

# Town of Brunswick, Maine

## TOWN COUNCIL

### Agenda

January 20, 2026

Regular Meeting 6:30 P.M.

Town Hall - Council Chambers

85 Union Street, Brunswick, Maine

### **The public can view the meeting in the following ways:**

- In-Person: Town Hall, 85 Union Street
- Television: TV3 (Channel 3 on Comcast)
- Live Stream: <http://tv3hd.brunswickme.org/CablecastPublicSite/watch/1?channel=1>
- ZOOM: <https://us02web.zoom.us/j/86437839081?pwd=8ayySVagKb6Yb2f5FUouCRS02nuVtz.1>  
*The Zoom attendance option is provided as a convenience to the public; however, due to technical issues or breaches of protocol, it may not always be available. If you want to ensure your comments are heard, you are advised to submit them in writing and/or attend the meeting in person.*

### **Conflict of Interest Policy**

Councilors shall declare potential conflicts at the start of the meeting or prior to any item.

### **Roll Call of Members/Acknowledgement Notice**

### **Pledge of Allegiance**

### **Adjustments to Agenda**

### **Public Comments/Announcements:**

- Non-Agenda items only
- Three minutes per speaker
- 30 Minutes for this session
- Follow Code of Conduct

### **MANAGER'S REPORT**

- a) Financial Reports – December 2025
- b) 2024-25 Annual Comprehensive Financial Report (ACFR) / Popular Annual Report (PAFR)
- c) FY 2026-2027 Budget and 2027-31 Capital Improvement Program
- d) Dog Licensing Reminder
- e) Brunswick Comprehensive Plan
- f) Restoration Advisory Board Update

### **NEW BUSINESS**

3. The Town Council will consider approving the transfer of monies forfeited to the Brunswick Police Department from different cases listed below to total \$4,700.99 and will take any appropriate action. (Police Chief)

- Cumberland County Unified Criminal Court Doc. CR-22-02471 \$1,223.00

- Cumberland County Unified Criminal Court Doc. CR-24-02283 \$3,090.00
- Cumberland County Unified Criminal Court Doc. CR-22-3450 \$387.99

**ACTION**

4. The Town Council will consider adopting the updated Town Towing Policy and Guidelines and will take any appropriate action. (Police Chief)

**ACTION**

5. The Town Council will receive a report and discuss the Lemont Block sidewalk redesign. (Town Manager and Town Engineer)

**DISCUSSION**

6. The Town Council will consider setting a public hearing for February 2, 2026, to amend Chapter 15 – Traffic and Vehicles, including Article III – Specific Street Regulations and Article IV – Stopping, Standing, and Parking proposing Town Hall Place as a one way street, relocate an existing loading zone, and designate parking on the north side of Town Hall Place as two-hour parking and will take any appropriate action. (Town Engineer)

**ACTION**

#### **CONSENT AGENDA**

- a) Minutes – December 1, 2025, December 15, 2025, and January 5, 2026
- b) Knights of Columbus Cribbage
- c) Closure Authority to Shellfish Committee

#### **PUBLIC COMMENT**

- If necessary

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

Brunswick Town Council: [towncouncil@brunswickme.gov](mailto:towncouncil@brunswickme.gov)

\* Download a complete agenda packet at <https://www.brunswickme.gov/agendacenter>

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**Brunswick Town Council  
Council Agenda  
January 20, 2026  
Council Notes and Suggested Motions**

**MANAGER'S REPORT**

A memo and back up material are attached to the packet.

**NEW BUSINESS**

3. **Notes:** This money is a criminal forfeiture to the Town of Brunswick Police Department from the following sources:

- Cumberland County Unified Criminal Court Doc. CR-22-02471 \$1,223.00
- Cumberland County Unified Criminal Court Doc. CR-24-02283 \$3,090.00
- Cumberland County Unified Criminal Court Doc. CR-22-3450 \$387.99

A memo and the court notice for each above item are attached to the packet.

**Suggested motion:**

Motion to approve the transfer of monies forfeited to the Brunswick Police Department in the total of \$4,700.99.

4. **Notes:** The towing policy has not been updated since 2008. The updates include amended language, insurance liability requirements, application fees, allowable rates the tow companies can charge and towing companies' proximity to the police department. A staff memo and redlined version of the policy are in the packet.

**Suggested motion:**

Motion to adopt the updated Town Towing Policy and Guidelines.

5. **Notes:** There is a staff memo and revised Lemont Block design plan view.

**Suggested motion:**

N/A

6. **Notes:** As part of the Maine Street Streetscape Project, a grading issue between Pleasant Street and Town Hall Place required a curb extension to maintain Americans with Disabilities Act (ADA) compliance that will preserve outdoor space for adjacent businesses but will require the loss of four parking spaces. To address this parking loss, staff recommend amending Chapter 15 to establish one-way traffic, relocate the loading zone, and create five new parking spaces, with two-hour parking, on Town Hall Place consistent with downtown Maine Street. A staff memo, redlined versions of the ordinances and maps are included in the packet.

**Suggested motion:**

Motion to set a public hearing for February 2, 2026, to amend Chapter 15 – Traffic and Vehicles, including Article III – Specific Street Regulations and Article IV – Stopping, Standing, and Parking proposing Town Hall Place as a one-way street, relocate an existing loading zone, and designate parking on the north side of Town Hall Place as two-hour parking.

## **CONSENT AGENDA**

- a) **Approval of minutes from December 1, 2025, December 15, 2025, and January 5, 2026:** A copy of the minutes are included in your packet.
- b) **Knights of Columbus Cribbage:** This is the Town's annual approval of the Cribbage license for this organization. The state issues the license. Copies of a staff memo and application are included in your packet
- c) **Closure Authority to Shellfish Committee:** The Shellfish Committee requests annual approval to open and close shellfishing grounds for conservation purposes based on staff or public input. This will eliminate the need for individual Town Council approvals while retaining Council authority to review or reverse committee decisions. A staff memo is included in the packet.

### **Suggested motion**

Motion to approve the Consent Agenda.

### **Public Comment**

- If necessary

### **Suggested motion:**

Motion to adjourn the meeting.