

# CITY COUNCIL REGULAR MEETING

January 14, 2025 6:00 P.M.

Brewer City Hall Council Chambers

- I. **Call to Order** (Mayor Daniels)
- II. **Roll Call** (City Clerk)
- III. **Pledge of Allegiance to the Flag of the United States of America** (Mayor Daniels)
- A. **Minutes of the December 10, 2024 Special Meeting, Minutes of the December 10, 2024 Regular Meeting, Minutes of the December 17, 2024 Special Meeting and Minutes of the December 19, 2024 Emergency Meeting** (Councilor Phanthay)
- B. **Awards, Petitions and Public Comments**
  1. (2024-B055) RESOLVE Recognize Brewer High School Field Hockey Team for Winning 2024 State of Maine Class A North Regional Championship. (Councilor O'Halloran)
  2. (2025-B001) RESOLVE Resolution of Respect for Sari Ohmart. (Councilor Morin and Mayor Daniels)
  3. Presentation: Center Street Revitalization Village Partnership Initiative Project - Presentation of Final Recommendations, Jessa Berna, Stantec.
  4. City Manager's Report
  5. Public Comments
- C. **Consent Calendar**
  1. (2025-A001) ORDER Accept donations to Holiday Cops & Contractors Charity Fund. (Councilor Kimball)
  2. (2025-A002) ORDER Appoint Manager to SBR Real Estate Holdings, LLC. (Councilor Morin)
  3. (2025-A003) ORDER Authorize sale of scrap metal and appropriation of proceeds. (Councilor Phanthay)
  4. (2025-A004) ORDER Accept archival storage materials gifted to Brewer Public Library by Brewer Historical Society. (Councilor O'Halloran)
  5. (2025-A005) ORDER Accept historical collections and accession records from the Brewer Historical Society into ownership of Brewer Public Library. (Councilor Kimball)
  6. (2025-A006) ORDER Authorize signing of contract with CivicPlus for brewermaine.gov website overhaul and upgrade. (Councilor Morin)
  7. (2025-A007) ORDER Authorize contract with Sutherland Weston to design new logo for City of Brewer. (Councilor Phanthay)
  8. (2025-A008) ORDER Award Contract for geographic information systems update services. (Councilor O'Halloran and Councilor Kimball)
  9. (2025-A009) ORDER Accept donation to City of Brewer to support Brewer Riverwalk Festival. (Councilor Kimball)
  10. (2025-A010) ORDER Accept wellness funds from Maine Municipal Employees Health Trust. (Councilor Morin)

11. (2025-A011) ORDER Ratify amendment to Brewer Police Department Command and Patrol collective bargaining agreements. (Councilor Phanthay)
12. (2025-A012) ORDER Reallocate capital improvement funds to support replacement of auditorium stage curtains. (Councilor O'Halloran)
13. (2025-A013) ORDER Accept donations to Brewer programs from the Fisher Family Fund. (Councilor Kimball)

**D. Monthly Reports (Councilor Morin)**

**E. Nominations, Appointments, Elections**

**Consent Calendar**

1. (2025-B002) RESOLVE Accept resignation of Loriann Hall from the City of Brewer Planning Board. (Councilor Phanthay)
2. (2025-B003) RESOLVE Prescribe Registrar of Voters hourly schedule for February 25, 2025 State of Maine Special Election for State Representative District 24. (Councilor O'Halloran and Councilor Kimball)

**F. Unfinished Business**

**Consent Calendar**

1. (2024-C019) ORDER Amend Chapter 24 of the Charter, Codes and Ordinances of the City of Brewer, entitled "Land Use Code", Article 4, "Performance Standards", Section 445, and Article 14, "Definitions". (Councilor Kimball)
2. (2025-A014) ORDER Reconsider Order 2024-A137 "Authorize purchase of two replacement vehicles for Brewer Police Department.", passed on July 9, 2024, to update vehicle information. (Councilor Kimball)

**G. New Business**

1. (2025-A015) ORDER Establish Library Advisory Commission of the City of Brewer. (Councilor Phanthay and Mayor Daniels)
2. (2025-A016) ORDER Appoint members to the Library Advisory Commission of the City of Brewer. (Councilor O'Halloran)
3. (2025-A017) ORDER Convene in executive session pursuant to Title 1, M.R.S.A. §405(6)(C) to consult with legal counsel regarding City Council rights and duties. (Councilor Kimball)

**H. New Items with Leave of Council**

**I. ADJOURN**

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2024-B055

December 12, 2024

TITLE: RESOLVE, RECOGNIZE BREWER HIGH SCHOOL FIELD HOCKEY TEAM FOR WINNING 2024 STATE OF MAINE CLASS-A NORTH REGIONAL CHAMPIONSHIP.

Filed December 2, 2024

By Dani O'Halloran

WHEREAS, the 2024 Brewer High School Field Hockey team completed their regular season with a record of 12-2 and was awarded the #2 seed for the State of Maine Class-A Field Hockey North Regional post-season playoff; and

WHEREAS, the team defeated the Camden Hills Windjammers 3 to 0 in the Class-A North Quarterfinals; and

WHEREAS, the team defeated the Messalonskee High Eagles 1 to 0 in the Class-A North Semifinals; and

WHEREAS, the team defeated the Skowhegan River Hawks 3 to 0 to become Class-A North Regional Champions, breaking Skowhegan's streak of 22 consecutive regional titles; and

WHEREAS, the team made its first ever appearance at the Maine Principals' Association State of Maine Class-A Field Hockey Championship game; and

WHEREAS, the Kennebec Valley Athletic Conference named Allie Flagg and Jordin Williams as 2024 Class-A First Team All-Conference honorees, and named Paige Oakes as 2024 Class-A Second Team All-Conference honoree; and

WHEREAS, the Kennebec Valley Athletic Conference named Allie Flagg, Lilly Goodwin, Maci Morneau, Paige Oakes and Jordin Williams as 2024 Class-A Academic All-Conference honorees; and

WHEREAS, the Kennebec Valley Athletic Conference named Coach Jamie Emerson as 2024 Class-A Field Hockey Coach of the Year; and

WHEREAS, the Maine Field Hockey Association named Abbie Derosier, Allie Flagg and Jordin Williams as 2024 All-State honorees.

