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WITH RECREATION COMMISSION PARTICIPATING FROM TOWN HALL AND REMOTE LOCATIONS*

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BRUNSWICK RECREATION COMMISSION

Wednesday, January 31, 2024
7:00p.m.

TOWN HALL-COUNCIL CHAMBERS
85 UNION STREET

AGENDA

1. Minutes of January 17, 2024
2. Citizen's input/correspondence:
3. Adjustments to the agenda
4. **OLD BUSINESS**
 - a. Captain William Fitzgerald & Maine Gravel Services Master/Management Plan Committee Process Update –Director Farrell
 - Proposed Amendment to the Parks and Recreation Areas Ordinance
5. **NEW BUSINESS**
6. **OTHER BUSINESS**
7. Date for the next meeting is Wednesday, February 21, 2024. The meeting will be held at the Brunswick Town Hall Located in Town Council Chambers beginning at 7:00pm.
8. Adjournment



Town of Brunswick, Maine
Parks and Recreation Department
Thomas M. Farrell, Director
Sabrina Best, Deputy Director
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RECREATION COMMISSION - MEETING MINUTES

Wednesday, January 17, 2024

Council Chambers – Town Hall, 85 Union Street

Agenda Packet with supporting documents being addressed or referenced during the meeting can be found on the town website, or [CLICK HERE](#).

MEETING CALLED TO ORDER AT 7:00PM BY CHAIR LYNE ([Link to Video](#))

Roll Call; Chair Mike Lyne and Commissioners Emilie Schmidt, Brianne Smithson, Adam Caron and Will Wilkoff

Staff; Parks and Recreation Director, Tom Farrell, Deputy Director, Sabrina Best, Parks

Guest; Rebecca Lincoln & Sherry Mason

1. **APPROVAL OF December 20, 2023, MEETING MINUTES; MOTION TO APPROVE BY COMMISSIONER CARON, SECOND COMMISSIONER SMITHSON VOTE 4-0 UNANIMOUS, SMITHSON ABSTAINED.**
2. **CITIZEN INPUT AND CORRESPONDENCE; NONE**
3. **ADJUSTMENTS TO THE AGENDA;** Chair Lyne moved New Business to the top of the agenda.

Rebecca Lincoln, Chair of the Climate Action Plan joined the meeting to request the Commissions input in the Climate Action Plan. She explained in depth the overall goals and process that requires input from all the Town’s boards and committees. There is a public meeting will be held beginning of March which is driving the short turn around time for the Commission to respond. To watch the full explanation and discussion please [CLICK HERE](#).

Chair Lyne moved Old Business Item A: **FORMER MAINE GRAVEL SERVICE & CAPTAIN FITZGERALD UPDATE**

Sherry Mason, Chair of the Captain William Fitzgerald & Maine Gravel Services Master/Management Plan Committee is coming to the Recreation Commission requesting for a vote of support to officially include the properties under the Parks and Recreation Ordinance. Currently the property is Town owned but not governed under any rules and regulations as it’s not listed under the Parks and Recreation Ordinance. This exposes the Town to liability.

Director Farrell explained that there is currently a section of the property that has an active firing range being used by the Brunswick Police Department and traditionally hunting by the public has occurred over the decades. If voted under the Ordinance, firing ranges and hunting would be impacted, unless otherwise noted in the vote. Commissioner Schmidt asked about the Town’s liability if the property is accepted into the ordinance and open to the public, but the active fire range remains and/or hunting. Director Farrell has discussed with the Town

Attorney who will be drafting the final language based off the Commissions recommendation. Ultimately the Committee will work on recommendations for uses to be presented in the Fall.

If the Commission made a motion to accept the properties under the Ordinance, this would then go to Council where a public hearing would be set before going back to the Council for final vote of acceptance. This process could take 6-8 weeks or longer.

No vote was held, Director Farrell will set up a call with the two Chairs and Town Attorney to discuss alternative language before it comes back to the Commission for a vote.

