



2025

Annual Achievements

Report

In loving memory of
Branden Perreault

forever in our hearts



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From the Town Manager

This is the second year that we have published an Annual Achievements Report to record what each department in the Town has accomplished over the past 12 months.

Looking over these pages, I am again incredibly impressed by the volume and the wide scope of the service and achievements of the Town of Brunswick. Serving in a special place like Brunswick is a labor of love, and it shows. I am grateful to our staff, Town Councilors, and other volunteers who work behind the scenes to make this town run. Thank you.

As we reflect on 2025, we remember it as a year of change. A year of hard work. A year of grief. We've been through the second year

of the downtown sidewalk project, Town Hall closing on Fridays, the property revaluation, a new comprehensive plan nearly done, a new polling location, and the sudden loss of a beloved coworker.

The collaborative work we do at the Town of Brunswick brings us together, makes us stronger, and keeps us on track as we enter the New Year. Please join me in celebrating 2025 and looking forward to the work ahead in 2026.

Best, Julia

Julia Henze
Town Manager



Town Council 2025



- Completed the 2025 Comprehensive Plan Update including implementation action steps.
- Approved \$50,000 in TIF funds to fund the Child Care Provider Assistance Grant Program through the Brunswick Development Corporation (BDC).
- Approved the new Shellfish Committee's authority to open and close coastal waters within the Town of Brunswick's jurisdiction.
- Set an aspirational tax rate increase of 3% with a split of that increase as follows: 41% for the Municipal Departments and County Tax, and 59% for the School Department.
- Collaborated with Town Management and Staff to create a more robust outreach program.
- Approved conduction of a special election for the vacant at-large school board position on June 10, 2025.
- Approved the number of shellfish licenses in various categories.
- Revised and/or amended several zoning ordinances for clarity and consistency.
- Councilor MacDonald moved, Councilor Weems seconded, to adopt the "Dark Sky Week Proclamation" for 2025. The motion carried with nine (9) years.
- Adopted a proclamation of support for "Dark Sky Week" for 2025.
- Updated Street Standards Ordinance to define the minimum width of the travelway on town roads.
- Adopted the Town (and School) Budget which included a tax rate increase of less than 3%.
- Nominated an additional 6 residents to the MRRA Board of Trustees.
- Moved all voting to the Recreation Center.
- Adopted a Master Development and Management Plan for the Former Maine Gravel Services & Captain William A. Fitzgerald Recreation and Conservation Area. This property was later renamed the Francis and Mahitable Heuston Park.
- Hosted several workshops on Mobile Home Park Rent Stabilization, Bio-digester Manufacturing at Brunswick Landing, Personnel Policy Changes,
- Accepted the Hawthorne School property from the School Department and created a Task Force to consider and recommend its future use.
- Expanded the Social Services Funding Application to allow for a broader range of applicants.
- Approved funding for the design and permitting of the Stephen Drive Extension and Associated Improvements on Thomas Point Road.
- Accepted a gift of \$2,000,000 from a private donor to create a conservation easement over a large portion of the land known as "Maquoit Woods". The easement will be managed by the Brunswick Topsham Land Trust.
- Authorized the reconstruction of Jordan Avenue from Lori Drive to Bath Road, including a new multi-use path and replacement of a culvert.
- Purchased the property at 2 Columbus Drive for the Parks and Recreation Department's use as a training and storage facility.

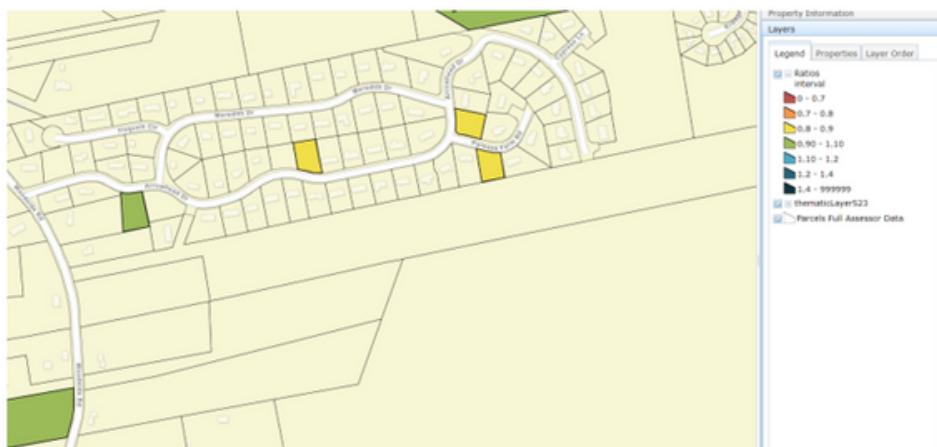
Assessing

Valuations

- Successfully delivered a townwide revaluation, ensuring all property assessments reflect current market conditions, as Maine law requires. The last townwide revaluation was completed in 2017.
- Resolved a decade-long valuation dispute with Walmart, achieving the highest supported valuation on the property to date and establishing a clear, defensible baseline for future assessments

Technology and Process Improvements

- Enhanced valuation analysis by linking GIS and CAMA, enabling immediate mapping of ratio studies, sales transactions, and other important assessment data. This will allow the department to easily analyze market trends or detect areas in town that need attention.