NOW, THEREFORE, BE IT RESOLVED, that the Brewer City Council on behalf of the Citizens of the City of Brewer, Maine, herewith recognizes and congratulates the 2024 Brewer High School Field Hockey team for earning the Class-A State of Maine North Regional Championship and carrying on the tradition of Brewer excellence; and

BE IT FURTHER RESOLVED, that the Brewer City Council congratulates the following athletes, coaches, and support staff on their outstanding achievement:

**Seniors:** Lilly Goodwin, Maci Morneau, Paige Oakes, Team Captain Allie Flagg, Team Captain Isabella “Bella” Pierce and Team Captain Jordin Williams

**Juniors:** Abbie Derosier, Olivia Gilmore, Lydia Jordan, Isabelle Long, Delaney McDonough and Sayde Persaud

**Sophomores:** Ella Davis, Abbie Flagg, Alleia Richards and Syrina Zavala

**Freshmen:** Ali Adair, Elizabeth Burr, Alaina Michaud, Maeve Pelletier, Brooke Tower and Kori Woodman

**Head Coach:** Jamie Emerson

**Assistant Coaches:** Grace Brydges, Skip Estes and Jaiden Williams

**Team Doctor:** Dr. Patrick Healy

**Athletic Director:** David Utterback

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-B001

January 14, 2025

TITLE: RESOLVE, RESOLUTION OF RESPECT FOR SARI OHMART.

Filed September 16, 2024

By Jenn M. Morin and

Michele Daniels

WHEREAS, on the thirteenth day of September 2024, death brought to a close the full and active life of Sari Beth Katz Ohmart; and

WHEREAS, Sari was born in Connecticut in 1956; and

WHEREAS, Sari studied special education and graduated from Wheelock College in Boston, Massachusetts, in 1978, and began her career in teaching; and

WHEREAS, Sari married the love of her life, Leslie "Lee" Ohmart III, in 1978; and

WHEREAS, Sari and Lee settled in Brewer and raised a family, sharing forty-six years of marriage together; and

WHEREAS, Sari was a devoted teacher who worked at Glenburn Elementary School for thirty-six years of a career that spanned over forty years; and

WHEREAS, Sari, together with teaching partner and best friend Janet Ecker, established the 4/5 multi-age program at Glenburn Elementary School, a program that would positively impact the lives of countless students and their families; and

WHEREAS, Sari was a proud member of the "church ladies" group at Congregation Beth El in Bangor; and

WHEREAS, Sari served as an election worker for the City of Brewer, and served on the Brewer Public Library Board of Trustees; and

WHEREAS, loved walking her South Brewer neighborhood and getting to know her neighbors; and

WHEREAS, Sari spent time in her retirement being with her beloved grandchildren, traveling, scrapbooking, seeing live music, creating pottery, visiting with her book club, and hiking.

NOW, THEREFORE BE IT RESOLVED, that the Brewer City Council does by this resolution and public pronouncement, recognize the positive influence of Sari Ohmart to the well-being and development of her community and she earned the respect of all who knew her; and

BE IT FURTHER RESOLVED, that this resolution be spread upon the permanent records of the City of Brewer and that copies thereof be distributed to members of her family in testimony to the high esteem held for Sari Ohmart by the citizens and officials of the City of Brewer, Maine.



# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A002

January 14, 2025

TITLE: ORDER, APPOINT MANAGER TO SBR REAL ESTATE HOLDINGS, LLC.

Filed December 30, 2024

By Jenn M. Morin

WHEREAS, SBR Real Estate Holdings, LLC. is an independent legal entity whose purpose is to market, develop and otherwise make use of properties for the betterment of the City of Brewer; and

WHEREAS, City of Brewer is the sole member of SBR Real Estate Holdings, LLC., and managers must be formally appointed by the Brewer City Council; and

WHEREAS, one of the three managers has resigned from City employ; and

WHEREAS, it is important that the new City Manager be made a manager of SBR Real Estate Holdings, LLC.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council does hereby remove Stephen Bost as a manager of SBR Real Estate Holdings, LLC.; and

BE IT FURTHER ORDERED, that the Brewer City Council herewith appoints Brewer City Manager Eric Glidden to serve as a manager for SBR Real Estate Holdings, LLC. to serve until his resignation or removal from office.

**Statement of Fact:** This order removes a previous manager of SBR Real Estate Holdings, LLC., and assigns City Manager Eric Glidden as a manager of SBR Real Estate Holdings, LLC.



# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A003

January 14, 2025

TITLE: ORDER, AUTHORIZE SALE OF SCRAP METAL AND APPROPRIATION OF PROCEEDS.

Filed January 6, 2025  
By Soubanh Phanthay

WHEREAS, the City of Brewer Public Works Department anticipates demolishing several buildings located on City owned properties during Fiscal Year 2025; and

WHEREAS, some of the City owned properties slated for demolition contain metals that can be recovered and recycled during the process of preparing the buildings for demolition; and

WHEREAS, the Public Works Director wishes to use this unanticipated revenue from the recycled metals for lunches in appreciation of the efforts of the employees of the Public Works Department.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council herewith accepts any proceeds from the sale of scrap metals recovered from demolished buildings owned by the City, and authorizes their receipt to 0106604-300490 (Public Works Misc Revenue) and their expenditure from 0116661-502900 (Public Works Misc Supplies and Expenses) to recognize the Public Works employees for their outstanding efforts.

