

Town of Brunswick, Maine

Consent Agenda

a)

Back up
materials

Draft
TOWN COUNCIL
Minutes
December 1, 2025
Regular Meeting 6:30 P.M.

Present: W. David Watson, James Ecker. Sandra Updegraph, Kim Anderson, Jennifer Hicks, Nathaniel Shed, Steve Weems, Kathy Wilson, and Nathan MacDonald.

Councilors Absent: None

Town Staff Present: Julia Henze, Town Manager; Jay Astle, Assistant Town Manager; Fran Smith, Town Clerk; Sally Costello, Director of Economic Development; Director; Ryan Leighton, Public Works Director; Julie Erdman, Director of Planning and Development; James Dealaman, Principal Planner; Tom Farrell, Director of Parks and Recreation; Chrissy Adamowicz, Project Manager; and the video crew.

Chair Updegraph opened the meeting, acknowledged that the meeting had been properly noticed and led the Pledge of Allegiance

Adjustments to Agenda

To move Item 165 to the next meeting

Public Comments/Announcements: *(This item was discussed at 6:31 p.m.)*

Councilor MacDonald addressed the food drive taking place at the town hall.

Brenda Day emphasized the need for a traffic light at the crosswalk on Lower Main Street.

Shaun Hogan discussed the importance of the Housing Committee in light of the housing crisis, but expressed concern that not all members are fully committed to its mission. He urged members to familiarize themselves with the comprehensive plan and stay updated on Planning Board meetings.

Donna Chale, representing the Brunswick Area Invisible group, expressed her support for the moratorium on mobile home parks, praised the efforts of the Public Works Department, and thanked Chair Updegraph for her service.

Bruce Kantner thanked the Council for their dedication over the past year. He raised concerns about the lack of oversight on all construction projects at Brunswick Landing and pointed out the absence of planning regarding PFAS issues. He suggested involving additional groups in the discussions.

Town Council Minutes

December 1, 2025

Page 2

Peggy Siegle echoed Mr. Kantner's remarks and expressed her desire to have questions answered about past developments and future plans for the site.

Jennifer Navarro reported calling the police on November 28 during the ribbon-cutting ceremony for the Tedford Shelter, due to an unsafe situation caused by cars being parked everywhere. She noted that she had raised these concerns previously, and this incident only reinforced her worries.

MANAGER'S REPORT *(This item was discussed at 6:49 p.m.)*

a) Restoration Advisory Board (RAB) Meeting

Manager Henze made this report.

Councilor Ecker spoke regarding this item.

b) Capital Improvement Program Workshops

Manager Henze made this report.

PUBLIC HEARINGS

- 153. The Town Council will hear public comments to adopt a zoning text amendment, Appendix A – Zoning Ordinance, Table 4.2.3 and 4.2.4 to exempt public school facilities from the required maximum building footprint per structure and will take any appropriate action. (Principal Planner) *(This item was discussed at 6:54 p.m.)***

Chair Updegraph opened the public hearing.

Principal Planner Dealaman introduced this item and responded to questions from Councilor Hicks, Councilor Watson, and Councilor Shed.

Chair Updegraph closed the public hearing.

The Council was fine with suspending the Council Rules to allow the Council to vote on this item at this meeting.

Councilor Weems spoke regarding the motion.

Councilor Hicks moved, Councilor Ecker seconded, to adopt a zoning text amendment, Appendix A – Zoning Ordinance, Table 4.2.3 and 4.2.4 to exempt public school facilities from the required maximum building footprint per structure. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

- 154. The Town Council will hear public comments to amend the Municipal Code of Ordinance Chapter 11, Marine Activities, Structures and Ways regarding the student apprentice program and reporting requirements for harvesters and will take any appropriate action. (Town Clerk) *(This item was discussed at 7:05 p.m.)***

Chair Updegraph opened the public hearing.

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

Ray Trombley spoke regarding this item.

Chair Updegraph closed the public hearing.

The Council was fine with suspending the Council Rules to allow the Council to vote on this item at this meeting.

Councilor Ecker and Councilor Watson spoke on the motion.

Councilor Ecker moved, Councilor Hicks seconded, to adopt an amendment to the Municipal Code of Ordinance Chapter 11, Marine Activities, Structures and Ways regarding the student apprentice program and reporting requirements for harvesters dated 12-01-2025. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

- 155. The Town Council will hear public comments to adopt “An Ordinance Authorizing Phase 1a of the Public Works Facility Project, With Total Project Costs Not to Exceed Six Million Five Hundred Thousand Dollars (\$6,500,000), and Further Authorizing Issuance of Bonds in an Amount not to Exceed Six Million Five Hundred Thousand Dollars (\$6,500,000), plus any Additional Appropriate Authorized Hereunder” (the estimated cost of borrowing over 20 years at 4.25% interest is \$9,400,625) and will take any appropriate action. (Town Manager) *(This item was discussed at 7:17 p.m.)***

Chair Updegraph opened the public hearing.

Manager Henze and Assistant Manager Astle introduced this item.

Councilor Ecker, Councilor Shed, Councilor Weems, Councilor Wilson, Councilor Hicks, Councilor Watson, and Councilor MacDonald asked questions to which Assistant Manager Astle and Manager Henze responded.

Director Leighton spoke regarding this item.