4. RECREATION PROGRAM REPORT

Deputy Director Best highlighted the report in the agenda packet;

- All the Winter Program fliers have been published and there is a breakdown of when registration will open and in which software on the website.
- Positions open include Full Time Lead Teacher in Childcare for \$18.50-\$21 an hour, part time teacher floats, seasonal custodian Maintenance worker for \$19.50 an hour.
- Civic Rec has been launched and within the last 30 days we have 967 new accounts and 83 registrations for programs. Next phase will be to launch the memberships with fitness room access once equipment has been installed.
- The Brunswick Recreation Center is entering its busy season where every group and activity is trying to get indoor time. This has created changes and adjustments to the courts and track and the public is encouraged to reference the weekly schedule and not assume the schedule is the same.
- Summer Camp information and registration opens on February 5 at 9am in CIVIC Rec.
- Valentine’s Ball is coming up in a few weeks on Saturday, February 10 at HBS from 5-7pm. Tickets are available thru CIVIC Rec.
- Childcare update includes numbers of children enrolled which are reflective of staff levels. An effort is being made to hire staff in the next month to get closer to the 34 goal.
- Fitness numbers are still looking strong as winter months provide an increase in numbers.

Commissioner Schmidt asked about Winter Ice Rinks, Director Farrell provided an update and referenced the website for any future updates or changes.

5. OLD BUSINESS

a.) MIDCOAST ATHLETIC & RECREATION COMPLEX (MARC) LC4 UPDATE

Chair Lyne provided an update on the LC4 Committee meeting that focused on fundraising for the next components and strategic approach to grants, public fundraising including the naming rights element. To finish all components under Phase 1 is roughly \$6 million and include the turf, 2 playgrounds, tennis courts and basketball courts.

The Communications Committee is working on the Ribbon Cutting and Grand Opening celebration targeting for the end of June 2024 which includes the perimeter trail, Pickleball courts and Skatepark.

For more information the public can visit www.marcproject.org.

b.) BRUNSWICK LANDING PERIMETER TRAIL

Director Farrell has attended various meetings with key land owners to begin discussions on proposed trail layout. The proposed trail map was included in the agenda packet and includes existing trails such as Kate Furbish, Neptune Trails, McKeen Woods etc.

Director Farrell gave kudos to the Town's GIS Administrator, Jessica Hanscomb, on support being provided to the Maine Gravel & Fitzgerald and Perimeter trail committees.

6.) NEW BUSINESS – SEE ABOVE UNDER Adjustments to the Agenda

7.) OTHER BUSINESS ([Link to Video](#))

Next meeting will be held Wednesday, February 21, 2024; Meeting will be held at the Brunswick Town Hall, participants are able to zoom into the meeting, starting at 7:00pm.

8.) ADJOURNMENT

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

The meeting was adjourned at 9:26pm.

To View the full taping of the meeting please visit the [Agenda Center](#) at www.brunswickme.org.

ARTICLE V. - PARKS AND RECREATION AREAS^[3]

Footnotes:

-- (3) --

Cross reference— Conservation commission, § 2-76 et seq.; parks and shade trees excepted from the jurisdiction of the conservation commission, § 2-83; recreation commission, § 2-101 et seq.; human services, Ch. 9; shellfishing, § 11-71 et seq.; occupancy of parks limited, § 14-6.

DIVISION 1. - GENERALLY

Secs. 14-96—14-120. - Reserved.

DIVISION 2. - REGULATIONS^[4]

Footnotes:

-- (4) --

Cross reference— Recreation commission to adopt regulations for public recreation areas subject to the approval of the town council, § 2-103(2).

Sec. 14-121. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bicycle shall mean a human-powered, pedal-driven, mode of transport, having two (2) wheels attached to a frame, one (1) behind the other. This shall include electric bicycles also known as an e-bikes, having an integrated electric motor which can be used to assist propulsion.

Commission refers to the recreation commission created in [section 2-101](#).

Director refers to the parks and recreation director of the town.

Municipal park ranger shall mean the enforcement officer appointed by the parks and recreation director to enforce this division.

Vehicle means any conveyance including, but not limited to, an automobile, truck, motorcycle, trail bike, trailer, wagon, snowmobile, bicycle, or watercraft.

(Ord. of 6-13-83, § 102; Ord. of 5-4-98; Ord. of 5-17-21)

Cross reference— Definitions and rules of construction generally, [§ 1-2](#).

Sec. 14-122. - Purpose.

The purpose of this division is to regulate the conduct of persons using or occupying the public parks and recreation areas of the town in order to preserve these areas from misuse or destruction and to enhance their use for the members of the public who are capable of acting in a reasonable manner.

