



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
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Senior Center/
General Assistance
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Parks and
Recreation
(207)363-1040

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SELECTMEN'S MEETING

6:30/7:00 P.M. MONDAY NOVEMBER 28, 2011
YORK LIBRARY

6:30PM: Executive Session: Real Estate (Pursuant to M.R.S.A. Title 1, Section 405 (6)(C))

Call to Order-

Pledge of Allegiance

A. Minutes

- November 14, 2011 Selectmen's Meeting Minutes

B. Chairman's Report

C. Manager's Report

D. Awards

E. Reports

1. Report from Cape Neddick Beach Task Force

F. Citizens Forum - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda. 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.

G. Approval of Warrant #22

H. Public Hearing

- Maine Municipal Association, General Assistance Ordinance:
Annual Review of Appendices A, B and C

I. Endorsements

License Applications

- Justin Rosberg & Jason Parent dba The Meat House (Victualers)
- Sentry Hill York Harbor, LLC (Victualers)

J. Old Business

K. New Business

1. Maine Municipal Association, General Assistance Ordinance:
Annual Review of Appendices A, B and C
2. RFP for Energy Improvements to Town Buildings
3. Bids from Realtors for Marketing/Sale of Town Properties
4. Discussion of FY13 Operating Budget
5. Property Redemption Request: 35 Cider Hill Road (Tax Map 90, Lot 83)
6. Property Redemption Request: 229 Mountain Road (Tax Map 96, Lot 126)
7. Catered Function by Qualified Catering Organization Application:
Kitchen Chicks – Event December 14, 2011

L. Other Business

M. Citizens Forum

Adjourn



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MEETINGS

WEEK OF NOVEMBER 28, 2011

MONDAY, NOVEMBER 28, 2011

6:30PM Board of Selectmen – Executive Session: Real Estate
(MRSA, Title 1, §405(6)(C))

7:00PM Board of Selectmen, York Library

TUESDAY, NOVEMBER 29, 2011

No Meetings Scheduled

WEDNESDAY, NOVEMBER 30, 2011

5:00PM Charter Commission, York Library

7:00PM Municipal Social Services Review Board, York Library

THURSDAY, DECEMBER 1, 2011

8:00AM Capital Planning, Superintendent's Office

5:00PM Sewer District, Sewer District Office

7:00PM (TBD) Municipal Social Services Review Board, York Library

7:00PM Planning Board, York Library

FRIDAY, DECEMBER 2, 2011

2:00PM Tax Task Force, York Library

~ Meetings Subject to Change ~

SELECTMEN'S MEETING
6:00/7:00 P.M. MONDAY NOVEMBER 14, 2011
YORK LIBRARY

Present: Chair; Tracy Jackson-McCarty, Vice Chair; Mary Andrews, Edward W. Little, Kinley Gregg, Scott Fiorentino, Town Manager; Robert G. Yandow, Recorder; Susan Scott, and members of the press and public.

Pledge of Allegiance

6:00PM: Work Session – York Street Improvements

Public Works Director, Dean Lessard, discussed additional information provided the Selectmen including traffic volume counts, new crash data, and intersection models graphing traffic volumes with and without a light. Meetings have been held with abutters, neighborhood residents and Selectmen to review and receive project input.

CLD Project Engineer, JoAnn Fryer, discussed the MDOT Crash Summary Report specific to the Organug/York St. intersection, traffic analyses reports, neighborhood meeting notes including written and verbal public input, and mast options to meet requirements. Traffic volume was measured and presented at four separate peak times. Traffic volume counts were taken this past June and February, and were appropriately factored down with the opening of Route 103, and factored up for the summer peak. Volume factors provide for an average weekday count for 2011, were then factored up for design year 2021 which includes a 1% increase every year in between. Destination and origin studies would be required to obtain specific routes of drivers. Costs strictly associated for the traffic light approximate \$90,000 to \$100,000.

CLD Senior Transportation Engineer, Robert Lyford, presented a traffic simulation illustrating traffic flows for both morning and afternoon traffic peaks, unsignalized and signalized, and for current year and future year, 2021. A traffic signal continued to be warranted even accounting for a possible 25% reduction in traffic volume resulting from the new beach connector road. Traffic lighting can be programmed for different times of the day and different times of year.

Public Works Director Lessard responded to Selectmen inquiries regarding the light at Southside Road. This light was installed because of safety related issues including inadequate site distances for turning vehicles. The

Organug/York St. intersection is unrelated with volume related whereas volume levels justify having a traffic light as warranted by MDOT figures. Discourages traffic lights from being turned on and off as this would serve only to confuse drivers. Traffic lights monitor traffic flows to direct traffic accordingly. The Selectmen can choose to review and approve light mast arms prior to installation. The crosswalk will be slightly relocated to provide compliance of required American with Disabilities Act standards. Temporary signage placed in or nearby roadway can become a safety hazard if it becomes a projectile. Organug Road functions as a collector road, and it is important to keep collector road volumes on collector roads instead of smaller neighborhood roads. Data used to evaluate performance of the intersection warrants a traffic light, and installation of a signal is the safest alternative for Organug vehicular traffic and pedestrians.

Chairman Jackson-McCarty closed the Work Session at 7:10pm.

Call to Order

A. Minutes

- October 24, 2011 Selectmen's Meeting Minutes: Moved by Ms. Andrews, seconded by Mr. Little to approve the October 24, 2011 Selectmen's Meeting Minutes, as amended. Vote 5-0, motion passes.
- October 27, 2011 Selectmen's Special Meeting Minutes: Moved by Ms. Andrews, seconded by Mr. Little to approve the October 27, 2011 Selectmen's Special Meeting Minutes, as amended. Vote 5-0, motion passes.
- October 31, 2011 Selectmen's Special Meeting Minutes: Moved by Ms. Gregg, seconded by Mr. Little to approve the October 31, 2011 Selectmen's Special Meeting Minutes, as amended. Vote 5-0, motion passes.
- November 2, 2011 Selectmen's Special Meeting Minutes: Moved by Ms. Andrews, seconded by Mr. Little to approve the November 2, 2011 Selectmen's Special Meeting Minutes. Vote 5-0, motion passes.

B. Chairman's Report

None.

C. Manager's Report

Town Manager, Robert G. Yandow, noted the convoy for Wreaths Across America will make its way through York on December 5th on its way to Arlington Cemetery. Congratulated York's Junior Wildcats for winning their final game, and York girls' and boys' soccer teams, football and field hockey teams for all their successes.

D. Awards

None.

F. Citizens Forum - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda. 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: Jack Johnson
Fred Oberg
Fred Oberg
Lew Stowe,
Robert Caffey
John Lund

Moved by Ms. Andrews, seconded by Mr. Little to close the public comments at 7:45pm, motion passes.

G. Approval of Warrant #20

Moved by Ms. Andrews, seconded by Mr. Little to approve Warrant #20, without objection, so ordered.

H. Public Hearings

- **NEW LICENSE: Bill Park dba York's Best Seafood & Deli (Victualers & Liqour) - New Name: 3 Buoys.**

Moved by Ms. Andrews, seconded by Mr. Little to open the public hearing at 7:45pm, motion passes.

Public Comment: None.

Moved by Ms. Andrews, seconded by Ms. Gregg to close the public hearing at 7:46pm, motion passes.

- **Community Development Block Grant Application: Maine Coast Shellfish.**

Moved by Ms. Andrews, seconded by Mr. Little to open the public hearing at 7:46pm, motion passes.

Community Development Director, Steve Burns, provided an overview of the Community Development Block Grant for Maine Coast Shellfish, and was available to answer any questions for the Selectmen and public. These types of grants are designed to benefit low to moderate income earners. This application includes \$200,000 for direct business support and equipment, and is expected and required to create new jobs, seven of which are for low to moderate income earners. The Town will have a very limited role in this process, mainly to accept State funds to later distribute on to the business.

Public Comment: None.

Moved by Ms. Andrews, seconded by Mr. Little to close the public hearing at 7:51pm, motion passes.

I. Endorsements

License Applications

- **Bill Park dba 3 Buoys Seafood** (Victualers & Liquor)
- **Boardman-Ellis V.F.W. Post 6977**
(Victualers, Liquor, Special Amusement & Coin-OP Amusement)
- **Elaine Stone dba The 123 Restaurant & Inn, LLC**
(Victualers, Liquor, Special Amusement & Bed and Breakfast)
- **Elizabeth Butler dba York Elks Lodge #2788**
(Victualers, Liquor, Special Amusement & Coin-OP Amusement)
- **Jason Miller dba St. Joe's Coffee** (Victualers)

Moved by Mr. Little, seconded by Ms. Andrews to approve the following license applications: Bill Park dba 3 Buoys Seafood (Victualers & Liquor), Boardman-Ellis V.F.W. Post 6977 (Victualers, Liquor, Special Amusement & Coin-OP Amusement), Elaine Stone dba The 123 Restaurant & Inn, LLC (Victualers, Liquor, Special Amusement & Bed and Breakfast), Elizabeth Butler dba York Elks Lodge #2788 (Victualers, Liquor, Special Amusement & Coin-OP Amusement), and Jason Miller dba St. Joe's Coffee (Victualers) subject to taxes, fees, and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

J. Old Business

None.

K. New Business

1. Maine Municipal Association, General Assistance Ordinance: Annual Review of Appendices A, B and C.

General Assistance Administrator, Luke Vigue, discussed the annual process in which the Board of Selectmen are requested to adopt maximum levels of General Assistance as set forth in Appendices A - C. Assistance levels are set each October 1, and this year increased by 1.3% for all municipalities including food and housing. The Selectmen have the ability to conduct their own survey should they disagree with the numbers as presented for food and housing. Mr. Vigue believes these numbers are accurate and does not believe further studies are required.

A public hearing is scheduled for November 28, 2011 for input and adoption of the General Assistance Ordinance.

2. York Street Road Improvements.

Chairman Jackson-McCarty described the amount of data provided to the Selectmen from CLD Engineering in response to requests for additional information including traffic studies, simulated traffic data, input from neighborhood meetings and signal mast arm information.

Town Manager Yandow confirmed that allocated funding includes signalizing the intersection should the Selectmen vote to do so.

Moved by Ms. Jackson-McCarty, seconded by Ms. Andrews to approve DPW to finalize the design and solicit construction bids to reconstruct York Street including the Organug intersection, upgrade the existing drainage system and sidewalks. Vote 3-2, Ms. Andrews and Ms. Gregg in opposition, motion passes.

Mr. Fiorentino sympathized for immediate abutters who may find the signal disruptive and unsightly. In discussing the pros and cons of signalizing the intersection, safety issues become a predominant concern especially as all Town officials agree a light is needed. The best time for the Town to act on this project is now as the Town currently has the funds allocated, and may not necessarily have those funds in the future.

Ms. Gregg stated she would not have provided her favorable preference vote on the 2010 warrant had specific language for a traffic light been proposed. Signalizing this intersection will be blight on the town, and focus should be given more to attentive driving if the public is genuinely concerned about traffic safety.

Mr. Little concurred with Town officials for needing a light to address safety issues as well as use of available funds allocated for installation of a light. Concerned about the aesthetic impact of a light to the neighborhood, and requested assurance the Selectmen would have the ability to review light structures in the upcoming process.

Ms. Andrews stated she was an abutting property owner with no financial gain involved in the project. Discussed the negative impact for her tenants' accessibility to and from their residences, and aesthetic concerns of a light when trying to promote York as a historic destination. Felt she was provided information in a piece meal fashion.

Chairman Jackson-McCarty stated the Selectmen have done their due diligence in reviewing the extensive information provided to them. Selectmen are presented with tough decisions that need to be made with consideration of the community and tax payers' best interest. There are few communities that do not experience traffic near schools. Stated she does not like the impact a traffic light will have on the Johnsons and Lunds. Inquired as to the rationale of having highly capable department heads and qualified professionals providing expertise only to not consider and follow their recommendations. Expressed dismay in response to a public comment in which the Town would want to discourage children from walking to and from school, or other local activities.

Town Manager Yandow stated the difficult decision made by the Selectmen in considering signalizing the intersection with many variables including levels of services, safety issues and access from driveways. The traffic simulation presentation illustrated a need for a traffic signal. Having spent 24 years in public safety, Mr. Yandow has serious concerns for any potential pedestrian fatality.

3. Community Development Block Grant Application: Maine Coast Shellfish.

Chairman Tracy Jackson-McCarty recused herself from the proceedings.

Moved by Mr. Fiorentino, seconded by Ms. Andrews to establish a CDBG Ad Hoc Advisory Committee and appoint members to fill the positions. Members shall include: Edward Little (Selectmen), Stephen Burns (Community Development Director), and Tracy Jackson-McCarty (Maine Coast Shellfish). Vote 3-1 with Ms. Gregg in opposition, motion passes.

Moved by Ms. Andrews, seconded by Mr. Little to conduct a Public Hearing regarding the Phase 2 application. Vote 4-0, motion passes.

Moved by Mr. Little, seconded by Mr. Fiorentino to adopt the Standards of Conduct. Vote 4-0, motion passes.

Moved by Mr. Little, seconded by Ms. Gregg to adopt the Fair Housing Resolution. Vote 4-0, motion passes.

Moved by Mr. Little, seconded by Ms. Gregg to sign the Section 504 Evaluation. Vote 4-0, motion passes.

Moved by Mr. Little, seconded by Ms. Gregg to adopt the Equal Employment Opportunity Statement. Vote 4-0, motion passes.

Moved by Mr. Little, seconded by Mr. Fiorentino to direct the Town Manager to execute the Indemnification and Reimbursement Agreement with Maine Coast Shellfish. Vote 3-1 with Ms. Gregg in opposition, motion passes.

Moved by Mr. Little, seconded by Mr. Fiorentino to authorize the Town Manager to submit the Phase 2 application. Vote 3-1 with Ms. Gregg in opposition, motion passes.

4. Special Event Permit Application: Turkey Trot 5K Road Race 11/26/11.

Moved by Ms. Andrews, seconded by Mr. Little to approve the special event permit for the York Parks and Recreation Department's Turkey Trot 5K Race that will take place on Saturday, November 26, 2011 from approximately 9:30am to 1:00pm. Vote 5-0, motion passes.

5. **Special Event Permit Application: Drive-Through Nativity 12/17/11.**

Moved by Ms. Andrews, seconded by Ms. Gregg to approve the special event permit for the First Parish Church's Drive-Through Nativity that will take place on Saturday, December 17, 2011 from approximately 5:00pm to 7:30pm. Vote 5-0, motion passes.

6. **Special Event Permit Application: Lighting of the Nubble w/Free Concert 11/26/11.**

Moved by Ms. Andrews, seconded by Mr. Little to approve the special event permit for the York Parks and Recreation Department's Lighting of the Nubble in Christmas Lights with Free Concert that will take place on Saturday, November 26, 2011 from approximately 3:00pm to 7:00pm. Vote 5-0, motion passes.

7. **Special Event Permit Application: Cystic Fibrosis Foundation fundraiser walk 5/20/12.**

Moved by Ms. Andrews, seconded by Mr. Little to approve the special event permit for the Cystic Fibrosis Foundation fundraiser walk that will take place on Sunday, May 20, 2012 from approximately 10:00am to 12:00pm. Vote 5-0, motion passes.

8. **Business Directional Sign Application: Beyond the Sea.**

Moved by Ms. Andrews, seconded by Mr. Little to approve the business directional signs for Beyond the Sea to be located at two separate locations, one at York Street and Route 103, and the other at Route 1 and Old Post Road. Vote 5-0, motion passes.

9. **Business Directional Sign Application: Rick's All Seasons Restaurant.**

Moved by Ms. Andrews, seconded by Mr. Little to approve the business directional signs for Rick's All Seasons Restaurant to be located at two separate locations at Route 1 and Old Post Road, one via northbound and one via southbound. Vote 5-0, motion passes.

L. Other Business

Mr. Little inquired about the color of the Wiggly Bridge as a few residents voiced concern about the shade of green used to repaint the bridge. Public Works Director Lessard responded that in working with both the historic district and York Harbor residents, it was discussed and agreed to use the higher quality paint that was available only in a limited array of colors including the forest green color that most resembles the green previously

used. Originally, the Wiggly Bridge was painted black, then silver, and then green. The paint most recently used will last longer and be least susceptible to corrosion.

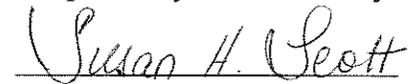
M. Citizens Forum

Public Comment: Frank Patstone.

Adjourn

Moved by Ms. Andrews, seconded by Ms. Gregg to adjourn at 9:20pm.

Respectfully Submitted By:



Susan H. Scott; Recorder



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 23, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <u> X </u> Work Session	
Subject: Report From Cape Neddick Beach Task Force	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION:
PROPOSED MOTION:

Discussion: In January, 2011 the Selectmen appointed a Task Force to review and study the future use and management of the Cape Neddick Beach area. Attached you will find the report issued by the Task Force which will be the subject of discussion at our meeting on November 28, 2011.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By:

Robert G. Yandow

Reviewed By: _____



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To: Rob Yandow, Town Manager
From: Mike Sullivan, Parks and Recreation Director
Subject: Report of the Cape Neddick Beach Task Force
Date: November 1, 2011

Attached you will find the final report of the Cape Neddick Beach Task Force which was appointed by the Board of Selectmen in January of 2011. As outlined in the Town's Comprehensive Plan, page 131, section 9, the Task Force was charged as follows;

"The Town should establish a task force to determine the future use and management of the Cape Neddick Beach area. Issues include: the need for public facilities, including parking, restrooms, and sidewalks; the level of service to provide the beach, such as lifeguards, cleaning and trash collection; traffic/pedestrian patterns on Shore Road near the beach; and conflicts with private property owners. The Task Force should be presented a specific task and period of time to accomplish this task. We note a specific goal of this plan was not simply to identify the need for more studies, but to view this as a specific problem area which warrants attention. Funding should be provided to support the task force's efforts."

I believe the task force has done a thorough job and addressed all issues as outlined. If requested the committee would be happy to discuss their findings and recommendations with the Board of Selectmen.