The following members of the public spoke on this item:

Town Council Minutes

December 1, 2025

Page 4

Lisa Trombley
Shaun Hogan
Rich Ellis
Joe McLaughlin
Jennifer Navarro
Haley Kulas

Chair Updegraph closed the public hearing.

Chair Updegraph moved, Councilor Anderson seconded, to suspend the Council Rules to allow the Council to vote on this item at this meeting. The motion carried with nine (9) yeas.

Councilor Anderson moved, Councilor MacDonald seconded, to adopt “An Ordinance Authorizing Phase 1a of the Public Works Facility Project, With Total Project Costs Not to Exceed Six Million Five Hundred Thousand Dollars (\$6,500,000), and Further Authorizing Issuance of Bonds as in an Amount not to Exceed Six Million Five Hundred Thousand Dollars (\$6,500,000), plus any Additional Appropriation Authorized Hereunder” (the estimated cost of borrowing over 20 years at 4.25% interest is \$9,400,625).

Councilor Weems, Councilor Shed, Councilor Ecker, and Councilor Watson spoke regarding the motion.

AMENDMENT TO THE MOTION:

Councilor Weems moved, Councilor Ecker seconded, motion to delete the potential acquisition of 2 Industry Road from Phase 1a of the Public Works facility project, shifting this potential acquisition to Phase 1b, thereby reducing the total project costs of Phase 1a to Four Million Seven Hundred Thousand Dollars (4,700,000), and to adopt the revised “Ordinance Authorizing Phase 1a of the Public Works Facility Project, With Total Project Costs Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000) and Further Authorizing Issuance of Bonds in an Amount Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000), plus Any Additional Appropriation Authorized Hereunder,” as further enunciated in the complete revised ordinance presented to the town council on December 1, 2025.

Councilor Anderson, Councilor Ecker, Councilor MacDonald, Councilor Weems, Councilor Wilson, Councilor Watson, and Councilor Hicks spoke regarding the amendment.

Assistant Manager Astle and Manager Henze spoke regarding the motions.

VOTE ON AMENDMENT TO THE MOTION:

Councilor Weems moved, Councilor Ecker seconded, motion to delete the potential acquisition of 2 Industry Road from Phase 1a of the public works facility project, shifting this potential acquisition to phase 1b, thereby reducing the total project costs of phase 1a to Four Million Seven Hundred Thousand Dollars (4,700,000), and to adopt the revised

““Ordinance Authorizing Phase 1a of the Public Works Facility Project, With Total Project Costs Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000) and Further Authorizing Issuance of Bonds in an Amount Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000), plus Any Additional Appropriation Authorized Hereunder,” as further enunciated in the complete revised ordinance presented to the town council on December 1, 2025. The motion carried with six (6) yeas. Councilor Anderson, Councilor Wilson, and Chair Updegraph were opposed.

MAIN MOTION AS AMENDED WOULD REPLACE THE ORIGINAL MOTION WITH THIS LANGUAGE:

Councilor Weems moved, Councilor Ecker seconded, to adopt the revised ““Ordinance Authorizing Phase 1a of the Public Works Facility Project, With Total Project Costs Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000) and Further Authorizing Issuance of Bonds in an Amount Not to Exceed Four Million Seven Hundred Thousand Dollars (\$4,700,000), plus Any Additional Appropriation Authorized Hereunder,” as further enunciated in the complete revised ordinance presented to the town council on December 1, 2025. The motion carried with eight (8) yeas. Chair Updegraph was opposed.

(A copy of the adopted ordinance will be attached to the permanent record.)

- 156. The Town Council will hear public comments to adopt the “Moratorium on Subdivisions within the Rural Area” allowing it to be effective until May 16, 2026, and will take any appropriate action. (Planning and Development) *(This item was discussed at 8:57 p.m.)***

Chair Updegraph opened the public hearing.

Director Erdman introduced this item and responded to questions from Councilor Shed, Councilor Hicks, and Councilor Watson.

Councilor Ecker asked questions to which Manager Henze responded.

The following members of the public spoke on this item:

Carol O'Donnell

Dan Rush

Brenda Day

Susanne Roe

Shaun Hogan

Joe McLaughlin

Amie Preston

Cory Perreault

Noah Oppenheim

Chair Updegraph closed the public hearing.

The Council was fine with suspending the Council Rules to allow the Council to vote on this item at this meeting.

Councilor Hicks and Chair Updegraph spoke regarding this item.

Councilor Weems moved, Councilor Watson seconded, to adopt the “Moratorium on Subdivisions within the Rural Area” as presented in the packet, allowing it to be effective until May 16, 2026. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

157. The Town Council will hear public comments to adopt a zoning map amendment to rezone a property located at 46 Federal Street (Map U13, Lot 179) from Growth Residential 7 (GR7) to Growth Mixed Use 6 (GM6) zoning district and will take any appropriate action. (Principal Planner) (This item was discussed at 9:47 p.m.)

Chair Updegraph opened the public hearing.

Principal Planner Dealaman introduced this item and responded to questions from Councilor Hicks and Councilor Wilson.

Project Manager Adamowicz responded to questions from Councilor Ecker.

Ramona Thieme spoke regarding this item.

Chair Updegraph closed the public hearing.

The Council was fine with suspending the Council Rules to allow the Council to vote on this item at this meeting.

Councilor Watson and Councilor MacDonald spoke regarding this item.