- Enhanced CAMA system utilization by transitioning numerous manual, property-specific adjustments into standardized table-based adjustments. This improvement increases consistency and allows for more efficient updates during future valuation work.
- Reduced abatement volume through proactive communications about the assessment process and offering informal review meetings with property owners prior to finalizing values.
 - 2017 formal abatement requests: 187
 - 2025 formal abatement requests: 18

Staff Development

- The department hired a new appraiser to replace a retiring employee, with planned crossover allowing for training and continuity of operations.
- Appraiser Tori Baron achieved the Certified Maine Assessor (CMA) certification.
- Angela Bradstreet stepped into the role of Assistant Assessor following her service as one of the department's Appraisers.
- Department staff completed a combined total of 88 hours of continuing education training. Staff are required to complete a minimum of 16 hours of continuing education training each year. Advanced certifications require additional hours to maintain certifications.

Economic Development

Real Estate Development

- 2 Columbus Road: Assisted with the Town's acquisition of the property for use by the Parks and Recreation Department
- Central Fire Station Redevelopment: Closed on the Purchase, Sale & Developer's Agreement and other project financing. Construction to be completed in March 2026
- Hawthorne School Building: Created the Hawthorne School Building Redevelopment Task Force
- Placemaking: Completed concept design and working to obtain site control of (3) three placemaking sites in the Cook's Corner Revitalization catchment area (Jordan Ave & Bath, 101 Bath Road, Admiral Fitch & Bath)
- Completed concept and design for Maine Street placemaking on the public sidewalk in front of Cool as a Moose
- Co-manager on the construction (with Tom Farrell, Dir. of Parks and Recreation) of the first playground at the MARC serving children ages 0-5 years old
- Completed final design and permitting of the MARC Phase 1 Tier 1C (construction of two lighted basketball courts and sports lighting for the pickleball, skatepark and new basket courts) and conducted the fundraising to support the \$1.2 million project
- Brunswick Public Art (BPA): Serve as board member working on bridge memorial public art sculpture and Curtis Memorial Library show

Housing

- Policy Work: Rental Registry and Moratorium on Lot Rent Increases in Mobile Home Parks
- Collaborated with MCOG on the ADU BOOST grant pilot program to Brunswick
- Managed Affordable Housing Support Fund (AHSF)

Business Assistance

- Brunswick Development Corporation (BDC): Created the Childcare Provider Grant Program. Awarded grants to two childcare facilities in Brunswick that increased capacity, enhanced ADA offerings, and expanded outdoor play areas.
- Managed loans on behalf of the BDC.
- Provided support services and financial assistance to the Brunswick Downtown Association.
- Met with business owners looking to start or expand a business in Brunswick



Transportation

- Worked with landowners for Stephen Drive
- Assisted with Jordan Avenue, Allagash Rd, Lower Rd, A2K, Perimeter Trail
- BBPAC: Drafted bike parking ordinance, complete streets policy, network map
- Finalized Downtown Parking Study

Grants

- Managed the installation of energy efficient lighting at Town Hall
- Managed the grant administration of the Bay Bridge water line
- Drafted LWCF, MHF, LMF, MTP grants in partnership with Parks & Rec
- Submitted three EPA Brownfield grant applications