TOWN OF YORK, MAINE



REPORT OF THE CAPE NEDDICK BEACH TASK FORCE 08/22/11

Submitted by:

Donna Hayford
Ron McAllister
Michael Modern
Charles Ott
Michael Sullivan

Report of the Cape Neddick Beach Management Plan Task Force

Introduction

In January 2011, York's Board of Selectmen appointed a task force to help assess the current patterns of use and determine the future use and management of Cape Neddick Beach. During its deliberations, the Task Force identified the public's principal interests in the beach, reviewed several property deeds to clarify issues of ownership of the beach, conducted interviews with the three households whose private property comprises Cape Neddick Beach, and contacted all abutters of the beach to determine other concerns that local residents might have. Members of the Task Force also met with town departments (Public Works, the Police Department, the Assessor's Office, and the Parks and Recreation Department) and made their own observations at the beach.

In the course of our work, we discovered an extraordinary generosity of spirit on the part of the property owners at the beach. Without exception, the property owners raised no objection to the public enjoyment of the beach, asking only that the beach remain substantially a local or neighborhood beach and that the predictable problems associated with beach maintenance be addressed cooperatively between themselves and the Town. We came to believe, therefore, that the wise management of the beach rests upon this partnership between the Town and the private property owners. The findings and recommendations which follow are a framework for that partnership.

The Principal Issues

The Cape Neddick Beach Task Force understood its charge from the Board of Selectmen to include investigation of possible conflicts with private property owners, the need for public facilities (including restrooms), traffic and pedestrian patterns near the beach, (including parking and sidewalks), and the level of services to be provided to the beach (including lifeguards, cleaning, and trash collection). It was our further understanding that the goal of the management plan was not to call for more study of the area but to respond to specific concerns with specific recommendations.

What follows is a summary of the findings of the Task Force as well as a series of recommendations pertinent to the charge given to the committee by the Board of Selectmen.

A. Ownership of Cape Neddick Beach

Findings:

The Task Force met with the York Tax Assessor and reviewed deeds and maps regarding ownership of Cape Neddick Beach. After reviewing these documents in detail it is our conclusion that the area of soft sand recognized as Cape Neddick Beach is privately owned. There are four principal properties:

**Report of the Cape Neddick Beach
Management Plan Task Force**

71 Shore Road (map 18 lot 17), 85 & 89 Shore Road (map 13 lots 38 and 45) and 5 Agamenticus Avenue (map 13 lot 45A). This was also confirmed by the property owners. Copies of these deeds are attached to this report. It is important to note that the beach has a long history of public use and that it is in the town's interest that this access be preserved and protected.

We recommend that:

1. The Town acknowledge the private ownership of Cape Neddick Beach and further, that the Town take no steps either to challenge or to alter the status quo.
2. The Town establish and actively pursue an enduring, cooperative and mutually beneficial partnership with the owners of the land comprising Cape Neddick Beach.
3. The Town do nothing that will increase the extent of public access or use of the Cape Neddick Beach. The Task Force believes that the beach should remain an essentially local, neighborhood beach.

B. Public Facilities

Findings:

It is in the public interest for the Town to protect the public health and the safety of visitors to Cape Neddick Beach. For this reason, the Task Force believes the Town must protect the quality of water flowing in the Cape Neddick River and into the Gulf of Maine. With this in mind, it is important to note that there are no restroom facilities (public or private) available for beach goers at Cape Neddick Beach. Further, currently no land has been designated for the construction of public restroom facilities. Public sewer is not available in this area of Town. Construction of restroom facilities in this area is a priority for the Task Force.

We recommend that:

1. A seasonal portable toilet be constructed and placed in service from Memorial Day through Labor Day beginning on a trial basis in 2012. This facility should satisfy the following four conditions:
 - a. It should not be visible from Shore Road.
 - b. It should not intrude on private residences.
 - c. It should be easily accessed from the beach.
 - d. It should be constructed in such a way as to satisfy both safety and aesthetic standards.

**Report of the Cape Neddick Beach
Management Plan Task Force**

This facility should be maintained by the town on a regular and frequent basis throughout the summer. Because the Task Force believes that sanitary facilities are critical to the quality of the beach, we recommend that the town obtain permission from at least one of the land owners for its placement on their land.

2. Water quality at Cape Neddick Beach be monitored by regular testing of water quality. Further, steps to ameliorate degraded water quality should be taken.

C. Parking and Traffic Patterns

Findings:

1. Currently there are 17 "permit parking only" spaces located on the southern side of River Road close to the intersection of Shore Road and approximately 12 "permit parking only" spaces located on the westerly side of Shore Road between the entrance to the beach and the Cape Neddick bridge. There is a 15 minute drop off and pick up area located on the westerly side of Shore Road directly across from the entrance to the beach. Parking along Shore Road promotes congestion as vehicles are unable to pull completely off the road and the drop off area conflicts with a private driveway. Illegal parking along Wanaque Road as well as in the drop off area on Shore Road are common problems. Because the police are not authorized to ticket people on private property, they are not authorized to enforce parking restrictions posted on Wanaque Road.

We recommend that:

1. No additional parking spaces be permitted at Cape Neddick Beach beyond what is currently available.
2. Painted lines be added to areas of currently permitted parking spaces on River Road and elsewhere so that the volume of parked cars can be better regulated.
3. The Department of Public Works establish the Town's right of way along Shore Road and claim for public use what exists within that right of way.
4. Existing parking spaces on Shore Road be enhanced by denoting them with a gravel covered surface and painted bracketed markings on the roadway.
5. The current drop-off area be relocated to an area where it will not conflict with access to any private driveways.

**Report of the Cape Neddick Beach
Management Plan Task Force**

6. The Department of Public Works, York Police Department and the Parks and Recreation Department cooperatively improve signage to better regulate parking along Shore Road.
7. The York Police Department provide enforcement of no parking areas on Shore Road and River Road.
8. It be made clear to property owners, that criminal trespassers can be cited by Town Police if property owners file complaints with the Police Department.

D. Sidewalks, Pedestrian and Bicycle Safety

Findings:

New sidewalks have recently been installed on Shore Road extending from River Road to the entrance of the Cape Neddick Campground. The sidewalk is located on the easterly side of Shore Road from the Campground to Wanaque Road and the westerly side of Shore Road from Wanaque Road to River Road. A crosswalk has recently been painted at the sidewalk crossing. The new sidewalks installed on Shore Road have created a safer environment for pedestrians.

We recommend that:

1. No additional sidewalks be constructed in the area around Cape Neddick Beach.
2. Crosswalks on Shore Road be lined and brought into alignment with one another so that crossing Shore Road will be safer for pedestrians.
3. Curbing along Shore Road sidewalks be painted for the safety of bicyclists and pedestrians alike.

E. Services Provided

I. Lifeguards

Findings:

The Town does not currently provide lifeguard services at Cape Neddick Beach. Because the Task Force believes that additional services to Cape Neddick Beach is likely to generate addition public use of the beach, it does not encourage any unnecessary expansion of services.

**Report of the Cape Neddick Beach
Management Plan Task Force**

We recommend that:

1. No lifeguard services be committed to Cape Neddick Beach.

II. Beach Cleaning

Findings:

The Town does not routinely clean or mechanically rake Cape Neddick Beach. The town however does have an obligation to protect public health and safety.

We recommend that:

1. The Town Parks Department dispatch a crew to walk the beach and pick up trash once a week from Memorial Day to Labor Day.
2. Occasional cleaning of seaweed be done by the Town whenever the accumulation of seaweed is out of the ordinary or becomes a threat to public health and/or safety.

III. Trash Collection

Findings:

The Town currently provides a trash receptacle and empties it daily from May 1st through Columbus Day

We recommend that:

1. The Town continue the current practice of daily removal of accumulated trash from the trash receptacles placed at Cape Neddick Beach.

F. Enforcement of Town Ordinances

Findings:

The Town currently posts Town of York beach ordinance and smoke free beach signs as are applicable to all other beaches. The Task Force believes that because Cape Neddick Beach is private property, local residents are the most suitable enforcers of Town ordinances as they pertain to Cape Neddick Beach. In fact, because the beach is private property official enforcement of Town ordinances is problematic. When people require assistance in maintaining community standards, they should inform the Police Department.

**Report of the Cape Neddick Beach
Management Plan Task Force**

We recommend that:

1. Because management of Cape Neddick Beach is a public concern, current Town ordinances concerning smoking, alcohol consumption and walking dogs on the beaches be posted as applicable to people using Cape Neddick Beach.
2. Community Policing be the first line of defense against violations of community standards.
3. The Director of Parks and Recreation be designated the official liaison between private property owners and the Town.

Conclusion

In our judgment, a carefully-constructed and carefully-maintained partnership, such as the one proposed here, not only offers the best likelihood of the continued public enjoyment of the beach, but a model for public-private partnership that will serve our town well for many years.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 21, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <input checked="" type="checkbox"/> Work Session _____	
Subject: General Assistance Ordinance 2011-2012: Adoption and Execution after Public Hearing	

TO: BOARD OF SELECTMEN
FROM: Susan H. Scott
RECOMMENDATION: Approve the Maine Municipal Association's new 2011-2012 General Assistant Ordinance Appendices A, B and C.
PROPOSED MOTION: I move to approve the new 2011-2012 General Assistance Ordinance Appendices A, B and C of the Maine Municipal Association.

Discussion: The Maine Municipal Association (MMA) has provided updated General Assistance Ordinance Appendices for 2011-2012. Once adopted the new appendices will replace existing appendices dated October 1, 2010 to October 1, 2011. The Municipal Officers must adopt new appendices each year. The maximum levels of general assistance set forth in Appendices A through C are established as a matter of state law per Federal values made effective on the first day of October each year. Luke Vigue, General Assistance Administrator, will be in attendance at the meeting should any questions arise.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Susan H. Scott

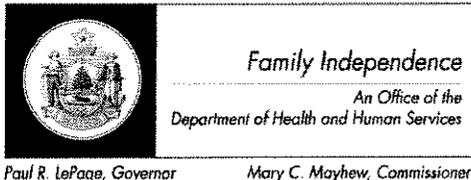
Reviewed By: M. H. Gendron

Enclosed in mailing

***New Maximums (need to be adopted and signed,
adoption page needs to be returned)**

Letter on 211

***211 form (needs to be completed and returned if there
are changes)**



Office for Family Independence
442 Civic Center Drive
11 State House Station
Augusta, Maine 04333-0011
Tel: (207) 287-2826

Toll Free: 1-800-442-6003
Fax (207) 287-3455; TTY: 1-800-606-0215

To: Municipal Welfare Official and Contracted Agents
From: Dave Maclean, Program Manager, General Assistance
Date: September 13, 2011
Subject: Emergency Contact Information for 211

The Department of Health and Human Services (DHHS) is now required to gather from all municipalities the name of the contact person who is to be called outside of regular General Assistance hours when there is an emergency. DHHS also needs the phone number of the contact person.

The Department will enter the information into our data base and then complete a list for 211. 211 is an information system funded by DHHS and the United Ways of Maine. Individuals can call 211 anytime 24/7 to gather information about services that may help them.

Because there are individuals who do not have transportation to the municipal offices to look for the notice posted with the municipality's contact information, municipalities are now required to provide DHHS the information and DHHS is required to get the information to 211.

If your municipality's emergency contact information has changed, please complete the enclosed form and return it by October 31, 2011. The Department would also like to collect your e-mail address if you have one. This will not be shared with 211. There are times when the Department has information that we would like to get out immediately and e-mail addresses would be helpful. We have enclosed an envelope for you to use.

Thank you for providing the information. If you have questions, please call Dave MacLean at 1-800-442-6003.

“IMPORTANT”

Per 22MRSA§ 2324 subsection 5, DHHS is now required to collect from each municipality the municipality’s emergency contact information. DHHS is then required to supply the information to 211.

Please provide the following information. The e-mail information will not be given to 211.

Municipality _____

Contact person: _____

Contact number: _____

E-mail address: _____

MAINE MUNICIPAL ASSOCIATION

Legal Services
60 Community Drive
Augusta, Maine 04330-9486
(207) 623-8428
Fax (207) 623-1287

WILLIAM W. LIVENGOOD
REBECCA WARREN SEEL
RICHARD P. FLEWELLING
MICHAEL L. STULTZ
SUSANNE F. PILGRIM
AMANDA A. MEADER

JOSEPH J. WATHEN
(1957-1997)

To: Municipal Officials/Welfare Directors/General Assistance Administrators

From: Amanda A. Meader, Staff Attorney

Re: 2011-2012 General Assistance Ordinance Appendices A, B and C

Date: September 26, 2011

Enclosed please find the following items:

- MMA's new (October 1, 2011–October 1, 2012) “**General Assistance Ordinance Appendices**” (A, B and C).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA maximums adoption form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS in the self-addressed envelope provided with this packet (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

Appendices A, B & C

The enclosed Appendices A, B and C have been revised for your municipality’s General Assistance Ordinance. These new Appendices, once adopted, should replace the existing Appendices dated October 1, 2010–October 1, 2011. Even if you have already adopted MMA’s model General Assistance Ordinance, the municipal officers must approve/adopt the new Appendices A-C yearly. The various maximum levels of General Assistance set forth in Appendices A-C are established as a matter of state law based on certain federal values that are made effective on the first day of October each year.

Appendix A

Appendix A is a listing of the overall maximum levels of assistance pertaining to all municipalities in Maine. These new overall maximum levels of assistance have been calculated on the basis of the 2011-2012 HUD Fair Market Rent (FMR) values that will become effective on October 1, 2011. These maximum levels of assistance are established by Maine General Assistance law (22 *MRSA* (4305(3-B))) and cannot be altered by action of the municipal officers.

Because HUD may have reorganized certain localities, municipalities should first check to see in which locality they have been placed.

The following abbreviations may assist in your review of the maximums:

Abbreviations:

Department of Housing and Urban Development (HUD)

Fair Market Rent (FMR)

HUD Metro FMR (HMFA)

Metropolitan Statistical Area (MSA)

Appendix B

Appendix B is a listing of the maximum levels of assistance for food. These maximum levels are the same as the USDA 2011-2012 Thrifty Food Plan, which are presumed to be reasonable by regulation of the Department of Health and Human Services (DHHS). If the municipal officers wish to amend these maximum levels of food assistance, a local survey must be developed and provided to DHHS to justify the proposed alterations.

Appendix C

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2011-2012 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure “housing” cost.

What should your municipality do if the housing maximums contained in this packet are unreasonably low (or high) given the rental rates in your area? The preferred option is to conduct a local rental survey. Municipalities exploring this option should contact DHHS for guidance on conducting such a survey.

Another option is to forego adopting housing maximums (the law does not actually require housing maximums—the other two maximums, i.e., Appendix A and B, are required). If you are a municipality that has to perform “emergency analysis” each and every time an applicant requests housing assistance and you are not planning to perform a market survey (although you probably should), then perhaps working without housing maximums is an option.

Emergency analysis should be an exception, not the rule. If it has become the rule in your municipality, then the adoption of artificially low housing maximums is of no service to you (or your clients) and you might be better off with no housing maximums. Municipalities choosing to forego housing maximums must still adhere to the overall maximum and work an applicant’s

budget accordingly. Such municipalities might choose to utilize the actual FMR provided by the federal government as a guide.

The Adoption Process

The **municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices ***after notice and hearing***. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit our web site www.memun.org).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS has made it easier by enclosing a self-addressed envelope for your use. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

Finally, all general assistance forms and notices that the municipality intends to use must also be submitted to DHHS. If it is your intention to use MMA forms, and you have not already done so, simply state that intention to the Department when you submit your ordinance for DHHS filing. Remember, if you intend to use locally developed forms or notices, those forms should be submitted with your adopted ordinance. DHHS's GA Unit address is:

The Department of Health and Human Services
General Assistance Unit
#11 State House Station (Whitten Road)
Augusta, Maine 04333

By way of a reminder, municipalities that have not already seen or used MMA's "interactive" GA forms on MMA's web site are strongly encouraged to visit our site. GA forms (including MMA's model GA ordinance) and other materials are all available online at www.memun.org.

GA Overall Maximums

Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	611	712	909	1155	1304
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	623	625	751	939	1151
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	523	655	800	1013	1122
Portland HMFA: Cape Elizabeth, Casco, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	812	964	1249	1573	1686
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	1013	1020	1222	1781	1940
Cumberland County HMFA: Baldwin, Bridgton, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	674	794	1024	1223	1567
Brunswick	676	808	1043	1322	1585

Appendix A

Effective: 10/01/11-10/01/12

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	803	804	965	1217	1671
York County HMFA: Acton, Alfred, Arundel, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Shapleigh, Waterboro, Wells Biddeford, Saco, Sanford	734	764	970	1161	1268
	742	827	1042	1322	1563

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	475	586	701	915	1013
Franklin County	589	635	773	924	1199
Hancock County	643	742	913	1215	1250
Kennebec County	510	611	760	1037	1107
Knox County	582	770	879	1190	1373
Lincoln County	703	756	912	1101	1242
Oxford County	491	653	753	1002	1256
Piscataquis County	611	697	861	1093	1170
Somerset County	489	608	702	1016	1078
Waldo County	686	735	887	1088	1157
Washington County	589	636	759	940	1025

* Please Note: Add \$75 for each additional person.

Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. Through October 1, 2012, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	46.51	200
2	85.35	367
3	122.33	526
4	155.35	668
5	184.42	793
6	221.40	952
7	244.65	1,052
8	279.53	1,202

Note: For each additional person add \$150 per month.

GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (*See Instruction Memo for further guidance.*)

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	66	285	84	362	
1	80	343	103	445	
2	90	385	122	526	
3	120	517	161	693	
4	120	517	173	745	
<hr/>					
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	95	408	108	465	
1	97	418	115	493	
2	114	491	139	596	
3	134	578	165	708	
4	172	741	216	930	
<hr/>					
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	105	451	119	512	
1	117	503	135	582	
2	130	557	155	668	
3	191	820	223	959	
4	191	820	223	959	
<hr/>					
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	79	339	92	394	
1	93	399	110	471	
2	113	484	136	584	
3	159	685	189	811	
4	159	685	197	848	

Appendix C

Effective: 10/01/11-10/01/12

Non-Metropolitan FMR Areas

<u>Knox County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	94	405	107	460
1	126	541	143	614
2	137	590	161	691
3	191	821	220	948
4	209	899	252	1083
<u>Lincoln County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	132	568
1	123	528	140	601
2	144	619	167	720
3	172	741	202	868
4	172	741	202	869
<u>Oxford County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	75	321	88	378
1	101	434	118	509
2	110	472	134	577
3	151	648	181	778
4	184	792	227	978
<u>Piscataquis County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	96	413	111	479
1	103	441	125	539
2	123	527	154	663
3	157	675	196	844
4	157	675	205	881
<u>Somerset County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	74	319	87	376
1	91	393	109	468
2	103	443	127	548
3	154	661	184	791
4	154	661	191	821

Appendix C

Effective: 10/01/11-10/01/12

Non-Metropolitan FMR Areas

<u>Waldo County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	116	497	128	552	
1	119	510	136	583	
2	139	597	162	698	
3	170	729	199	856	
4	170	729	207	892	

<u>Washington County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	93	402	108	463	
1	95	410	113	488	
2	108	465	134	575	
3	134	575	166	713	
4	134	575	176	756	

Metropolitan FMR Areas

<u>Bangor HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	96	413	111	476	
1	106	455	127	548	
2	132	569	162	698	
3	170	730	207	891	
4	176	756	230	988	

<u>Penobscot County HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	99	424	114	491	
1	99	424	114	491	
2	100	429	131	565	
3	125	538	164	707	
4	145	622	201	865	

<u>Lewiston/Auburn MSA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	83	357	96	412	
1	103	445	120	518	
2	123	528	146	629	
3	157	673	186	800	
4	160	687	203	871	

Appendix C

Effective: 10/01/11-10/01/12

Metropolitan FMR Areas

<u>Portland HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	142	611	154	666	
1	166	715	183	788	
2	214	922	238	1023	
3	271	1165	300	1292	
4	274	1180	318	1367	
York/Kittery/S. Berwick HMFA					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	170	729	182	784	
1	170	729	182	784	
2	191	823	215	924	
3	289	1241	318	1368	
4	300	1289	343	1473	
Cumberland County HMFA					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	111	479	124	534	
1	131	563	148	636	
2	167	720	191	821	
3	198	850	227	977	
4	250	1073	293	1260	
Sagadahoc County HMFA					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	140	603	153	658	
1	140	603	153	658	
2	155	667	179	768	
3	186	798	215	925	
4	271	1167	314	1351	
York County HMFA					
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	126	541	139	596	
1	126	541	141	608	
2	156	672	180	773	
3	185	795	214	922	
4	188	807	231	992	

GENERAL ASSISTANCE ORDINANCE APPENDICES A-C 2011-2012

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2011—Oct. 1, 2012. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

GA MAXIMUMS SUMMARY SHEET
(Oct. 1, 2011-Oct. 1, 2012)

APPENDIX A
OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6

NOTE: For each additional person add \$75 per month.

(The applicable figures from Appendix A, once adopted, should be inserted here.)

APPENDIX B
FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	46.51	200
2	85.35	367
3	122.33	526
4	155.35	668
5	184.42	793
6	221.40	952
7	244.65	1,052
8	279.53	1,202

NOTE: For each additional person add \$150 per month.

APPENDIX C
HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0				
1				
2				
3				
4				

(The applicable figures from Appendix C, once adopted, should be inserted here.)

FOR MUNICIPAL USE ONLY

UTILITIES (Appendix D)

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$82.50
5	\$21.00	\$90.00
6	\$22.70	\$97.50

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$16.30	\$70.00
2	\$18.60	\$80.00
3	\$21.00	\$90.00
4	\$23.30	\$100.00
5	\$25.60	\$110.00
6	\$27.90	\$120.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

HEATING FUEL (Appendix E)

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

PERSONAL CARE & HOUSEHOLD SUPPLIES
(Appendix F)

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 23, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <input checked="" type="checkbox"/> Work Session	
Subject: Business License Applications (2): Justin Rosberg and Jason Parent; DBA The Meat House, and Sentry Hill York Harbor.	

TO: BOARD OF SELECTMEN
FROM: Susan Scott
RECOMMENDATION: Approve Business License Applications (2)
PROPOSED MOTION: I move to approve the following licenses: Justin Rosberg and Jason Parent; DBA The Meat House (Victualers), and Sentry Hill York Harbor (Victualers) subject to taxes, fees and inspections being current and compliant with the usual noise stipulations.

Discussion: Please see attached application for details.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Susan A. Scott

Reviewed By: Robert H. Yanson



Town of York

186 York Street
York, Maine 03909-1314

TO: Board of Selectmen

FROM: Kathryn Newell *KNewell*
Code Enforcement Officer

DATE: November 28, 2011

RE: LICENSE INSPECTIONS AND RECOMMENDATIONS

Based on my review, I recommend the following position on the Licenses to be heard on November 28, 2011.

ENDORSEMENTS

Justin Rosberg/Jason Parent
DBA: The Meat House
Victualers

MAP 48/LOT 22

Justin Rosberg/Jason Parent
459 US Route One
York, Maine 03909

FACILITY	Fraternal Organization/90 Seats
ZONE	RT1-6
USE	Conforming, Existing
RECOMMENDATION	Approval

Donna H. Archibald
DBA: Chapman Cottage
Victualers/Liquor/Bed & Breakfast

Map 57/Lot 65

Donna H. Archibald
370 York Street
York, Maine 03909

FACILITY	Restaurant/Bed & Breakfast 30 Seats/7 Rooms
ZONE	BUS-1
USE	Conforming, Existing
RECOMMENDATION	Approval

Not on this agenda.

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

Continuum

DBA: Sentry Hill at York Harbor

MAP 57/LOT 79

Victualers/Liquor

Continuum

250 Goddard Road

Lewiston, Maine 04240

FACILITY

Retirement Community/50 Seats

ZONE

BUS-1

USE

Conforming, Existing

RECOMMENDATION

Approval

TOWN OF YORK- (186 York Street, York Me 03909)
BUSINESS LICENSE APPLICATION



Business Name SENTRY Hill yLLC
 Business Location 2 Victoria ct
York Me 03909
 Telephone Number 207 363 5116

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural	11/22/11	Email Attached
Electrical		
Plumbing		
Fire	11/18/11	Email Attached
Tax Collector		

OWNER'S Name and Mailing Address Joseph Hogan
CONTRIVUM
250 Goodwin Rd
Lewiston, me 04240

APPLICANT'S Name and Mailing Address Sentry Hill
2 Victoria court
York me 03909

Is applicant same operator as prior year? Yes No

APPLICATION FEE IS \$50.00 PLUS \$25 PER SUBSEQUENT LICENSE. PLEASE CHECK APPLICABLE BOX(ES) BELOW AND ADD THE FEE INDICATED TO YOUR APPLICATION FEE. MAKE CHECK PAYABLE TO THE TOWN OF YORK.

MAP/LOT: _____ License Year: <u>2011-2012</u> No. Of Seats: <u>50</u> No. Of Parking Spaces: _____ New License (One Time \$30 Fee): YES _____ NO _____ License Renewal: <u>YES</u> YES _____ NO _____ Bed and Breakfast License: # of Rooms _____ Hotel/Motel with Cooking Facilities: # of Rooms _____ Is Your Establishment Closed for More Than 120 Consecutive Days? YES _____ <u>NO</u> NO _____	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input type="checkbox"/> \$25.00 Liquor <input type="checkbox"/> \$25.00 Special Amusement <input type="checkbox"/> \$25.00 Bottle Club <input type="checkbox"/> \$25.00 Theater <input type="checkbox"/> \$25.00 Dance Hall <input type="checkbox"/> Coin-OP Amusement (\$75 each or \$250 for 3 or more) Nature of Entertainment (If Applicable): _____ _____ Bed and Breakfast (\$10 Per Room): Total _____ _____ Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total _____
---	--

Have you ever been convicted of a Felony? YES (Please Explain) NO NO _____

I certify the above statements are true and understand false statements may be cause to revoke a license.

Date 8/3/10
at
11/1/11

Applicant's Signature Ellen Hall

Please Read and Initial the Following Statements:

- I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
- I understand that a Town of York Business License must be filled out COMPLETELY and all fees are to be paid before my license is considered for re/approval
- I understand that before my business license is issued I must have and pass a full inspection by the Town of York Code Enforcement Office and Fire Department.
- I understand that as a business owner I am responsible for calling and setting up an appointment for an inspection and any necessary follow-up inspection with the Code Enforcement Office and Fire Department
- I understand that I will not be granted re/approval of a business license through the Town of York until all inspections and taxes on my business are made current and compliant.

Business Owner Signature [Signature]

Business Manager Signature (If Applicable) Ellen Hall

Date _____

Town Manager for the Board of Selectmen _____

Issued pursuant to the provisions of Title 30A MRSA Chapter 3811 through 3814

AMT. RECD. \$ 7500 RECEIPT NO. CK: 026376 RECEIPT DATE 11/11/11 MI PM MM MS

11/21/11
 ccd: CEO ✓
 clerk ✓
 Fire ✓

TOWN OF YORK- (186 York Street, York Me 03909)
BUSINESS LICENSE APPLICATION



Business Name Sentry Hill LLC
 Business Location 2 Victoria Ct
York Me 03909
 Telephone Number 207 363 5116

OWNER'S Name and Mailing Address Joseph Hogan
CONTRIVUM
250 Goodwin Rd
Lewiston, me 04240

APPLICANT'S Name and Mailing Address Sentry Hill
2 Victoria Court
York, me 03909

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural	22 Nov 11	KJW
Electrical	23 Nov 11	KJW
Plumbing	22 Nov 11	KJW
Fire		
Tax Collector		

APPLICATION FEE IS \$50.00 PLUS \$25 PER SUBSEQUENT LICENSE. PLEASE CHECK APPLICABLE BOX(ES) BELOW AND ADD THE FEE INDICATED TO YOUR APPLICATION FEE. MAKE CHECK PAYABLE TO THE TOWN OF YORK.

<p>MAP/LOT: _____ License Year: <u>2011-2012</u> No. Of Seats: <u>50</u> No. Of Parking Spaces: _____ New License (One Time \$30 Fee): YES <input type="checkbox"/> NO <input type="checkbox"/> License Renewal: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Bed and Breakfast License: # of Rooms _____ Hotel/Motel with Cooking Facilities: # of Rooms _____ Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/></p>	<p>REQUESTING THE FOLLOWING LICENSES:</p> <p><input checked="" type="checkbox"/> \$25.00 Victualers <input type="checkbox"/> \$25.00 Liquor <input type="checkbox"/> \$25.00 Special Amusement <input type="checkbox"/> \$25.00 Bottle Club <input type="checkbox"/> \$25.00 Theater <input type="checkbox"/> \$25.00 Dance Hall <input type="checkbox"/> Coin-OP Amusement (\$75 each or \$250 for 3 or more)</p> <p>Nature of Entertainment (If Applicable): _____</p> <p>_____ Bed and Breakfast (\$10 Per Room): Total _____</p> <p>_____ Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total _____</p>
---	---

Have you ever been convicted of a Felony? YES (Please Explain) _____ NO

I certify the above statements are true and understand false statements may be cause to revoke a license.

8/3/10
 Date

Ellen Hall
 Applicant's Signature

Please Read and Initial the Following Statements:

- I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
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- I understand that I will not be granted re/approval of a business license through the Town of York until all inspections and taxes on my business are made current and compliant.

Business Owner Signature [Signature]

Business Manager Signature (If Applicable) Ellen Hall

 Date

 Town Manager for the Board of Selectmen

Issued pursuant to the provisions of Title 30A MRSA Chapter 3811 through 3814

Susan Scott

From: David Apgar
Sent: Friday, November 18, 2011 7:02 AM
To: Susan Scott
Subject: Inspection Completed - Sentry Hill

Hi Susie,

I have completed a fire inspection at Sentry Hill Inn & Assisted Living. Please proceed with the licensing renewal process.

David Apgar
Deputy Fire Chief
York Village Fire Dept
Fire Inspector
207-451-8258

CONFIDENTIALITY: The information contained in this electronic mail message and any electronic files attached to it may be confidential information, and may also be the subject of legal professional privilege and/or public interest immunity. If you are not the intended recipient you are required to delete it. Any use, disclosure or copying of this message and any attachments is unauthorized. If you have received this electronic message in error, please inform the sender or contact town@yorkmaine.org. This footnote also confirms that this email message has been checked for the presence of computer viruses.

License Certificate

No. 010-099

*Municipality of York, Maine
Office of the Municipal Clerk
Date: August 23, 2010*

To all whom these presents may concern:

*Know Ye, that Sentry Hill York Harbor, LLC Residing at 2 Victoria Court, York Me 03910
Receipt of which is hereby acknowledged, having complied with all the requirements
of Law, Sentry Hill York Harbor, LLC has been duly licensed for a Victualers and Liquor License
in the Municipality of York, Maine.*

*This License is subject to the strict observance of all Laws and Regulations in such case
made and provided, and is to continue the 30th day of September 2011 unless sooner revoked.*

*Mary-Anne Szeniaewski
Municipal Clerk*

Seating Capacity: 50

TOWN OF YORK- (186 York Street, York Me 03909)
BUSINESS LICENSE APPLICATION



Business Name THE MEAT HOUSE
 Business Location 459 US. RT 1
 Telephone Number 207-351-3354

OWNER'S Name and Mailing Address JUSTIN ROEBERG & JASON PARENT
459 US RT 1
YORK, ME 03909

APPLICANT'S Name and Mailing Address ROBERT HANSON
459 US RT 1
YORK, ME 03909

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical	✓ 11/22/11	Email Attached
Plumbing		
Fire	✓ 11/18/11	Email Attached
Tax Collector		

APPLICATION FEE IS \$50.00 PLUS \$25 PER SUBSEQUENT LICENSE. PLEASE CHECK APPLICABLE BOX(ES) BELOW AND ADD THE FEE INDICATED TO YOUR APPLICATION FEE. MAKE CHECK PAYABLE TO THE TOWN OF YORK.

MAP/LOT: <u>48-22 Rt. 1-3</u> License Year: <u>2012</u> No. Of Seats: <u>0</u> No. Of Parking Spaces: <u>12</u> New License (One Time \$30 Fee): YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> License Renewal: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Bed and Breakfast License: # of Rooms _____ Hotel/Motel with Cooking Facilities: # of Rooms _____ Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input type="checkbox"/> \$25.00 Liquor <input type="checkbox"/> \$25.00 Special Amusement <input type="checkbox"/> \$25.00 Bottle Club <input type="checkbox"/> \$25.00 Theater <input type="checkbox"/> \$25.00 Dance Hall <input type="checkbox"/> Coin-OP Amusement (\$75 each or \$250 for 3 or more) Nature of Entertainment (If Applicable): _____ Bed and Breakfast (\$10 Per Room): Total _____ Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total _____
--	--

Have you ever been convicted of a Felony? YES (Please Explain) _____ NO _____

I certify the above statements are true and understand false statements may be cause to revoke a license.

Date 11-21-11

Applicant's Signature

Please Read and Initial the Following Statements:

- I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
- I understand that a Town of York Business License must be filled out COMPLETELY and all fees are to be paid before my license is considered for re/approval
- I understand that before my business license is issued I must have and pass a full inspection by the Town of York Code Enforcement Office and Fire Department.
- I understand that as a business owner I am responsible for calling and setting up an appointment for an inspection and any necessary follow-up inspection with the Code Enforcement Office and Fire Department
- I understand that I will not be granted re/approval of a business license through the Town of York until all inspections and taxes on my business are made current and compliant.

Business Owner Signature Jason Parent

Business Manager Signature (If Applicable) _____

Date 11-21-11

Town Manager for the Board of Selectmen _____

Issued pursuant to the provisions of Title 30A MRSA Chapter 3811 through 3814

AMT. RECD. \$ 76.00 RECEIPT NO. CR: 11185 RECEIPT DATE 11/21/11 -SS MI PM MM MS

CCD: 11/21/11
 CED ✓
 Fire ✓
 Clerk ✓

48-22



TOWN OF YORK- (186 York Street, York Me 03909)
BUSINESS LICENSE APPLICATION

Business Name THE MEAT HOUSE
Business Location 459 US. RT 1
Telephone Number 207.351.3354

OWNER'S Name and Mailing Address JUSTIN ROOBBING & JASON PARENT
459 US RT 1
YORK, ME 03909

APPLICANT'S Name and Mailing Address ROBERT HANSON
459 US RT 1
YORK, ME 03909

Is applicant same operator as prior year? [X] Yes [] No

INSPECTION DATA (Office Use Only) table with columns DEPARTMENT, DATE, INITIALS. Includes rows for Zoning/Land Use, Building Structural, Electrical, Plumbing, Fire, Tax Collector.

APPLICATION FEE IS \$50.00 PLUS \$25 PER SUBSEQUENT LICENSE. PLEASE CHECK APPLICABLE BOX(ES) BELOW AND ADD THE FEE INDICATED TO YOUR APPLICATION FEE. MAKE CHECK PAYABLE TO THE TOWN OF YORK.

Main application form with sections for MAP/LOT (48-22 Rt. 1-3), License Year (2012), No. of Seats (0), No. of Parking Spaces (12), License Renewal (YES), and REQUESTING THE FOLLOWING LICENSES (Victualers, Liquor, etc.).

Have you ever been convicted of a Felony? YES (Please Explain) NO

I certify the above statements are true and understand false statements may be cause to revoke a license.

Date 11-21-11

Applicant's Signature (Handwritten Signature)

Please Read and Initial the Following Statements:

- Initial [] I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
Initial [] I understand that a Town of York Business License must be filled out COMPLETELY and all fees are to be paid before my license is considered for re/approval
Initial [] I understand that before my business license is issued I must have and pass a full inspection by the Town of York Code Enforcement Office and Fire Department.
Initial [] I understand that as a business owner I am responsible for calling and setting up an appointment for an inspection and any necessary follow-up inspection with the Code Enforcement Office and Fire Department
Initial [] I understand that I will not be granted re/approval of a business license through the Town of York until all inspections and taxes on my business are made current and compliant.