**Statement of Fact:** Preparing properties for demolition is difficult work. This order accepts proceeds from the sale of scrap metal recovered from demolition projects, and authorizes expenditure of the proceeds for meals for the Public Works Department in appreciation for their efforts.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A004

January 14, 2025

TITLE: ORDER, ACCEPT ARCHIVAL STORAGE MATERIALS GIFTED TO BREWER  
PUBLIC LIBRARY BY BREWER HISTORICAL SOCIETY.

Filed January 6, 2025

By Dani O'Halloran

WHEREAS, the Brewer Historical Society has gifted textiles of historical significance to the Brewer Public Library; and

WHEREAS, the proper preservation of these textiles requires the use of archival storage materials to ensure their long-term protection; and

WHEREAS, archival storage materials valued at \$795.25 have been donated to the Brewer Public Library for this purpose; and

WHEREAS, the Director of the Brewer Public Library has recommended acceptance of these materials to facilitate the preservation and display of the textiles.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council accepts the donation of archival storage materials to the Brewer Public Library and authorizes their use in the preservation of textiles gifted by the Brewer Historical Society.

**Statement of Fact:** This order accepts archival storage materials for preserving textiles donated to the Brewer Public Library by the Brewer Historical Society.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A005

January 14, 2025

TITLE: ORDER, ACCEPT HISTORICAL COLLECTIONS AND ACCESSION RECORDS FROM BREWER HISTORICAL SOCIETY INTO OWNERSHIP OF BREWER PUBLIC LIBRARY.

Filed January 6, 2025  
By William Kimball

WHEREAS, the Brewer Historical Society has dissolved, and has offered its historical collections and accession records to the Brewer Public Library; and

WHEREAS, the historical collections include photographs, maps, written documents, textiles, paintings, jewelry, and various other artifact types that reflect the history and culture of Brewer, Maine; and

WHEREAS, these materials represent a valuable resource for community education, historical preservation, and public access to the rich heritage of Brewer; and

WHEREAS, the Director of the Brewer Public Library has expressed full support for the acceptance and stewardship of these collections under the Library's care.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council accepts the historical collections and accession records from the Brewer Historical Society into the ownership of the Brewer Public Library, and authorizes their integration into the Library's archives and programming.

**Statement of Fact:** This order accepts the transfer of historical collections and accession records from the Brewer Historical Society to the Brewer Public Library, ensuring the preservation and accessibility of these resources for the Brewer community.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A006

January 14, 2025

TITLE: ORDER, AUTHORIZE SIGNING OF CONTRACT WITH CIVICPLUS FOR  
BREWERMAINE.GOV WEBSITE OVERHAUL AND UPGRADE.

Filed January 6, 2025

By Jenn M. Morin

WHEREAS, the current City of Brewer website is over 8 years old; and

WHEREAS, during calendar year 2024, the City website required one-hundred-and-two additional manhours of support beyond the scope of normal work for unplanned maintenance, security and outages that would otherwise have to have been hired out for over \$80 per hour; and

WHEREAS, the City website's current platform cannot accommodate future needs required by City departments, does not meet Americans with Disabilities Act (ADA) accessibility guidelines, and cannot be overhauled completely in house; and

WHEREAS, the Fiscal Year 2025 budget, approved in June of 2024, includes funding to upgrade the City website brewermaine.gov; and

WHEREAS, after soliciting quotes and statements of work from vendors over the course of calendar year 2024, the Brewer Technology Department recommends signing an upgrade and replacement contract with CivicPlus for the total initial amount of \$36,303.10 with a recurring service amount of \$17,996.90; and

WHEREAS, the CivicPlus contract offers many advantages: timely implementation of a complete overhaul of the current website look and function; ability to provide future expansion needs of departments and residents; complete handling of maintenance and security for the website; quick and timely support for all staff modules; tailored knowledge of how municipalities function when implementing the new website; and providing complete ADA compliant accessibility for the new website with legal resources available.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby authorizes the City Manager, or his designee, to approve signing the contract with CivicPlus to upgrade the City of Brewer website; and

BE IT FURTHER ORDERED, that costs for this purchase be charged to the Technology Webpage Updating account (0115601-501570) approved by the City Council in June 2024; and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer herewith exercises its authority under Section 404 of the City's Purchasing Ordinance, Chapter 36 of the Charter, Codes and Ordinances of the City of Brewer in the signing of this contract.

**Statement of Fact:** This order authorizes the signing of the contract with CivicPlus to upgrade the current City of Brewer website. The current website is over 8 old, and is run on an outdated platform subject to challenges to for maintenance, security, and general usability.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A007

January 14, 2025

TITLE: ORDER, AUTHORIZE CONTRACT WITH SUTHERLAND WESTON TO  
DESIGN NEW LOGO FOR CITY OF BREWER.

