

Town of York

186 York Street
York, Maine 03909-1314

Town Manager/
Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
(207)363-1002

Planning
(207)363-1007

Assessor
(207)363-1005

Police Department
(207)363-1031

Dispatch
(207)363-2557

York Beach Fire
Department
(207)363-1014

York Village Fire
Department
(207)363-1015

Public Works
(207)363-1011

Harbor Master
(207)363-1000

Senior Center/
General Assistance
(207)363-1036

Parks and
Recreation
(207)363-1040

Fax
(207)363-1009
(207)363-1019

www.yorkmaine.org

BOARD OF SELECTMEN'S MEETING AGENDA

5:00PM THURSDAY, FEBRUARY 18, 2016
YORK LIBRARY

Call to Order

A. Minutes

1. February 8, 2016 Meeting Minutes

B. Public Hearing

1. New Business License – American Legion Post #56; located at 647 US Route One (Food Service, Liquor, Special Amusement, Coin-Operated Amusement)

C. Endorsements

1. Business Licenses
 - a. American Legion Post #56; located at 647 US Route One (Food Service, Liquor, Special Amusement, Coin Operated Amusement)

Adjourn

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:00/7:00PM MONDAY, FEBRUARY 8, 2016
YORK LIBRARY**

6:00PM: Executive Session: Pursuant to M.R.S. § 405.6.A (Town Manager's Review)

Present: Chairman Robert E. Palmer, Jr., Vice-Chairman Jonathan O. Speers, Dawn Sevigny-Watson, Todd A. Frederick, Torbert Macdonald and Director of Human Resources Liam Gallagher.

Moved by Mr. Macdonald, seconded by Mr. Speers to enter into executive session. Without objection, so ordered.

Moved by Mr. Macdonald, seconded by Mr. Speers to exit out of executive session. Without objection, so ordered.

7:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice-Chairman Jonathan O. Speers, Dawn Sevigny-Watson, Todd A. Frederick, Torbert Macdonald, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Chairman Robert E. Palmer, Jr. called the meeting to order at 7:00PM.

Opening Ceremonies

A. Minutes

1. November 2, 2015 Meeting Minutes
2. November 16, 2015 Meeting Minutes
3. December 7, 2015 Meeting Minutes
4. December 14, 2015 Meeting Minutes
5. January 11, 2016 Meeting Minutes
6. January 25, 2016 Meeting Minutes

Moved by Mr. Macdonald, seconded by Mr. Frederick to approve the November 2, 2015, November 16, 2015, December 7, 2015, December 14, 2015, January 11, 2016 and January 25, 2016 Meeting Minutes as amended. Vote 5-0, motion passes.

B. Chairman's Report

Chairman Robert E. Palmer, Jr. congratulated the York High School Girls Basketball team in their recent win. Mr. Palmer also addressed a miss-quote in the York Weekly regarding the purchase price of property behind Coventry Hall.

C. Manager's Report

Town Manager Stephen H. Burns stated that his office has been looking into accepting credit card payments for registering cars, etc. but that the Town's financial software is not compatible with such transactions, but that with the next software will definitely be incorporated. He also reminded everyone that the next regular Selectmen's meeting will be on the 29th instead of the 22nd.

D. Awards

1. Introduction of New Patrolman

Police Chief Douglas Bracy introduced Benjamin Ogden as a new patrolman for the Town of York.

2. Bid Award: Paving

Moved by Mr. Macdonald seconded by Mr. Frederick to award the FY2017 paving bid to Libby-Scott, Inc. in the amount of \$69.90 per ton. Vote 5-0, motion passes.

E. Reports

1. Stormwater Treatment Show and Tell

2. RSMS to Guide Road Paving

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

Public Comment: Ron McAllister
Lew Stowe
Ron Nowell

G. Public Hearings

H. Endorsements

1. Business Licenses

- a. Kevin Tacy DBA: Fosters Downeast Clambake for Food Service, Liquor and Special Amusement; located at 5 Axholme Road
- b. Mac's Convenience Stores, LLC DBA: Circle K #7049 for Food Service; located at 454 US Route One
- c. Deborah and Edward Flannagan DBA; Rossi's Italian Bakery for Food Service, located at 647 US Route One

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following business licenses: Kevin Tacy DBA: Foster's Downeast Clambake for Food Service, Liquor and Special Amusement; located at 5 Axholme Road, Mac's Convenience Stores, LLC DBA: Circle K #7049 for Food Service; located at 454 US Route One and Deborah and Edward Flannagan DBA: Rossi's Italian Bakery for Food Service, located at 647 US Route One, all subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

I. Old Business

1. Discussion and Possible Action: Main Street/Bay Haven Project

Moved by Mr. Macdonald, seconded by Mr. Frederick to approve the Department of Public Works to continue to work cooperatively with the York Sewer District to complete the proposed combined Main Street project. Also moved to award the final phase of the proposed drainage work to STS Construction to be completed in conjunction with the new sewer main installation using the not-to-exceed lump sum of \$69,387. Vote 5-0, motion passes.