Business Owner Signature Jason Parent

Business Manager Signature (If Applicable)

Date 11-21-11

Town Manager for the Board of Selectmen

Issued pursuant to the provisions of Title 30A MRSA Chapter 3811 through 3814

License Certificate

No. 010-104

*Municipality of York, Maine
Office of the Municipal Clerk
Date: November 22nd, 2010*

To all whom these presents may concern:

*Know Ye, that The Meat House Residing at 459 US Route 1, York, Me 03910
Receipt of which is hereby acknowledged, having complied with all the requirements
of Law, The Meat House has been duly licensed for a Victualers License in the Municipality of
York, Maine.*

*This License is subject to the strict observance of all Laws and Regulations in such case
made and provided, and is to continue the 30th day of November 2011 unless sooner revoked.*

*Mary-Anne Szeniaewski
Municipal Clerk*

Seating Capacity: N/A

Susan Scott

From: David Apgar
Sent: Friday, November 18, 2011 7:02 AM
To: Susan Scott
Subject: Inspection Completed - The Meat House

Hi Susie,

I have completed a fire inspection at The Meat House. Please proceed with the licensing renewal process.

David Apgar
Deputy Fire Chief
York Village Fire Dept
Fire Inspector
207-451-8258

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AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 23, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <u> X </u> Work Session	
Subject: Request for Proposals for Completion of Energy Related Upgrades to Municipal Buildings	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION:
PROPOSED MOTION:

Discussion: Based on the results of an energy study/audit of municipal buildings conducted by MACTEC Engineering the Town's Energy Efficiency Steering Committee has developed an RFP for completion of energy related upgrades to five municipal buildings. As you will note from the attached draft RFP, the EESC has selected town hall, both fire stations, the Grant House and the police station/senior center as the five buildings to be upgraded. Wayne Boardman will make the committee's presentation on Monday night. Attached you will also find a summary of the energy audit recommendations and infrared scans of town hall, police station/senior center, York Village Fire Station and the Grant House from the MACTEC report.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Robert G. Yandow Reviewed By: _____

Summary of Energy Audit Recommendations - York Energy Steering Committee

Nov. 17, 2011

#	Building	ECMs Applied	Savings MMBtu	%	Lb. Carbon	\$ Savings	Measure Cost	Est. Payback Years
1.	Town Hall							
		1. Motion Sensor Light Ctrl	20.6	4%	3,662	\$355	\$3,000	8.5
		3.&4. Upgrade Controls	4.0	1%	1,087	\$141	\$2,000	14.2
		6. Air Sealing	48.4	10%	7,758	\$672	\$3,000	4.5
		8. Interior Storm Windows	59.8	12%	10,463	\$999	\$5,600	5.6
						<i>Total:</i>	\$13,600	
4.	York Village Fire							
		4. Temperature Setback	238.4	16%	38,652	\$3,398	\$750	0.2
		7. Add Wall Insulation	385.4	26%	62,370	\$5,473	\$40,000	7.3
		12. Upgrade Boilers	358.7	24%	57,881	\$5,061	\$20,000	4.0
						<i>Total:</i>	\$60,750	
5.	York Beach Fire							
		3. Boiler Reset Control	58.9	3%	9,620	\$853	\$1,000	1.2
		4. Setback Tstats	92.1	5%	15,056	\$1,337	\$350	0.3
		14. Pipe insulation	12.4	1%	1,996	\$174	\$900	5.2
						<i>Total:</i>	\$2,250	
15.	Parks & Rec Grant House							
		4. Setback Tstats	12.5	3%	2,821	\$329	\$1,200	3.6
		6. Air Sealing	31.0	8%	5,016	\$441	\$3,000	6.8
		12. New Boiler	35.6	9%	5,850	\$523	\$7,000	13.4
		14. Pipe insulation	34.2	8%	5,504	\$480	\$2,000	4.2
						<i>Total:</i>	\$13,200	
2.	Police Station/ Senior Center							
		6. Air Sealing	135.2	14%	21,536	\$1,853	\$3,000	1.6
						<i>Total:</i>	\$3,000	
Phase 1 Proposed						<i>Total:</i>	\$92,800	
Not included in Phase 1 (among others):								
2.	Police Station							
		4. Temperature Setback	56.0	6%	9,151	\$812	\$750	0.9
3.	Senior Center							
		12. New Boiler	183.5	19%	29,864	\$2,638	\$20,000	7.6
		21. Solatubes	15.7	2%	12,770	\$2,172	\$3,500	1.6
						<i>Total:</i>	\$24,250	
6.	Public Works Town Garage (Chases Pond)							
		2. Lighting upgrade	3.1	1%	954	\$130	\$2,000	15.3
						<i>Total:</i>	\$2,000	
8.	Public Works Landfill							
		1. Motion Sensor Light Ctrl	0.2	0.1%	65	\$8	\$250	29.8
						<i>Total:</i>	\$250	
10.	School Administration Building							
		7. Roof & Wall Insulation	68.6	12%	8,903	\$1,401	\$22,360	16.0
						<i>Total:</i>	\$22,360	

REQUEST FOR PROPOSAL

**ENERGY UPGRADES
VARIOUS MUNICIPAL PROPERTIES IN YORK**

November 2011

Overview

The Town of York is soliciting proposals for completion of energy related upgrades to five of its municipal buildings. These assessments are related to the findings of an energy audit performed by MACTEC, Inc., which are available for viewing at the Town Hall. The successful proposal will be from a firm with demonstrated expertise in conducting similar installations, and with appropriate qualifications to complete the work.

Eligible Bidders

This Request for Proposals is open to firms that have the ability to accomplish all of the projects shown in 'Specification'. The winning bidder will have a primary office location in Maine or New Hampshire.

Specifications

Please see Appendix A for further specifications.

1. Town Hall

- Motion Sensors - Install approximately 20 motion sensors for automatic lighting control, internally and externally.
- Boiler Controls and Thermostat Setbacks - Upgrade controls (economizer and improved zoning with temperature setback) for the two main indoor units and any associated terminal units.
- Air Sealing - Implement air sealing at locations of significant infiltration (based on results of IR) such as in the attic and ceiling plenums (see Appendix A).
- Storm Windows - Install interior storm window systems.

2. York Village Fire station

- Thermostat Setbacks - Automatic temperature setback,
- Insulation - Addition of insulation system to exterior walls on the first floor as well as the ventilation stack (see Appendix A). Minimum 1.5" of rigid-board.
- Boiler Upgrade - Installation of new boiler with efficient controls (outdoor reset and variable speed pumping). Minimum 87% efficiency rating.

3. York Beach Fire station

- Boiler Controls - Implementation of outdoor air reset control for hot water heating system.
- Thermostat Setbacks - Installation of two programmable thermostats for temperature setback (located in apartment and chief's office).
- Insulate uninsulated copper pipes in the basement boiler room.

4. Parks and Recreation Grant House

- Thermostat Setbacks - Install programmable thermostats to automate temperature setback.
- Air Sealing - Implement air sealing at locations of significant infiltration (based on results of IR).
- New Boiler - Install new 175 MBH condensing boiler with outdoor air reset. Minimum 87% efficiency rating.
- Insulate uninsulated copper pipes in the basement boiler room.

5. Police Station/Senior Center

- Air Sealing - Implement air sealing at locations of significant infiltration (based on results of IR) such as the building foundation and in the attic space.

Requirements for Qualification

Contractor must demonstrate experience in completing installations at commercial or multi-family buildings. Contractor must be fully insured and licensed to perform work, where applicable.

Proposal: Format and Contents

Proposal Format:

- a) Proposals must be submitted in the format outlined in this section. The Town of York reserves the right to eliminate from further consideration any proposals deemed to be substantially or materially non-responsive to the requests for information contained herein.
- b) Proposals are to be submitted on or before Tuesday, December 20, 2011, 4:00 P.M.
- c) An original and two copies of the proposal are required. To prevent opening by unauthorized individuals, your submittal should be identified on the envelope as follows:

Do Not Open - Proposal Enclosed

Energy Assessment Project

- d) The proposals shall be addressed to:

Robert G. Yandow, Town Manager

Town of York

186 York Street

York, ME, 03909

Proposal Content

Section 1 - Statement of Qualifications - Proposer must include the following elements in response to this RFP:

- a) Name and address of firm
- b) Telephone and fax numbers.
- c) Names, titles, and any applicable licenses/certificates of persons and/or sub-persons (contractors) performing work.

Section 2 - Project Experience - Proposer must describe two to four projects that best exemplify the range of professional services similar to the projects listed in "Specifications". Each project description (not to exceed 2 pages) should include:

- a) Customer's name and address
- b) Name and telephone number of references for the project. (The Town of York presumes permission to contact).

c) Brief description of the project's scope of services and status. (Include type of facility at which project was implemented, whether the project was completed on the original schedule and whether significant problems occurred that affected project performance. As appropriate, identify all prime contractors or subcontractors and their role in each project.)

d) Identify members of the proposed project team involved with the sample projects and their current primary office location.

Section 4 - Cost and Timeline

a) The proposal shall provide a fixed, not to exceed cost to complete the work as outlined.

b) Provide a Gant Chart or similar project schedule to outline project milestones and completion.

Appendix A

The following IR pictures are also available in the MACTEC, Inc. audit report (pg. 5-2) located at Town Hall. The pictures are meant for informational purposes and can be used by the bidder to determine the specific scope of work to be completed.

Town Hall

The IR scans of the town hall showed a warm attic, probably due to warm air leaking into the attic from the conditioned spaces below. The insulation is blown cellulose on the attic floor, which is penetrated by air conditioning (AC) system ducts, plumbing vents, and electrical wiring in numerous places. We also noted an opening in the ceiling in the front janitor closet to the attic. These results indicate that air sealing, particularly at the attic floor, has the potential provide significant energy savings. The windows and the foundation walls also appear to be areas with significant heat leakage. Tightening up the building will help reduce the heat stratification between the first and second floors.

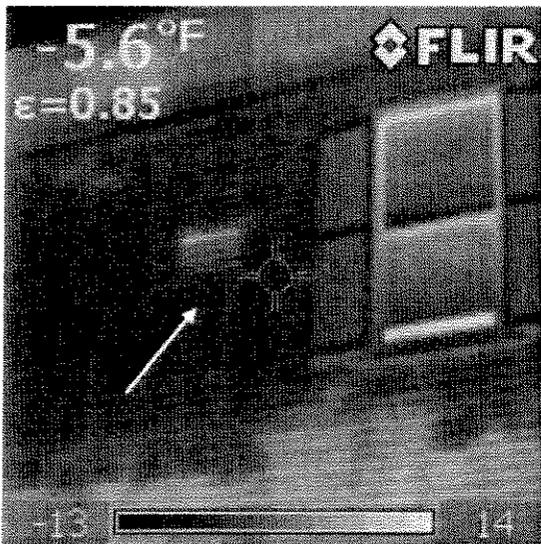


Photo 5.1.1 The studs are visible in this picture, indicating the insulation between the studs is better than the wood studs themselves, and the wall is insulated. There appears to be an insulation fault or air leak to the left of the window above.

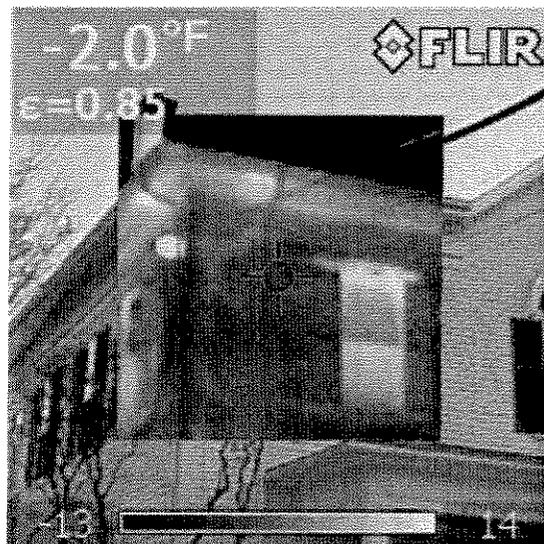


Photo 5.1.2 This composite picture clearly shows the heat leaks from the top of the windows and the attic vents.

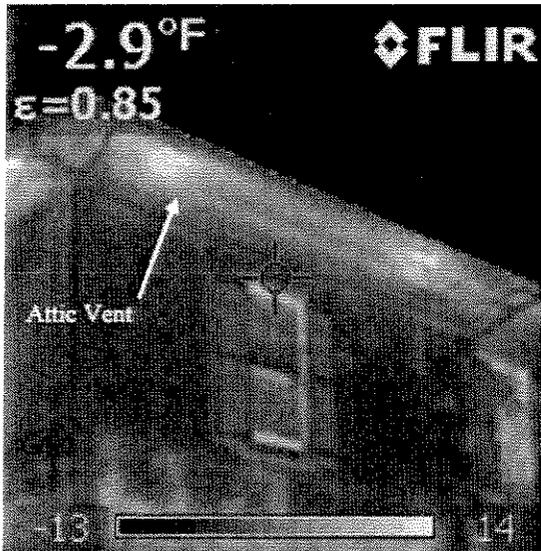


Photo 5.1.3 Ventilation grills leaking noticeable heat. The soffit is also lighter colored (warmer) than the walls. This is an indication of unsealed air pathways into the attic. In a well ventilated attic, the soffit and vents would be dark.

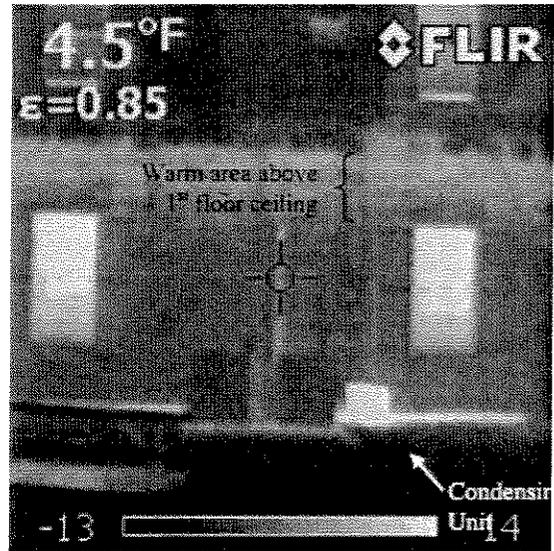


Photo 5.1.4 Bright windows indicate heat leakage. Lighter band at ceiling of 1st floor up to second floor is an indication the blown in insulation is settling, uninsulated floor framing, and a warm ceiling plenum above 1st floor ceiling. The condensing unit is rejecting heat from the server room.

Police Department / Senior Center

The brick and block walls of the senior center (in back) leak heat much more than the frame walls of the police station (front). There is some heat leakage from the soffits of the roof above the police dept., where we noticed a gap in the center of the attic floor. The senior center roof is well ventilated and does not appear to be warm. The windows and the window AC units show apparent air leakage.

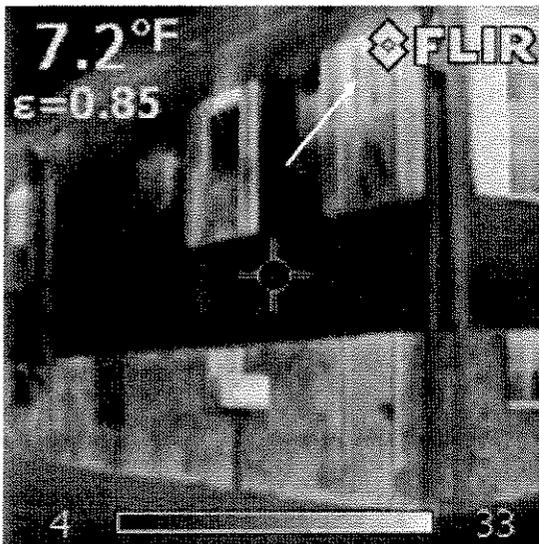


Photo 5.2.1 Police Dept. front-left wall. Foundation wall leaks heat more than wood frame wall. Significant heat leaks around windows and above wall AC unit.

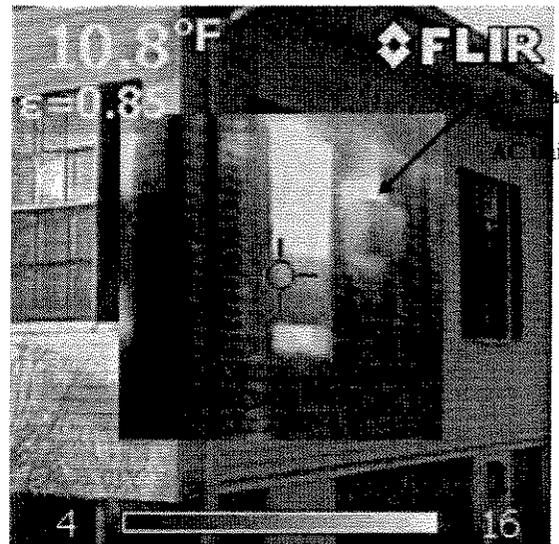


Photo 5.2.2 Police Dept. right side composite picture. Heat leaks at window and AC unit.

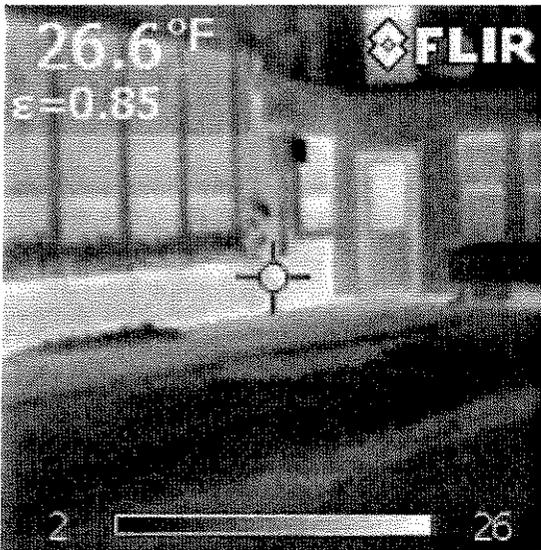


Photo 5.2.3 Senior Center (left) and Police Dept. (right) The frame walls of the police station are more thermally efficient than the brick and block walls of the senior center

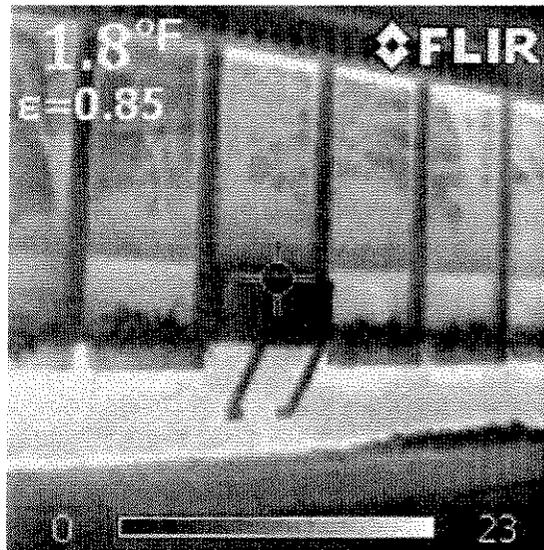


Photo 5.2.4 Senior Center side walls. The brick and block walls leak heat. Also notice the reflection of IR energy from the nearby trees in the windows.