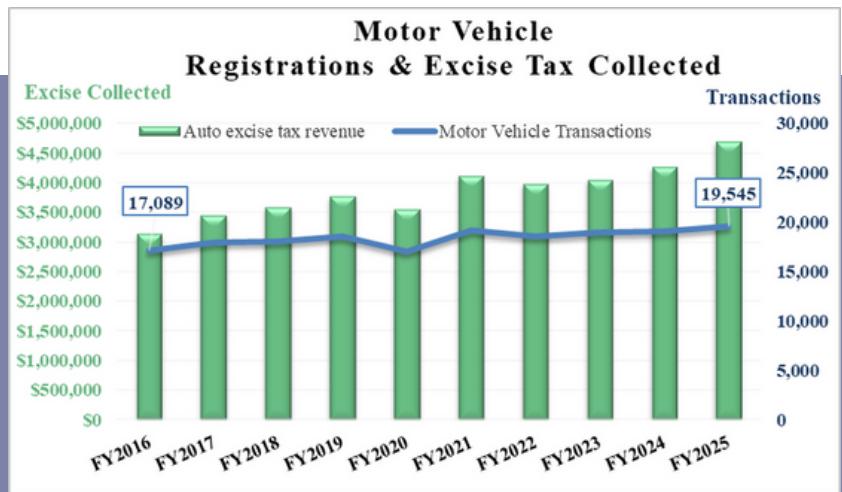
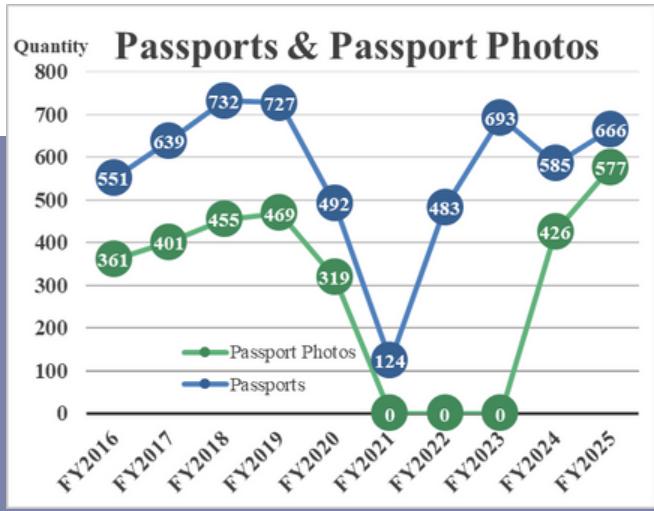
Engineering

- Completed Maine Street Streetscape east side
- New high visibility crosswalks: Maine St at Town Hall Place / Baribeau Dr and McKeen St
- Completed 11,000 ft long watermain extension along Old Bath Rd
- Improvements to access road to Coffin Ice Pond and the Mare Brook watershed
- Installed new All Way Stop at Pleasant Hill and Baribeau Dr
- Installed numerous new school zone flashers and speed feedback signs around town
- Coordinated Frank J Wood bridge replacement with MDOT
- Coordinated new signal upgrades along Maine St and Pleasant St with MDOT
- Coordinated new sidewalk connection from Cedar St Parking Lot to Union St with MDOT
- Reconstructed sidewalks along west side of Maine St Mall
- Rebuilt and installed new sidewalks along Columbus and Cressey
- Resurface approx. .4 miles of Stanwood St
- Issued 120 permits, including Street Opening, Obstruction, Entrance, Storm Drain Connection, and Utility
- Finished surface on a total of 7.4 miles of roads
- Finished base paving and drainage improvements on a total of 1.2 miles of roads