2. Discussion and Possible Action: Adoption of Emergency Management Plan

Moved by Mr. Macdonald, seconded by Mr. Speers to adopt the Town of York's Comprehensive Emergency Checklist dated February 2, 2016 in accordance with the Town's Emergency Management Ordinance dated June 19, 2015. Vote 5-0, motion passes.

J. New Business

1. Discussion and Possible Action: Selectmen's Policies – Section 3: Boards, Commissions and Committees

Moved by Mr. Macdonald, seconded by Mr. Speers to place discussion of the status of the Open Space Committee Charter and the Committee Appointments

portion of the Selectmen's Policies on the February 29, 2016 agenda. Vote 5-0, motion passes.

2. Discussion and Possible Action: Use of Town Property at 32 Long Sands Road and 186 York Street

Moved by Mr. Macdonald, seconded by Mr. Speers to direct the Town Manager to compile available information about Town Hall/municipal government space needs, to explore existing plans for the development of the property at 32 Long Sands Road, and to report back to the Board within the coming months with this information and, if appropriate with a proposal for further research or investigation. Vote 5-0, motion passes.

3. Discussion and Possible Action: Amend the Capital Program

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to amend the draft FY17-21 Capital Program as follows: Delete the purchase of the Hodgkin Parking Lot for \$325,000 in FY18; and change the label of the Town Hall Expansion to Town Hall Renovation and Town Hall Annex, leaving the dollars and timeframe unchanged. Withdrawn by Mr. Macdonald.

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to amend the draft FY17-21 Capital Program as follows: Change the label of the Town Hall Expansion to Town Hall Renovation and Town Hall Annex, leaving the dollars and timeframe unchanged; and move the purchase of the Hodgkin Parking Lot to FY19. Vote 4-0-1, Mr. Palmer abstained, motion passes.

4. Special Event Permits:

- a. York Village Fire – Maine State Federation of Firefighters Convention
- b. Cystic Fibrosis – CF Cycle for Life
- c. Red Line Jeeps – Coastline Cruise
- d. Committee for Southern Maine Thin Blue Line 5K – 2nd Annual Southern Maine Thin Blue Line 5K
- e. York Art Association – Children's Workshop
- f. Alzheimer's Association – Walk to End Alzheimer's
- g. York High School Interact Club – Polar Dip

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following Special Event Permit applications subject to all, if any, conditions given by Department Heads: York Village Fire – Maine State Federation of Firefighters Convention, Cystic Fibrosis – CF Cycle for Life, Red Line Jeeps – Coastline Cruise, Committee for Southern Maine Thin Blue Line 5K – 2nd Annual Southern Maine Thin Blue Line 5K, York Art Association – Children's Workshop, Alzheimer's Association – Walk to End Alzheimer's and York High School Interact Club – Polar Dip. Vote 5-0, motion passes.

5. Property Redemption – 85 Ocean Avenue Extension

Moved by Mr. Macdonald seconded by Mr. Speers to approve the property redemption of Tax Map 0025-0123, located at 85 Ocean Avenue Extension, as requested, subject to the condition that all taxes, interest and administrative costs are paid in full by no later than April 8, 2016 with cash or certified bank check. Vote 5-0, motion passes.

K. Future Agendas

Mr. Palmer stated that he is interested in having a discussion evaluating the mission/role of the Tax Task Force to the Town. Also, he mentioned that every three years the Town votes whether or not the School Department budget shall follow the Home Rule Charter or go through the State mandated process. This issue/article it is up for this May's election, and he thinks we should facilitate a conversation in the community so people know what they are voting on and can voice their opinions.

Mr. Macdonald stated that he would like to have a workshop on the potential of creating a Community Development Economic Corporation.

L. Other Business

The Board agreed to schedule a special meeting and public hearing for the Business License for the American Legion at their new location – Thursday, February 18, 2015 at 5:00PM.

M. Citizens' Forum

Public Comment: None

Adjourn

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to adjourn the meeting at 9:00PM. Without objection, so ordered.