(Ord. of 6-13-83, § 101)

Sec. 14-123. - Construction.

The following order of construction applies to this division:

- (1) *Scope of division.* This division applies to all activities in, on, or over the public parks described in [section 14-124](#).
- (2) *Application to violation caused by another.* This division applies equally to any person who violates or who causes a violation of any of its provisions.
- (3) *Exception.* This division does not apply to the activities of town employees or independent contractors engaged in construction, maintenance, or repair operations under the supervision or control of the commission.

(Ord. of 6-13-83, § 103)

Sec. 14-124. - Description of parks and facilities.

The parks referred to in this division include the areas within the boundaries of the following town properties as described in the records of the tax assessor's office as follows:

Name	Assessor's Map and Lot Numbers	
Coffin Pond	16	4B
Edwards Field	U6	37
Lishness Field	40	7
Hambleton Ave. Playground	U2	64—66
Sawyer Park Marina	46	37C
Water Tower Nature Area	16	4A
Great Island Chain	41	12A, 13 , 14, 14A, 14B, 14C, 14D, 14E
Municipal Tennis Courts	U22	29
Nathaniel Davis Park	U15	65
Town Commons	24	1
Simpson Point Landing	31	
Maquoit Landing	26	
Mere Point Boat launch	MP2	25, 39, 43
Water Street Landing	U7	16 , 17 , 19
Water Street Landing	40	8C
Pinette's Landing	U7	19
Baybridge Landing Wetland Park	47	12
250th Anniversary Park	U14	152, 152A, 153
Fish Viewing Facility	U14	150

Name	Assessor's Map and Lot Numbers	
Mill Street Portage Facility	U15	123
Prince's Point Landing	36	6A
Senior Gardens	U7	64
Lamb Park	U24	2A
Shulman Field	U40	17 , 36
Wildwood Field	52	122
River Road Ski Trails	15	7
Coffins Ice Pond	36	48
Barnes Landing	32	
Longfellow Playground	U12	33
Androscoggin River Bicycle Path	40	7A, 8B, 8C, 11 and the Route 1 right-of-way
Cox Pinnacle	3	32
Old High School Athletic Field and Skate Park	U22	29
Pejepscot Dam Recreation Area	1 8	1 , 12 , 14
Greater Commons	24 U40	8, 40, 42, 44, 70, 278, 228, 240
Upper/Lower Mall and Spanish War Triangle	U13	185
Public Benefit Conveyances from U.S. Navy	40	161, 162, 163, 164, 165
Kate Furbish Preserve	40	167
McKeen Landing Park	U29	242, 243, 244

Sec. 14-125. - Damage to property.

A person shall not damage, move, or remove any building, structure, appurtenance, or personal property whatsoever.

(Ord. of 6-13-83, § 105)

Sec. 14-126. - Erection of structures.

A person shall not construct or erect a building or structure of any kind.

(Ord. of 6-13-83, § 106)

Sec. 14-127. - Damage to plants.

A person shall not climb, damage, remove, or pick the flowers or seeds of a tree or other plant. A person shall not attach a rope, wire or other contrivance to any tree or other plant. A person shall not dig in or otherwise disturb grass areas, or in any other way injure or impair the natural beauty or usefulness of any area.

(Ord. of 6-13-83, § 107)

Sec. 14-128. - Improper use.

A person shall not climb, walk, stand, or sit on a monument, vase, fountain, railing, fence, or any other structure not designed for that purpose.

(Ord. of 6-13-83, § 108)

Sec. 14-129. - Obey signs.

A person shall obey all traffic signs and all signs posted for the protection of property, or the promotion of the health, safety, or general welfare of the occupants of a park or the residents of the town.

(Ord. of 6-13-83, § 109)

Sec. 14-130. - Operation of vehicles.

A person shall not operate any vehicle in a park on any area except a public way, park road, or parking area, or in those areas specifically designated by the director. However, bicycles, including only class 1 or class 2 electric bicycles, shall be permitted on public paths provided and designated for their use, regardless of where such public path is located.

(Ord. of 6-13-83, § 110; Ord. of 5-17-21)

Sec. 14-131. - Parking.