Filed January 6, 2025  
By Soubanh Phanthay

WHEREAS, the current logo of the City of Brewer, rooted in the City's rich history, has served the City, but no longer reflects the vibrant, modern identity Brewer wishes to project; and

WHEREAS, the traditional black and orange design, inspired by Brewer High School's iconic colors, does not align with the updated aesthetics of the Brewer Riverwalk and recent signage featuring contemporary colors; and

WHEREAS a cohesive and updated logo will better represent Brewer as a forward-thinking community while continuing to honor its unique character and heritage; and

WHEREAS, the City is beginning to work on creating a new City website, this is the ideal time to incorporate a new logo; and

WHEREAS, the new logo will enhance the City's ability to attract and retain businesses by being more easily recognizable; and

WHEREAS, Sutherland Weston, a reputable local marketing and design firm, has the expertise to create a logo that captures Brewer's vision for the future while respecting its past.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby authorizes the City Manager, or his designee, to contract with Sutherland Weston to design a new logo for the City of Brewer at a cost not to exceed \$10,000, with funding allocated from account 0115701-501070; and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer herewith exercises its authority under Section 404 of the City's Purchasing Ordinance, Chapter 36 of the Charter, Codes and Ordinances of the City of Brewer in the purchase of contractor services for this project.

**Statement of Fact:** This order authorizes the City Manager to hire Sutherland Weston to design a new logo for Brewer at an estimated cost of \$10,000, reflecting the city's modern identity while honoring its historical roots.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A008

January 14, 2025

TITLE: ORDER, AWARD CONTRACT FOR GEOGRAPHIC INFORMATION  
SYSTEMS UPDATE SERVICES.

Filed January 10, 2025  
By Dani O'Halloran and  
William Kimball

WHEREAS, due to changes in personnel, the City of Brewer has not been able to process updates to its geographic information system (GIS), which limits the usefulness of the City's mapping information available to the public, businesses, and City departments; and

WHEREAS, CAI Technologies of Littleton, New Hampshire, which currently hosts the City's online GIS services, has provided the City with a proposal to both perform the necessary map updates and convert all the City's GIS data to a unified ArcGIS compatible format, which will facilitate future updates; and

WHEREAS, the one-time cost of the data conversion would be \$19,500, with half due upon contract signing and the second half due after July 1, and the cost of the map updates would be \$11,800, which will cover updates to both the 2024 and 2025 tax maps; and

WHEREAS, there is \$13,350 of budget available in the Webpage Updating account that could be reallocated to support this work, with the rest of the Fiscal Year 2025 cost being absorbed in the Economic Development GIS Costs account.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Manager, or his designee, is authorized to execute a contract with CAI Technologies in an amount not to exceed \$31,300 to support update and conversion of the City's GIS data and tax maps and layers; and

BE IT FURTHER ORDERED, that the cost of this contract shall be charged to Economic Development's GIS Costs account (0115701-501160) to be funded, in part, by reallocation of \$13,500 from the Webpage Updating account (0115601-501570); and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer herewith exercises its authority under Section 404 of the City's Purchasing Ordinance, Chapter 36 of the Charter, Codes and Ordinances of the City of Brewer in the purchase of contractor services for this project.

**Statement of Fact:** This order authorizes the City to contract with CAI Technologies, the current host of the City's online geographic information system, to convert the City's GIS data to a unified format and to update the 2024 and 2025 tax maps to bring them current. The cost of the contract is \$31,300.

**CITY OF BREWER, MAINE  
IN CITY COUNCIL ASSEMBLED**

2025-A009

January 14, 2025

TITLE: ORDER, ACCEPT DONATION TO CITY OF BREWER TO SUPPORT  
BREWER RIVERWALK FESTIVAL.

Filed January 7, 2025  
By William Kimball

WHEREAS, the Brewer Riverwalk Festival is in need of financial support to continue to be a successful event, and

WHEREAS, Somic America has made a donation of \$1000 to support the Brewer Riverwalk Festival.

NOW, THEREFORE, BE IT ORDERED, that the City of Brewer, by vote of its City Council, herewith accepts the donations and directs that the funds be deposited in the Riverwalk Events Account (0200000-320000-57003); and

BE IT FURTHER ORDERED, that the City Council herewith authorizes the appropriation and expenditure of these funds from the Riverwalk Events Expense Account (0200000-520000-57003) for the purpose of marketing and other fees incorporated in running this event successfully.

**Statement of Fact:** The City received a donation of \$1000 from Somic America for the purpose of financially supporting the Brewer Riverwalk Festival. This donation will help pay for fireworks, marketing and supplies for the Brewer Riverwalk Festival. This order accepts the funds and appropriates them for expenditure to support the event.





# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A011

January 14, 2025

TITLE: ORDER, RATIFY AMENDMENT TO BREWER POLICE DEPARTMENT  
COMMAND AND PATROL COLLECTIVE BARGAINING  
AGREEMENTS.

Filed January 7, 2025  
By Soubanh Phanthay

WHEREAS, in June 2024, collective bargaining agreements between the City of Brewer and the units representing the command officers and the patrol and corporal officers of the Brewer Police Department were ratified, covering the three-year period through June 30, 2027; and

WHEREAS, since those Spring 2024 negotiations and agreements, the department has continued to see the departure of officers to other, more lucrative agencies and opportunities, and has experienced difficulty in recruiting candidates to fill vacant positions; and

WHEREAS, to address these issues, mitigate staffing shortages and remain competitive in hiring, the Public Safety Director has recommended an adjustment to the pay scales in both contracts to be effective starting February 1, 2025; and

WHEREAS, the change represents an overall increase of about 4% to the union contract rates and would result in an additional Fiscal Year 2025 (FY25) salary and benefit expense of approximately \$45,000; and

WHEREAS, the City has unanticipated revenue in its Interest Earnings account it could apply to fund this unanticipated FY25 expense.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council herewith ratifies the proposed amendment to the police union pay scales and authorizes the City Manager, or his designee, to execute the documents necessary to formalize this change on behalf of the City of Brewer; and

BE IT FURTHER ORDERED, that the Brewer City Clerk file the City's copy of these contract amendments in the City's record archives; and

BE IT FURTHER ORDERED, that, to fund this additional contractual expense, the City Council hereby authorizes the appropriation and expenditure of up to \$45,000 from the appropriate Police Department salary and benefit accounts in Orgs 0115800 and 0115810 to be funded by unanticipated revenue in the Interest Earnings account (0105504-300400).