Councilor MacDonald moved, Councilor Weems seconded, to adopt a zoning map amendment to rezone a property located at 46 Federal Street (Map U13, Lot 179) from Growth Residential 7 (GR7) to Growth Mixed Use 6 (GM6) zoning district. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

158. The Town Council will hear public comments to adopt a zoning map amendment to rezone approximately 22.6 acres in the vicinity of Admiral Fitch and Seahawk Avenue (Tax Map: 40-209, 40-293, 40-9, 40-294, 40-294-1, 40-294-2, 40-223, 40-223A, and 40-223B) from Growth Industrial (GI) to the Growth Mixed Use 7 (GM7)

Town Council Minutes

December 1, 2025

Page 7

zoning district and will take any appropriate action. (Principal Planner) *(This item was discussed at 9:59 p.m.)*

Chair Updegraph opened the public hearing.

Principal Planner Dealaman introduced this item and responded to questions from Councilor Hicks.

Jake Levesque, MRRA, spoke regarding this item.

Manager Henze answered questions from Councilor Hicks, Councilor Shed, and Councilor Watson.

Rich Ellis asked a question to which Director Erdman responded.

Chair Updegraph closed the public hearing.

The Council was fine with suspending the Council Rules to allow the Council to vote on this item at this meeting.

Councilor Weems spoke regarding this item.

Councilor MacDonald moved, Councilor Watson seconded, to adopt a zoning map amendment to rezone approximately 22.6 acres in the vicinity of Admiral Fitch and Seahawk Avenue (Tax Map: 40-209, 40-293, 40-9, 40-294, 40-294-1, 40-294-2, 40-223, 40-223A, and 40-223B) from Growth Industrial (GI) to the Growth Mixed Use 7 (GM7) zoning district. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

NEW BUSINESS

159. The Town Council will consider setting a public hearing for December 15, 2025, to adopt the 2025 Comprehensive Plan and will take any appropriate action. (Planning Department and the Comprehensive Plan Update Steering Committee) *(This item was discussed at 10:16 p.m.)*

Principal Planner Dealaman introduced this item and responded to questions from Councilor Ecker, Councilor Shed, and Councilor MacDonald.

Chair Updegraph spoke regarding this item.

Councilor Weems moved, Councilor Ecker seconded, to set a public hearing for December 15, 2025, to adopt the 2025 Comprehensive Plan. The motion carried with nine (9) yeas.

160. The Town Council will consider setting a public hearing for December 15, 2025, to adopt the zoning text amendments related to the potentially adopted 2025 Comprehensive Plan and will take any appropriate action. (Planning Department and the Comprehensive Plan Update Steering Committee) *(This item was discussed at 10:33 p.m.)*

Principal Planner Dealaman introduced this item and responded to questions from Councilor Shed.

Councilor Hicks moved, Councilor Ecker seconded, to set a public hearing for December 15, 2025, to adopt the zoning text amendments related to the potentially adopted 2025 Comprehensive Plan. The motion carried with nine (9) yeas.

161. The Town Council will consider setting a public hearing for December 15, 2025, to adopt amendments to the Municipal Code of Ordinances to update the duties and responsibilities of the Recreation Commission and Conservation Commission and will take any appropriate action. (Appointments Committee) *(This item was discussed at 10:38 p.m.)*

Councilor MacDonald introduced this item.

Councilor Ecker spoke regarding this item.

Councilor Shed and Councilor Watson also spoke regarding this item.

Councilor Anderson moved, Councilor Ecker seconded, to set a public hearing for December 15, 2025, to adopt amendments to the Municipal Code of Ordinances to update the Recreation Commission and Conservation Commission. The motion carried with nine (9) yeas.

162. The Town Council will consider “A Resolution Authorizing an Appropriation and Grant of Available Tax Increment Financing Proceeds to the Midcoast Regional Redevelopment Authority” in the amount of \$1,393,300 and will take any appropriate action. (Town Manager)

This item will be done at the next meeting.

CONSENT AGENDA *(This item was discussed at 10:48 p.m.)*

- a) Renew Special Amusement License “The Abbey” – 87 Maine Street
- b) Application to License Games of Chance at BPOE #2043 / Brunswick Elks Club

Councilor Watson moved, Councilor Ecker seconded, to approve the Consent Agenda. The motion carried with nine (9) yeas.

Town Council Minutes

December 1, 2025

Page 9

Councilor Watson moved, Councilor Ecker seconded, to adjourn the meeting. The motion carried with nine (9) yeas.

The meeting adjourned at 10:49 p.m.

PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT WWW.BRUNSWICKME.GOV.

Fran Smith
Town Clerk

December 15, 2025
Date of Approval

Council Chair

Draft
TOWN COUNCIL
Minutes
December 15, 2025
Executive Session 6:00 P.M
Regular Meeting 6:30 P.M.

Present: W. David Watson, James Ecker. Sandra Updegraph, Kim Anderson, Jennifer Hicks, Nathaniel Shed, Steve Weems, Kathy Wilson, and Nathan MacDonald.

Councilors Absent: None

Town Staff Present: Julia Henze, Town Manager; Jay Astle, Assistant Town Manager; Ali Burnette, Deputy Town Clerk; Sally Costello, Director of Economic Development; Julie Erdman, Director of Planning and Development; James Dealaman, Principal Planner; Tom Farrell, Director of Parks and Recreation; Chrissy Adamowicz, Project Manager; Daniel Devereaux, Coastal Resource Manager; and the video crew.