The following regulations apply to parking:

- (1) *Designated areas.* A person shall park a vehicle only in a designated parking area and in accordance with any posted directions or the instructions of any parking attendant.
- (2) *Night parking.* Except as approved by the director, a person shall not leave a vehicle standing or parked at night in a park after closing hours. A vehicle found in a park after closing hours shall be towed away and stored at the expense of the owner.

(Ord. of 6-13-83, § 111)

Sec. 14-132. - Bicycles.

The following regulations apply to bicycles:

- (1) *Confined to roads.* A person shall not ride a bicycle in other than an area designated for that purpose, but may wheel a bicycle over any area reserved for pedestrian use.
- (2) *Operation.* A person shall ride a bicycle on the right-hand side of the road, in single file, and in a reasonable manner, signaling all turns and passing to the right of any on-coming vehicles.
- (3) *Designated racks.* A person shall not leave a bicycle at a place other than a bicycle rack or designated bicycle parking area.
- (4) *Bicycles not in use.* A person shall not leave a bicycle lying on the ground or in any place or position where another may trip over or be injured by it.

(Ord. of 6-13-83, § 112)

Sec. 14-133. - Horses.

Horses are prohibited from the Androscoggin Bicycle Path in its entirety from lower Water Street to the end of Grover Lane.

(Ord. of 3-1-99)

Sec. 14-134. - Bathing and swimming.

A person shall not swim, bathe, or wade in a body of water or a park or any tributary or storm drain flowing into a park, except in those areas which are specifically designated for swimming or bathing purposes, and in compliance with regulations adopted by the commission.

(Ord. of 6-13-83, § 113; Ord. of 3-1-99)

Sec. 14-135. - Hunting and firearms.

A person shall not hunt, trap, or disturb wildlife. A person shall not possess or discharge a firearm, blank gun, air rifle, spring gun, bow and arrow, sling, or any other type of weapon which is potentially dangerous to human beings or to wildlife. The second sentence of this section does not apply to blank guns or bows and arrows being used for sporting events authorized by the director. This section does not prohibit a licensed hunter in possession of a weapon, which is not ready to fire a projectile, from passing through a park to other areas lawful for hunting during hunting season. The exception to this section is hunting with a bow, shotgun or black powder gun is allowed on the Kate Furbish Preserve property.

(Ord. of 6-13-83, § 114; Ord. of 3-1-99; Ord. of 10-7-13)

Sec. 14-136. - Intoxicating beverages.

A person shall not possess alcoholic beverages, except in those areas designated by the commission.

(Ord. of 6-13-83, § 115; Ord. of 3-1-99)

Sec. 14-137. - Fires.

A person shall not build a fire except in those areas designated and in accordance with regulations adopted by the commission.

(Ord. of 6-13-83, § 116; Ord. of 3-1-99)

Sec. 14-138. - Closed areas.

A person shall not enter or use an area closed to the public by the commission.

(Ord. of 6-13-83, § 117; Ord. of 3-1-99)

Sec. 14-139. - Public wharves and landings.

Cross reference— Town Launch Facilities, [Ch. 11-6](#).

- (a) *Obstruction of wharves and landings.* No person shall obstruct by any means whatsoever the free use of piers, docks, and town landings. The town wharves shall be used only for loading and unloading. Watercraft shall not remain moored to the wharf or floats for a period longer than thirty (30) minutes.
- (b) *Animals.* A person who owns, possesses or controls an animal on a public landing and adjacent public lands shall remove any feces left by the animal in the area by transporting the feces to the person's residence for proper disposal.
- (c) *Feeding of migratory waterfowl.*
 - (1) Definitions. As used in this article, the following terms shall have the meanings indicated:
Migratory waterfowl includes those species of birds commonly known as "gulls", "geese", and "ducks", and any other waterfowl falling under the jurisdiction of the United States Fish and Wildlife Service.
 - (2) It shall be unlawful for any person to feed any migratory waterfowl on public wharves and landings and adjacent town lands.
 - (3) It shall be unlawful for any person to create any condition which results in a congregation of migratory waterfowl on a public landing and adjacent public lands which:
 - a. Results in an accumulation of waterfowl feces or droppings;
 - b. Results in damage to flora, fauna or public property or safety or welfare;
 - c. Results in a threat or nuisance to the health, safety or welfare; or
 - d. Results in a threat to the health, safety or welfare of said migratory waterfowl.