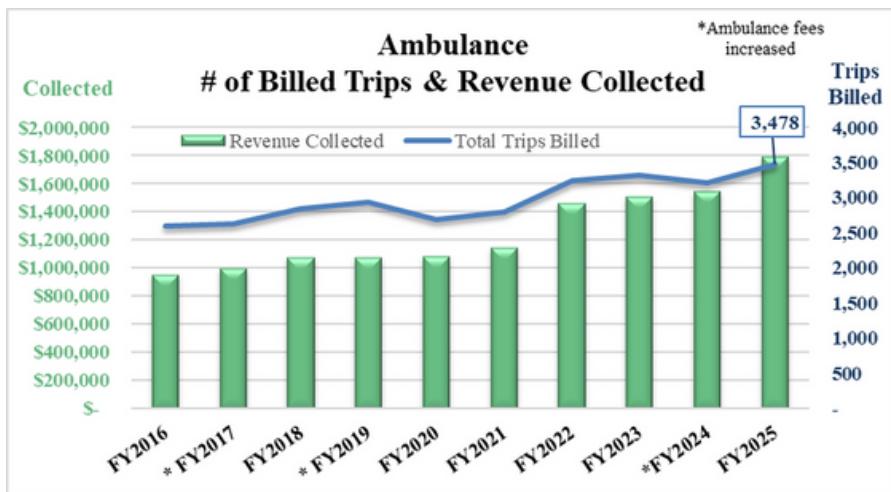


Maine Street Streetscape, East Side

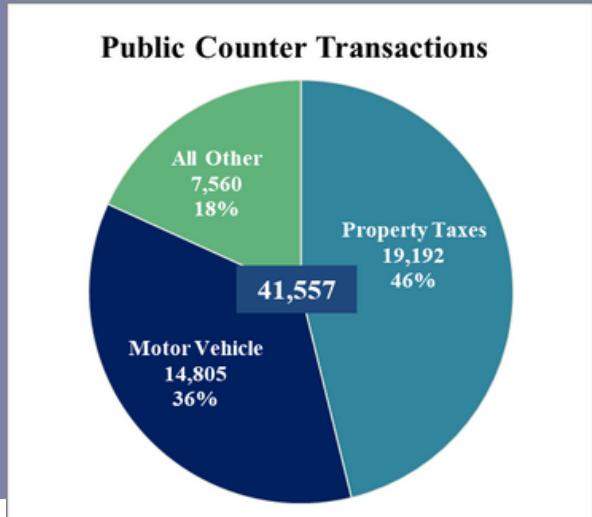
Finance



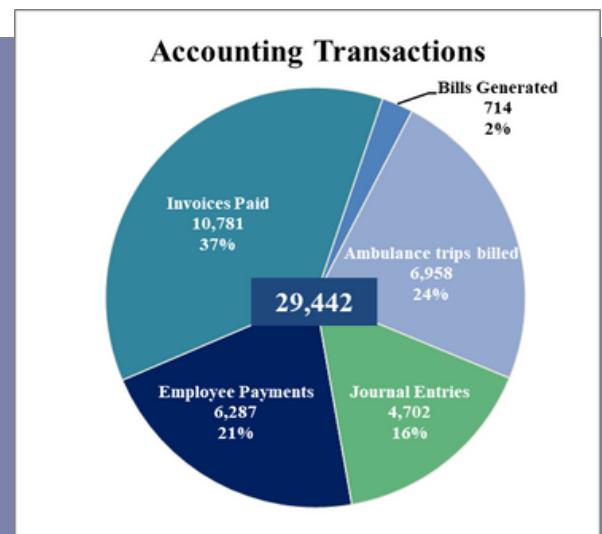
Passports and passport photos and the motor vehicle registrations and excise tax collected graphs are indicative of the transactions that are completed in the tax office.



Ambulance billing highlights the growth in activity over the last 10 years – both number of trips and revenue collections.



These two graphs highlight Finance Department transactions during one year (tax division on the left and finance division on the right).



Fire

- Service Calls
 - 949 Fire
 - 3,938 EMS
- One ambulance remounted on a new chassis partially fund by a grant, second ambulance sent out for remount at the end of November
- Chief Brillant and Deputy Chief Josh Shean were guest servers at Harriet Beecher Stowe School
- Hired 3 new firefighters to get to full staff
- 2 promotions (1 Captain, 1 Lieutenant)



Initiated the Community Connect program to help with rental registry

CERTIFICATIONS

- Advanced Cardiac Life Support (30 members completed)
- Pediatric Advanced Life Support (30 members completed)
- Ice Rescue Technician

Human Resources

Additional Activities

- Conflict Resolution
- Employee Retention
- Exit Interviews
- Investigations and Hearings
- OHSA Reporting
- Collective Bargaining (renegotiated 5 union contracts in 2025)
- New Hire Training
- Employee Onboarding and Orientation
- Benefits Administration (New - Flexible Spending Account Administrator, Short-term Disability, and Private Maine Paid Family Medical Leave Plan)
- Annual Required Training
- Personnel Board Engagement



	2024	2025
Employee Counts (based from W-2s)	501	421
Full - Time	223	221
Part - Time	125	141
Seasonal	153	59
New Hires	149	81
Full – Time Benefit eligible	40	25
Promotions	11	6
Terminations (voluntary, involuntary, & retirement)	59	30
Transfers	2	5
Family Medical Leave (FMLA)	15	14
Income Protection Plan Leave	5	6
Unpaid Leave of Absence	0	3
Workers' Compensation Claims	40	40
FYI	20	19
Lost Time	6	7
Medical Only	14	14

Key Initiatives

- **Efficiency Enhancements:** Implemented an online application process.
- **Employee Engagement:** Collaborated with the Wellness Committee to plan and execute two employee appreciation events.
- **Policy and Legislative Updates:** Repealed the Town's Personnel Ordinance and replaced with a complete rewrite of the Town's new Personnel Policy.
- **Maine Paid Family Medical Leave (MPFML)** – Worked collaboratively with all unions to amend collective bargaining agreements, allowing the Town to explore and pursue private plan options under Maine's new PFML program. Submitted the Town's application for a private plan substitution to the State, which was approved, resulting in cost savings for both the Town and employees. While the State PFML premium is 1% of wages split evenly between employer and employee, the approved private plan premium is reduced to 0.88%, also split evenly, lowering payroll costs for everyone.
- **Safety and Compliance:** Met quarterly with the Town Safety Committee to review and update safety policies, analyze accidents and injuries, and ensure compliance with the Workers' Compensation Safety Incentive Program (WCSIP) to secure a 10% discount on Workers' Compensation rates.

Human Services

- We assisted 300 people with rent, CMP, heat, and food, expending \$106,258.18. Temporary housing was limited by the State budget this year.
- During the SNAP crisis, we helped bridge in assistance and collaborated with the Mid Coast Hunger Prevention Program.
- We collaborated with Tedford Shelter, The Gathering Place and The Immigrant Resource Center to secure a \$750,00 Long-Term Solutions Grant for a warming shelter for our community's unhoused population.
- Once monthly this department hosts a meeting to collaborate on how better to serve our community needs with area providers including:
 - Mid Coast Hospital
 - The Gathering Place
 - Brunswick Police Dept.
 - Oasis Clinic
 - United Way
 - Mid Coast Literacy
 - Bowdoin College
 - Immigrant Resource Center
 - Mid Coast Community Action Head Start
 - Brunswick School Dept.
 - Mid Coast New Mainer Volunteer group



Donations for Food Drive

Information Technology Systems

Technology and Innovation Achievements

Axon Body Cameras –

Assisted with deployment of new Axon body-worn camera system for the Police Department, including device configuration and setup, and all required network configuration and secure backend connectivity.