**Statement of Fact:** This order authorizes the amendment of the pay scales in the Brewer Police Department Command and Patrol collective bargaining agreements effective February 1, 2025 to help mitigate staffing shortages and to remain competitive in hiring. It also appropriates \$45,000 in unanticipated interest earnings to cover the approximate cost of the change through the remainder of FY25.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-A012

January 14, 2025

TITLE: ORDER, REALLOCATE CAPITAL IMPROVEMENT FUNDS TO SUPPORT  
REPLACEMENT OF AUDITORIUM STAGE CURTAINS.

Filed January 7, 2025

By Dani O'Halloran

WHEREAS, the Fiscal Year 2024 (FY24) Capital Improvement Program (CIP) included \$8,000 to replace the worn stage curtains at the Joseph L. Ferris Community Center; and

WHEREAS, after seeking quotes for this project, the Director of Parks and Recreation has determined that \$3,500 of additional funds are needed to purchase and install curtains of acceptable quality and durability; and

WHEREAS, there are available funds in the Auditorium Infrastructure CIP account that could be reallocated to support the curtain project.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby authorizes the reallocation of \$3,500 from the Auditorium Infrastructure CIP account (0510124-551427) to the Auditorium Stage Curtains CIP account (0510124-551444) to enable the purchase and installation of curtains of acceptable quality and durability.

**Statement of Fact:** This order authorizes the reallocation of \$3,500 from the Auditorium Infrastructure CIP account to the Auditorium Stage Curtain CIP account to support the replacement of the existing worn curtains with ones of acceptable quality and durability.



**CITY OF BREWER, MAINE  
IN CITY COUNCIL ASSEMBLED**

2025-B002

January 14, 2025

TITLE: RESOLVE, ACCEPT RESIGNATION OF LORIANN HALL FROM THE CITY OF BREWER PLANNING BOARD.

Filed January 7, 2025  
By Soubanh Phanthay

WHEREAS, Loriann Hall submitted her resignation from the City of Brewer Planning Board by electronic mail, effective January 7, 2025; and

WHEREAS, the Brewer City Council must vote to accept this resignation and declare a vacancy for a member before proceeding to fill the vacancy for the unexpired terms Loriann Hall.

NOW, THEREFORE, BE IT RESOLVED, that the Brewer City Council herewith accepts the resignation of Loriann Hall as a Member of the City of Brewer Planning Board and declares that a vacancy will exist on the aforementioned board for a member.

**Statement of Fact:** Loriann Hall recently submitted her resignation from the Planning Board effective January 7, 2025.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2025-B003

January 14, 2025

TITLE: RESOLVE, PRESCRIBE REGISTRAR OF VOTERS HOURLY SCHEDULE FOR FEBRUARY 25, 2025 STATE OF MAINE SPECIAL ELECTION FOR STATE REPRESENTATIVE DISTRICT 24.

Filed January 10, 2025  
By Dani O'Halloran and  
William Kimball

WHEREAS, the State of Maine Special Election for State Representative District 24 will be held on Tuesday, February 25, 2025; and

WHEREAS, Title 21-A M.R.S.A., §122 (6)(A)(2) provides in part that ,in a municipality with a population of more than 2,500, the Registrar of Voters shall accept registrations on the last 5 business days before election day, during the hours that the City Clerk's office is open (8:00 a.m. to 4:00 p.m.) and for 2 hours in the evening between 5:00 p.m. and 9:00 p.m. on at least 1 of these days; and

WHEREAS, the City of Brewer has a population greater than 2,500 according to the 2020 Federal Census; and

WHEREAS, the Registrar of Voters suggests that holding office hours on Wednesday, February 19, 2025 from 5:00 p.m. until 7:00 p.m. will satisfy the requirements of Title 21-A M.R.S.A., §122 (6)(A)(2) and serve the needs of the community; and

WHEREAS, the municipal officers concur with this assessment by the Registrar of Voters.

NOW, THEREFORE, BE IT RESOLVED, that the municipal officers herewith prescribe the hours of registration as 8:00 a.m. to 4:00 p.m. on the five business days prior to the State of Maine Special Election for State Representative District 24 to be held on February 25, 2025; and

BE IT FURTHER RESOLVED, that the municipal officers herewith prescribe the additional hours of registration as 5:00 p.m. to 7:00 p.m. on Wednesday, February 19, 2025.

**Statement of Fact:** This resolve sets the hours for the Registrar of Voters to accept voter registrations for the five business days leading up to the February 25, 2025 election: 8:00 a.m. to 4:00 p.m. Tuesday, February 18 through Friday, February 21, and Monday, February 24, with the additional hours of 5:00 p.m. to 7:00 p.m. on Wednesday, February 19.

# CITY OF BREWER, MAINE IN CITY COUNCIL ASSEMBLED

2024-C019

December 10, 2024

TITLE: ORDER, AMEND CHAPTER 24 OF THE CHARTER, CODES AND ORDINANCES OF THE CITY OF BREWER, ENTITLED “LAND USE CODE”, ARTICLE 4, “PERFORMANCE STANDARDS”, SECTION 445, AND ARTICLE 14, “DEFINITIONS.