York Village Fire Station

The IR scans of Village Fire Station clearly show the uninsulated block wall of the first (garage) floor, and the relatively well insulated wood frame second floor and attic. The boiler room wall was particularly warm. The ventilation appears to be leaking considerable heat. The overhead doors are not to be included in the estimate since they are scheduled to be replaced.

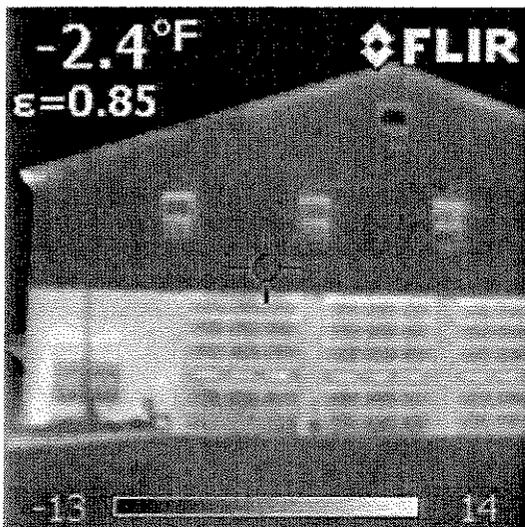


Photo 5.3.1 York Village Fire: Uninsulated block wall 1st floor, insulated frame wall second floor.

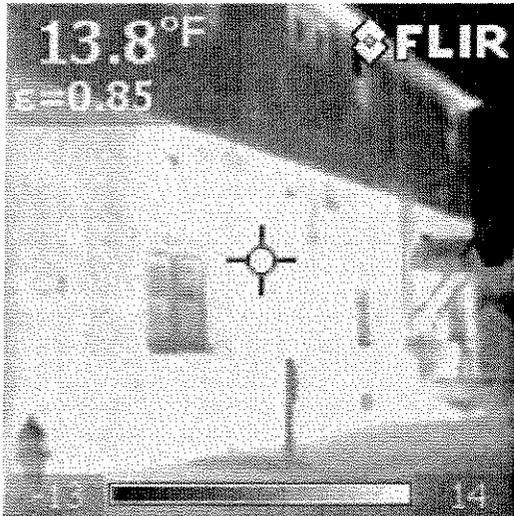


Photo 5.3.3 York Village Fire: Block wall leaks heat much more than frame wall.

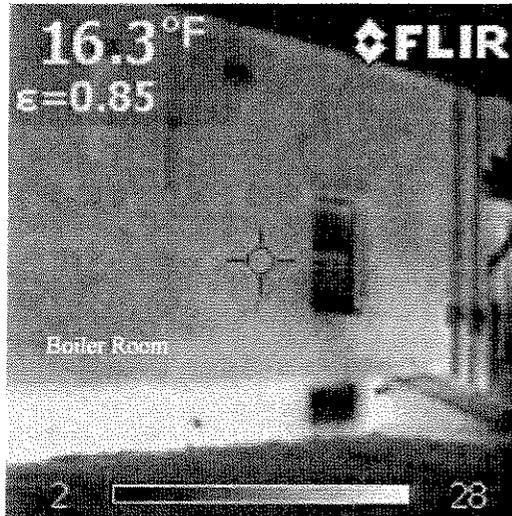


Photo 5.3.4 Boiler room walls are warmer than the rest. Note the combustion air intake is dark from the flow of cold air into the boiler room.

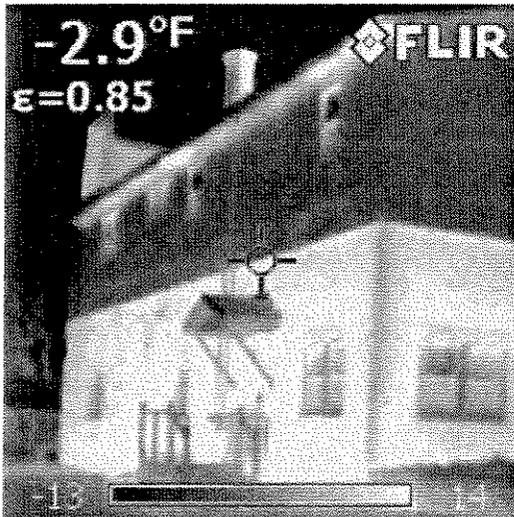


Photo 5.3.5 York Village Fire:

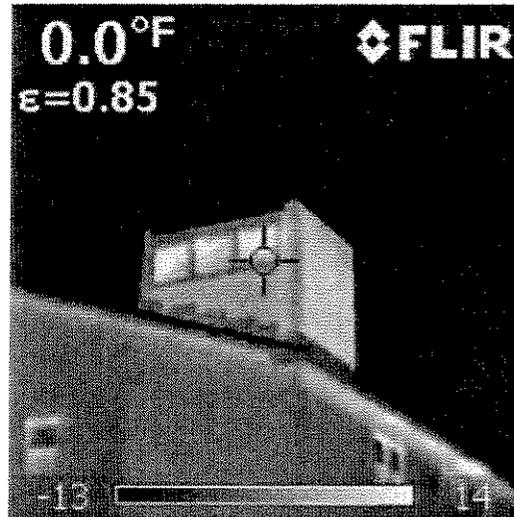


Photo 5.3.6 Ventilation shaft leaks heat.

Parks and Rec. Grant House

The IR scan of the Grant House showed only moderate heat leakage, mostly from windows, doors, the foundation walls, and connections between two buildings.

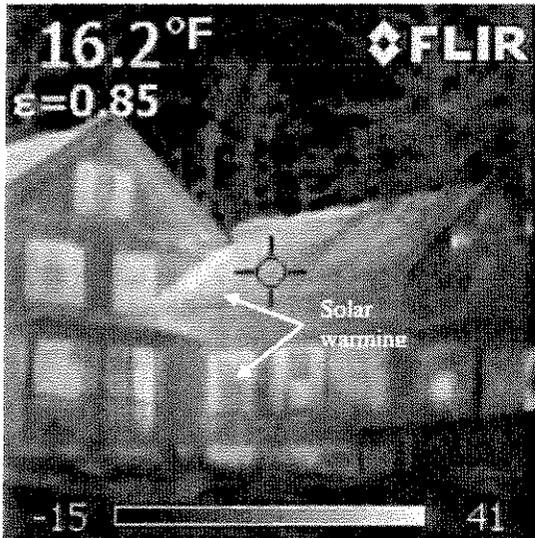


Photo 5.4.1 Grant House- Front: Heat leaks at building connections. Note black roofs and shutters are bright from solar warming on the east side of the house

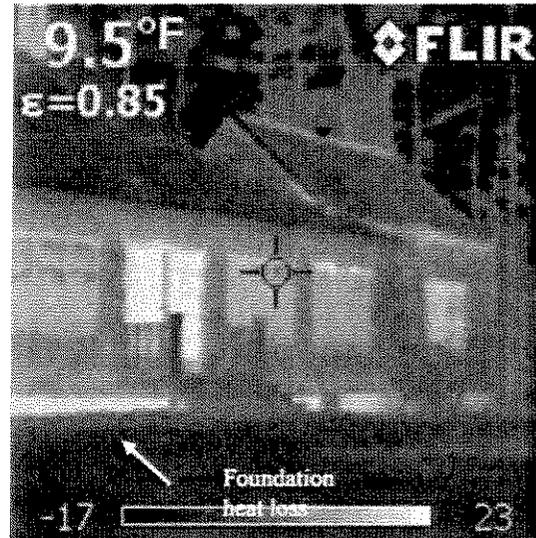


Photo 5.4.2 Grant House- Back: Heat leaks from foundation. Note that roofs are darker than

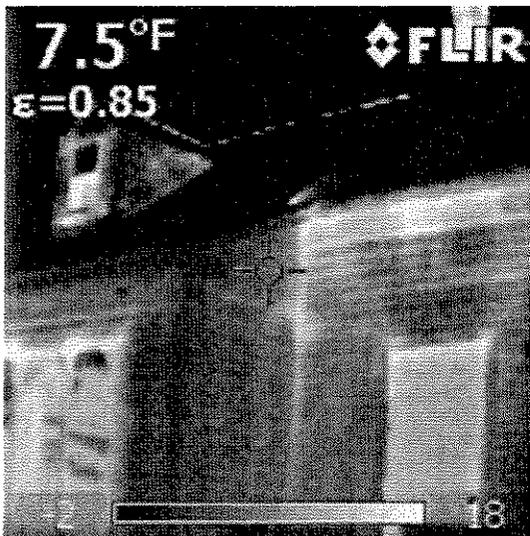


Photo 5.4.3 Grant House: Heat leakage at windows and doors

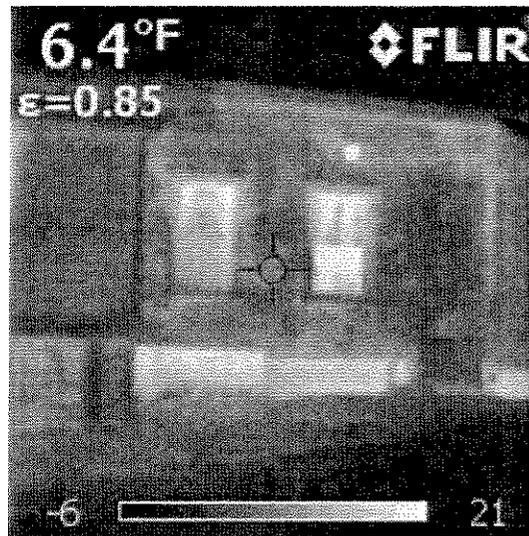


Photo 5.4.4 Grant House: Heat leakage at windows and foundation walls

Robert G. Yandow

From: wayne31r@gmail.com on behalf of Wayne Boardman [yorkco2@wboardman.com]
Sent: Tuesday, November 22, 2011 1:32 PM
To: Robert G. Yandow
Cc: McDermott, Deborah; Deborah McDermott; Phyllis Newman; Hilary Clark; Paul McGowan; stephen@auto-works.com; Victoria Simon; Zak Harding; Ted Little; Susan Scott
Subject: Energy upgrade RFP - 22 Nov 2011
Attachments: RFP-energy-22nov11.docx; RFP-energy-22nov11.doc; Summary of energy audit rec-22nov11.pdf

Rob,

Attached is a newly edited version of the RFP which is based on the one developed a while ago for the energy upgrades. I also included the worksheet that we used to calculate the costs of the upgrades using the MACTEC energy study figures. The estimated total now comes to \$92,800.

We removed the library upgrades and also made a few other changes as follows:

1. At the YBFD, we removed six of the eight setback thermostats at the recommendation of Chief Bridges. These 6 thermostats are generally keep at their lowest settings except when they are needed, so the setbacks would not save any appreciable heating costs. The only ones that made sense were the thermostats in the apartment area and the chief's office.
2. We removed the insulation and weather sealing for the YVFD overhead doors because Chief Balantine said that they plan to ask for funds to widen those openings and buy new doors anyway.
3. We added back the air sealing for the Police Station/Senior Center, estimated at \$3000. Depending on the actual bid prices, it seems like the payback on this would justify the work, given that the building will be occupied for at least a couple more years. I spoke with Kevin Leconte about this, and he agreed with the reasoning.

We considered other improvements from the original MACTEC list, but decided to leave them out of Phase 1. I left a few of these items at the bottom of the worksheet summary just to show what we were considering. However, they are *not* included in the \$92,800 total.

I am sending you the RFP (in two versions of MS Word) so that you can make some edits. For example:

- a. You'll need to fill in the date for proposal submission on p. 3.
- b. Page 4 talks about four steps of "Proposal Content," but there are only three steps listed. Presumably, it was taken from some kind of contract boilerplate and step 3 was omitted by mistake.

And I have a question for you:

Some of MACTEC's suggested energy improvements are quite vague. It's not clear to us how we will evaluate different proposals if the various bidders have different visions for the scope of the projected work. What if the bids come back with large variations in both the cost and scope for some of the items? Would we need or want to re-write the RFP then and ask all the contractors to re-bid on the more detailed specifications?

Finally, the committee agreed that some of the consultant's recommendations that didn't make Phase 1 were deserving of more investigation. We would like to ask the BOS for permission to continue talking to some of

the building managers/occupants to get a better idea of what improvements would make the most sense given the actual use of the buildings. For example, we are looking at some alternatives for improving the overhead door weatherstripping and the hot water system at the YBFD. And of course we will have a better idea how much money will be available after the bids for Phase 1 are returned.

Thanks,

~Wayne Boardman

Energy Steering Committee



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 23, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <u> X </u> Work Session	
Subject: Bids From Realtors for Marketing/Sale of Town Properties	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION:
PROPOSED MOTION:

Discussion: The Board of selectmen previously identified a group of 10 town-owned properties that could be marketed by a commercial real estate firm and sold on the open market. Letters were sent to all real estate agencies in the Town of York requesting bids for the marketing and sale of the 10 properties. The basis for the bid would be the lowest percentage that the real estate firm would accept in exchange for an exclusive listing of the properties. Bids were received from five real estate firms. The bids (percentage) are as follows:

- Masiello Group 5%
- Coldwell Banker Yorke Realty 5%
- Bragdon Real Estate 5%
- Gosselin Group 4% or 3% with disclosed dual listing
- Re/Max Realty One 2.4%

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Robert H. Yundow

Reviewed By: _____



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

October 19, 2011

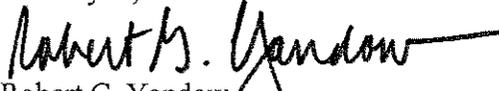
Bragdon Real Estate
292 York Street
York, ME 03909

To Whom It May Concern:

The York Board of Selectmen has decided to offer 10 parcels of town owned property for sale to the general public. These parcels have all been approved for sale by the voters in York. The 10 parcels, all vacant land, are listed below. If your agency is interested in entering into a listing agreement for these properties I ask that you respond to me by 4:00 on Friday, November 4, 2011 with the minimum percentage of sale price that your agency would accept in return for an exclusive listing. If you have any questions please feel free to call me at 361-4740 or email me at ryandow@yorkmaine.org. The properties are identified as the following:

- 40 Walt Kuhn Road (map 228/lot 070) five (5) acres assessed at \$24,000
- 70 Walt Kuhn Road (map 229/lot 081) 10 acres assessed at \$17,400
- 60 Vineyard Lane (map 229/lot 074) 8.92 acres assessed at \$22,700
- 66 Vineyard Lane (map 229/lot 080) 11.63 acres assessed at \$23,100
- 302 Mountain Road (map 239/lot 005) 6.75 acres assessed at \$141,400
- 23 Greenleaf Parsons Road (map 227/lot 051) 1.58 acres assessed at \$102,900
- 32 Pine Mountain Road (map 152/lot 021) 0.56 acres assessed at \$109,100
- 6 Foresters Circuit (map 151/lot 092) 0.64 acres assessed at \$124,900
- 41 Railroad Avenue Ext. (map 136/lot 297) 0.14 acres assessed at \$209,000
- 23 Oceanside Avenue West (map 132/lot 271) 0.19 acres assessed at \$107,200

Thank you,


Robert G. Yandow
Town Manager

— GRG —
Gosselin Realty Group

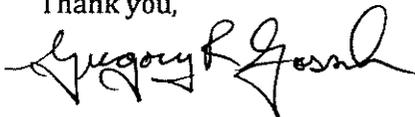
www.TeamGosselin.com

Team Gosselin will be promoting the sale of these properties through the following:

- The Maine MLS
- The New Hampshire MLS
- The Vermont MLS
- The Rhode Island MLS
- The List Hub will then syndicate each property location and these listings will be featured on numerous aggregators and individual company sites (see attached websites)
- MaineRealEstateToday.com. (See attached example of partial listings)
- Gosselin Realty Group Facebook Business Page
- Gosselin Realty Group YouTube Page
- Gosselin Realty Group Twitter Page
- We have 79 domain names directing traffic to our 2 Key websites
- www.TeamGosselin.com and www.YorkMaineAreaHomes.com
- Our listings are promoted/previewed on all the major real estate franchise websites
- We schedule Constant Contact email distributions to Maine & New Hampshire brokers
- The Real Estate Book, York County
- The York Weekly
- The Sentinel
- Abutters will be contacted personally by Team Gosselin regarding the real estate opportunity for their consideration

Our commission structure is a 4% commission and if permitted to act as a Disclosed Dual Agency we would reduce our commission to 3%.

Thank you,



Gregory R. Gosselin
Broker/Owner

Gosselin Realty Group

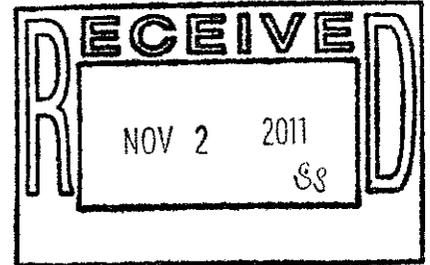
647 US Route One, Suite 210, PO Box 393, York, ME 03909

Phone: (207) 363-2414 Fax: (207) 857-3069

www.TeamGosselin.com



RE/MAX Realty One
439 US Route One
York, ME 03909
207-363-2497



October 31, 2011

Robert Yandow
Town Manager, Town of York
186 York Street
York, ME, 03909

Dear Robert,

Thank you for your letter dated October 19, 2011 offering RE/MAX Realty One the opportunity to bid on providing real estate services to the Town of York for the sale of Town owned land.

In your letter you ask the minimum percentage we would accept for an exclusive listing. The simple answer is we have a variety of services that we offer including one that can be as low as 2.4% should you list all of the parcels with us for an acceptable timeframe and at acceptable asking prices. We should also tell you we offer higher level of services that can garner a possible higher sales price for the town.

Two important things for the Town and Board of Selectmen to consider when making their decision:

- RE/MAX Realty One is the top producing real estate office in all of York County and the Town of York. We have been for several years and continue to outperform all offices in 2011.
- None of our owners are real estate developers and there would not be any conflict of interest, or perceived conflict of interest, with the land sale.