New Mobile Data Terminals (MDTs) for Police Cruisers

Deployed new MDTs for cruisers. The deployment included secure configuration, network integration, and application setup to ensure uninterrupted access to mission-critical systems.

Domain Migration -

Migrated the Police Department to a safer and more secure .gov domain (brunswickmepd.gov).

Email Migration (Due to be completed late 2025)

Migrated the Police Department to a modern, secure email platform, improving reliability and compliance. The project ensured uninterrupted operations while enhancing security, mobile access, and long-term system stability.

DPW Security Cameras

Overhauled the Public Works security camera system, replacing outdated equipment and modernizing the infrastructure. The project improved video quality, expanded coverage, and implemented secure network configuration to enhance facility security.

Website Redesign

Worked with CivicPlus (vendor) design team to redesign and modernize the town website. The project improved accessibility, navigation, and mobile usability, creating a more intuitive and user-friendly experience for residents and staff.

Windows 10 Migrations

Upgraded and replaced, where applicable, our remaining Windows 10 workstations and laptops ensuring compliance with Windows 10 EOL.

STATS

(YTD 11/26/25)

1649

Help Tickets Resolved

300

Meetings recorded since
December 2024

25

New TV3 Shorts

70

New YouTube Uploads

Parks and Recreation

Parks

- Built and Installed 5 new Kiosk (3 at Heuston park, 2 at Kate Furbish Preserve East)
- Transplanted 4 trees from Maine St sidewalk project to upper and lower mall
- Completed The Former Maine Gravel Services and Capt. Fitzgerald Master Plan
- Opened 0–5-year-old Playground at the MARC
- Planted **31 trees** (29 from the tree nursery)
- Supported **30 Local Events**
- Maintained:
 - **2500 Acres** of Parks
 - **30 Miles** of Trails
 - **12 Miles** of Sidewalk during Snowstorms
 - **4.5 Miles** of Groomed Winter Trails
 - **12** Athletic Fields



Events

- **408** danced at the **47th Annual Valentine's Ball**
- Mid-Winter Classic Basketball Tournament
 - **43 years** for boys
 - **23 years** for girls
- Handed out **30 youth bikes** at the 30th Annual Bike Rodeo and Family Safety Day
- Held the **2nd Annual MARC 5k race**
- Hosted **1000+ attendees** at People Plus' Senior Health Expo
- **2500+ attendees** at 58th Annual Halloween Goblin Parade and Tent or Treat
- **\$5000+ raised** at 58th Annual Ski and Skate Sale to help subsidize youth rec programs

Rec Programs

- **94** summer staff hired
- **322** kids attended Summer Camp
- **563** youth soccer players
- **845** youth basketball players
- **6** new programs ·(Youth Pickleball Camp, Adult Pickup Lacrosse, Adult Walking Soccer Pickup, Archery Camp, Chess Camp, and Tiny Tykes Soccer Camp)

Rec Center

- **2,565** Active Basic Members and **4,140** Pro Members at Rec Center
- **1,006**: 10-punch, 24: 20-punch, 11: 30-punch pickleball passes sold
- Refinished the Field House floors
- Replaced the roof over the Field House
- Successfully hosted the Nov Elections

Planning

2025 Calendar Year Highlights (as of 11/25/25)

Planning Board

Has reviewed/is reviewing 27 development projects

- Approved: 13 projects, 1 application withdrawn
- Approved: Approximately 14,795 SF of new impervious for Commercial / Medical / Office / Industrial Space
- Approved: 137 Residential Lots / Dwelling Units
- Approved: 1 Conditional Use Permit