Filed December 3, 2024  
By William Kimball

BE IT ORDAINED, by the Brewer City Council that Chapter 24, of the Charter, Codes and Ordinances of the City of Brewer, entitled “Land Use Code”, shall be amended by revising the following subsections to Article 4 and Article 14:

## **Article 4 Performance Standards**

### **445 ELECTRIC VEHICLE CHARGING INFRASTRUCTURE**

445.1 This Section shall apply to areas of two (2) or more Level 2 and/or Level 3 electric vehicle chargers/charging stations and associated infrastructure including conduit/wiring, structures, machinery, and equipment necessary and integral to support an electric vehicle including electric vehicle battery chargers installed, constructed, or modified after the effective date of this Ordinance. Electric vehicle chargers, charging stations, and associated equipment and infrastructure shall conform to the following minimum requirements and shall be designed, built, installed and utilized in accordance with all applicable codes, regulations and standards.

#### 445.2 Definitions:

Level 2 charging: Provides charging through 240 Volts (in residential applications) or 208 Volts (in commercial applications).

Level 3 charging: Is also known as “Direct Current Fast Charging” (DCFC) and voltage is greater than 240 Volts.

EV-Capable parking space means a parking space which is provided with installed electrical panel capacity, dedicated branch circuit(s) and conduit (raceway) to support the future build out of EV charging.

EV-Ready parking space means a parking space which is provided with full circuit installations including electrical panel capacity with dedicated branch circuit(s), raceway, wiring, receptacle, and overcurrent protection devices to make a particular area able to accommodate an EV charger without the charger itself.

EV-Installed parking space means installed infrastructure including electrical panel capacity, with dedicated branch circuit(s) including conduit (raceway) and the fully operational EV charger itself including signage.

445.3 Regulations pertaining to all EVCs, EVCSs, equipment and infrastructure:

445.3.1 No electric vehicle charger (EVC), charging station (EVCS) or infrastructure shall be installed or operated within the City of Brewer except in compliance with this Article and all other local codes and ordinances;

445.3.2 All electric vehicle chargers, infrastructure, equipment and components shall be installed per standards of the latest edition of the National Fire Protection Association (NFPA) standards and National Electrical Code (NFPA 70) Article 625, NFPA 88A and this Article;

445.4 Standards.

445.4.1 Height.

- a) EV chargers, stations and associated components shall not exceed height regulations in this Land Use Code for the zoning district in which they are located.

445.4.2 Setbacks.

- a) EV chargers, stations and associated components shall meet the setbacks of the zoning district in which located and shall also meet other applicable Code setbacks when located within proximity to motor fueling facilities, property lines, buildings, structures, and hazardous installations, including but not limited to: transformers, oil tanks, flammable liquid storage, electrical panels, hazardous materials storage, and combustibles;
- b.) Additional setbacks and clearances may be required as determined by the City of Brewer Fire Chief, Code Enforcement Officer, City Engineer, City Planner, Environmental Services Director or their designees to ensure compliance with this Article and Land Use Code, the codes and ordinances of the City of Brewer, and/or to reduce risk of potential for hazards to persons, property, or the environment.

445.4.3 Parking.

- a.) EV charging parking spaces to be used solely for EV vehicle charging use shall meet or exceed the parking setbacks for the zoning district in which they are located and shall not be included in the calculation for both the number of minimum and maximum parking spaces required in this Land Use Code for the site development;
- b.) EV charging parking spaces defined in this Article designed for EV vehicle charging use but which do not contain restrictions of any type prohibiting the usage of such parking spaces by EV or internal combustion engine vehicles, may be included in the calculation for minimum and maximum parking space calculations required in this Land Use Code for the site



development and shall meet or exceed parking setbacks for the zoning district in which they are located;

c.) Where electric vehicle chargers and charging stations are provided in parking areas, accessible EV chargers/stations shall be provided in compliance with the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA) and Section 508 of the Rehabilitation Act;

d.) Charging of electric vehicles shall occur only on and within parking spaces which are designed and approved for such usage.

#### 445.4.4 Design.

a.) EV chargers and charging infrastructure shall be designed and installed to conform to all applicable industry standards and Nationally Recognized Testing Laboratories (NRTLs) such as Underwriters Laboratory (UL), Electrical Testing Laboratory (ETL), American Society for Testing and Materials (ASTM), Institute of Electrical and Electronics Engineers (IEEE), Solar Rating and Certification Corporation (SRCC), National Fire Protection Association (NFPA), National Electrical Code (NEC), National Highway Safety Transportation Administration (NHSTA), Society of Automotive Engineers (SAE), and/or similar certifying organizations and shall comply with the City of Brewer's Building Code, Life Safety Code, other applicable Codes and the codes and ordinances of the City of Brewer. Manufacturer specifications for components shall be submitted as part of the application, along with a statement that the project meets applicable electrical codes;

b.) On-site design of EV charging spaces and associated infrastructure shall include, but is not limited to: adequate lighting, landscaping, equipment perimeter protection, regulatory and instructional signage to include contact information with telephone number for reporting when the equipment is not operating or other problems, emergency instruction signage conspicuously posted in the area of the EVCS, emergency shutoffs (E-stops) automatic is preferred or such manual shutoff shall be placed twenty (20) feet or greater from any EV charging dispenser, on-site installation of a fire blanket box containing an EV fire blanket and placed twenty (20) twenty feet or greater from any EVCS and accessible by the local fire department in event of fire, surge and lightning protection safety devices such as charge circuit interrupting devices (CCIDs) and/or ground fault circuit interrupters (GFCIs), safety labeling on EV charging stations and associated components, concrete and/or concrete-filled steel bollards for equipment protection, retractable cords and/or sufficient cord/cable management provided, tamper-proof switches or locking mechanisms to prevent risk of shock or vandalism, and when possible, implementation of advanced monitoring systems for early detection and response such as localized automatic sensor fire suppression systems and interoperability protocols containing diagnostics to report theft, vandalism, and risk of electric shock or fire;

c.) Such additional design components and/or information as required by the City of Brewer Fire Chief, Code Enforcement Officer, City Engineer and/or City Planner to ensure compliance with the terms of this Land Use Code, this Article, and the Codes and Ordinances of the City of Brewer.