Executive Session – 1 M.R.S.A § 405 (6) (A)– Personnel Matters

Councilor Wilson moved, Councilor Weems seconded, to go into executive session per – 1 M.R.S.A § 405 (6) (A) to discuss Personnel Matters. The motion carried with nine (9) yeas.

Meeting resumed at 6:35 p.m.

Chair Updegraph opened the meeting, acknowledged that the meeting had been properly noticed and led the Pledge of Allegiance

Adjustments to Agenda *(This item was discussed at 6:36 p.m.)*

Item 166 moved before Public Hearings

Public Comments/Announcements: *(This item was discussed at 6:36 p.m.)*

Councilor MacDonald spoke about the Mid Coast Hunger Prevention Program's food drive taking place at Town Hall until December 19, 2025.

Chair Updegraph introduced State Representatives Cheryl Golek, Daniel Ankeles, and Poppy Arford to honor leaving Councilors.

Representative Golek honored Councilor Watson for his 23 years of service on the Council and recognized that he was the longest-serving town councilman in the state. She also presented Councilor Watson with a Sentiment from the Maine Senate and House of Representatives.

Town Council Minutes

December 15, 2025

Page 2

Representative Ankeles also spoke regarding Councilor Watson and reflected on his time serving alongside him.

Representative Arford spoke regarding Council Watson's involvement with helping homeless veterans. She also presented a Sentiment and Legislative Challenge Coin to Chair Updegraph and spoke on her accomplishments as a councilor.

Representative Ankeles reflected on his time as councilor with Chair Updegraph and her role in creating building the housing committee.

Councilor Wilson presented a Councilor Watson with a plaque from the town. She spoke about his time as a councilor, a retired police officer and his work with the American Legion.

Councilor Watson spoke regarding his tenure as a councilor and the importance of serving your town and country, and his commitment to the Town of Brunswick.

Councilor Hicks presented Councilor Shed with a plaque and reflected on their friendship, his time on the council and the commitment to the community.

Councilor Shed thanked the council.

Councilor MacDonald presented a plaque to Chair Updegraph and spoke regarding her long history of serving on numerous town committees and her overall commitment to the town.

Chair Updegraph thanked the council, the Clerk's Office for their support, and the residents of Brunswick.

Steve Walker, 900 River Road, thanked Councilor Watson and Chair Updegraph. He also spoke regarding the Junkyard ordinance, and the specific districts where they are not allowed, and his concerns about MRRA having nine unserviceable aircrafts located within those districts and how their presence affects grassland birdlife. He asked that MRRA relocate these planes before April 1st, when the birds' nesting season begins.

Councilor Watson addressed the multiple fires that occurred over the weekend and discussed the water situation in Bay Bridge. Manager Henze reported that after some temporary preparations, the water supply will be connected to the town's water supply the following day. Councilor Watson also thanked the State Representatives' involvement in helping get the residents' water.

Councilor Shed asked which departments will be presented at the next CIP meeting, which Manager Henze responded. Councilor Shed also thanked the police department for the decision to have all officers wear body cams.

MANAGER'S REPORT *(This item was discussed at 7:21 p.m.)*

a) Financial Reports

Town Council Minutes

December 15, 2025

Page 3

Manager Henze made this report.

b) 2025 Annual Accomplishments

Manager Henze made this report and thanked the communication team.

c) Maine Law Enforcement Accreditation Program (MLEAP)

Manager Henze made this report

d) Dog Licensing Reminder

Deputy Town Clerk Burnette made this report and responded to questions from Councilor MacDonald.

e) Restoration Advisory Board (RAB) Meeting

Manager Henze made this report and answered questions from Councilor Ecker.

Dan Stevenson, MRRA Executive Director, spoke on this item.

Councilor Ecker spoke on this item.

Councilor Hicks spoke on this item, and asked questions to which Manager Henze responded.

f) Storm Response in Your Community – December 18, 2025, at 6:30 PM

Manager Henze made this report.

g) Special Town Council Meeting for Branden Perreault – December 22, 2025, at 5:30 PM

Manager Henze made this report and reported that the town will be placing a granite bench outside town hall in memory of Branden Perreault, and contributions are welcome.

h) Report from Fence Viewer

Bill Good, Fence Viewer, made this report.

Dan Devereaux, Coastal Resource Manager, presented Bill Good with a plaque recognizing him for his many years on the River and Coastal Commission and his help in developing their many ordinances.

i) Report from Zoning Board of Appeals (ZBA)

Nick Livesay, ZBA Chair, made this report and responded to questions from Councilor Ecker.

PUBLIC HEARINGS

163. The Town Council will hear public comments to adopt the 2025 Comprehensive Plan and will take any appropriate action. (Planning Department and the Comprehensive Plan Update Steering Committee) *(This item was discussed at 8:31 p.m.)*

Chair Updegraph opened the public hearing.

Emilie Schmidt, Comprehensive Plan Updated Steering Committee Chair, introduced this item.

Principal Planner Dealaman presented on this item.

Director Erdman presented on this item and responded to questions from Councilor Shed, Councilor Weems, and Councilor Ecker.

Councilor Hicks asked questions, which Steve Walker, committee member, responded.

Councilor Macdonald asked questions, which Emilie Schmidt, Committee Chair and Principal Planner Dealaman responded.

