUIPMENT: If CLIENT provides equipment for STANTEC's use in the performance of the SERVICES, STANTEC shall not be liable for the inaccuracy or incompleteness of any data or results or for delay that is caused by or is the result of

the breakage or unavailability of the equipment or as result of CLIENT's failure to calibrate, maintain, operate or schedule said equipment.

GOVERNING LAW/COMPLIANCE WITH LAWS: The AGREEMENT shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the SERVICES are performed. STANTEC shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

DISPUTE RESOLUTION: If requested in writing by either the CLIENT or STANTEC, the CLIENT and STANTEC shall attempt to resolve any dispute between them arising out of or in connection with this AGREEMENT by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, if mutually agreed, the dispute shall be referred to arbitration pursuant to laws of the jurisdiction in which the majority of the SERVICES are performed or elsewhere by mutual agreement.

ATTORNEYS FEES: In the event of a dispute hereunder, the prevailing party is entitled to recover from the other party all costs incurred by the prevailing party in enforcing this AGREEMENT and prosecuting the dispute, including reasonable attorney's and expert's fees, whether incurred through formal legal proceedings or otherwise.

ASSIGNMENT: The CLIENT and STANTEC shall not, without the prior written consent of the other party, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the AGREEMENT shall be binding on the CLIENT and STANTEC.