Please feel free to call us with any questions you may have and we look forward to working with you.

Very truly yours,

Ina Toth
Manager

Abigail Douris
Broker/Owner

Peter Douris
Broker/Owner

Robert Coles
Broker/Owner

Don Wunder
Broker/Owner

Robert G. Yandow

From: Ina Toth [ina@yorkmaine.com]
Sent: Friday, November 11, 2011 3:21 PM
To: Robert G. Yandow
Subject: RE: October 19th, 2011 letter re: York properties for sale

Good afternoon! If there are any other questions you might have, I'd be happy to stop by or call you.

Thank you. We are ready to get this real estate job done for the Town!

Ina Toth
RE/MAX Realty One
York & Ogunquit

From: Ina Toth [mailto:ina@yorkmaine.com]
Sent: Tuesday, November 08, 2011 3:10 PM
To: 'Robert G. Yandow'
Subject: RE: October 19th, 2011 letter re: York properties for sale

Good afternoon. For all 10 properties, listed as exclusive rights to sell, we will charge 2.4% per listing.

Ina

From: Robert G. Yandow [mailto:ryandow@yorkmaine.org]
Sent: Monday, November 07, 2011 1:59 PM
To: Ina Toth
Subject: RE: October 19th, 2011 letter re: York properties for sale

Ina:

Your response letter indicates a percentage of as low as 2.4%. Please submit an exact percentage, or exact percentages under different conditions, so that I can compare the bids. Thank you.

Rob Yandow

Robert G. Yandow, Town Manager
Town of York
186 York Street
York, Maine 03909
207-361-4740
ryandow@yorkmaine.org
www.yorkmaine.org

From: Ina Toth [mailto:ina@yorkmaine.com]
Sent: Friday, November 04, 2011 5:05 PM
To: Robert G. Yandow
Subject: October 19th, 2011 letter re: York properties for sale

Good afternoon!

I delivered to your office this afternoon, the proposal from RE/MAX Realty One to list the parcels of properties for sale by the Town of York.

I look forward to hearing from you and please do not hesitate to contact us.

Ina-B.L. Toth

RE/MAX Realty One *Managing Broker*

439 Us Route One - York, ME 03909

PO Box 2121 - 84 School Street - Ogunquit, ME 03907

o: 207-363-2497 x133 direct: 207-337-3556 ina@yorkmaine.com



CERTIFIED DISTRESSED
PROPERTY EXPERT®

*Solving the foreclosure crisis
one homeowner at a time.™*

Preamble to the National Association of Realtors Code of Ethics, Jan.1,2008

.....UNDER ALL IS THE LAND. Upon its wise utilization and widely allocated ownership
depend the survival and growth of free institutions and of our civilization.



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Robert G. Yandow

From: Rebecca Mann [rmann@masiello.com]
Sent: Tuesday, November 01, 2011 4:59 PM
To: Robert G. Yandow
Subject: Land Listings

Hello Rob,

Our office is in receipt of the 10 land listings that the Town of York would like to sell. We would be pleased to work with the town and offer a discounted commission of 5% to all 10 of the lots.

Can you tell me if the selectmen will be signing an offers that will be produced from the marketing efforts?

I look forward to hearing from you and please feel free to contact me should you have any questions.

Thanks,

Rebecca J. Mann

Broker/Realtor/Notary Public

C: 207.251.1592

Better Homes and Gardens Real Estate

The Masiello Group

226 York Street

York, ME 03909

O: 207.363-4558 x249

F: 1.888.509.8645

E: RMann@masiello.com

W: RebeccaMann.masiello.com

Licensed in ME and NH

Please consider the environment before printing this e-mail



Click to join me on Facebook!

October 27, 2011

Robert Yandow, Town Manager
Town of York
186 York Street
York, Maine 03909

Dear Mr. Yandow,

I am formerly responding to your letter dated October 19, 2011, regarding the potential listing opportunity by our office for the 10 parcels of property owned by the Town of York.

Coldwell Banker Yorke Realty is interested in representing the town in the sale of these parcels and procuring an Exclusive Right to Sell Listing Agreement. Our team of 17 professional and experienced agents are all very familiar with the Town of York and collectively, have been in the real estate business for a considerable number of years. All our agents are knowledgeable and motivated and we have some of the State of Maine's Top Producers on our team. We are licensed in both Maine and NH and that provides us with a wealth of additional resources as well. Our marketing expertise sets us apart from our competition and I am confident we would provide excellent representation for the Town of York and be able to accomplish your goals and get the job done.

Since multiple parcels are involved, we can offer the Town of York a 5% commission with a listing term of one year (since the average days on market currently range from 6-10 months). Typically land listings are 6-8%. I would like to add that incentivizing a Buyer Broker with a better commission split in a co-broke is often an advantage and a suggested strategy so you may want to consider paying the higher commission schedule on some of the lesser valued lots. Our office could be promoting these parcels within 3-5 days of a signed commitment from you.

I would be happy to meet with you personally if you would like to review our marketing plan or if you have any questions. I look forward to hearing back from you soon.

Sincerely,



Wesley F. Cook, Designated Broker
Coldwell Banker Yorke Realty

Robert G. Yandow

From: Jean Scott [jean.scott@bragdonrealestate.com]
Sent: Thursday, November 03, 2011 1:32 PM
To: Robert G. Yandow
Subject: Town owned land

Hello Rob,

This is in response to the marketing and sale of Town owned land. Bragdon Real Estate's lowest percentage for these properties would be five percent (5%) of the purchase price.

Thank you for considering Bragdon Real Estate.

Respectfully,

Jean Scott
Broker/Owner
Bragdon Real Estate
jean.scott@bragdonrealestate.com
292 York Street
York, Maine 03909
p. 207-363-8126 Ext. 13
f. 207-363-4105
c. 207-752-2261
www.bragdonrealestate.com



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 23, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <u> X </u> Work Session	
Subject: FY13 Budget	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION:
PROPOSED MOTION:

Discussion: We will have our first general discussion about the FY13 operating budget to set the parameters for future discussions. I will be preparing information in advance of the meeting.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Robert G. Yandow Reviewed By: _____



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 21, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <input checked="" type="checkbox"/> Work Session _____	
Subject: Redemption Request: Tax Map 0090, Lot 0083 – 35 Cider Hill Road	

TO: BOARD OF SELECTMEN
FROM: Susan H. Scott
RECOMMENDATION: To allow the redemption of Tax Map 0090, Lot 0083, 35 Cider Hill Road by the former property owner.
PROPOSED MOTION: I move to approve the redemption of Tax Map 0090, Lot 0083, 35 Cider Hill Road, as requested, subject to the attached conditions being met, and that all taxes, interest and administrative costs are paid in full by no later than January 27, 2012.

Discussion: Please see attached memo for details.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Susan H. Scott

Reviewed By: Robert B. Yandow



TO: Board of Selectmen

FROM: Susan H. Scott

DATE: November 21, 2011

RE: Tax Foreclosure Redemption: Map 0090, Lot 0083 – 35 Cider Hill Road

Roxanne Fritz, former property owner of property identified as Tax Map 0090, Lot 0083, located at 35 Cider Hill Road in York, Maine, requests to redeem this property for which the Town has a tax lien for Fiscal Year 2009. The Town has foreclosed on this property as of February 12, 2010 for non-payment of the FY2009 tax lien.

We are recommending to the Selectmen that Roxanne Fritz be allowed to redeem this property providing the following conditions are met:

Condition #1 – Roxanne Fritz pay all current taxes, interest and lien costs owed, which totals \$13,058.73 as of January 13, 2012.

Condition #2 – Roxanne Fritz pay Town Administrative costs involved with the processing of the foreclosure disposition, a total of \$200.00. This amount covers the cost of issuing a Quit Claim Deed and the administrative costs in processing this redemption.

Condition #3 – Roxanne Fritz shall pay in full all current taxes, interest, administrative costs and lien costs, which totals **\$13,258.73** by no later than January 13, 2012. (Please note this figure may have added interest due on the date payment is made.)

Condition #4 – Prior to redeeming this property, Roxanne Fritz shall develop a written plan to remove enough of the scrap materials and unregistered vehicles from the yard such that it will no longer be a junkyard/auto graveyard, with written approval of the plan by the CEO.

Condition #5 – Roxanne Fritz to sign a written agreement with the Board of Selectmen at the time of property redemption that, within 6 months of property redemption, the materials and vehicles will be completely removed from the site in accordance with the plan.

PARCEL INFORMATION

MAP/LOT/UNIT

Map 0090, Lot 0083

OWNER (S)

Former owners listed as Barry and Roxanne Fritz.

PARTY REQUESTING REDEMPTION

Roxanne Fritz has requested she be allowed to redeem the property.

SIZE OF LOT

3.39 Acres

ASSESSED VALUE

\$403,600

DESCRIPTION OF FORECLOSURE ACTION

The Town has filed a tax lien on this property for the Fiscal Year 2009. The FY2009 lien matured and was foreclosed on February 12, 2010.

TAXES OWED/PAID

The Tax Collector has confirmed taxes have been outstanding on this property since FY2009. The total amount of taxes, interest and lien costs owed is \$13,058.73 as of January 13, 2012 which breaks down as follows:

FY2010	\$ 3,948.83
FY2009	\$ 4,476.56
FY2008	\$ 4,633.34

PLANNING DEPARTMENT ANALYSIS

Stephen Burns, Community Development Director, recommends Conditions #4 and 5, above.

State of Maine
Tax Lien Certificate
2008

002038

FRITZ BARRY A/ROXANNE A
35 CIDER HILL RD
YORK, ME 03909

I, MARY-ANNE SZENIAWSKI, Collector of Taxes for the Town of York, a municipal corporation located in the County of York, State of Maine, hereby give you notice that a tax in the amount of \$3,289.96 has been assessed, and was committed to me for collection on July 29, 2008, against real estate in said Town of York, and against FRITZ BARRY A/ROXANNE A as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 35 CIDER HILL ROAD

Map Lot Description: 0090-0083

Registry of Deeds reference: B3516P203

Map and Lot numbers refer to such numbers as found on tax maps of the Town of York, prepared by: Town of York Maine and dated April 2008, on file at the Town of York municipal office.

I give you further notice that said tax, together with interest in the amount of \$234.73, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:
Statutory Fees and
Mailing Costs : \$40.08
Principal : \$3,289.96
Interest : \$234.73

Total : \$3,564.77



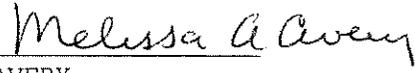
MARY-ANNE SZENIAWSKI
Tax Collector
Town of York

NOTICE: The municipality has policy under 36 M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

York, SS. State of Maine York, Maine July 16, 2009

Then personally appeared the above named MARY-ANNE SZENIAWSKI, Collector of Taxes, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before Me, 
MELISSA A. AVERY
Notary Public
December 29, 2012

State of Maine
Tax Lien Certificate
2009

Doc# 2010023436
Bk 15879 Pg 545
Received York SS
06/15/2010 9:21AM
Debra L. Anderson
Register of Deeds

002038

FRITZ BARRY A/ROXANNE A
35 CIDER HILL RD
YORK ME 03909

I, MARY-ANNE SZENIAWSKI, Collector of Taxes for the Town of York, a municipal corporation located in the County of York, State of Maine, hereby give you notice that a tax in the amount of \$3,275.84 has been assessed, and was committed to me for collection on August 4, 2009, against real estate in said Town of York, and against FRITZ BARRY A/ROXANNE A as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 35 CIDER HILL ROAD

Map Lot Description: 0090-0083

Registry of Deeds reference: B3516P203

Map and Lot numbers refer to such numbers as found on tax maps of the Town of York, prepared by: Town of York Maine and dated April 2009, on file at the Town of York municipal office.

I give you further notice that said tax, together with interest in the amount of \$163.79, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:

Statutory Fees and
Mailing Costs : \$34.54
Principal : \$3,275.84
Interest : \$163.79

Total : \$3,474.17



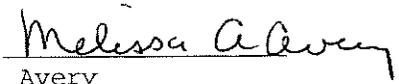
MARY-ANNE SZENIAWSKI
Tax Collector
Town of York

NOTICE: The municipality has policy under 36 M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

York, SS. State of Maine York, Maine June 15, 2010

Then personally appeared the above named MARY-ANNE SZENIAWSKI, Collector of Taxes, and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before Me, 
Melissa A. Avery
Notary Public
December 29, 2012

State of Maine
Notice of Impending Automatic Foreclosure
Title 36, M.R.S.A. Section 943

002038

January 7, 2010

IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR 2007 PROPERTY TAXES, INTEREST AND COSTS.

FRITZ BARRY A/ROXANNE A
35 CIDER HILL RD
YORK, ME 03909

You are the party named on a tax lien certificate filed on August 12, 2008, and recorded in B15471P0653 in the York County Registry of Deeds. This filing has created a tax lien mortgage on the real estate described therein.

Map & Lot: 0090-0083
Location: 35 CIDER HILL ROAD

On February 12, 2010, the tax lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE TAX LIEN FORECLOSES, THE MUNICIPALITY WILL OWN YOUR PROPERTY.

If you cannot pay the property taxes you owe, please contact me to discuss this notice.

* IF YOU ARE A DEBTOR IN BANKRUPTCY,*
* THIS NOTICE DOES NOT APPLY TO YOU.*



Elizabeth S. McCann
Deputy Treasurer
Town of York
County of York

Principal	3,167.91
Interest	777.77
Lien Costs	26.64
Fee	3.00
Cert Mail Fee	5.54
Total	3,980.86

Amount due as of February 12, 2010. Please call (207) 363-1004 for the amount due on any desired payment date.

SENDER: COMPLETE THIS SECTION

COMPLETE THIS SECTION ON DELIVERY

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

A. Signature
 X *Barry A. Fritz* Agent
 Address

B. Received by (Printed Name) C. Date of Delivery

1. Article Addressed to:

RE2038

FRITZ BARRY A/ROXANNE A
 35 CIDER HILL RD
 YORK, ME 03909

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type
 Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee) Yes

2. Article Number
 (Transfer from service label) 7009 1680 0000 2502 6334

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
 (Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	\$.44
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage	5.54

Postmark Here

RE2038

7009 1680 0000 2502 6334

Sent To FRITZ BARRY A/ROXANNE A
35 CIDER HILL RD
 Street, Apt. No., or PO Box No. YORK, ME 03909
 City, State, ZIP+

PS Form 3800

Town of York
Tax Map # 0090 0083
Parcel Id 1940
35 CIDER HILL ROAD
YORK TOWN OF Since Apr 2010
186 YORK STREET
YORK ME 03909

Class	9030 MUNICIPAL MDL00	Property Type	9 Exempt
Tax Code	2065 2065	Size Total	3.39 Acres
FY	2012		

Owner (Current)

YORK TOWN OF
 186 YORK STREET
 YORK ME 03909

Tax Assessment

CURRENT YEAR INFO 2012

Land Value	Improvements	Total Value	Tax Rate	True Taxes	Total Taxes
\$145,500	\$258,100	\$403,600		\$0.00	

PRIOR YEAR INFO 2011

Land Value	Improvements	Total Value	Total Taxes
\$145,500	\$258,100	\$403,600	\$0.00

Tax Title/Lien

Taking Date	Redemption Date	Petition Date	Foreclosure Date	Disclaimer Date	Title Redemption
7/16/2009					
Title Court	Title Court No				

A/R Inquiry

Bill Number	Sub System	Tax Title	Int/Pen	Fee(s)	Refunded	Adj.	Abated	Paid	Balance
2010 TT121830			\$198.33	\$8.59					\$3,482.76
Install	Billed	Adj. Bill							
1 st	\$3,275.84								
							1/13/2012 - Late Charges:		\$466.07
							Total Due:		\$3,948.83

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
6/14/2010	1 st	Transferred Principal	\$3,275.84	\$3,275.84		Posted
6/14/2010	1 st	Transferred (Int./Pen.)	\$34.54	\$3,310.38		Posted
6/14/2010	1 st	Transferred (Int./Pen.)	\$163.79	\$3,474.17		Posted
10/25/2011		Fee	\$5.59	\$3,479.76		Posted
10/25/2011		Fee	\$3.00	\$3,482.76		Posted

Bill Number	Sub System	Tax Title	Int/Pen	Fee(s)	Refunded	Adj.	Abated	Paid	Balance
2009 TT110913			\$274.81	\$8.54					\$3,573.31
Install	Billed	Adj. Bill							
1 st	\$3,289.96								
							1/13/2012 - Late Charges:		\$903.25
							Total Due:		\$4,476.56

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
7/16/2009	1 st	Transferred Principal	\$3,289.96	\$3,289.96		Posted
7/16/2009	1 st	Transferred (Int./Pen.)	\$40.08	\$3,330.04		Posted
7/16/2009	1 st	Transferred (Int./Pen.)	\$234.73	\$3,564.77		Posted
12/13/2010		Fee	\$5.54	\$3,570.31		Posted
12/13/2010		Fee	\$3.00	\$3,573.31		Posted

Town of York
Tax Map # 0090 0083
Parcel Id 1940
35 CIDER HILL ROAD
YORK TOWN OF Since Apr 2010
186 YORK STREET
YORK ME 03909

Class	9030 MUNICIPAL MDL00	Property Type	9 Exempt
Tax Code	2065 2065	Size Total	3.39 Acres
FY	2012		

Bill Number	Sub System								
2008 TT99663	Tax Title								
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$3,167.91		\$272.99						\$3,440.90
							1/13/2012 - Late Charges:		\$1,192.44
							Total Due:		\$4,633.34

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
8/12/2008	1 st	Transferred Principal	\$3,167.91	\$3,167.91		Posted
8/12/2008	1 st	Transferred (Int./Pen.)	\$26.64	\$3,194.55		Posted
8/12/2008	1 st	Transferred (Int./Pen.)	\$246.35	\$3,440.90		Posted

Bill Number	Sub System								
2006 TT76147	Tax Title								
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$3,067.60		\$413.92					\$3,481.52	\$0.00
							1/13/2012 - Late Charges:		\$0.00
							Total Due:		\$0.00

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
8/9/2006	1 st	Transferred Principal	\$3,067.60	\$3,067.60		Posted
8/9/2006	1 st	Transferred (Int./Pen.)	\$25.28	\$3,092.88		Posted
8/9/2006	1 st	Transferred (Int./Pen.)	\$172.03	\$3,264.91		Posted
7/3/2007	1 st	Interest	\$216.61	\$3,481.52		Posted
7/3/2007	1 st	Payment	(\$3,067.60)	\$413.92		Posted
7/3/2007	1 st	Payment	(\$172.03)	\$241.89		Posted
7/3/2007	1 st	Payment	(\$216.61)	\$25.28		Posted
7/3/2007	1 st	Payment	(\$25.28)	\$0.00		Posted

Balance:	\$10,496.97
1/13/2012 - Total Late Charges:	\$2,561.76
Total Due:	\$13,058.73

October 18, 2011

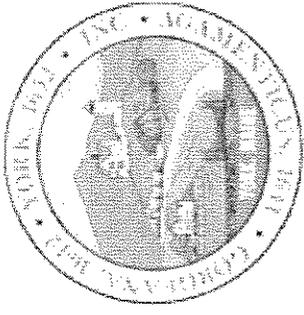
Mr. Robert Yandlow
186 York Street
York Me 03909

Mr. Yandlow,

I am writing to you to request that you allow me to redeem the properties that I failed to pay taxes on. I have several reasons as to why I didnt. But irregardless they should have been paid. I am sorry that I did not contact you sooner. When I found out I didnt know what to do and panicked and did nothing. The properties are #90/83 & 96/126. Thank you for your consideration.

