

**APPROVED  
TOWN COUNCIL  
Minutes  
July 17, 2023  
Regular Meeting 6:30 P.M.  
Town Hall - Council Chambers  
85 Union Street, Brunswick, Maine**

**Councilors Present:** W. David Watson, Stephen S. Walker, Abby King, Sandra Updegraph, Jennifer Hicks, Nathaniel Shed, James Mason, Kathy Wilson, and Dan Ankeles

**Councilors Absent:** None

**Town Staff Present:** John S. Eldridge, III, Town Manager; Fran Smith, Town Clerk; Julie Henze, Finance Director; Trey Crews, Town Engineer; Sally Costello, Director of Economic Development; Taylor Burns, Assessor; and the video crew.

Chair Mason opened the meeting and acknowledged the meeting had been properly noticed. He led the Pledge of Allegiance.

**Adjustments to Agenda**

None

**Public Comments/Announcements** (for non-agenda items) Five minutes per speaker. ([\*This item was discussed at 6:32 p.m.\*](#))

Councilor Wilson spoke of the need to have the Town Mall handicap accessible for events like music on the mall.

Councilor Watson thanked TV 3 and Recreation Department for hosting the Maine Nation Guard Band. He will be working on a project to identify Brunswick High School graduates who passed in wars to update that information.

Councilor Hicks spoke on an upcoming meeting for the Jordan Avenue neighborhood.

**MANAGER'S REPORT** ([\*This item was discussed at 6:39 p.m.\*](#))

**a) Financial Update**

Manager Eldridge provide this update.

**b) Upcoming Nomination Papers Available**

Clerk Smith provided this update.

**Town Council Minutes**

**July 17, 2023**

**Page 2**

**c) Update on Asylum Seeker Programs**

Director Costello and Isabella Huang, Bowdoin College intern, provide this update.

**d) Report from the Water District**

Craig Douglas, Director of Water District, provide this report and responded to questions from Councilor Ankeles, Councilor Wilson, Councilor Updegraph, Councilor Walker, Councilor Watson, and Councilor Shed.

**PUBLIC HEARINGS**

- 105. The Town Council will hear public comments on a new license and will take any appropriate action. (Town Clerk) [\*\(This item was discussed at 7:08 p.m.\)\*](#)**

**Malt/Vinous/Spiritous**

**Social Goose Maine, LLC**

**D/B/A Social Goose Bar**

**94 Maine Street**

**Barry and Catherine Hull**

Chair Mason opened the public hearing.

Clerk Smith introduced this item.

Ms. Hull, owner, spoke regarding this item and responded to questions from Councilor Updegraph.

**Councilor Wilson move, Councilor Ankeles seconded, to approve an alcohol license for Social Goose Bar, located at 94 Maine Street. The motion carried with nine (9) yeas.**

- 106. The Town Council will hear public comments on Special Amusement licenses for the businesses listed below and will take any appropriate action. (Town Clerk) [\*\(This item was discussed at 7:10 p.m.\)\*](#)**

**Natural Selection, Inc.**

**D/B/A: Wild Oats Bakery**

**166 Admiral Fitch Ave.**

**Marshall Shepherd**

**Brickyard Brunswick, LLC**

**D/B/A: Brickyard Hollow Brewing Co.**

**149 Maine St.**

**Brenden Medeiros**

Chair Mason opened the public hearing.

---

**Town Council Minutes**

**July 17, 2023**

**Page 3**

Clerk Smith introduced this item and responded to questions from Councilor Updegraph and Councilor Shed.

Chair Mason closed public hearing.

**Councilor Walker moved, Councilor Watson seconded, to approve special amusement licenses for Wild Oats Bakery, located at 166 Admiral Fitch Avenue, and Brickyard Hollow Brewing, located at 149 Maine Street. The motion carried with nine (9) yeas.**

**107. The Town Council will hear public comments on the following two ordinance amendments, to be enacted on a regular and emergency basis, and will take any appropriate action. (Town Manager) *(This item was discussed at 7:16 p.m.)***

- (1) The Municipal Code Chapter 14 and the Fee Schedule regarding street entrances and curb cut regulations relative to the location, width, and design of the entrances to the public roadways.**
- (2) The Zoning Ordinance to remove conflicting language with the above amendments in Chapter 14.**

Chair Mason opened the public hearing.

Engineer Crews and Manager Eldridge introduced this item, and responded to questions from Councilor Ankeles, Councilor Shed, Councilor Hicks, Councilor Walker, and Councilor Watson.

Chair Mason closed the public hearing.

The Council was fine with voting this evening.