Councilor Shed and Councilor Weems asked questions, which Director Erdman and committee chair Schmidt responded.

Councilor Watson asked questions, which Director Erdman and Manager Henze responded. Councilor Hicks spoke on this item, and asked questions, which Committee Chair Schmidt and Fred Koerber, committee Vice Chair, responded.

Chair Updegraph spoke on this item.

The following members of the public spoke on this item:

Rich Ellis, Councilor 4 elect
Bill Dana, Planning Board Chair
Bruce Kantner
Jennifer Navarro
Christine Foster

Chair Updegraph closed the public hearing.

Councilor Watson moved to adopt the attached 2025 draft comprehensive plan to replace the Town's 2008 Comprehensive Plan. There was no second.

MOTION:

Chair Updegraph moved, Councilor Wilson seconded, to adopt the 2025 Comprehensive Plan with the addition of action strategies A.10 and H.13, and modification to the vision statement as drafted and presented by Town Planning Staff.

Chair Updegraph withdrew the motion.

REVISED MOTION:

Councilor Watson moved, Councilor Wilson seconded to adopt the 2025 draft Comprehensive Plan with the addition of action strategies A.10 and H.13, and modification to the vision statement as drafted and presented by Town Planning Staff, and to take effect 30 days following adoption.

Councilor MacDonald spoke on this item.

Councilor Weems spoke on this item.

Director Erdman spoke on this item.

Chair Updegraph spoke on this item.

VOTE ON REVISED MOTION:

Councilor Watson moved, Councilor Wilson seconded to adopt the 2025 draft Comprehensive Plan with the addition of action strategies A.10 and H.13, and modification to the vision statement as drafted and presented by Town Planning Staff, and to take effect 30 days following adoption. The motion carried with nine (9) yeas.

(A copy of the adopted plan will be attached to the permanent record.)

- 164. The Town Council will hear public comments to adopt the zoning text amendments related to the adopted 2025 Comprehensive Plan and will take any appropriate action. (Planning Department and the Comprehensive Plan Update Steering Committee) *(This item was discussed at 10:15 p.m.)***

Chair Updegraph opened the public hearing.

Principal Planner Dealaman introduced this item.

The following members of the public spoke on this item:
Jennifer Navarro

Chair Updegraph closed the public hearing.

The Council supported waiving the rules to vote on this item tonight.

Councilor Ecker moved, Councilor Watson seconded, to adopt the zoning text amendments related to the adopted 2025 Comprehensive Plan.

Chair Updegraph spoke on this item.

Councilor Ecker spoke on this item.

VOTE ON THE MOTION:

Councilor Ecker moved, Councilor Watson seconded, to adopt the zoning text amendments related to the adopted 2025 Comprehensive Plan. The motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to the permanent record.)

- 165. The Town Council will hear public comments to adopt amendments to the Municipal Code of Ordinances to update the duties and responsibilities of the Parks and Recreation Commission and Conservation Commission and will take any appropriate action. (Appointments Committee) *(This item was discussed at 10:24 p.m.)***

Chair Updegraph opened the public hearing.

Councilor MacDonald introduced this item and responded to questions from Councilor Hicks.

Councilor Ecker spoke on this item.

The following members of the public spoke on this item:
Emilie Schmidt, Parks & Recreation Vice Chair
Brienne Smithson, Parks & Recreation Commission Chair

Chair Updegraph asked questions, which Commission Chair Smithson, and Councilor MacDonald answered.

Councilor Shed spoke on this item.

Chair Updegraph closed the public hearing.

The Council supported waiving the rules to vote on this item tonight.

MOTION

Councilor MacDonald moved, Councilor Wilson seconded, to adopt amendments to the Municipal Code of Ordinances to update the Parks and Recreation Commission and Conservation Commission, including the red line at the division 3 at the top.

Councilor Watson spoke on this item.

Town Council Minutes

December 15, 2025

Page 7

Councilor Ecker spoke on this item.

Councilor MacDonald spoke on this item.

AMENDMENT TO THE MOTION:

Councilor MacDonald moved, Councilor Wilson seconded, to adopt amendments to the Municipal Code of Ordinances to update the Parks and Recreation Commission and Conservation Commission, including the red line on division 3 on the top to “Parks & Recreation Commission”.

Councilor MacDonald spoke on this item.

VOTE ON THE AMENDED MOTION:

Councilor MacDonald moved, Councilor Wilson seconded, to adopt amendments to the Municipal Code of Ordinances to update the Parks and Recreation Commission and Conservation Commission, including the red line on division 3 on the top to “Parks & Recreation Commission”. This motion carried with nine (9) yeas.

(A copy of the adopted ordinance will be attached to permanent record.)

NEW BUSINESS

166. The Town Council will consider “A Resolution Authorizing an Appropriation and Grant of Available Tax Increment Financing Proceeds to the Midcoast Regional Redevelopment Authority” in the amount of \$1,393,300 and will take any appropriate action. (Town Manager) *(This item was discussed at 7:52 p.m.)*

Item was moved to before Public Hearings.

Manager Henze introduced this item.

Councilor shed asked questions, which Dan Stevenson, MRRA Director, responded.

Councilor Shed spoke on this item.

Dan Steveson, MRRA Director, answered questions from Councilor Ecker, Councilor Watson and Councilor Hicks.

The following members of the public spoke on this item:

Bruce Kantner

Jennifer Navarro

Shaun Hogan

Manager Henze spoke on this item.