A handwritten signature in black ink that reads "Roxanne E. Fritz". The signature is written in a cursive style with a large initial 'R' and 'F'.

Roxanne Fritz



REDEMPTION REQUEST

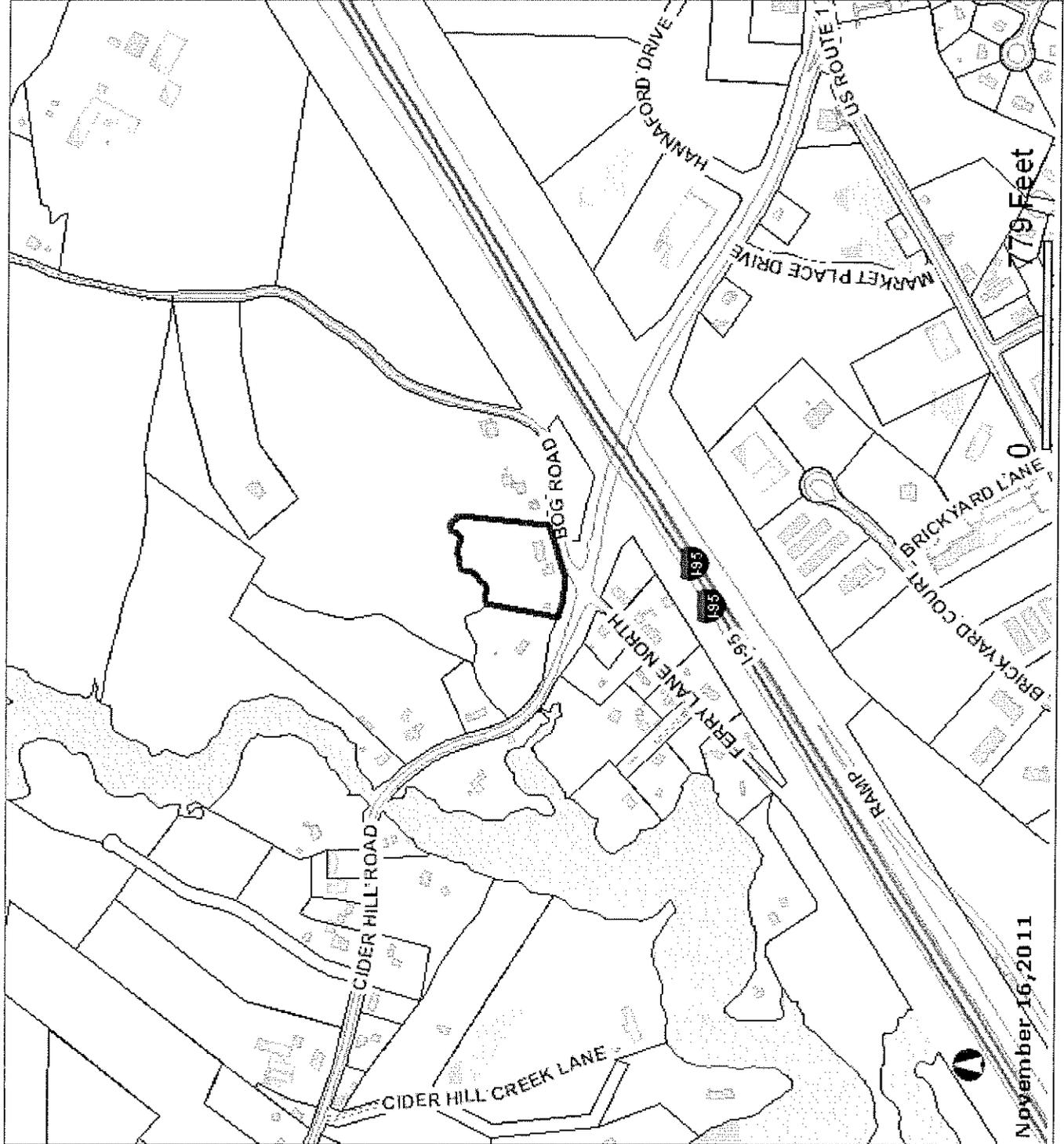
35 Cider Hill Road

Subject Property Data

Parcel ID	112-083
Old Parcel ID	0090-0083
Owner Name	YORK TOWN OF
Prop Location	35 CIDER HILL ROAD
Co-Owner	
Owner Addr	186 YORK STREET
Owner City	YORK, ME 03909
Land Area (Acres)	3.38999082
Land Value	145900
Building Value	258100
Total Value	403600

Disclaimer

Town of York, ME makes no warranty or representation as to the accuracy, timeliness or completeness of any of the data. The Town of York, ME shall have no liability for the data or lack thereof, or any decision made or action taken or not taken in reliance upon any of the data.



November 16, 2011

Susan Scott

From: Stephen H. Burns
Sent: Wednesday, November 16, 2011 4:07 PM
To: Susan Scott; Richard C. Mace; Mary-Anne Szeniaowski; Tracy Roy
Cc: Robert G. Yandow
Subject: RE: Redemption Request - R. Fritz

Susie,

Regarding the property at 229 Mountain Road, I recommend that redemption of the property be subject to the following condition: prior to redeeming this property, the former owner will have the septic tank pumped and will provide to the CEO a copy of the pumping receipt.

Regarding the property at 35 Cider Hill Road, I believe the property is a junkyard and automobile graveyard and therefore recommend that redemption of the property be subject to the following conditions:

- 1) prior to redeeming this property, the former owner will develop a written plan to remove enough of the scrap materials and unregistered vehicles from the yard such that it will no longer be a junkyard/auto graveyard, with written approval of the plan by the CEO; and
- 2) sign a written agreement with the Board of Selectmen at the time of property redemption that, within 6 months of property redemption, the materials and vehicles will be completely removed from the site in accordance with the plan.

These are my recommendations for the two Fritz redemption requests.

Steve

Stephen Burns
Community Development Director
Town of York, Maine
186 York Street, York, ME 03909
i: www.yorkmaine.org
e: sburns@yorkmaine.org
p: (207) 363-1007

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniaowski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott

Susan Scott

From: Stephen H. Burns
Sent: Tuesday, November 15, 2011 9:30 AM
To: Susan Scott; Richard C. Mace; Mary-Anne Szeniewski; Tracy Roy
Cc: Robert G. Yandow
Subject: RE: Redemption Request - R. Fritz

Susie,

I think we may have code problems on both of these lots, but I'm not positive so please don't take any action until I can review these in more detail. I'm thinking we have cited the 35 Cider Hill Road property for junkyard violations, and I need to check on septic pumping at the Mountain Road property. I haven't yet made the time to check our records. It may be a couple days before I can provide a more clear determination, but you'll have it before the end of the week.

Thanks.

Steve

Stephen Burns
Community Development Director
Town of York, Maine
186 York Street, York, ME 03909
i: www.yorkmaine.org
e: sburns@yorkmaine.org
p: (207) 363-1007

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniewski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222
f: (207) 363-1019

Susan Scott

From: Mary-Anne Szeniaewski
Sent: Wednesday, November 16, 2011 5:54 AM
To: Susan Scott; Richard C. Mace; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: RE: Redemption Request - R. Fritz

None from my professional corner. Not sure whether there are some 'clean up' issues at the 35 Cider Hill Road location. I thought at one point the Fritz's ran some sort of air-conditioning business.

Mary-Anne Szeniaewski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaewski@yorkmaine.org
p: (207) 363-1003, Ext. 272
f: (207) 363-1009

CONFIDENTIALITY: The information contained in this electronic mail message and any electronic files attached to it may be confidential information, and may also be the subject of legal professional privilege and/or public interest immunity. If you are not the intended recipient you are required to delete it. Any use, disclosure or copying of this message and any attachments is unauthorized. If you have received this electronic message in error, please inform the sender or contact town@yorkmaine.org. This footnote also confirms that this email message has been checked for the presence of computer viruses.

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniaewski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222
f: (207) 363-1019

 Please consider the environment before printing this email.

CONFIDENTIALITY: The information contained in this electronic mail message and any electronic files attached to it may be confidential information, and may also be the subject of legal professional privilege and/or public interest immunity. If you are not the intended recipient you are required to delete it. Any use, disclosure or copying of this message and any attachments is unauthorized. If you have received this electronic message in error, please inform the sender or contact town@yorkmaine.org. This footnote also confirms that this email message has been checked for the presence of computer viruses.

Susan Scott

From: Richard C. Mace
Sent: Thursday, November 17, 2011 12:40 PM
To: Susan Scott
Subject: RE: Redemption Request - R. Fritz

All set

From: Susan Scott
Sent: Thursday, November 17, 2011 11:45 AM
To: Richard C. Mace
Subject: FW: Redemption Request - R. Fritz

Rick,

Did you have any concerns, conditions, or all set with the 2 redemption requests, as noted below?

Thanks, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222
f: (207) 363-1019

 Please consider the environment before printing this email.

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniaowski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 21, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <input checked="" type="checkbox"/> Work Session _____	
Subject: Redemption Request: Tax Map 0096, Lot 0126 – 229 Mountain Road	

TO: BOARD OF SELECTMEN
FROM: Susan H. Scott
RECOMMENDATION: To allow the redemption of Tax Map 0096, Lot 0126, 229 Mountain Road by the former property owner.
PROPOSED MOTION: I move to approve the redemption of Tax Map 0096, Lot 0126, 229 Mountain Road, as requested, subject to the attached conditions being met, and that all taxes, interest and administrative costs are paid in full by no later than January 27, 2012.

Discussion: Please see attached memo for details.

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Susan H. Scott

Reviewed By: Robert H. Yonson



TO: Board of Selectmen

FROM: Susan H. Scott

DATE: November 21, 2011

RE: Tax Foreclosure Redemption: Map 0096, Lot 0126 – 229 Mountain Road

Roxanne Fritz, former property owner of property identified as Tax Map 0096, Lot 0126, located at 229 Mountain Road in York, Maine, requests to redeem this property for which the Town has a tax lien for Fiscal Year 2009. The Town has foreclosed on this property as of February 12, 2010 for non-payment of the FY2009 tax lien.

We are recommending to the Selectmen that Roxanne Fritz be allowed to redeem this property providing the following conditions are met:

Condition #1 – Roxanne Fritz pay all current taxes, interest and lien costs owed, which totals \$8,605.41 as of January 13, 2012.

Condition #2 – Roxanne Fritz pay Town Administrative costs involved with the processing of the foreclosure disposition, a total of \$200.00. This amount covers the cost of issuing a Quit Claim Deed and the administrative costs in processing this redemption.

Condition #3 – Roxanne Fritz shall pay in full all current taxes, interest, administrative costs and lien costs, which totals **\$8,805.41** by no later than January 13, 2012. (Please note this figure may have added interest due on the date payment is made.)

Condition #4 – Roxanne Fritz shall have the septic tank pumped, and will provide to the CEO a copy of the pumping receipt.

PARCEL INFORMATION

MAP/LOT/UNIT

Map 0096, Lot 0126

OWNER

Former owner listed as Roxanne Fritz.

PARTY REQUESTING REDEMPTION

Roxanne Fritz has requested she be allowed to redeem the property.

SIZE OF LOT

1 Acre

ASSESSED VALUE

\$258,900

DESCRIPTION OF FORECLOSURE ACTION

The Town has filed a tax lien on this property for Fiscal Year 2009. The FY2009 lien matured and was foreclosed on February 12, 2010.

TAXES OWED/PAID

The Tax Collector has confirmed taxes have been outstanding on this property since FY2009. The total amount of taxes, interest and lien costs owed is \$8,605.41 as of January 13, 2012 which breaks down as follows:

FY2010	\$ 2,613.85
FY2009	\$ 2,921.27
FY2008	\$ 3,070.29

PLANNING DEPARTMENT ANALYSIS

Stephen Burns, Community Development Director, recommends Condition #4, above.

State of Maine
Tax Lien Certificate
2008

007859

FRITZ ROXANNE
35 CIDER HILL RD
YORK, ME 03909

I, MARY-ANNE SZENIAWSKI, Collector of Taxes for the Town of York, a municipal corporation located in the County of York, State of Maine, hereby give you notice that a tax in the amount of \$2,134.38 has been assessed, and was committed to me for collection on July 29, 2008, against real estate in said Town of York, and against FRITZ ROXANNE as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 229 MOUNTAIN ROAD

Map Lot Description: 0096-0126

Registry of Deeds reference: B7351P218

Map and Lot numbers refer to such numbers as found on tax maps of the Town of York, prepared by: Town of York Maine and dated April 2008, on file at the Town of York municipal office.

I give you further notice that said tax, together with interest in the amount of \$152.28, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:
Statutory Fees and
Mailing Costs : \$40.08
Principal : \$2,134.38
Interest : \$152.28

Total : \$2,326.74



MARY-ANNE SZENIAWSKI
Tax Collector
Town of York

NOTICE: The municipality has policy under 36 M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

York, SS. State of Maine York, Maine July 16, 2009

Then personally appeared the above named MARY-ANNE SZENIAWSKI, Collector of Taxes, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before Me, Melissa A Avery
MELISSA A. AVERY
Notary Public
December 29, 2012

State of Maine
Tax Lien Certificate
2009

Doc# 2010023437
Bk 15879 Pg 546
Received York SS
06/15/2010 9:21AM
Debra L. Anderson
Register of Deeds

007859

FRITZ ROXANNE
35 CIDER HILL RD
YORK ME 03909

I, MARY-ANNE SZENIAWSKI, Collector of Taxes for the Town of York, a municipal corporation located in the County of York, State of Maine, hereby give you notice that a tax in the amount of \$2,156.15 has been assessed, and was committed to me for collection on August 4, 2009, against real estate in said Town of York, and against FRITZ ROXANNE as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 229 MOUNTAIN ROAD

Map Lot Description: 0096-0126

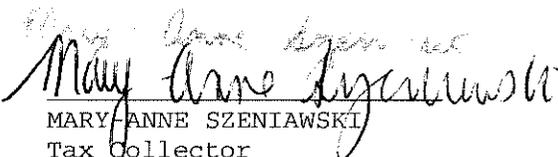
Registry of Deeds reference: B7351P218

Map and Lot numbers refer to such numbers as found on tax maps of the Town of York, prepared by: Town of York Maine and dated April 2009, on file at the Town of York municipal office.

I give you further notice that said tax, together with interest in the amount of \$107.81, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:
Statutory Fees and
Mailing Costs : \$34.54
Principal : \$2,156.15
Interest : \$107.81

Total : \$2,298.50


MARY-ANNE SZENIAWSKI
Tax Collector
Town of York

NOTICE: The municipality has policy under 36 M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

York, SS. State of Maine York, Maine June 15, 2010

Then personally appeared the above named MARY-ANNE SZENIAWSKI, Collector of Taxes, and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Before Me, 
Melissa A. Avery
Notary Public
December 29, 2012

State of Maine
Notice of Impending Automatic Foreclosure
Title 36, M.R.S.A. Section 943

007859

January 7, 2010

IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR 2007 PROPERTY TAXES, INTEREST AND COSTS.

FRITZ ROXANNE
35 CIDER HILL RD
YORK, ME 03909

You are the party named on a tax lien certificate filed on August 12, 2008, and recorded in B15471P0654 in the York County Registry of Deeds. This filing has created a tax lien mortgage on the real estate described therein.

Map & Lot: 0096-0126
Location: 229 MOUNTAIN ROAD

On February 12, 2010, the tax lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE TAX LIEN FORECLOSES, THE MUNICIPALITY WILL OWN YOUR PROPERTY.

If you cannot pay the property taxes you owe, please contact me to discuss this notice.