Reviewed/is reviewing: 8 Ordinance Amendments

- Approved: 2

Staff Review Committee

Has reviewed/is reviewing 3 Minor Development Review Applications

- 2 have been withdrawn

Staff

Have reviewed/approved 15 Minor Modification Applications

Village Review Board

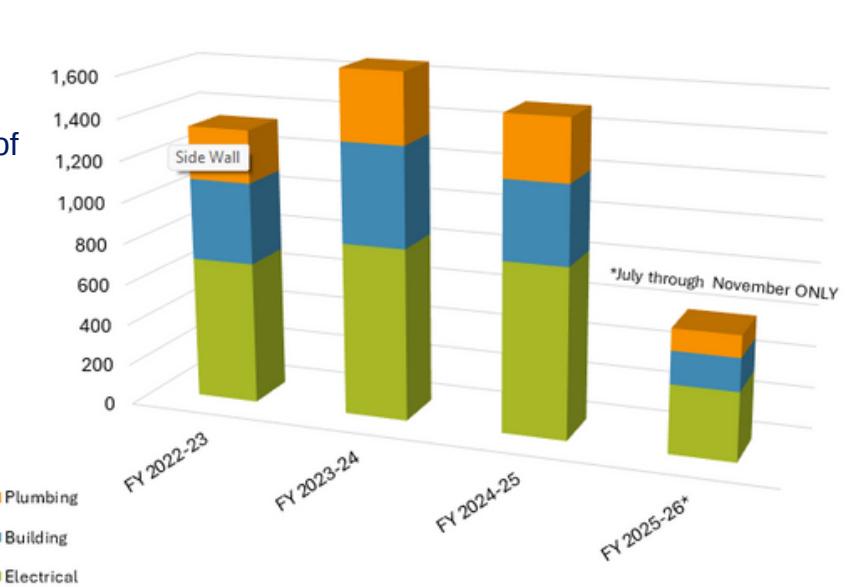
Has reviewed/approved 14 projects (major)

Staff have reviewed/approved 17 projects (minor)

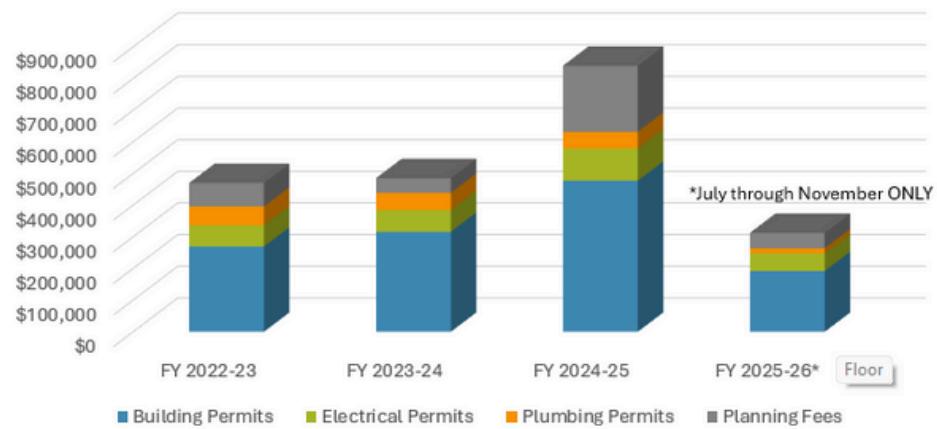
Comp Plan Committee

16 meetings, nearing adoption

Permits Issued



Planning & Development Revenues



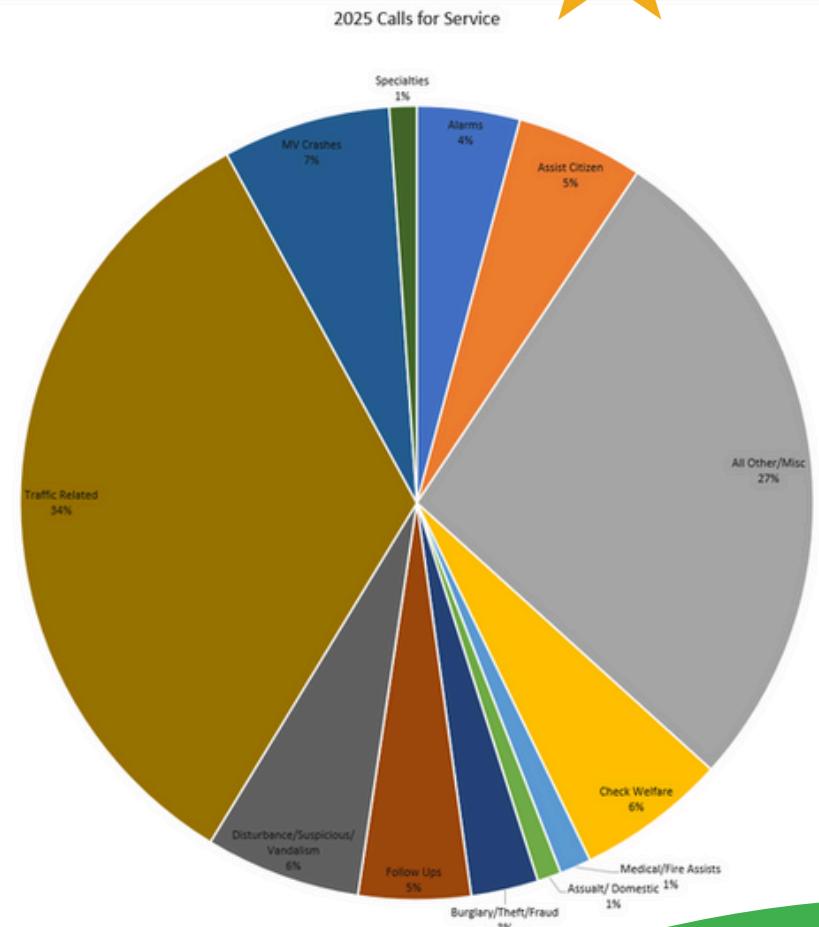
NOTE: Application fee increases were effective 9/5/2024