Respectfully Submitted,

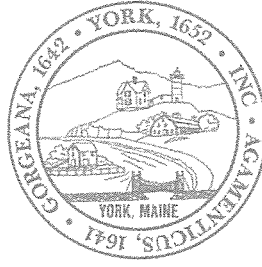
Melissa M. Avery
Assistant to the Town Manager



PUBLIC HEARING NOTICE
Town of York – Board of Selectmen
February 18, 2016
5:00PM
York Public Library

The Town of York Board of Selectmen will hold a Public Hearing on February 18, 2016 regarding a new Business License Application submitted for the following:

- American Legion Post #56 (Food Service, Liquor, Special Amusement and Coin-Operated Amusement); newly located at 647 US Route One



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: February 17, 2016

ACTION

DATE ACTION REQUESTED: February 18, 2016

DISCUSSION ONLY

SUBJECT: Business License Application

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Code Enforcement has life safety conditions that will need to be met by the American Legion before their license will be released.

RECOMMENDATION: Approve the Business License(s) attached.

PROPOSED MOTION: I move to approve the following licenses:

- *American Legion Post #56 for Food Service, Liquor, Coin-Operated Amusement and Special Amusement; newly located at 647 US Route One*

All subject to taxes, fees and inspections being current and compliant with the usual noise stipulations.

PREPARED BY: _____ REVIEWED BY: _____

Melissa M. Avery, Assistant to the Town Manager

★ NEW LOCATION

THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: American Legion Post 56

Street Address: 647 Route one

Business Owner: American Legion Business Manager: Kandace Minihane

Mailing Address: P.O. Box 747 Mailing Address: 224 Boat Hill Rd

YORK, ME 03909 Eliot ME 03903

Phone Number: 207-363-0376 Phone Number: 207-332-7131

E-mail Address: Legion56@maine.rr.com E-mail Address: KM454@aol.com

Please indicate who is to be the Primary Contact with the Town: OWNER or MANAGER

Is the Business Owner same as the prior year? YES NO

Please indicate which Licenses or Local Approvals you seek:

Lodging:

Bed and Breakfast License (C/F)

Innkeeper License (C/F)

Number of Rooms:

Food and Beverage:

Food Service License (C/F)

Liquor License (F/P)

Bottle Club License (F/P)

Number of Seats: 45

Entertainment:

Special Amusement License (F/P)

Dance Hall License (F/P)

Bowling Alley License (F)

Coin-Operated Amusement License (P)

Bingo, Beano and Games of Chance

Miscellaneous:

Transient Seller's License

Flea Market License

Junkyard, Auto Graveyard/Recycling License

Other:

C - Code Enforcement Inspection Required F - Fire Department Inspection Required P - Police Department Inspection Required

Code Enforcement: (207) 363-1002

Police Department: (207) 363-1031

Village Fire Department: (207) 363-1015

Beach Fire Department: (207) 363-1014

FEES: Each application will incur a \$60 fee, plus \$30 for each license after the first. All NEW applications will have an additional \$50 fee, and all license amendments will have a \$25 fee. All fees are to be paid at time of submittal and shall be non-refundable. Cash or Check only; Please make check payable to Town of York.

Provide the following information about any relevant State licenses:

STATE LICENSE INFORMATION			
ID Number(s):	3037		
Expiration Date(s):	6-11-2016		
Classification(s):	3037		

Please read the following and sign to complete your application:

I understand that a license is required before operating or conducting any business or activity governed by the Town's Business Licensing Ordinance and that ongoing compliance with the provisions of the Town's Business Licensing Ordinance and other applicable Town codes is required throughout the entire license period.

I understand that this Business License Application must be filled out completely, all fees must be paid, and all necessary department inspections must be completed and passed before the license(s) will be considered by the Board of Selectmen.

Business Owner: _____ Have you ever been convicted of a Felony? YES / NO
Signature

Business Manager: *Kandra Merichame* Have you ever been convicted of a Felony? YES / NO
Signature
 (If either person has a Felony conviction, please attach an explanation of the circumstances)

FOR OFFICE USE ONLY

FEES	Amount	Map - Lot: <u>0091 - 0008-W</u>
Application and First License (\$60)	<u>60.-</u>	Processed By: <u>mmavery</u>
Subsequent Licenses (\$30 each)	<u>90.-</u>	Received Date: <u>2/5/16</u>
New License Fee (\$50)	<u>50.-</u>	Amount Received: \$ <u>200.00</u>
License Amendment (\$25)	<u>-</u>	Check # _____ or Cash <input checked="" type="checkbox"/>
Other: _____	<u>-</u>	LICENSE #: _____ - _____
TOTAL DUE	\$ <u>206.00</u>	

Department Approvals	Date of Approval	Special Conditions (Attached if Necessary)
Code Enforcement <u> </u> N/A		YES NO
Fire <u> </u> N/A		YES NO
Police <u> </u> N/A		YES NO
Tax Collector <u> </u> N/A	<u>2/9/16 N Szeniewski</u>	YES <u>NO</u>
Board of Selectmen _____ <i>Town Manager for the Board of Selectmen</i>	_____ <i>Date</i>	YES NO