* IF YOU ARE A DEBTOR IN BANKRUPTCY, *
* THIS NOTICE DOES NOT APPLY TO YOU. *

Principal	2,093.04
Interest	513.88
Lien Costs	26.64
Fee	3.00
Cert Mail Fee	5.54
Total	2,642.10



Elizabeth S. McCann
Deputy Treasurer
Town of York
County of York

Amount due as of February 12, 2010. Please call (207) 363-1004 for the amount due on any desired payment date.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

RE 7859

FRITZ ROXANNE
35 CIDER HILL RD
YORK, ME 03909

2. Article Number
(Transfer from service label)

COMPLETE THIS SECTION ON DELIVERY

A. Signature
X *Ray For* Agent Addressee

B. Received by (Printed Name) _____ C. Date of Delivery _____

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee) Yes

7009 1680 0000 2502 6341

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Postage	\$.44
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	5.54

Postmark Here

RE 7859

Sent To: FRITZ ROXANNE
35 CIDER HILL RD
YORK, ME 03909

1680 2052 0000 099T

438607A

Town of York
Tax Map # 0096 0126
Parcel Id 9384
229 MOUNTAIN ROAD
YORK TOWN OF Since Apr 2010
186 YORK STREET
YORK ME 03909

Class	9030 MUNICIPAL MDL00	Property Type	9 Exempt
Tax Code	2065 2065	Size Total	43560 Square Feet
FY	2012		

Owner (Current)

YORK TOWN OF
 186 YORK STREET
 YORK ME 03909

Tax Assessment

CURRENT YEAR INFO 2012

Land Value	Improvements	Total Value	Tax Rate	True Taxes	Total Taxes
\$110,000	\$148,900	\$258,900		\$0.00	

PRIOR YEAR INFO 2011

Land Value	Improvements	Total Value	Total Taxes
\$100,000	\$152,600	\$252,600	\$0.00

Tax Title/Lien

Taking Date	Redemption Date	Petition Date	Foreclosure Date	Disclaimer Date	Title Redemption
7/16/2009					
Title Court	Title Court No				

A/R Inquiry

Bill Number	Sub System	Tax Title							
2010 TT127095									
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$2,156.15		\$142.35	\$8.59					\$2,307.09
							1/13/2012 - Late Charges:		\$306.76
							Total Due:		\$2,613.85

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
6/14/2010	1 st	Transferred Principal	\$2,156.15	\$2,156.15		Posted
6/14/2010	1 st	Transferred (Int./Pen.)	\$34.54	\$2,190.69		Posted
6/14/2010	1 st	Transferred (Int./Pen.)	\$107.81	\$2,298.50		Posted
10/25/2011		Fee	\$5.59	\$2,304.09		Posted
10/25/2011		Fee	\$3.00	\$2,307.09		Posted

Bill Number	Sub System	Tax Title							
2009 TT116190									
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$2,134.38		\$192.36	\$8.54					\$2,335.28
							1/13/2012 - Late Charges:		\$585.99
							Total Due:		\$2,921.27

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
7/16/2009	1 st	Transferred Principal	\$2,134.38	\$2,134.38		Posted
7/16/2009	1 st	Transferred (Int./Pen.)	\$40.08	\$2,174.46		Posted
7/16/2009	1 st	Transferred (Int./Pen.)	\$152.28	\$2,326.74		Posted
12/13/2010		Fee	\$5.54	\$2,332.28		Posted
12/13/2010		Fee	\$3.00	\$2,335.28		Posted

Town of York
Tax Map # 0096 0126
Parcel Id 9384
229 MOUNTAIN ROAD
YORK TOWN OF Since Apr 2010
186 YORK STREET
YORK ME 03909

Class	9030 MUNICIPAL MDL00	Property Type	9 Exempt
Tax Code	2065 2065	Size Total	43560 Square Feet
FY	2012		

Bill Number	Sub System								
2008 TT105114	Tax Title								
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$2,093.04		\$189.41						\$2,282.45
								1/13/2012 - Late Charges:	\$787.84
								Total Due:	\$3,070.29

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
8/12/2008	1 st	Transferred Principal	\$2,093.04	\$2,093.04		Posted
8/12/2008	1 st	Transferred (Int./Pen.)	\$26.64	\$2,119.68		Posted
8/12/2008	1 st	Transferred (Int./Pen.)	\$162.77	\$2,282.45		Posted

Bill Number	Sub System								
2006 TT81641	Tax Title								
Install	Billed	Adjst Bill	Int/Pen	Fee(s)	Refunded	Adjst.	Abated	Paid	Balance
1 st	\$2,060.86		\$286.37					\$2,347.23	\$0.00
								1/13/2012 - Late Charges:	\$0.00
								Total Due:	\$0.00

Entry Date	Install	Trans Type	Amount	Balance Due	Amount Billed	Posted Flag
8/9/2006	1 st	Transferred Principal	\$2,060.86	\$2,060.86		Posted
8/9/2006	1 st	Transferred (Int./Pen.)	\$25.28	\$2,086.14		Posted
8/9/2006	1 st	Transferred (Int./Pen.)	\$115.57	\$2,201.71		Posted
7/3/2007	1 st	Interest	\$145.52	\$2,347.23		Posted
7/3/2007	1 st	Payment	(\$2,060.86)	\$286.37		Posted
7/3/2007	1 st	Payment	(\$115.57)	\$170.80		Posted
7/3/2007	1 st	Payment	(\$145.52)	\$25.28		Posted
7/3/2007	1 st	Payment	(\$25.28)	\$0.00		Posted

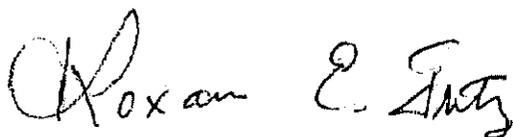
Balance:	\$6,924.82
1/13/2012 - Total Late Charges:	\$1,680.59
Total Due:	\$8,605.41

October 18, 2011

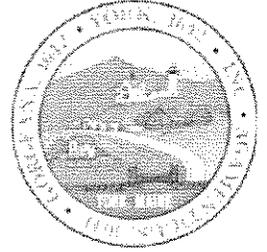
Mr. Robert Yandlow
186 York Street
York Me 03909

Mr. Yandlow,

I am writing to you to request that you allow me to redeem the properties that I failed to pay taxes on. I have several reasons as to why I didnt. But irregardless they should have been paid. I am sorry that I did not contact you sooner. When I found out I didnt know what to do and panicked and did nothing. The properties are #90/83 & 96/126. Thank you for your consideration.

A handwritten signature in cursive script that reads "Roxanne E. Fritz". The signature is written in dark ink and is positioned above the printed name.

Roxanne Fritz

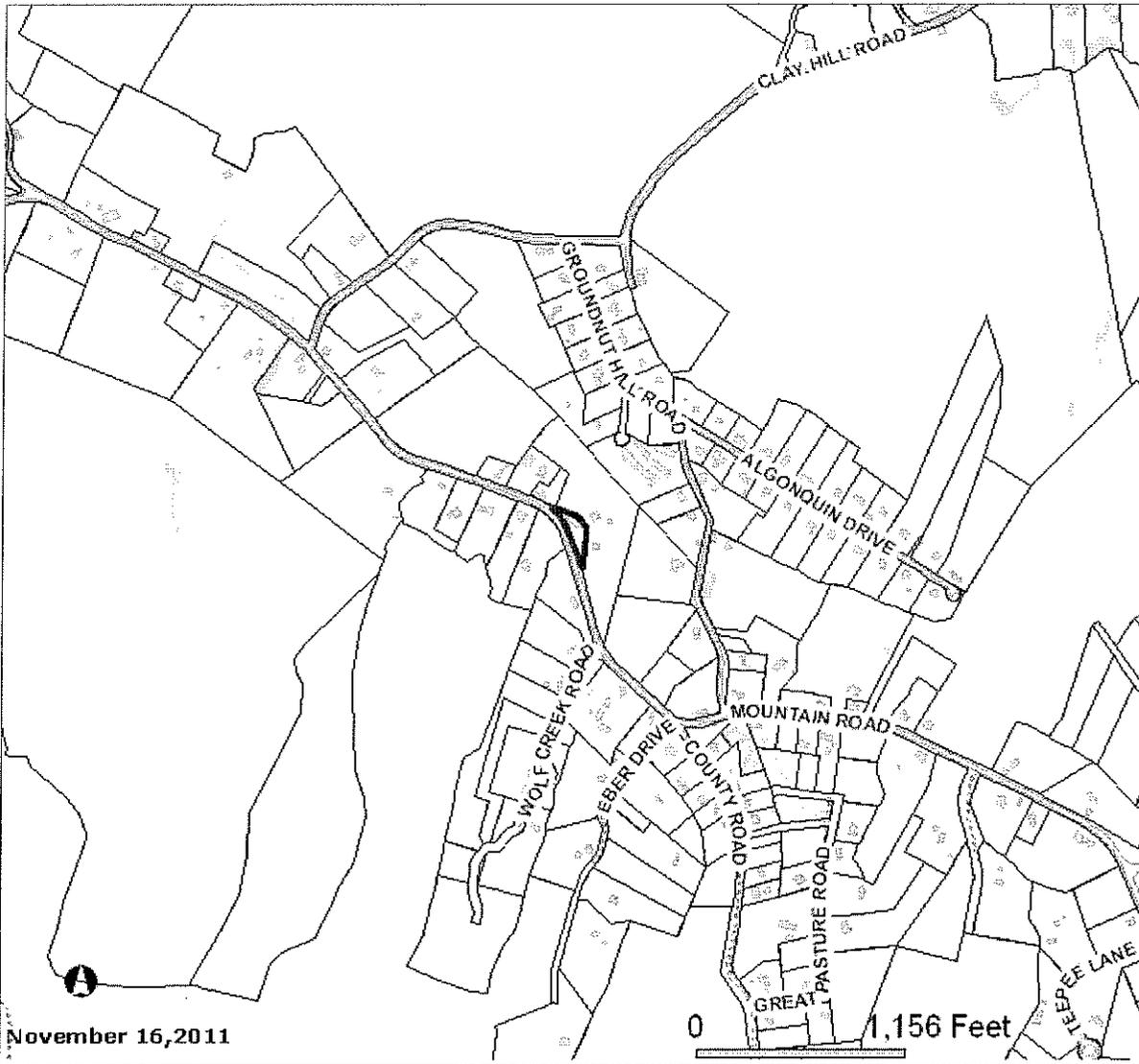


REDEMPTION REQUEST

229 Mountain Road

Subject Property Data

Parcel ID	225-103
Old Parcel ID	0096-0126
Owner Name	YORK TOWN OF
Prop Location	229 MOUNTAIN ROAD
Co-Owner	
Owner Addr	186 YORK STREET
Owner City	YORK, ME 03909
Land Area (Acres)	1
Land Value	110000
Building Value	148900
Total Value	258900



November 16, 2011

Disclaimer
Town of York, ME makes no warranty or representation as to the accuracy, timeliness or completeness of any of the data. The Town of York, ME shall have no liability for the data or lack thereof, or any decision made or action taken or not taken in reliance upon any of the data.

Susan Scott

From: Stephen H. Burns
Sent: Wednesday, November 16, 2011 4:07 PM
To: Susan Scott; Richard C. Mace; Mary-Anne Szeniewski; Tracy Roy
Cc: Robert G. Yandow
Subject: RE: Redemption Request - R. Fritz

Susie,

Regarding the property at 229 Mountain Road, I recommend that redemption of the property be subject to the following condition: prior to redeeming this property, the former owner will have the septic tank pumped and will provide to the CEO a copy of the pumping receipt.

Regarding the property at 35 Cider Hill Road, I believe the property is a junkyard and automobile graveyard and therefore recommend that redemption of the property be subject to the following conditions:

- 1) prior to redeeming this property, the former owner will develop a written plan to remove enough of the scrap materials and unregistered vehicles from the yard such that it will no longer be a junkyard/auto graveyard, with written approval of the plan by the CEO; and
- 2) sign a written agreement with the Board of Selectmen at the time of property redemption that, within 6 months of property redemption, the materials and vehicles will be completely removed from the site in accordance with the plan.

These are my recommendations for the two Fritz redemption requests.

Steve

Stephen Burns
Community Development Director
Town of York, Maine
186 York Street, York, ME 03909
i: www.yorkmaine.org
e: sburns@yorkmaine.org
p: (207) 363-1007

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniewski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott

Susan Scott

From: Mary-Anne Szeniaewski
Sent: Wednesday, November 16, 2011 5:54 AM
To: Susan Scott; Richard C. Mace; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: RE: Redemption Request - R. Fritz

None from my professional corner. Not sure whether there are some 'clean up' issues at the 35 Cider Hill Road location. I thought at one point the Fritz's ran some sort of air-conditioning business.

Mary-Anne Szeniaewski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaewski@yorkmaine.org
p: (207) 363-1003, Ext. 272
f: (207) 363-1009

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From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniaewski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222
f: (207) 363-1019

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Susan Scott

From: Richard C. Mace
Sent: Thursday, November 17, 2011 12:40 PM
To: Susan Scott
Subject: RE: Redemption Request - R. Fritz

All set

From: Susan Scott
Sent: Thursday, November 17, 2011 11:45 AM
To: Richard C. Mace
Subject: FW: Redemption Request - R. Fritz

Rick,

Did you have any concerns, conditions, or all set with the 2 redemption requests, as noted below?

Thanks, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222
f: (207) 363-1019

 Please consider the environment before printing this email.

From: Susan Scott
Sent: Monday, November 14, 2011 4:20 PM
To: Richard C. Mace; Mary-Anne Szeniaowski; Stephen H. Burns; Tracy Roy
Cc: Robert G. Yandow
Subject: Redemption Request - R. Fritz

Hello,

Resident Roxanne Fritz has requested to redeem two of her properties at 35 Cider Hill Road (Map 90, Lot 83) and 229 Mountain Road (Map 96, Lot 126). Please let me know if you have any concerns, conditions, or if you are all set with this redemption request.

Thank you, Susie.

Susan Scott
Administrative Assistant to the Town Manager
Town of York, Maine
186 York Street, York, Maine 03909-1314
i: www.yorkmaine.org
e: sscott@yorkmaine.org
p: (207) 363-1000, Ext. 222



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: November 22, 2011	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: November 28, 2011	
Regular <input checked="" type="checkbox"/> Work Session _____	
Subject: Catered Function by Qualified Catering Organization Application: Kitchen Chicks – Event December 14, 2011.	

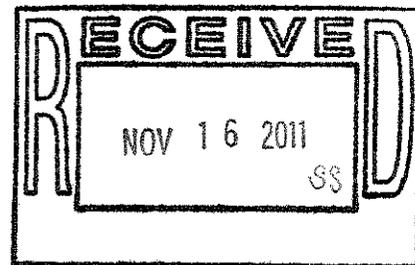
TO: BOARD OF SELECTMEN
FROM: Susan H. Scott
RECOMMENDATION: Approve Permit Application
PROPOSED MOTION: I move to approve the Catered Function by Qualified Catering Organization for Kitchen Chicks for the event to be held Wednesday, December 14, 2011 from approximately 5:00 PM to 9:00 PM.

Discussion:

FISCAL IMPACT:
DEPARTMENT LINE ITEM ACCOUNT:
BALANCE IN LINE ITEM IF APPROVED:

Prepared By: Susan H. Scott

Reviewed By: Robert H. Gendron



November 19, 2011

Susie Scott
Town of York ME
Town Manager's office
186 York St
York, ME 03909

RE: Qualified Caterer Function Applications for December 14, 2011

Dear Ms. Scott,

Attached are is a qualified catering permit that requires the approval and signatures of York officials and or municipal officers. This permit is for a catered event scheduled on December 14th at the business of "Modern Priscilla". The event is a Chamber of Commerce , Business after Hours Open House from 5-7pm.

Please contact me if you have any questions or need additional information.

Thank you,

A handwritten signature in dark ink, appearing to read "Peggy Liversidge".

Peggy Liversidge

Kitchen Chicks Catering, LLC

41 Water ST

Kennebunk, ME 04043

(207)985-0252 x 21

(207) 229-5272 cell

**MAINE DEPT OF
PUBLIC SAFETY**

STATE OF MAINE
Liquor Licensing & Inspection Division
164 State House Station
Augusta ME 04333-0164
Tel: (207) 624-7220 Fax: (207) 287-3424



**APPLICATION FOR CATERED FUNCTION BY
QUALIFIED CATERING ORGANIZATION**

License No.: 7420 Name of Qualified Caterer: Kitchen Chicks Catering

Mailing Address: PO Box 231

Town/ City: Kennebunkport State: ME Zip Code: 04046

Telephone: 207-985-0252 Fax: 207-985-0255

Title and Purpose of Event: Holiday Party / Client Appreciation

Location of Event: Modern Priscilla

Physical Address of Event: 529 US Route 1 #102

Town/City: YORK State: ME Zip Code: 03909

Indoor Event Outside Event (IF OUTSIDE AREA, DIAGRAM MUST BE INCLUDED)

Describe specific indoor and/or outdoor area to be licensed: office space

Date of Event: 12-14-11 Time - From: 5pm To: 9pm

Number of Persons Attending: 75+/-

Name of Sponsor: Modern Priscilla

Address: 529 US Route 1 #102 Town/City: YORK

State: ME Zip Code: 03909 Telephone Number: 207-363-5077

KM Gendron
Signature of Licensee or Corporate Officer

11/10/11
Date

Kelly M. Gendron
Print Name of Licensee or Corporate Officer

FOR USE ONLY BY DEPT. OF PUBLIC SAFETY - LIQUOR LICENSING

RESTRICTIONS:

[] **APPROVED**

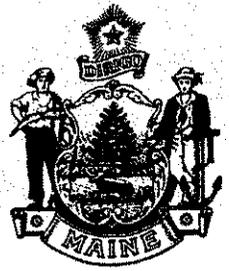
DATED: _____

[] **NOT APPROVED**

ISSUED BY: _____



State of Maine



DEPARTMENT OF PUBLIC SAFETY Bureau of Liquor Licensing

License Number
7428

Date of Issue
04/16/2011

Date of Expiration
04/15/2012

THIS CERTIFICATE IS VALID ONLY BETWEEN THE DATE ISSUED AND EXPIRATION DATE APPEARING HEREIN. IT MAY BE USED ONLY FOR THE NAMED HOLDER AT THE LOCATION FOR WHICH ISSUED.

THE PERSON NAMED HEREIN IS AUTHORIZED TO SELL OR DISPENSE ALCOHOLIC BEVERAGES WITH ALCOHOLIC CONTENT PERMITTED BY LAW FOR THE PERMITS DESIGNATED BELOW.

THIS CERTIFICATE AND/OR EACH TYPE OF PERMIT REPRESENTED IS SUBJECT TO SUSPENSION, REVOCATION OR CANCELLATION AS AUTHORIZED BY TITLE 28-A OF THE REVISED STATUTES.

Owner(s): KITCHEN CHICKS CATERING LIMITED
Business: KITCHEN CHICKS CATERING
41 WATER STREET
KENNEBUNK, ME

CODE	PERMIT TYPE/DESCRIPTION	FEE
1101	CLASS I - SPIRIT, VINOUS, AND MALT - QUALIFIED CATERING SERVICE	\$900.00
2630	FILING FEE	10.00

Total Fees:

\$ 910.00

Every license shall be displayed on the licensed premises in a conspicuous location in that part of the premises where liquor is served or sold, where it can easily be seen.

*Bureau of
Liquor Licensing*

Commissioner

License fee is non-refundable

KITCHEN CHICKS CATERING LIMITED
PO BOX 231
KENNEBUNKPORT, ME 04046