(Ord. of 6-13-83, § 117A; Ord. of 3-1-99; Ord. of 6-19-06; Ord. of 4-7-08(2))

Sec. 14-140. - Merchandising, advertising and signs.

Except for concessions authorized by the commission, a person shall not display, offer to sell, or sell anything. As used in this section, "concessions" shall include not only food but also the right to display, offer to sell, or sell goods and services. This section does not pertain to the lower and upper malls which are regulated by the town council.

(Ord. of 6-13-83, § 119; Ord. of 3-1-99; Ord. of 2-18-03(2); Ord. of 3-23-09(1); Ord. of 5-17-21)

Sec. 14-141. - Park operating policies.

- (a) *Hours.* The commission shall establish the hours of attendance at all parks. The commission shall have a notice of the hours of attendance posted at each park. The commission may vary the attendance hours for special activities.

- (b) *Closed areas.* Any section or part of any park may be declared closed to the public by the director at any time for any interval of time, either temporarily or at regular stated intervals.
- (c) *Entry prohibited.* Except with the written permission of the director, a person shall not enter, pass through, or remain in the park after closing time, or in the closed area of any park. If an admission fee is charged, a person shall not enter a park without first paying the fee.

(Ord. of 6-13-83, § 120; Ord. of 5-4-98; Ord. of 3-1-99)

Sec. 14-142. - Conflicting provisions.

If there is a conflict between this division and any other provision of this Code or ordinance which might apply to a public park, the provisions of this division shall prevail.

(Ord. of 6-13-83, § 122; Ord. of 3-1-99)

Sec. 14-143. - Removal and disposal of animal waste on the Androscoggin River Bicycle path.

- (a) A person who owns, possesses or controls an animal on the Androscoggin River Bicycle Path shall have in his or her possession a tool, implement, device or waste bag for the purpose of removing and disposing of feces left by the animal.
- (b) A person who owns, possesses or controls an animal on the Androscoggin River Bicycle Path shall remove any feces left by the animal in the area between the Androscoggin River and the fence that separates the path from the roadway and shall dispose of the feces by placing the feces in a litter receptacle provided on the Androscoggin River Bicycle Path or by transporting the feces to the person's residence for disposal.
- (c) This section shall not apply to a person who is unable to comply with the requirements of this section because of a physical disability.

(Ord. of 10-20-03(2))

Secs. 14-144—14-149. - Reserved.

Sec. 14-150. - Enforcement.

Brunswick Police Officers and employees of the parks and recreation department, including municipal park rangers, shall enforce this division. Any person acting in violation of this division may be ejected from any park by those persons with enforcement power.

(Ord. of 6-13-83, § 123; Ord. of 5-4-98; Ord. of 3-1-99; Ord. of 10-20-03(2))

Note— Formerly [§ 14-143](#)

Sec. 14-151. - Penalty.

Any person who violates this division shall forfeit a civil penalty in accordance with the Master Schedule of Revenues, Charges, Fees and Fines, Appendix B to this Municipal Code of Ordinances for the first and second offenses and for subsequent offenses.

(Ord. of 6-13-83, § 124; Ord. of 3-1-99; Ord. of 10-20-03(2); Ord. of 11-16-2015(3))

Note— Formerly § 14-144.

Secs. 14-152—14-160. - Reserved.

Proposed amendment language to be added to the parks and recreation areas ordinance as requested by the Former Maine Gravel Services & Captain William Fitzgerald Master Development & Management Plan Committee

Sec. 14-164 Public Lands off Sturgeon Lane and Lindbergh Crossing

The following parcels are hereby temporarily designated as a public outdoor recreation area pending Town Council adoption of a Master Re-Use plan for these parcels:

Map 48, Lot 22, Map 48, Lot 25, Map 48, Lot 28, Map 48, Lot 29, Map 48, Lot 31, and the parcel at Map 48, Lot 38 commonly referred to as the Captain William A. Fitzgerald USN, Recreation and Conservation Area.

These properties shall be open for general public recreational use, except that the Director may post certain portions of the property as "No Public Access." The provisions of Sections 14-125 through 14-140 shall apply to these areas. Possession or discharge of firearms by the public shall be prohibited, except that hunting with a bow, shotgun or black powder gun shall be permitted. The Director shall have the discretion to adopt additional policies and to post signage as deemed necessary to protect these lands and the public's health, safety and welfare.