#### 445.5 Operation, Maintenance and Inspections.

a.) Regular operation, maintenance and inspections of EV chargers, charging stations, equipment, and associated infrastructure shall include but is not limited to: regular fixed wiring inspection, hardware & software updates and network connectivity, regular inspection of on-site EV fire blanket and fire blanket box and if EV fire blanket has been used or unusable shall be replaced immediately by the applicant/owner/successor/assigns at their cost, annual thermographic testing by a certified electrician, regular visual checks of cables and connectors for signs of wear and tear, regular testing of surge protection safety devices, and routine inspection, maintenance and repairs of dispensers and associated equipment, connectors, electronics, networking software, and all associated infrastructure. Only persons knowledgeable and qualified in performing the required maintenance, repairs, and inspections shall perform the work and all vehicles and unauthorized persons shall be prevented from entering the EVCS area during such time. It shall be the responsibility of the applicant, their successors, and assigns to ensure compliance with this section;

b.) The applicant, owner, successors and/or assigns of such EVCs, EVCSs, equipment, and infrastructure shall be responsible to ensure that repairs are promptly addressed in accordance with applicable local codes as well as Codes specified herein and are performed by persons experienced and appropriately certified and qualified to do so;

### **ARTICLE 14 DEFINITIONS**

**Accessory Dwelling Unit (ADU)** An accessory dwelling unit (ADU) is a **secondary** self-contained dwelling unit located within, attached to or detached from a single-family dwelling unit located on the same lot as the principal single-family dwelling and meets minimum square footage requirements in accordance with the Technical Building Code and Standards Board, under Title 10 M.R.S. §9722 as may be amended from time to time and does not exceed (450) four hundred fifty square feet. **An accessory dwelling unit (ADU) is incidental and subordinate to the principal single-family dwelling.**

**Automobile Graveyard:** A yard, field or other area used to store three (3) or more **unregistered or uninspected motor vehicles,** unserviceable, discarded, worn-out or junked motor vehicles as defined in 29-A MRSA § 101, subsection 42, or parts of such vehicles. "Automobile graveyard" does not include any area for temporary storage by an establishment or place of business that is primarily engaged in doing auto body repair work to make repairs to render a motor vehicle serviceable. "Automobile graveyard" does include an area used for automobile dismantling, salvage and recycling operations.

**Statement of Fact:** These ordinance amendments are proposed to include regulations on electric vehicle charging infrastructure and to clarify definitions. The Planning Board held a public hearing on December 2, 2024 and unanimously made the recommendation to adopt these amendments to Chapter 24, " Land Use Code", as written. There were no public comments.

**CITY OF BREWER, MAINE  
IN CITY COUNCIL ASSEMBLED**

2025-A014

January 14, 2025

TITLE:       ORDER,       RECONSIDER ORDER 2024-A137 “AUTHORIZE PURCHASE OF TWO REPLACEMENT VEHICLES FOR BREWER POLICE DEPARTMENT.”, PASSED ON JULY 9, 2024, TO UPDATE VEHICLE INFORMATION.

Filed January 7, 2025  
By William Kimball

BE IT ORDERED, that the Brewer City Council reconsider Order 2024-A137 “Authorize purchase of two replacement vehicles for Brewer Police Department.”, that was passed at the regular Council meeting on July 9, 2024, to update vehicle information as follows:

2024-A137

July 9, 2024

TITLE:       ORDER,       AUTHORIZE PURCHASE OF TWO REPLACEMENT VEHICLES FOR BREWER POLICE DEPARTMENT.

Filed July 2, 2024  
By William Kimball

WHEREAS, the approved Fiscal Year 2025 (FY25) Capital Improvement Program (CIP) included funding for replacement of two police vehicles: one for primary patrol use and one for unmarked police use; and

WHEREAS, a bid was solicited for two new vehicles to be placed in service from Island Tech Services (ITS); and

WHEREAS, the bid for the primary patrol vehicle consisted of one 2023 Ford Utility Police Interceptor, at a cost of \$42,673.55, and with installed equipment the cost is \$60,485.30; and

WHEREAS, the bid for the unmarked police vehicle consisted of one 2023 Chevy Tahoe Special Service Vehicle (SSV), at a cost of \$48,000 and with installed equipment the cost is \$63,071.86, a trade-in allowance for a 2016 Ford Explorer and a 2018 Ford Police Interceptor is \$18,500 for a total purchase price of \$44,571.86.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby authorizes the City Manager or his designee to sign a purchase order with Island Tech Services (ITS) and McGovern MHQ for the amount of its bid price and authorizes the appropriation and expenditure of this amount from capital account 0510132-511200 (Police Cruiser) to fund the purchase of the 2023 Ford Utility Police Interceptor; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the City Manager or his designee to sign a purchase order with ITS and Kinley Automotive Group for the amount of its bid price and authorizes the appropriation and expenditure of this amount from capital account 0510132-511205 (Police Unmarked Vehicles) to fund the purchase of the 2023 Chevy Tahoe SSV; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the appropriation and expenditure from CIP account 0510132-511200 (Police Vehicles) and 0510132-511205 (Police Unmarked Vehicles) the funding necessary to cover the cost of equipping the vehicles, however, such expenditures shall not exceed funding available as approved in the FY25 CIP; and

BE IT FURTHER ORDERED, the City Council hereby declares the Police Department’s 2016 Ford Explorer (VIN#1FM5K8D88GGD08383), and ~~2018 Ford Utility Police Interceptor (VIN#1FM5K8ARXJGC07656)~~ 2017 Police Utility Police Interceptor (VIN#1FM5K8AR0HGC10589) surplus and authorizes the City Manager or his designee to dispose of the vehicles by allowing for trade-in to offset the purchase price of the new police vehicles; and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer herewith exercises its authority under Section 404 of the City’s Purchasing Ordinance, Chapter 36 of the Charter, Codes and Ordinances of the City of Brewer in the purchase of goods and supplies for this project.