Police

- Hired a full time Mental Health Laison specific to Brunswick deal with local mental health related issues and responses
- Obtained a Federal grant STOP Violence Against Women grant for a continued partnership with a local woman's advocacy group called Through These Doors to identify and provide additional support for high risk domestic related situations/victims
- Completed a Capital Improvement Project to replace end of life mobile data terminals
- Upgraded cruiser cameras to include Department wide issued body-worn cameras
- Increased efforts to address issues and needs surrounding the local un-housed population by starting an "Un-housed Task Force"
- Obtained "re-accreditation" through the Maine Law Enforcement Accreditation Program, a required process every 3 years

Police Chief Stewart was named president of the Maine Chiefs of Police Association for 2025-2026

Alarms	661
Assist Citizen	817
All Other/Misc	4308
Check Welfare	962
Medical/Fire Assists	202
Assault/ Domestic	153
Burglary/Theft/Fraud	432
Follow Ups	721
Disturbance/Suspicious/ Vandalism	998
Traffic Related	5255
MV Crashes	1078
Specialties	175
Total	15762



as of 12/9/25

Public Works

Other than winter operations, Public Works spent most of the year completing road pavement markings, maintaining signs, supporting other departments, evaluating and addressing maintenance activities including brushing, ditching, culvert replacements with cooperation from outside contractors.

- Alexander Rd: grade and rehabilitate road and drainage
- Bath Rd: Sills Drive milling and paving
- Collinsbrook Rd: multiple flooding washout repairs
- Greenwood Rd: mill and pave, cross culvert and wheel ruts
- Hillside Rd: ledge removed and drainage improvements
- Maine St: mill and pave at Lemont Block/Pleasant St
- Quarry Rd: drainage improvements (cross-pipe added at intersection)
- River Rd: mill and pave, cross culvert and delaminated patch
- Replaced failing drainage structures: Pejepscot Terr, Chestnut Rd, Columbia Ave, Page St, Pleasant St. and Weymouth St
- R.O W. maintenance/mulching
- Wildwood: neighborhood test pits (paving prep)
- Digsafes
- Graham Road Facility
- GIS/Workforce tablet training for employees
- Gravel Roads maintenance (10 roads) – added approximately 1,000 yards of gravel
- MDOT roads sign maintenance
- MDOT support – Brunswick/Topsham bridge
- MDOT – school and radar signs Installed (all schools)
- Patching as needed and complaint response
- Employee cross-training in house
- Maine local roads training for all employees
- Mastic Machine Rental – road with seams and raised manhole covers
- NeoGov training for all employees
- Paint Crew: overnight ADA Stalls, parking spaces, crosswalks, etc
- Roadside mowing
- Stockpile inventory maintained
- Vehicle and equipment maintenance

Other Contracted Projects:

- Card's - Aroma Joes: drainage / washout
- Crooker's: Pleasant St. failed structure at Modern Pest replaced
- Hawke's: tree removal at Bull Rock Rd, Collinsbrook Rd, Hillside Road, and Pleasant Hill Rd
- WellTree: Meadowbrook neighborhood, tree R.O.W maintenance
- Bedard Construction: Installed sidewalk on Baribeau between Redwood and McKeen

Finished surface on 7.4 miles on:

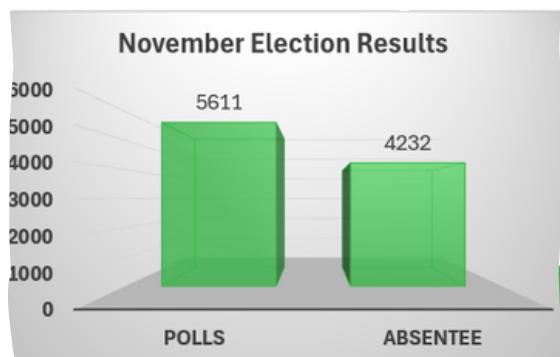
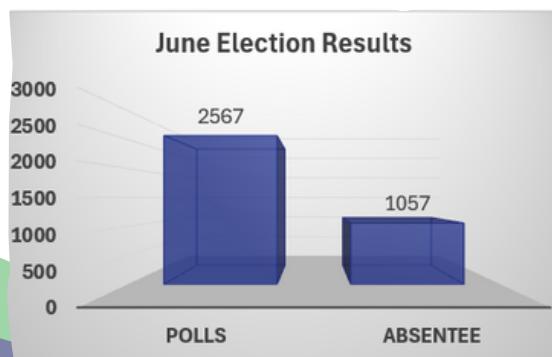
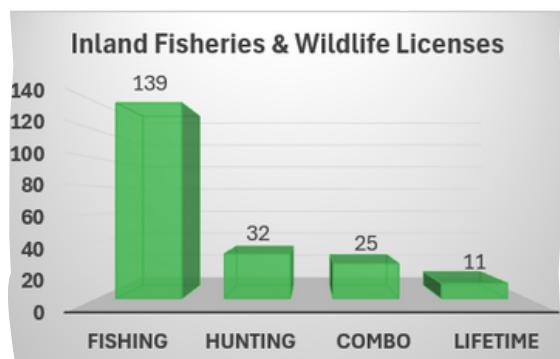
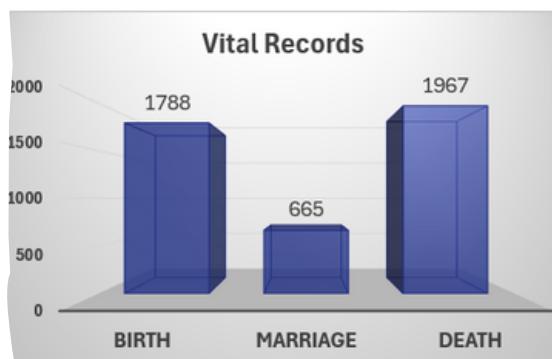
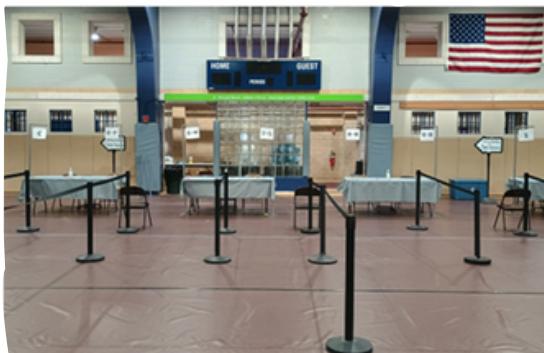
Atwood Ln / Bayside Ln / Berry St / Blue Heron Rd
Bowdoin St / Crestview Ln / Glover St / Great Gully Dr Middle Bay Rd / Pennellville Rd / Pleasant Hill Rd
Sandy Ridge Rd / Whittier St

Completed base paving and drainage improvements on 1.2 miles on:
Bridge Rd / Columbus Dr / Cressey Rd / Owen St
Robinson Ave

Installed all way stop conversions at:
Pleasant Hill Road and Baribeau Drive Intersection

Town Clerk

The Town Clerk's Office achieved approval to move the polling location to the Recreation Center, a process that began in 2018. We would like to express our gratitude to the Town Council and the Town Manager's Office for their assistance in facilitating this change; the Parks and Recreation Department for accommodating the move and collaborating with us; Public Works' support in setting up polling locations; and the Brunswick School Department for allowing us to host elections at their facilities and for their support during the relocation process. This spring, nearly 1,000 new or updated voter registration cards were scanned and filed, and over 4,000 were removed from the November 2024 election. The two elections held this year saw high attendance, with the November election achieving a record turnout of 9,843 in-person and absentee voters. Voters expressed appreciation for both the extended Friday absentee hours and the setup and parking at the Recreation Center. We also conducted a successful recount for Town Council District 6. Additionally, the Town Clerk's Office has issued a total of 318 business licenses, 207 Inland Fisheries and Wildlife licenses, 357 mooring permits, and 4,420 vital records to date. Furthermore, we provide notary services, license around 2,500 dogs, issue numerous shellfish licenses, and provide support to the Council, staff, and members of the public.



The Town of Brunswick is committed to communicating with our residents, business owners and visitors, meeting their needs by answering questions, asking for their input, and informing them of the Town's activities. Our communications team works to present municipal information and news to the public in a timely manner, using a variety of outlets, including the website, social media, Notify Me alerts, TV3, and occasionally media such as TV, radio and newspapers.

As a member of the Town Manager's Office, the Town Administrative and Communications Manager handles all internal, external and digital communications, public and media relations, 311 customer service, marketing, and public information requests. This includes social media, website management, and remote meeting participation efforts.

- All inquiries should be directed to **Deb Young, Administrative and Communications Manager**, at dyoung@brunswickme.gov or 207-725-6659.
- We're social. Find us and join on Facebook, Instagram, Nextdoor, and Youtube.
- Sign up for alerts on all sorts of Town activities under the "**Keep Me Informed**" button on our homepage: brunswickme.gov
- You can find additional resources at brunswickme.gov/763/Communications such as:
 - Style Guide
 - Communications Policy
 - Social Media Terms of Use
- Sign up for our new monthly newsletter, **The Brunswick Buzz**, under the "**Keep Me Informed**" button on our homepage: brunswickme.gov





Brunswick
maine