**Councilor Ankeles moved, Councilor Wilson seconded to adopt the following amendments, on an emergency and regular basis: 1) The Municipal Code Chapter 14 and the Fee Schedule regarding street entrances and curb cut regulations relative to the location, width, and design of the entrances to the public roadways, and 2) the Zoning Ordinance to remove conflicting language with the above amendments in Chapter 14. The motion carried with nine (9) yeas.**

*(A copy of the adopted ordinances will be attached to the official minutes)*

**NEW BUSINESS**

**108. The Town Council will consider adopting the Proclamation for The Town Mall to recognize its 200<sup>th</sup> Anniversary and will take any appropriate action. (Councilor Shed and Councilor Updegraph) *(This item was discussed at 7:35 p.m.)***

Councilor Shed introduced this item and read the proclamation.

---

**Town Council Minutes**

**July 17, 2023**

**Page 4**

Councilor Watson spoke regarding this item.

**Councilor Shed moved, Councilor Updegraph seconded, to adopt “A Proclamation Recognizing the 200<sup>th</sup> Anniversary of the Brunswick Mall.” The motion carried with nine (9) yeas.**

*(A copy of the proclamation will be attached to the official minutes.)*

**109. The Town Council will receive a letter from the School Department regarding use of third floor of Town Hall and determine if any future action will be taken. (School Board) [\(This item was discussed at 7:40 p.m.\)](#)**

Manager Eldridge introduced this item.

Councilor Shed, Councilor Updegraph, Councilor Wilson, Councilor Watson, Councilor King and Councilor Hicks had questions to which Manager Eldridge responded.

*(A copy of the letter will be attached to the official minutes)*

**110. The Town Council will hear a presentation by the Town Assessor regarding the status of the property assessment project and will determine if any future action is required. (Assessor) [\(This item was discussed at 8:01 p.m.\)](#)**

Assessor Burns made this presentation.

Councilor Shed, Councilor Watson, Councilor Walker, and Councilor Ankeles asked questions to which Assessor Burns responded.

*(A copy of the report is posted online as part of the Council packet.)*

**111. The Town Council will consider approving a Consent Agreement with Joseph and Tori Codd to resolve a private way issue and will take any appropriate action. (Town Manager) [\(This item was discussed at 8:45 p.m.\)](#)**

Manager Eldridge introduced this item.

Councilor Walker and Councilor Watson asked questions to which Manager Eldridge responded.

**Chair Mason moved, Councilor Shed seconded, to approve the Consent Agreement between the Town of Brunswick and Joseph and Tori Codd. The motion carried with nine (9) yeas.**

*(A copy of the agreement will be attached to the official minutes)*

---

**CONSENT AGENDA** *(This item was discussed at 8:55 p.m.)*

- a) Minutes of June 5, June 20, and June 26, 2023

**Chair Mason moved, Councilor Watson seconded, to approve the consent agenda. The motion carried with nine (9) yeas.**

**EXECUTIVE SESSION**

Executive session to discuss: 1) Union Negotiations per 1 M.R.S.A. §405(6)(D); 2) Personnel Matter per 1 M.R.S.A. §405(6)(A), and 3) Property Acquisition/Disposition per 1 M.R.S.A. §405(6)(C)

**Chair Mason moved, Councilor Watson seconded, to go into executive session to discuss Union Negotiations per 1 M.R.S.A. §405(6)(D). The motion carried with nine (9) yeas.**

**Chair Mason moved, Councilor Watson seconded, to go into executive session to discuss Personnel Matter per 1 M.R.S.A. §405(6)(A). The motion carried with nine (9) yeas.**

**Chair Mason moved, Councilor Watson seconded, to go into executive session to discuss Property Acquisition/Disposition per 1 M.R.S.A. §405(6)(C). The motion carried with nine (9) yeas.**

112. The Town Council will consider ratifying the Union Contract for the Teamsters Local #340 - Parks and Recreation Maintenance Union and will take any appropriate action. (Town Manager) *(This item was discussed after the executive session)*

Manager Eldridge introduced this item.

**Chair Mason moved, Councilor King seconded, to ratify the union contract for years 2022-25 between the Town of Brunswick and the Teamsters Local #340 - Parks and Recreation Maintenance Union. The motion carried with nine (9) yeas.**

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

113. The Town Council will consider ratifying the Union Contract for the Brunswick Emergency Communication Officer Association (BECOA) and will take any appropriate action. (Town Manager) *(This item was discussed after the executive session)*

Manager Eldridge introduced this item.

**Chair Mason moved, Councilor King seconded, to ratify the union contract for years 2023-26 between the Town of Brunswick and the Brunswick Emergency Communication Officers Associations. The motion carried with nine (9) yeas.**

---

**Town Council Minutes**

**July 17, 2023**

**Page 6**

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

**Councilor Watson moved, Councilor Walker seconded, to adjourn the meeting. The motion passed with nine (9) yeas.**

**PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT [WWW.BRUNSWICKME.ORG](http://WWW.BRUNSWICKME.ORG).**

*Frances M. Smith*

*Town Clerk*

*August 1, 2023*

August 21, 2023

*Date of Approval*

---

Council Chair