Councilor Watson moved, Councilor Ecker seconded, adopt “A Resolution Authorizing an Appropriation and Grant of Available Tax Increment Financing Proceeds to the Midcoast Regional Redevelopment Authority” in the amount of \$1,393,300.

Councilor Shed spoke on this item.

Manager Henze answered questions from Councilor Hicks.

Councilor Watson spoke regarding this item.

Manager Henze answered questions from Councilor Ecker.

Councilor Weems spoke on this item.

Councilor Hicks asked questions, in which Dan Steveson, MRRA Director, answered.

Councilor Watson asked questions to Councilor Weems comments.

Manager Henze spoke on this item.

VOTE ON THE MOTION:

Councilor Watson moved, Councilor Ecker seconded, adopt “A Resolution Authorizing an Appropriation and Grant of Available Tax Increment Financing Proceeds to the Midcoast Regional Redevelopment Authority” in the amount of \$1,393,300. The motion carried with nine (9) yeas.

(A copy of the adopted resolution will be attached to the permanent record.)

- 167. The Town Council will consider sunsetting the Tree Committee and the Town Commons Committee since their duties have been taken over by other committees and take any appropriate action (Appointments Committee) *(This item was discussed at 10:43 p.m.)***

Councilor MacDonald introduced this item.

Councilor Ecker moved, Councilor Watson seconded, to sunset the Tree Committee and the Town Commons Committee since their duties have been taken over by other committees the responsibilities will end on December 31, 2025. The motion carried with nine (9) yeas.

- 168. The Town Council will consider appointments to the Town’s Boards and Committees and will take any appropriate action. *(This item was discussed at 10:45 p.m.)***

Councilor MacDonald presented the following nominations:

Town Council Minutes

December 15, 2025

Page 9

Parks and Recreation Commission

- Blaine Moore - balance of 3-year term to begin January 1, 2026, expires July 1, 2026
- Mark Fochesato – balance of a 3-year term to begin January 1, 2026, expires July 1, 2027

Conservation Commission

- John Hodapp - 3-year term to begin January 1, 2026, expires May 1, 2028
- Adrienne Leahey - balance of 3-year term to begin January 1, 2026, expires May 1, 2027

Planning Board

- Alison Harris - 3-year terms to begin on February 23, 2026, expires February 23, 2029
- Chris Baldwin - 3-year terms to begin on February 23, 2026, expires February 23, 2029
- Steve Walker - balance of 3-year term to begin immediately, expires February 23, 2029

Councilor Hicks asked questions, which Councilor Macdonald responded.

Water District

- John Williams – 3-year term to begin September 13, 2025, expires September 13, 2028

Assessment Review Board

- Larry Delany - 3-year term to begin January 1, 2026, expires January 1, 2029

The Council voted to accept nominations as presented.

Councilor MacDonald presented the following nominations:

Cable TV Committee

- Dave Watson – balance of a 3-term to begin January 1, 2026, expires September 6, 2027

Personnel Board

- Dave Watson – alternate member - 3-year term to begin on January 12, 2026, expires January 12, 2029

Councilor Watson recused himself from the vote due to a conflict of interest.

Councilor Shed asked questions, which manager Henze responded.

Chair Updegraph spoke on this item.

The Council voted to accept nominations as presented.

CONSENT AGENDA *(This item was discussed at 10:54 p.m.)*

- a) Minutes September 2, 2025, September 15, 2025, October 6, 2025, October 20, 2026, November 3, 2025, November 17, 2025, November 24, 2025, and December 1, 2025

Town Council Minutes

December 15, 2025

Page 10

- b) **Utility Pole ULP-25-16 CMP Maine Street**
- c) **Renew Special Amusement License - The Brunswick Hotel & Noble Kitchen + Bar, 4 Noble Street**
- d) **Renew Special Amusement – Magee’s Pub and Grill, 3700 College Station**
- e) **New Liquor License – OneSixtyFive The Inn at Park Row, 165 Park Row**
- f) **Application to License Games of Chance at American Legion Post 20, 1 Columbus Drive**

Councilor Watson moved, Councilor Wilson seconded, to approve the Consent Agenda.

Chair Updegraph spoke on this item.

Councilor Ecker opposed approving December 1, 2025, Council Minutes, and asked that Item 153, zoning text motion, be amended with correct motioning and seconding councilors. Minutes will be amended and brought back to the next meeting.

VOTE ON THE MOTION:

Councilor Watson moved, Councilor Wilson seconded, to approve the Consent Agenda without December 1st Council Minutes. The motion carried with nine (9) yeas.

Councilor Watson moved, Councilor Shed seconded, to adjourn the meeting. The motion carried with nine (9) yeas.

The meeting adjourned at 10:57 p.m.

PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT WWW.BRUNSWICKME.GOV.

Ali Burnette
Deputy Town Clerk

January 20, 2026
Date of Approval

Council Chair

Draft
Brunswick Town Council
Minutes
January 5, 2026
6:30 P.M.
Council Chambers
Town Hall
85 Union Street

Present: Richard Ellis, James Ecker, Corinne Perreault, Kim Anderson, Jennifer Hicks, Romana Thieme, Steve Weems, Kathy Wilson, and Nathan MacDonald.