<b>Two Replacement Vehicles for Brewer PD</b>		
<b>Vendor</b>	<b>Model</b>	<b>Purchase Price</b>
McGovern MHQ, Inc:	2023 Police Interceptor Utility, purchase price	\$ 42,673.55
Kinley Automotive Group	2023 Chevy Tahoe SSV, purchase price	\$ 48,000.00
	<b>Vehicle Trade-Ins:</b>	
	2016 Ford Explorer	\$ 12,000.00
	<del>2018 Ford Utility Police Interceptor</del>	<del>\$ 6,500.00</del>
	2017 Ford Utility Police Interceptor	\$ 6,500.00

**Statement of Fact:** Order 2024-A137 was passed by the Council at the July 2024 regular Council meeting. A clerical error caused incorrect information to be listed for one of the vehicle trade-ins. This reconsideration corrects the error.

# CITY OF BREWER, MAINE

## IN CITY COUNCIL ASSEMBLED

2025-A015

January 14, 2025

TITLE: ORDER, ESTABLISH LIBRARY ADVISORY COMMISSION OF THE CITY OF BREWER.

Filed January 3, 2025  
By Soubanh Phanthay and  
Michele Daniels

WHEREAS, the City of Brewer recognizes the importance of providing quality library services to its residents and the role of a library in fostering lifelong learning, community engagement, and access to information; and

WHEREAS, the City seeks to evaluate the feasibility of a new library facility, determine the community's needs and desires, and develop a comprehensive plan and timeline for implementation.

NOW, THEREFORE, BE IT ORDERED, that the Library Advisory Commission of the City of Brewer is hereby established, with the following purpose, membership, and responsibilities:

### **1. Purpose**

The Library Advisory Commission is charged with:

- Researching the feasibility of a new library facility, including potential sites, design concepts, and cost estimates.
- Conducting community outreach to gather input on library services, features, and programs desired by residents.
- Developing a strategic plan for the library, including a timeline for planning, funding, and construction.
- Exploring potential funding sources, including grants, donations, and public-private partnerships.
- Assessing the operational and staffing needs for a new library.
- Reviewing and recommending any necessary updates to library policies to support the proposed facility.

### **2. Membership**

The Library Advisory Commission shall be comprised of:

- Brewer residents, appointed by the Mayor and confirmed by the City Council, who represent a diverse cross-section of the community.
- The Mayor of Brewer or their designee.
- The City Manager or their designee.
- City staff who are directly involved with library operations, including the Library Director.

### **3. Term of Service**

- Members shall serve for the duration of the Commission's work, which is expected to conclude upon submission of a final report and recommendations to the City Council. This Commission shall dissolve upon completion of its charge or by further order of the City Council.

### **4. Meetings and Reporting**

- The Commission shall meet monthly or as needed.
- A Chairperson shall be selected by the members of the Commission at the inaugural meeting.
- The Commission shall provide updates to the City Council and present a final report with findings and recommendations.

### **5. Resources and Support**

- The City of Brewer shall provide administrative support to the Commission as needed.
- The Commission may consult with architects, planners, and other professionals as necessary to fulfill its purpose.
- The Commission may not secure any products or services that require City expense except by expressed permission of the City Manager or his designee.

**Statement of Fact:** This order establishes the Library Advisory Commission of the City of Brewer. The Commission will be tasked with exploring the feasibility of a new library facility, engaging the community to understand needs, and developing a strategic plan to guide the project.

**CITY OF BREWER, MAINE  
IN CITY COUNCIL ASSEMBLED**

2025-A016

January 14, 2025

TITLE: ORDER, APPOINT MEMBERS TO LIBRARY ADVISORY COMMISSION OF  
THE CITY OF BREWER.

Filed January 8, 2025

By Dani O'Halloran

BE IT ORDERED, that Jeanne Bauer of 101 Fling Street, Beiqing Arnold of 56 State Street, Sarah Dominick of 48 Longmeadow Drive, Lisa Sturgeon of 19 Night Road and Christyne Zimmer of 95 Grove Street are herewith appointed to the Library Advisory Commission of the City of Brewer as members; and

BE IT FURTHER ORDERED, that the appointees' terms will commence January 19, 2025 and will expire at the termination of the Library Advisory Commission.

**Statement of Fact:** This order appoints five inaugural members to the Library Advisory Commission of the City of Brewer.

**CITY OF BREWER, MAINE  
IN CITY COUNCIL ASSEMBLED**

2025-A017

January 14, 2025

TITLE: ORDER, CONVENE IN EXECUTIVE SESSION PURSUANT TO TITLE 1,  
M.R.S.A. §405(6)(C) TO CONSULT WITH LEGAL COUNSEL  
REGARDING CITY COUNCIL RIGHTS AND DUTIES.

Filed January 6, 2025  
By William Kimball

BE IT ORDERED, that the Brewer City Council convene in executive session pursuant to Title 1, Maine Revised Statutes Annotated, §405(6)(C) to consult with counsel regarding City Council rights and duties.