Councilors Absent: None

Town Staff Present: Julia Henze, Town Manager; Jay Astle, Assistant Town Manager; Fran Smith, Town Clerk; Sally Costello, Director of Economic; Scott Stewart, Police Chief; Julie Erdman, Director of Planning and Development; and video crew.

Clerk Smith called the meeting to order, and acknowledged the meeting was properly noticed.

1. Elections and Appointments

a. Election of Council Chair.

Clerk Smith asked for nomination for Chair for 2026.

Councilor Wilson nominated Councilor MacDonald for chair.

There were no other nominations.

Clerk Smith called the vote with nine (9) yeas to elect Councilor MacDonald as chair.

b. Election of Council Vice Chair.

Chair MacDonald asked for nomination for Vice Chair for 2026.

Councilor Wilson nominated Councilor Hicks for vice chair.

There were no other nominations.

Chair MacDonald called the vote with nine (9) yeas to elect Councilor Hicks as vice chair.

c. The Town Council will appoint the Town Attorney.

Chair MacDonald moved, Councilor Weems seconded, to appoint the firm of Preti Flaherty with Kristen Collins as the lead attorney as the Town Attorney for 2026. The motion carried with nine (9) yeas.

d. The Town Council will appoint Council Representatives to Town Boards and Committees.

Chair MacDonald made the following appointments:

Appointments Committee

Councilor Ellis, Councilor Anderson, and Councilor Thieme

Bicycle and Pedestrian Advisory Committee

Councilor Ecker

Brunswick Development Corporation

Councilor Perreault and Councilor Weems

Cable TV Advisory Committee

Councilor Hicks

Conservation Commission

Councilor Ecker

Finance Committee

Councilor Ellis, Councilor Ecker, and Councilor Weems

Growstown School Committee

Councilor Wilson

Hawthorne Task Force

Councilor Thieme and Councilor MacDonald

Housing Committee

Councilor Perreault and Councilor Thieme

LC4 (Landing Community Center) Committee

Councilor Ellis and Councilor Hicks

Maquoit Bay Water Quality Task Force

Councilor Hicks and Councilor Weems

Mare Brook Watershed Steering Committee

Councilor Anderson

MRRA TIF District Committee

Councilor Ecker, Councilor Hicks, and Councilor Weems

Parks & Recreation Commission

Councilor Anderson

Rivers & Coastal Waters Commission

Councilor Ellis and Councilor Wilson

Shellfish Committee

Councilor Wilson

Social Services Committee

Councilor Anderson, Councilor Perreault, and Councilor MacDonald

Sustainability Committee

Councilor Thieme

Trust Fund Advisory Committee

Councilor MacDonald

- 2. The Town Council will set the dates for the 2026 Regular Council Meetings and will take any appropriate action. (Town Clerk)**

Clerk Smith introduced this item.

Councilor Wilson moved, Councilor Ecker seconded, to adopt the 2026 Council Meeting schedule as listed below. The motion carried with nine (9) yeas.

January	
	Tuesday, January 20 th (Martin Luther King Day on 21 st)
February	
	Monday, February 2 nd
	Tuesday, February 17 th (Presidents' Day on 16 th)
March	
	Monday, March 2 nd
	Monday, March 16 th
April	
	Monday, April 6 th
	Tuesday, April 21 st (Patriot's Day on 20 st)
May	
	Monday, May 4 th
	Monday, May 18 th
June	
	Monday, June 1 st
	Monday, June 15 th
July	
	Monday, July 6 th
	Monday, July 20 th
August	
	Monday, August 3 rd
	Monday, August 17 th
September	

	Tuesday, September 8 th (Labor Day on 7 th)
	Monday, September 21 st
October	
	Monday, October 5 th
	Monday, October 19 th
November	
	Monday, November 2 nd
	Monday, November 16 th
December	
	Monday, December 7 th
	Monday, December 21 st

CONSENT AGENDA

- a) Utility Permit for CMP near 646 Mere Point Road

Councilor Ellis moved, Councilor Weems seconded, to approve the consent agenda. The motion carried with nine (9) yeas.

Councilor Wilson moved, Councilor Thieme seconded, to adjourn the meeting. The motion carried with nine (9) yeas.

The meeting adjourned at 6:46 p.m.

PLEASE NOTE: THESE MINUTES ARE ACTION MINUTES. THE ENTIRE MEETING CAN BE VIEWED AT WWW.BRUNSWICKME.GOV.



Frances M. Smith
Town Clerk

January 20, 2026
Date of Approval

Council Chair

Town of Brunswick, Maine

Consent Agenda

b)

Back up
materials

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to License Games of Chance

MGCU - 5300

****The application (to include the rules for the game(s)) and license fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested****

Games of Chance (I.E. Poker, Blackjack): \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year

Video Poker: \$15 Calendar Week (Monday through Sunday) or \$60 Calendar Month

Cards (Cribbage): \$30 Calendar Year or Portion Thereof

Super Cribbage Tournament Game: \$75.00 Per Tournament

Tournament Game (up to 50 players) (I.E. Texas Hold'em): \$40.00 Per Tournament; \$100.00 Calendar Month (Two Tournaments Per Month); \$750.00 Calendar Year (Two Tournaments Per Month)

Tournament Game (51 to 100 players) (I.E. Texas Hold'em): \$75.00 Per Tournament; \$200.00 Calendar Month (Two Tournaments Per Month); \$1,500 Calendar Year (Two Tournaments Per Month)

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. For what game(s) are you licensing (please indicate number adjacent name and attach rules for the game(s)):

Tournament (Up to 50 Players) _____

Tournament (51 to 100 Players) _____

Video Poker _____ Cards (Cribbage) XXX Poker _____ Super Cribbage Tournament _____

Other _____ (Specify Name of Game) _____
Play Pick Up Daily Players at Council Home! (Members & Guest)

2. Organization Name: Knights of Columbus, Council #1947

Organization Number (NPO or NOC): NPO9201 Federal Tax ID # (EIN): 01-0267400

Business Address: 35 Pleasant Street,

City: Brunswick State: Maine Zip Code 04011

Mailing Address: ---Same as Above--- Phone: 207-729-6552

City: _____ State: _____ Zip Code: _____

3. Current Officers:

Timothy E Moody, 128 Thomas Point Road, Brunswick, Maine 04011 207-841-6861 6/30/2025

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
--------------	---------	----------	-------	-------------------

Robert E Caouette, P.O. Box 519, Brunswick, Maine 04011-0519 207-522-5702 6/30/2025

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
--------------	---------	----------	-------	-------------------

Omer E Gagne, 9 Union Street, Brunswick, Maine 04011 207-837-9593 6/30/2027

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
--------------	---------	----------	-------	-------------------

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
--------------	---------	----------	-------	-------------------

4. Location where Game of Chance is to be conducted:

St. John's Parish Hall, 35 Pleasant Street, Brunswick, Maine 04011

BUILDING

ADDRESS

CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

Omer E Gagne, Financial Secretary

207-837-9593

NAME

DAYTIME PHONE & EVENING PHONE

E-Mail Address: oegagne@icloud.com (all lower case)

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon

Tue

Wed

Thu

Fri

Sat

Sun

7. What time do the doors open? 11:00 am What time does the game start? Noon till 2:00 pm

8. Dates – Please specify weeks (Monday through Sunday), full calendar months or calendar year.

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes ☐ No ☒

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. **Tournament Game Only:** Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

☐ Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

Municipal Consent to License

The undersigned being municipal officers of the City/Town of Brunswick hereby certify that we consent to the application for licensure by Knights of Columbus Council #1947 to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: 

Print Name: Omer E Gagne Title: Financial Secretary & Chairman

Date: 12/09/2025 Age 18 or older: Yes ☒ No ☐

Town of Brunswick, Maine

Consent Agenda c)

Back up
materials



***Town of Brunswick
Shellfish Committee
85 Union Street
Brunswick, Maine***

DATE: January 12, 2026
TO: Town Council
CC: Cody Gillis, Shellfish Committee
Dan Devereaux, CRM
FROM: Fran Smith, Town Clerk
RE: Shellfish Committee's authority to open and close coastal waters

The Brunswick Marine Resource Committee is respectfully seeking its annual authority from the Brunswick Town Council to open in close coastal waters within the Town of Brunswick jurisdiction.

This request is under direction of the **Brunswick Municipal Code** Chapter 11, Marine Activities Structures and Ways Section 11-161 Opening and Closing of Coastal Waters. See below:

Sec. 11-161. Opening and closing of coastal waters.

- (a) The shellfish committee, with the approval of the commissioner of marine resources, and the direct consent of the town council, and this consent to be given by the town council on an annual basis at their first regular meeting after the organization meeting, may open and close coastal waters. Any opening or closing of coastal waters must be approved by the DMR Near Shore Marine Resources Program and noticed at least five (5) days in advance on the town's website and in a newspaper of common circulation to the Brunswick area.*
- (b) The shellfish committee shall make findings of fact on the relevant evidence presented by town staff. Opening and closing coastal waters procedures shall include the following.*
 - (1) A shellfish size distribution survey to determine relevant shellfish size classes throughout the defined growing area.*
 - (2) An evaluation of predation, resource competition, or other resource problems.*
 - (3) When sublegal shellfish populations in a designated growing area exceed 65 (sixty- five) percent of the total harvestable standing crop measured in bushels the area must be closed for conservation.*

The committee shall then make a conclusion based on those findings of fact as to whether opening or closing of coastal waters is warranted. If so, the shellfish committee, with the concurrence of DMR, shall order the coastal waters opened or closed and shall set such time limitations and other shellfish management measures, as are consistent with good conservation practices. If the request is to close the coastal waters, the shellfish committee shall make a conclusion based on its findings of fact as to whether closing the coastal waters is warranted by depletion of shellfish, destruction of existing juvenile populations, predation, competition or other resource problems. If the shellfish committee orders the coastal waters to be closed, it shall request a reevaluation of the area within 6 months based upon appropriate staff and expert reports, and prior to setting an opening date. All proposals for opening or closing of coastal waters shall be approved by the commissioner of DMR prior to enactment.

- (c) *When the shellfish committee opens or closes the coastal waters, the committee's action may be reviewed at a regularly or specially scheduled town council meeting. The town council may uphold, reverse or amend the opening or closing decision of the shellfish committee. Any proposed or requested changes to a closure or opening must first be approved by DMR.*

With this authority the Shellfish Committee is authorized to open and close shellfishing grounds for conservation based on evidence provided to them by staff or the public. It alleviates the Town Council from public hearings concerning the closure of coastal waters. It, however, does not prohibit the Town Council from reviewing and reversing decisions made by the Shellfish Committee.